

Guidelines for EMS-User/Allottee

1. User/Allottee will do self-registration on EMS Portal. For more details please refer ([Help Manual for self-registration](#))
2. Once the User/Allottee has submitted the registration form, the same will be verified by PSIEC and the User/allottee will receive their login credentials on the registered E-mail and Mobile number after approval.
3. After successful verification User/Allottee can apply for any kind of Post Allotment Service provided by PSIEC. User/Allottee has to upload the scan copy of documents/affidavits or any kind of document alongwith the application.
4. After submission of online application User/Allottee has to submit the requisite original documents/ affidavits /I- bond or any other kind of document uploaded while applying for online service in original alongwith printed online application form via registered post/any other mode at Head Office, PSIEC.

***Note**

- No offline payments will be accepted. All kind of payment will be made through EMS only.
- Any Discrepancy/Deficiencies/Official communication/letters will be conveyed via EMS.



**PUNJAB SMALL INDUSTRIES & EXPORT CORPORATION
(A STATE GOVT. UNDERTAKING)**

PUBLIC NOTICE

ONLINE ESTATE MANAGEMENT SYSTEM

Recently PSIEC has introduced online services through Estate Management System (EMS). All payments and submission of applications for post allotment services were made compulsorily through online EMS portal. Accordingly, it is hereby informed that allottees have to apply/submit their applications through EMS only for any kind of post allotment service provided by PSIEC, which will help in speedy delivery of services as well as convenience to allottees.

It is further clarified that **no offline payments and application will be accepted** and all allottees are requested to first register themselves and then apply for requisite online services through EMS. For detailed guidelines please visit **www.psiec.punjab.gov.in/ems**

For any other related queries, please see the procedure manuals/ video on the official website of PSIEC OR contact helpdesk of Estate Wing as per given below:

Helpline Numbers: 6284999031, 6284999032

Email helpdesk.estatepsiec@punjab.gov.in

MANAGING DIRECTOR

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