**USER GUIDELINES**
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast
& Transparent Clearance

**KSIDC**

Business
*made easy!*

# K-SWIFT USER GUIDELINES
# for Non-ICT Departments.

(**K-SWIFT** provides Work Flow System only for Non-ICT Departments.)

*Live Site URL: http://kswift.kerala.gov.in*

*Demo Site URL: http://demo.kswift.kerala.gov.in*

NATIONAL INFORMATICS CENTRE

*Digital India*
Power To Empower

## About KSWIFT

**K-SWIFT (Kerala - Single Window Interface for Fast and Transparent Clearance) facilitates ease of doing business using ICT tools by integrating all the line departments using open API to bring under common platform.**

**K-SWIFT is a unified integrated platform for entrepreneurs to apply for all requisite clearances to start industry without any procedural delays in getting statutory clearances from various authorities concerned throughout the life cycle of projects.**



## Objectives

- Single Point Contact for Entrepreneurs across multiple departments
- One Stop repository for all Govt. notifications for Investors / Entrepreneurs
- Common Application form (CAF)
- Eliminating multiple point of contacts
- Automated Fees calculation by the System against each Service.
- Payment gateway integration
- Real time notifications and Alerts via e-mail, SMS & Dash board.
- Online tracking of Applications
- Grant of clearances in parallel
- Approval within fixed Time limit

- Deemed approval
- Self certification for MSME
- Downloadable Digital Approvals
- Digital Composite License binding all the Departments

## Benefits

- Know your clearances
- Online submission through CAF
- One time document submission with CAF
- Advisory in start of each stage
- Multiple statutory payments in one go through Online Payment Gateway
- Paperless filling
- Online processing
- Cash less, paperless, contactless
- Single Level of approval
- Provides single point of contact
- Deemed Approval to reduce delays
- Stages and timeline defined
- Pre-cleared industrial sites
- Graphical Reports & MIS for Management
- Online Business Query Interface
- Land Bank Information
- Real time status tracking through SMS, Email
- Inter-department communication Mechanism
- DSC integration

## Functionalities
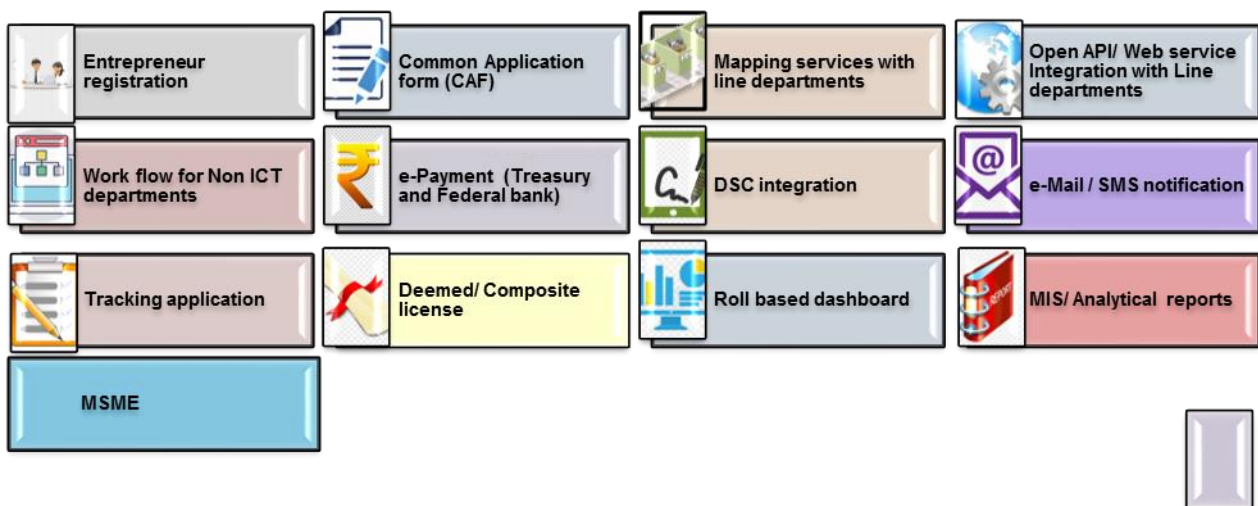
EMPOWERING ENTERPRISES

K-Swift
Single Window Interface for Fast & Transparent Clearance

Business *made easy!*

KSIDC

## Implementation status

### *ICT Approach* — Integrated 14 Departments / Agencies in Ver 1.0

❖ **Single Sign On** (ICT Depts. having On line Appl.)
1. Electrical Inspectorate
2. Pollution Control Board
3. Factories & Boilers
4. Labour
5. Mining & Geology
6. Fire & Rescue
7. State Environment Impact Assessment Authority (SEIAA)

❖ **Web Services** (ICT Depts. sharing the Data)
1. KSEB
2. KWA

❖ **User Interface** (Non ICT Depts. )
1. Town Planning
2. LSGD (Urban)
3. LSGD (Rural)
4. Forest
5. GWD

© 

**14 Departments / Agencies**

**35 Services**

**2 Payments Gateways**

9

## Service Mapping ver1.0

| SL No | Department | Service |
|---|---|---|
| 1 | Factories & Boilers | Permit for Constructing New Factory under Section 85 |
| | | Permit for Constructing New Factory under Section 2m |
| | | Factory License |
| | | Boiler Registration |
| 2 | Fire & Rescue | Consent to Establish |
| | | Consent to Operate |
| 3 | Electrical Inspectorate | Electrical Scheme Approval |
| | | Issue of Safety Certificates |
| 4 | KSPCB | Consent to Establish |
| | | Consent to Operate |
| 5 | T & CP | Layout Approval |
| 6 | LSGD (Urban) | Building Permit |
| | | Development/Redevelopment Permit |
| | | Corporation/Municipality License |
| | | Occupancy Certificate |
| 7 | LSGD (Panchayat) | Building Permit |
| | | Development/Redevelopment Permit |
| | | Panchayat License |
| | | Occupancy Certificate |

| SL No | Department | Service |
|---|---|---|
| 8 | Labour Department | Registration of Shops and Establishments |
| | | Registration for Contract Labour |
| | | Registration for Building and Other Construction Workers |
| | | Registration for Inter State Migrant Workmen |
| | | Registration of Principal Employer under Contract Labour Act 1970 |
| 9 | Mining & Geology | Quarrying Permit For Ordinary Earth Removal |
| 10 | SEIAA | Environmental Clearance |
| 11 | Forest & Wildlife | License for Sawmill and other wood based industrial units |
| | | Permission for cutting and transportation of Trees |
| 12 | KSEB | Electricity Connection (LT/HT) |
| 13 | KWA | New water connection |
| 14 | Ground Water | Ground water investigation |
| | | Pumping test |

**As per the recommendation from Government of India (GoI) in order to avail additional borrowing, the State is required to onboard 12 Departments in KSWIFT portal to obtain NOC to do business in a easy way.**

### *ICT Approach* — Integrate 12 Departments / Agencies in Ver 2.0

As per the recommendation from Government of India (GoI) in order to avail additional borrowing, the State is required to onboard 12 Departments in KSWIFT portal to obtain NOC to do business in a easy way .

❖ **Single Sign On** (ICT Depts. having On line Appl.)
❖ **Web Services** (ICT Depts. sharing the Data)
❖ **User Interface** (Non ICT Depts. )
1. Agriculture **

Revenue, Registration, KCZMA, Food & safety, Excise, GST, Health, Home, Drugs Control, Tourism, District Administration, Gen.Education

© 

**12 Departments / Agencies**

**15 Services**

**2 Payments Gateways**

11

NATIONAL INFORMATICS CENTRE

*Digital India* Power To Empower

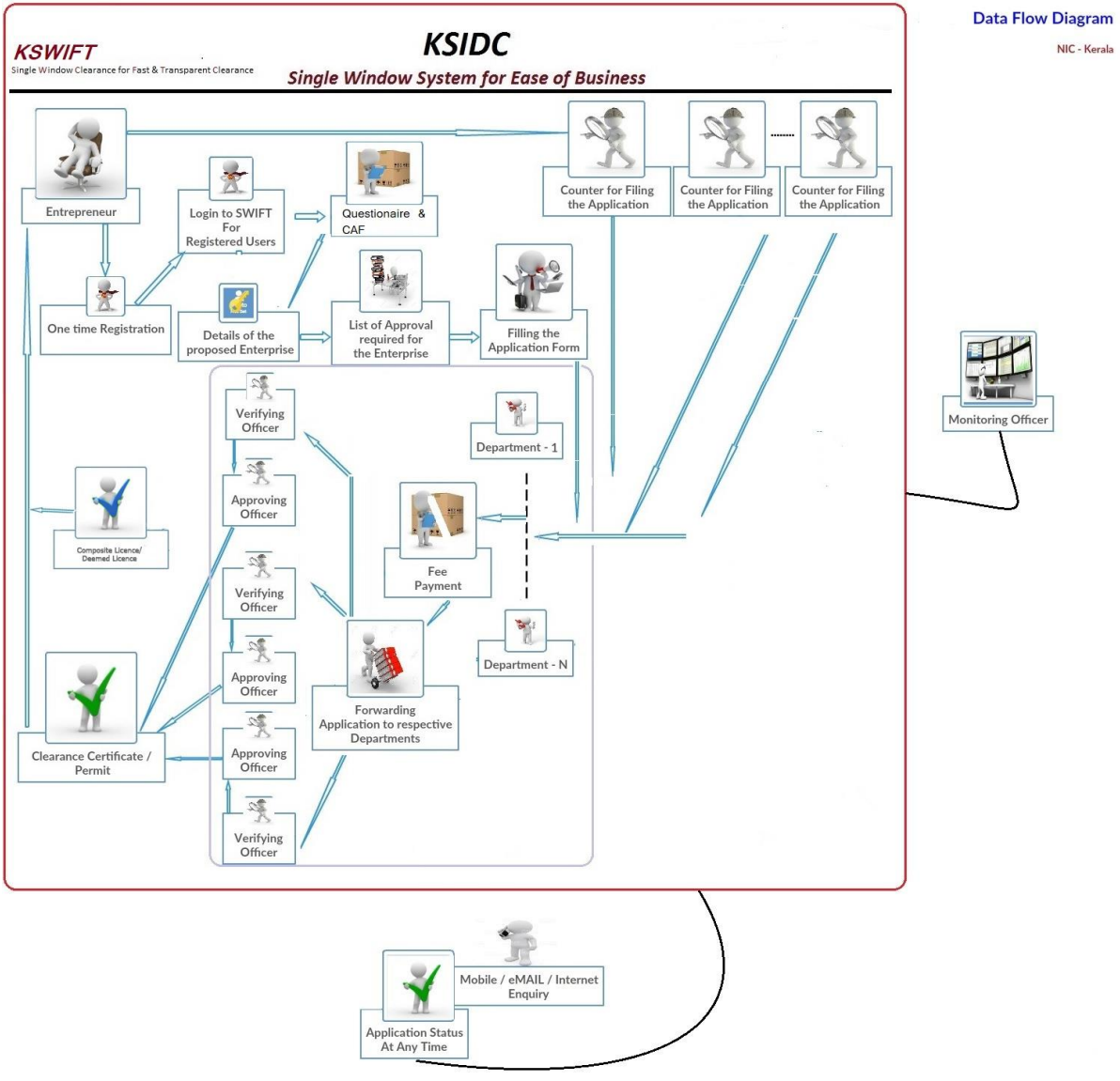**USER GUIDELINES**
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES   K-Swift
Single Window Interface for Fast
& Transparent Clearance

Business
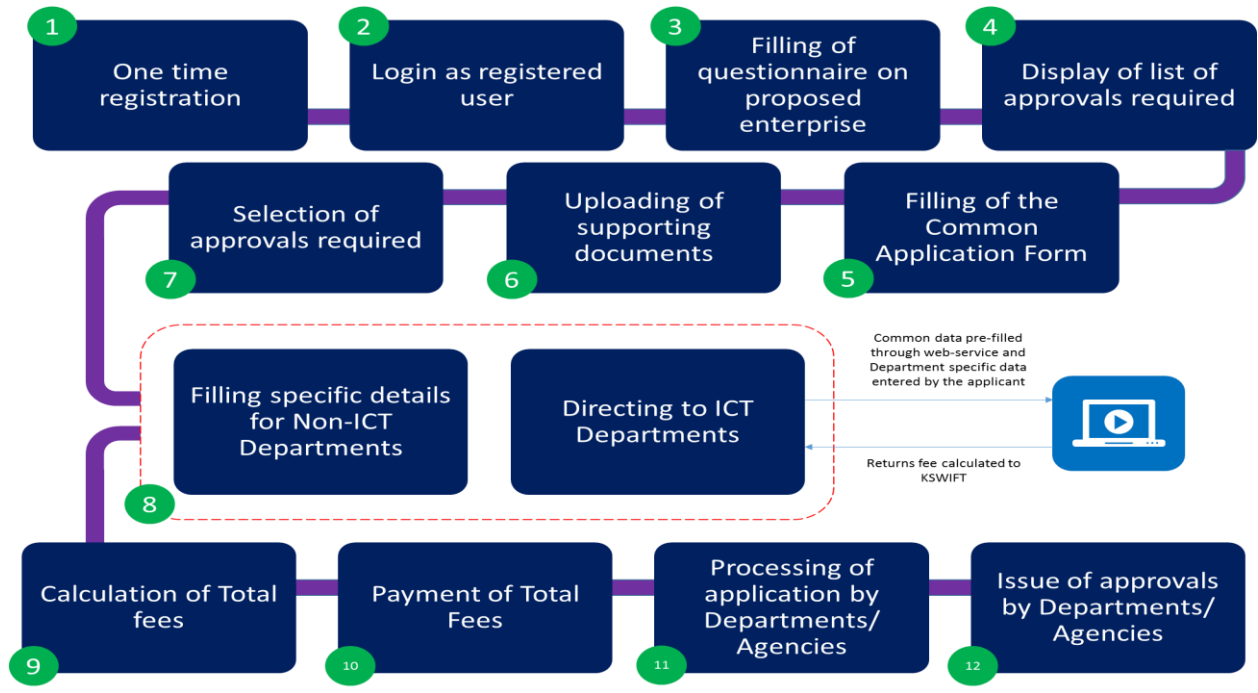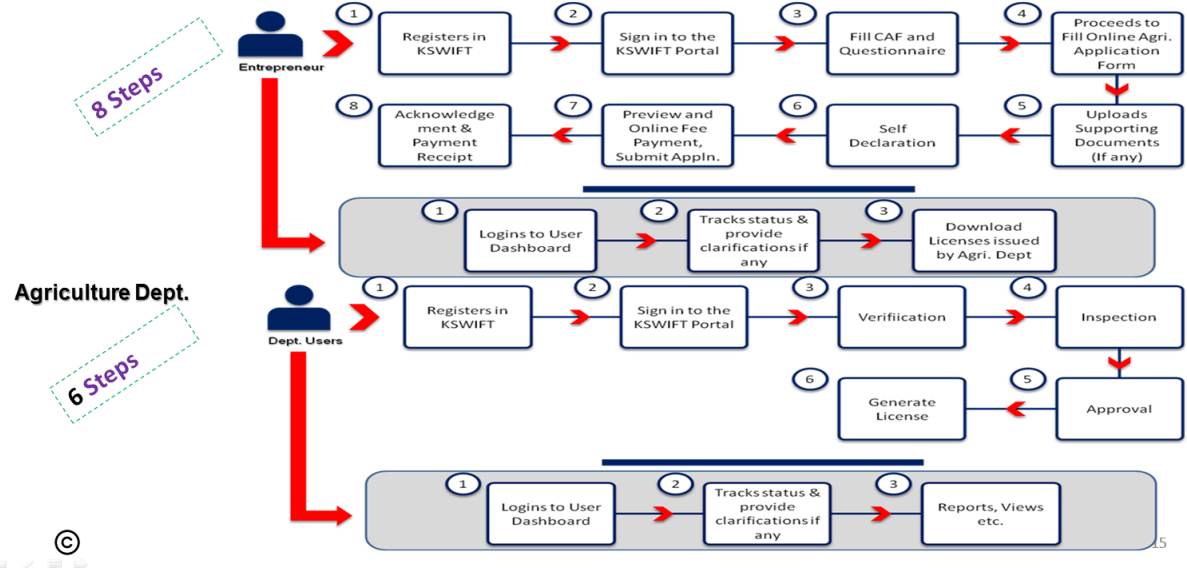*made easy!*

KSIDC

## Agri EODB Services

| SL No | Department | Service |
|-------|-----------|---------|
| 1 | Agriculture | 1. License to Whole / Manufacturers/ Retailers – Insecticides |
| | | 2. License- Whole / Manufacturers/ Retailers - FERTILIZER MIXTURES |
| | | 3. Renewal of LC - Insecticides |
| | | 4. Renewal of LC Fertilizer mixtures |
| | | 5. Other services – change premises, change of ownership, Additional / Deletion of Raw Materails/ Fertilizers <service oriented> |

# *KSWIFT Application Flow*

**KSIDC**

**EMPOWERING ENTERPRISES**

**K-Swift** Single Window Interface for Fast & Transparent Clearance

Business made easy!

**Data Flow Diagram**

NIC - Kerala

**KSWIFT**
Single Window Clearance for Fast & Transparent Clearance

# KSIDC
### Single Window System for Ease of Business



- Entrepreneur
- Login to SWIFT For Registered Users
- Questionaire & CAF
- Counter for Filing the Application
- Counter for Filing the Application
- Counter for Filing the Application
- One time Registration
- Details of the proposed Enterprise
- List of Approval required for the Enterprise
- Filling the Application Form
- Verifying Officer
- Department - 1
- Monitoring Officer
- Approving Officer
- Composite Licence/ Deemed Licence
- Verifying Officer
- Fee Payment
- Approving Officer
- Department - N
- Approving Officer
- Forwarding Application to respective Departments
- Clearance Certificate / Permit
- Verifying Officer
- Mobile / eMAIL / Internet Enquiry
- Application Status At Any Time

**NIC NATIONAL INFORMATICS CENTRE**  **Digital India Power To Empower**

# USER GUIDELINES
## (NON-ICT DEPARTMENTS)

**EMPOWERING ENTERPRISES**

**K-Swift**
Single Window Interface for Fast & Transparent Clearance

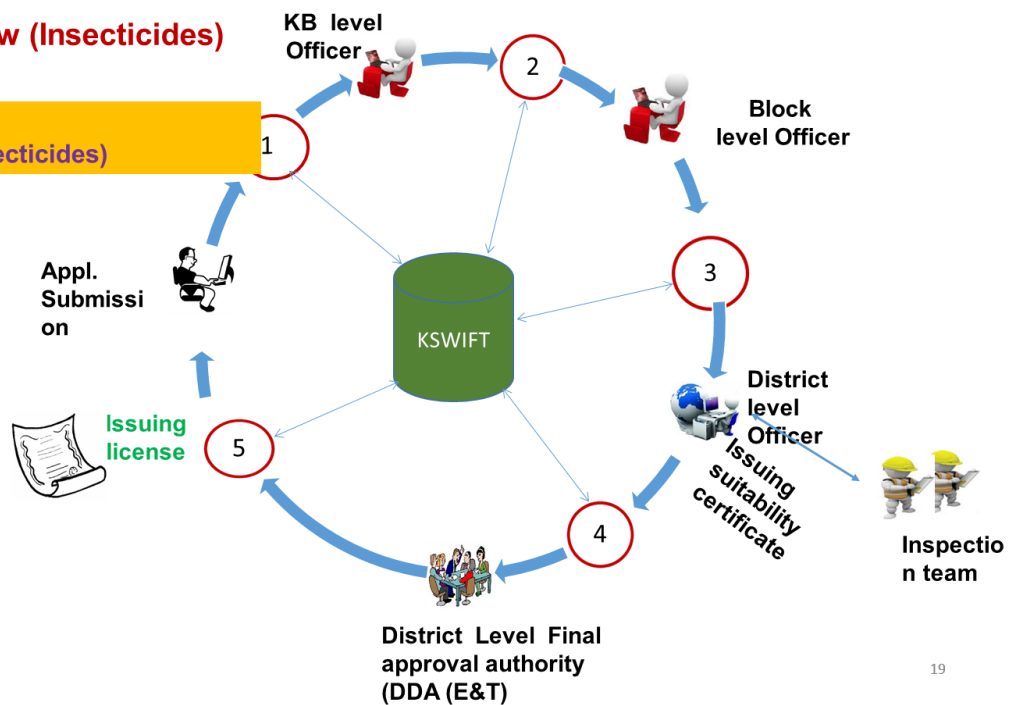*Business made easy!*

**1** One time registration

**2** Login as registered user

**3** Filling of questionnaire on proposed enterprise

**4** Display of list of approvals required

**7** Selection of approvals required

**6** Uploading of supporting documents

**5** Filling of the Common Application Form

**Filling specific details for Non-ICT Departments**

**Directing to ICT Departments**

Common data pre-filled through web-service and Department specific data entered by the applicant

Returns fee calculated to KSWIFT

**8**

**9** Calculation of Total fees

**10** Payment of Total Fees

**11** Processing of application by Departments/ Agencies

**12** Issue of approvals by Departments/ Agencies

## Agriculture Process flow

**8 Steps**

**Entrepreneur**

1. Registers in KSWIFT
2. Sign in to the KSWIFT Portal
3. Fill CAF and Questionnaire
4. Proceeds to Fill Online Agri. Application Form
8. Acknowledgement & Payment Receipt
7. Preview and Online Fee Payment, Submit Appln.
6. Self Declaration
5. Uploads Supporting Documents (If any)

1. Logins to User Dashboard
2. Tracks status & provide clarifications if any
3. Download Licenses issued by Agri. Dept

**Agriculture Dept.**

**Dept. Users**

**6 Steps**

1. Registers in KSWIFT
2. Sign in to the KSWIFT Portal
3. Verifiication
4. Inspection
6. Generate License
5. Approval

1. Logins to User Dashboard
2. Tracks status & provide clarifications if any
3. Reports, Views etc.

©

**Process flow (Fertilizers)**

Issuing LC
to Whole sale & Manufacturers

KB level Officer

2

Block level Officer

If inspection team is not satisfied , application will be returned to the applicant to rectify

1

Appl. Submission

3

District level Officer

Issuing suitability & lab facility certificate

Issuing license

5

Inspection team

4

State Level Final approval authority

©

KSWIFT

16

**Process flow (Fertilizers)**

Issuing LC
to Retailer (Fertilizers)
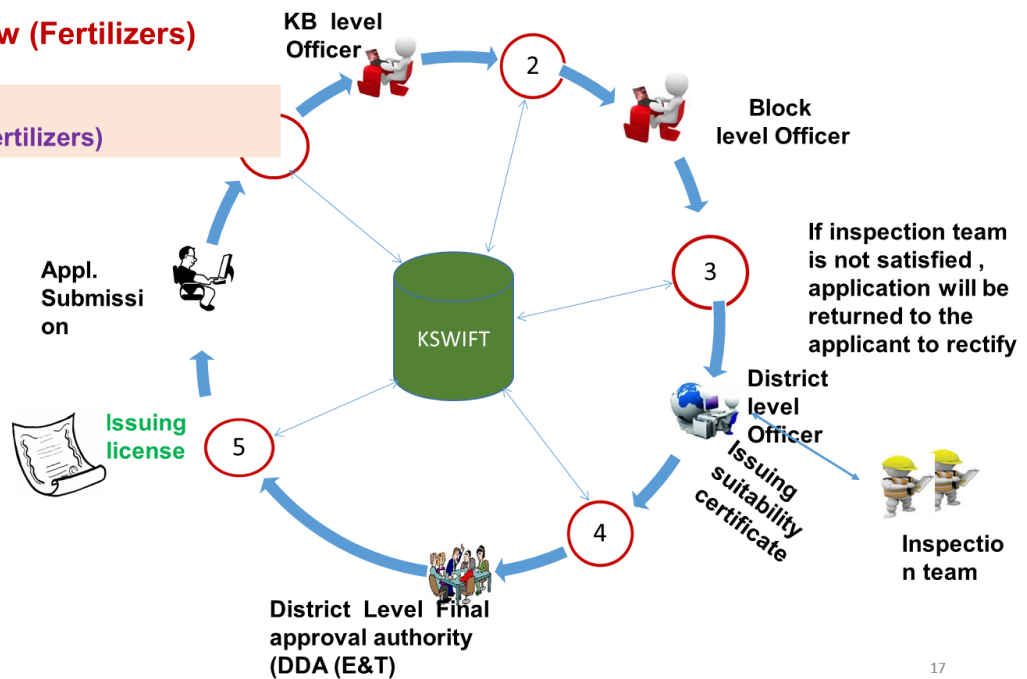
KB level Officer

2

Block level Officer

If inspection team is not satisfied , application will be returned to the applicant to rectify

Appl. Submission

3

District level Officer

Issuing suitability certificate

Issuing license

5

Inspection team

4

District Level Final approval authority (DDA (E&T)

©

KSWIFT

17

# USER GUIDELINES
## (NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast & Transparent Clearance

KSIDC

Business *made easy!*

## Process flow (Insecticides)

**Issuing LC to Manufacturers & Whole sales (Insecticides )**

KB level Officer

Block level Officer

District level Officer

Issuing suitability & lab facility certificate

Inspection team

State Level Final approval authority (JDA(PP)

Appl. Submission

Issuing license

KSWIFT

1 2 3 4 5

©

18
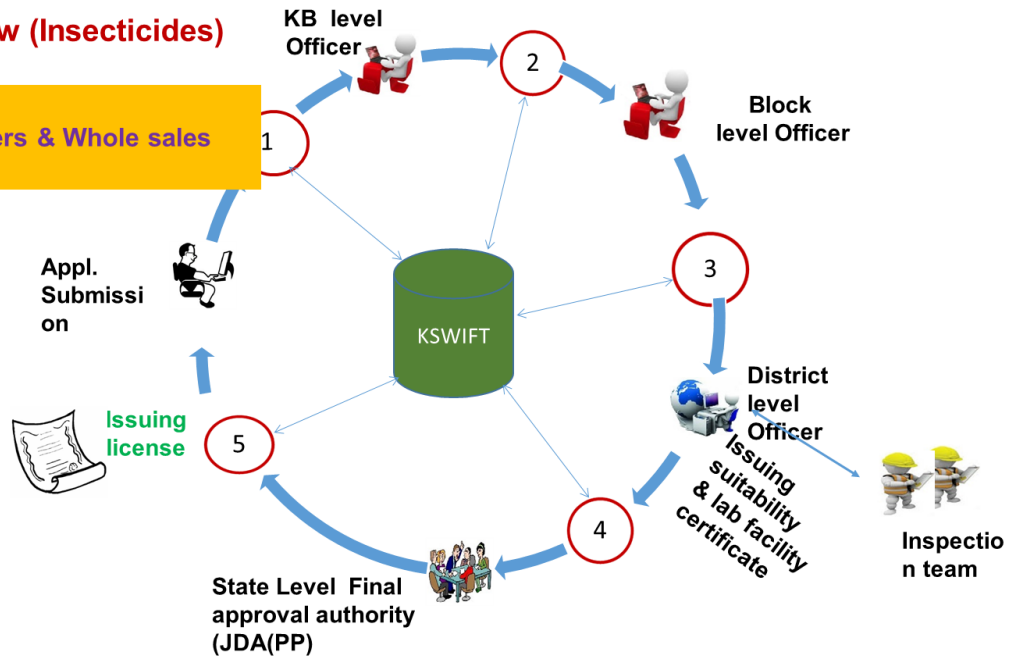
## Process flow (Insecticides)

**Issuing LC to Retailer (Insecticides)**

KB level Officer

Block level Officer

District level Officer

Issuing suitability certificate

Inspection team

District Level Final approval authority (DDA (E&T)
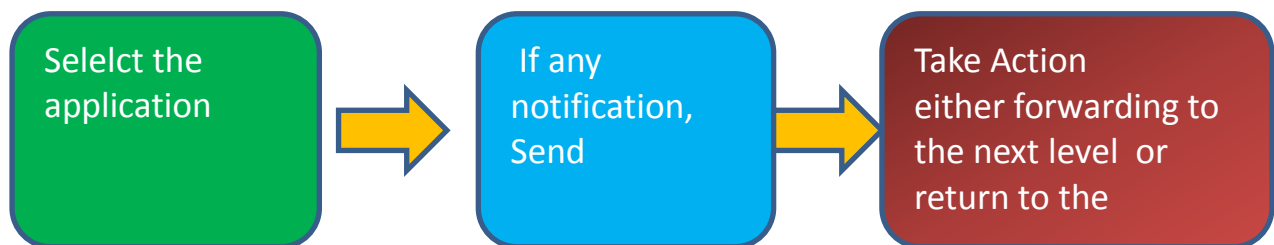
Appl. Submission

Issuing license

KSWIFT

1 2 3 4 5

©

19

**USER GUIDELINES**
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES **K-Swift**
Single Window Interface for Fast & Transparent Clearance

Business *made easy!*

KSIDC

# WORK FLOW FOR ISSUING LC

**Users involved**

1. **Administrator**

2. **KB user**

3. **Block user**

4. **District user**

5. **Final approval authority (Directorate/District)**

## Role of Administrator

1. **Define services**
2. **Define fee structure against services**
3. **Create offices**
4. **Create employees of Directorate and District level administrators**
5. **Mapping employees with roles**
6. **User management**

**Steps to Create User & Assign Module to pre-existing users**

1. Create Role - create role as Admin type (for District Admin like SP/SSP) and create role as User type (users other than district admin working at district level). Note: Only one Role shall be created for each Admin and User. This is one-time activity.

2. Menu Mapping – After Role creation, assign menu to that particular role, based on user's job function. This is also one-time activity.

3. Dashboard Mapping – Assign pillar wise dashboard to each role type.

4. Create User – After mapping, create user as District Admin or as Application user.
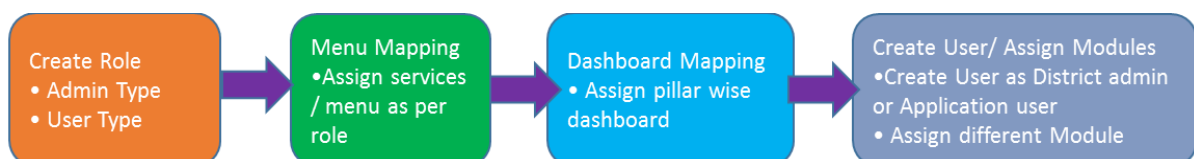
Create Role
• Admin Type
• User Type
→
Menu Mapping
•Assign services / menu as per role
→
Dashboard Mapping
• Assign pillar wise dashboard
→
Create User/ Assign Modules
•Create User as District admin or Application user
• Assign different Module

## KSWIFT Landing Page





# Role of Administrator

Login as Administrator

# OFFICE DETAILS

USER GUIDELINES
(NON-ICT DEPARTMENTS)

EMPOWERING
ENTERPRISES

K-Swift
Single Window Interface for Fast
& Transparent Clearance

Business
made easy!

# Administrator Home Page

**K-Swift**
Single Window Interface for
Fast & Transparent Clearance

S. Santhosh
gwa_adm[at]gmail[dot]...
Groundwater Departm...

**Admin**

🏠 Home

**SERVICES**

⚙ Services

**ADMIN**

☰ Menu Mapping    +

👫 Employee Details    −

  › Employee Entry

## Employee Details

| Title | First name* | Last name |
|---|---|---|
| S R | SANTY | |
| Max. 5 characters | Max. 30 characters | Max. 30 characters |

**Smt.S R. SANTY**

| gender* | Mobile No* | Email Id* |
|---|---|---|
| FEMALE ▼ | 9497162625 | santysrgwd@gmail.cor |
| gender | 10 digits | |

Department *
Groundwater Depar ▼
Department

Browse...

---

## EMPLOYEE DETAILS

**K-Swift**
Single Window Interface for
Fast & Transparent Clearance

S. Santhosh
gwa_adm[at]gmail[dot]...
Groundwater Departm...

**Admin**

🏠 Home

**SERVICES**

⚙ Services

**ADMIN**

☰ Menu Mapping    +

👫 Employee Details    −

  › Employee Entry

## Employee Details

| Title | First name* | Last name |
|---|---|---|
| S R | SANTY | |
| Max. 5 characters | Max. 30 characters | Max. 30 characters |

**Smt.S R. SANTY**

| gender* | Mobile No* | Email Id* |
|---|---|---|
| FEMALE ▼ | 9497162625 | santysrgwd@gmail.cor |
| gender | 10 digits | |

Department *
Groundwater Depar ▼
Department

Browse...

| Seat Abbrevation* | Seat Description* |
|---|---|
| JS | Junior Superintendent |
| 10 Chars | 50 Chars |

### Choose The User Rights

| ☐ Verification | ☐ Approving Authority | ☑ Inspection | ☐ Admin | ☐ District Admin |
|---|---|---|---|---|

**UPDATE**

### Employee Details Display

Show 10 entries                                          Search:

| Serial No | Name | Email ID | Dept | Office | Edit | Delete |
|---|---|---|---|---|---|---|
| 1 | A. He He | arunvitto2[at]gmail[dot]com | Lsg | Panjayath Off.adimaly | ✎ | ✖ |
| 2 | Sunil | sunil[dot]g[dot]krish[at]gmail[dot]com | Lsg | Panjayath Off,pothencode | ✎ | ✖ |
| 3 | S. Sruthi | assa[at]aa[dot]com | Lsg | Suboffice1 | ✎ | ✖ |

# ROLE OF KB USER

Selelct the application

If any notification, Send

Take Action either forwarding to the next level  or return to the

# USER GUIDELINES
## (NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast & Transparent Clearance

Business made easy!

Home page provides **Menu Items** on the left side, the **Notice Board** on the right side and **Application Status** on the centre. **Clarification Sent** and **Reply to Clarifications** sent to Entrepreneur. **Dash Board** shows the Application status.

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast & Transparent Clearance

Business made easy!

## Action



The Action Menu item will display the pending Applications with Verification Officer. Here he can view the **Application Form and Status, Applicant Attached Document, Clearance Document, Department Attached Document, Quick Verification, Add New Clarification, Reply** and **Reply History** icons.

**The work flow can be enabled against each project for respective Depts., only after the Quick verification by LSG is completed.**

Here in the Quick Verification, LSG has to answer about *11 Qtns*. Only after answering all the 11 Qtns. the SUBMIT button will be enabled. The **Attached Documents** etc. can be viewed by LSG. Also shows the Quick Verification **Status**.

# USER GUIDELINES
## (NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

K-Swift
Single Window Interface for Fast & Transparent Clearance

Business made easy!

Select **box enabled**, only for projects where LSG has submitted the Quick Verification.

Click on the New Clarification icon, then system will generate one popup for sending clarification to Entrepreneur.



If any new reply is posted from an Entrepreneur, then **Reply** icon will be blink. Click on the icon, then system will generate popup with Notification which is sent by Department for a particular application and service, Notification Date, Reply, Reply Date and document if any document attached by Entrepreneur.

# USER GUIDELINES
## (NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast & Transparent Clearance

Business *made easy!*

KSIDC

| SI No | Clarification | Clarification Date | Reply | Reply Date | Document View | |
|---|---|---|---|---|---|---|
| 1 | one | 20-02-2018 | Kasthuri two | 20-02-2018 | - | ↰ |
| 2 | one | 20-02-2018 | LSG three | 20-02-2018 | - | ↰ |
| 3 | hai | 23-03-2018 | Kasthuri hello | 23-03-2018 | 📄 | ↰ |
| 4 | hai | 23-03-2018 | LSG test | 28-03-2018 | 📄 | ↰ |

Close

Shri. S Ravi
lsg_ver[at]gmail[
Department of Loc

*Verification*

🏠 Home

APPLICATION STATUS

⚙ Action

checklist.

| | | | | | | | | s ⇅ | Action ⇅ |
|---|---|---|---|---|---|---|---|---|---|
| ☐ | 2 | KL-1/2018 | Project | Development/Redevelopment Permit | | 📄 | Applied | | ≣ 🔔 |
| ☐ | 3 | KL-3/2018 | TEST58 | Building Permit | | 📄 | Applied | | ≣ 🔔 |

© 2017 SWIFT-KSIDC
National Informatics Centre (NIC), Kerala

Click on the **Reply History** icon then system will generate all chat history between Entrepreneur and department.

# USER GUIDELINES
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

K-Swift

Single Window Interface for Fast & Transparent Clearance

Business made easy!

| SI No | Clarification | Clarification Date | Reply | Reply Date | Document View | |
|-------|--------------|-------------------|-------|-----------|--------------|---|
| 1 | one | 20-02-2018 | Kasthuri two | 20-02-2018 | - | ↩ |
| 2 | one | 20-02-2018 | LSG three | 20-02-2018 | - | ↩ |
| 3 | hai | 23-03-2018 | Kasthuri hello | 23-03-2018 | 📄 | ↩ |
| 4 | hai | 23-03-2018 | LSG test | 28-03-2018 | 📄 | ↩ |

Close

| | 2 | KL-1/2018 | Project | Development/Redevelopment Permit | | Applied |
| | 3 | KL-3/2018 | TEST58 | Building Permit | | Applied |

Click on the icon for **reply** to entrepreneur.

| SI No | Clarification | Clarification Date | Reply | Reply Date | Document View | |
|-------|--------------|-------------------|-------|-----------|--------------|---|
| 1 | one | 20-02-2018 | Kasthuri two | 20-02-2018 | - | ↩ |
| 2 | one | 20-02-2018 | LSG three | 20-02-2018 | - | ↩ |
| 3 | hai | 23-03-2018 | Kasthuri hello | 23-03-2018 | 📄 | ↩ |

Reply

Choose File  No file chosen     SUBMIT

| 4 | hai | 23-03-2018 | LSG test | 28-03-2018 | 📄 | ↩ |

Close

Showing 1 to 3 of 3 entries    Previous  1  Next

Type **reply** here. Can **attach document** here.

**USER GUIDELINES**
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast
& Transparent Clearance

Business
made easy!

KSIDC

All   Clarifications sent by department and all the  Replies sent by Entrepreneur details are availale in Home Page also.

Click Here to view **all the Clarification Sent** and **Replied**.



Select the **application** which is to be forwarded.
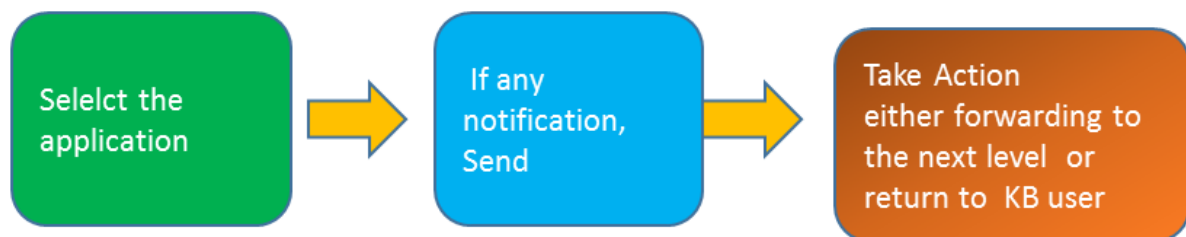
Click here for displaying **Project Status**.

**USER GUIDELINES**
**(NON-ICT DEPARTMENTS)**

EMPOWERING ENTERPRISES
**K-Swift**
Single Window Interface for Fast & Transparent Clearance

Business
*made easy!*

**KSIDC**

| | 2 | KL-1/2018 | Project | Development/Redevelopment Permit | | Applied | | |
| | 3 | KL-3/2018 | TEST58 | Building Permit | | Applied | | |

Shri. S Ravi
lsg_ver[at]gmail[dot]c...
Department of Local S...

*Verification*

🏠 Home

**APPLICATION STATUS**

⚙ Action

Showing 1 to 3 of 3 entries

Previous    **1**    Next

Forwarded for Inspection    Inspection

Verified Not Approved    Data Entry Operator

remarks

**GO**

Select the **option**. Type the **remarks here**. Then press the **GO** button.

**USER GUIDELINES**
**(NON-ICT DEPARTMENTS)**

EMPOWERING ENTERPRISES  **K-Swift**
Single Window Interface for Fast
& Transparent Clearance

Business
made easy!

KSIDC

# ROLE OF BLOCK  USER

| Selelct the application | ➡ | If any notification, Send | ➡ | Take Action either forwarding to the next level  or return to  KB user |

**EMPOWERING ENTERPRISES**

**K-Swift**
Single Window Interface for Fast & Transparent Clearance

*Business made easy!*

# Home Page



Home page provides **Menu Items** on the left side, the **Notice Board** on the right side and **Application Status** at the centre.

# Action



Select the **option**. Type the **remarks here**. Then press the **GO** button.

**USER GUIDELINES**
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES  **K-Swift**
Single Window Interface for Fast & Transparent Clearance

**KSIDC**

Business
*made easy!*

# ROLE OF DISTRICT  USER

Selelct the application

→

If any notification, Send , submit Inspection report

→

Take Action either forwarding to the next level  or return to  Block  user

USER GUIDELINES
(NON-ICT DEPARTMENTS)

EMPOWERING
ENTERPRISES

K-Swift
Single Window Interface for Fast
& Transparent Clearance

Business
made easy!

KSIDC

## Home Page



Home page provides **Menu Items** on the left side, the **Notice Board** on the right side and **Application Status** at the centre.



Checklist entry for Inspection report will open on clicking on the applications with Red colour.

USER GUIDELINES
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

K-Swift
Single Window Interface for Fast
& Transparent Clearance

Business
made easy!

KSIDC

**Inspection Checklist**                                                        X

The List Submitted Successfully                                                 ✕

| SI No. | Instruments | Mandatory | Inspected * | WorkingCondition * | | Remark |
|---|---|---|---|---|---|---|
| | | | | Yes | No | |
| 1 | Analytical Balance | 2 | 2 | ✅ | ☐ | |
| 2 | Chemical balance | 1 | 1 | ✅ | ☐ | |
| 3 | Oven | 1 | 1 | ✅ | ☐ | |
| 4 | Muffle Furnace | 1 | 1| | ✅ | ☐ | |

**After Inspection report will be entered**

K-Swift
Single Window Interface for
Fast & Transparent Clearance

EMPOWERING ENTERPRISES

A. Agri Dist
agri_dist[at]gmail[dot]...
Department of Agricul...

agri_dist,KB Office

🏠 Home

Application Status

⚡ Action

Admin

📁 DSC Register

| ✓ | 3 | KL-391/2020 | Fertilizer Wholesale licence | License to Wholesale Fertilizer Distributor | | Forwarded for Inspection | | | |
| ➖ | 1 | KL-385/2019 | FERTILIZER KERALA | License to Manufacture of Physical Fertilizer Mixtures | | Forwarded for Inspection | | | 1 |

Showing 1 to 3 of 3 entries                          Previous  **1**  Next

🔍 |

Approved  Applicant

Clarification Raised  Block Level Officer

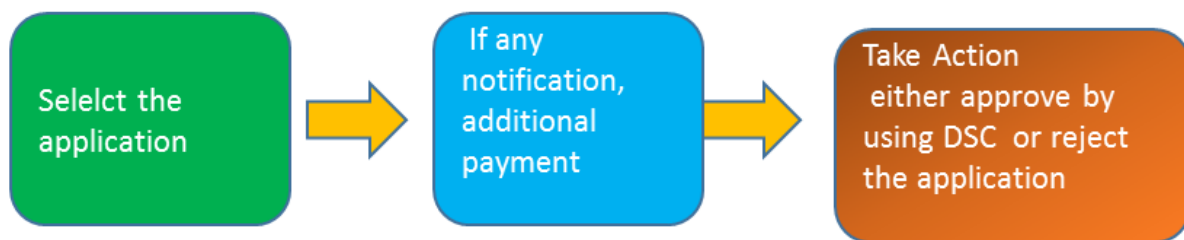Forwarded To State Office  State Level Authority

Remarks                    Choose file  No file chosen        GO

**Select the option. Type the remarks here. Then press the GO button.**

USER GUIDELINES
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast
& Transparent Clearance

Business
*made easy!*

KSIDC

# ROLE OF

# FINAL APPROVAL AUTHORITY  USER

Selelct the application → If any notification, additional payment → Take Action either approve by using DSC or reject the application

**Approval User**

## Home Page



Home page provides **Menu Items** on the left side, the **Notice Board** on the right side and **Application Status** at the centre.

USER GUIDELINES
(NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES
K-Swift
Single Window Interface for Fast & Transparent Clearance

KSIDC

Business made easy!

## Action

**Select an application**

Click here to Preview the final permit, Digitally Sign and Approve

**To to enter additional Fee Addl. Fees** (if any)





Click Preview button  to view the **Permit**.

Click to Digitally Sign the final  **Permit and Approve**

# USER GUIDELINES
### (NON-ICT DEPARTMENTS)

EMPOWERING ENTERPRISES

# K-Swift
Single Window Interface for Fast & Transparent Clearance

Business *made easy!*

## Additional Fees



Here Enter the **Additional Fees** and any **Remarks**

# USER GUIDELINES
## (NON-ICT DEPARTMENTS)

KSIDC

EMPOWERING ENTERPRISES

**K-Swift**
Single Window Interface for Fast & Transparent Clearance

Business
*made easy!*

Shri. R Jenifer
lsg_apr[at]gmail[dot]c...
Department of Local S...

*Approval*

🏠 Home

APPLICATION STATUS

↩ Action

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| ⊕ ✓ | 1 | KL-9/2018 | Demo Project | Development/Redevelopment Permit | 📄 | Verified | 📊 | ☰ 🔔 💬0 💬 |
| ⊕ ☐ | 2 | KL-3/2018 | TEST58 | Building Permit | 📄 | Verified | | ☰ 🔔 💬0 💬 |

Showing 1 to 2 of 2 entries

Previous **1** Next

🔍

Approved  Applicant

Clarification Raised  Inspection

Rejected  Applicant

Remarks

**GO**

© 2017 SWIFT-KSIDC
**National Informatics Centre (NIC), Kerala**

After Digitally signing the final permit, Approving officer can either **Approve it or Reject** with remarks/Raise a **clarification from the applicant.**

**GOVERNMENT OF KERALA**

**FORM 'F'**

**(See clause 15(2) and 18 (2))**

**CERTIFICATE OF MANUFACTURE IN RESPECT OF**

**PHYSICAL MIXTURE OF FERTILIZER**

| Name of the Unit : | fact ltd | | |
|---|---|---|---|
| Address : | PULIMATH,Chirayinkeezhu,Thiruvananthapuram | | |
| Name & Address of the applicant: | M. Kasthuri | 5A 5A GOPIKA SADANAM VBLM BHARATHANNUR S.O THIRUVANANTHAPURAM KERALA 695616 | |
| Certificate No : | KLAGRI-PFM-1/2020 | Date of Issue : 21-10-2020 | Valid Upto : 20-10-2025 |
| MFMSID: | 11212 | | |

| FULL PARTICULARS OF THE MIXTURE OF FERTILIZERS | | |
|---|---|---|
| **N** | **P** | **K** |
| 5 | 10(5) | 18 |
| 18 | 9(9) | 18 |
| | | |

✓

IT Support : NIC Kerala                    Government of Kerala                    (2/2)

NIC NATIONAL INFORMATICS CENTRE

Digital India
Power To Empower

## Terms and conditions of this certificate

1. The holder of this certificate shall display the original thereof in a conspicuous place open to the public in a part of the principal's premises in which business of the making the physical/granulated mixture/ organic fertilizer/Biofertilizer is carried on and also a copy of such certificate in similar manner in every other premises in which that business is carried on. The required number of copies of the certificate shall be obtained on payment of the fees thereof.

2. The holder of this certificate shall not keep in the premises in which he carries on the business of making physical/granulated mixture/ Biofertilizer/organic fertilizer in respect of which a certificate of registration has not been obtained under the fertilizer (Control) Order, 1985.

3. The holder of this certificate shall comply with the provisions of the fertilizer (Control) Order, 1985 and the notification, order and direction, issued there under for the time being in force.

4. The holder of the certificate shall report forth with to the Registering Authority any change in the premises specified in the certificate of any new premises in which he carried on the business of making physical/granulated mixture/organic fertilizer/Bio-fertilizer and shall produce before the authority the original certificate and copies thereof so that necessary corrections may be made therein by that authority.

5. The holder of this certificate shall ensure that the physical/granulated mixture/organic fertilizer/Biofertilizer in respect of which a certificate of registration has been obtained is prepared by him or by a person having such qualifications, as may be prescribed by the State Government, from time to time or by any other person under the direction, supervision and control of the holder of the person having the said qualifications.

6. The certificate and copies thereof, if any, will be machine numbered and delivered against the signature of the holder thereof or his agent on the carbon copy of the certificate which will be kept intact bound in the "Certificate Book" by each Registering Authority.

7. This license is issued on the condition that if any mixture is found substandard in future, the particular item will be deleted from the RC without further notice.

8. The chemist should ensure the quality of each of fertilizer mixture manufactured in the unit.

9. Change of chemist should be intimated within 10 days to this office.

10. The firm is permitted to use the following fertilizers of the firms.

| Name of Raw material: | Source of supply | Registration No of Firm | Valid Upto |
|---|---|---|---|
| | | | |