



## **Chhattisgarh Unified Industrial Portal**

Government of Chhattisgarh

***User Manual***

***For***

***Renewals of Fire License/NOC***

***(Home (Fire))***

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## 1. Overview

As part of Chhattisgarh's overarching promise of "Business Made Easy," OneClick is the state's new single-window portal that brings speed, simplicity, and transparency to the business environment. From approvals and clearances to bill payments, land allotment, and compliance — everything an entrepreneur or investor needs is now just one click away.

**Purpose:** This document gives easy, step-by-step instructions for industrial users to apply for **Renewals of Fire License/NOC** service through the Department of Commerce and Industries using the **Single Window Portal**. It helps authorized users understand how to use the right links and sections.

## 2. How to Get Started

Enter the application URL (<https://oneclick.cgstate.gov.in>) in the browser and the page navigates to the Home page of the SWS application.

## 3. How to login

The user to login with the credentials into the application in the home and login page as a **Figure 3.1 & 3.2.**



*Figure 3.1: Homepage Screen*



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**Figure 3.2: Login Screen (A)**

The Login page (as shown in **Fig. 3.3**) offers two login methods: **Login with Password** or **Login with OTP**. Choose your preferred option, then enter either your password or the OTP number to proceed.



**Figure 3.3: Login Screen (B)**



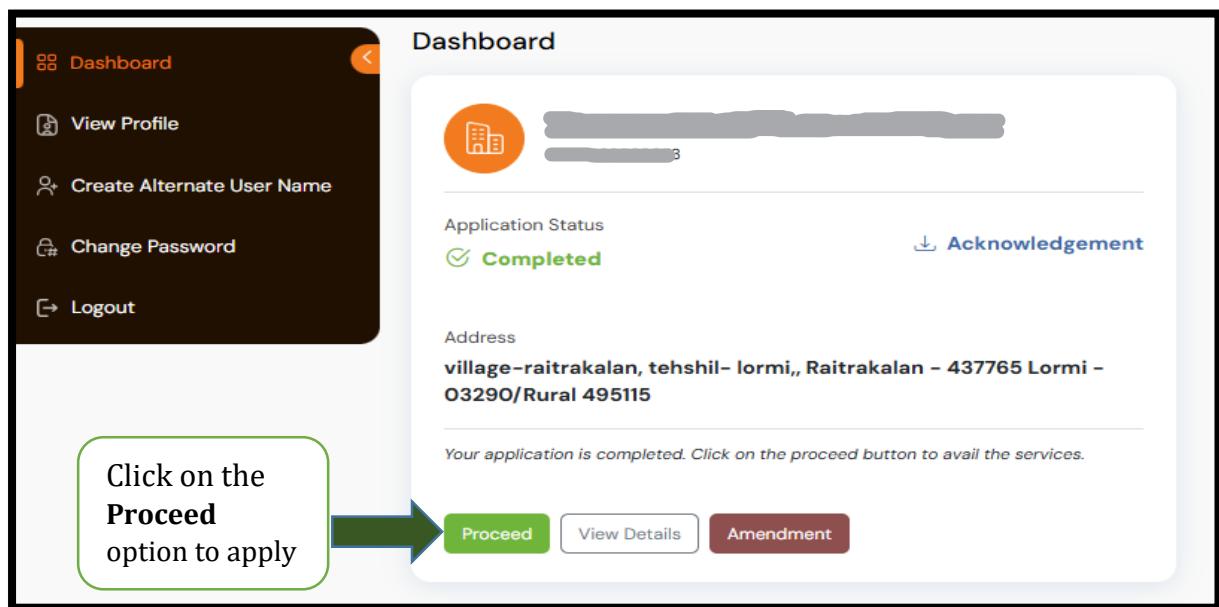
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## 4. Dashboard

After a successful login, the page navigates to the Investor Dashboard (refer to Fig. 4.1), which displays all your units and includes an option to add new unit details at the end.

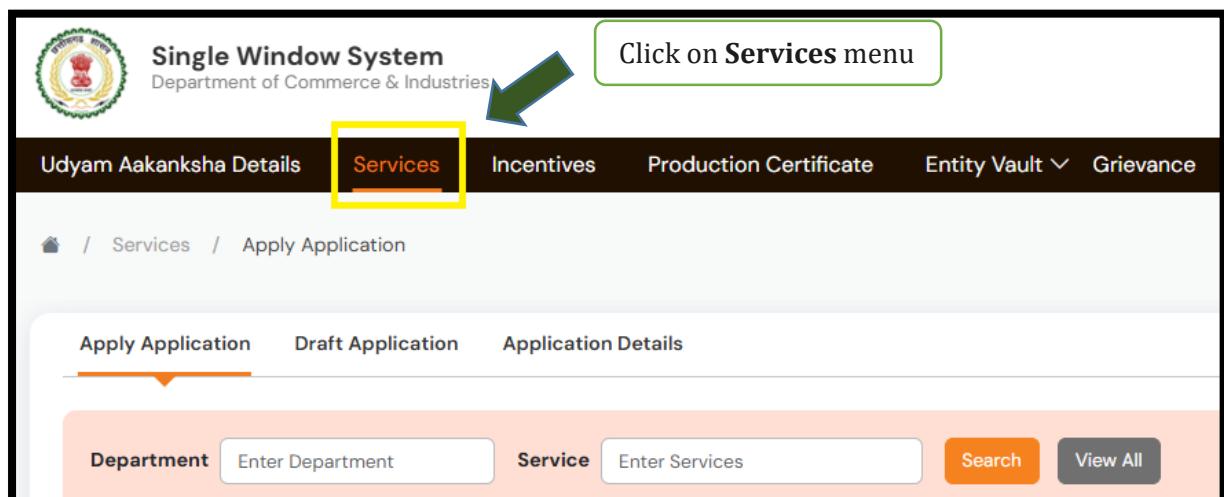
Now, click on the **Proceed** option to apply for **services**.



**Figure 4.1: Dashboard**

## 5. Apply for Services

Now, click on the **Services** menu at the top of the page (see Fig. 5.1). You will see a list of all available services.



**Figure 5.1: Services Page**

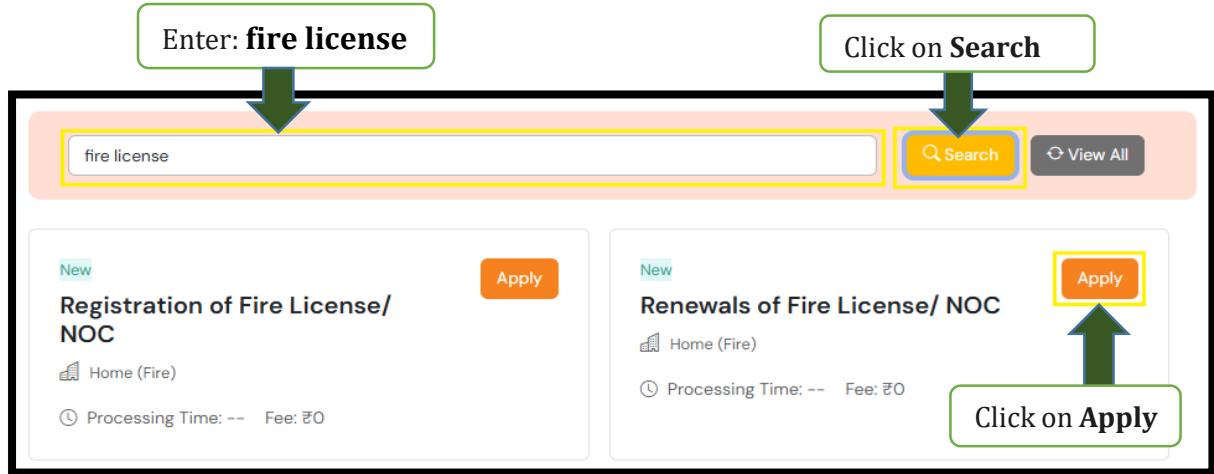


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## 5.1. Search for Services – Renewals of Fire License/NOC

In the Search field, enter **fire license** and click the **Search** button. A filtered list of services will appear—click **Apply** next to the relevant service (see Fig. 5.2).



**Figure 5.2: Filtered list of Services – Renewals of Fire License/NOC**

You will now be redirected to the official website of the **Chhattisgarh Agnishaman and Aapatkalin Sevayे** where you can apply for the **Renewals of Fire License/NOC**.

## 5.2. Required Documents

The following documents must each be **less than 10 MB in size** and should be in **JPG or PDF format**:

**For NOC Renewal:**

- Attach the **Building Completion Certificate**.
- Attach the **Building Construction Approval Certificate**.
  - If not available, attach an **Affidavit** instead.
- Attach a **copy of the previously issued NOC**.



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### 5.3. Form Details

The form will open in front of you, where you need to fill in the correct location and required information.

**आग्रा सुरक्षा प्रमाण पत्र हतु आवदन**

परिसर स्थल का विवरण / Building Details

**भवन का प्रकार चुनिये**

SN	भवन के प्रकार	
1	Residential Buildings / आवासीय परिसर (लैटिंग, रूमिंग, ऑफिसटोर्स, अपार्टमेंट, होटल)	<input checked="" type="checkbox"/>
2	Educational Buildings / शैक्षणिक परिसर (स्कूल, स्नीचर सेकेंडरी स्कूल अथवा ट्रेनिंग सेंचर)	<input checked="" type="checkbox"/>
3	Institutional Buildings / सेवाएँ ( अस्पताल एवं आश्रम केन्द्र, सरकार (हिस्सत) सेवा, दंड एवं मानविक शैक्षी सेवा)	<input checked="" type="checkbox"/>
4	Assembly Buildings / जनसभ्य स्थल (मनोरंजन स्थल, समाजिक, धार्मिक, विदेश संग्रह, असंघर्ष हाउस, अडिटोरियम, म्हूरिक, विम, रेसोर्ट, पूजा स्थल, डॉक हाउस, कराब, पैसेंजर स्टेशन, एवर ट्रैनिंग, ट्रैक्टर पारिवहन स्थल)	<input checked="" type="checkbox"/>
5	Business Buildings / व्यावसायिक स्थल (कार्यालय प्रयोगालय, बैंक, धना, ट्रैक्टीजिन अफिस, टी बी स्टेशन, अक्सिजन, डीक्टर, डक्टर, डक्टर, हाईलीयर, पोस्ट अफिस, लाइब्रेरी, आउटडोर पैरेंट विशिष्टालय, अनुसंधान केन्द्र, लैबोरेटरी, टैट हाउस, ई-पी-एची, कम्प्यूटर स्वास्थ्य केन्द्र, सूचना प्रसारण केन्द्र, टीवी स्टेशन, एवर ट्रैक्टर फ्लोर्स)	<input checked="" type="checkbox"/>
6	Merchantile Buildings / व्यापारिक परिसर (दुकान, स्टोर, डिपार्टमेंट स्टोर, अडरजाहेड शॉपिंग सेंटर इत्यादि)	<input checked="" type="checkbox"/>
7	Industrial Buildings / गोदानीय परिसर (अर्केत घाट, औद्योगिक प्रयोगालय, घार घाट, जनरेशन यूनिट, वीका स्टेशन, राही, गेट घाट, रिकामनी, डेपो, अरामिल)	<input checked="" type="checkbox"/>
8	Storage Buildings / भवनात्मक टक (एवं मरीजन टर्मिनल, अनात भेत्र, एवर तात्त्व, कोल टर्मिनल, बहन भेत्र, गेरेज, हैंगर)	<input checked="" type="checkbox"/>

**Figure 5.3: Form Details section**

After selecting the type and sub-type of building, you will receive a list of required infrastructures. If your premises have already been constructed, then the mentioned infrastructures must be present and functional at the time of inspection.

If the construction has not yet been completed, then the locations where these infrastructures will be established must be clearly marked in your building layout plan.

Proceed by selecting the 'Yes' option. Fill in all the required information.

यदि आपके परिसर में उपरोक्त उपकरण एवं प्रणालियाँ स्थापित नहीं हैं अथवा कार्य नहीं कर रहे हैं, तो आप आवेदन नहीं कर सकते हैं।"

क्या आपके परिसर (भवन) का निर्माण किया जा चुका है ?  हाँ  नहीं

क्या उपरोक्त उपकरण एवं प्रणालियाँ स्थापित की गयी हैं ?  हाँ  नहीं

क्या उपरोक्त उपकरण एवं प्रणालियाँ कार्य कर रहे हैं ?  हाँ  नहीं

Attach the mentioned documents and submit the form.



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## 5.4. Confirmation

After submitting the form, a Confirmation Page will appear in front of you. There, you can review your information.

**Figure 6.1 Confirmation section**

Accept the declaration and click on **Confirm Submit**.

**Note:** Once you submit the file, no further modifications of any kind can be made.

After **Confirm Submit**, you will receive a PDF copy of your application.

### Site Inspection Process:

If construction has already been completed on your premises, then the mentioned infrastructures must be installed and functional at the site.

If construction has not yet been completed, then the location where these infrastructures will be installed must be clearly marked in your building layout plan.

This will be verified by the inspecting officer. Additionally, the physical copies of the documents listed in Point 1 will also be reviewed.



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### Re-inspection Process:

If any shortcomings are found during the inspection of your premises, you must rectify them as per the instructions of the inspecting officer and notify them for re-inspection.

### आवेदन / Application

🖨️ **आवेदन पत्र प्रिंट करें**

♻️ **पुनः निरीक्षण हेतु सूचित करें**

आपके द्वारा बतायी गयी खामियाँ मेरे द्वारा पूर्ण कर ली गयी हैं।

➡️ **Submit**



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