



National Single Window System

User Guide:

How to apply for 'Production Investment Business Registration' on the NSWS portal

Topics covered in this presentation

1. Introduction
2. Sign in or Register on NSWS
3. Business profile creation
4. Addition of process 'Production Investment Business Registration' on dashboard
5. Apply for the 'Production Investment Business Registration' process
6. DSC signing on the Sponsorship letter
7. Generate Sponsorship letter



Introduction - Features of 'Production Investment Business Registration' Module on NSWS

- **Process Simplification:** Earlier, applicant companies were required to submit company and foreign professional details through three separate proformas (Performa 3, 5, and 6). Under the new *Production Investment Business Registration* module on NSWS, this has been streamlined into a single, user-friendly digital form, significantly reducing manual data entry and improving ease of submission.
- **No Line Ministry Recommendation Required:** The module eliminates the requirement of Line Ministry recommendations by leveraging auto-population and automatic authentication from government databases such as the MCA.
- **Instant Sponsorship Letter Generation:** Enables instant generation of digitally signed Sponsorship Letters for Indian companies and LLPs inviting foreign professionals for production-related activities under the **e-B-4 Visa** category.
- **Seamless API Integration:** API-based integration with the Indian Online Visa Portal allows foreign professionals to apply for the e-B-4 Visa using the unique Sponsorship Letter ID generated on NSWS.



Sign in or register on NSWS

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LOGIN

Business User Login

Ministry Officer Login

Hover the cursor on login and select 'Business User Login'

Access over 962 Central Approvals and 9278 State Approvals

Explore, Apply and Get all the **approvals** required to start your business in India

Central Approval Search Approvals EXPLORE ALL

Don't know which approvals are required? [Click Here & Know Your Approvals](#)

"We are laying a red carpet for all global companies to come and establish their presence in India. Very few countries will offer the kind of opportunities India does today."

Hon'ble Prime Minister Narendra Modi

Sign in or register on NSWS – contd..

National Single Window System

Sign In

To access your dashboard and apply for approvals.

Email Address

Password

Sign in [Forgot Password?](#)

Don't have an account? **Sign Up Now**

We have

32 Ministries ~~~ **16 States**

Registered users can enter their login credentials and click on 'Sign in'

New users can click on 'Sign Up Now' to register

Ministry of Finance
Government of India

Ministry of Tourism
Government of India

Ministry of Civil Aviation
Government of India

Ministry of Railways
Government of India

Ministry of Home Affairs
Government of India

Ministry of Commerce and Industry
Government of India

Department of Industrial Policy and Promotion
Government of India

Register on NSWS

National Single Window System

Sign Up

We're so happy you're here, let's start by signing up.

Full Name*
Test

Email*
tt .com [Verify](#)

Mobile Number *
+91 83 [Verify](#)

Set Password*
.....

Password must include at least one uppercase letter, lowercase letter, number, special character and should be between 6-20 characters.

[Sign Up Now](#) [Reset Form](#)

By creating an account, I accept the [Terms & Conditions](#) and [Privacy Policy](#).

Have an account? [Sign In](#)

We have

32 Ministries **16 States**

Enter the details and click on 'Verify' to receive OTP on your Email Id and Mobile Number

- Ministry of Finance, Government of India
- Ministry of Tourism, Government of India
- Ministry of Civil Aviation, Government of India
- Ministry of Railways, Government of India
- Ministry of Home Affairs, Government of India
- Ministry of Commerce and Industry, Government of India
- Ministry of Road Transport and Highways, Government of India
- Ministry of Road Transport and Highways, Government of India
- Ministry of Science and Technology, Government of India
- Department of Industrial Policy and Promotion, Government of India



सत्यमेव जयते

**DEPARTMENT FOR PROMOTION OF
INDUSTRY AND INTERNAL TRADE
MINISTRY OF COMMERCE & INDUSTRY
GOVERNMENT OF INDIA**

National Single Window System (<https://www.nsws.gov.in/>)

Creation of business profile

National Single Window System LOGOUT

2/4

Welcome samp!
You have been successfully registered on NSWS

Select the type of your legal entity to create business profile

Setup your profile
Select your legal entity type

INCORPORATED COMPANY
Select if you have a CIN

LIMITED LIABILITY PARTNERSHIP
Select if you have an LLPIN

SOLE PROPRIETOR

OTHERS

NONE OF THESE, I'M PLANNING TO REGISTER A NEW ENTITY

NONE OF THESE, FDI IN INDIA

Enter CIN / FCRN

NEXT

Select the desired entity type, enter the information and click 'Next'



Creation of business profile – contd..

LOGOUT

Pgi Enterprises Private Limited
Incorporated on - 20/07/2023 CIN - U52109JH2023PTC020893



आयकर विभाग
INCOME TAX DEPARTMENT

भारत सरकार
GOVT. OF INDIA

PGI ENTERPRISES PRIVATE LIMITED

Permanent Account Number
AAECG5716Z

Why is PAN required?

3/4

Setup your profile

Validate your Company Permanent Account Number (PAN)

Enter Permanent Account Number*



Name as on PAN Card*



Date of Birth/Incorporation*



GO BACK

NEXT



Creation of business profile – contd..

 National Single Window System LOGOUT

Smart Electronics
You have been successfully registered on NSWS



Setup your profile 4/4
Enter your Address

Add Postal Address *

Address 1 *
Address line 1

Address 2
On Road 3

Country * India PIN Code * 110066

State * Goa District * North Goa

Add Registered Address * +

← GO BACK NEXT

Enter postal and registered address and click 'Next' to proceed



Creation of business profile – contd..

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PI MY DASHBOARD

Incorporated on - 20/07/2023 CIN -

My Dashboard My Documents Members Profile

Profile

Complete your profile to help us facilitate your application process

Company Profile Company Projects

70% Profile Completed

Active

Incorporated on - 20/07/2023 CIN -
(Private Limited Company)

Postal Address

Registered Address

Complete profile by filling the required fields

PAN

Registered Email

CIN

Activate Windows

Creation of business profile – contd..

Enlist Address

Mobile No.

Address 1 *

Address 2

Country *

PIN Code *

State *

District *

Add Digital Signature Certificate

Digital Signature is a way to identify yourself online.

Save

Reset Profile

Do you Have Multiple Projects or Branches ?

If you have multiple projects or branches under one CIN number you can add them to Manage/Add approvals.

Add Projects

'Save' profile changes from here



Addition of process 'Production Investment Business Registration' on dashboard

The screenshot displays the National Single Window System (NSWS) dashboard. The header features the NSWS logo and navigation links for Central Approvals, State Approvals, and Government Schemes. The main content area shows the 'My Dashboard' section, which includes a 'Central Approvals in List (0 approvals)' section. A callout box highlights the 'Add More Approvals' button, with a text overlay saying 'Hover over 'Add more Approvals''.



Addition of process 'Production Investment Business Registration' on dashboard – contd..

The screenshot displays the National Single Window System (NSWS) dashboard. At the top, there's a navigation bar with links for 'National Single Window System', 'CENTRAL APPROVALS', 'STATE APPROVALS', 'GOVERNMENT SCHEMES', and 'PM GATI SHAKTI'. Below this, the 'INVEST INDIA' logo is visible, followed by a search bar and a 'MY DASHBOARD' dropdown menu. The main section is titled 'My Dashboard' with the subtitle 'Manage and track the status of your application'. It features three cards: 'My Central Approvals' (0), 'My State Approvals' (0), and 'Unified Dashboard' (0). A callout box with an arrow points to the 'Central Approvals' card, with the text 'Click on Central Approvals'. Below the cards, there's a section titled 'Central Approvals in List (0 approvals)' with a table header: 'Approval Name', 'Application Id', 'Applied on', 'Last Submitted By', 'Application fees', and 'Action'. To the left of the table is an illustration of a woman looking through a magnifying glass. To the right, there's a message: 'You haven't applied/add any approval yet. Explore approvals, Add in list and Apply to get your required approvals for you.' Below this message are two buttons: 'Add New Approvals' and 'Add More Approvals'. A 'Legacy Data App' link is also visible on the right.



Addition of process 'Production Investment Business Registration' on dashboard – contd..

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MY DASHBOARD

Central Approvals

Issued by the Central Ministries of the Government of India

Type the name of the process to search

FILTERS

Ministries

☐ Ministry of Agriculture and Farmers Welfare (33)

☐ Ministry of Atomic Energy (32)

☐ Ministry of Ayush (6)

☐ Ministry of Chemicals and Fertilizers (2)

☐ Ministry of Civil Aviation (13)

☐ Ministry of Coal (2)

☐ Ministry of Commerce and Industry (169)

☐ Ministry of Communications (53)

Ministry of Home Affairs

Production Investment Business Registration (Indian Company)

View details

ADD TO DASHBOARD

To view the details of process. click on **view details**

Click on 'Add to Dashboard'

Don't know which approvals you need?

Answer a few simple questions and we will guide you

Know Your Approvals



Addition of process 'Production Investment Business Registration' on dashboard – contd..

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INVEST INDIA

INCORPORATED ON CIN -

My Dashboard

My Documents

Members

Profile

48My Central Approvals

97My State Approvals

0Unified Dashboard

Central Approvals in List (48 approvals)

39Not Applied0Submitted To Ministry7Assigned To Me2Approved0Rejected

Search by Approval Name

Add More Approvals

Approval Name	Application Id	Applied on	Last Submitted By	Assigned to	Application Status	Application fees	Action
Production Investment Business Registration (Indian Company) + New Application	-	-	januser	Ministry of Home Affairs	Not Applied	NIL	Apply Now

Click on + **New Application** to apply for the process more than once

Click on **Apply now**

Form details – Part A

 **Part A - Details**

Name of the Company : *

Year of establishment of the Company : *

CIN *

Details are auto-populated from MCA database. It will be non-editable.

Address and Contact details of the Company

Registered Address *

State *

District *

Pin code *



Form details – Part B

 **Part B – Director details**

Details of Directors of the Company

DIN *	Director Name *

Father's Name *	Date of Birth *
	01/10/1965

Details of Directors of the Company

DIN *	Director Name *

Father's Name *	Date of Birth *
	18/11/1967

Details of Directors of the company

DIN *	Director Name *

Father's Name *	Date of Birth *
	15/07/1966

Details are auto-populated from MCA database. It will be non-editable.



Form details – Part C

Part C

Details of Shareholders of the company (top 10 shareholders)

Name *	% of Current Shareholding *
Other details (if any) 	

+ Add Group

Sector(s) in which the Company is operating

Category *

☐ PLI ☒ Non PLI

Details about company's operations in India :

(a) Year of establishment *

DD/MM/YYYY

(b) Value of Investment in last 2 FYS (In Crores) *

(d) Proposed/Ongoing Project Location (in last 2 FYS)- district *

Sector(s) in which the Company is operating - *

Please Select

- ☐ Aerospace and Defence
- ☐ Automotive and Auto Components
- ☐ Pharmaceuticals and Medical Devices
- ☐ Bio-Technology
- ☐ Capital Goods
- ☐ Textile and Apparels
- ☐ Chemicals and Petro chemicals
- ☐ Electronics System Design and Manufacturing (ESDM)
- ☐ Leather & Footwear

Enter details of Shareholders and click on '**Add group**' in case of multiple shareholders.

Category is auto-fetched based on applicant's CIN number

Select Sector(s) in which the company is working



Form details – Part C contd..

Does company have any Joint Venture / partnership/ business dealing with the Chinese company?

Does company have any Joint Venture / partnership/ business dealing with the Chinese company? *

☒ Yes ☐ No

Nature of ownership *

Select

- (a) Indian-Owned
- (b) Joint Venture with Foreign Company
- (c) Wholly Owned Foreign Enterprise
- (d) Indian Public Sector Enterprise

Whether the company is part of any government scheme.

☒ Yes ☐ No

Please specify *

Select the Nature of ownership if company is dealing with Chinese company



Form details – Part C contd..

Whether the company itself is - *

Select

Original Design Manufacturer (ODM)

Original Equipment Manufacturer (OEM)

Others

Name * ⓘ

Compliance Officer Designation *

Address line 1 *

Address line 2

Select whether company is ODM or OEM. In case of none, select Others.



Form details – Part C contd..

Nodal Compliance Officer who will ensure that training is provided to Indian professionals who will replace foreign professionals within a fixed time-frame

Name * 

Compliance Officer Designation *

Address line 1 *

Address line 2

State *

District *

Pin code *

Mobile Number *

+91	Mobile Number
-----	---------------

Email Address *

Phone Number

XXXX	Landline Number
------	-----------------

Provide the details of Nodal Compliance Officer who will ensure that training is provided to Indian professionals.



Form details – Part D

 **Part D - Information related to foreign professionals/3rd party**

Working sites of the Company and Contact details

Site Address *

State- *

Select ▼

District- *

Select ▼

Email Address *

Mobile Number *

+91 Mobile Number

Phone Number

+91 Mobile Number

+ Add Group

Enter details of working sites of company and click on **'Add group'** in case of multiple working sites.



Form details – Part D contd..

Enter the number of Indian employees presently working



Total number of Indian employees presently working as on date

Indian *

Enter the number of foreign professionals presently working Country/Nation/Region wise



Total number of foreign professionals presently working as on date

Foreign Country/Nation/Region *



- Albania
- Andorra
- Angola
- Anguilla
- Antigua And Barbuda
- Argentina
- Armenia
- Aruba

Foreign Nationals *

h invitation letters are to be generated)



Form details – Part D contd..

Enter the number of foreign professionals expected to be invited.

The number entered by the applicant will determine how many times the below group “Foreign professionals to be invited by the company (for whom invitation letters are to be generated)” can be added below.

Total number of foreign professionals presently working as on date

Foreign Country/Nation/Region * Foreign Nationals *

+ Add Group ← In case of multiple County/Nation/Region, click on ‘Add group’

Total number of foreign professionals expected to be invited *

Foreign professionals to be invited by the company (For which invitation letters are to be generated)

Name of Foreign National * Country/Region *



Form details – Part D contd..

Details of all the working site Addresses of the company, filled earlier will be shown here in the dropdown. Select the site addresses for which this particular foreign professional is to be invited.

Foreign professionals to be invited by the company (For which invitation letters are to be generated)

Name of Foreign National *	Country/Region *
	Select
Passport No. *	
Passport expiry date *	
DD/MM/YYYY	
Designation *	Current Company * ⓘ
Address of the Company *	Nationality of the Company *
	Select
Site Addresses *	
Please Select	
☐ Site address - Test-1, State - Andhra Pradesh, District - Anakapalli, Mobile Number - 9398388383	
☐ Site address - Test 2, State - Arunachal Pradesh, District - Bichom, Mobile Number - 9928828828	
Select	Expected Number of Visits (within the duration of stay) *
	Select
Purpose/role/nature of job * ⓘ	
Please Select	
+ Add Group	

In case multiple foreign professionals are to be invited, click on “Add Group”



Form details – Part D contd..

Address of the Company *	Nationality of the Company *
	Select
Site Addresses *	
Please Select	
Date of Reporting to the Working Site *	
DD/MM/YYYY	
Expected Duration of Stay *	Expected Number of Visits (within the duration of stay) *
Select	Select
Purpose/role/nature of job * ⓘ	
1 Installation And Commissioning × ☒ 1 Installation and commissioning ☐ 2 Quality check and Essential maintenance ☐ 3 Production, IT&ERP Ramp-up ☐ 4 Training ☐ 5 Supply Chain Development for empaneling vendors ☐ 6 Plant Design & Bring up ☐ 7 Senior Manager & Executive	

Purpose(s) for which the particular foreign professional is to be invited



Form details – Part E

 **Part E – Declaration**

☐ I, hereby, undertake that the foreign professionals will inform the local FRRO as per Visa guidelines. *

☐ On behalf of the company, I, hereby, undertake that the information provided above is true to the best of my knowledge and I accept full responsibility for the information provided above. I guarantee that the foreign personnel(s) involved in the installation and commissioning of the project will abide by the Indian laws, rules and regulations at all time during their stay in India. I shall be responsible to ensure departure of the applicant from India upon completion of work or expiry of visa whichever is earlier. *

Name of the Signatory *

Designation of the Signatory *

Mobile No *

+91

Mobile Number

Telephone Number (Landline)

XXXX

Landline Number

Email Address *

Review & Submit

Save as Draft



Click on 'Review & Submit' after the form is filled



Form Preview and Submit using DSC

Accept the declaration to be able to submit

Activate Windows
Go to Settings to activate Windows.

Director Name	
Father's Name	
Date of Birth	04/10/1967

Part C

Details of Shareholders of the company (top 10 shareholders)	
Name	Chiag
% of Current Shareholding	55
Other details (if any)	
Sector(s) in which the company is operating	
Category	PLI

☒ I have reviewed all the information provided by me and confirm that it is correct to the best of my knowledge.

Digitally Sign & Submit **Back to edit details**

Click on 'Digitally Sign & Submit' to proceed

DSC signing on the Sponsorship letter

3 easy steps
to add Digital Signature

Step 1

Clicking on the 'Certificate' field will generate a list of DSC's either installed in the local system/plugged-in encrypted device. Select the certificate from the drop-down list

Add Digital Signature Certificate

 You need to have a digital signature and emBridge application installed in your system before adding the Digital Signature Certificate.

Provider *

Certificate *

Token Password *

Authorised PAN Number *

Select the desired 'Provider' from the dropdown

Each DSC has a separate 'Token Password' for each user, enter your token password



DSC signing on the Sponsorship letter – contd..

An error message will appear if the user does not have the **emBridge** software in their local system

3 easy steps to add Digital Signature

- Step 1
Download and run emBridge Application.
[Download](#)
- Step 2
Insert your crypto-token Pen Drive into system
- Step 3
Fill details here to add digital signature

After filling all the information, Click on 'Register DSC'

Add Digital Signature Certificate

 You need to have a digital signature and emBridge application installed in your system before adding the Digital Signature Certificate.

Provider *

Certificate *

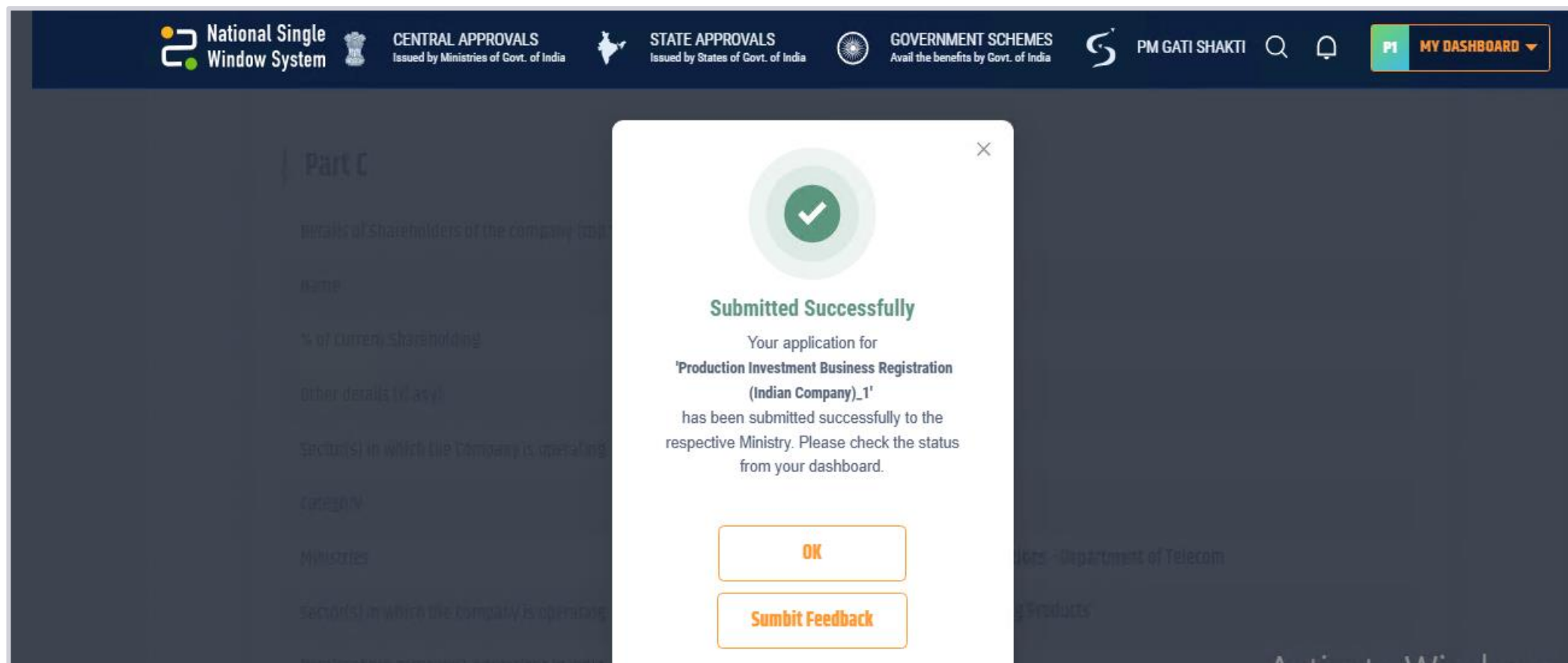
Token Password *

Authorised PAN Number *

PAN number will be auto-populated here based on previous inputs



Application submission



Application status - Dashboard

The screenshot displays the NSWS dashboard for a user. At the top, there's a navigation bar with links like 'National Single Window System', 'CENTRAL APPROVALS', 'STATE APPROVALS', 'GOVERNMENT SCHEMES', 'PM GATI SHAKTI', and a 'MY DASHBOARD' button. Below this, a header section shows 'Incorporated on' and 'CIN -'. The main dashboard area is titled 'My Dashboard' with the subtitle 'Manage and track the status of your application'. It features three summary cards: '2 My Central Approvals', '0 My State Approvals', and '0 Unified Dashboard'. A section titled 'Central Approvals In List (2 approvals)' shows a status filter bar with 'Not Applied', 'Submitted To Ministry', 'Assigned To Me', 'Approved' (highlighted with 2), and 'Rejected'. Below this is a table with columns: Approval Name, Application Id, Applied on, Last Submitted By, Assigned to, Application Status, Application fees, and Action. The table contains one entry for 'Production Investment Business Registration (Indian Company)_32' with Application Id 'SW2511278567-M019_D006_A016-1765178385647', assigned to 'Ministry of Home Affairs', and status 'Approved'. The 'Action' column has a 'Download' icon. A search bar and 'Add More Approvals' button are also present.

Approval Name	Application Id	Applied on	Last Submitted By	Assigned to	Application Status	Application fees	Action
Production Investment Business Registration (Indian Company)_32 + New Application	SW2511278567-M019_D006_A016-1765178385647			Ministry of Home Affairs	Approved	NIL	Download

Click on download icon

Application 'Status' is '**Approved**', now users can download the **Sponsorship letter**

Sample Sponsorship letter

19122025130847565-SW2512113041_M019_D006_A016_Invitati... 1 / 9 100% + [Icons] [Download] [Print]

1

2

PRIVATE LIMITED

Sponsorship Letter for e-B4 Visa

Sponsorship Letter No.:1766129890447/A1234567/1225 Date:19/12/2025

Kind Attention, Commissioner BOI

We, **PRIVATE LIMITED**, are an organization operating in the **Telecom and Networking Products** sector(s) in India, registered in **Uttar Pradesh**. The company has its operations and investment projects in India.

The following individual is proposed to visit India in connection with the company's -testing- ongoing business activities in India.

Details are given below:

Details of the Invitee Foreign National	
Applicant Name	Marshall Islands
Passport Number	A1234567

Activate Windows



Next Steps

- Upon successful registration and form submission, a **digitally signed Sponsorship Letter** is generated on NSWS.
- The company shall share the Sponsorship Letter with the concerned foreign professional.
- The foreign professional must apply for the e-Production Investment Visa through the official Indian online Visa portal (<https://indianvisaonline.gov.in/evisa/tvoa.html>).

Grant of the visa is subject to applicable visa rules and procedures, as prescribed by MHA/MEA time to time



About DSC

- The user needs to have emBridge software installed in their systems which serves as a connecting link/driver between NSWS portal and DSC.
- The users must get their DSC registered from the DSC provider
- In case of any issue with emBridge software or DSC, user needs to contact the DSC service provider.
- The NSWS Portal does not facilitate the creation of DSC.



System Requirements for National Single Window System Portal

- Windows OS (XP or higher)
- MAC OS (X 10.9 or higher with latest updates)
- **View/ Download Pdf:** Download the pdf reader to view and download the pdf files from the link:
<https://get.adobe.com/reader/>)
- Platform requires a minimum screen size of 976px wide , but using 1024px or higher is recommended
- **Digital Signature Certificate (DSC):** Latest version of emBridge software need to be installed in the system which acts a connecting link/driver between the NSWS and DSC

Web browsers best suited for National Single Window System

- Google Chrome
- Mozilla Firefox
- Apple Safari

Have any further questions?

Please submit your queries and feedback on:

<https://www.nsws.gov.in/contact-us>

Email: contactus-nsws@investindia.org.in

Ph: 1800 102 5841
(Monday - Saturday, 9am - 6pm)

Details of Entity

Entity Type	Description
Incorporated Company	A legal entity registered under the Companies Act in India, having a valid CIN (Company Identification Number)
Limited Liability Partnership	A partnership incorporated in India under the Limited Liability Partnership Act, 2008, having a valid LLPIN (Limited Liability Partnership Identification Number)
Sole Proprietor	A single individual owning the entire business and being the sole recipient of all profits and bearer of all losses
Others	Any other kind of business establishment
FDI	'None of these, FDI in India' to apply for Foreign Investment Approval on NSWS.
None of these, I'm planning to register a new Entity	'None of these, I'm planning to register a new entity' to apply for a new business entity

Note : The 'Production Investment Business Registration' process for generation of Sponsorship Letters is presently applicable for '**Incorporated Company**' and '**Limited Liability Partnership**', as these entities are validated through the Ministry of Corporate Affairs (MCA) database.