



DEPARTMENT OF STATE TAXES AND EXCISE GOVT.OF HIMACHAL PRADESH



License Modification

User Reference Manual

C-TEL INFOSYSTEMS PVT. LTD Hyderabad, Telangana



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user required to handle all alert pop-up by clicking on ok



1.Overview:

- Implementation Of An E-Governance Systems for Excise Functions Of "Department of State Taxes and Excise Government Of Himachal Pradesh"
- The Purpose of This Document Is to Provide a Detailed Description to The User Which Helps to Perform License modification as shown below.

2.Helpful Resources:

2.1 System Requirements:

Operating System

• Ubuntu Version No:20.0.4

Connectivity

• For Data Transmission There Should Be Connectivity Installed at Location

Browser:

• Application Is Compatible with Latest Mozilla and Chrome

2.2 Help and Contact Information



License Modification: Licensee Login:

	Wel Please login	come! to your account
	User Name	
Department of State Taxes and Excise	Password	۲
Government of Himachal Pradesh	Verification Code *	34785 Get a new code
	Enter Verification Code	U
		Forgot password?
	1	Login
All Milling and	➔ Vigilance & Enforcement	→ RTI
	→ Track Status	→ EoDB Dashboard
	Download User Manuals	➔ Third Party Verification
	➔ Download Application Forms	→ Excise Dashboard
	→ Download SOP Documents	➔ Activity Videos
	➔ Frequently Asked Questions	➔ Download APK
and the second second second second	Don't have a	n account? Sign Up
	Helpdesk Number: 91820579-73/7 91820594-28/2	74/78,91820580-40/70/82, 38

• User need to provide valid credentials as shown in above figure and click on Login.

Image: Second	Master Data	(1) Dashboard	토리 License Management	C Brand / Label Registration	
Q Vigilance Others	La Dispatches	O) Users	Reports	The second secon	
	Q Vigilance	Others			

• User need to click on License management as shown in above figure.

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t Linner Desidention	Approved Licenses		Charat Data	60 10 May 2022	Cod Date	- 10 Mar 20	22]			Count
+ License Registration	Expired Licenses		Start Date	19-Mdr-2022	End Date	19-Mdr-20	22	License Types	All		Search
10 *	License Renewal								Search	n:	
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No data available	License Modifications	Minor Amendments									
	Request For Surrender Of License	Major Amendments									
	License Surrender	Licensee Requested								Previou	s Next
	License Suspension List	List									

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• From navigation bar, user need to select License management and choose License modification, for minor change Like changing address, email, phone number select minor amendement but for major changes Likes business types, transfer of License, Address of premises select Major amendments.

	💵 Master Data 🗸	🔄 License Ma	inagement 🗸 🔗	Brand / Label Registr	ation ~ 💽 Dispa	tches v 🛛 🕜 Dispa	tches ~	은 Users ~	Q Vigilance ~	Q Others ~	S. Hell	120
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								Start Date	19-Mar-2022	E	End Date 🗰 19-Mar-2022	Search
	10 •										Search:	
	Acknowledgement Receipt Number *	Applicant Name	Business Name	Applicant Type	Application Type	License Type	License Category	License	Form	Status	License Number	Action
	L2100043	Vasu Badisa	HIMACHAL AUTOMATION	Individual	Fresh Issuance of License	Retail Sale License	Vends	L2,L2-A	A,L-2AA	Approved	100021901521(Retail sale License) Modify
	L2100051	Vasu Badisa	HIMACHAL AUTOMATION	Individual	Fresh Issuance of License	Retail Sale License	Vends	L14,L14	4-A,L-14C,L-14CC	Approved	100051901521(Retail sale License	e) ify
	L2100061	Vasu Badisa	HIMACHAL AUTOMATION	Individual	Fresh Issuance of License	Retail Sale License	Bars	L3, L4 8	& L5	Approved	100061901521(Retail sale Licensi	Modify
	L2100063	Vasu Badisa	HIMACHAL AUTOMATION	Individual	Fresh Issuance of License	Retail Sale License	Bars	L4 & L5	;	Approved	100081901521(Retail sale License	e) Modify

• note:only approved License can only be modified

• User required to click on Modify as per License Modification.

	💶 Master Data 🗸	🔄 License Management 🗸	🔗 Brand / Label Registration 🗸	💵 Dispatches 🗸	🕜 Dispatches 🗸	은 Users v	Q Vigilance ~	Q Others ~	
м	AJOR AMENDMI	INT							Licensee Modification > Major Amendmen
	Acknowledgement	Receipt Number : L21000	63 Business Name : HIMACH	AL AUTOMATION	License Number : 1	00081901521	Retail sale Licen	se)	
	License Details								~
	Transfer								~
	Constitution of E	Business							*
	Shifting of Prem	ises							×.
					Modify				

• In major amendment page, user need to click on License details, user can find respective License details as shown below

• Based on modification, user need to select either License details,transfer,constitution of business,shifting premises. Note:only after you click on type of modification those fields only appears

License Details			*
Type of Application Retail sale License Type	: Fresh Issuance Of License : Bars	License Types Business Name	: Retail Sale License : HIMACHAL AUTOMATION
Transfer			*
Transfer of License in case of Death of so	ole proprietor/in any other case		
Constitution of Business			*
Constitution of Business	Select Business Type 🔹		
Addition			×
Deletion			×
Constitution of Business			*
Constitution of Business	Company *		
Addition			×.
Addition of Partner Addition of Director			
Addition of godown/premises			
Shifting of Premises			~
 Within Revenue State Outside Revenue State 			
		Modify	

• After completing all fields click on modify.

Propose	d Changes				×
Business Nam	e* Business Nan	ne			
			Constitution of Business		
Applicant Type	9	individual			
Change Applic	ant Type to	Company			
			Additional Details		
Date Of incorporation*	Date of incorporation	Registered	d address* Registered address	PAN*	E.G. AAAA9999A
GSTIN★	E.G. 22AAAAA0000A1Z5	Director Identificati Number / C Identity Nu	tion Corporate lumber*		
			Managing Director Details		
Name of the Directors/ Managing Director*	Name of the Director	PAN of the Directors/ Managing Director	E.G. AAAAA99999A	Profile Photo of the Directors/ Managing Director*	Choose File No file chosen
			Manager Details		
Name of the Managers and Managing Agents*	Name of the Managers and	PAN of the Managers and Managing Agents	E.G. AAAAA9999A	Profile Photo of the Directors/ Managing Director*	Choose File No file chosen

		Addit	ion of Godowns								
Khasra Number/Khatoni Number/I	Mauja	Khasra Number/Khatoni Number/Mauja Number	Area Of Premise (Sq. Meter)*		Area Of Premise						
East Boundary*		East Boundary	West Boundary*		West Boundary						
South Boundary*		South Boundary	North Boundary*		North Boundary						
			_			0					
Within Revenue State											
		Address of	f Proposed premises								
House/Building/Plot Number*	Hous	e/Building/Plot Number	Nearest Landmark	Nearest	Landmark						
Road/Street	Road	/Street	Sub-division	Sub-divi	ision						
State	Hima	chal Pradesh	District	Shimla							
Circle	Chop	al	PIN Code*	PIN Code							
E-mail Address*	E-ma	il Address	Landline/Mobile Number*	Landline/	Landline/Mobile Number						
		Additi	onal Information								
Khasra Number/Khatoni Number/Mauia Number	Khasi	a Number/Khatoni Number/Mauja Number	Area of Premise (Sq. Meter)*	Area of P	Premise						
namber/maaja namber		Во	indary details								
East Boundary*	[[]	Devendence	West Boundary*	(West D							
Sauth Daug dage d	East	Boundary	Narth Daundan d	VVest Bol	undary						
South Boundary	South	Boundary	North Boundary	North Bo	pundary						
Upload Documents	Choo	se File No file chosen	Application with	Choose	File No file chosen						
Domarko i *			court fee stamp : *								
Remarks : *	Please	e Enter Remarks Only Upto 248 Characters									

• When user click on Modify, a proposed changes pop-up will be displayed, user should scroll down to find all the proposed changes fields, fill all details as per modification and click on submit

	🔚 Master D	ata 🗸 🔳 Licen	se Management v	🖉 Brand / Label Registration 🗸	🗄 Dispatches 🗸	👘 Dispatches 🗸	은 Users ~	Q Vigilance ~	Q Others ~	1344	-
-	LICENSEE F	REQUESTED LIS	я						License Registr	ration > Licensee Modificati	ons > Licensee Requested Lis
							Start Date	19-Mar-2022	End [Date 19-Mar-2022	Search
	10 -									Searc	:h:
	S.No *	Request ID	Acknowledgem Receipt Number	ent Requested User	Requeste	ed On Per	ding at	Action		Status	Download
	1	LM2200017	L2100063	Vasu Badisa	19-Mar-2	2022 Dis	rict Office	Preview	rack History	New	8
											Previous Next

- After clicking on submit, a request Id is generated as shown below, where user can track history.
- The forwarded License application will be displayed as shown in above figure.



District Office

Assistant commissioner:

	Welcom Please login to your	e! account
	User Name	<u>۵</u>
Department of State Taxes and Excise	Password	۲
Government of Himachal Pradesh	Verification Code *	S5 Get a new code
	Enter Verification Code	U
		Forgot password?
	Login	
Milling and	→ Vigilance & Enforcement → RI	1
	→ Track Status → Eo	DB Dashboard
	➔ Download User Manuals → Th	ird Party Verification
	→ Download Application Forms → Ex	cise Dashboard
	→ Download SOP Documents → Ac	tivity Videos
and the second s	➔ Frequently Asked Questions → Do	wnload APK
The state of the second state of the second	Don't have an account?	Sign Up
	Helpdesk Number: 91820579-73/74/78 , 91 91820594-28/38	820580-40/70/82,

• User need to provide valid credentials and click on Login

A AR	C C C C C C C C C C C C C C C C C C C	(1) Dashboard	E License Management	© Brand / Label Registration	
	ي Distillery	E Bottling Units	(Molesaler	EL1B/L1BB Wholesaler	
	O) Users	Brewery	Record Managment	C Reports	
	TI RTI	Appeals & Revisions	Q Vigilance	E. Revenue Management	
and and	Cthers				

• User required to click on License mangement as shown in above figure.

🕘 Dash	iboard ~	🖭 ССТV 🗸	🔚 Master Data 🗸	🔄 License Manag	ement ~	🔗 Brand / Label Registration 🗸	🧷 Other Licensees 🗸	🔏 Distillery 🗸	🛃 Bottling Unit 🗸	Q Wholesaler ~	🔒 L18/L188 🔊
ICENS	EE REQUE	STED LIST	a de						License Registration >	Licensee Modifications	Licensee Requested Li
							Start Date 🛗	19-Mar-2022	End Date	19-Mar-2022	Search
10	*									Search:	
S.No *	Request II	Acknowledg Receipt Num	ement Requested L	Requested On	Pending o	ıt	Action		Status	Download	
1	LM220001	7 L2100063	Vasu Badisa	19-Mar- 2022	Deputy Co	ommissioner Shimla (Deputy Commi	ssioner) Assign	Preview Track	History	8	
2	LM220001	6 L2201057	venu singh	04-Mar- 2022	Additiona	I Commissioner (Additional Commiss	sioner STE) Preview	Track History	Forwarded	888	
3	LM220001	5 L2201026	venu singh	04-Mar-	venu sing	h (New License User)	Preview	Track History	Completed	BBB	

- User required to click on assign as shown in above figure.
- When user click on assign a pop-up will appear as shown below.

Licen	se Modifi	cation		>					
S.No	Request ID	Requested User	Requested On	Requested Details					
1	LM2200017	Vasu Badisa	19-03-22 10:53:50						
Locatio	n*	DISTRICT OFFICE							
Designo	ation*	Assistant Commissioner 🔹							
Officer	Name	Assistant Shimla 👻							
Status*		Forwarding V							
Remark	(S*	Please Enter Rem	arks Only Upto 498 Ch	naracters					
				Forward					

- User can Click on requested details icon as shown, for details information related to modification.
- And after verification of requested details, user need to enter remarks and click on forward

💮 Dash	board ~ [🗉 ссту –	🗉 Master Data 🗸	E License Manageme	ent 🗸 🖉 Brand / Label Registration 🗸	🖉 Other Licensees 🗸	🛃 Distillery 🗸	📓 Bottling Unit 🗸	Q Wholesaler ~	😭 L18/L188 🔪 et
LICENSI	EE REQUES	TED LIST	A.					License Registration	> Licensee Modifications	Licensee Requested Lis
						Start Date 🛗	19-Mar-2022	End Date	19-Mar-2022	Search
10	×								Search:	
S.No *	Request ID	Acknowledgem Receipt Number	ent Requested U	ser Requested On	Pending at	Acti	ion	Status	Download	
1	LM2200017	L2100063	Vasu Badisa	19-Mar-2022	Assistant Commissioner Shimla (Assistant	Commissioner)	review Track Hist	Forwarded	0	
2	LM2200016	L2201057	venu singh	04-Mar-2022	Additional Commissioner (Additional Comm	nissioner STE)	review Track Hist	Forwarded	888	
3	LM2200015	L2201026	venu singh	04-Mar-2022	venu singh (New License User)	P	review Track Hist	Completed	888	

• The forwarded License application will be displayed as shown in above figure.



Deputy commissioner

	We Please log	elcome!	int
	User Name		4
Department of State Taxes and Excise	Password		۲
Government of Himachal Pradesh	Verification Code *	347 85	Get a new code
	Enter Verification Code		U
			Forgot password?
	3	Login	
Con Millington	➔ Vigilance & Enforcement	→ RTI	
	→ Track Status	→ EoDB Da	shboard
	Download User Manuals	→ Third Pa	rty Verification
	➔ Download Application Forms	→ Excise D:	ashboard
	➔ Download SOP Documents	→ Activity V	rideos
	→ Frequently Asked Questions	> Download	APK
The state of the second state of the second	Don't have	an account? Sign U	ʻp
the second second second second	Helpdesk Number: 91820579-73 91820594-28	8/74/78 , 9182058 8/38	30- <mark>40/70/82</mark> ,

• User required to provide valid credentials as mentioned in above figure and click on Login.

A	E T Master Data	Q cctv	(1) Dashboard	En License Management	
Brand	C I / Label Registration	Distillery	E Bottling Units	(È) Wholesaler	
LIB	CALLEB Wholesaler	O) Users	B rewery	Retailer	
Re	Cord Managment	Conter Licensees	C? Reports	TI RTI	
Ар	peals & Revisions	Q Vigilance	E. Revenue Management	Cthers	

• User need to click on License management as shown in above figure.

🚯 Dashboard 🗸 🔚 Master Data 🗸	🖽 License Management 🤸	🗸 🖉 Brand / Label Reg	jistration ~	🛃 Distillery 🗸	🛃 Bottling Unit 🗸	Q Wholesaler ~	â L1B/L1BB Wholesale ∨	은 User	s 🗸 🖉 🔏 Brewei
EXISTING LICENSE	Existing License							License Man	agement > Existing License
	Approved Licenses								
	Expired Licenses		Start Date	19-Mar-2022	End Date	19-Mar-2022	License Types	All	 Search
10 -	License Renewal							Search:	
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Ack. Receipt No. 🗸 Applicant Name Bu	Renewal Requests	ype Application Type	License Type	License Category	License Form Statu	s License Number	Submitted Date & Time	at	Action Download
No data available	License Modifications 🔸	Minor Amendments							
	License Surrender	Major Amendments							
	License Suspension	Licensee Requested							Previous Next

• User need to select License requested List as shown in above figure.

0) Dashb	ioard ~	\Xi Master Data 🗸	🔄 License Managem	ient - 🖉	Brand / Label Registration 🗸	🔏 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	🗟 L1B/L1BB Whole	esale ~	은 Users ~	Brewe >
LI	CENSE	E REQUES	TED LIST							License Registration > I	Licensee Mod	ifications > Lice	nsee Requested List
								Start Date	19-Mar-2022	End Date	19-Mar-2	2022	Search
	10	*									13	Search:	
	S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at		Action		Status	Download	I	
	1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	Assistant Commissioner Shir	mla (Assistant Comm	issioner) Assig	Preview Track I	History Forwarded	8		
	2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (Ad	dditional Commission	er STE) Previ	w Track History	Forwarded	e e (8	
	3	LM2200015	L2201026	venu singh	04-Mar- 2022	venu singh (New License Use	er)	Previ	w Track History	Completed	e e (8	

• User need to click on assign as shown in above figure and a pop-up will be displayed as shown below.

S.No	Request ID	Requested User	Requested On	Requested Details					
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	•					
Locatio	n*	CIRCLE OFFICE		~					
Designo	ation*	State Tax and Exc	ise Officer	Ŧ					
Officer	Name	Chopal (Chopal Officer)							
Status*		Forwarding 🗸							
Remark	<s*< td=""><td>Please Enter Rem</td><td>arks Only Upto 498 Ch</td><td>aracters</td></s*<>	Please Enter Rem	arks Only Upto 498 Ch	aracters					

- User need to click on requested Id detial icon as shown in above figure to find the Details of modification, then Enter remarks.
- After completion click on forward button.

									<	рос-т	EL IN	FOSYS	TEMS P
() Dashboa	ard ~	🖅 Master Data 🗸	🔄 License Managemen	i ~ 🖉 Bro	and / Label Registration ~	🛃 Distillery ~	🛐 Bottling Unit 🗸	Q Wh	olesaler ~	🔒 L1B/L1BB W	'holesale v	on Users ∽	Brewe
LICENSEE	REQUES	TED LIST	A						ı	icense Registratio	> Licensee M	lodifications > Lic	ensee Requested List
10	•						Start Date	19-Ma	r-2022	End Date	19-Me	or-2022 Search:	Search
S.No A R	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at			Action		Status	Download		
1 L	M2200017	L2100063	Vasu Badisa	19-Mar-2022	Chopal Officer (State Tax	and Excise Officer)		Preview	Track Histor	y Forwarded	8		
2 L	M2200016	L2201057	venu singh	04-Mar-2022	Additional Commissioner	(Additional Commi	ssioner STE)	Preview	Track Histor	y Forwarded	88	8	
3 L	M2200015	L2201026	venu singh	04-Mar-2022	venu singh (New License	User)		Preview	Track Histor	Completed	88	0	

• The forwarded License application will be displayed as shown in above figure.

Circle office

	Welco Please login to y	ome! our account
	User Name	۵.
Department of State Taxes and Excise	Password	۲
Government of Himachal Pradesh	Verification Code * 3	Get a new code
	Enter Verification Code	U
		Forgot password?
	Logi	n
	 Vigilance & Enforcement Track Status Download User Manuals Download Application Forms Download SOP Documents Frequently Asked Questions 	 RTI EoDB Dashboard Third Party Verification Excise Dashboard Activity Videos Download APK
and the the transfer of the second	Don't have an acco	ount? Sign Up
	Helpdesk Number: 91820579-73/74/78 91820594-28/38	3,91820580-40/70/82,

• User required to provide valid credentials as shown in above figure and click on Login.

Aaster Data	(1) Dashboard	En License Management	C Brand / Label Registration	
Distillery	EA Bottling Units	(in the second s	L1B/L1BB Wholesaler	
O) Users	Brewery	(E) Winery	Retailer	
Record Managment	Co Hologram Procurement	Reports	RTI	
Appeals & Revisions	Q Vigilance	E. Revenue Management	Others	

• User need to select License management as shown in above figure.

🕀 Dashboard 🗸 💽 Master Data 🗸	🖾 License Management 🗸	🖉 Brand / Label Regi	stration ~	🛃 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~		📓 Winery ~	유 User: 💙
EXISTING LICENSE	Existing License							License Managemen	t > Existing License
	Approved Licenses Expired Licenses		Start Date	19-Mar-2022	End Date	19-Mar-2022	License Types	All	▼ Search
10 *	License Renewal							Search:	
Ack. Receipt No. 🗸 Applicant Name Bu	COI Expired Licenses	vpe Application Type I	License Type	License Category	License Form Stat	us License Number	Submitted Date & Time	Pending Action at	Download
No data available	License Modifications 🔸	Minor Amendments							
	License Surrender	Major Amendments							
	License Suspension	Licensee Requested List						Previo	Next

• User need to click on License requested list as shown in above figure.

Dash	ooard ~	🗉 Master Data 🗸 📗	🖭 License Manage	ment 🗸 🛛 🔗	Brand / Label Registration $ imes $	🛃 Distillery ~	🛃 Bottling Uni	it ~ 🛛 Q Wholesaler ~	L1B/L1BB Wholes	ale 🗸 📕 👪 Winery -	~ R User: 🔰
CENSI	E REQUES	TED LIST							License Registration > L	icensee Modifications >	Licensee Requested Lis
							Start Da	nte 🛗 19-Mar-2022	End Date	19-Mar-2022	Search
10	v									Search:	
S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested Or	n Pending at		2	Action	Status	Download	
1	LM2200017	L2100063	Vasu Badisa	19-Mar-2022	Chopal Officer (State Tax ar	nd Excise Officer)		Preview Track	History	Ð	
2	LM2200016	L2201057	venu singh	04-Mar-2022	Additional Commissioner (A	dditional Commissio	ner STE)	Preview Track Histor	y Forwarded	8 8 8	
3	LM2200015	L2201026	venu singh	04-Mar-2022	venu singh (New License Us	ser)		Preview Track Histor	Completed	888	
4	LM2200014	L2201009	venu singh	04-Mar-2022	0			Preview Track Histor	y New	8888	888
5	LM2200013	L2201004	venu singh	04-Mar-2022	0			Preview Track Histor	y New	88	
		12100070	22	10 E-k 2022	nn (Neur Linnen Linn)			Proview Track Histor			

• User required to click on assign as shown in above figure.

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							License Re	egistration > License V
Godowns to be added :								
Khasra Number/Khatoni Number/Mauja Number	101010100101010101	.0101010101010100		Area Of Premise (Sq. Meter)	100			
ast Boundary	100			West Boundary	100			
outh Boundary	100			North Boundary	100			
Modification Existing Details	:							
BUSINESS NAME PROPOSED STREET PROPOSED SUB DIVISION PROPOSED EMAIL KHASRA NUMBER/KHATONI NUMBER/MAUJA NUMBER WEST BOUNDARY NORTH BOUNDARY	: H : N : H : V : 5 : 5 : R : R : E	IMACHAL AUTOMATION H6 imachel Division ssub@ctel.in 4545/22 iver mpty Land		PROPOSED PLOT NUMBEI PROPOSED LANDMARK PROPOSED PINCODE PROPOSED CONTACT NU AREA OF LAND EAST BOUNDARY SOUTH BOUNDARY DATE REGISTER	R : : MBER : : : :	245.0 Near Park 171001 9502664487 36000 Road Playground		
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Constitution of Business :								
Applicant Type individ	dual			Requested to Change to	Partnershin Firm			
Added Representatives				····	• Furthership Firm			
lame of vasubadisa	A	ddress of ctel		Date of 15-Mar-20	122			
Added Partners						_		
venu venu	Pe	ctel		PAN		Profile Photo		
Application Transaction:								
Status REQUEST RAISED	Submitted Date	19-Mar-22 10:53:50	Submitted By	Vasu Badisa (New License User)	Submitted To	DeputyShimla (Deputy Commissioner)	Remarks	ok
Status FORWARDED	Submitted Date	19-Mar-22 11:02:16	Submitted By	DeputyShimla (Deputy Commissioner)	Submitted To	AssistantShimla (Assistant Commissioner)	Remarks	werfghnjm
Status FORWARDED	D Submitted Date	19-Mar-22 11:08:21	Submitted By	AssistantShimla (Assistant Commissioner)	Submitted To	Chopal (State Tax and Excise Officer)	Remarks	sdfvbn
Application Verification & Sit	e Inspection :							
Document Checklist								
Application with court fee stamp								
Other Information								
Any other information				Comments of Inspecting officer	,			
Upload Documents	Choose File No file	chosen	0		L			
Assign Application:								
	RICT OFFICE		*	Status	Forwarding			v
Location				l				
Location DIST Designation Assis	stant Commissioner		•	Remarks*	Please Provide Explanation	n Only Upto 498 charact	ers	

- User need to fill all information as shown in above figure and enter remarks
- User need to click on submit.

								<	C-TEL	INFOSY	STEMS P
Dashboard		Master Data 🗸	🕰 License Managen	nent ~	9 Brand / Label Registration ~	🔏 Distillery 🗸	🛃 Bottling Unit 🗸	Q Wholesaler ~	👔 L1B/L1BB Wholesa	le 🗸 📓 Winery	~ Nuser)
LICENSEE RE	QUEST	ED LIST	A.						License Registration > Lic	ensee Modifications	> Licensee Requested List
							Start Date	19-Mar-2022	End Date 🛗	19-Mar-2022	Search
10 -										Search:	
S.No * Requ	est ID	Acknowledgement Receipt Number	Requested User	Requested (On Pending at			Action	Status	Download	
1 LM22	00017	L2100063	Vasu Badisa	19-Mar-202	2 Assistant Commissioner Sh	imla (Assistant Co	mmissioner)	Preview Track H	listory Forwarded	88	
2 LM22	00016	L2201057	venu singh	04-Mar-202	2 Additional Commissioner (A	dditional Commis	sioner STE)	Preview Track H	History Forwarded	888	
3 LM22	00015	L2201026	venu singh	04-Mar-202	22 venu singh (New License Us	ser)		Preview Track H	-listory Completed	e e e	

The forwarded License application will be displayed as shown in above figure.

District Office

Assistant commissioner:

	Welco Please login to y	ome!
	User Name	4
Department of State Taxes and Excise	Password	۲
Government of Himachal Pradesh	Verification Code *	Get a new code
	Enter Verification Code	U
		Forgot password?
	Logi	•
A CAN THE AND THE AND	➔ Vigilance & Enforcement	→ RTI
	→ Track Status	➔ EoDB Dashboard
	➔ Download User Manuals	Third Party Verification
	Download Application Forms	Excise Dashboard
Lines and the second second	➔ Download SOP Documents	→ Activity Videos
The second se	➔ Frequently Asked Questions	➔ Download APK
Start and and the start and	Don't have an acce	ount? Sign Up
and the second	Helpdesk Number: 91820579-73/74/78 91820594-28/38	3,91820580-40/70/82,

• User required to provide valid credentials as mentioned in above figure and click on login.

				11/-
Master Data	Q cctv	(1) Dashboard	License Management	
C Brand / Label Registration	Distillery	Bottling Units	(in the second s	
L1B/L1BB Wholesaler	O) Users	Brewery	Retailer	
Record Managment	Other Licensees	C Reports	TI RTI	
Appeals & Revisions	Q Vigilance	E. Revenue Management	Others	

• User required to click on License management as shown in above figure.

Dashboard ~ Iso Master Data ~	🔄 License Management 🗸	🖉 Brand / Label Registration 🗟	🗸 🔓 Distillery 🗸	📓 Bottling Unit 🗸	Q Wholesaler ~		의 Users v	& Brewe
EXISTING LICENSE	Existing License						License Manageme	nt > Existing License
	Approved Licenses Expired Licenses	Start Da	te 🛗 19-Mar-2022	End Date	e 🗎 19-Mar-2022	License Types	All	Search
10 *	License Renewal						Search:	
Ack. Receipt No. 🗸 Applicant Name Bu	Renewal Requests	e Application Type License T	vpe License Category	License Form Stat	us License Number	Submitted Date & Time	Pending Action at	n Download
No data available	License Modifications 🕨	Minor Amendments						
	License Surrender	Major Amendments						
	License Suspension	Licensee Requested List					Previ	ious Next

• User need to click on Licensee requested List as shown in above figure.

	💮 Dasht	oard ~	💵 Master Data 🗸	E. License Managem	nent v 🛛 🔗	Brand / Label Registration $ imes $	🛃 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	🗟 L1B/L1BB Wholeso	ale ~ _	& Brewe
L	ICENSE	E REQUES	TED LIST							License Registration > Lic	censee Modifications > Lic	ensee Requested Lis
								Start Date	19-Mar-2022	End Date	19-Mar-2022	Search
	10	*							TO MON LOLL		Search:	
				9. 1	_			100			Startin	
	S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested	Pending at		Action		Status	Download	
	1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	Assistant Commissioner Shi	mla (Assistant Commi	ssioner) Assign	Preview Track I	History Forwarded	e e	
	2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (A	dditional Commission	er STE) Preview	Track History	Forwarded	888	
	3	LM2200015	L2201026	venu singh	04-Mar- 2022	venu singh (New License Us	er)	Preview	Track History	Completed	8 8 8	

• User required to click on assign as shown in above figure.

S.No				
	Request ID	Requested User	Requested On	Requested Details
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	۲
Location	•	DISTRICT OFFICE		~
Designat	ion*	Deputy Commissio	oner	Ŧ
Officer N	ame	Deputy Shimla		Ŧ
Status*		Forwarding		~
Remarks	*	Please Enter Rem	arks Only Upto 498 Ch	aracters

- User can click on requested details icon and the modification requested details wil be displayed as shown below.
- User required to Enter remarks and click on forward to proceed further

Modific	ation Requeste	ed Details							×
				Godo	wns to be added				
Khasra Numb Number/Mauj	er/Khatoni a Number	1010101010	0101010101	010101010101(Area of Premise (Se	q. Meter)	100		
East Bounda	у	100			West Boundary		100		
South Bound	ary	100			North Boundary		100		
Requeste	d Fields			Existing	Details		Suggested	Details	
BUSINES	S NAME			HIMACH	IAL AUTOMATION		vasu		
DATE RE	GISTER						15-Mar-20	22	
PROPOS	ED PLOT NUMBER			245.0			ctel		
PROPOS	ED LANDMARK			Near Pa	rk				
PROPOS	ED STREET			NH6					
PROPOS	ED SUB DIVISION			Himache	el Division				
Dashboard	V I Master Data V	🔄 License Managemen	it ~ 🖉 🔗 Brai	nd / Label Registration 🗸	🔏 Distillery 🗸 🛃 Bottling Unit	t v Q Wholesaler v	L1B/L1BB WI	holesale ~ (Brewe Sequested Li
10 -					Start Dat	19-Mar-2022	End Date	19-Mar-2022 Search:	Search
S.No * Req	uest ID Acknowledgement Receipt Number	Requested User	Requested On	Pending at		Action	Status	Download	
1 LM2	200017 L2100063	Vasu Badisa	19-Mar-2022	Deputy Commissioner S	nimla (Deputy Commissioner)	Preview Track Histo	Forwarded	88	
2 LM2	200016 L2201057	venu singh	04-Mar-2022	Additional Commissione	r (Additional Commissioner STE)	Preview Track Histo	Forwarded	888	
3 LM2	200015 L2201026	venu singh	0 <mark>4-</mark> Mar-2022	venu singh (New License	User)	Preview Track Histo	Completed	888	

• The forwarded License application will be displayed as shown in above figure.



Deputy Commissioner

	We Please logi	lcome! n to your account
	User Name	۵.
Department of State Taxes and Excise	Password	۲
Government of Himachal Pradesh	Verification Code *	34785 Get a new code
	Enter Verification Code	U
		Forgot password?
	2	Login
A CALL HILL AND A CALL	→ Vigilance & Enforcement	→ RTI
	→ Track Status	➔ EoDB Dashboard
	➔ Download User Manuals	➔ Third Party Verification
	Download Application Forms	→ Excise Dashboard
Salues of the second second second	Download SOP Documents	➔ Activity Videos
	→ Frequently Asked Questions	➔ Download APK
The state of the s	Don't have	an account? Sign Up
	Helpdesk Number: 91820579-73 91820594-28	/74/78,91820580-40/70/82, /38

• User required to provide valid credentials as mentioned in above figure and click on Login.

Raster Data	() Dashboard	لغی License Management	C Brand / Label Registration	
E Distillery	E Bottling Units	(Reference) Wholesaler	ELLE/LIBB Wholesaler	
O) Users	Brewery	Record Managment	Deports	
TI RTI	Appeals & Revisions	Q Vigilance	E. Revenue Management	
Others				

• User required to select License management as shown in above figure.

Existing License Approved Licenses Expired Licenses	Start Date 🗯 19-Mar-2022	2 End Date			License Man	agement > Existing License
Approved Licenses Expired Licenses	Start Date 🗰 19-Mar-2022	2 End Date				
Distance in the second s			19-Mar-2022	License Ty	pes All	Search
LICENSE RENEWAI LOI Expired Licenses Renewal Requests	Type License Type License Categor	y License Form Status	License Number	Submitted Date & Tin	Search: Pending at	Action Download
License Modifications License Surrender	Minor Amendments Major Amendments					
	LOI Expired Licenses Renewal Requests License Modifications > License Surrender License Suspension	LOI Expired Licenses Renewal Requests Type License Type License Categor License Modifications Minor Amendments License Surrender License Suspension License Requested	LOI Expired Licenses Renewal Requests Type License Type License Category License Form Status License Modifications License Surrender License Suspension License Requested	LOI Expired Licenses Renewal Requests Type License Type License Category License Form Status License Number License Modifications License Modifications License Surgender License Surgension License Requested	LOI Expired Licenses Renewal Requests Type License Type License Category License Form Status License Number Submitted Date & Tin License Modifications License Surrender License Suspension License Requested License Requested License Representation	LOI Expired Licenses Type License Type License Category License Form Status License Number Submitted Date & Time Pending at License Modifications Minor Amendments Minor Amendments Minor Amendments Minor Amendments Minor Amendments License Surpension Licensee Requested Licensee Requested License Number License Number

.

• User required to click on License requested List as shown in above figure.

	🕑 Dasht	oard ~	🔚 ССТУ ~	💵 Master Data 🗸	💷 License Manage	ement ~	🖉 Brand / Label Registration 🗸	Ø Other Lice	nsees ~	🔏 Distillery 🗸	🛃 Bottling Unit 🗸	Q Wholesaler ~	
L	ICENSE	E REQUE	STED LIST	it a							License Registration >	Licensee Modifications	Licensee Requested List
								Start I	Date 🛗	19-Mar-2022	End Date	19-Mar-2022	Search
(10	•							_			Search:	
	S.No *	Request ID	Acknowledge Receipt Num	ment Requested Us	er On	Pending o	t		Action		Status	Download	
	1	LM220001	L2100063	Vasu Badisa	19-Mar- 2022	Deputy Co	ommissioner Shimla (Deputy Commi	ssioner)	Assign	Preview Track H	listory	8	
	2	LM220001	L2201057	venu singh	04-Mar- 2022	Additiona	I Commissioner (Additional Commiss	ioner STE)	Preview	Track History	Forwarded	888	
	3	LM220001	L2201026	venu singh	04-Mar- 2022	venu singl	n (New License User)	1	Preview	Track History	Completed	888	

• User need to click on assign as shown in above figure ,When user click on assign a popup will appear as shown below.

Lio	cen	se Modifi	cation		×
s	i.No	Request ID	Requested User	Requested On	Requested Details
1		LM2200017	Vasu Badisa	19-03-22 10:53:50	۲
Loo	catio	n*	ZONAL OFFICE		~
De	signo	ition*	Superintendent Zo	nal	•
Off	ficer I	Name	Superintendent		•
Sto	atus*		Forwarding	Max 498 Characters	~
Re	mark	s*	Please Enter Rem	arks Only Upto 498 Ch	aracters
					Submit

- User can Click on requested details icon as shown in above figure.
- And after verification of requested details, user need to enter remarks and click on forward

							<	💮 С-ТЕ	L INFOSY	STEMS P\
🕘 Dasht	ooard ~		laster Data 🗸 🔳	🗈 License Manageme	nt 🗸 🌔 Brand / Label Registration 🗸	Other Licensees	🗸 🖉 Distillery 🗸	🔹 Bottling Unit 🗸	Q Wholesaler ~	
ICENSE	E REQUES	TED LIST						License Registration	> Licensee Modifications	> Licensee Requested List
10	¥					Start Date	19-Mar-2022	End Date	19-Mar-2022 Search:	Search
S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at	A	ction	Status	Download	
1	LM2200017	L2100063	Vasu Badisa	19-Mar-2022	Superintendent South Zone (Superintender	nt Zonal)	Preview Track Hist	Forwarded	8 8	
2	LM2200016	L2201057	venu singh	04-Mar-2022	Additional Commissioner (Additional Comm	missioner STE)	Preview Track Hist	pry Forwarded	888	
3	LM2200015	L2201026	venu singh	04-Mar-2022	venu singh (New License User)	1	Preview Track Hist	Completed	888	

• The forwarded License application will be displayed as shown in above figure.

Zonal Office:

Superintendent Login:

	Wel Please login	come! to your account
	User Name	4
Department of State Taxes and Excise	Password	٢
Government of Himachal Pradesh	Verification Code *	34785 Get a new code
	Enter Verification Code	Ū
		Forgot password?
	1	ogin
A THE AND A THE ADDRESS OF	➔ Vigilance & Enforcement	→ RTI
	Track Status	→ EoDB Dashboard
	➔ Download User Manuals	→ Third Party Verification
	➔ Download Application Forms	→ Excise Dashboard
	Download SOP Documents	→ Activity Videos
and the second sec	→ Frequently Asked Questions	→ Download APK
and the second sec	Don't have an	account? Sign Up
	Helpdesk Number: 91820579-73/7 91820594-28/3	4/78,91820580-40/70/82, 8

• User required to enter valid credentials as shown in above figure and click on Login.



	Alert! Your Password w Click here to ch	vill Expire in next 3 days. ange password.		
1				
(1) Dashboard	License Management	Brand / Label Registration	ی Distillery	
E Bottling Units	(in the second s	L1B/L1BB Wholesaler	O) Users	
E Brewery	Retailer	RTI	Dithers	

• User required to click on License management as shown in above figure.

🕐 Dashboard ~	📰 License Management 🗸	🖉 Brand / Label Registra	ation ~ 🛛 🔏 Distillery ~	🕎 Bottling Unit 🗸	Q Wholesaler ~	🗟 L1B/L1BB Wholesale ~	은 Users ~	& Brewery ~	🔚 Retailer ~ 🔊 🗊
EXISTING LICENS	Existing License							License Manc	gement > Existing License
	Approved Licenses Expired Licenses		Start [Date 🗰 19-Mar-2022	End De	ate 🗰 19-Mar-2022	License Typ	All	- Search
10 *	License Renewal							Search:	
Ack. Receipt No. 🗸	LOI Expired Licenses Renewal Requests	ess Name Applicant Type	Application Type License	Type License Categor	y License Form St	atus License Number Su	ubmitted Date & Tim	e Pending at	Action Download
No data availab	License Modifications 🕨	Minor Amendments							
	License Surrender	Major Amendments							
	License Suspension	Licensee Requested List							Previous Next

• User required to click on License requested List as shown in above figure.

٢	Dashboard ~	🔄 License Management	· ~ Ø Brand / L	abel Registration 、	🔏 Distillery ~	🗟 Bottling Unit 🗸	Q Wholesale	r ~ 🛛 🝙 L	1B/L1BB Wholesale ~	은 Users ~	🛃 Brewery ~	🖪 Retailer 🗸
LICI	NSEE REQU	ESTED LIST							License	Registration > I	icensee Modifications	> Licensee Requested List
							Start [Date 🛗 19	9-Mar-2022	End Date	19-Mar-2022	Search
10	•										Search:	
s.	lo * Request	D Acknowledgement Receipt Number	Requested User	Requested On	Pending at		A	ction		Status	Download	
1	LM22000	17 L2100063	Vasu Badisa	19-Mar- 2022	Superintendent South	Zone (Superintendent Zo	onal) 🛸 🛛	Assign Pr	eview Track History	Forwarded	e	
2	LM22000	16 L2201057	venu singh	04-Mar- 2022	Additional Commission	ner (Additional Commiss	ioner STE)	Preview	Track History	Forwarded	888	
3	LM22000	15 L2201026	venu singh	04-Mar- 2022	venu singh (New Licen	se User)	1	Preview	Track History	Completed	888	

• User need to click on assign as shown in above figure and a pop-up will be displayed.

S.No	Request ID	Requested User	Requested On	Requested Details
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	۲
ocatio	n*	ZONAL OFFICE		~
esign	ation*	Collector Dealing A	Assistant	Ŧ
)fficer	Name	Dealing Assistant		v
itatus*		Forwarding		~
lemark	(S*	Please Enter Rem	arks Only Upto 498 Ch	aracters

- User need to click on requested details for verify the modification details
- User required to enter remarks and click on forward.

e) Dashb	oard ~	License Management	~ 🖉 🖉 Brand / La	bel Registration $ imes $	🛃 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	L1B/L1BE	3 Wholesale 🗸	유 Users ·	- 🛃 Brewery -	🔳 Retailer 🗸
LIC	ENSE	E REQUES	TED LIST							License	Registration >	Licensee Modifications	> Licensee Requested List
								Start Date	19-Mar-20	022	End Date	19-Mar-2022	Search
ſ	10	Ŧ										Search:	
	S No *	Request ID	Acknowledgement	Remuested Liser	Requested	Pending at			Action		Status	Download	
		ricquestib	Receipt Number	nequested oser	On	r chung ut			Action		Status	bownioud	
	L	LM2200017	L2100063	Vasu Badisa	19-Mar-2022	Dealing Assistant So	outh Zone (Collector De	aling Assistant)	Preview 1	Track History	Forwarded	e	
	2	LM2200016	L2201057	venu singh	04-Mar-2022	Additional Commissi	ioner (Additional Comm	issioner STE)	Preview 1	Track History	Forwarded	888	
:	3	LM2200015	L2201026	venu singh	04-Mar-2022	venu singh (New Lic	ense User)		Preview 1	Track History	Completed	888	

• The forwarded License application will be displayed as shown in above figure.

Dealing Assistant Login: Please Follow Same Steps as Superintendent for Forwarding the Request.

Superintendent Login: Please Follow Same Steps as Superintendent for Forwarding the Request.

SUP forward the file to \rightarrow Collector



Collector:

	Wele Please login	come! to your account
	User Name	4
Department of State Taxes and Excise	Password	۲
Government of Himachal Pradesh	Verification Code *	34785 Get a new code
	Enter Verification Code	U
		Forgot password?
	L	ogin
The Hard and	➔ Vigilance & Enforcement	→ RTI
	→ Track Status	→ EoDB Dashboard
	➔ Download User Manuals	→ Third Party Verification
	➔ Download Application Forms	→ Excise Dashboard
	➔ Download SOP Documents	→ Activity Videos
	➔ Frequently Asked Questions	➔ Download APK
and the second second second	Don't have an	account? Sign Up
	Helpdesk Number: 91820579-73/74 91820594-28/38	4/78,91820580-40/70/82, 3

• User required to provide valid credentials as shown in above figure and click on Login

E = Master Data	(1) Dashboard	E: License Management	C Brand / Label Registration
ی Distillery	E Bottling Units	(in the second s	L1B/L1BB Wholesaler
O) Users	<u>چ</u> Brewery	R Winery	Retailer
Record Managment	E Reports	RTI	The second secon
Q Vigilance	E. Revenue Management	Cthers	

• User need to click on License management as shown in above figure.

🔁 Dashboard 🗸 🔚 Master Data 🗸	🗉 License Management 🗸	🖉 Brand / Label Registration 🗸	🔏 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	🝙 L1B/L1BB Wholesale 🗸	📓 Winery ~	유 User: 🔰
EXISTING LICENSE	Existing License					and the second se	License Managemer	It > Existing Licens
	Approved Licenses Expired Licenses	Start Date	19-Mar-2022	End Date	19-Mar-2022	License Types	All	 Search
10 *	License Renewal						Search:	
Ack. Receipt No. 🗸 Applicant Name E	Renewal Requests	vpe Application Type License Type	License Category	License Form State	us License Number	Submitted Date & Time	Pending Action	Download
No data available	License Modifications License Surrender	Minor Amendments Major Amendments						
	License Suspension	Licensee Requested List					Previ	ous Next

• User need to click on License requested List as shown in above figure.

🕒 Dashi	ooard ~	💵 Master Data 🗸	🗐 License Managem	ent ~ 🛛 🔗 I	Brand / Label Registration ~	🛃 Distillery ~	📓 Bottling Unit	~ Q	Wholesaler ~	🗟 L1B/L1BB Wh	olesale v	📓 Winery ~	은 User
LICENSE	EE REQUES	TED LIST							Li	cense Registration	> Licensee N	Aodifications > Lice	nsee Requested List
							Start Date	m 19	-Mar-2022	End Date	19-M	ar-2022	Search
10	*											Search:	
		Acknowledgement	-	Requested						5_51 (ATT)			
S.No *	Request ID	Receipt Number	Requested User	On	Pending at		Actio	'n		Status	Downlo	ad	
1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	Collector South Zone (Zonal	Collector)	As	ign Pre	eview Track His	Forwarded	88	•	
2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (A	dditional Commissio	ner STE) Pr	eview T	Track History	Forwarded	•	•	
3	LM2200015	L2201026	venu singh	04-Mar- 2022	venu singh (New License Us	er)	Pr	eview T	rack History	Completed	ee	+ +	

• User need to click on assign as shown in above figure and apop-up will be displayed as shown below.

S.No	Request ID	Requested User	Requested On	Requested Details					
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	۲					
Locatio	n*	HEAD QUARTERS							
Designation*		SuperIntendent H	Ś						
Officer	Name	SuperIntendent STE *							
Status*		Forwarding		~					
Remark	ks*	Please Enter Rem	arks Only Upto 498 Ch	aracters					

• User need to enter and click on forward.

								С-ТЕ	L INFOSYSTEMS	P
🕕 Dashl	board ~	🖭 Master Data 🗸	🗐 License Mana	gement ~	🔗 Brand / Label Registration 🗸	🛃 Distillery 🗸	🖪 Bottling Unit 🗸	Q Wholesaler ~	🔒 L1B/L1BB Wholesale 🗸 📳	> 11e
ICENSI	EE REQUE	STED LIST	Carrier Carrier				Lic	ense Registration > Lice	ensee Modifications > Licensee Request	ed List
10	Ŧ					Start Date 🛗	19-Mar-2022	End Date 🛗	19-Mar-2022 Search	
S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at		Action	Status	Download	
1	LM2200017	/ L2100063	Vasu Badisa	19-Mar- 2022	SuperIntendent HQ STE (Super	Intendent HQ)	Preview Track History	Forwarded	A A	
2	LM2200016	5 L2201057	venu singh	04-Mar- 2022	Additional Commissioner (Addi STE)	itional Commissioner	Preview Track History	Forwarded	88	
3	LM220001	5 L2201026	venu singh	04-Mar- 2022	venu singh (New License User)		Preview Track History	Completed	88	

• The forwarded License application will be displayed as shown in above figure.

Head quarters

Superintendent:

	Welcome! Please login to your account					
	User Name	4				
Department of State Taxes and Excise	Password	۲				
Government of Himachal Pradesh	Verification Code *	347 85 Get a new code				
	Enter Verification Code	U				
		Forgot password?				
		Login				
101 m	➔ Vigilance & Enforcement	→ RTI				
	➔ Track Status	➔ EoDB Dashboard				
	Download User Manuals	➔ Third Party Verification				
	➔ Download Application Forms	→ Excise Dashboard				
The second second second second	Download SOP Documents	➔ Activity Videos				
	➔ Frequently Asked Questions	➔ Download APK				
and the first and the start and and	Don't have	e an account? Sign Up				
and the second	Helpdesk Number: 91820579-7 91820594-2	3/74/78,91820580-40/70/82, 8/38				

- user required to provide valid crdentials and click on Login button
- user need to click on License management.

🕐 Dashboard ~	💵 Master I	Data ~	🖽 License Management 🗸	< 🖉 В	rand / Label Re	gistration ~	⊚ Location ~	유 Us	ers ~	🔏 Brewery 🗸	🛞 RTI ~	Q Othe	ers ~	🗗 Reports 🗸
EXISTING LICEN	ISE	a sta	Existing License								-	License Mo	nagement	 Existing Licens
			Approved Licenses Expired Licenses	Start Date	19-Mc	ır-2022	End Date	19-	Mar-2022	Lie	ense Types	All		• Search
10 -			License Renewal									Search	:	
Ack. Receipt No. •	Applicant Name	Busines: Name	LOI Expired Licenses Renewal Requests	olication e	License Type	License Category	License Form	Status	License Number	Submitte Time	d Date &	Pending at	Action	Download
No data available		License Modifications	Minor Am Major Am	nendments										
			License Suspension	Licensee List	Requested								Previo	us Next

• User need to click on License requested List as shown in above figure.

¢	🕑 Dashb	ioard ~	💵 Master Data 🗸 📗	🔄 License Manage	ment ~	🖉 Brand / Label Registration 🗸	⊘ Location ~	읬 Users ~	🛃 Brewery ~	🕀 RTI ~	Q Others ~	🗗 Reports ~
L	CENSE	E REQUES	TED LIST						License Registrati	on > Licensee M	vodifications > Lic	ensee Requested List
							Start Date 🛗	19-Mar-2022	End Dat	e 🗰 19-M	ar-2022	Search
[10	×									Search:	
	S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at		Action		Status I	Download	
ľ	1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	SuperIntendent HQ STE (SuperI	'ntendent HQ)	Assign Prev Track History	riew	Forwarded	88	
	2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (Addit Commissioner STE)	tional	Preview	ack History	Forwarded	888	
	3	LM2200015	L2201026	venu singh	04-Mar- 2022	venu singh (New License User)		Preview	ock History	Completed	e e e	

• User need to click on assign as shown in above figure.

	🕀 Dashb	ooard ~	💵 Master Data 🗸	🔄 License Manager	ment ~ 🤇 🦿	> Brand / Label Registration ~	⊘ Location ~	은 Users ~	& Brewery ~	😗 RTI 🗸	Q Others ~	🗗 Reports 🗸
L	ICENSE	E REQUES	STED LIST						License Registrat	ion > Licensee	Modifications > Lia	ensee Requested List
							Start Date 🛗	19-Mar-2022	End Dat	:e 🛗 19-1	Mar-2022	Search
1	10	v									Search:	
	S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at		Action	S	tatus D	ownload	
	1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	Dealing Assistant STE (Dealin	g Assistant HQ)	Preview Track Histo	F	orwarded	€	
	2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (Add STE)	ditional Commission	er Preview Track Histo	bry	orwarded	ə e e	
	3	LM2200015	5 L2201026	venu singh	04-Mar- 2022	venu singh (New License User)	Preview Track Histo	ory	Completed	988	

• The forwaded License application will be displayed as shown in above figure.

icense Modification										
S.No	Request ID	Requested User	Requested On	Requested Details						
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	۲						
Location* Designation*		HEAD QUARTERS								
		Dealing Assistant HQ								
Officer	Name	Dealing Assistant STE								
Status*	e.	Forwarding								
Remark	<s*< td=""><td></td><td></td><td></td></s*<>									
				/						

• User need to enter remarks and click on submit.

Dealing Assistant Login(HQ): Please Follow Same Steps as Superintendent for Forwarding the Request

All the process of forwarding the application from superintendent to additional commissioner is same as superintendent, Please Follow Same Steps as Superintendent for Forwarding the Request

• FINANCIAL COMMISSIONER process is shown below.



Financial Commissioner:

	We Please logi	Welcome! Please login to your account						
	User Name		4					
Department of State Taxes and Excise	Password		۲					
Government of Himachal Pradesh	Verification Code *	34785	Get a new code					
	Enter Verification Code		Ū					
			Forgot password?					
	2	Login						
A MILLING A	➔ Vigilance & Enforcement	→ RTI						
	→ Track Status	→ EoDB Da	shboard					
	Download User Manuals	→ Third Pa	rty Verification					
	Download Application Forms	→ Excise D:	ashboard					
	 Download SOP Documents Frequently Asked Questions 	 → Activity → Download 	d APK					
the state of the second second second	Don't have	an account? Sign U						
	Helpdesk Number: 91820579-73 91820594-28	/74/78 , 9182058 //38	80-40/70/82,					

• User required to provide valid credentials and click on Login

Aster Data	Q cctv	(1) Dashbeard	Es License Management	
© Brand / Label Registration	<u>چ</u> Distillery	E Bottling Units	(in the second s	
E L1B/L1BB Wholesaler	O) Users	Brewery	Retailer	
Record Managment	Do Hologram Procurement	R eports	RTI	
Appeals & Revisions	Q Vigilance	E. Revenue Management	Dithers	
La Audit Log				

• User need to click on License management as shown in above figure.

() Dashboard ~	E CCTV ~	💵 Master Data 🗸	E License Management ~	🖉 Brand / Label Registration 🗸	🚡 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	🙆 L1B/L1BB Wholesale ~	O Users ~	
EXISTING LICE	NSE	Share.	Existing License Approved Licenses Expired Licenses	Start Date 🗰 01	Apr-2022	End Date 🛗 🕻	01-Apr-2022	License Types All	ise Management > I	Existing Licen Search
10 - Ack. Receipt No	Applicant Nam	e Business Name	License Renewal LOI Expired Licenses Renewal Requests	n Type License Type License C	ategory License For	m Status Licer	15e Number Submit	Sea ted Date & Time Pendin	rch: Ig at Action I	Download
No data available		License Modifications >	Minor Amendments							
			License Suspension	Licensee Requested List					Previous	Next

• User required to click on License requested List as shown in above figure.

③ Dashbe	pard ~ [💼 Master Data 🗸	E License Manager	ment 🗸 🖉 Brand / Label Registration 🗸	E Distillery ~	🛐 Bottling Unit 🗸	Q Wholesaler ~	íа Li	1B/L1BB Wholesale ~	兴 Users ~	<u>ه</u> ک-
LICENSI	ICENSEE REQUESTED LIST License Registration > Licensee Modifications > Licensee Requested Lie											
						s	itart Date 🗰 01-Apr-	2022	End Date	01-Apr-2022		Search
10	*									Search	: 017	
S.No *	Request ID	Acknowledgemer	t Requested User	Requested	Pending at	Ac	tion	St	atus	Download		
1	LM2200017	Receipt Number	Vasu Badisa	On 19-Mar-2022	Financial Commissioner (Financial Commission	m 🔶	Assign Preview T	rack History	recorded			
											Previous	Next

• User required to click on assign as shown in above figure.

Licen	se Modifi	ication		>				
S.No	Request ID	Requested User	Requested On	Requested Details				
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	۲				
Locatio	n*	ZONAL OFFICE		~				
Designa	tion*	Zonal Collector		Ŧ				
Officer	Name	Collector						
Status*		Forwarding		~				
Remark	IS *	Please Enter Rema	rks Only Upto 498 Ch	aracters				
			Forward	Reject				

• User need to enter remarks and click on forward.

								-TEL INFOS	YSTEMS P
① Dashb ICENS	oard ~		🗃 Master Data 🗸	🔄 License Managen	ent V 🖉 Brand / Label Registration V	🐔 Distillery V 📑 Bottling Unit V	Q Wholesaler ~	▲ LIB/LIBB Wholesale ~ Registration > Licensee Modified	tions ≥ Licensee Requested Li
10	T T T T T T T T T T T T T T T T T T T					Start Date 🛗 01-Apr-3	1022 E	nd Date 🗰 01-Apr-2022 Search	Search
S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at	Action	Status	Download	
1	LM2200017	L2100063	Vasu Badisa	19-Mar-2022	Collector South Zone (Zonal Collector)	Preview Track Histor	Commissioner Forwa	rded 🖨 🖨	
									Previous Next

• The forwarded License application will be displayed as shown in above figure.

Collector:

	Welcome! Please login to your account						
	User Name 🔒						
Department of State Taxes and Excise	Password 🎯						
Government of Himachal Pradesh	Verification Code * Get a new code						
	Enter Verification Code						
	Forgot password						
	Login						
and the states and the states	→ Vigilance & Enforcement → RTI						
and the second sec	→ Track Status → EoDB Dashboard						
and the second	→ Download User Manuals → Third Party Verification						
	➔ Download Application Forms → Excise Dashboard						
and the second data and the second data and the	→ Download SOP Documents → Activity Videos						
The second se	➔ Frequently Asked Questions → Download APK						
and the second second second second	Don't have an account? Sign Up						
	Helpdesk Number: 91820579-73/74/78, 91820580-40/70/82, 91820594-28/38						

• User required to provide valid credentials as shown in above figure and click on Login

NAME!	Aaster Data	(1) Dashboard	E.] License Management	© Brand / Label Registration
	Distillery	EA Bottling Units	(Reference) Wholesaler	L1B/L1BB Wholesaler
	O) Users	Brewery	R Winery	Retailer
	Record Managment	C Reports	RTI	Appeals & Revisions
	Q Vigilance	E. Revenue Management	Conterner State St	

• User need to click on License management as shown in above figure.

① Dashboard ~	💵 Master Data 🗸	📰 License Management 🗸	🖉 Brand / Label Re	gistration ~	🛃 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~		📓 Winery 🗸	은 User: 🔊
EXISTING LICEN	SE	Existing License							License Manageme	nt > Existing Licens
		Approved Licenses								
		Expired Licenses		Start Date	19-Mar-2022	End Date	19-Mar-2022	License Types	All	 Search
10 *		License Renewal							Search:	
		LOI Expired Licenses							Ponding	
Ack. Receipt No. 🗸	Applicant Name Bu	Renewal Requests	pe Application Type	License Type	License Category	License Form Stat	us License Number	Submitted Date & Time	at Actio	n Download
No data availal	ble	License Modifications 🔸	Minor Amendments							
		License Surrender	Major Amendments	-						
		License Suspension	Licensee Requested List						Prev	ious Next

• User need to click on License requested List as shown in above figure.

(🕽 Dasht	oard ~	📰 Master Data 🗸	🗐 License Manage	ement ~	🔗 Brand / Label Registration 🗸	🔏 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	🗟 L1B/L1BB Wholesale 🗸	🛛 Winery ~	유 User 🕨
ш	CENSE	E REQUES	TED LIST							License Registration > Licensee	Modifications > Lice	nsee Requested List
								Start Date	19-Mar-2022	End Date 🏥 19-1	Mar-2022	Search
	10	¥									Search:	
	S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at	8	Action		Status	Download	
	1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	Collector South Zone (Zonal Col	llector)	Forward For Payment Track History	Preview	Commissioner Forwarded	88	
	2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (Addi Commissioner STE)	tional	Preview Track His	tory	Forwarded	8 8 8	
	3	LM2200015	L2201026	venu singh	04-Mar- 2022	venu singh (New License User)		Preview Track His	itory	Completed	888	

• User required to click on forward for payment as shown in above figure.

Licen	se Modifi	cation		2
S.No	Request ID	Requested User	Requested On	Requested Details
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	۲
Location*		APPLICANT		~
Applica	int Name	Vasu Badisa		v
Remarks*		Please Enter Rem	arks Only Upto 498 Ch	aracters
				Forward

• User need to enter remarks and click on forward.

ſ	🕐 Dashi	board ~	💵 Master Data 🗸	🖽 License Managen	nent v 🛛 🖉) Brand / Label Registration ~	🔏 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	L1B/L1BB Whol	esale ~	🛃 Winery 🗸	유 User
L	ICENSE	EE REQUES	STED LIST	A.						License Registration >	Licensee Mod	ifications > Licen	nsee Requested List
								Start Date	19-Mar-2022	End Date	19-Mar-3	2022	Search
	10	Ŧ						_				Search:	
	S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at		Action	:	Status	Download		
	1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	Vasu Badisa (New License l	Jser)	Preview Track His	story	Request For Fee Payment	₿₿		
	2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (A	dditional Commissio	Preview ner STE) Track His	story	Forwarded	e e (0	
	3	LM2200015	L2201026	venu singh	04-Mar- 2022	venu singh (New License Us	er)	Preview Track His	story	Completed	88	8	

• The forwarded License application will be displayed as shown in above figure.



Licensee Login:

	Welcome! Please login to your acc				
	User Name	۵			
partment of State Taxes and Excise	Password	۲			
vernment of Himachal Pradesh	Verification Code *	34785 Get a new code			
	Enter Verification Code	U			
		Forgot password			
	Lo	gin			
1 101 years	➔ Vigilance & Enforcement	→ RTI			
	→ Track Status	➔ EoDB Dashboard			
	→ Download User Manuals	➔ Third Party Verification			
	➔ Download Application Forms	→ Excise Dashboard			
	→ Download SOP Documents	➔ Activity Videos			
a king the second second	➔ Frequently Asked Questions	➔ Download APK			
to be and the second	Don't have an a	ccount? Sign Up			
	Helpdesk Number: 91820579-73/74/ 91820594-28/38	78,91820580-40/70/82,			

• User required to provide valid credentials as shown in above figure and click on Login.

	🗉 Master Data 🗸	🗉 License Management 🗸	🔗 Brand / Lo	abel Registration 🗸	Dispatches 🗸	💮 Dispatches ~	은 Users ~	Q Vigilance ~	Q Others ~	1.15			
EX	ISTING LICENSE	Existing License									License Mar	nagement	Existing License
		Approved Licenses											
	 License Registratior 	Expired Licenses			Start Date	19-Mar-2022	End D	ate 🗰 19-Mar-2	022	License Types	All		 Search
	10 *	License Renewal									Search:		
		LOI Expired Licenses									Pending		
1	Ack. Receipt No. 🗸	Renewal Requests	Applica	nt Type Applicatio	n Type License Type	License Category	License Form St	atus License Nun	iber Submitte	d Date & Time	at	Action	Download
	No data available	License Modifications	Minor	Amendments									
		Request For Surrender Of Lice	nse Major	Amendments									
		License Surrender	License	ee Requested								Previou	s Next
		License Suspension	List										

• User required to select License requested List as shown in above figure.

💵 Masti	er Data 🗸 📗	💷 License Management 🗸	🖉 Brand / Label Registration 🗸	🚺 🗈 Dispatches 🗸	🕜 Dispatches 🗸	유 Users ~	Q Vigilance ~	Q Others ~	
LICENSE	E REQUES	TED LIST						License Registration > Licensee Modificatio	ns 👂 Licensee Requested Lis
						Start Date	19-Mar-2022	End Date 🗰 19-Mar-2022	Search
10	*							Search	
S.No *	Request ID	Acknowledgement Receipt Number	Requested User Re	equested On Per	iding at Action			Status	Download
1	LM220001	7 L2100063	Vasu Badisa 19	I-Mar-2022 App	blicant 🐤 Pay Ar	nount Preview	Track History	Request For Fee Payment	e e
									Previous Next



• User required to click on pay amount as shown in above figure and a pop-up will be displayed as shown below

Fee Payme	ent ×
Type of Fee	Modify
License Type	MODIFY
Amount	300000
Challan Number*	
Challan Date*	
Challan Copy*	Choose Files No file chosen
	Pay Online Pay Amount

• User need to enter challan number and upload challan copy

•	User	need to	click	on	pay	amount
---	------	---------	-------	----	-----	--------

🔳 Maste	r Data 🗸	🖳 License Management 🗸	🖉 Brand / Label Registration 🗸	🔳 Dispatches 🗸	🗇 Dispatches ~	은 Users ~	Q Vigilance ~	Q Others ~			
LICENSE	ICENSEE REQUESTED LIST License Registration > Licensee Requested List										
						Start Date	19-Mar-2022	End Date 🗰 19-M	ar-2022 Search		
10	•								Search:		
S.No *	Request I	D Acknowledgemer Receipt Number	nt Requested User	Requested On	Pending at	Action		Status	Download		
1	LM22000	17 L2100063	Vasu Badisa	19-Mar-2022	Circle Office	Previe	w Track History	Amount Paid	888		
									Previous		

• The forwarded License application will be displayed as shown in above figure.



Circle officer:

	Welcome! Please login to your account						
	User Name						
Department of State Taxes and Excise	Password	۲					
Government of Himachal Pradesh	Verification Code *	785 Get a new code					
	Enter Verification Code	U					
		Forgot password?					
	Login						
Contraction and the second	→ Vigilance & Enforcement →	RTI					
	→ Track Status	EoDB Dashboard					
	➔ Download User Manuals →	Third Party Verification					
	→ Download Application Forms →	Excise Dashboard					
	→ Download SOP Documents →	Activity Videos					
The second se	→ Frequently Asked Questions →	Download APK					
The state of the s	Don't have an accoun	t? Sign Up					
and the second	Helpdesk Number: 91820579-73/74/78, 91820594-28/38	91820580-40/70/82,					

• User required to provide valid credentials as shown in above figure and click on Login.

🙂 Do	ishboard ~	💵 Master Data 🗸	😰 License Management ~ 🔗 Brand / Label Registration ~		🛃 Distillery ~	🛃 Bottling l	Unit ~	Q Wholesaler ~		.1BB Wholesale ~	🛃 Winery ~	유 User 🕨	
LICEN	CENSEE REQUESTED LIST Licensee Modifications > Licensee Reguested List												
							Start	Date 🛗	19-Mar-2022	Er	nd Date 🗰 19	-Mar-2022	Search
10	Ŧ											Search:	
S.No	 Request ID 	Acknowledgement Receipt Number	Requested User	Requested On	Pending at		,	Action			Status D	ownload	
1	LM220001	7 L2100063	Vasu Badisa	19-Mar-2022	Chopal Officer (State Tax and	Excise Officer)	-	Assign	Preview Track H	History	Amount Poid	999	
2	LM220001	6 L2201057	venu singh	04-Mar-2022	Additional Commissioner (Ad	ditional Commissione	er STE)	Preview	Track History		Forwarded	888	
3	LM220001	5 L2201026	venu singh	04-Mar-2022	venu singh (New License User)		Preview	Track History		Completed	9 8 8	

• User need to click on assign as shown in above figure.

lcen	se Modifi	cation		>						
S.No	Request ID	Requested User	Requested On	Requested Details						
1	LM2200017	Vasu Badisa	19-03-22 10:53:50	۲						
Location*		ZONAL OFFICE		~						
Designo	ation*	Zonal Collector 🔹								
Officer	Name	Collector *								
Status*		Forwarding		~						
Remarks*		Please Enter Remarks Only Upto 498 Characters								
		[//						

• User need to enter remarks and click on submit.

🕘 Das	hboard ~	💵 Master Data 🗸	🖭 License Management 🗸 🔗 Brand / Label		rand / Label Registration ~	🛃 Distillery ~	🛃 Bottling Unit 🗸	Q Wholesaler ~	L1B/L1BB Whol	esale 🗸 🔣 Wine	ery ~ 🛛 ္ User: 🔪
LICENS	CENSEE REQUESTED LIST License Registration > Licensee Modifications > Licensee Requested List										
							Start Date	19-Mar-2022	End Date	19-Mar-2022	Search
10	v									Search:	
S.No	Request ID	Acknowledgement Receipt Number	t Requested User	Requested On	Pending at			Action		Download	
1	LM220001	7 L2100063	Vasu Badisa	19-Mar-2022	Collector South Zone (Zonc	I Collector)		Preview Track His	tory Amount Paid	888	
2	LM220001	6 L2201057	venu singh	04-Mar-2022	Additional Commissioner (Additional Commissi	ioner STE)	Preview Track His	tory Forwarded	₿₿₿	
3	LM220001	5 L2201026	venu singh	04-Mar-2022	venu singh (New License U	ser)		Preview Track His	tory Completed	888	

• The forwarded License applicatin will be displayed as shown in above figure.



Collector:

	Welcome! Please login to your account						
	User Name	4					
Department of State Taxes and Excise	Password	۲					
Government of Himachal Pradesh	Verification Code * Get a r	new code					
	Enter Verification Code	U					
		Forgot password?					
	Login						
TO THE THE STATE	→ Vigilance & Enforcement → RTI						
	→ Track Status → EoDB Dashboard						
	→ Download User Manuals → Third Party Verific	ation					
	→ Download Application Forms → Excise Dashboard						
ALLER PERSON AND ALLER AND ALL	→ Download SOP Documents → Activity Videos						
State of the second second second	→ Frequently Asked Questions → Download APK						
the second second second second second	Don't have an account? Sign Up	<u> </u>					
	Helpdesk Number: 91820579-73/74/78, 91820580-40/70 91820594-28/38	0/82,					

• User required to provide valid credentials as shown in above figure and click on Login

Aaster Data	(1) Dashboard	E: License Management	C Brand / Label Registration	
E Distillery	E Bottling Units	(in the second s	L1B/L1BB Wholesaler	
O) Users	Brewery	(in the second s	Retailer	
Record Managment	C Reports	RTI	Appeals & Revisions	
Q Vigilance	Revenue Management	Cthers		

• User need to click on License management as shown in above figure.

Dashboard ~	ta 🗸 🔳 License Man	agement V Ø Brand / Label Registration	 ✓ ▲ Distillery ✓ ■ 	Bottling Unit ~ Q Wholesaler 、	k L1B/L1BB Wholesale ∨	🗟 Winery 🗸 🔗 User 🔊
EXISTING LICENSE	Existing Licens	e				License Management > Existing Licens
10 *	Approved Licer Expired License License Renew	es Start D	ate 🗰 19-Mar-2022	End Date 🗯 19-Mar-20	22 License Types	dl v Search
Ack. Receipt No. 🗸 Applicant No	LOI Expired Lic Renewal Requ	enses ype Application Type License	Type License Category Lic	ense Form Status License Num	ber Submitted Date & Time o	Pending Action Download
No data available	License Modific License Surren License Susper	der Minor Amendments der Major Amendments ision Licensee Requested				Previous Next

• User need to click onLicense requested List as shown in above figure.

Dash	board ~ [🔙 Master Data 🗸	🗉 License Management 🗸 🖉 Bra		Brand / Label Registration ~	🛃 Distillery ~	Bottling Unit ~	Q Wholesaler ~	🝙 L1B/L1BB Wholes	ale ~ 🛛 🛃 Winery ~	의 User
LICENS	EE REQUES	TED LIST							.icense Registration > Li	censee Modifications > Lice	ensee Requested Lis
							Start Date 🗎	19-Mar-2022	End Date	19-Mar-2022	Search
10	•									Search:	
S.No *	Request ID	Acknowledgement Receipt Number	Requested User	Requested On	Pending at		Action		Status	Download	
1	LM2200017	L2100063	Vasu Badisa	19-Mar- 2022	Collector South Zone (Zonal C	Collector)	Approve	Preview Track H	istory Amount Poid	888	
2	LM2200016	L2201057	venu singh	04-Mar- 2022	Additional Commissioner (Ad	lditional Commissioner S	STE) Preview	Track History	Forwarded	888	
3	LM2200015	L2201026	venu singh	04-Mar- 2022	venu singh (New License Use	r)	Preview	Track History	Completed	888	

• User required to click on assign as shown in above figure.

😲 Dashboard ~	💵 Master Data 🗸	🖭 License Mar	nagement ~ 🛛 🖉	Brand / Label Registration $ \sim $	🛃 Dis	stillery 🗸 🔣 Bottling Unit 🗸	Q Wholesaler ~	🗟 L1B	/L1BB Wholesale ~	🛛 🛃 Winery ~	의 User	
LICENSEE MODI	IFICATION REQUES	т								Licensee Modification	s > Approve Request	
			Appr	ove Request (Acknov	vledge	ment Receipt Numbe	r : L2100063)					
Business Nan	ne :											
Modification E	xistina Details :											
Business Name		німасн	HAL AUTOMATION									
Modification R	equested Details :											
Business Name*		vasu										
Godowns to be	added											
Khasra Number/Kha	toni Number/Mauja Numbe	er*	10101010100101	0101010101010101010100	Area Of Premise (Sq. Meter)'		(100				
East Boundary*			100			West Boundary*		(100			
South Boundary*			100			North Boundary*			100			
Modification Ex	kisting Details											
Business Name		HIMACH	HAL AUTOMATION			House/Building/Plot Number		245.0				
Road/Street		NH6				Nearest Landmark		Near Park	Near Park			
Sub-division		Himache	el Division			PIN Code	171001					
E-mail Address		vasub@	ectel.in			Landline/Mobile Number		95026644	87			
Date Register												
Modification Re	equested Details											
Business Name		vasu				Date Register		15-Mar-2022				
House/Building/Plot	Number*	ctel				Nearest Landmark		Proposed Landmark				
Road/Street		Propose	Proposed Street			Sub-division		Proposed Sub Division				
PIN Code*		170001				E-mail Address*		ctel@123amail.com				
Landline/Mobile Nun	nber*	0123456	6789									
Constitution	of Business :											
Applicant Type	Individual					Requested to Change to	Partnership Firm					
Added Repre	esentatives											
Name of representative	vasubadisa		Address of representative	ctel		Date of Registration	lar-2022					
Added Partn	ners											
Partner Name*	venu		Partner Address*	ctel		PAN* E.G. /	AAAA9999A	F	Profile Photo			
Remarks*		Enter	Your Remarks]	li							
				Арр	prove	Reject						

- User required to verify the details of modification and enter remarksUser need to click on approve.

🕚 Dashb	ioard ~	📧 Master Data 🗸	🗉 License Management 🗸 🛛 🧔 E		nd / Label Registration $ imes $	🔏 Distillery ~	📓 Bottling Unit	nit ~ 🛛 Q Wholesaler ~		🝙 L1B/L1BB Wholesale 🗸		🛃 Winery ~	유 User 🕨
LICENSE	E REQUES	TED LIST							Lice	ense Registration	> Licensee M	lodifications > Lice	nsee Requested List
							Start Date	19-Mar-2	2022	End Date	19-Mc	ar-2022	Search
10	*											Search:	
S.No *	Request ID	Acknowledgement Receipt Number	Requested User C	Requested On	Pending at			Action		Status	Download		
1	LM2200017	L2100063	Vasu Badisa 1	9-Mar-2022	Vasu Badisa (New Licens	e User)		Preview	Track History	Completed	99	8	
2	LM2200016	L2201057	venu singh 0	14-Mar-2022	Additional Commissioner	(Additional Comm	issioner STE)	Preview	Track History	Forwarded	88	0	
3	LM2200015	L2201026	venu singh 0	14-Mar-2022	venu singh (New License	User)		Preview	Track History	Completed	99	0	

• After approved the License is successfully modified and displayed as shown in above figure.

Model form of enquiry check list cum report to be used in respect of Modification of Retail sale License licenses										
Name/Name of	Applicant/Applicants	:-	Vasu Badisa.							
Proposed Site		1-	ctel, O-Block, Koti, Shimla PO, Chopal, Chopal, Shimla, Himachal Pradesh- 170001							
Kind of license		15	Retail sale License							
S. No.	Required Particulars			Particulars found on verification						
I	Documents Checklist									
II	Any other information									
III	Comment of Inspecting offic	er:								
Signature with date/seal & name of Inspecting Officer with designation <u>Remark of the Deputy Commissioner</u>										
RECOMMENDED/NOT RECOMMENDED										
Countersigned by										
Name:										
Designation: Deputy Commissioner,										

** The Modification Flow is Commom for Manufacturing license, Wholesale, Retailer, others, permit License**

Thank you....,