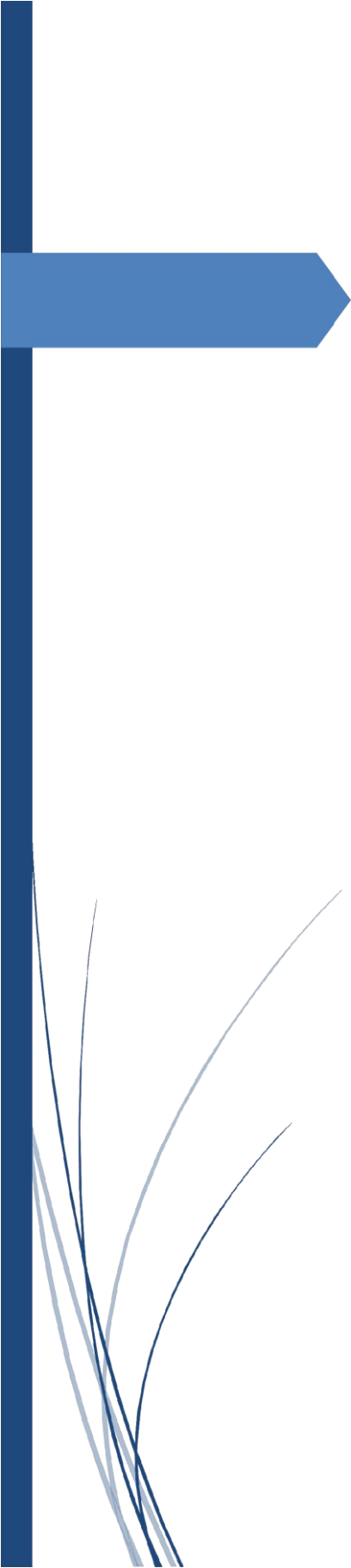




Department for Promotion of Industry and Internal Trade

**Getting Started for Department for Promotion of
Industry and Internal Trade**

**Department for Promotion of Industry and Internal
Trade**

MINISTRY of Commerce and Industry

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

TABLE OF CONTENTS

1. INTRODUCTION	3
2. REGISTRATION	4
3. INDUSTRIAL LICENSE	10
3.1 INDUSTRIAL LICENSE - UNDER IDR ACT 1951	10
3.2 INDUSTRIAL LICENSE - UNDER ARMS ACT 1959	22

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

1. Introduction

The Department for Promotion of Industry And Internal Trade was established in 1995 and has been reconstituted in the year 2000 with the merger of the Department of Industrial Development. Earlier separate Ministries for Small Scale Industries & Agro and Rural Industries (SSI&A&RI) and Heavy Industries and Public Enterprises (HI&PE) were created in October, 1999.

With progressive liberalization of the Indian economy, initiated in July 1991, there has been a consistent shift in the role and functions of this Department. From regulation and administration of the industrial sector, the role of the Department has been transformed into facilitating investment and technology flows and monitoring industrial development in the liberalized environment.



DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

2. Registration

Open the URL: <https://services.dpiit.gov.in/lms> in the browser, to access the “DPIIT” application.

Following screen will appear: -



Click on Register to register user

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

To register as an applicant, click on continue, registration form will display:-

Registration

1. Personal Details
2. Choose User Name and Password
3. Security and Terms
4. OTP Verification

1. PERSONAL DETAILS

First Name*
Only alphabets, dot and space allowed. Maximum 50 Character

Middle Name
Only alphabets, dot and space allowed. Maximum 50 Character

Last Name
Only alphabets, dot and space allowed. Maximum 50 Character

Email Address*
Please use a valid email address that you frequently access. Email verification code will be sent on this Id. Maximum 256 Character

Confirm Email Address*

Phone Number (+91)
Enter Phone Number with STD Code. Do not include +91 or 0. Maximum 10 Numbers

Mobile (+91)*
Please use a valid mobile number that can be used to send the SMS code for user verification. Do not include +91 or 0. Maximum 10 Numbers

Confirm Mobile (+91)*

Fax (+91)
Maximum 10 Numbers

ADDRESS

Address*
Maximum 200 Characters.

Country

State*

District*

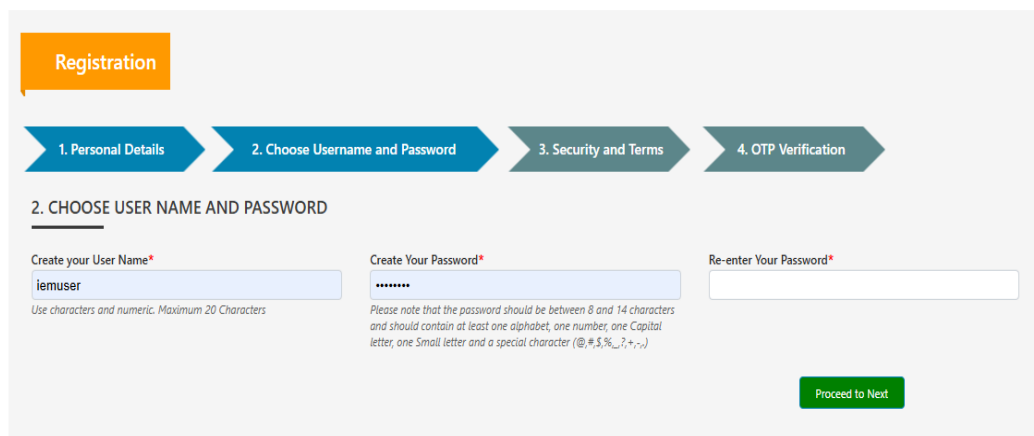
Taluka
Maximum 50 Characters

Pin Code*
Maximum 6 Characters

Proceed to Next

Fill all Mandatory fields
Click on Proceed to Next

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024



Registration

1. Personal Details → 2. Choose Username and Password → 3. Security and Terms → 4. OTP Verification

2. CHOOSE USER NAME AND PASSWORD

Create your User Name*

iemuser

Use characters and numeric. Maximum 20 Characters

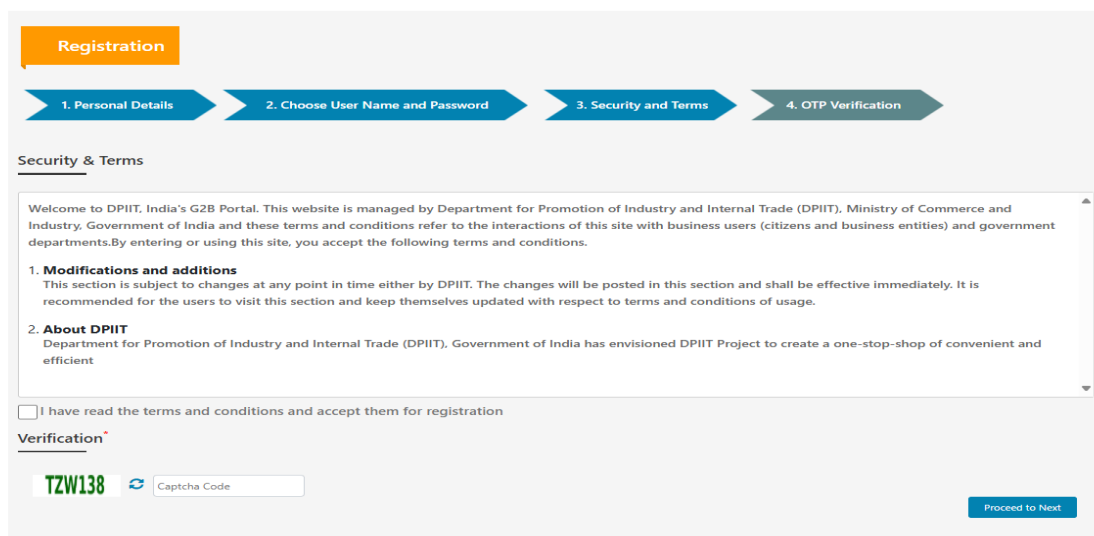
Create Your Password*

Please note that the password should be between 8 and 14 characters and should contain at least one alphabet, one number, one Capital letter, one Small letter and a special character (@,#,\$,%,&,'+,-,=)

Re-enter Your Password*

Proceed to Next

Note:- To view the “Personal Details”, click on Previous button



Registration

1. Personal Details → 2. Choose User Name and Password → 3. Security and Terms → 4. OTP Verification

Security & Terms

Welcome to DPIIT, India's G2B Portal. This website is managed by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India and these terms and conditions refer to the interactions of this site with business users (citizens and business entities) and government departments. By entering or using this site, you accept the following terms and conditions.

1. Modifications and additions
This section is subject to changes at any point in time either by DPIIT. The changes will be posted in this section and shall be effective immediately. It is recommended for the users to visit this section and keep themselves updated with respect to terms and conditions of usage.

2. About DPIIT
Department for Promotion of Industry and Internal Trade (DPIIT), Government of India has envisioned DPIIT Project to create a one-stop-shop of convenient and efficient

☐ I have read the terms and conditions and accept them for registration

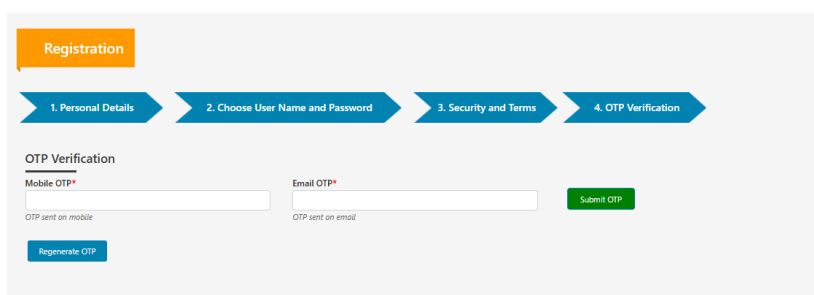
Verification*

TZW138 

Proceed to Next

To proceed further, check the Checkbox
Enter Captcha Code
Click on Proceed to Next

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024



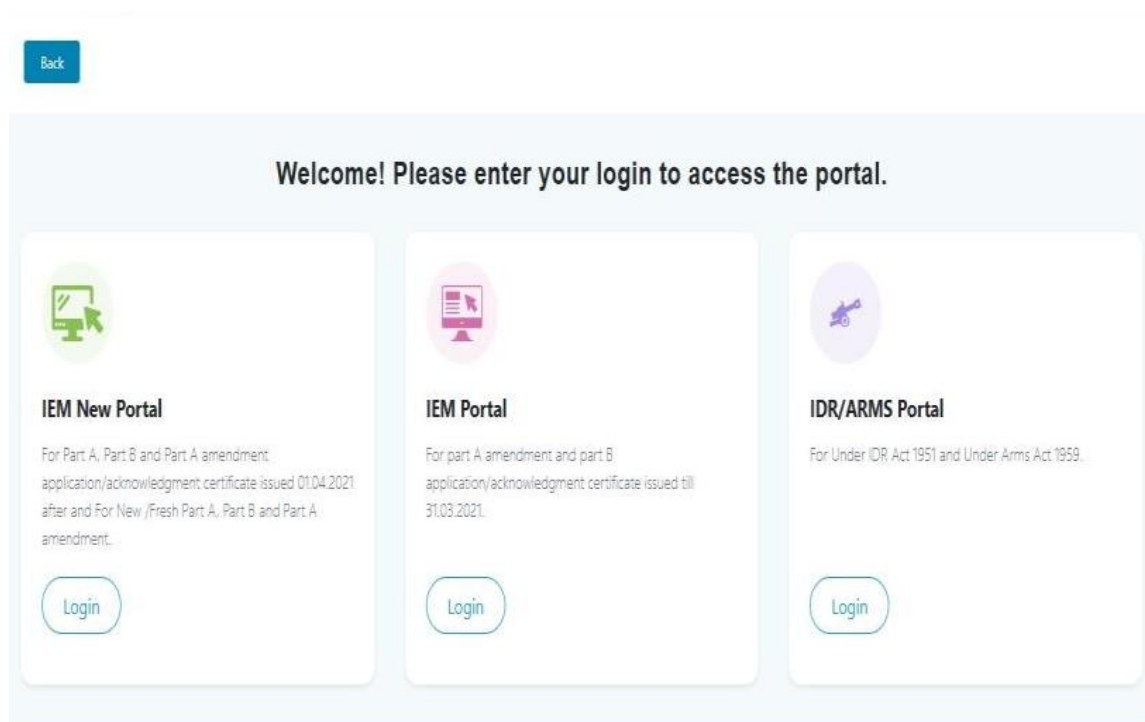
The registration process is shown in four steps: 1. Personal Details, 2. Choose User Name and Password, 3. Security and Terms, and 4. OTP Verification. The OTP Verification step includes fields for Mobile OTP and Email OTP, both with a 'Regenerate OTP' link below them. A 'Submit OTP' button is located to the right of the Email OTP field.

Enter the Mobile OTP which user has recieved on registered mobile no.

Enter Email OTP which user has received on registered email id.

Click on Submit OTP, user will get registered.

Note:- If user has not received OTP then click on “Click to regenerate OTP”.



The login screen displays a 'Welcome! Please enter your login to access the portal.' message. It features three login options: IEM New Portal, IEM Portal, and IDR/ARMS Portal. Each option includes a brief description of its scope and a 'Login' button. A 'Back' button is located at the top left.

Note:- For IL select IDR/ARMS Portal

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

After successfully registration, user can login to the application using User Name and Password.

Ministry of Commerce and Industry | Government of India

उद्योग संवर्धन और आंतरिक व्यापार विभाग
DEPARTMENT FOR PROMOTION OF INDUSTRY AND INTERNAL TRADE

G2B PORTAL

Home e-Filing Instructions Online Help

Home / LoginDashboard / Login

[Back To Dashboard](#)

Login or Register to Continue

Login

User Name *

Password *

MTQS17 Captcha Code

[Submit](#)

[Forgot Password ?](#)

OR

This site can be best viewed in Firefox 3.5 and above, Chrome 18 and above and Edge 17 and above.

Not a Registered User ? [Register Here](#)

Register with DPIIT G2B Portal and make your life easier by:

1. Submitting pre-filled form.
2. Submitting forms online.
3. Tracking and checking the status of your submitted form.
4. Identifying the applicable licenses.

Note: Old eBiz portal login credential are not valid for this portal. Please register again on this portal.

[New User Or Business? Register](#)

GOI web directory Digital India Power To Empower राष्ट्रीय ई-गवर्नेंस योजना National e-Governance Plan Public services closer home MAKE IN INDIA data.gov.in Open Government Data (OGD) Platform India india.gov.in

To login do the following steps:-

Click on Login

Enter User Name

Enter Password

Enter Captcha Code

Click on Submit, Dashboard will display

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

3. Industrial License



To apply for IL license, click on “**Industrial License(IL)**”

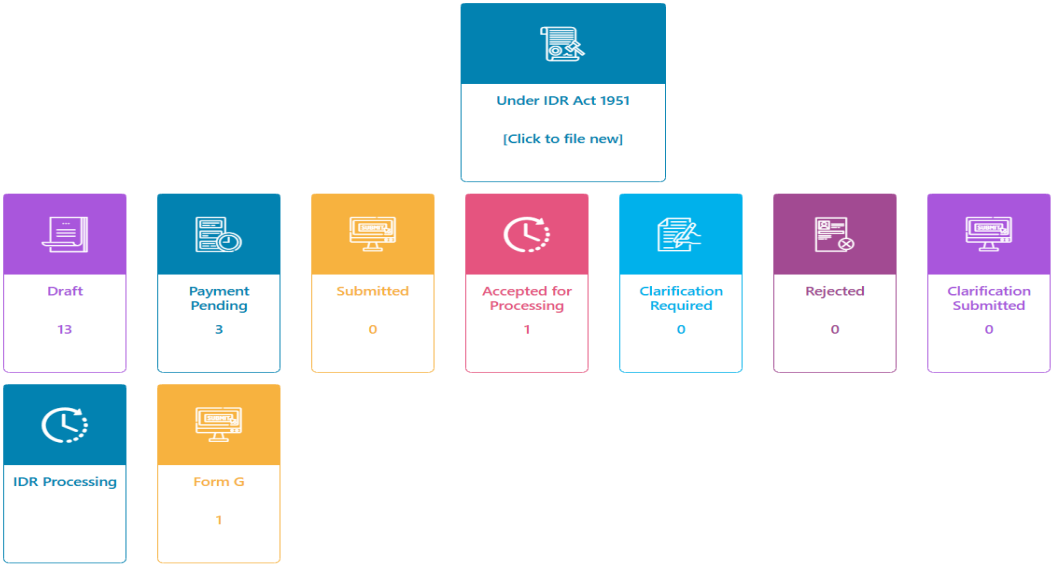
Two parts that are Under IDR Act 1951 and Under Arms Act 1959 will display.

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

3.1 Industrial License - Under IDR Act 1951



Click on “Under IDR Act 1951”



Click on Under IDR Act 1951 for new application

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Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

Under IDR Act 1951

Draft Number : IL/IDR/85275/2024

☐ Chemical
 ☐ Explosives
 ☐ Defence

1. Name and Address of Industrial Undertaking (Indian/Foreign) in full for Correspondence

Industrial Undertaking*

Postal Address

Number / Building*

Street

Landmark

Locality*

Village / Town / City*

State*

District*

Pin*

Contact Details

Telephone (Include STD Codes)

Fax (Include STD Codes)

Mobile No.*

Email Id*

Website of the Undertaking (If Available)

Police Station*

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Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

2. Details of Industrial Undertaking

(A)
☒ If Registered (Under Companies Act)
☐ If not Registered (Under Companies Act)

Registration Number/Certificate of Incorporation	MOA & AOA Details

(B.) PAN Number of the Undertaking*

3(A). Location of the Factory or Undertaking for proposed activities

Number / Building / Khasra No. / Plot No. / Khata No. / Survey No.*
Street
Landmark

Locality*
Village / Town / City*
State*
--Select State--

District*
Pin*

3(B). Contact Details

Telephone
(Include STD Codes)
Fax
(Include STD Codes)
Mobile No. *

Email Id*
Police Station*

3(C). Whether factory is located in SEZ Area or an EOU Unit

☐ YES
☐ NO

Save as Draft
Next

Fill mandatory fields

Note:- Fields marked with asterisk sign (*) are mandatory.

If user want to save the form as a draft and wants to complete the form later then click on “**Save as Draft**” or if user wants to move ahead click on “**Next**”.

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Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

4. Existing Activities of the Company *

4(A). Existing Activities of the Company (Y/N)

☐ YES
☒ NO

4(B). Proposed items to be manufactured by the company

Item Code (NIC, 2008) *	Item Description	Description *	Proposed Annual Capacity *	Existing Annual Capacity (if applicable)	Total Capacity After Expansion	Unit of Capacity *
						Select v

+ Add

Description of activities to be undertaken

☐ Industrial Use
☐ Defence use

4(C). Briefly indicate process involved in manufactures of the item(s)(Attach separate sheet if required on the attachment page)

4(D). Attach list of Industrial License / Registration / IEM acknowledge already issued in favour or the applicant so far

☐ Registration
☐ IEM
☐ IL

Number

Date

Pick a Date

Fill mandatory fields

To go back, click on "Previous" button

To save the form as a draft, click on "Save as Draft"

To fill the form further, click on "Next"

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

5. Information regarding foreign investment involved*

☐ YES ☐ NO

5(A). Whether the proposed activity / investment qualify for automatic route?

☐ YES ☐ NO

5(B). If no, whether government approval has been obtained

☐ YES ☐ NO

5(C). Patterns of Share Holding in Paid-Up-Capital

Patterns of Share Holding in Paid-Up-Capital		
	Existing	Proposed
	Equity (%)	Equity (%)
1. Total Foreign Investment		
(A). Foreign Direct Investment (FDI)		
(B). Foreign Institutional Investment (FII)		
(C). Foreign Portfolio Investment (FPI)		
(D). Investment by Qualified Foreign Investor (QFI)		
(E) Investment by Foreign Venture Capital Investors (FVCI)		
(F) Non Resident Indian Individual Investments on Repatriable Basis		
(G) Total Foreign Investment (A+B+C+D+E+F)		
2. Total Resident Investment		
(H) Non Resident Investment (NRI) Individual Investment on non-repatriable Basis		
(I) Other Resident Investment		
(J) Total Resident Investment (H+I)		
(K) Total Investment (G+J)		

Previous

Save as Draft

Next

Fill mandatory fields

To go back, click on “Previous” button

To save the form as a draft, click on “Save as Draft”

To fill the form further, click on “Next”

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

*7(B). Employment (Refer to Section 3 (C) (i) & (ii) of I(D&R) Act 1951)

	Existing (If applicable)	Proposed	Total
Supervisory			
Non-Supervisory			
Grand Total			

*8. Expected date of commencement of commercial production

*9. Attachments

Document Type	Upload File
Ownership Proofs*	Browse... No file selected.
Certification of Incorporation	Browse... No file selected.
Memorandum of association / articles of association	Browse... No file selected.
Board resolution certificate*	Browse... No file selected.
Undertaking of Country of Concern* Download	Browse... No file selected.
FDI	Browse... No file selected.
Other Relevant Document	Browse... No file selected.
Briefly indicate process involved in manufactures of the item(s)	Browse... No file selected.

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

Details of criminal cases if any against the company / Director (S)* Sample				Browse... No file selected.
Government approval for automatic route				Browse... No file selected.

Attach list of Industrial License / Registration / IEM acknowledge already issued in favour of the applicant so far

S.No.	Application Type	Previous Number	Date	Upload File
1	IL	il67	29-08-2018	Browse... No file selected.

Self-Declaration

I / WE HEREBY FURTHER DECLARE THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT TO THE BEST OF MY / OUR KNOWLEDGE AND BELIEF.

Name*

Designation*

Date*

Place*

Previous

Save&Exit

Preview

Final Submit

Fill mandatory fields
Upload Documents

To go back, click on "Previous" button

To save the form as a draft, click on "Save & Exit"

To view the filled form, click on "Preview"

To submit the form, click on "Final Submit"

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

After Final Submit we will process to Pay
Click on pay button

5	Undertaking of Country of Concern	1367-Country of Concern-form.pdf
6	FDI	1367-FDI-FileNameOfGeneratedPdf.pdf
7	Details of criminal cases if any against the company / Director (S)	1367-CRIMINAL-FCL_sanction.pdf

Attach list of industrial License / Registration / IEI acknowledge already issued in favour of the applicant so far

S.No.	Application Type	Previous Number	Date	Uploaded File
1	Registered	hj5	01-08-2018	1367-previousApplication-FileNameOfGeneratedPdf.pdf

SELF-DECLARATION

I / WE HEREBY FURTHER DECLARE THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT TO THE BEST OF MY / OUR KNOWLEDGE AND BELIEF.

Name: DESIGNATION: DATE:

PLACE:

[Pay](#)

GOI web directory     

Ministry of Commerce and Industry | Government of India

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DEPARTMENT OF INDUSTRIAL POLICY & PROMOTION

G2B PORTAL

Welcome! [LOGOUT](#)

[e-Filing Instructions](#) [Online Help](#)

Home / Service / Fee Details

Application No.	Amount
IL/ACC/2488/2018	10000

[Pay Now](#)

GOI web directory     

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

Click on pay now Button

The screenshot shows a web interface for payment. At the top, there is a blue header bar with the word "Payment". Below this, the interface is divided into two main sections. The first section, titled "Select Payment Method", contains a single option: a credit card icon with the text "Credit Card" below it. The second section, titled "Credit Card Info", contains several input fields: "NAME ON CARD" (a single-line text box), "CARD NUMBER" (a single-line text box with a placeholder "0000-0000-0000-0000"), "EXPIRATION" (two dropdown menus for month and year, with "6" and "1" selected), and "CVV NUMBER" (a three-digit text box with a placeholder "XXX"). At the bottom of the "Credit Card Info" section is a blue "submit" button.

Enter card details

Click on submit, Dashboard will display.

There are following modules available for "Under IDR Act 1951":-

Draft

Payment Pending

Submitted

IL Issued

Clarification Required

Rejected

Clarification Submitted

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024



Draft :- Click on draft, to view the application forms which are in draft mode. Here user can final submit the form .

Under IDR Act 1951 - Draft Application List (1)			
SR.No	IL Number	Date	Status
1	IL/IDR/3835/2018	2018-08-30 17:13:02.055	Draft

Click on IL number, form will appear.
Fill the form and click on Submit.

Payment Pending:- Application forms whose payment has not done will appear here. Here user can do the payment.

Under IDR Act 1951 - Payment Pending Application List (5)			
SR.No	IL Number	Date	Status
1	IL/IDR/3815/2018		Payment Pending
2	IL/IDR/3742/2018		Payment Pending

Click on IL number, form will appear.
To pay the payment, click on "Pay Now".

Submitted:- Here list of submitted form will appear.

To view the summary, click on IL number.

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

3.2 Industrial License - Under Arms Act 1959

Under ARMS Act 1959
Draft Number : IL/ARMS/85276/2024

For Companies

Form of application for "Arms License" in Form VII for manufacture and proof test
(See Rule - 51)

Name Of The Applicant*
Constitution Of The Applicant Company*
Company Identification No. (CIN)*

Registered Office Address
Telephone
Mobile No. *

Email Id *

Responsible Person Name*
Designation *
Mobile *

Email Id *

Address Of The Factory For Manufacture & Proof Testing *

+ ADD

Description Of Fire Arms To Be Manufactured / Proof Tested
Category
Proposed Annual Capacity (Number)

+ ADD

Description Of Ammunition To Be Manufactured / Proof Tested
Category
Proposed Annual Capacity (No. Of Weight in Kilograms)

+ ADD

In Case The Manufacturer Does Not Want In- House Proof Testing, Name Of The Range Or Other Place For Proof Testing Being Applied For

Save as Draft
Next

Click on "Under Arms Act 1959"

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024

Description Of Ammunition To Be Manufactured / Proof Tested

Category

Proposed Annual Capacity (No. Of Weight In Kilogram)

+ Add More

In Case The Manufacturer Does Not Want In-house Proof-testing, Name Of The Range Or Other Place For Proof-testing Being Applied For

Upload Files

Upload Attachments

DECLARATION

I, _____, the responsible person(named in column 5 of _____) (Company name), hereby declare that the above particulars given in the application are true, complete and correct to the best of my knowledge and belief. I understand that in tehe event of any information being found false or incorrect at any stage, I, personally as well as the company are liable to be proceeded against and action taken under the relevant provisions of the Arms Act, 1959, the Arms Rules,2016, and other central enactments or the law for the time being in force.

Signature of and Stamp of the responsible office
signing of behalf of the company

REQUIRED DOCUMENTS Save as Draft Preview Final Submit

Fill mandatory fields

Click on "Upload Attachments" to upload documents

Note:- Fields marked with asterisk (*) are mandatory.

To upload documents, click on "Required Documents"

To save the form as a draft, click on "Save & Exit"

To view the filled form, click on "Preview"

To submit the form, click on "Final Submit"

There are following modules available for "Under Arms Act 1959":-

Draft

Submitted

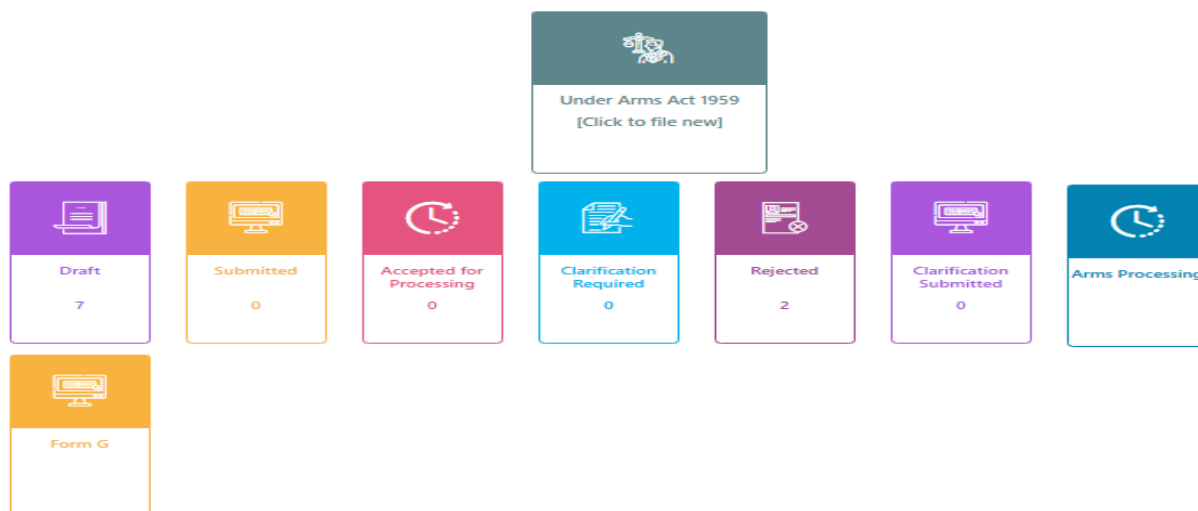
IL Issued

Clarification Required

Rejected

Clarification Submitted

DPIIT		
Getting Started Guide	Version: 2.0	Create Date: 06-12-2024



Draft :- Click on draft, to view the application forms which are in draft mode. Here user can final submit the form .

Under IDR Act 1951 - Draft Application List (1)			
SR.No	IL Number	Date	Status
1	IL/IDR/3835/2018	2018-08-30 17:13:02.055	Draft

Click on IL number, form will appear.
Fill the form and click on Submit.

Submitted:- Here list of submitted form will appear.

To view the summary, click on IL number.