



# **Chhattisgarh Unified Industrial Portal**

Government of Chhattisgarh

***User Manual***

***For***

***Excise Department***

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## 1. Overview

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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:** This document serves as a step-by-step guideline for industrial users and departmental officers navigating the services process within the Department of Commerce and Industries, Chhattisgarh, through the Single Window Portal.

## 2. How to Get Started

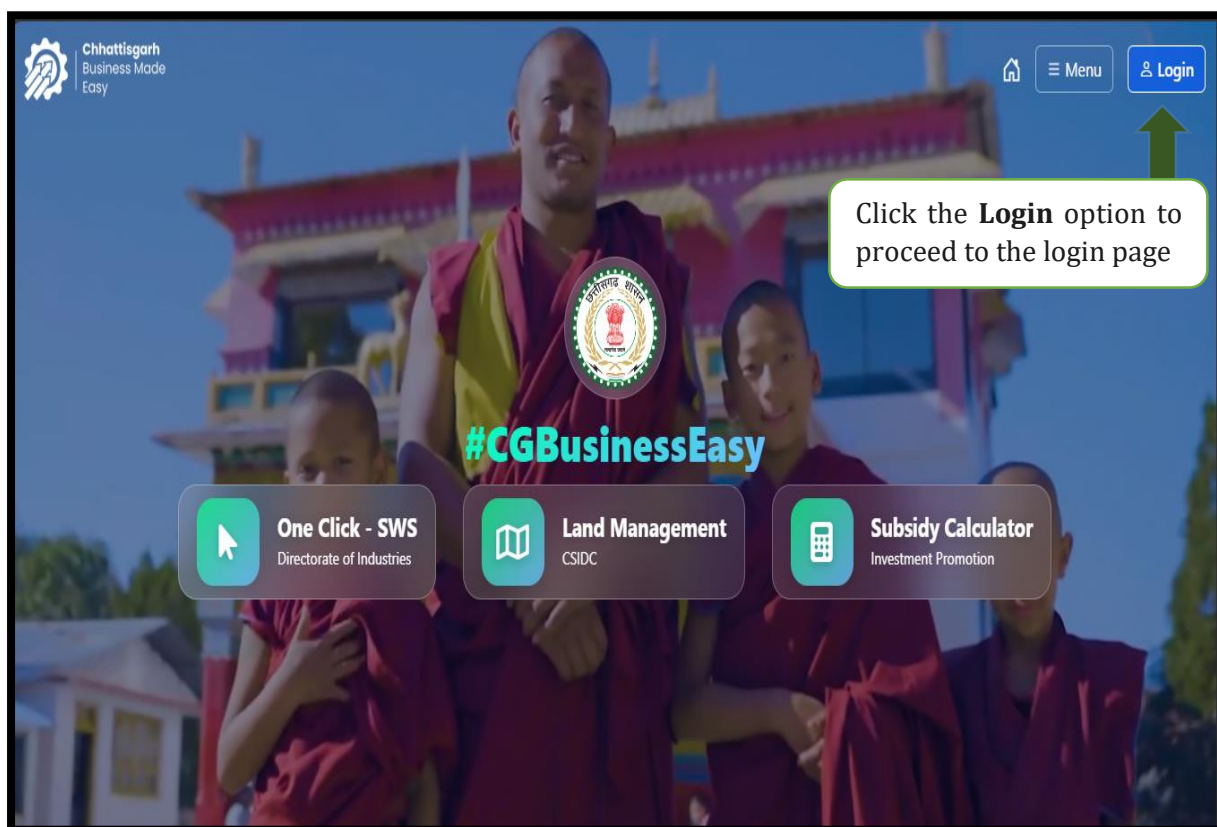
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Enter the application URL (<https://invest.cg.gov.in>) in the browser and the page navigates to the Home page of the SWS application.

## 3. How to Login

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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: Home page Screen*



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

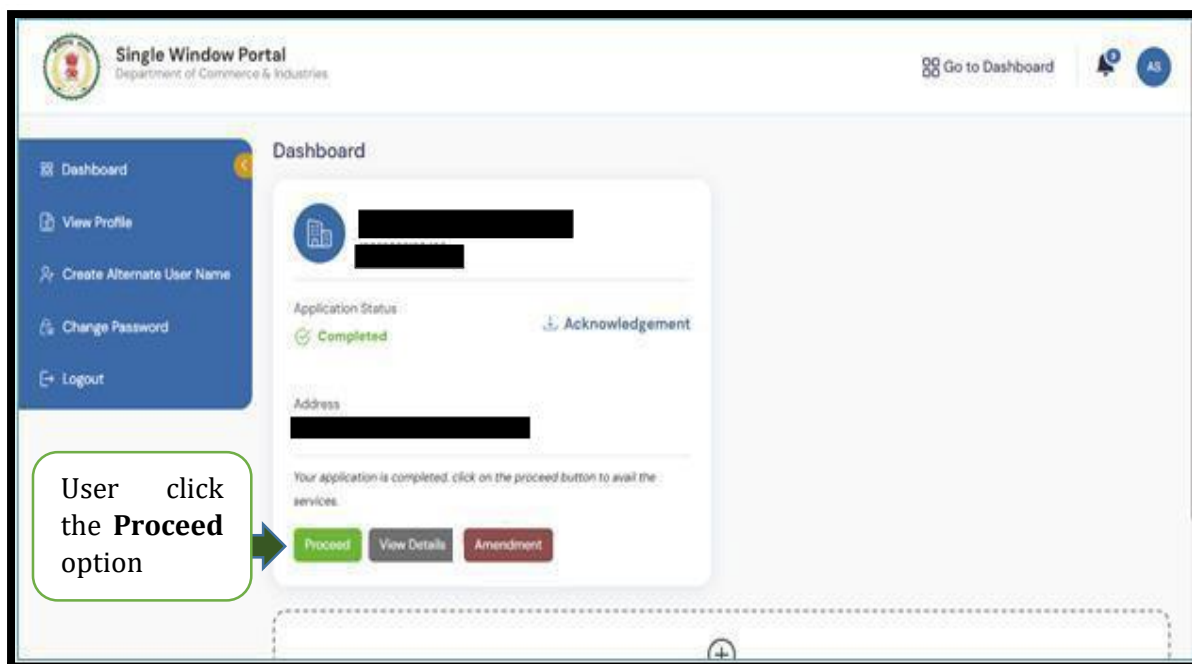
The Login page (as shown in **Fig. 3.3**) offers two login methods: **Login with Password** or **Login with OTP**. Choose your preferred option, then enter either your password or the OTP number to proceed.

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

## 4. Dashboard

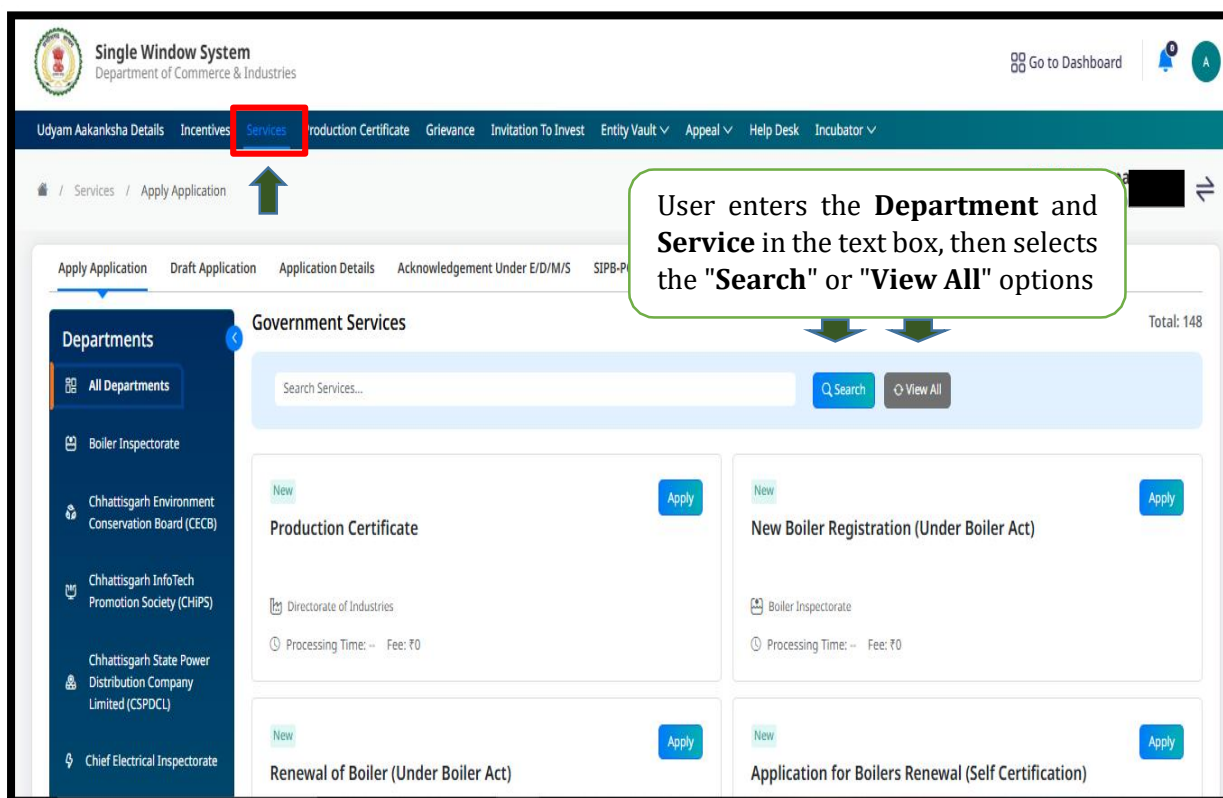
After a successful login, the page navigates to the Investor Dashboard (refer to **Fig. 4.1**), which includes step-by-step instructions for applying services.





**Figure 4.1: Dashboard Screen**

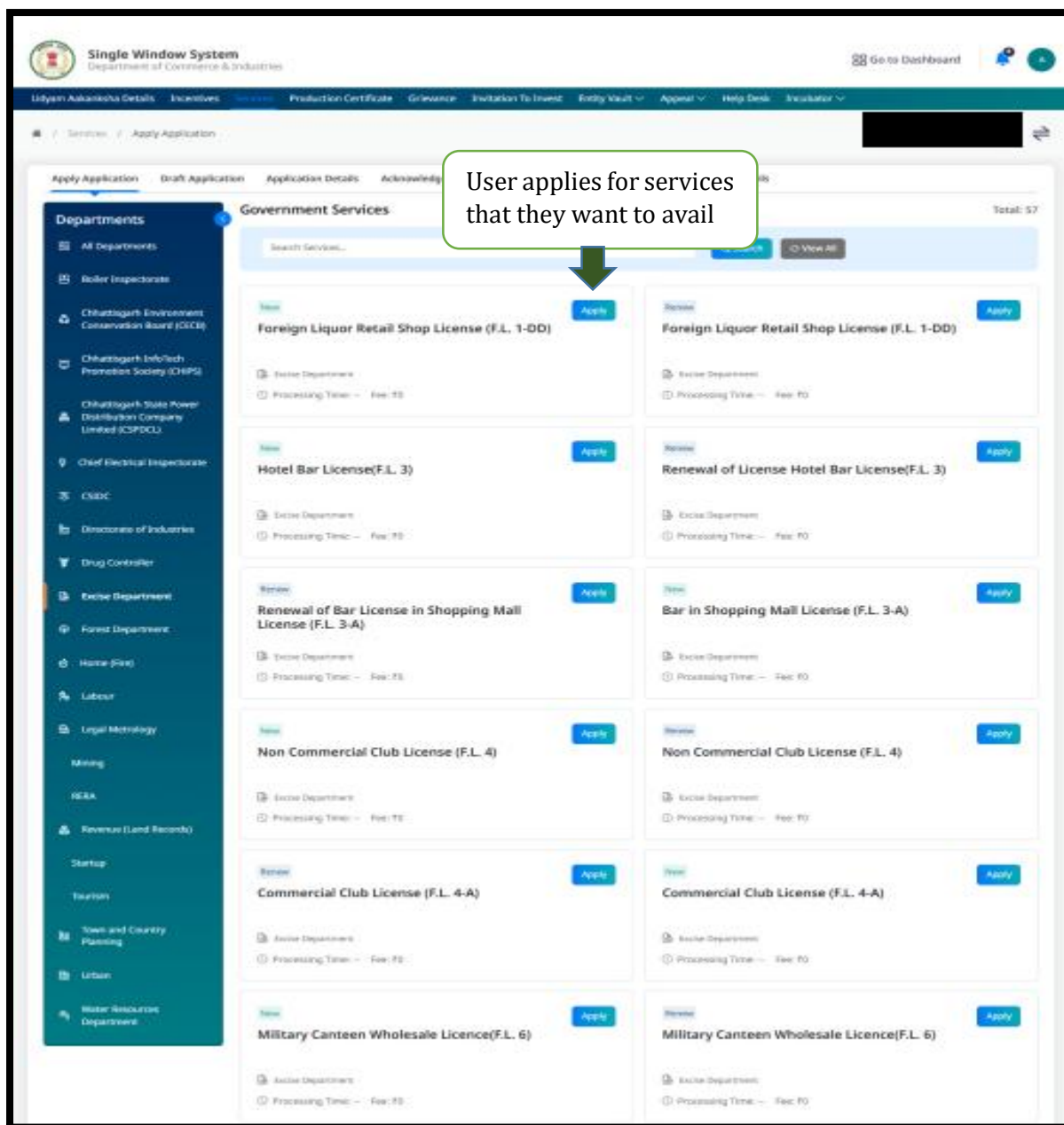
In the services page, refer to **Fig. 4.2** and the Department or Services options in the Services section.



**Figure 4.2: Services Screen**

After clicking the search or view all options, all Excise services are displayed, as shown in **Figure 4.3**.





**Figure 4.3: Excise Services Screen**

After clicking the apply option, page redirect to Excise Department page then user fill the required details in the application, as shown in **Figure 4.4**.



**EXCISE DEPARTMENT** Log Out

**Apply for License**

Select Licence Type\*  Licence Financial Year\*

Shop Name\*

Email\*

Authorized person's Mobile No.\*

Enter Udyam Aakanksha No :-

Licence Mode\*  New  Renewal

Unit District Name

I have read all the documents and accept the terms and conditions

**Figure 4.4: Excise Department**

