



singlewindow.jk.gov.in

LAND ALLOTMENT

Single Window System - J & K

LAND ALLOTMENT

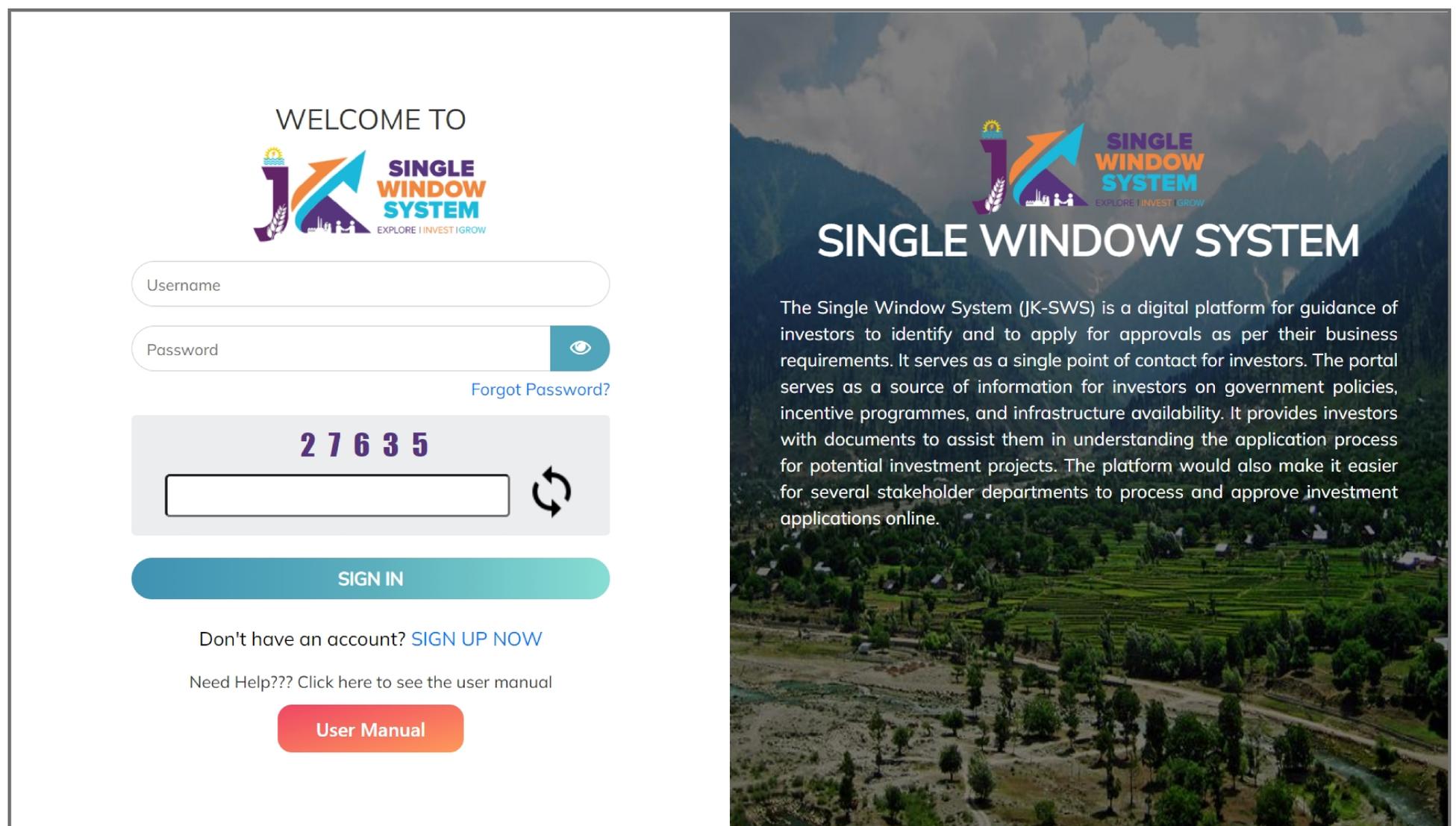
Jammu and Kashmir Single Window System, an innovative initiative designed to simplify and expedite the process of accessing land allotment services. This user manual aims to provide you, as an investor, with step-by-step guidance to ensure a seamless experience.

To commence your journey as an investor with the Jammu and Kashmir Single Window System for land allotment services, please follow these initial steps:

Access the Website: Open your web browser and visit the official website:

<https://singlewindow.jk.gov.in/>

Log in using your provided credentials. If you do not have an account yet, you will need to register to avail of our services. For registration assistance, please refer to our registration guide or contact our support team.



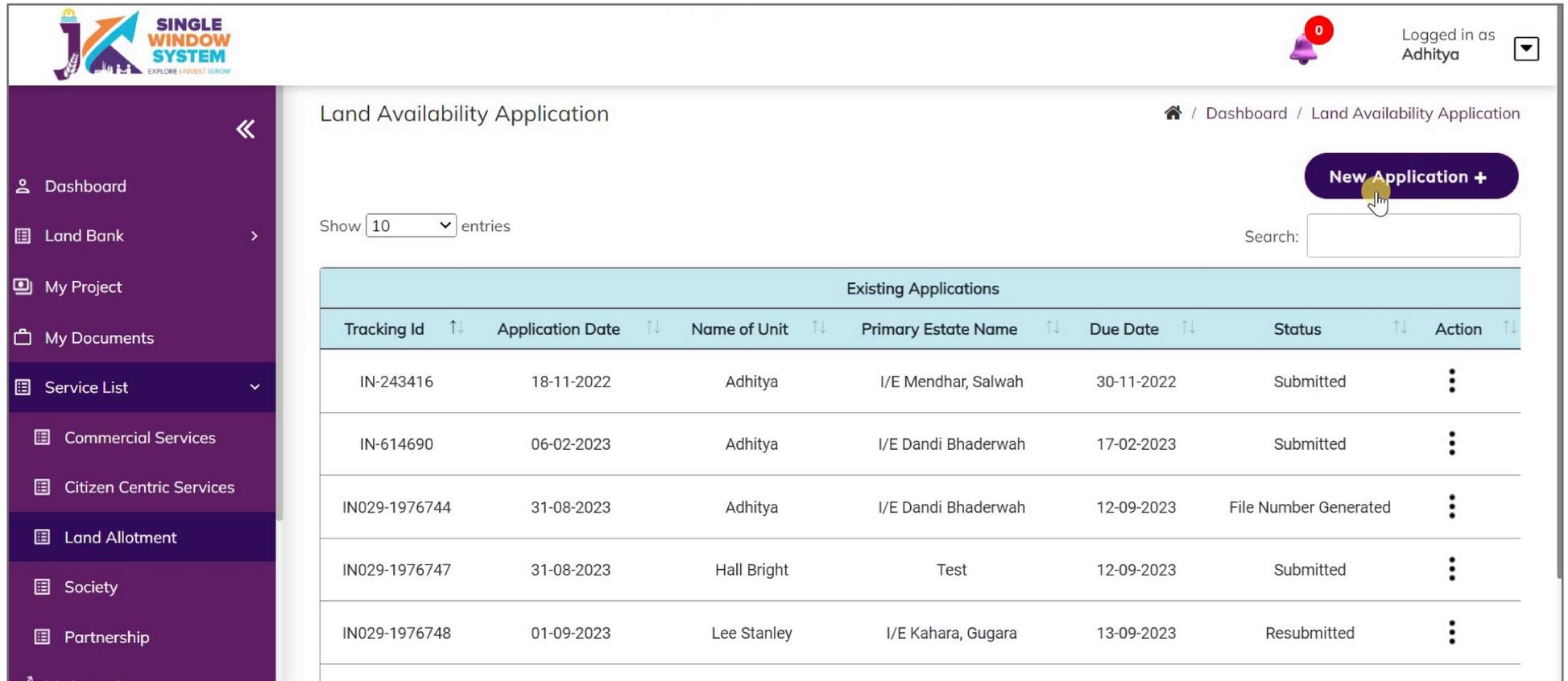
The screenshot displays the login interface of the Single Window System. It features a header with the text "WELCOME TO" and the logo "SINGLE WINDOW SYSTEM EXPLORE | INVEST | GROW". Below the header are two input fields: "Username" and "Password" (with a toggle for visibility). A "Forgot Password?" link is positioned below the password field. A CAPTCHA section shows the numbers "2 7 6 3 5" and a refresh button. A prominent teal "SIGN IN" button is located below the CAPTCHA. At the bottom, there are links for "Don't have an account? SIGN UP NOW" and "Need Help??? Click here to see the user manual", with a corresponding "User Manual" button.

SINGLE WINDOW SYSTEM

The Single Window System (JK-SWS) is a digital platform for guidance of investors to identify and to apply for approvals as per their business requirements. It serves as a single point of contact for investors. The portal serves as a source of information for investors on government policies, incentive programmes, and infrastructure availability. It provides investors with documents to assist them in understanding the application process for potential investment projects. The platform would also make it easier for several stakeholder departments to process and approve investment applications online.

After login, following screen will appear:

From the left side drop-down menu, select Land Allotment under service list. Now click on the **New Application+** button as shown in the following screenshot.



Land Availability Application

Dashboard / Land Availability Application

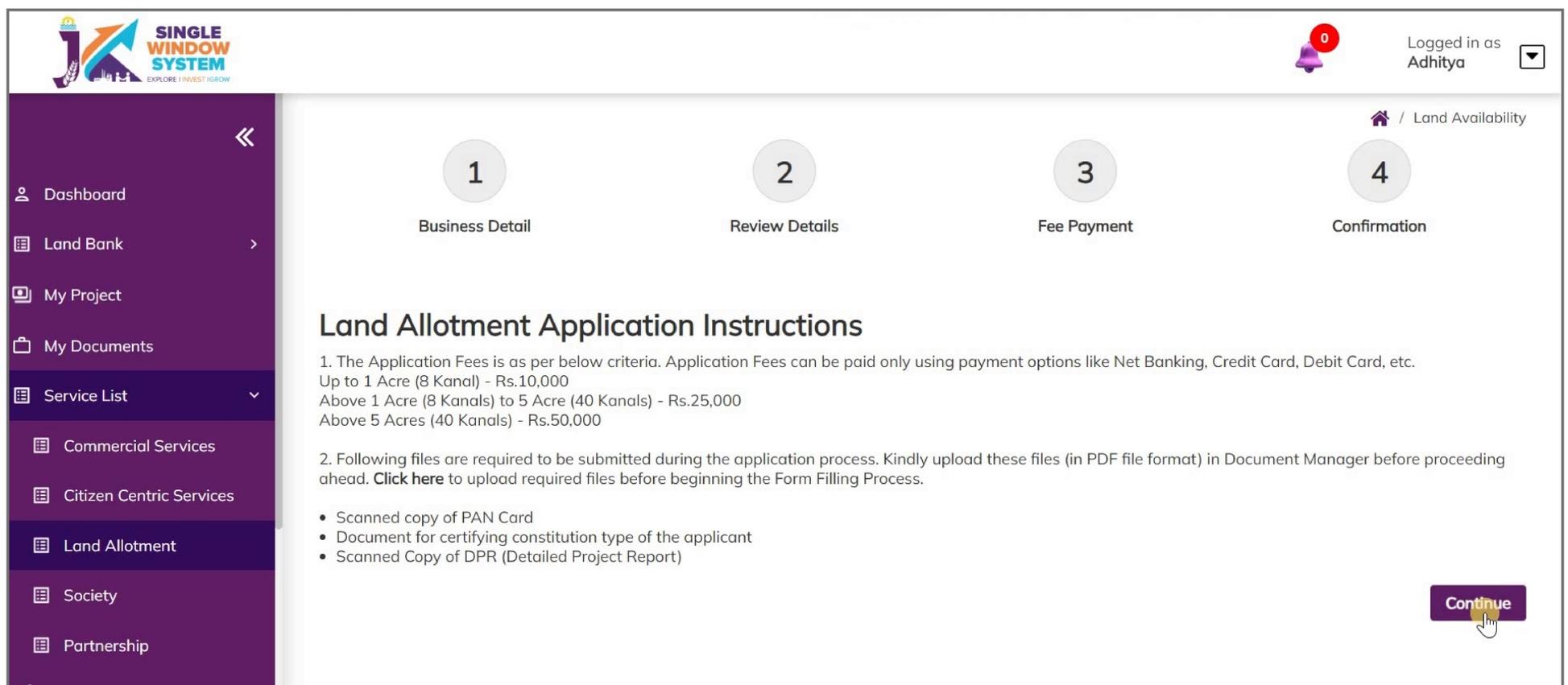
Logged in as Adhitya

Show 10 entries

Search:

Existing Applications								
Tracking Id	Application Date	Name of Unit	Primary Estate Name	Due Date	Status	Action		
IN-243416	18-11-2022	Adhitya	I/E Mendhar, Salwah	30-11-2022	Submitted	⋮		
IN-614690	06-02-2023	Adhitya	I/E Dandi Bhaderwah	17-02-2023	Submitted	⋮		
IN029-1976744	31-08-2023	Adhitya	I/E Dandi Bhaderwah	12-09-2023	File Number Generated	⋮		
IN029-1976747	31-08-2023	Hall Bright	Test	12-09-2023	Submitted	⋮		
IN029-1976748	01-09-2023	Lee Stanley	I/E Kahara, Gugara	13-09-2023	Resubmitted	⋮		

After clicking on the **New Application+** button, instruction page about the 'Land Allotment Application' will appear. Read all the Instructions carefully and then click on the continue button to proceed. The screenshot of the instructions is shown as follow:



Land Availability

1 Business Detail 2 Review Details 3 Fee Payment 4 Confirmation

Land Allotment Application Instructions

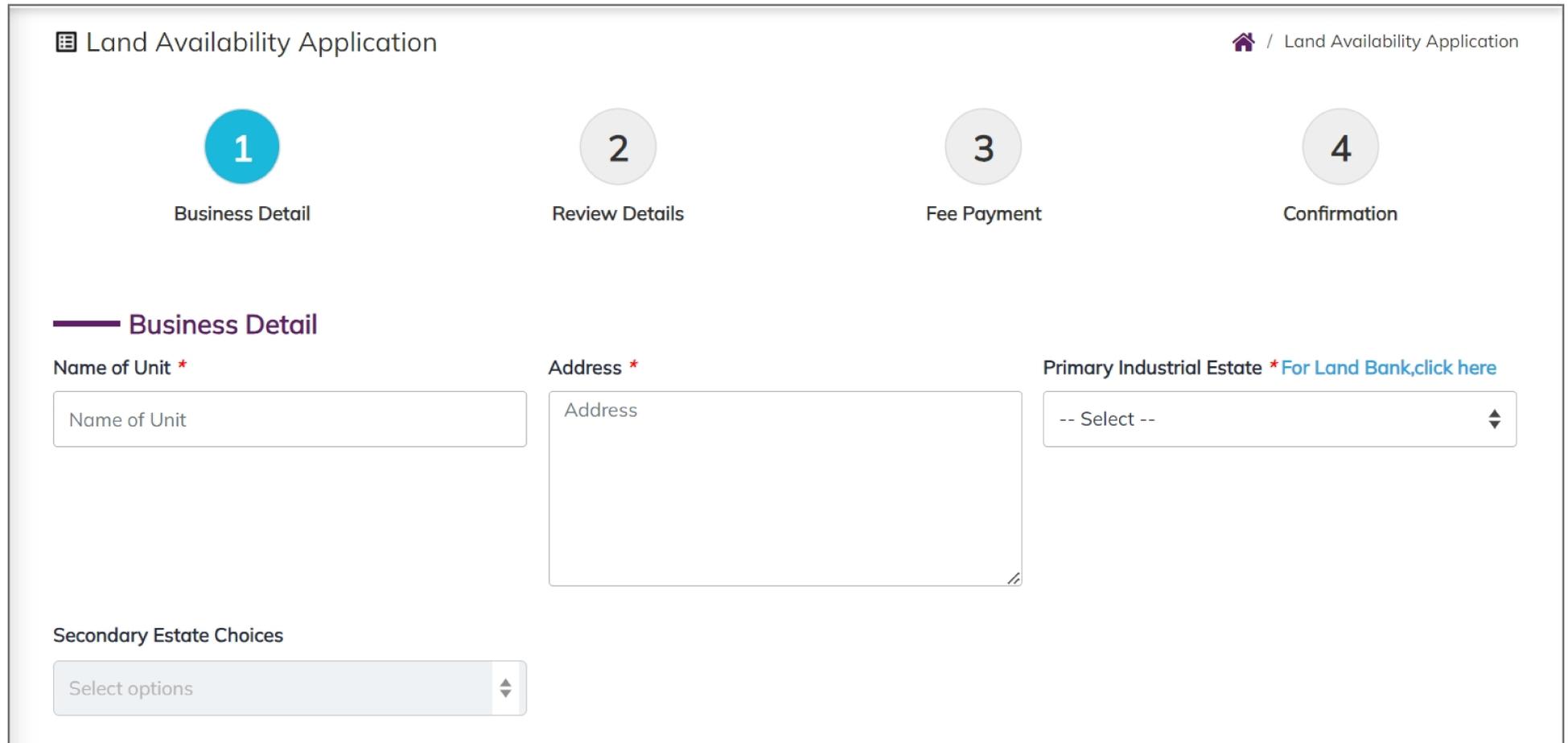
1. The Application Fees is as per below criteria. Application Fees can be paid only using payment options like Net Banking, Credit Card, Debit Card, etc.
 Up to 1 Acre (8 Kanal) - Rs.10,000
 Above 1 Acre (8 Kanals) to 5 Acre (40 Kanals) - Rs.25,000
 Above 5 Acres (40 Kanals) - Rs.50,000

2. Following files are required to be submitted during the application process. Kindly upload these files (in PDF file format) in Document Manager before proceeding ahead. [Click here](#) to upload required files before beginning the Form Filling Process.

- Scanned copy of PAN Card
- Document for certifying constitution type of the applicant
- Scanned Copy of DPR (Detailed Project Report)

Continue

After clicking on the **continue** button, the following form will appear:



The screenshot shows a web application interface for a 'Land Availability Application'. At the top, there is a breadcrumb trail: 'Home / Land Availability Application'. Below this is a progress indicator with four steps: 1. Business Detail (highlighted in blue), 2. Review Details, 3. Fee Payment, and 4. Confirmation. The 'Business Detail' section is active and contains the following fields:

- Name of Unit ***: A text input field with the placeholder 'Name of Unit'.
- Address ***: A larger text input field with the placeholder 'Address'.
- Primary Industrial Estate * [For Land Bank,click here](#)**: A dropdown menu with the option '-- Select --'.
- Secondary Estate Choices**: A dropdown menu with the option 'Select options'.

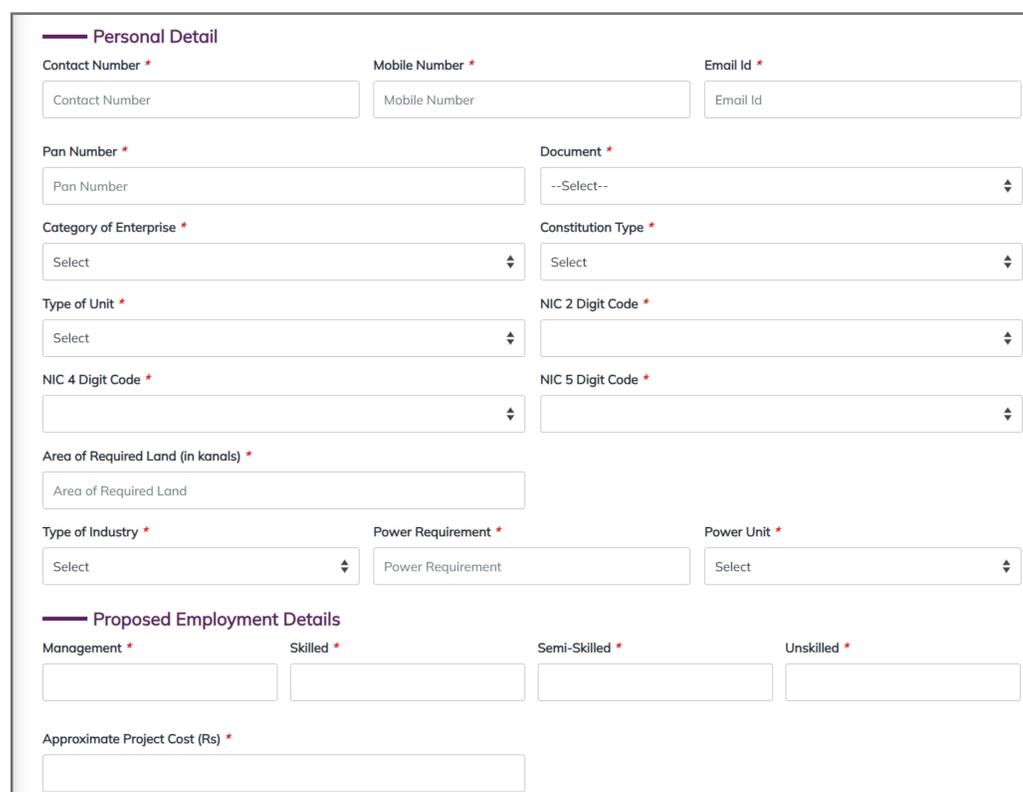
- Business Detail -

Name of Unit: Please enter the name of your business or industrial unit.

Address: Provide the complete postal address of your business location, including street address, city, state, and postal code.

Primary Industrial Estate (Dropdown): Select the primary industrial estate from the dropdown menu where you intend to establish your business. This is a mandatory selection.

Secondary Estate Choices (Dropdown): If applicable, choose any secondary industrial estate locations from the dropdown menu. This is optional and can be left blank if not applicable.



The screenshot shows the 'Personal Detail' section of the application form. It contains the following fields:

- Contact Number ***: Text input field.
- Mobile Number ***: Text input field.
- Email Id ***: Text input field.
- Pan Number ***: Text input field.
- Document ***: Dropdown menu with '--Select--'.
- Category of Enterprise ***: Dropdown menu with 'Select'.
- Constitution Type ***: Dropdown menu with 'Select'.
- Type of Unit ***: Dropdown menu with 'Select'.
- NIC 2 Digit Code ***: Text input field.
- NIC 4 Digit Code ***: Text input field.
- NIC 5 Digit Code ***: Text input field.
- Area of Required Land (in kanals) ***: Text input field.
- Type of Industry ***: Dropdown menu with 'Select'.
- Power Requirement ***: Text input field.
- Power Unit ***: Dropdown menu with 'Select'.

Below this is the 'Proposed Employment Details' section with four input fields for:

- Management ***
- Skilled ***
- Semi-Skilled ***
- Unskilled ***

At the bottom, there is a text input field for **Approximate Project Cost (Rs) ***.

- Personal Detail -

Contact Number: Please provide your primary contact number for communication.

Mobile Number: Enter your mobile number for important updates and notifications.

Email Id: Provide a valid email address for correspondence and official communication.

Pan Number: Enter your Permanent Account Number (PAN) for taxation and identification purposes.

Document: Select the necessary documents as required for verification and processing.

Category of Enterprise: Select the appropriate category that best describes your enterprise (e.g., Micro, Small, Medium, Large).

Constitution Type: Choose the type of business constitution (e.g., Sole Proprietorship, Partnership, LLP, Company, Other) from the dropdown menu.

Type of Unit: Select the type of unit based on your business activities (e.g., Manufacturing, Service, Trading).

NIC 2 Digit Code: Enter the 2-digit National Industry Classification (NIC) code that corresponds to your business activities.

NIC 4 Digit Code: Provide the 4-digit NIC code relevant to your specific industry.

NIC 5 Digit Code: Enter the 5-digit NIC code corresponding to your industry.

Area of Required Land (in kanals): Specify the amount of land required for your project in kanals.

Type of Industry: Select the pollution category of your industry based on the Pollution Index (e.g., Red, Orange, Green, or White).

Explanation- The Ministry of Environment, Forest and Climate Change in consultation with Central Pollution Control Board has reclassified the industries into “Red”, “Orange”, “Green” and “White” category, as part of policies and objective of government to promote ‘Ease of Doing Responsible Business. The Pollution Index PI of any industrial sector is a number from 0 to 100 The Pollution Index PI of any industrial sector is a number from 0 to 100 and the increasing value of PI denotes the increasing degree of pollution load from the industrial sector. Based on the series of brain storming sessions among CPCB, SPCBs and MoEFCC , the following criteria on ‘Range of Pollution Index ‘for the purpose of

categorization of industrial sectors is finalized. Industrial Sectors having PI score of 60 and above – Red category Industrial Sectors having PI score of 41 to 59 – Industrial Sectors having PI score of 41 to 59 – Orange category Industrial Sectors having PI score of 21 to 40 – Green category Industrial Sectors having PI score incl & upto 20– White category Projects under the new category of “white”, which is practically Projects under the new category of “white”, which is practically non-polluting, will not require either Environmental Clearance under Environment (Protection) Act, 1986 or Consent under Air (Prevention and Control of Pollution) Act, 1981 and Water (Prevention and Control of Pollution) Act, 1974

Power Requirement: Indicate the estimated power requirement for your project.

Power Unit (Mandatory Field): Specify the unit of power requirement (e.g., kW, HP).

- Proposed Employment Details -

Management: Provide the number of management-level employees expected to be employed.

Skilled: Specify the number of skilled workers you plan to employ.

Semi-Skilled: Indicate the number of semi-skilled employees you intend to hire.

Unskilled: Mention the number of unskilled workers you plan to employ.

Approximate Project Cost (Rs): Enter the estimated project cost in Indian Rupees (INR).

- Document -



The screenshot shows a form section titled "Document". It contains an "Upload Documents" button, a label "Upload DPR *", a dropdown menu with "--Select--" and a "Continue" button.

Under the document section, upload the required document and also select DPR listed under dropdown named **Upload DPR**

After filling all the required fields, click on the **Continue** button to proceed. You can view all the filled details. To change/modify any details click on the Edit button, else click on the Continue button. Now, payment screen will appear and after the successful payment, investor has successfully applied for land allotment..