Combined Application Form (for in-principle project approval)

User Manual V 1.0

Contents

1. Introduction 3
2. Home page 3
3. Investor Login 3
3.1. Investor Dashboard 4
3.2. Add New Project 5
3.3. Guidelines 7
4. Combined Application Form 7
4.1. Company Details 8
4.2. Authorized & Promoter Details 10
4.3. Proposed Project Details 13
4.4. Project Finance 16
4.5. Project Requirements 18
4.6. Supporting Documents 24
4.7. Payment 28
4.8. Application Signing 32
4.9. Summary 35

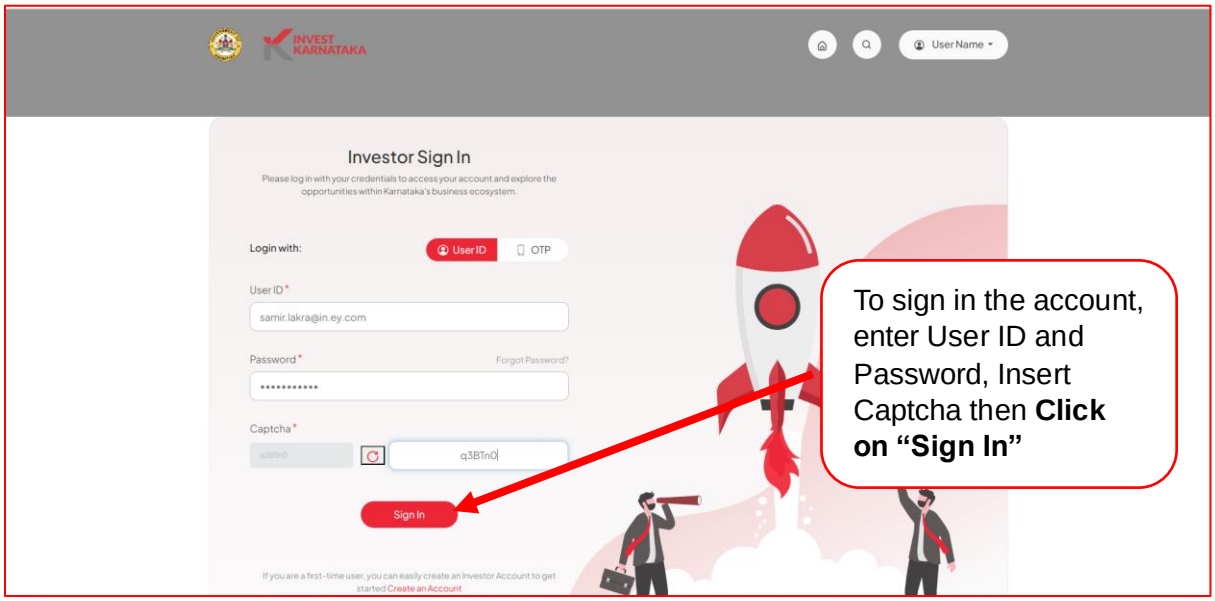
1. Introduction

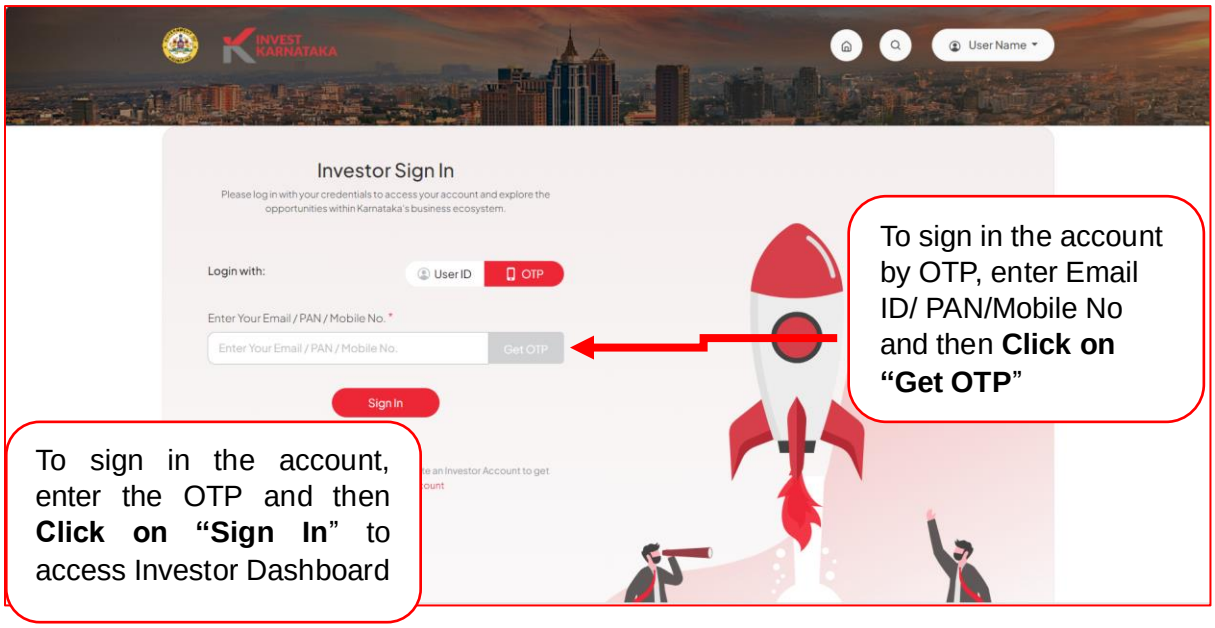
- This document outlines the features and functionalities of the Combined Application Form (CAF) that an investor needs to fill for establishing new industrial units in Karnataka, as well as for the expansion, diversification, and modernization of existing industrial units in the state.

- It details the CAF application process, including submission and processing by officials at both the state and district offices and by relevant (SHLCC/SLSWCC/DLSWCC) clearance committees. Additionally, it covers key activities related to CAF approvals, such as amendments, recording government orders, scheduling meetings for approvals, ratifications, appeals, application withdrawals, and cancellations.

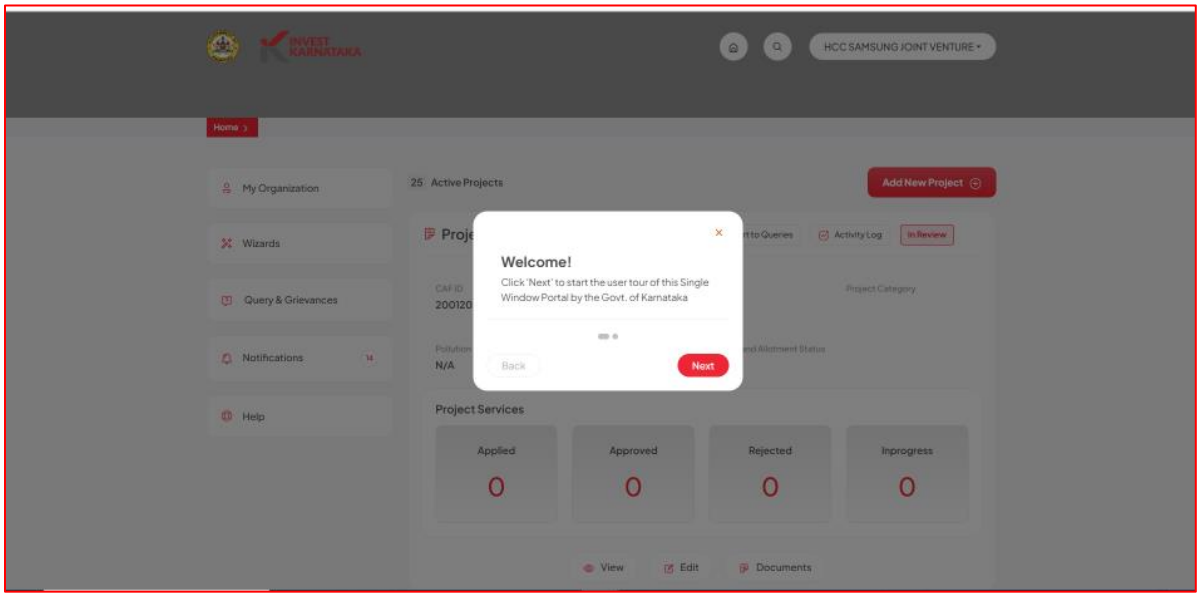
2. Home page

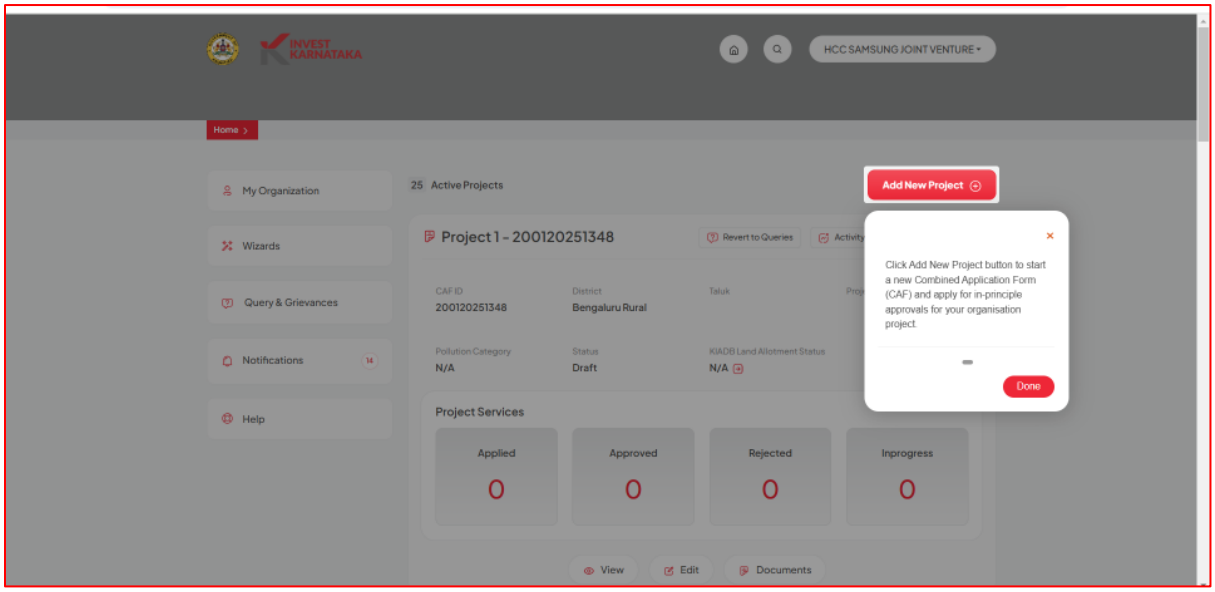
3. Investor Login



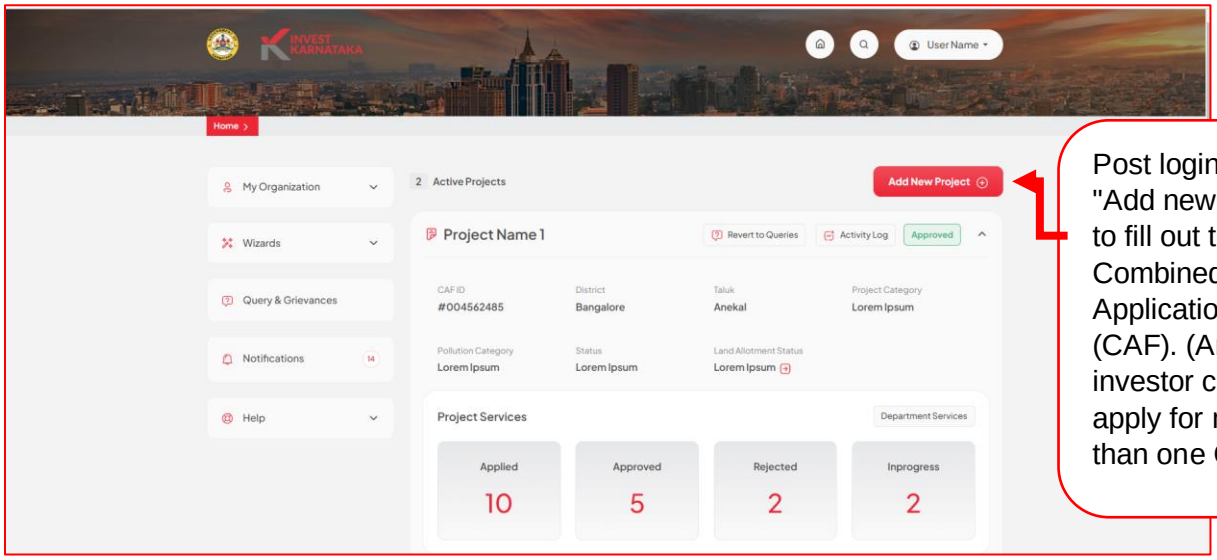


3.1. Investor Dashboard

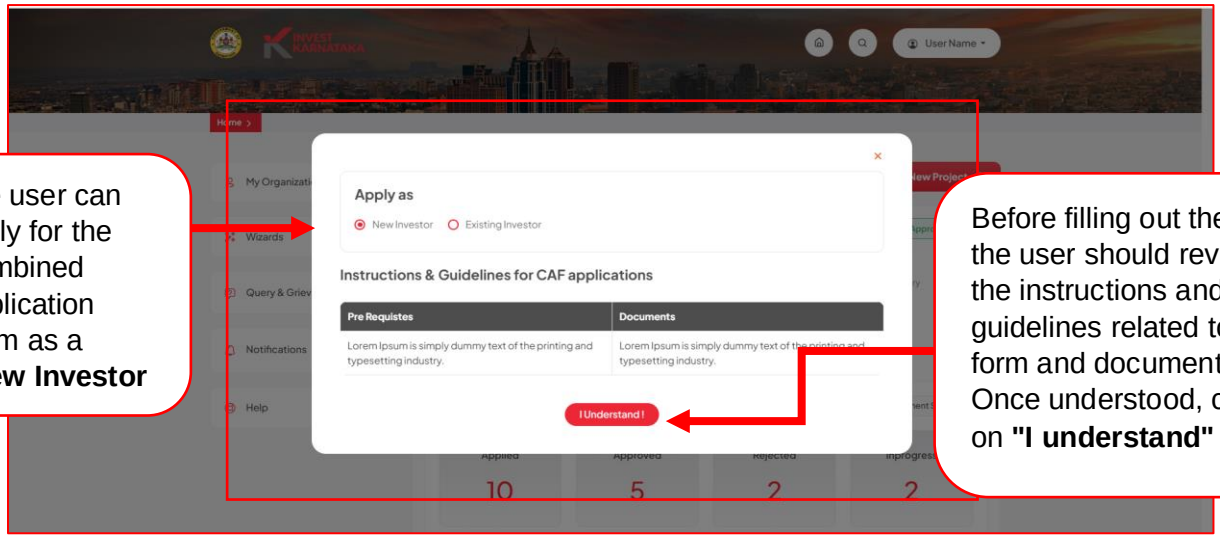




3.2. Add New Project

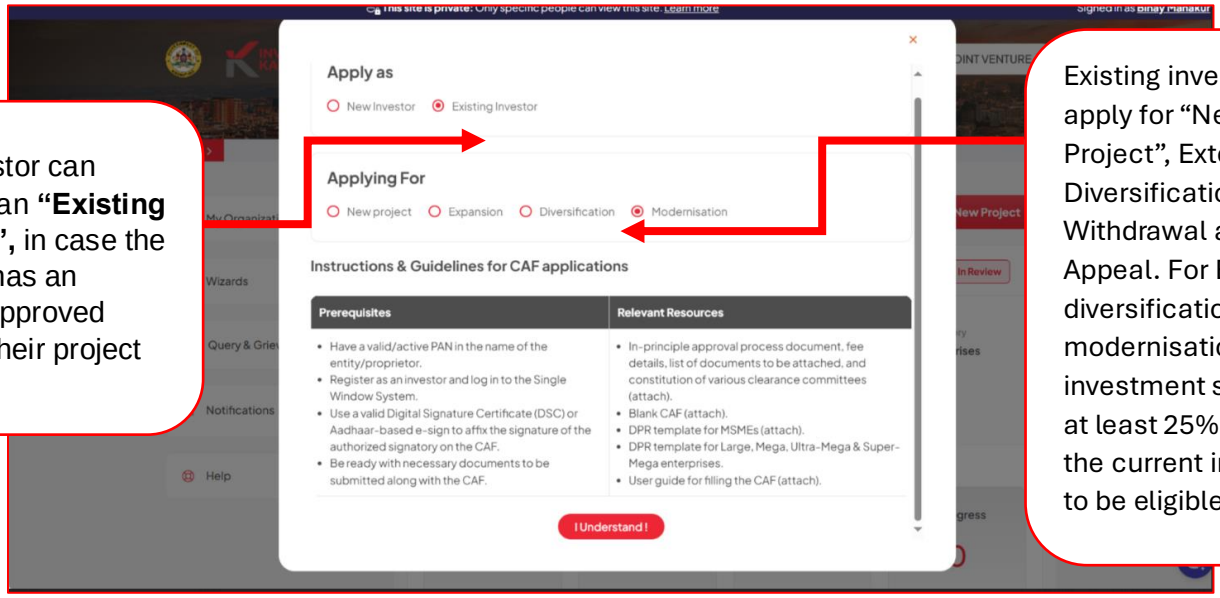


Post login, select "Add new project" to fill out the new Combined Application Form (CAF). (An investor can apply for more than one CAF)



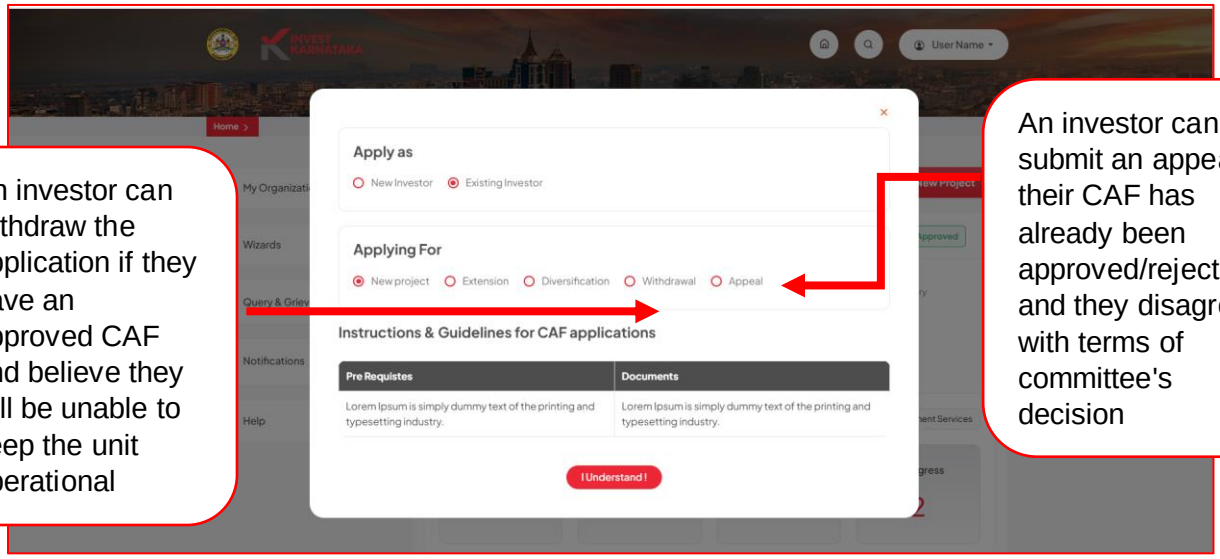
The user can apply for the Combined Application Form as a **"New Investor**

Before filling out the CAF, the user should review the instructions and guidelines related to the form and documents. Once understood, click on **"I understand"**



The investor can apply as an **"Existing Investor",** in case the investor has an already approved CAF for their project

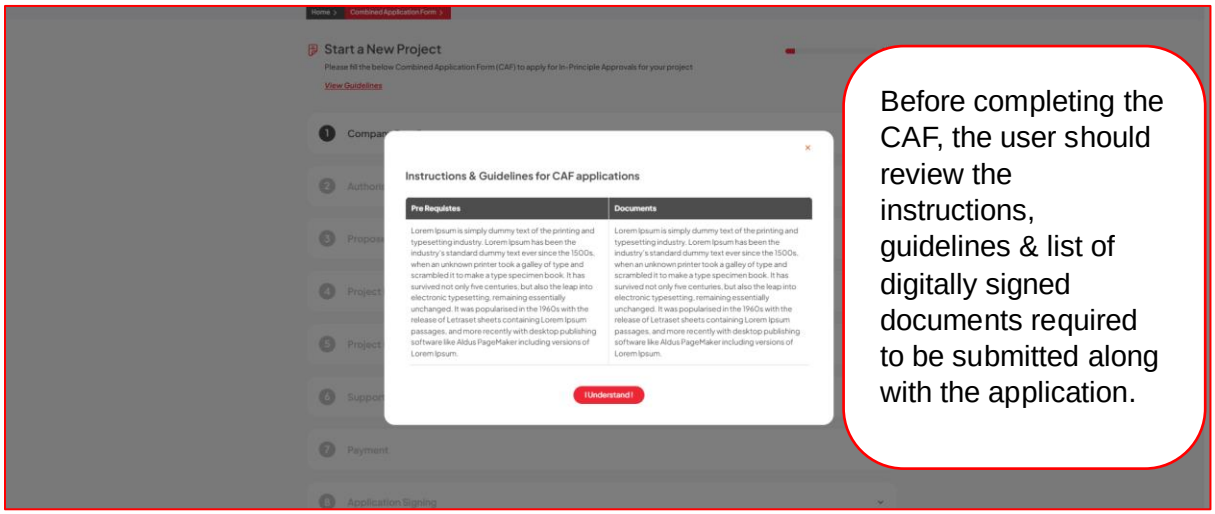
Existing investor can apply for "New Project", Extension, Diversification, Withdrawal and Appeal. For Expansion, diversification and modernisation the investment should be at least 25% more than the current investment to be eligible



An investor can withdraw the application if they have an approved CAF and believe they will be unable to keep the unit operational

An investor can submit an appeal if their CAF has already been approved/rejected and they disagree with terms of committee's decision

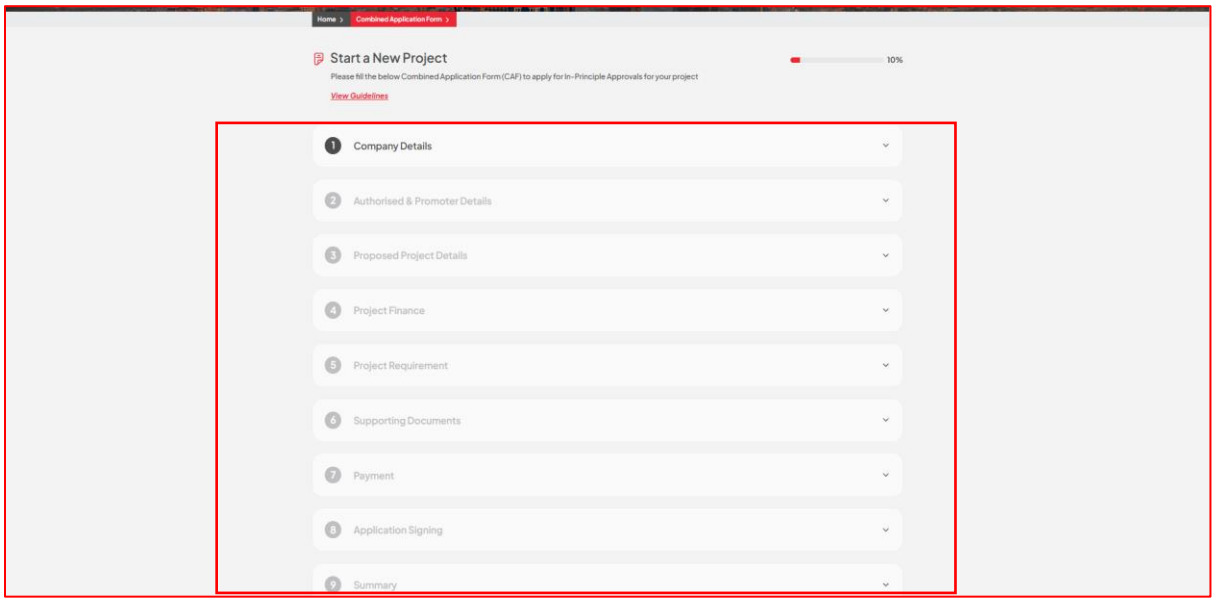
3.3. Guidelines



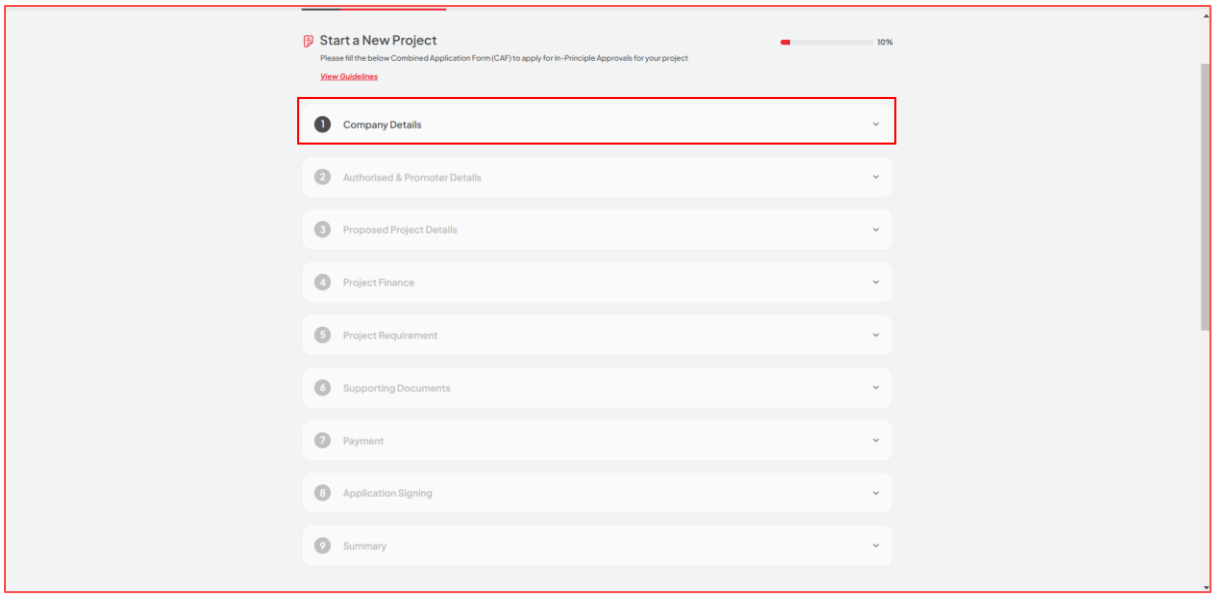
Before completing the CAF, the user should review the instructions, guidelines & list of digitally signed documents required to be submitted along with the application.

4. Combined Application Form

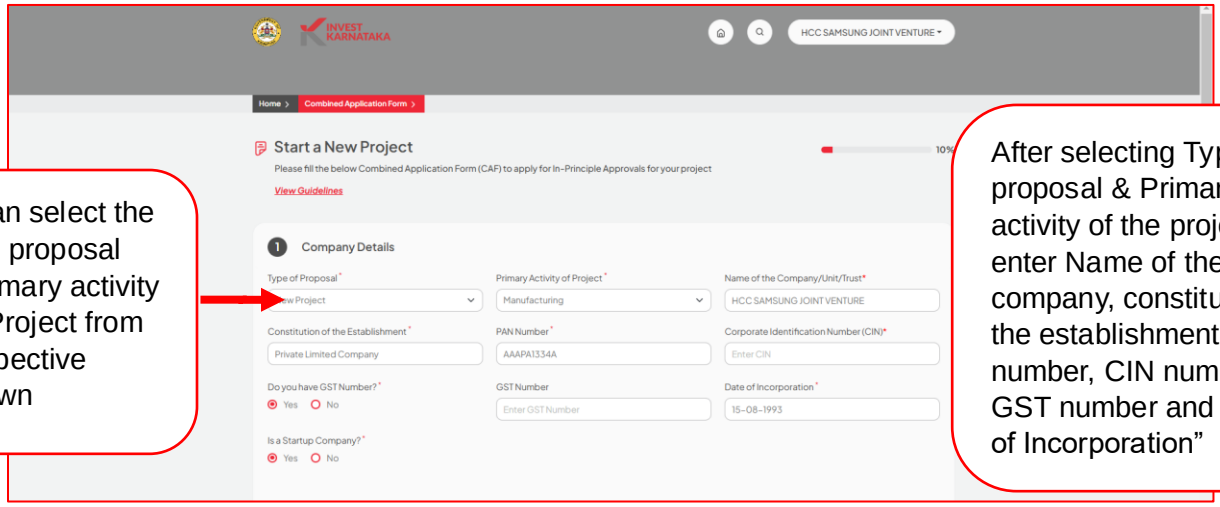
- The Combined Application Form consists of 9 sections and the investor must complete all the sections to submit the application.



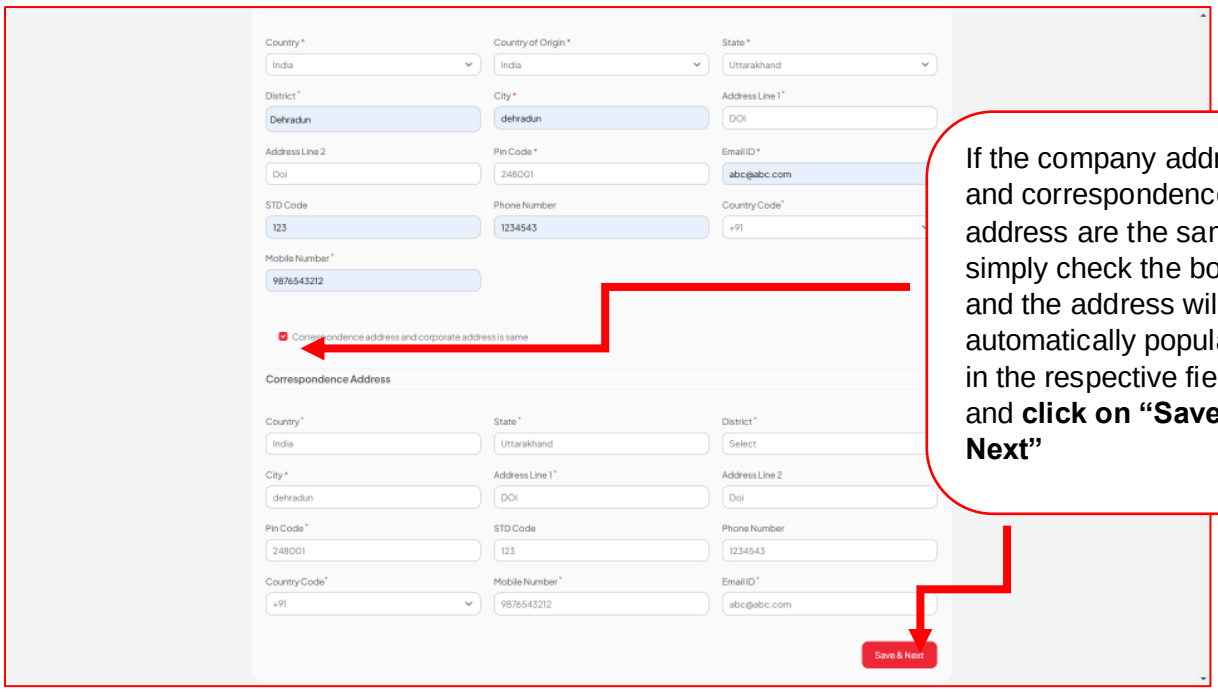
4.1. Company Details



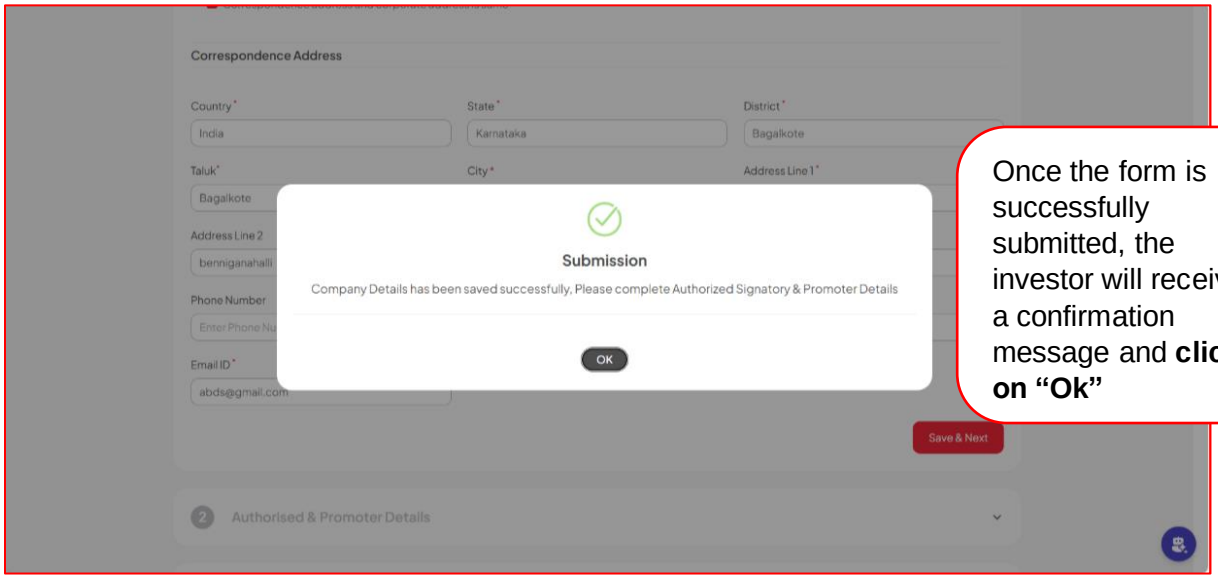
User can select the Type of proposal and Primary activity of the Project from the respective dropdown



After selecting Type of proposal & Primary activity of the project, enter Name of the company, constitution of the establishment, PAN number, CIN number, GST number and Date of Incorporation”

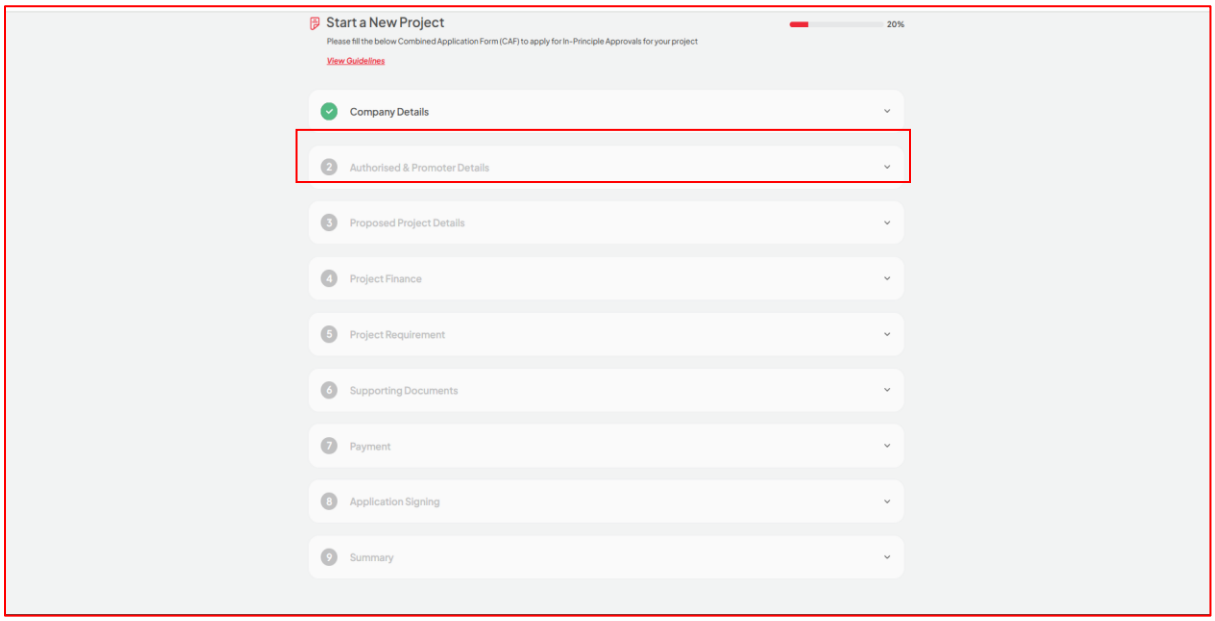


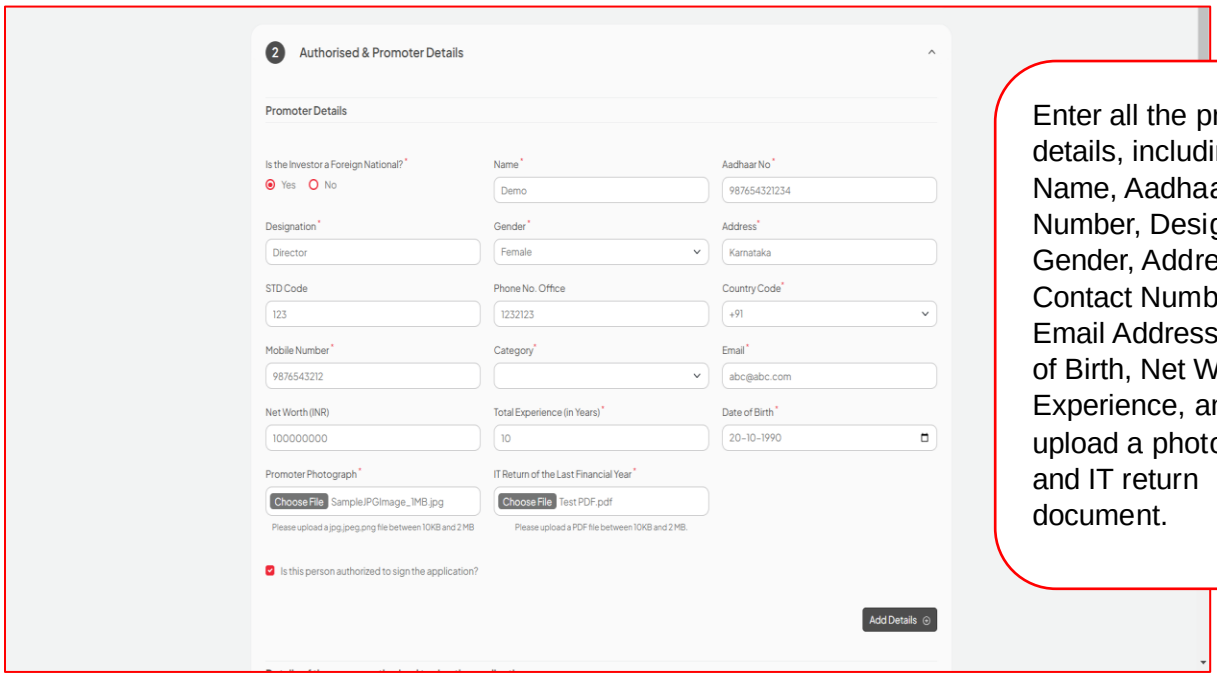
If the company address and correspondence address are the same, simply check the box, and the address will be automatically populated in the respective field and **click on "Save & Next"**



Once the form is successfully submitted, the investor will receive a confirmation message and **click on "Ok"**

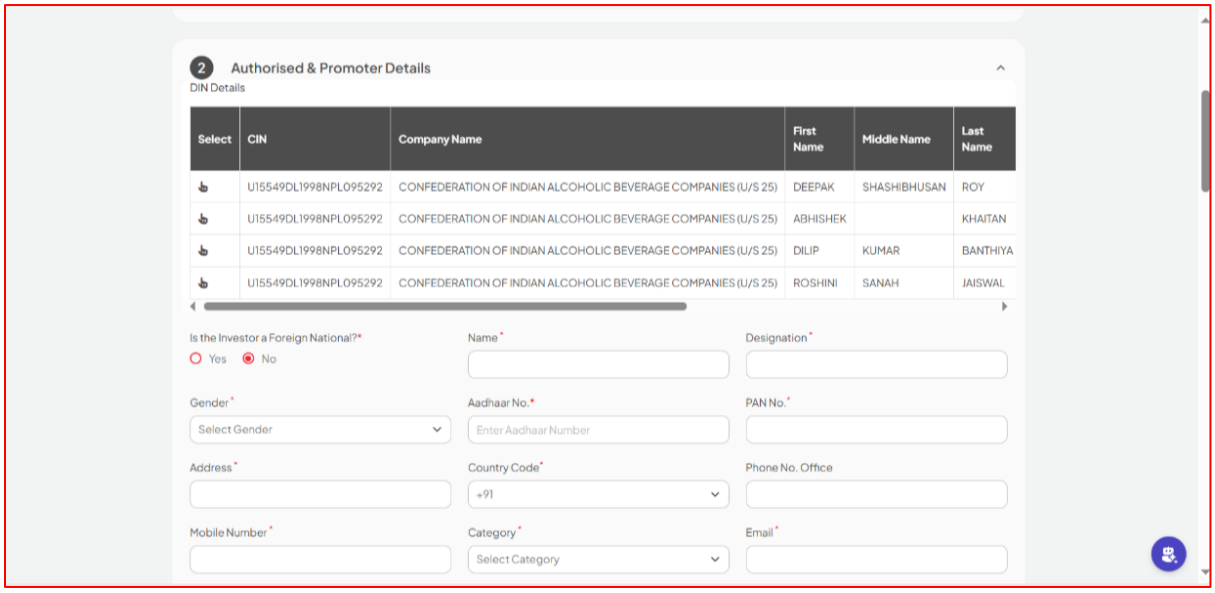
4.2. Authorized Signatory & Promoter Details





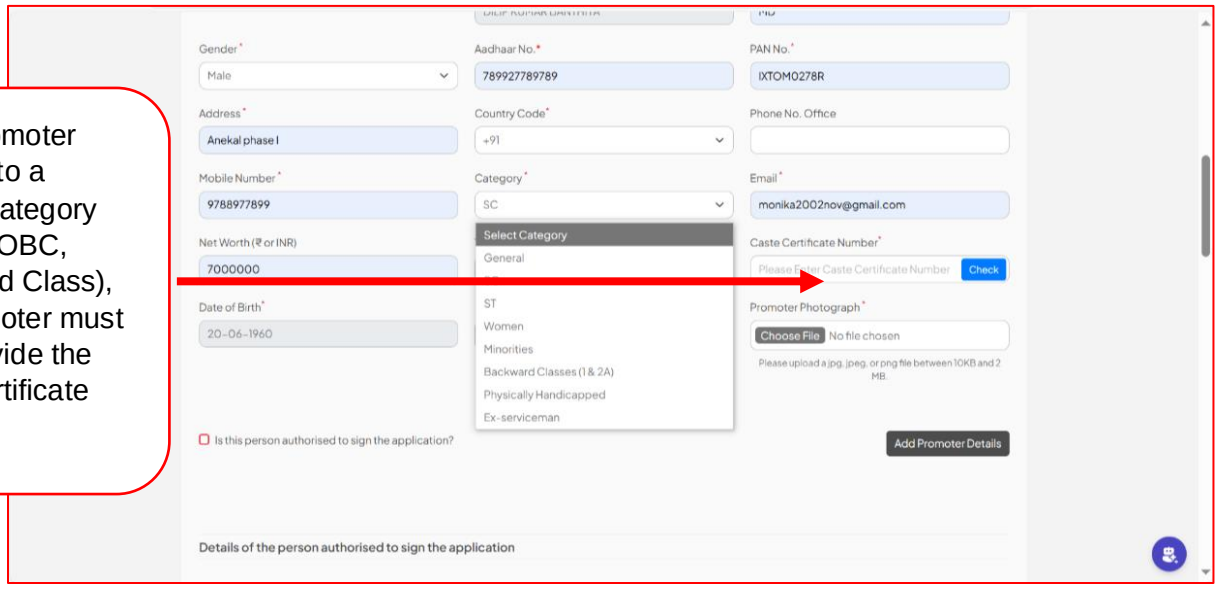
Enter all the promoter details, including Name, Aadhaar Number, Designation, Gender, Address, Contact Number, Email Address, Date of Birth, Net Worth, Experience, and upload a photograph and IT return document.

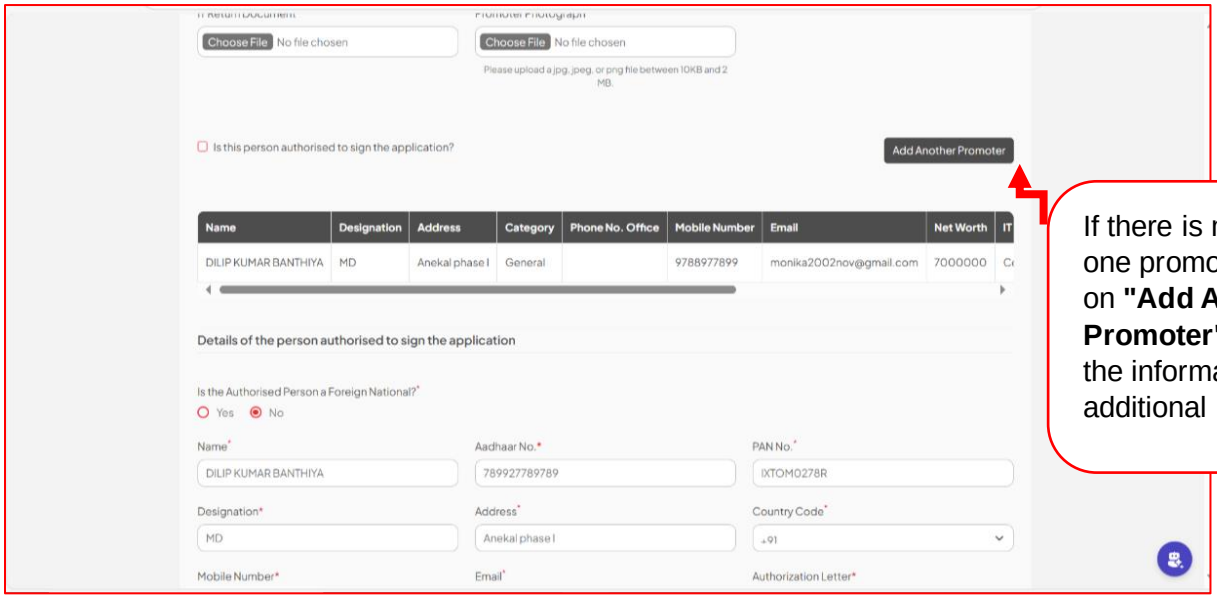
Note: The DIN details are automatically populated based on the CIN number validation provided in the company detail section. The investor can choose an authorized person from the list of DIN details. Upon selection, the name and date of birth of the authorized person will be automatically populated.



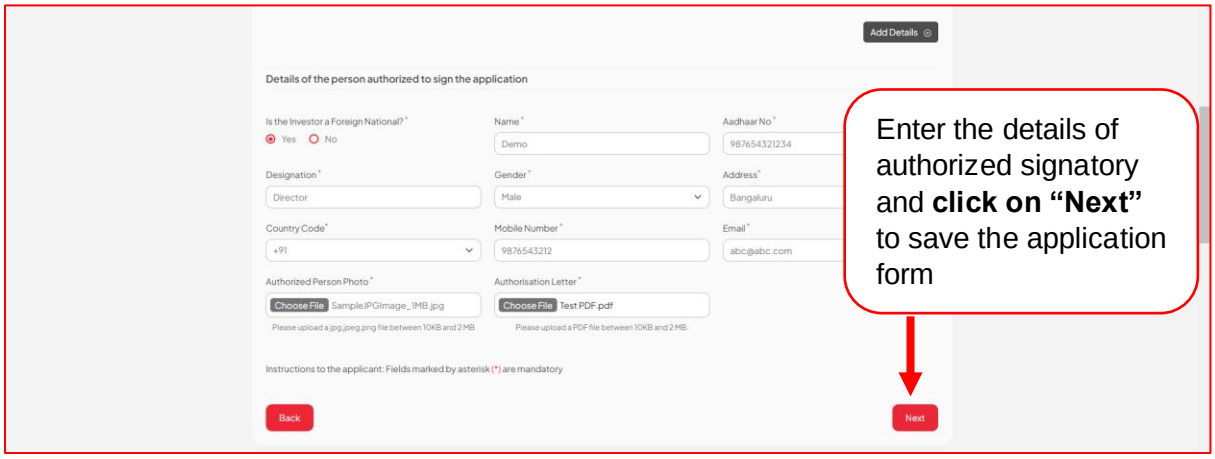
Note: Please refer [1]

If the promoter belongs to a special category (SC/ST, OBC, Backward Class), the promoter must also provide the caste certificate number

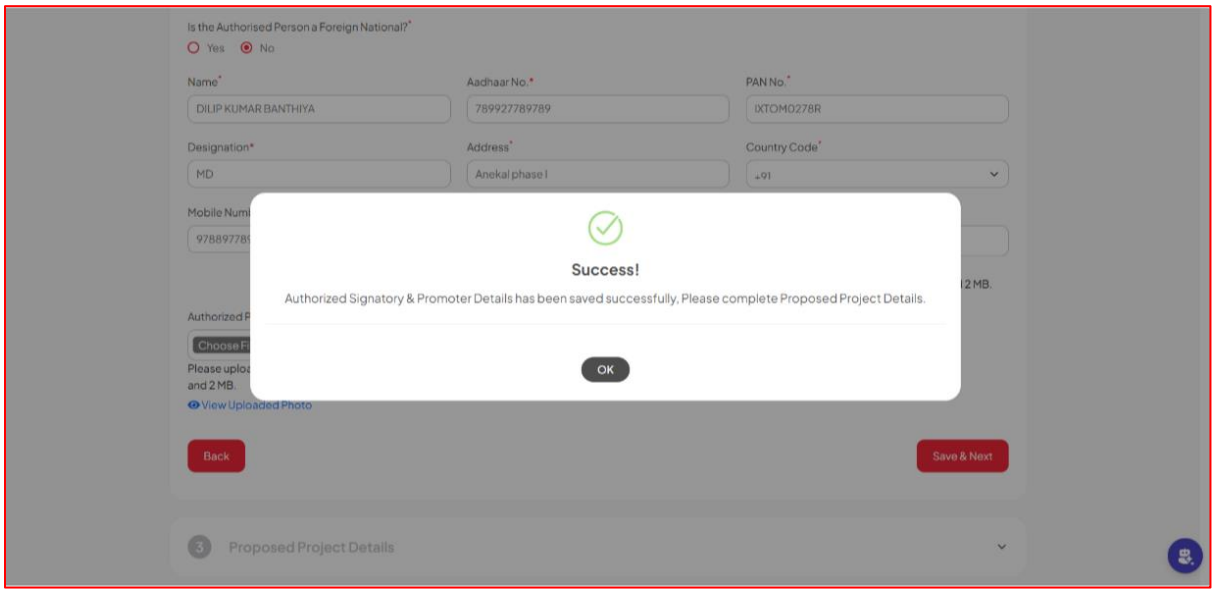




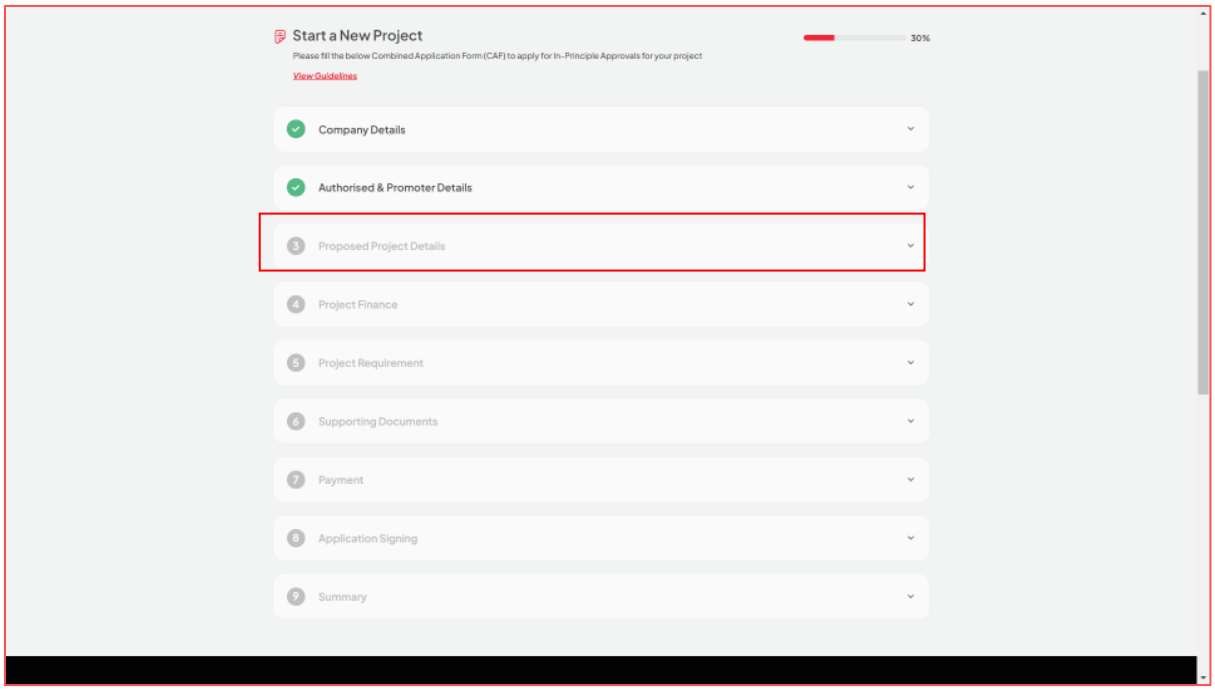
If there is more than one promoter, click on **"Add Another Promoter"** to enter the information for additional promoters

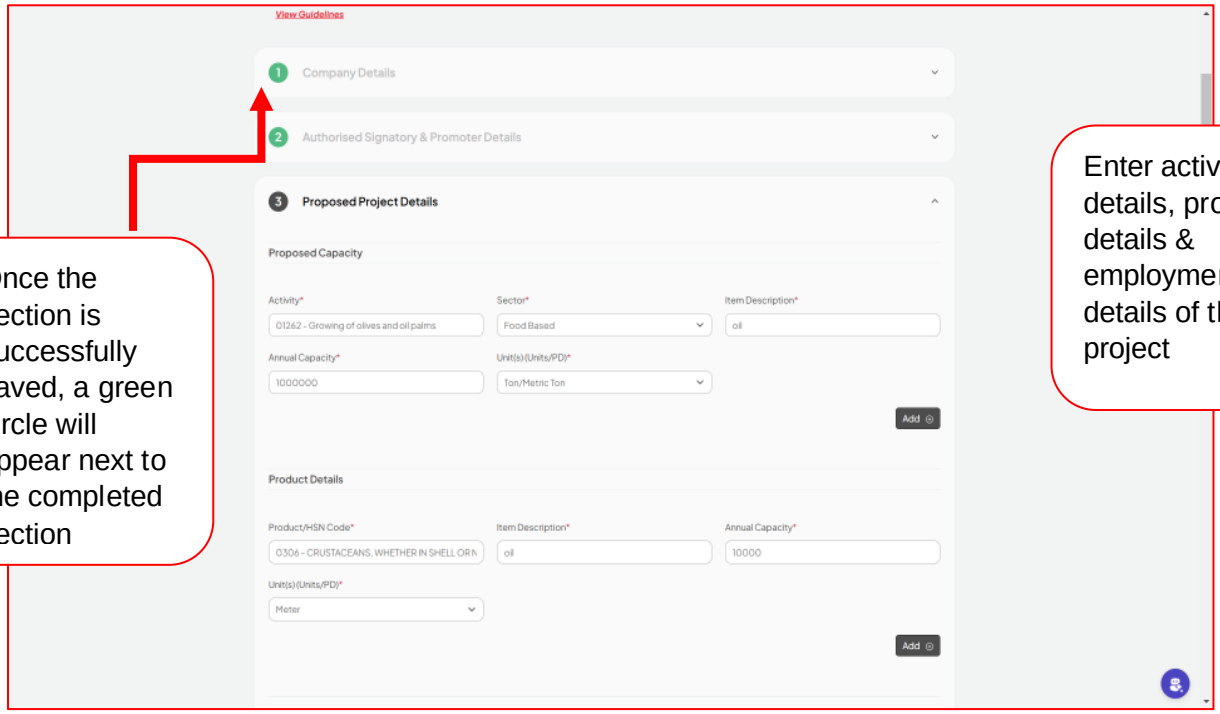


Enter the details of authorized signatory and **click on "Next"** to save the application form



4.3. Proposed Project Details

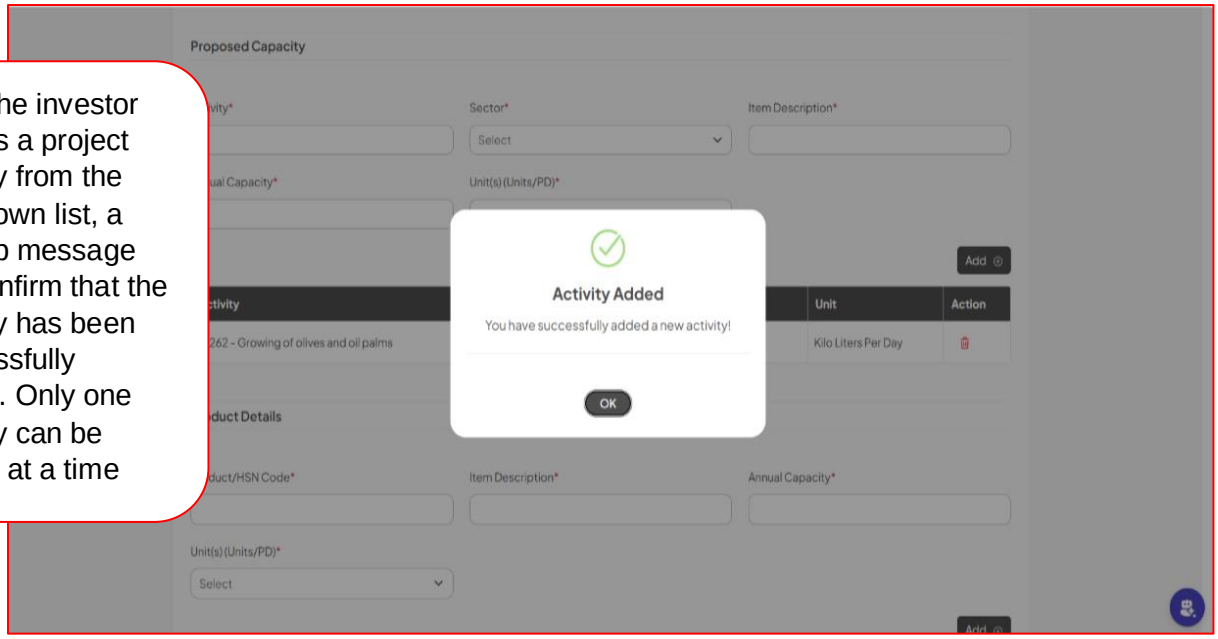




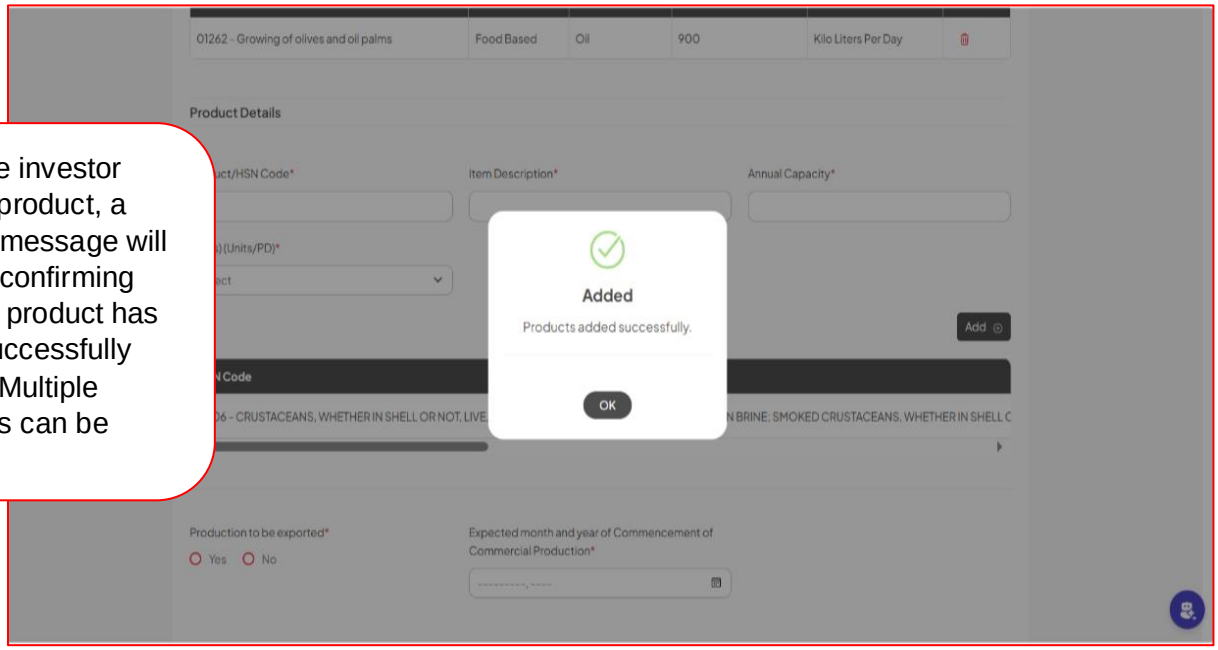
Once the section is successfully saved, a green circle will appear next to the completed section

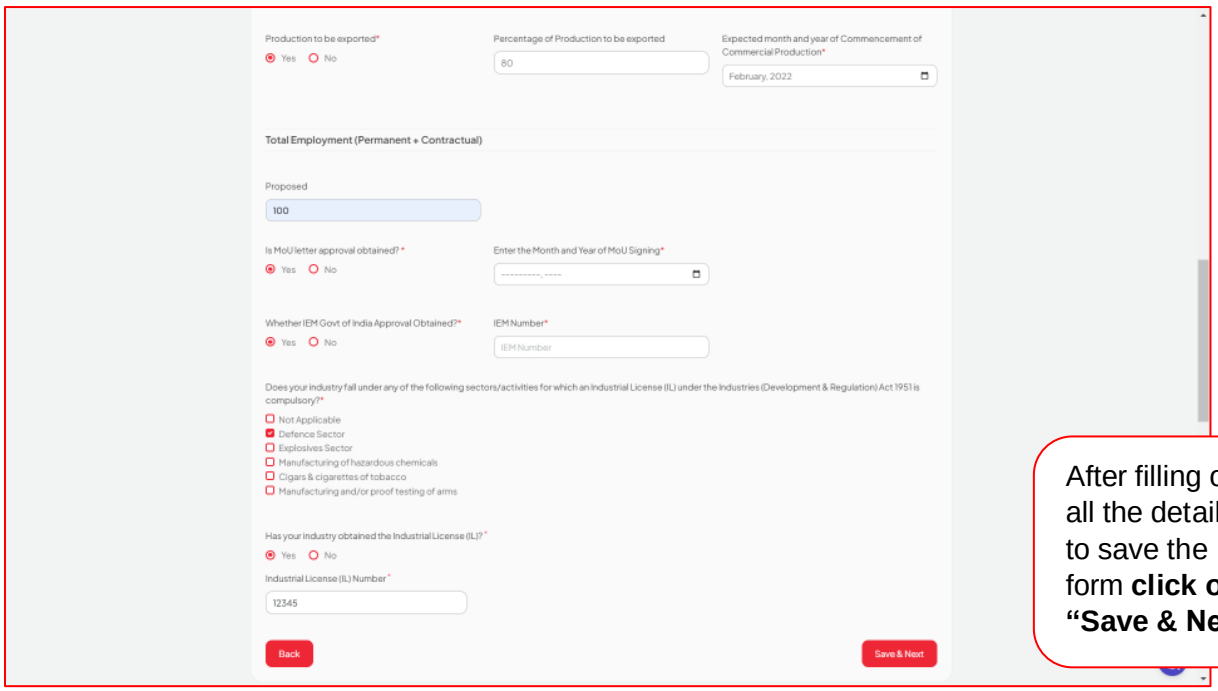
Enter activity details, product details & employment details of the project

After the investor selects a project activity from the dropdown list, a pop-up message will confirm that the activity has been successfully added. Only one activity can be added at a time

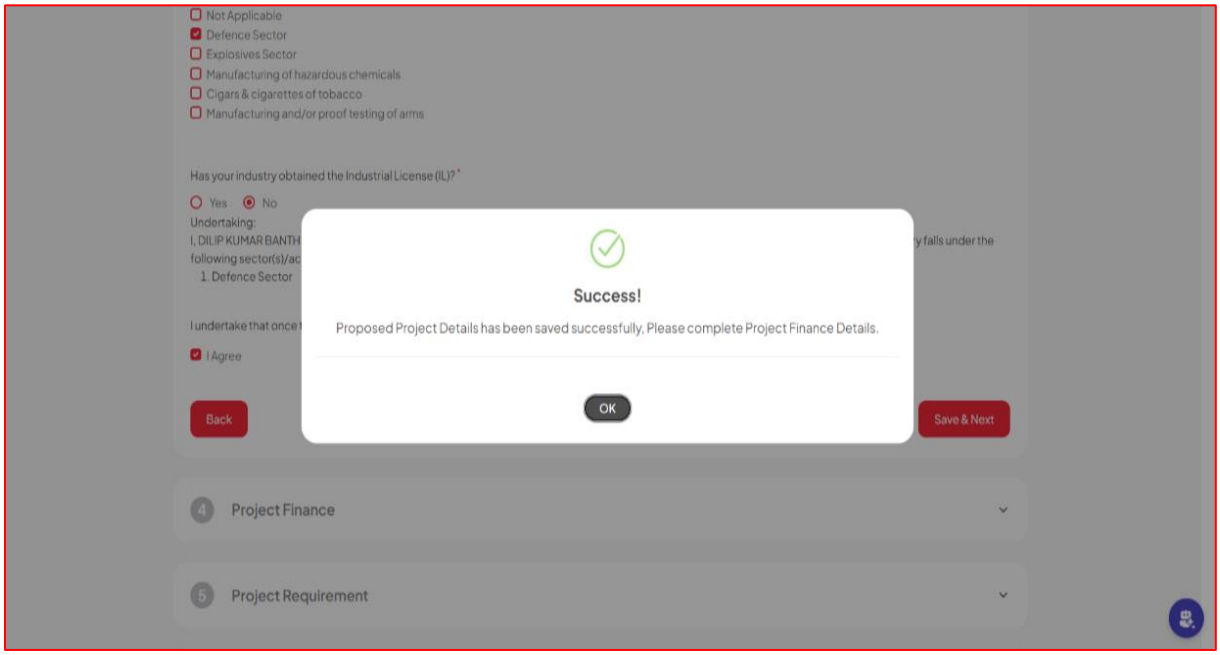


After the investor adds a product, a pop-up message will appear confirming that the product has been successfully added. Multiple products can be added

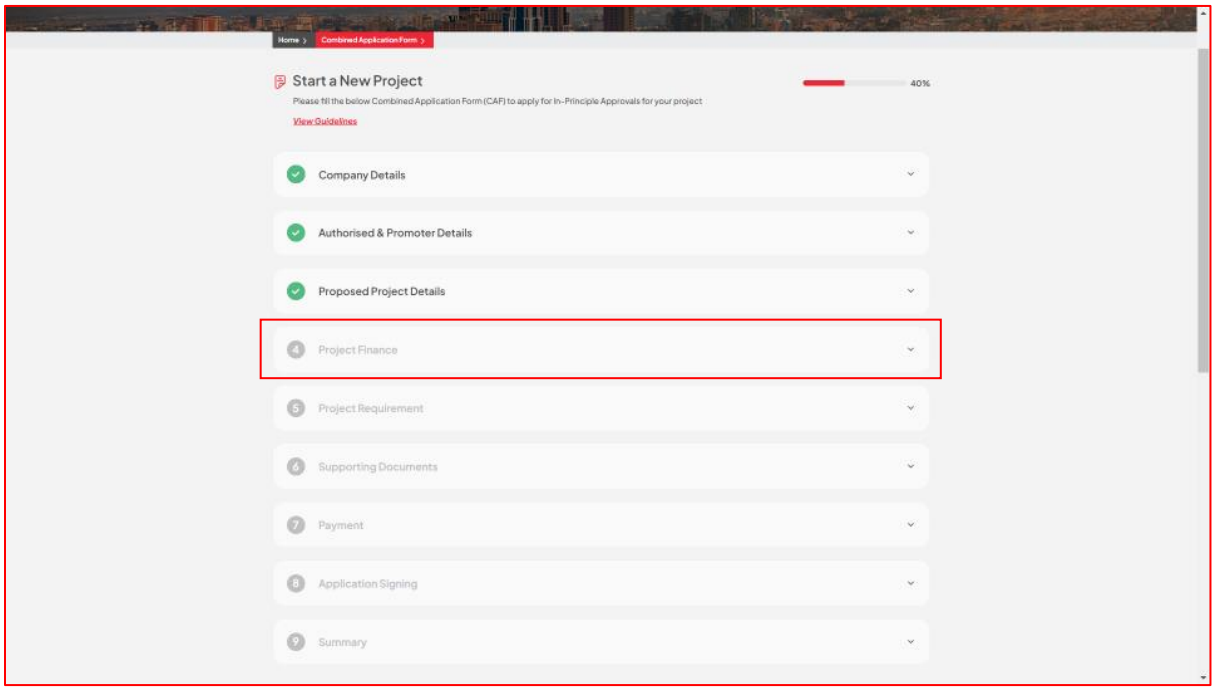




After filling out all the details, to save the form **click on "Save & Next"**



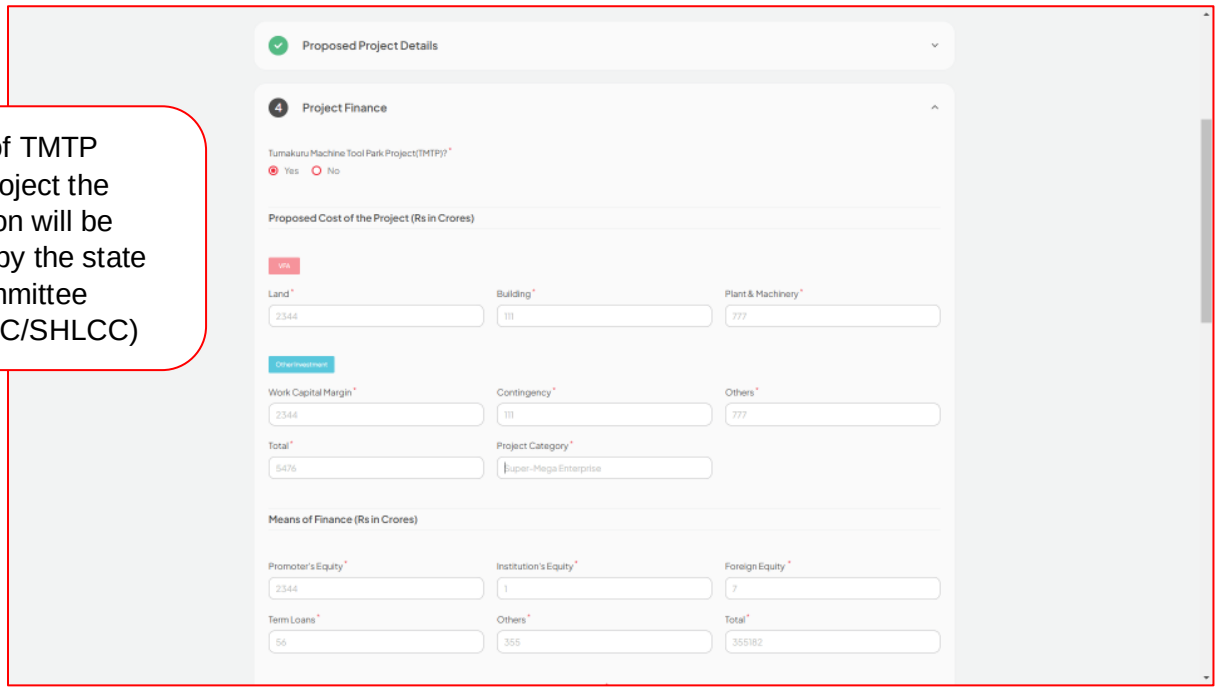
4.4. Project Finance

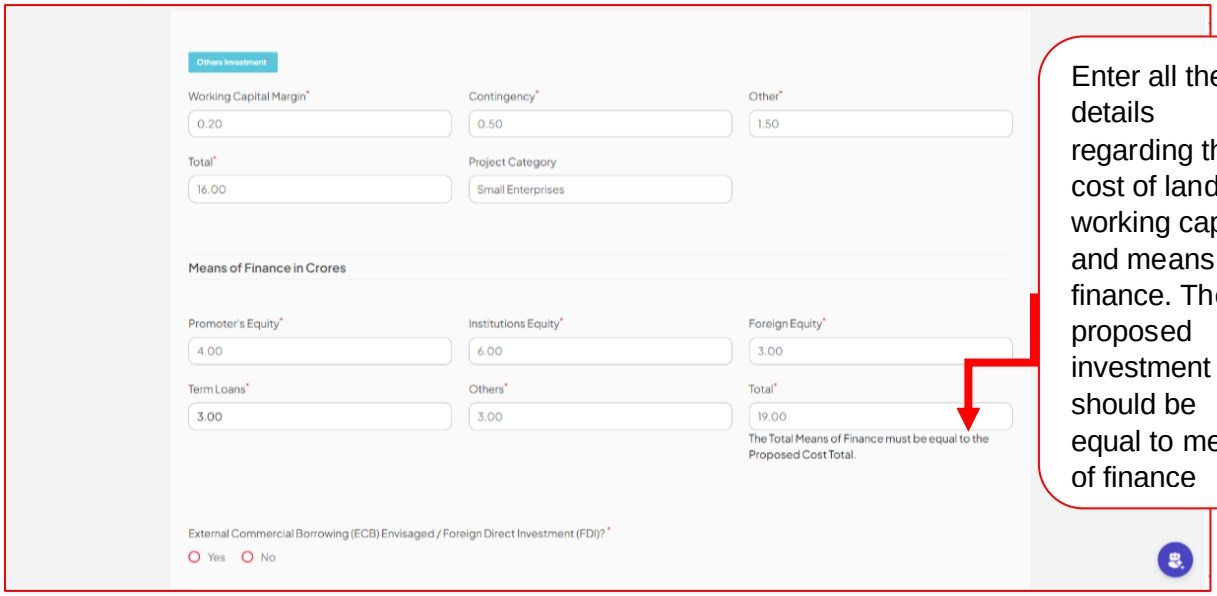


Note:

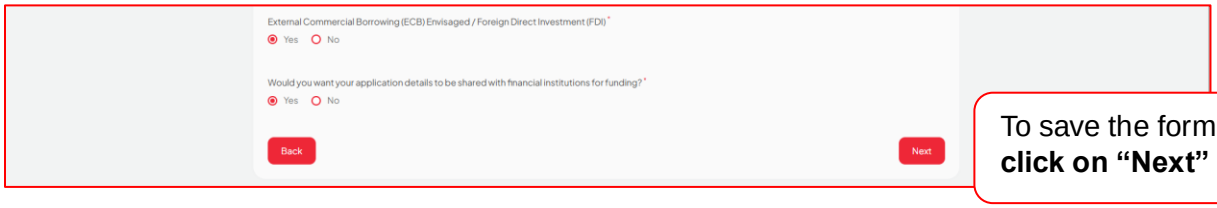
- If the investment is less than 15 Cr, the application will be processed by the DLSWCC.
- If the investment is between 15 Cr and 500 Cr, the application will be processed by the SLSWCC.
- If the investment exceeds 500 Cr, the application will be processed by the SHLCC.

In case of TMTP based project the application will be process by the state level committee (SLSWCC/SHLCC)

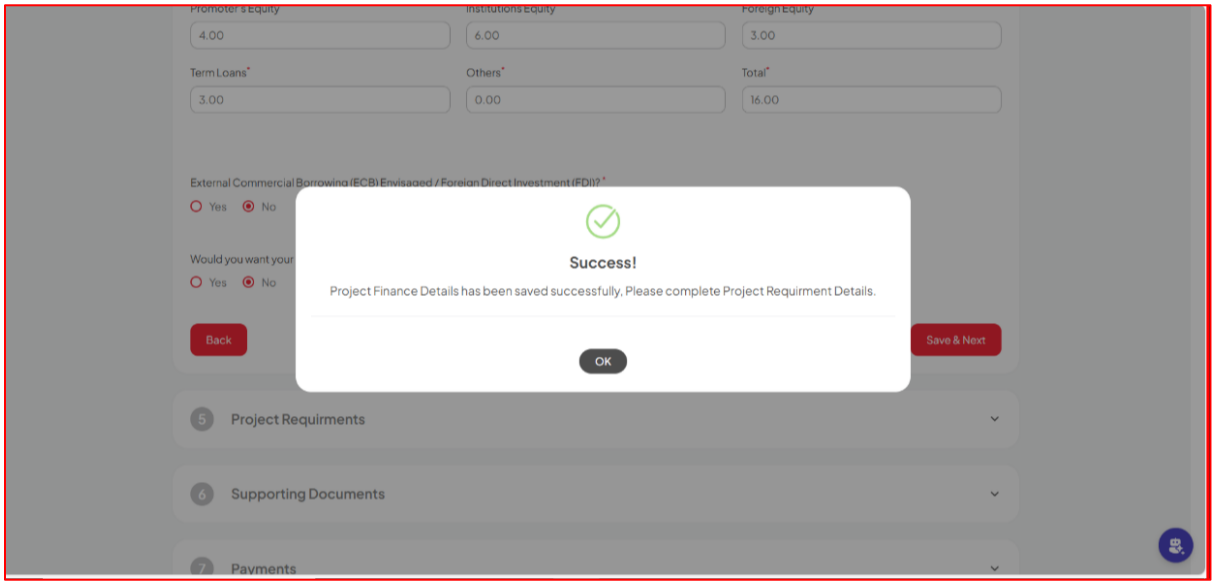




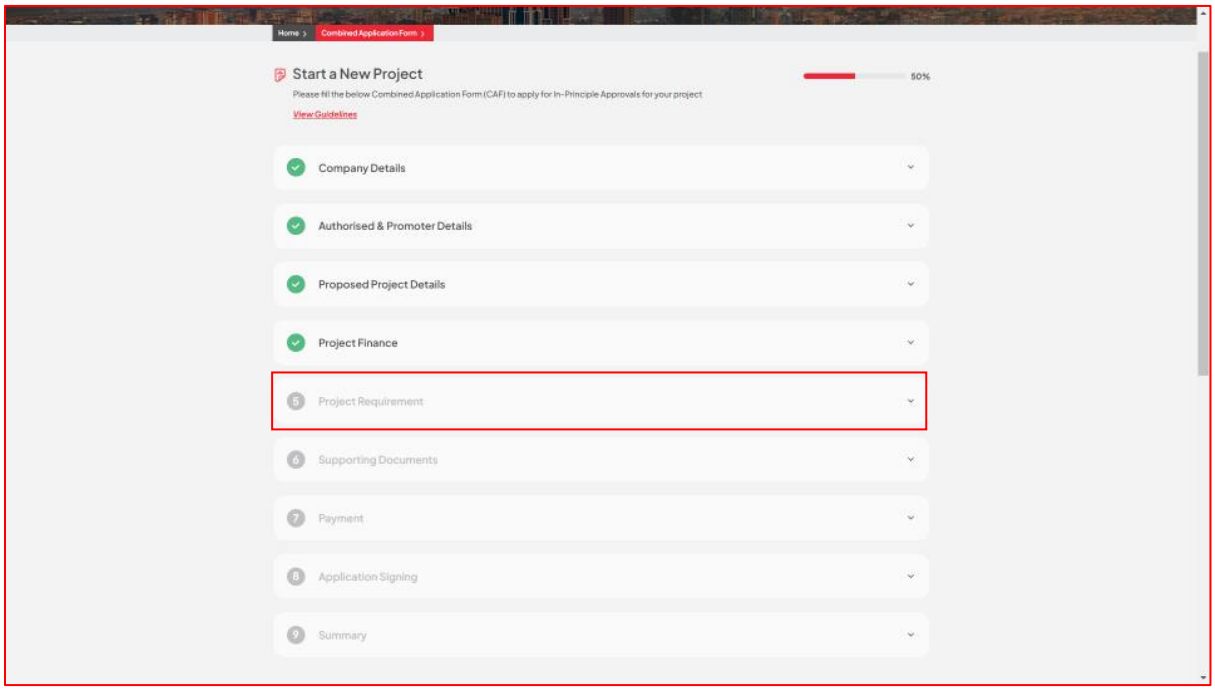
Enter all the details regarding the cost of land, working capital and means of finance. The proposed investment should be equal to means of finance



To save the form **click on "Next"**

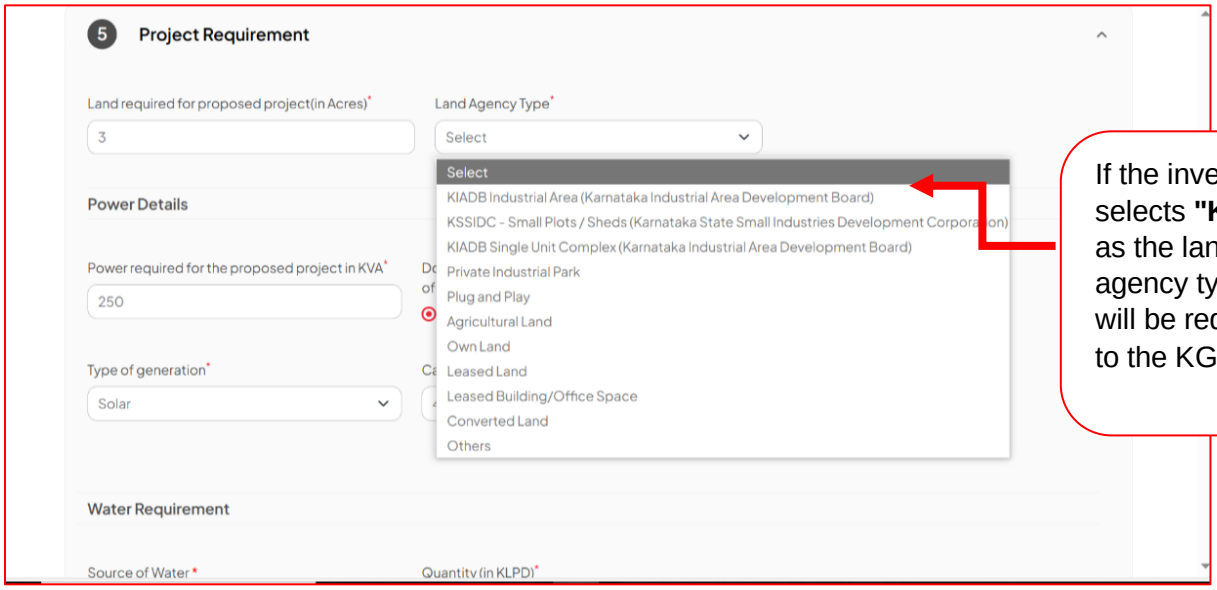


4.5. Project Requirements



Note:

- There are two types of land agencies: 1. KIADB 2. Non-KIADB. If the investor selects the KIADB land type, they will be redirected to the KGIS portal, where they can choose three priority land parcels, which will then be populated in the form
- For non-KIADB land, select the district, taluk, hobli and village, enter the survey number, and click the search icon. This will show the available lands under the survey number in the land code dropdown

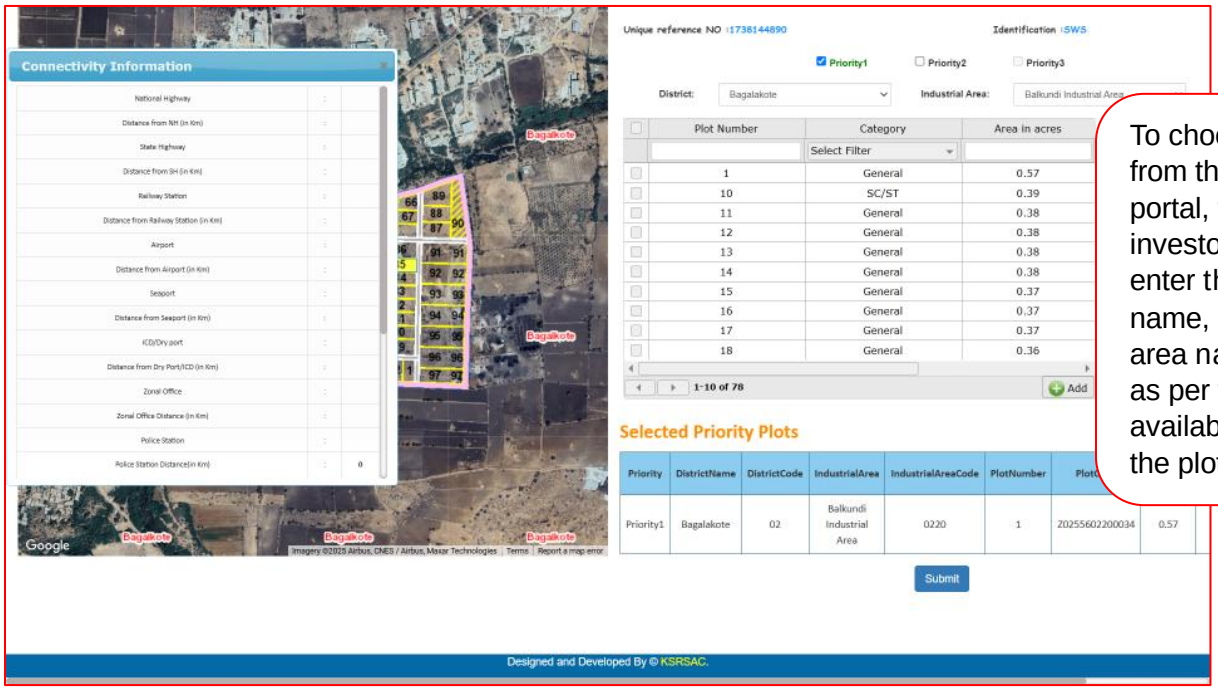


KGIS Portal

Note:

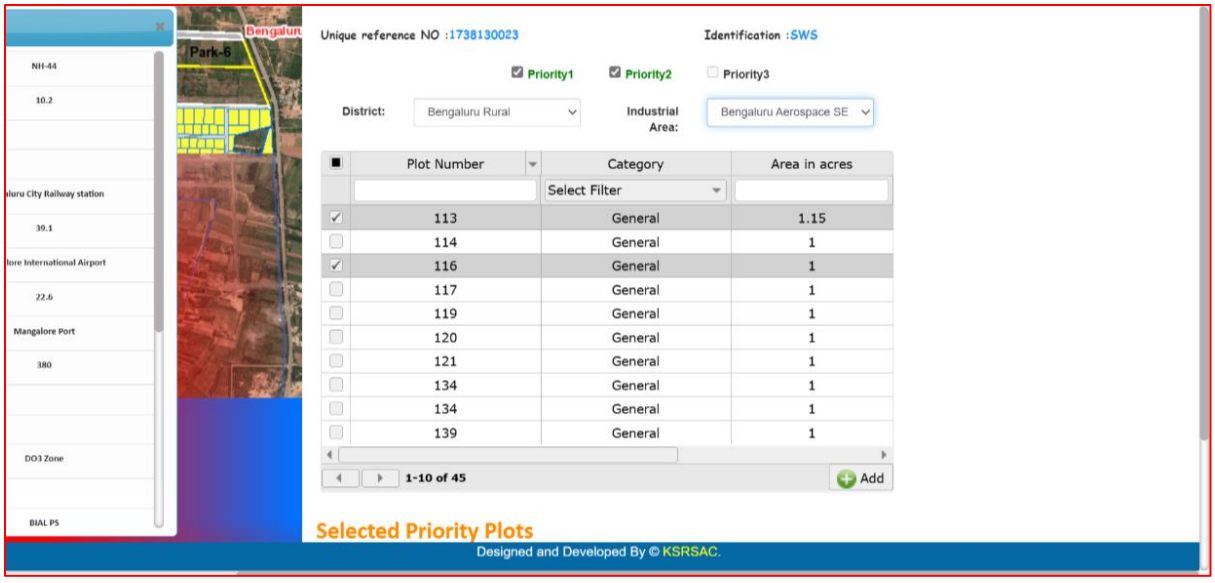
- The investor must select the plot based on the priority levels: Priority 1, Priority 2, and Priority 3

Priority 1:

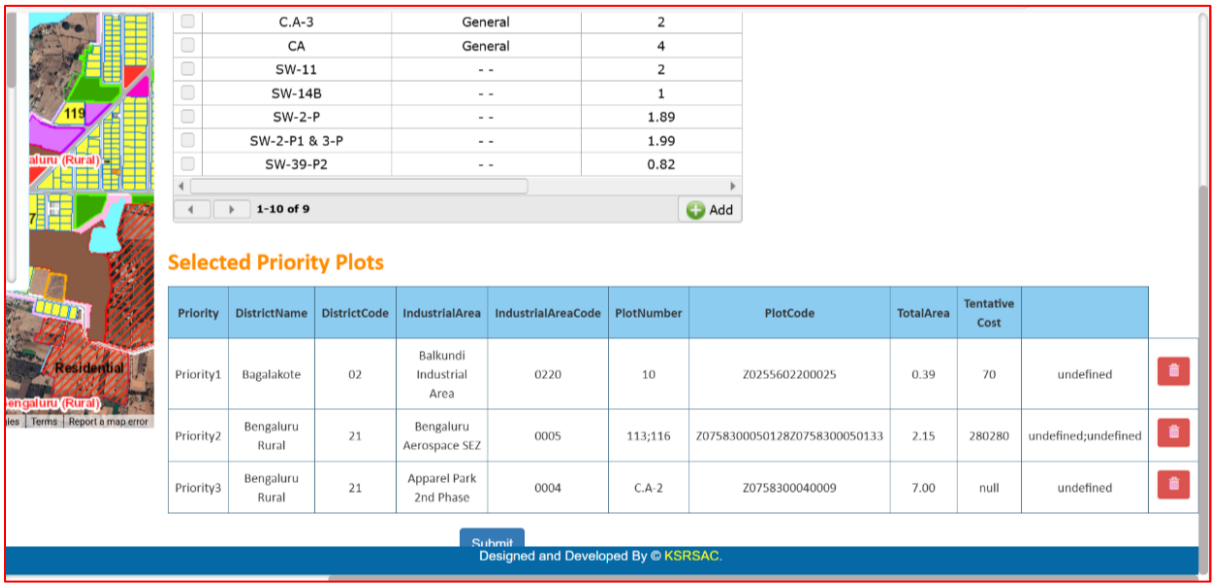


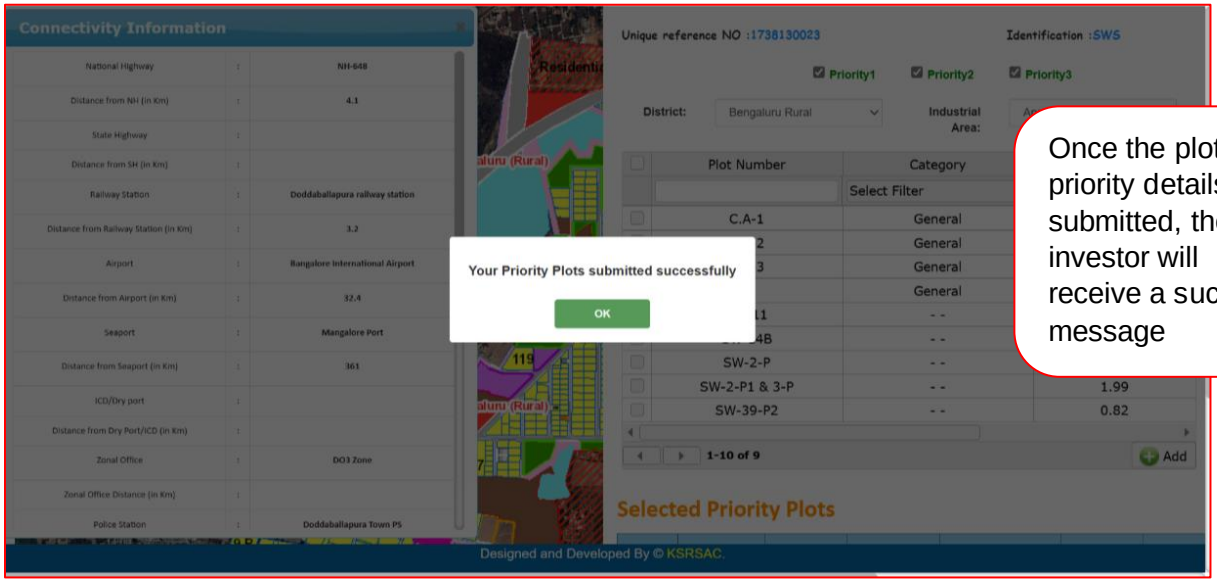
To choose a plot from the KGIS portal, the investor must enter the district name, industrial area name, and as per the availability select the plot number.

Priority 2:



Priority 3:

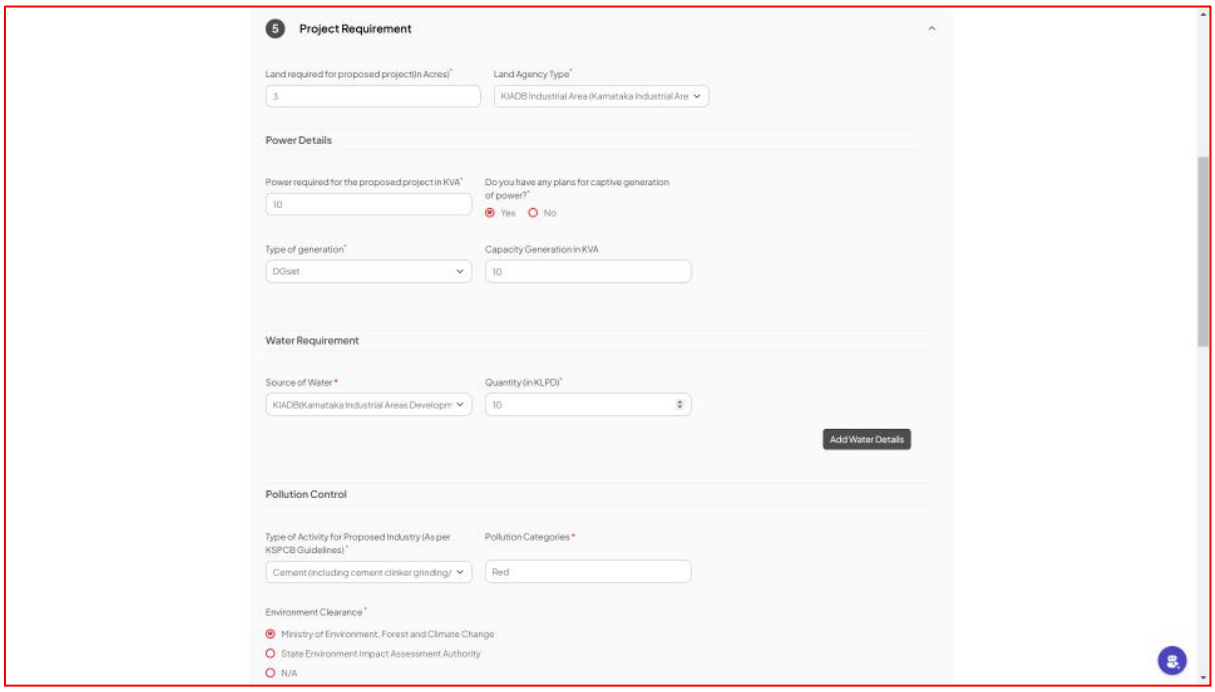




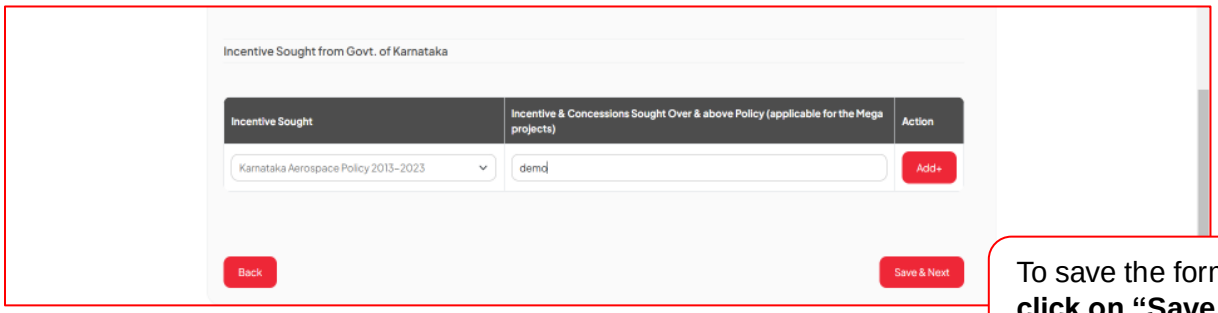
Once the plot's priority details are submitted, the investor will receive a success message

Note:

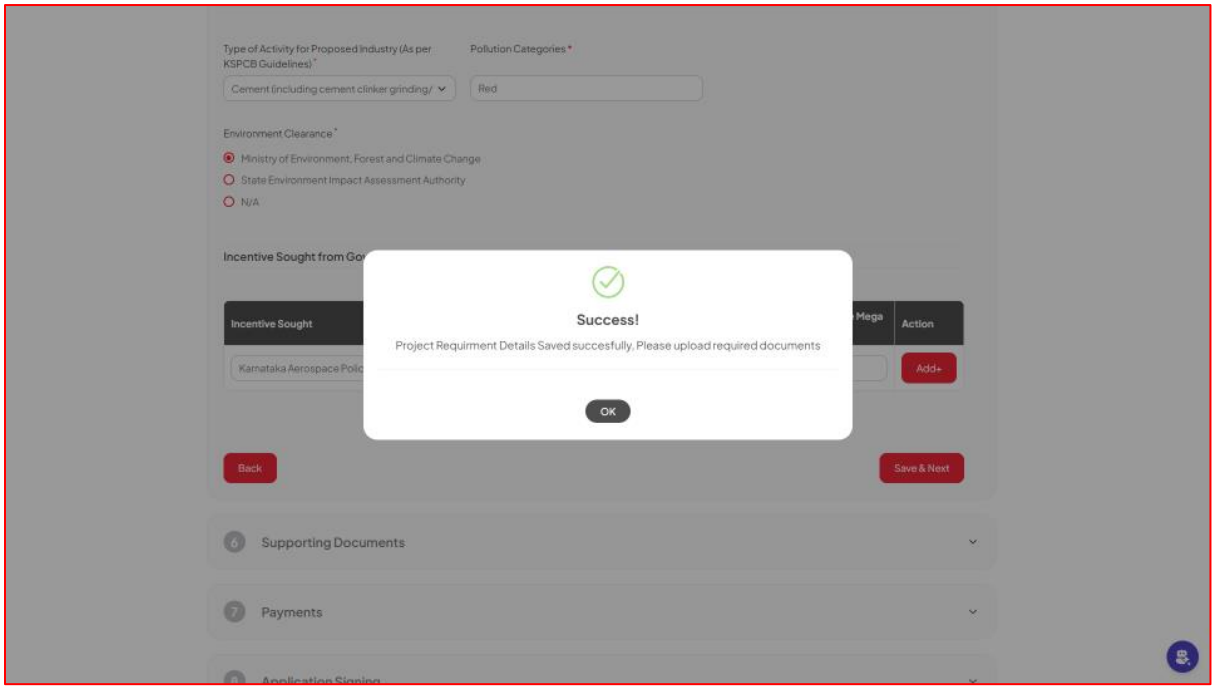
Once the priority plot details are successfully submitted in the **KGIS portal**, submitted details will be displayed on the SWS portal



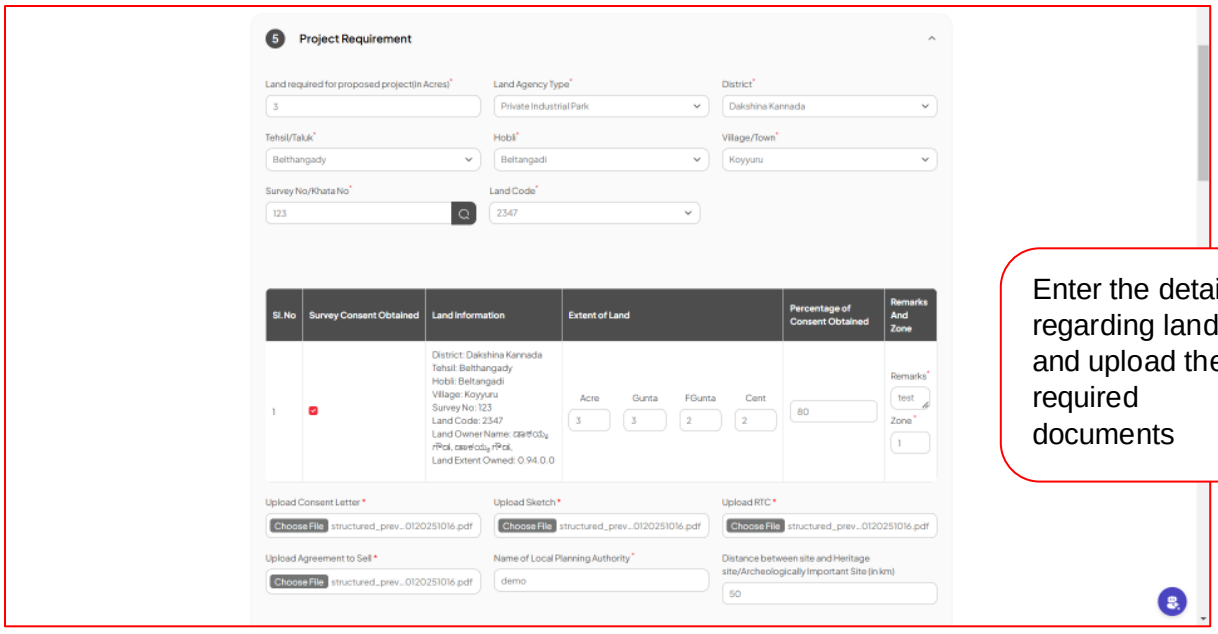
Note: If the total investment exceeds 1000 Cr, the investor will be required to specify any special incentive they are seeking from the Government of Karnataka



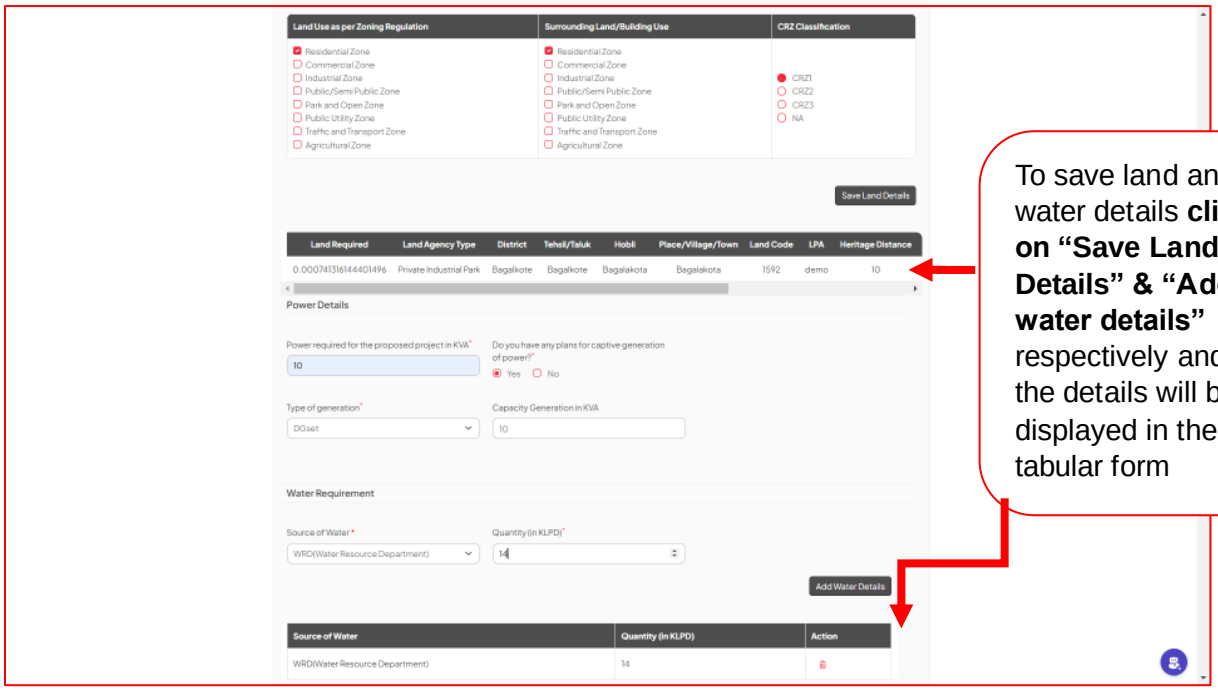
To save the form **click on "Save & Next"**



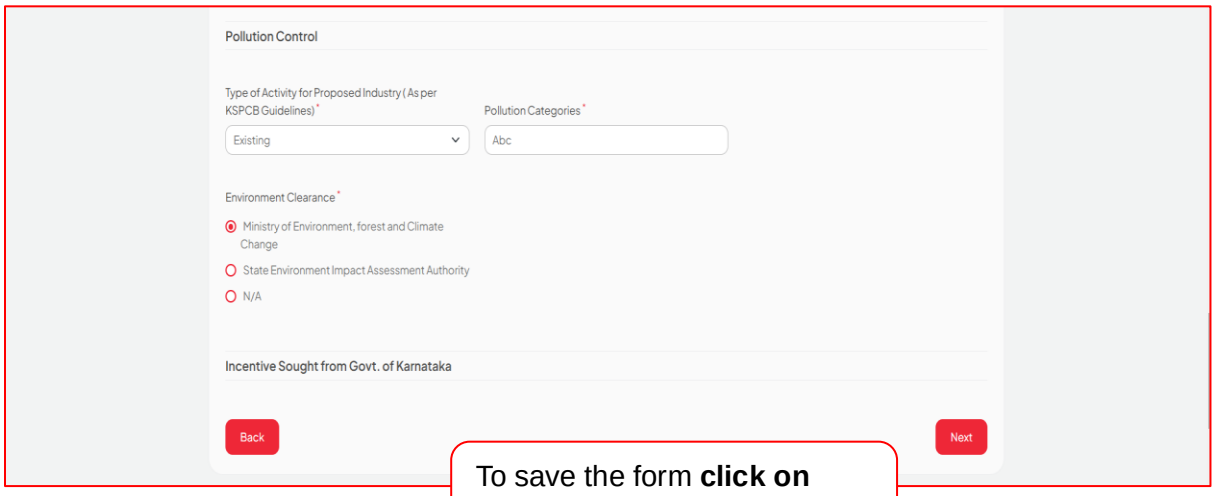
Note: If it is non KIADB land, choose the Land Agency Type, District, Tehsil, Hobli, Village, and Survey Number. To select the Land Code, click the search button next to the Survey Number



Enter the details regarding land and upload the required documents

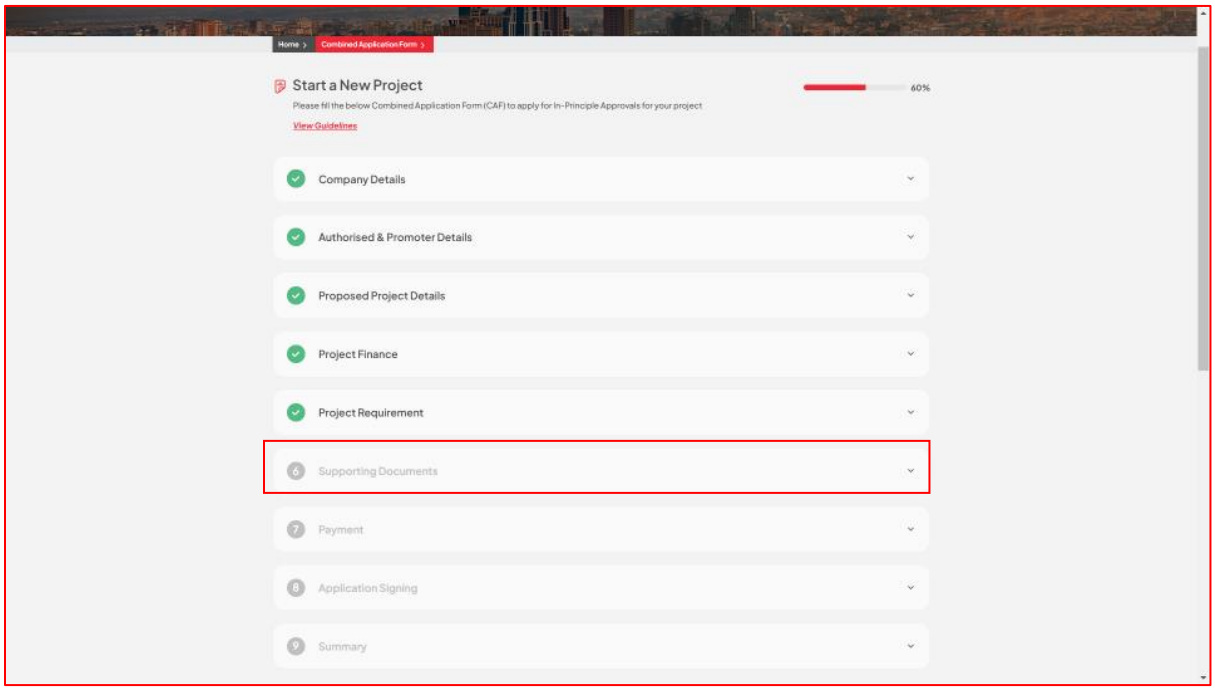


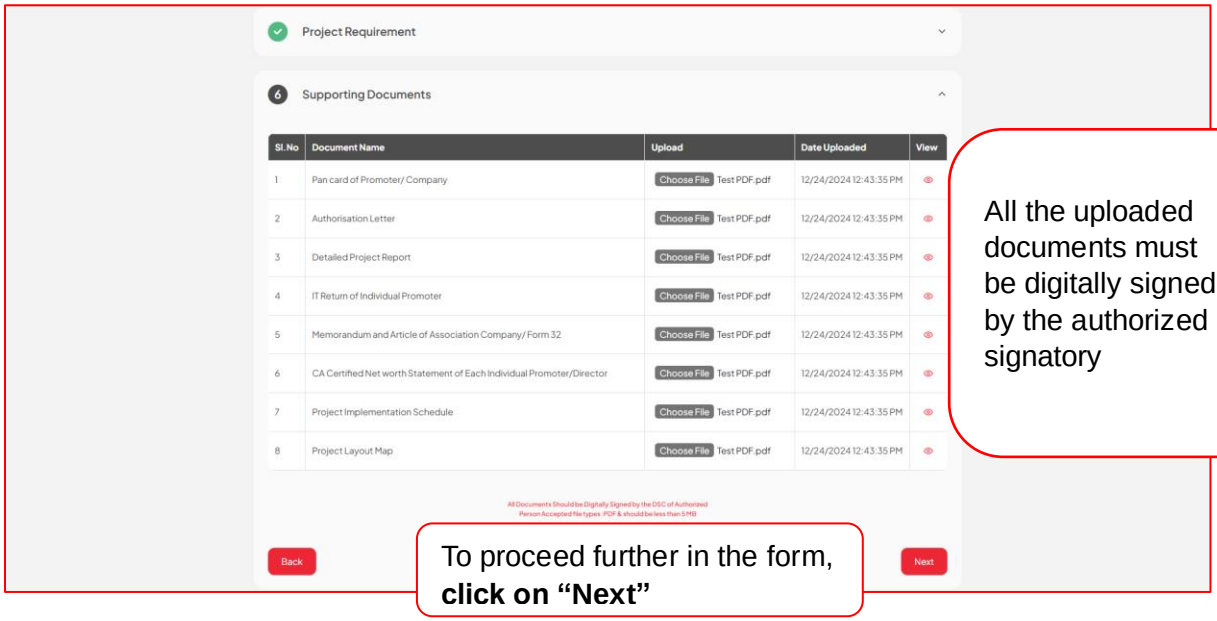
To save land and water details **click on "Save Land Details" & "Add water details"** respectively and the details will be displayed in the tabular form



To save the form **click on "Next"**

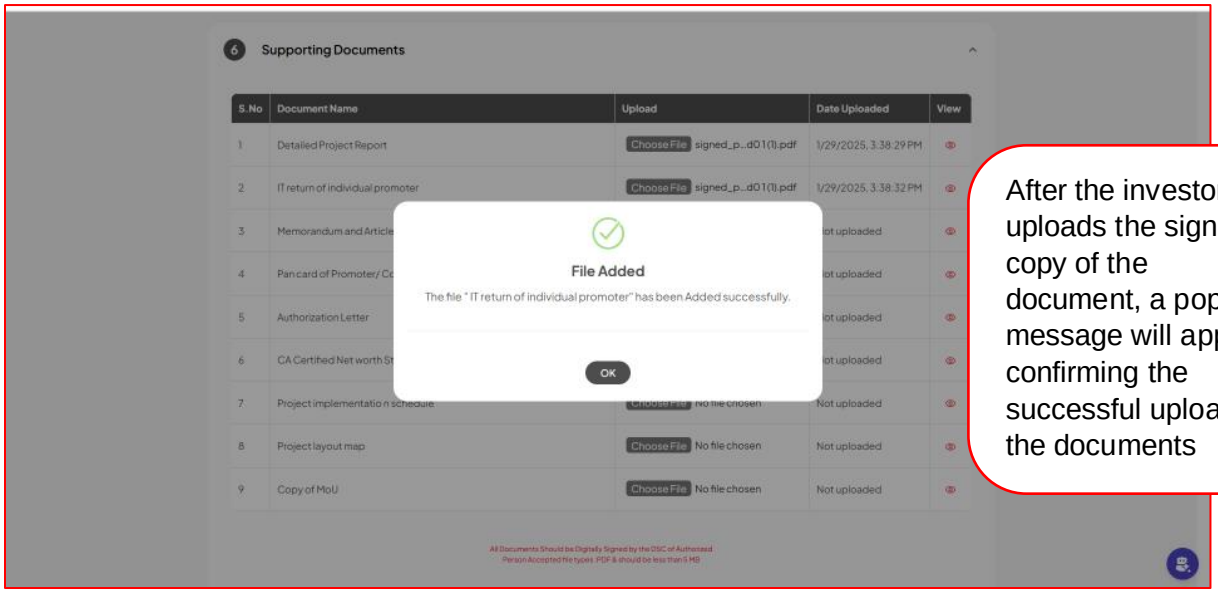
4.6. Supporting Documents



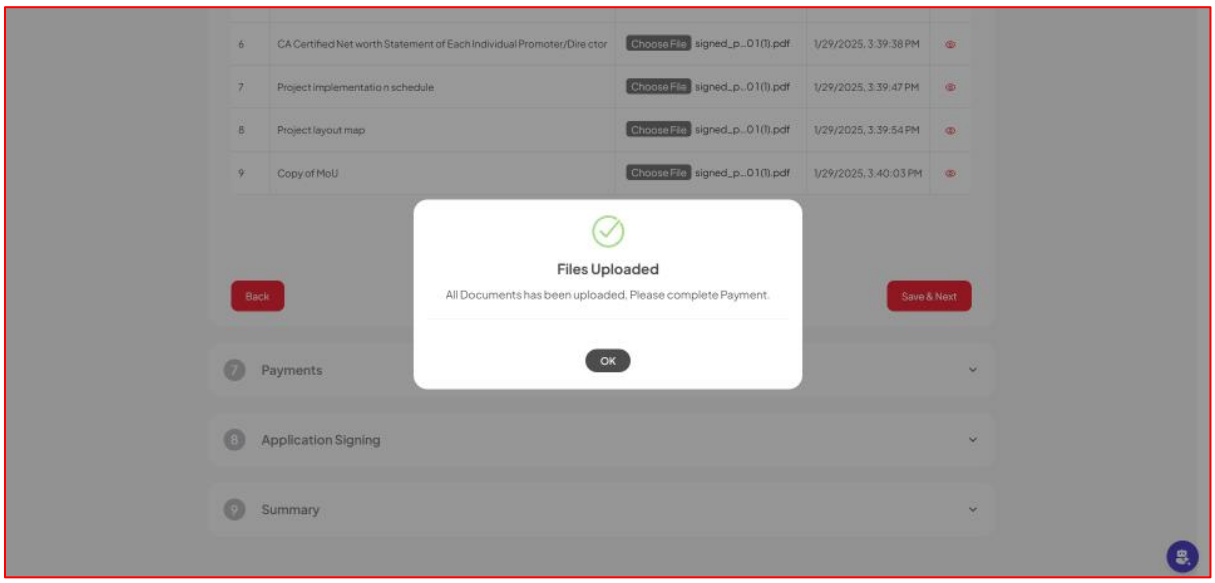


All the uploaded documents must be digitally signed by the authorized signatory

To proceed further in the form, **click on "Next"**



After the investor uploads the signed copy of the document, a pop-up message will appear confirming the successful upload of the documents



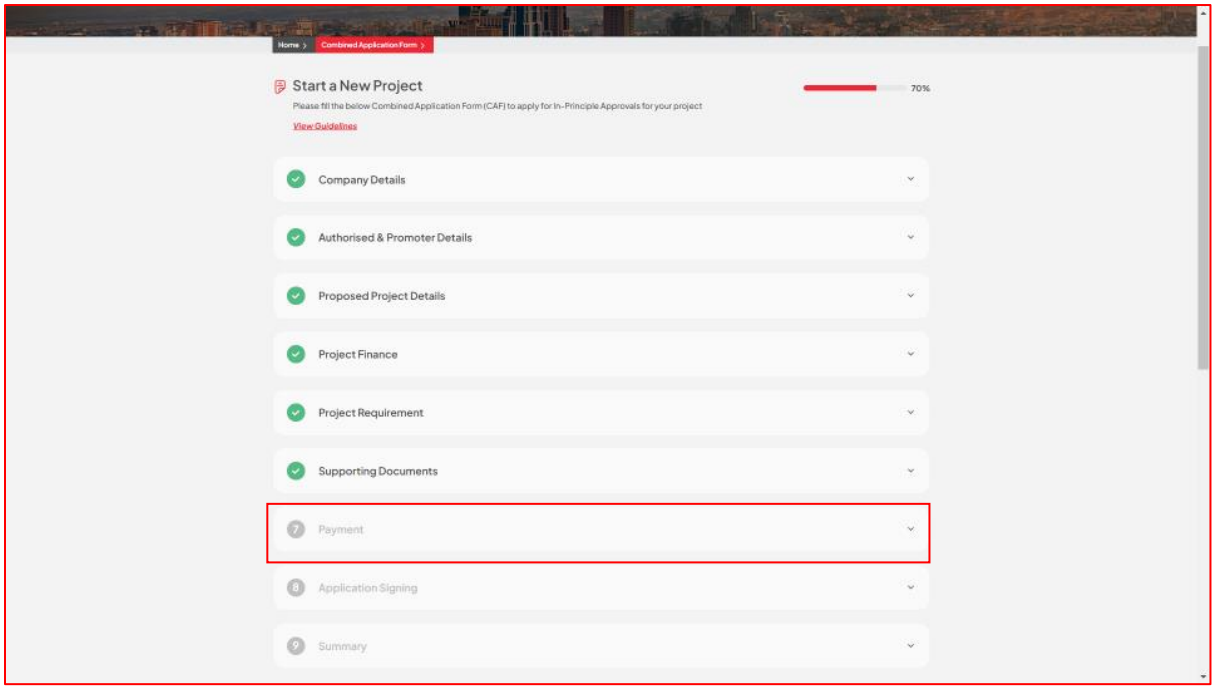
The following is a list of documents required to complete the CAF:

Document Name	Document List Proprietry	Partnership Firm	Private sector undertaking Public Limited Company	Private sector undertaking Private Limited Company	Joint Sector Undertaking	Cooperative Undertaking	Public Sector Undertaking	One Person Company	Section 8 Company	LLP	Trust	Others (Please Specify)
Brief note on the present activities of the company	M	M	M	M	M	M	M	M	M	M	M	M
Project layout map	M	M	M	M	M	M	M	M	M	M	M	M
Project implementation schedule	M	M	M	M	M	M	M	M	M	M	M	M
Detailed Project Report	M	M	M	M	M	M	M	M	M	M	M	M
IT return of individual promoter	M	M	M	M	M	M	M	M	M	M	M	NA
CA Certified Net worth Statement of Each Individual Promoter/Director	M	M	M	M	M	M	M	M	M	M	M	NA

Pan card of Promoter / Company	M	M	M	M	M	M	M	M	M	M	M	NA
Audited Account Report Of The concern	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	M If BS >year else N M	NA
Partnership deed/ Registration of Firms	NA	M	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Incorporation certificate issued by ROC	NA	NA	M	M	M	NA	M	M	M	M	NA	NA
Memorandum and Article of Association Company/Form 32	NA	NA	M	M	M	NA	M	M	M	M	NA	NA
CA Certified Net worth Statement of the Company	NA	M If BS> year else NM	M If BS> year else NM	M If BS> year else NM	M If BS> year else NM	M If BS> year else NM	M If BS> year else NM	M If BS> year else NM	M If BS> year else NM	M If BS > years	M If BS >year else NM	M

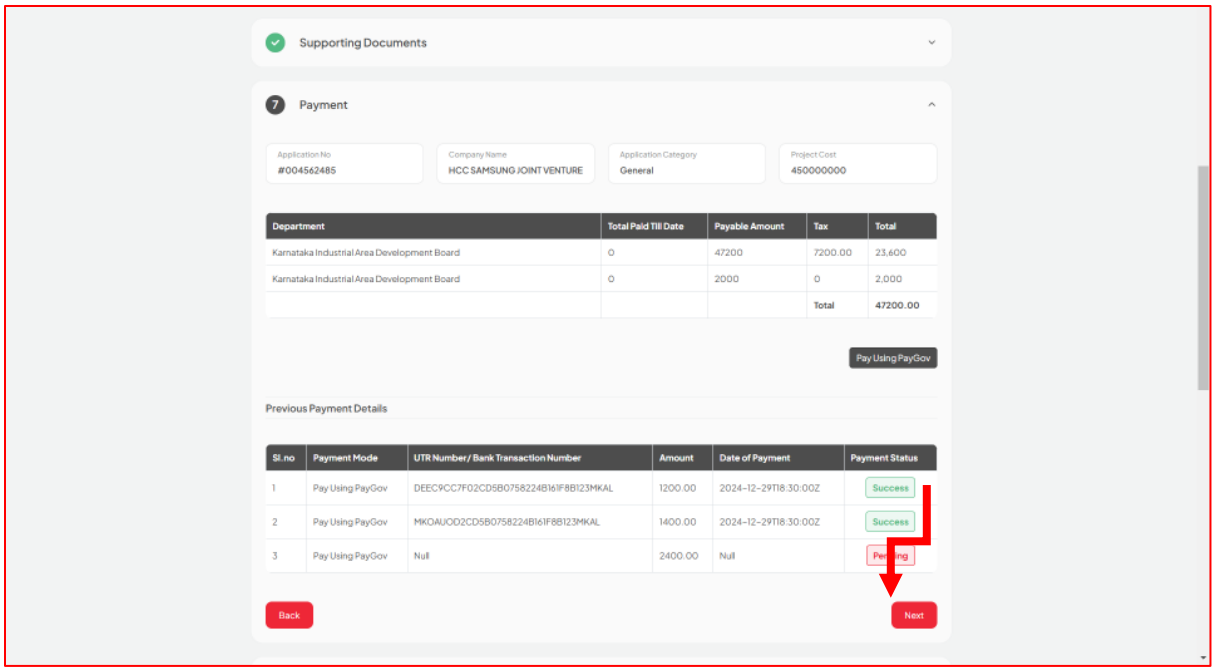
										e N M		
Authorization Letter	M	M	M	M	M	M	M	M	M	M	M	NA
Registration Certificate of Co-Operative Society/Trust	NA	NA	NA	NA	NA	M	NA	NA	NA	N A	M	NA
Society By Law	NA	NA	NA	NA	NA	M	NA	NA	NA	N A	M	NA

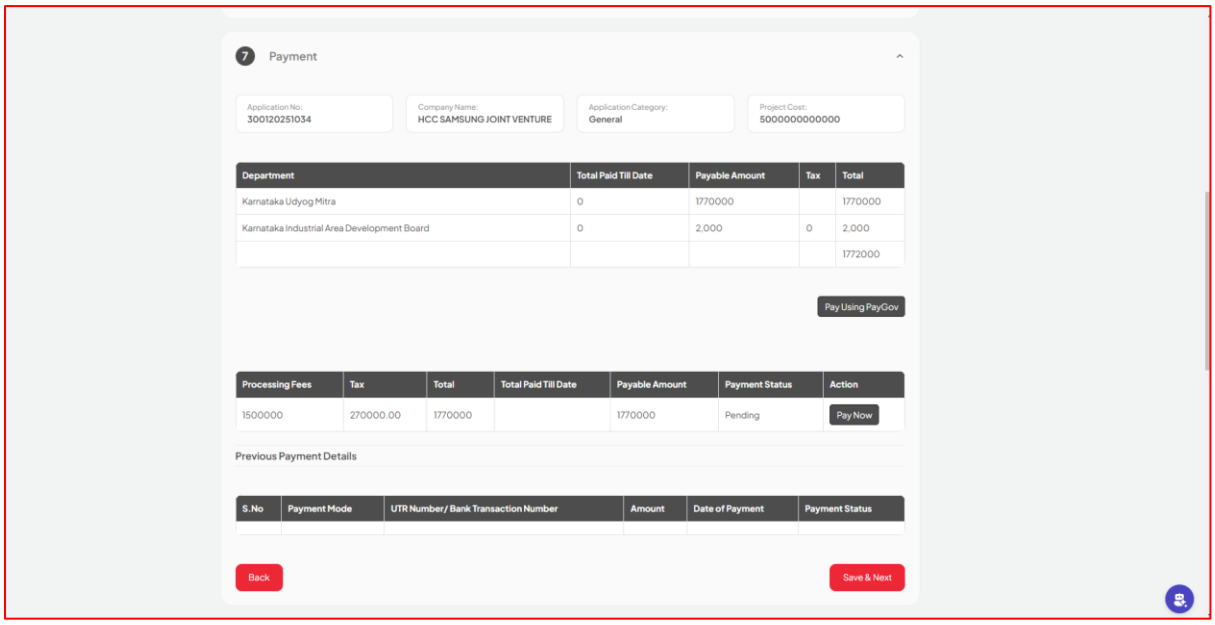
4.7. Payment

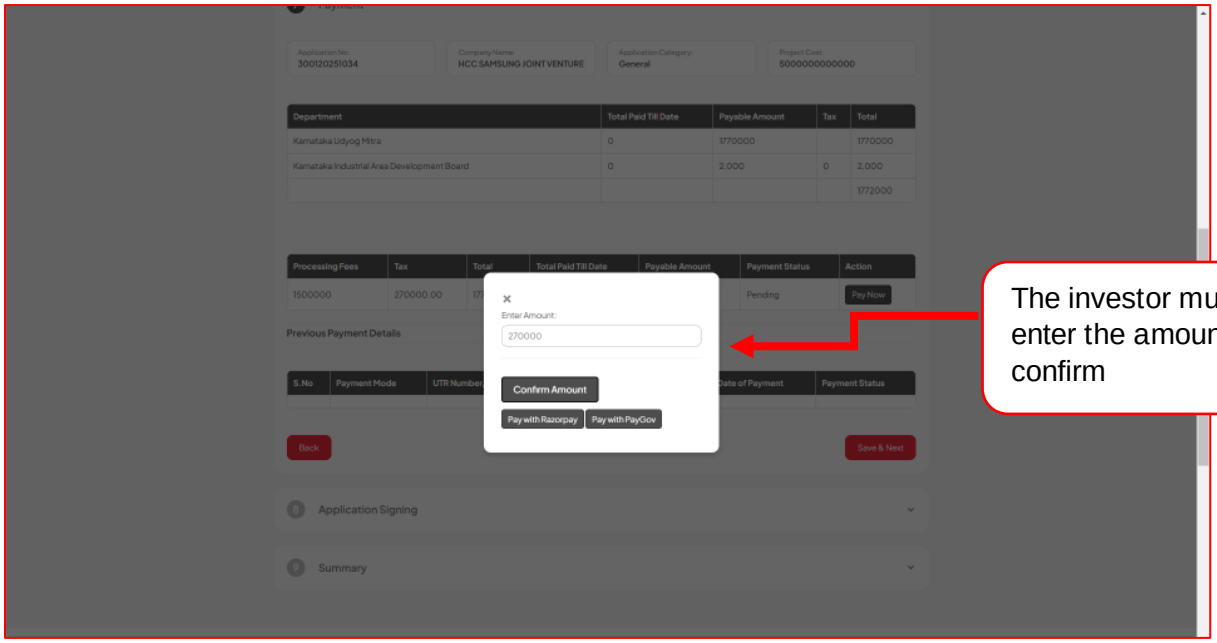


Note:

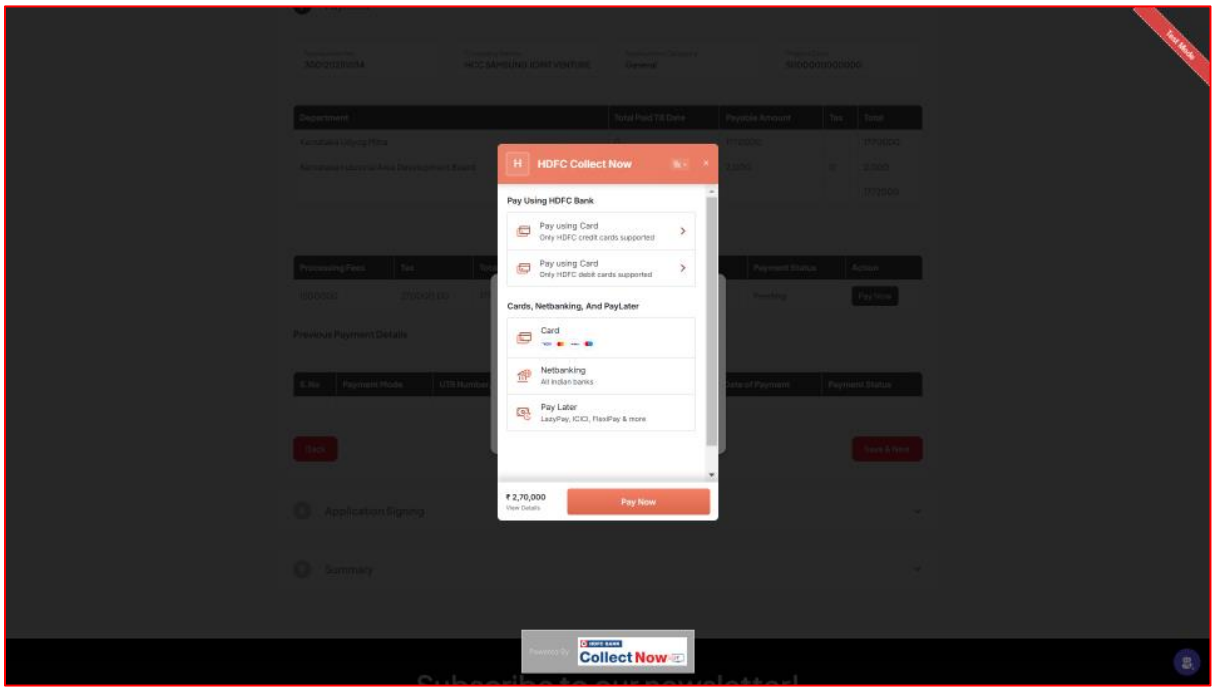
- In case the source of Land is KIADB, a fee of Rs 2000 will be charged from the investor in addition to the CAF application fees. The investor will have the option to pay the fees using PayGov payment gateway
- In case the source of Land is Non KIADB, the investor will have the option to pay the application fees (calculated based on the social category[1] of the unit & the investment) using PayGov or HDFC/ Razorpay payment gateway



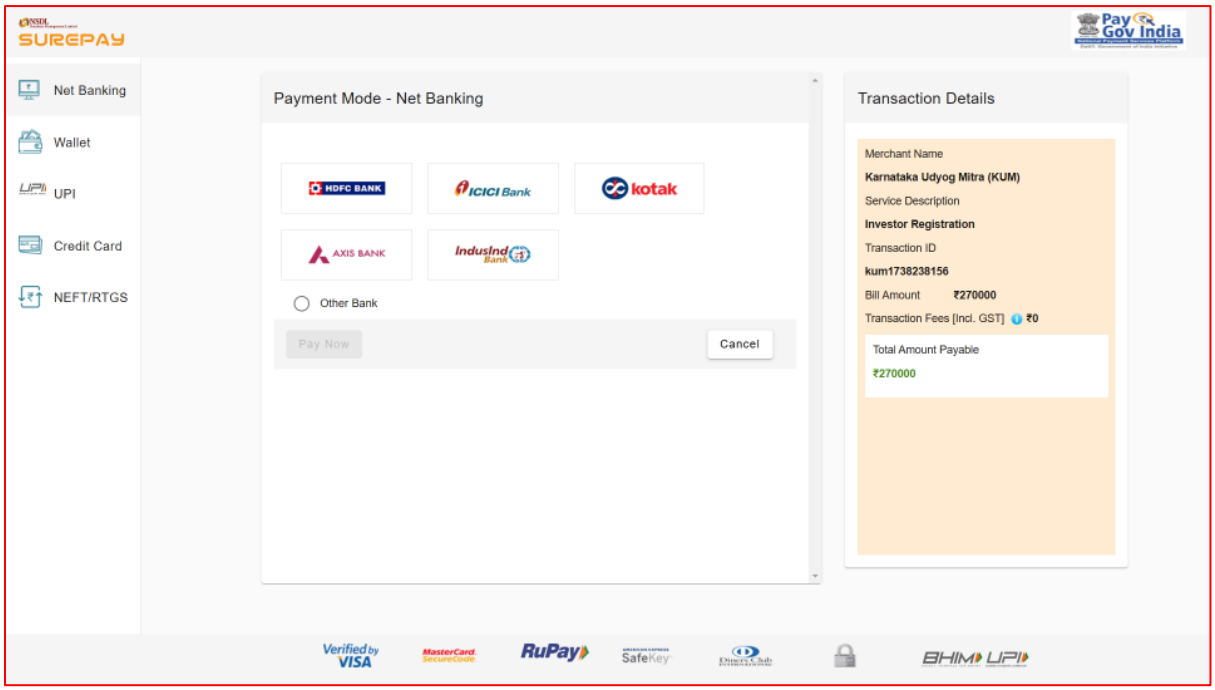




Payment Gateway for investors (whose land source is non KIADB): HDFC/Razorpay/PayGov



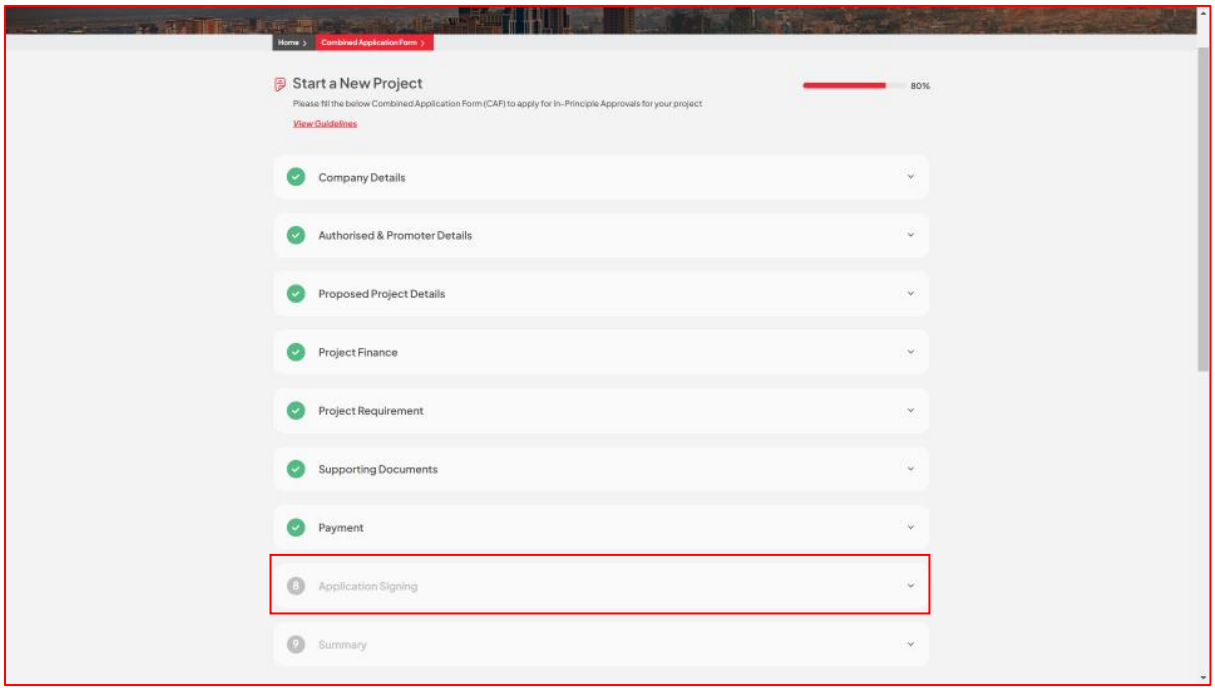
Payment Gateway for investors (whose land source is KIADB): PayGov



The fees applicable for the CAF application, based on the investment, are listed below:

Project Cost	For General Category (With Tax) in Rs.	For SC/ST, Women, Minorities, Backward classes (1 & 2A), Physically challenged, Ex-Servicemen Category Entrepreneurs (With out tax) In Rs.
Up to 1 Cr	Rs.1,180	Rs.590
above 1 Cr up to 5 Cr	Rs.2,360	Rs.1,180
above 5 Cr up to 10 Cr	Rs.5,900	Rs.2,950
above 10 Cr up to 14.99 Cr	Rs.11,800	Rs.5,900
Projects above Rs.15 Cr and up to Rs.30 Cr	Rs.23,600	Rs.11,800
Projects above Rs.30 Cr and up to Rs.50 Cr	Rs.47,200	Rs.23,600
Projects above Rs.50 Cr and up to Rs.100 Cr	Rs.1,18,000	Rs.59,000
Projects above Rs.100 Cr and up to Rs.250 Cr	Rs.2,36,000	Rs.1,18,000
Projects above Rs.250 Cr and up to Rs.500 Cr	Rs.3,54,000	Rs.1,77,000
Projects above Rs.500 Cr and up to Rs.1,000 Cr	Rs.5,31,000	Rs.2,65,000

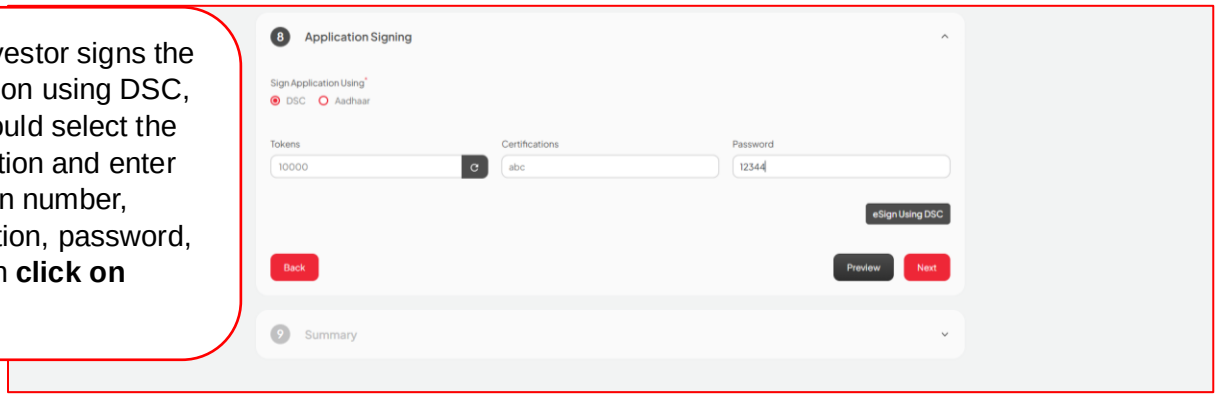
4.8. Application Signing



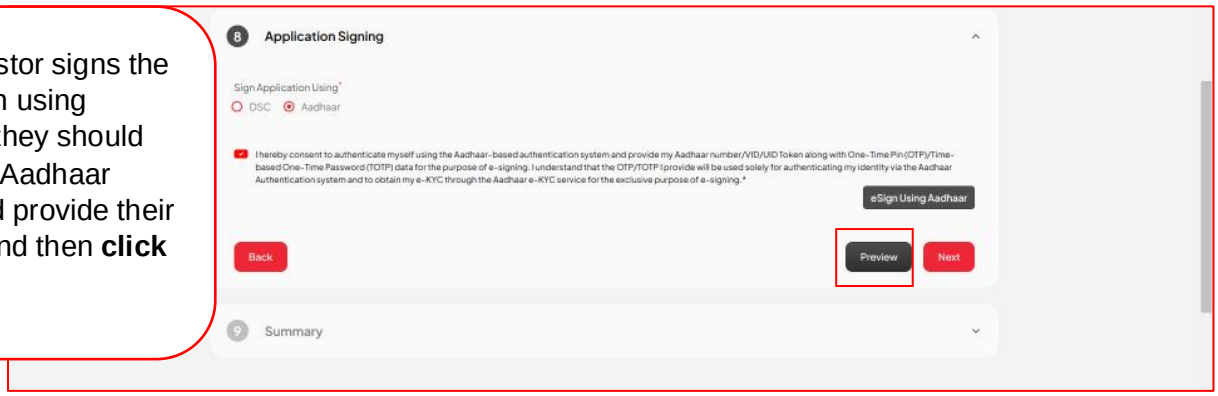
Note:

The investor can sign the application in two ways: either using DSC or through Aadhar

If the investor signs the application using DSC, they should select the **DSC** option and enter the token number, certification, password, and then **click on "Next.**



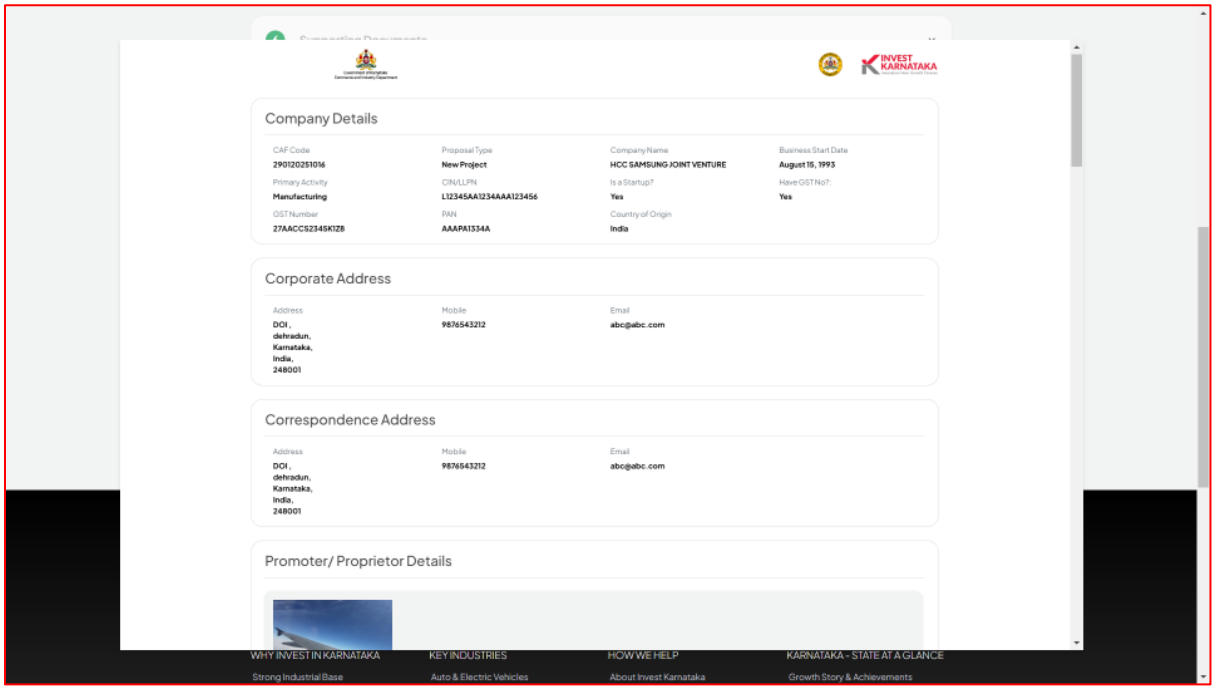
If the investor signs the application using Aadhaar, they should select the Aadhaar option and provide their consent and then **click on "Next.**

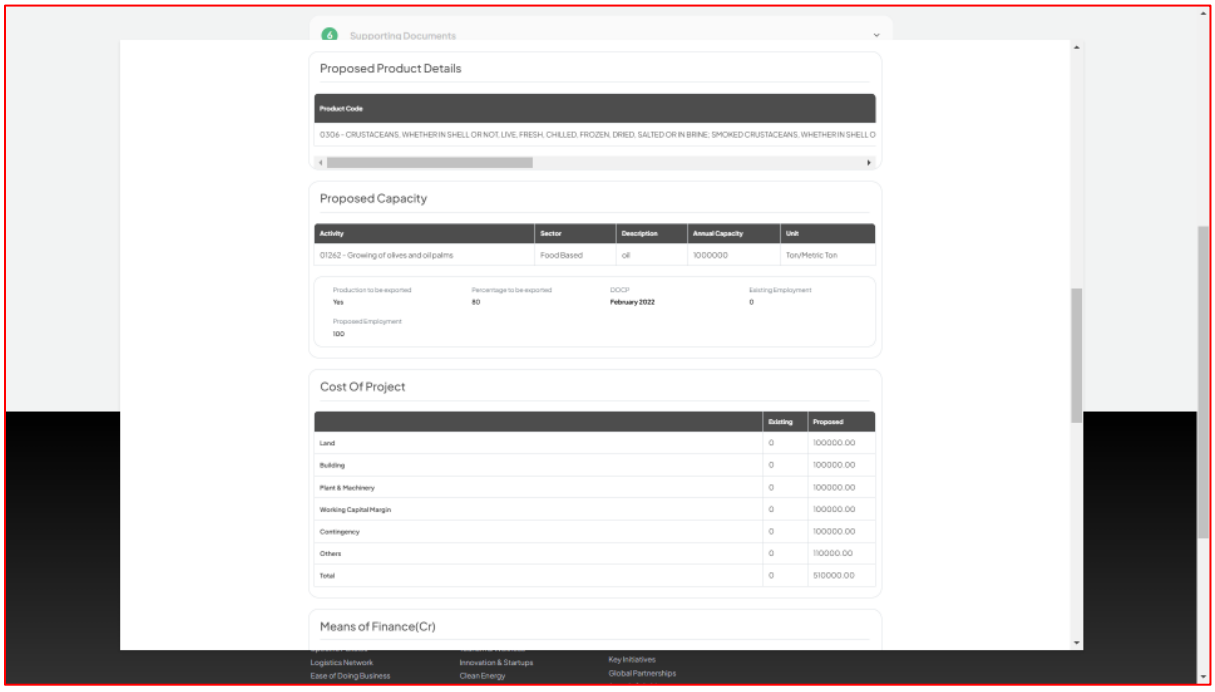


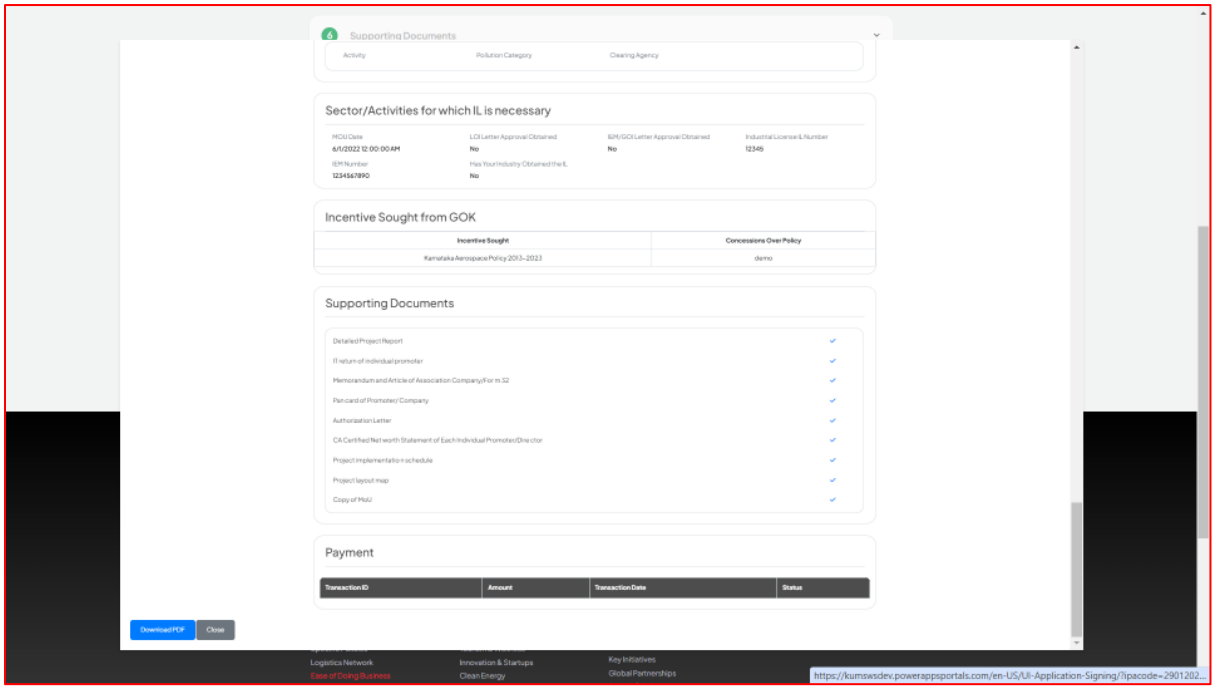
Preview

Note

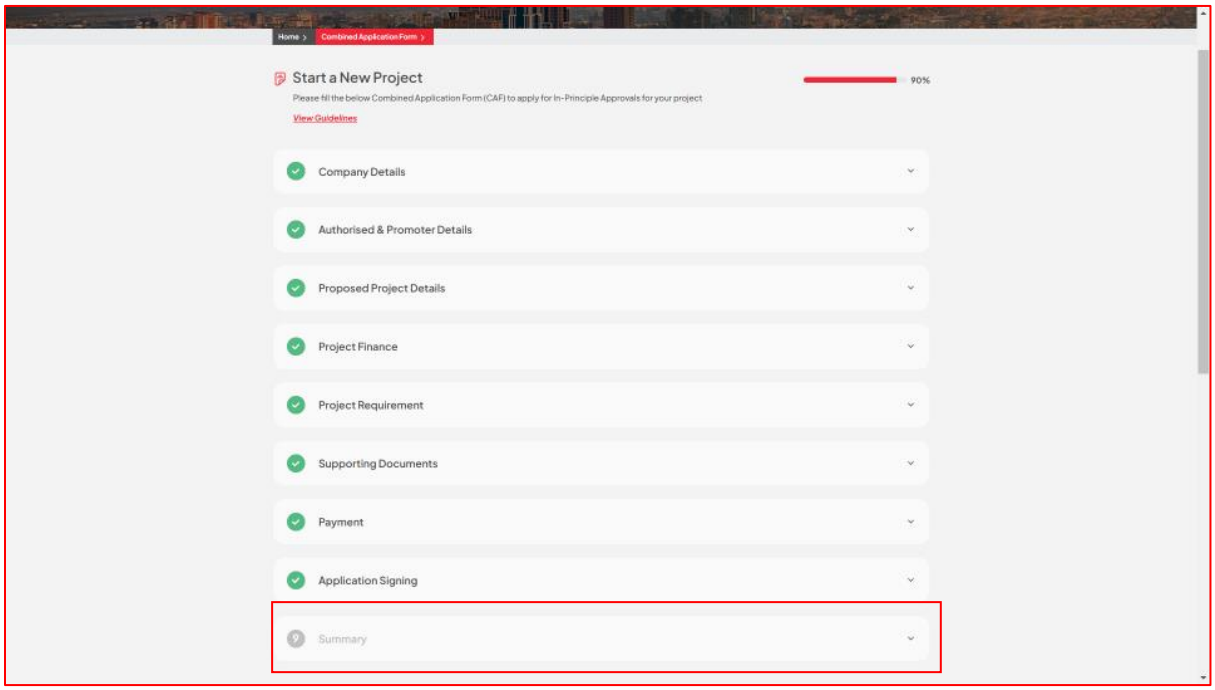
Before submitting the combined application form, the investor can review the details they have entered using the preview option



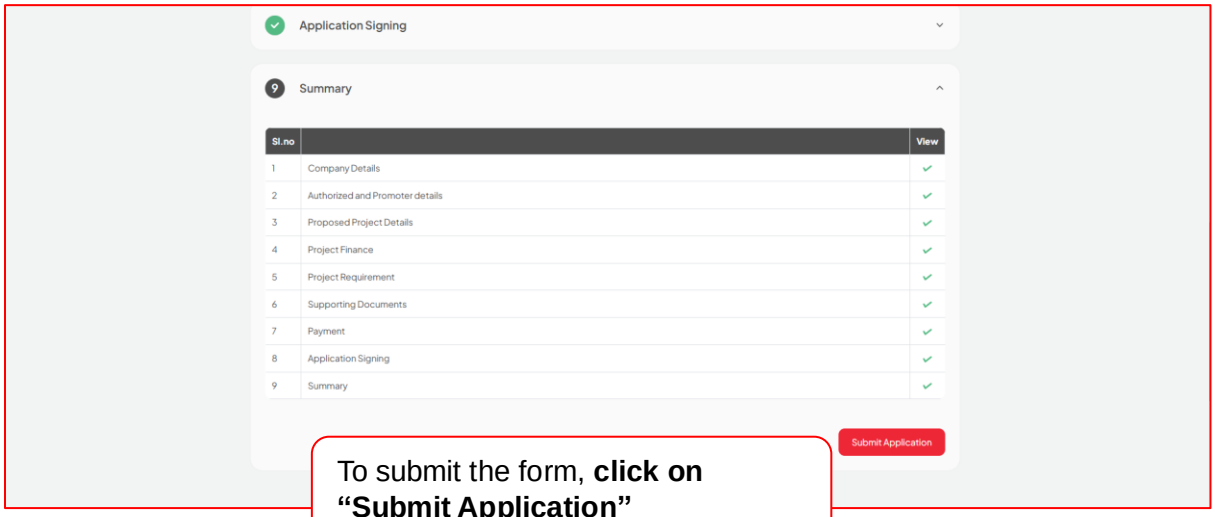



Supporting Documents
Activity
Pollution Category
Clearing Agency
Sector/Activities for which IL is necessary
MOU Date
6/1/2022 12:00:00 AM
LOI Letter Approval Obtained
No
IEM/GOI Letter Approval Obtained
No
Industrial License/IL Number
12345
IEM Number
1234567890
Has Your Industry Obtained the IL
No
Incentive Sought from GOK
Incentive Sought
Concessions Over Policy
Karnataka Aerospace Policy 2013-2023
demo
Supporting Documents
Detailed Project Report
IT return of individual promoter
Memorandum and Article of Association Company/For m 32
Pan card of Promoter/ Company
Authorization Letter
CA Certified Net worth Statement of Each Individual Promoter/Director
Project implementation schedule
Project layout map
Copy of MoU
Payment
Transaction ID
Amount
Transaction Date
Status
Download PDF
Close
Logistics Network
Ease of Doing Business
Innovation & Startups
Clean Energy
Key Initiatives
Global Partnerships
https://kumswsdev.powerappsportals.com/en-US/UI-Application-Signing/?ipacode=2901202...

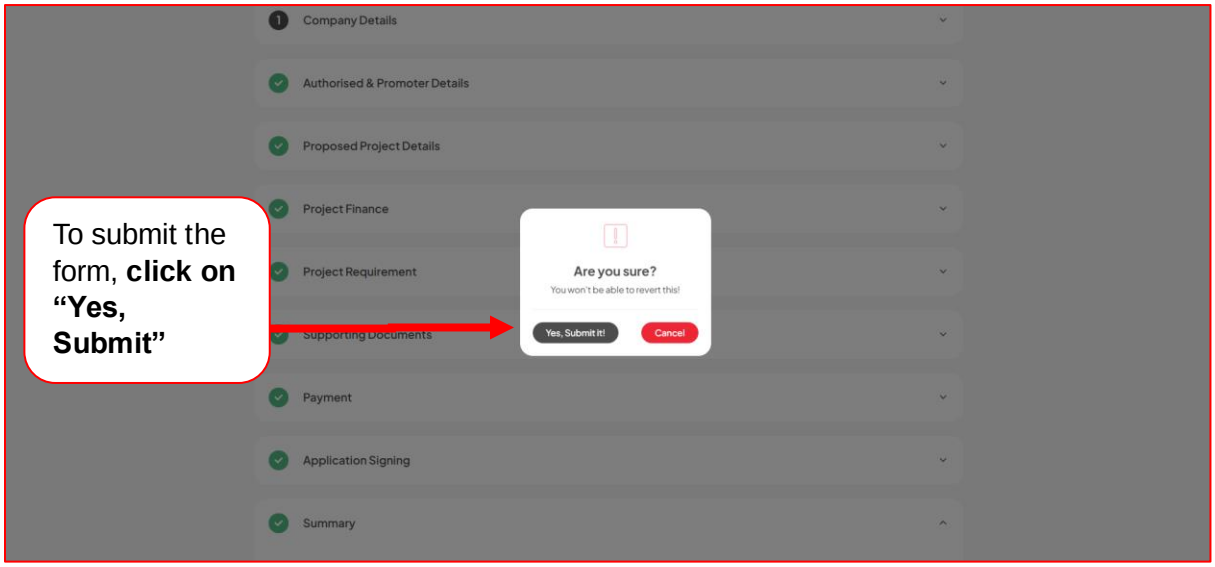
4.9. Summary



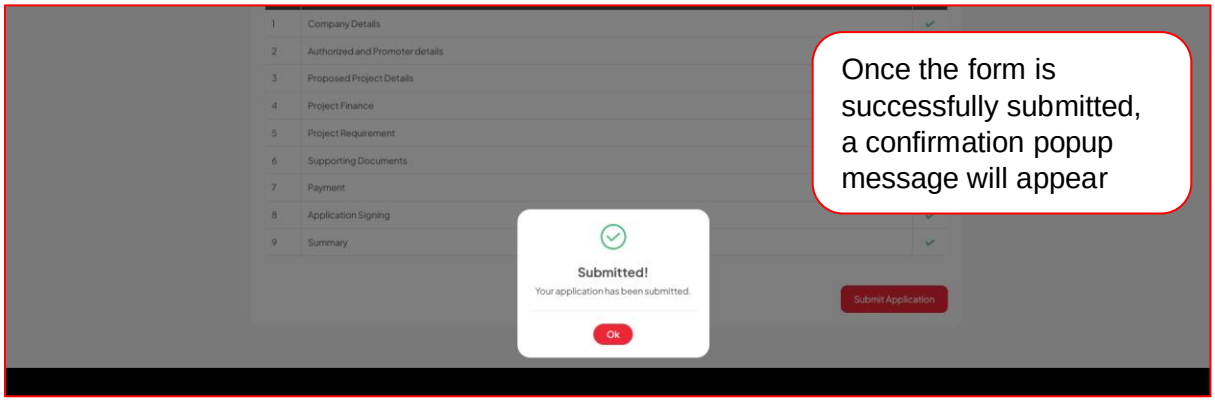
The full summary of all the Combined Application Forms completed by the investor



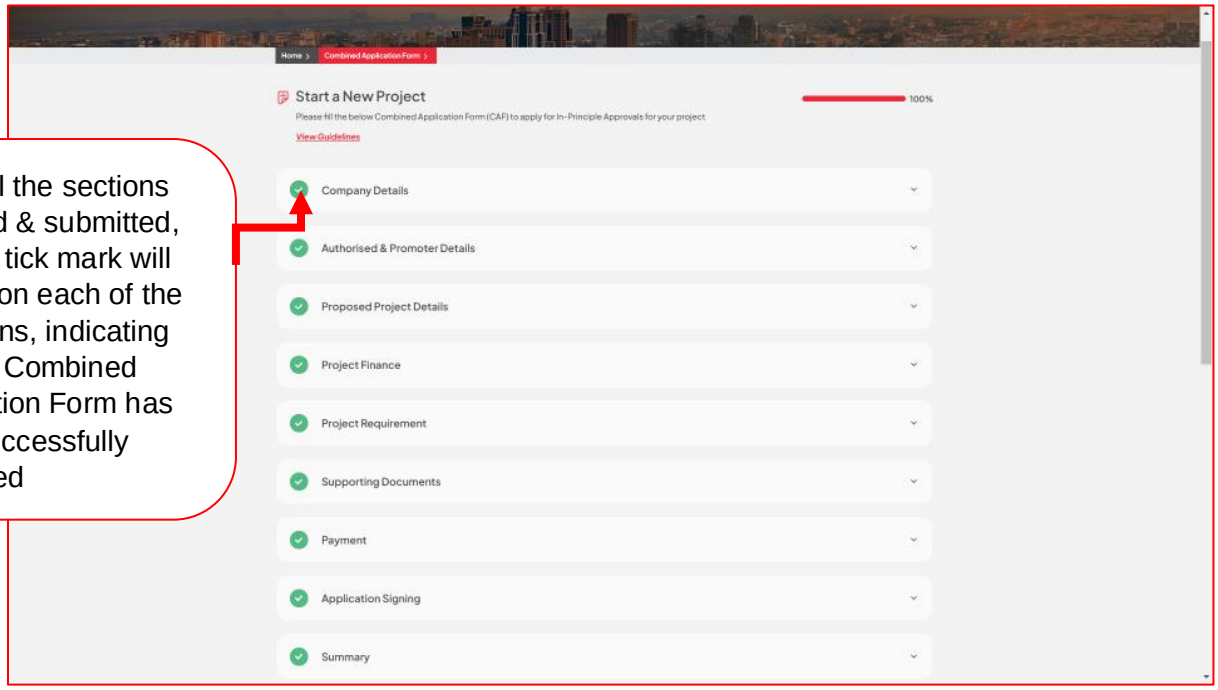
To submit the form, **click on "Submit Application"**



To submit the form, **click on "Yes, Submit"**



Once the form is successfully submitted, a confirmation popup message will appear



Once all the sections are filled & submitted, a green tick mark will appear on each of the 9 sections, indicating that the Combined Application Form has been successfully submitted

[1] For a unit to be classified as an "SC" unit, all promoters must belong to the SC category. If the promoters belong to a mix of other social categories, the unit will be classified under the general category. The application fees will be determined based on the unit's social category.