

e-Aushadhi



User Manual For Sales Legacy License

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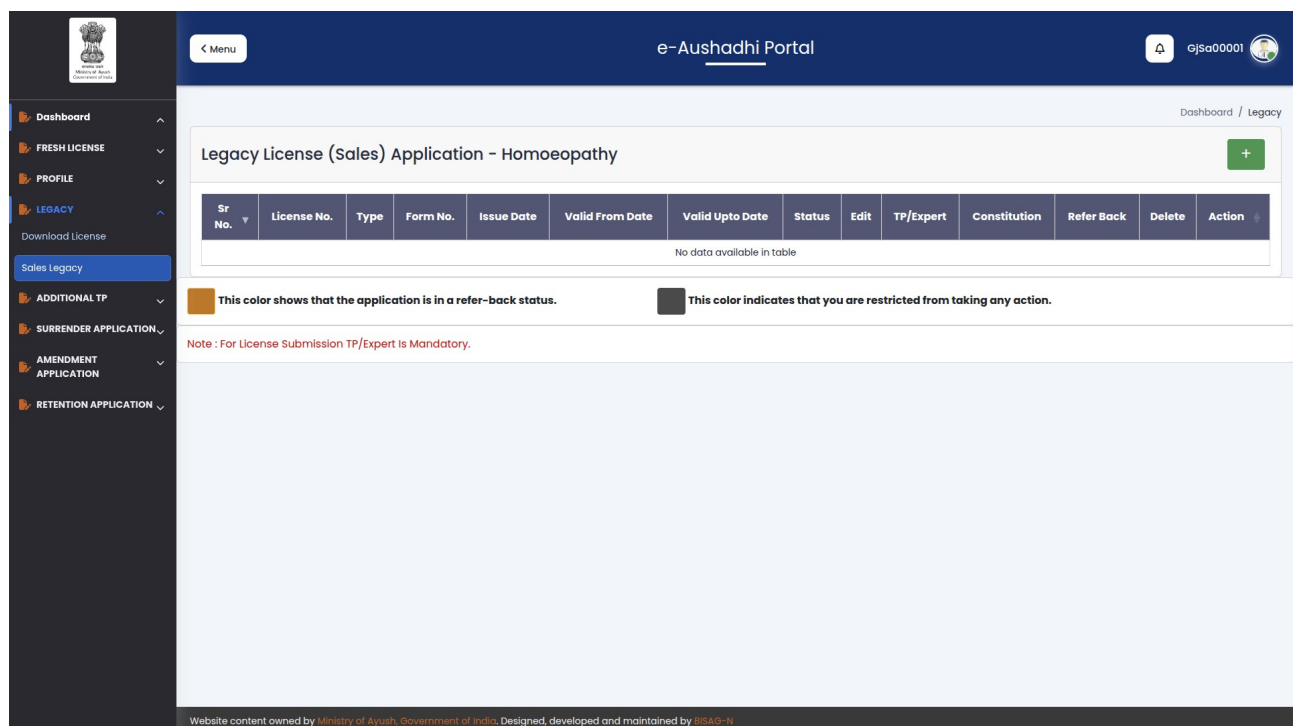
Sales Legacy License Application

Submitting a Legacy License Application

After logging in and receiving approval, the system will redirect you to the **User Dashboard**.

To begin a new license application:

1. From the **left-hand menu**, click on **Legacy License > New Application**.
2. The **New Application** screen will appear.
 - Initially, the data table will be **empty**.



e-Aushadhi Portal
 Dashboard / Legacy
 Legacy License (Sales) Application - Homoeopathy

Sr No.	License No.	Type	Form No.	Issue Date	Valid From Date	Valid Upto Date	Status	Edit	TP/Expert	Constitution	Refer Back	Delete	Action
No data available in table													

This color shows that the application is in a refer-back status. This color indicates that you are restricted from taking any action.

Note : For License Submission TP/Expert Is Mandatory.

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3. Click on the **(plus) icon** to initiate a new application.
4. You will be redirected to the **New Application Entry** page where you can begin entering the required details.

Ministry of Ayush
Government of India

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e-Aushadhi Portal

gjsa00001

License Legacy Information

Add Legacy Data / License Legacy Information

License Form No. *

19B

Type of License *

Wholesale

License Code

20D

Remarks

dgsgd

Approved Old License No *

DDDDDD

Issue date *

15/10/2025

Valid From date *

15/10/2025

Valid Upto date

15/10/2025

License Document *

Choose file file.pdf

Address Of Premises

Address Line 1

Address Line 2

Address Line 3

City

dsfdfsds dsfdfsds ABC Balisana

District

Taluka

Pincode

Sabar Kantha Balisana 383205

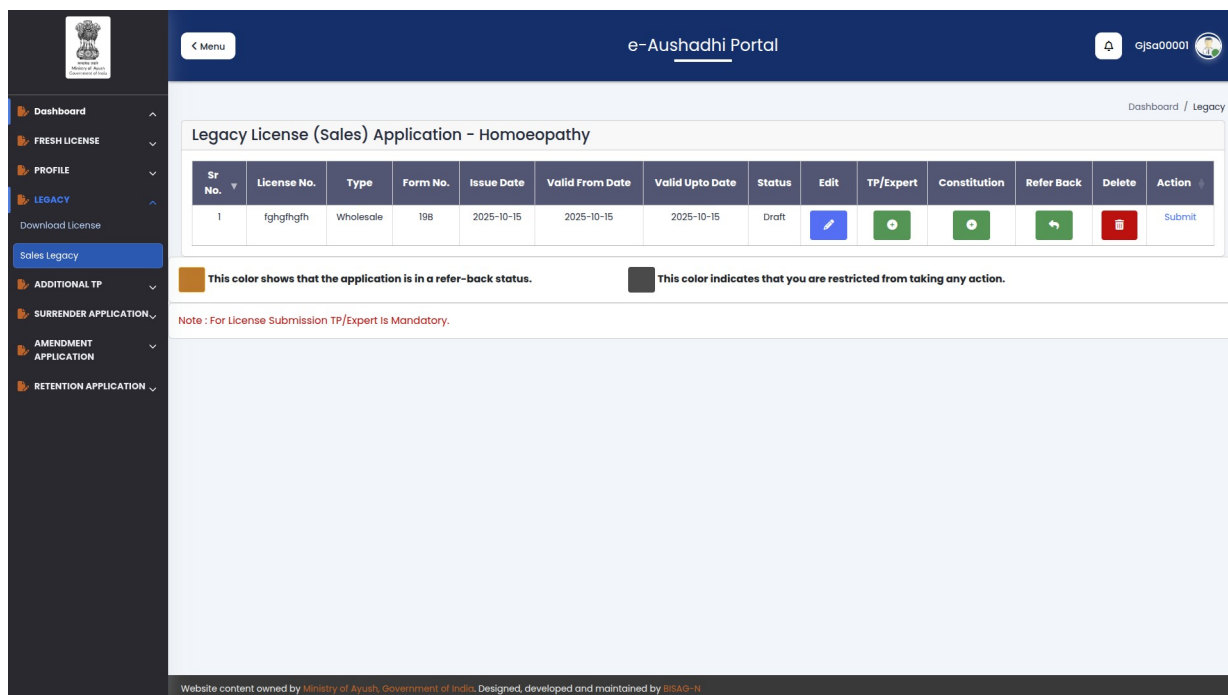
Submit

Reset

Viewing Submitted Applications

After submitting your Legacy license application:

- The application details will appear under the **New Application** tab within the **Legacy License** section on the left-hand menu.
- You can view the status, application number, and other submitted details in the table.
- If your application has any queries then Administration send back the application to you. You can see the reason by clicking on the Refer back button.
- When you resolved the query and then click on comply button to resubmit the application.
- If You enter incorrect details you can also delete the application.



e-Aushadhi Portal

 Dashboard / Legacy

 Legacy License (Sales) Application - Homoeopathy

Sr No.	License No.	Type	Form No.	Issue Date	Valid From Date	Valid Upto Date	Status	Edit	TP/Expert	Constitution	Refer Back	Delete	Action
1	fghgthgh	Wholesale	198	2025-10-15	2025-10-15	2025-10-15	Draft						Submit

This color shows that the application is in a refer-back status.

 This color indicates that you are restricted from taking any action.

 Note : For License Submission TP/Expert is Mandatory.

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Here, you can:

- **Edit** your previously entered information.
- Fill in additional sections such as:
 - **TP/Expert**

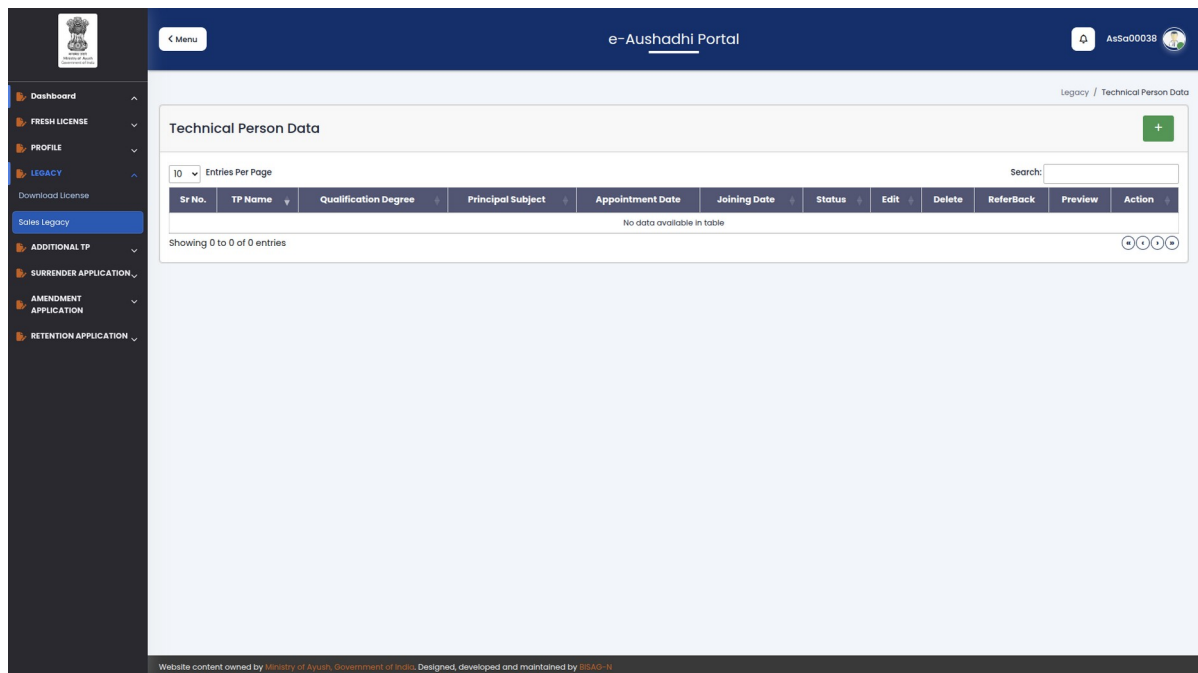
Ensure all information is complete and accurate before final submission to avoid delays in processing.

➤ Technical Person Management

Adding Technical Person (TP) Details

In the **TP (Technical Person) Expert** section:

- Initially, the **data table will be empty**.



The screenshot shows the e-Aushadhi Portal interface. On the left is a dark sidebar with a menu containing options like Dashboard, FRESH LICENSE, PROFILE, LEGACY, Download License, Sales Legacy, ADDITIONAL TP, SURRENDER APPLICATION, AMENDMENT APPLICATION, and RETENTION APPLICATION. The main content area has a header 'e-Aushadhi Portal' and a user profile 'As5a00038'. Below this is a section titled 'Technical Person Data' with a green '+' icon to add new entries. A table with columns 'Sr No.', 'TP Name', 'Qualification Degree', 'Principal Subject', 'Appointment Date', 'Joining Date', 'Status', 'Edit', 'Delete', 'ReferBack', 'Preview', and 'Action' is displayed. The table is currently empty, showing 'No data available in table' and 'Showing 0 to 0 of 0 entries'. A search bar is located at the top right of the table area.

- Click on the **(plus)** icon to open the **Add Technical Person** page.

Add Technical Person Page

On this page, fill in all **mandatory fields** related to the technical person, such as:

- Name
- Qualification
- Experience
- Contact Information
- Other required personal and professional details


 e-Aushadhi Portal
 AsSa00037

Sales / Technical Person Data / Add Technical Person Data

Part 1

Personal Information

First Name *
 Enter First Name

Middle Name
 Enter Middle Name

Last Name *
 Enter Last Name

PAN No. *
 Enter PAN No.

Mobile Number *
 Enter Mobile Number

Email ID *
 Enter Email ID

Qualification Degree *
 Enter Qualification Degree

Principal Subject *
 Enter Principal Subject

Educational Certificate *
 Choose file No file chosen

Passing Year *
 --Select--

Last Job
 Enter Last Job

Resignation File
 Choose file No file chosen

Resignation Date
 dd/mm/yyyy

Appointment Information

Position *
 --Select--

Appointment Date *
 dd/mm/yyyy

Joining Date *
 dd/mm/yyyy

Address Information

Line 1 *
 Enter Line 1

Line 2 *
 Enter Line 2

Line 3
 Enter Line 3

City *
 Enter City

State *
 --Select Option--

District *
 --Select Option--

Taluka *
 --Select Option--

Add Cancel

Here 1 TP is Mandatory after fill TP also Submit that.


 e-Aushadhi Portal
 AsSa00038

Legacy / Technical Person Data

Technical Person Data

10 Entries Per Page

Search:

Sr No.	TP Name	Qualification Degree	Principal Subject	Appointment Date	Joining Date	Status	Edit	Delete	ReferBack	Preview	Action
1	fgdgdgd fgdgdgd	gthgth	gthgthgth	21-08-2025	21-08-2025	Pending					Submitted Successfully

Showing 1 to 1 of 1 entry

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• Final Submission

Once **all required details** have been filled and verified -Technical person you are ready to **submit the application**.

Registering the Application:

- Click on the **submit** button at the bottom of the form.

The screenshot shows the e-Aushadhi Portal interface. The top navigation bar includes the Ministry of Ayush logo, a menu button, the portal name 'e-Aushadhi Portal', and a user profile section with the name 'Gjsa00001'. The left sidebar contains navigation links: Dashboard, FRESH LICENSE, PROFILE, LEGACY, Download License, Sales Legacy, ADDITIONAL TP, SURRENDER APPLICATION, AMENDMENT APPLICATION, and RETENTION APPLICATION. The main content area is titled 'Legacy License (Sales) Application - Homoeopathy'. It features a table with the following columns: Sr No., License No., Type, Form No., Issue Date, Valid From Date, Valid Upto Date, Status, Edit, TP/Expert, Constitution, Refer Back, Delete, and Action. The table contains one row with the following data: Sr No. 1, License No. fghgfhgfh, Type Wholesale, Form No. 198, Issue Date 2025-10-15, Valid From Date 2025-10-15, Valid Upto Date 2025-10-15, Status Pending, Edit (pencil icon), TP/Expert (person icon), Constitution (green circle icon), Refer Back (green circle icon), Delete (trash icon), and Action Submitted Successfully. Below the table, there are two colored boxes: an orange box stating 'This color shows that the application is in a refer-back status.' and a grey box stating 'This color indicates that you are restricted from taking any action.' A note below these boxes reads: 'Note : For License Submission TP/Expert is Mandatory.' The footer of the page states: 'Website content owned by Ministry of Ayush, Government of India. Designed, developed and maintained by BISAG-N'.

➤ License Download

- Once your application is approved ,You can **download your Manufacturing License** directly from the portal.
- Navigate to the application dashboard.
- Click on the "**Download License**" button available at the **top-right corner** of the application view page.



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e-Aushadhi Portal

AsSa00038

Dashboard
 FRESH LICENSE
 PROFILE
 LEGACY
 Download License
 Sales Legacy
 ADDITIONAL TP
 SURRENDER APPLICATION
 AMENDMENT APPLICATION
 RETENTION APPLICATION

Dashboard / License Download
 License Download - Sales (Homoeopathy)
 10 Entries Per Page
 Search:

Sr No.	Application No.	License No.	Issue Date	TP	License Download
1	00019	AS/C/006/2025	2025-08-21	1	

 Showing 1 to 1 of 1 entry

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Make sure to keep a digital and printed copy of your license for future reference and compliance.