Online system for issuing permission to operate industrial establishments manufacturing essential commodities and production units which require continuous process

With reference to Ministry of Home Affairs (MHA), Government of India (GOI) Order No. 40-3/2020 dated 24-03-2020, industrial establishments manufacturing essential commodities and production units requiring continuous process are allowed to operate during the national lockdown.

To facilitate such establishments in providing a no-contact permission letter to operate their units, MIDC has developed an online system for issuing these permission letters across all the 36 districts of Maharashtra.

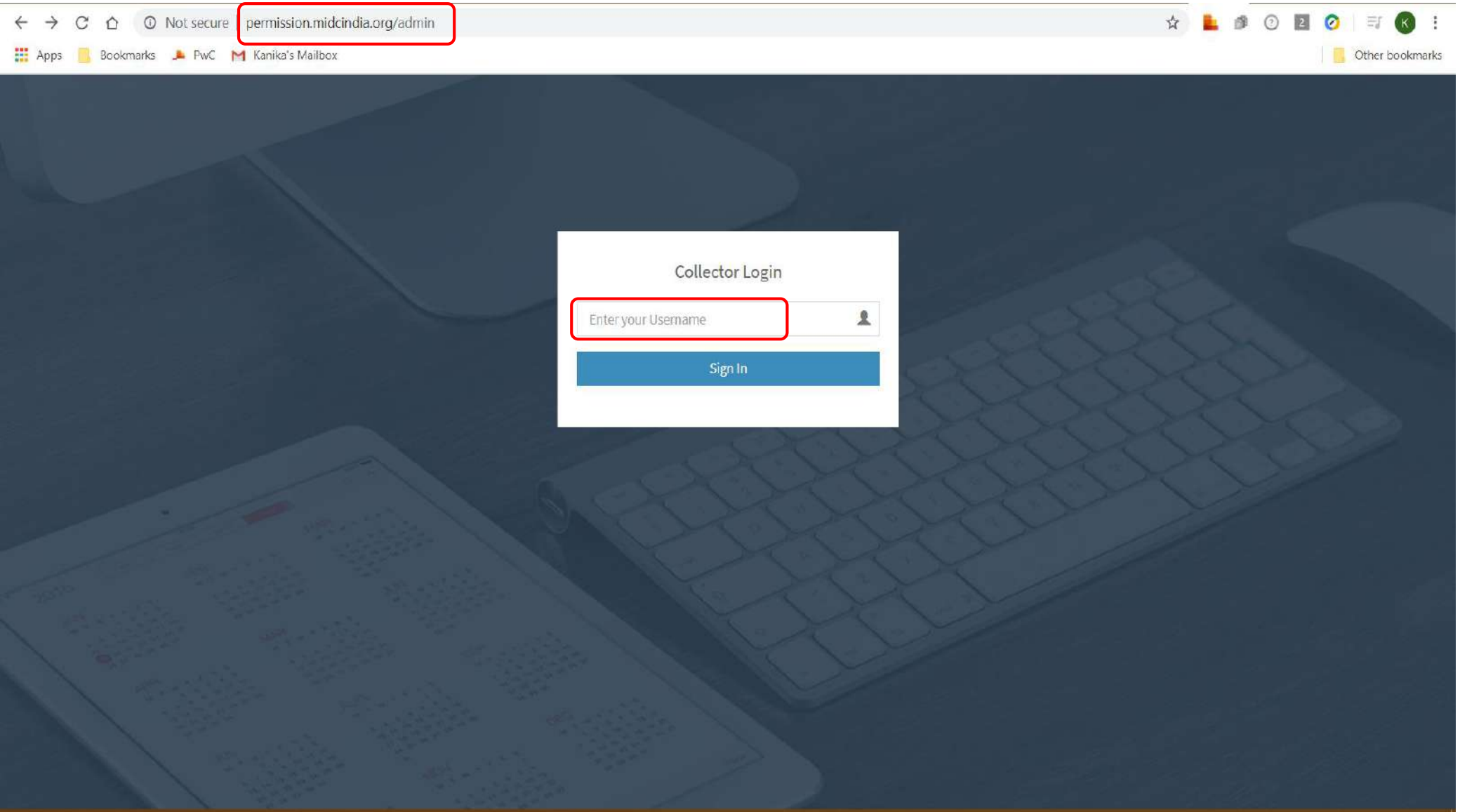
The intended users of this system are all establishments that require to remain operational as per the guidelines of MHA. The authorized representative of these establishments will apply for permission online via the portal after submitting requisite details.

On successful submission of application, the forms will be reviewed by the concerned District Collector and the necessary approvals will be provided online through the portal.

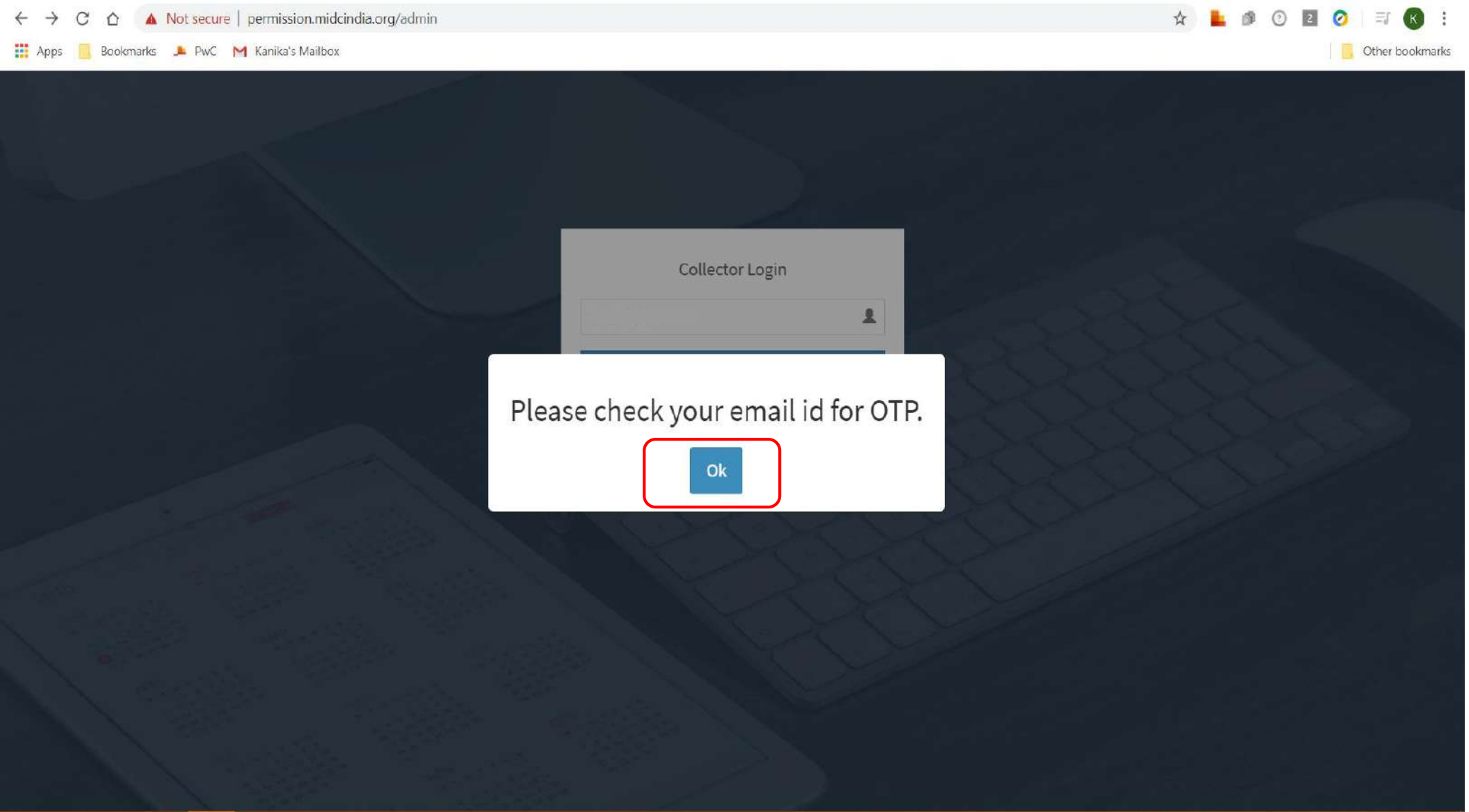
The following sections will assist the District Collectors on how to review and approve these applications.

Step 1: To login to the permission portal, visit http://permission.midcindia.org/admin

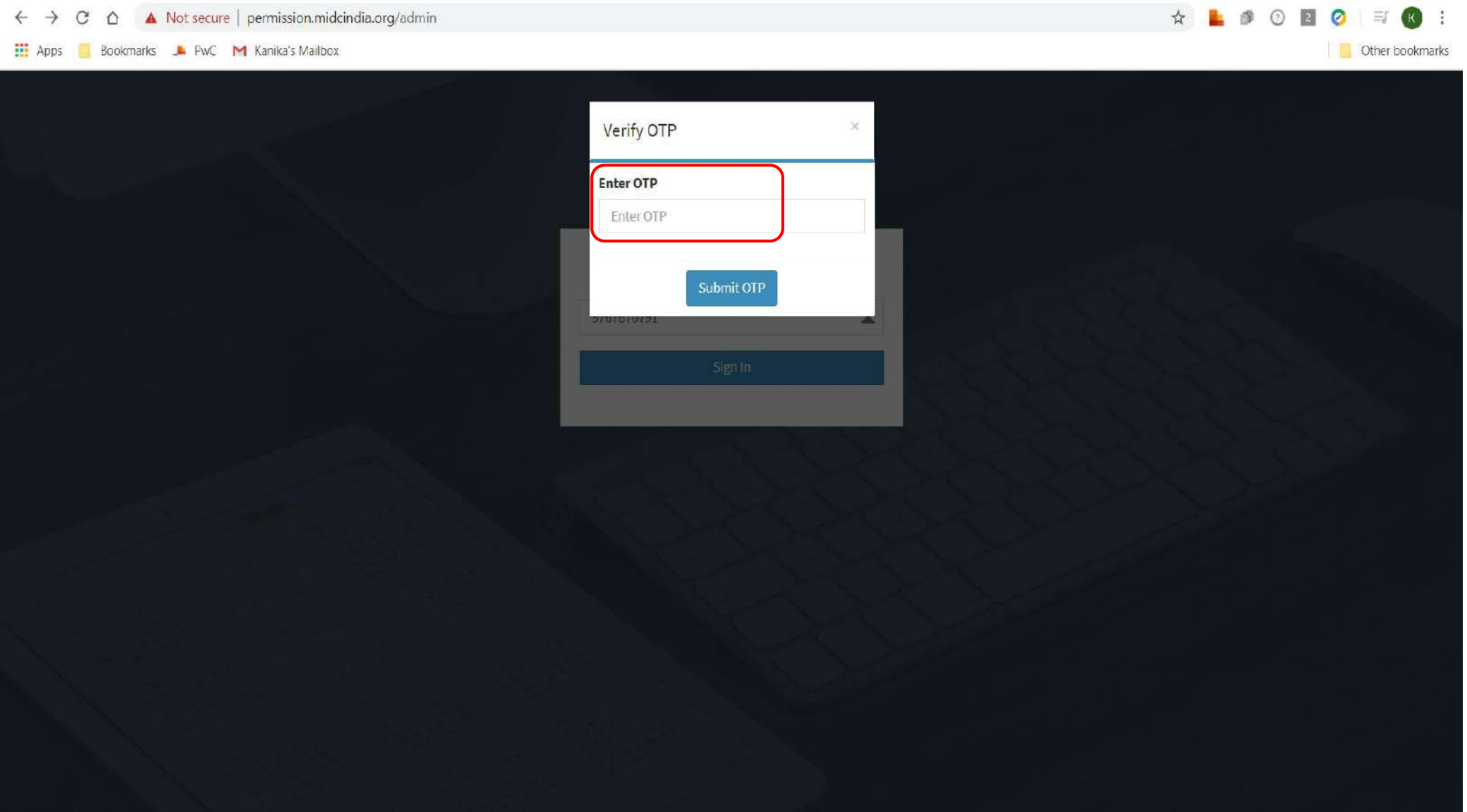
Step 2: Enter your official email ID (@maharashtra.gov.in) and click Sign In



Step 3: You will receive an OTP on your registered email ID (@maharashtra.gov.in). Click Ok

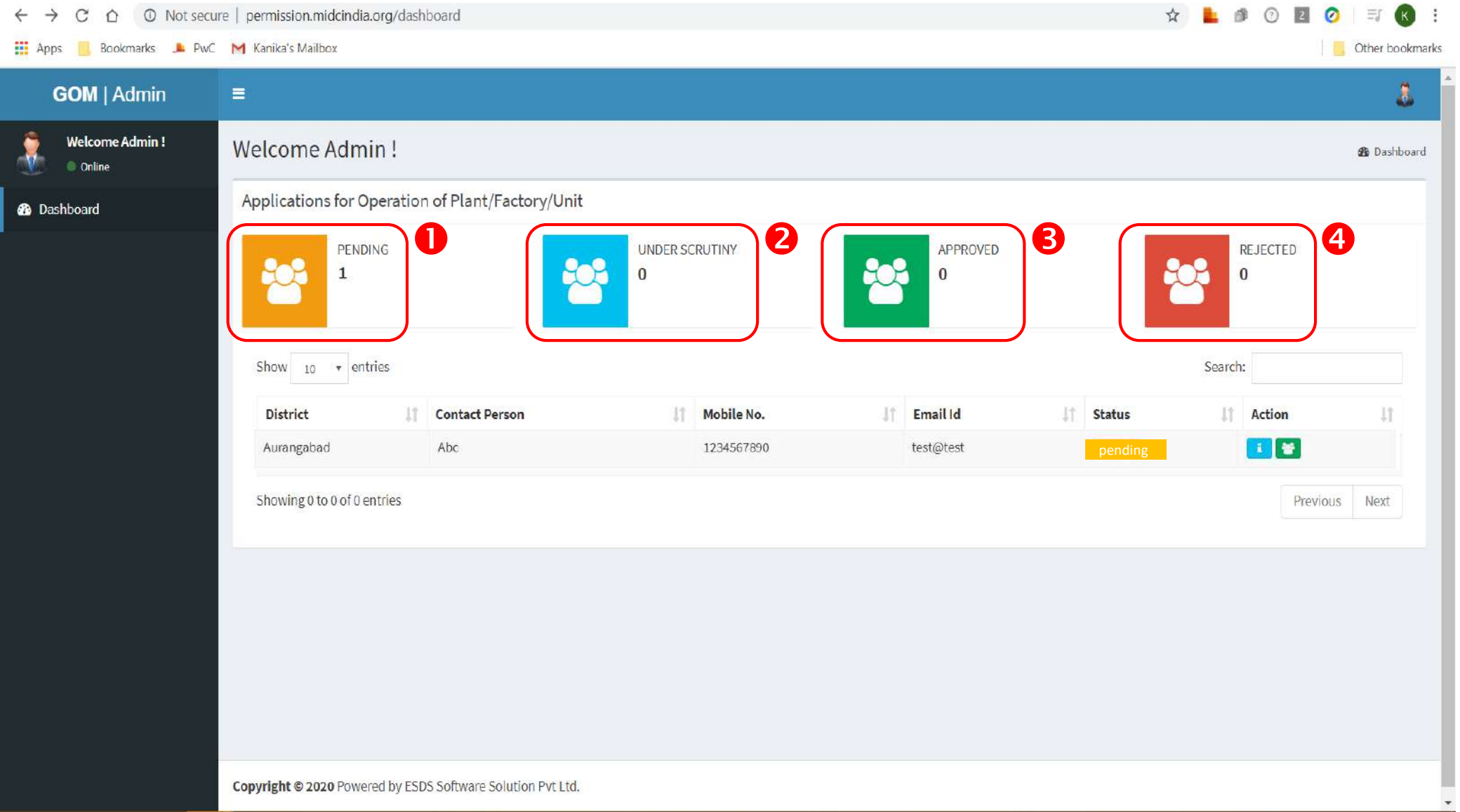


Step 4: Enter the OTP received on your email and click ‘Submit OTP’ button



Step 5: On successful login, your district-specific dashboard will be displayed to you

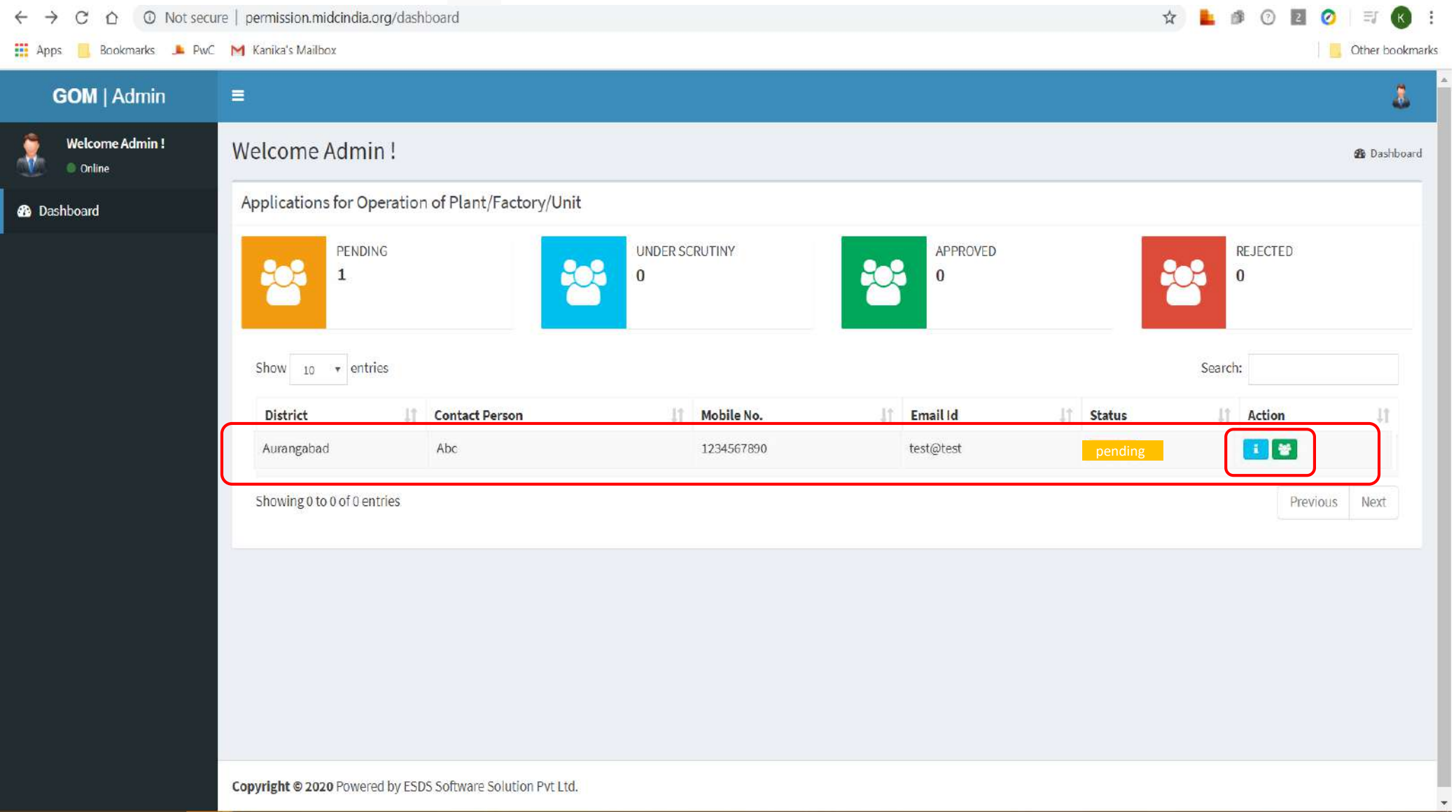
1. *All pending applications that are not yet reviewed by the Collector Office*
2. *All applications marked as 'Under Scrutiny' that are yet to be approved or rejected by the Collector Office*
3. *All Approved applications*
4. *All Rejected applications*



Step 6: All the applications submitted for your district will be displayed in the table

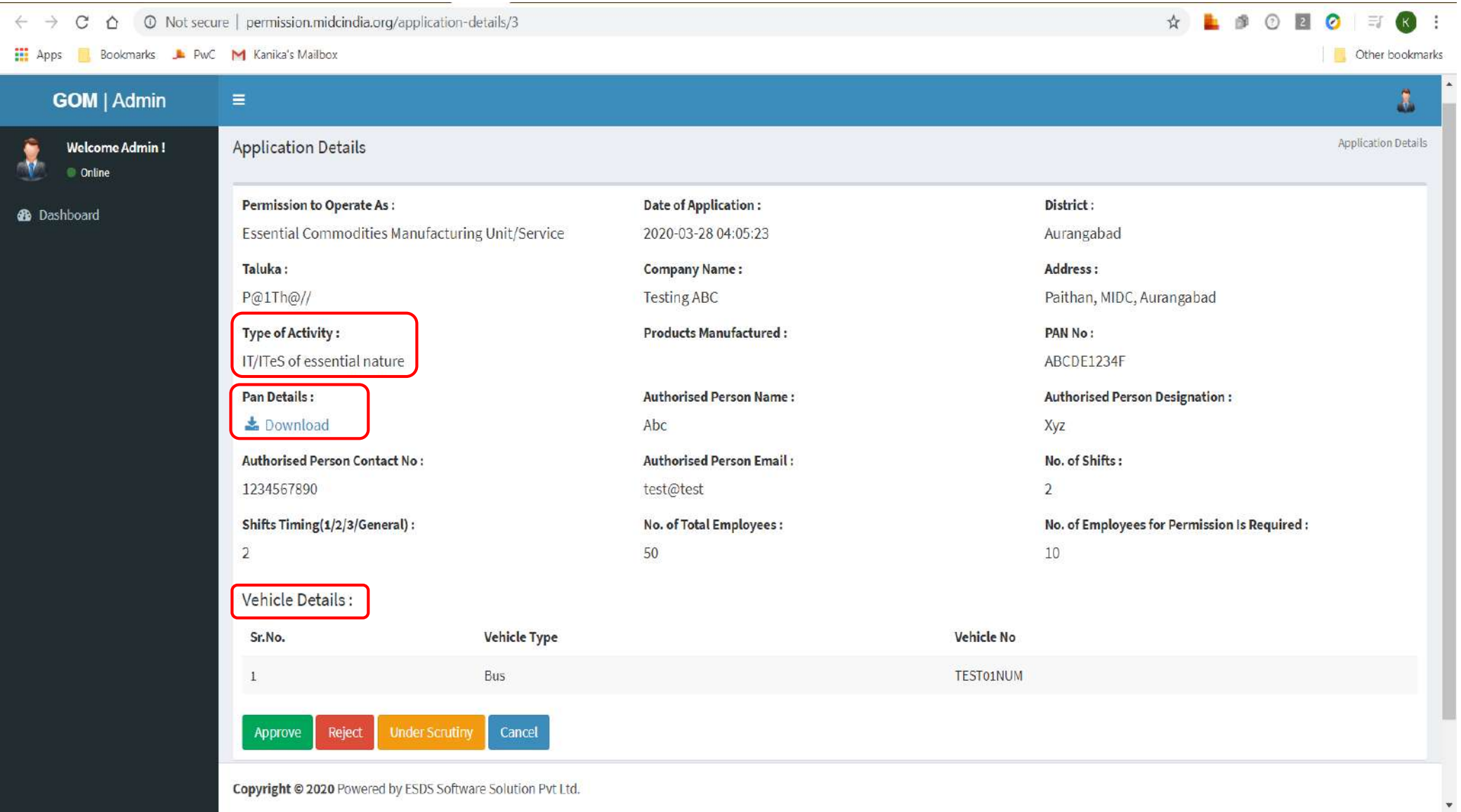
Click on the Action button to view details of the specific application form

Click on the Action button for details of employees required for operation of the unit



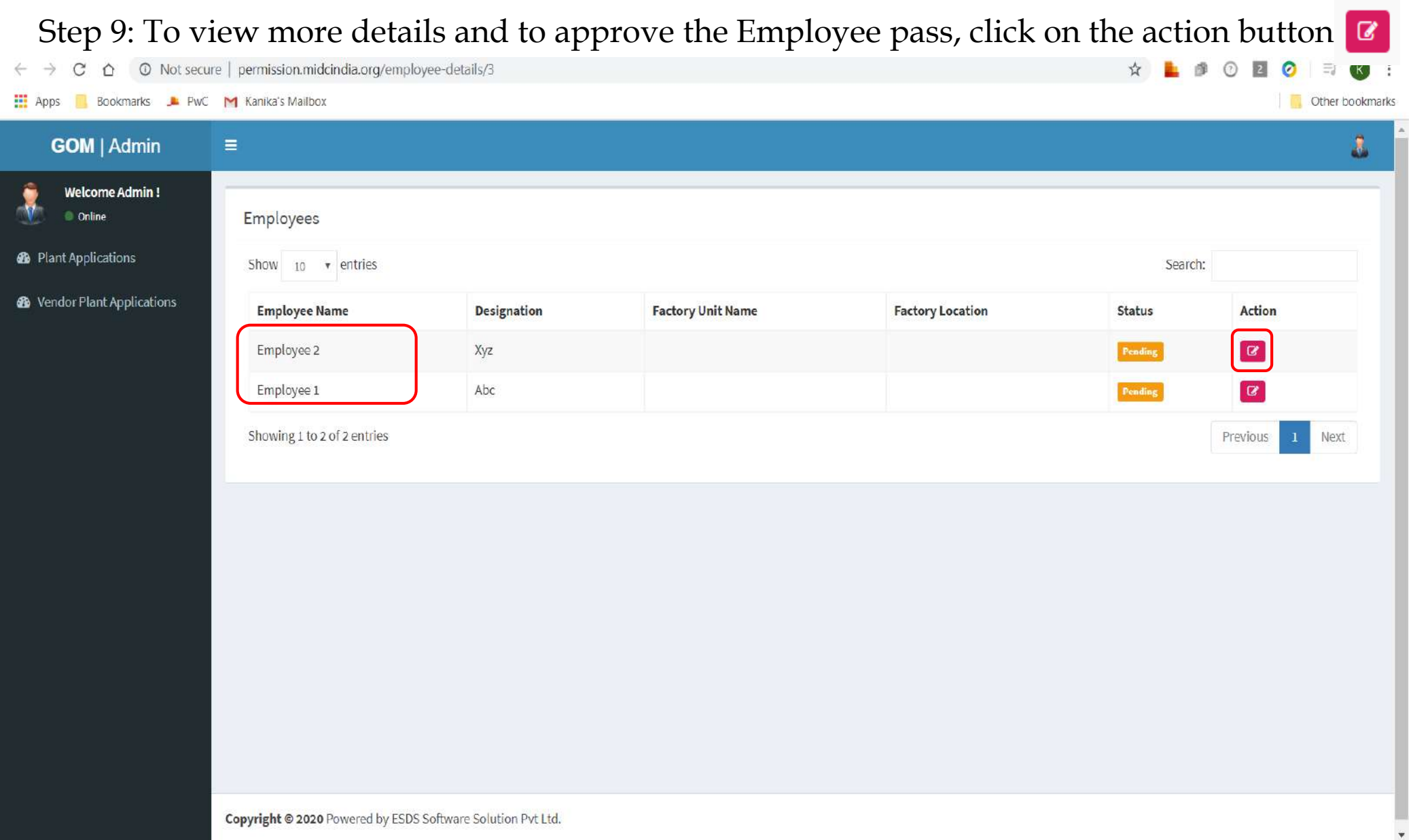
Step 7: On the Application Details screen, you can view the details and download the documents submitted by the applicant

You can also approve and reject the application by clicking on the buttons below. Details provided under Step 11

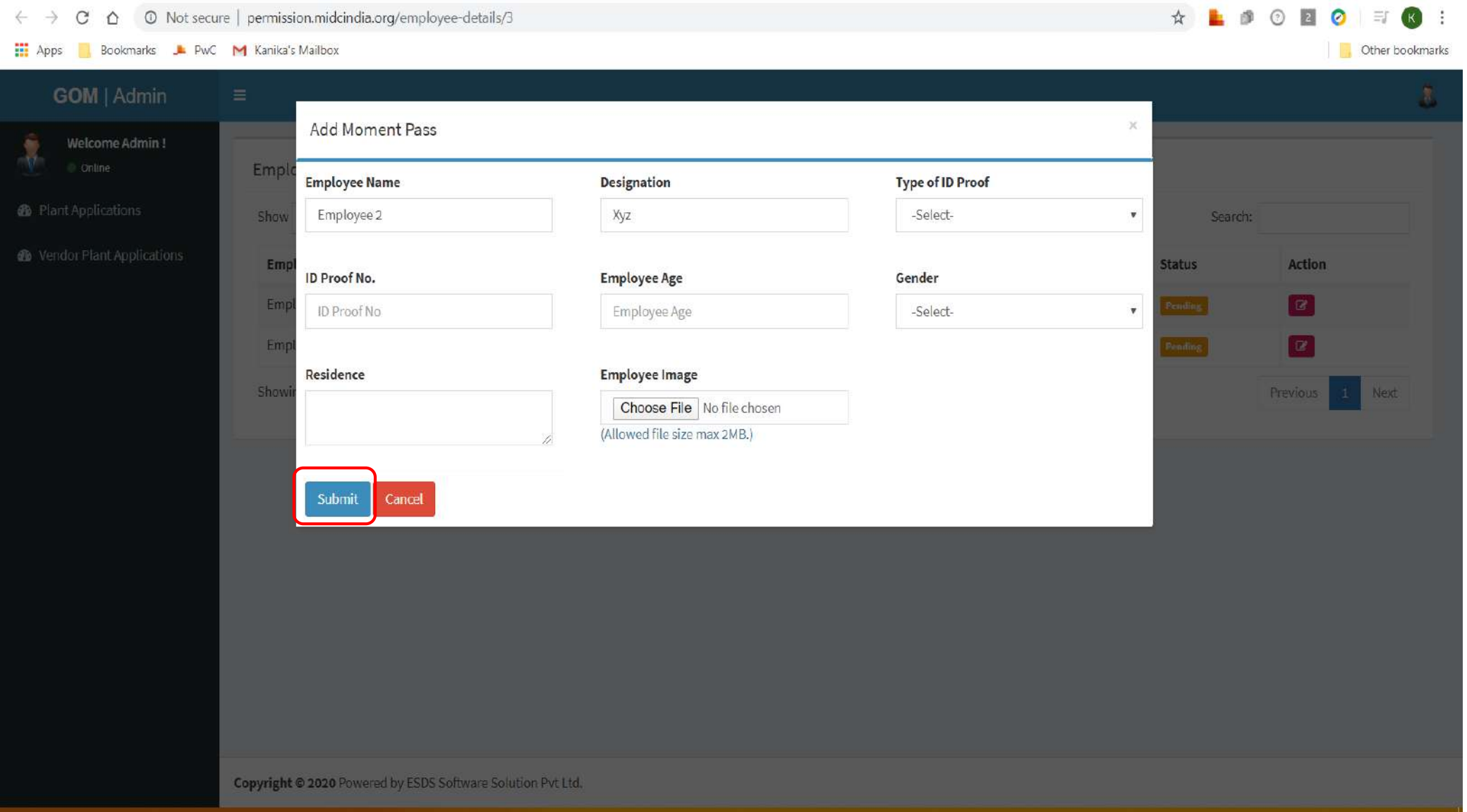


Step 8: On the Employee Details screen, you can view the list of the employees as required by the establishment for smooth operation of their unit.

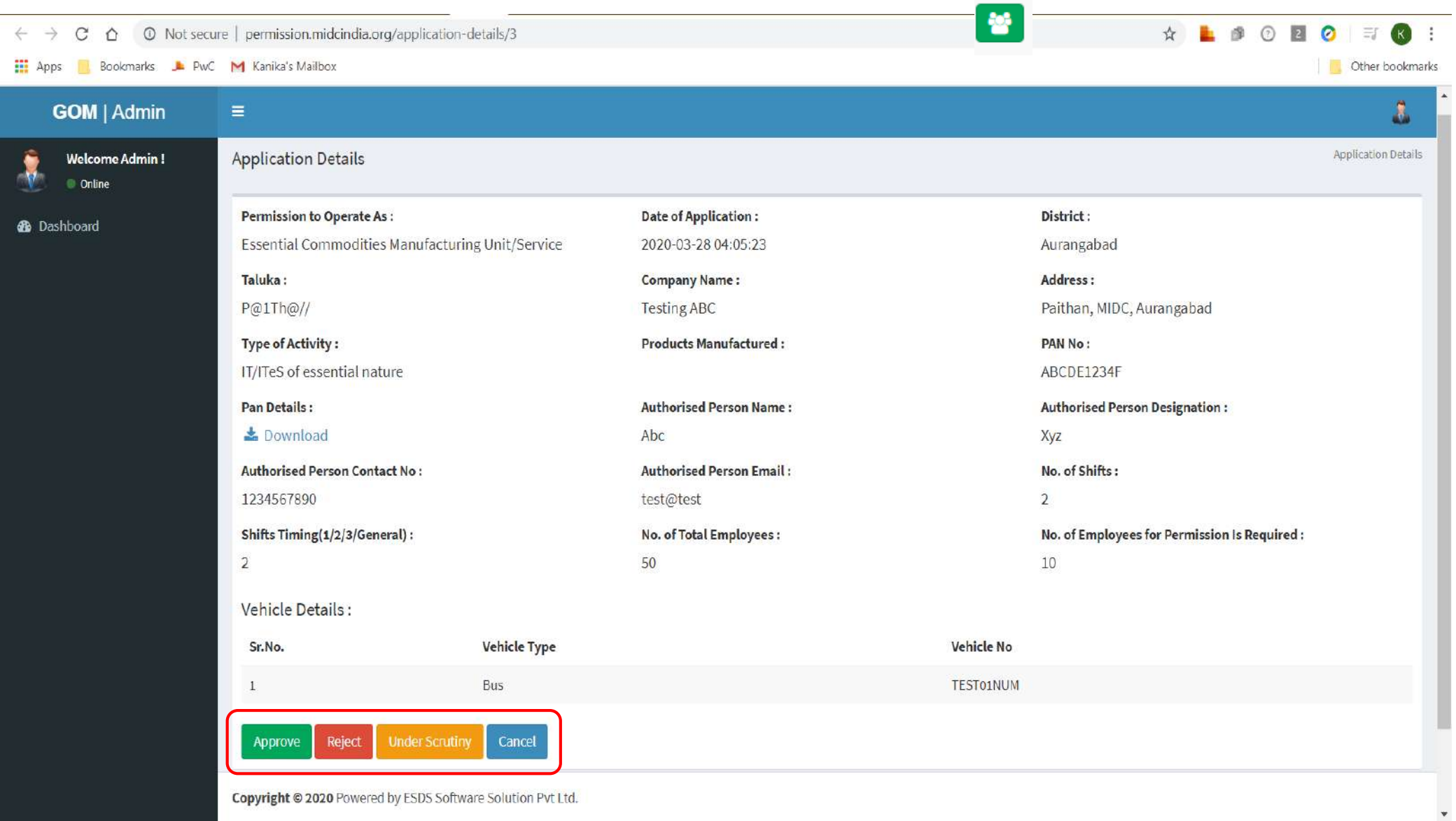
Step 9: To view more details and to approve the Employee pass, click on the action button



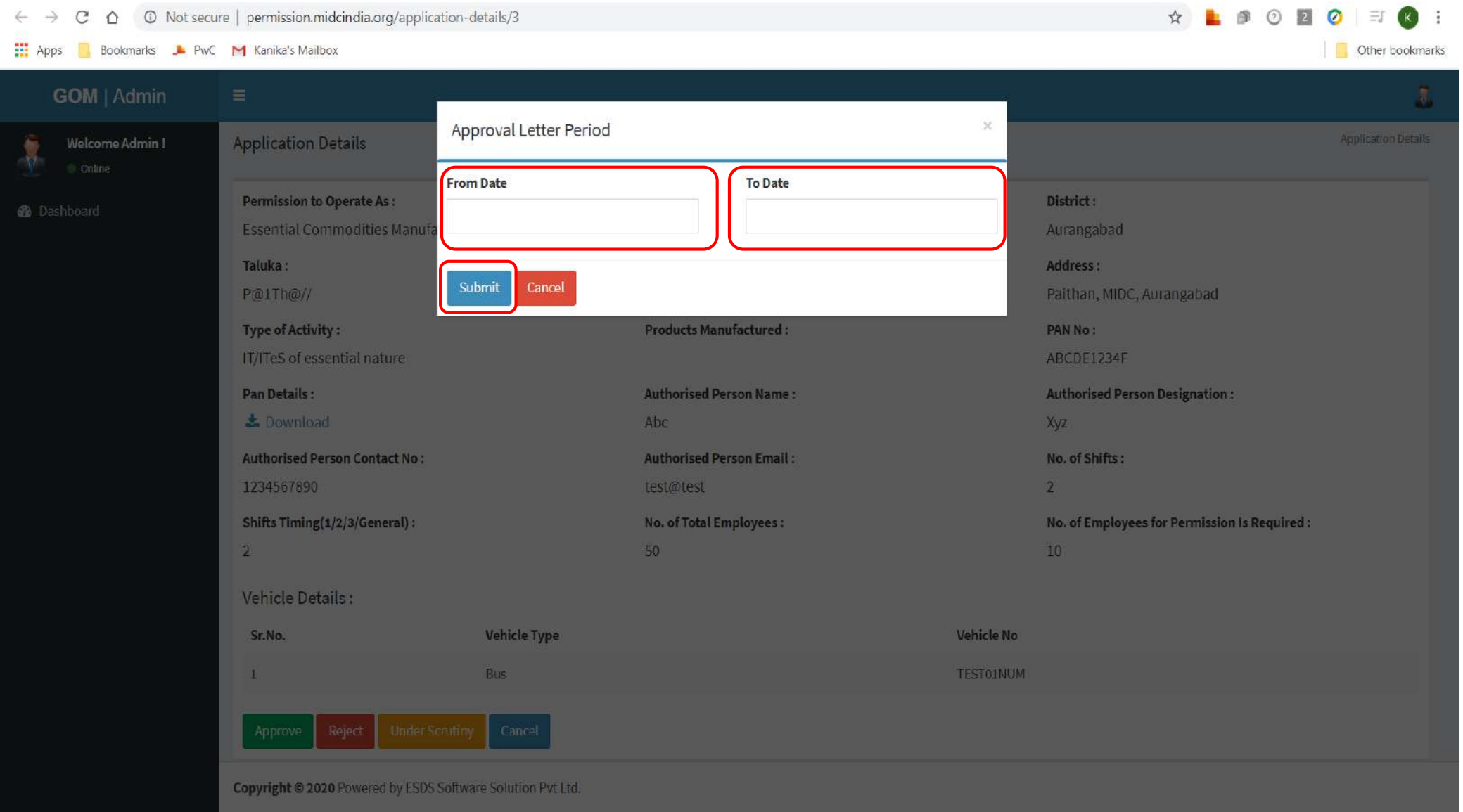
Step 10: On the Employee Action screen, you can view the details of the employee and upload the Employee Movement Pass



Step 11: To approve/reject the application, click on the corresponding button at the bottom of the Application Details screen



Step 12: On clicking the approve button, the approval period screen will appear. Enter the validity period for the permission letter i.e. Valid from <<dd/mm/yyyy>> and Valid to <<dd/mm/yyyy>> and click Submit



Upload certificate screens to be added

Apply for Permit for operations of manufacturing unit

Apply for new permit /नवीन परवानगी साठी अर्ज

1. Use the above link to apply for a new permission
2. All Industrial Establishments manufacturing essential commodities and production units which require continuous process can apply for the permit through this platform
3. Fill in all the other details including employee details, vendor details
4. Enter your email address and mobile number
5. Upload the PAN copy (and process flowchart, if applicable) and click submit
6. Verify the email address by entering the OTP received
7. After approval from authority, you will receive an email alert. You can also download the permission letter after login
8. Print a hard-copy and keep it at the plant/unit at all times
9. Forging or Duplicating or making counterfeit documents will be considered punishable offense and strict actions will be taken against such establishments
10. The size of the document and phot should not be more than **<<kb>>**

Login to view permit /परवानगी पाहण्यासाठी लॉगिन करा

1. Use the above link to login to the system (for existing applicants)
2. Enter valid email address
3. Verify the email address by entering the OTP received
4. If your application is approved, you can download the permission letter