ONE STOP CLEARANCE SYSTEM

Punjab Bureau of Investment Promotion
Department of Investment Promotion
Government of Punjab
ONE STOP CLEARANCE SYSTEM

FOR ALL
Green Field
Brown Field
PROJECTS

To know more, please visit http://investpunjab.gov.in/
We at INVEST PUNJAB, offers

- One Stop office for **ALL NEW & EXPANSION PROJECTS**
- Transparent & Speedy **ONLINE INTERFACE**
- **COMMON APPLICATION FORM** for various approvals
- Dedicated **RELATIONSHIP MANAGER** for every Investor

To know more, please visit [http://investpunjab.gov.in/](http://investpunjab.gov.in/)
## 23 Departments Into One Office

- Punjab Pollution Control Board
- Department of Excise & Taxation
- Department of Labour and Directorate of Factories
- Director of Boilers
- Director Town & Country Planning
- Department of Local Government
- Department of Forest & Wildlife
- Department of Power & Punjab State Power Corporation Limited
- Department of Revenue
- Other Administrative Departments (14)

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Report (As on Nov 2016)

Applications Received
412

Project Cost
Rs.30,582 Cr Approx.

Cleared Stages

- Accepted: 83%
- Under Construction: 67%
- Commissioned: 35%

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Key Projects

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ONE STOP CLEARANCE SYSTEM (OSCS)
BENEFITS TO INVESTORS

In

ONE STOP CLEARANCE SYSTEM
Online Services

**COMMON APPLICATION** One Form

**FEE PAYMENT** Through Online Gateway

**DEFINED TIMELINES** Real Time Progress View

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Registration

2 Simple Steps...

1. One Time Registration

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CAF Submission

For Regulatory & Fiscal Approvals

CAF – Common Application Form

To know more, please visit http://investpunjab.gov.in/
# Process Flow

**OSCS – ONE STOP CLEARANCE SYSTEM**

<table>
<thead>
<tr>
<th>Stage</th>
<th>Outcome</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage 1</td>
<td>User REGISTRATION</td>
<td>One time registration</td>
</tr>
<tr>
<td></td>
<td>Project CAF Submission</td>
<td>Multiple project applications submission</td>
</tr>
<tr>
<td>Stage 2</td>
<td>Project Acceptance</td>
<td>Provisional clearance of project application</td>
</tr>
<tr>
<td>Stage 3</td>
<td>LORC-1</td>
<td>Site clearances</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Forest, CLU, CTE, Temp Power - *as applicable)</td>
</tr>
<tr>
<td>Stage 4</td>
<td>LORC-2</td>
<td>Permission for start of construction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Building Plan Approval, Contract Labour, Boiler Permission - *as applicable)</td>
</tr>
<tr>
<td>Stage 5</td>
<td>LORC-3</td>
<td>Before commencement of commercial operations</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(CTO, Factories Registration, Regular Power, etc. - *as applicable)</td>
</tr>
</tbody>
</table>

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List of Clearances and Incentive Approvals

Punjab Pollution Control Board
1. Consent to establish
2. Consent to operate (under Water Act & Air Act)
4. Registration for Recycling of Hazardous Waste Rules
5. CSA Clearance
7. Registration under Plastic Rules
9. Site appraisal/ approval

Labour & Factories
1. Shop Registration
2. Permission for engaging contractor for Labour
3. Annual returns under Labour Laws
4. Factories License
5. Annual Filling under Factories Act
6. Factory Building Plan approval

Industries & Commerce
1. Registration under Boilers Act

Revenue
1. Stamp Duty Exemption/Refund

Housing & Urban Development
1. Change of land use and approvals of building plans

Local Government (within MCs)
1. Change of Land Use
2. Approval of building plans and their completion.
3. Waiver of Property and other local taxes if any.
4. NOC from Fire Services

Forest & Wildlife
1. Grant of NOCs

Power
1. Load sanctioning
2. Issue of new electricity connection
3. Agreement for High Tension/ Extra
4. High Tension (above 100 KV) wires
5. Certification of electrical infrastructure by CEI
6. Electricity Duty Exemption

Excise & Taxation
1. VAT/CST incentives

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Investor’s Login

- To view submitted CAF
- To upload evidences/documents
- To validate clearance form
- To make online fee payment
- To monitor status of application
- To download digital approval
- To raise query for clarification

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BENEFITS TO OFFICE MEMBERS

In

ONE STOP CLEARANCE SYSTEM
Desk Officer’s Login

- To accept complete CAF
- To communicate with other members
- To communicate with investor
- To issue digital approval
- To monitor process

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Member Officer’s Login

- To check acceptance of project
- To process applicable clearances
- Remote access facility

OSCS – ONE STOP CLEARANCE SYSTEM

- To provide statutory fees applicable
- To upload digital approval
- Flexible timings

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Online Fee Management

- Collection of statutory fees
- Distribution to various departments
- Digital payment receipts and acknowledgement

OSCS – ONE STOP CLEARANCE SYSTEM

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CEO’s Digital Dashboard

• Shows application trends
• Shows stage wise development
• Shows various MIS reports
• Shows application log

OSCS – ONE STOP CLEARANCE SYSTEM

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Digital Approval

- Digitally signed approvals

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UNIQUE FEATURES

&

ONE STOP CLEARANCE SYSTEM
End to End Digital System

OSCS - ONE STOP CLEARANCE SYSTEM

Know Your Approvals
Apply Online
Online Payment
Digital Approval

Land Bank
Online Monitoring
Online Processing

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Self Validated Approval

To know more, please visit http://investpunjab.gov.in/
Investment Wizard

• Know your applicable clearances
• Defined time lines & process flow

Business Query

• Business query tool
• Feedback tool

Manuals & Video Tutorial

To know more, please visit http://investpunjab.gov.in/
Email & SMS Alerts

Responsive Web Design (RWD)

Mobile App

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Regular Reviews

INVESTOR’S PRESENTATION

WEEKLY MEMBERS REVIEW

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Key Challenges

• To bring clearances of various departments under one roof
  • Solution – To bring clearances of various departments under the administrative control of one office
  Concurrent powers dwelled to the officers of parent departments, posted at INVEST PUNJAB

• To identify various approvals applicable to various industries, at different stages of setting up of project and their inter relationships
  • Solution – Detailed study conducted with all member departments to identify applicable clearances, their serial & parallel requirements/requisites, documents/forms involved, statutory fee applicable and approval templates. This exercise resulted in Common Application Form and stages consisting of set of approvals required for the establishment / commencement of operations.

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Key Challenges

• To develop end to end digital solution for all stake holders (Investors & Member Officers)
  • Solution – The work flow was designed & implemented in stages by joint & dedicated team of INVEST PUNJAB and NIC, considering the continuous feedback of users (Investors & Member Officers) and regular reviews under the chairmanship of CEO/ACEO

• To overcome the resistance of Internal & External users, to adopt digital interface
  • Solution – Initially offline and online system worked parallel, to educate users about digital tasks. Constant adaptability of new technologies (very first) at the level of CEO/ACEO inspired and motivated other member officers. Regular training sessions helped member officers and investors to understand various procedures.

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With

**DIGITAL WORLD** of **INVEST PUNJAB**
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