



ANTYODAYA-SARAL



Home Department License for Sale of Crackers

DOCUMENTS REQUIRED:

- 1) Site and Layout plan
- 2) Aadhar Card
- 3) Pan Card
- 4) Site Ownership proof
 - a. Rent deed
 - b. Lease deed
 - c. Copy of mutation
 - d. Jamabandi
 - e. Girdawari
- 5) Allotment letter of HSVP (if required)
- 6) Format of Temporary License to Possess and Sale From a shop Fireworks(Form 24, See Rule 155, Article 4(b) of schedule IV)
- 7) Fee Rs. 500/-

FEES FOR THE SERVICE:

Govt. Charges	Kendra Service Charges	Atal Seva Kendra (CSC) Service Charges
-	50	30

RTS TIME LIMIT:

2 Weeks

PROCEDURE

License for Sale of Crackers

Instructions:

- 1) To avail this service, one has to register him/herself on Antyodaya Saral Portal as a citizen.

For Registration Process, Go to <https://saralharyana.gov.in>

The screenshot displays the homepage of the Antyodaya Saral Portal. At the top, there is a header for the Government of Haryana with a language selector for English and Hindi. Below this is a banner for the Haryana Corona Relief Fund with contact information and a QR code. The main navigation menu includes Home, About Us, RTS ACT, Schemes/Services List, Search Schemes/Services, Performance Dashboard, FAQ's, and Contact Us. The central content area is divided into three columns: 'NEWLY LAUNCHED SCHEMES/SERVICES' listing various services like pension details and EWS certificates; 'TRACK YOUR SERVICE ONLINE' with buttons for tracking applications and tickets; and 'SIGN IN HERE' with fields for Login ID and Password, a 'SUBMIT' button, and a 'Register here' link highlighted with a red box. A footer section contains the Antyodaya SARAL Helpline number (1800-2000-023), site navigation, and technical details.

Click on Register here and enter valid Mobile number, Email Id for OTP confirmation and followed the registration process.

- 2) If you have already registered User, Go to Saral Portal:

<https://saralharyana.gov.in/>

- 2.1) Login with your Registered Id and Password.

How to Apply Services

After login, On the left menu bar, Click on Apply Services>> View All Available services

Search For “**License for Sale of Crackers**”

Step 1) Click on License for Sale of Crackers

242	License for Import of Meat	Department of Urban Local Bodies	HARYANA
243	License for Job Porter	Department of Urban Local Bodies	HARYANA
244	License for Laundry Shop	Department of Urban Local Bodies	HARYANA
245	License for Lodging Houses	Department of Urban Local Bodies	HARYANA
246	License for Plying Carts and Rehris	Department of Urban Local Bodies	HARYANA
247	License for Running Piggery	Department of Urban Local Bodies	HARYANA
248	License for Sale of Aerated Water, Ice and Ice Cream	Department of Urban Local Bodies	HARYANA
249	License for Sale of Crackers	Department of Home	HARYANA
250	License for Sale of Fruits, Vegetables and Sugarcane	Department of Urban Local Bodies	HARYANA
251	License for Sale of Meat	Department of Urban Local Bodies	HARYANA
252	License for Tent Owners	Department of Urban Local Bodies	HARYANA
253	License to Run Flour Mill	Department of Urban Local Bodies	HARYANA
254	Lodge Complaint for Water/Sewer on Shikayat Nivaran Kendra of Public Health Engineering Department(PHED)	Public Health Engineering Department	HARYANA
255	LTC Scheme - Haryana Labour Welfare Board	Labour Department	HARYANA
256	Marriage Registration (Rural)	Revenue and Disaster Management Department	HARYANA
257	Marriage Registration under Special Marriage Act 1954-RURAL Court Marriage	Revenue and Disaster Management Department	HARYANA

Step 2) After the click on service, Application form will be open. Please fill all required Mandatory fields (*). Enter all required field detail. *Kindly refer to screenshot*

Menu
Themes Language Citizen Profile Haryana

Application for grant of NOC under the Explosive Rules, 2008 for License for Sale of Crackers

Applicant's Details

Applicant Name *	<input type="text" value="TEST"/>	Address of Applicant *	<input type="text" value="#876, Sector-5"/>
Age *	<input type="text" value="25"/>	Mobile Number *	<input type="text" value="7654321234"/>
E-Mail	<input type="text" value="test@gmail.com"/>	Fax	<input type="text"/>

Identify Your Location

District(जिला) *	<input type="text" value="PANCHKULA"/>	Tehsil(तहसील) *	<input type="text" value="Panchkula"/>
Area(क्षेत्र) *	<input type="text" value="Rural"/>	City/Village(शहर / गांव)	<input type="text" value="Panchkula"/>
Pincode *	<input type="text" value="160000"/>	Railway Station (रेलवे स्टेशन) *	<input type="text" value="Chandigarh"/>
Police Station (पुलिस स्टेशन) *	<input type="text" value="Panchkula"/>		

Purpose

Write the Purpose corresponding to particular article as per Schedule IV, Part I *

The proposed premises are situated at the following address

Postal Address *	<input type="text" value="#876"/>	Tehsil(तहसील) *	<input type="text" value="Panchkula"/>
Survey Number	<input type="text" value="2344"/>	City/Village(शहर / गांव) *	<input type="text" value="Panchkula"/>
District(जिला) *	<input type="text" value="PANCHKULA"/>	Railway Station *	<input type="text" value="Chandigarh"/>
Area(क्षेत्र) *	<input type="text" value="Urban"/>	E-Mail	<input type="text"/>
Pin Code *	<input type="text" value="160000"/>	Fax	<input type="text"/>
Police Station *	<input type="text" value="Panchkula"/>		
Phone Number *	<input type="text" value="7654321234"/>		

Explosives proposed to be possessed

Name	Description	Class	Division (if Any)	Quantity at any one time
<input type="text" value="Test"/>	<input type="text" value="For Test"/>	<input type="text" value="2"/>	<input type="text" value="II"/>	<input type="text" value="25 KGs"/>

Additional Information

1) If the explosives are to be used, furnish the particulars related to the purpose of use

2) Has the applicant been convicted under any offence or ordered to execute bond under Chapter VIII of Code of Criminal Procedure, 1973, during the last 10 years. If yes, please give details

3) (a) Particulars of other licenses under Explosives Act, 1884, if any held by the applicant during the last 10 years YES NO

3) (b) Was any license cancelled or not renewed (if yes, give details) YES NO

Declaration

Declaration: I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.
 घोषणा : मैं संवेदनशील सामान प्रदान / संजोती हूँ कि उपरोक्त विवरण सच ज्ञान और विश्वास के आधार पर सही है और मैं आपको इसके बारे में किसी भी परिवर्तन की सूचना तुरंत दूंगा / दूंगी। यदि उपरोक्त किसी भी जानकारी को गलत या गलत तरीके से प्रस्तुत करना पाया जाता है, तो मुझे पता है कि इसके लिए मैं उत्तरदायी हूँ।

I Agree *

Additional Details

Word verification

Jw52ks

Please enter the characters shown above

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Step 3) Click on Submit button. When you click on submit button application preview window will be open.

Step 4) After preview of application, click on Attach Annexure button.

- Manage Profile <
- Apply for services >
- View all available services
- View Status of Application <

Applicant's Details

Application Reference Number : Draft_L_SC/2020/00011

Applicant Name : TEST

Address of Applicant : #876 Sector-5

Age : 25

E-Mail : test@gmail.com

Mobile Number : 7654321234

Identify Your Location

District(जिला) : PANCHKULA

Tehsil(तहसील) : Panchkula

Area(क्षेत्र) : Rural

City/Village(शहर / गाँव) : Panchkula

Pincode : 160000

Police Station (पुलिस स्टेशन) : Panchkula

Railway Station (रेलवे स्टेशन) : Chandigarh

Purpose

Write the Purpose corresponding to particular article as per Schedule IV, Part1 : TEST

The purposed premises are situated at the following address

Postal Address : #876

Survey Number : 2344

District(जिला) : PANCHKULA

Tehsil(तहसील) : Panchkula

Area(क्षेत्र) : Urban

City/Village(शहर / गाँव) : Panchkula

Pin Code : 160000

Police Station : Panchkula

Railway Station : Chandigarh

Phone Number : 7654321234

Explosives proposed to be possessed

Name	Description	Class	Division (if Any)	Quantity at any one time
Test	For Test	2	II	25 KGs

Additional Information

2) Has the applicant been convicted under any offence or ordered to execute bound under Chapter VIII of Code of Criminal Procedure, 1973, during the last 10 years. If yes, please give details : NO

3) (a) Particulars of other licenses under Explosives Act, 1984, if any held by the applicant during the last 10 years : NO

3) (b) was any license cancelled or not renewed (if yes, give details) : NO

Declaration

Declaration: I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it. (घोषणा : मैं एलट्रद्वारा घोषणा करता / करती हूँ कि उपर्युक्त विवरण मेरे ज्ञान और विश्वास के आधार पर सही है और मैं आपको इसके बारे में किसी भी परिवर्तन की सूचना तुरंत दूंगा / दूंगी। यदि उपरोक्त किसी भी जानकारी को गलत या गलत तरीके से प्रस्तुत करना पाया जाता है, तो मुझे पता है कि इसके लिए मैं उत्तरदायी हूँ।)

I Agree : Yes

Additional Details

Apply to the Office : Office of District Collector(DISTRICT - PANCHKULA)

17/11/2020 12:43:28 IST http://saralharyana.gov.in/configure

Edit
Attach Annexure
Cancel
Print
Export to PDF
Initiate a new application

You will see list of enclosures which are mentioned below:

- Resident Proof of Applicant/Firm
- NOC required from the land of owner of the Land/Building/Place.
- Firm Registration Certificate

Now, attach the related enclosure and click on Save Annexure Button.



Menu

- Manage Profile <
- Apply for services >
- View all available services
- View Status of Application <

Themes Language Citizen Profile Haryana

ATTACH ENCLOSURE(S)

Enclosure(s):

Type of Enclosure	Enclosure Document	File/Reference
Aadhaar Card	Aadhaar Card <small>Document Format</small>	Choose File Explosives ...nse 3.pdf Scan Fetch from DigiLocker
PAN Card	PAN Card <small>Document Format</small>	Choose File List of POC...hboard.pdf Scan Fetch from DigiLocker
Copy of approved letter from Join Chief Controller of Explosive	Copy of approved letter from Join Chief Cont <small>Document Format</small>	Choose File Explosives ...nse 3.pdf Scan Fetch from DigiLocker
Site and Layout plan approved by Join Chief Controller of Explosive	Site and Layout plan approved by Join Chief <small>Document Format</small>	Choose File List of POC...hboard.pdf Scan Fetch from DigiLocker
Site ownership proof	Select	Choose File No file chosen Scan Fetch from DigiLocker
Rent deed	Select	Choose File No file chosen Scan Fetch from DigiLocker
Lease deed	Select	Choose File No file chosen Scan Fetch from DigiLocker
copy of mutation	Select	Choose File No file chosen Scan Fetch from DigiLocker
Girdawari	Select	Choose File No file chosen Scan Fetch from DigiLocker
Jamabandi/Intkal	Select	Choose File No file chosen Scan Fetch from DigiLocker
Allotment letter HSVP	Allotment letter HSVP <small>Document Format</small>	Choose File Explosives ...nse 3.pdf Scan Fetch from DigiLocker

Save Annexure
Cancel
Back

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Step5) Preview of Annexure Screen window will be open. *Kindly refer to screenshot*

Themes Language Citizen Profile Haryana

Menu

- Manage Profile <
- Apply for services >
- View all available services >
- View Status of Application <

Applicant's Details

Application Reference Number : Draft_L_SC/2020/00011

Applicant Name : TEST

Address of Applicant : #876 Sector-5

Age : 25

E-Mail : test@gmail.com

Mobile Number : 7654321234

Identify Your Location

District(ज़िला) : PANCHKULA

Tehsil(तहसील) : Panchkula

Area(क्षेत्र) : Rural

City/Village(गाहर / गाँव) : Panchkula

Pincode : 160000

Police Station (पुलिस स्टेशन) : Panchkula

Railway Station (रेलवे स्टेशन) : Chandigarh

Purpose

Write the Purpose corresponding to particular article as per Schedule IV, Part I : TEST

The proposed premises are situated at the following address

Postal Address : #876

Survey Number : 2344

District(ज़िला) : PANCHKULA

Tehsil(तहसील) : Panchkula

Area(क्षेत्र) : Urban

City/Village(गाहर / गाँव) : Panchkula

Pin Code : 160000

Police Station : Panchkula

Railway Station : Chandigarh

Phone Number : 7654321234

Explosives proposed to be possessed

Explosives proposed to be possessed

Name	Description	Class	Division (if Any)	Quantity at any one time
Test	For Test	2	II	25 KGs

Additional Information

2) Has the applicant been convicted under any offence or ordered to execute bound under Chapter VIII of Code of Criminal Procedure, 1973, during the last 10 years. If yes, please give details : NO

3) (a) Particulars of other licenses under Explosives Act, 1884, if any held by the applicant during the last 10 years : NO

3) (b) was any license cancelled or not renewed (if yes, give details) : NO

Declaration

Declaration: I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.
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I Agree : Yes

Annexure List

- 1) Aadhaar Card Aadhaar Card
- 2) PAN Card PAN Card
- 3) Copy of approved letter from Join Chief Controller of Explosive Copy of approved letter from Join Chief Controller of Explosive
- 4) Site and Layout plan approved by Join Chief Controller of Explosive Site and Layout plan approved by Join Chief Controller of Explosive
- 5) Allotment letter HSVP Allotment letter HSVP

Additional Details

Apply to the Office : Office of District Collector(DISTRICT - PANCHKULA)

Make Payment
Cancel
Print
Download PDF



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Step 6) After clicking on the Make Payment Following Screen will be open

ServicePlus
Metadata-based Integrated eService Delivery Framework

Themes Language Citizen Profile Haryana

Menu

- Manage Profile
- Apply for services
- View all available services
- View Status of Application

PAYMENT DETAILS LICENSE FOR SALE OF CRACKERS

Mode Of Payment e-GRAS

Government Charge 500.0

Total Amount to be paid (in Rs.) 500.0

Make Payment Reset Cancel

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Following Screen will open for Make Online Payment:

E-CHALLAN
Government of Haryana

Payee Details

GRN	69456990	Date	17-11-2020						
Department	Revenue	Type Of Payment	Online						
Type Of Payment Mode		PRAN/GPF/PayeeCode/TIN/Actt.No./VehicleNo./Taxid(If Any)	FCR-P-2058						
Office Name	CITY MAGISTRATE PANCHKULA (16-00-0561)	PAN No.(If Applicable)							
Treasury	PanchkulaT	Full Name	Test						
Year (Period)	(2020-21) One Time	Address	1052 Sector 36 C						
Town/City/District		PIN							
<table border="1"> <thead> <tr> <th>SNo.</th> <th>Budget Head/Purpose</th> <th>Amount in Rs.</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0070-60-101-99-51 Explosive Act</td> <td>500</td> </tr> </tbody> </table>		SNo.	Budget Head/Purpose	Amount in Rs.	1	0070-60-101-99-51 Explosive Act	500		
SNo.	Budget Head/Purpose	Amount in Rs.							
1	0070-60-101-99-51 Explosive Act	500							
Particulars(If Any)	csc egrass	Deduct:Commission	0						
Amount In Rs	Five Hundred Rupees	Total/NetAmount	₹ 500						

SBI Aggregator

Step 7) Click on Submit button and you will get a final Acknowledgement slip.



Government of Haryana
Acknowledgement

SARAL ID : LSC/2020/00011	Receipt Date :
Department Name:	Home Department
Service Name:	License For Sale Of Crackers
Name of the Applicant:	TEST
Address:	#123, Sector-5
Mobile :	7654321234
Email Id:	
Total Amount Paid:	500

Thank you for using SARALI

Please Note:

How can I track status? Goto SARAL Portal and login with registered username and password . On the left hand side you have to click "Track Your Application Status" under the "View Status of Application" feature on the homepage.

How will I know that my application has been processed? You will receive a notification from the department through SMS.

From where can I download the output certificate? Visit <http://saralharyana.gov.in> and go to "View Status of Application" tab and click on "Track Application Status" link.

In case of any query please contact us : E-mail ID : saralharyana@gov.in or Toll Free Number :1800-2000-023 (Monday to Saturday, 8:00 A.M to 8:00 P.M).

Print Export to PDF Close



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Note down your new Application Reference ID or Saral ID for further process.

Step 7) You can track your application, On the left side, you have to click on “Track application Status” under View Status of Application and Enter your Saral Reference Id and click on submit button. Kindly refer to screenshot

The screenshot displays the 'Track Application Status' page. The left sidebar menu has 'Track application status' highlighted. The main area shows 'From Date' and 'To Date' both set to 17/11/2020. The 'App Ref No.' field contains 'NPSS/2020/00004'. A 'Get Data' button is visible. Below is a table with one entry:

SNo	Service Name	Application Reference No	Submission Date	Due Date	Current Status
1	NOC Required for Setting Up of Petroleum Diesel and Naphtha Storage and Sale	NPSS/2020/00004	17/11/2020	08/12/2020	Initiated

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OR

You will also get an SMS & Email notification on your registered mobile number and Email ID.

For Any Query:

Contact Antyodaya Saral Helpline Toll Free Number: 1800-2000-023 (Monday to Saturday, 8:00 AM to 8:00 PM)

Email Id: saral.haryana@gov.in

Official Workflow:

After the Application is submitted by the Applicant, the Application is Comes in the CTM (City Magistrate) Login for the scrutiny.

Task Name: Scrutiny by CTM (City Magistrate)

Step 1) Login as CTM

The screenshot shows the ServicePlus dashboard for a City Magistrate (CTM) user. The dashboard is titled "DASHBOARD" and features three main cards: "Total Applications" with a count of 2, "Pending Applications" with a count of 1, and "Processed Applications" with a count of 1. The interface includes a left-hand menu with options like "Manage Profile", "Message Box", "Inbox", "Sent Applications", "Revalidate Payment", "DSC Management", and "Reports". The top right corner shows the user's role as "City Magistrate-Panchkula". The footer contains logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeitY, and PMINDIA, along with a disclaimer: "Site is technically designed, hosted and maintained by National Informatics Centre. Contents on this website is owned, updated and managed by the Ministry of Panchayati Raj. POWERED BY SERVICEPLUS".

ServicePlus
Metadata-based Integrated eService Delivery Framework

City Magistrate-Panchkula

Menu

- Manage Profile
- Message Box
- Inbox
- Sent Applications
- Revalidate Payment
- DSC Management
- Reports

DASHBOARD

Total Applications	Pending Applications	Processed Applications
2	1	1

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- Step 2)** On the Left side, **Message Box** → **Inbox** → **Select your Service** >> **Version** >> **Task Name**
- Step 3)** Click on **Get Data** button
- Step 4)** Click on **Application Number** to view the application form.
- Step 5)** Click on **Pull** link button to take action on the application



Menu

- Manage Profile
- Message Box
- Inbox
- Sent Applications
- Revalidate Payment
- DSC Management
- Reports

Themes Language City Magistrate-Panchkula

Message Box / Inbox

Select Service* Permission of Pla

Version No.* V-1

Select Task* Scrutiny by City A

From Date: 01/01/2017

To Date: 12/11/2020

App Ref No.

Get Data

Showing 1 to 1 of 1 entries

Sl.No.	Application Number	Status	Action	Return to Pool
1	LPPA/2020/00030	Initiated	Pull	

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- Step 6)** Click on **View Processing History** to see the Processing History of the Application.
- Step 7)** Take Action **Forward to Superintendent** and enter the **Remarks**
- Step 8)** Click on **Submit** Button for forwarding.

Please refer the Screenshot.



Menu

Themes Language City Magistrate-Panchkula

Service Name-	Permission of Places of Public Amusement / Performance for Public Amusement
Current Task-	Scrutiny by City Magistrate
Application Reference Number-	LPPA/2020/00030
Application Received Date-	12-11-2020

View Processing History

Application Reference Number :	LPPA/2020/00030
Application Applied Date :	12/11/2020
Application Due Date :	27/11/2020

Task Name	User	Received Date	Processed Date	Action Details	Bunched Ref No
Scrutiny by City Magistrate	City Magistrate-Panchkula	12/11/2020	NA	Under Processing	NA
Application Submission	Citizen	NA	12/11/2020 14:38:45	Completed	NA

Scrutiny by City Magistrate

Scrutiny By CTM

Action *

Forward to Superintendent

Remarks

TEST the Application

Submit
Reset
Cancel
Back to Inbox

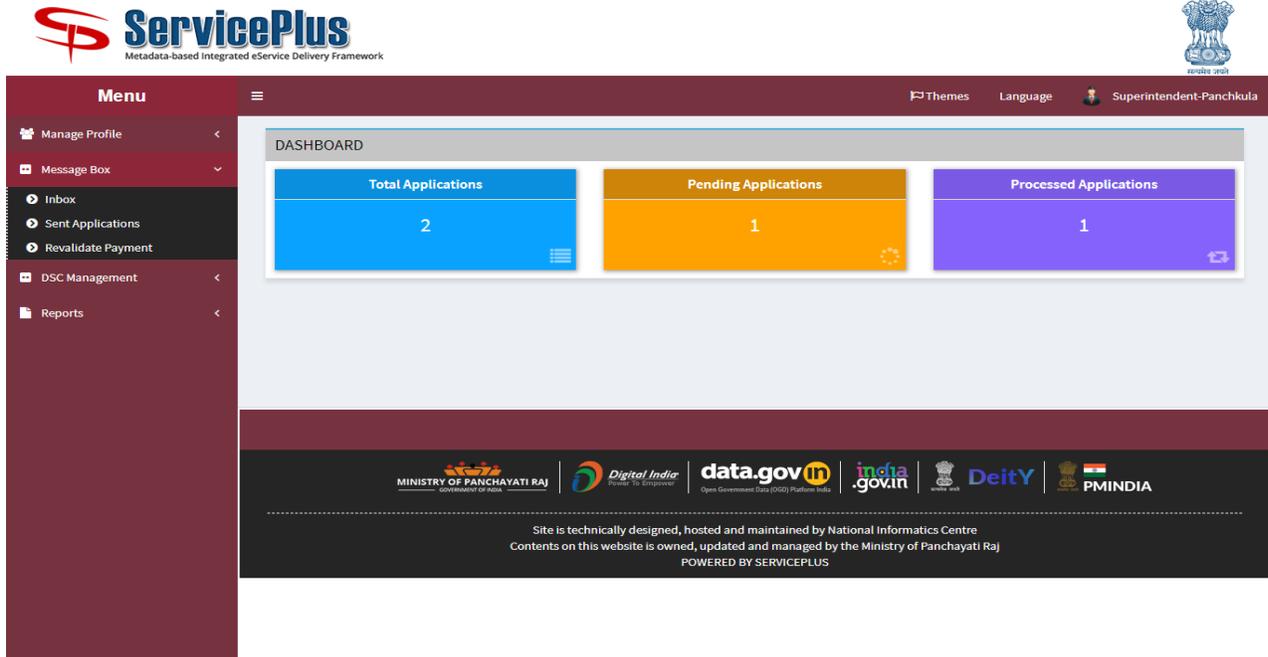
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Step 9) After Successful submission a message will appear on the Screen.
Please refer the Screenshot.

The screenshot displays the ServicePlus web interface. At the top left is the ServicePlus logo with the tagline 'Metadata-based Integrated eService Delivery Framework'. At the top right is the Government of India emblem and the user profile 'City Magistrate-Panchkula'. A dark red sidebar menu on the left contains items: Manage Profile, Message Box, Inbox (highlighted), Sent Applications, Revalidate Payment, DSC Management, and Reports. The main content area shows a white box with the text 'Successfully Submitted' and a 'Back to Inbox' button. The footer contains logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeitY, and PMINDIA, along with technical credits to the National Informatics Centre and ServicePlus.

Task Name: Scrutiny by Superintendent

Step 1) Login as Superintendent



The screenshot displays the ServicePlus dashboard for a Superintendent user. The dashboard features three summary cards: "Total Applications" with a value of 2, "Pending Applications" with a value of 1, and "Processed Applications" with a value of 1. The left sidebar contains a menu with options: Manage Profile, Message Box, Inbox, Sent Applications, Revalidate Payment, DSC Management, and Reports. The footer includes logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeitY, and PMINDIA. The text at the bottom of the footer states: "Site is technically designed, hosted and maintained by National Informatics Centre. Contents on this website is owned, updated and managed by the Ministry of Panchayati Raj. POWERED BY SERVICEPLUS".

Step 2) On the Left side, **Message Box** → **Inbox** → **Select your Service** >> **Version** >> **Task Name**

Step 3) Click on **Get Data** button

Step 4) Click on **Application Number** to view the application form.

Step 5) Click on **Pull** link button to take action on the application

Menu Themes Language Superintendent-Panchkula

Manage Profile
Message Box
Inbox
Sent Applications
Revalidate Payment
DSC Management
Reports

Message Box / Inbox

Select Service* Version No.* Select Task*

From Date: To Date:

App Ref No.

[Get Data](#)

Showing 1 to 1 of 1 entries

Sl.No.	Application Number	Status	Action	Return to Pool
1	LPPA/2020/00030	Initiated	Pull	

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- Step 6)** Click on **View Processing History** to see the Processing History of the Application.
- Step 7)** Take Action **Forward to Superintendent** and enter the **Remarks**
- Step 8)** Click on **Submit** Button for forwarding.
Please refer the Screenshot.

- Manage Profile <
- Message Box >
- Inbox
- Sent Applications
- Revalidate Payment
- DSC Management <
- Reports <

Service Name-	Permission of Places of Public Amusement / Performance for Public Amusement
Current Task-	Scrutiny By Superintendent
Application Reference Number-	LPPA/2020/00030
Application Received Date-	12-11-2020

View Processing History

Application Reference Number :	LPPA/2020/00030
Application Applied Date :	12/11/2020
Application Due Date :	27/11/2020

Task Name	User	Received Date	Processed Date	Action Details	Bunched Ref No
Scrutiny By Superintendent	Superintendent-Panchkula	12/11/2020	NA	Under Processing	NA
Scrutiny by City Magistrate	City Magistrate-Panchkula	12/11/2020	12/11/2020 15:25:52	Forwarded to Suprintendent	NA
Application Submission	Citizen	NA	12/11/2020 14:38:45	Completed	NA

Scrutiny By Superintendent

Scrutiny By Suprintendent

Action Forward to Assistant

Remarks

Task Name: Scrutiny by Assistant

Step 1) Login as Assistant



Menu

- Manage Profile
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- DSC Management
- Reports

Themes Language Assistant

DASHBOARD

Total Applications	Pending Applications	Processed Applications
3	2	1

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- Step 2)** On the Left side, **Message Box** → **Inbox** → **Select your Service** >> **Version** >> **Task Name**
- Step 3)** Click on **Get Data** button
- Step 4)** Click on **Application Number** to view the application form.

Click on **Take Action** link button to take action on the application

ServicePlus
Metadata-based Integrated eService Delivery Framework

Themes Language Assistant

Menu

- Manage Profile
- Message Box**
 - Inbox**
 - Sent Applications
 - Revalidate Payment
- DSC Management
- Reports

Message Box / Inbox

Select Service* Version No.* Select Task*

From Date: To Date:

App Ref No.

[Get Data](#)

Showing 1 to 1 of 1 entries

Sl.No.	Application Number	Status	Action	Return to Pool
1	NPSS/2020/00002	Forwarded	Take Action	

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Step 5) Click on **View Processing History** to see the Processing History of the Application.

Step 6) Take Action

- a. **Return to Applicant to Correction:** if any changes are required in the Application form Assistant will send it back to the Applicant.
- b. **Forward:** if the data is complete the assistant will forward the application to the various related departments.

Step 7) Click on **Submit** Button for forwarding.

Please refer the Screenshot.

Menu

- Manage Profile
- Message Box
- Inbox
- Sent Applications
- Revalidate Payment
- DSC Management
- Reports

Themes Language Assistant

Service Name-	Permission of Places of Public Amusement / Performance for Public Amusement
Current Task	Scrutiny By Assistant
Application Reference Number-	LPPA/2020/00030
Application Received Date-	12-11-2020

View Processing History

Application Applied Date :	12/11/2020
Application Due Date :	27/11/2020

Task Name	User	Received Date	Processed Date	Action Details	Bunched Ref No
Scrutiny By Assistant	Assistant	12/11/2020	NA	Under Processing	NA
Scrutiny By Superintendent	Superintendent-Panchkula	12/11/2020	12/11/2020 15:28:34	Forwarded to Assistant	NA
Scrutiny by City Magistrate	City Magistrate-Panchkula	12/11/2020	12/11/2020 15:25:52	Forwarded to Suprintendent	NA
Application Submission	Citizen	NA	12/11/2020 14:38:45	Completed	NA

Scrutiny By Assistant

Action *

Return to Applicant for Correction

Forward

Task *

- Verification By Chief Electrical Officer
- Verification By Fire Officer
- Verification By Forest
- Verification By Municipal Corporation
- Verification By PWD
- Verification by SDM
- Verification By TCP
- Verification of Police

Remarks

Check Application for NOC

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Task Name: Verification by Respective Departments

For all the other departments who are related for granting the NOC to the application

For example, we are going to use the SDM login to show the process of issue the NOC for the application

Step 1) Login as SDM (respective department)



Menu

- Manage Service
- Manage Profile
- User Management
- Message Box
- Payment Settlement Report
- DSC Management
- Department/Local Body Mapping
- Reports
- SMS Configuration
- Web Service Integration
- Data Sharing
- Admin Panel
- Scheme Configuration
- Share data with Report Tool
- Reminder Notification
- Mobile App Configuration

Themes Language SDM Panchkula

DASHBOARD

Total Applications 33	Pending Applications 33	Processed Applications 0
--------------------------	----------------------------	-----------------------------

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- Step 2)** On the Left side, **Message Box → Inbox → Select your Service >> Version >> Task Name**
- Step 3)** Click on **Get Data** button
- Step 4)** Click on **Application Number** to view the application form.

Click on **pull** link button to take action on the application

ServicePlus
Metadata-based Integrated eService Delivery Framework

Themes Language SDM Panchkula

Menu

- Manage Service
- Manage Profile
- User Management
- Message Box**
 - Inbox**
 - Sent Applications
 - Revalidate Payment
- Payment Settlement Report
- DSC Management
- Department/Local Body Mapping
- Reports
- SMS Configuration
- Web Service Integration
- Data Sharing
- Admin Panel
- Scheme Configuration
- Share data with Report Tool
- Reminder Notification
- Mobile App Configuration

Message Box / Inbox

Select Service* Permission of Pla Version No.* V-1 Select Task* Verification by SC

From Date: 01/01/2017 To Date: 12/11/2020

App Ref No.

[Get Data](#)

Showing 1 to 1 of 1 entries

Sl.No.	Application Number	Status	Action	Return to Pool
1	LPPA/2020/00030	Forwarded	Pull	

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- Step 5)** Click on **View Processing History** to see the Processing History of the Application.
- Step 6)** Select Action **Approval of NOC** or **Rejection for NOC**
- Step 7)** Mark Application **Forward to Application**
- Step 8)** Tick the **Checkbox** the Issued by SDM
- Step 9)** **Enter Remarks**
- Step 10)** Click on **Submit** Button

Please refer the Screenshot.

ServicePlus
Metadata-based Integrated eService Delivery Framework

Themes Language SDM Panchkula

Menu

- Manage Service
- Manage Profile
- User Management
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Payment Settlement Report
- DSC Management
- Department/Local Body Mapping
- Reports
- SMS Configuration
- Web Service Integration
- Data Sharing
- Admin Panel
- Scheme Configuration
- Share data with Report Tool
- Reminder Notification
- Mobile App Configuration

Service Name-	Permission of Places of Public Amusement / Performance for Public Amusement
Current Task-	Verification by SDM
Application Reference Number-	LPPA/2020/00030
Application Received Date-	12-11-2020

View Processing History

Verification By SDM

Verification By SDM

Action to be Taken *

Approval of NOC Rejection for NOC

Mark Application *

Forward to Assistant

Upload NOC Document

Issued By SDM *

Remarks

Application Ok

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Step 11) After submit the Application, on next screen **Choose** NOC file by the respective department.

Step 12) Click on **Submit** Button to upload the File.

Menu ☰ Themes Language  SDM Panchkula

UPLOAD CERTIFICATE

Document Name	File Upload	System Generated	Linked Document
Issued By SDM	<input type="button" value="Choose File"/> No file chosen		

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- Step 13)** On next screen you can **view** the uploaded document or file.
- Step 14)** Click on **Submit** Button for final Submission of the NOC of the respected department.




Menu

☰

Themes Language SDM Panchkula

Document(s) to be generated

Document Name	DSC Required	View Document
Issued By SDM	Not Required	

Submit
Edit Form
Back
View Form
Cancel
Back to Inbox








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Task Name: Verification by Assistant

- Step 1)** Login as Assistant
- Step 2)** On the Left side, **Message Box** → **Inbox** → **Select your Service** >> **Version** >> **Task Name**
- Step 3)** Click on **Get Data** button
- Step 4)** Click on **Application Number** to view the application form.

Click on **pull** link button to take action on the application

The screenshot displays the ServicePlus web application interface. The top header includes the ServicePlus logo, the Ministry of Panchayati Raj emblem, and user information (Themes, Language, Assistant). A left-hand menu is visible with options like Manage Profile, Message Box, and Reports. The main content area is titled 'Message Box / Inbox' and contains a search filter section with dropdowns for 'Select Service*' (Permission of Pla), 'Version No.*' (V-1), and 'Select Task*' (Verification By As). Below this are date pickers for 'From Date' (01/01/2017) and 'To Date' (12/11/2020), and an 'App Ref No.' input field. A 'Get Data' button is located at the bottom right of the filter section. Below the filter section, a table shows one entry with the following details:

Sl.No.	Application Number	Status	Action	Return to Pool
1	LPPA/2020/00030	Forwarded	Pull	

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- Step 5)** Click on **View Processing History** to see the Processing History of the Application.
- Step 6)** Take Action
 - a. **Reject:** if a single department is denied to give the NOC the Application is rejected by the Assistant.
 - b. **Forward to Superintendent:** if the assistant is satisfied with all the NOC's that come from all the departments, he/she will forward the application to the Superintendent.
- Step 7)** Assistant will check the NOC by clicking on the **NOC Link**, remarks will also be visible to the assistant.
- Step 8)** Click on **Submit** Button for forwarding.
Please refer the Screenshot.

Menu

- Manage Profile
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- DSC Management
- Reports

Service Name-	Permission of Places of Public Amusement / Performance for Public Amusement
Current Task-	Verification By Assistant
Application Reference Number-	LPPA/2020/00030
Application Received Date-	12-11-2020

[View Processing History](#)

Verification By Assistant

Action *

Reject

Forward to Superintendent

Remarks

NOC's are Issues

Details of NOC

NOC Issued by DCP	Issued By DCP
NOC Issued by SDM	Issued By SDM
NOC Issued by Fire Officer	Issued By Fire Officer
NOC Issued by Forest Officer	Issued By Forest Officer
NOC Issued by TCP	Issued By TCP
NOC Issued By Chief Electrical Officer	Issued by Chief Electrical Inspector
NOC Issued By PWD	Issued by Executive Engineer PWD

Remarks Detail

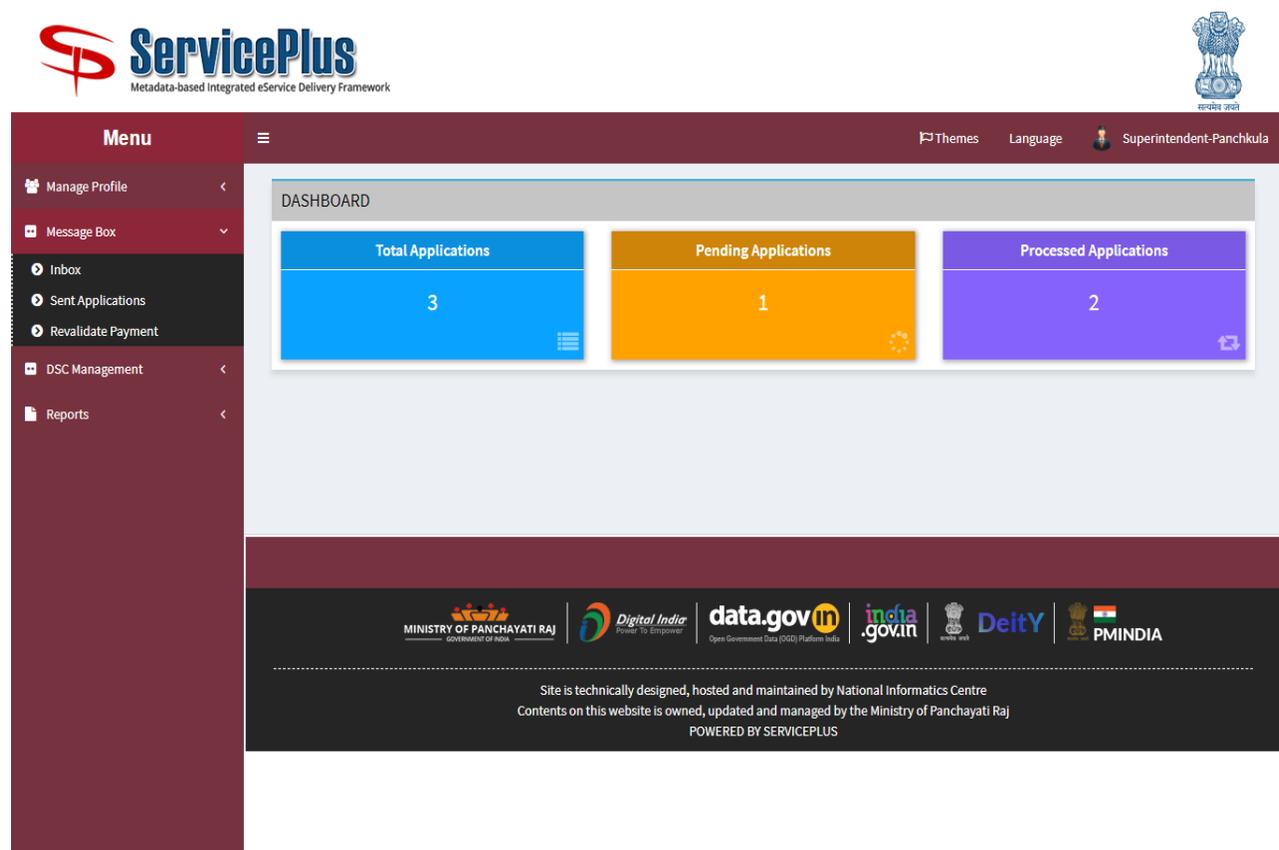
Remarks DCP	<input type="text"/>
Remarks SDM	<input type="text"/>
Remarks Fire Officer	<input type="text"/>
Remarks TCP	<input type="text"/>
Remarks Forest Officer	<input type="text"/>
Remarks PWD	<input type="text"/>
Remarks Chief Electrical Officer	<input type="text"/>
Remarks Municipal Corporation	<input type="text"/>

[Submit](#) [Reset](#) [Cancel](#) [Back to Inbox](#)

Task Name: Verification by Superintendent

- Step 1) Login as Superintendent
- Step 2) On the Left side, **Message Box** → **Inbox** → **Select your Service >> Version >> Task Name**
- Step 3) Click on **Get Data** button
- Step 4) Click on **Application Number** to view the application form.

Click on **pull** link button to take action on the application



The screenshot displays the ServicePlus dashboard interface. At the top left is the ServicePlus logo with the tagline "Metadata-based Integrated eService Delivery Framework". To the right is the Government of India emblem and the text "सत्यमेव जयते". The user is logged in as "Superintendent-Panchkula".

The dashboard features a "DASHBOARD" section with three key metrics:

Metric	Value
Total Applications	3
Pending Applications	1
Processed Applications	2

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- Step 5)** Click on **View Processing History** to see the Processing History of the Application.
- Step 6)** **Forward to CTM**
- Step 7)** Superintendent will check the NOC by clicking on the **NOC Link**.
- Step 8)** Click on **Submit** Button for forwarding.

Please refer the Screenshot.

Service Name- Permission of Places of Public Amusement / Performance for Public Amusement

Current Task- Verification By Superintendent

Application Reference Number- LPPA/2020/00030

Application Received Date- 12-11-2020

View Processing History

Verification By Superintendent

Verification By Superintendent

Action * Forward to CTM

Remarks

Details of NOC

Action * Forward to CTM

Remarks

Details of NOC

NOC Issued By DCP [Issued By DCP](#)

NOC Issued By SDM [Issued By SDM](#)

NOC Issued By Fire Officer [Issued By Fire Officer](#)

NOC Issued By TCP [Issued By TCP](#)

NOC Issued By PWD [Issued by Executive Engineer PWD](#)

NOC Issued By Forest Officer [Issued By Forest Officer](#)

NOC Issued By Chief Electrical Inspector [Issued by Chief Electrical Inspector](#)

Submit **Reset** **Cancel** **Back to Inbox**

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Task Name: Verification by CTM (City Magistrate)

Step 1) Login as CTM

The screenshot shows the ServicePlus dashboard for a user logged in as 'City Magistrate-Panchkula'. The dashboard features a left-hand navigation menu and a main content area with three summary cards.

ServicePlus
Metadata-based Integrated eService Delivery Framework

City Magistrate-Panchkula

Menu

- Manage Profile
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- DSC Management
- Reports

DASHBOARD

Total Applications	Pending Applications	Processed Applications
3	1	2

Logos at the bottom: MINISTRY OF PANCHAYATI RAJ, Digital India, data.gov.in, india.gov.in, DeitY, PMINDIA

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- Step 2)** On the Left side, **Message Box** → **Inbox** → **Select your Service** >> **Version** >> **Task Name**
- Step 3)** Click on **Get Data** button
- Step 4)** Click on **Application Number** to view the application form.

Click on **pull** link button to take action on the application

ServicePlus
Metadata-based Integrated eService Delivery Framework

City Magistrate-Panchkula

Message Box / Inbox

Select Service* Version No.* Select Task*

From Date: To Date:

App Ref No.

[Get Data](#)

Showing 1 to 1 of 1 entries

Sl.No.	Application Number	Status	Action	Return to Pool
1	LPPA/2020/00030	Forwarded	Pull	

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- Step 5)** Click on **View Processing History** to see the Processing History of the Application.
- Step 6)** **Forward to DC**
- Step 7)** CTM (City Magistrate) will check the NOC by clicking on the **NOC Link**.
- Step 8)** Click on **Submit** Button for forwarding.

Please refer the Screenshot.

- Menu
- Manage Profile
- Message Box
- Inbox
- Sent Applications
- Revalidate Payment
- DSC Management
- Reports

Service Name-	Permission of Places of Public Amusement / Performance for Public Amusement
Current Task-	Verification of CTM
Application Reference Number-	LPPA/2020/00030
Application Received Date-	12-11-2020

View Processing History

Application Reference Number :	LPPA/2020/00030
Application Applied Date :	12/11/2020
Application Due Date :	27/11/2020

Task Name	User	Received Date	Processed Date	Action Details	Bunched Ref No
Verification of CTM	City Magistrate-Panchkula	12/11/2020	NA	Under Processing	NA
Verification By Superintendent	Superintendent-Panchkula	12/11/2020	12/11/2020 16:07:59	Forwarded to CTM	NA
Verification By Assistant	Assistant	12/11/2020	12/11/2020 16:05:34	Forwarded to Superintendent	NA
Verification By TCP	Nodal Officer TCP	12/11/2020	12/11/2020 15:42:02	Forwarded to Assistant	NA
Verification By Fire Officer	Fire Officer Panchkula	12/11/2020	12/11/2020 15:37:24	Forwarded to Assistant	NA
Verification By Forest	Nodal Officer Forest	12/11/2020	12/11/2020 15:51:20	Forwarded to Assistant	NA
Verification By Municipal Corporation	MC Municipal Commissioner Panchkula	12/11/2020	NA	Waiting to be Pulled	NA
Verification by SDM	SDM Panchkula	12/11/2020	12/11/2020 15:57:51	Forwarded to Assistant	NA
Verification of Police	Police Commissionerate Panchkula	12/11/2020	12/11/2020 15:55:02	Forwarded to Assistant	NA
Verification By PWD	Nodal Officer PWD	12/11/2020	12/11/2020 15:47:41	Forwarded to Assistant	NA
Verification By Chief Electrical Officer	Nodal Officer Electrical	12/11/2020	12/11/2020 15:44:47	Forwarded to Assistant	NA
Scrutiny By Assistant	Assistant	12/11/2020	12/11/2020 15:33:11	Forwarded	NA
Scrutiny By Superintendent	Superintendent-Panchkula	12/11/2020	12/11/2020 15:28:34	Forwarded to Assistant	NA
Scrutiny by City Magistrate	City Magistrate-Panchkula	12/11/2020	12/11/2020 15:25:52	Forwarded to Suprintendent	NA
Application Submission	Citizen	NA	12/11/2020 14:38:45	Completed	NA

Verification By CTM

Verification By CTM

Action Forward to DC

Remarks

Details of NOC

NOC Issued By DCP Issued By DCP

NOC Issued By SDM Issued By SDM

NOC Issued By Fire Officer Issued By Fire Officer

NOC Issued by Chief Electrical Inspector Issued by Chief Electrical Inspector

NOC Issued by Executive Engineer PWD Issued by Executive Engineer PWD

NOC Issued By TCP Issued By TCP

Task Name: Approval/Rejection by DC

Step 1) Login as DC



Themes Language DC Panchkula

Menu

- Manage Service
- Manage Profile
- Apply for services
- View Status of Application
- User Management
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance
- Payment Settlement Report
- DSC Management
- Department/Local Body Mapping
- Reports
- Dispatch List
- SMS Configuration
- Web Service Integration
- Go Offline
- Data Sharing
- Admin Panel
- Scheme Configuration
- Share data with Report Tool
- Reminder Notification
- Mobile App Configuration

DASHBOARD

Total Applications 32	Pending Applications 32	Processed Applications 0
---------------------------------	-----------------------------------	------------------------------------

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- Step 2)** On the Left side, **Message Box** → **Inbox** → **Select your Service** >> **Version** >> **Task Name**
- Step 3)** Click on **Get Data** button
- Step 4)** Click on **Application Number** to view the application form.

Click on **pull** link button to take action on the application

ServicePlus
Metadata-based Integrated eService Delivery Framework

Themes Language DC Panchkula

Menu

- Manage Service
- Manage Profile
- Apply for services
- View Status of Application
- User Management
- Message Box**
 - Inbox**
 - Sent Applications
 - Revalidate Payment
- Grievance
- Payment Settlement Report
- DSC Management
- Department/Local Body Mapping
- Reports
- Dispatch List
- SMS Configuration
- Web Service Integration
- Go Offline
- Data Sharing
- Admin Panel
- Scheme Configuration
- Share data with Report Tool
- Reminder Notification
- Mobile App Configuration

Message Box / Inbox

Select Service* Permission of Pla Version No.* V-1 Select Task* Final Approval By

From Date: 01/01/2017 To Date: 12/11/2020

App Ref No.

[Get Data](#)

Showing 1 to 1 of 1 entries

Sl.No.	Application Number	Status	Action	Return to Pool
1	LPPA/2020/00030	Forwarded	Pull	

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Step 5) Click on **View Processing History** to see the Processing History of the Application.

Step 6) Take Action

- a. **Reject:** if workflow player chooses reject option application will completely rejects.
- b. **Forward to Assistant:** Application will be forwarded to the assistant for uploading the final document (**NOC**).

Step 7) DC will check the NOC by clicking on the **NOC Link**.

Step 8) Click on **Submit** Button for forwarding.

Please refer the Screenshot.

Menu

- Manage Service <
- Manage Profile <
- Apply for services <
- View Status of Application <
- User Management <
- Message Box >
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance <
- Payment Settlement Report <
- DSC Management <
- Department/Local Body Mapping <
- Reports <
- Dispatch List <
- SMS Configuration <
- Web Service Integration <
- Go Offline <
- Data Sharing <
- Admin Panel <
- Scheme Configuration <
- Share data with Report Tool <
- Reminder Notification <
- Mobile App Configuration <

Service Name- Permission of Places of Public Amusement / Performance for Public Amusement

Current Task- Final Approval By DC

Application Reference Number- LPPA/2020/00032

Application Received Date- 16-11-2020

View Processing History

Application Reference Number :	LPPA/2020/00032
Application Applied Date :	16/11/2020
Application Due Date :	01/12/2020

Task Name	User	Received Date	Processed Date	Action Details	Bunched Ref No
Final Approval By DC	DC Panchkula	17/11/2020	NA	Under Processing	NA
Verification of CTM	City Magistrate-Panchkula	17/11/2020	17/11/2020 10:05:15	Forwarded to DC	NA
Verification By Superintendent	Superintendent-Panchkula	16/11/2020	17/11/2020 10:03:43	Forwarded to CTM	NA
Verification By Assistant	Assistant	16/11/2020	16/11/2020 16:49:18	Forwarded to Superintendent	NA
Verification by SDM	SDM Panchkula	16/11/2020	16/11/2020 16:46:25	Forwarded to Assistant	NA
Verification of Police	Police Commissionerate Panchkula	16/11/2020	16/11/2020 16:47:47	Forwarded to Assistant	NA
Verification By PWD	Nodal Officer PWD	16/11/2020	16/11/2020 16:46:20	Forwarded to Assistant	NA
Scrutiny By Assistant	Assistant	16/11/2020	16/11/2020 16:44:49	Forwarded	NA
Scrutiny By Superintendent	Superintendent-Panchkula	16/11/2020	16/11/2020 16:43:25	Forwarded to Assistant	NA
Scrutiny by City Magistrate	City Magistrate-Panchkula	16/11/2020	16/11/2020 16:42:36	Forwarded to Suprintendent	NA
Application Submission	Citizen	NA	16/11/2020 16:41:38	Completed	NA

Final Approval By DC

Approve and Reject By DC

Action * Reject Forward to Assistant

Remarks

Details of NOC

NOC Issued by DCP NOC Issued By DCP

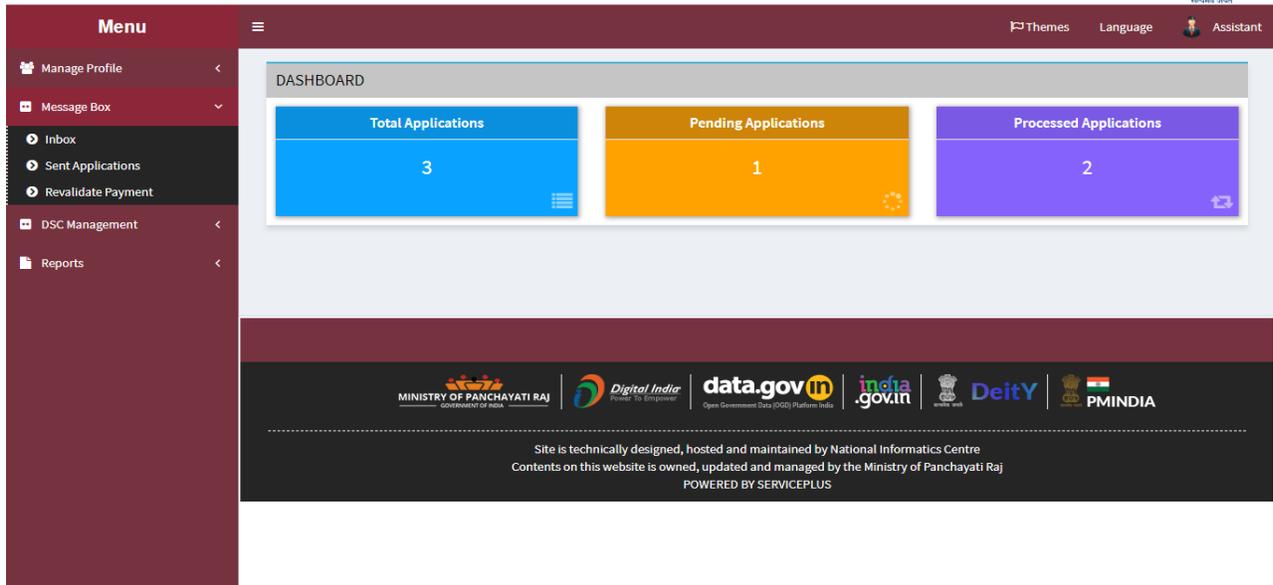
NOC Issued By SDM NOC Issued By SDM

NOC Issued by Executive Engineer PWD Issued by Executive Engineer PWD

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Task Name: Upload final Document (NOC) by Assistant

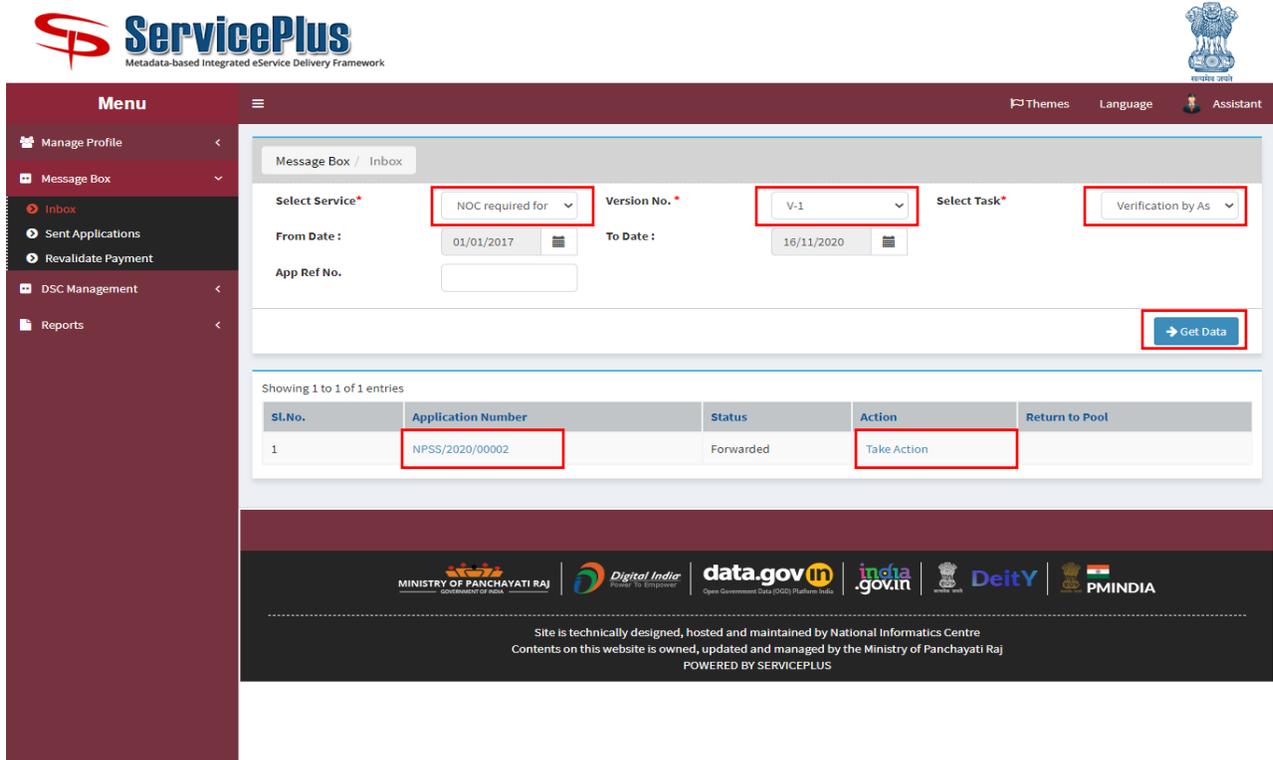
Step 1) Login as Assistant



The dashboard shows three key metrics: Total Applications (3), Pending Applications (1), and Processed Applications (2). The interface includes a navigation menu on the left and a footer with logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeitY, and PMINDIA. A footer note states: 'Site is technically designed, hosted and maintained by National Informatics Centre. Contents on this website is owned, updated and managed by the Ministry of Panchayati Raj. POWERED BY SERVICEPLUS'.

- Step 2)** On the Left side, **Message Box** → **Inbox** → **Select your Service** >> **Version** >> **Task Name**
- Step 3)** Click on **Get Data** button
- Step 4)** Click on **Application Number** to view the application form.

Click on **pull** link button to take action on the application



The screenshot shows the 'Message Box / Inbox' interface. It features search filters for 'Select Service*' (NOC required for), 'Version No.*' (V-1), and 'Select Task*' (Verification by As). Date filters for 'From Date' (01/01/2017) and 'To Date' (16/11/2020) are also present. A 'Get Data' button is highlighted. Below the filters is a table with one entry:

Sl.No.	Application Number	Status	Action	Return to Pool
1	NPSS/2020/00002	Forwarded	Take Action	

The footer contains the same logos and text as the dashboard screenshot.

- Step 5)** Click on **View Processing History** to see the Processing History of the Application.
- Step 6)** Task Action: **Deliver**

Step 7) Click on **Submit** Button.
Please refer the Screenshot.



Menu

- Manage Profile
- Message Box
- Inbox
- Sent Applications
- Revalidate Payment
- DSC Management
- Reports

Themes Language Assistant

Service Name-	Permission of Places of Public Amusement / Performance for Public Amusement
Current Task-	Upload NOC by Assistant
Application Reference Number-	LPPA/2020/00032
Application Received Date-	16-11-2020

View Processing History

Application Applied Date :	16/11/2020
Application Due Date :	01/12/2020

Task Name	User	Received Date	Processed Date	Action Details	Bunched Ref No
Upload NOC by Assistant	Assistant	17/11/2020	NA	Under Processing	NA
Final Approval By DC	DC Panchkula	17/11/2020	17/11/2020 10:08:03	Forwarded to Assistant	NA
Verification of CTM	City Magistrate-Panchkula	17/11/2020	17/11/2020 10:05:15	Forwarded to DC	NA
Verification By Superintendent	Superintendent-Panchkula	16/11/2020	17/11/2020 10:03:43	Forwarded to CTM	NA
Verification By Assistant	Assistant	16/11/2020	16/11/2020 16:49:18	Forwarded to Superintendent	NA
Verification by SDM	SDM Panchkula	16/11/2020	16/11/2020 16:46:25	Forwarded to Assistant	NA
Verification of Police	Police Commissionerate Panchkula	16/11/2020	16/11/2020 16:47:47	Forwarded to Assistant	NA
Verification By PWD	Nodal Officer PWD	16/11/2020	16/11/2020 16:46:20	Forwarded to Assistant	NA
Scrutiny By Assistant	Assistant	16/11/2020	16/11/2020 16:44:49	Forwarded	NA
Scrutiny By Superintendent	Superintendent-Panchkula	16/11/2020	16/11/2020 16:43:25	Forwarded to Assistant	NA
Scrutiny by City Magistrate	City Magistrate-Panchkula	16/11/2020	16/11/2020 16:42:36	Forwarded to Suprintendent	NA
Application Submission	Citizen	NA	16/11/2020 16:41:38	Completed	NA

Upload NOC By Assistant

Upload NOC By Assistant

Action * Deliver

Remarks

Details of NOC

Issued By DCP Issued By DCP

Issued By SDM Issued By SDM

Issued By PWD Issued by Executive Engineer PWD

Submit
Reset
Cancel
Back to Inbox

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- Step 8)** On next Screen Please **choose file** to be upload.
- Step 9)** Click on **Submit** to upload the document.
- Please refer the Screenshot.*

ServicePlus
Metadata-based Integrated eService Delivery Framework

Menu: Manage Profile, Message Box, Inbox, Sent Applications, Revalidate Payment, DSC Management, Reports

UPLOAD CERTIFICATE

Document Name	File Upload	System Generated	Linked Document
Upload Final NOC	Browse... No file selected.		

Buttons: Submit, Edit Form, Cancel

Footer: MINISTRY OF PANCHAYATI RAJ, Digital India, data.gov.in, india.gov.in, DeitY, PMINDIA

- Step 10)** On next Screen you can view the uploaded document.
- Step 11)** Click on **Submit** to deliver the NOC to the Applicant.
- Please refer the Screenshot.*

ServicePlus
Metadata-based Integrated eService Delivery Framework

Menu: Manage Profile, Message Box, Inbox, Sent Applications, Revalidate Payment, DSC Management, Reports

Document(s) to be generated

Document Name	DSC Required	View Document
Upload Final NOC	Not Required	

Buttons: Submit, Edit Form, Back, View Form, Cancel, Back to Inbox

Footer: MINISTRY OF PANCHAYATI RAJ, Digital India, data.gov.in, india.gov.in, DeitY, PMINDIA