# **User Manual**

(For Applicant)

Online Registration of Unified License (UL)

# **Department of Telecommunications**

**Government of India** 

04 Dec, 2021

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## Section-1

#### 1.1 General Introduction

**SARALSANCHAR'**(Simplified Application For Registration and Licenses) a Web based Portal, for Issuing of various types of Licenses and Registration certificates is part of various Digital initiatives being taken by Department of Telecommunications. It is a unified portal to issue various types of Licenses and registrations in a digitized manner which will not only ensure transparency but also make the process more efficient. This will pave the way for a paperless, secure and hasslefree platform for various applicants.

#### **Acronyms and Abbreviations**

List of the acronyms and abbreviations used in this document and the meaning of each.

- **DoT** : Department of Telecommunications.
- **OTP** : One Time Password.
- UL : Unified License.
- **UL-VNO** : Unified License Virtual Network operator.
- **OSP** : Other service provider
- LOI : Letter of Intent

#### **1.2 About Unified Licenses**

Applicant can apply for Unified License along with authorisation for any one or more services listed below:

- a. Unified License (All Services)
- b. Access Service (Service Area-wise)as per details at Annexure- IV
- c. Internet Service (Category-A with All India jurisdiction)

d. Internet Service (Category-B with jurisdiction in a Service Area) as per details at Annexure-IV

e. Internet Service (Category-C with jurisdiction in a Secondary Switching Area) as per details at Annexure- III

- f. National Long Distance (NLD) Service
- g. International Long Distance (ILD) Service
- h. Global Mobile Personal Communication by Satellite (GMPCS) Service
- i. Public Mobile Radio Trunking Service (PMRTS)Service
- j. Very Small Aperture Terminal (VSAT) Closed User Group (CUG) Service
- k. INSAT MSS-Reporting (MSS-R) Service.
- 1. Resale of International Private Leased Circuit (IPLC) Service

Saral Sanchar web base portal facilitates to apply for authorization of above said services and License / Authorization will be issued through this portal. This user manual will guide to become registered user of this portal and explains various steps in the process of issuing license/autorization

## **Section-2 Applicant Part**

## 2.1 Login

Click on the Home Button on the above page. On the *home page* go to the **Login** button which is available on the **top Navigation bar** and the **top right sidebar panel**.

Enter your credentials in the login forms as shown below, after entering the **CAPTCHA CODE** Click on **LOGIN BUTTON**.

GOVERNMENT OF INDIA MINISTRY OF	COMMUNICATIONS				
a light and	वेभाग MENT OF MMUNICATIONS			S	SARAL SANCHAR (Simplified Application For Registration And Licenses) A Portal for License Management in DoT
Home About Portal	Registration Login	FAQs 🗸 Helpdesk	Fee Calculator	Document CheckList	Orders/Circulars
	Login User Passwo Security Co	rd	Login Forgot Passwor	Forgot d? User ID?	

After clicking Login you will be directed to this page.



You can apply for any of the above options i.e. **UL** or **UL-VNO** or **OSP**. As you can see above, the status of each UL, UL-VNO, and OSP is "**0**". This is because you have not applied for any of the above till now.

## 2.2 UL Application :

Below is a sample demo for **UL application**.

For this click on the **APPLY NOW** button ( **Shown by red arrow**) on the UL tab.

Application form will appear as follows. **CIN Number** will be generated and will be shown on top of application form. Form will comprise of 5 steps viz. company info, payment details, promoter details, owner details and service details.

#### **IMPORTANT**

**Digitally Signed Document**: All the document to be uploaded hereafter must be in "pdf format" and "digitally Signed". The portal will automatically reject any document which is not digitally signed or in pdf format.

## 2.2.1 Step I

**Company Information**: In this step the information about company entered while registration will pop up and will be in disabled form.

	स्कार संचारझंत्रालय NDIA MINISTRY OF	COMMUNICATIONS					LogOut ( U	Jser id: C201800872)
ecuriu		विभाग TMENT OF OMMUNICATIONS			(\$	Simplified Applica	L SANCHA tion For Registration An License management in 1	d Licenses)
				Home Char	nge Password	Update Profile	Apply for License(UL)	Helpdesk
				Orders/Circulars	MailBox	Fee Calculator	Document CheckList	FAQ
Home / I	Unified License	/ Apply for Unified License(	UL)					
APPLICA	TION FOR GRA	INT OF UNIFIED LICENSE/A	Authorisation for Additional Se	ervices under Unified	l License.			
(All types (	of Licenses /regist	trations except WPC)						
		Save	Draft Validate Application	Preview Applicatio	on Form Sut	omit		
Step 1 Compan	ny Information	Step 2 Payment & Other Details	Step 3 Promoter & Other Details	Step 4 Service & Other De	Step : rails : Comm	5 any Details		
	CIN							
	U12133MH121	11DSF211333						
	1. Company Nar	me : BSNL						
		me : BSNL stal Address of Company						
	2. Complete Pos i) Corpor	stal Address of Company rate Office :						
	2. Complete Pos i) Corpor CHINCH District:	stal Address of Company rate Office : fWAD Pune						
	2. Complete Pos i) Corpor CHINCH District:	stal Address of Company rate Office : tWAD Pune MAHARASHTRA						
	2. Complete Pos i) Corpor CHINCH District: State : M Pincode : Landline	stal Address of Company rate Office : tWAD Pune AAHARASHTRA : 411019 No: 34242342342						
	2. Complete Pos i) Corpor CHINCH District: State : M Pincode : Landline Fax No: 2	stal Address of Company rate Office : HWAD Pune IAHARASHTRA : 411019						
	2. Complete Pos i) Corpor CHINCH District: State : N Pincode : Landline Fax No: 2 Email : s ii) Regist	stal Address of Company rate Office : WAD Pune MAHARASHTRA : 411019 e No: 34242342342 24242423423 sdjks@gmail.com tered Office :						
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	2. Complete Pos i) Corpon CHINCH District: State : N Pincode : Landline Fax No: 2 Email : s ii) Registi CHINCH District:	stal Address of Company rate Office : WAD Pune IAHARASHTRA : 411019 > No: 34242342342 24242423423 sdjks@gmail.com tered Office : IWAD Pune IAHARASHTRA						

Landline No: 56465456111	
Fax No: 54651616516 Email : niteshjoshi535@gmail.com	
ii) Registered Office :	
HALDWANI	
District: Nainital	
State : UTTARAKHAND	
Pincode : 263139	
Landline No: 35131654616	
Fax No: 54616154141	
Email : niteshjoshi535@gmail.com	
3. Address for Correspondence with Telephone/Fax/Mail :	
HALDWANI	
District: Nainital	
State : UTTARAKHAND	
Pincode : 263139	
Landline No : 32312654165	
Fax: 46516516546	
Mobile No : 3165476565 Email : niteshjoshi535@gmail.com	
Entair - Intestijoshi SSoligijinai.com	
4. Authorised contact Person /Signatory details :	
Name: NITESH JOSHI	
Desg: JTO	
Add: NAINITAL	
District: Nainital	
State: UTTARAKHAND	
Pincode: 263139	
Landline No: 56654164646 Fax: 46464646464	
Tax. 10/10/10/10/10/10/10/10/10/10/10/10/10/1	
Email: nitesh joshi535@gmail.com	

Press "next " button to go to next step.

### 2.3.2 Step II

#### Payment details of processing fee

Payment is auto calculated as per the selection of service authorisations selected. This only displays the fee to be paid using online mode in Bharatkosh after the submit of application.

	Save D	raft Validate Application	Preview Application Fo	orm Submit
Step 1 Company Information	Step 2 Payment & Other Details	Step 3 Promoter & Other Details	Step 4 Service & Other Details	Step 5 Company Details
	nt of processing fee in Re ee calculator menu for fe			
Application Proces	sing Fee (Rs.):	٥		
he Certificate from igned) A.Copy of registratio	Company Secretary/Sta n (in pdf format only)		ersigned by Director du	standing to be attached. (To be certified by Ily authorized by the company) (Digitally
ne Certificate from igned) A.Copy of registratio	Company Secretary/Sta			· · · ·
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the Certificate from signed) A.Copy of registratio Choose File B.Article of Associat	Company Secretary/Sta n (in pdf format only) No file chosen on(in pdf format only)		ersigned by Director du Upload	· · · ·

In this page, user has to upload "certificate of Registration" by clicking "choose File" button of **6.1** and then selecting file and upload using "upload button".

#### **IMPORTANT**

**Digitally Signed Document :** All the document to be uploaded must be in **"pdf format"** and **"digitally Signed"**. The portal will automatically reject any

		Save D	vraft Validat	te Application	Preview /	Application Fo	orm Submi	2	
Step 1 Company Information	Step 2 Payment & Ot	her Details	Step 3 Promoter & C	)ther Details	Step 4 Service & O	ther Details	Step 5 Company Det	ails	
5.Details of payme Note:Please refer	•	-							
Application Proces 6. Certified copy of the Certificate from	Registration a	along with					-		
6. Certified copy of the Certificate from signed) A.Copy of registrati	Registration a Company Sec	only)	Articles of As			Director du	-		

User also has to upload "Articles of Association" by clicking "choose File" button of 6.2 and then selecting file and upload using "upload button". user also has to upload "MoU" by clicking "choose File" button of 6.3 and then selecting file and upload using "upload button".

The form can be saved at any intermediate stage by clicking "save draft" button. After completion of this step, next step will be active using "next" button.

#### 2.2.3 Step III

#### Promoter Details

The next step is entering "promoter Details".

Step 1 Company Information	Payment & Other Details	Promoter & Other Detail	Service & Other Details	Company De	etails	
7.(a)Details of pro Promoter Details	moters /Partners/Sha	reholders in the com	pany :The promoters to	be indicate	d.	
Fromoter Details	Name Of Promoter/Partn	er/Shareholder	Ty	pe	Equity%age	Networth (in Lakhs of R
	bsnl			IAN	100	3000
+ 2 =						1-4 <4   b> b
	it Indian and Foreign e in percentage) .Total o		-			
Equity Details certific	ate from Company Secreta	ry/Statutory Auditor cou	ntersigned by Director duly	authorised by	the company(in pdf fo	ormat only)
Choose File	ci i		Upload			
GHOOSETTIC	No file chosen		Ohioad			
(c)FDI up to 100 (	% with 49% under aut	omatic route and be	yond 49% through FIP	3 route. The	applicant is requir	red to disclose the
	% with 49% under aut	C		3 route. The	applicant is requir	red to disclose the
(c)FDI up to 100 status of foreign h FDI Percentage	% with 49% under aut olding.	-	yond 49% through FIP			
(c)FDI up to 100 <sup>(</sup> status of foreign h FDI Percentage Certificate from Comp	% with 49% under aut holding. Dany Secretary/Statutory A	-	yond 49% through FIP			
(c)FDI up to 100 G status of foreign h FDI Percentage Certificate from Comp format only) Choose File 1 (d) Networth of th	% with 49% under aut holding. Dany Secretary/Statutory A	uditor countersigned by	yond 49% through FIP			
(c)FDI up to 100 0 status of foreign h FDI Percentage Certificate from Comp format only) Choose File 1 (d) Networth of th Note:Please refer 1 calculation.	% with 49% under aut olding. Dany Secretary/Statutory A No file chosen he company(in Lakhs of fee calculator menu for	retworth	yond 49% through FIPI 75 Director duly authorised by Upload	the compan <del>y</del> I	to disclose the status (	of Foreign holdings(in pdf
(c)FDI up to 1000 status of foreign h FDI Percentage Certificate from Comp format only) Choose File 1 (d) Networth of th Note:Please refer 1 calculation.	% with 49% under aut olding. Dany Secretary/Statutory A No file chosen he company(in Lakhs of fee calculator menu for nany certificate from Compa	retworth	yond 49% through FIPE 75 Director duly authorised by Upload	the compan <del>y</del> I	to disclose the status (	of Foreign holdings(in pdf
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(a)As shown in image below on left side there is option of adding, editing and deleting promoter details. If you click "+" sign separate window will pop up to enter promoter details. Here you have to enter name of promoter, type, equity percentage and net worth.

If already details are submitted and user wants to change it then he has to click on " $\checkmark$ " icon. Separate window will pop up to feed the data. Do necessary changes and submit.

To delete already submitted details click on " $\hat{m}$ " icon. Separate window will open to get your confirmation by pressing "delete" button.

Add Record				<				
Name Of Promoter/Par	tner/Shareholder			1	Type INDIAN		Equity%age 100	Networth (in Lakhs of Rs 3000
Туре		INDIAN	,	กี	1100.011			14 (d ) D FI
Equity%age				Iding up t	o 5 % of the to	tal equity s	hared among v	arious share holders
Networth (in Lakhs of	Rs.)			٦ <mark></mark> ٧				
			Submit × Cancel	ould be 1	00.			
97			3					
Equity Details certificat		etary/Stat	utory Auditor cour	ntersigned by I		orised by the	company(in pdf fo	rmat only)
Choose File No	o file chosen				Upload			
FDI Percentage				5				
Certificate from Compa format only)	ny Secretary/Statuto	ry Auditor o	ountersigned by I	Director duly a	uthorised by the c	ompany to dis	close the status o	f Foreign holdings(in pdf
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Networth of the compa	ny certificate from Co	mpany Seci	·etary/Statutory A	uditor counte	rsigned by Director	r duly authori	sed by the compa	ny(in pdf format only)
Choose File No	o file chosen		]		Upload			
			1					

(b) In this step, equity details of the company should be entered, As shown in image below there are text boxes to enter these details in percentage.

	Save	Draft Validate Applic	ation Preview	v Application Forr	n Submit	
Step 1 Company Information	Step 2 Payment & Other Details	Step 3 Promoter & Other Details	Step 4 Service & Other	Step 5 Details Compan	y Details	
	moters /Partners/Share	holders in the compa	ny :The promo	ters to be indica	ated.	
Promoter Details	Name Of Promoter/Partne	r/Shareholder		Туре	Equity%age	Networth (in Lakhs of I
	bsnl			INDIAN	100	3000
+ / 8						(4 <4     >>
Choose File N (c)FDI up to 100 9 status of foreign h FDI Percentage	% with 49% under auto olding.	matic route and beyon	Upic	nad Ih FIPB route. 1	'he applicant is requir	ed to disclose the
Certificate from Comp format only)	any Secretary/Statutory Au	ditor countersigned by Dir	ector duly author	ised by the compa	ny to disclose the status o	of Foreign holdings(in pdf
Choose File	lo file chosen		Uplo	ad		
Note:Please refer f	e company(in Lakhs of ee calculator menu for r	, 100	00	)		
calculation.						
	any certificate from Compan	y Secretary/Statutory Aud	litor countersigne	d by Director duly	authorised by the compa	ny(in pdf format only)

(c) Here, the FDI status is to be entered in terms of percentage. Along with this certificate from Company Secretary or Statutory Auditor countersigned by director duly authorized by company has to be uploaded as shown in image below.

Look in:	🞯 Desktop		<b>v</b> G Ø	<del>ب </del>		pplication		lication Form	Submit				
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y Recent ocuments	Adobe Reader XI	i	INTRANET DESIGN	I		npany :Th	ne promoters t	o be indicate	d.				
Desktop	Google Chrome Ipswitch WS_FTP 12 Toad for MySQL 7.3 Free Toad for SQL Server 6.1	eware Freeware	Dogin new.pdf ni nj					<b>Fype</b> IDIAN		<b>:y%age</b> 00	3	in Lakhs of Rs 000	
Documents	Deckup New Folder websites Brackets.Release.1.8		nn revisedpending118 Simfatic Forms user manual_1109		023	y holding •ate.)	up to 5 % of	the total equi	ity shared	among va		olders	
Computer	File name:			~	Open	n should l	be 100.						
	Files of type: All Files			~	Cancel								
Network	Dpen	n as read-only				untersigne	d by Director dul	y authorised by	the compan	y(in pdf fori	nat only)		
	(c)FDI up to 100 % status of foreign ho FDI Percentage		% under aut	omatic re	oute and I	beyond 494	% through FIF	PB route. The	applicant	is require	d to disclose	e the	
	status of foreign ho	olding.				75							
	status of foreign ho FDI Percentage Certificate from Comp	olding. any Secret	ary/Statutory A			75							
	status of foreign ho FDI Percentage Certificate from Comp format only)	olding, any Secret lo file cho e compar	ary/Statutory A sen Iy(in Lakhs o	uditor cou	ntersigned	75	luly authorised b						
	status of foreign ho FDI Percentage Certificate from Comp format only) Choose File N (d) Networth of th Note:Please refer fr	olding. any Secret lo file cho e compar ee calcula any certific	ary/Statutory A sen iy(in Lakhs o' tor menu for ate from Compa	uditor cou	ntersigned h	75 by Director d	Upload	y the company t	to disclose ti	he status of	Foreign holdin	ngs(in pdf	
	status of foreign ho FDI Percentage Certificate from Comp- format only) Choose File N Note:Please refer for calculation.	olding. any Secret lo file cho e compar ee calcula any certific	ary/Statutory A sen iy(in Lakhs o' tor menu for ate from Compa	uditor cou	ntersigned h	75 by Director d	Upload	y the company t	to disclose ti	he status of	Foreign holdin	ngs(in pdf	

(d) In this section, enter the net worth of the company in lakhs in textbox as shown in below image. Also upload certificate from Company Secretary or Statutory Auditor countersigned by director duly authorized by company has to be uploaded as shown in image below.

	Payment & Other Details	Promoter & Other Details	Service & Other Details	Company De	tails	
	omoters /Partners/Sha	reholders in the compar	ny :The promoters to	be indicated	1.	
Promoter Details						
	Name Of Promoter/Partn bsnl	ier/Shareholder	IND		Equity%age 100	Networth (in Lakhs of Rs 3000
+ / =	5311		IND	7.04	100	
can be clubbed bu	it Indian and Foreign e	nust be given. Equity ho quity must be separate. of Indian and foreign sh Foreign 3	.)	e total equit	y shared among v	arious share holders
	CSEQ_v0.pdf Uploaded	Delete	Uploaded Suc	·		
status of foreign h FDI Percentage		comatic route and beyon	nd 49% through FIPB	route. The	applicant is requir	ed to disclose the
status of foreign h FDI Percentage	nolding. pany Secretary/Statutory A					
status of foreign F FDI Percentage Certificate from Comp format only) Choose File f (d) Networth of th	nolding. pany Secretary/Statutory A	0 uuditor countersigned by Dire f Rs.) 150	ector duly authorised by t			
status of foreign F FDI Percentage Certificate from Comm format only) Choose File 1 (d) Networth of th Note:Please refer calculation.	nolding. pany Secretary/Statutory A No file chosen ne company(in Lakhs o fee calculator menu for	0 uuditor countersigned by Dire f Rs.) 150	ector duly authorised by t Upload	the company to	o disclose the status o	of Foreign holdings(in pdf

The form can be saved at any intermediate stage by clicking "save draft" button. After completion of this step, next step will be active using "next" button.

#### 2.2.4 Fee Calculator:

The applicant can also use the **FEE CALCULATOR** Button, which is available at the navigation bar shown by the red arrow in the below screenshot.

दूरसंचार DEPAR	F COMMUNICATIONS (विभाग RTMENT OF OMMUNICATIONS	5			(S	Simplified Applics	LogO L SANCI tion For Registration License managemen	n And Licenses)
			Home	Change P	assword	Update Profile	Apply for License(UL)	Helpdesk
			Orders/Circ	culars N	lailBox	Fee Calculator	Document Check	List FAQ
ome / Unified License	/ Apply for Unified License	(UL) -Application Id:UL20180	041					
Step 1	Save	Draft Validate Application	Preview A Step 4	oplication For	m Sub Step :			
Company Information	Payment & Other Details	Promoter & Other Details the company :The promoters	Service & C		Compa 	any Details		
Promoter Details	rs /Farthers/shareholders in	the company . The promoters		1.				
	Name Of Promoter/Partr	ier/Shareholder		Ту	/pe	Equity	age Networth	(in Lakhs of Rs
+ / =	bsnl			INE	DIAN	100	)	3000
equity must be separat		en. Equity holding up to 5 % of foreign should be 100. Foreign	of the total equ	iity shared a	imong vari	ous share holders ca	n be clubbed but Indian	and Foreign
Equity Details certificat	te from Company Secretary/Statu revisedpenrt1023.pdf	tory Auditor countersigned by Dir		ised by the con Upload	npany(in pdf	format only)		

On clicking the Fee Calculator button a pop will appear as shown below. You can fill the details by clicking the "+" button and after filling in the details click the **Calculate** button.

Select License Type UL     Service Details     Service Area        Circle     SSA     Service Area         Service Area <th>Service Details   Service Details   Service Details   Service Area   Clicke   Service Area Clicke Helpdek: Ist FAQ Helpdek: Ist FAQ Helpdek: Ist FAQ Helpdek: Service Area Clicke Service Area Service Area<th>And Licenses   Select License Type   UL   Service Details   Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Step 1   Step 2   Step 3   Step 4   Step 5   Service &amp; Other Details   Promoter Details   Promoter Details   Step 1   Step 1   Step 2   Step 3   Step 4   Step 5   Service &amp; Other Details   Company Information   Promoter Details   Promoter Details   Step 1   Step 1   Step 2   Step 3   Step 4   Step 5   Service &amp; Other Details   Company Information   Promoter Details   Promoter Details   Name Of Promoter/Partner/Shareholder   Note of tool* of equity must be given. Equity holding up to 5 % of the total equity shared among various share holders can be clubbed but Indian and Foregen equity   total   NDIAN <th>NMENT OF INDIA</th><th>MINISTRY OF COMMUNICATIONS</th><th></th><th></th><th></th><th></th><th>LogOut ( User id: C20</th></th></th>	Service Details   Service Details   Service Details   Service Area   Clicke   Service Area Clicke Helpdek: Ist FAQ Helpdek: Ist FAQ Helpdek: Ist FAQ Helpdek: Service Area Clicke Service Area <th>And Licenses   Select License Type   UL   Service Details   Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Step 1   Step 2   Step 3   Step 4   Step 5   Service &amp; Other Details   Promoter Details   Promoter Details   Step 1   Step 1   Step 2   Step 3   Step 4   Step 5   Service &amp; Other Details   Company Information   Promoter Details   Promoter Details   Step 1   Step 1   Step 2   Step 3   Step 4   Step 5   Service &amp; Other Details   Company Information   Promoter Details   Promoter Details   Name Of Promoter/Partner/Shareholder   Note of tool* of equity must be given. Equity holding up to 5 % of the total equity shared among various share holders can be clubbed but Indian and Foregen equity   total   NDIAN <th>NMENT OF INDIA</th><th>MINISTRY OF COMMUNICATIONS</th><th></th><th></th><th></th><th></th><th>LogOut ( User id: C20</th></th>	And Licenses   Select License Type   UL   Service Details   Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Service Service Area   Circle   Step 1   Step 2   Step 3   Step 4   Step 5   Service & Other Details   Promoter Details   Promoter Details   Step 1   Step 1   Step 2   Step 3   Step 4   Step 5   Service & Other Details   Company Information   Promoter Details   Promoter Details   Step 1   Step 1   Step 2   Step 3   Step 4   Step 5   Service & Other Details   Company Information   Promoter Details   Promoter Details   Name Of Promoter/Partner/Shareholder   Note of tool* of equity must be given. Equity holding up to 5 % of the total equity shared among various share holders can be clubbed but Indian and Foregen equity   total   NDIAN <th>NMENT OF INDIA</th> <th>MINISTRY OF COMMUNICATIONS</th> <th></th> <th></th> <th></th> <th></th> <th>LogOut ( User id: C20</th>	NMENT OF INDIA	MINISTRY OF COMMUNICATIONS					LogOut ( User id: C20
Select License Type UL     Service Details     Step 1   Step 2   Company Information   Payment & Other Details     Step 3   Promoter & Other Details   Service & Other Details     Step 1   Step 2   Company Information   Payment & Other Details   Step 1   Step 2   Promoter & Other Details   Service & Other Details     Step 1   Step 2   Company Information   Payment & Other Details     Step 1   Step 2   Promoter & Other Details   Service & Other Details     Step 1   Step 2   Name Of Promoter/Partner/Shareholders in the company : The promoters to be indicated.	Select License Type       UL       *       in DoT         Service Details       Service Area       Circle       SSA         Service Details       Service Area       Circle       SSA         Service Obtails       Service Area       Circle       SSA         Service Service Application       Close       Close         Step 1       Step 2       Step 3       Step 4       Step 5         Company Information       Payment & Other Details       Company Details       Company Details         (a)Details of promoters Partners/Shareholders in the company :The promoters to be indicated.       Networth (in Lakhs of Rs       Soo         (ben)       NOIAN       100       3000       Soo       Soo         (complete Indetails (in percentage).       Type	Select License Type UL in DoT in DoT in DoT if DoT	983	Fee Calculator					× IAR
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This way you can calculate your fee details.

#### 2.2.5 Step IV

This step is entering "Service & Other Details".

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(a)As shown in image above on left side there is option of adding, editing and deleting Services for which Authorization sought. If you click "+" sign separate window will pop up to enter promoter details. Here you have to enter name of promoter, type, equity percentage and net worth.

If already details are submitted and user wants to change it then he has to click on " $\checkmark$ " icon. Separate window will pop up to feed the data. Do necessary changes and submit.

To delete already submitted details click on " $\hat{\blacksquare}$ " icon. Separate window will open to get your confirmation by pressing "delete" button.

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If already details are submitted and user wants to change it then he has to click on " $\checkmark$ " icon. Separate window will pop up to feed the data. Do necessary changes and submit.

To delete already submitted details click on " $\hat{m}$ " icon. Separate window will open to get your confirmation by pressing "delete" button.

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Remarks					
Other Documents if a	iny(in pdf format only)				
Choose File	No file chosen		Upload		

(c) Here upload pdf file of certificate of paid up capital issued by Company Secretary using a button shown by red arrow in above image.

(d) Here any other file if applicant wants to upload can upload. This is not compulsory.

The form can be saved at any intermediate stage by clicking "save draft" button. After completion of this step, next step will be active using "next" button.

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#### Step IV

#### **Owner & Other Details**

This step is entering "Owner & Other Details".

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(a)As shown in image above on left side there is option of adding, editing and deleting Company owner details. If you click "+" sign separate window will pop up to enter promoter details. Here you have to enter name of promoter, type, equity percentage and net worth.

If already details are submitted and user wants to change it then he has to click on " $\checkmark$ " icon. Separate window will pop up to feed the data. Do necessary changes and submit.

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APPLICATION FOR GRAI		E/Authorisation fo					
Step 1 Step Company Information Paym			ep 4 rvice & Other Details	Step 5 Company Details			
12.(a)							
Names of Chairman/Manag							
Names of Chairman/Manag Name Of Chairman/Manag			ny ignation		Nationality	4	
					Nationality	/	» ••
Name Of Chairman/Manag					Nationality	<b>/</b> .ia <a 1<="" td=""  =""><td>× ••1</td></a>	× ••1
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Name Of Chairman/Manage + / 8 1 (b) Add Record Name Of CEO/CTO/CFO Designation Nationality 13.Power of Attorney by digitally signed).	Ing Director/Director	Des	ignation		Nationality	4 <4        4 <4	
Name Of Chairman/Manage + / 5 1 (b) Add Record Name Of CEO/CTO/CFO Designation Nationality 13.Power of Attorney by	Ing Director/Director	Des	ignation		Nationality	4 <4        4 <4	

(b)As shown in image above on left side there is option of adding, editing and deleting CEO/CTO/CFO details. If you click "+" sign separate window will pop up to enter promoter details. Here you have to enter name of promoter, type, equity percentage and net worth.

If already details are submitted and user wants to change it then he has to click on " $\checkmark$ " icon. Separate window will pop up to feed the data. Do necessary changes and submit.

To delete already submitted details click on " $\hat{m}$ " icon. Separate window will open to get your confirmation by pressing "delete" button.

12.(a)					
Names of Chairma	n/Managing Director/Dire	ctors of the applicant C	ompany		
Name Of Chairma	an/Managing Director/Direct	or	Designation		Nationality
+ / 🗊					14 ×4   I>
(b)					
	cecutive Officer/Chief Te	chnical Officer /Chief Fin	ance Officer		
	e Of CEO/CTO/CFO		Designation		Nationality
+ / =					<li>(4)   b&gt;</li>
MHA clearance ( in c	ase of foreign nationality/ C	EO/CTO/CFO, Director)(in	pdf format only).		
Choose File	No file chosen		Upload		
-					
Choose File	No file chosen		Upload		
fully comply B. I understam with the pro C. I understam D. I undertake rejected and E. I understam (s) in Delhi/ F. I understam application a	tify that I have carefully with the terms and con- d that this application if cessing fee shall be sum d that processing fee is to sign the License Agre processing fee forfeite d that all matters relation New Delhi only.	ditions therein. found incomplete in ar marily rejected. ion refundable irrespe ement, within the pre- d. g to the application or averments made or in t thereto on the basis	y respect and or if for active of any reason w scribed time notified to license if granted to n formation furnished f	und with condition hatsoever, o me failing which i ne will be subject to or obtaining the lic	ed License (UL). I undertake to al compliance or not accompanied ny application shall be taken as b jurisdiction of courts/Tribunal ense is found incorrect, then my

(c) Here upload pdf file of certificate clearance from Ministry of Home Affairs using a button shown by red arrow in above image if owner or if CEO/CFO/CTO is foreign national.

(d) Here upload pdf file of Certified **Power of Attorney by Resolution of Board of Directors that the person signing the application is authorized signatory (document digitally signed).** Using a button shown by green arrow in above image.

(e)Accept all terms and conditions by click on checkbox shown by purple arrow in above image.

Save the form by clicking "save draft" button. Now next button is disabled as this is the final stage. You can go to any previous stage using "previous" button and can do the changes.

Now, validate & preview application form using "Validate & Preview Application Form" button. If any discrepancies in the form then it will get reflected on the top of the page as shown below.

User should preview the form and do necessary changes . After all this process form should be submitted using "submit" button. If "Terms & Conditions" checkbox not clicked then system will not allow to submit the form.

So, first click on "Terms & Conditions" checkbox then press "submit" button. Form will get submitted and home screen will get displayed showing status of the application and action pending.

A CALL	ं विभाग TMENT OF OMMUNICATIONS			(Si		tion For Registration A	
			Home Cha	nge Password	Update Profile	Apply for License(UL)	Helpdesk
			Orders/Circulars	MailBox	Fee Calculator	Document CheckLi	ist FAQ
Iome / Unified License	Apply for Unified License(	UL) -Application Id:UL20180	0041				
o	rth of Company should be in lal	khs of Rs 2500 00 '					
<ol> <li>7a.: Ivinimum Netwo</li> <li>12.: Delete uploaded fi</li> </ol>		Allo 011(5 200000.					
o. 12 Ducte aploaded in	ie for winter citalance.						
	ANT OF UNIFIED LICENSE/A trations except WPC)	Authorisation for Additional	Services under Unifie	d License.			
APPLICATION FOR GRA (All types of Licenses /regis Step 1 Company Information				on Form Subr	ut 19 Details		
(All types of Licenses /regis Step 1	trations except WPC) Save Step 2	Draft Validate Application Step 3	Preview Application	on Form Subr			
All types of Licenses /regis Step 1 Company Information 12.(a) Names of Chairman	Step 2 Payment & Other Details	Draft Validate Application Step 3 Promoter & Other Details	Step 4 Service & Other Do	on Form Subr			
All types of Licenses /regis Step 1 Company Information 12.(a) Name of Chairman Name Of Chairman	Step 2 Payment & Other Details //Managing Director/Direct	Draft Validate Application Step 3 Promoter & Other Details	Step 4 Service & Other Do	on Form Subr		Nationality	
All types of Licenses /regis Step 1 Company Information 12.(a) Name of Chairman Name Of Chairman	Step 2 Payment & Other Details	Draft Validate Application Step 3 Promoter & Other Details	Step 4 Service & Other Do	on Form Subr		INDIAN	
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This shows the errors.

## 2.3 Online Payment of Processing Fee

If no discrepancy then on the top right corner "validation successful message" gets displayed & you will be redirected to the Payment screen which is shown below.

Pay Processing Fee(in Rs.):	50000
Pay Through Option	Online 🗸

On Click of Pay Now Button, you will be redirected to Bharatkosh Payment gateway.

State			KERALA			Country	IND	IA
Pinco	de/Zipcode		344463			Email		
Mobile	e No. (+91)							
Aadha	r Number					PAN Number		
TAN						TIN		
Pur	pose Details							
Sr. No.	Ministry	PAO Name		DDO Name	Purpose and Payme	ent Type	Payment Period / Frequency	Amount (In INR)
1	TELECOMMUNICATIONS	CONTROLLER OF COMM PAO HEADQUARTER[077		DDO, SO(Cash), New Delhi[205155]	UL for Access Servic HQ, Application Proc	es - Saralsanchar -CCA- cessing Fee	One Time	40000
2	TELECOMMUNICATIONS	CONTROLLER OF COMM PAO HEADQUARTER[077		DDO, SO(Cash), New Delhi[205155]	UL (VNO) for Access Saralsanchar -CCA-H Fee	Service CAT-B - IQ, Application Processing	One Time	10000
					INR sixty thousand	only		Total:: <sup>5</sup> 0000
		Cap	B Captel	Otiet a new Cap	tche			
				n Capitisha lis case-sen				
				t shown as per the im	ige above			
			E Capit	tha				
e Bac	к							Confirm

On click of confirm button , you will directed to the payment mode selection

x Receipt	Portal		Controller Ge			
Tent of The	Home About Us User Guide Contact Us	FAQs Terms And Cond	litions Charge-back	and Refund Policy		
Pa	yment Gateway					
The j	ayment can be made by a depositor using all Indian Credit Cards or D 1y Payment Gateways available below. The payment via American Exp					
	y rayment vaceways available beauty. The payment via American Exp		Se made an ough so ere	у раушен қасанау		
	Construct Bank Success Rate 83 %	6 Success Rate 77 %	Orcici Bank Success Rate 77 %	C Success Rate 73 %		
	O (T) State Ray Success Rate 72 %					
	Hote: Success Rate - Ho. of Successful Transactions / Total Ho. of Transactions i	in a period of 30 days.				
	Net banking Debit card Credit card UPI					
				4		
	Enter the letter shown		KDhRik	Get a new Captcha		
1	fter you click on 'Pay' button, you will be redirected to a secure gateway. a	After completing the payment yo	ou will be redirected back			
	ote: Transactions pertaining to Min. of Information Technology w ateway only.	vill go through using Union Ba	ank of India,Axis Bank,	Bank of Baroda Payment		
1	ote: Please Wait and do not Press Back or Refresh button of your browser	while your transaction is being p	processed.			
1	isclaimer in case you do not receive transaction status as success inutes and check the status of the transaction using the "track hown as failker, then proceed to reinitiate a transaction for sam ase, then you can expect the refund to be credited to your accou	your payment " link on Bhara e purpose again. In case the a	itkosh home page. If th	e status of your transaction is		
(	] I acknowledge and confirm that I have read and agree to the Terms And c	condition.				

Click pay button to get redirected to enter details of Credit card/bank details

← → C 🔒 tpsl-india.in/Payment@	Gateway/txnreq.pg?id=4b41a86e-67db-4	14dd-8fc9-a3891ec9457a	🌮 🍪 O 🔏 🗞 🙆 🛊 🕖 🗄
🔢 Apps 🛛 Home 🚦 Customize Links	🚱 New Tab 🛛 🕒 [Grammar] The app	🜱 Inbox (96) - uttpalm 📭 Download Faceboo 🌃 PHP Sandbox, test	» 📔 Other bookmarks 🛛 🔠 Reading list
Controller General	of Acnt Dpt of exp	PFMS	Reference No : 1012210009604 Amount : 1000.00
	Cards		
	Pay using 🗤 🚧 🥌	a Rufay	
	For Maestro cards, please enter E	piny Date and CVV no. if available or else ignore and proceed.	
	Card number : *	Enter Your Card Number	
	Card holder name :	Enter Card Holder Name	
	Expiry date :	MM • YYYY •	
	CVV number :		
		PAY NOW	
		Cancel	

On completion of successful payment , you will be redirected to Saralsanchar portal with the transaction ref no , challan number.

Remark         INA.           Transaction Id         12911210006256           Transaction Receipt No         120515529112100006381           Transaction Date         IDec 10.2021 12:59PM           Transaction Amount(Rs.)         1000.00	-Confirmed
Transaction Receipt No         :20515529112100006381           Transaction Date         IDec 10.2021 12:59PM	INA.
Transaction Date IDec 10 2021 12:59PM	2911210006256
	20515529112100006381
Transaction Amount(Rs.) 1000.00	IDec 10:2021 12:59FM
	1000.00
	ax

**Note**:- The Payment of Processing fee is made online in Bharat kosh Portal since 04-12-2021. If any challan prior to 04-12-2021 is already paid. Then create a helpdesk desk request for Bharat Kosh and send the digitally signed challan, application id and all details .

## 2.4 Upload Application :

On completion of successful payment,

lake Payment & Upload signed ap	oplication for application ID:	UL20217644		
Payment Details				0
Pay Mode	Pay Date	Pay Amount (in Rs.)	DD/PO No	IFSC
NTRP(Bharatkosh)	20-08-2018	1 50,000	145878	
Download Application:	Download Ap	plication		
Jpload Digitally Signed Application	on:			
Choose File No file	chosen		Upload	
	Final Submit			

Download the application to PDF of the completed application and Upload the digitally signed PDF application and click final submit of the application.

You can download the application form in pdf format from the "**Download Application**" button

Upload the necessary document and click on the "Final Submit" button.

After This you will be redirected to the dashboard page .

VERNMENT OF IND	IA MINISTRY OF COMMUNIC	CATIONS						LogO	)ut ( User id: C2018
सत्यमेन क	दूरसंचार विभाग DEPARTMEN TELECOMMU				(Simj	SARAL plified Application A portal for Lie	For Re	gistration	And Licenses)
					Home	Change Password	Upd	ate Profile	Helpdesk
				Orders/Circul:	ars Mail	IBox Fee Calculate		cument Cheo	
Welcome	NITESH JOSHI (BSNL)			Orders/Circui	ars Mal	ISOX Fee Calculan	ir Du	CUMENT C.REG	ckList FAQ
<u> </u>	NITESH JOSHI (BSNL) CATION DETAILS			Unders/Circui	ars Mai	190X Fee Calcular	ir D0	cument Cned	eklist FAQ
<u> </u>	× 7	Application Created date	Application Status	Unders/Circuit	Action	IBOX Fee Calcular	n Do		eklist FAQ

Showing 1 to 1 of 1 rows

### Scrutiny :

If after scrutiny any of your documents are not acceptable to DoT then documents will be reverted back to you and you will be notified about the same via SMS and E-Mail. You will required to upload the reverted documents again . The link for re-uploading the reverted documents will be available in your dashboard.

## 2.5 Dashboard Details:

This dashboard has four buttons

**1. History button**: This shows the history of actions completed till now.

Application History for Application Id:UL20180016     Image: Constraint of the imag	Welcome NITES   1   2   2-09-2018 17:19:27   NITESH   JOSHI(applicant)   Application submitted   and pendang with   applicant to upload   applicant to upload   applicant outh digital   signature   Close	OVERNMENT OF INDIA MIN	ISTRY OF COM	JUNICATIONS					LogOut ( U	lser id: C201800
weeke and       SAO       Forwarded Date       Forwarded By       Forwarded Io       Action       Remark         1       22-09-2018 17:19:27       NITESH JOSHI(applicant)       NITESH JOSHI(applicant)       Application submitted and pending with applicant to upload application with digital signature       Image: Comparison of the comparison	weeke and       SAO       Forwarded Date       Forwarded By       Forwarded Io       Action       Remark         1       22-09-2018 17:19:27       NITESH JOSHI(applicant)       NITESH JOSHI(applicant)       Application submitted and pending with applicant to upload application with digital signature       Image: Comparison of the comparison	दर D	Applicat	ion History for App	lication Id:UL2018	0016				
Welcome NITES       1       22-09-2018 17:19:27       NITESH JOSHI(applicant)       NITESH JOSHI(applicant)       Application submitted and pending with applicant to upload application with digital signature       eckList       FAQ         UL APPLICATIO       2       22-09-2018 17:28:12       NITESH JOSHI(applicant)       nodal_asus       Application submitted and forwarded to nodal_asus for scrutiny       eckList       FAQ         1       Close       Ecklist       Ecklis	Welcome NITES       1       22-09-2018 17:19:27       NITESH JOSHI(applicant)       NITESH JOSHI(applicant)       Application submitted and pending with applicant to upload application with digital signature       eckList       FAQ         UL APPLICATIO       2       22-09-2018 17:28:12       NITESH JOSHI(applicant)       nodal_asus       Application submitted and forwarded to nodal_asus for scrutiny       eckList       FAQ         1       Close       Ecklist       Ecklis	स्ट्रियमेन जयते T							and the 1	
1       22-09-2018 17:19:27       NITESH       JOSHI(applicant)       Application submitted and pendang with applicant to upload applicant with digital signature         Welcome NITES       2       22-09-2018 17:28:12       NITESH       JOSHI(applicant)       Application submitted and forwarded to nodal_asus for scrutiny         ILL APPLICATION       1       Image: Construction of the second	1       22-09-2018 17:19:27       NITESH       JOSHI(applicant)       Application submitted and pendang with applicant to upload applicant with digital signature         Welcome NITES       2       22-09-2018 17:28:12       NITESH       JOSHI(applicant)       Application submitted and forwarded to nodal_asus for scrutiny         ILL APPLICATION       1       Image: Construction of the second		S.NO	Forwarded Date	Forwarded By	Forwarded To	Action	Remark		Ielpdesk
2       22-09-2018 17:28:12       NITESH JOSHI(applicant)       nodal_asus       Application submitted and forwarded to nodal_asus for scrutiny         Sr.No.       I       Close	2       22-09-2018 17:28:12       NITESH JOSHI(applicant)       nodal_asus       Application submitted and forwarded to nodal_asus for scrutiny         Sr.No.       I       Close		1	22-09-2018 17:19:27			and pending with applicant to upload application with digital			
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Close	Close									
		•								
Showing I to 1 of 1 bare	Showing I to I of I North								Close	

**2. Download Application button**: This button lets you download your application form.

No     : U12354MH1234ASD123134       Company Name     : BSNL       Complete Postal Address of Company i) Corporate Office     : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 56465456111,Fax No: 54651616516 Mail Id: niteshjoshi535@gmail.com       ii) Registered Office     : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 53136546167ax No: 54616154141 Mail Id: niteshjoshi535@gmail.com       Address for Correspondence with Telephone/Fax/Mail : Nainital : UTTARAKHAND,263139 Contact No: 3212654165,3165476565 Fax No: 46516516546 Mail Id: niteshjoshi535@gmail.com       thorised contact Person /Signatory details       me     Designation       Address     Telephone No		ul_app_pdf_new.pl	q		
No     : U12354MH1234ASD123134       Company Name     : BSNL       Complete Postal Address of Company i) Corporate Office     : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 56465456111,Fax No: 54651616516 Mail Id: niteshjoshi535@gmail.com       ii) Registered Office     : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 5313654616,Fax No: 54616154141 Mail Id: niteshjoshi535@gmail.com       Address for Correspondence with Telephone/Fax/Mail : Nainital : UTTARAKHAND,263139 Contact No: 5312654165,3165476565 Fax No: 46516516546 Mail Id: niteshjoshi535@gmail.com       thorised contact Person /Signatory details       me     Designation       Address     Telephone No       Mail-ID       TESH JOSHI     JTO       NAINITAL, Nainital, UTTARAKHAND				ion for Additional Ser	vices under Unified
Company Name     : BSNL       Complete Postal Address of Company i) Corporate Office     : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 56465456111,Fax No: 54651616516 Mail Id: niteshjoshi535@gmail.com       ii) Registered Office     : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 35131654616,Fax No: 54616154141 Mail Id: niteshjoshi535@gmail.com       Address for Correspondence with Telephone/Fax/Mail : HALDWANI : Nainital : UTTARAKHAND,263139 Contact No: 32312654165,3165476565 Fax No: 46516516546 Mail Id: niteshjoshi535@gmail.com       thorised contact Person /Signatory details       me     Designation       Address     Telephone No       Mail-ID       TESH JOSHI     JTO       NAINITAL, Nainital, Nainital     56554164646,8218 Fax No:	Application ID		: UL20180016		
Complete Postal Address of Company i) Corporate Office : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 5646546111,Fax No: 54651616516 Mail Id: niteshjoshi535@gmail.com ii) Registered Office : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 35131654616,Fax No: 54616154141 Mail Id: niteshjoshi535@gmail.com Address for Correspondence with Telephone/Fax/Mail : HALDWANI : Nainital : UTTARAKHAND,263139 Contact No: 32312654165,3165476565 Fax No: 46516516546 Mail Id: niteshjoshi535@gmail.com thorised contact Person /Signatory details ne Designation Address Telephone No Mail-ID TESH JOSHI JTO NAINITAL, Nainital, UTTARAKHAND,263189 Contact No: 323859 mail.com	CIN No		: U12354MH12	34ASD123134	
i) Corporate Office : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 56465456111,Fax No: 54651616516 Mail Id: niteshjoshi535@gmail.com ii) Registered Office : HALDWANI : Nainital,UTTARAKHAND,263139 Contact No: 5313654616,Fax No: 54616154141 Mail Id: niteshjoshi535@gmail.com Address for Correspondence with Telephone/Fax/Mail : HALDWANI : Nainital : UTTARAKHAND,263139 Contact No: 53212654165,3165476565 Fax No: 46516516546 Mail Id: niteshjoshi535@gmail.com thorised contact Person /Signatory details me Designation Address Telephone No Mail-ID TESH JOSHI JTO NAINITAL, S6654164646,8218 niteshjoshi535@ mail.com	1. Company Nam	e	: BSNL		
: Nainital,UTTARAKHAND,263139         Contact No: 35131654616,Fax No: 54616154141         Mail Id: niteshjoshi535@gmail.com         Address for Correspondence with Telephone/Fax/Mail         : HALDWARI         : Nainital         : UTTARAKHAND,263139         Contact No: 32312654165,3165476565         Fax No: 46516516546         Mail Id: niteshjoshi535@gmail.com         thorised contact Person /Signatory details         me       Designation         Address       Telephone No         Mail-ID         TESH JOSHI       JTO         NAINITAL, Nainital,       566541644646,8218 E3289         mail.com       Fax No:			: HALDWANI : Nainital,UTTAF Contact No: 564	65456111,Fax No: 546	51616516
: HALDWANI         : Naintal         : UTTARAKHAND,263139         Contact No: 32312654165,3165476565         Fax No: 46516516546         Mail Id: niteshjoshi535@gmail.com         thorised contact Person /Signatory details         me       Designation         Address       Telephone No         Mail-ID         TESH JOSHI       JTO         NAINITAL, Nainital, UTTARAKHAND       56654164646,8218 828589         mail.com       mail.com	ii) Registered O	ffice	: Nainital,UTTAF Contact No: 351	31654616,Fax No: 546	16154141
me Designation Address Telephone No Mail-ID TESH JOSHI JTO NAINITAL, 56654164646,8218 niteshjoshi535@ Nainital , 8225589 UTTARAKHAND Fax No:	Address for Cor	respondence with Tele	: HALDWANI : Nainital : UTTARAKHAN Contact No: 323 Fax No: 465165	12654165,3165476565 16546	
TESH JOSHI JTO NAINITAL, 56654164646,8218 niteshjoshi535@ Nainital , 828589 UTTARAKHAND Fax No:	Authorised contac	t Person /Signatory det			
Nainital , 828589 mail.com UTTARAKHAND Fax No:	Name	Designation	Address	Telephone No	Mail-ID
	NITESH JOSHI	ло	Nainital, UTTARAKHAND	828589 Fax No:	niteshjoshi535@g mail.com

**3. Attachment button**: This shows the list and links of the documents you have uploaded till now.

1AXXAL	DEPARTMENT OF				cation For Registration And License
	TELECOMMUNIC.	Sr.No.	Document Name	File Name	or License management in DoT
		1	Paid up capital certificate from Company Secretary/Statutory Auditor countersigned by Director duly authorised by the company	UL20180016_CCSPC_v0.pdf	sword Update Profile Helpdesk
		2	Payment challan copy	UL20180016_CHALLAN_v0.pdf	
		3	Networth of the company certificate from Company Secretary/Statutory Auditor countersigned by Director duly authorised by the company	UL20180016_CCSNW_v0.pdf	alculator Document CheckList FAQ
	TESH JOSHI (BSNL)	4	Certificate from Company Secretary/Statutory Auditor countersigned by Director duly authorised by the company to disclose the status of Foreign holdings	UL20180016_CCSFDI_v0.pdf	
<b>Sr.No.</b> 1	Application Id Appli UL20180016 22-0	5	Equity Details certificate from Company Secretary/Statutory Auditor countersigned by Director duly authorised by the company	UL20180016_CCSEQ_v0.pdf	
Showing 1 to 1 o	of 1 rows	б	Memorandum of Association certified by Company Secretary/Statutory Auditor and countersigned by Director duly authorized by the company	UL20180016_MOU_v0.pdf	
		7	Power of Attorney by Resolution of board of Directors	UL20180016_POA_v0.pdf	
		8	Articles of Association certified by Company Secretary/Statutory Auditor and countersigned by Director duly authorized by the company	UL20180016_AOA_v0.pdf	
		9	Other Documents if any	UL20180016_CCA_v0.pdf	
		10	Copy of registration certified by Company Secretary/Statutory Auditor and countersigned by Director duly authorized by the company	UL20180016_CCCR_v0.pdf	

**4. Reminder button**: This button lets you put some reminders. On clicking this button you will be redirected to this page.

अंगरत सरकार संचार अंत्रालय GOVERNMENT OF INDIA MINISTRY OF COMM	UNICATIONS				LogOut (	(User id: C201800872)
दूरसंचार विभ DEPARTMI स्वाम का <b>TELECOM</b> I			(Sim	SARAL nplified Application I A portal for Licer		nd Licenses)
			Home	Change Password	Update Profile	Helpdesk
		Orders/Circulars	MailBox	Fee Calculator D	ocument CheckLis	st FAQ
	Send message to Dot Nodal: <b>nodal_</b> z	25'15				
	Application ID Authorize Person Name	: UL20180041 : PRIYA				
	Message Type : Enter message text :	• SMS • Mail Message length limit : 250 Remaining	<b>Both</b>			
	File Upload :	⊙Yes ® No				
		Send Rese	3			

On the  $1^{st}$  line will be your **Application Id** followed by the **Authorized Person** Name.

On the next line is the message type i.e. if you want your reminder to be only a text message then click the radio button of SMS, if you want your reminder to be only an E-Mail, click on the Mail radio button and if you want both SMS and Mail reminder then click on both.

If you want to upload any file then click on yes and upload the file .

Click on send , your message for the reminder will be sent to the DoT personnel.
Now go to the **Mailbox** button on the  $2^{nd}$  Navigation Bar and you will be redirected to your mailbox.

Click on the outbox to see your recently sent message regarding **reminder** to the DoT personnel.

You will see all the details of the message you sent to the DoT personnel including the attachments (if any).

भारत सरका OVERNMENT OF INDLA		IONS					LogOut	: ( User id: C201800
द्रसंचार विभाग DEPARTMENT OF TELECOMMUNICATIONS A portal for License management in DoT								
					Home	Change Password	Update Profile	Helpdesk
				Orders/Circulars	MailBox	Fee Calculator I	)ocument CheckL	ist FAQ
Inbox	Outbox							
S.No.	Message Date	Sent To	Message Type	Subject	Messag	e	Application No	Attachment
1	24-09-2018 13:28:43	nodal_asus	SMS & Email	reminder	remind	me	UL20180041	Ø

After receipt of application and all documents, DOT officer will accept the application after verification. DOT officer will issue LOI after acceptance of application.

## 2.6 Upload Signed LOI :

After scrutiny DoT will issue the LOI, you will be notified about it by SMS on your registered Mobile number, thereafter you can download the LOI from your dashboard which is shown below.

You will firstly log in and after successful log in you will click on the "1" shown by red arrow to go to your dashboard for the application you had earlier applied for.

भारत अरकार अंधार अंधार अंधार अंधार GOVERNMENT OF DIDIA MINISTRY OF COMMUNICATIONS				LogOut ( U	ser id: C201800864)
दूरसंचार विभाग DEPARTMENT OF TELECOMMUNICATIONS	5	SARAL SANCHAR (Simplified Application For Registration And Licenses) A portal for License management in DoT			
		Home	Change Password	Update Profile	Helpdesk
			Ord	ers/Circulars Do	ocument CheckList
Wekome NITESH JOSHI (BSNL)					
Status Of Applications					
UI Apply Nov				() OSP Apply Now	

To download the LOI (unsigned) please click the **Download Application** button shown by arrow .

After downloading the LOI , you are required to signed the LOI and upload the signed LOI. You can upload the signed LOI by clicking the **Upload Signed LOI** button.

भारत सरक ERNMENT OF INDI		CATIONS				LogOu	t ( User id: C201800
स्टयमेन उप	दूरसंचार विभाग DEPARTMEN TELECOMMI			(Sim	SARAL plified Application I A portal for Licer	For Registration	And Licenses)
				Home	Change Password	Update Profile	Helpdesk
			Orders/Circulars M	ailBox	Fee Calculator I	)ocument CheckL	ist FAQ
	NITESH JOSHI (BSNL)						
Sr.No.	Application Id	Application Created date	Application Status	Action			
1	UL20180041	24-09-2018 13:05:14	Scrutiny completed and LOI issued	UPLOA	D SIGNED LOI		¥.
Showing 1 to 3	1 of 1 rows						

After clicking the upload signed LOI Button You will see the below screen.

		संचार संजालय MINISTRY OF COMMUNICATIONS		LogOut ( User id: C201800872)							
	and the first state	DEPARTMENT OF		(Simplified Application For Registration And Licenses)							
Orders/Circulars MailBox Fee Calculator Document CheckList FAQ				н	Iome	Change Password	Update Profile	Helpdesk			
			Orders/Circulars	MailBo	ox I	Fee Calculator D	ocument CheckL	ist FAQ			

Download LOI	U	L20180041_LOI_v0.pdf			
File Upload	Signed LOI Choose File No f	file chosen	]	Upload	

Upload the document ad press submit. Your dashboard will look like this now.

Now you uploaded signed LOI is pending for scrutiny by DoT.

भारत सरकार GOVERNMENT OF INDIA								00872)	
रूपमेव अपने	दूरसंचार विभाग DEPARTMEN TELECOMM			SARAL SANCHAR (Simplified Application For Registration And Licenses A portal for License management in DoT					
				Home	Change Password	Update	e Profile	Helpdesk	
			Orders/Circulars	MailBox	Fee Calculator I	Documen	t CheckL	ist FAQ	
Welcome NI	TESH JOSHI (BSNL)								
UL APPLICA	TION DETAILS								
Sr.No.	Application Id	Application Created date	Application Status	Action					[
1	UL20180041	24-09-2018 13:05:14	Signed LOI uploaded	Signed LO	scrutiny Pending	6	Ø	X	

Showing 1 to 1 of 1 rows

After successful scrutiny of the signed LOI you will receive a SMS regarding successful scrutiny.

Now please check your dashboard which will look like this. 2 actions are pending now viz.

- 1. Bank Guarantee Upload.
- 2. Entry Fee Upload.

We will see them one by one.

You will firstly log in and after successful log in you will click on the "2" shown by red arrow to go to your dashboard for the application you had earlier applied for.

झारत सरकार GOVERNMENT OF INDIA	संचार संजालय MINISTRY OF COMMUNICATIONS			LogOu	t ( User id: C201800872)		
र सत्यमेन अपने	दूरसंचार विभाग DEPARTMENT OF <b>TELECOMMUNICATIONS</b>	(Simplifie	SARAL SANCHAR (Simplified Application For Registration And Licenses) A portal for License management in DoT				
			Home	Change Password	Update Profile		
			Or	ders/Circulars D	ocument CheckList		
Welcome NITES	H JOSHI (BSNL)						
Status Of Ap	plications						
	2 UL Apply Now	() UL-VNO Apply Now		O Apply N	0 SP ow		

## This is the dashboard.

FROMENT OF IND	MINISTRY OF COMMUNI	मंत्रावय ISTRY OF COMMUNICATIONS LogOut ( User id:					Jut ( User id: C201		
रूपमेव व	दूरसंचार विभाग DEPARTMEN TELECOMMU			(Sim	SARAI Dified Applicatio A portal for Lie	n Fo	r Regi	istration	And Licenses
				Home	Change Passwor	ď	Update	e Profile	Helpdesk
			Orders/Circulars Mai	lBox 1	Fee Calculator	DO	curren	it Check	List FAQ
-	NITESH JOSHI (BSNL)					Do	curren		LISI FAQ
-		Application Created date	Application Status	Action		Dot	curren	L CHECK	LIST LAG
UL APPLI	CATION DETAILS			Action		Do.			

Showing 1 to 2 of 2 rows

We will see them one by one.

## 2.7 Bank Guarantee upload:

On clicking the **BG UPLOAD** button you will see this screen.

	संचार संवालय MINISTRY OF COMMUNICATIONS				Log	Out ( User id: C201800864)		
सल्पमेन उसरे	दूरसंचार विभाग DEPARTMENT OF <b>TELECOMMUNICATIONS</b>		SARAL SANCHAR (Simplified Application For Registration And Licenses) A portal for License management in DoT					
			Home	Change Password	Update Profile	Helpdesk		
		Orders/Circulars	MailBox	Fee Calculator D	ocument CheckL	ist FAQ		

#### Bank Guarantee(BG) Details Entry

Application Number	UL20180016							
BG TYPE	Select BG Type							
PBG/FBG Number	Enter BG number							
Issue Date	Enter Issue Date							
Expiry Date	Enter Expiry Date							
IFSC Code	Enter IFSC Code Cet Bank							
Bank Name	Enter bank name							
Branch Name	Select Branch Name							
Amount (in Lakhs of Rs)	Enter Amount							
Upload Document								
	Submit Reset							

• Firstly Applicant will submit the **Performance type BG** 

दूरसंचार विभाग DEPARTMENT OF TELECOMMUNICATIONS		(Simplified Applicatio	SANCHAR n For Registration And Licenses sense management in DoT
		Home Change Passwor	d Update Profile Helpdesk
	Orders/Circulars	MailBox Fee Calculator	Document CheckList FAQ
ank Guarantee(BG) Details Entry			
Application Number	UL20180016		
BG TYPE	Performance		•
PBG/FBG Number	scfxhgzghh4334		
Issue Date	13-09-2018		
Expiry Date	25-10-2018		
IFSC Code	SBIN0005100		Get Bank
Bank Name	State Bank of India		
Branch Name	KUSUMKHERA		
Amount (in Lakhs of Rs)	3		
Upload Document	UL20180016_PBG_v0.pdf Delete	Uploaded Successfully!	11
	(Name of the signer: KAILASH RAMCHANDRA PAT	KU/Signed on: 2015-08-20 12:49:00.936)	

• This way the applicant will be able to upload the bank guarantee (PERFORMANCE TYPE).

• Now the applicant will upload the **bank guarantee (Financial Type).** 

	संचार मंत्रालय MINISTRY OF COMMUNICATIONS					Log	Out ( User id: C201800864)
स्टम्मेन उपरे	दूरसंचार विभाग DEPARTMENT OF <b>TELECOMMUNICATIONS</b>		SARAL SANCHAR (Simplified Application For Registration And Licenses) A portal for License management in DoT				
				Home	Change Password	Update Profile	Helpdesk
		Orders/Circulars	Mai	1Box	Fee Calculator I	)ocument CheckL	ist FAQ

Bank Guarantee(BG) Detail	s Entry

Application Number	UL20180016	
BG TYPE	Financial	¥
PBG/FBG Number	SDSCSCSC33433	
Issue Date	13-09-2018	
Expiry Date	28-09-2019	
IFSC Code	SBIN0005100	Get Bank
Bank Name	State Bank of India	
Branch Name	KUSUMKHERA	
Amount (in Lakhs of Rs)	22000	
Upload Document	Choose File revisedpenrt1023.pdf	

## 2.8 Online Payment of Entry Fee

Next Payment of entry fee online by clicking the respective link.

### Entry Fee Details Entry

Application Number	UL20217644
Pay Through Option	Online v
Application Total Entry Fee:	5165000
Entry Rebate Amount:	
Previously Paid Processing Fee:	0
Pay Entry Fee:	5165000
	Pay Now

On click of Pay NOW will be redirected to Bharatkosh portal.

	TAN						TIN		
	Purp	pose Details							
_	Sr. No.	Ministry	PAO Name	DDO Name Purpose and		Purpose and Pa	yment Type	Payment Period / Frequency	Amount (In INR)
	1	TELECOMMUNICATIONS	CONTROLLER OF COM PAO HEADQUARTER[07	MUNICATION ACCOUNTS, 7188]	DDO, SO(Cash), New Delhi[205155]	UL for Access Se CCA-HQ,Entry Fe	rvices - Saralsanchar - ee	One Time	5000000
	2	TELECOMMUNICATIONS	CONTROLLER OF COM PAO HEADQUARTER[07	LLER OF COMMUNICATION ACCOUNTS, DDO, SO(Cash), New DL(VNO) for Access Service CAl DQUARTER[077188] UL (VNO) for Access Service CAl Saralsanchar -CCA-HQ,Entry Fer				One Time	165000
					INR fifty one lakh(s) sixty five thousand only				Total::5165000
			6	otcha <i>VHegFP</i>	<b>S</b> Get a new Captcha				
			Cap	a service of the serv	aptcha is case-sensitive				
					own as per the image at	201/0			
					own as per the image at	Jove			
				88 Captcha					
	🗲 Bac	:k							Confirm 🗲

Complete the Payment of Entry Fee by clicking confirm button in Bharatkosh portal.

**Note**:- The Payment of Entry fee is made online in Bharat kosh Portal since 04-12-2021. If any challan prior to 04-12-2021 is already paid. Then create a helpdesk desk request for Bharat Kosh and send the digitally signed challan , application id and all details .

On Successful completion you will be redirected to Dashboard to complete the activity.

• After uploading the above , the dashboard of The Applicant will be like this

includent of it.	DIA MINISTRY OF COMMU	INICATIONS							LogOu	t ( User id: C2018
दरसंचार विभाग DEPARTMENT OF TELECOMMUNICATIONS SARAL SANCHAR (Simplified Application For Registration And Lice A portal for License management in DoT								And Licenses)		
					Home	Change Password	U	Jpdate F	Profile	Helpdesk
Welcome			Orders/Circulars	Maı	lBox	Fee Calculator	Docı	iment (	CheckL	ist FAQ
<u> </u>	NITESH JOSHI (BSNI	L)								
<u> </u>		L) Application Created date	Application Status	Action						
UL APPL	ICATION DETAILS		Application Status BG scrutiny is in process		I CRUTINY IN	PROCESS	6		Ø	S,

Showing 1 to 2 of 2 rows

## **2.9 Reverted Document**

Now these uploaded documents will be scrutinized by DoT and if any discrepancies are found then those documents will be reverted back to you for uploading them again. This is illustrated below, suppose your entry fee has some discrepancy then it will be reverted back to you and then you are supposed to upload it again as shown below.

Your dashboard will look like this after DoT has reverted your documents back.



Showing 1 to 1 of 1 rows

## Click the **MODIFY ENTRY FEE** button & upload the respective file.

	संचार संजालय MINISTRY OF COMMUNICATIONS				Log	Out ( User id: C201800864)		
स्टम्मेन उपरे	द्रसंचार विभाग DEPARTMENT OF <b>TELECOMMUNICATIONS</b>		SARAL SANCHAR (Simplified Application For Registration And Licenses) A portal for License management in DoT					
			Home	Change Password	Update Profile	Helpdesk		
		Orders/Circulars	MailBox	Fee Calculator I	)ocument CheckL	ist FAQ		

#### Reverted Entry Fee Details Updation

Application ID	UL20180016	
Payment Mode	NTRP	
NTRP(BharatKosh)/DD/PO Number	dfsdafsa3434	)
Branch PO Name		]
Rebate Amount (in Lakhs of Rs)	: 3	
Amount (in Lakhs of Rs)	1497	)
Payment Date	01-09-2018	]
Remark	not okay	
Entry Fee Document	UL20180016_EF_v0.pdf Not Verified! Plz Upload again Choose File No file chosen Upload	
	UPDATE	

Now the applicant dashboard will look like this, as he will be waiting for scrutiny of both the documents

	açरसंचार विभा DEPARTME TELECOMM	ग			(Simj	SARAL Diffed Application A portal for Lice	For I	Registr	ration A	And Licenses
					Home	Change Password	UI	pdate P:	rofile	Helpdesk
	NITESH JOSHI (BSNI	L)								
		L) Application Created date	Application Status	Action						
UL APPLI	ICATION DETAILS		Application Status BG scrutiny is in process		RUTINY IN	PROCESS	Ô		0	ž

Showing 1 to 2 of 2 rows

Now your uploaded documents will be scrutinized by DoT and after successful scrutiny of the documents you will be notified about the same by SMS and E-Mail.

Your dashboard will look like this after successful scrutiny of bank guarantee and entry fee.

UL APPLI Sr.No.	Application Id	Application Created date	Application Status	Action						
UL APPLI	CATION DETAILS									
	CATION DETAILS									
Welcome	NITESH JOSHI (BSNL)	)								
			Orders/Circulars	MailBox	Fee C	alculator I	Docu	ment Che	eckLis	t FAQ
				Ho	me Cha	nge Password	UI	pdate Proi	ile	Helpdesk
दूरसंचार विभाग SARAL S DEPARTMENT OF (Simplified Application Fo TELECOMMUNICATIONS A portal for Licens						For I	Registrat	ion A	nd Licenses)	
	A MINISTRY OF COMMUN	ICATIONS						L	ogOut (	User id: C20180

Showing 1 to 1 of 1 rows

Now after successful scrutiny of bank guarantee and entry fee DoT will issue you the **License Certificate** 

## 2.10 Download License Certificate

You can download your **License Certificate** from your dashboard by clicking the **Download License Certificate** button which is shown below.

VERNMENT OF IND	লা মামার রাজারের LA MENISTRY OF COMMUN	NICATIONS					LogOut	( User id: C2018
स्ट्रममेव अ	दूरसंचार विभाव DEPARTMEN TELECOMM			(Sim	SARAL plified Application I A portal for Licer	For Regis	tration A	And Licenses)
				Home	Change Password	Update	Profile	Helpdesk
			Orders/Circulars	MailBox	Fee Calculator I	Document	CheckL	ist FAQ
Welcome	NITESH JOSHI (BSNL	)						
UL APPLI Sr.No.	CATION DETAILS	Application Created date	Application Status	Action				

Showing 1 to 1 of 1 rows

# 2.11 Profile Update without Scrutiny

If **no application** is in process in any module OSP/ UL / UL-VNO /WPC then Profile Update without Scrutiny form will appear in **all modules**. User can update multiple times in any module until application applied and in process.

If any application is in process then user can update profile after successful scrutiny by respective DOT officer (Refer 2.11 Profile Update with Scrutiny).

STEPS:

1.After user login, click on any module

Oul       Oul-vNO       Oul         Apply Now       Apply Now       Apply Now         Click on Update Profile       Oul	O wpc Apply Now	0 OSP Apply Now	
Click on Update Profile			
chek on opdate i fonie			
		(Simplified Ap A Portal for Li	plicati

Orders/Circulars

MailBox

Fee Calculator

3. Update profile without scrutiny form will appear

Document Che

			А РОП	ai tor License ivianage
Home	Change Password	Update Profile	Profile Dashboard	l Helpdesk
	Orders/Circula	rs MailBox	Fee Calculator	Document Check

Registration Type	
Registration Type	Company
CIN	u58974gj3654res854796
Company Name *	kpl
Date of Incorporation*	15-02-2000 clear
PAN*	aalpv3852g

1.User can update profile multiple times until new application is applied and in process

## 2.11 Profile Update with Scrutiny

## **STEPS:**

1. After login, click on UL module

			н	ome	Change Password	Helpdesk
					Orders/Circula	rs Document
Welcome Venugopal (Ravipraves)						
Status Of Applications						
2	0	0	5		0	
UL Apply Now	UL-VNO Apply Now	M2M Apply Now	WPC Apply Now		OSP Apply Now	
				-		

2. Click on Update Profile Menu on top



1obile Number	9404683469
Upload File	Supporting document for updation of Authorised Address(Name of the signer: Raghavendra Nerikar/Signed_on: 17-08-2018 18:04:35)
	20190000108_AUTH_v0.pdf Uploaded Delete
Request letter file upload*	Request letter for profile updation(Name of the signer: Raghavendra Nerikar/Signed_on: 17-08-2018
	18:04:35) 20190000108_REQ_LTR_v0.pdf  Uploaded Delete
Other Documents to be	
uploaded,if any	Other Documents to be uploaded       Choose File     No file chosen

3. After Validate button, Changed field will appear. Proceed accordingly

E-Mail	venur	nucharla2012@gmail.com	
Mobile N	Changes in Profile Details		×
Upload F		Old Profile Details	New Profile Details
Request	Authorisation Contact Details	kfkgyulyugl(Name) ktykyu(Designation) uoyuloyg JAMMU & KASHMIR Reasi 859667 69707808908(Land line) venumucharla2012@gmail.com 9404683469(Mobile)	Venugopal(Name) ktykyu(Designation) uoyuloyg JAMMU & KASHMIR Reasi 859667 69707808908(Land line) venumucharla2012@gmail.com 9404683469(Mobile)
Other Doo uploaded	· ·	r Documents to be uploaded Choose File No file chosen	Upload
	Validate		

4. After OTP Authentication , submit button will enable.

OTP Authentication			
Mobile OTP	Mobile OTP	Click to generate OTP	Validate
E-Mail OTP	Mail OTP	Click to generate OTP	Validate
	RESET (To reset any change	in the above registration form)	
nter Captcha before ubmit	Enter Captcha	KRMXNE	

Mobile OTP	Mobile OTP	Click to Regenerate OTP	Validate	bile OTP v
E-Mail OTP	Mail OTP	Click to Regenerate OTP	Validate	il OTP ver
	_			
	RESET			
	( to reset any change	in the above registration form)		
nter Captcha before Ibmit	Enter Captcha	KRMXNE		

5. After Submit and Confirmation, Page will redirect to Profile Update Dashboard.

	Choose	File No file chosen		Uplo	ad	
ntication						
		Confirmation!				
2	Mobile C D	oo you want to submit pro	file updatior	1?		
•			YES NO			
	RESET					
	(To reset any ch	ange in the above registratio	on form)			

Home	Change Password	Update Profile	Profile Dashboard	Helpdesk	
	Orders/Circula	rs MailBox	Fee Calculator D	ocument CheckList	F

Info:Application Complete/inprocess status of all modules(licences)
UL/UL(VNO) Applications:1
OSP Applications:0
WPC Applications:1

User Pr	ofile Updatio	n dashboard					
Sr.No. +	Request ID	Request Date	User ID	Application Status 🕴	Action \$		
1	20190000108	2019-07-29 12:08:35	C201800850	Request applied	SCRUTINY PENDING	ß	Ø
2	20190000102	2019-07-25 11:45:37	C201800850	Request verified OK after Scrutiny	COMPLETED	l\$	Ø
3	20190000100	2019-07-23 15:59:12	C201800850	Request verified OK after Scrutiny	COMPLETED	lò.	Ø
4	20190000099	2019-07-23 15:54:45	C201800850	Request verified OK after Scrutiny	COMPLETED	lò.	Ø
4							

Showing 1 to 4 of 4 rows

# 6. Can check the to whom the scrutiny assigned through

	Profile	History for :201	90000108				×	Help
						No	of Rows:1	ocument
	S.NO	Status	Request Forwarded By	Request Forwarded To	Request Forwarded Date	Remark		
Info:Aj		Request applied	kfkgyulyugl(applican	:) nodal_asus	29-07-2019 12:08:35			
OSP Ap	plica							
WPC Ap	plica							
							Class	
User P	rofi						Close	
User Pi Sr.No.	rofi Request ID	e Request Dat	te 🕴 User ID 🗍	Application Status	+ Action	ŧ	Close	
	_	-		Application Status Request applied	Action     SCRUTINY PENN	₹ DING		0
Sr.No.	+ Request ID	8 2019-07-29 12:08:35	C201800850 C201800850		SCRUTINY PENI	DING		0
<b>Sr.No.</b> 1	Request ID 2019000010	8         2019-07-29 12:08:35           2         2019-07-25 11:45:37	C201800850 C201800850 C201800850	Request applied Request verified OK afi		4 DING	<u>م</u> ا ما	0 0

7. Check the uploads through

Lates	t Attachments	Old Attachments					nent C
Sr.No.	Document Name			File Name	File Cre	ated Date	_
1	Request letter fo	or profile updation		20190000108_REQ_LTR	_v0.pdf 2019-0	07-29 12:01:20	
2	Authorised cont	act Person /Signat	ory details	20190000108_AUTH_v0	.pdf 2019-0	07-29 12:01:12	
							×
W/PC A	pplications:1						_
men							
men							
	Profile Updation	n dashboard					
	Profile Updation	n dashboard Request Date	+ User ID +	Application Status \$	Action	\$	
User P			•         User ID         •           C201800850	Application Status \$	Action SCRUTINY PENDING	÷ []	0
User P	Request ID	Request Date 2019-07-29		Request applied		+ © ©	0
User P Sr.No. 1	Request ID 20190000108	Request Date           2019-07-29           12:08:35           2019-07-25	C201800850	Request applied Request verified OK after Scrutiny	SCRUTINY PENDING		

# 8. After submit of profile update, the request status is REQUEST APPLIED

User Profile Updation dashboard									
Sr.No.	Request ID	Request Date 🕴	User ID 🕴	Application Status \$	Action \$		\$		
1	20190000108	2019-07-29 12:08:35	C201800850	Request applied	SCRUTINY PENDING	ß	Ø		
2	20190000102	2019-07-25	C201800850	Request verified OK after	COMPLETED	_	-		

9. If request is reverted, then user has to validate and submit again after rectification of required corrections and uploads.

User Profile Updation dashboard										
Sr.No. \$	Request ID 🕴	Request Date 🕴	User ID 🕴	Application Status \$	Action	¢			¢	
1	20190000108	2019-07-29 12:08:35	C201800850	After Scrutiny by DoT, reverted to applicant for update	UPDATE		۵.	Ø		

שטטופ אטווטפו	9404683469
Upload File	Supporting document for updation of Authorised contact Person /Signatory details           20190000108_AUTH_v0.pdf         Not Verified! Plz Upload again           Choose File         No file chosen
Request letter file upload	Request letter for profile updation       20190000108_REQ_LTR_v0.pdf     Not Verified! Plz Upload again       Choose File     No file chosen   Upload
Validate	Submit

10. After submit, page will redirect to profile dashboard along with SMS and mail to nodal

User Profile Updation dashboard									
Sr.No.	\$	Request ID 🕴	Request Date 🕴	User ID 🕴	Application Status \$	Action \$			\$
1		20190000108	2019-07-29 12:08:35	C201800850	Resubmitted after Revertion	PENDING FOR RE-SCRUTINY	ه	Ø	
2		20190000102	2019-07-25 11:45:37	C201800850	Request verified OK after Scrutiny	COMPLETED	ß	6	

## 11. If scrutiny is OK, then Profile update cycle is completed

Sr.No. \$	Request ID 🕴	Request Date 🕴	User ID 🕴	Application Status 🕴	Action \$		\$
1	20190000108	2019-07-29 12:08:35		Request verified OK after Scrutiny	COMPLETED	ß	Ø