Steps for filling Application Form for NOC

A. General Information for filling Application:

Read the Guidelines, Checklists and Documents required before applying on home page(http://cgwa-noc.gov.in) for Industry, Infrastructure and Mining Purposes.

“Check Eligibility” on home page can be used to know, whether one can get NOC or not before apply.

B. New User Registration (Applicant Registration)

User should have “User Name” and “Password” for applying for NOC in NOCAP.

User already having “User Name “and “Password” does not need to create it again.

For creating new “User Name” and ”Password” follow the below steps:

a. Click the link” Online Application for NOC” on home page.  
(http://cgwa-noc.gov.in/LandingPage/index.html)

b. Click on “New User Registration”. A page will be appear
c. Fill in the "User Registration" Form.

d. During the registration process an OTP (One Time Password) for verification will be send to user mobile.

e. Follow the steps on page to complete the process.

C. Steps for filling Online Application Form for Industry, Infrastructure and Mining Purposes

1. Applicant Login
a. Click on link “Applicant Login”.

b. Enter User Name and password then click on Login.

c. If applicant forgets the user name, then click on “Forgot User Name” link.

d. If applicant forgets password, then click on “Forgot Password” link.
2. Online Filling of Application Form for New NOC

a. Click on “Apply” and select one of the **New Application form** for Industrial/Infrastructure/Mining application.

b. Fill all sections and click on “Save as Draft” for each section of the form.
c. Upload the required document in respective tabs.

**Note:** Instruction to upload “Application with Signature and Seal” attachment.

This activity should perform after completing all information and before the final submission.

Scanned copy of this page after signature and seal should be attached at "Application with Signature and Seal" in attachment section before submission of application

Step 1: Click on link button “Click here” under “Application with Signature and Seal”.
A screen will appear as given below:

Application for Permission to Abstract Ground Water for Industrial Use
(Save As Draft Application For New NOC)

Save As Draft Application Code: 96

(Name of Industry: NAME OF INDUSTRY, ADDRESS: ADDRESS COMMUNICATION, ADDRESS 1: ADDRESS COMMUNICATION, ADDRESS 2: ADDRESS COMMUNICATION, ADDRESS 3: ADDRESS COMMUNICATION)

(State: UTTAR PRADESH, District: ALIGARH, Sub-District: CHANDAUS, Village/Town: Amritpur Bakhatpur)

(Net Ground Water (m3/day): 501.00, Area Type: Non-Notified, Area Type Category: Critical)

I hereby certify that the data and information furnished above are true to the best of my knowledge and belief and I am aware that if any part of the data / information submitted is found to be false or misleading at any stage, the application will be rejected outright.

I hereby declare that all the mandatory documents prescribed in the application form have been uploaded and no blank/irrelevant documents have been uploaded. I am also aware that any false/wrong submission uploading of document will lead to rejection of my application without any notice.

It is to certify that no case related to ground water withdrawal/contamination is pending against the industry/project/unit as on date. Any such case filed against the company/project/unit in respect of ground water withdrawal/contamination during the pendency of this application shall be immediately brought to the notice of CGWA.

I hereby undertake that in case any environmental compensation/penalty is imposed on the firm by any statutory authority, I shall comply with the decision of such authority.

Date: ____________________________

Name & Signature of the applicant
(With official seal)

User Name: a

* In case signed by any authorized signatory, the details of the signatory with the authorization shall be enclosed.

(One can also find the printout using alternate method - Click on respective “Preview” button under the column “Signature and Seal” on Applicant Home Page described in Note 1.)

Step 2: Save it as PDF / take print out.
Step 3: Put Signature and Seal on printed page.

Step 4: Scan page after Signature and Seal as PDF/JPG/JPEG.

Step 5: Upload it at “Application with signature and seal” in “Attachment” section before final submission.

**Note 1:** Alternate method to take print

Follow the steps to get signature and seal document:

Step 1: Go to Home page by using menu “Applicant Home” then click on respective tab of industrial/infrastructure/mining.
Your application will be listed in “New-Save As Draft”.

Step 2: Click on respective “Preview” button under the column “Signature and Seal” of application as shown in below.
Application for Permission to Abstract Ground Water for Industrial Use  
(Save As Draft Application For New NOC)

Save As Draft Application Code : 98

(Scanned copy of the page after signature and seal should be attached as “Application with Signature and Seal” in attachment section before submission of application)

<table>
<thead>
<tr>
<th>Name of Industry:</th>
<th>NAME OF INDUSTRY - BNGHNG COMMUNICATION ADDRESS/GHGFHGFGH/FFGHLKJFJKLFJLJKJRLKJGLJLHGF JKLJGLKJGLFLJGLJLHGF JKLJGLKJGLFLJGLJLHGF</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Location Details of the Industrial Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address Line 1: ADDRESSA COMMUNICATION ADDRESS/GHGFHGFGH/FFGHLKJFJKLFJLJKJRLKJGLJLHGF JKLJGLKJGLFLJGLJLHGF JKLJGLKJGLFLJGLJLHGF</td>
</tr>
<tr>
<td>Address Line 2: ADDRESSA COMMUNICATION ADDRESS/GHGFHGFGH/FFGHLKJFJKLFJLJKJRLKJGLJLHGF JKLJGLKJGLFLJGLJLHGF JKLJGLKJGLFLJGLJLHGF</td>
</tr>
<tr>
<td>Address Line 3: ADDRESSA COMMUNICATION ADDRESS/GHGFHGFGH/FFGHLKJFJKLFJLJKJRLKJGLJLHGF JKLJGLKJGLFLJGLJLHGF JKLJGLKJGLFLJGLJLHGF</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>State:</th>
<th>UTTAR PRADESH</th>
</tr>
</thead>
<tbody>
<tr>
<td>District:</td>
<td>ALIGARH</td>
</tr>
<tr>
<td>Sub-District:</td>
<td>CHANDAUS</td>
</tr>
<tr>
<td>Village/Town:</td>
<td>Amritpur Bakhatpur</td>
</tr>
<tr>
<td>Net Ground Water (m3/day):</td>
<td>501.00</td>
</tr>
<tr>
<td>Area Type:</td>
<td>Non-Notified</td>
</tr>
<tr>
<td>Area Type Category:</td>
<td>Critical</td>
</tr>
</tbody>
</table>

INDUSTRIAL USE - Self Declaration

I hereby certify that the data and information furnished above are true to the best of my knowledge and belief and I am aware that if any part of the data / information submitted is found to be false or misleading at any stage, the application will be rejected outright.

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I hereby undertake that in case any environmental compensation / penalty is imposed on the firm by any statutory authority, I shall comply with the decision of such authority.

Date: 
Name & Signature of the applicant
Place:  
(With official seal)
User Name:  
a  
* In case signed by any authorized signatory, the details of the signatory with the authorization shall be enclosed.
d. Click on “Submit” button on “Final Submit” form.

Note:
Till the application is successfully submitted, the application will not be considered Final.

e. Application number will be generated after the successful submission of the Application Form.

f. Your application will be forwarded to respective offices automatically.

g. There is no need to send hard copy of application.

h. Application once submitted cannot be edited.
3. Tracking Application Status Submitted Online.

a. Select the Link "Track your Application".
b. Applicant has to login first.
c. Select "Applicant Home" link.
d. Select the link “view” in the Status Column for the required application number.
e. View the **Status** of the Submitted Application.

**D. Applicant Logout.**

a. Click on Logout.