



TAMILNADU SINGLE WINDOW PORTAL

APPLICANT MANUAL

Planning Permission for building

Directorate of Town and Country Planning



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1. Home Page

1) The journey of the new applicant starts with Tamil Nadu Single Window Portal (TNSWP) homepage that can be accessed through <https://tnswp.com> website wherein it gives various information's, useful links, and functionalities about TNSWP.

2) **Applicant can reach the helpdesk Toll free number-1800-258-3878 and Helpdesk Email.**

**TNSWP website
(www.tnswp.com)**

**Toll free number
and Mail Id**



Figure 1. Single Window Portal Home Page

2. Registration

To access the TNSWP and to apply for various clearances the applicant needs to complete the Registration process.

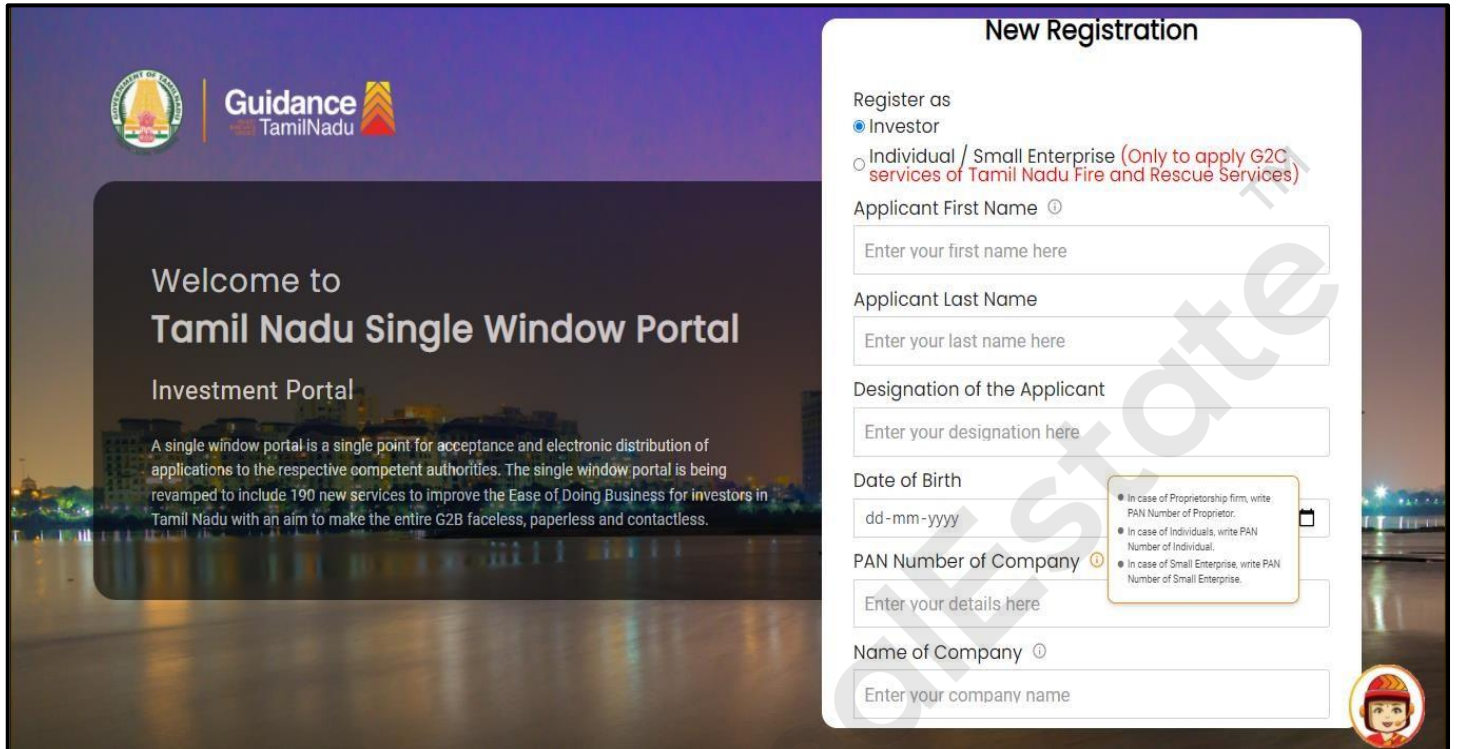
- 1) Click on '**Register**' button on TNSWP.

**Register
on TNSWP**



Figure 2. Register

- 2) New Investor Registration page will appear (Refer Figure 3 & 4)
- 3) Select the 'Investor' option and continue with the Registration process.
- 4) Only for applying Government to Citizen (G2C) fire clearances, click on option '**G2C clearances of Tamil Nadu fire and rescue clearances under the category individual/small enterprise**'.
- 5) The information icon ⓘ gives a brief description about the fields when the applicant hovers the cursor on these icons.



New Registration

Register as
☒ Investor
☐ Individual / Small Enterprise (Only to apply G2C services of Tamil Nadu Fire and Rescue Services)

Applicant First Name 

Applicant Last Name

Designation of the Applicant

Date of Birth
 

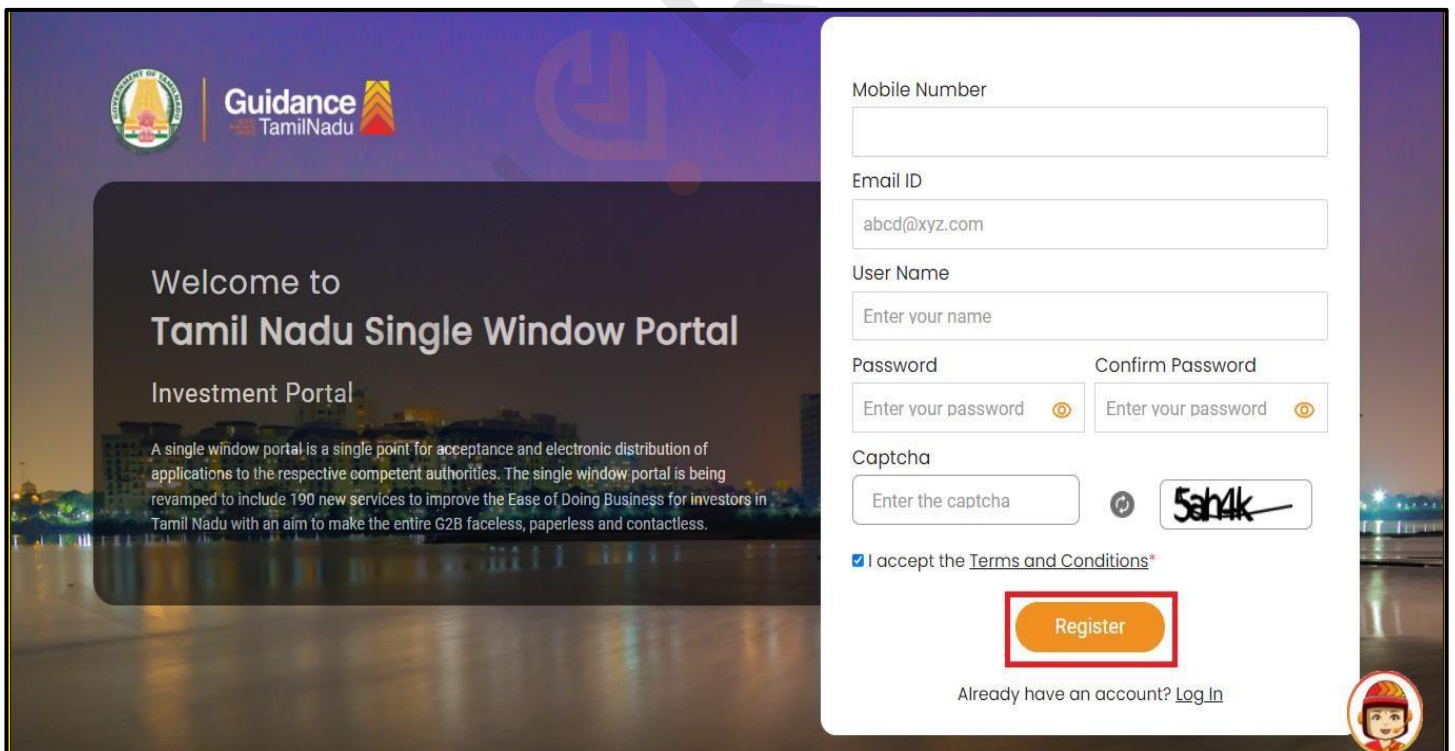
PAN Number of Company 

- In case of Proprietorship firm, write PAN Number of Proprietor.
- In case of Individuals, write PAN Number of Individual.
- In case of Small Enterprise, write PAN Number of Small Enterprise.

Name of Company 



Figure 3. Registration Form



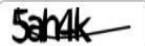
Registration Form Submission

Mobile Number

Email ID

User Name

Password  Confirm Password 

Captcha
  

☒ I accept the [Terms and Conditions](#)*

Register

Already have an account? [Log In](#)



Figure 4. Registration Form Submission

- 6) The Email ID would be the Username to login the TNSWP.
- 7) Future communications would be sent to the registered mobile number and Email ID of the applicant.
- 8) Create a strong password and enter the Captcha code as shown.
- 9) The applicant must read and accept the terms and conditions and click on 'Register' button.

3. Mobile Number / Email ID – 2-Step Verification Process

- **'2-Step Verification Process'** screen will appear when the applicant clicks on 'Register' button.
- **Mobile Number Verification**
 - 1) For verifying the mobile number, the verification code will be sent to the given mobile number.
 - 2) Enter the verification code and click on the **'Verify'** button.

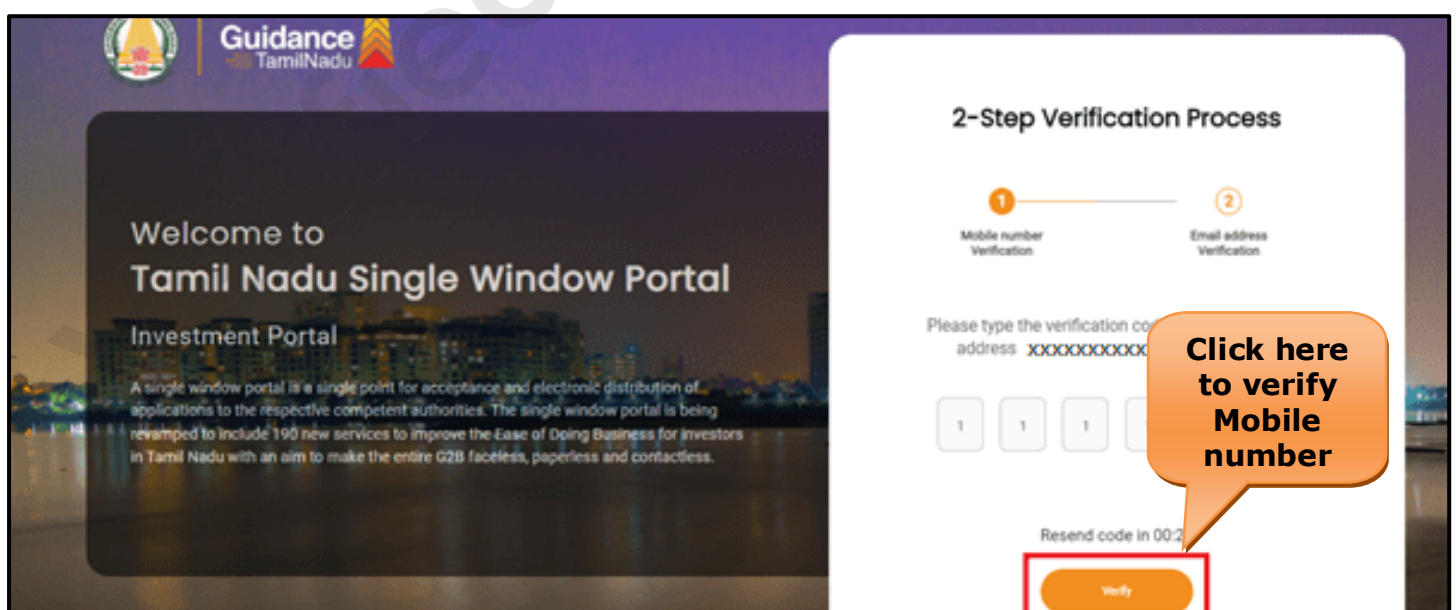


Figure 5. Mobile Number Verification

- **Email ID Verification**

- 1) For verifying the Email ID, the verification code will be sent to the given Email ID.
- 2) Enter the verification code and click on the '**Verify**' button.

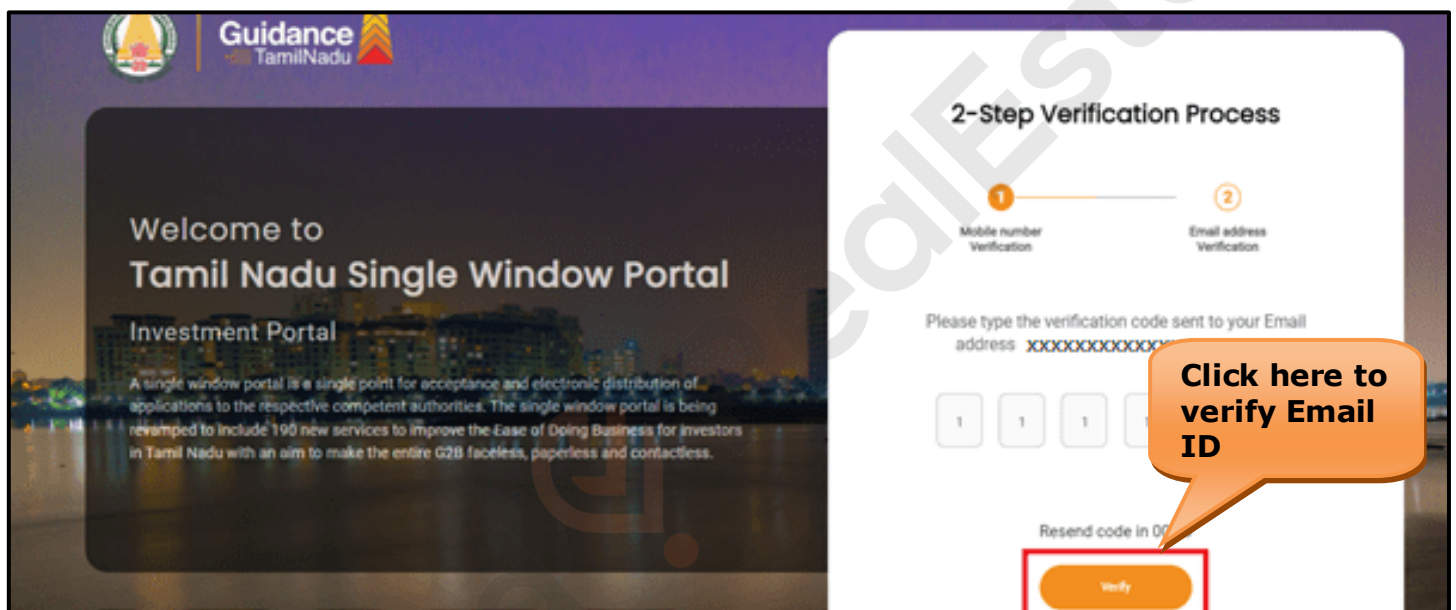


Figure 6. Email ID Verification

- 3) After completion of the 2-Step Verification process, registration confirmation message will pop-up stating as **'Your registration was successful'** (Refer Figure 7).
- 4) Registration process is completed successfully.

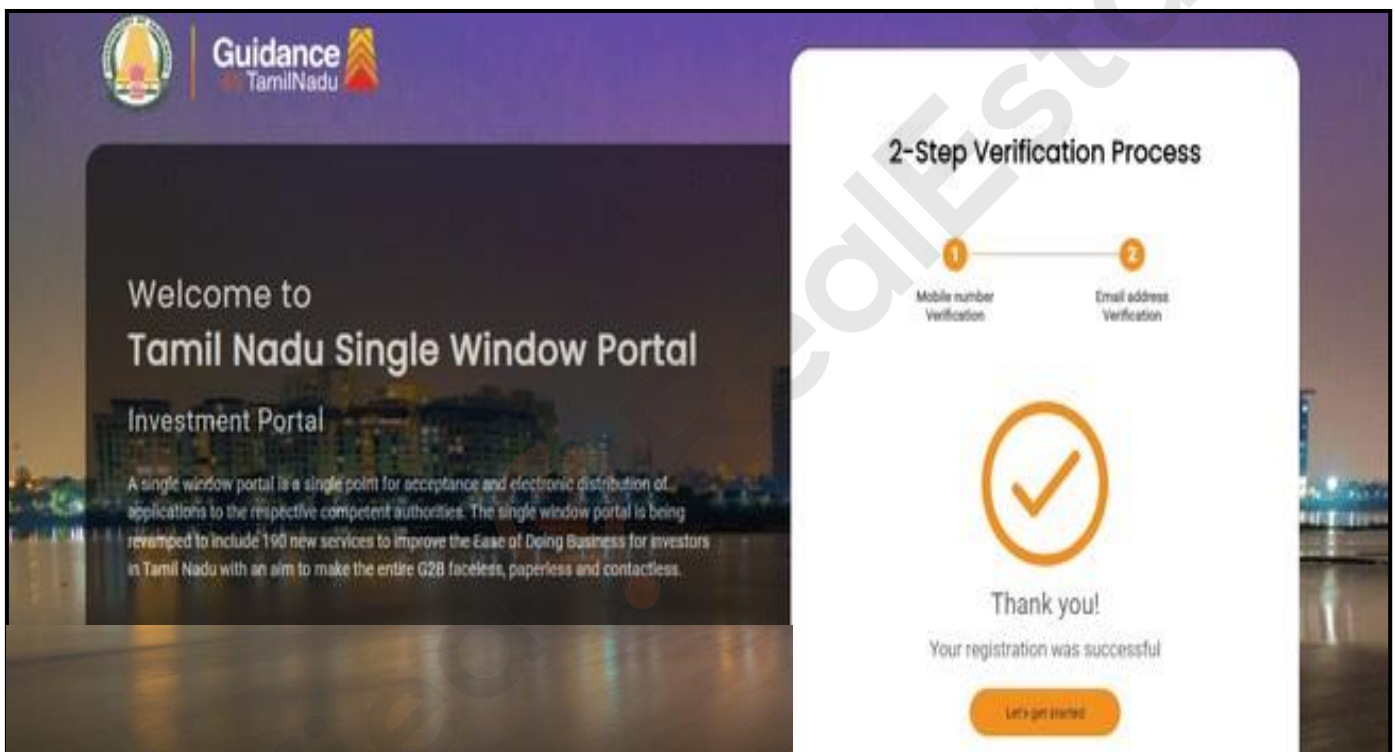


Figure 7. Registration Confirmation Pop-Up

4. Login

- 1) The applicant can login to TNSWP with the Username and Password created during the registration process.
- 2) Click on login button to enter TNSWP.

**Login to
TNSWP**



Figure 8. Login

5. Dashboard Overview

- 1) When the Applicant logs into TNSWP, the dashboard overview page will appear.
- 2) Dashboard overview is Applicant-friendly interface for the Applicant's easy navigation and to access various functionalities such as Menu bar, Status whether the application is Approved, Pending, Rejected and Data at-a glance on a unified point.

A Tamil Nadu Government Portal | Thursday, 1 December 2022, 10:42 am (IST) | [Visit Guidance Site](#) | Operational Timings For Toll Free Number - 8:30 AM to 8:30 PM | Toll Free Number: 18002583878 | Email : helpdesk@investtn.in | [Industrial Helpline](#)

Guidance
TamilNadu

26 MS

Dashboard Overview

Combined Application Form (CAF)

List of Clearances

Know Your Clearances (KYC)

Track your application

Transaction

Digilocker

Virtual Meeting

Combined Application Forms

MURALIDHARAN, Interested in Starting a New Investment? Get Started [New project](#)

Project Name	CAF ID	Application Date	Status
SHINEV	CAF ID : 108025	May 3, 2022 11:34:25 AM	Approved
SAMPLE	CAF ID : 103570	Sep 28, 2021 12:18:57 PM	Approved
PROJECT	CAF ID : 103571	Sep 28, 2021 1:06:26 PM	Approved
WINDFLOW	CAF ID : 103703	Oct 4, 2021 11:58:15 AM	Approved
TWINKLE	CAF ID : 103835	Oct 8, 2021 3:25:03 PM	Approved

Your Clearances Status Select Project/CAF ALMIGHTY

Pre-Establishment	Pre-Operation	Post-Operation
1 Applied	1 Approved	0 Pending
		0 Rejected

[Download consolidated list](#)

Clearance Name	Department Name	Lying with Officer	Last updated	Approved
----------------	-----------------	--------------------	--------------	----------

Figure 9. Dashboard Overview

6. Combined Application Form (CAF)

- 1) Prior to applying for various clearances on TNSWP, the applicant must create a project by filling in the combined application form (CAF).
- 2) Click on Combined Application Form (CAF) from the menu bar on the left.
- 3) The details which are commonly required for applying various clearances are stored in Central Repository through CAF. So, whenever the applicant applies for various clearances for a specific project, the details stored in CAF gets auto populated in the application form which minimizes the time spent on entering the same details while filling multiple applications.
- 4) The Overview of the Combined Application Form (CAF) and the instructions to fill in the Combined Application Form (CAF) are mentioned in the below Figure.
- 5) Click on '**Continue**' button to fill in the Combined Application Form.

Combined Application Form (CAF)

The Combined Application Form (CAF) is a common form that enables investors to apply for multiple department's services available on the Tamil Nadu Single Window Portal (TNSWP) without the need to fill the same information repetitively. CAF is a pre-requisite for applying for any clearance on TNSWP.

Instructions for filling the CAF:

- The CAF requires details related to applicant, enterprise, promoter (s), investment and finance, employment, manufacturing/service proposed to be undertaken and energy and water use. Kindly ensure availability of all these information prior to filling the CAF details
- The following documents have to uploaded after filing the CAF details. Kindly ensure the availability of the same:
 - Self certifications
 - Workflow

[Continue](#)

Your combined application form

All CAF	
SHINEV CAF ID : 108025 May 3, 2022 11:34:25 AM Approved	Mercy CAF ID : 107600 Apr 13, 2022 1:10:23 PM Payment Failed Pay now
VALLEY CAF ID : 106903 Mar 15, 2022 1:16:40 PM Approved	TREASURE CAF ID : 106738 Mar 8, 2022 11:52:11 AM Approved
CAREWELL CAF ID : 106606 Mar 2, 2022 11:03:46 AM Approved	DILIGENCE CAF ID : 106474 Feb 24, 2022 11:30:08 AM Approved

Figure 10. Combined Application Form (CAF)

6.1 Sections of Combined Application Form

- 1) To complete the combined application form (CAF) the applicant has to fill 7 Sections of CAF as displayed in Figure 11. (**CAF payment tab** will be displayed only for Large Enterprises).

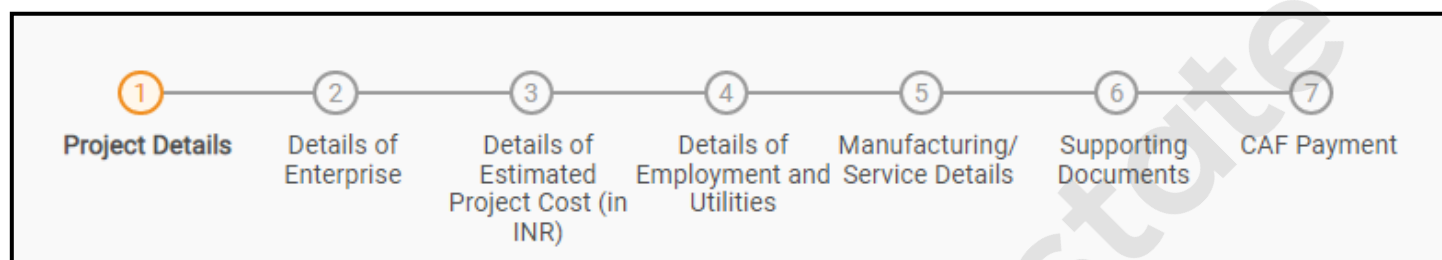


Figure 11. Section of Combined Application Form (CAF)

- 2) After filling the CAF details, the applicant has to upload the requisite supporting documents under '**Section 6: Supporting Documents**'

- **Self-Certification:**

- Download the template.
- Prepare the self-certification documents as per the instructions given in the template and upload.

- **Workflow:**

- Prepare and upload the business process flow chart.

- 3) After filling all the sections in combined application form (CAF), the applicant can submit the form.

- 4) When the applicant submits the combined application form (CAF), confirmation message will pop-up stating, '**Your request has been saved successfully**' (Refer Figure 12).

The screenshot displays the 'Guidance TamilNadu' portal interface. A progress bar at the top indicates seven steps: 1. Project Details, 2. Details of Enterprise, 3. Details of Estimated, 4. Details of Employment and Utilities, 5. Details of Manufacturing, 6. Supporting Documents, and 7. CAF Payment (highlighted). A sidebar on the left contains links: Dashboard Overview, Combined Application Form (CAF), List of Clearances, Know Your Clearances (KYC), Track your application, Transaction, Digilocker, and Incentive Calculator. The main content area is titled 'Payment Details' and features a confirmation message: 'Information: Your CAF details have been successfully saved. Kindly review the CAF fees amount and make applicable payment to submit the CAF.' Below this, users can choose a fee slab ('Lump sum' or 'à la carte') and enter the 'Amount to be paid (in INR)' (500000, labeled 'Five Lakh'). A 'Calculate Fee' button is present. At the bottom, navigation buttons include 'Previous', 'Next', 'Pay Later', 'Pay Now', 'Review & Submit', and 'Submit'.

Figure 12. Combined Application Form (CAF) - Confirmation Message

Note:

If the applicant belongs to large industry, single window fee would be applicable according to the investment in Plant & Machinery or Turnover amount. [Clickhere](#) to access the Single Window Fee Slab.

7. Apply for Planning Permission for building

1. Click on “List of Clearances”

List of Clearances



Establishment Stage Clearance		Pre-Operation Stage Clearance		Post-Operation Stage Clearance	
Dashboard Overview Combined Application Form (CAF) List of Clearances Know Your Clearances (KYC) Track your application					
Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)	
1	Allotment of Land by SIDCO	Tamil Nadu Small Industries Development Corporation Limited (SIDCO)	60 Days	View	Apply
2	Allotment of Land in industrial area	State Industries Promotion Corporation of Tamil Nadu Ltd	60 days	View	Apply

Figure 13. List of Clearances

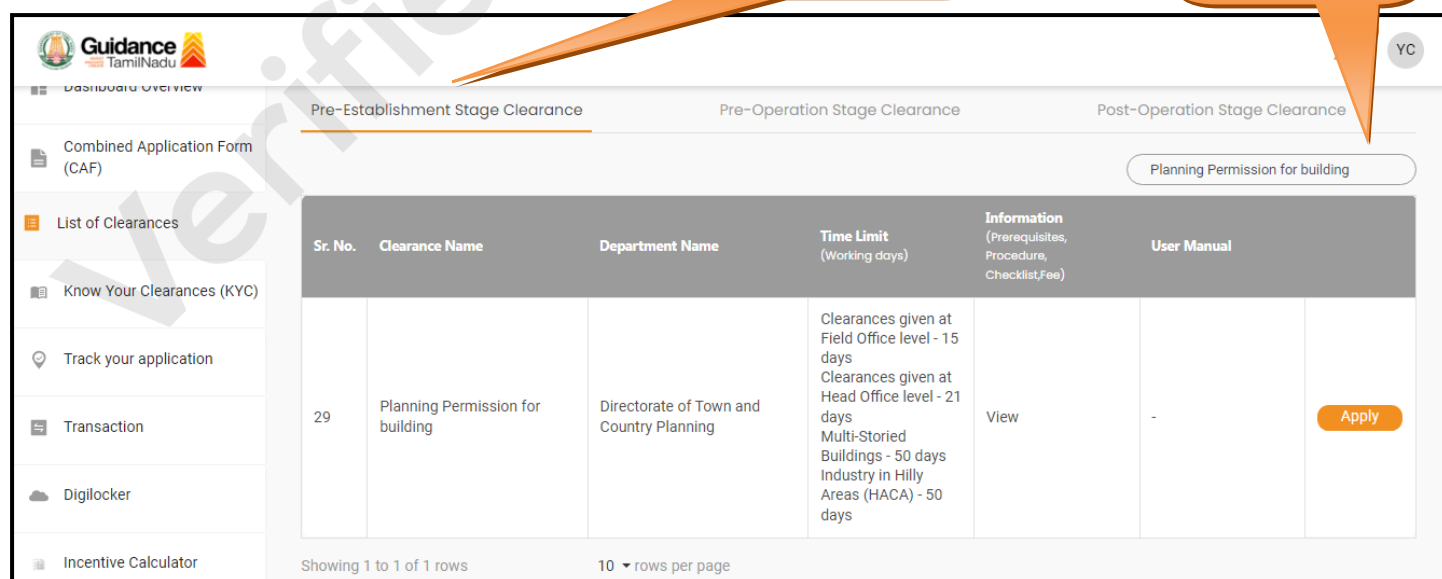
2. The list of clearances is segregated into three stages.

- **Pre-Establishment Stage Clearance**
- **Pre-Operation Stage Clearance**
- **Post-Operation Stage Clearance**

3. Select ‘Pre- Establishment Stage Clearance’ and find the clearance ‘Planning Permission for building’ by using Search option as shown in the figure given below.

Pre-Establishment Stage Clearance

Search for Clearance



Pre-Establishment Stage Clearance		Pre-Operation Stage Clearance		Post-Operation Stage Clearance	
Dashboard Overview Combined Application Form (CAF) List of Clearances Know Your Clearances (KYC) Track your application Transaction Digilocker Incentive Calculator					
Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)	User Manual
29	Planning Permission for building	Directorate of Town and Country Planning	Clearances given at Field Office level - 15 days Clearances given at Head Office level - 21 days Multi-Storied Buildings - 50 days Industry in Hilly Areas (HACA) - 50 days	View	Apply

Showing 1 to 1 of 1 rows 10 rows per page

Figure 14. Search for Clearance

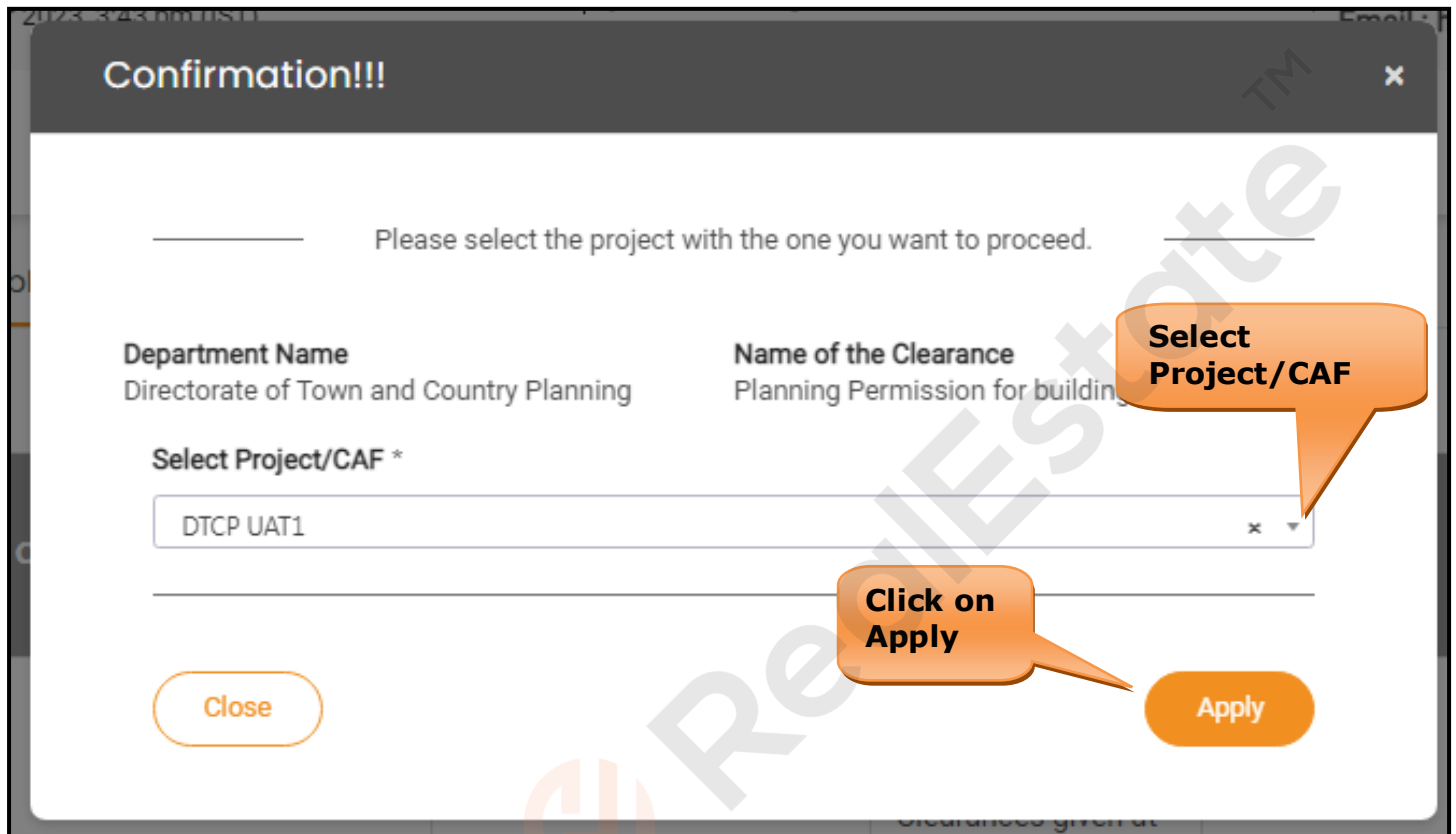
4. Applicant can view information on workflow, checklist of supporting documents to be uploaded by the applicant and fee details. Click on 'view' to access the information (Refer Figure 15)
5. To apply for the clearance, click on 'Apply' to access the department application form (Refer Figure 15).
6. The Applicant can apply to obtain license for more than 1 establishment using a single login, but the applicant must create multiple Combined Application Form (CAF) for each of the establishment.

**View
Information**
**Apply for
Clearance**

Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)	User Manual
29	Planning Permission for building	Directorate of Town and Country Planning	Clearances given at Field Office level - 15 days Clearances given at Head Office level - 21 days Multi-Storied Buildings - 50 days Industry in Hilly Areas (HACA) - 50 days	View	Apply

Figure 15. Apply for Clearance

- 1) Select **PROJECT / CAF** from the drop-down menu.



The screenshot shows a 'Confirmation!!!' dialog box with a close button (X) in the top right corner. The text inside reads: 'Please select the project with the one you want to proceed.' Below this, there are two labels: 'Department Name' with the value 'Directorate of Town and Country Planning' and 'Name of the Clearance' with the value 'Planning Permission for building'. A dropdown menu labeled 'Select Project/CAF *' is shown with 'DTCP UAT1' selected. An orange callout bubble points to the dropdown menu with the text 'Select Project/CAF'. At the bottom, there are two buttons: 'Close' and 'Apply'. An orange callout bubble points to the 'Apply' button with the text 'Click on Apply'.

Figure 16. Project/CAF

- 2) Click on the Apply button and the Page would get redirected to Apply for Planning Permission for building.



Figure 17. Redirecting to Planning Permission for building

3) Enter all the mandatory details in the application for Planning Permission for building.

onlineppa.tn.gov.in/SWP-web/guidanceServices/create

TAMILNADU
SINGLE WINDOW PORTAL
FOR PLANNING PERMISSION

29:38

Building Plan

Drawing Scrutiny

APPLICANT DETAILS

Applicant Name in English*
Yokesh

Mobile No *
9092653218

Email Id *
yokesh4995@gmail

SITE ADDRESS DETAILS

District *
--- Select ---

Taluk *
--- Select ---

Village/City/Town *
--- Select ---

* ULB Type
--- Select ---

Local Body Office *
--- Select ---

Department*

BUILDING DETAILS

Application Type *
--- Select ---

Building Type *
--- Select ---

Total FSI Area in Sq.m

Total FSI Area in Sq.ft

Total No.of Dwelling Units

Building Total Height

Building has
--- Select ---

Total No.of Floors excluding Ground/Stilt

Total Built-up Area in Sq.m

* Upload Building Plan (.dxf files only)
Choose files To Upload Choose Files

Submit

Click on 'Submit'

Figure 18. Welcome to Planning Permission for Building

Application Submitted

- 1) After the applicant has completed the application form, the application is submitted successfully to the Department for further processing. The applicant can view the status of the application under **Track your application** → **Select the CAF from the Dropdown** → **All details**

The screenshot displays the 'Track your Application' page. On the left is a sidebar with navigation links: Dashboard Overview, Combined Application Form (CAF), List of Clearances, Know Your Clearances (KYC), Track your application, and Transaction. The main content area has a header 'Track your Application' with a dropdown for 'Select Project/CAF' set to '12Jan2022New1'. Below this are filter fields for Application ID (128431), Application Ref No. (Search), and Applied on (mm/dd/yyyy). A table lists application details, with the first row highlighted. An orange callout bubble points to the 'Status' column of the first row, indicating the status change.

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/Delayed	Action
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 28, 2023 10:25:38 AM	Application Submitted	Planning Assistant	0/15 days	On time	Actions

Figure 19. Status of the Application

8. Track Your Application

1) After submitting the application, unique 'token ID' would be generated. Using the '**Token ID**' the Applicant can track the status of clearances by clicking on 'Track your application' option.'

2) Applicant to choose the name of the project created during CAF from the dropdown '**Select Project / CAF**' displayed at the top of the page.

• Track your application– Overview Option

By clicking on 'Overview' tab, Applicant can view the count of various clearance statuses as follows.

- **Total Pending Clearances**
- **Total Approved Clearances**
- **Total Rejected Clearances**

Track Your Application

Overview of applications

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action	Fee
1	118190-128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 28, 2023 10:25:38 AM	Application Submitted	Planning Assistant	0/15 days	On time	Actions	-

Figure 20. Track Your Application

- **Track your application– ‘All Details’ Option**

By clicking on ‘All details’ tab, Applicant can view the following statuses of the list of clearances applied for the specified project.

- **Applied on**
- **Last updated date**
- **Status of the application**
- **Lying with officer**
- **Pending days**
- **On time / Delayed Action**

All Details Options

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action	Fee
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 28, 2023 10:25:38 AM	Application Submitted	Planning Assistant	0/15 days	On time	Actions	-

Figure 21. ‘All Details’ tab

9. Query Clarification

- 1) After submitting the application to the Directorate of Town and Country Planning, the Planning Assistant reviews the application and if there are any clarifications required, the Section Officer would raise a query to the applicant.
- 2) Applicant would receive an alert message through Registered SMS/Email.
- 3) Applicant could go to 'Track your application' option and view the query under action items under the 'All Details' Tab.
- 4) Applicant could view the status as '**Need Clarification**' under the 'Status' column. Click on 'Action' button respond to the query as shown in the below figure.

The screenshot displays the 'Track your Application' page. The left sidebar contains navigation links: Dashboard Overview, Combined Application Form (CAF), List of Clearances, Know Your Clearances (KYC), Track your application, and Transaction. The main content area has a 'Track your Application' header with a 'Select Project/CAF' dropdown set to '12/Jan2022New1'. Below this is a filter section with fields for Application ID (128431), Application Ref No. (5854), Applied on (Nov 28, 2023), Clearance Name (Planning Permission for building), Last Updated Date (Nov 29, 2023), and Status (Need Clarification). An orange callout bubble points to the 'Need Clarification' status. The table below shows the application details:

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 29, 2023 11:18:49 AM	Need Clarification	Planning Assistant	1/15 days	On time	Actions

Figure 22. Need Clarification

Application Action - 128431

Application ID 118190-128431	Application Name Planning Permission for building
Application Ref No. 5854	Project Name DTCP UAT1
Application Submission Date Nov 28, 2023 10:15:20 AM	Status Need Clarification

Actions to

Click on 'Provide clarification'

Provide Clarification **Close**

Figure 23. Provide clarification

- 5) The Applicant clicks on '**Provide clarification**' button and responds to the Query.
- 6) The Application gets submitted to the department after the query has been addressed by the Applicant.
- 7) The Status of the application changes from 'Need clarification' to '**Under Process**' after the Applicant submits the query.

Guidance TamilNadu

Dashboard Overview

Combined Application Form (CAF)

List of Clearances

Know Your Clearances (KYC)

Track your application

Transaction

Track your Application Select Project/CAF 12Jan2022New1

Overview All Details

Filters

Application ID	Application Ref No.	Applied on	Clearance Name	Last U	Status	On time/ Delayed
128431	Search	mm/dd/yyyy	planning	mm/	Select	Select

Apply filters Reset filters

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 29, 2023 11:52:49 AM	Under Process	Planning Assistant	1/15 days	On time	Actions

Status Changed to 'Under Process'

Figure 24. Under Process

10. Payment Process

- 1) Complete Payment through the online.

The screenshot shows the 'Track your Application' interface. A callout bubble points to the 'Status' column in the table, indicating it has changed to 'Pay Scrutiny Fees'.

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 29, 2023 11:36:20 AM	Pay Scrutiny Fees	citizen	1/15 days	On time	Actions

Figure 25. Make Payment

11. Inspection Schedule

- 1) The Planning Assistant schedules the date of appointment for inspection to be done for the specified institution.
- 2) After the Inspection gets completed, the Planning Assistant submits the Inspection report.
- 3) The Applicant has the provision to view the Scheduled Inspection details.

The screenshot shows the 'Track your Application' interface. A callout bubble points to the 'Status' column in the table, indicating it has changed to 'Inspection Scheduled'.

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 29, 2023 11:32:47 AM	Inspection Scheduled	Planning Assistant	1/15 days	On time	Actions

Figure 16. Inspection Scheduled

Application Action - 128431

Application ID 118190-128431	Application Name Planning Permission for building
Application Ref No. 5854	Project Name DTCP UAT1
Application Submission Date Nov 28, 2023 10:15:20 AM	Status Inspection Shceduled

Actions to be performed

[View Inspection Report](#) [View Inspection Detail](#) [Close](#)

Figure 27. View Inspection Details

Guidance TamilNadu

Dashboard Overview

Combined Application Form (CAF)

List of Clearances

Know Your Clearances (KYC)

Inspection Details : 128431

Inspection Scheduled Date (DD/MM/YYYY):

30/11/2023

[View Inspection Date](#)

Figure 28. View Inspection Details (Contd.)

Pay Demand Charge

Guidance TamilNadu

Dashboard Overview

Track your Application

Select Project/CAF: 12Jan2022New1

Overview All Details

Filters

Application ID: 128431

Application Ref No.: Search

Applied on: mm/dd/yyyy

Clearance Name: Search

On time/ Delayed: Select

Apply filters

Reset filters

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action	Fee
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 29, 2023 3:01:48 PM	Pay Demand Charges	Citizen	1/15 days	On time	Actions	-

Figure 29. Pay Demand Charge

Planning Permission Issued

Guidance TamilNadu

Dashboard Overview

Track your Application

Select Project/CAF: 12Jan2022New1

Overview All Details

Filters

Application ID: 128431

Application Ref No.: Search

Applied on: mm/dd/yyyy

Clearance Name: planning

On time/ Delayed: Select

Apply filters

Reset filters

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action	Fee
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 30, 2023 3:38:57 PM	Planning Permission Issued	Assistant Director	1/15 days	On time	Actions	-

Figure 30. Planning Permission Issued

Application Action – 128431

Application ID 118190-128431	Application Name Planning Permission for building
Application Ref No. 5854	Project Name DTCP UAT1
Application Submission Date Nov 28, 2023 10:15:20 AM	Status Planning Permission Issued

Actions to be performed

[View Application](#)
[View Application](#)
[Close](#)

Figure 31. View Application

12. Application Processing

- 1) The Assistant Director scrutinizes and reviews the application and updates the status as **"Approved or Rejected"**.

Track your Application Select Project/CAF: 12Jan2022New1

Overview All Details

Filters

Application ID	Application Ref No.	Applied on	Clearance Name	Last Updated Date	Status	On time/ Delayed
128431	Search	mm/dd/yyyy	planning	mm/dd/yyyy	Select	Select

Apply filters Reset filters

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
1	118190 - 128431	5854	Nov 28, 2023 10:15:20 AM	Planning Permission for building	Nov 30, 2023 4:38:57 PM	Approved	Citizen	2/15 days	On time	Actions

Figure 32. Application Processed

- 2) If the application is '**Approved**' by Assistant Director, the applicant can download the Certificate under **Track your application – > Action button -> Download Certificate** (Refer Figure 33)

Application Action - 128431

Application ID 118190-128431	Application Name Planning Permission for building
Application Ref No. 5854	Project Name DTCP UAT
Application Submission Date Nov 28, 2023 10:15:20 AM	Status Approved

Actions to be performed

Download Certificate
Feedback - Application Processing
Feedback - Application Submission
Close

Figure 33. Download Certificate

- 3) If the application is '**Rejected**' by Assistant Director, the applicant can view the rejection remarks under the Actions Tab by the department. Applicant has to create a fresh application if the application has been rejected. (Refer Figure 34)

Track your Application Select Project/CAF: 12/Jan2022New1

Overview | All Details

Filters

Application ID	Application Ref No.	Applied on	Clearance Name	Status	Lying with Officer	Pending Days	On time/Delayed	Action
128431	Search	mm/dd/yyyy	planning	Rejected	Citizen	2/15 days	On time	Actions

Figure 34. Rejected Status