



Chhattisgarh Unified Industrial Portal

Government of Chhattisgarh

User Manual

For

User Registration & Login

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1. Overview

The Single Window Portal is envisioned as a unified digital platform that facilitates investors, entrepreneurs, and businesses in accessing various industrial services and approvals through a simplified, transparent, and time-bound process.

Purpose: The document provides a step-by-step guideline of the Registration process of the industrial users or the officer users for the Department of Commerce and Industries through the Single Window Portal. With the help of this document the authorized user gets the detailed information on navigations of links and sub-links.

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 Register

To access the Single Window Portal, investors must register and create new login details. An OTP will be sent for email and mobile verification, allowing portal login.

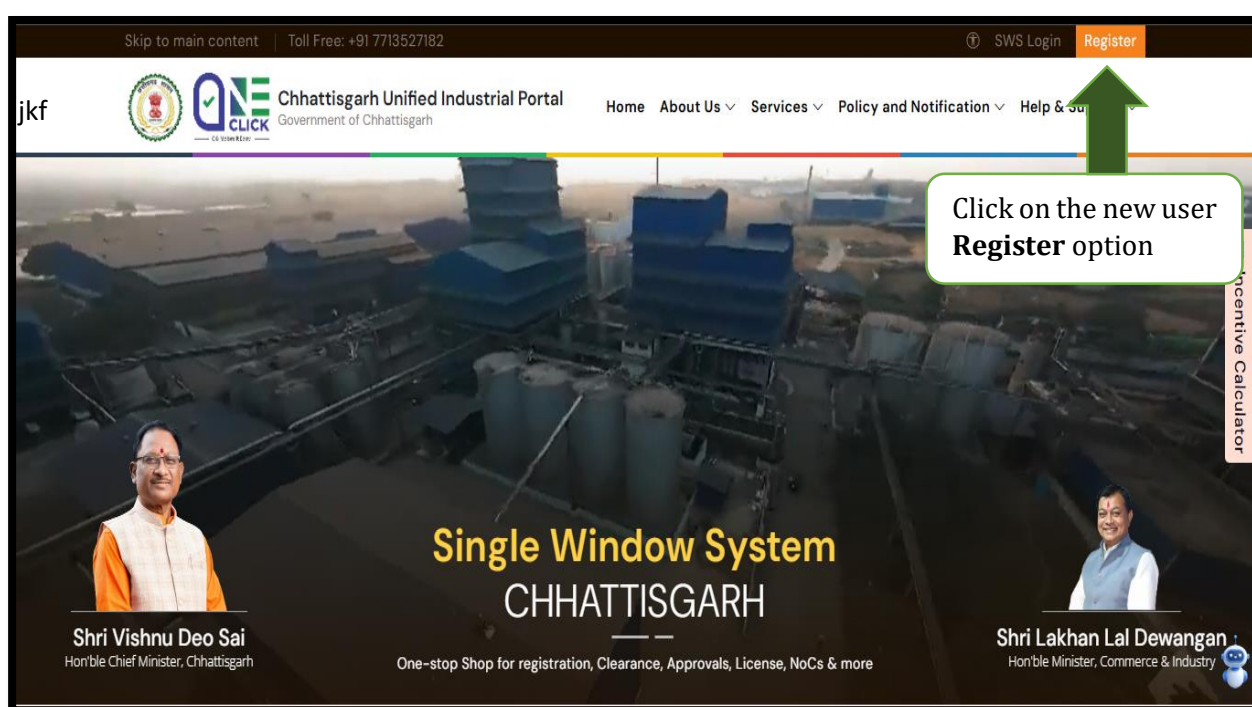


Figure 3.1: Homepage Screen



Single Window Portal
Department of Commerce & Industries

Home About Us Services Incentives & Policies Login Register

Industrial User Registration

/ User Registration

Users enter the **PAN Details** and click on **Validate** option

(*) Indicated fields are mandatory

PAN Details

Company PAN * ^① PAN Holder Name * ^① DOB/DOI * ^①

Validate

Figure 3.2: Industrial User Registration Screen

After clicking the **Validate** option, a confirmation pop-up will appear on the screen as a **Figure 3.3**.

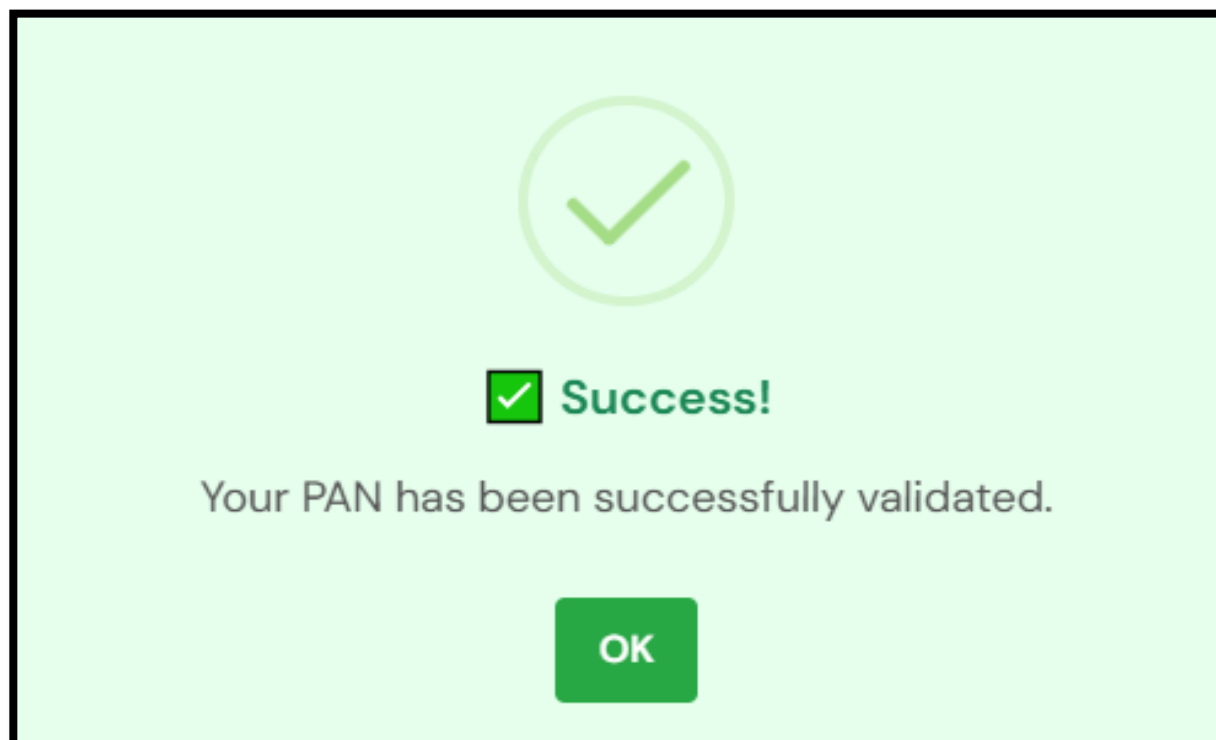


Figure 3.3: Confirmation Pop-up

Applicant's Details ← Users enter the **Applicant's Details** and **Office Address** section

Name of Applicant * Mobile Number * Email Id *

Office Address ←

Address Line 1 * Address Line 2 *

Country * State * District *

INDIA Chhattisgarh Select District

PIN Code *

← After the validation of the PAN number, the **User ID** is auto-filled, enter the **Password** and **Confirm Password**

Login Details ←

User ID * Password * Confirm Password *

Secret Question * Secret Answer *

Select Question

Back Next

For security purpose, Select the **Secret Question** from the drop down menu and enter the **Secret Answer** and **Next** option

Further for verification, an OTP is sent to the registered Mobile Number and the Email ID.

Single Window Portal
Department of Commerce & Industries

Home About Us Services Incentives & Policies Login Register

Industrial User Registration
/ User Registration

Please enter One-Time Password to Verify your Account

Your OTP has been sent to your registered mobile number & email ID

*****1549 & diXXXXXtech

Enter the **OTP** number and click the **Confirm** option →

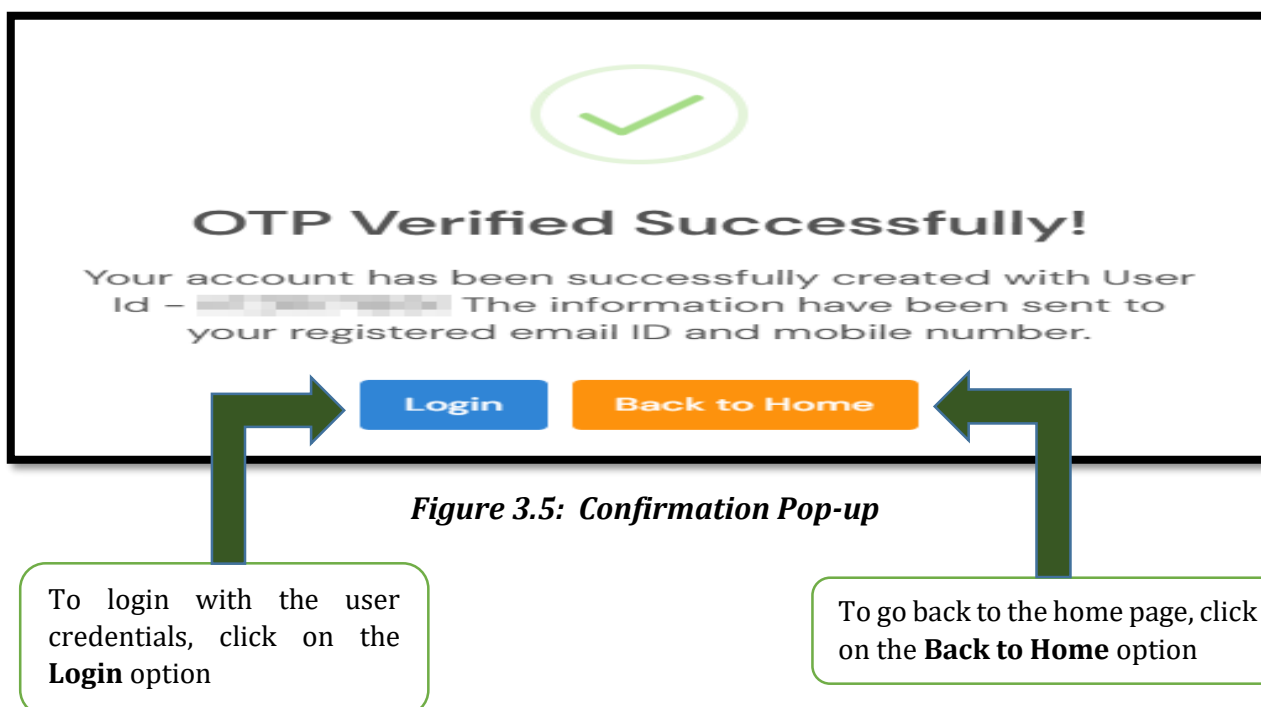
Resend OTP after 14 sec

Confirm

Figure 3.4: OTP Screen



After clicking the Confirm option, a confirmation pop-up will appear on the screen as shown in **Figure 3.5**. In the pop-up, it displays the User ID number, and the information is also sent to the registered Email ID and Mobile Number.



4. How to Login

After successfully registering, the user to login with the credentials into the application in the Login page as a **Figure 4.1**.

Figure 4.1: Login Screen (A)

Enter the **User Name**, received in the registered email ID or mobile number

Enter the **Captcha**, which is shown on the side and click **Next** option

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

The Login page (as shown in Fig. 4.2) 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

- 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

Login with Password

OR

Login with OTP

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

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Figure 4.2: Login Screen (B)

After successful login, the page navigates to the Dashboard of the Investor (refer fig 4.3).

Single Window Portal
Department of Commerce & Industries

Go to Dashboard

Dashboard

View Profile

Create Alternate User Name

Change Password

Logout

Add a New Unit

Instruction to add new unit

- Udyam Aakanksha is a computer-generated acknowledgment and does not require a signature.
- It is issued as per Notification Number [GENS-1103/5/2025-COMM. & INDUS Dated 14/02/2025](#).
- If a unit already has an Udyam Aakanksha, please avoid creating a duplicate.
- There is no approval process for Udyam Aakanksha. Users need to pay an application fee for registration based on the industry category:
 - Micro: INR 1,000
 - Small: INR 5,000
 - Medium: INR 10,000
 - Large: INR 15,000
- Fees paid for duplicate Udyam Aakanksha will neither be refunded nor transferred.
- For any assistance, contact the helpdesk support.
- Large Category unit with total capital investment of INR 100 crore or more will automatically qualify for the "Invitation to Invest" program.

Figure 4.3: Dashboard



5. Forgot Password

If the user forgets the password, the user can change the password by the mobile number.

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Login

User Name

Captcha

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

Click on **Forgot User Name option**

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

Figure 5.1: Login Screen

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Forgot User Name

Mobile No.

Captcha

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

For technical support please contact us at
industry.nic@gmail.com

Enter the registered Mobile No.

Enter the Captcha, which is shown on the side and click Next option

Figure 5.2: Forgot User Name Screen



Further for verification, an OTP is sent to the registered Mobile Number or the Email ID.

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Confirm User Name

Enter One Time Password (OTP) sent to your registered mobile number and email id.

xxxxxx1549 & dixxxxtech

[Resend OTP after 20 sec](#)

Submit

Enter the **OTP** number and click the **Submit** option

Figure 5.3: Confirm User Name Screen

After clicking the Confirm option, a confirmation pop-up will appear on the screen as shown in **Figure 5.4**.

Success

OTP has been successfully validated & your user name has been sent to your registered mobile no. and email id.

Go to Login

Figure 5.4: Confirmation Pop-up

Referring to **Figure 5.4**, in the confirmation pop-up, it displays the OTP is validated and the user name is sent to the registered mobile number and email ID. Change the password or username and login with the new credentials.