



Chhattisgarh Unified Industrial Portal

Government of Chhattisgarh

User Manual ***For*** ***Udyam Aakanksha***

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1. Overview

The Single Window Portal (SWP), managed by Chhattisgarh's Department of Commerce and Industries, is a centralized, web-based platform. It simplifies and expedites access to various industrial services and approvals for investors, entrepreneurs, and businesses through a transparent and time-bound process.

This integrated system brings together numerous departmental services, including Industry, Labour, Pollution Control Board, and Revenue, as well as inter-departmental services like the Boiler Inspectorate, into a single digital interface. Users can register, manage their Udyam Aakanksha or Unit, and make necessary amendments. From a unified dashboard, they can apply for incentives, track application statuses, make payments, and receive approvals or certificates.

Purpose: This document guides authorized users through the processes of Udyam Aakanksha Registration, providing feedback, and making amendments within the SWP application. It is designed to ensure clarity and prevent any errors or misunderstandings during the operation of the application at the user end.

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**.

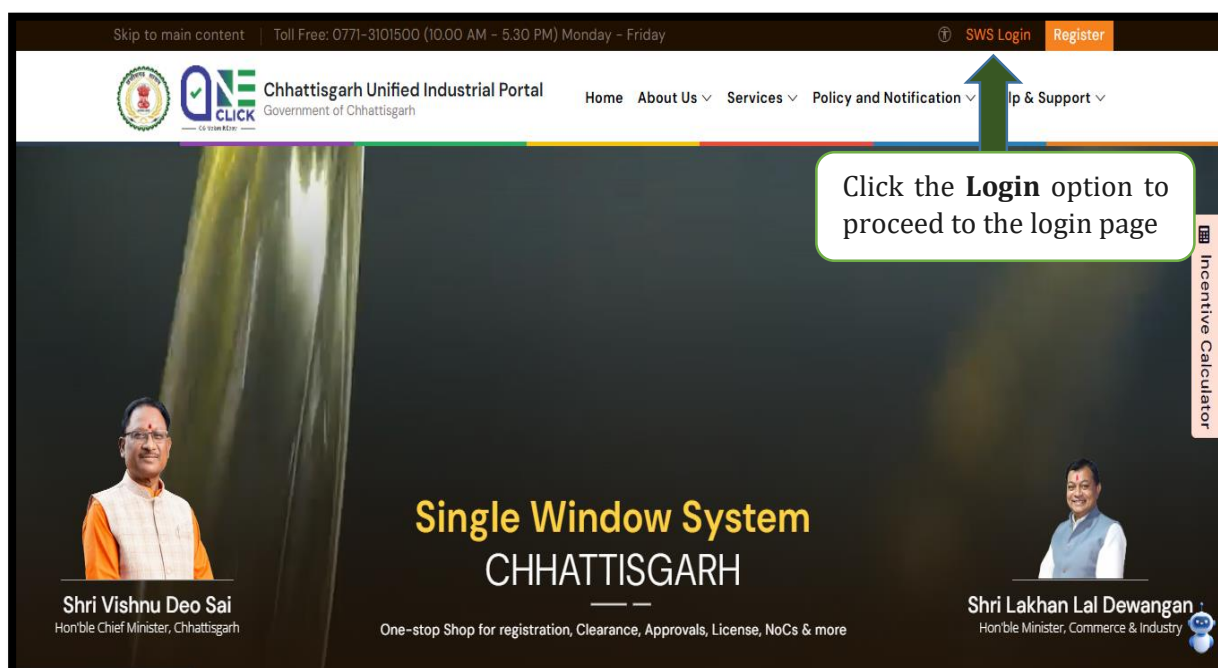


Figure 3.1: Homepage Screen



Department of Commerce & Industries
Government of Chhattisgarh

The Department of Commerce and Industries, Government of Chhattisgarh is a pivotal body responsible for the promotion and development of trade, commerce, and industrial growth within the state of Chhattisgarh, India.

Established with the aim of enhancing the economic landscape of the state, the department focuses on creating a conducive environment for businesses and industries to thrive, thereby contributing to the overall prosperity and employment generation for the people of Chhattisgarh.

Login

User Name

Captcha uh9Ur1 ↻

Next

[Forgot User Name?](#) [Register](#) [Back to Home](#)

For technical support please contact us at invest-support@cg.gov.in

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.

Department of Commerce & Industries
Government of Chhattisgarh

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Established with the aim of enhancing the economic landscape of the state, the department focuses on creating a conducive environment for businesses and industries to thrive, thereby contributing to the overall prosperity and employment generation for the people of Chhattisgarh.

Login

Login with Password

OR

Login with OTP

[Back to Login](#) [Forgot Password?](#)

For technical support please contact us at invest-support@cg.gov.in

Figure 3.3: Login Screen (B)

4. Udyam Aakanksha – Unit Registration

This module is designed to capture the intent of individuals or groups wishing to establish micro, small, medium or large enterprises in the state of Chhattisgarh. The investor need to register their unit by submitting basic enterprise intent information including entrepreneur details, business category, proposed location, and investment plans.



Investor then receives a digitally signed acknowledgement/registration number after successful payment.

5. Dashboard

After a successful login, the page navigates to the Investor Dashboard (refer to **Fig. 5.1**), which includes step-by-step instructions for adding new unit details.

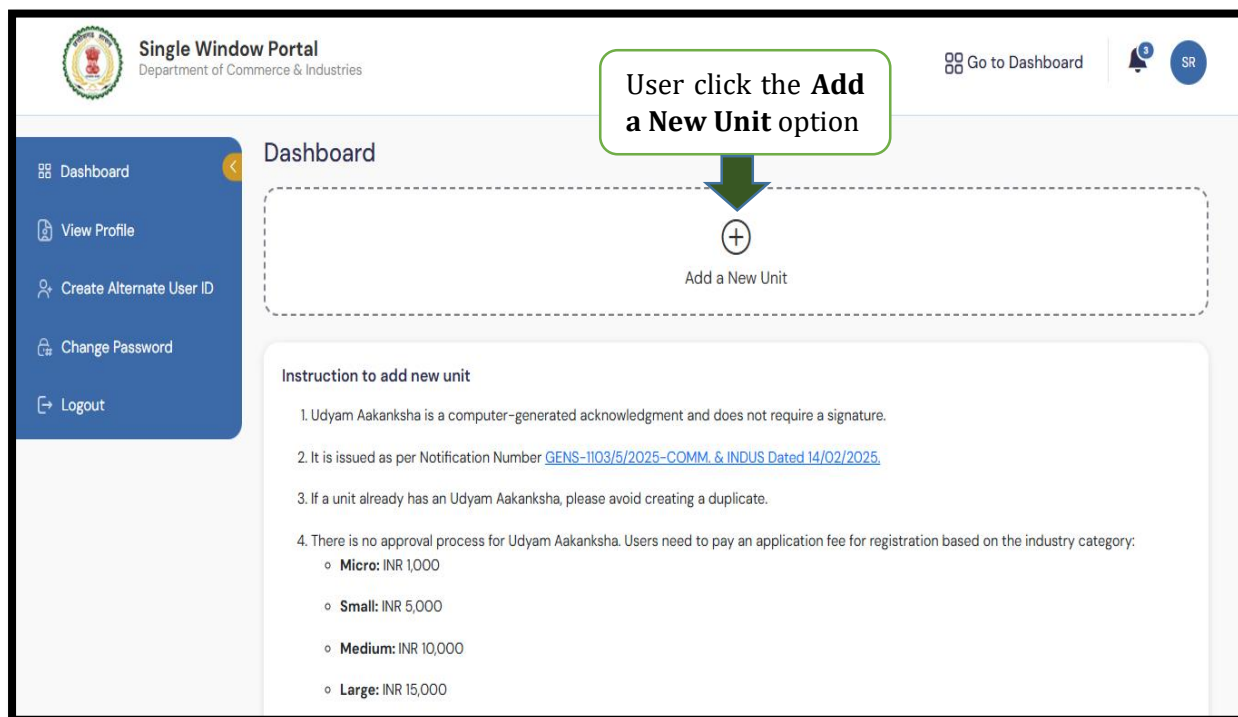


Figure 5.1: Dashboard Screen

On clicking the add a new unit, option to add a new unit with conditions applicable and the instruction to be followed populates on the display screen (refer to **Fig. 5.2**).



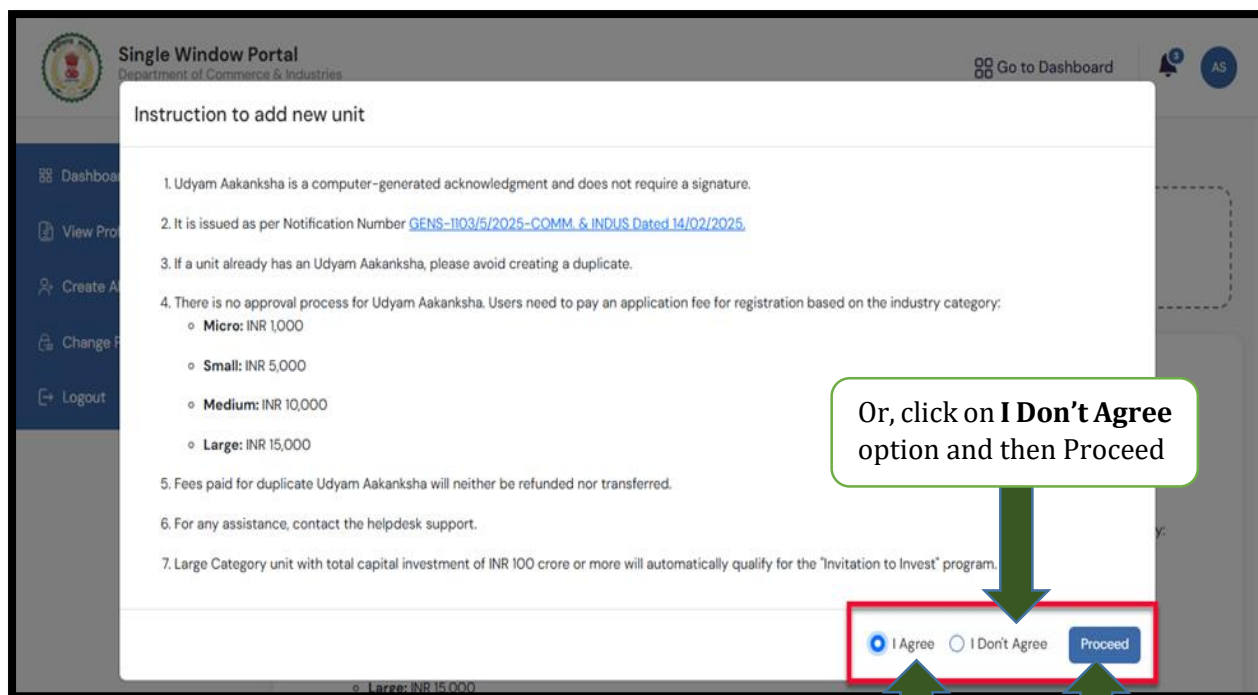


Figure 5.2: Instruction to add new unit

Read the instructions properly, if all the criteria mentioned are correct then click on **I Agree** option and **Proceed** for new unit registration

On agreeing, get navigated to add the company, project and land and utility requirement details.

5.1. Add Company Information

Add information about the company or enterprise to be registered in the company information as shown **Figure 5.3**.



Single Window Portal
Department of Commerce & Industries

Udyam Aakanksha

Click on the **Company Information** section and enter the basic details of the enterprise

(*) Indicated fields are mandatory

Company Information | Project Information | Land and Utility Requirement

Basic Details of Enterprise

Name of the Unit / Enterprise *

Industry Type *

Type of Organization *

Public Limited Company

User add the **Name of the Unit** or Enterprise and select the **Industry Type** as New or Existing

User click and select the **Type of Organization** from the dropdown menu

Figure 5.3: Add Company Information Screen (A)

5.1.1. User enter the Corporate or Office Address Details

- Enter the Address Line 1 and Address Line 2 in the provided text fields.
- The Country, State, and District will be automatically populated from your user registration details.
- Select the Block, Tehsil, and Village or Town from their respective drop-down menus.
- Enter the Pincode for the location. Your Mobile Number and e-mail ID will be pre-filled from your user details.

Corporate / Office Address Details

Address Line 1 *

Address Line 2

Country *

State *

District *

Block *

Tehsil *

Village / Town *

PIN Code *

Mobile Number *



5.1.2. User enter the Entrepreneur Details

- Add the Name of the Entrepreneur in the provided text fields.
- Select the Gender of the Entrepreneur.
- Select the Category of the Entrepreneur.
- Enter the Equity Participation in Percentage in the provided text fields.
- To add multiple entrepreneur details, click on the “**Add**” option.
- Doing so, the details are displayed in a tabular format.
- If the details entered are not correct, user has the provision to delete the record by clicking the **Delete** (🗑️) icon.
- To save the details in the draft format and submit it later, click on the **Save as Draft** (Save as Draft) option.

The screenshot displays the 'Add Company Information Screen (B)'. At the top, there are input fields for '491226' and a masked phone number. Below is the 'Email ID *' field. The main section is titled 'Entrepreneur Details' and contains a yellow note: 'Note: Please click the Add button to add Entrepreneur details before clicking Save and Continue.' The form includes fields for 'Entrepreneur Name *' (with a dropdown), 'Gender *' (with a dropdown set to 'Female'), 'Category *' (with a dropdown set to 'Select Category'), and 'Equity Participation (In Percentage) *'. An 'Add' button with a plus icon is at the bottom right of the form, indicated by a green arrow. Below the form is a table with the following data:

Sl#	Entrepreneur Name	Gender	Category	Equity Participation (in %)	Action
1	[Redacted Name]	Female	Women	35	🗑️
2	[Redacted Name]	Male	General	25	🗑️

Below the table are two buttons: 'Save & Continue' and 'Save as Draft'. The 'Save as Draft' button is highlighted with a red box and a green arrow pointing to it. A green arrow also points to the 'Action' column of the table. At the bottom, there is a footer: 'Copyright © 2025 SWP Chhattisgarh, All Rights Reserved.'

Figure 5.4: Add Company Information Screen (B)

Upon completing this process, the new unit registration information appears on the dashboard. The dashboard, shown in **Fig 5.5** below, displays the application status, address details, and status information.

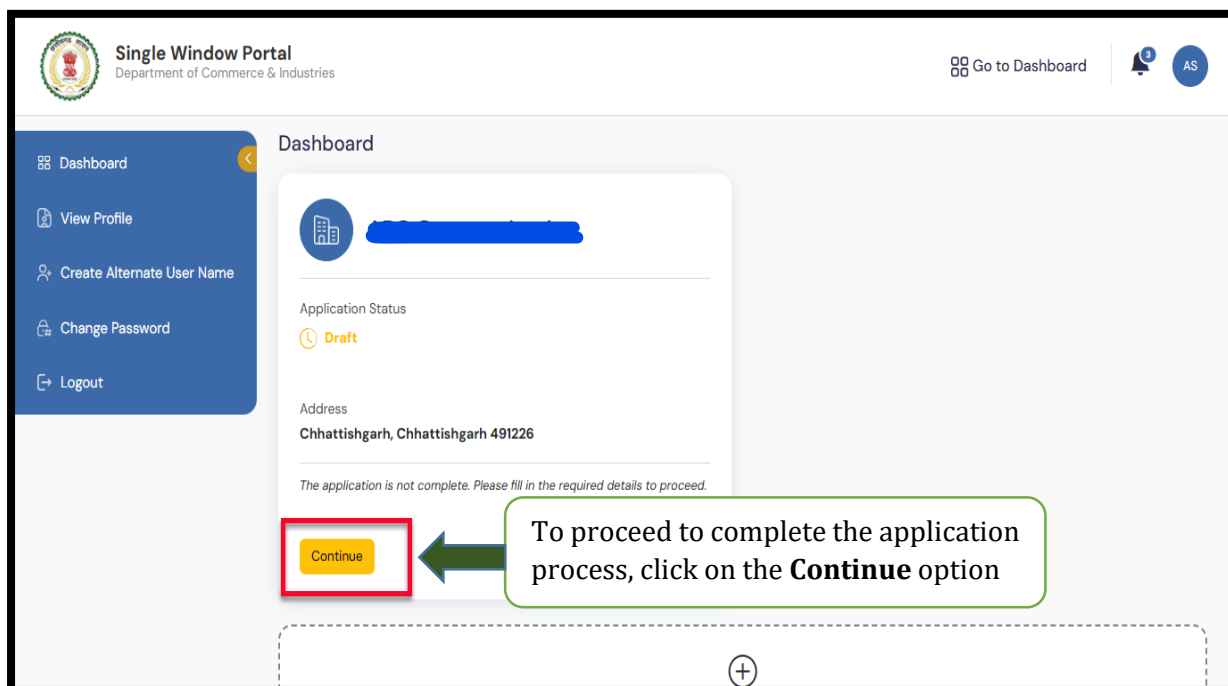


Figure 5.5: Dashboard Screen



Single Window Portal
Department of Commerce & Industries

Go to Dashboard | AS

Udyam Aakanksha (*) Indicated fields are mandatory

Company Information | Project Information | Land and Utility Requirement

Basic Details of Enterprise

Name of the Unit / Enterprise *
[Redacted]

Industry Type *
Existing

Type of Organization *
Private Limited Company

Corporate / Office Address Details

Address Line 1 *
Chhattishgarh

Address Line 2
Chhattishgarh

Country *
INDIA

State *
Chhattishgarh

District *
Balod

Block *
Balod

Tehsil *
Arjunda

Village / Town *
Admabad

PIN Code *
491226

Mobile Number *
[Redacted]

Email ID *
[Redacted]

Entrepreneur Details

Note: Please click the Add button to add Entrepreneur details before clicking Save and Continue.

Entrepreneur Name *
[Redacted]

Gender *
Select Gender

Category *
Select Category

Equity Participation (In Percentage) *
[Redacted]

Add

Sl#	Entrepreneur Name	Gender	Category	Equity Participation (in %)	Action
1	[Redacted]	Female	Women	35	[Delete]
2	[Redacted]	Male	General	25	[Delete]

Save & Continue | Save as Draft

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Figure 5.6: Company Information Screen

Click on **Save & Continue** option to save the details and proceed to add the project information

5.2. Project Information

Add details of the project in the project information section.



The screenshot shows the 'Udyam Aakanksha' form on the 'Single Window Portal' (Department of Commerce & Industries). The 'Project Information' tab is selected and highlighted with a red box. A green arrow points to this tab. Below the tabs, the 'Project Details' section shows 'Nature of Activity' with three radio buttons: 'Manufacturing', 'Service', and 'Manufacturing & Service'. The 'Manufacturing & Service' option is selected and highlighted with a red box. A green callout box with an arrow points to this selection, containing the text: 'Select the nature of the activity as Manufacturing, or Service, or Manufacturing Service'. Below this, there is a section for 'Add Product Details' with a yellow warning box stating: 'As per National Product Classification - 2011 defined by Ministry of Statistics and Implementation. You can download the NPC-2011 pdf from here and search your product. Note: Please click the Add button to add Product Details before clicking Save and Continue.' At the bottom, there are input fields for 'Existing Product Name' and 'Activity Code'.

Figure 5.7: Project Information


5.2.1. User enter the Product Details

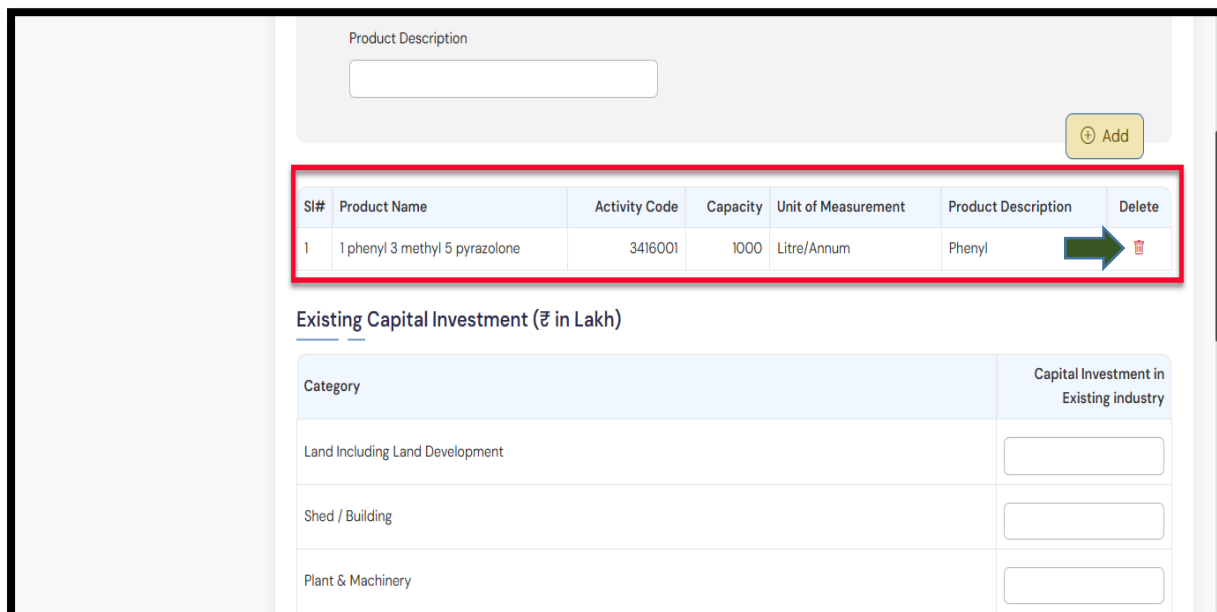
- Find the Name of the Project from the existing product names.
- The Activity Code of the product is auto fetched.
- Enter the Capacity of the Unit.
- Select the Unit of Measurement of the Capacity entered.
- Add the Description of the Product.
- Click on the **Add** button.

The screenshot shows the 'Add Product Details' form. It includes a yellow warning box with the same text as in Figure 5.7. Below this, there are input fields for 'Existing Product Name' (containing '1 phenyl 3 methyl 5 pyrazolone'), 'Activity Code' (containing '3416001'), 'Capacity' (containing '1000'), 'Unit of Measurement' (a dropdown menu showing 'Litre/Annum'), and 'Product Description' (containing 'Phenyl'). A green arrow points to the 'Add' button, which is highlighted with a red box.


Figure 5.8: Project Information




- The details added are displayed in a tabular format.
- To delete the record details, click on the **Delete** () icon.



Product Description



Sl#	Product Name	Activity Code	Capacity	Unit of Measurement	Product Description	Delete
1	1 phenyl 3 methyl 5 pyrazolone	3416001	1000	Litre/Annum	Phenyl	

Existing Capital Investment (₹ in Lakh)

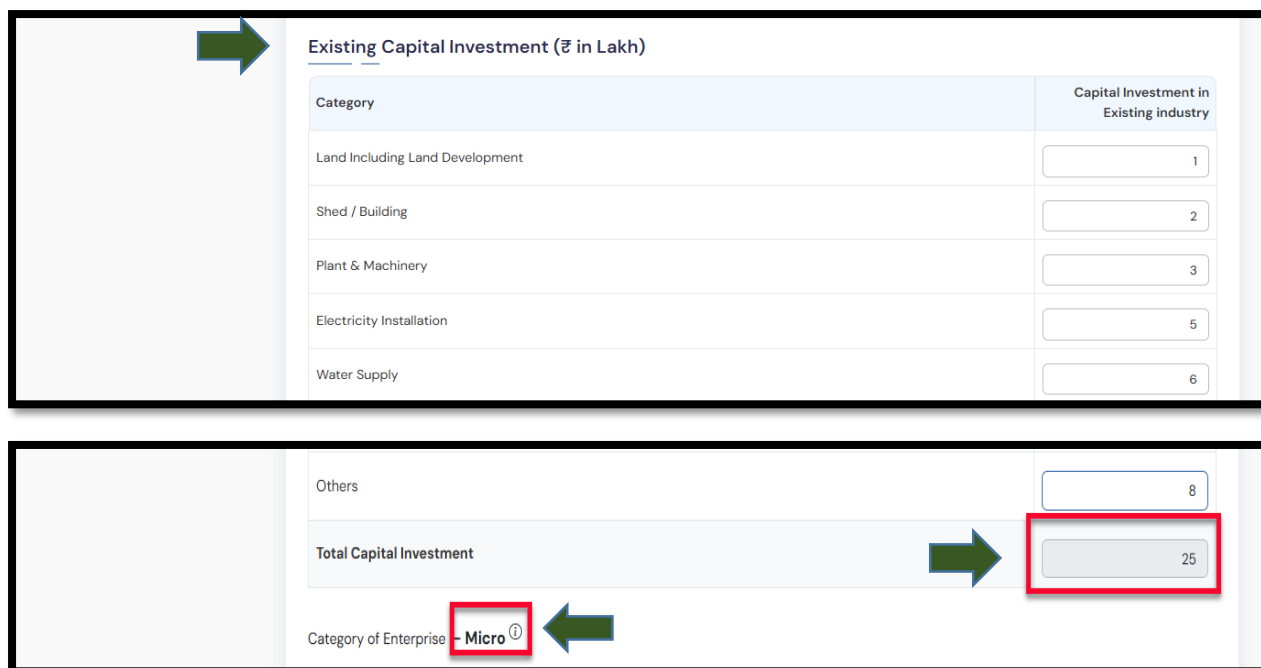
Category	Capital Investment in Existing industry
Land Including Land Development	<input type="text"/>
Shed / Building	<input type="text"/>
Plant & Machinery	<input type="text"/>

Figure 5.9: Project Information

Add the Existing Capital Investment details in lakhs only

- Enter the Capital Investment in Existing Industry under different categories of capital investment.
- If the total of capital investment is less than 1crore, then category of the enterprise is tagged as Micro.





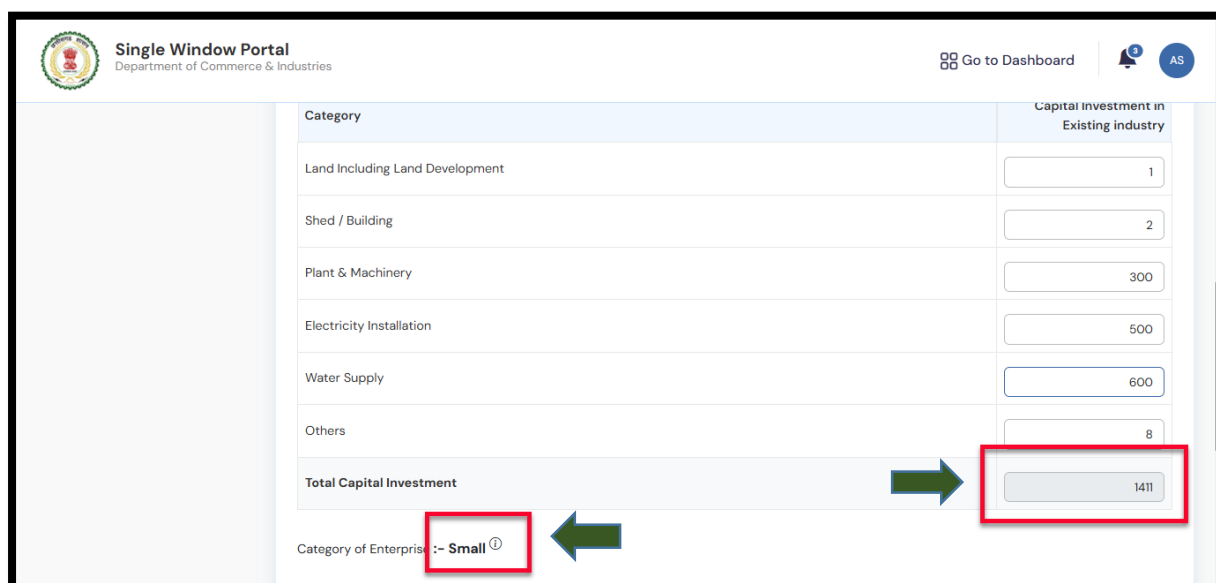
Existing Capital Investment (₹ in Lakh)

Category	Capital Investment in Existing industry
Land Including Land Development	1
Shed / Building	2
Plant & Machinery	3
Electricity Installation	5
Water Supply	6
Others	8
Total Capital Investment	25

Category of Enterprise :- **Micro**

Figure 5.10: Project Information

- Similarly, the total of the capital investment is more than 1Cr but less than 10Cr, then it is considered as Small enterprise.



Single Window Portal
Department of Commerce & Industries

Go to Dashboard

Category	Capital investment in Existing industry
Land Including Land Development	1
Shed / Building	2
Plant & Machinery	300
Electricity Installation	500
Water Supply	600
Others	8
Total Capital Investment	1411

Category of Enterprise :- **Small**

Figure 5.11: Project Information

- Similarly, the total capital investment is less than 50 crores are considered as large scale enterprise.



Category	Capital Investment in Existing industry
Land Including Land Development	10000
Shed / Building	20000
Plant & Machinery	300000
Electricity Installation	500000
Water Supply	600000
Others	800000
Total Capital Investment	2230000

Category of Enterprise :- Large

Figure 5.12: Project Information

- Enter the Power Requirement, followed by selecting the unit of measurement of the power requirement entered.
- Enter the Water Requirement measured in Million Cubic Meters (MCM) per Year.
- Enter the Incorporation Registration Number, issued during company incorporation.
- Enter the official registration date of the company or enterprise.

Total Capital Investment: 175300

Category of Enterprise :- Small

Power Requirement * : 2000 KW

Water Requirement (MCM Per Year) * : 200000

Incorporation Registration No * : [Redacted]

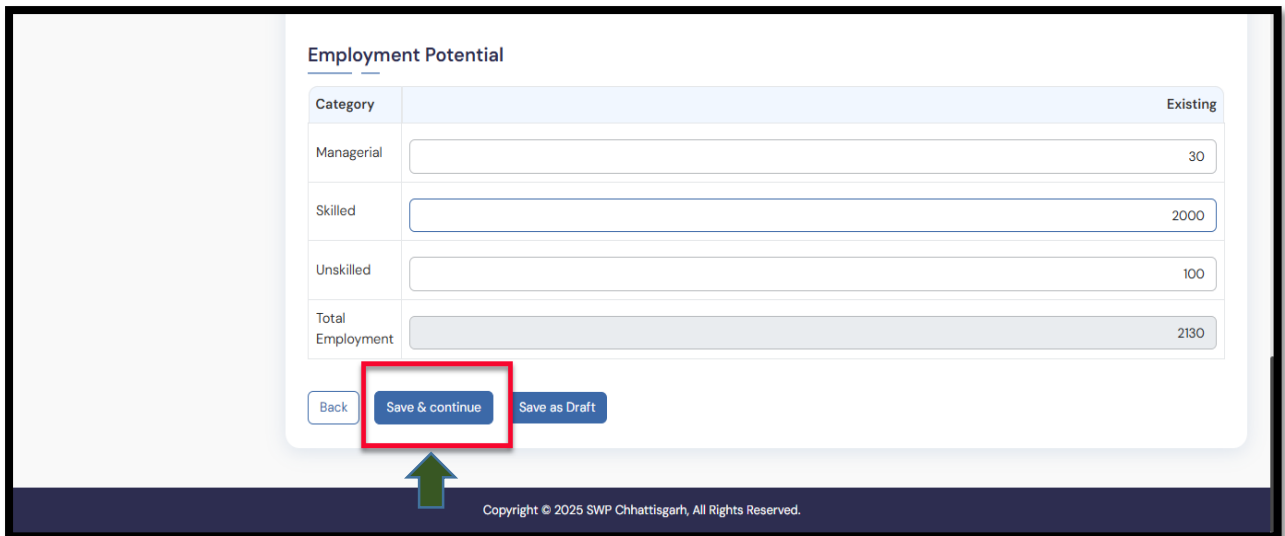
Incorporation Registration Date * : 02-Jun-2023

Figure 5.13: Project Information

5.2.2. User enter the Employment Potential Details

- Enter the total count of the managerial staff.
- Enter the number of skilled workers.
- Enter the number of unskilled labour.
- The total employment is auto-calculated field summing all employment categories.
- Click on **Back** button to navigate to the previous page or section.
- Or, click on **Save as Draft** button to save the data in draft format.
- To save the details and continue to add land and utility requirement, click on **Save & Continue** button.





Category	Existing
Managerial	30
Skilled	2000
Unskilled	100
Total Employment	2130

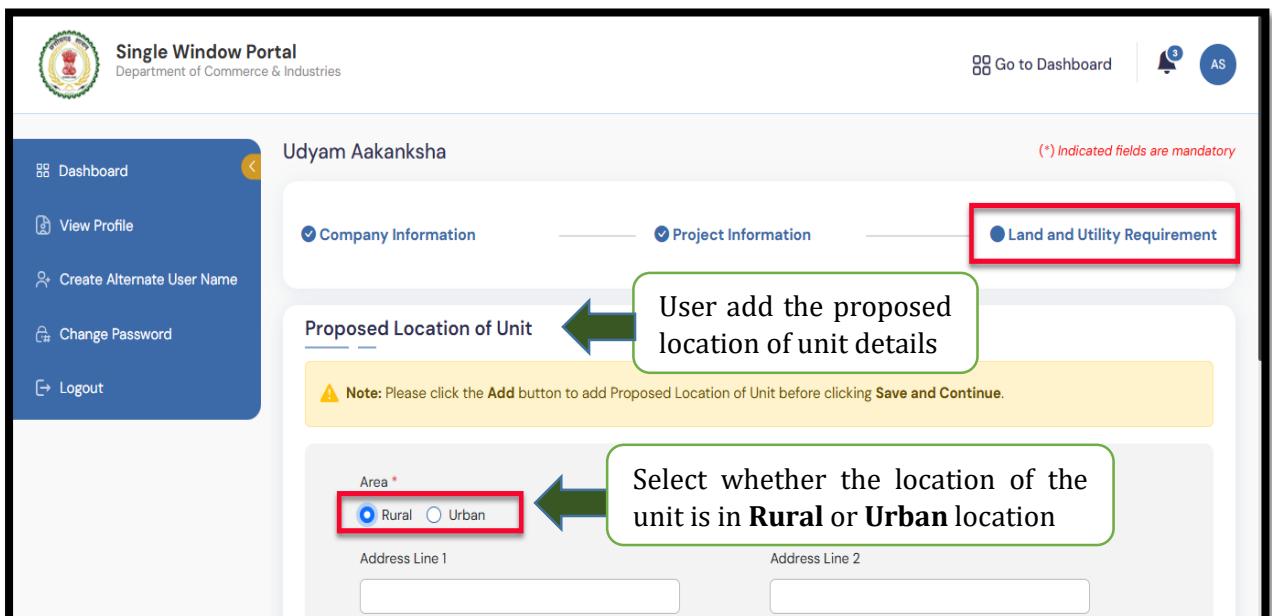
Back Save & continue Save as Draft

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Figure 5.14: Project Information

5.3. Land and Utility Requirement

Add the land and utility requirement details in this section.



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Department of Commerce & Industries

Go to Dashboard AS

Udyam Aakanksha (*) Indicated fields are mandatory

Company Information Project Information Land and Utility Requirement

Proposed Location of Unit

Note: Please click the Add button to add Proposed Location of Unit before clicking Save and Continue.

Area *
☒ Rural ☐ Urban

Address Line 1 Address Line 2

User add the proposed location of unit details

Select whether the location of the unit is in Rural or Urban location

Figure 5.15: Land and Utility Requirement

If the location of the unit comes under the rural category, then select **Rural** from the provided option and proceed to add other details

- Add the Address Line 1 and Address Line 2 details in the textspace.
- Select the Name of the District, followed by Name of the Block from the drop-down.
- Select the Name of the Tehsil, followed by the Name of the Village or Town from the drop-down menu.
- Enter the Pincode of the location.



- Enter the Khasra or Plot Number in the textspace.
- Add the Name of the Nearest Landmark to the location.
- Enter the Total Area of the Land.
- Select the Unit for measuring the Land.
- Click on **Add** button to add multiple location details.

Single Window Portal
Department of Commerce & Industries

Go to Dashboard AS

Change Password Logout

Proposed Location of Unit

Note: Please click the **Add** button to add Proposed Location of Unit before clicking **Save and Continue**.

Area *
☒ Rural ☐ Urban

Address Line 1: Chhatisgarh
 Address Line 2: Balod

District *: Balod
 Block: Balod

Tehsil: Arjunda
 Village / Town: Amalidih

Land Mark: Temple
 Land Area: 2000

Area Unit: Acre

Add

Back Save & continue Save as Draft

Figure 5.16: Land and Utility Requirement

If the location of the unit comes under the urban category, then select **Urban** from the provided option and proceed to add other details.

- Add the Address Line 1 and Address Line 2 details in the textspace.
- Select the Name of the District, followed by Name of the Block from the drop-down.
- Select the Name of the Tehsil, followed by the ULB from the drop-down menu.
- Select the Name of the Village or Town from the drop-down menu.
- Enter the Pincode of the location.
- Enter the Khasra or Plot Number in the textspace.
- Add the Name of the Nearest Landmark to the location.
- Enter the Total Area of the Land.
- Select the Unit for measuring the Land.
- Click on **Add** button to add multiple location details.



Single Window Portal
Department of Commerce & Industries

Go to Dashboard

Area *

☐ Rural ☒ Urban

Address Line 1
Chhatisgarh

District *
Balod

Tehsil
Arjunda

Village / Town
Amalidih

Khasra / Plot Number
567

Land Area
2000

Address Line 2
Balod

Block
Balod

ULB
Arjunda Municipal Panchayat

PIN Code
491226

Land Mark
Temple

Area Unit
Acre

Back Save & continue Save as Draft Add

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Figure 5.17: Land and Utility Requirement

On clicking the Add button, the details are displayed in a tabular format

Single Window Portal
Department of Commerce & Industries

Go to Dashboard

Land Mark

Land Area

Area Unit
Select

Add

Sl#	Area	Address 1	Address 2	District	Block	ULB	Tehsil	Village / Town	PIN Code	Khasra Number	Land Mark	Land Area	Area Unit	Action
1	Rural	Chhatisgarh	Balod	Balod	Balod	253155	Arjunda	Amalidih	491226	567	Temple	2000	Acre	

Back Save & continue Save as Draft

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Figure 5.18: Land and Utility Requirement

- The details added are displayed in a tabular format.



- To delete the record details, click on the **Delete** (🗑️) icon.
- To save the details in the draft format, click on the **Save as Draft** button.
- Click on **Save & Continue** button to save the details and continue.

On clicking, a preview of the unit registration is displayed.

Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Dashboard

View Profile

Create Alternate User Name

Change Password

Logout

Udyam Aakanksha

Company Information

Basic Details of Enterprise

Name of the Unit / Enterprise	Industry Type	Type of Organization
	Existing	Private Limited Company

Corporate / Office Address Details

Address Line 1	Address Line 2	Country
Chhattishgarh	Chhattishgarh	INDIA
State	District	Block
Chhattishgarh	Balod	Balod
Tehsil	Village / Town	PIN Code
Arjunda	Admabad	491226
Mobile Number	Email ID	

Entrepreneur Details

Sl#	Entrepreneur Name	Gender	Category	Equity Participation (in %)
1		Female	Women	35
2		Male	General	25

Create Alternate User Name

Change Password

Logout

Project Information

Project Details

Nature of Activity : **Manufacturing & Service**

Add Product Details (As per National Product Classification - 2011 defined by Ministry of Statistics and Implementation)

Sl#	Existing Product Name	Activity Code	Capacity	Unit of Measurement	Product Description
1	1 phenyl 3 methyl 5 pyrazolone	3416001	1000	Litre/Annum	Phenyl

Existing Capital Investment (₹ in Lakh)

Category	Capital Investment in Existing industry
Land including land development	10000
Shed / Building	20000
Plant & Machinery	300
Electricity Installation	5000



Electricity Installation	5000
Water Supply	60000
Others	80000
Total capital investment	175300

Category of Enterprise:- **Small**

Power Requirement
2000 KW

Water Requirement (MCM Per Year)
200000

Incorporation Registration No
[REDACTED]

Incorporation Registration Date
02-Jun-2023

Employment Potential

Category	Existing
Managerial	30
Skilled	2000

Unskilled	100
Total Employment	2130

Create Alternate User Name

Change Password

Logout

Project Information

Land and Utility Requirement

Proposed location of Unit

Sl#	Area	Address 1	Address 2	District	Block	ULB	Tehsil	Village / Town	PIN Code	Khasra Number	Land Mark	Land Area	Land Unit
1	Rural	Chhattisgarh	Balod	Balod	Balod	Arjunda Municipal Panchayat	Arjunda	Amalidih	491226	567	Temple	2000	Acre

Click on **Submit** button to submit the details

To cancel the submission, click on the **Cancel** button

To update any changes, click on the **Edit** button

Submit

Edit

Cancel

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Figure 5.19: Preview of Unit Registration Application

The details of the Company Information, Project Information, Land and Utility Requirement are displayed in the preview section.

For the application submitted, the user needs to make payment for the fee charged as per the industry type as Micro, Small, Medium or Large. User has the option to pay fee now or pay later.



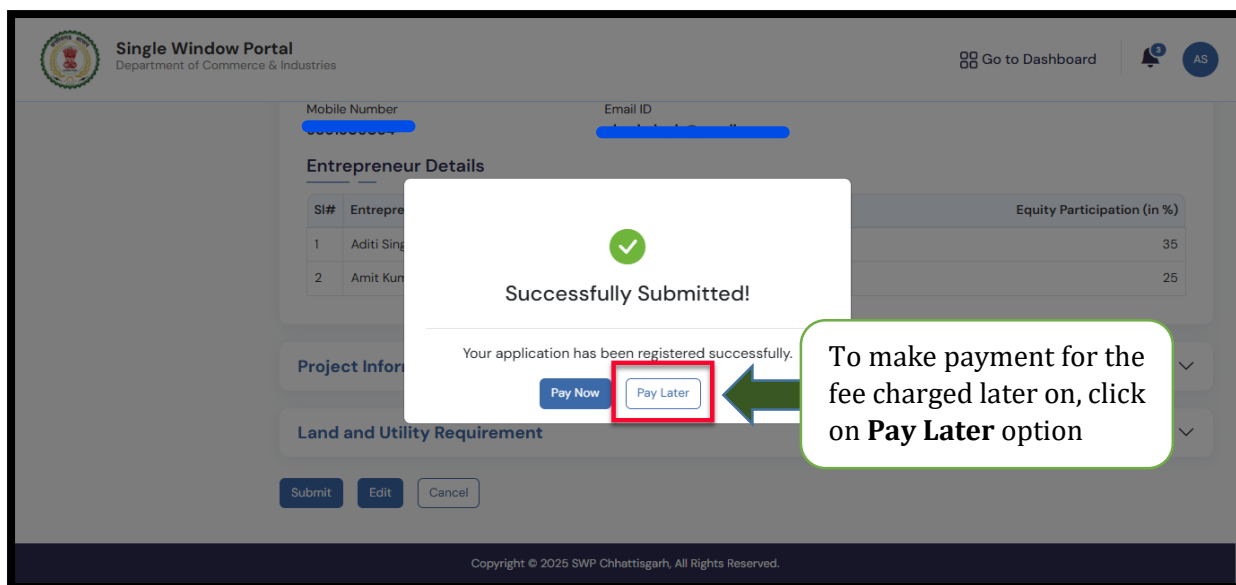


Figure 5.20: Confirmation Message

Get navigated to the dashboard section again.

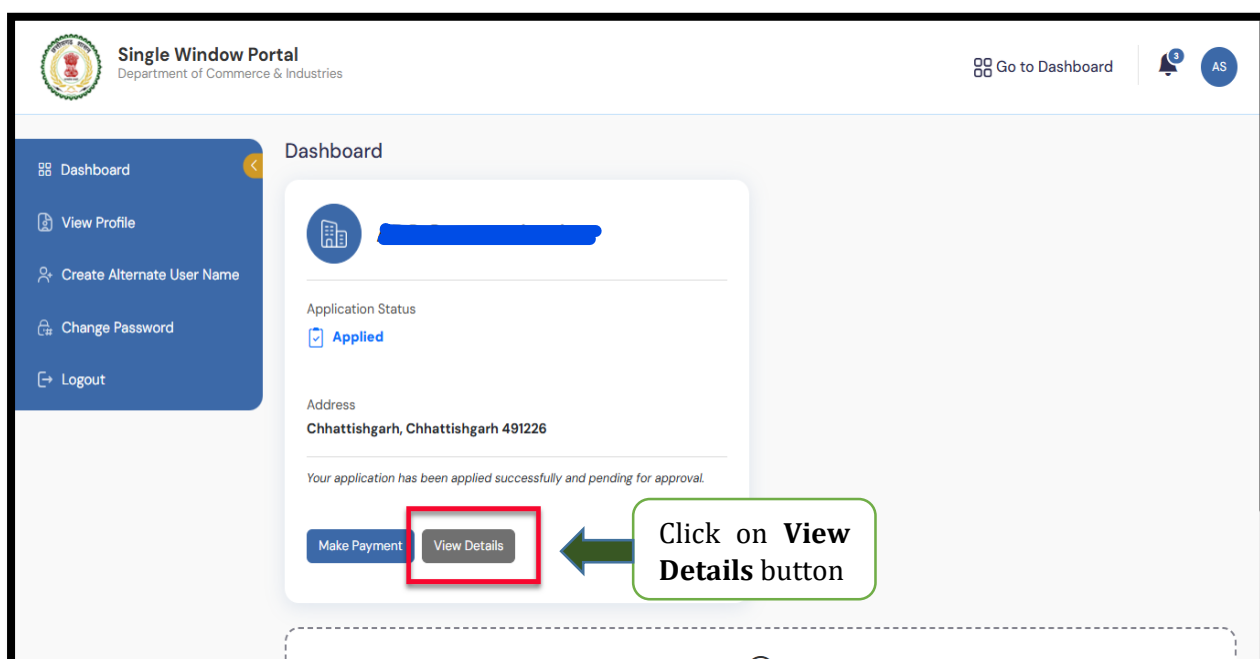


Figure 5.21: Dashboard

The details of the application are displayed in the View Details section.



Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Dashboard

View Profile

Create Alternate User Name

Change Password

Logout

Udyam Aakanksha

Company Information

Basic Details of Enterprise

Name of the Unit / Enterprise: [Redacted] Industry Type: Existing Type of Organization: Private Limited Company

Corporate / Office Address Details

Address Line 1: Chhattishgarh Address Line 2: Chhattishgarh Country: INDIA

State: Chhattishgarh District: Balod Block: Balod

Tehsil: Arjunda Village / Town: Admabad PIN Code: 491226

Mobile Number: [Redacted] Email ID: [Redacted]

Entrepreneur Details

Sl#	Entrepreneur Name	Gender	Category	Equity Participation (in %)
1	[Redacted]	Female	Women	35
2	[Redacted]	Male	General	25

Project Information

Land and Utility Requirement

Back

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Figure 5.22: Udyam Aakanksha - View Details

Now, taking reference from the **Fig 5.20** again,

- Click on the **Make Payment** to make payment for chargeable fee.

On clicking, an alert message appears on the display screen.

Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Dashboard

View Profile

Create Alternate User Name

Change Password

Logout

ABC

Application Status: Applied

Address: Chhattishgarh, C

Your application has

Payment Information

To complete the process, please pay the amount of ₹5000/-

Pay Now

Make Payment View Details

Click on the **Pay Now** button and proceed to make payment



Figure 5.23: Payment Information

On successful payment, a confirmation message of the same appears on the display screen.

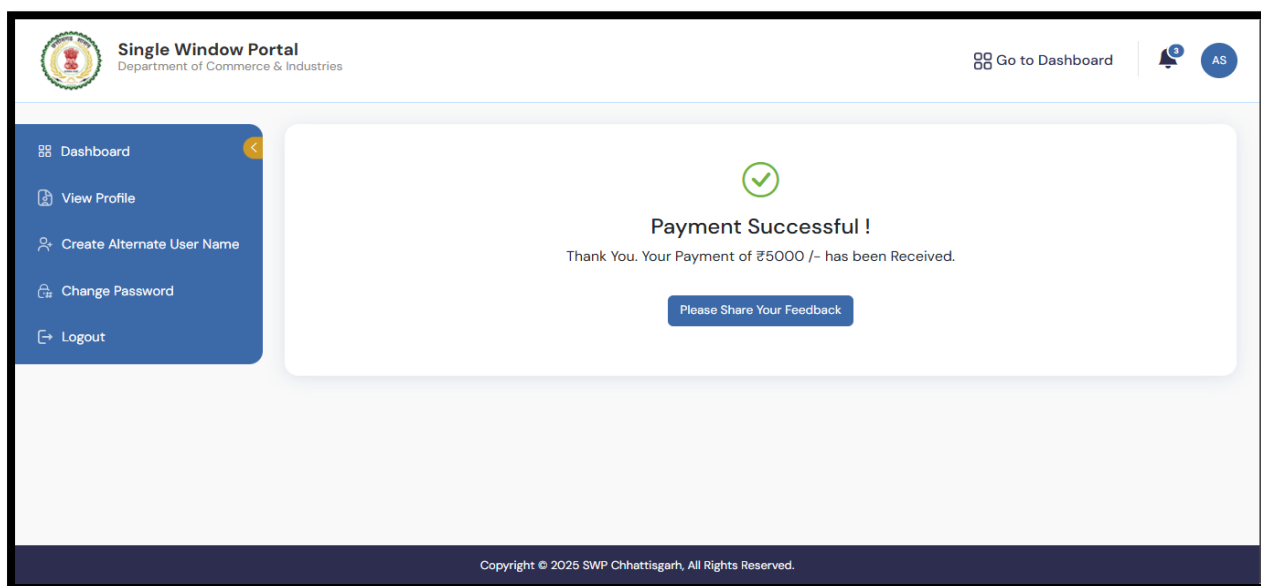
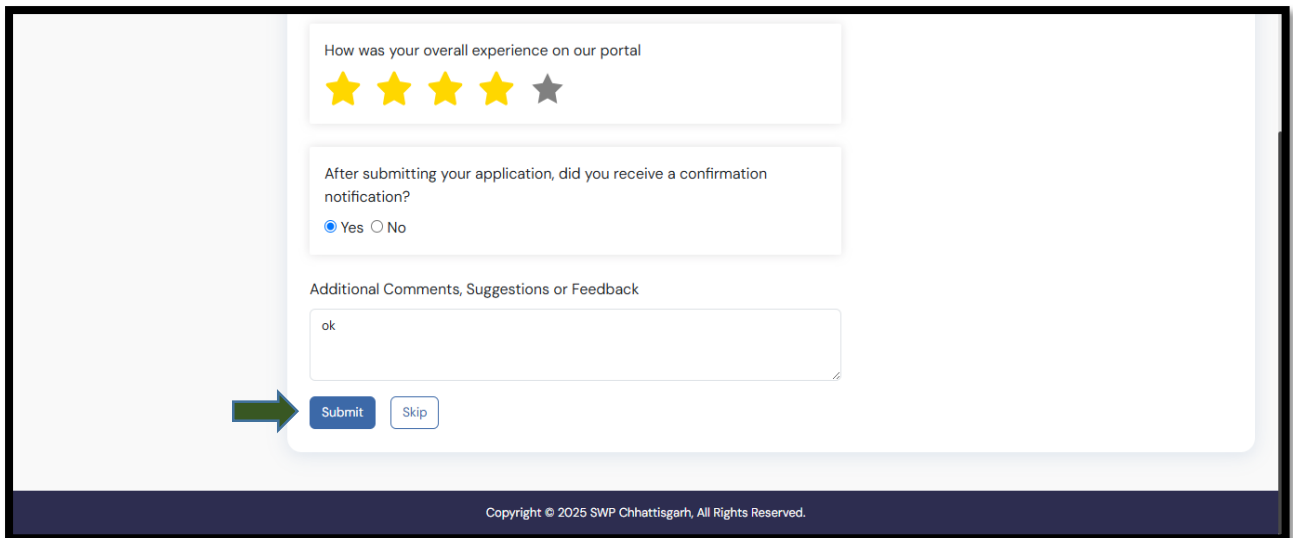


Figure 5.24: Confirmation Message

5.4. Share Your Feedback

For the services availed, click on **Please Share Your Feedback** to share your feedback and responses if any.





How was your overall experience on our portal

★★★★☆

After submitting your application, did you receive a confirmation notification?

☒ Yes ☐ No

Additional Comments, Suggestions or Feedback

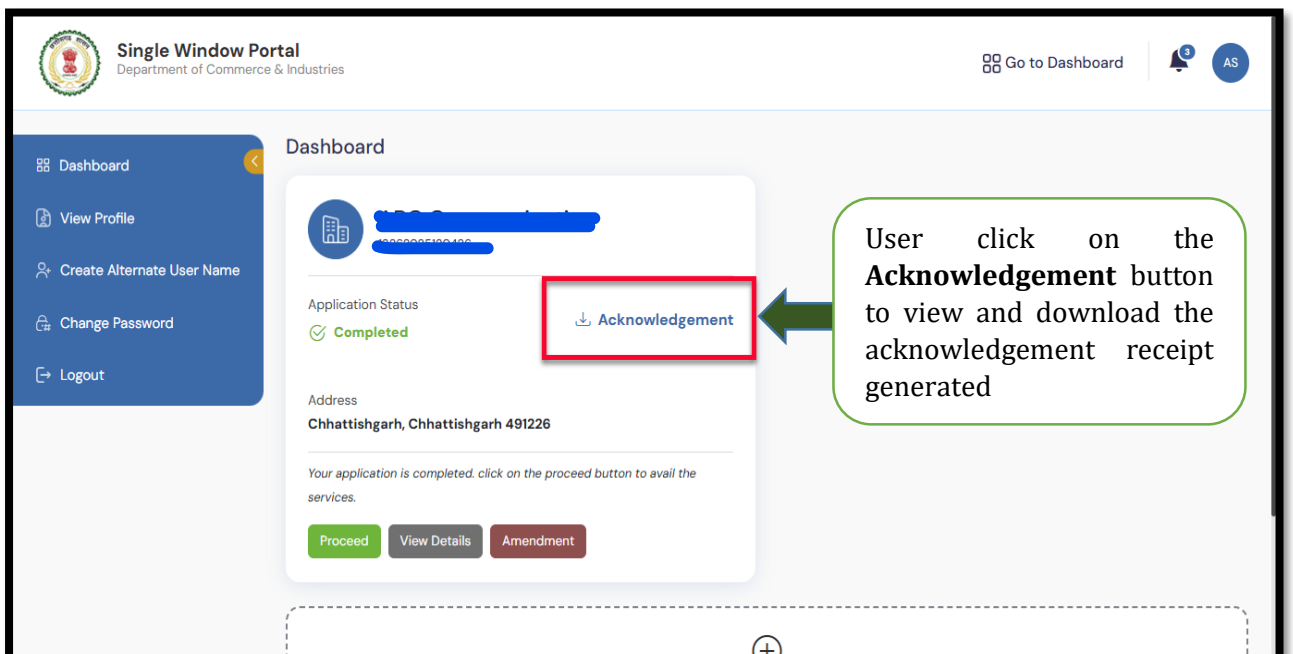
ok

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Figure 5.25: Share Your Feedback

- Rate the facilities availed by clicking on the Stars provided.
- Select from either **Yes or No** option and confirm whether after submitting the application, a confirmation message is received or not.
- Add additional comment or feedback if any, in the textbox.
- Click on **Submit** button.
- On clicking the submit button, the response is submitted.

Get navigated back to the dashboard section.



Single Window Portal
Department of Commerce & Industries

Go to Dashboard

Dashboard

Application Status
Completed

Address
Chhattishgarh, Chhattishgarh 491226

Your application is completed. click on the proceed button to avail the services.

User click on the **Acknowledgement** button to view and download the acknowledgement receipt generated

Figure 5.16: Dashboard

On successful payment, the application moves to the completed stage.



An acknowledgment receipt is generated, which includes a unique 14-digit number known as the Udyam Aakanksha or Unit number. Additionally, a unique 10-digit reference number is also generated.

To go back to the previous section, click on the **Back** button

To print a PDF copy of the acknowledgment slip, click on the **Print** button

Back

Print

For: Existing Industry
Reference No:- XXXXXXXXXX

DISTRICT TRADE & INDUSTRIES CENTRE, Balod
 Pin Code - 491226

Udyam Aakanksha / Unit No.
 1 2 3 4 5 6 7 8 9 10 11 12 13 14

Issue Date :- 16- Jun- 2025
 Validity:- 15-Jun-2030

UDYAM AAKANKSHA / UNIT NO.
 (ACKNOWLEDGEMENT)

This is to certify that the following unit has filed Udyam Aakanksha, expressing its intent to set up an enterprise at the location as mentioned below:

Name of the unit:	XXXXXXXXXX
Industry Type:	Small
Manufacturing / Service:	Manufacturing & Service
Address:	Chhatisgarh , Balod Village - Amalidih , Block - Balod , District - Balod , State - Chhattisgarh , PIN - 491226


Details of item / items to be manufactured / service to be provided

No.	Items of manufacture / Type of service to be rendered	Activity Code	Capacity	Unit
1	1 phenyl 3 methyl 5 pyrazolone	3416001	1000	Litre/Annum

Disclaimer:-
This acknowledgement is generated on the basis of information provided by the applicant and has not been verified.

Note:-

1. This acknowledgement is issued subject to notification GENS-1103/5/2025-COMM. & INDUS Dated 14/02/2025, regarding the significance implications and legal status of filing of Udyam Aakanksha / Unit No. (copy of notification is available on website <http://industries.cg.gov.in>).
2. This is computer generated acknowledgement and does not require signature.
3. The issue of this acknowledgement does not bestow any legal right. The enterprise is required to seek requisite clearances / licences / Permits required under statutory obligation stipulated under laws of central / State Government / court orders.
4. Unit ID is to be quoted for all future communication with department.



This is computer generated certificate and does not require seal and signature. This certificate can be verified online at <http://industries.cg.gov.in> through Certificate No. and Reference No. You may also scan the QR code for verification.

Figure 5.27: Acknowledgement



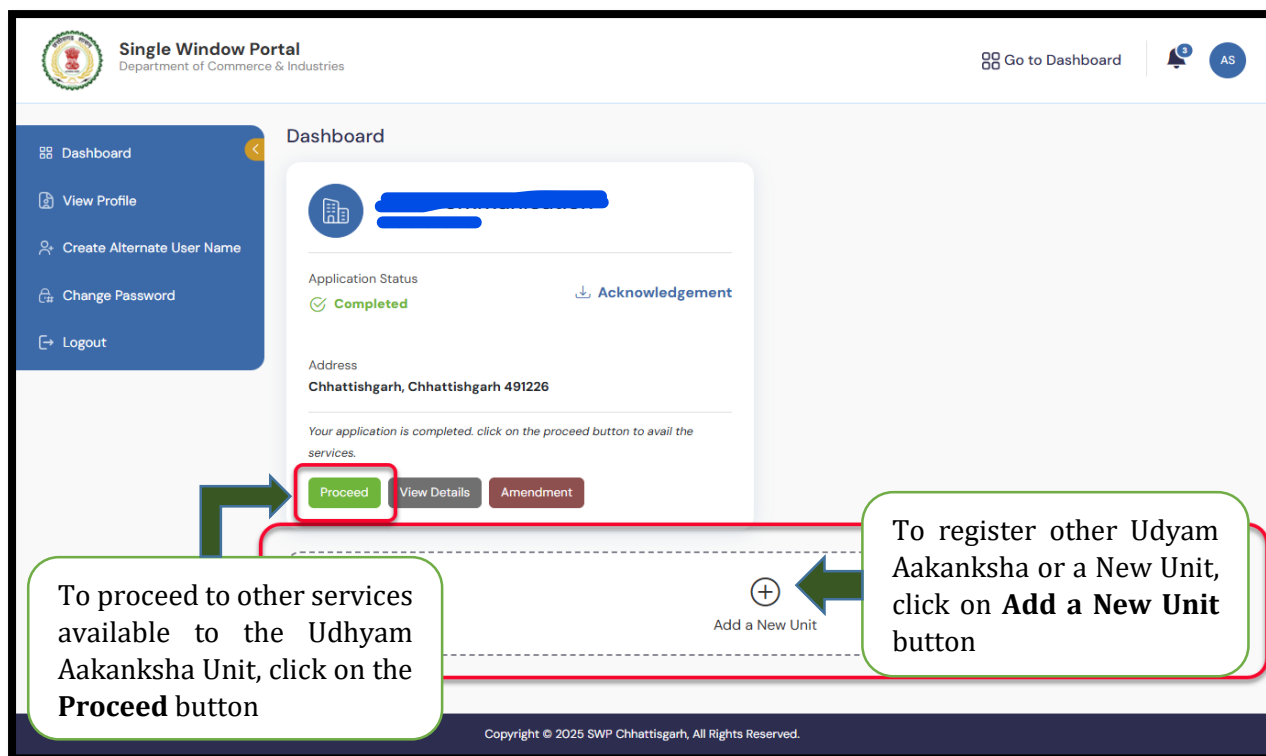


Figure 5.28: Dashboard

6. Amendment of Udyam Aakanksha

In case the Udyam Aakanksha application needs some changes like change in business plan, corrections in submitted business plan, or any update due to evolving circumstances in the pre-establishment phase of an enterprise, the registered users is authorized to request for modification or update in the details submitted in original Udyam Aakanksha application.

- The Amendment module enables the Unit Users to request for amendment, except special conditions where any services or incentives are applied by the user and still pending for approval at the authority end.
- The user needs to wait till the applications are approved or rejected, or they can withdraw those application before the approval process and continue with the amendment.
- Apply for the amendment by paying a nominal fee.

6.1. Apply Amendment for Udyam Aakanksha

The Investor User can apply for amendment of the Udyam Aakanksha application from respective dashboard only.



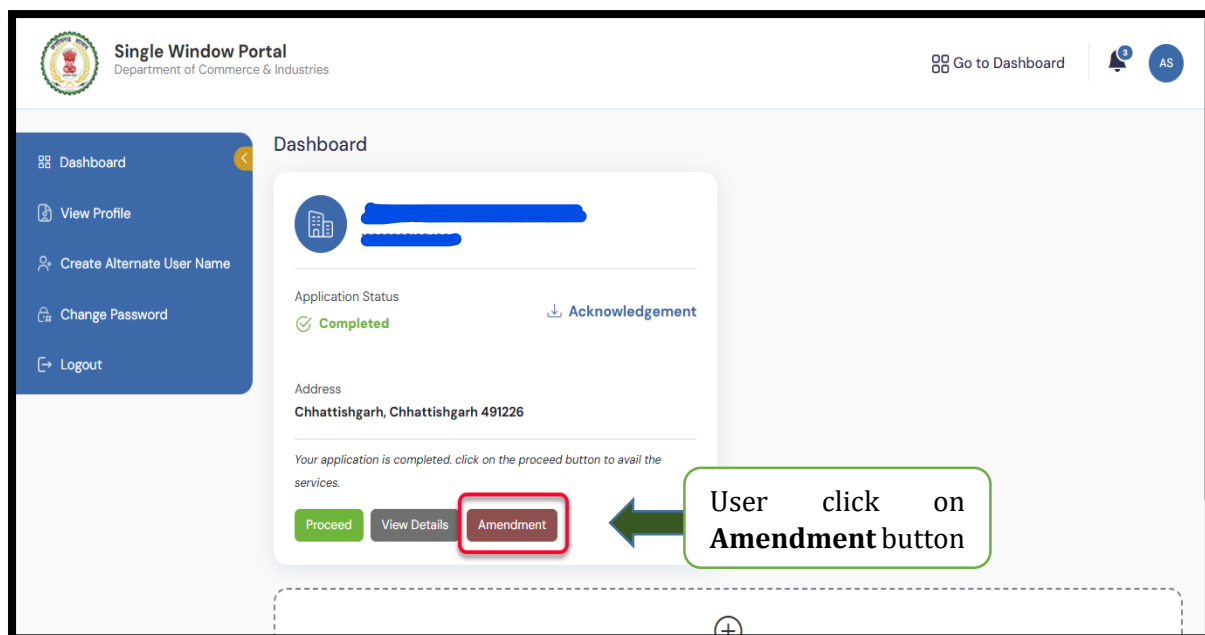


Figure 6.1: Dashboard

After clicking the amendment button, navigate to the Udyam Aakanksha details that the user wants to update, as shown in **Figure 6.2**.

- In the company information shown below, update the details wherever required.
- Click on **Save & Continue** button.

Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Udyam Aakanksha

(*) Indicated fields are mandatory

Dashboard View Profile Create Alternate User Name Change Password Logout

Company Information Project Information Land and Utility Requirement

Basic Details of Enterprise

Name of the Unit / Enterprise *
ABC Communication

Industry Type *
Existing

Type of Organization *
Private Limited Company

Corporate / Office Address Details

Address Line 1 *
Chhattishgarh

Address Line 2
Chhattishgarh

Country *
INDIA

State *
Chhattishgarh

District *
Balod

Block *
Balod

Tehsil *
Arjunda

Village / Town *
Admabad

PIN Code *
491226

Mobile Number *
[Redacted]

Email ID *
[Redacted]

Entrepreneur Details

Note: Please click the Add button to add Entrepreneur details before clicking Save and Continue.

Entrepreneur Name *
[Redacted]

Gender *
Select Gender

Category *
Select Category

Equity Participation (In Percentage) *
[Redacted]

+ Add

Sl#	Entrepreneur Name	Gender	Category	Equity Participation (in %)	Action
1	[Redacted]	Female	Women	35	[Delete]
2	[Redacted]	Male	General	25	[Delete]

Save & Continue Save as Draft

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Figure 6.2: Company Information

On saving the details updated successfully, navigate to update the Project Details section, as shown in **Figure 6.3**.

- Update the project information i.e. product details, capital investment, employment potential, wherever required.
- Click on **Save & Continue** button to save the details.



Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Udyam Aakanksha

(*) Indicated fields are mandatory

Dashboard

View Profile

Create Alternate User Name

Change Password

Logout

Company Information

Project Information

Land and Utility Requirement

Project Details

Nature of Activity *

☒ Manufacturing ☐ Service ☐ Manufacturing & Service

Add Product Details

As per National Product Classification - 2011 defined by Ministry of Statistics and Implementation
You can download the NPC-2011 pdf from here and search your product.
Note: Please click the Add button to add Product Details before clicking Save and Continue.

Existing Product Name *

Activity Code *

Capacity *

Unit of Measurement *

Product Description

Add

Sl#	Product Name	Activity Code	Capacity	Unit of Measurement	Product Description	Delete
1	1 phenyl 3 methyl 5 pyrazolone	3416001	1000	Litre/Annum	Phenyl	

Existing Capital Investment (₹ in Lakh)

Category	Capital Investment in Existing industry
Land Including Land Development	10000
Shed / Building	20000
Plant & Machinery	300
Electricity Installation	5000
Water Supply	60000
Others	80000
Total Capital Investment	175300

Category of Enterprise :- Small

Power Requirement * KW

Water Requirement (MCM Per Year) *

Incorporation Registration No *

Incorporation Registration Date *

Employment Potential

Category	Existing
Managerial	30
Skilled	2000
Unskilled	100
Total Employment	2130

Back **Save & continue** Save as Draft

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Figure 6.3: Project Details

On clicking the **Save & Continue** button, get navigated to update the Land and Utility Requirement section.



Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Udyam Aakanksha (*) Indicated fields are mandatory

Company Information | Project Information | **Land and Utility Requirement**

Proposed Location of Unit

Note: Please click the **Add** button to add Proposed Location of Unit before clicking **Save and Continue**.

Area *
☐ Rural ☐ Urban

Address Line 1

Address Line 2

District *

Block

Tehsil

ULB

Village / Town

PIN Code

Khasra / Plot Number

Land Mark

Land Area

Area Unit

Add

Sl#	Area	Address 1	Address 2	District	Block	ULB	Tehsil	Village / Town	PIN Code	Khasra Number	Land Mark	Land Area	Area Unit	Action
1	Rural	Chhatisgarh	Balod	Balod	Balod	Arjunda Municipal Panchayat	Arjunda	Amalidih	491226	Temple	Temple	2000	Acre	

Back **Save & continue** **Save as Draft**


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Figure 6.4: Land and Utility Requirement

Update the changes wherever required, then click on the **Save & Continue** button to save the changes done

On saving, get navigated to the preview section.




Single Window Portal
 Department of Commerce & Industries

Go to Dashboard
 AS

Udyam Aakanksha

Dashboard
 View Profile
 Create Alternate User Name
 Change Password
 Logout

Company Information

Basic Details of Enterprise

Name of the Unit / Enterprise	Industry Type	Type of Organization
	Existing	Private Limited Company

Corporate / Office Address Details

Address Line 1	Address Line 2	Country
Chhattishgarh	Chhattishgarh	INDIA
State	District	Block
Chhattishgarh	Balod	Balod
Tehsil	Village / Town	PIN Code
Arjunda	Admabad	491226
Mobile Number	Email ID	
	akashsingh@gmail.com	

Mobile Number	Email ID
9861306064	akashsingh@gmail.com

Entrepreneur Details

Sl#	Entrepreneur Name	Gender	Category	Equity Participation (in %)
1		Female	Women	35
2		Male	General	25

Create Alternate User Name
 Change Password
 Logout

Project Information

Project Details

Nature of Activity : **Manufacturing**

Add Product Details (As per National Product Classification - 2011 defined by Ministry of Statistics and Implementation)

Sl#	Existing Product Name	Activity Code	Capacity	Unit of Measurement	Product Description
1	1 phenyl 3 methyl 5 pyrazolone	3416001	1000	Litre/Annum	Phenyl

Existing Capital Investment (₹ in Lakh)

Category	Capital Investment in Existing industry
Land including land development	10000
Shed / Building	20000
Plant & Machinery	300
Electricity Installation	5000



Category of Enterprise:- **Small**

Power Requirement
2000 KW

Incorporation Registration No
[REDACTED]

Water Requirement (MCM Per Year)
200000

Incorporation Registration Date
02-Jun-2023

Employment Potential

Category	Existing
Managerial	30
Skilled	2000
Unskilled	50
Total Employment	2080

Create Alternate User Name

Change Password

Logout

Project Information

Land and Utility Requirement

Proposed location of Unit

Sl#	Area	Address 1	Address 2	District	Block	ULB	Tehsil	Village / Town	PIN Code	Khasra Number	Land Mark	Land Area	Land Unit
1	Rural	Chhattisgarh	Balod	Balod	Balod	Arjunda Municipal Panchayat	Arjunda	Amalidih	491226	Temple	Temple	2000	Acre

Submit

Cancel

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Figure 6.5: Application Preview

- Take a look into the preview of the application provided, and click on the **Submit** button to submit the amendment application.

On clicking, a confirmation message appears on the display screen saying - successfully submitted.



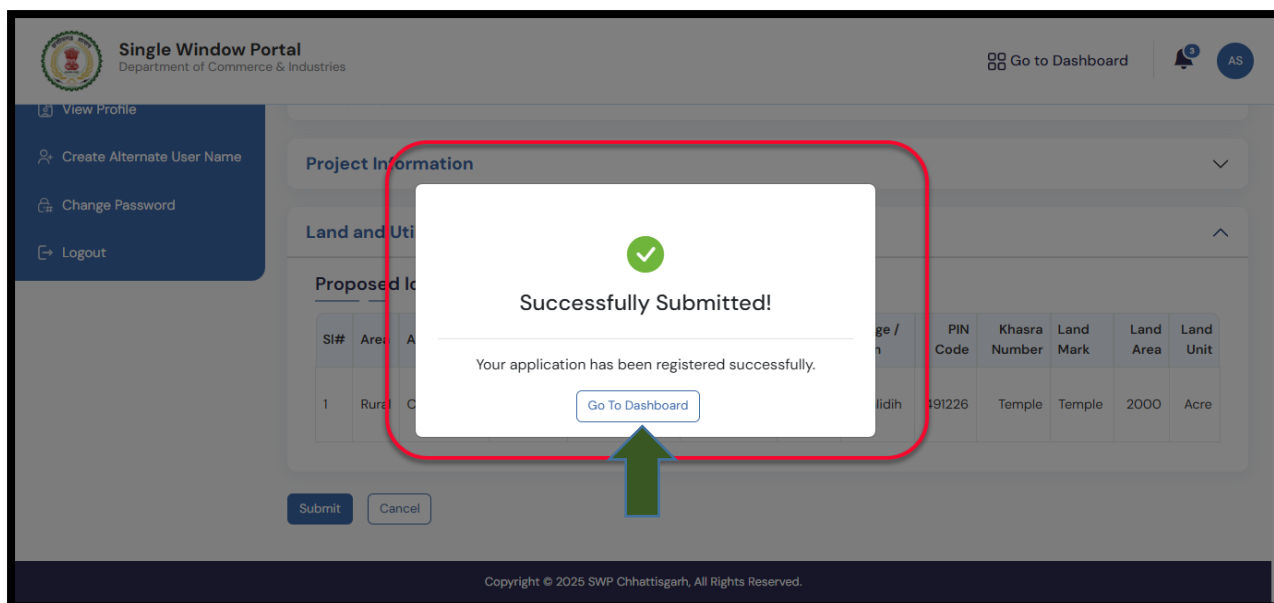


Figure 6.6: Confirmation Message

- Click on **Go to Dashboard** button and navigate to the dashboard again.

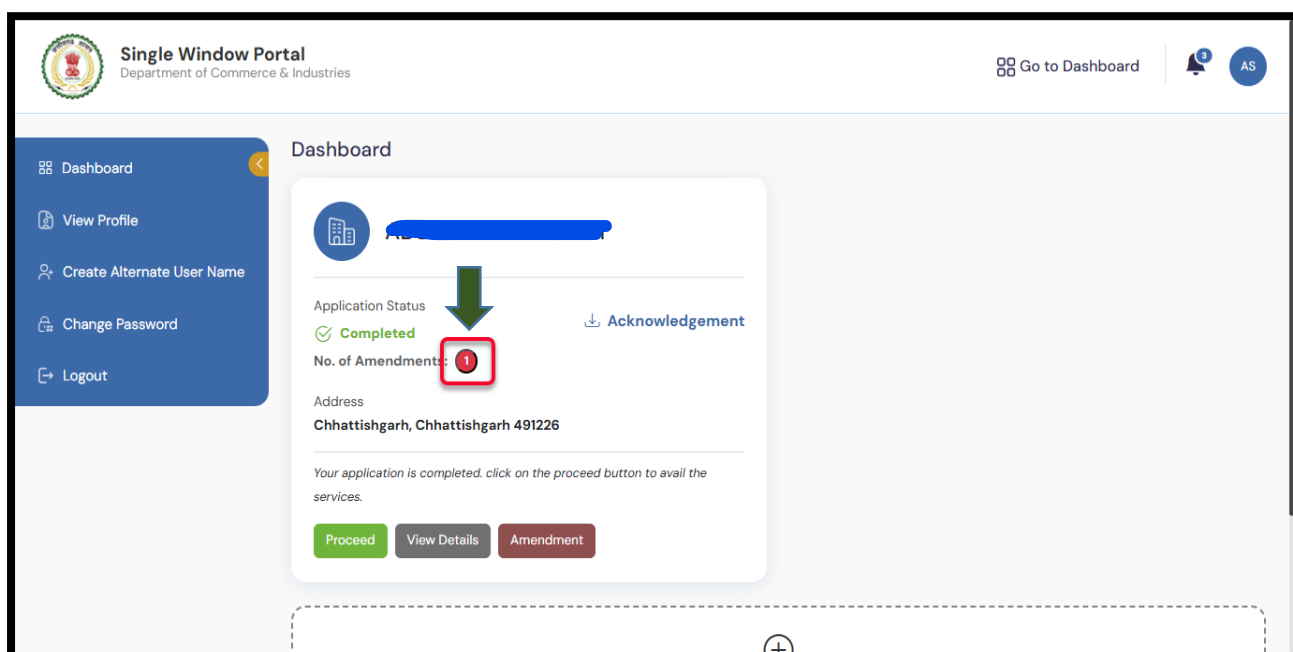
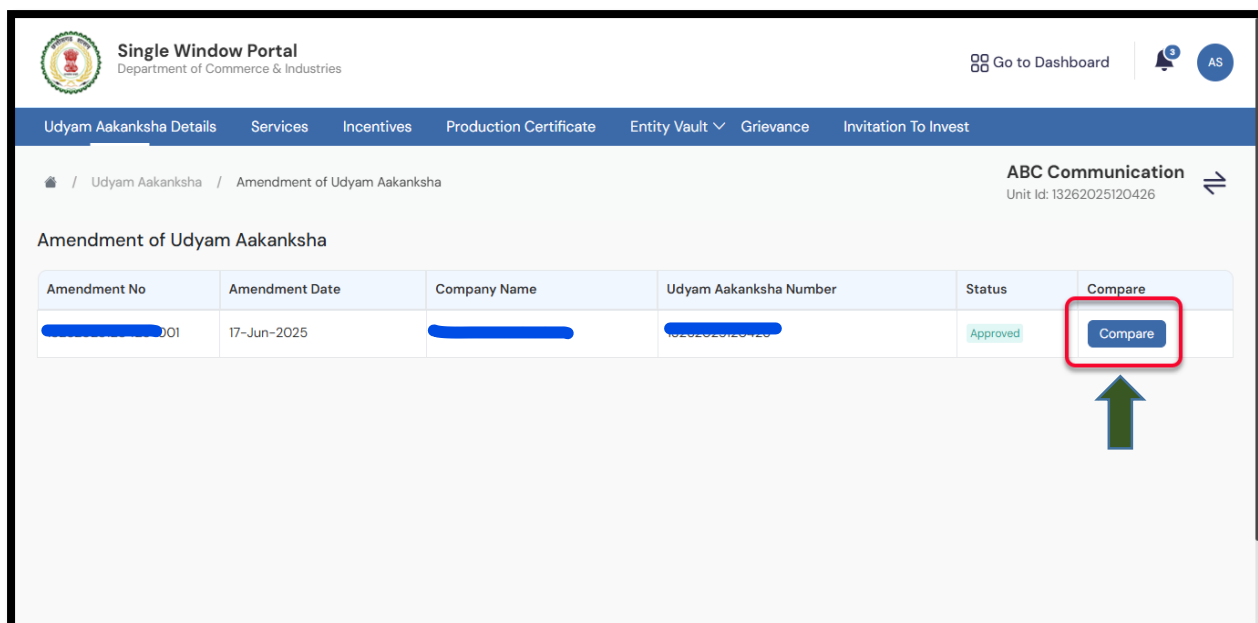


Figure 6.7: Dashboard

- The current application status is completed now.
- The Number of amendments done in the udyam aakanksha application is displayed in the dashboard.
- Click on the Amendment count and navigate to the amendment details section, as shown below.





Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Udyam Aakanksha Details Services Incentives Production Certificate Entity Vault ▾ Grievance Invitation To Invest

ABC Communication
Unit Id: 13262025120426

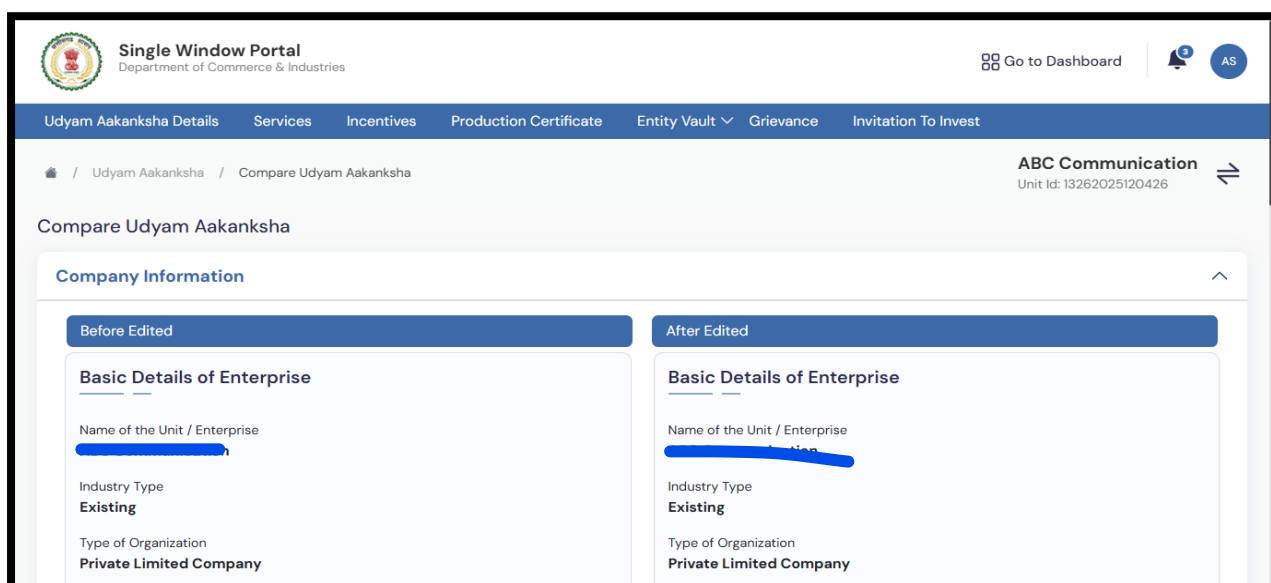
Udyam Aakanksha / Amendment of Udyam Aakanksha

Amendment of Udyam Aakanksha

Amendment No	Amendment Date	Company Name	Udyam Aakanksha Number	Status	Compare
001	17-Jun-2025			Approved	Compare

Figure 6.8: Amendment of Udyam Aakanksha

- The amendment number generated, amendment date, company name, udyam aakanksha number, status and comparison option.
- Click on the **Compare** button to view the latest changes done and the earlier udayam aakanksha details.



Single Window Portal
Department of Commerce & Industries

Go to Dashboard

AS

Udyam Aakanksha Details Services Incentives Production Certificate Entity Vault ▾ Grievance Invitation To Invest

ABC Communication
Unit Id: 13262025120426

Udyam Aakanksha / Compare Udyam Aakanksha

Compare Udyam Aakanksha

Company Information

Before Edited	After Edited
<p>Basic Details of Enterprise</p> <p>Name of the Unit / Enterprise</p> <p>Industry Type Existing</p> <p>Type of Organization Private Limited Company</p>	<p>Basic Details of Enterprise</p> <p>Name of the Unit / Enterprise</p> <p>Industry Type Existing</p> <p>Type of Organization Private Limited Company</p>



District Balod	District Balod
Block Balod	Block Balod
Tehsil Arjunda	Tehsil Arjunda
Village / Town Admabad	Village / Town Admabad
PIN Code 491226	PIN Code 491226
Mobile Number	Mobile Number

PIN Code 491226	PIN Code 491226															
Mobile Number 9893000094	Mobile Number 9893000094															
Email ID akashsingh@gmail.com	Email ID akashsingh@gmail.com															
Entrepreneur Details																
<table border="1"> <thead> <tr> <th>Sl#</th> <th>Entrepreneur Name</th> <th>Gender</th> <th>Category</th> <th>Equity Participation in Percent</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>[REDACTED]</td> <td>Female</td> <td>Women</td> <td>35%</td> </tr> <tr> <td>2</td> <td>[REDACTED]</td> <td>Male</td> <td>General</td> <td>25%</td> </tr> </tbody> </table>		Sl#	Entrepreneur Name	Gender	Category	Equity Participation in Percent	1	[REDACTED]	Female	Women	35%	2	[REDACTED]	Male	General	25%
Sl#	Entrepreneur Name	Gender	Category	Equity Participation in Percent												
1	[REDACTED]	Female	Women	35%												
2	[REDACTED]	Male	General	25%												

Existing	Existing
Type of Organization Private Limited Company	Type of Organization Private Limited Company
Corporate / Office Address Details	
Address Line 1 Chhattishgarh	
Address Line 2 Chhattishgarh	
Country INDIA	
State Chhattishgarh	
District	

Project Information					
Before Edited			After Edited		
Project Details					
Nature of Activity : Manufacturing & Service					
Add Product Details (As per National Product Classification – 2011 defined by Ministry of Statistics and Implementation)					
Sl#	Existing Product Name	Activity Code	Capacity	Unit of Measurement	Product Description
1	1 phenyl 3 methyl 5 pyrazolone	3416001	1000	Litre/Annum	Phenyl



Existing Capital Investment (₹ in Lakh)	
Category	Capital Investment in Existing Industry
Land including land development	10000
Shed / Building	20000
Plant & Machinery	300
Others	80000
Total capital investment	175300

Category of Enterprise:- Small

Power Requirement
2000 KW

Water Requirement (MCM Per Year)
200000

Incorporation Registration No
XXXXXXXXXX

Incorporation Registration Date
02-Jun-2023

Employment Potential

Category	Existing
Managerial	30
Skilled	2000
Unskilled	100
Total Employment	2130

Existing Capital Investment (₹ in Lakh)	
Category	Capital Investment in Existing Industry
Land including land development	10000
Shed / Building	20000
Plant & Machinery	300
Others	80000
Total capital investment	175300

Category of Enterprise:- Small

Power Requirement
2000 KW

Water Requirement (MCM Per Year)
200000

Incorporation Registration No
XXXXXXXXXX

Incorporation Registration Date
02-Jun-2023

Employment Potential *(Edited)*

Category	Existing
Managerial	30
Skilled	2000
Unskilled	50
Total Employment	2080

Land and Utility Requirement

Before Edited

Proposed location of Unit

Sl#	Area	Address 1	Address 2	District	Block	ULB	Tehsil	Vill/Tow
1	Rural	Chhatishgarh	Balod	Balod	Balod	Arjunda Municipal Panchayat	Arjunda	Am.

After Edited

Proposed location of Unit *(Edited)*

Sl#	Area	Address 1	Address 2	District	Block	ULB	Tehsil	Vill/Tow
1	Rural	Chhatishgarh	Balod	Balod	Balod	Arjunda Municipal Panchayat	Arjunda	Am.

Back

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Figure 6.9: Compare Udyam Aakanksha



- View the comparative information on Udyam Akansha details before editing and after editing.
- To go back to the dashboard again, click on the **Back** button.

Now, once the amendment application for Udyam Aakansha is submitted, the application is pending for review and approval at the Manager or Assistant Manager end.

