

GOVERNMENT OF ANDHRA PRADESH

GVWV & VSWS DEPARTMENT

Auto Nagar, Vijayawada

Application For Integrated Registration of Establishment Under Labour Laws

User Manual

September 2023

1. Service Overview

This Service Is to Provide the Certificate (FRESH & RENEWAL registration) in Application of Integrated Registration of Establishment Under Labour Laws for AP Shops & ESTTS, Act 1988.

Category Type	Α
Charges	Rs 40/- + Registration fee (based on number of employees)
SLA	15 Minutes
Documents	For fresh certificate:
Required	1. Employer photo with signature
	2. Aadhar card
	3. Proof of address of the establishment (Electricity bill/rental agreement)
	4. Authorization certificate given by employer/self-authorization
	For renewal of certificate:
	1. Old certificate

Service Type	Minimum Employees	Maximum	Registration Fee
		Employees	(Per1Year)
	0	0	30.00
	1	5	100.00
Fresh Registration	6	10	200.00
/License	11	20	350.00
	21	50	1000.00
	51	100	2000.00
	101	99999	2500.00

2. Service request in DA login – Fresh license

a) Enter the URL <u>https://vswsonline.ap.gov.in/#/home</u> and login to the portal using your credentials.



b) Digital Assistant shall choose the Service "Integrated Registration of Establishment Under Labour Laws". After click on the service "Integrated Registration of Establishment Under Labour Laws" it will redirect to Basic details form as mentioned below.

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🛞 Reissuance 👩 Grama -	Ward Sach 🛞 Dev-Mutation 🛞 DEV-GSV	NS-URL 🛞 Prod-Reissue 🛞 prod 🛞 N	ew-Aaroya Sri 🛛 👩 Update-Aarogy sri		
🌀 AP ້ຳລ໌ ສ	វប្តិទ			Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh	ń
> Profile Update	Hello, Narayana 🗸			🛒 12:43:17 PM	
> Dashboard	Panchayat Secretary Grade-VI (DA)			16 January 2023 MON	
> Reports	GSWS / Application Submission / Labour / Application Fo	r Integrated Registration Of Establishment Under Labour Laws			21
> View Transaction					
> Challan Payment	Application For Integrated Registration O	f Establishment Under Labour Laws			
	Per	ic Dataile	Applicat	Nan Carm	
 Request Tracking System 	Bas		Applicat		
 Request Tracking System List Of Services 	Aadhaar Number: *	Citizen Name: *	Father/Husband Name: *	Gender;*	
Request Tracking System List Of Services Application Submission	Aadhaar Number; *	Citizen Name;*	Father/Hutband Name:*	Gender:* Select	
Request Tracking System List Of Services Application Submission Consumer Affairs. Food and Civil Sumption	Aadhaar Number; *: Prc-Fill Date of Birth: 1	Citizen Name:*	Father/Husband Name: *	Gender:* Select V Qualification:*	
Request Tracking System List Of Services Application Submission Consumer Affairs, Food and Civil Supplies GSWS Services	Aadhaar Number: * Date of Birth: * dd/mm/yyyy	Citizen Name: * Caste: * Caste: * Select	Father/Hutband Name:*	Gender: * Select ✓ Qualification: * Select ✓	
Request Tracking System List Of Services Application Submission Consumer Affairs, Food and Civil Supplies GSWS Services Health and Family Welfare	Aadhaar Number; * Pre-Fill Date of Birth: # dd/mm/yyyy Titte Marital Status: *	Citizen Name: * Citizen Name: * Cente: * Select Mobile No: **	Father/Hubband Name: *	Gender: * Select Qualification: * Select	
Request Tracking System List Of Services Application Submission Consumer Affairs, Food and Civil Supplies GSWS Services Hath and Family Welfare Department Human Reconcres	Aadhaar Number; *: Pre-Fill Date of Birth: * dd/mm/yyyy Markal Status: * Select ✓	Citizen Name: * Citizen Name: * Caste: * Select Mobile No: **	Appricat Father/Husband Name:* Father/Husban	Gender: * Select Qualification: * Select	
	Aadhaar Number; * Aadhaar Number; * Date of Birth: * dd/mm/yyyy Marinal Status: * Select	Citizen Name: * Citizen Name: * Caste: * Select Mobile No: *	Appricat Father/Husband Name: * Father/Husband Name:	Gender: * Select Qualification: * Select	
	Aadhaar Number; ** Aadhaar Number; ** Date of Birth: * dd/mm/yyyy Select Permanent Address	Clizan Name: * Cara: * Select Mobile No: *	Applicat Father/Husband Name: * Father/Husband Name: * Fatigion: * Select Email:	Gander: * Select Qualification: * Select V	
Request Tracking System List Of Services Application Submission Consumer Affairs, Food and Civil Supplies GSWS Services Health and Family Welfare Department Human Resources PR & MAUD Panchayat Raj and Rural Development Consumer	Aadhaar Number; *- Pre-Fill Date of Birth: * did/mm/yyyy Select Permanent Address Door No. & Street Name: *-	Citizen Name: * Citizen Name: * Casta: * Select Mobile No: * District : *	Father/Husband Name: * Eeligion: * Select Email: Mandal/Municipality: *	Gander: * Select Cualification: * Select Village/Ward/Secretariat: *	

c) Enter Aadhar Number-->Click on prefill Basic Details, Permanent Address will be prefilled based on the Aadhaar Number given at basic details form. Once all details are filled click on continue.

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🛞 Reissuance 👩 Grama - War	d Sach 🛞 Dev-Mutation 🛞 DEV-GSWS	-URL 👩 Prod-Reissue 🚷 prod 👩 N	lew-Aaroya Sri 🛛 👸 Update-Aarogy sri	
🌀 AP វ៉ាំង ដារប្ដ	រ្តីត			Sri YS Jagan Mohan Reddy Honble Chief Minister of Andrra Pradesh
> Profile Update	Select 🗸	9912352506		
> Dashboard				
> Reports	Permanent Address			
> View Transaction	Door No & Street Name *	District : *	Mandal/Municipality: *	Village/Ward/Secretariat: *
> Challan Payment	2-123	SRIKAKULAM	SRIKAKULAM-R	KHAJIPETA
> Request Tracking System	Pin Code. *	Postal Office	Postal Village:	
List Of Services	532401	Select 🗸	Select ~	
✓ Application Submission	Present Address is same as Permanent Address			
+ Consumer Affairs. Food and Civil Supplies	Present Address (Mailing Address)			
+ GSWS Services	Door No & Street Name: *	District.*	Mandal/Municipality: *	Village/Ward/Secretariat: *
+ Health and Family Welfare	2-123	SRIKAKULAM 🗸	SRIKAKULAM-R	
+ Human Resources	Pin Code: *	Postal Office	Postal Village	
+ PR & MAUD	532401	Select 🗸	Select	
+ Panchayat Raj and Rural Development				
+ Revenue				Reset Continue

d) Application form will be as shown below, select either fresh radio button.

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> Profile Update	Hello, Mahesh 🗸		-	09:07:29 PM
> Dashboard	Panchayat Secretary Grade-VI (DA)		^	12 September 2023 TUE
> Reports	GSWS / Application Submission / Labour / Application 1	For Integrated Registration Of Establishment Under Labour Law	s (SECOND SCHEDULE [Sec.2(d) and Sec4(1)])- FORM A	
> View Transaction				
> Challan Payment	Application For Integrated Registration	Of Establishment Under Labour Laws (SECO	ND SCHEDULE [Sec.2(d) and Sec4(1)])- FORM A	
> Request Tracking System	Basi	c Details	Application Form	
List Of Services	Is Application Fresh or Renew?*	○ Fresh ○ Renew		
✓ Application Submission				
+ Consumer Affairs, Food and Civil Supplies				
+ GSWS Services				
+ Health and Family Welfare Department				
+ Human Resources				
+ Labour				

e) Select the radio button for "Is Your Establishment An Industry? " field If select on yes button it will redirect to the industries portal URL and can proceed by clicking on that URL.



f) Select No then the details to be entered will be displayed as shown below.

Your Establishment An Industry?*	🔿 Yes 🖲 No		
Are you Registered with AP innovation Society:*	• Yes O No		
APIS Startup_id (AP innovation Society Startup_id):*			
Service Details			
Area of Services; *	Nature of Business/work/construction/activity/manufactory:*		
	▼ Select	~	

 g) Select the radio button for the "Are you Registered with AP innovation Society" field. Then the "APIS Startup_id (AP innovation Society Startup_id)" field will be enabled as shown below. If No means field should not enable

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eissuance 👩 Grama	- Ward Sach 🛞 Dev-Mutation 🛞 DEV-GSWS-UF	RL 🛞 Prod-Reissue 🛞 prod 🛞 1	New-Aaroya Sri 🛛 🛞 Update-Aarogy sri	
) AP វ៉ាំង ត	កក្លួម			Sri YS Jagan Mohan Reddy Hon ble Chief Minister of Andhra
ofile Update				
shboard	Application For Integrated Registration Of Esta	ablishment Under Labour Laws		
ports	Basic Det	tails	Application	Form
ew Transaction	Is Your Establishment An Industry?*	🔿 Yes 💿 No		
nallan Payment	Are you Registered with AP Innovation Society:*		O Yes O No	
quest Tracking System	Service Details			
Of Services	Area of Services: *	Nature of Business/work/construction/activity/manufactor	¢*	
plication Submission	`	Select	~	
umer Affairs, Food and Civil Ilies	Deviation (Linners Deviated under *			
S Services	AP Shops and ESTTS, Act 1988*			
th and Family Welfare artment				
nan Resources	PARTICULARS OF ESTABLISHMENT / EMPLOYER	(COMMON UNDER ALL THE ACTS):		
a MAUD	ESTABLISHMENT DETAILS :			
hayat Raj and Rural	Name of Shop/Establishment: *		Classification of Establishment: *	
elopment				

h) Select the service details from dropdown

Service Details

 Area of Services: *
 Nature of Business/work/construction/activity/manufactory: *

 REGISTERING / LICENCING OFFICER WISE
 V

 House Keeping/Security Services
 V

i) Need to select the checkbox for Registration/License Required under

0			
Registration/License Required under *			
AP Shops and ESTTS, Act 1988*			

j) Worker details should be entered manually as shown below:

Registration/License Required under *		
AP Shops and ESTTS. Act 1988*		
Worker Details:		
Direct Workers:		
Male: *		Female: *
10		10
Contract Workers:		
Male: *		Female: *
10		10
Casual / Daily wage Workers:		
Male: *		Female: *
10		10
Total Workers: *	60	

k) Enter all the ESTABLISHMENT DETAILS

PARTICULARS OF ESTABLISHMENT / EMPLOYER (COMMON UNDER ALL THE ACTS):

ESTABLISHMENT DETAILS :

Name of Shop/Establishment: *	Classification of Establishment: *
Bhavani	APSRTC ~
Category of Establishment: *	Street/Door No: *
Building or other construction Establishment	3-5R/A
Locality: *	District: *
Near Busstop	NTR
Mandal: *	Village Secretariat/Ward Secretariat: *
A.KONDURU-R	A.KONDURU 🗸
Pin Code: *	Mobile No:
509000	8677676767
Email:	Company/Proprietor/Owner/Partnership: *
bhavani@gmail.com	Company or Firm

 Select the "Date of Commencement of Business/work/construction/activity" and "Date of Completion of work/construction/activity(if applicable)"

Date of Commencement of Business/work/construction/activity: *	dd/mm/yyyy	
Fresh Application Registration Valid Date is calculated for three financial years base	d on the Date of Commencement of Business/work/construction/	activity
Date of Completion of work/construction/activity(if applicable):		

m) Fill in the details of "Employer, managing partner or Managing Director as the case may be".Select the state from the drop-down and fill in all the mandatory fields as shown below

	Father/Husband's Name: *	
]	abcd	
	Mandal: *	
*	PONNUR-R	•
	Pincode:	_
*	544333	
	Designation: *	
	Director	•
	✓	Father/Husband's Name: * abcd Mandal: * PONNUR-R Pincode: S44333 Designation: * Director

n) Select the applicant details of the relationship

Applicant Details :
Relationship: *

o) Upload all the mandatory documents

Document List :			
(Note: All Upload Documents should be in PDF Format Only)			
Employer Photo with Signature : *		PAN No	
Q. No File choosen	Browse	Q. No File choosen	Browse
AADHAR No .*		VAT No	
Q. No File choosen	Browse	Q No File choosen	Browse
GST No		Authorization Letter given by the employer Or self Authorization, *	
Q. No File choosen	Browse	Q No File choosen	Browse
Uploads establishment address copy."			
Q No File choosen	Browse		

p) Click on the application declaration

Applicant Declaration :

I/we hereby declare that I/we have complied with all relevant provisions of the Labour Acts applicable to the establishment. In case the information furnished above is found to be false, mirepresented or suppresed any material information or evaded to furnish the information, I/we are liable for prosecution as per law besides cancellation of the registration/license granted.*

 q) Click on show payment and the receipt will be generated. The amount shown should be collected.

(Note: All Upload Documents should be in PDF Format Only)			
nployer Photo with Signature : *		PAN No	
Application For Integrated Registration Of Establishment Under Labour Laws_IRE23011	14150644. Browse X	Q No File choosen	Browse
DHAR No.*	<u>a</u> .	VAT No	
Application For Integrated Registration Of Establishment Under Labour Laws_IRE23011	141 Jowse X	Q No File choosen	Browse
T No	Please wait	Authorization Letter given by the employer Or self Authorization: *	
Q, No File choosen	Browse	Application For Integrated Registration Of Establishment Under Labour Laws_IRE230114150644.	Browse >
loads establishment address copy.* Application For Integrated Registration Of Establishment Under Labour Laws_IRE23011	14150644. Browse ×		
pplicant Declaration :			
I/we hereby declare that I/we have complied with all relevant provisions of the Labour information or evaded to furnish the information. I/we are liable for processuring as ne	r Acts applicable to the estab er law besides cancellation of	lishment. In case the information furnished above is found to be false, mirepresented or suppresed any the registration/license granted, $^{\rm e}$	/ material
internetien er eredet to ternen tre internetien yne die nedet to proceeden as pe			

PAYMENT GATEWAY					
Payment Details	Payment Details				
Reference No : IRE230116150646					
Amount To Pay	₹40.00				
Surcharge Amount	₹0.00				
Convenience Fee NEFT	₹0.00				
Total Amount	₹40.00				
٩	Secure Checkout by BillDesk				
Select Payment Method	 BillDesk Online Paytm Online Cash 				
	Continue Payment				
Cancel Payment					

r) As it is a CAT A service the print certificate button will be enabled after the completion of payment. Print the certificate and provide it to the citizen.

				Date : 16/01/202	
Secretariat Name :	Kondamudi	Secretariat ID :	U10790152-DA@apgsws.onmicrosoft.com		
Application Number :	IRE230116150646	Transaction ID:	TIRE230116150646		
Service Name :	Application For Integrated Registration Of Establishment Under Labour Laws	Department Name:	Labour Department		
Applicant Name :	Batna Anantha Rao	Father/Husband Name :	Abcd		
District :	Srikakulam	Mandal:	Srikakulam-r		
Amount Paid :	40 /-	Amount In Words :	Forty Rupees Only		
Payment Mode :	Cash	SLA :	15 Minutes		
Transaction Date :	16/01/2023 1:24:39 PM				
Note :					
1. To Know the Application status, Please	visit https://vswsonline.ap.gov.in				
2. For any query call us on : 1902					
Asking Bribe? - Call ACB Toll-free number 14400 / ఎవరైనా అంచం అడిగినా, అవినీతికి పాల్ఫడిన ACB టోల్-(ఫీ నెంబర్ 14400 కు ఫిర్యాదు చేయండి.					
Print Receipt		Print Co	ertificate		

3. Service request in DA login – Renew license

a) Enter the URL <u>https://vswsonline.ap.gov.in/#/home</u> and login to the portal using your credentials.



b) Digital Assistant shall choose the Service "Integrated Registration of Establishment Under Labour Laws". After click on the service "Integrated Registration of Establishment Under Labour Laws" it will redirect to Basic details form as mentioned below.

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\leftrightarrow \rightarrow C $rac{1}{2}$ uat.vsw	vsonline.ap.gov.in/#/labour-registration/re	gistration		९ 🖻 🖈 🖬 😩 :
🛞 Reissuance 👩 Grama - ۱	Ward Sach 🛞 Dev-Mutation 🛞 DEV-GS	WS-URL 🛞 Prod-Reissue 🛞 prod 🛞 N	lew-Aaroya Sri 🛛 🛞 Update-Aarogy sri	
🌀 AP సేచ	ទីប្តីទ			Sri YS Jagan Mohan Reddy Horn'ble Chief Minuter of Andhra Pradesh
> Profile Update	Hello, Narayana 🗸			👿 12:43:17 PM
> Dashboard	Panchayat Secretary Grade-VI (DA)			16 January 2023 MON Log Out
> Reports	GSWS / Application Submission / Labour / Application F	or Integrated Registration Of Establishment Under Labour Laws		
> View Transaction				
> Challan Payment	Application For Integrated Registration	Of Establishment Under Labour Laws		
> Request Tracking System	Ва	sic Details	Applicat	ion Form
 Request Tracking System List Of Services 	Ba	Sic Details	Applicat	Gender: *
Request Tracking System List Of Services Application Submission	Aadhaar Number; *: Pre-Fill Pre-Fill	Citizen Name: *	Applicat Father/Husband Name: *	Gender: *
Request Tracking System List Of Services Application Submission Consumer Affairs, Food and Civil Supplier	Ba Asdhaar Number; *: Date of Birth: 1	Citizen Name: *	Applicat Father/Husband Name:* Religion:*	Gender: * Select Qualification: *
Request Tracking System List Of Services Application Submission Consumer Affairs. Food and Civil Supplies GSWS Services	Ba Aadhaar Number: *- Pre-Fill Date of Birth: * dd/mm/yyyy. IIII	Citizen Name: * Caste: * Caste: * Select	Applicat Father/Husband Name:* Religion:* Select	Gender:* Select Qualification:* Select
Request Tracking System List Of Services Application Submission Consumer Affairs. Food and Civil Supplies GSWS Services Health and Family Welfare	Ba Aadhaar Number; *· Date of Birth: * dd/mm/yggy Marinal Status: *	Citzen Name: * Citzen Name: * Caste: * Select Mobile No: *	Applicat Father/Hutband Name: * Father/Hutband Name: * Religion: * Select Fmail:	Gender: * Select v Qualification: * Select v
	Ba Aadhaar Number; ** Pre-Fill Date of Birth: * dd/mm/yyyy Till Marital Status: * Select	Citzen Name:* Citzen Name:* Caste:* Caste:* Select Mobile No:*	Applicat Father/Husband Name: * Religion: * Select Email:	Gender: * Select V Qualification: * Select V
Request Tracking System List Of Services Application Submission Consumer Affairs. Food and Civil Supplies GSWS Services Health and Family Welfare Department Human Resources PR & MAUD	Ba Aadhaar Number: *- Pre-Hil Date of Birth: * dd/mm/yyyy EE Marital Status: * Select	Citizen Name: * Caste: * Caste: * Mobile No: *	Applicat Father/Husband Name:* Religion:* Select Email:	Cender:* Select v Qualification:* Select v
	Ba Aadhaar Number; *: Pre-Fill Date of Birth: * dd/mm/ygyy EE Select Permanent Address	citozen Name: * Citozen Name: * Caste: * Select Mobile No: *	Applicat Father/Husband Name;* Religion: * Select Email:	Gender: * Select Gualification: * Select
	Ba Aadhaar Number: *- Pre-Fill Date of Birth: * dd/mm/yyyy Eiii Nantal Status: * Select Permanent Address Door No.& Street Name: *	Citizen Name: * Caste: * Caste	Applicat Father/Husband Name:* Religion:* Select Email: Mandal/Municipality:*	Gender: * Select V Qualification: * Select V

c) Application form will show below, select renew option.

🍥 AP ไงล์ ส	ងប្តីត្		Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh			
> Profile Update	Hello, Mahesh 🗸		👿 09:07:29 PM			
> Dashboard	Panchayat Secretary Grade-VI (DA)		A 12 September 2023 TUE			
> Reports	GSWS / Application Submission / Labour / Application For Integrated Registration Of Establish	ment Under Labour Laws (SECOND SCHEDULE [Sec.2(d) and Sec4(1)])- FORM A				
 View Transaction 	Contral Appresion administrative address v Appresion Lon mediateron concernance record read for concernance for concernance for a security in a security in the security and the security address of t					
> Challan Payment	Application For Integrated Registration Of Establishment Under Labour Laws (SECOND SCHEDULE [Sec.2(d) and Sec4(1)])- FORM A					
Request Tracking System	Basic Details	Application Fe	orm			
List Of Services	Is Application Fresh or Renew?* O Fresh O) Renew				
✓ Application Submission						
+ Consumer Affairs, Food and Civil Supplies						
+ GSWS Services						
+ Health and Family Welfare Department						
+ Human Resources						
+ Labour						

d) Enter the application number of the old certificate and click on prefill.

Note: The old certificate should be AP Seva certificate.

🌀 AP ້ຳລົ ສຳຄຸ	ក្ល៍ల៍			Sri YS Jagan Mohan Reddy Horible Chief Minister of Andrra Prac
> Profile Update	Is Application Fresh or Renew?*	🔿 Fresh 🖲 Renew		
> Dashboard	Previous Application Number: * IRE230114150644 Pre-Fill			
> Reports	Applicantion Form			
> View Transaction	Is Your Establishment An Industry:	NO	Registered with AP innovation Society	t YES
> Challan Payment	relationship:	Father		
> Request Tracking System				
List Of Services	Service Details Application Number:		Area Of Service:	Registering/Licencingofficerwise
 Application Submission 	Nature Of Business:	17		
+ Consumer Affairs, Food and Civil Supplies				
+ GSWS Services	AP Shops and ESTTS, Act 1988: Worker Details	YES		
+ Health and Family Welfare Department				
+ Human Resources		Category	Male	Female
+ Labour	Contract Workers		10	10
+ PR & MAUD	Daily Wage Workers		10	10
+ Panchayat Raj and Rural Development	Direct Workers	cn	10	10

e) Click on show payment at the bottom and payment page will be shown.

🌀 AP సేప ਗ	ងប្លីត្			Sri YS Jagan Mohan Reddy Honble Chief Minister of Andhra Pradesh
> Profile Update	Hello, Mahesh 🗸			2 09:25:05 PM
> Dashboard	Panchayat Secretary Grade-VI (DA)			2 September 2023 TUE
> Reports				
> View Transaction		1	PAYMENT GATEWAY	
> Challan Payment		Payment Details		
> Request Tracking System		Reference No : RIRE230912153005		
List Of Services		Amount To Pay	₹40.00	
✓ Application Submission		Surcharge Amount	₹0.00	
 Consumer Affairs, Food and Civil Supplies 		Convenience Fee NEFT	₹6,000.00	
+ GSWS Services			75 0 10 00	
 Health and Family Welfare Department 		Total Amount	₹6,040.00	
+ Human Resources		Securi	e Checkout by BillDesk	
+ Labour				
+ PR & MAUD		Select Payment Method	BillDesk Online Pautm Online	
 Panchayat Raj and Rural Development 			© Cash	

f) Payment receipt will be generated, print the certificate and provide it to the citizen,

🌀 AP ້ຳລ໌ ສັ	វក្តីត្			Sri YS Jagan Mohan Reddy Honble Chief Minister of Andrira Pradesh
> Profile Update			Payment Receipt	Date : 12/09/2023 9:27:00 PM
> Dashboard	Secretariat Name :	Kondamudi	Secretariat ID :	U10790152-DA@apgsws.onmicrosoft.com
> Reports	Application Number :	RIRE230912153005	Transaction ID:	TRIRE230912153005
 View Transaction 	Service Name :	LabourRegistrationRenew	Department Name:	Labour Department
> Challan Payment	Applicant Name :	Sakala Kanakaraju	Father/Husband Name :	Test
 Request Tracking System 	District :	Kakinada	Mandal:	Kakinada Rural-r
List Of Services	Amount Paid :	6040 /-	Amount In Words :	Six Thousand Forty Rupees Only
✓ Application Submission	Payment Mode :	Cash	SLA :	15 Minutes
+ Consumer Attains, Food and Civil Supplies	Transaction Date :	12/09/2023 9:27:00 PM		
+ GSWS Services	Note :			
+ Health and Family Welfare	1. To Know the Application	status, Please visit https://vswsonline.ap.gov.in		
Department	2. For any query call us or	n : 1902		
+ Human Resources	Asking Bribe? . Call A	CB Toll-free number 14400 / ふンガラマ のいろつ	කරීතික කොට්ඩ් කාකා ශීන ACB හිලි හි නිය	స్ 14400 కు పిగాలను చేయండి
+ Labour	Asking Briber - Call A		Branno , Brandes a O'Jran ACB a O-la nor	
+ PR & MAUD	Print Receipt		Print	Certificate
+ Panchayat Raj and Rural Development				

The following points should be considered while providing the certificate to the citizen

- i. The fresh certificate which is generated is valid for 3 financial years, for example, if a certificate is generated on 13/09/2023 then it is valid up to **31/03/2026**.
- ii. The renewed certificate which is generated is also valid for 3 financial years, for example, if a certificate is generated on 15/09/2023 then it is valid up to **31/03/2026.**
- iii. To generate a renewed certificate in AP Seva the old certificate should be an AP Seva certificate only.