

National Single Window System

User Guide:

How to Verify PAN using Digital Signature Certificate
(DSC) on NSWS
(For New Users)

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- The user needs to have **emBridge software** installed in their systems which serves as a connecting link/driver between NSWS portal and DSC
- The NSWS Portal does not facilitate the creation of DSC
- The users must get their DSC's registered from the DSC provider.
- For proprietorship and individual firms, an individual DSC must be used. Whereas, for all other Organizations (LLP, Company, partnerships, JVs, Consortium, etc.) use an organizational DSC.

How to run emBridge software

The user must run **emBridge software** of **eMudhra** and have encrypted device (Pen Drive) plugged in their systems while adding DSC on NSWS Portal. To download the emBridge software user can visit the link: <https://embridge.emudhra.com/>



The screenshot shows the National Single Window System (NSWS) dashboard. At the top left, the NSWS logo is displayed. A 'LOGOUT' button is in the top right. The main content is split into two columns. The left column has a 'Welcome Pranav Khanna!' message, stating 'You have been successfully registered on NSWS', and an illustration of a laptop with a green checkmark, a printer, and a pen. The right column is titled 'PAN Verification using DSC'. It shows 'My Organisation' as 'ALPHA BETA LTD'. Below this is a section for 'PAN verification process' with a request to verify PAN details using a Digital Signature Certificate (DSC). A list of 'Steps Involved' includes: 1. Add Authorised Signatory, 2. Register your Digital Signature Certificate (DSC), and 3. Verification of the PAN Details against registered DSC. At the bottom of the right column, there are 'GO BACK' and 'Proceed to Verify' buttons.

After successful registration on the portal and creating your profile. You will see this pop-up Window describing the steps to verify the PAN using DSC for the created profile. You Must click on **Proceed to Verify** to go to the Profile page to add authorized signatory details And register their DSC.



Verify PAN

Profile

Complete your profile to help us facilitate your application process

Company Profile

Company Projects



ALPHA BETA LTD

(Sole Proprietor)



Postal Address

221-B, Baker Street, , Ambala, Haryana 133001



Registered Address

221-B, Baker Street, , Ambala, Haryana 133001



Authorised Signatory Details

+ Add New

PAN Verification Pending

66% Profile Completed

PAN ▲

ABCPK1234G [Verify Now](#)

Registered Email

dscuser@yopmail. ✔

Mobile Number

+919999879565 ✔ 🔗

GSTIN

Enter your GSTIN (if you have one)

Alternatively, after creation of profile and clicking on the **Proceed to Verify** button, you will be Redirected to the Profile Page, where you can click on the **Verify Now** as shown in the image Above.

Kindly complete your PAN verification process using your DSC to continue to apply for Approvals in NSWS. [See Details](#)

(Sole Proprietor)

Postal Address
221-B, Baker Street, , Ambala

Registered Address
221-B, Baker Street, , Ambala

Authorised Signatory Details

PAN Verification Pending

We would request you to kindly verify your PAN Details using Digital Signature Certificate (DSC) to continue to apply for Approvals in NSWS.

Steps Involved:

- 1 Add Authorised Signatory
- 2 Register your Digital Signature Certificate (DSC)
- 3 Verification of the PAN Details against registered DSC

Cancel **Proceed Now**

You must then click on **Proceed Now**. This will redirect you to the Authorized Signatory Section of the profile. Follow steps mentioned in Slides 5, 6, 7, and 8 to register DSC and Verify PAN.



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/>)

National Single
Window System

How to identify and add DSC



How to identify and add DSC

Address 1 *
221-B, Baker Street

Address 2
e.g - Road, Sector, Landmark

Country * India PIN Code * 133001

State * Haryana District *

Project Details
Project
Project 1

Add Digital Signature Certificate
Digital Signature is a way to identify yourself online.

Cancel Save

ABCPK12346 [VERIFY NOW](#)

Registered Email
dscuser@yopmail.fr

Mobile Number
+919999879565

GSTIN
Enter your GSTIN (if you have one)

Udyam Registration Number
Enter your Udyam Registration Number (if you have one)

IE Code
Enter your IE Code (if you have one)

Haryana Ambala

Project Details
Project
Project 1

Add Digital Signature Certificate
Digital Signature is a way to identify yourself online.

Cancel Save

Update

! PAN Verification Pending

We would request you to kindly verify your PAN Details using Digital Signature Certificate (DSC), to continue to apply for Approvals in NSWS.

Steps involved:

- 1 Register your Digital Signature Certificate (DSC)
- 2 Verification of the PAN Details against registered DSC

Cancel Proceed Now

Registered Email
dscuser@yopmail.fr

Mobile Number
+919999879565

GSTIN
Enter your GSTIN (if you have one)

Udyam Registration Number
Enter your Udyam Registration Number (if you have one)

IE Code
Enter your IE Code (if you have one)

Organization
- About
- Guide
- FAQs
- Contact
- Query/Feedback

Approvals
- Central Approvals
- State Approvals
- Government Schemes

Others
- Terms of Use
- Privacy Policy
- Sitemap

Call us at
1800 102 5811

Write to us at -
contactus-nsws@investindia.org.in

Single connect

You must click on Proceed Now and register you DSC by following the process mentioned in the next slide.



How to identify and add DSC

Address 1
221-B, Baker Street

Address 2
e.g - Road, Sector, Landmark

Country * India
PIN Code * 133001

State * Haryana
District * Ambala

Project Details ⓘ
Project
Project 1

Add Digital Signature Certificate
Digital Signature is a way to identify yourself online.

Cancel Save

ABCPK1234G [verify now](#)

Registered Email
dsouser@yopmail.fr

Mobile Number
+919999879965

GSTIN
Enter your GSTIN (if you have one)

Udyam Registration Number
Enter your Udyam Registration Number (if you have one)

IE Code
Enter your IE Code (if you have one)

After filling all the details, click on the **Add Digital Signature Certificate** toggle. You will be redirected to the DSC registration screen as shown in the next slide.



How to fill DSC fields and register DSC

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 *
Select a Provider

Certificate *
▼

Token Password *
Set Password

Authorised PAN Number *
XXXXXXXXXX

Register DSC Cancel

Select the desired **'Provider'** from the dropdown

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

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 *
Select a Provider

Certificate *
▼

Token Password *
Set Password

Authorised PAN Number *
XXXXXXXXXX

Register DSC Cancel

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



How to fill DSC fields and register DSC


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

Add Digital Signature Certificate



DSC Verification Failed


The PAN details do not match with your Digital Signature Certificate. Please check the DSC token and validate again to apply for approvals.

Certificate 1	
Name registered against PAN	SUKHDEEP SINGH NANDA
Name registered against DSC	SUKHDEEP
Authorized Signatory PAN	AKKPKN3087-1A

Cancel
Try Again

If the PAN details doesn't match with DSC installed in system, you will get a failure pop-up message as shown above with all the details mentioned therein. You can click on **Try Again** to try to register DSC and verify PAN again. **Note:** For proprietorship and individual firms, an individual DSC must be used. Whereas, for all other Organisations (LLP, Company, partnerships, JVs, consortium etc) use an organisational DSC.

National Single Window System
CENTRAL APPROVALS Issued by Ministries of Govt. of India
STATE APPROVALS Issued by States of Govt. of India
GOVERNMENT SCHEMES Avail the benefits by Govt. of India



DSC Verification Successful

Your PAN details are verified successfully against your registered Digital Signature Certificate (DSC). You may now apply for approvals.

Ok

If the details entered match with the DSC installed in system, you will get a success pop-up message as shown above. You can click on **Ok** and check the DSC details in Authorized signatory details tab with Status as "DSC registered".



DSC Details in Profile

Authorised Signatory Details Add New

MSD BAAPA2001A DSC registered

Signatory Details DSC registered

PAN of Authorized Signatory
BAAPA2001A

First Name Middle Name

Last Name Designation

Email Address Mobile No.

Date of Birth

Address 1

Address 2

Country PIN Code

State District

Project Details

Project

Signature Added Successfully.
DSC added successfully, you can now sign your PDFs using this.

DSC Holder Name: Vijay Chirmalikarjun Jambanagouda	DSC Issuer Name: Test SubCA
Organisation Name: Personal	DSC Serial Number: 2201729839601833709296745303334719805
Certificate Expiry Date: 01/12/2023	

MSD BAAPA2002A

project 2

Vijay BAAPA1010A

No Projects assigned

Update

Once DSC is successfully registered, you will be able to see details of the registered DSC in the Authorized Signatory section. Also notice the DSC registered Tag visible in green next to the signatory's name.

5



DSC Details in Profile

The screenshot displays the 'Profile' page of the National Single Window System. The header includes navigation links for 'National Single Window System', 'CENTRAL APPROVALS', 'STATE APPROVALS', 'GOVERNMENT SCHEMES', and 'PM GATI SHAKTI'. The main content area is titled 'Profile' and includes a sub-header 'NEW DSC TEST-2 (Sole Proprietor)'. A progress bar indicates '66% Profile Completed'. The profile details are as follows:

- Postal Address:** jhkjhk, jhkjhk, Nicobars, Andaman and Nicobar Islands 768768
- Registered Address:** jhkjhk, jhkjhk, Nicobars, Andaman and Nicobar Islands 768768
- Authorised Signatory Details:** MSD, BAAPA2001A
- Verification Status:** PAN (AACPA4385K), Registered Email (dscn2@yopmail.fr), and Mobile Number (+919738851684) are all verified, indicated by green checkmarks.
- Other Fields:** GSTIN and Udyam Registration Number are present but currently disabled (indicated by greyed-out toggle switches).

The Profile page should now show the PAN number as verified with a green check mark next to it. This means that the organization PAN has been verified.



What are the technical Requirements for NSWS

System Requirements for National Single Window 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. . Clear all cached files in the system before registering the 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)

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