Government of India  
Directorate General of Health Services  
Central Drugs Standard Control Organization

Notice

File No.: IT-13011(11)/1/2023-eoffice  
Date: 01/01/2024


NSWS is established by the Central Government with the objective to build a genuine Single Window System which act as a one-stop shop for all the approvals required by the investor and facilitates ease of doing business. The scope of NSWS includes all the approvals/licenses/registrations/clearances as applicable.

In this regard, Invest India through TCS has developed NSWS portal has been developed for CDSCO, which will be independent from the existing SUGAM portal or cdscomonline portal. Initially following three activities under the Medical Devices Rules, 2017 have been developed and will be made ‘Live’ on NSWS portal w.e.f. 01.01.2024:-

1. Application for grant of Certificate of Registration of a Notified Body-Form MD-01.
2. Application for licence to manufacture medical device for purpose of clinical investigations, test, evaluation, examination, demonstration or training—Form MD-12.
3. Application for Licence to Import Medical Devices for the Purposes of Clinical Investigations or Test or Evaluation or Demonstration or Training—Form MD-16.

In view of above, it is requested that all concerned stakeholders henceforth should submit application related to above said three activities through NSWS portal only and the existing cdscomonline portal for the said activities will be disabled w.e.f. 15.01.2024.

The NSWS portal can be browsed through https://www.nsws.gov.in and a user guide is also attached herewith for guidance for ready reference.

This is for information of all concerned stakeholders.

Encl.: As above

(Dr. Rajeev Singh Raghuvanshi)  
Drugs Controller General (India)

To:
1. All the concerned stakeholders
2. CDSCO Website
User Guide:

How to apply for CDSCO Approval
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How to view, add approval from ‘All Approvals’

Hover over ‘Central Approvals’ and click on ‘All Approvals’

Click on “Add to Dashboard”

Select “Directorate General of Health Services” from the list of Departments
How to view, add approval through Central KYA

Click on ‘Know Your Approvals’ on the NSWS homepage

Click on ‘Continue with Central’ to open the central KYA
How to view, add approval through Central KYA

1. Click on ‘Business Activity Details’
2. Select “Healthcare” and Answer the questionnaire and find applicability of different approvals to you
3. Click on ‘Submit to Know Your Approvals’ to view the list of approvals
4. Click on ‘My Approvals’ tab to view the list of added approvals
5. To save a draft of the KYA answers, users must be logged into NSWS
6. Click on ‘Reset form’ to remove all previous responses to the questions

National Single Window System (https://www.nsws.gov.in/)
How to add identified approval to the Dashboard

To add the list of approvals on the Dashboard, log into NSWS.

Save the existing list of approvals in pdf format using ‘Save PDF’.

Users will be redirected to the ‘Sign In’ Page.

Existing users can ‘Sign In’ with their credentials.

New users can create an account using ‘Sign Up Now’.

Save the existing list of approvals in pdf format using ‘Save PDF’.

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National Single Window System (https://www.nsws.gov.in/)
How to login and apply for approval (New User)

New users can create their login credentials. Add their Email ID & Phone Number and verify both of them.

Select the applicable option

Enter the CIN / LLPIN / Business Name and click on ‘Next’
How to fill the application form

Add the details in the Profile section

Click on ‘Apply Now’ to proceed with the Application

Click on the downward arrow against the section names to expand and fill the form

Navigate through different forms for the approval from here

Click here to expand all section at once

Submit all the mandatory details(*) in the application form to apply
How to fill the application form

The ‘*’ indicates a mandatory field to be filled by the user.

Some Data will be pre-populated as filled up in the profile.

This button will create a duplicate section for the selected section.
How to fill the application form

BA/BE Study Details

Comparator Drug Details

Comparator Drug Name *
Name of Company
Name of Country *
Select

+ Add Group

This button will create a duplicate group for the selected group

Comparator Drug Details 2

Comparator Drug Name *
Name of Company
Name of Country *
Select

Foreign Manufacturer details

Name of the Foreign Manufacturer *
Country *
Select
Address Line 1 *
Address Line 2 *
State/Province/Region *
City *
Zip/Postal code *
Landline No *
Fax No *

Click on ‘(i)’ icon to read Additional Information

National Single Window System (https://www.nsws.gov.in/)
How to fill the application form

Select Document type and Click on ‘Browse File’ to add attachments

Use this button to save the progress of the filled up application

Move to the Checklist form for uploading the required documents

This button indicates that the user needs to Download a format, fill it up and upload the same on that particular field

National Single Window System (https://www.nsws.gov.in/)
How to fill the application form

Once filled, click on Review and Submit

Applicable fee will be visible here

Review the application and click here for final submission

National Single Window System (https://www.nsws.gov.in/)
How to fill the application form

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

Click on the checkbox and then “Pay & Submit” button

Pay the amount using the Bharatkosh portal
How to fill the application form

After payment, user will be redirected to NSWS portal where the user has to Digitally Sign the application.

This is the document containing the responses of the investor in the application with their DSC. Also known as Legal Form.

This screen confirms the submission of application.

National Single Window System (https://www.nsws.gov.in/)
How to fill the application form

Once submitted, user can track the ‘Application Status’ from here

In case the user wants to submit any additional document. They can click here

Upload the documents, add the information

Click on review and submit, and verify the application again using DSC as shown earlier
How to view the application form (Legal Form)

In Case the user wishes to see the Legal form they can do so by clicking on this button

The legal form can be previewed/downloaded
Checklist Activation

User will be presented with multiple tabs containing different checklists. Only one Checklist will be enabled for the investor to fill up, based on their responses in the Pre Registration Form.

Fill up the details on Pre registration Form. Click on the checkbox. Post this, Once the user clicks on Next Form at the bottom of the page, user will be presented with the checklist they have to fill.
Checklist Activation

User will land on checklist enabled for them to fill up

The checklists which are disabled for the user to fill in will appear as shown here. The user do not need to fill these up in order to submit their application.
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/](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

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Have any further questions?
Please submit your queries and feedback on:

[https://www.nsws.gov.in/contact-us](https://www.nsws.gov.in/contact-us)

Email: contactus-nsws@investindia.org.in
Ph: 1800 102 5841
(Monday - Saturday, 9am - 6pm)

_Last Updated on 14 March 2023_