



MIHAN - Special Economic Zone, Nagpur



Government of India  
Ministry of Commerce and Industry  
Department of COMMERCE

## USER GUIDE FOR UNIT REGISTRATION AND OTHER ACTIVITIES

The SEZ Mihan website is hosted on below URL

URL: <https://mihansez.org>

When the user opens SEZ Mihan website, **“Registration for Unit Personnel”** link is provided on the top right hand side for registration of authorized unit user.

### Registration for Unit Personnel

If the users click on **“Registration for Unit Personnel”** link then following registration form will open.

A- A A+

Registration for Unit Personnel - Sign In

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Ministry of Commerce and Industry  
Department of COMMERCE

Home About Us Setup A Unit Meetings Act / Rules Notice / Circulars Miscellaneous RTI

Registration for Unit Personnel

HOME / REGISTRATION FOR UNIT PERSONNEL

Name of the Organization/Unit\*: M/s. Maharashtra Airport Development Company Ltd.

Designation\*: Content Writer

First Name \*: Priyanka

Last Name \*: Hatwar

Email \*: priyanka345@gmail.com

Cell No. \*: 9654825748  
Cell NO. \*: 9654825748

Arrange ascending order \*: 

Drag to order  
1 2 3  
4 5 6

CREATE NEW ACCOUNT



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- All information for creating unit admin who belongs to particular Organization / Unit, For example, Name of the Organization / Unit, Designation, First Name, Last Name, Email, Cell No., etc needs to be filled up.
- After user fills up all information, CAPTCHA needs to be arranged in ascending order. Form gets submitted using **"Create New Account"** button.
- When form details submitted successfully then this message **"We have got your registration request. We will verify your request soon"** will appear on the screen.

When any person fills the Registration Form from the SEZ Mihan website, then registration request is sent to authorized person of particular unit, which is already registered with SEZ Mihan.

The following email format sent to authorized person of a particular unit for approving Unit user using **"Account Creation Link"**.

SEZ Mihan : New registration request raised against your organization "M/s. Maharashtra Airport Development Company Ltd." for verification Inbox x



info@mihansez.org

3:10 PM (41 minutes ago)



to me ▼

Dear Sir,

New registration request raised against your organization "M/s. Maharashtra Airport Development Company Ltd." for verification for Priyanka Hatwar. Please click the below link for further procedure for creating account's password. Please use the PIN number (77572) for creating password





[Account Creation Link](#)

Regards,  
SEZ Mihan Nagpur Team

When the authorized person click on **“Account Creation Link”** from the email then it is redirected to set password form

A- A A+

Go To Dashboard - Sezuser, Logout

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Home About Us Setup A Unit Meetings Act / Rules Notice / Circulars Miscellaneous RTI

Set Password

HOME / SET PASSWORD

Full Name : Priyanka Hatwar

Username \*:

Password \*:

Confirm Password \*:

PIN Number \*:

Arrange Ascending Order \*:

Drag to order

4 2 6

5 3 1

SUBMIT

When Authorized Person of a particular unit sets the username and password for the user. There is also need to provide PIN Number from the email to validate real authorized person. Once the username and password is set for unit admin then unit admin is able to login in the SEZ Mihan website. Set password link that is available in mail is expired once the form gets submitted.



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## Unit Admin Login

URL: [https://mihansez.org/users/unit\\_sign\\_in](https://mihansez.org/users/unit_sign_in)

Once the username and password set from **“Set Password”** then these credentials will be used for login in the SEZ Mihan website from the login page.

When Unit Admin successfully login then person is redirected to dashboard page.

There are two modules named as **“Forms”** and **“Payment”**. We need to click on **“More Info”** links from this module for more information.

## Dashboard Control panel

Forms

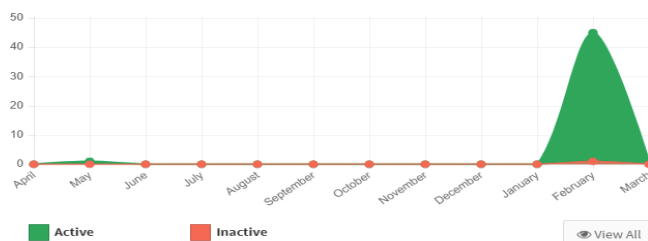
[More info](#)

Payments

[More info](#)

### Identity Cards

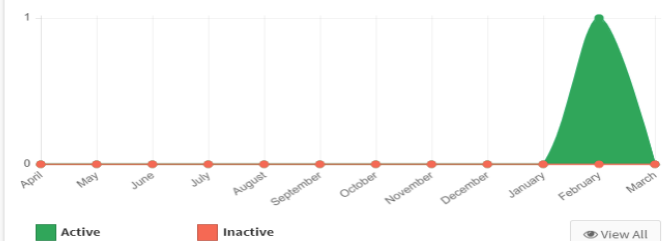
2019



[View All](#)

### Temporary Identity Cards (Vendors / Contractors)

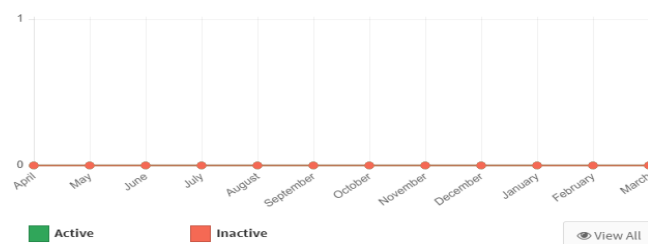
2019



[View All](#)

### Temporary Identity Cards (Temporary Domestic)

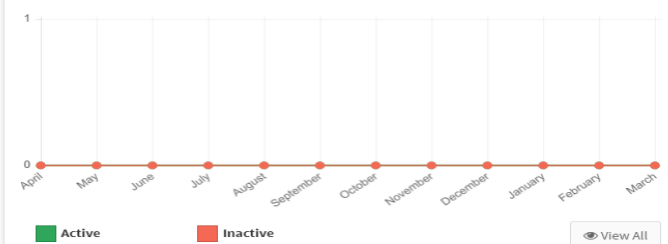
2019



[View All](#)

### Casual Entry Pass

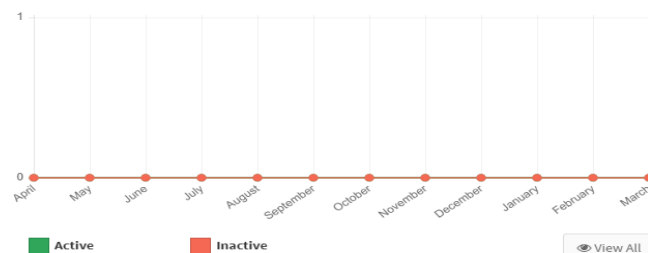
2019



[View All](#)

### Car Passes / Stickers

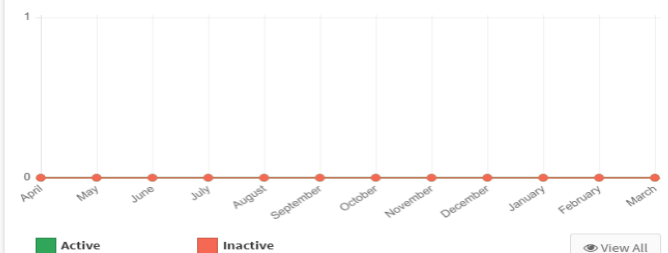
2019



[View All](#)

### Gate Passes for Goods Vehicles

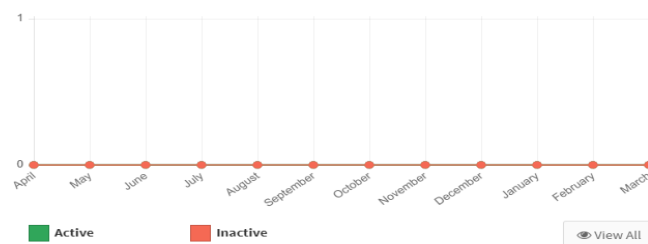
2019



[View All](#)

### Gate Passes for Supplies Received

2019



[View All](#)

## ❖ Forms Module

- There are 7 sub modules in the Forms module are as follows
  1. Application of Identity Cards
  2. Application of Temporary Identity Cards (Vender/Contractor)
  3. Application of Temporary Identity Cards (Temporary Domestic/ Foreign Associates)
  4. Application of Casual Entry Pass Request Entry
  5. Application of Car Passes/Stickers
  6. Application for Issue of Gate Passes For the Goods Vehicles
  7. Application for Good Pass for Supplies Received (Courier and Postal Services)

### 1. Application of Identity Card

- This list of already added identity card information of unit employees is visible when this particular page opens.
- The user can create identity cards by clicking on **“Create Application of Identity Card”**. On this page user can also search the records using search parameters such as Name of Applicant, Applicant Card No., Employee Code of Applicant, etc.

If user want to create new single user application of identity card then user need to click on **“Create Application of Identity Card”** or if you have bulk of user information for Application of Identity Cards then all information imported in bulk format using **“Import Application of Identity Cards.”**



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### ➤ Create Application of Identity Card

- In this form all information about employee in application of identity card, For example Photo of Employee, Name of Applicant, Blood group, Contact Number, Emergency Number, Aadhar Card No., etc needs to be filled up.
- After creating the Application of Identity Card then this particular record goes in **“In Progress”** status.





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Go To Website Frontview

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Forms

Actions / Application Of Identity Cards / Add Application Of Identity Card

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

## Add Application Of Identity Card

Upload Passport Photo

Location(Sector):

Location(Plot No):

Full Name Of the Applicant/Employee\*:

Date Of Birth:

Employee Code of the applicant/Employee\*:

Designation/Position held in the Company:

Department/Section/Division etc.:

Date of Joining the Employer:

Regular or Temporary/Contractual:

Contract Duration, if applicable:

Father's/Husband's Name:

Identification Mark:

Height:

Colour Of Eye:

Present Address:

Present Address(PS):

Present Address(District):

Present Address(State):

Present Address(PIN):

Permanent Address:

Permanent Address(PS):

Permanent Address(District):

Permanent Address(State):

Permanent Address(PIN):

Contact No.\*:

Emergency No.\*:

Blood Group\*:

E-Mail Address:

AADHAR Card No.:

Previously held I/Card issued by MIHAN SEZ, If any:

Submit

Cancel

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### ➤ Import Application of Identity Cards

- With this form bulk of records for application of identity cards can be uploaded at one go.
- Download the sample format for Application of Identity Card in Excel-sheet and fill the all field mentioned in the Excel-sheet are compulsory to import bulk employee details.
- If any field by mistake is left off, then bulk import will not happen. For Example, Blood Group field information of any particular employee is not filled in Excel-sheet then that employee's record will not imported in the website.
- Once the user imports Excel-sheet then successful message is visible on screen.
- If user imports Excel-sheet having bulk of employee details then there is provision for validation to check existing employee details with the help of Employee Code. If employee code is already added then that particular record is not imported again and message is visible **"This Employee Code is already registered in Application of Identity Cards"**.

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⚙️ Forms ▾

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions /
Application Of Identity Cards /
Import Application Of Identity Card

### Import Application Of Identity Card

**Application Of Identity Card Excel-sheet** ( [Download Application Of Identity Card Sample Excel-sheet](#)):

**Note :** All fields mentioned in the Excel-sheet are compulsory to fill information, If any field don't have information then this record is not imported in the website.

Choose File No file chosen

Submit
Cancel

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### ➤ Edit Application of Identity Card

- If there is need to change any information about employee in application of identity card, For example Photo of Employee, Name of Applicant, Blood group, Contact Number, Emergency Number, Aadhar Card No., etc can be changed through this form
- Once the application of identity card is approved then user won't be able to change any information of approved application of identity card.



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Forms

Actions / Application Of Identity Cards / Edit Application Of Identity Card

### Application Of Identity Cards

- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » Application Of Casual Entry Pass Request Format
- » Application Of Car Passes / Stickers
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass For Supplies Received (Courier and Postal Services)

### Edit Application Of Identity Card

Upload Passport Photo



Location(Sector):

17

Location(Plot No):

1

Full Name Of the Applicant/Employee\*:

Satish Suresh Mahajan

Date Of Birth:

19-03-1980

Employee Code of the applicant/Employee\*:

Designation/Position held in the Company:

Office Assistant

Department/Section/Division etc.:

Technical, Account

Date of Joining the Employer:

21-04-2004

Regular or Temporary/Contractual:

Contractual

Contract Duration, if applicable:

1 years

Father's/Husband's Name:

Suresh Mahajan

Identification Mark:

Left Hand four fingure

Height:

5ft. 5inch

Colour Of Eye:

Black

Present Address:

Plot No.6, Panchdeep Society, Jaiprakash Nagar, Khamla

Present Address(PS):

Sonegaon

Present Address(District):

Nagpur

Present Address(State):

Maharashtra

Present Address(PIN):

440025

Permanent Address:

Plot No.6, Panchdeep Society, Jaiprakash Nagar, Khamla

Permanent Address(PS):

Sonegaon

Permanent Address(District):

Nagpur

Permanent Address(State):

Maharashtra

Permanent Address(PIN):

440025

Contact No.\*:

9049067007

Emergency No.\*:

8582578455

Blood Group\*:

A +ve

E-Mail Address:

satishm511@gmail.com

AADHAR Card No.:

657691784583

Previously held I/Card issued by MIHAN SEZ, If any:

No

Submit

Cancel

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## ➤ Approve Application of Identity Card

- The authorized person of a particular organization / unit has power to approve application of identity card from this section. Once the authorized person approved single user application of identity card then this application of card request is sent for verification to SEZ personnel.

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Forms

Application Of Identity Cards

Application Of Temporary Identity Cards (Vendors / Contractors)

Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

Application Of Casual Entry Pass Request Format

Application Of Car Passes / Stickers

Application for Issue of Gate Passes for Goods Vehicles

Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Identity Cards / Approve Application Of Identity Card

### Approve Application Of Identity Card

Certified that Sri / Smti **Priyanka Shende** Son / Daughter / Wife of (-) is working in this establishment as (-) Since (-). He / She is a regular employee of this Company and his / her present and permanent address and other particulars as mentioned above is as per the records of the Company.

**Name of Authorized Person\*:**

**Designation of Authorized Person\*:**

**Date\*:**

4-06-2019

**Action\*:**

Approve

Submit Cancel

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- When authorized person approves in bulk format using “**Bulk Approve Application of Identity Cards**” then this application of card request is sent for verification to SEZ personnel.
- Only “**In progress**” status of applications get approved in this section. User can approve one or more than one record in the bulk of application of identity cards.
- It is compulsory to add the Name of Authorized Person and Designation of authorized person.

- After click on **“Approve Identity Card”** button then give the message for such as **“The application of identity card has been approved successfully”**.

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Go To Website Frontview
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Forms

Actions / Application Of Identity Cards / Bulk Approve Application Of Identity Card

Application Of Identity Cards

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Application Of Casual Entry Pass Request Format

Application Of Car Passes / Stickers

Application for Issue of Gate Passes for Goods Vehicles

Application for Gate Pass For Supplies Received (Courier and Postal Services)

### Bulk Approve Application Of Identity Cards

Total : 4

Sr No.	Application Card No.	Name Of Applicant	Employee Code Of Applicant	Date Of Birth	AADHAR Card No.	Progress Status	Select All
1	5CF0E737E86D2	Priyanka Shende	-	04-06-2019		In Progress	<input type="checkbox"/>
2	5C737CDD3DCD7	POOJA G CHAWLA	-	16-10-1987	4738160241061	In Progress	<input type="checkbox"/>
3	5C6FA33EF2693	Pooja G Chawla	-	16-10-1987	473816024106	In Progress	<input type="checkbox"/>
4	5C6A9351A8C7C	Test Employee	-	05-02-2004	4433345678	In Progress	<input type="checkbox"/>

Name of Authorized Person\*:

Designation of Authorized Person\*:

Date\*:

Date\*:

Approve Identity Card
Reset
Cancel

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After this message the status of records change from **“In Progress”** to **“Approved”**.



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## ➤ View Application of Identity Card

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Forms

➤ Application Of Identity Cards

➤ Application Of Temporary Identity Cards (Vendors / Contractors)

➤ Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

➤ Application Of Casual Entry Pass Request Format

➤ Application Of Car Passes / Stickers

➤ Application for Issue of Gate Passes for Goods Vehicles

➤ Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Identity Cards / Application Of Identity Card Detail

Application Of Identity Card Detail :  
Passport Photo:

Application Card No.:

5C73C2955A4E7

Location(Plot No):

1

Employee Code of the applicant/Employee:

-

Designation/Position held in the Company:

AIRSIDE MANAGER

Date of Joining the Employer:

07-07-2017

Contract Duration, if applicable:

-

Identification Mark:

No

Colour Of Eye:

Black

Present Address(PS):

JARIPATKA

Present Address(State):

MAHARASHTRA

Permanent Address:

Ground Floor, gilbert building, 2nd cross lane, babulnath, mumbai

Permanent Address(District):

mumbai

Permanent Address(PIN):

400007

E-Mail Address:

pooja\_chawla2005@yahoo.com

Blood Group:

-

Previously held I/Card issued by MIHAN SEZ, if any:

no

Reason of Deactivate:

-

Reason of Rejected/On Hold(SEZ):

-

Remark:

-

Location(Sector):

17

Full Name Of the Applicant/Employee:

POOJA G CHAWLA

Date Of Birth:

16-10-1987

Department/Section/Division etc.:

Airport Development & Engineering Unit

Regular or Temporary/Contractual:

REGULAR

Father's/Husband's Name:

Mr. Aditya Mehta

Height:

5'3"

Present Address:

Block no 350, near adv nankani residence, jaripatka, nagour

Present Address(District):

NAGPUR

Present Address(PIN):

440014

Permanent Address(PS):

Gamdevi

Permanent Address(State):

MAHARASHTRA

Contact No.:

8978285654

Emergency No.:

-

AADHAR Card No.:

473816024106

Progress Status:

Approved

Reason of Rejected/On Hold(Unit):

-

Valid Till:


-

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Users can view all content for application of identity card by using view link from this module.

## 2. Application of Temporary Identity Cards(Vendors / Contractors)

- This module is only used for Contractor and Vendors application of temporary identity cards.
- List of contractor and vendors identity cards requests is visible on this page
- Unit Admin can create and manage any new application of temporary identity cards. Admin can also change status as Active or Inactive for any particular section.
- Records can be searched with Applicant Name, Applicant Card Number, and Status.



Go To Website Frontview

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Forms

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» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Vendors / Contractors)

Application Of Temporary Identity Cards (Vendors / Contractors)

Create Application Of Temporary Identity Card

Name Of Applicant:

Status:

Please Select

Application Card No.:

Search

Reset

Total : 1

Sr No.	Application Card No.	Name Of Applicant	Date Of Birth	Status	Progress Status	Action
1	5C76186C779B3	Sarang Sanjayrao Dhote	19-08-1985	active	In Progress	<div></div> <div></div> <div></div>

<<

>>

- Admin can create application for temporary identity card by using “**Create Application of Temporary Identity Card**”.





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### ➤ Create Application of Temporary Identity Cards(Vendors / Contractors)

- All information about Vendors / Contractor employee in application of temporary identity cards, for example Photo of Employee, Name of Applicant, Blood group, Contact Number, Emergency Number, Aadhar Card No., etc needs to be filled up in this form
- After creating the Application of Identity Card then this application goes in **“In Progress”** status.



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» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Vendors / Contractors) / Add Application Of Temporary Identity Card

## Add Application Of Temporary Identity Card

Upload Passport Photo

Name of the Employer(Vendor/Contractor)\*:

Location where engaged (Sector):

Location where engaged (Plot No):

Contract Period (From):

Contract Period (To):

Nature of work to be carried out:

Full Name Of the Applicant/Employee\*:

Date Of Birth:

Father's/Husband's Name:

Identification Mark:

Height:

Colour Of Eye:

Blood Group\*:

Address of the Contractor/Vendor:

Address of the Contractor/Vendor(PS):

Address of the Contractor/Vendor(District):

Address of the Contractor/Vendor(State):

Address of the Contractor/Vendor(PIN):

Present Address of the Applicant:

Present Address of the Applicant(PS):

Present Address of the Applicant(District):

Present Address of the Applicant(State):

Present Address of the Applicant(PIN):

Contact No. of the Employer\*:

Contact No. of the Employee\*:

Emergency Contact No.\*:

E-Mail Address:

AADHAR Card No.:

Previously held I/Card issued by MIHAN SEZ, If any:

Submit

Cancel

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### ➤ **Edit Application of Temporary Identity Cards(Vendors / Contractors)**

- If there is need to change any information about Vendor / Contractor employee in application of temporary identity cards, for example Photo of Employee, Name of Applicant, Blood group, Contact Number, Emergency Number, Aadhar Card No., etc.
- Once the application of temporary identity card is approved then user won't be able to change any information of approved application of temporary identity card.



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» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Vendors / Contractors) / Edit Application Of Temporary Identity Card

### Edit Application Of Temporary Identity Card

Upload Passport Photo



Name of the Employer(Vendor/Contractor)\*:

M/s K & J Projects Pvt. Ltd.

Location where engaged (Sector):

SEZ Area

Location where engaged (Plot No):

1

Contract Period (From):

27-02-2019

Contract Period (To):

31-12-2019

Nature of work to be carried out:

Consultant

Full Name Of the Applicant/Employee\*:

Sarang Sanjayrao Dhote

Date Of Birth:

19-08-1985

Father's/Husband's Name:

Sanjay Wamanrao Dhote

Identification Mark:

Height:

168

Colour Of Eye:

Black

Blood Group\*:

A+

Address of the Contractor/Vendor:

Shivam 16 NIT Layout Ravi Nagar Nagpur - 33

Address of the Contractor/Vendor(PS):

Ambazari

Address of the Contractor/Vendor(District):

Nagpur

Address of the Contractor/Vendor(State):

Maharashtra

Address of the Contractor/Vendor(PIN):

440033

Present Address of the Applicant:

TENAMENT NO. G/04, KHASARA NO 157/1, ASIA TOWN, NEAR TO CHITRAKUT APARTME

Present Address of the Applicant(PS):

Sonegaon

Present Address of the Applicant(District):

Nagpur

Present Address of the Applicant(State):

Maharashtra

Present Address of the Applicant(PIN):

440005

Contact No. of the Employer\*:

07122556403

Contact No. of the Employee\*:

8788513586

Emergency Contact No.\*:

9764340033

E-Mail Address:

sarangdhote@gmail.com

AADHAR Card No.:

520547681433

Previously held I/Card issued by MIHAN SEZ, If any:

Submit

Cancel

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## ➤ Approve Application of Temporary Identity Cards(Vendors / Contractors)

Admin can approve the temporary identity card by using this Approve link from this module.

There are the two section in approve application such as

1. Signature of authorized person of Unit
2. Signature of authorized person of the Vendor / Contractor

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Forms

- Application Of Identity Cards
- Application Of Temporary Identity Cards (Vendors / Contractors)**
- Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- Application Of Casual Entry Pass Request Format
- Application Of Car Passes / Stickers
- Application for Issue of Gate Passes for Goods Vehicles
- Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Vendors / Contractors) / Approve Application Of Temporary Identity Card

### Approve Application Of Temporary Identity Card

Certified that we have engaged M/S **M/s K & J Projects Pvt. Ltd.** to execute **Consultant** project for our unit. It is further certified that Sri / Smti **Sarang Sanjayrao Dhote** Son / Daughter / Wife of **Sanjay Wamanrao Dhote** is/will be working in this establishment as a representative of the above vendor/contractor from **27-02-2019** to **31-12-2019**. His present address and other particulars as mentioned above is as per the records provided by the vendor/contractor and maintained by the unit.

**Name of Authorized Person\*:**

**Designation of Authorized Person\*:**

**Date\*:**
5-06-2019

**Name of Vendor\*:**

**Designation of Vendor\*:**

**Date\*:**
5-06-2019

**Action\*:**
Approve

Submit Cancel

If the user click on submit button then give the message as **“The application of temporary identity cards (vendors / contractors) has been approved successfully”**.

After this message your form is completed and the application form progress status is change from **“In Progress”** to **“Approved”**.

## ➤ View Application of Temporary Identity Cards(Vendors / Contractors)

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**Forms**

- » Application Of Identity Cards
- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » Application Of Casual Entry Pass Request Format
- » Application Of Car Passes / Stickers
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass for Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Vendors / Contractors) / Application Of Temporary Identity Card Detail

Application Of Temporary Identity Card Detail :

**Passport Photo:**



<p><b>Application Card No.:</b></p> <input type="text" value="5C76186C779B3"/> <p><b>Location where engaged (Sector):</b></p> <input type="text" value="SEZ Area"/> <p><b>Contract Period (From):</b></p> <input type="text" value="27-02-2019"/> <p><b>Nature of work to be carried out:</b></p> <input type="text" value="Consultant"/> <p><b>Date Of Birth:</b></p> <input type="text" value="19-08-1985"/> <p><b>Identification Mark:</b></p> <input type="text" value="-"/> <p><b>Colour Of Eye:</b></p> <input type="text" value="Black"/> <p><b>Address of the Contractor/Vendor:</b></p> <input type="text" value="Shivam 16 NIT Layout Ravi Nagar Nagpur - 33"/> <p><b>Address of the Contractor/Vendor(District):</b></p> <input type="text" value="Nagpur"/> <p><b>Address of the Contractor/Vendor(PIN):</b></p> <input type="text" value="440033"/> <p><b>Present Address of the Applicant(PS):</b></p> <input type="text" value="Sonagaon"/> <p><b>Present Address of the Applicant(State):</b></p> <input type="text" value="Maharashtra"/> <p><b>Contact No. of the Employer:</b></p> <input type="text" value="07122556403"/> <p><b>Emergency Contact No.:</b></p> <input type="text" value="9764340033"/> <p><b>AADHAR Card No.:</b></p> <input type="text" value="520547681433"/> <p><b>Progress Status:</b></p> <input type="text" value="In Progress"/> <p><b>Reason of Rejected/On Hold(Unit):</b></p> <input type="text" value="-"/> <p><b>Valid Till:</b></p> <input type="text" value="-"/>	<p><b>Name of the Employer(Vendor/Contractor):</b></p> <input type="text" value="M/s K &amp; J Projects Pvt. Ltd."/> <p><b>Location where engaged (Plot No):</b></p> <input type="text" value="1"/> <p><b>Contract Period (To):</b></p> <input type="text" value="31-12-2019"/> <p><b>Full Name Of the Applicant/Employee:</b></p> <input type="text" value="Sarang Sanjayrao Dhote"/> <p><b>Father's/Husband's Name:</b></p> <input type="text" value="Sanjay Wamanrao Dhote"/> <p><b>Height:</b></p> <input type="text" value="168"/> <p><b>Blood Group:</b></p> <input type="text" value="A+"/> <p><b>Address of the Contractor/Vendor(PS):</b></p> <input type="text" value="Ambazari"/> <p><b>Address of the Contractor/Vendor(State):</b></p> <input type="text" value="Maharashtra"/> <p><b>Present Address of the Applicant:</b></p> <input type="text" value="TENAMENT NO. G/04, KHASARA NO 157/1, ASIA TOWN, NEAR TO CHITRAKUT APARTMENT, CHINCHBHUVAN, NAGPUR - 440005"/> <p><b>Present Address of the Applicant(District):</b></p> <input type="text" value="Nagpur"/> <p><b>Present Address of the Applicant(PIN):</b></p> <input type="text" value="440005"/> <p><b>Contact No. of the Employee:</b></p> <input type="text" value="8788513586"/> <p><b>E-Mail Address:</b></p> <input type="text" value="sarangdhote@gmail.com"/> <p><b>Previously held I/Card issued by MIHAN SEZ,if any:</b></p> <input type="text" value="-"/> <p><b>Reason of Deactivate:</b></p> <input type="text" value="-"/> <p><b>Reason of Rejected/On Hold(SEZ):</b></p> <input type="text" value="-"/> <p><b>Remark:</b></p> <input type="text" value="-"/>
--	---

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User can only view all content for the application of temporary identity card by using this View link from this module.

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### 3. Application of Temporary Identity Cards (Temporary Domestic / Foreign Associate)

- In this module the foreign associates and temporary domestic employee's Temporary Identity Cards are generated.
- List of application for foreign associated / temporary domestic identity cards records are visible over here.
- Admin can create and manage any application of temporary identity cards.
- Here user can search records with Applicant Name, Unit Name, Applicant Card Number, and Status.

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Go To Website Frontview
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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

Create Application Of Temporary Identity Card

Name Of Employer:

Status:

Please Select

Application Card No.:

Search
Reset

Total : 1

&lt;&lt;
&gt;&gt;

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User can create application for temporary identity cards (temporary domestic / foreign associates) by using **“Create Application of Temporary Identity Card (Temporary Domestic/ Foreign Association)”** from this sub module.



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Ministry of Commerce and Industry  
Department of COMMERCE

### ➤ **Create Application of Temporary Identity Card (Temporary Domestic / Foreign Associates)**

- There is need to fill up all information about domestic and foreign associates employee in application of temporary identity card, for example Photo of Employee, Name of Applicant, Blood group, Contact Number, Emergency Number, Aadhar Card No., etc.
- After creating the Application of Temporary Identity Cards (Temporary Domestic / Foreign Associates) then this application goes in **“In Progress”** status.





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Ministry of Commerce and Industry  
Department of COMMERCE

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Go To Website Frontview

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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates) / Add Application Of Temporary Identity Card

## Add Application Of Temporary Identity Card

Upload Passport Photo

Name of the Employer of the Associate\*:

Location where engaged (Sector):

Location where engaged (Plot No):

Tenure of engagement (From):

Tenure of engagement (To):

Nature of work to be carried out:

Full Name of the Associate\*:

Age:

Date Of Birth:

Father's/Husband's Name:

Identification Mark:

Height:

Colour Of Eye:

Blood Group\*:

Present Address:

Present Address(PS):

Present Address(District):  
Present Address(District):

Present Address(State):  
Present Address(State):

Present Address(PIN):

Permanent Address:

Permanent Address(PS):

Permanent Address(District):

Permanent Address(State):

Permanent Address(PIN):

Contact No.\*:

Emergency Contact No.\*:

E-Mail Address:

AADHAR Card No. in case of Indian:

Passport No. In case of Foreigners:

Submit

Cancel

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➤ **Edit Application of Temporary Identity Card (Temporary Domestic / Foreign Associates)**

- If there is need to change any information about temporary domestic / foreign associates employee in application of temporary identity cards, For example Photo of Employee, Name of Applicant, Blood group, Contact Number, Emergency Number, Aadhar Card No., etc.
- Once the application of identity card is approved then user can't able to change any information of approved application of identity card.

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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates) / Edit Application Of Temporary Identity Card

Edit Application Of Temporary Identity Card

Upload Passport Photo

NO IMAGE AVAILABLE

Name of the Employer of the Associate\*:

Rakesh Sharma

Location where engaged (Plot No):

Tenure of engagement (To):

Full Name of the Associate\*:

Prashant Deshmukh

Date Of Birth:

19-08-1988

Identification Mark:

Colour Of Eye:

Present Address:

Present Address(District):

Present Address(District):

Present Address(PIN):

Permanent Address(PS):

Permanent Address(State):

Contact No.\*:

9890472668

E-Mail Address:

Passport No. In case of Foreigners:

Location where engaged (Sector):

Tenure of engagement (From):

Nature of work to be carried out:

Age:

Father's/Husband's Name:

Height:

Blood Group\*:

A +ve

Present Address(PS):

Present Address(State):

Present Address(State):

Permanent Address:

Permanent Address(District):

Permanent Address(PIN):

Emergency Contact No.\*:

9568214523

AADHAR Card No. In case of Indian:

Submit


Cancel

## ➤ Approve Application Of Temporary Identity card (Temporary Domestic/ Foreign Association)

- User can approve for the temporary identity card by using this Approve link from this module.
- The authorized person of this particular organization / unit has power to approve application of temporary identity card from this section. Once the authorized person approved single user application of temporary identity card then this application of card request send for verification to SEZ user.

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Go To Website Frontview 

Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates) / Approve Application Of Temporary Identity Card

### Approve Application Of Temporary Identity Card

Certified that Mr/Ms **Rakesh Sharma** of M/s **Prashant Deshmukh** Is/will be working with us from (-) to (-) to execute (-) project. His present address and other particulars as mentioned above is as per the records provided by the vendor/contractor and maintained by the unit.

**Name of Authorized Person\*:**

**Designation of Authorized Person\*:**

**Date\*:**

**Action\*:**

Submit

Cancel

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## ➤ View Application of Temporary Identity Card (Temporary Domestic/ Foreign Association)

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Forms

- Application Of Identity Cards
- Application Of Temporary Identity Cards (Vendors / Contractors)
- Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)**
- Application Of Casual Entry Pass Request Format
- Application Of Car Passes / Stickers
- Application for Issue of Gate Passes for Goods Vehicles
- Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates) / Application Of Temporary Identity Card Detail

### Application Of Temporary Identity Card Detail :

**Passport Photo:**



**Application Card No.:**  
5CF7740538ACD

**Location where engaged (Sector):**  
-

**Tenure of engagement (From):**  
-

**Nature of work to be carried out:**  
-

**Age:**  
-

**Father's/Husband's Name:**  
-

**Height:**  
-

**Blood Group:**  
A +ve

**Present Address(PS):**  
-

**Present Address(State):**  
-

**Permanent Address:**  
Permanent Address:  
-

**Permanent Address(District):**  
-

**Permanent Address(PIN):**  
-

**Emergency Contact No.:**  
9568214523

**AADHAR Card No. In case of Indian:**  
-

**Progress Status:**  
In Progress

**Reason of Rejected/On Hold(Unit):**  
-

**Valid Till:**  
-

**Name of the Employer of the Associate:**  
Rakesh Sharma

**Location where engaged (Plot No):**  
-

**Tenure of engagement (To):**  
-

**Full Name of the Associate:**  
Prashant Deshmukh

**Date Of Birth:**  
19-08-1988

**Identification Mark:**  
-

**Colour Of Eye:**  
-

**Present Address:**  
-

**Present Address(District):**  
-

**Present Address(PIN):**  
-

**Permanent Address(PS):**  
Permanent Address(PS):  
-

**Permanent Address(State):**  
-

**Contact No.:**  
9890472668

**E-Mail Address:**  
-

**Passport No. In case of Foreigners:**  
-

**Reason of Deactivate:**  
-


**Reason of Rejected/On Hold(SEZ):**  
-

**Remark:**  
-


User can only view all content for the application of temporary identity cards (temporary domestic / foreign associates) by using this View link from this module.

## 4. Application of Casual Entry Pass Request Format

- In this module casual entry request pass application can be created
- Lists of applications of casual entry pass request will be visible over here
- Admin can create and manage any new application of casual entry pass request.
- Records can be searched with Name of visitor, Applicant Card Number, and Status.



Go To Website Frontview

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Forms

- » Application Of Identity Cards
- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » Application Of Casual Entry Pass Request Format
- » Application Of Car Passes / Stickers
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Casual Entry Pass Request Format

Application Of Casual Entry Pass Request Format

Create Application Of Casual Entry Pass Request

Name Of Visitor:

Status:

Please Select

Application Card No.:

Search

Reset

Total : 1

Sr No.	Application Card No.	Name Of Visitor	Name of the Organization	Status	Progress Status	Action
1	5CF7830BB5CEC	Pratiksha Mahale	Maharashtra Airport Development Company	active	In Progress	<div></div> <div></div>

<<

>>

User can create application of casual entry pass request format by using “**Create Application of casual entry pass request**” from this sub module.

## ➤ Create Application of Casual Entry Pass Request

- All information about casual pass request in Application of Casual Entry Pass Request, for example Name of Visitors, Name of Organization, Contact Number, Designation, etc needs to be filled up.
- After creating the application of casual entry pass request, it goes in “In Progress” status.

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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

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» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Casual Entry Pass Request Format / Add Application Of Casual Entry Pass Request

Add Application Of Casual Entry Pass Request

Name of the Visitor\*:

Designation/Position:

Purpose of the Visit:

Time of entry:

I-Card details:

Name of the Organization:

Contact No.\*:

Name of the person to meet and his location:

Vehicle Registration No.:

E-mail address:

Submit

Cancel

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## ➤ Edit Application of Casual Entry Pass Request

- If there is need to change any information about casual pass entry request in Application of Casual Entry Pass Request, for example Name of Visitors, Name of Organization, Contact Number, Designation, etc.

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Forms

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» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Casual Entry Pass Request Format / Edit Application Of Casual Entry Pass Request

Edit Application Of Casual Entry Pass Request

Name of the Visitor\*:

Pratiksha Mahale

Designation/Position:

Purpose of the Visit:

Time of entry:

I-Card details:

Name of the Organization:

Maharashtra Airport Development Company

Contact No.\*:

9890472668

Name of the person to meet and his location:

Vehicle Registration No.:


E-mail address:

Submit

Cancel

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## ➤ View Application of Casual Entry Pass Request



Forms

- » Application Of Identity Cards
- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » **Application Of Casual Entry Pass Request Format**
- » Application Of Car Passes / Stickers
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass For Supplies Received (Courier and Postal Services)

Go To Website Frontview

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Actions / Application Of Casual Entry Pass Request Format / Application Of Casual Entry Pass Request Detail

Application Of Casual Entry Pass Request Detail :

Application Card No.:

5CF7830BB5CEC

Name of the Visitor:

Pratiksha Mahale

Name of the Organization:

Maharashtra Airport Development Company

Designation/Position:

-

Contact No.:

9890472668

Purpose of the Visit:

-

Name of the person to meet and his location:

-

Time of entry:

-

Vehicle Registration No.:

-

I-Card details:

-

Progress Status:

In Progress

E-mail Address:

-

Reason of Deactivate:

-

Reason of Rejected/On Hold(Unit):

-

Reason of Rejected/On Hold(SEZ):

-

Valid Till:

-

Remark:


-

User can only view all content for the application of casual entry pass request using this View link from this module.



## 5. Application of Car Passes / Stickers

- Car passes application can be managed through this module.
- List of applications of car passes is visible over here.
- This is a place where user can create and manage application for car passes.
- There is need to provide applicant details and vehicles details in application of car passes / stickers.
- Records can be searched with Name of Applicant, Applicant Card Number, and Status.



Forms

- » Application Of Identity Cards
- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » Application Of Casual Entry Pass Request Format
- » **Application Of Car Passes / Stickers**
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass For Supplies Received (Courier and Postal Services)

Go To Website Frontview

mahashtrdemo

Actions / Application Of Car Passes / Stickers

Application Of Car Passes / Stickers

Name Of Applicant / Employee:

Status:

Please Select

Application Card No.:

Search

Reset

Total : 1

Sr No.	Application Card No.	Name Of Applicant / Employee	I Card No.	Status	Progress Status	Action
1	5CF790BA92D03	Sneha Sharma	MAH-001	active	In Progress	<div></div> <div></div> <div></div>

<<

>>

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User can create application for car passes by using **“Create Application of Car Pass”** from this sub module.



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Department of COMMERCE

### ➤ Create Application of Car Passes / Stickers

- All information about car / vehicles in Application of Car Passes / Stickers, For example Name of Applicant, Applicant Card Number, I Card Number, etc can be filled up in this form.
- After creating the Application of Car Passes the record goes in **“In Progress”** status.

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Forms

- » Application Of Identity Cards
- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » Application Of Casual Entry Pass Request Format
- » Application Of Car Passes / Stickers
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / [Application Of Car Passes / Stickers](#) / Add Application Of Car Pass

### Add Application Of Car Pass

<b>Full Name of the Applicant/Employee*:</b> <input style="width: 95%;" type="text"/>	<b>I Card No. (Issued by DC MIHAN SEZ):</b> <input style="width: 95%;" type="text"/>
<b>Father's/Husband's Name:</b> <input style="width: 95%;" type="text"/>	<b>Date of Joining the Employer:</b> <input style="width: 95%;" type="text"/>
<b>E-Mail Address:</b> <input style="width: 95%;" type="text"/>	<b>Contact No.*:</b> <input style="width: 95%;" type="text"/>

### Vehicle Details

<b>Vehicle Make and Model:</b> <input style="width: 95%;" type="text"/>	<b>Vehicle Registration No.*:</b> <input style="width: 95%;" type="text"/>
<b>Name of the owner*:</b> <input style="width: 95%;" type="text"/>	<b>Relationship with the owner:</b> <input style="width: 95%;" type="text"/>
<b>If hired vehicle, name and address of the agency:</b> <input style="width: 95%;" type="text"/>	
<b>Duration of the contract(From):</b> <input style="width: 95%;" type="text"/>	<b>Duration of the contract(To):</b> <input style="width: 95%;" type="text"/>
<b>Car Pass/Sticker issued earlier, if any:</b> <input style="width: 95%;" type="text"/>	<b>To be used for personal use or for general use:</b> <input style="width: 95%;" type="text"/>

## ➤ Edit Application of Car Passes / Stickers

- If there is need to change any information about Car in application of car passes / stickers, for example Name of Applicant, Applicant Card Number, I Card Number, etc.
- Once the application of car passes / stickers is approved then user won't be able to change any information of approved application of car passes / stickers.



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» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Car Passes / Stickers / Edit Application Of Car Pass Request

## Edit Application Of Car Pass Request

Full Name of the Applicant/Employee\*:

Sneha Sharma

I Card No. (Issued by DC MIHAN SEZ):

MAH-001

Father's/Husband's Name:

Date of Joining the Employer:

E-Mail Address:

Contact No.\*:

9890472668

## Vehicle Details

Vehicle Make and Model:

Vehicle Registration No.\*:

MH-40-5689

Name of the owner\*:

Shashank Dashmukh

Relationship with the owner:

If hired vehicle, name and address of the agency:

Duration of the contract(From):

Duration of the contract(To):

Car Pass/Sticker issued earlier, if any:

To be used for personal use or for general use:

Submit

Cancel

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Ministry of Commerce and Industry  
Department of COMMERCE

## ➤ View Application of Car Passes / Stickers

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Forms

» Application Of Identity Cards

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» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Car Passes / Stickers / Application Of Car Pass Request Detail

Application Of Car Pass Request Detail :

Application Card No.:

5CF790BA92D03

E-Mail Address:

-

Full Name of the Applicant/Employee:

Sneha Sharma

I Card No. (Issued by DC MIHAN SEZ):

MAH-001

Father's/Husband's Name:

-

Date of Joining the Employer:

-

Contact No:

9890472668

Vehicle Details

Vehicle Make and Model:

-

Contact No.:

MH-40-5689

Name of the owner:

Shashank Dashmukh

Relationship with the owner:

-

If hired vehicle, name and address of the agency:

-

Reason of Deactivate:

-

Progress Status:

In Progress

Reason of Rejected/On Hold(Unit):

-

Reason of Rejected/On Hold(SEZ):

-

Valid Till:

-

Remark:

-

Duration of the contract(From):

-

Duration of the contract(To):

-

Car Pass/Sticker issued earlier, if any:

-

To be used for personal use or for general use:

-

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User can only view all content for the application of car pass request using this View link from this module.

## ➤ Approve Application of Car Passes / Stickers

- The authorized person of this particular Organization / Unit has power to approve application of car passes / stickers from this section. Once the authorized person approve single user application of car pass request then this request sent for verification to SEZ user.

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Go To Website Frontview
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Forms

- Application Of Identity Cards
- Application Of Temporary Identity Cards (Vendors / Contractors)
- Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- Application Of Casual Entry Pass Request Format
- Application Of Car Passes / Stickers**
- Application for Issue of Gate Passes for Goods Vehicles
- Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application Of Car Passes / Stickers / Approve Application Of Car Pass

### Approve Application Of Car Pass

Certified that Sri / Smt. **Sneha Sharma** Son / daughter/ wife of (-) is working in this establishment as **M/s. Maharashtra Airport Development Company Ltd.** since (-) He/ She is a regular employee of this Company and the particulars as mentioned above are correct.

Name of the Authorized Person\*:

Designation of the Authorized Person\*:

Date\*:
5-06-2019

Action\*:
Approve


Submit
Cancel

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- After click on submit button message comes as **“The application of car passes has been approved successfully”**.
- After this message application form progress status is change from **“In Progress”** to **“Approved”**.

## 6. Application for Issue of Gate Passes for Goods Vehicles

- Application for issue of gate passes for goods vehicles is filled up over here.
- List of applications of gate passes for goods vehicles is visible.
- Admin can search record with IEC Number of Unit, Applicant Card Number, and Status.



Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

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» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Go To Website Frontview

maharashtrademov

Actions / Application for Issue of Gate Passes for Goods Vehicles

Application for Issue of Gate Passes for Goods Vehicles

Create Application for Issue of Gate Passes for Goods Vehicle

IEC No of the Unit:

Status:

Please Select

Application Card No.:

Search

Reset

Total : 1

Sr No.	Application Card No.	IEC No of the Unit	Vehicle Registration No.	Status	Progress Status	Action
1	5CF79B40EB6B1	AH-295	MH-40-5689	active	In Progress	<div></div> <div></div>

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Ministry of Commerce and Industry  
Department of COMMERCE

## ➤ Create Application for Issue of Gate Passes for Goods Vehicles

- All information about goods vehicles of gate pass in application for issue of gate passes for goods vehicles, For example IEC Number of Unit, Applicant Card Number, Vehicle Registration Number, etc will be filled up over here.
- After creating the Application of Gate Passes for Goods Vehicles then the record goes **“In Progress”** status.

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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application for Issue of Gate Passes for Goods Vehicles / Add Application for Issue of Gate Passes for Goods Vehicle

Add Application for Issue of Gate Passes for Goods Vehicle

E-Mail Address:

Name of the owner\*:

IEC No of the Unit:

Vehicle Registration No.\*:

Container No.:

Seal No.:

Expected Time of Entry/Exit:

Cargo Details:

Document Details:

Point/Location of Loading/Discharge in SEZ:

Submit

Cancel

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## ➤ Edit Application for Issue of Gate Passes for Goods Vehicles

- If there is need to change any information about good vehicles pass in application for issue of gate passes for goods vehicles, For example IEC Number of Unit, Applicant Card Number, Vehicle Registration Number, etc.
- Once the application for issue of gate passes for goods vehicles is approved then user won't be able to change any information of approved application for issue of gate passes for goods vehicles.

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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application for Issue of Gate Passes for Goods Vehicles / Edit Application for Issue of Gate Passes for Goods Vehicle

Edit Application for Issue of Gate Passes for Goods Vehicle

E-Mail Address:

Name of the owner\*:

Shashank Deshpande

IEC No of the Unit:

AH-295

Vehicle Registration No.\*:

MH-40-5689

Container No.:

Seal No.:

Expected Time of Entry/Exit:

Cargo Details:

Document Details:


Point/Location of Loading/Discharge in SEZ:

Submit

Cancel

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## ➤ View Application for Issue of Gate Passes for Goods Vehicles



Forms

- » Application Of Identity Cards
- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » Application Of Casual Entry Pass Request Format
- » Application Of Car Passes / Stickers
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass For Supplies Received (Courier and Postal Services)

Go To Website Frontview

 mahashtrdemo

Actions / Application for Issue of Gate Passes for Goods Vehicles / Application for Issue of Gate Passes for Goods Vehicle Detail

Application for Issue of Gate Passes for Goods Vehicle Detail :

Application Card No.:

5CF79B40EB6B1

IEC No of the Unit:

AH-295

Name of the owner:

Shashank Deshpande

Container No.:

-

Expected Time of Entry/Exit:

-

Document Details:

-

Progress Status:

In Progress

Reason of Rejected/On Hold(Unit):

-

Valid Till:

-

E-Mail Address:

-

Vehicle Registration No.:

MH-40-5689

Seal No.:

-

Cargo Details:

-

Point/Location of Loading/Discharge in SEZ:

-

Reason of Deactivate:

-

Reason of Rejected/On Hold(SEZ):

-

Remark:


-

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User can only view all content for the application of gate passes for goods vehicles request using this View link from this module.

## 7. Application for Gate Pass for Supplied Received (Courier and Postal Services)

- In this module application of gate passes for supplied received by the goods suppliers can be created
- This is all lists of applications of gate passes for supplied received, Such as Name of the Courier or Postal Agency, IEC Number of Unit, Applicant Card Number, etc.
- This is a place where user can create and manage any new application of gate passes for goods supplied received request. Here user can search record with IEC Number, Applicant Card Number, and Status.



Forms

- Application Of Identity Cards
- Application Of Temporary Identity Cards (Vendors / Contractors)
- Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- Application Of Casual Entry Pass Request Format
- Application Of Car Passes / Stickers
- Application for Issue of Gate Passes for Goods Vehicles
- Application for Gate Pass For Supplies Received (Courier and Postal Services)**

Go To Website Frontview

maharashtrdemo

Actions / Application for Gate Pass for Supplies Received

Application for Gate Pass for Supplies Received

Create Application for Gate Pass for Supplies Received

IEC No.:

Status:

Please Select

Application Card No.:

Search

Reset

Total : 1

Sr No.	Application Card No.	IEC No of the Unit	Name of the Courier or Postal Agency	Status	Progress Status	Action
1	5CF7A75733DEF	MAH - 1254	Shree Courier Private Comapany	active	In Progress	<div></div> <div></div>

<<

>>

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## ➤ Create Application for Gate Pass for Supplied Received (Courier and Postal Services)

- There is need to fill up all information about courier and postal supplied employees in application for gate pass for supplied received, for example Name of the Courier and Postal Agency, IEC Number of Unit etc.
- After creating the Application for Gate Pass for Supplied Received then this application goes in “In Progress” status.

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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application for Gate Pass for Supplies Received / Add Application for Gate Pass for Supplies Received

Add Application for Gate Pass for Supplies Received

E-Mail Address:

IEC No.:

Name of the Courier or Postal Agency\*:

Cargo Details:

Document Details:

Submit

Cancel

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## ➤ Edit Application for Gate Pass for Supplied Received (Courier and Postal Services)

- If there is need to change any information about courier and postal services employee in application for gate pass for supplied received, for example Name of the Courier and Postal Agency, IEC Number of Unit etc.

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Forms

» Application Of Identity Cards

» Application Of Temporary Identity Cards (Vendors / Contractors)

» Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)

» Application Of Casual Entry Pass Request Format

» Application Of Car Passes / Stickers

» Application for Issue of Gate Passes for Goods Vehicles

» Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application for Gate Pass for Supplies Received / Edit Application for Gate Pass for Supplies Received

Edit Application for Gate Pass for Supplies Received

E-Mail Address:

IEC No.:

MAH - 1254

Name of the Courier or Postal Agency\*:

Shree Courier Private Comapany

Cargo Details:


Document Details:

Submit Cancel

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## ➤ View Application for Gate Pass for Supplied Received (Courier and Postal Services)



Go To Website Frontview
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Forms

- » Application Of Identity Cards
- » Application Of Temporary Identity Cards (Vendors / Contractors)
- » Application Of Temporary Identity Cards (Temporary Domestic/Foreign Associates)
- » Application Of Casual Entry Pass Request Format
- » Application Of Car Passes / Stickers
- » Application for Issue of Gate Passes for Goods Vehicles
- » Application for Gate Pass For Supplies Received (Courier and Postal Services)

Actions / Application for Gate Pass for Supplies Received / Application for Gate Pass for Supplies Received Detail

Application for Gate Pass for Supplies Received Detail :

<b>Application Card No.:</b> <input type="text" value="5CF7A75733DEF"/>	<b>E-Mail Address:</b> <input type="text" value="-"/>
<b>IEC No of the Unit:</b> <input type="text" value="MAH - 1254"/>	<b>Name of the Courier or Postal Agency:</b> <input type="text" value="Shree Courier Private Comapany"/>
<b>Cargo Details:</b> <input type="text" value="-"/>	<b>Document Details:</b> <input type="text" value="-"/>
<b>Progress Status:</b> <input type="text" value="In Progress"/>	<b>Reason of Deactivate:</b> <input type="text" value="-"/>
<b>Reason of Rejected/On Hold(Unit):</b> <input type="text" value="-"/>	<b>Reason of Rejected/On Hold(SEZ):</b> <input type="text" value="-"/>
<b>Valid Till:</b> <input type="text" value="-"/>	<b>Remark:</b> <input type="text" value="-"/>

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User can only view all content for the application of gate pass for supplied received using this View link from this module.

## ❖ Payments Module

There are two sub modules in Payments module are as follows:

1. Payment Deposit Request
2. Payment Transaction

### 1. Payment Deposit Request

- There is need to send the deposit request from unit user to Sez user in Payment Deposit request.
- This is all lists of payment deposit request, Such as Payment Deposit Request ID, Payment Mode, Deposit Amount, Deposit Date, etc.
- This is a place where user can create and send any new request for deposit payment.
- Here user can search record with Payment Deposit Request ID, and Status.

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Go To Website Frontview

maharashtrdemo

Payments

Payment Transaction

Payment Deposit Request

Actions / Payment Deposit Request

Payment Deposit Request

Create Payment Deposit Request

Payment Deposit Request ID:

Status:  

Please Select

Search

Reset

Total : 2

Sr No.	Payment Deposit Request ID	Payment Mode	Deposit Amount	Deposit Date	Status	Action
1	PAYDEPREQ-5CF7B59E9EE04	Online Payment	2000	07-06-2019	Open	<div></div> <div></div>
2	PAYDEPREQ-5CF0F5A266742	By Cheque	10000	31-05-2019	Approved	<div></div>

<<>>

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## ➤ Create Payment Deposit Request

- There is need to fill up all information about deposit request in Payment Deposit Request, For example Deposit Amount, Deposit Date, Payment Mode, Transaction ID, Bank Name, etc.
- There is need to fill all information about bank for deposit payments.
- After creating the Payment Deposit Request then this application goes in **“Open”** status.
- There is need to provide upload document files for upload the payment deposit slip.
- There is need to provide by the various payments mode such as Online Payment, By Cheque, Demand draft, Cash Payment, etc.

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☰

Go To Website Frontview

maharashtrademo

⚙ Payments

» Payment Transaction

» Payment Deposit Request

Actions / [Payment Deposit Request](#) / Add Payment Deposit Request

### Add Payment Deposit Request

Deposit Amount\*:

Deposit Date\*:

Deposit Bank Name:

Deposit Bank Address:

Payment Mode:

Please Select

Transaction ID / Receipt ID:

Other Details:

Upload Document Files

Submit

Cancel

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## ➤ Edit Payment Deposit Request

- There is need to change all information about deposit request in Payment Deposit Request, For example Deposit Amount, Deposit Date, Payment Mode, Transaction ID, Bank Name, etc.
- There is need to change all information about bank for deposit payments.

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Go To Website Frontview

mahashtrdemo

Payments

Payment Transaction

Payment Deposit Request

Actions / Payment Deposit Request / Edit Payment Deposit Request

### Edit Payment Deposit Request

**Payment Deposit Request ID:**  
PAYDEPREQ-5CF7B59E9EE04

**Deposit Amount\*:**  
2000

**Deposit Bank Name:**  
HDFC Bank

**Payment Mode:**  
Online Payment

**Other Details:**  

Upload Document Files

salary\_slip.jpg

**Deposit Date\*:**  
07-06-2019

**Deposit Bank Address:**  
Pratap Nagar, Nagpur

**Transaction ID / Receipt ID:**  
HDFC45662

Submit

Cancel

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Government of India  
Ministry of Commerce and Industry  
Department of COMMERCE

## ➤ View Payment Deposit Request

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☰

Go To Website Frontview 

⚙ Payments

» Payment Transaction

» Payment Deposit Request

Actions / [Payment Deposit Request](#) / Payment Deposit Request Detail

Payment Deposit Request Detail :

Payment Deposit Request ID:

PAYDEPREQ-5CF7B59E9EE04

Deposit Amount:

2000

Deposit Date:

07-06-2019

Deposit Bank Name:

HDFC Bank

Deposit Bank Address:

Pratap Nagar, Nagpur

Payment Mode:

Online Payment

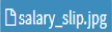
Transaction ID / Receipt ID:

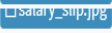
HDFC45662

Other Details:

-

Uploaded Document Files:





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User can only view all content for the unit user deposit request by using this View link from this module.

- When SEZ user received any payment deposit request from any Organization / Unit then SEZ user will verify the payment deposit status in the bank statement then SEZ user will approve payment deposit request raised by Organization / Unit and requested deposited amount is added in payment transaction module. So SEZ user can use this deposited amount for further utilization for creating various kinds of application of identity card and vehicle card.
- After approval of this request by SEZ , this request status change from **“Open”** to **“Approved”**.
- When this request approved by SEZ user then unit user will not be able to perform any changes for this request.

### ➤ Payment Transaction

- When SEZ user approves payment deposit request raised by Organization / Unit and requested deposited amount is added in payment transaction module.

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Go To Website Frontview
maharashtrademmo

Payments

Actions / Payment Transactions / Payment Deposit Detail

Payment Transaction

Payment Deposit Request

Payment Deposit Detail :

Payment ID:  
PAY-5CF7BBA6E062E

Deposit Amount:  
2000

Deposit Bank Name:  
HDFC Bank

Payment Mode:  
Online Payment

Other Details:  
-

Uploaded Document Files:  
salary\_slip.jpg  
salary\_slip.jpg

Deposit Date:  
07-06-2019

Deposit Bank Address:  
Pratap Nagar, Nagpur

Transaction ID / Receipt ID:  
HDFC45662

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- Once the SEZ user issues identity cards then unit user able to view details of issued application of identity cards.
- Unit user can view the payment utilized details such as Payment ID, Utilize Amount, Utilize Date, etc.

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Go To Website Frontview
maharashtrademov

Payments

Actions / Payment Transactions / Payment Utilize Detail

Payment Transaction

Payment Deposit Request

### Payment Utilize Detail :

**Payment ID:**

PAY-5CF7BE5EE42C9

**Utilize Amount:**

146

**Utilize Date:**

05-06-2019

### Issued Application of Identity Card :

Sr No.	Application Card No.	Name Of Applicant	Card Issued	RFID	Card Cost
1	MIHAN-SEZ/AIC/MAH/2019/33	PRAVIN SHRIRAM NAGRALE	Yes	dhaksdjo	73
2	MIHAN-SEZ/AIC/MAH/2019/31	Yogesh Dharkar	Yes	sjsqjhs	73

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