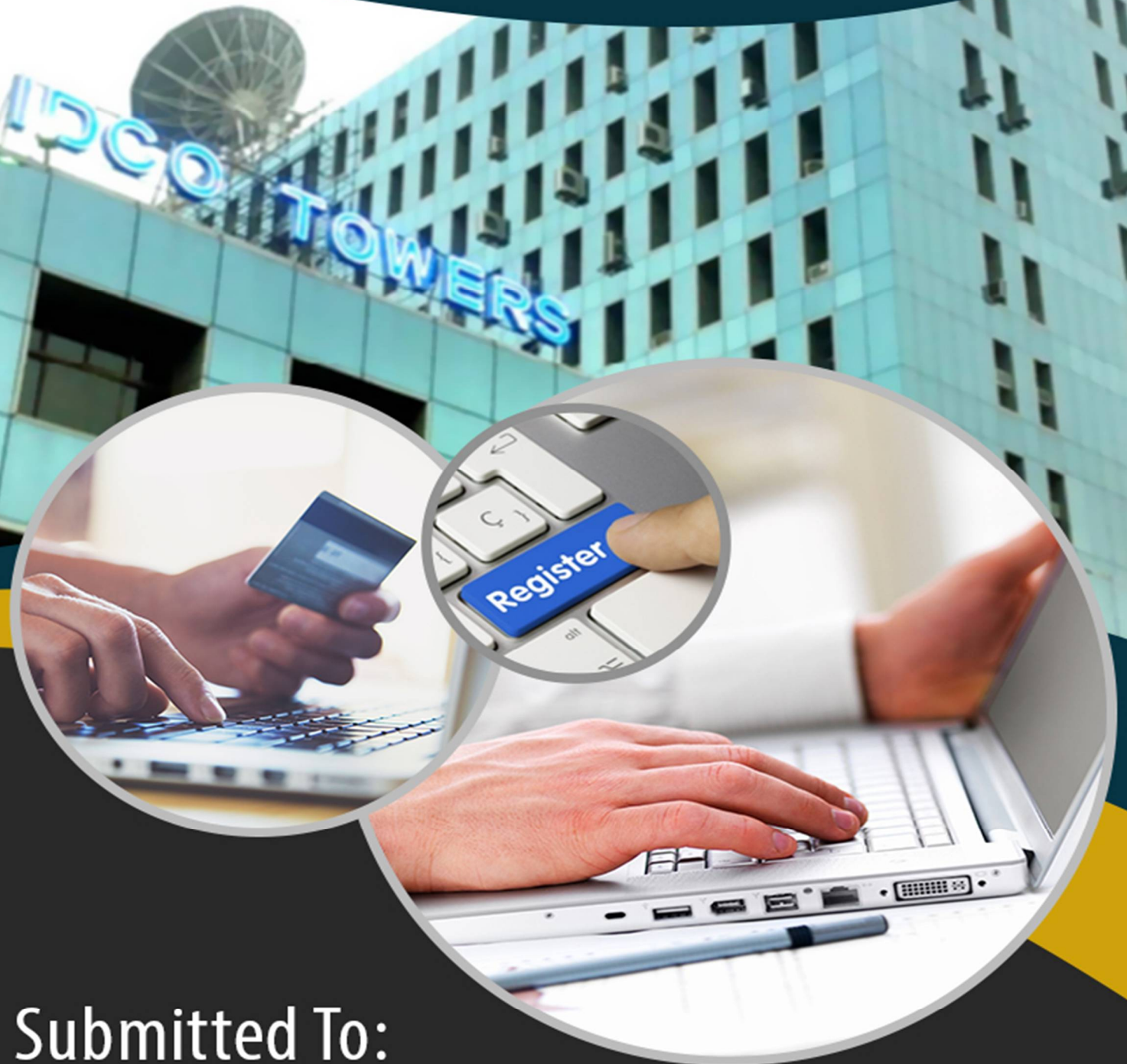


Standard Operating Procedure



Submitted To:

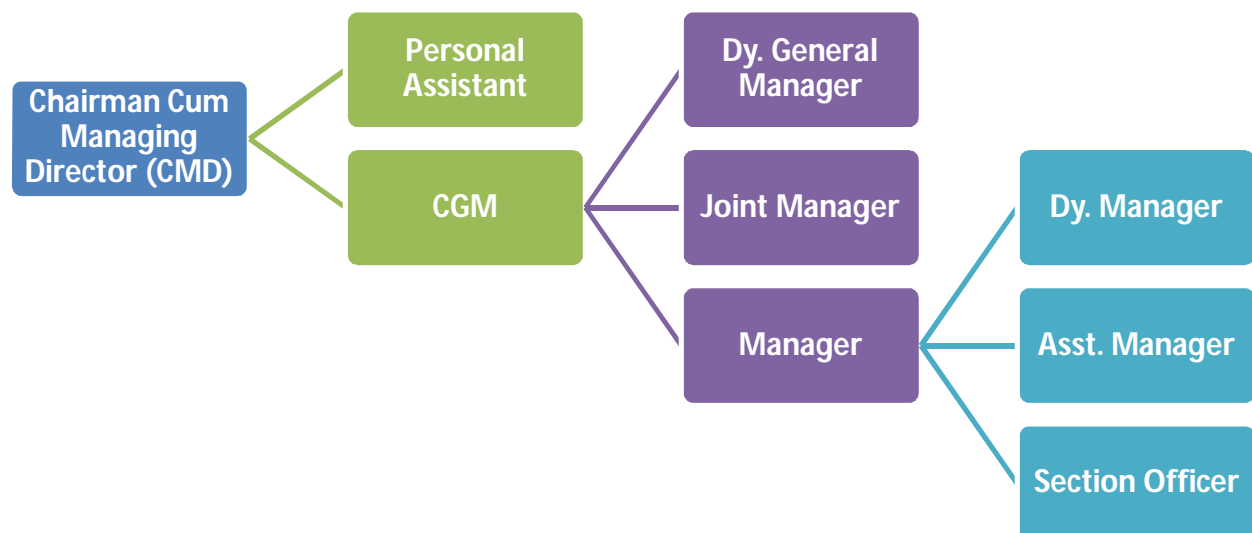
Odisha Industrial Infrastructure Development Corporation

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1. Introduction

Odisha Industrial Infrastructure Development Corporation (IDCO) has been established in the year 1981 with the specific objective of creating infrastructure facilities in the identified Industrial Estate/Areas for rapid and orderly establishment and growth of industries, trade and commerce. Consistent with this objective IDCO has established/managed 86 Industrial Estates in areas all over the State. Besides, Acquisition and allotment of land to the industries in medium and large sector, assisting them in infrastructure development has been another prime function of this corporation. In addition to the above works, it takes up various construction activities entrusted by State and Central Government Departments and their corporations on agency or contract basis. It provides escort services to investors/developers for implementation of Mega infrastructure Projects in the State.



1.1 About Automated Post Allotment Application

Post Allotment Services on Your Fingertips

The State of Odisha has implemented the Automated Post Allotment Application (APAA) for smooth management of existing MSME business units associated with IDCO. This portal has been developed to facilitate online registrations, applications for any post allotment matters, online payments, application tracking and processing activities.

The portal has been envisioned to reduce the steps involved in the application process. It also enables the units to download the sanctioned letters, removing all physical interfaces between them and IDCO, thus reducing the burden on both.

Salient Features of the Portal:

Online Registration: To avail the services provided by the portal the units need to register themselves online. A registered unit is provided with unique user credentials through e-mail. The units will use these credentials for all future post allotment services.

Online Application and Payment Gateway: Online applications for all post allotment services have been enabled by this portal. The units can also pay their statutory dues like Ground Rent, Cess, and IMC Charges along with the processing fee for the post allotment request online through the payment gateway integrated with this portal. This ensures that the units enjoy hassle-free services from the comfort of their offices.

Application Status Tracking: To ensure prompt servicing of the applications the portal enables the units to track and monitor the progress of their applications. The system also sends e-mail and SMS alerts to the user to alert them about any change in the application status. A dedicated mobile application has also been developed for checking the status of the application.

Online Process and Approval: The internal processing in terms of document verification, authentication and field survey will be carried out using this application. Each stakeholder has been provided with a unique login credential to access the application allowing them to receive requests, process them and provide prompt approvals. The final office order is also communicated to the units through the application. By digitizing the entire process this application saves valuable time for the associated officials and units.

Online generation of Demand: The demand notice for the statutory dues of the existing units is generated through the system based on the provisions defined by IDCO. This demand notice can be viewed by accessing the application and is subsequently communicated to the respective units through emails or SMS.

Services offered in APAA:

The following services related to post allotment matters are being provided in Automated Post Allotment Application:

1. Change in Name & Style
2. Change of Activity from Industry to industry
3. Change of Activity from Industry to Social Infrastructure
4. Change of Constitution

5. NOC for right mortgage permission
6. Reconstitution of Directors and Partners
7. Revocation of Cancellation of allotment
8. Surrender of Plot
9. Transfer of lease hold property for the balance lease period
10. Transfer of lease hold property under U/s- 29/SFC Act 1951
11. Transfer of Ownership of lease hold property by inheritants family members

The application also enables other activities like:

1. Any query related to Post allotment matters
2. Correction in Statutory dues

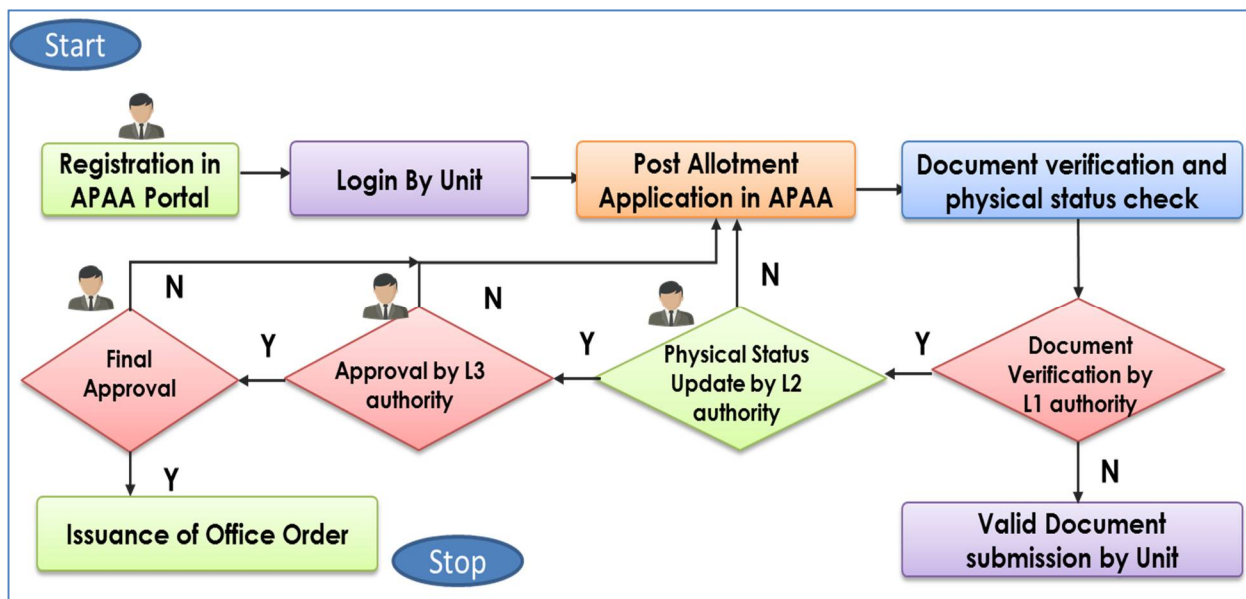
Navigation Steps for Business Units:

The following steps must be followed by the units to submit any post allotment application through APAA portal:

1. Open the website using the URL: www.idco.in
2. Registered users can enter the login credentials and access the portal. New users have to register on the portal.
3. Choose **New Application** from the menu bar. A form will be visible mentioning the list of activities. Choose Post allotment activity type from the drop down box.
4. Fill the description and other necessary details in the text box.
5. Select the buttons for fresh application or already applied(in case the entrepreneur have previously applied to IDCO manually and kept the copy of the money receipt for processing fees towards the application)
6. Upload all the required documents as required by the application. Fill the document reference number and date if available in the text box.
7. Check the dialogue box to accept the terms & conditions
8. Click on the Apply button. It will redirect to the payment screen for clearance of dues and processing fee.
9. On the payment gateway pay the required fees by selecting the mode of payment.
10. After the payment has been successful, apply online by submitting the draft request.

Helpdesk for any assistance: There is a dedicated helpdesk deployed in order to assist the units during online registration, payment or post allotment or application. The units can call the toll free number 1800-345-7133 or send email to helpdesk@idco.in. The helpdesk operative between 10 A.M. to 5 P.M.

1.2 Overall Process Flow



1.3 Process Description

In Automated Post Allotment Application (APAA), the unit needs **to register** in APAA portal-Unit Section (www.portal.idco.in). After registration, the unit will get the login credentials via E-mail and SMS.

The registered unit can apply for the **post allotment application** via APAA portal. The IDCO authority will do the necessary due diligence like document verification and physical status check.

The document verification is done **by L1 authority**. After approval, the physical status of the application checked by **L2 authority**. In case of non-compliance of document, the authority can direct the unit for re-submission of valid documents.

The L2 authority of IDCO checks the physical progress of the unit and uploads relevant photographs in the portal. The **L3 authority** approves and provides remarks in the notesheet.

The **final authority** at IDCO approves and issues the **office order** for the particular applied unit.

1.4 For IDCO Officials

To start using the application, enter the URL (<http://portal.idco.in/>) in the browser. The components to be covered are as follows:

Approve Unit Registration

The user has to click on Registration primary link; the following screen will be displayed:

Sl#	Ref. No.	Unit Name	Email Id	Mobile No.	Applied On	Action Taken On	Delete
1	160926006	s.s.Engineers	ssengineer3@gmail.com	9040097246	26-Sep-2016	01-Oct-2016	

- The user can view the registration request with details like Ref No., Unit Name, Email ID, Mobile No, Applied Date, Action Taken date. The user can also have the provision to delete the registration.
- The user can select the date range from date calendar, provide unit name and Ref No. in the textbox provided and click on show button to display the desired registration records.
- The user can approve/reject the registration.


Take action against a post allotment application

By clicking on Post Allotment Application, the following screen will be displayed:

Sl#	Unit Name	IE/IA Name	Application No.	Application Type	Pending From	Action
1	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	IA Chandaka	2016/46/263	Correction of Statutory Dues	07-Oct-2016	
2	VALLANTINA, RASULGARH BBSR	IE Bhubaneswar	2016/46/289	Other type	07-Oct-2016	
3	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	IA INFOCITY(EPIP)	2016/46/291	Correction of Statutory Dues	13-Dec-2016	
4	UMANG COLD STORAGE	IA Chandaka	2016/46/290	Other type	10-Jan-2017	
5	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	IA INFOCITY(EPIP)	2017/46/001	Other type	24-Jan-2017	
6	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	IA INFOCITY(EPIP)	2017/46/002	Other type	03-May-2017	

The user can view the new application consisting of unit name, IE/IA name, application no, application type, pending from date and action.

The user can provide the unit name in the textbox provided and select the application type from the drop down menu. Click on show button to display the desired results.

The user can click on  button to take necessary action on pending applications.

New Request
View Status
Completed List

Application
Allotment
Demand
Payment
Other Application
Document
Field Verification
Action Details
Notes

Application Details

Application Number	: 2016/46/263
Applied For	: Correction of Statutory Dues
Unit Name	: CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)
IE/IA Name	: IA Chandaka
Applied on	: 13-Sep-2016

Allotment Details

No Allotment Details Found

Demand Details

Sl#	Allotment Details	Minimum Balance	Total Balance
1	IA INFOCITY(EPIP), Plot/Shed No.: E/56, Allotment No. 24407/Dt.06-Dec-2014	1,58,226	3,15,364
2	IA INFOCITY(EPIP), Plot/Shed No.: E/42/H and E/42/I, Allotment No. 15791/Dt.14-Jul-2015	2,32,854	4,64,367

Payment Details

No payment information found.

The user can see various details regarding entrepreneur application such as application number, applied for, unit name, IE/IA name, applied date, allotment details with balance info and payment details.

Other Application

Sl#	IE/IA Name	Application No.	Applied Date	Applied For	Current Status	Pending With
1	IA INFOCITY(EPIP)	2017/46/002	03-May-2017	Other type	In Progress	Pravas Pattanaik
2	IA INFOCITY(EPIP)	2017/46/001	24-Jan-2017	Other type	Applied	Pravas Pattanaik
3	IA INFOCITY(EPIP)	2016/46/291	13-Dec-2016	Correction of Statutory Dues	Applied	Pravas Pattanaik
4	IA Chandaka	2016/46/266	14-Sep-2016	Other type	Rejected	
5	IA INFOCITY(EPIP)	2016/46/262	13-Sep-2016	Correction of Statutory Dues	In Progress	DH MSME I

Uploaded Document

No Document Uploaded

Field Verification

Action Details

Notes Zoom In

Noting 1

Action Taken By : Unit
 Action : Applied
 Action Taken On : 13-Sep-2016 02:03 PM
 Notes : We have the below issues which need to be corrected. 1. The Plot no is not displayed for the allotment no 24407/ 06-Dec-2014. 2. For the allotment no 15792/14-July-2015, the IE Name is incorrect. 3. The current demand shown in the system is incorrect.

Correspondence Preview

Sl#	File Name	Authority	Action Taken On	RefNo
1	DCB	DH MSME I	07-Oct-2016	NII/07-Oct-2016

The user can view the other application details consisting of parameters such as IE/IA Name, Application No, Applied Date, Applied For, Current Status and Pending data. It can also display the information regarding uploaded document, field verification and Action Details like noting from concerned officers and correspondence details.

The user can add their notes in the e-notesheet provided, upload the document by clicking on choose file, tick to mark as confidential in case of confidential letter.

Click on draft button to save it in draft mode, mark up to move the file up and reset to make changes in data.

View Application

New Request | View Status | **Completed List**

Unit Name : Status : --Select-- **Show**

All Results 1 - 10 Of 79

Sl#	Unit Name	IE/IA Name	Application No.	Application Type	Applied Date	Status	Pending With	Action	Undo Action
1	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	IA INFOCITY(EPIP)	2017/46/002	Other type	03-May-2017	In Progress	Pravas Pattanaik, Asst. Manager (MSME-I)	Call For	Recall
2	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	IA INFOCITY(EPIP)	2017/46/001	Other type	24-Jan-2017	Applied	Pravas Pattanaik, Asst. Manager (MSME-I)	Call For	Recall
3	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	IA INFOCITY(EPIP)	2016/46/291	Correction of Statutory Dues	13-Dec-2016	Applied	Pravas Pattanaik, Asst. Manager (MSME-I)	Call For	Recall
4	UMANG COLD STORAGE	IA Chandaka	2016/46/290	Other type	07-Oct-2016	In Progress	Pravas Pattanaik, Asst. Manager (MSME-I)	Call For	Recall
5	VALLENTINA, RASULGARH BBSR	IE Bhubaneswar	2016/46/289	Other type	07-Oct-2016	Applied	Pravas Pattanaik, Asst. Manager (MSME-I)	Call For	Recall
6	M.M. INDUSTRIES(MANCHESWAR)	IE Mancheswar	2016/46/286	Other type	06-Oct-2016	In Progress	DH MSME I	Call For	Recall
7	HYTECH PVT LTD.	IE	2016/46/288	Reconstitution of Directors	06-Oct-2016	Approved	DH MSME I	Call For	Recall

The user can view status for unit with call for and recall provision. In Call For, the higher authority can take action on any application directly and in Recall, a user can recall on the application noting if no action taken by higher authority.

View Completed List Application

New Request | **View Status** | Completed List

Status : --Select-- Unit Name : **Show**

All Results 1 - 10 Of 214

Sl#	Unit Name	IE/IA Name	Application No.	Application Type	Applied Date	Status
1	Grace Packaging Pvt. Ltd.	IE Mancheswar	2016/46/287	Other type	06-Oct-2016	Rejected
2	ABICEE PHARMACEUTICALS PVT.LTD.	IE Mancheswar	2016/46/283	Correction of Statutory Dues	04-Oct-2016	Approved
3	JBS INDUSTRIES	IE Mancheswar	2016/46/282	NOC for right mortgage permission	04-Oct-2016	Issued
4	s.s.Engineers	IE Mancheswar	2016/46/280	Other type	03-Oct-2016	Approved
5	NAVODAYA TRUST	IA Chandaka	2016/46/278	Other type	01-Oct-2016	Rejected
6	VARSHA ENTERPRISES	IA Chandaka	2016/46/277	Other type	30-Sep-2016	Approved
7	KEZ (Bangalore) Pvt. Ltd.	IA Chandaka	2016/46/274	Other type	26-Sep-2016	Approved
8	BANDANA GARMENTS	IA Chandaka	2016/46/271	NOC for right mortgage permission	20-Sep-2016	Issued
9	KUNJ ROLLER FLOUR MILL (P) LTD	IE Mancheswar	2016/46/270	Other type	19-Sep-2016	Rejected
10	LINGARAJ BISCUITS PRIVATE LIMITED	IA Chandaka	2016/46/268	NOC for right mortgage permission	16-Sep-2016	Issued

The user can view the completed project list in various status such as Issued, Approved, rejected.

Update physical status of an allotment and upload photo

Under Physical Status Update, the following screen will be displayed:

Unit Name : <input type="text"/>	
UPDATE STATUS	
Name of Unit	: NA
Plot/Shed No.	: NA
Allotment/Transfer Letter No & Date	: NA
Area Alloted	: Ac. NA
Whether any land has been encroached by the unit	: <input type="text" value="--Select--"/>
Present area in occupation	: <input type="text"/>
Purpose of allotment	: NA
Present Status of the Unit	: <input type="text" value="-Select-"/>
Remarks	: <div style="border: 1px solid #ccc; height: 40px; width: 100%;"></div> <small>(Maximum 200 characters)</small>
Measure in Units	: <input type="text" value="-Select-"/>
Upload Image	: <input type="button" value="Choose Files"/> No file chosen <small>(Upload jpg file less than 12MB)</small>
<input type="button" value="Update"/> <input type="button" value="Cancel"/>	

The user can update on various components like land has been encroached by unit or not, provide the present area in occupation, update the present status of the unit from the drop down menu, provide the remarks, update the unit measure from drop down menu, upload image by clicking on choose file.

Click on update button to update the data and cancel button to cancel the transaction.

Tag allotment of seized unit

Under Unit Allocation, the following screen will be displayed:

Home > PMIS > Unit Allocation Back Print

Unit Allocation Details

Division : MSME-I IE/IA Name : -Select-
 Unit Name :
 Allotment From : Allotment To : Search

All Results 1 - 25 Of 1379

Sl#	IE/IA Name	Party Code	Unit Name	Shed/ Plot No	Area	Allot No	Allotment Date	Purpose	Edit
1	IE Mancheswar	R6260	ALTRADE CONSTRUCTIONSPVT LTD IE MANCHESWAR	72/A	0.750	7437	12-Apr-2017	CONSTRUCTION OF BRIDGES BEARING	
2	IE Mancheswar	R6260	ALTRADE CONSTRUCTIONSPVT LTD IE MANCHESWAR	71/B	2.030	7437	12-Apr-2017	construction of bridgre	
3	IE Mancheswar	R6268	TARINI AUTOMOBILES, IE MANCHESWAR	H-25	0.274	6217	25-Mar-2017	REPAIRING AND SERVICING OF 4 WHEELERS	
4	IE Mancheswar	R6246	KRISHNA PVC ENTERPRISERS, IE-MANCHESWAR	H-22	0.115	6221	25-Mar-2017	mfg unit of PVC Bathroom Door and Window	
5	IE Mancheswar	R6000	ARNAPURNA COLD STORAGE and PRESERVATION	H-24	0.760	6268	25-Mar-2017	ESTABLISHMENT OF COLD STORAGE FOR GREEN VEGETABLE	
6	IE Mancheswar	R0663	HYTECH PVT LTD.	119/A(P)	0.016	1669	27-Jan-2017	MANUFACTURING UNIT	
7	IE Bhubaneswar	R0890	KALINGA PRINTERS	A/11(P)	0.007	1503	24-Jan-2017	PRINTING PRESS	

The user can select the division, IE/IA name from the drop down menu, enter the unit name in the textbox provided, select the date range for Allotment (From and To). Click on search button to get the details.

Click on button to get back to previous page.

Click on edit button to edit the allocation details as follows:

Allotment Details

PARTY : R6260-ALTRADE CONSTRUCTIONSPVT LTD IE MANCHESWAR

IE/IA Name : IE Mancheswar Shed / Plot No : 72/A
 Area (in acre) : 0.750 Allotment No / Date : 7437/12-Apr-2017
 Date of Possession : Cost Of Land/Shed : 63619.00
 Industry Type : Small Constitution : PRIVATE LIMITED
 Purpose Of Allotment : CONSTRUCTION OF BRIDGES BEARING Category : -Select-
 Moratorium Period (Months) :

Utilisation Status

Lease Deed No./Date : / Lease Period (Years) :
 Utilisation : -Select- Mortgage Letter No. / Date : /

Action Against Default Unit

Show Cause No. / Date : / Cancellation No. / Date : /
 EUO Case No./Date : / Other Case :
 Seized by IPICOL/OSFC :

Update Cancel

The user can edit the details like provide Moratorium period in the textbox, select category from drop down menu, add the lease deed no./ date, add lease period (years), select utilization from drop down menu, add mortgage letter no/date, add show cause no./date,

cancellation no/date, add EVO Case no/date, add other case and details for seized by IPICOL/OSFC.

Click on update button to update the data and cancel button to cancel the transaction.

1.5 For Unit

Apply/comply/withdraw for post allotment application


The user has to click on New Application primary link to get the following screen:


Under Application Details:

- The user has to click on any of the post allotment services available in the list.
- Tick on Allotment details as per requirement
- Add the description in the textbox provided
- Enter the New Activity in the textbox provided
- The user can save it in draft mode/ move next or reset the details

In case, the application is in draft mode, it will be shown as follows:

Draft Application				
Draft		New		
Sl#	Activity Name	Last Updated On	Edit	Delete
1	NOC for right mortgage permission	12-May-2017		
2	Change in Name and Style	16-Feb-2017		
3	Change of Activity from industry to social infrastructure	10-Jan-2017		
4	Change of Activity from Industry to Industry	10-Jan-2017		
5	Sub-letting	03-May-2017		

The user can click on edit  button to edit or update the details further.

The user can delete any record by clicking on delete  button.

By clicking on Next, the user can move to upload document page:

Application Details Upload Document Make Payment Confirmation

All documents are mandatory and Upload only .pdf file less than 10 MB

Sl#	Document Name	Ref. No.	Ref. Date	Upload
1	NOC from financial institution, if mortgage permission was issued earlier	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen
2	Copy of resolution passed by the Partners/Directors/Trustee of the firm/company/trust etc.	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen
3	As a proof of utilization of the allotted property, the allottee has to submit utilization certificate from the District Industries Centre/EM Part-II.	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen
4	Detailed Project Report of the unit.	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen
5	Consent/Sanction letter of the bank	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen
6	Document in support of performance of the Unit Balance sheets for last Three years.	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen
7	Document in support of performance of the Unit Electricity bill for last three months.	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen
8	Document in support of performance of the Unit Sales Tax Returns.	<input type="text"/>	<input type="text" value=""/>	<input type="button" value="Choose File"/> No f...sen

Upload Any Other Document : No file chosen

Previous
Save as Draft
Next

Under Upload Document:

- The user has to provide Ref No. in the textbox provided, Add Ref. Date from the inbuilt calendar and upload document by clicking on choose file.
- All documents should be uploaded in pdf version only with maximum limits of 10 mb.
- After uploading the documents, the user can save it in draft mode, go to previous page or move to next page.

By clicking on Next, the user can move to make payment page:

Application Details Upload Document Make Payment Confirmation

Processing Fees	: ₹ 5000/-
IT Corpus Fund	: ₹ 50/-
Dues	: <input checked="" type="checkbox"/> Total amount : ₹ 779731/- <input type="checkbox"/> Prior Period Amount : ₹ 391080/-
Total	: ₹ 784781/- (Rupees Seven Lakh Eighty Four Thousand Seven Hundred Eighty One) Only

We undertake that, the construction made over the allotted plot is as per the approved plan or to be approved by appropriate authority prior to construction.

Previous
Apply

Under Make Payment:

- The user can see the fees to be paid under different heads.
- Then the user has to check on the declaration given.
- Click on Apply button to make necessary online payment.
- Click on previous button to go to previous page.

After clicking on apply button, the following screen will be obtained:

The screenshot displays the IDCO payment page on the Axis Bank website. At the top, the Axis Bank logo and 'IDCO' are visible. The page contains the following information:

- Customer Name:** CSM Technologies(P)Ltd.(Cybertech Software and M ultimedia (P)Ltd.)
- Customer Unique no:** R4034
- Purpose:** Payment of CE, GR, IMC, IT CF, Processing Fee
- Mobile No.:** 9437305000
- Email ID:** info@csmpl.com
- Amount:** 1.00
- URN : 623636** (SAVE FOR FUTURE REFERENCE)
- Terms and Conditions:** A checkbox is present next to the text: "I accept the Terms and Conditions contained herein that shall apply to any person using the services of Easypay provided by Axis Bank for making payments through".
- Payment Options:** A dropdown menu is set to "INTERNET BANKING".
- Pay at Axis:** A prominent button at the bottom of the form.

After payment, the user will get the confirmation message and mail on successful submission of fee payment.

By clicking on View Application Primary Link, the user can view the status of the application.

View Application


Sl#	Name of the IE/IA	Application No.	Applied Date	Applied For	Current Status	Pending At	Details	Apply for Withdraw
1	IA INFOCITY(EPIP)	2017/46/001	24-Jan-2017	Other type	Applied	Division Office Application Flow		Withdraw
2	IA INFOCITY(EPIP)	2016/46/291	13-Dec-2016	Correction of Statutory Dues	Applied	Division Office Application Flow		Withdraw
3	IA Chandaka	2016/46/266	14-Sep-2016	Other type	Rejected			Withdraw
4	IA Chandaka	2016/46/263	13-Sep-2016	Correction of Statutory Dues	In Progress	Division Office Application Flow		Withdraw
5	IA INFOCITY(EPIP)	2016/46/262	13-Sep-2016	Correction of Statutory Dues	In Progress	Division Office Application Flow		Withdraw

The user can view the details namely IE/IA Name, Application No, Applied Date, Category Applied For, Current Status, Pending Location, details and Apply for Withdraw.

By clicking on Application Flow, the user will get the following screen:

View Application

Sl#	Name of the IE/IA	Sl#	Approval Level	Office Name	Authority Name	Processing Days	Current Status	Pending At
1	IA INFOCITY(EPIP)	1	L1	Division Office	Pravas Pattanaik, Asst. Manager (MSME-I)	5	Applied	Division Office Application Flow
		2	L2	Division Office	DH MSME I	5		
2	IA INFOCITY(EPIP)	3	L3	Head Office	Soubhagya Kumar Mohanty, Sr. Assistant (MSME)	5	Applied	Division Office Application Flow
		4	L4	Head Office	CGM MSME	5		
3	IA Chandaka						Rejected	
4	IA Chandaka	5	L5	Head Office	Chairman cum Managing Director	5	In Progress	Division Office Application Flow
5	IA INFOCITY(EPIP)						In Progress	Division Office Application Flow

By clicking on details  button, the user can view the details of the application:

Home > Application Details

Application > Allotment > Payment Info > Other Application > Uploaded Document > Action >

Application Details

Application Number : 2017/46/001
 Post Allotment Service : Other type
 Unit Name : CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)
 IE/IA Name : IA INFOCITY(EPIP)
 Plot/Shed No. : E/56
 Applied on : 24-Jan-2017


Payment Details

No payment information found.

Other Application

Sl#	IE/IA Name	Application No.	Applied Date	Applied For	Current Status
1	IA INFOCITY(EPIP)	2016/46/291	13-Dec-2016	Correction of Statutory Dues	Applied
2	IA Chandaka	2016/46/266	14-Sep-2016	Other type	Rejected
3	IA Chandaka	2016/46/263	13-Sep-2016	Correction of Statutory Dues	In Progress
4	IA INFOCITY(EPIP)	2016/46/262	13-Sep-2016	Correction of Statutory Dues	In Progress

Uploaded Document

User can click on  button to withdraw the application after mentioning the specific reason.

Reason

Rich text editor toolbar with options for Bold, Italic, Underline, Text Color, Background Color, Bulleted List, Numbered List, Indent, Outdent, Undo, Redo, Link, Unlink, Image, Table, etc.

Upload Document : No file chosen
Upload only pdf file less than 10 MB

Pay various dues and view money receipt

In Statutory Dues, the user can view payment dues under different heads like Ground Rent, Cess and IMC to be paid in associated with arrear and current dues.

Statutory Dues ⚠ The amounts are in INR

✓	Allotment Details	Head	Arrear			Current			Advance Amount	Collection Amount	Balance Amount
			Principal	Interest	Penal Interest	Principal	Interest	Penal Interest			
✓	IA INFOCITY(EPIP), Plot/Shed No.: E/56, Allotment No. 24407/Dt.06-Dec-2014	CE	61,875	0	0	61,875	448	75		0	1,24,273
		GR	82,500	0	0	82,500	597	99		0	1,65,696
		IMC	12,513	11	2	12,763	91	15		0	25,395
✓	IA INFOCITY(EPIP), Plot/Shed No.: E/42/H and E/42/I, Allotment No. 15791/Dt.14-Jul-2015	CE	93,750	0	0	93,750	678	113		0	1,88,291
		GR	1,25,000	0	0	1,25,000	904	151		0	2,51,055
		IMC	12,155	0	0	12,763	88	15		0	25,021

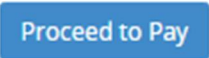
Total amount : ₹ 779731/- (Rupees Seven Lakh Seventy Nine Thousand Seven Hundred Thirty One) Only
 Prior Period Amount : ₹ 391080/- (Rupees Three Lakh Ninety One Thousand Eighty) Only


Upon pressing the **FREEZE** button, the interest calculation will be stopped for next 15 days. The interest calculated during this period will be automatically accumulated on 16th Day from the date of freezing the Interest.


Aforesaid information provided is as per the available records with IDCO. However, for any discrepancy with the dues, it may be brought to the notice of IDCO by clicking "Correction of Statutory Dues" option.



For more information please call on Toll free Number : 1800-345-7133 or e-mail us at helpdesk@idco.in to reach our Helpdesk Team.

To know more on Payment Heads, [Click here](#)

Here, the user can click on  button in order to make payment.

Click on  button to freeze the interest calculation for 15 days.

Click on  button to generate the demand.

No. : IDCO/APAA/R/4034/2017-18/0515 Date : 15-May-2017

Demand Notice

To,
CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)
Dir. SRI PRIYADARSI NANU PANI, CSM Complex, STPI, CRPF Square, Bhubaneswar-751012, Orissa

Sub : Demand Notice for May-2017

Ref : Allotment Letter No.24407 Dt.06-Dec-2014, Letter No.15791 Dt.14-Jul-2015

Sir/Madam,
With reference to the subject cited above, that is to inform you that the demand as on 15-May-2017 of your allotment(s) is as mentioned below :

Allotment Details	Head	Arrear			Current			Total
		Principal	Interest	Penal Interest	Principal	Interest	Penal Interest	
IA INFOCITY(EPIP), Plot/Shed No.: E/56, Allotment No. 24407/Dt.06-Dec-2014	CE	61,875	0	0	61,875	448	75	1,24,273
	GR	82,500	0	0	82,500	597	99	1,65,696
	IMC	12,513	11	2	12,763	91	15	25,395
IA INFOCITY(EPIP), Plot/Shed No.: E/42/H and E/42/I, Allotment No. 15791/Dt.14-Jul-2015	CE	93,750	0	0	93,750	678	113	1,88,291
	GR	1,25,000	0	0	1,25,000	904	151	2,51,055
	IMC	12,155	0	0	12,763	88	15	25,021

Grand Total : ₹ 779,731/- (Rupees Seven Lakh Seventy Nine Thousand Seven Hundred Thirty One) Only

Please note that the arrear dues carries interest and penal interest @ 12% and 2% respectively per annum calculated on daily basis till the payment is made. You are requested to deposit the above amount early, so as to clear your dues.

This is without prejudice to our future claims arising out of any error or omissions.

N.B. : This is a system generated Demand Notice. Hence no signature is required.

Property Tax Self-Assessment Form

Under Property Tax Self-Assessment Form, the user can view the assessment form:

Home > Property Tax

View Assessment Form

View **New**

Sl#	Reference Id	Financial Year	Property Address	Status	Edit	Delete	View
1	17/R4034/0701/01	2017-18	B/35, IA INFOCITY(EPIP)	Submitted			
2	17/R4034/0701/03	2017-18	56, IA INFOCITY(EPIP)	Submitted			
3	17/R4034/0701/04	2017-18	p/74, IA INFOCITY(EPIP)	Submitted			

Update profile page

Under Manage Profile, the user can update the profile page:

Shed/Plot Details

Sl#	IE/IA Name	Shed/Plot No	Allotment Letter No/ Date	Alloted Area (in acre)	Date of Possession	Lease Deed No./Date	Lease Period	Utilisation
1	IA INFOCITY(EPIP)	E/56	24407/06-Dec-2014	1.000	24-Dec-2014	1131407931/09-Dec-2014		Working
2	IA INFOCITY(EPIP)	E/42/H and E/42/I	15791/14-Jul-2015	1.000		-/-		Working

Profile Details

Promoter/Authorized Person : Sri Priyadashi Pany Contact Person : *

PAN No. : AABCC5512F Address : Dir: SRI PRIYADARSI NANU
PANI, CSM Complex, STPI, *

TIN No. : 21731119559 Email ID : info@csmpl.com *

Main Promoter UID No. : 477194145510 Mobile No. : 9437305000 *

FAX No. : 06742563791 Phone No. : 06742561462

Enter OTP :

Generate OTP

Update **Reset**

Click on Generate OTP link to create OTP which will be sent to respective mobile numbers.

After OTP verification, the user can click on update button in order to update the profile page.

Integration with CIF and GoiPLUS

APAA is also integrated with other applications namely CIF and GoiPLUS to facilitate single window UID system for an initiative of Ease-of-Doing Business.

Other Applications
> CIF
> GOIPLUS

Change password

In Change Password link, the following screen will be displayed:

Change Password

Old Password : *

New Password : * (Minimum 8 characters)

Confirm Password : *

N.B. :

1. The password should contain atleast 8 characters.
2. The password should also contain atleast one uppercase letter, one lowercase letter, one numeric and one special character.

Here, the user can provide the old password, new password and confirm password in the respective textbox provided. Click on change button to make necessary changes and click on cancel button to cancel the transaction.

Note: The password should contain atleast 8 characters.

The password should also contain atleast one uppercase letter, one lowercase letter, one numeric and one special character.

1.6 APAA help center (How to do)

Access various reports and dashboard

Under Reports, the list of primary links available is listed below:



Under Registration Section

By clicking on reports, following screen will be displayed:

<ul style="list-style-type: none"> Registration Progress Report Registration Status Report Registration Details Report 	<ul style="list-style-type: none"> IE/IA Details Unit Status MSME Query Builder
Post Allotment Application <ul style="list-style-type: none"> Application Details Report Authority Performance Report Physical Verification Report Division Consolidation Report 	Civil Construction <ul style="list-style-type: none"> Yearly Financial Progress Report Monthly Financial Progress Report Target Vs Achievement Report Pending Issue Details Civil Construction Project/Work Details Work Progress Report Client Works PMIS Query Builder
Demand & Collection <ul style="list-style-type: none"> Demand Report Demand Query Builder Receipt of Payment Report Head Wise Collection Report Collection Statement Report 	Land <ul style="list-style-type: none"> Land Project Details
Helpdesk <ul style="list-style-type: none"> Request Log Report Request Consolidation Report 	Environment <ul style="list-style-type: none"> FDP Project Details
MIS Support <ul style="list-style-type: none"> Service Log Report 	Login <ul style="list-style-type: none"> Login Tracking
	Attendance <ul style="list-style-type: none"> Monthly Attendance Report

By clicking on Registration Progress Report, following screen will be displayed:

Registration Progress Report									Export to Excel
Sl No.	Name of the Division	Total no. of Units	No. of Units Cancelled (out of 3)	No. of regular Units Registered	No. of Units Cancelled but Registered	Total no. of Registration (5 + 6)	Total no. of Units excluding Cancelled but Unregistered (3 - (4 - 6))	Percentage of Registration ((7 / 8) * 100)	
1	2	3	4	5	6	7	8	9	
1	Water Supply and EC	6	0	6	0	6	6	100.00	
2	Sambalpur	110	41	65	33	98	102	96.08	
3	Balasore	354	54	270	6	276	306	90.20	
4	MSME-II	347	84	215	65	280	328	85.37	
5	Angul	102	14	74	6	80	94	85.11	
6	Bolangir	200	23	149	8	157	185	84.86	
7	MSME-I	1155	309	664	215	879	1061	82.85	
8	Rourkela	504	98	323	44	367	450	81.56	
9	Berhampur	523	266	181	152	333	409	81.42	
10	Jajpur Road	102	22	64	5	69	85	81.18	
11	Cuttack	866	81	526	48	574	833	68.91	
12	Land	11	0	1	0	1	11	9.09	
13	Maintenance	65	0	3	0	3	65	4.62	

The user can export the data to excel by clicking on  button.

By clicking on Registration Status Report, following screen will be displayed:

Registration Status Report Export to Excel

Unit Name :

Department : District :

Division Name : Project Name :

Status : Mandatory : Show

All Results 1 - 25 Of 4317

Sl#	Party Code	Unit Name	Cancellation	EUO Case	Court Case	Utilization Status	Status
1	R6007	A 2 Z KNITS,PIPILI KURKI IA					Registered
2	R4299	A-1 Industries		1780/Dt.07-Dec-2016			Not Registered
3	R2306	A. B. ENTERPRISES	2115/Dt.21-Sep-2005				Registered
4	R0625	A. P. ELECTRONICS	2050/Dt.22-Apr-2009				Registered
5	R4795	A.Ajit Kumar Patra, Expn.to Autonagar				Vacant	Registered
6	R4490	A.B. Cold Storgae					Registered
7	R2304	A.G. INDUSTRIES					Registered
8	R5172	A.G.Enterprises,I.E.KALUNGA					Registered
9	R2246	A.K INDUSTRIES				Closed	Registered
10	R3844	A.K. Das Associates Ltd.				Vacant	Registered

By clicking on Registration Details Report, following screen will be displayed:

Registration Details Report Export to Excel

Unit Name : Ref. No. :

Department / Division : Status :

From Date : To Date :

Email : Mobile :

PAN : TIN :

Promoter / Authorised Person : Promoter UID No : Show

All Results 1 - 25 Of 3769

Sl#	Ref. No.	Party Code	Unit Name	Email Id	Mobile No.	Registered On	Action Taken On	Action Taken by / to be taken by	Status
1	170603003	R4738	Saswatee Bus Body Bldg. Inds.-GC(ZONE-B) BOLANGIR	opeechand@gmail.com	9437150947	03-Jun-2017	-NA-	CGM MSME	Pending
2	170602005		ORISSA STEVEDORES LIMITED	m.m.moharana@gmail.com	9437063499	02-Jun-2017	-NA-	CGM MSME	Pending
3	170602004	R2725	PRITAM DAS	preetamdass111@gmail.com	9861918189	02-Jun-2017	-NA-	CGM MSME	Pending

Under Post Allotment Application Section

By clicking on Post Allotment Application Status Reports, following screen will be displayed:

Post Allotment Application Status Reports Export to Excel

Division : Name of the IE/IA :

Application Type : Application Status :

Unit Name :

Pending At : Application No. :

Apply Date From : Apply Date To :

Last Action From : Last Action To :

Search

Abstract Figure ▼

All Results 1 - 25 Of 1343

SL#	Unit Name	IE/IA Name	Application Type	Apply Date	Application No.	Application Status	No. Of Pending Days	Pending At	Pending From	Note and Draft
1	Ankita Beverages	IE Jagatpur (New)	Transfer of lease hold property for the balance lease period	03-Jun-2017	2017/08/118	Applied	--	Sarat Kumar Bhol, Asst. Manager (Cuttack)	03-Jun-2017	

By clicking on Authority Performance Report, following screen will be displayed:

Authority Performance Report Export to Excel

Division : Application Type :

Applied On : Up To :

Pending Days : **Show**

SL#	Name of action taking Authority	No. of Application Pending	No. of Pending Days				No of File Disposed	No. of Notings made	Average time per noting (Working day)
			0-7	8-15	16-30	>30			
Head Office									
1	CGM MSME	15	14	1	--	--	493	1519	2.57
2	CGM PC	1	--	--	1	--	3	6	38.14
3	Chairman cum Managing Director	--	--	--	--	--	186	218	15.12
4	Manager MIS	2	--	2	--	--	3	3	11.00
5	Pusparaj Pradhan	8	8	--	--	--	199	581	1.62
6	Ashok Kumar Sahoo, Asst. Manager (MSME)	--	--	--	--	--	21	41	3.34
7	Bimal Kishore Mishra, Sr. Assistant (MSME)	13	6	7	--	--	97	271	5.71
8	Chittaranjan Jagdev, Sr. Assistant (MSME)	14	5	1	5	3	51	108	9.28
9	Nityananda Das, Sr. Assistant (MSME)	1	1	--	--	--	29	82	8.39
10	Padmanava Senapati, Asst. Manager (Land)	--	--	--	--	--	25	41	0.88
11	Prajnadhara Mishra, Land Officer (Land)	--	--	--	--	--	79	259	1.76
12	Soubhagya Kumar Mohanty, Sr. Assistant (MSME)	16	14	--	--	2	117	294	4.30

By clicking on physical verification report, following screen will be displayed:

[Export to Excel](#)

Name of Unit : CSM Technologies(P)Ltd.(Cybertech Software and Multim...
 Allotment Details : 24407/06-Dec-2014|15791/14-Jul-2015|24407/06-Dec-2014|15791/14-Jul-2015|

STATUS REPORT

1.	Name of Unit	M/s. CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)
2.	Plot/Shed No.	E/56
3.	Allotment Letter No & Date	24407/06-Dec-2014
4.	Area Alloted	1,000 Acre
5.	Present area in occupation	1,000 Acre
6.	Whether any land has been encroached by the unit	No
7.	Purpose of allotment	Establishment of an Export Oriented and Domestic Software Development IT Services, Support Technology Incubator Unit.
8.	Present Status of the Unit	Vacant
9.	Remarks	The unit is vacant
10.	View Uploaded Images	Gallery

Verification done by Sachikanta Sahoo, Dy. Manager (MSME-I) on 02-Jan-2017 04:23 PM through Web.

By clicking on Authority Day Book, following screen will be displayed:

[Back](#) [Print](#)

[Export to Excel](#)

Home > Reports > APAA

Authority Name : CGM MSME * Application Type : -Select-
 From Date : 01-Apr-2017 * To Date : 03-Jun-2017 *
 Unit Name : [Show](#)

All Results 1 - 3 Of 3

Sl#	Date and Time	Unit Name	Application Type	Application No.	Action Taken	Send to Authority	No of Working days taken
1	03-May-2017 05:32 PM	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	Other type	2017/46/002	Call For		0
2	11-May-2017 02:35 PM	B.D.S PHARMACEUTICALS	Revocation of cancellation of allotment	2016/46/194	Mark Up		174
3	02-Jun-2017 02:04 PM	CSM Technologies(P)Ltd.(Cybertech Software and Multimedia (P)Ltd.)	Other type	2017/46/002	Mark Up		11

By clicking on APAA Consolidation report, following screen will be displayed:

Department : Division :

Registration

- Total no. of Units (A) : 4317
- Total no. of Unit Registered (B) : 3537
- Total Unit to be registered (C) : 777
- Total Registration pending for approval(D) : 3
- Total Unit cancelled but unregistered(E) : 308
- Percentage of registration $[B/(A-E)]*100$: 88.23

Post Allotment Application

- Applications received so far : 1343
- Applications disposed off : 947
- Applications objected and response awaited from unit : 214
- Application under process in IDCO : 182
- Application pending for more than 30 days : 129
- Application awaiting from authority for more than 7 days : 16
- Average disposal rate (Working days) : 35.02
- Average rate for pending application (Working days) : 61.05

Under Demand & Collection Section

By clicking on Demand Report, following screen will be displayed:

Demand Report

Department : District :
 Division : Project :
 Unit Name :

All Results 1 - 25 Of 4314

Sl#	Party Code	Unit Name	Prior Period Amount	Total Amount
1	R6007	A 2 Z KNITS,PIPILI KURKI IA	0	15,540
2	R4299	A-1 Industries	5,779	7,785
3	R2306	A. B. ENTERPRISES	2	1,417
4	R0625	A. P. ELECTRONICS	0	686
5	R4795	A.Ajit Kumar Patra, Expn.to Autonagar	275	401
6	R4490	A.B. Cold Storgae	2	437
7	R2304	A.G. INDUSTRIES	0	0
8	R5172	A.G.Enterprises,I.E.KALUNGA	0	1,001
9	R2246	A.K INDUSTRIES	0	0

By clicking on Unit Name from above page, the following screen will be displayed:

Home > Reports > Demand & Collection Back Print

Unit Name : A 2 Z KNITS, PIPILI KURKI IA (R6007)

Allotment Details	Head	Arrear			Current			Collection Amount	Balance Amount
		Principal	Interest	Penal Interest	Principal	Interest	Penal Interest		
IA KURKI, PURI, Plot/Shed No.: 22, Allotment No. 16914/Dt.28-Jul-2015	CE	0	0	0	6,660	0	0	0	6,660
	GR	0	0	0	8,880	0	0	0	8,880

Total amount : ₹ 15,540/- (Rupees Fifteen Thousand Five Hundred Forty) Only

To know more on Payment Heads, [Click here](#)

[Generate Demand Notice](#)

By clicking on payment heads, the following screen will be obtained:

SL#	Short Name	Full Name
1	CE	CESS
2	GR	GROUND RENT

By clicking on Generate Demand Notice, the following screen will be displayed:

Administrator
admin **idco** **DISHA**
Your power to grow NEW OPPORTUNITIES
ISO 9001 & 14001 Corporation

No. : IDCO/APAA/R6007/2017-18/0603 Date : 03-Jun-2017

Demand Notice

To,
A 2 Z KNITS, PIPILI KURKI IA
THE TREND SETTERS, C/86 PALASPALI COLONY, AIRPORT AREA, BHUBANESWAR - 751020, KHORDHA

Sub : Demand Notice for June-2017

Ref : Allotment Letter No.16914 Dt.28-Jul-2015

Sir/Madam,
With reference to the subject cited above, that is to inform you that the demand as on 03-Jun-2017 of your allotment(s) is as mentioned below :

Allotment Details	Head	Arrear			Current			Total
		Principal	Interest	Penal Interest	Principal	Interest	Penal Interest	
IA KURKI PURI Plot/Shed No.: 22, Allotment No. 16914/Dt.28-Jul-2015	CE	0	0	0	6,660	0	0	6,660
	GR	0	0	0	8,880	0	0	8,880

Grand Total : ₹ 15,540/- (Rupees Fifteen Thousand Five Hundred Forty) Only

Please note that the arrear dues carries interest and penal interest @ 12% and 2% respectively per annum calculated on daily basis till the payment is made. You are requested to deposit the above amount early, so as to clear your dues.

This is without prejudice to our future claims arising out of any error or omissions.

N.B. : This is a system generated Demand Notice. Hence no signature is required.

By clicking on Demand Query Builder, the following screen will be displayed:

Demand Query Builder
Export to Excel

Show By :

Division :

Unit Name :

Total Amount ▼ : =

No of Rows :

[Search](#)

Show in :

Project :

Module :

Head :

Sort By :

All Results 1 - 25 Of 4314				
SL#	Party Code	Unit Name	Prior Period Amount	Total Amount
1	R5569	NILACHAL METAL,	0	0
2	R2304	A.G. INDUSTRIES	0	0
3	R2246	A.K INDUSTRIES	0	0
4	R5192	A.K.EnterprisesI.E.KALUNGA	0	0
5	R3889	A.S. AUTOMOBILES(A.S.SOFTWARE)	0	0
6	R4796	A.Srinivas Sarab, Expn.to Autonagar	0	0
7	R0055	AMBIKA MOTOR GARAGE	0	0

By clicking on Receipt of Payment Report, the following screen will be displayed:

Receipt of Payment Report
Export to Excel

Unit Name :

Department / Division : Status :

Initiation From : Initiation To :

Realization From : Realization To :

Reference No. : URN : [Show](#)

All Results 1 - 25 Of 855											
Sl#	Party Code	Unit Name	Reference No.	Initiation Date	Amount	Status	URN	Realized On	Realized Amount	Realization Mode	MR
1	R1447	BRIGHT COSMETIC PRODUCTS	1701447008	02-Jun-2017	820	Success	29684754	02-Jun-2017	820	Other Bank Net Banking	
2	R4574	Sriram Cattle feed Yudyog-ZONE-A I.E. BOLANGIR	1704574001	02-Jun-2017	13,881	Success	29680780	02-Jun-2017	13,881	Cash	
3	R5766	BHAGABATI CONSTRUCTION I/E CHOUWAR	1705766001	02-Jun-2017	876	Success	29679042	02-Jun-2017	876	Other Bank Net Banking	
4	R5443	SATYASAI ENTERPRISES, I/E BALASORE	1705443003	02-Jun-2017	350	Success	29678441	02-Jun-2017	350	Cash	
5	R6290	SAI REFRETECH	1706290002	02-Jun-2017	113	Success	29675172	02-Jun-2017	113	Cash	

By clicking on Head wise collection Report, the following screen will be displayed:

Home > Reports > Demand & Collection

Head Wise Collection Report

Export to Excel

Division : --Select-- IE/IA Name : -- Select --

From Date : 27-Jan-2016 To Date : 03-Jun-2017

Head : Choose Head Name **Show**

Sl#	IE/IA Name	Head	Arrear			Current			Total
			Principal	Interest	Penal Interest	Principal	Interest	Penal Interest	
Angul									
1	IA Gundichapada	CE	9,86,410	97,258	16,396	5,48,456	70,476	13,563	17,32,559
2		GR	12,98,367	1,24,472	23,416	7,36,351	94,109	17,746	22,94,461
3	IA KANGULA, ANGUL	CE	1,548	186	34	11,316	176	34	13,294
4		GR	2,064	249	45	15,088	235	45	17,726
5		IMC	0	0	0	10,002	0	0	10,002
6		LC_PLT	0	0	0	14,40,000	0	0	14,40,000

By clicking on Collection Statement Report, the following screen will be displayed:

Home > Reports > Collection Statement

Collection Statement as per APAA

Export to Excel

Account No : 915020036109462(Axis Bank, Samantarapur Branch)

Division Name : -Select- Module Name : -Select-

From Date : 01-Apr-2017 To Date : 03-Jun-2017 **Search**

All Results 1 - 25 Of 887

Opening balance as on 01-Apr-2017 : 356,860,629

Sl#	Paid Date	Initiation Date	URN	Unit Name	Realized Amount	Cumulative Amount	Remarks
1	01-Apr-2017	(01-Apr-2017)	28656241	R4354 - Tavasya Venture Partners Pvt. Ltd.	507	35,68,61,136	
2	01-Apr-2017	(01-Apr-2017)	28656760	R3388 - UTKAL ELECTRICAL INDUSTRIES	1,679	35,68,62,815	
3	01-Apr-2017	(01-Apr-2017)	28657385	R4911 - Susmita Automobiles, Expn.to Autonagar	751	35,68,63,566	
4	03-Apr-2017	(28-Mar-2017)	28543475	R1179 - MAXCARE LABORATORIES (P) LTD.	1,504	35,68,65,070	
5	03-Apr-2017	(29-Mar-2017)	28550267	R2120 - SURAJ INDUSTRIAL CHEM PVT LTD,BALGPUR	5,050	35,68,70,120	
6	03-Apr-2017	(29-Mar-2017)	28560087	R4553 - Vastu	55,916	35,69,26,036	
7	03-Apr-2017	(30-Mar-2017)	28588050	I0062 - MAITHAN ISPAT LTD.	33,26,235	36,02,52,271	
8	03-Apr-2017	(30-Mar-2017)	28590170	R3093 - NAKSHATRA ASTRO MEDIA PVT. LTD.	4,725	36,02,56,996	

Under Helpdesk Section

By clicking on Request Log Report, the following screen will be displayed:

Home > Reports > Helpdesk Back Print

View Request Log Report Export to Excel

Request Type : --Select-- Request SubType : -- Select --
 Division : --Select-- Entrepreneur/Employee :
 Request Mode : -- Select -- Request Status : -- Select --
 Request From Date : Request To Date :
 Action From Date : Action To Date : Show

All Results 1 - 25 Of 1982

Sl#	Request SubType	Employee/ Contact Name	Division/ Entrepreneur/ Organization	Designation	Contact No	Email	Received On	Request Mode	Status	Details
1	Entrepreneur Registration	Pradeep Tripathy	SOLAR INDUSTRIES INDIA LTD.	Plant Manager	7789849475		28-Jan- 2016 12:50PM	Telephonic	Closed	
2	Entrepreneur Registration	Baishnab Rout	Tavasya Venture Partners Pvt. Ltd.	Sr. Manager	9438410100		28-Jan- 2016 2:10PM	Telephonic	Closed	

By clicking on Request Consolidation Report, the following screen will be displayed:

Home > Reports > Helpdesk Back Print

Request Consolidation Report Export to Excel

Request From Date : 27-Jan-2016 Request To Date : 03-Jun-2017 Date Wise Type Wise

Request Date Wise Consolidation : All Results 1 - 25 Of 494

SL#	Request Date	Mail			Telephone			On Desk Support			Total			
		Request	Close	Pending	Request	Close	Pending	Request	Close	Pending	Request	Close	Pending	
1	03-Jun-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
2	02-Jun-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
3	01-Jun-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
4	31-May-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
5	30-May-2017	0	0	0	5	5	0	4	4	0	9	9	0	0
6	29-May-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
7	28-May-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
8	27-May-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
9	26-May-2017	0	0	0	0	0	0	0	0	0	0	0	0	0
10	25-May-2017	0	0	0	0	0	0	0	0	0	0	0	0	0

Under MIS Support Section

By clicking on Service Log Report, the following screen will be displayed:

Home > Report > Service Log Report Print

Service Log Report Export to Excel

Requested By : Category Name :

Status : Token No. :

Lodged From Date : Lodged To Date :

Assigned From Date : Assigned To Date :

Assigned To : Show

All Results 1 - 25 Of 1086

Sl#	Token No	Requested By	Category	Lodged On	Status	Assigned To	Assigned On	Attended From	Attended To
1	17/24/0425	SK. Ahemadulla	Others	02-Jun-2017 10:34 AM	Assigned	SK. Ahemadulla	02-Jun-2017 10:34 AM		
2	17/09/0424	B.K Senapati	Cartridge	01-Jun-2017 12:00 PM	Solved	Sk. Akmal Anjum	01-Jun-2017 12:00 PM	12:00 PM	12:15 PM
3	17/09/0423	Bhaskar Giri	Cartridge	31-May-2017 02:25 PM	Assigned	SK. Ahemadulla	31-May-2017 02:25 PM		
4	17/09/0422	CMD RES OFFICE	Cartridge	31-May-2017 11:45 AM	Solved	Sk. Akmal Anjum	31-May-2017 11:45 AM	12:15 PM	12:55 PM
5	17/02/0421	Minaketana Sir	Desktop	31-May-2017 11:16 AM	Assigned	Manoranjan Sahoo	31-May-2017 11:16 AM		
6	17/02/0420	R Khilar	Desktop	31-May-2017 11:15 AM	Assigned	Manoranjan Sahoo	31-May-2017 11:15 AM		
7	17/02/0419	Bhaskar giri	Desktop	31-May-2017 11:06 AM	Solved	Sk. Akmal Anjum	31-May-2017 11:06 AM	11:20 AM	11:30 PM

Under MSME Section

By clicking on IE/IA Details, the following screen will be displayed:

Home > Reports > MSME Back Print

IE/IA Details Export to Excel

Division : Search

Sl#	Division Name	Project Name	Total Area (in acre)	Total Area for common utility	Area Allotable	Total DLU Area	Area Allotted	Vacant Land	Total Unit	Misutilize	Working	Closed	Pipeline	Vacant	Not Updated
1	Angul	IA Gundichapada	459.100	0.000	459.100	0.000	377.676	81.424	16	0 0		0	1	0	15
2	Angul	IA KANGULA, ANGUL	5.000	0.000	5.000	0.000	2.336	2.664	5	0 1		1	1	0	2
3	Angul	IE Angul	14.750	0.000	14.750	0.000	11.824	2.926	25	0 4		2	4	0	15
4	Angul	IE Bhuban	20.000	0.000	20.000	0.000	16.455	3.545	7	0 0		0	0	0	7
5	Angul	IE KAMAKHYANAGAR	5.000	0.000	5.000	0.000									
6	Angul	IE Korian	4.590	0.000	4.590	0.000	0.088	4.502	3	1 0		0	0	0	2
7	Angul	IE Mahisapat	37.290	0.000	37.290	0.000	11.262	26.028	27	0 5		0	5	0	17
8	Angul	IE Talcher	71.200	0.000	71.200	0.000	36.352	34.848	20	0 3		0	1	0	16
9	Balasore	IA ANGARPADA	100.000	0.000	100.000	0.000	21.280	78.720	1	0 1		0	0	0	0
10	Balasore	IA Balgopalpur	155.880	0.000	155.880	0.000	136.157	19.723	15	1 2		0	0	0	12
11	Balasore	IA BAMPADA, BALASORE	44.740	0.000	44.740	0.000	38.376	6.364	4	0 1		0	0	0	3

By clicking on MSME Unit Status Report, the following screen will be displayed:

Home > Reports > MSME

MSME Unit Status Report

Division : --Select-- Search

Sl#	Division Name	Project Name	Misutilisation	Show Cause	Cancellation	EOU Case	Court Case
1	Angul	IA Gundichapada	0	0	0	1	1
2	Angul	IA KANGULA, ANGUL	0	0	0	0	0
3	Angul	IE Angul	0	6	2	1	2
4	Angul	IE Bhubani	0	0	0	0	3
5	Angul	IE KAMAKHYANAGAR	0	0	0	0	0
6	Angul	IE Korian	1	0	0	0	1
7	Angul	IE Mahisapat	0	5	4	2	2
8	Angul	IE Talcher	0	0	0	0	1
9	Balasore	IA ANGARPADA	0	0	0	0	0
10	Balasore	IA Balgopalpur	1	0	0	0	1
11	Balasore	IA BAMPADA, BALASORE	0	0	0	0	0
12	Balasore	IA Ganeswarpur	1	0	0	0	6
13	Balasore	IA HEMACHANDRAPUR, BARIKADA	0	0	0	0	0

By clicking on MSME Query Builder, the following screen will be displayed:

MSME Query Builder

View Reports

District : -- All District -- Division : -- All Division --

Classification : -- All Classification -- Project Name : --Select Project--

Group By : --Select--

Attribute : -Select-

And OR Submit

+ Add More Column

Total Records/No of Page: 5062/102 Page No 1 Page Size 50

SINo.	Project Name	Unit Code	Unit Name	Plot/Shed No.	Area Alloted (in Ac.)	Allot Letter No./Date	Purpose Of Allotment	Date of Possession	Status of Unit
1	IA KURKI, PURI	R6007	A 2 Z KNITS, PIPILI KURKI IA	22	0.444	16914/28-Jul-2015	KNITTING, WEAVING and GARMENTING UNIT	--	
2	IE Keonjhar	R4299	A-1 Industries		0.195	2118/05-Feb-2010	ICE and ICE CANDY UNIT	18-Feb-2010	Not Working But misutilised

Under Attendance Section

By clicking on Monthly Progress Report, the following screen will be displayed:

Home > Report > Attendance Back Print

Monthly Attendance Report

Year & Month : June 2017
 Division / Section : -Select-
 Search by FullName :
 Search By : -Select-

Sl#	Name	In Time	Out Time	Status	Working Hours
Jun 1 2017					
1	Administrator			Absent	0
Jun 2 2017					
2	Administrator			Absent	0
Jun 3 2017					
3	Administrator			Absent	0

The APAA dashboard can be displayed as follows:

Home > APAA Dashboard Print

Pending Application 11	Demand 1,25,20,47,230	Application 120
Unit 4267	MSME 22,57,61,213	(i) MSME 319
Registered 3063	Water Rent 5,03,38,621	(ii) Building 2
To be registered 1187	Rent (Building) 16,13,54,842	(iii) Mega Industry --
Pending 7	Mega Industry 81,45,92,554	(iv) Due Correction 225
Helpdesk 1099	Collection --	(v) Other Type 174
(i) By Phone 818	MSME --	Pending 123
(ii) Through E-mail 51	Water Rent --	Objection to Unit 125
(iii) On Desk Support 230	Mega Industry --	Approved / Granted 3 / 196
Closed 1008	Rent (Building) --	Office Order Issued 125
Open 91	Processing Fee --	Rejected 112
Feedback 20	IT Corpus Fund --	Withdrawn 36
		Average Disposal (Working Day) 31.75

The PMIS dashboard can be displayed as follows:

The screenshot displays the PMIS dashboard for an Asst. Manager (MSME-I). The interface includes a navigation menu with options like Reports, Change Password, User Manual, Home, and Log Out. It also features dropdown menus for selecting a Department and Division (MSME-I).

The dashboard is divided into several sections:

- Civil Construction Work:** A table showing stages like Total Works, Requisition, Planning, Estimate, and Tender/RFQ, with sub-categories for Selection, Award, Work Progress, Revised Estimation, and Completed.
- P&C Construction Work:** A similar table to Civil Construction Work, tracking project phases.
- Legal Issues:** A table listing Total No. of Cases, Disposed cases (In favour and Against), and Balance Cases Under Trial.
- Land Acquisition:** A table showing Total project count, Area Required, IPICOL Assessment, and Land Allotted.
- MSME:** A table providing details on Total No. of IE/IA, Total Area, Common Utility, Allotable Area, Area Allotted, Area Under D/L/U, and Available Area.
- Environment:** A table detailing FDP (Final Project Details) with columns for No. and Area, categorized by project type and approval status.

1.7 Key Function Note of APAA

S. No.	Field Name	Field Description
1.	New Request	This is the new request for any post allotment application used by unit.
2.	View Status	The unit can view the status of the post allotment application applied for.
3.	Completed List	The unit can view the completed list of its post allotment applications.
4.	Allotment	The unit can view various allotment attached to them.
5.	Demand	The unit can generate the demand containing the components such as statutory dues, water dues, etc.
6.	Payment	The unit can make necessary payment for any post allotment application.
7.	Other Application	Other application can be viewed under this button.
8.	Document	The unit can upload various document required for post allotment application.
9.	Field Verification	The field verification details can be viewed from this button
10.	Action Details	This shows various action taken by the competent authority
11.	Notes	This displays the notes written for post allotment application
12.	Save as Draft	This helps to save the application in draft mode.
13.	Update	This will update the details for post allotment application.
14.	Remarks	This field is to capture additional remarks for the application.
15.	Generate OTP	The unit can generate OTP for security purpose.
16.	Freeze	The unit can freeze the interest liable to them for a period of 15 days.
17.	Proceed to Pay	The unit can proceed for payment to integrated payment gateway system.
18.	Withdraw	The unit can withdraw the post allotment application.

1.8 Acronyms

IDCO	Odisha Industrial Infrastructure Development Corporation
APAA	Automated Post Allotment Application
PMIS	Project Monitoring Information System
OTP	One Time Password
IPICOL	Industrial Promotion & Investment Corporation of Odisha
OSFC	Orissa State Financial Corporation
EUO	Eviction of Unauthorized Occupants
IE/IA	Industrial Estate/Industrial Area