

CENTRAL INSPECTION SYSTEM

User Manual

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1. Introduction

The need for a central inspection system is to address the common complaints about ambiguity, duplication and overlapping mandates between inspection authorities, and a general lack of cooperation and coordination. Currently, industrial establishments are receiving multiple visits from different bodies often checking on the same things, and, on some occasions, contradicting each other.

As part of "Ease of Doing Business" system, improving the inspection system has become a critical parameter in ensuring clarity on inspections, frequency of inspections, and reducing duplications. This Inspection System aims to achieve the objective of simplifying business regulations and bring in transparency and accountability in inspections

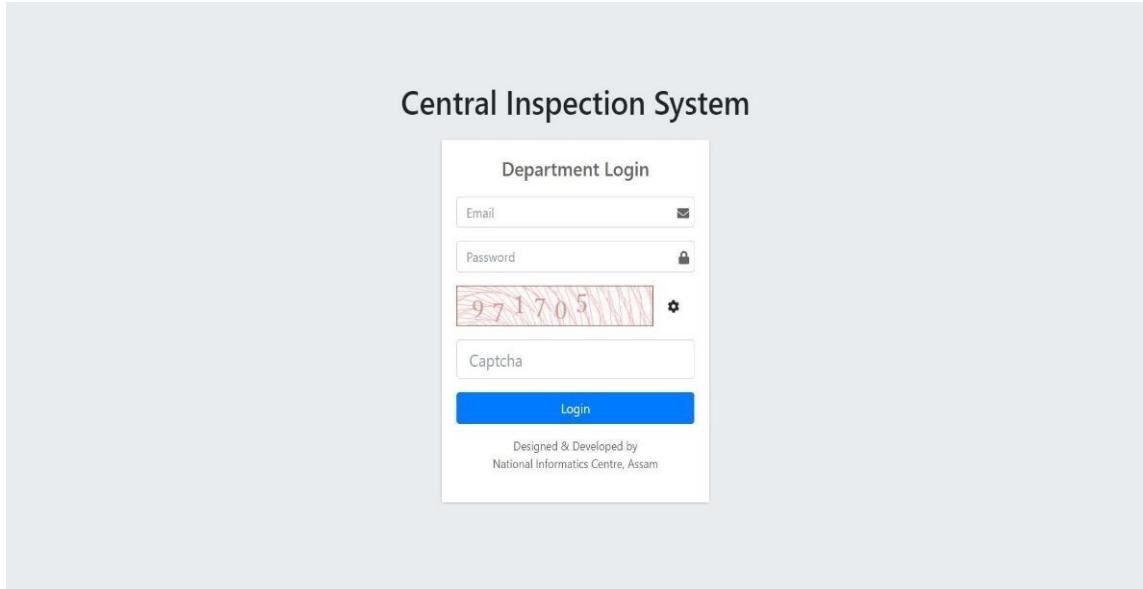
The functions of CIS are as follows

- Develop transparent checklists and procedures.
- Ensure synchronized inspections of Labour Welfare, Home and Political, Urban Development and Assam Food, Civil Supplies and Consumer Affairs.
- Establish the system for risk-based inspections.
- Develop modalities for conducting surprise inspections.
- Empanel third party inspector, wherever applicable.
- Undertake capacity building initiatives.

2. Department functionalities

2.1 Login

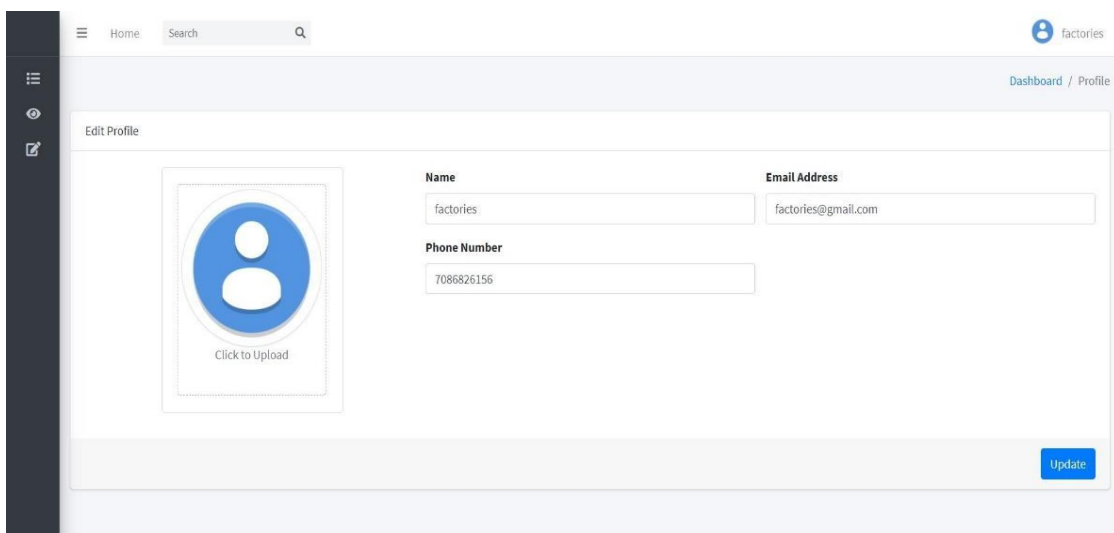
Visit <https://eodbmis.assam.gov.in/CIS/login> and enter the credentials and click on the Login button.



The screenshot shows the 'Central Inspection System' login interface. It features a central 'Department Login' form with the following fields: 'Email' (with an envelope icon), 'Password' (with a lock icon), a fingerprint scanner icon, and a 'Captcha' field containing the number '971705'. A blue 'Login' button is positioned below the form. At the bottom of the form, it states 'Designed & Developed by National Informatics Centre, Assam'.

2.2 Profile

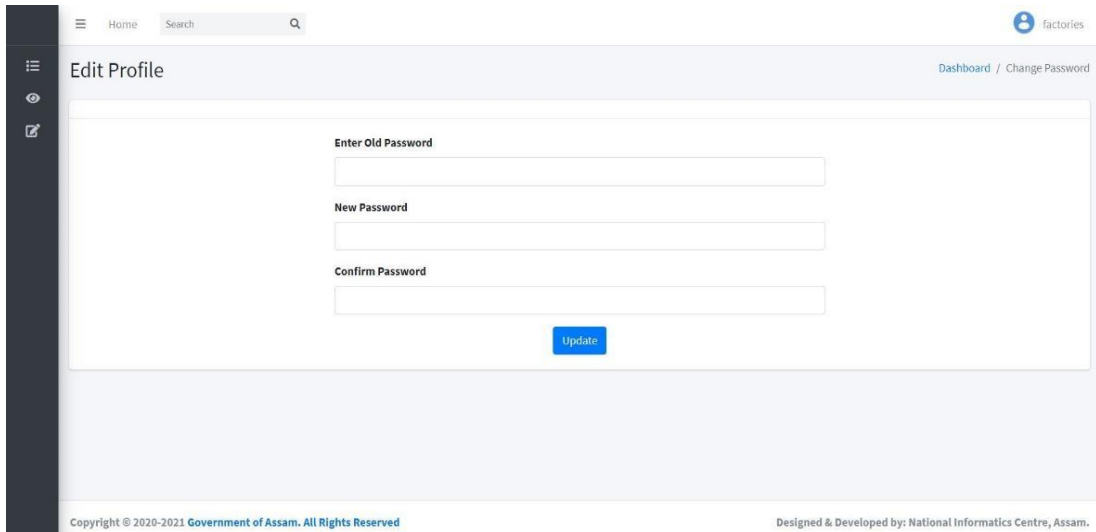
User Details will be shown as below. Users can update their profile details by providing data and clicking on the update button.



The screenshot displays the 'Edit Profile' page. On the left, there is a profile picture placeholder with a blue person icon and the text 'Click to Upload'. To the right, there are three input fields: 'Name' (containing 'factories'), 'Email Address' (containing 'factories@gmail.com'), and 'Phone Number' (containing '7086826156'). A blue 'Update' button is located at the bottom right of the form. The page header includes 'Home', 'Search', and a user profile icon labeled 'factories'. The breadcrumb trail shows 'Dashboard / Profile'.

2.3 Change Password

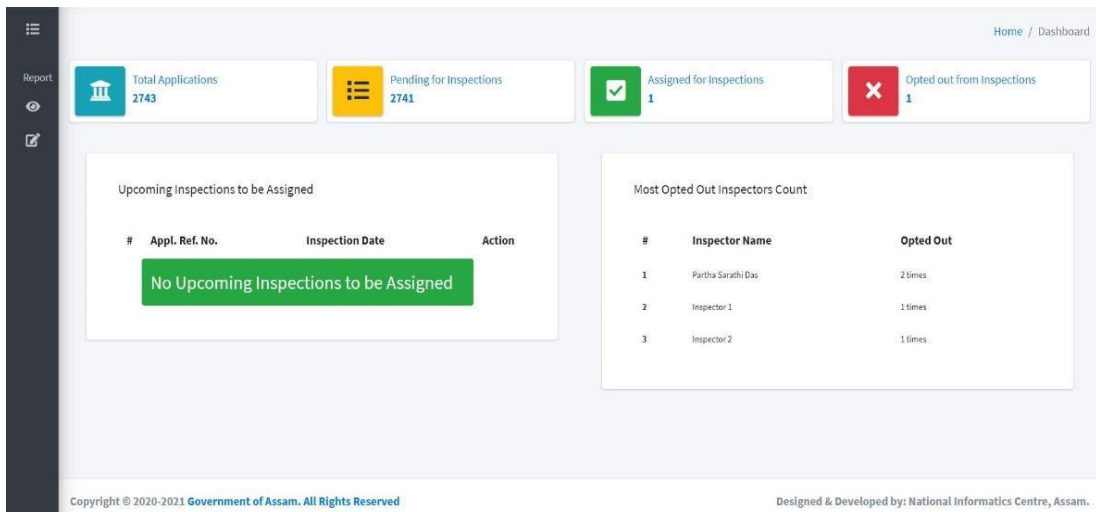
For changing password, enter the required details and click on the update button.



The screenshot shows the 'Edit Profile' page with a search bar at the top. The main content area contains a form with three input fields: 'Enter Old Password', 'New Password', and 'Confirm Password'. Below the fields is a blue 'Update' button. The page footer includes the copyright notice 'Copyright © 2020-2021 Government of Assam. All Rights Reserved' and the text 'Designed & Developed by: National Informatics Centre, Assam.'.

2.4 Dashboard

Count of Total number of applications, Pending Inspections, Assigned Inspections, Opted Out Inspections will be shown along with some additional details.



The dashboard displays four summary cards: 'Total Applications' (2743), 'Pending for Inspections' (2741), 'Assigned for Inspections' (1), and 'Opted out from Inspections' (1). Below these are two tables. The first table, 'Upcoming Inspections to be Assigned', is empty and shows a message 'No Upcoming Inspections to be Assigned'. The second table, 'Most Opted Out Inspectors Count', lists the following data:

#	Inspector Name	Opted Out
1	Partha Sarathi Das	2 times
2	Inspector 1	1 times
3	Inspector 2	1 times

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2.5 Assign Inspection

List of Applications Pending for Inspection will be shown.

Assign Inspectors for Pending Applications

Copy Print CSV PDF Search:

Appl Ref No	UBIN No	Enterprise Name	Risk	Last Inspection	Due Date	Assigned Inspector	Action
CIF-FPA/2019/00003	AA17519/AALFC0495N/06/2019	Renos Tech Ltd.	Not Mentioned	Jun 27th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00004	AA37150/BI5PA2253A/06/2019	Renos Tech Ltd.	Not Mentioned	Jul 1st, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00005	AA23248/AASFG8899L/09/2018	Shines Pvt. Ltd.	Not Mentioned	Jul 1st, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00006	AA25761/ABHFM2142H/11/2018	Renos Tech Ltd.	Not Mentioned	Jul 5th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00007	291/00021/AAKFR9614C/7/2019	Atlas Solutions	Not Mentioned	Jul 4th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00008	AA26347/ABHPH2927B/06/2019	Shines Pvt. Ltd.	Not Mentioned	Jul 8th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00009	AA15982/AATF82571H/05/2018	Renos Tech Ltd.	Not Mentioned	Jul 8th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00011	AA04978/AEQ95239J/11/2017	Shines Pvt. Ltd.	Not Mentioned	Jul 11th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00012	291/00047/ABRPH9297A/7/2019	Shines Pvt. Ltd.	Not Mentioned	Jul 29th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00013	288/00053/AQRPA7017M/7/2019	Forbes Pvt. Ltd.	Not Mentioned	Jul 29th, 2019	Not Assigned	Not Assigned	Roll Out

Showing 1 to 10 of 2,741 entries Previous 1 2 3 4 5 ... 275 Next

2.6 Roll Out Inspection

Enter the required details and click on the submit button for rolling out inspections.

Assign Inspectors for Pending Applications

CIF-FPA/2019/00003

Fill up details of inspection

Enterprise Name MS CS INFRA

UBIN No AA17519/AALFC0495N/06/2019

Risk Factor Criteria -- Select --

Assign Inspector Inspector 2

Last Inspection Date Jun 27th, 2019

Remarks

Close Submit

Appl Ref No	UBIN No	Enterprise Name	Risk	Last Inspection	Due Date	Assigned Inspector	Action
CIF-FPA/2019/00003	AA17519/AALFC0495N/06/2019	Renos Tech Ltd.	Not Mentioned	Jun 27th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00004	AA37150/BI5PA2253A/06/2019	Renos Tech Ltd.	Not Mentioned	Jul 1st, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00005	AA23248/AASFG8899L/09/2018	Shines Pvt. Ltd.	Not Mentioned	Jul 1st, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00006	AA25761/ABHFM2142H/11/2018	Renos Tech Ltd.	Not Mentioned	Jul 5th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00007	291/00021/AAKFR9614C/7/2019	Atlas Solutions	Not Mentioned	Jul 4th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00008	AA26347/ABHPH2927B/06/2019	Shines Pvt. Ltd.	Not Mentioned	Jul 8th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00009	AA15982/AATF82571H/05/2018	Renos Tech Ltd.	Not Mentioned	Jul 8th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00011	AA04978/AEQ95239J/11/2017	Shines Pvt. Ltd.	Not Mentioned	Jul 11th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00012	291/00047/ABRPH9297A/7/2019	Shines Pvt. Ltd.	Not Mentioned	Jul 29th, 2019	Not Assigned	Not Assigned	Roll Out
CIF-FPA/2019/00013	288/00053/AQRPA7017M/7/2019	Forbes Pvt. Ltd.	Not Mentioned	Jul 29th, 2019	Not Assigned	Not Assigned	Roll Out

Showing 1 to 10 of 2,741 entries Previous 1 2 3 4 5 ... 275 Next

2.7 View Inspection

Applications which are assigned for inspection will be shown here.

View Inspections

Copy Print CSV PDF Search:

Appl Ref No	UBIN No	Enterprise Name	Risk	Last Inspection	Due Date	Assigned Inspector	Action
CIF-FPA/2019/00001	AA27028/AARFV6311/12/2018	Forbes Pvt. Ltd.	Hazardous	Dec 1st, 2020	Jun 1st, 2021	Inspector 2	View History
CIF-FPA/2019/00002	AA33620/AATFG6876D/05/2019	Atlas Solutions	Hazardous	Jul 20th, 2019	Jan 20th, 2020	Inspector 2	View History

Showing 1 to 2 of 2 entries Previous 1 Next

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2.8 View History

For checking the previous inspection details of the application, click on the View History button and the following modal will pop up with all the details.

CIF-FPA/2019/00001

Service Name: Factory Plan Approval
Application Ref. Number: CIF-FPA/2019/00001
Application ID: 17857653
Applied By: vinayakenergy18@gmail.com
Submission Date: Jun 21st, 2019
Submission Location: Section Office of the CIF (DISTRICT - KAMRUP)

Inspection History

#	Inspector Name	Inspected On	Remarks	View Report
1	Inspector 1	Dec 1st, 2020	Done	Click

Close

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2.9 View Opt-Out inspection

Details of Inspectors who have opted out from their assigned inspections will be shown here.

Home / Re-Assign Inspections

Re-Assign Opted Out Inspections

Copy Print CSV PDF Search: []

Appl Ref No	UBIN No	Enterprise Name	Risk	Last Inspection	Due Date	Assigned Inspector	Remarks	Action
CIF-FPA/2019/00001	AA27028/AARFV03211/12/2018	Shines Pvt. Ltd.	Hazardous	Dec 1st, 2020	Jun 1st, 2021	Inspector 2		View Roll Out

Showing 1 to 1 of 1 entries Previous 1 Next

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2.10 Roll Out Opt-Out Inspections

Click on the roll out button to reassign opt-out Inspections. A modal window will pop up and upon entering the required details, one can click on the submit button.

CIF-FPA/2019/00001

Fill up details of inspection

Enterprise Name: MS VINAYAK ENERGY

UBIN No: AA27028/AARFV03211/12/2018

Risk Factor Criteria: -- Select --

Assign Inspector: Inspector 1

Last Inspection Date: Jun 27th, 2019

Remarks: []

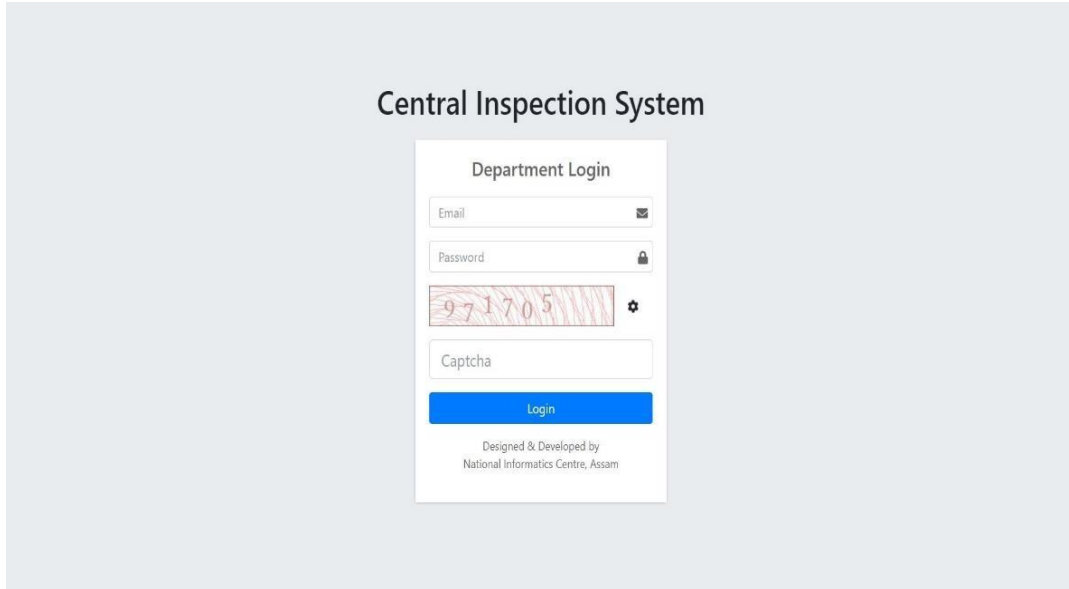
Close Submit

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3. Inspector Functionalities

3.1 Login

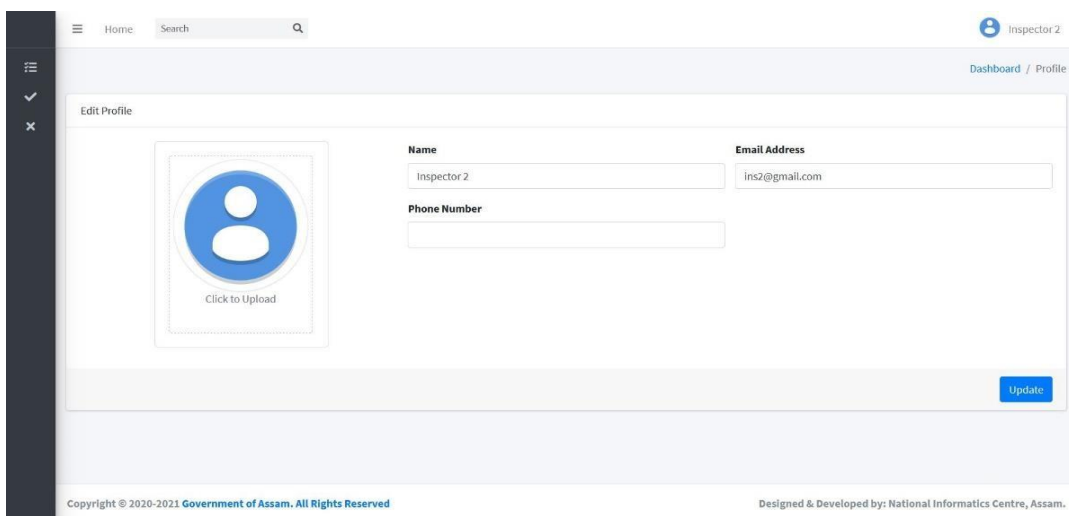
Visit <https://eodbmis.assam.gov.in/CIS/login> and enter the credentials and click on the Login button.



The screenshot shows the 'Central Inspection System' login interface. It features a central white box with the title 'Department Login'. Inside this box, there are four input fields: 'Email' with an envelope icon, 'Password' with a lock icon, a CAPTCHA image showing the number '971705' with a gear icon, and a 'Captcha' text input field. Below these fields is a blue 'Login' button. At the bottom of the box, it states 'Designed & Developed by National Informatics Centre, Assam'.

3.2 Profile

User Details will be shown as below. Users can update their profile details by providing data and clicking on the update button.



The screenshot displays the 'Edit Profile' page within a dashboard. The page has a dark sidebar on the left with navigation icons. The main content area is titled 'Edit Profile' and contains a profile picture placeholder with a blue circle and a white person icon, and the text 'Click to Upload'. To the right of the placeholder are three input fields: 'Name' (containing 'Inspector 2'), 'Email Address' (containing 'ins2@gmail.com'), and 'Phone Number' (empty). A blue 'Update' button is located at the bottom right of the form. The footer of the page includes 'Copyright © 2020-2021 Government of Assam. All Rights Reserved' and 'Designed & Developed by: National Informatics Centre, Assam.'.

3.3 Change Password

For changing password, enter the required details and click on the update button.

Dashboard / Home Search

Inspector 2

Dashboard / Change Password

View Profile

Enter Old Password

New Password

Confirm Password

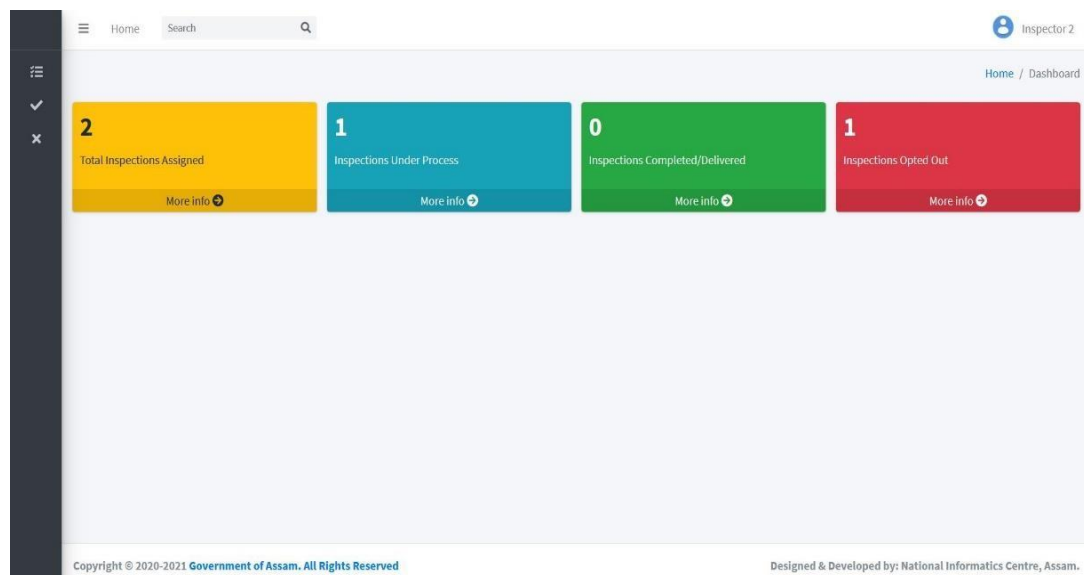
Update

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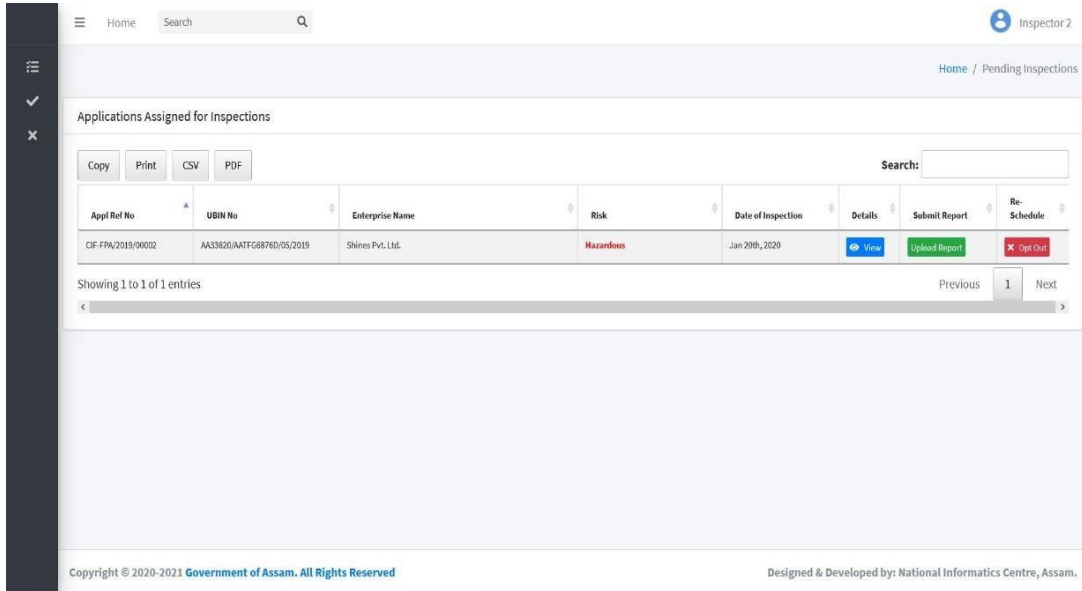
3.4 Dashboard

Count of Total number of Inspections Assigned, Inspections under Processed, Inspections Completed, Opted Out Inspections will be shown.



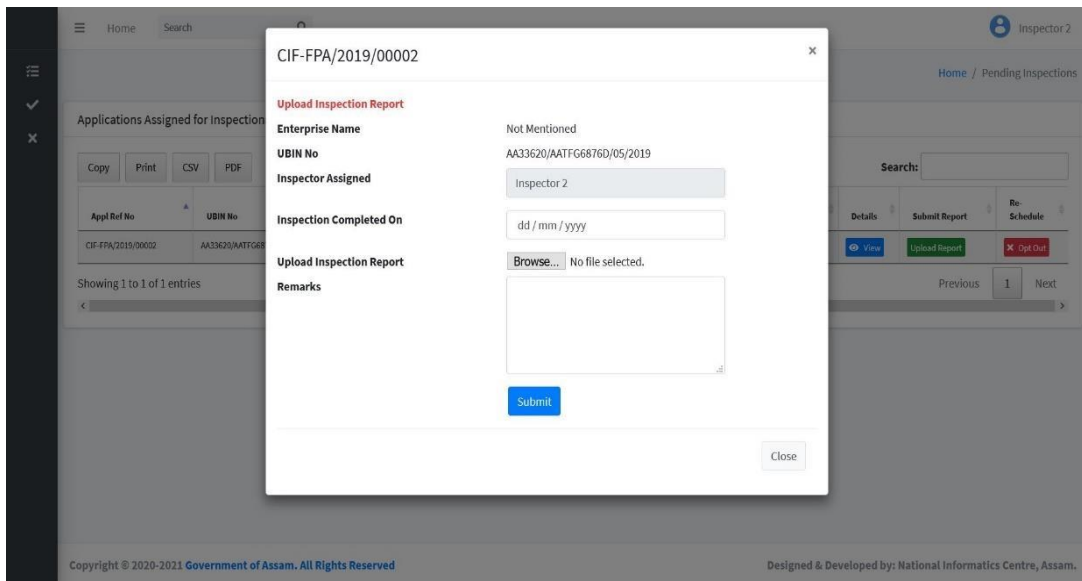
3.5 View Assigned Inspection

List of Inspections Assigned will be shown here. Inspectors can View Details of the Inspection by clicking on the 'View' button, Opt-Out from the inspection by clicking on the 'Opt-Out' button, and can Upload Report by clicking on the 'Upload Report' button.



3.6 Upload Report

Enter the required details and click on the Submit button.



3.7 View Completed Inspection

All the Completed Inspections along with the report will be shown here.

View all Completed Inspections

Copy Print CSV PDF Search:

Appl Ref No	UBIN No	Enterprise Name	Risk	Inspected On	View Report
CF-FPA/2019/00002	AA33620/AA1FG876D/05/2019	Atlas Solutions	Hazardous	Dec 4th, 2020	View Report

Showing 1 to 1 of 1 entries Previous 1 Next

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3.8 View Opt-Out Inspection

All the Opted Out Inspections will be shown here.

View all Opted Out Inspections

Copy Print CSV PDF Search:

Appl Ref No	UBIN No	Enterprise Name	Risk	Last Inspection	Due Date	Assigned Inspector
CF-FPA/2019/00001	AA27029/AA6FV0321L/12/2018	Forbes Pvt. Ltd.	Hazardous	Dec 1st, 2020	Jun 1st, 2021	Inspector 2

Showing 1 to 1 of 1 entries Previous 1 Next

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