

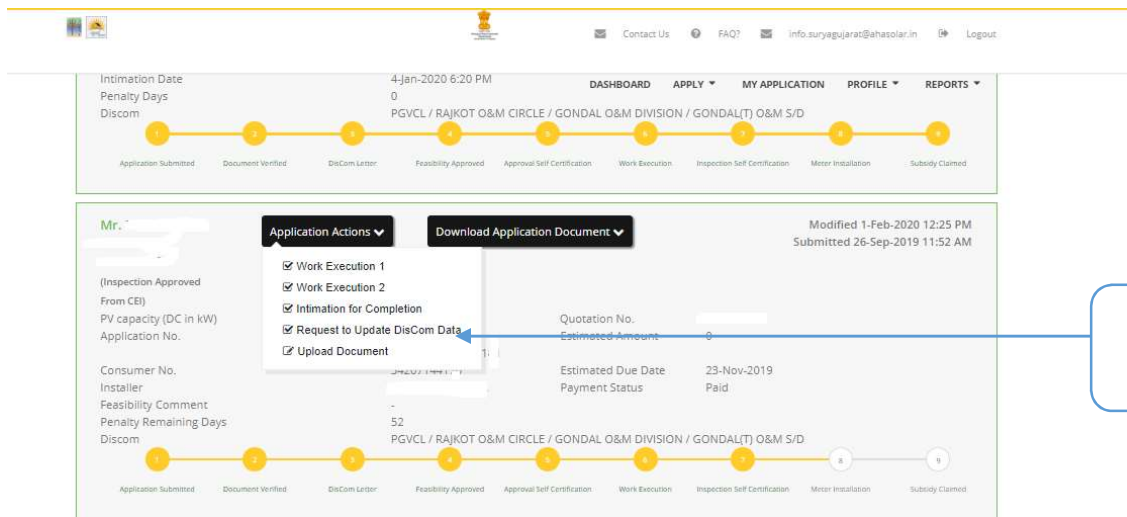


# Guidelines for Intimation for Completion and Approval on the Unified Single Window Rooftop PV Portal of Surya Gujarat

## Installer Login

**Step 1:** Click on “My Application” to view the list of the applications.

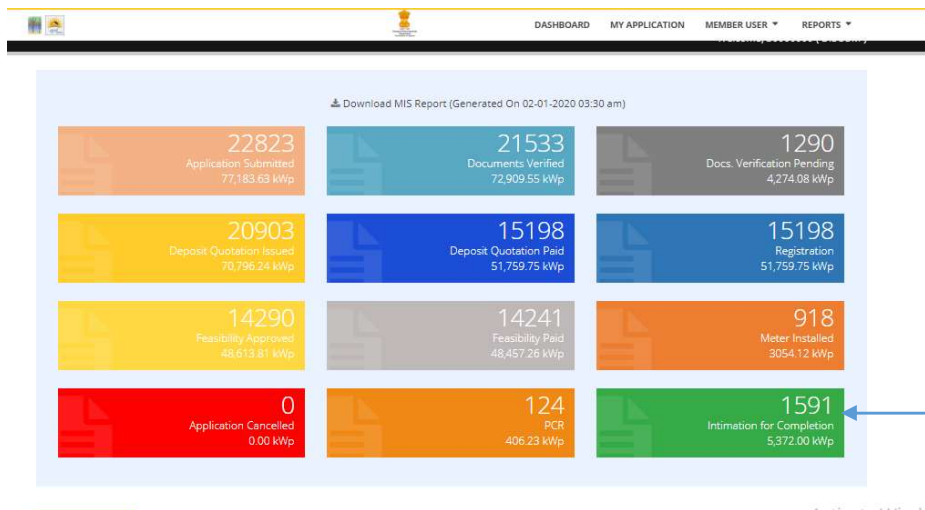
**Step 2:** After the **Stage 7** is cleared, click on “Application Action” and then on “Intimation for Completion” to request for the Completion of the Installation work



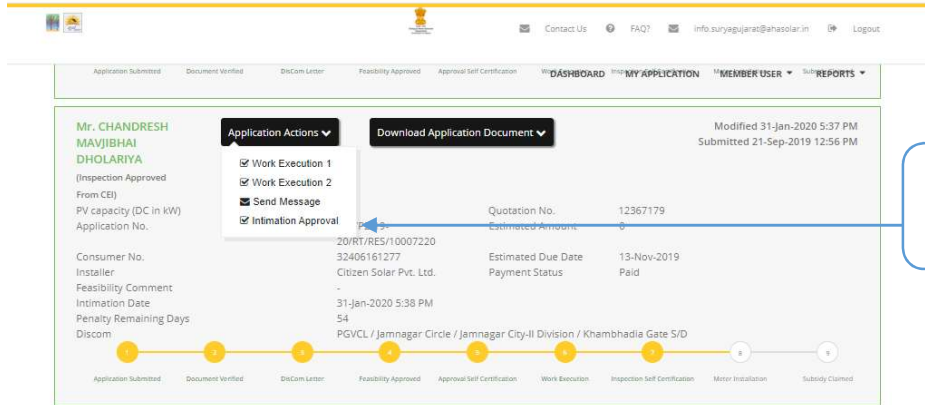
## Member Login

**Step 1:** Go to Dashboard

**Step 2:** Click on “Intimation for Completion” on the Dashboard

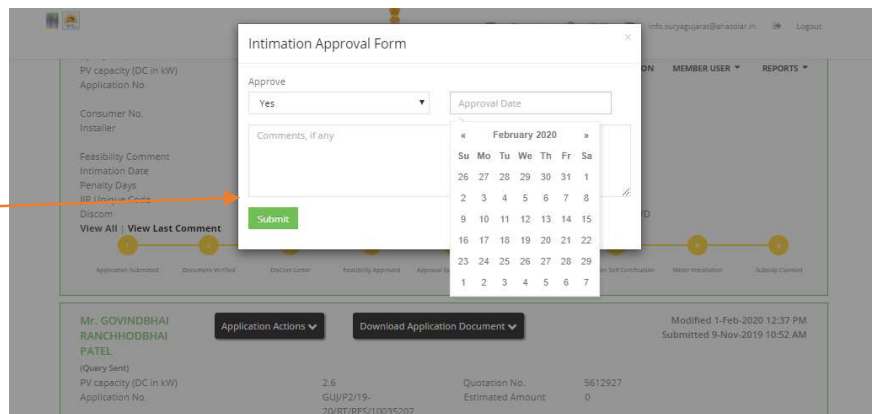


### Step 3: Click on “Intimation Approval”



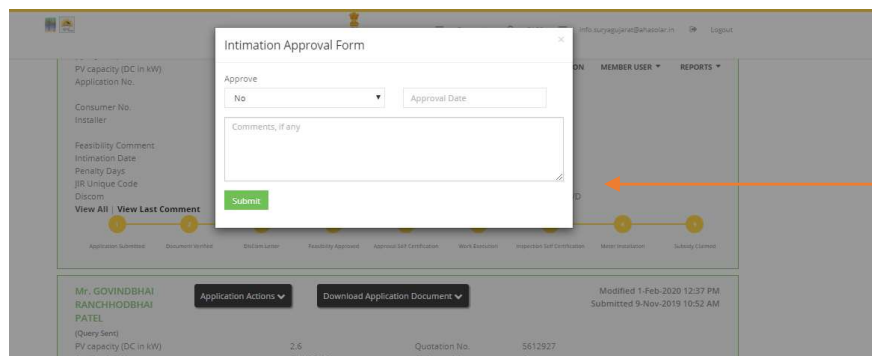
Click “Intimation Approval”

### Step 3: Select the “Yes” and “Approval Date” when the DisCom officer has verified the Installation and found the installation satisfactory. Click on “Submit”.



Select Date and Click on “Yes” and then Submit

### Step 4: In case of issue with the Installation, Select the “No” and wrote the comments and click on “Submit”



Select “No” and Click on “Submit”

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