User Manual
For
Goa Single Window System
Visit [www.goaipb.goa.gov.in](http://www.goaipb.goa.gov.in) where you can get the information about the Goa Investment Promotion and Facilitation Board as shown in **Fig 1**

![Goa Investment Promotion & Facilitation Board](image1)

**Fig 1**

- Click on **Single Window** option in menu bar or **Goa Single Window System** as shown in **Fig 2**

![Goa Investment Promotion & Facilitation Board](image2)

**Fig 2**
On click of **Goa Single Windows System**, the details regarding the Goa Single Window system will be displayed as shown in **Fig 3**. You can also view the details such as Information regarding various G2B Services, Various Policy documents by clicking on the link as shown in **Fig 3**.
Identify the pre-establishments and pre-operational approvals required to set up business in Goa using following steps.

**Step 1:** On click of the **Know Your Approvals-InfoWizard**, you can view the options like What is know Your Approvals, Run New Wizard/Retrieve Previous output, List of Services covered under the InfoWizard as shown in **Fig 4**. Click on the **What is Know Your Approval** in order to get the details/definition of Know Your Approval-InfoWizard as shown in **Fig 5**.
**Step 2:** Click on the Click to Proceed in order to Run the Wizard/Retrieve Previous run wizard information through a series if questions which will determine the services required by the user to proceed as shown in **Fig 6**.

**Fig 6**

**Step 4:** You can also view the list of services covered under the InfoWizard by clicking on **Click to View** as shown in **Fig 7**.

**Fig 7**
- Click on the Services under Single window in order to view the available services under single window system as shown in Fig 8. You can also view the Goa G2B Service list by clicking on the Service List as shown in Fig 8.

![Goa Single Window System](image)

**Fig 8**
The sector Policy and Schemes can be seen by clicking on the desired scheme/policy link as shown in Fig 9. You can also apply for the desired scheme by clicking on the Click to Apply button as shown in Fig 9.
The applicant/user can validate the certificate using **Third party verification** tab as shown in **Fig 10**.
- Click on **Public Consultation System** in order to view details of the Public Consultation system. You can view and provide necessary feedback to the draft regulations (if any) by clicking **Click to Apply** as shown in **Fig 11**.