



# eBiz – A G2B Platform for Government of India

## User Manual

- 
- Industrial License
  - Industrial Entrepreneurs Memorandum
    - Employer Registration with ESIC
-

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# 1 Introduction

Department of Industrial Policy and Promotion (DIPP), Government of India has envisioned eBiz Project to create a one-stop-shop of convenient and efficient online G2B services to the business community. This objective will be attained by reducing the complexity in obtaining information and services related to starting businesses in India, and in dealing with licenses and permits across the business life-cycle.

This document is intended to serve as a User Guide for **eBiz application** and present an overview of the online application system explaining the concepts and functionality of the same.

## 1.1 Industrial License

The Government's liberalization and economic reforms program aims at rapid and substantial economic growth which is integrated with global economy in a harmonized manner. The industrial policy reforms have reduced the industrial licensing requirements, removed restrictions on investment and expansion and facilitated easy access to foreign technology and foreign direct investment.

Licensing is done under Industries (Development & Regulation) Act 1951. Post 1991 de-licensing, presently only five industries are under compulsory licensing:

- Electronic aerospace and defense equipment
- Industrial explosives including detonating fuses, safety fuses, gun powder, nitrocellulose and matches
- Cigars and cigarettes of tobacco and manufactured tobacco substitutes
- *[Fresh Licenses are not being granted for manufacture of this item on health grounds since 1999]*
- Specified hazardous chemicals i.e (i) hydrocyanic acid and its derivatives (ii) Phosgene and its derivatives and (iii) Isocyanates & diisocyanates of hydrocarbon not elsewhere specified (example methyl Isocyanate)
- Distillation and brewing of alcoholic drinks

*[Licensing ceased by DIPP in compliance with Supreme Court Order dated 29/01/1997 in Bihar Distillery Case which ruled that industries engaged in manufacture of potable alcohol would be under the jurisdiction of the states]*

In addition to above, a non-MSME unit manufacturing items reserved for MSME needs an Industrial License.

Industrial undertakings which fall under above categories are required to submit online application in the prescribed format, i.e. "Form FC-IL", through e-Biz Portal.

If Industry does not belong to any of above mentioned category, an Industrial Entrepreneur Memorandum application needs to be filed.

**Payment Details:-**

Submission of IL form requires a fee of Rs.2500/- (Rupees Two Thousand Five Hundred only) to be paid online.

Applicant is also required to pay a nominal eBiz transaction fee (Rs.30/-) while submitting the application form online through eBiz portal.

**Invocation Frequency:-**

Applicant can apply for IL at any time of the year.

## 1.2 Industrial Entrepreneurs Memorandum

The Government's liberalization and economic reforms program aims at rapid and substantial economic growth which is integrated with global economy in a harmonized manner. The industrial policy reforms have reduced the industrial licensing requirements, removed restrictions on investment and expansion and facilitated easy access to foreign technology and foreign direct investment.

All industrial undertakings exempt from the requirements of industrial licensing, including existing units undertaking substantial expansion, are required to file information in the prescribed form for Industrial Entrepreneurs Memorandum (IEM), i.e. "Form IEM" with the Secretariat of Industrial Assistance (SIA), Department of Industrial Policy and Promotion (DIPP), Government of India, and obtain an acknowledgement. This application can be filed online at eBiz portal.

All Industrial undertakings also need to file information in Part 'B' of the Memorandum at the time of commencement of commercial production.

No amendment/modifications are made to any IEM filed before 30th June, 1998 except for clerical errors. Where any amendment/modification is sought to be made in such IEMs, a fresh memorandum in Form IEM, along with the prescribed fee has to be filed for which a fresh acknowledgement will be issued. An IEM would be cancelled / deleted from the SIA records if, on scrutiny, it is found that the proposal contained in the IEM is licensable.

**Payment Details:-**

Submission of IEM form requires a fee of Rs.1000/- (Rupees One Thousand only) for up to 10 items proposed to be manufactured in the same unit. For more than 10 items, an additional fee of Rs. 250/- for up to 10 additional items is applicable.

Applicant is also required to pay a nominal eBiz transaction fee (Rs.30/-) while submitting the application form online through eBiz portal.

**Invocation Frequency:-**

- Applicant can file Form IEM, Part 'A', at any time of the year.
- Form IEM, Part 'B', needs to be filed once commercial production has commenced within the unit.

### 1.3 Employer Registration with Employees' State Insurance Corporation

Employees' State Insurance Corporation (ESIC) provides monetary and medical benefits to Employees in case of sickness, maternity and employment injury and to make provisions for related matters. The Scheme is mainly financed by contributions from employers and employees. The employers' contribution is equal to four and three fourth per cent of the wages payable to employees. The employees' contribution is at the rate of one and three-fourth per cent of the wages payable to an employee. The State Governments share expenditure on the provision of medical care

Following industries are required to obtain coverage under ESIC:-

- Factories employing 10 or more persons irrespective of whether power is used in the process of manufacturing or not.
- Shops, hotels, restaurants, cinemas including preview theatre, road motor transport undertakings and newspaper establishment employing 10/20 or more persons depending upon the state in which the establishment is located.
- Private Medical and Educational Institutions employing 10/20 or more persons in certain States

The existing wage-limit for coverage under the Act, is Rs.15,000/- per month (with effect from 01.05.2010).

The Act does not apply to workers engaged in mining operations, railway running sheds, certain seasonal factories operating for less than 7 months in a year. Factories or establishments run by the State Govt./ Central Govt. whose employees are in receipt of social security benefits substantially similar or superior to those provided under the Act can be exempted from coverage.

#### **Payment Details:-**

There are no payments to be made to ESIC while applying for employer's registration with ESIC. Applicant is required to pay a nominal eBiz transaction fee (Rs.23/-) while submitting the application form online through eBiz portal.

#### **Invocation Frequency:-**

Applicant can file Form 01, Employers Registration Form, at any time of the year.

## 2 Users

The following are users and their roles in eBiz application:

Users	Responsibilities
Business User	<ul style="list-style-type: none"> <li>• Register on eBiz portal</li> <li>• Submit application</li> <li>• Make Payment</li> <li>• Provide clarification sought by the department</li> <li>• View status updates sent by department</li> </ul>
Department User	<ul style="list-style-type: none"> <li>• View the application</li> <li>• Process the application</li> <li>• Provide license / rejection</li> </ul>

## 3 Prerequisites for filling the application

### 3.1 Digital signature

Digital signature is required for the authenticity of the filled application. The user who wants to apply for any of the service - IL, IEM or Employer Registration - through eBiz portal must have a valid digital signature. After filling the application form the user needs to apply the digital signature on the application form. An application will be considered invalid if it will not be digitally signed.

In case of you need to know that 'How to procure for digital signature'. Kindly refer the links given below.

[https://onlinetenders.co.in/Digital\\_Certificate\\_Procedure.pdf](https://onlinetenders.co.in/Digital_Certificate_Procedure.pdf)

<http://www.digitalsignatureindia.com/>

### 3.2 In case of online payment

The user needs to have an **Account with Central Bank of India** for the payment of service fee.

### 3.3 In case of offline payment

The user has to go to the nearest **branch of Central Bank of India** along with the print out of the Challan/Receipt which he gets while filling the online application and deposit the required amount in the bank.

## 4 Information to be kept ready before filing application

### 4.1 Industrial License Application:

- Name of company
- Name and address of the promoter
- Status of the promoter/ Industrial undertaking
- Detail of Foreign holding in the Indian Company
- Location of the factory
- Existing activity of the company if any and/ or holding Industrial License
- Item Description/ items proposed to manufacture
- Proposed annual capacity
- Process involved in manufacture of the process
- Capital structure
- Proposed borrowing
- Investment details
- The background of the Indian promoters/ Company including Proprietor/ Promoters/ Director/ and CEO also along with Name, parentage, date of birth etc.
- Employment ( Please see definition of factory, Section 3 C of IDR Act, 1951)

### 4.2 Industrial Entrepreneur's Memorandum Application:

- Name of the Undertaking, correspondence address etc
- Registration Number if Registered with Registrar of Companies
- Status of the Promoter (Central Govt Undertaking, State Govt undertaking, Individual, Private Sector etc)
- Information on the proposal (For New Undertaking, New Article, Substantial Expansion etc)
- Whether the proposal is in lieu of any other IEM, IL held. If yes reference No.
- Location address of the unit
- Item(s) of manufacture with NIC Codes(NIC Code of 1987 is followed)
- Information on raw material
- Investment details Existing & Proposed as mentioned in the form (Land, Building, Plant & Machinery: indigenous, imported etc)
- Financing Pattern
- Employment details
- Expected date of commercial production

### 4.3 Employer Registration Application:

- Name of the Factory / Establishment, postal address, location address etc
- Property ownership details
- Details of all bank accounts

- Nature of work
- License details if registered under any other act like Factories/ Shop / Establishment/Others.
- Category of enterprise (Central Govt Undertaking, State Govt undertaking, Individual, Private Sector, HUF, Co-operative etc)
- Details of office bearers
- Office location details and person responsible for day to day operations
- Number of employees employed for wages directly and through immediate employers on the date of application (total as well as number of employees with wages less than Rs.15000)
- Total wages paid in the preceding month
- Scanned copies of registration, latest rent bill, latest building tax or property tax, legal status of establishment (MoU, AoA, partnership deed, trust deed), commencement of production certificate/ Registration number of CST.
- Details of employees to be registered with their address, bank account details, previous employer details, nominee details, family details.

## 5 Steps for New Registration

In order to use any of the service - IL (Industrial License) or IEM (Industrial Entrepreneur Memoranda) or Employers Registration (ESIC) through eBiz portal a valid credential is required. To get the credential you have to register on the ebiz portal. There are two kinds of registration you have to do on the eBiz portal as

1. Individual
2. Business

### 5.1 Steps for Individual Registration

**Step 1: on the eBiz portal homepage (<https://www.ebiz.gov.in/home>), click on the New User 'Register' button.**

The screenshot displays the eBiz portal homepage. At the top, there is a navigation bar with 'Home', 'Services', and 'My Account' tabs. A search bar is located on the right. The main content area features a large 'Welcome to eBiz' banner with the tagline 'a new world of simplicity and convenience for all your business interactions with the Government.' Below the banner are three buttons: 'Guide Me', 'Start a Business', and 'Operate a Business'. On the right side, there is a 'Sign In' section with fields for 'User Name' and 'Password', and a 'Login' button. Below the sign-in section is a 'New User or Business?' section with a 'Register' button highlighted by a red box. Further down, there is an 'Upcoming Events' section with a calendar for April 2014, showing Wednesday, 30th. At the bottom, there are sections for 'FREQUENTLY ASKED QUESTIONS' and 'NEWS & ANNOUNCEMENTS'. The footer contains navigation links and a 'Total Visitor: 41' counter.

**Step 2: Click on the 'Continue' Button in Individual Member Registration section.**

**Welcome to eBiz**

**Not an eBiz Member Yet? Register Here 1**

**Why register as a member**

- eBiz is an integrated platform providing access to a number of Government to Business (G2B) services from various departments
- eBiz provides a step-by-step information wizard assisting in determining the applicable Licenses and Permits required for starting a business anywhere in the country.
- Registered users can use the eBiz portal to submit online queries specific to their businesses, submit applications for their respective licenses and permits and check on the status of their applications online.
- Registered members can register their business on eBiz portal and customize their business profile to set alerts and reminders for various government to business (G2B) interactions
- Registered members receive regular updates and newsletters from eBiz that will provide information on any new announcements from the different government agencies, and release of any new features on the eBiz portal.

**Steps of registration**

- Submit Online Form
- eRequest association with a business (if applicable)

**Continue**

**Register Your Business- Members Only 2**

**Why register your business**

- eBiz is an integrated platform providing access to a number of Government to Business (G2B) services from various departments
- eBiz provides information about licenses and permits applicable to businesses
- eBiz is a secure online platform built with all the required authentication mechanisms for submitting applications to the different government agencies and departments.
- eBiz provides features like online storage of application history and previously obtained licenses and permits
- eBiz provides information pertinent to regulations and compliance requirements mandated from different agencies and departments.
- eBiz facilitates specialized service providers (e.g. tax and regulatory compliance consultants) to aid business users in availing G2B services

**Steps of registration**

- Submit online form for individual member
- Submit online form for business membership creation
- Assign yourself as an administrator

User Name:

Password:

[Forgot Password? Click here](#)

**Step 3: Enter your details to create your individual membership. Fields marked with \* are mandatory.**

You are here: [Home](#) > [eBiz Registration](#) > [Member Registration](#)

### Register As Member: Personal Details

**1 2 3**

 **Fields marked with asterisk (\*) are mandatory.**  
Welcome to the eBiz User Registration process. To complete the User Registration process, you will need to fill out the below form.

**First Name\***

**Middle Name**

**Last Name\***

**Email Address\***

**Confirm Email Address\***

Please use a valid email address that you frequently access.

**Date of Birth**    
Please enter the date in the format DD-MMM-YYYY. e.g. 10-Dec-2009.

**Address\***

Please use a valid postal address that can be used for communication.  
Address can have a maximum of 400 characters.

**Country\***  **State\***

**District / Zone\***

**PIN Code\***

**Ph.No.** +91

**Mobile** +91

**Fax** +91

**eBiz respects your privacy!**

eBiz does not disclose your data to any third parties. To know more about data related practices, please read our [Privacy Policy](#). For further queries, please feel free to [Contact Us](#).

**Step 4: Choose 'User id' and 'Password' using the directions provided. Click on the 'Check Availability' button to choose the available user name. Click on 'Next' button. Fields marked with \* are mandatory. Please make a note of your user name and password for the future use.**

The screenshot displays the eBiz registration interface. At the top, there is a navigation bar with the eBiz logo, a welcome message, and links for 'About Us', 'Feedback', 'Site Map', and 'Help'. A search bar is also present. Below the navigation bar, the breadcrumb trail reads 'Home > eBiz Registration > Member Registration'. The main heading is 'Register As a Member: Choose User ID and Password', with a progress indicator showing three steps, the second of which is active. The form contains several fields: 'Create your User id\*' with a 'Check Availability' button, 'Create your Password\*' with a note about password requirements, 'Re-enter your Password\*', 'Select Security Question\*' with a dropdown menu, and 'Answer\*'. There are checkboxes for 'Send status updates via email' and 'Send status updates via sms'. At the bottom of the form are 'Back', 'Cancel', and 'Next' buttons. A privacy notice on the right states 'eBiz respects your privacy!' and provides links for 'Privacy Policy' and 'Contact Us'. The footer includes 'Home', 'Services', 'Statistics', 'List of Services', and 'Total Visitor : 39'. Copyright information at the bottom reads '© eBiz Portal is owned by DIPP, Ministry of Commerce & Industry and maintained by Infosys'.

**Step 5: Enter the letters given in the image. Click on 'Reload' button to get the new image if current image is not working. Click on the 'check box' to accept the term & condition. Click on 'Submit' button.**

The screenshot shows the 'Register As Member: Security & Terms' page on the eBiz portal. The page has a blue header with the eBiz logo and navigation links. The main content area is white with a blue border. It features a 'Security check and Terms of use and your Privacy' section with a CAPTCHA image showing the letters 'DFG72P' and a 'Re load' button. Below this is a 'Please read terms and conditions' section with a scrollable text area containing the terms and conditions. At the bottom of this section is a checkbox labeled 'I have read the Terms and Conditions and accept them for Registration'. At the very bottom of the page are 'Back', 'Cancel', and 'Submit' buttons. A sidebar on the right contains a privacy notice. The footer includes navigation links and a 'Total Visitor : 37' counter.

India's G2B Portal

Welcome, Please Login or Register  
You are protected and your information is secure with us

Quick Links All Links

Search Input Search Text

Home Services My Account Submit Forms

You are here: Home > eBiz Registration > Member Registration

### Register As Member: Security & Terms

1 2 3

**Security check and Terms of use and your Privacy**  
Please enter the verification code hidden in the image.



Re load

Please read terms and conditions

Welcome to eBiz, India's G2B Portal. This website is managed by Infosys Technologies Ltd. (Infosys) on behalf of Department of Industrial Policy and Promotion (DIPP), 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 Infosys or IIT-P. 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 eBiz**

I have read the Terms and Conditions and accept them for Registration

Back Cancel Submit

Home Services Statistics List of Services Total Visitor : 37

eBiz respects your privacy!  
eBiz does not disclose your data to any third parties. To know more about data related practices, please read our [Privacy Policy](#). For further queries, please feel free to [Contact Us](#).

**Step 6: Click on 'OK' button on the confirmation page for Successfully Registration.**

The screenshot shows the eBiz India's G2B Portal interface. At the top, there is a navigation bar with the eBiz logo, a search bar, and links for 'About Us', 'Feedback', 'Site Map', and 'Help'. Below the navigation bar, there is a secondary menu with 'Home', 'Services', and 'My Account' options. The main content area is titled 'Register as a Member: Confirmation'. It features a central message box with a red border containing the text: 'Congratulations, your registration as an eBiz member is complete. You can now browse across the website and download and submit forms.' Below this message, there is an 'IMPORTANT:' section with two options: 'Register your business to submit the forms for various services related ad allocate the staff to the business and services.' and 'OR Contact business admin to allocate you to Business and Service gp. to submit the form or register business to allocate your staff.' At the bottom of the main content area, there is a red-bordered button labeled 'OK'. On the right side of the page, there is a sidebar with a privacy notice: 'eBiz respects your privacy! eBiz does not disclose your data to any third parties. To know more about data related practices, please read our [Privacy Policy](#). For further queries, please feel free to [Contact Us](#).' The footer of the page includes navigation links for 'Home', 'Services', 'Statistics', and 'List of Services', along with a 'Total Visitor : 37' counter.

## 5.2 Steps for Business Registration

**Step 1: On the eBiz portal homepage (<https://www.ebiz.gov.in/home>), click on the New User or Business 'Register' button.**

The screenshot shows the eBiz portal homepage. At the top left is the eBiz logo and the text 'India's G2B Portal'. To the right, there are links for 'About Us', 'Feedback', 'Site Map', and 'Help'. A search bar is also present. Below the header, there is a navigation menu with 'Home', 'Services', and 'My Account'. A 'Submit Forms' button is located on the right. The main content area features a large 'Welcome to eBiz' message and three buttons: 'Guide Me', 'Start a Business', and 'Operate a Business'. On the right side, there is a 'Sign In' section with fields for 'User Name' and 'Password', and a 'Login' button. Below this is a 'New User or Business?' section with a 'Register' button highlighted in a red box. Further down, there is an 'Upcoming Events' section with a calendar for April 2014. At the bottom, there are sections for 'FREQUENTLY ASKED QUESTIONS' and 'NEWS & ANNOUNCEMENTS'. The footer contains navigation links and a 'Total Visitor: 41' counter.

**Step 2: Enter your 'User Id' and 'Password' which you have created while registering as individual and click on 'Login' button to create a Business Membership.**

**Welcome to eBiz**

**Not an eBiz Member Yet? Register Here 1**

**Why register as a member**

- eBiz is an integrated platform providing access to a number of Government to Business (G2B) services from various departments
- eBiz provides a step-by-step information wizard assisting in determining the applicable Licenses and Permits required for starting a business anywhere in the country.
- Registered users can use the eBiz portal to submit online queries specific to their businesses, submit applications for their respective licenses and permits and check on the status of their applications online.
- Registered members can register their business on eBiz portal and customize their business profile to set alerts and reminders for various government to business (G2B) interactions
- Registered members receive regular updates and newsletters from eBiz that will provide information on any new announcements from the different government agencies, and release of any new features on the eBiz portal.

**Steps of registration**

- Submit Online Form
- eRequest association with a business (if applicable)

[Continue](#)

**Register Your Business- Members Only 2**

**Why register your business**

- eBiz is an integrated platform providing access to a number of Government to Business (G2B) services from various departments
- eBiz provides information about licenses and permits applicable to businesses
- eBiz is a secure online platform built with all the required authentication mechanisms for submitting applications to the different government agencies and departments.
- eBiz provides features like online storage of application history and previously obtained licenses and permits
- eBiz provides information pertinent to regulations and compliance requirements mandated from different agencies and departments.
- eBiz facilitates specialized service providers (e.g. tax and regulatory compliance consultants) to aid business users in availing G2B services

**Steps of registration**

- Submit online form for individual member
- Submit online form for business membership creation
- Assign yourself as an administrator

**User Name:**

**Password:**

[Forgot Password? Click here](#)

[Login](#)

**eBiz respects your privacy!**

eBiz does not disclose your data to any third parties. To know more about data related practices, please read our [Privacy Policy](#). For further queries, please feel free to [Contact Us](#).

**Step 3: Enter the details of your organization and click on 'Next' button.**

The screenshot shows the 'Register Your Business: Organization Details' form on the eBiz portal. The form is titled 'Register Your Business: Organization Details' and is part of a two-step process, with step 1 highlighted. The form includes the following fields:

- Organization Name\* (text input)
- Organization Type\* (dropdown menu)
- Head Office Address\* (text area)
- Country\* (dropdown menu)
- State\* (dropdown menu)
- District / Zone\* (dropdown menu)
- PIN Code\* (text input)
- Ph.No. (+91 <STD> text input)
- Mobile (+91 text input)
- Fax (+91 <STD> text input)

Below the form, there are 'Back' and 'Next' buttons. The 'Next' button is highlighted with a red box. A note indicates that fields marked with an asterisk (\*) are mandatory. A privacy policy notice is visible on the right side of the form.

**Step 4: Click on the 'check box' for digital signature. Enter the letters given in the image. Click on the 'check box' to accept the terms & conditions. Click on 'Submit' button.**

Home Services My Account Submit Forms

You are here: Home > eBiz Registration > Business Registration

### Register Business 1 2

**Security check and Terms of use and your Privacy**

Enable Digital Certificate Administration

Please enter the verification code hidden in the image.



Please read terms and conditions

Welcome to eBiz, India's G2B Portal. This website is managed by Infosys Technologies Ltd. (infosys) on behalf of Department of Industrial Policy and Promotion (DIPP), 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 Infosys or DIPP. 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 eBiz**

I have read the Terms and Conditions and accept them for Registration

eBiz respects your privacy!

eBiz does not disclose your data to any third parties. To know more about data related practices, please read our [Privacy Policy](#). For further queries, please feel free to [Contact Us](#).

**Step 5: Click on 'Ok' button on the confirmation page for Successfully Registration.**

The screenshot shows the eBiz India's G2B Portal interface. At the top, there is a navigation bar with the eBiz logo, user information (Welcome, anff123, Logout), and links for About Us, Feedback, Site Map, Help, Administration, and Search. Below the navigation bar, there is a breadcrumb trail: Home > eBiz Registration > Business Registration. The main content area is titled "Register Business: Confirmation" and contains a central message box with the following text: "Congratulations, your Business has been registered with Ebiz. Your eBiz Registration ID is 4979. You can administer this business. Thanks for registering with Ebiz." To the right of this message box, there is a privacy notice: "eBiz respects your privacy! eBiz does not disclose your data to any third parties. To know more about data related practices, please read our [Privacy Policy](#). For further queries, please feel free to [Contact Us](#)." At the bottom of the message box, there is a red-bordered "OK" button. The footer of the page includes navigation links (Home, Services, Statistics, List of Services) and a "Total Visitor : 38" counter.

## 6 Steps to Apply for IL/ IEM

1. User types the required URL in to the browser address bar for accessing the eBiz Portal page. Login page will be displayed.



2. User entered the valid credential i.e. “User Name” and “Password” and click on “Login” Button.



3. User will be landed on "My Account" Page.

India's G2B Portal

Welcome, dcm123 Logout

You are protected and your information is secure with us

Administration

Quick Links All Links

Search Input Search Text

Home Services **My Account** Submit Forms

You are here: Home > My Account > My Account

**My Account**

Status

Payment History

History

Upload and Submit Form

My Workspace

Team Workspace

Change Password

My Profile

My Saved License and Permits

Business Registration

My Links

TamilNadu Online

google

**My Account**

Welcome, dcm d

Address mysore  
Bagalkot - 682897  
Andhra Pradesh, India

Contact Email Address r@gmail.com

**Confirmation Requests**

No pending confirmation requests

**Latest status updates**

Organization	Service	Submission Date	Status
Nayagaru	Site Plan Approval	18-Sep-2013 14:48	Received Approval Letter & Plans
Nayagaru	Site Plan Approval	18-Sep-2013 14:15	Application Submitted
Nayagaru	Site Plan Approval	18-Sep-2013 14:07	Application Submitted
Nayagaru	Industrial Incentives	18-Sep-2013 13:24	Submitted
Nayagaru	Site Plan Approval	18-Sep-2013 11:50	Received Approval Letter & Plans

**Alerts**

**Upcoming Events**

Wednesday

18 September

Test Today  
more

Internet | Protected Mode: On

100%

4. User click on “Upload and Submit Form” in to the left panel.

The screenshot shows the 'My Account' page of the eBiz India's G2B Portal. The user is logged in as 'dcm123'. The page is divided into a left sidebar, a main content area, and a right sidebar.

**Left Sidebar (Navigation):**

- My Account (Selected)
- Status
- Payment History
- History
- Upload and Submit Form (Highlighted)
- My Workspace
- Team Workspace
- Change Password
- My Profile
- My Saved License and Permits
- Business Registration
- My Links
- TamilVadu Online
- oooolo

**Main Content Area:**

**My Account**

Welcome, dcm d

**Address:** mysore  
Bagalkot - 602097  
Andhra Pradesh, India

**Contact Email Address:** r@gmail.com

**Confirmation Requests**

No pending confirmation requests

**Latest status updates**

Organization	Service	Submission Date	Status
Nayagaru	Site Plan Approval	18-Sep-2013 14:48	Received Approval Letter & Plans
Nayagaru	Site Plan Approval	18-Sep-2013 14:15	Application Submitted
Nayagaru	Site Plan Approval	18-Sep-2013 14:07	Application Submitted
Nayagaru	Industrial Incentives	18-Sep-2013 13:24	Submitted
Nayagaru	Site Plan Approval	18-Sep-2013 11:50	Received Approval Letter & Plans

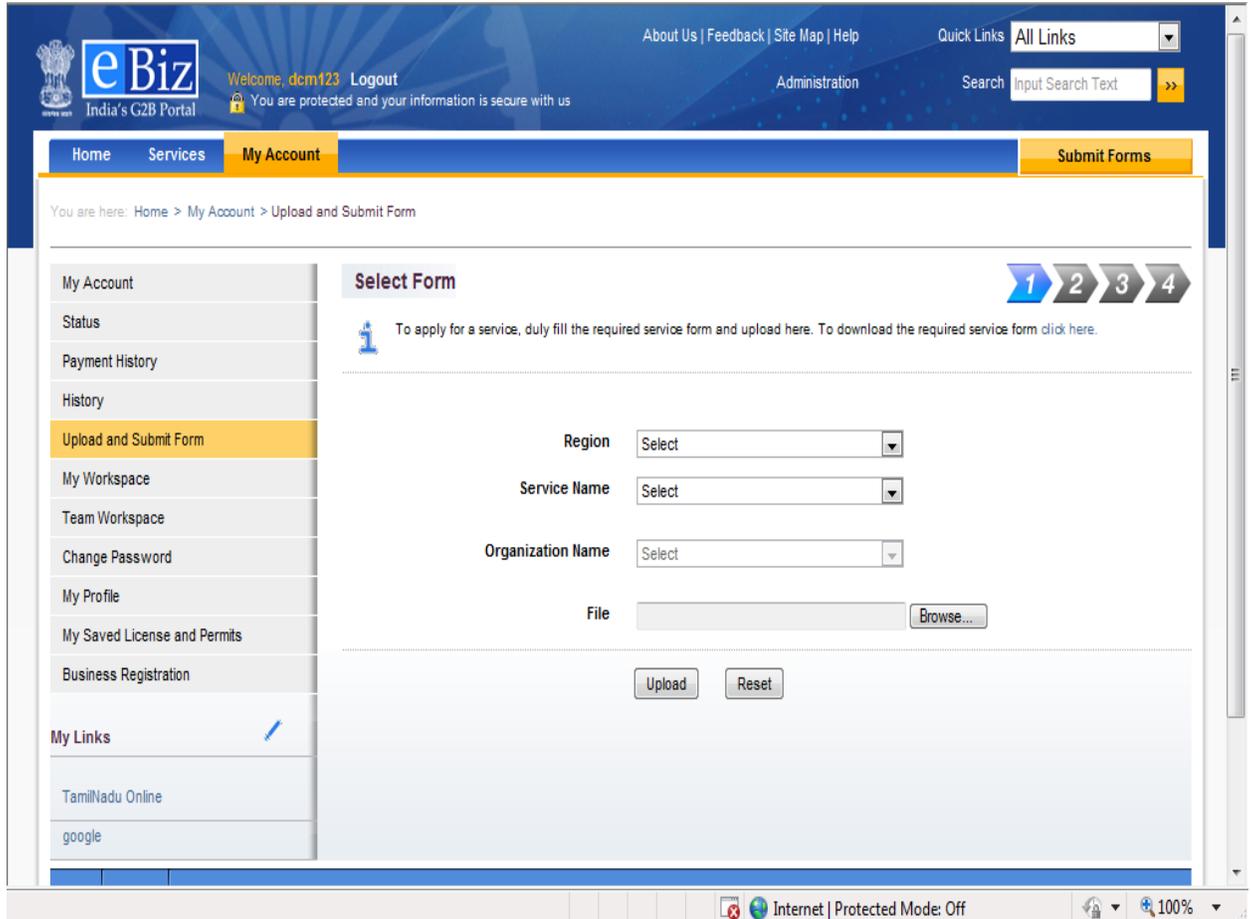
**Right Sidebar:**

- Alerts
- Upcoming Events
- Wednesday, September 18, 2013
- Calendar for September 2013
- Test Today
- more

**Browser Information:**

Internet | Protected Mode: On | 100%

5. "Select Form" page will be displayed in to the right panel. This is the 1<sup>st</sup> Step mentioned on the top right corner of the page.



6. User will have to fill up all the information on the page and click on the “**Upload**” button. The information required on the page is “**Region**”, “**Service Name**”, “**Organization Name**” and “**File**”. In case of any mistake while filling the form user will have the option to click on the “**Reset**” button. It will reset all the fields to default value.

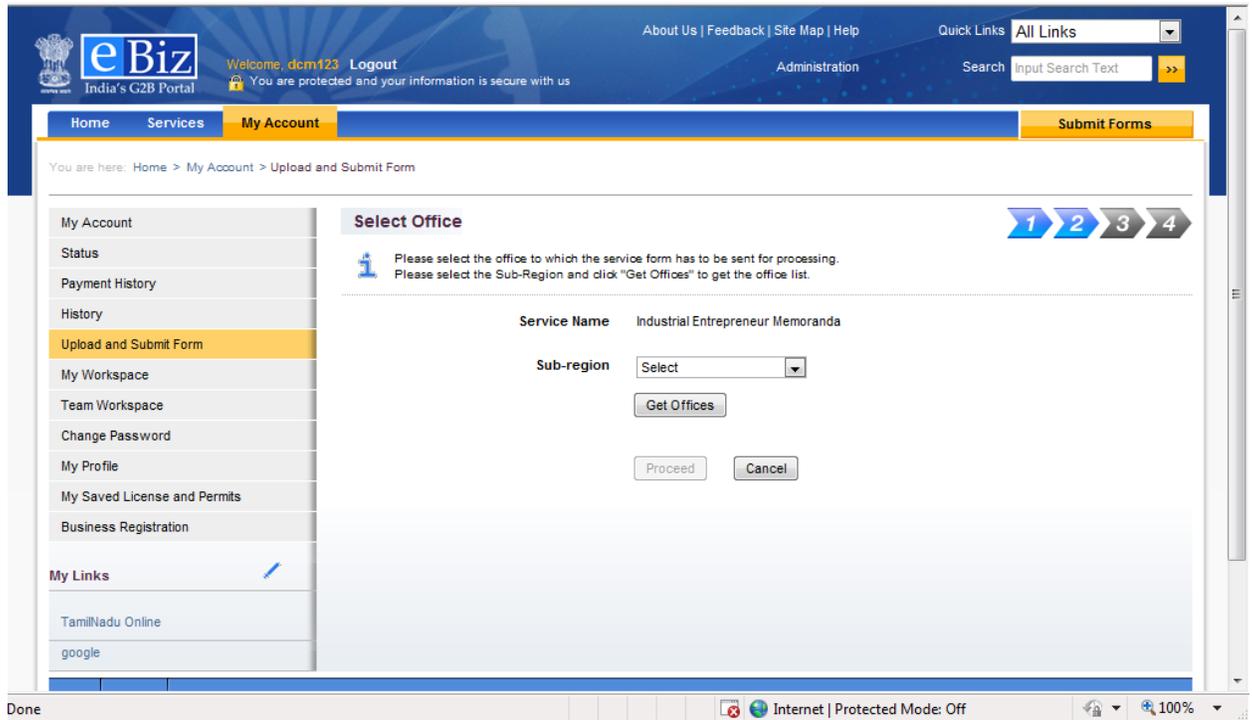
**For Industrial License go to step no. 11, steps 7 to 10 are applicable for IEM only.**

The screenshot displays the 'Upload and Submit Form' interface on the eBiz portal. The page header includes the eBiz logo, user information (Welcome, dcm123), and navigation links. The main navigation bar shows 'Home', 'Services', 'My Account', and 'Submit Forms'. The breadcrumb trail indicates the user is in 'Home > My Account > Upload and Submit Form'. On the left, a sidebar menu lists various account management options, with 'Upload and Submit Form' highlighted. The main content area, titled 'Select Form', features a progress indicator (1, 2, 3, 4) and an information icon. Below this, a form is provided for service application, with the following fields and values:

- Region:** Central
- Service Name:** Issue of Industrial Entrepreneur's Memorandum
- Organization Name:** Nayagaru
- File:** C:\Users\lilyas\_mohammad\Desktop\E-Form\_t... (with a 'Browse...' button)

At the bottom of the form, there are 'Upload' and 'Reset' buttons. The browser's address bar at the bottom shows 'Internet | Protected Mode: On' and a zoom level of 100%.

7. "Select Office" page will be displayed in to the right panel. This is the 2<sup>nd</sup> Step mentioned on the top right corner of the page.



8. User will have to select the “Sub-region” and click on the “Get Offices” button. The available office will be available just below the “Get Offices” button.

The screenshot displays the eBiz portal interface. At the top, there is a navigation bar with 'Home', 'Services', 'My Account', and 'Submit Forms' tabs. The 'My Account' tab is active. Below the navigation bar, a breadcrumb trail reads 'You are here: Home > My Account > Upload and Submit Form'. On the left side, there is a vertical menu with options like 'My Account', 'Status', 'Payment History', 'History', 'Upload and Submit Form' (highlighted), 'My Workspace', 'Team Workspace', 'Change Password', 'My Profile', 'My Saved License and Permits', 'Business Registration', 'My Links', 'TamilNadu Online', and 'google'. The main content area is titled 'Select Office' and contains the following text: 'Please select the office to which the service form has to be sent for processing. Please select the Sub-Region and click "Get Offices" to get the office list.' Below this, the 'Service Name' is 'Industrial Entrepreneur Memoranda' and the 'Sub-region' is 'Central'. A 'Get Offices' button is present. Underneath, a table lists the available office based on jurisdiction:

Jurisdiction	Office Address
<input type="radio"/> Secretariat for Industrial Assistance (SIA)	Secretariat for Industrial Assistance (SIA), Secretariat for Industrial Assistance (SIA) Department of Industrial Policy and Promotion, Udyog Bhawan, New Delhi 110011.

At the bottom of the table, there are 'Proceed' and 'Cancel' buttons. The browser's address bar shows 'Done' and the status bar shows 'Internet | Protected Mode: Off' and '100%' zoom level.

9. User will have to select the office and click on “Proceed” button.

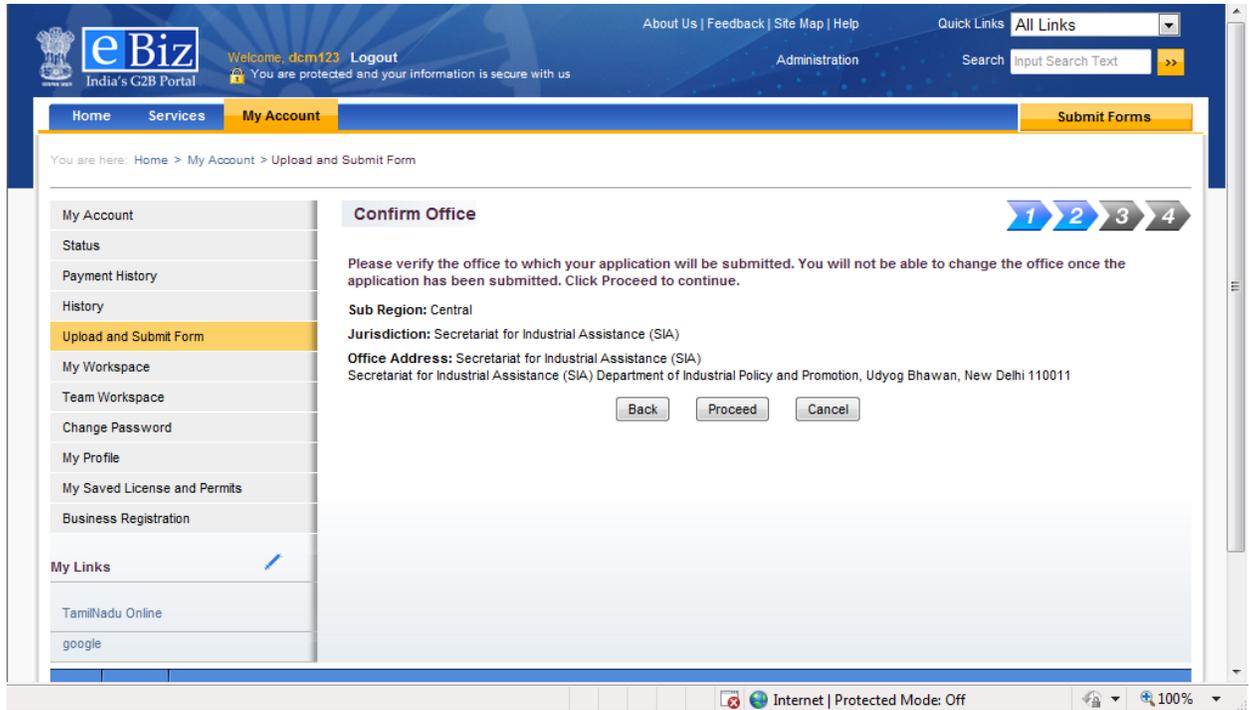
The screenshot displays the 'Select Office' interface on the eBiz portal. The page header includes the eBiz logo, user information (Welcome, dcm123), and navigation links. The main content area is titled 'Select Office' and contains the following elements:

- Service Name:** Industrial Entrepreneur Memoranda
- Sub-region:** Central (selected in a dropdown menu)
- Get Offices:** A button to retrieve the list of offices.
- Office Selection Table:**

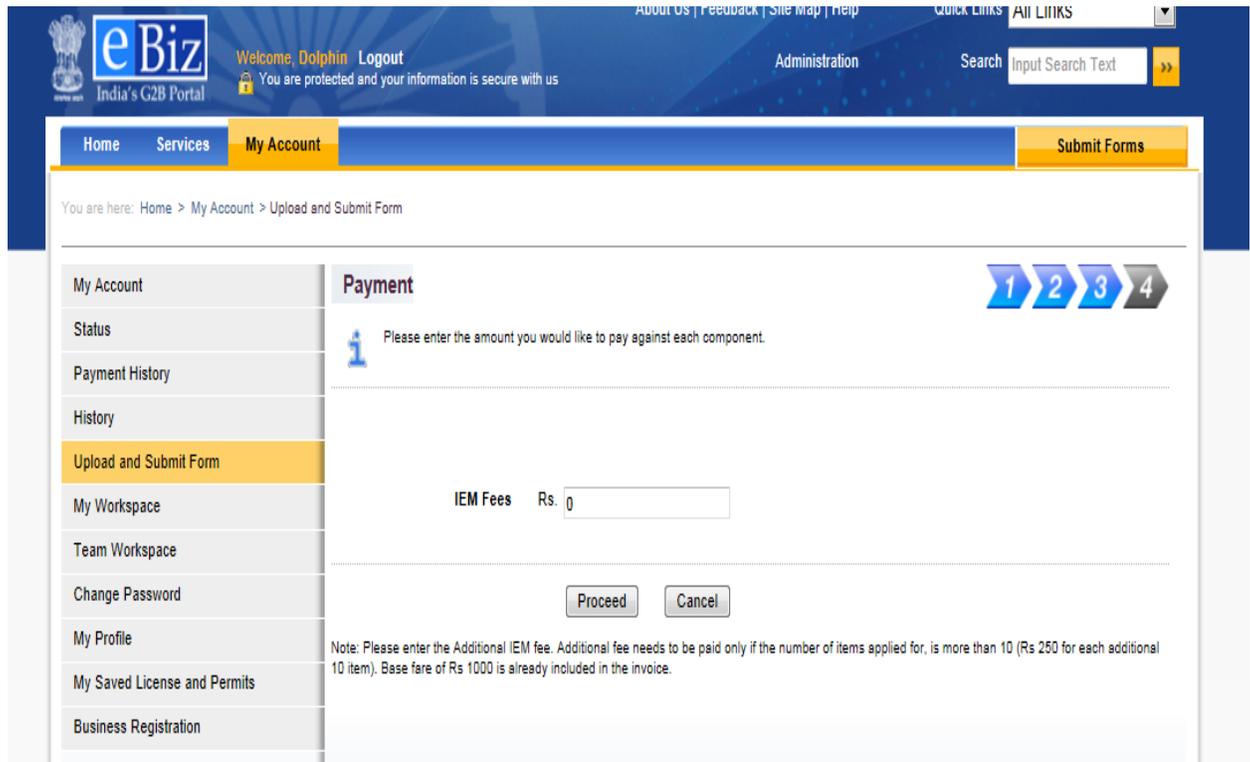
Jurisdiction	Office Address
<input checked="" type="radio"/> Secretariat for Industrial Assistance (SIA)	Secretariat for Industrial Assistance (SIA), Secretariat for Industrial Assistance (SIA) Department of Industrial Policy and Promotion, Udyog Bhawan, New Delhi 110011.
- Buttons:** Proceed and Cancel buttons are located at the bottom of the table.

The browser's taskbar at the bottom shows 'Done', 'Internet | Protected Mode: Off', and a zoom level of 100%.

10. "Confirm Office" page will be displayed in the right panel. User will have to click on the "Proceed" Button for further processing. "Back" and "Cancel" button are there for user to go back or cancel the processing.



11. Enter IEM fees only if in case the number items applied for in eform is more than 10.



India's G2B Portal

Welcome, Dolphin Logout

You are protected and your information is secure with us

Administration Search Input Search Text

Home Services My Account Submit Forms

You are here: Home > My Account > Upload and Submit Form

My Account

Status

Payment History

History

Upload and Submit Form

My Workspace

Team Workspace

Change Password

My Profile

My Saved License and Permits

Business Registration

Payment

Please enter the amount you would like to pay against each component.

IEM Fees Rs. 0

Proceed Cancel

Note: Please enter the Additional IEM fee. Additional fee needs to be paid only if the number of items applied for, is more than 10 (Rs 250 for each additional 10 item). Base fare of Rs 1000 is already included in the invoice.

12. “Confirm Invoice” page will be displayed in to the right panel. It contains “Invoice Details” and the “Billing Information” Details. User has to enter the “Billing Information” which is “Name” and “Address” and click on “Proceed” button.  
Please provide your correct address along with contact number so that support team can contact you in case of any issues.

- My Account
- Status
- Payment History
- History
- Upload and Submit Form
- My Workspace
- Team Workspace
- Change Password
- My Profile
- My Saved License and Permits
- Business Registration
- My Links ✎
- TamilNadu Online
- google

### Confirm Invoice 1 2 3 4

The below screen lists the details of the payment that you have to make for the selected service application.  
 Click Proceed to make your payment.

**Invoice Details**

Payment Component	Amount(in Rupees)
<b>Statutory Charges</b>	
IEM Fees	10.00
eBiz Services Fee	30.00
Application Fee	1.00
<b>Total Amount</b>	<b>41.00</b>

**Billing Information**

Name

Address

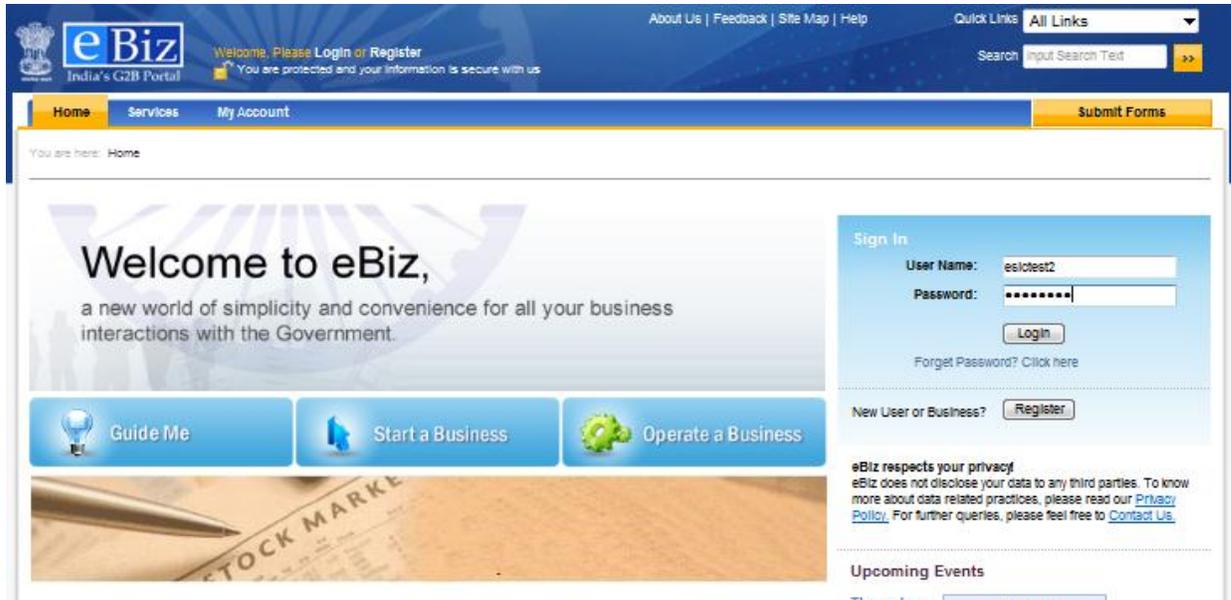
[Click here to preview the challan\(s\)](#)
[FAQ on Challans and Payment](#)

Home
Services

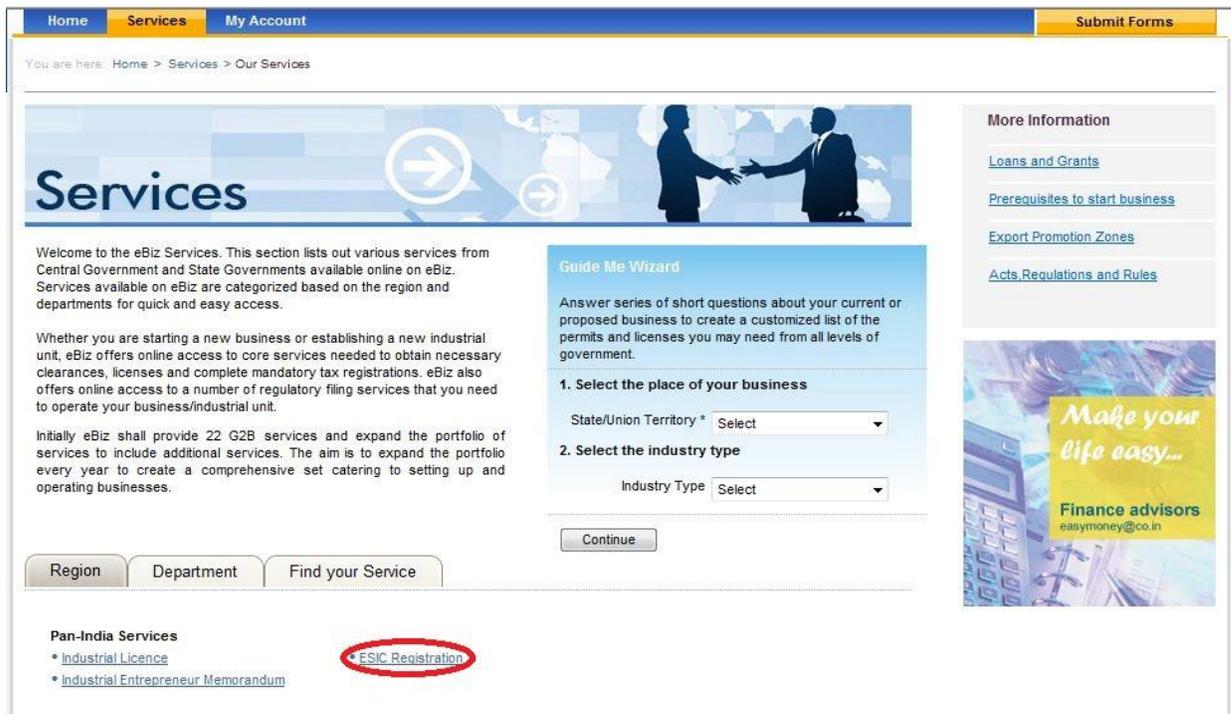
Done
Internet | Protected Mode: On
100%

## 7 Steps to Apply for Employers Registration with ESIC

1. User opens the ebiz portal <http://ebiz.gov.in/home> and enters credentials if already registered as a member. If user is not a registered member, then user gets registered on eBiz portal.



2. Click on 'Services' tab and click on 'ESIC Registration' in 'Pan-India Services' category.



- If user is applying for fresh application, click on first button under “Download Forms” section to download an empty form as shown in the figure below. Else, user clicks on second download button besides the highlighted one to download a prefilled form. User can edit the prefilled information in the form.

The screenshot shows the eBiz portal interface for 'Employer Registration with ESIC Central'. The page is divided into several sections:

- Header:** Includes the eBiz logo, navigation tabs (Home, Services, My Account), and a search bar.
- Breadcrumbs:** You are here: Home > Services > Service
- Section Header:** Central > Employer Registration with ESIC
- Description:** Explains the Employees' State Insurance Corporation (ESIC) and its benefits. It mentions that the scheme is financed by contributions from employers and employees.
- Download Forms:** A highlighted section with a red circle around it, containing two download buttons for forms. Below the buttons, there is a note about Adobe Reader: "Click here to download Adobe Reader." and a warning: "Note: Fees is non-refundable, kindly read the instructions carefully."
- Related Services:** Includes a link for "Monthly Payment of Contribution".
- Related Frequently Asked Questions:** Lists three questions: "Who should apply for ESIC registration?", "What form should I use?", and "Are there any payments to be made while applying?".
- Prerequisites:** States that before applying for registration, the applicant needs to obtain certain documents.

- User fills the form on their local machine and saves it. The instruction manual to fill the form can be downloaded from the “download forms” section as highlighted in the figure below.

**Central > Employer Registration with ESIC**

**Description**  
Employees' State Insurance Corporation (ESIC) provides monetary and medical benefits to Employees in case of sickness, maternity and employment injury and to make provisions for related matters. The Scheme is mainly financed by contributions from employers and employees. The employers' contribution is equal to four and three fourth per cent of the wages payable to employees. The employees' contribution is at the rate of one and three-fourth per cent of the wages payable to an employee. The State Governments share expenditure on the provision of medical care.

Following industries are required to obtain coverage under ESIC:-

- Factories employing 10 or more persons irrespective of whether power is used in the process of manufacturing or not.
- Shops, hotels, restaurants, cinemas including preview theatre, road motor transport undertakings and newspaper establishment employing 10/20 or more persons.
- Private Medical and Educational Institutions employing 10/20 or more persons in certain States.

The existing wage-limit for coverage under the Act, is Rs.15,000/- per month (with effect from 01.05.2010).

**Prerequisites**  
Before applying for registration, applicant needs to obtain following

**Download Forms**  
**Employer Registration with ESIC Central**  
Description - Application form for Employer Registration with ESIC Central  
Language - English  
**Guide and Instructions**

eBiz supports Class2 digital signature for secure online form submission. The eForm functionalities are best experienced in Adobe Reader 9.1 or above.  
Click here to download Adobe Reader.

Note: Fees is non-refundable, kindly read the instructions carefully.

**Related Services**  
[Monthly Payment of Contribution](#)

**Related Frequently Asked Questions**

- [Who should apply for ESIC registration?](#)
- [What form should I use?](#)
- [Are there any payments to be made while applying?](#)

[more](#)

- To upload the filled form, user clicks on 'My Account' tab → 'Upload and Submit forms' (on left hand side) followed by 'Submit forms' (on right hand side top corner). User selects appropriate data for "Region", "Service Name", and "Organization Name" from the respective drop downs, browses the form and selected the appropriate file. User clicks on "Upload" button to upload the form.

**My Account**

Status

History

**Upload and Submit Form**

My Workspace

Team Workspace

Change Password

My Profile

My Saved License and Permits

My Lists of Licenses & Permits

Payment History

Business Registration

**Select Form**

To apply for a service, duly fill the required service form and upload here. To download the required service form click here.

Region: Central

Service Name: Employer Registration with Employees State

Organization Name: esiclotestorg

File: D:\ESIC\Central - ESIC - ESIC Filing\ESIC992te [Browse...](#)

[Upload](#) [Reset](#)

- On successful upload of the form, user is displayed the respective License and eBiz Service fee on the Confirm Invoice screen. User will enter the Name and Address under the billing information section to proceed with payment.

You are here: Home > My Account > Upload and Submit Form

**Confirm Invoice** 1 2 3 4

**My Account**

- My Account
- Status
- Payment History
- History
- Upload and Submit Form**
- My Workspace
- Team Workspace
- Change Password
- My Profile
- My Saved License and Permits
- Business Registration

**My Links**

- Bus Booking
- google
- RRC News

**Invoice Details**

Payment Component	Amount(in Rupees)
Statutory Charges	
eBiz Services Fee	23.00
<b>Total Amount</b>	<b>23.00</b>

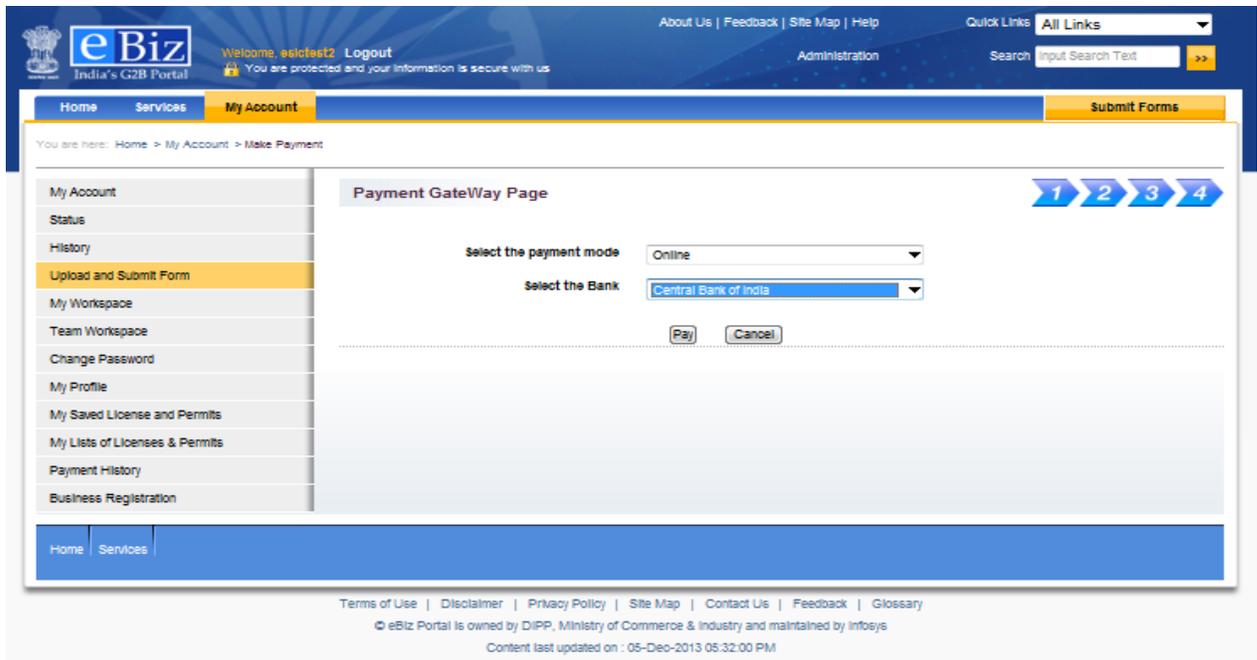
**Billing Information**

Name:

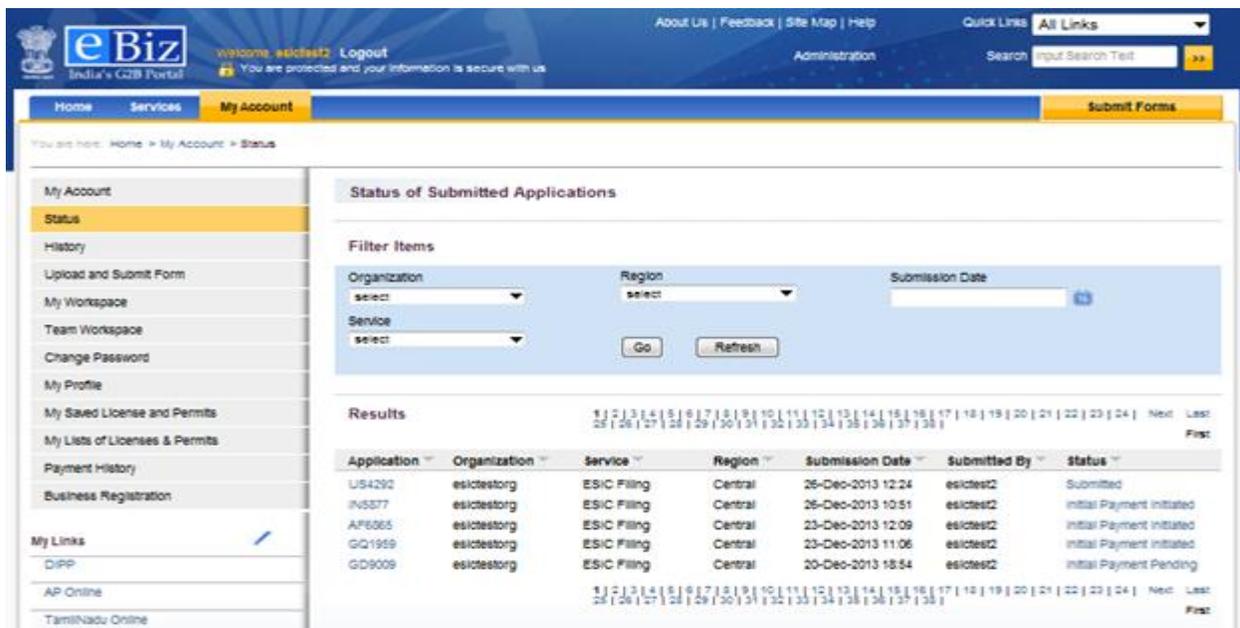
Address:

Click here to preview the challan(s) FAQ on Challans and Payment

- On clicking “proceed” button, user is taken to the payment gateway page. Select from the dropdown the payment mode and choose your bank and click on pay. As of now, only Central Bank of India is available as option. Please refer to section on “Steps for online payment” or “Steps for offline payment” to view the steps required for payment.



- User can check the status of the submitted application by selecting status in the left menu, just below the My Account option.



- In case the application status is changed to – “initial payment pending”, the payment processing has halted abruptly. Please click on the status link and proceed with the payment. The status will change to “submitted” after payment is processed.

You are here: Home > My Account > Status

**My Account**

- Status
- History
- Upload and Submit Form
- My Workspace
- Team Workspace
- Change Password
- My Profile
- My Saved License and Permits
- My Lists of Licenses & Permits
- Payment History
- Business Registration

**My Links**

- DIPP
- AP Online
- TamilNadu Online
- Haryana Online
- Delhi Online
- Maharashtra Online
- Feedback

**Status of Submitted Applications**

Date: 31-Dec-2013 16:05  
 Subject: Initial Payment Pending  
 Download attachment: [ESIC992test3.pdf](#)  
[Proceed To Payment](#)  
[Back](#)

10. To view the history of the application, user can click on application number link.

Welcome, **esictest2** Logout  
 You are protected and your information is secure with us

Administration Search

You are here: Home > My Account > Status

**My Account**

- Status
- History
- Upload and Submit Form
- My Workspace
- Team Workspace
- Change Password
- My Profile
- My Saved License and Permits
- My Lists of Licenses & Permits
- Payment History
- Business Registration

**My Links**

- DIPP
- AP Online
- TamilNadu Online
- Haryana Online
- Delhi Online
- Maharashtra Online
- Feedback

**Audit Trail**

Application Code US4292  
 Organization esictestorg  
 Region Central  
 Service ESIC Filing

Date	Action Taken	User Name	Organization	Comments
26-DEC-2013 12:46	Submitted	esic	esictestorg	<a href="#">View Comments</a>

[Back](#)

11. Under Audit Trail, on clicking on the “View Comments” link, the applicant will be able to view the Payment Details and Comments.

The screenshot displays the eBiz portal interface. At the top, there is a navigation bar with the eBiz logo, user information (Welcome, ganeshint22, Logout), and quick links. Below this is a main menu with 'Home', 'Services', and 'My Account' tabs. The 'My Account' tab is active, and a 'Request Summary' window is open. The window contains the following information:

**Request Summary**

**Comments:** Service has been applied successfully and your application has been delivered to the relevant department for further processing.

Your Service Request number is ND3689  
Your application has been submitted to the following office address

Employees State Insurance Corporation,  
Employees State Insurance Corporation, Panchdeep Bhawan, Comrade Inderjeet Gupta (CIG) Marg, New Delhi - 110 002.

**Download attachment:** [ESIC992test1.pdf](#)

**Total Amount:30**

**PaymentDetails**

ITEM	SERVICE_TAX	AMOUNT
eBiz Services Fee	0	30

On the right side of the window, there is a 'Comments' section with a 'View Comments' link. A 'Back' button is located at the bottom of the window.

12. As the application is received from the department side, if it is found in order, the status of the application changes to “Application Registered”

**Status of Submitted Applications**

Filter Items

Organization: select, Region: select, Submission Date: [text box]

Go Refresh

Results

Application	Organization	Service	Region	Submission Date	Submitted By	Status
QC5962	esicestorg	ESIC Filing	Central	05-Dec-2013 19:33	esicest2	<a href="#">Application Registered</a>
KE8280	esicestorg	ESIC Filing	Central	05-Dec-2013 19:04	esicest2	Application Registered
LZ9546	esicestorg	ESIC Filing	Central	05-Dec-2013 18:04	esicest2	Submitted
GI9017	esicestorg	ESIC Filing	Central	05-Dec-2013 18:01	esicest2	Submitted
NF0783	esicestorg	ESIC Filing	Central	05-Dec-2013 17:39	esicest2	Registration Certificate

13. Status of the registered application along with the registration number can be read in detail by clicking on the "Application Registered" link as follows.

**Status of Submitted Applications**

Date: 05-Dec-2013 19:48

**Subject:** Your application for "Employer Registration with ESIC" has been registered. Please find Registration Code Number below. Please quote this number for all further communications with the department. Please be advised that above registration code can be cancelled on further scrutiny of your application.

**Registration No:** 3100000410000103

Back

14. When department registers the request, it generates Registration certificate. On ebiz portal now the applicant status will be shown as "Registration Certificate"

**Status of Submitted Applications**

**Filter Items**

Organization: select  
 Region: select  
 Submission Date: [text box] [td]

Service: select  
 [Go] [Refresh]

**Results**

Application	Organization	Service	Region	Submission Date	Submitted By	Status
RW3386	esicestorg	ESIC Filing	Central	19-Dec-2013 15:28	esicest2	Submitted
EA7126	esicestorg	ESIC Filing	Central	19-Dec-2013 15:04	esicest2	<a href="#">Registration Certificate</a>
EM0089	esicestorg	ESIC Filing	Central	19-Dec-2013 12:26	esicest2	Initial Payment Pending
DX2489	esicestorg	ESIC Filing	Central	19-Dec-2013 15:38	esicest2	Initial Payment Pending
AO4441	esicestorg	ESIC Filing	Central	20-Dec-2013 16:36	esicest2	Initial Payment Initiated

15. Status of the application can be read in detail by clicking on the “Registration Certificate” link as follows and the Registration Certificate can be downloaded.

**Status of Submitted Applications**

**Date:** 19-Dec-2013 15:56

**Subject:** For your application “Employer Registration with ESIC”, Department has provided a pdf of Registration Certificate (RC) which is attached below.  
 In due course you will also receive temporary id card number for the employees whose details have been furnished by you in the application.

**Download attachment:** c11.pdf

[Back]

16. Once all the Temporary ID Card numbers are generated, the status of the application is changed to “Temporary Identity Card Numbers” and the document is made available to download.

The screenshot shows the eBiz portal interface. A 'Request Summary' dialog box is open, displaying the following information:

**Comments:** For your application "Employer Registration with ESIC", Department has provided list of Temporary Identity Card numbers for the employees whose details was furnished by you in the application. You can use these numbers to download temporary id cards of your employees from the ESIC web site. You will also receive final status on your application for "Employer Registration with ESIC", shortly.

**Download attachment:** [Employee\\_Temp\\_IDCard\\_Details.pdf](#)

The background shows the 'Audit Trail' table with the following data:

Date	Time	Action	User	Department	Comments
19-DEC-2013	10:28	Application Registered	Department User	Department	<a href="#">View Comments</a>
19-DEC-2013	16:25	Registration Certificate	Department User	Department	<a href="#">View Comments</a>
19-DEC-2013	17:22	Temporary Identity Card Number's	Department User	Department	<a href="#">View Comments</a>
19-DEC-2013	18:21	Registration Accepted	Department User	Department	<a href="#">View Comments</a>

The details document available for download looks as follows:

The screenshot shows a PDF document with the following content:

**Employees' State Insurance Corporation**

---

**Employer :** raveena  
no1, XXXXX,  
XXXXX, XXXXX, XXXXX - 444444  
Hyderabad, Andhra Pradesh

**Code Number :** 52000438830000102

---

**Details of Insured Persons (IP)**

#	Insured Person Name	IP Number
1.	DINESH	0

17. If all goes well for this request then department sends last response as “Registration Confirmed” which can be seen on portal.

The screenshot displays the 'Status of Submitted Applications' page on the eBiz portal. The page features a navigation menu on the left with options like 'My Account', 'Status', 'History', and 'Business Registration'. The main content area includes a 'Filter Items' section with dropdown menus for 'Organization', 'Region', and 'Submission Date', along with 'Go' and 'Refresh' buttons. Below the filters is a table of application results. The table has columns for Application, Organization, Service, Region, Submission Date, Submitted By, and Status. The application XO7419 is highlighted in blue and has a status of 'Registration Accepted'. Other applications listed include RQ7200 (Submitted), ZS6167 (Initial Payment Pending), MR2925 (Initial Payment Pending), and QR7648 (Initial Payment Pending). The page also includes a 'My Links' section on the left and a search bar at the top right.

Application	Organization	Service	Region	Submission Date	Submitted By	Status
RQ7200	esicestorg	ESIC Filing	Central	09-Dec-2013 13:23	esicest2	Submitted
XO7419	esicestorg	ESIC Filing	Central	09-Dec-2013 11:19	esicest2	Registration Accepted
ZS6167	esicestorg	ESIC Filing	Central	11-Dec-2013 13:24	esicest2	Initial Payment Pending
MR2925	esicestorg	ESIC Filing	Central	11-Dec-2013 13:45	esicest2	Initial Payment Pending
QR7648	esicestorg	ESIC Filing	Central	11-Dec-2013 13:51	esicest2	Initial Payment Pending

18. On clicking the status hyperlink, the details of the submitted application can be found

The screenshot shows the eBiz India's G2B Portal interface. At the top, there is a navigation bar with 'Home', 'Services', 'My Account', and 'Submit Forms' tabs. The 'My Account' tab is selected. Below the navigation bar, there is a breadcrumb trail: 'You are here: Home > My Account > Status'. The main content area is divided into two columns. The left column contains a 'My Account' menu with options like 'Status', 'History', 'Upload and Submit Form', 'My Workspace', 'Team Workspace', 'Change Password', 'My Profile', 'My Saved License and Permits', 'My Lists of Licenses & Permits', 'Payment History', and 'Business Registration'. Below this is a 'My Links' section with links to 'DIPP', 'AP Online', 'TamilNadu Online', 'Haryana Online', 'Delhi Online', and 'Maharashtra Online'. The right column is titled 'Status of Submitted Applications' and contains the following information: 'Date: 09-Dec-2013 13:11', 'Subject: Subsequent to scrutiny of your application by ESIC, department has accepted the registration of Employer as per details furnished in your application for "Employer Registration with ESIC"', a link to 'Click Here to Archive the Request', and a 'Back' link.

19. If Department rejects the request then the applicant status is updated to “Registration Cancelled”.

Home Services **My Account** Submit Forms

You are here: Home > My Account > Status

My Account

**Status**

History

Upload and Submit Form

My Workspace

Team Workspace

Change Password

My Profile

My Saved License and Permits

My Lists of Licenses & Permits

Payment History

Business Registration

My Links

- DIPP
- AP Online
- TamilNadu Online
- Haryana Online
- Delhi Online
- Maharashtra Online
- Feedback

### Status of Submitted Applications

Filter Items

Organization:  Region:  Submission Date:

Service:

Results

1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | Next Last  
24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | **34** | 35 | 36 | 37 | 38 | 39 | First Prev

Application	Organization	Service	Region	Submission Date	Submitted By	Status
TV1598	esicestorg	ESIC Filing	Central	08-Oct-2013 16:40	esicest2	<a href="#">Registration Cancelled</a>
DX8499	esicestorg	ESIC Filing	Central	08-Oct-2013 16:21	esicest2	Submitted
IR4753	esicestorg	ESIC Filing	Central	08-Oct-2013 16:14	esicest2	Initial Payment Pending
SI6807	esicestorg	ESIC Filing	Central	08-Oct-2013 15:32	esicest2	Initial Payment Pending
CD2623	esicestorg	ESIC Filing	Central	08-Oct-2013 15:29	esicest2	Initial Payment Pending

1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | Next Last  
24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | **34** | 35 | 36 | 37 | 38 | 39 | First Prev

20. On clicking the status hyperlink, the details of the application can be found

India's G2B Portal eBiz India's G2B Portal

Welcome, esicest2 Logout Administration Search

About Us | Feedback | Site Map | Help Quick Links All Links

Home Services **My Account** Submit Forms

You are here: Home > My Account > Status

My Account

**Status**

History

Upload and Submit Form

My Workspace

Team Workspace

Change Password

My Profile

My Saved License and Permits

My Lists of Licenses & Permits

Payment History

Business Registration

### Status of Submitted Applications

Date: 08-Oct-2013 18:12

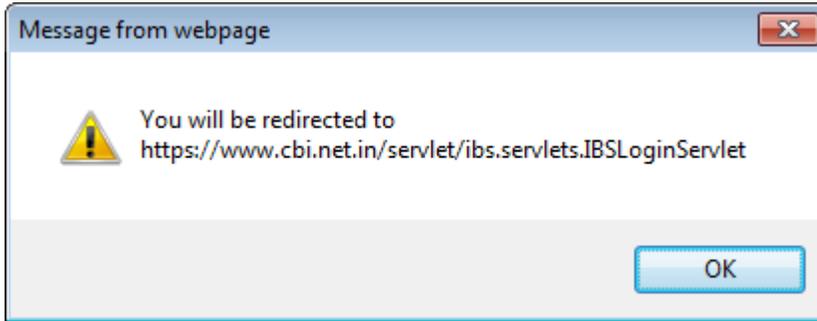
Subject: Subsequent to scrutiny of your application by ESIC, department has cancelled the registration of Employer as per details furnished in your application for Employer Registration with ESIC. Detailed reason for cancellation of registration are detailed in attached Cancellation Notice.

## 8 Steps for Online Payment

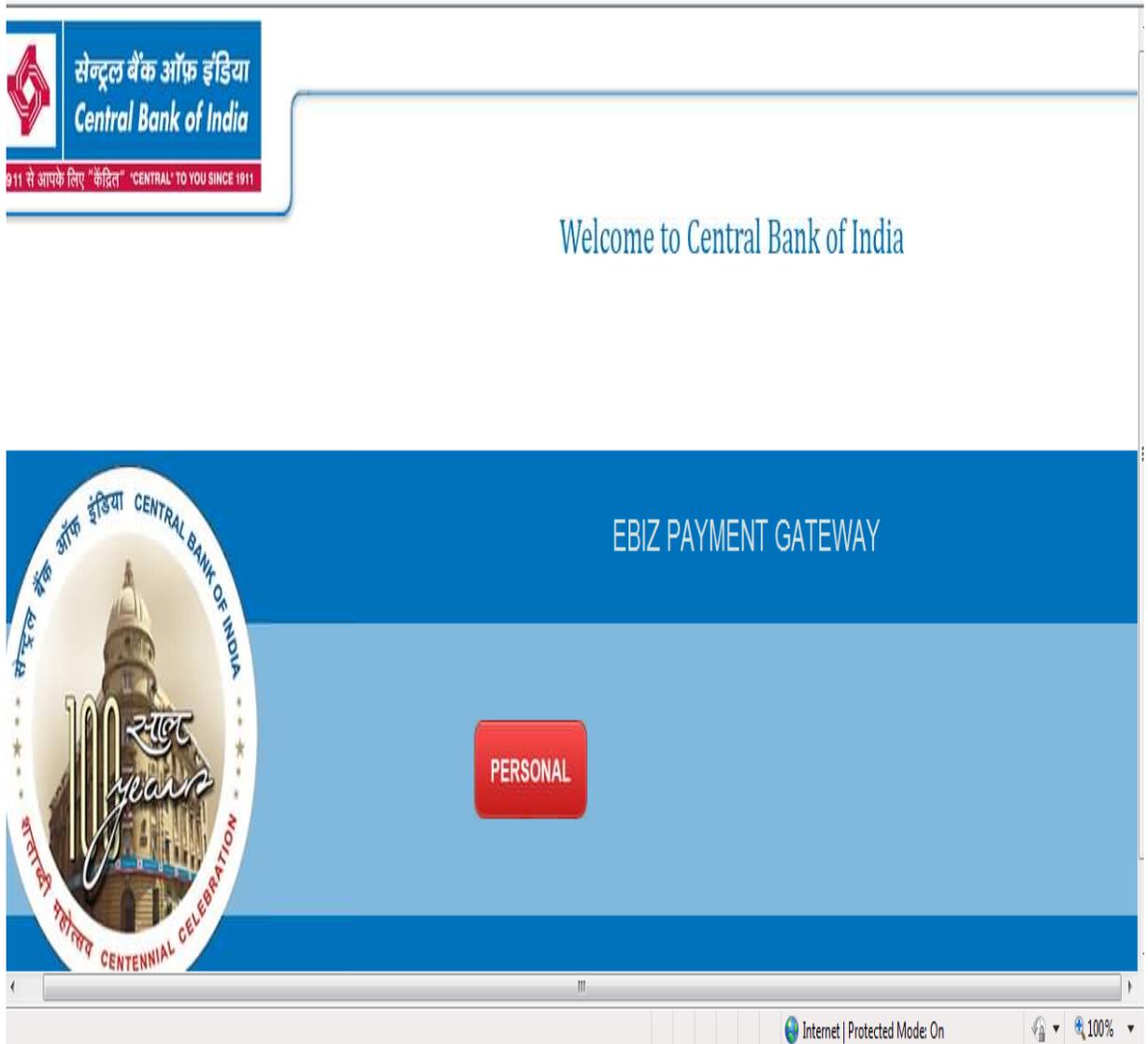
1. After upload and submit of form, user will be asked to proceed to payment. **“Payment Gateway Page”** will be displayed in to the right panel. User will have to **“Select the payment mode”** and **“Select the Bank”** and click on **“Pay”** button.

The screenshot shows the eBiz India's G2B Portal interface. At the top, there is a header with the eBiz logo, a welcome message for user 'dcm423', and navigation links like 'About Us', 'Feedback', 'Site Map', and 'Help'. A search bar is also present. Below the header is a navigation menu with 'Home', 'Services', and 'My Account' (highlighted). A 'Submit Forms' button is located on the right. The main content area shows a breadcrumb trail: 'You are here: Home > My Account > Make Payment'. On the left, there is a sidebar menu with options like 'My Account', 'Status', 'Payment History', 'History', 'Upload and Submit Form' (highlighted), 'My Workspace', 'Team Workspace', 'Change Password', 'My Profile', 'My Saved License and Permits', and 'Business Registration'. The main content area is titled 'Payment GateWay Page' and features a progress indicator with steps 1, 2, 3, and 4. Below the title, there are two dropdown menus: 'Select the payment mode' set to 'Online' and 'Select the Bank' set to 'Central Bank of India'. At the bottom of the form are 'Pay' and 'Cancel' buttons. The footer contains links for 'Terms of Use', 'Disclaimer', 'Privacy Policy', 'Site Map', 'Contact Us', 'Feedback', and 'Glossary'. The browser status bar at the bottom shows 'Done', 'Internet | Protected Mode: On', and '100%' zoom.

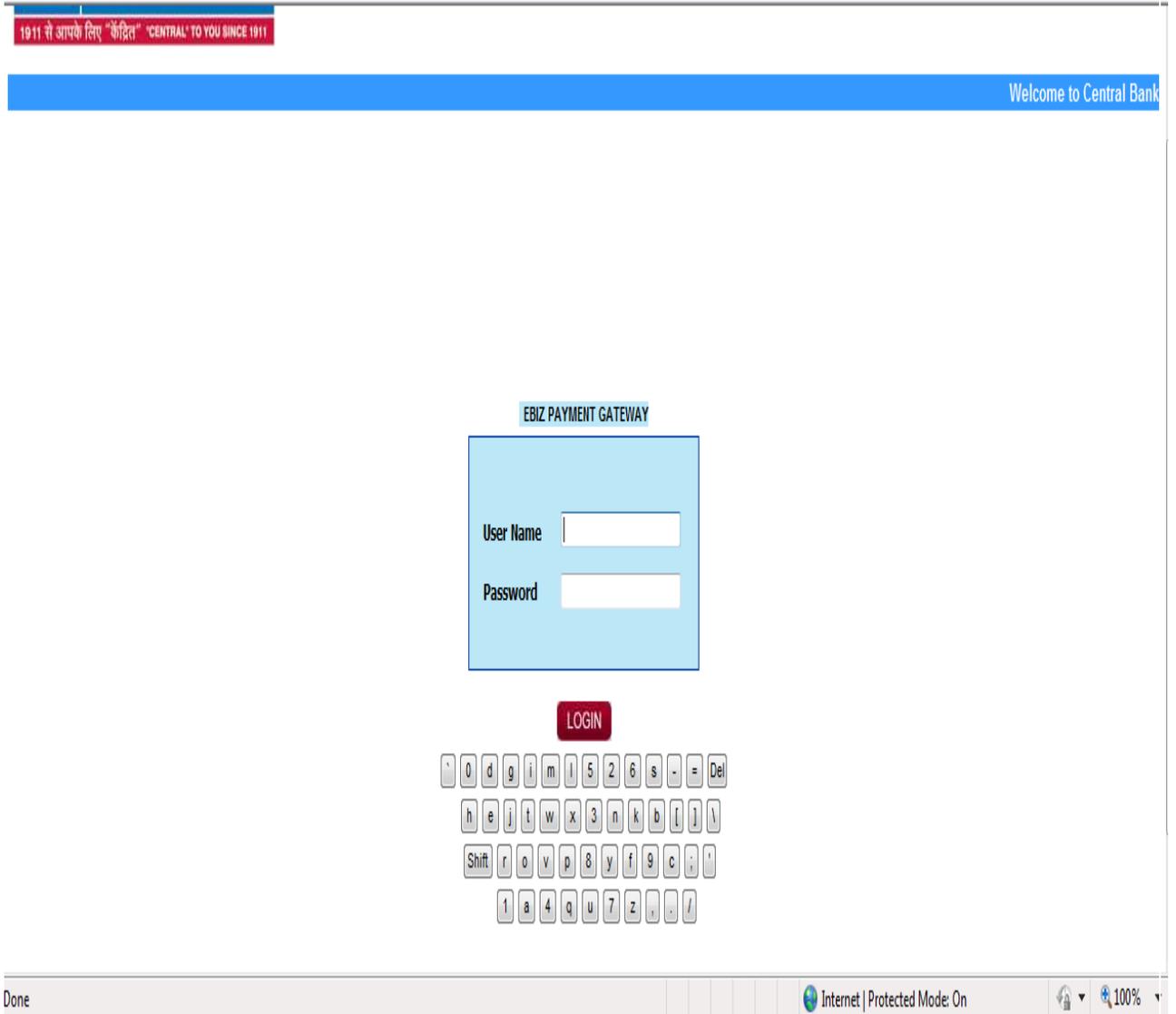
2. **“Pop Up”** message will be displayed to the user for redirecting to the bank site.



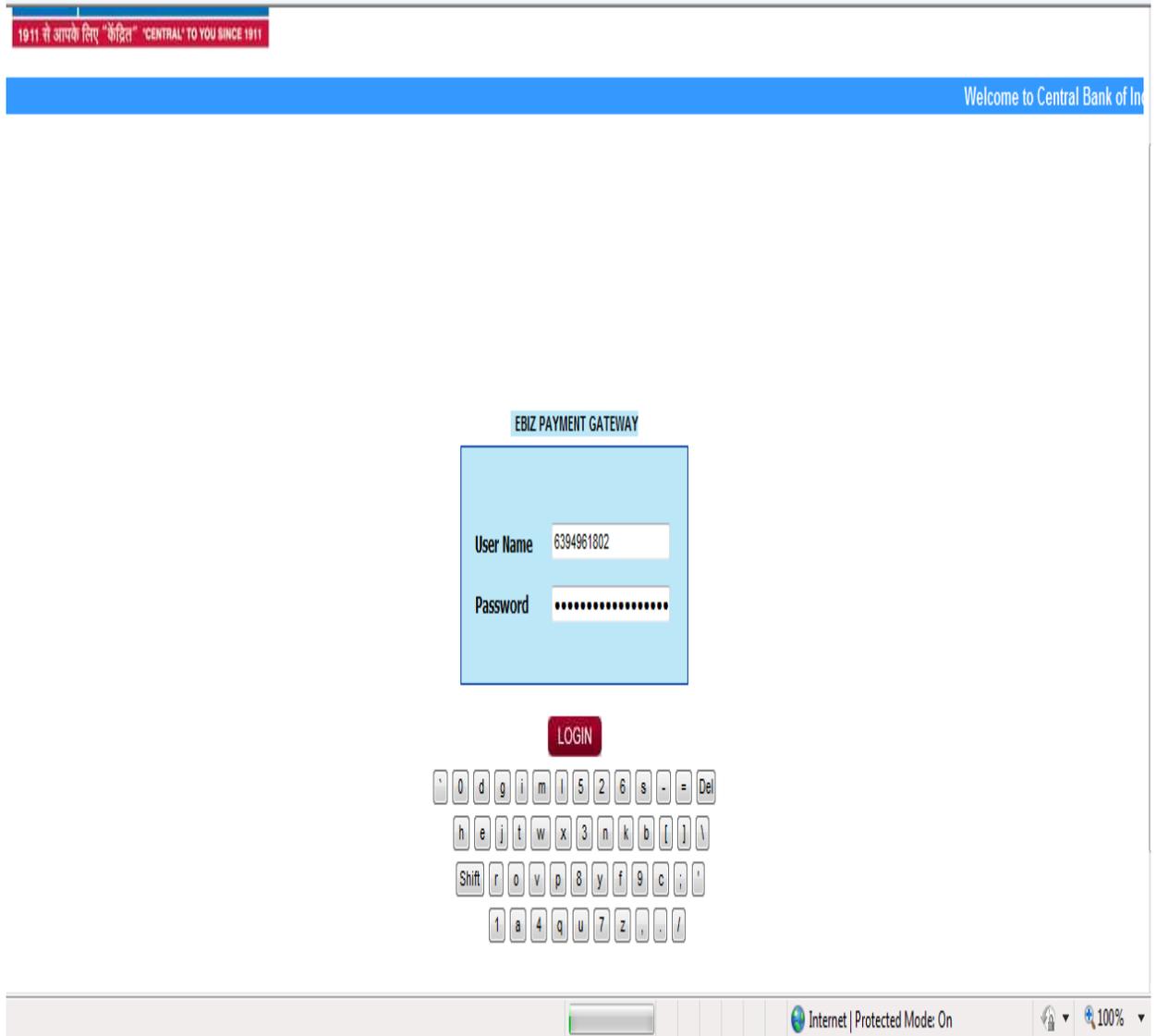
3. User will have to click on “**Personal**” button.



4. Ebiz Payment gateway page will be displayed



5. User has to enter his credential i.e. "User Name" and "Password" for making the online payment on the "EBIZ PAYMENT GATEWAY".



6. "Payment confirmation" page will be displayed. User will click on "Confirm" Button.

The screenshot shows the CBI Net Banking payment confirmation page. The browser window title is "CBI Net Banking - Windows Internet Explorer". The address bar shows the URL: <https://www.cbi.net.in/Servlet/ibs.eBiz.servlets.IBSEbizServlet>. The page contains two tables of payment details.

DTO/STO Code	0	Treasury Code	0
Sub Treasury Code	0	PAO Code	5415
DDO Code	005415	GRANT Number	900
Amount	30.00	Challan Reference No	2235
<b>Challan No 2</b>			
Challan Serial No	001	Type of Service	CN
Major Head	852	Sub Major Head	80
Minor Head	800	Sub Head	1
Group Sub Head	0	Detailed Head	0
Sub Detailed Head	0	Object Head	852
DTO/STO Code	0	Treasury Code	0
Sub Treasury Code	0	PAO Code	5415
DDO Code	005415	GRANT Number	900
Amount	11.00	Challan Reference No	2236
Payment Mode	central Bank of India- Net Banking		
Debit Account	HS-3000004253		

At the bottom of the page, there are two buttons: **Back** and **Confirm**.

- Click on **“Return to Ebiz”** link for returning to Ebiz portal again. User can also **“Save”** or **“Print”** the below receipt for the future reference.

**Acknowledgement Receipt for Online Payment to EBIZ**

Ebiz Service Id	CN_DIPP_0012		
Application Number	34529		
Ebiz Transaction Ref No	1502		
Name Of the Party	iliyas		
Total Amount including EBIZ Fee	41.00		
EBIZ User Id	dcm123		
Total Number Of Challans	2		
Bank Transaction Number	180913000137603		
Transaction Status	S		

**Challan No 1**

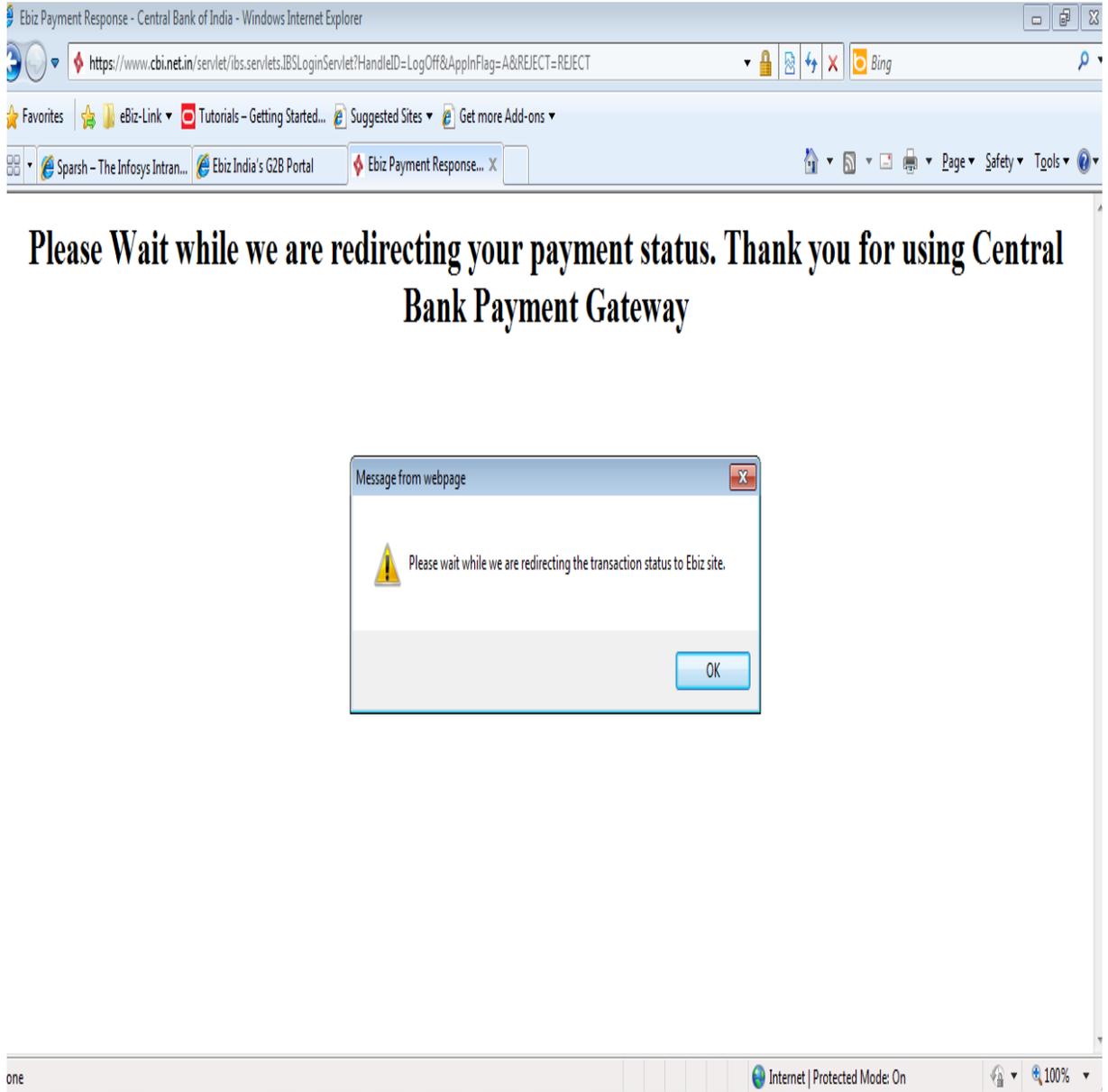
Challan Serial No	002	Type of Service	CN
Amount	30.00	Challan Reference No	2242
CIN No	02821691809201300001	Bank Receipt Number	028216918092013000011

**Challan No 2**

Challan Serial No	001	Type of Service	CN
Amount	11.00	Challan Reference No	2243
CIN No	02821691809201300002	Bank Receipt Number	028216918092013000022

Print Save | Return to Ebiz

8. Click on “Return to Ebiz” link. User will be redirected to Ebiz Portal.



9. Online Payment Solution Process Completed and the User will be able to see eBiz Payment Receipt.

User can see the same under 'Payment History' tab on the left hand side of the eBiz page.

Home Services **My Account** Submit Forms

You are here: Home > My Account > Make Payment

My Account

Status

Payment History

History

**Upload and Submit Form**

My Workspace

Team Workspace

Change Password

My Profile

My Saved License and Permits

Business Registration

### eBiz Payment Receipt

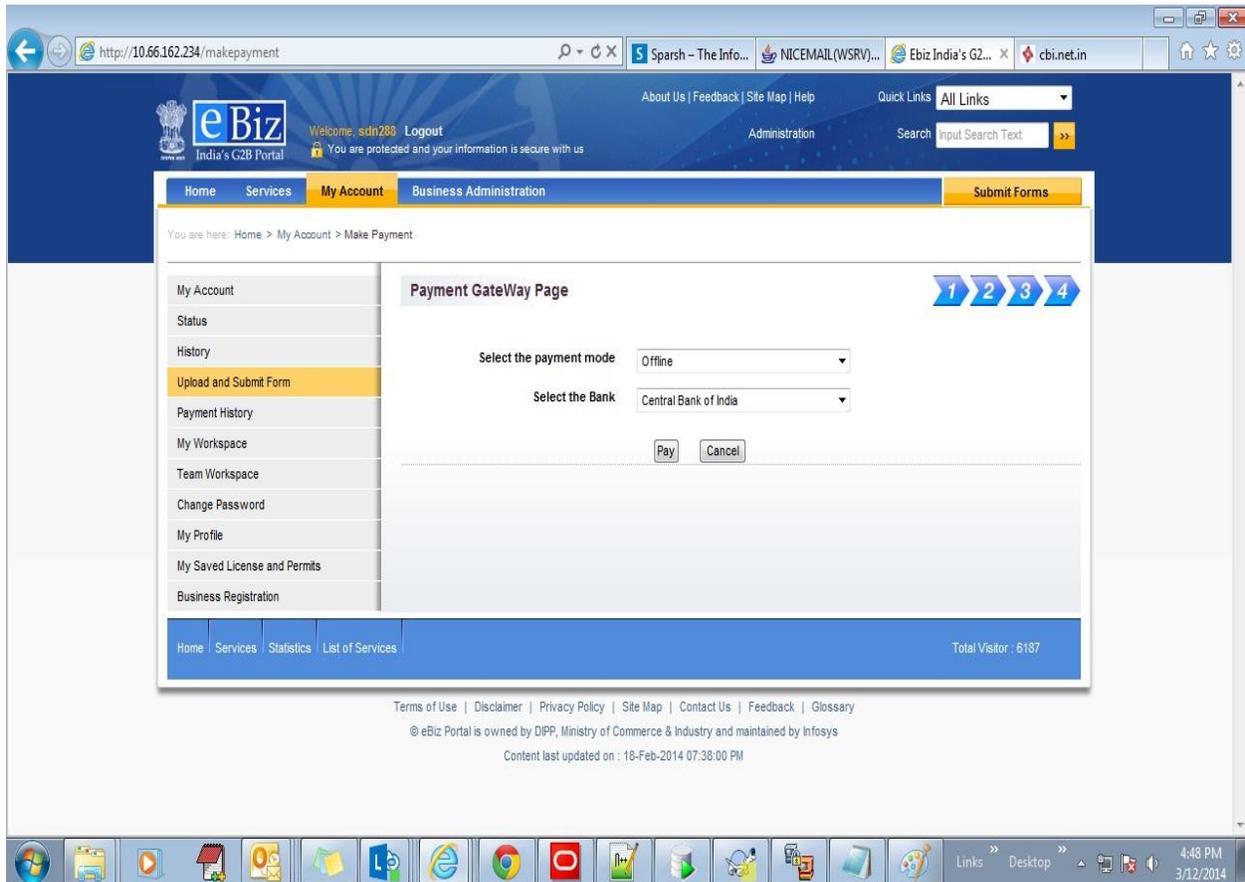
Your payment of Rupees **2530.0** has been received by eBiz.  
Statutory fees remitted by you will be transferred to Department Account(s).  
Details of the transaction are as below:

Receipt No.	CBIINBX09042013863863,CBIINBX09042013863863
Date	Tue Jul 15 18:07:06 GMT+05:30 2014
eBiz Application Number	38087
eBiz Application Reference Number	PB3900
eBiz Service ID	CN_DIPP_0013
Mode Of Payment	Online
Transaction Reference Number	5692
Name And Address of The Payee	Chandra,Mysore
<b>Statutory Charges</b>	
Name of Remitter	Dolphin
Purpose of Remittance	Application Fee,eBiz Services Fee
Department	Secretariat for Industrial Assistance (SIA) , Secretariat for Industrial Assistance(SIA)Department of Industrial Policy and Promotion, Udyog Bhawan, New Delhi 110011
Amount	2500.0
<b>Processing Charges</b>	
eBiz Transaction Fee	30.0
<b>Total</b>	
Total	2530.0
Total(In Words)	Two Thousand Five Hundred Thirty Rupee

[View and Print Challans](#)

## 9 Steps for Offline Payment

1. **“Payment Gateway Page”** will be displayed. User will have to **“Select the payment mode”**- offline- and **“Select the Bank”** and click on **“Pay”** button.



2. User will be redirect to 'eBiz Payment Acknowledgement Receipt' page.

The screenshot shows the 'eBiz Payment Acknowledgement Receipt' page in a Windows Internet Explorer browser. The page title is 'eBiz India's G2B Portal - Windows Internet Explorer'. The address bar shows the URL: [http://10.122.107.107/EbizWeb/appmanager/ebiz/portal?\\_nfpb=true&\\_windowLabel=portletInstance\\_87&\\_urlType=action](http://10.122.107.107/EbizWeb/appmanager/ebiz/portal?_nfpb=true&_windowLabel=portletInstance_87&_urlType=action). The browser's Favorites bar shows 'Ebiz India's G2B Portal'.

The main content area is titled 'eBiz Payment Acknowledgement Receipt' and contains the following text: 'Your payment request of Rupees 2530.0 has been received by eBiz. Statutory fees remitted by you will be transferred to Department Account(s). Details of the transaction are as below:'

Receipt No.	23234.23235
Date	Wed Mar 12 17:03:23 IST 2014
eBiz Application Number	ZJ4654
eBiz Service ID	CN_DIPP_0013
Mode Of Payment	Offline
Transaction Reference Number	10677
Name And Address of The Payee	raman,sahu
<b>Statutory Charges</b>	
Name of Remitter	paymentq
Purpose of Remittance	Application Fee,eBiz Services Fee
Department	Secretariat for Industrial Assistance (SIA) , Secretariat for Industrial Assistance(SIA) Department of Industrial Policy and Promotion, Udyog Bhavan, New Delhi 110011
Amount	2500.0
<b>Processing Charges</b>	
eBiz Transaction Fee	30.0
Total	
Total	2530.0
Total(In Words)	Two Thousand Five Hundred Thirty Rupee

Below the table, there is a link: [View and Print Challans](#). At the bottom of the page, there is a message: 'Your request is submitted to Bank Please Contact to Bank. You will be able to view the final challan post the receipt of confirmation from the bank that money has been transferred to the Department.'

The Windows taskbar at the bottom shows the system tray with the date and time: '5:24 PM 3/12/2014'. The taskbar also contains several application icons, including Internet Explorer, File Explorer, and various utility programs.

- User can take the print out of challan and 'eBiz Payment Acknowledgement receipt' by clicking on the link '**View and Print Challans**' or by clicking in the print button. The print out of the **challan and 'eBiz Payment Acknowledgement receipt'** will be required once user will visit branch of Central Bank of India for **clearance of the due payment**.

The screenshot displays the 'eBiz Payment Acknowledgment Receipt' page. The receipt details are as follows:

Receipt No	2324,2323
Date	Wed Mar 12 17:02:23 IST 2014
eBiz Application Number	Z4W034
eBiz Service ID	CI1_DPP_0013
Mode Of Payment	Offline
Transaction Reference Number	19677
Name And Address of The Payee	raman,sahu
Statutory Charges	
Name of Remitter	payments
Purpose of Remittance	Application Fee,eBiz Services Fee
Department	Secretariat for Industrial Assistance (SIA), Secretariat for Industrial Assistance (SA), Department of Industrial Policy and Promotion, Udyog Bhawan, New Delhi 110011
Amount	2530.0
Processing Charges	
eBiz Transaction Fee	30.0
Total	
Total	2530.0
Total(In Words)	Two Thousand Five Hundred Thirty Rupee

At the bottom of the receipt, there is a 'View and Print Challans' button highlighted in red. Below the receipt, there is a message: 'Your request is submitted to Bank Please Contact to Bank. You will be able to view the final challan post the receipt of confirmation from the bank that money has been transferred to the Department.' There are also 'OK' and 'PRINT' buttons at the bottom.

- Once the payment is made at Central Bank Branch, **the offline payment process will be completed**. User can verify the status of his application by clicking on the payment history link from the left panel. Use the '**Refresh**' button to get the latest status of the application.

The screenshot shows the 'Payment History Page' on the eBiz India's G2B Portal. The page features a navigation menu on the left with options like 'My Account', 'Business Registration', and 'My Links'. The main content area includes a search filter with fields for 'From Date', 'To Date', 'eBiz Application Number', and 'eBiz Transaction Number'. Below the filter is a table of payment records.

Payment Date	eBiz Application Number	Service	eBiz Transaction Number	Amount	Payment Status
2014-03-12 17:42	XX0179	Permission from Municipality for Site and Building	10679	373	Request Received and Acknowledged <a href="#">Refresh</a>
2014-03-12 17:41	Gv8890	Permission from Municipality for Site and Building	10678	153	Statutory fee Remitted to Government <a href="#">Refresh</a>
2014-03-12 17:03	ZJ4654	Issue of Industrial License	10677	2530	Statutory fee Remitted to Government <a href="#">Refresh</a>
2014-03-12 16:55	ZC8542	Issue of Industrial License	10676	2530	Pending <a href="#">Refresh</a>

At the bottom of the page, there is a footer with 'Home Services Statistics List of Services' and 'Total Visitor : 750'. The Windows taskbar at the bottom shows the system clock as 5:43 PM on 3/12/2014.

## 10 Resubmission of application

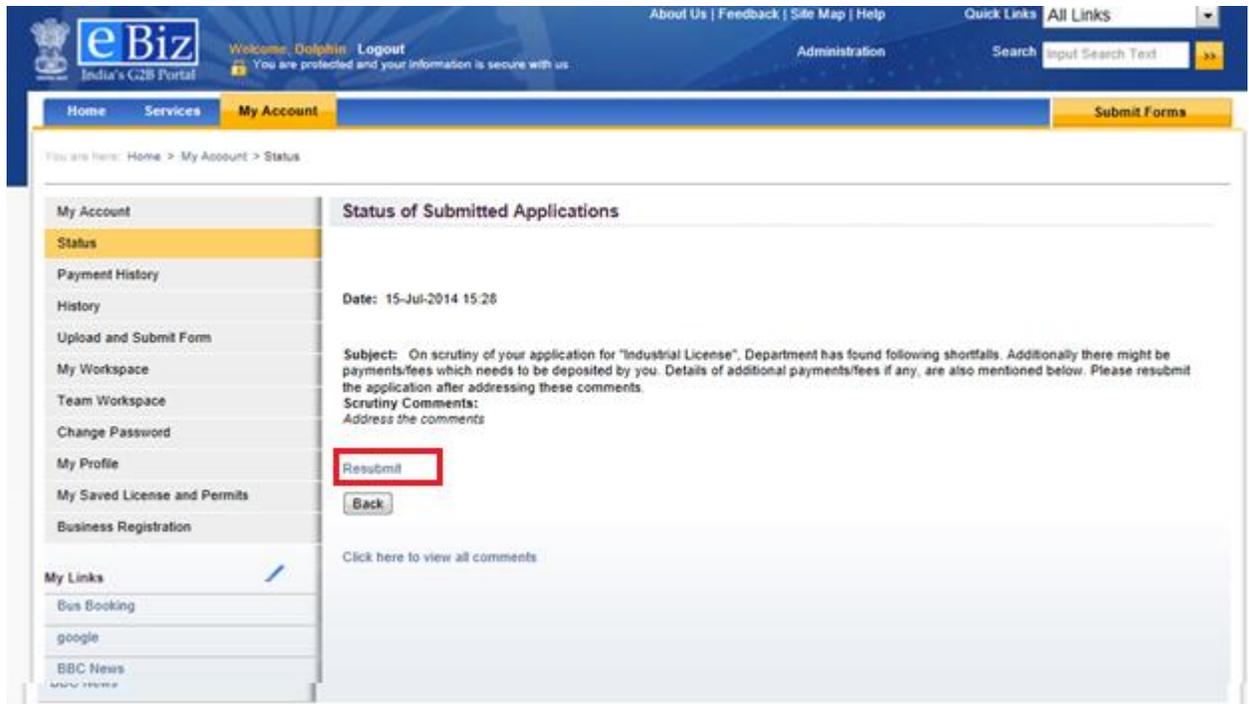
### 10.1 IL / IEM

1. In case department sends application back for resubmission, User needs to check the status of the application and click on 'Resubmission Required' link.

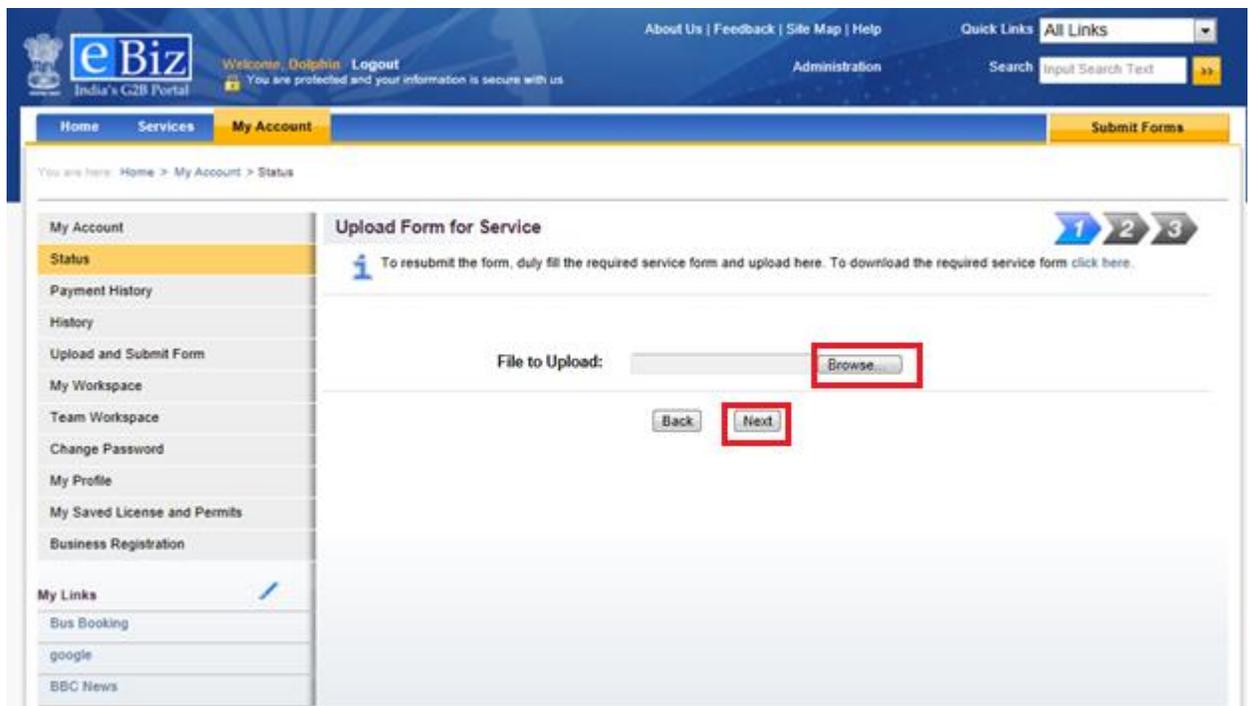
The screenshot displays the 'Status of Submitted Applications' page on the eBiz portal. The page features a navigation bar at the top with links for 'Home', 'Services', 'My Account', and 'Submit Forms'. A sidebar on the left lists various account management options. The main content area includes filter items for 'Organization', 'Region', and 'Submission Date', along with a 'Service' dropdown and 'Go' and 'Refresh' buttons. Below the filters is a 'Results' table with columns for 'Application', 'Organization', 'Service', 'Region', 'Submission Date', 'Submitted By', and 'Status'. The first row of the table shows application OX9657, submitted by 'Delphi', with a status of 'Resubmission Required'.

Application	Organization	Service	Region	Submission Date	Submitted By	Status
OX9657	Tatvi	Industrial License	Central	15-Jul-2014 15:02	Delphi	Resubmission Required

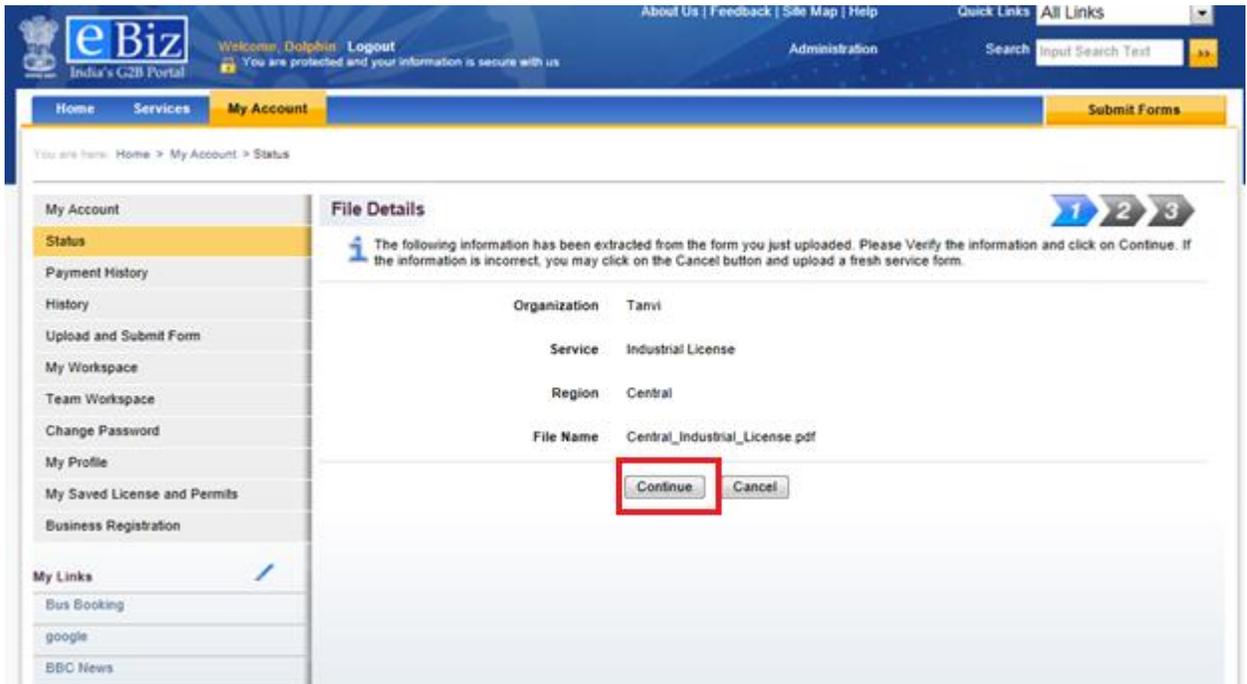
2. Upon clicking on 'Resubmission Required' link, 'Status of Status Submitted Applications' page is displayed. To resubmit the application, user needs to click on 'Resubmit' hyperlink- just above the 'Back' button.



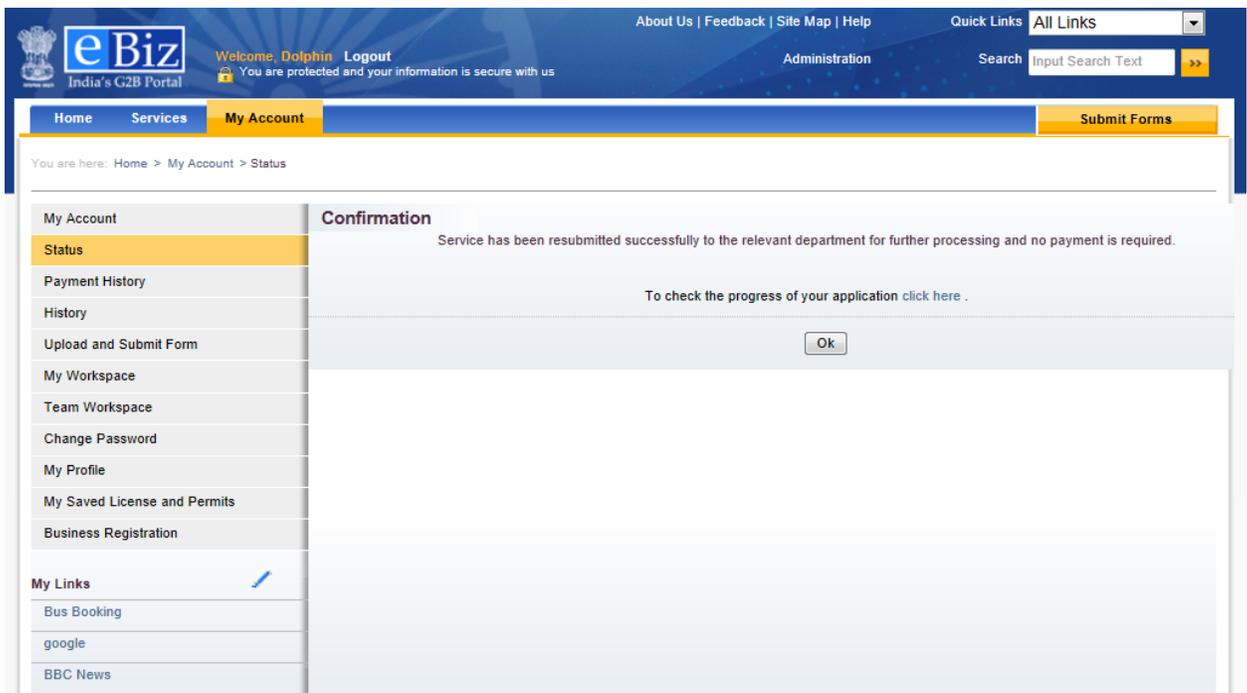
3. 'Upload Form for Service' page is displayed where user can browse the eform and upload the correctly filled eform by clicking on 'next' Button.



- File Detail will be displayed to Business User. Click 'continue' to submit the corrected eform.  
***In case payment needs to be made, go to step 31.***



- Process of resubmission is completed and User will be able to see the 'Confirmation' Page.



- In case department has asked for resubmission along with payment, user is shown 'Invoice' page where the required payment will be auto-populated. User will enter his name and address and click on 'Make Payment' button. The process will be similar to payment process (Online and Offline) described in above sections.

The screenshot shows the 'Invoice' page in the eBiz portal. The page header includes the eBiz logo, navigation links (Home, Services, My Account), and a search bar. The main content area is titled 'Invoice' and contains a table for 'Payment Details' and a form for 'Billing Information'.

Payment Component	Amount
Statutory Charges	
Deficit Fee	1,000.00
<b>Total</b>	<b>1,000.00</b>

The 'Billing Information' section includes fields for 'Name' and 'Address'. Below the form, there are links for 'Click here to preview the challan(s)' and 'FAQ on Challans and Payment'. At the bottom of the form, there are 'Make Payment' and 'Cancel' buttons.

The screenshot shows the 'Payment Gateway Page' in the eBiz portal. The page header includes the eBiz logo, navigation links (Home, Services, My Account), and a search bar. The main content area is titled 'Payment Gateway Page' and contains a form for selecting payment mode and bank.

The form includes the following fields:

- Select the payment mode:
- Select the Bank:

At the bottom of the form, there are 'Pay' and 'Cancel' buttons.

- Once the payment is made successfully the resubmission process will be complete

## 10.2 Employers Registration with ESIC

1. In case of any discrepancy in form scrutiny, the form will be redirected to the applicant for resubmission. The status will be changed to “Resubmission required”

The screenshot displays the 'My Account' section of the eBiz portal, specifically the 'Status of Submitted Applications' page. The navigation menu on the left includes options like 'My Account', 'Status', 'History', 'Upload and Submit Form', 'My Workspace', 'Team Workspace', 'Change Password', 'My Profile', 'My Saved License and Permits', 'My Lists of Licenses & Permits', 'Payment History', and 'Business Registration'. The main content area shows a filter section with dropdowns for 'Organization' (select), 'Region' (select), and 'Submission Date' (with a calendar icon). Below the filter is a 'Results' table with columns for Application, Organization, Service, Region, Submission Date, Submitted By, and Status. The table contains five rows of data, with the second row (GA5783) showing a 'Resubmission Required' status. The page also includes 'Go' and 'Refresh' buttons, and pagination controls at the bottom of the table.

Application	Organization	Service	Region	Submission Date	Submitted By	Status
NY5108	ganeshorg	ESIC Filing	Central	09-Dec-2013 15:41	ganeshint11	Submitted
GA5783	ganeshorg	ESIC Filing	Central	09-Dec-2013 15:25	ganeshint11	Resubmission Required
ME8421	ganeshorg	ESIC Filing	Central	09-Dec-2013 15:01	ganeshint11	Submitted
JU6103	ganeshorg	ESIC Filing	Central	09-Dec-2013 14:48	ganeshint11	Submitted
VU6280	ganeshorg	ESIC Filing	Central	06-Dec-2013 15:05	ganeshint11	Submitted

2. The link would be provided to upload the form again and resubmit.

You are here: Home > My Account > Status

**My Account**

- Status
- History
- Upload and Submit Form
- My Workspace
- Team Workspace
- Change Password
- My Profile
- My Saved License and Permits
- My Lists of Licenses & Permits
- Payment History
- Business Registration

**My Links**

- DIPP
- AP Online
- TamilNadu Online
- Haryana Online
- Delhi Online
- Maharashtra Online
- Feedback

### Status of Submitted Applications

**Date:** 09-Dec-2013 15:31

**Subject:** On scrutiny of your application for "Employer Registration with ESIC", Department has found following shortfalls. Please resubmit the application after addressing these comments.

**Comments:**  
*registration failed because of incomplete form*

[Resubmit](#)

3. Once the form is uploaded, the status would change to "Resubmission completed"

Welcome, **esicest2** [Logout](#)

You are protected and your information is secure with us

[About Us](#) | [Feedback](#) | [Site Map](#) | [Help](#)

[Administration](#)

Quick Links All Links

Search

Home

Services

My Account

Submit Forms

You are here: Home > My Account > Status

**My Account**

- Status
- History
- Upload and Submit Form
- My Workspace
- Team Workspace
- Change Password
- My Profile
- My Saved License and Permits
- My Lists of Licenses & Permits
- Payment History
- Business Registration

**My Links**

- DIPP
- AP Online
- TamilNadu Online
- Haryana Online
- Delhi Online
- Maharashtra Online

### Status of Submitted Applications

**Date:** 11-Nov-2013 19:18

**Subject:** The application was successfully resubmitted to the department for further processing

**Download attachment:** ESIC48\_test1.pdf

eBiz – User Manual for IL , IEM and ESIC Services

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## 11 Contact Us

**Call us:** +91-9840631429

**Email us:** [ebizsupport-Indc@nic.in](mailto:ebizsupport-Indc@nic.in)

## 12 Declaration

Online filling of the application for IL and IEM services is mandatory from 15-05-2014.

# End of Document

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