## Procedure to apply for Jeweller Registration Scheme

Step 1: Enter the URL <u>https://www.manakonline.in/MANAK/login</u> in Mozilla Firefox web browser and click on the "Hallmarking" tab as shown in fig.1.

Bureau of Indian Standards The National Standards Body of India	Connect A+ A- A
Af Home i About BIS - Contact Us	
BIS CARE APP A tool for Consumer Empowerment Main features of the App	r∜ NEWS AND EVENTS
Check the authenticity of the product with [2] mark by using Verify Licence Details*     Check the authenticity of Hailmarked Jevellery items with HUID number $O$ by using Verify HUID:     Select Ynow your Standard's for information on any Indian Standard, licenses against it and laboratories for this product.	Extension of date of implementation of amendments to Indian Standards and revised Indian Standards
to us an also access products under computation of this Arguments for products under simplified procedure of accessing.     Check the authenticity of effective products with Arguments (B) young Vertify Arguments and the State of the S	Revamped portal eBIS - Login     instructions for existing users
Standardization Standardization Conformity Assessment (Manakonline) Conformity Assessment (CRS) Correspondence of the second secon	If you wish to apply for Jeweller Registration Scheme please apply through the National Single Window System NSWS portal Please visit https://www.nsws.gov.in/
Management System Laboratory Ballmarking Consumer Engagement / Complaints	
Training Management System OGS Important Links	

(Fig.1)

Step 2: Then click on link at the Manak Portal under "Notification" section or click on the "For jeweller registration" tab as shown in fig.2.

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Bureau of Indian Standards The National Standards Body of India	Connect A+ A- A LOGIN (
# Home i About BIS - Contact Us Q Search	
	NEWS AND EVENTS     Extension of date of implementation     of amendments to Indian Standards and     revised Indian Standards     Relaxation in fee for MSME units for     licence under Bureau of Indian Standards     (Conformity Assessment) Regulations     2018 and its amendments- reg.
Gold Registration Granted 121897       Image: Silver Registration Granted 12633       Image: Cold Articles Received for Hallmarking during the Month 7450456       Image: Cold Articles Fallmarked during the Month 7181115         AHC Recognised 1025       Image: Cold Articles Received for Hallmarking during the Month 7450456       Image: Cold Articles for Hallmarking during the Month 7450456       Image: Cold Articles for Hallmarking during the Month 7181115	♦ NOTIFICATIONS If you wish to apply for Jeweller Registration Scheme please apply through the National Single Window System NSWS portal Please visit -> http://www.nsws.gov.in/
Jeweller Registrations AHC Recognition Cancelled Suspended 121 Mandatory Halimarking Order & Regulation	Activate Windows Go to PC settings to activate Windows.
(Fig.2)	

Step 3: Then user will be redirected to the NSWS page where user will click on "All Approvals" then on "Central Approvals" in the dropdown as show in fig.3.



(Fig.3)

Step 4: On the "Approval and Registrations" page user can search for the keyword "Hallmark" in the search field provided at the top right hand corner. Then go to "Registration of jewellers for selling Hallmarked jeweller/artefacts" box and click on "Add To My Approvals" as shown in fig.4.



(Fig.4)

Step 5: Then a Login page will appear where you can login using your credentials if you have already registered yourself on the portal otherwise register yourself by clicking on the "Register" link as shown in fig.5.

	→ National Single → Window System		
	Login		
JESSEL	Enter Your Email*		
	Enter Your Password	۵	
	Login	Forgot your Password?	
	Don't have an account yet? Register		
9494			
			21



Step 6: Then fill the Registration form as shown in fig.6.

AN AN	Register				^	
	Full Name *					
	Mobile Number *					
	Email *				1.8	
	Enter Your Password *	0	onfirm Password *	0	1.8	
La la	By checking "I accept", You a Privacy Policy applicable to t					
	Register		lready have a registered acco	ount? Login Here	~	

(Fig. 6)

Step 7: Then an OTP will be send to user's mobile no. as shown in fig.7.

ОТР	
J4PZzs	
Haven't received a verification code in your phone?	
Click Here to Re-Send the OTP message.	
Submit Back to Login	



Step 8: Then a verification link will be sent to user's registered email id as shown in fig.8.

	<ul> <li>National Single beta</li> <li>Window System</li> </ul>		
	Email verifycation         Area to verify your email address has been sent to you.         Area in with instructions to verify your email?         Citck fore to seen the email.         After Email verification, <u>Click here</u>		
NSWS - Registration successful, activ		Reply Forward Html Text Print	Delete
Hi, Greetings from National Single Window System (NSWS	).		
Please click on the link below to verify your account:			

Please click on the link below to verify your account: Click Here For any assistance, please feel free to reach out to us at: 1800 102 5841. Thank you, Team NSWS

(Fig.8)

Step 9: After user's account has been verified kindly login with the credentials. Then click on My Dashboard link at the top right corner as show in fig.9.



(Fig.9)

Step 10: Then click on "Apply Now" link as shown in fig.10.

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National Single 🔤 Window System			SPECIAL SCHEW	E + ADD APPROV	VALS & REGISTRATIONS	HELP	_ a 🖥 o x×
응용 Deshboard Chi Documents	BB Dashboard Good Afternoon aditys gaut, here are your up	dates for today				de la	A CARLER OF CARLES
(2) My Profile	CENTRAL RELATED APPROVALS	STATE RELATED APPROVALS					Application Status Brieff Bana • Q. Y Advanced Filter
	Approval Name	Applied On	Assigned to	Application Status	Application Fee		Actions
	Registration of jewelers for sella jewelery/artefacts	g Halimarked	Ministry of Consumer Affairs, Food and Public Distribution	Not Applied	86.		
Your Single Window System ID							

(Fig.10)

Step 11: Enter CIN/LLPIN based on your selection if your business entity is already incorporated. If user is a "Sole Proprietorship" then click on validate button and proceed to the next step as shown in fig.11 & 12.

Common Registration Form	Common Registration Form	+ Expand All	
	The information provided below may be used for processing any approval that you may wish to apply on N	ISWS.	
Registration of jewellers for selling Hallmarked jewellery/artefacts	Entity Identification Number		
	Please select the option best suited for your business entity ① Enter CIN Number		
	Incorporated in India under Companies Act 🔹	Validate	
	Incorporated in India under Companies Act		
	Incorporated in India under Limited Liability Act		
	Sole Proprietorship		
	Apply for incorporation as Company/LLP		



(Fig.12)

Step 12: Expand Company Registration Details section by clicking on the "+" sign and fill the required details as shown in fig.13.

Common Registration Form	Company Registration Details		
Registration of jewellers for selling Hallmarked jewellery/artefacts	Company Incorporation Number (CIN)/Limited Liability Partnership Ide U72900DL2006PTC235208	ntification Number (LLPIN) * 🛈	
	Business Entity Name *		
	TO THE NEW PRIVATE LIMITED		
	Company Status *		
	Active		
	Organisation Email Address *		
	cosec@tothenew.com		
	Incorporation Date *		
	14/07/2006		
	RoC Code	Permanent Account Number (PAN) of Company * 🛈	
	RoC-Delhi	AFZPK7190K	
	GSTIN * ①	IE-Code 🛈	
	02AAATB0431G1Z1	010000029	
	Udyam Registration Number ①	Primary Business Activity *	
	UDYAM-XX-00-000010	Manufacturing O Service	



Step 13: Then Enter Postal Address Details as shown in fig.14.

Common Registration Form					
Registration of jewellers for selling	Registered Address				
Hallmarked jewellery/artefacts	Address 1 *		Address 2		
	Laxmi Nagar		Metro piller number 37		
	Country *		State *		
	India	•	Delhi	•	
	District *		Pin Code *		
	East Delhi	•	110092		
	Correspondence Address				
	Address 1 *		Address 2		
	Laxmi Nagar		Metro piller number 37		
	Country *		State *		
	India	-	Delhi	*	
	District *		Pin Code *		
	East Delhi	*	110092		
		(Fig.14)			

Step 14: Then expand Factory/Site Location and fill it as shown in fig.15.

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National Single <b>beta</b> Submit	Your Applications			BB MY DASHBOARD	Ģ	P	~
Common Registration Form Registration of jewellers for selling Hallmarked jewellery/artefacts	Factory / Site Location Address of Site/Workshop/Factory/Facility Commentation Address 1 * Laxmi Nagar Country * India District * Delhi Site is Currently Used For (Land Use) * Selling jewelry	•	Address 2 Piller number 37 State * Delhi Pin Code * 110092		•		101010

(Fig.15)

Step 15: Similarly fill all the other sections and save the application as draft by clicking on 'Save as Draft' or submit the application by clicking on 'Review & Submit' as shown in fig.16.

🦉 उद्योग संवर्धन और आंतरिक व्यापार बिभाग department for promotion of industry and internal trade	INDIA			
National Single Maine Submit Your Ap	plications		EE MY DASHBO	ARD 다 옷 \
	+ Add Section Product / Services Offered Item Description * Jewelter Ornament ring earing HSN Code ① 866546 + Add Section Investment details Financial Turnover Review & Submit Save as Draft	NIC Code ① 87667		

(Fig.16)

STEP 16: Then user can submit the application after previewing it as shown in fig.17.

Common Registration Form	Application
Form 1	
Form 1 - Common Registration Form	
COMPANY REGISTRATION DETAILS	
Company Incorporation Number (CIN)/Limited Liability Partnership Identification Number (LLPIN)	U72900DL2006PTC235208
Business Entity Name	TO THE NEW PRIVATE LIMITED
Company Status	Active
Organisation Email Address	cosec@tothenew.com
Incorporation Date	14/07/2006
I have reviewed all the information provided by me and confirm that it i	

(Fig.17)

STEP 17: After successful submission, a message of submitted successfully will be displayed. Click on the "OK" button to close that Pop-up as shown in fig.18.

DEPARTMENT FOR PROMOTION OF INDUST			
National Single (Both) Window System	Submit Your Ap		
		$\bigcirc$	
		Submitted Successfully	
		Your application for <b>'Common Registration Form'</b> has been submitted successfully.	
		ОК	
National Single Deta Window System	<ul> <li>Thu, 20 Jan 2022</li> <li>18:51:27 India Standard</li> </ul>		
HOME KNOW YOUR AF	PPROVALS FAQ		
ABOUT US CENTRAL APPR			
CONTACT US STATE APPROV			
🍿 उद्योग संबर्धन और आंतरिक ब्लामर विभाग ८५ - DEPARTMENT FOR PROMOTION OF MOUST			

(Fig.18)

Step 18: Then go to "Registration of jewellers for selling Hallmarked jewellery/artefacts" section in the left menu and fill the "User Details" as shown in fig.19.

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National Single 🔤   Submit Ye	our Applications	BB MY DASHBOARD	Ω <b>P</b> ~
Common Registration Form Registration of jewellers for selling Hallmarked jewellery/artefacts	Registration of jewellers for sell jewellery/artefacts Form - Registration of jeweller selling articles of gold/ Grant of User Details		
	First name * AKASH	Middle name	
	Last name *		
	D08 01/01/2004		
	Email * VTFEROZ@YOPMAIL.COM		
	Mobile Number * +91 9034683450		
	Registration Details		F

(Fig.19)

Step 19: Similarly fill the "Registration Details" as shown in fig.20.

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National Single 🔤 Submit Y	our Applications	BB MY DASHBOARD	ф <b>Р</b> v	
Autonal Single Vera     Submit Y     Window System     Common Registration Form     Registration of jewellers for selling     Halmarked jewellery/artefacts	Our Applications         Registration Details         Application For Outlet * <ul> <li>Apply for new Outlet</li> </ul> Licence Required For No. of Outlets * <ul> <li>Single Outlet</li> <li>More than or Equal to 5 Outlet (Corporate License)</li> </ul> Firm Details           Management Details           Contact Details           Other Details (if Any)           Documents Required           Declaration	RB MY DASHBOARD  Application For *      Gold and Gold Aloys, Jewellery/Artefacts - Fineness and Marking     Silver and Silver Alloys, Jewellery/Artefacts - Fineness and Marking - Specification Sector *      Private      +		
	Add Outlet Detail	*		

Step 20: Similarly fill all the other sections and save the application as draft by clicking on 'Save as Draft' or submit the application by clicking on 'Review & Submit' as shown in fig.21.

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National Single 🔤 🖓 🖓	Submit Your Applicat	ions		
		Leence Required For No. of Outlets *  Single Outlet More than of Equal to 5 Outlet (Corporate Leense)  Firm Details  Management Details  Name *  abc  Authorized Signatory *  ad-  + Add Section  Contact Details  Other Details (If Any)  Documents Required  Declarat  Add Out Pretail  Review & Subant  Save as Draft	Silver and Silver Alloys, Jevelley/ArtFacts - Filenees and Marking - Specification          Sector *       •         Private       •         Designation/Proprietor/Partner/Director/CEO) *       •         CEO       •         +       •         +       •         •       •	

(Fig.21)

Step 21: After successful submission the application status will reflect as "Approved" in the "My Dashboard" section as shown in fig.22.

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B Dashboard	B Dashboard Good Morning Argento Aurum Private Limiter	d, here are your updates for today			
(2) My Profile	CENTRAL RELATED APPROVALS  You have 1 applications Approval Name	STATE RELATED APPROVALS	Assigned to	Application Status Applic	Application Status Select Status
Voue Einelo Wiedens Zustan	Registration of jewellers for seli jewellery/artefacts	ng Hailmarked 21/01/2022	Ministry of Consumer Affairs, Food and Public Distribution	Applied NIL	© :
Your Single Window System ID					

(Fig.22)