User Manual

GSWS New Citizen Service Portal (CSP)

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1. INTRODUCTION

Business Overview

The Government of Andhra Pradesh has introduced the concept of Navaratnalu as core theme of governance to revamp the delivery systems of Government services with an aim to improve living standards of the people. To achieve this objective, Government of Andhra Pradesh has established a system of Village/Ward Secretariats consisting of required functional assistants to strengthen Gram Panchayats and Wards.

To operationalize Navarathnalu, GoAP has also deployed volunteers at village and ward levels across the State of Andhra Pradesh for delivering government services at doorstep of all eligible households. The objective of positioning Grama/Ward Volunteers is to ensure timely and transparent services, implementation of Government Programmes/Schemes to all citizens in the State.

Scope of the Document

The document captures the application process and the approval flows in the new GSWS portal. The document also captures the outline of the portal and the services that have been integrated in the new GSWS portal

2. PORTAL WALK-THROUGH

Common Login Screen

Common Application Process

There are 3 types of services that are integrated in the new GSWS CSP portal

- Fully integrated Services where the entire workflow/approval flow is in the GSWS portal
- Partially integrated Services where the application process and some part of the workflow/approval flow is in the GSWS portal
- Redirection Services where GSWS just captures the basic details of the citizens and then redirects to the department or Meeseva portal for the application process

The Common Application process is the fully and partially integrated services where the DA completed the application process in the GSWS New CSP Portal

Steps to be followed are as follows

Step 1: Common Application form – A common application form is displayed after selectin a service. Basic details are fetched and filled through the Aadhaar number entered by the DA

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Civil Supplies Department	Hello, Test-DA ∨ Digital Assistant			04:27:49 PM 03 November 2021 WED
MAUD Department Pension Department	GSWS / Application Submission / Revenue Depart	tment / Addition Of Survey No.In Adangal And 18		
Revenue Department	Addition Of Survey No In Adangal and	d 1B		
2. Agriculture Income Certificate		ic Details	Applica	ation Form
3. Change of Name Application 4. Computerized Adangal	Aadhaar Number: *	First Name: *	Middle Name:	Last Name: *
5. Cracker license Application	314987395689 Pre-Fill	Anantha Rao		Bantha
 E-Passbook Application Extract of House site / D-Form 	Father/Husband Name: *	Gender.*	Date of Birth: *	Caste: *
Patta Application	Batna Anantha Rao	Male	01/01/1976	BC 🗸
8. Extract of NOC under Explosive / Petroleum Act	Religion: *	Qualification: *	Marital Status: *	Mobile No: *
9. Family member Certificate 10. Income Certificate	Hindu	MBBS	Married 🗸	9247139153
11. Integrated Certificate	Email:	Delivery Type: *		
12. Issuance Of Income & Asset Certificate For Economically		By Hand 🗸		
Permanent Address	Street Name : *	District : *	Ма	indal/Municipality: *
2-123	2-123	KRISHNA		
Village/Ward/Secretariat: *	Pin Code: *			
PULIGADDA	✓ 521121			
 Present Address is same as Present Address 	s Permanent Address			
Door No: *	Street Name : *	District: *	Ma	andal/Municipality: *
2-123	2-123	KRISHNA	✓	WANIGADDA 🗸
Village/Ward/Secretariat: *	Pin Code: *			
PULIGADDA	✓ 521121			
			1	Reset Continue

Step 2: Service Application – A Service application form must be filled by the DA which is specific to each service. (Service application Screens for each service is detailed next section)

💿 ಗ್ರಾಮ-ಕಾದ್ದು ಸಿದಿವ್	சப்பிக்கு ^{தத்தீக்} தல்க்கு		Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh				
List Of Services	Change of Name Application	Form					
✓ Application Submission	Ва	sic Details	Applicat	ion Form			
+ Consumer Affairs, Food and Civil Supplies	Type Of Application:*						
 Municipal Administration and Urban Development (CDMA) 	Select						
+ Panchayat Raj and Rural Development	Applicant Details						
Revenue	Applicant Present Sur Name: *	Applicant Proposed Sur Name: *	Applicant Present Name: *	Applicant Proposed Name: *			
1. AP Dotted Lands Application							
2. Addition Of Survey No In Adangal And 1 B	Father Name: *	Mother Name: *	Police Station Name having jurisdiction:	Place Of Birth:*			
3. Agriculture Income Certificate							
4. Change of Name Application							
5. Computerized Adangal							
6. Cracker license Application	Document List						
7. E-Passbook Application	Note: All Upload Documents are in Po	If Format Only. Maximum Upload Size Per File	is 1MB.				

Step 3: Payment Gateway: Once the DA submits the Service application form, they are redirected to the payment gateway

💿 ෆුංඩා-නාර්ය බස්ස	ലന്നിച്ചാ _{മുർ} ർ ഉങ്കും							S Jagan Mohan Reddy ole Chief Minister of Andhra Prade:
 Consumer Affairs, Food and Civil Supplies 	Convent	ional Fee Det	ails				Payment Details	
Municipal Administration and Urban Development (CDMA)	-	Debit Card	Upto	Rs.2000/- NIL & Abo	ove RS.2000/-	Rs.1.0%	Reference No : CN211221000002	
Panchayat Raj and Rural Development							Amount To Pay	₹45.00
Revenue		Credit Card	Rs.1.	1% (Irrespective of A	mount)		Surcharge Amount	₹0.00
1. AP Dotted Lands Application							Convenience Fee NEFT	₹0.00
2. Addition Of Survey No In Adangal And 1 B		Net Banking		For HDFC Bank	() KCACH Barth	For ICICI Bank	Total Amount	₹45.00
3. Agriculture Income Certificate								
4. Change of Name Application 5. Computerized Adangal			O SBI	For SBI Bank	俞	For Other Bank	Secure Checkout by	BillDesk All your payments. Single resultant
6. Cracker license Application								
7. E-Passbook Application	0	NEFT	Rs.7/	- For All Transactions			Select Payment Method	🖲 UPI 🔾 Cash
8. Extract of House site / D-Form Patta Application							Continue	Payment
9. Extract of NOC under Explosive / Petroleum Act		UPI	Upto	Rs.2000/- Rs.3 & Ab	ove R5.2000/-	Rs.7	Cancel F	Payment

Step 4: Payment Receipt: Once the DA submits payment. Payment receipt is generated with a unique transaction ID

+ Consumer Affairs, Food and Civil		Dav	ment Receipt	
Supplies		Pay	ment keceipt	Date: 21/12/2021 1:59:42 PM
+ Municipal Administration and Urban Development (CDMA)				
	Secretariat Name :	ANGALAKUDURU	User ID :	U10790397-
 Panchayat Raj and Rural Development 				DA@apgsws.onmicrosoft.com
- Revenue	Service Name :	Change of Name Application	Transaction ID :	TCN211221000002
- Kevenue				
1. AP Dotted Lands Application	Applicant Name :	Pothina Saikumar Sai	Applicant Father Name	Pothina Srinivasa Rao
2. Addition Of Survey No In				
Adangal And 1 B	District :	Krishna	Mandal:	Vijayawada Rural-r
3. Agriculture Income Certificate				
4. Change of Name Application	Amount Paid :	45 /-	Amount In Words :	Forty Five Rupees Only
5. Computerized Adangal	Payment Mode :	cash	SLA :	15 Days
6. Cracker license Application	Payment mode :	Cash	SLA :	15 Days
7. E-Passbook Application	Department Name:	Revenue Department	Transaction Date :	21/12/2021 1:59:42 PM
8. Extract of House site / D-Form Patta Application	Note :			
9. Extract of NOC under Explosive / Petroleum Act	1. As per the GO. MS. NO. for scanning and uploadir	173 dated 6th March, 2019, the scanning c ng documents.	harges beyond 4 pages has been rev	ised to Rs. 5/-
	2. To Know the Application	n status, Please visit https://uat.vswsonline.a	p.gov.in	

Step 5: View Transactions: The DA can Print Payment Receipt or Print Certificate for citizen in the View Transaction Module.

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> Home	Hello, GANDIGUNTA2 ~						20 December 2021 MON	Log Out
> Report	Digital Assistant						20 December 2021 MON	Log Out
> View Transaction	GSWS / Application Submission / Revenu	ue Department / V	iew Transactions					
> Challan Payment								
List Of Services			N	/IEW TRAN	SACTIONS			
 Application Submission 	Search Criteria 1							
+ Consumer Affairs, Food and Civil Supplies	From Date : *	To Date	.*		Service Name:		Department Name:	
+ Municipal Administration and Urban Development (CDMA)	20/12/2021	20/12	/2021		All	~	All	~
+ Panchayat Raj and Rural Development	OR Search Criteria 2							
- Revenue	User Name :	GANDIC	GUNTA2					
1. AP Dotted Lands Application	Transaction ID/ Application Number :							
2. Addition Of Survey No In Adangal And 1 B								
3. Agriculture Income Certificate								
4. Change of Name Application				View Tran	sactions			

The DA can search of historical transactions based on the criteria's mentioned in the screen above

్ర్ గ్రామ-శార్డు సచివ	1000000000000000000000000000000000000							Sri YS Jagan M Hon'ble Chief M	Aohan Reddy linister of Andhra Prade
 > Home > Report > View Transaction 	User Name	h Criteria 2 : ID/ Application Numl	ANGALAKUDURU	-2					
Challan Payment List Of Services Application Submission				View T	ransactions				
Consumer Affairs, Food and Civil Supplies	TRANS	ACTION LIST						Search Transaction	Print
Municipal Administration and Urban Development (CDMA)	Serial No	Transaction ID	Service Name	Customer Name	Transaction Date	Amount	Status	Uploaded Documents	Application Preview
Panchayat Raj and Rural Development	1	TCN211221000002	Change of Name Application	Pothina Saikumar Sai	21/12/2021	45	<u>View Status</u>	Download Documents	<u>Preview</u>
Revenue 1. AP Dotted Lands Application 2. Addition Of Survey No In Adaptal And 1 B	Requests pe	er page:						αa	« <mark>1</mark> » »»

The DA can view the current status of the application, download documents (both certificates and payment receipt) and also preview the application which was submitted by them

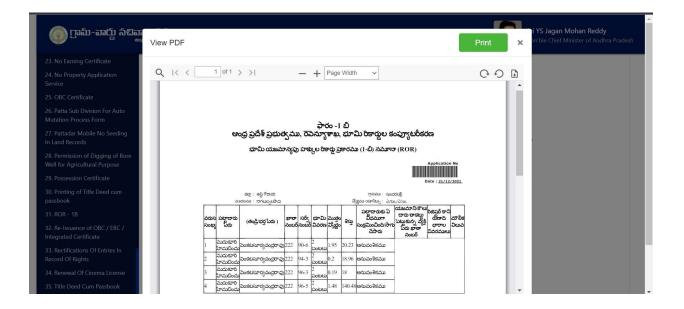
్ర్రైంమ్-వార్డు సిదివాలయ్ *****	<u>تن</u> بين			ę	Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradest
> Home			and a second		
> Report					
View Transaction					
> Challan Payment			Capital ection		
List Of Services			Payment Receipt		Date : 17/12/2021 2:59:47 PM
← Application Submission					
Consumer Affairs. Food and Civil Supplies	Secretariat Name :		User ID :	Test-DA@apgsws.onmicrosoft.com	
+ Municipal Administration and	Service Name :	SurrenderRiceCard	Application Number :	TSRRC211217000003	
Urban Development (CDMA)	Applicant Name :	Batna Anantha Rao Batna Anantha Rao	Applicant Father Name :	Batna Anantha Rao	
 Panchayat Raj and Rural Development 	District :	Krishna	Mandal:	Avanigadda-r	
- Revenue	Amount Paid :	24./-	Amount In Words :	Twenty Four Rupees Only	
1. AP Dotted Lands Application					
2. Addition Of Survey No In Adangal And 1 B	Payment Mode :	Cash	SLA :	21 Days	
3. Agriculture Income Certificate	Department Name:	Civil Supplies Department	Transaction Date :	17/12/2021 2:59:47 PM	
4. Change of Name Application	Note :				
5. Computerized Adangal		d 6th March. 2019, the scanning charges beyond 4 pag	es has been revised to Rs. 5/- for scanning and uploa	ding documents.	
6. Cracker license Application		lease visit https://uat.vswsonline.ap.gov.in			
7. E-Passbook Application	3. For any query call us on : 1902				
8. Extract of House site / D-Form Patta Application	Print Receipt				

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23. No Earning Certificate	Secretariat Name :	MORRISPETA	User ID :	U21028026-
24. No Property Application				WEDS@apgsws.onmicrosoft.com
25. OBC Certificate	Service Name :	ROR1BCertificate	Transaction ID :	TROR211221000001
26. Patta Sub Division For Auto Mutation Process Form	Applicant Name :	Pothina Saikumar Ok	Applicant Father Name :	Pothina Srinivasa Rao
27. Pattadar Mobile No Seeding n Land Records	District :	Krishna	Mandal:	Vijayawada Rural-r
28. Permission of Digging of Bore Well for Agricultural Purpose	Amount Paid :	35 /-	Amount In Words :	Thirty Five Rupees Only
29. Possession Certificate	Payment Mode :	cash	SLA :	15 Minutes
30. Printing of Title Deed cum bassbook	Department Name:	Revenue Department	Transaction Date :	21/12/2021 2:40:20 PM
31. ROR - 1B	Note :			
32. Re-Issuance of OBC / EBC / Integrated Certificate			ng charges beyond 4 pages has been re	vised to Rs. 5/-
33. Rectifications Of Entries In Record Of Rights		n status, Please visit https://uat.vswsonli	ne.ap.gov.in	
Renewal Of Cinema License	3. For any query call us on	: 1902		
35. Title Deed Cum Passbook		-		

Payment Receipt

ged bookmar		(۲		Print		1 page	E Rea
		P	ayment Receipt	Date : 21/12/2021 2:40:20 PM	Destination	Save as PDF	*	
	Secretariat Name :	MORRISPETA	User ID :	U21028026- WEDS@apgsws.onmicrosoft.com	Destination			
	Service Name :	ROR1BCertificate	Transaction ID :	TROR211221000001	Pages	All		
	Applicant Name :	Pothina Saikumar Ok	Applicant Father Name :	Pothina Srinivasa Rao				
	District :	Krishna	Mandal:	Vijayawada Rural-r	Layout	Portrait	*	
	Amount Paid :	35 /-	Amount In Words :	Thirty Five Rupees Only				
	Payment Mode :	cash	SLA:	15 Minutes				1 2:40:20 P
	Department Name:	Revenue Department	Transaction Date :	21/12/2021 2:40:20 PM	More settings		~	
Secr	Note :	5. ND. 173 dated 6th March, 201						
Jeci	has been revised to	Rs. 5/- for scanning and uploadi	ing documents.	a 4 pages				
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Certificate / Card



3. DEPARTMENTAL WISE WALK-THROUGH

Revenue Department

Overview

35 Revenue CCLA services have made available in the new GSWS portal. Details are mentioned in the table below

S.No	Service Name	Category	SLA	Approval Authoirty	Workflow
	Integrated Certificate	В	30	Tahsildar	GSWS
1	(Sub Collector/RDO)	В	30	Sub Collector /RDO	GSWS
2	Income Certificate	В	7	Deputy Tahsildar / Tahsildar	GSWS
3	Family member certificate	В	15	Tahsildar	GSWS
4	Issuance of Income & Asset Certificate for Economically Weaker Sections (EWS)	В	30	Tahsildar	GSWS
5	OBC Certificate	В	30	Tahsildar	GSWS
6	Late Registration of Birth	В	60	Sub Collector /RDO	GSWS
7	Late Registration of Death	В	60	Sub Collector /RDO	GSWS
8	Possession Certificate	В	30	Tahsildar	GSWS
9	No Earning Certificate	В	15	Tahsildar	GSWS

S.No	Service Name	Category	SLA	Approval Authoirty	Workflow
10	Mutation and Title Deed Cum ppb	В	30	Tahsildar	Webland
11	e Passbook service - replacement of pattadhar passbook	В	7	Tahsildar	Webland
12	e Passbook service- duplicate pattadhar passbook	В	7	Tahsildar	Webland
13	Rectifications in Record of Rights (ROR 1B)	В	30	Tahsildar	Webland
14	Title Deed Cum PPB only	А	15 Min	Printer for printing	NA
15	Printing of Title Deed cum PPB	В	7	Tahsildar	GSWS
16	Issuance of Small and Marginal Farmer Certificate	В	7	Tahsildar	GSWS
17	Agriculture Income Certificate	В	7	Tahsildar	GSWS
18	Manual Adangal (Old Adangal Application Form)	В	7		GSWS
19	ROR 1B	А	15 Min	NA	NA
20	Computerized Adangal	А	15 Min	NA	NA
21	Land Conversion G.O.MS.No. 98	В	21	RDO	Webland
22	Pattadar mobile number seeding in Land Records	A	15 Min	NA	NA

S.No	Service Name	Category	SLA	Approval Authoirty	Workflow
23	Change of Name Application	В	15	Tahsildar	GSWS
24	Extract of House Site / Extract of D-Form Patta	В	7	Tahsildar	GSWS
25	Extract of NOC Under Explosive / Extract of NOC under Petroleum Product	В	15	DRO	GSWS
26	Issuance of Occupancy rights certificate for Inam Lands	В	90	Sub Collector /RDO	GSWS
27	Issuance of No Property Certificate	В	60	Tahsildar	GSWS
28	Permission of Digging of Bore Well for Agriculture Purpose	В	15	Tahsildar	GSWS
29	Renewal of Cinema License	В	15	Sub Collector /RDO	GSWS
30	Reissuance of integrated Certificate	А	15 Min	NA	NA
31	Reissuance of OBC certificate	А	15 Min	NA	NA
32	Reissuance of EBC Certificate	А	15 Min	NA	NA
33	House site Application	В	90	JC	GSWS
34	Modification in 22A List 22 A 1(A) 22 A 1(B) 22 A 1(D) 22 A 1 (E)	В		Collector	GSWS
35	Claims under Andhra Pradesh dotted lands (Updations in re- settlement register rules, 2017)	В		Collector	GSWS

Standard Approval Process (for demonstration purpose)

Step 1: Once the DA submits the application on behalf of the citizen and completes the payment procedure the application if forwarded to the next level approving authority. Refer to the above section for a detailed walkthrough.

The DA must select the relevant **Revenue Village** for each applicant while filling the service application form for the application to be forwarded to the approving authority mapped to the village.

		Jest		1		
		Basic Details			Application Form	n
lation C	ard No:	Remarks:				
			-			
		Characters Used : 0 / 200				
ncom	e Certificate Details					
urpose	of Income Certificate: *	District:*		Mandal:*	Village	*
Army F	Recruitment	KRISHNA	~	AVANIGADDA		GADDA
	Pattadar Name	Survey No		Extent	PPB TD/Doc. No.*	Income
D	Jagannath	999	12		12121212121212121212	2200000
			+ Add New Row	📋 Delete Row		
	n ent List II Upload Documents are in Pdf Form	at Only.				
	ion Form *			Ration card / EPIC Ca	rd/ AADHAR Card *	
a.pdf			Browse X	a.pdf		Browse

Step 2: Verification Authority (VRO, RI etc.): The verification authority can view all the applications or requests assigned to him along with their SLA and status

) []]a	්ය-කා ර් යු	บตับอื่าม อูอีส์ อูซุลซ _อ ง				Sri YS Jagan Mohar Hon'ble Chief Minister	
	o, ANGALAKUDU ge Revenue Officer	RU-2 ~			₹ 2	02:06:14 PM 1 December 2021 TUE	Log Out
8 Total	Requests	Ê	5 Open B	Seyond SLA	Green Within SLA		
Reque	st List - Total Regu	iests			(m)	Terrentine	
Reque S.No	st List - Total Requ Request ID	lests Service Name	Service Category	Department Name	Search Citizen Name	Transaction Applied Date	Status
ċ						Applied Date	Status Pending
ċ	Request ID	Service Name	Category	Name	Citizen Name Venkata Ratna Kumar Asileti Venkata Ratna Kumar Asileti Ven	Applied Date	

The verification authority will be able to view all the details filled by the DA on behalf of the citizen along with the documents uploaded for the service

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Request ID:NOPC21121	4000001					
Basic Details						
Aadhaar Number:	325350393446	Gender:	Male	Marital Status:	Married	
First Name:	Dekka Venkata Subbamma	Date of Birth:	01/01/1961	Mobile No:	9160268580	
Middle Name:	Dekka Venkata Subbamma	Caste:	BC-C	Email:		
Last Name:	Dekka Venkata Subbamma	Religion:	Hindu	Delivery Type:	By Hand	
Father / Husband Name:	Dekka Venkata Subbamma	Qualification:	MA			
Present Address			Permanent Address			
Door No:	2/24		Door No:	2/24		
Street Name:	ramnagar		Street Name:	ramnagar		
Village / Ward / Secretariat:	ANGALAKUDURI	J-2	Village / Ward / Secretariat:	ANGALAK	UDURU-2	
Mandal / Municipality:	TENALI-R		Mandal / Municipality:	TENALI-R		
District:	GUNTUR		District:	GUNTUR		
Pin Code:	516003		Pin Code:	516003		

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្វាព្រសា-ឆាញ់ សំងឆាមណ៍ _{«នូរថរ រូរ}	ถับว ⊳ฮ ₂ 0					Sri YS . Hon'ble	Jagan Mohan Chief Minister o	Reddy If Andhra Prades	'n
Family Members of the Death Po	erson					<i></i>			
Name of the Family Member	Gender	Relationship with Deceseaed Person	Occupation	Marital Status	Educational Qualification	Employment	Income Pe	Month	
Murali	43 Fat	her	Employee - Private	Married	Diploma/ITI	Employment		16000	
Ration card /EPIC Card/AADHAI Death Certificate: Copy of Family Member Certific		Rythu b	harosa.pdf 📩 harosa.pdf 📩 harosa.pdf						
Verification Document		Remarks:*							
Q, No File choosen	Browse	Select	~						

Verification Authority can Recommend or Not Recommend the application as shown below. A drop down with all the relevant rejection reasons will be shown if the authority chooses not to recommend the application. The application can only be forwarded to the next level once a relevant reason is selected.

The authority has to verify the document through a Aadhaar e-sign with an OTP to forward the application to the next level

VRO/WRS Checklist		
Applicant Name:	Galanki Prasad Galanki Prasad Galanki Prasad	
Applicant Address:	Door No: 2-55, Street: MAIN RAOD Village/ward: ANGALAKUDURU-2, Mandal: TENALI-R District: GUNTUR	
Whether Verified Previously issued Caste Certificate *	Yes O No	
Whether Verified SSC marks memo or Transfer Certificate or DOB extract Municipality/Gram Panchayat *	● Yes ○ No	
Verification Document	Remarks:*	
Q No File choosen Browse	Recommended ~	

The verification authority is notified through a pop-up window once the application is verified and submitted

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Total	Requests est List - Total Reque	ests	Oper	n Beyond SLA	Copen Within SLA		
Total		ests Service Name	Service Category	n Beyond SLA Department Name		ction Applied Date	Status
Total	st List - Total Reque				Search Transa		Status Pending
Total	est List - Total Reque Request ID	Service Name	Service Category	Department Name	Search Transe	Applied Date	
Total Reque S.No 1	st List - Total Reque Request ID AD5A211208000002	Service Name	Service Category	Department Name RV	Search Transa Citizen Name Venkata Ratna Kumar Asileti Venkata Ratna Kumar Asileti Venkata Ratna Kumar Asileti	Applied Date 08/12/2021	Pending
Total Reque S.No 1	st List - Total Reque Request ID ADSA211208000002 CGC211208000004	Service Name InsertSurveyNumInAdangal IntegratedCertificate	Service Category RV RV	Department Name RV RV	Search Transa Citizen Name Venkata Ratna Kumar Asileti Venkata Ratna Kumar Asileti Venkata Ratna Kumar Asileti Galanki Prasad Galanki Prasad Galanki Prasad	Applied Date 08/12/2021 08/12/2021	Pending Pending

Step 3: Approving Authority (Tahsildar, RDO, etc.): The Approving authority can view all the applications or requests assigned to him along with their SLA and status

Dom	ා-කාර්ය	ົມມ ສະຈະ				Sri YS Jagan Mo Hon'ble Chief Mini	han Reddy ister of Andhra Pradesł
Hello Tahsilo	, TENALI-U 〜 lar					2 06:00:34 PM 17 December 2021 FRI	Log Out
34 Total F	lequests	Ê	3 Open Beyond SLA		31 Open Within SLA		
Reques	t List - Total Requests					no	
Reques	t List - Total Requests Request ID	Service Name	Service Category	Department Name	Citizen Name	no Applied Date	Status
		Service Name NoPropertyCertificate	Service Category	Department Name	Citizen Name Madasu Vasu Madasu Vasu Madasu Vasu		Status Pending
S.No	Request ID			-		Applied Date	
S.No	Request ID NOPC211215000001	NoPropertyCertificate	RV	RV	Madasu Vasu Madasu Vasu Madasu Vasu	Applied Date 15/12/2021	Pending

The approving authority will be able to view all the details filled by the DA on behalf of the citizen along with the documents uploaded for the service

ps 📙 Managed bookmark	s 👩 https://uat.vswsonli				III Read
్) గ్రామ-వార్డు సచివా ***	ยาเบ็าอีบบ มูอวีสี อู่สาย _{ชา} ง				Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh
Request ID:NOPC211214	4000001				
Basic Details					
Aadhaar Number:	325350393446	Gender:	Male	Marital Status:	Married
First Name:	Dekka Venkata Subbamma	Date of Birth:	01/01/1961	Mobile No:	9160268580
Middle Name:	Dekka Venkata Subbamma	Caste:	BC-C	Email:	
Last Name:	Dekka Venkata Subbamma	Religion:	Hindu	Delivery Type:	By Hand
Father / Husband Name:	Dekka Venkata Subbamma	Qualification:	MA		
Present Address			Permanent Address		
Door No:	2/24		Door No:	2/24	
Street Name:	ramnagar		Street Name:	ramnagar	
Village / Ward / Secretariat:	ANGALAKUDURI	J-2	Village / Ward / Secretariat	: ANGALAK	UDURU-2
Mandal / Municipality:	TENALI-R		Mandal / Municipality:	TENALI-R	
District:	GUNTUR		District:	GUNTUR	
Pin Code:	516003		Pin Code:	516003	

The Approving Authority can reject or approve the application based on the recommendations made by the previous verification authorities. If the application is approved the Approving authority has to digitally sign the application.

) గ్రామ-వార్డు సచివాలం ****	ົບເລັ້ນນ ອຸສາສາດ						Jagan Mohan Reddy e Chief Minister of Andhra Pradesl
Name of the Family Member	Gender	Relationship with Deceseaed Person	Occupation	Marital Status	Educational Qualification	Employment	Income Per Month
MADASU	23	Son	Agriculture Labour	Married	Below 10th	UnEmployment	5000
Remarks from VRO/WRS:		Recommended	c	ocument from VRO/WRS	: Demo	o.pdf 😃	
		Recommended	E	ocument from RI:	Demo	p.pdf 坐	
Remarks from RI:				nter the Remarks:*			
Remarks from RI:		Remarks:*	E	nter the Kemarks:"			

pps 📕 Managed bookmarks 🛞 http:	s://uat.vswsonli			III Read
මා ලාණ- බාර්යු				Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Prade
Any other Person in Family taking other Per	isions: No	How many times UID updated:	1	
S NO Date of Update Type of Upda 1 09/12/2021 Name	e-Mudhra Digital Signature		×	
	Tokens : *	Select	~	
List of Documents	Certificates : *	Select		
Age Proof Document:	Certificates : "	Select		
Pension Category Certificate Proof:	Password : *			
Remarks from WEA/WWDSA:			Sign and Approve pdf	ځ
Verification Document	Kemarks:"			
Rythu bharosa.pdf Brow	wse × Recommended	~		
		Арргоче		

Step 4: Closer of application:

- CAT A: For all CAT A services once the payment is made the DA can download and print the certificates by visiting the view transaction module
- CAT B: For all CAT B services once the approving authority approves the DA can download and print the certificates by visiting the view transaction module

Service Level Details

CAT B

1. Addition of Survey No in Adangal and 1B:

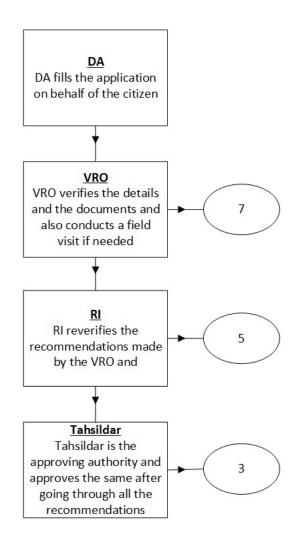
About the Service

This service is used for entry of Survey number in and Records portal

SLA	15
Documents Checklist	1. Application Forms

2. Supporting Forms
Previous Adangal or ROR 1B copies

Approval Flow



Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

Basic Details				Application Form							
Distric	:t:*			Mandal:*		Village:*			Survey No *		
ຮູງຈູ່	}		~	అవనిగడ్డ	~	పులిగడ్డ		~	22212		
									Clear		Add Survey No
India	ates Mandato	201							Ciedi		Add Sulvey No
Pleas	se Enter Eithe	r Aadhaar Number C)r Aadl	haar Enrolment Number							
	S NO	Survey No	Un	Cultivatable Land(In acres)*	Cultivatable L	and(In Acres)®	Land Nature	Тах	Land Classificatio	on	Water Source
	1	22212					Select 🗸		Select	~	Select 🗸
4		- 10									•
					+ Add Ne	Buu Bouu					
Docu	ument List (N	OTE: All upload docu	iments	should be in PDF format only							
100000											
Applic	ation Form *					Supporting Fo	rm*				
QN	No File choose	en			Browse	Q No File ch	noosen				Browse

2. Agriculture Income Certificate:

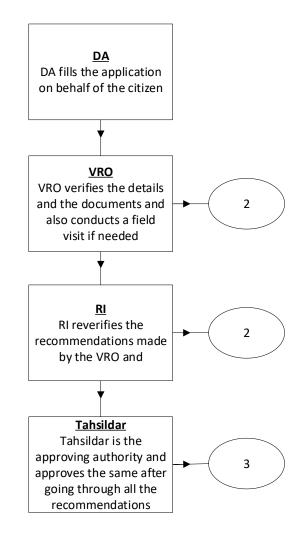
About the Service

Agriculture Income Certificate is useful for getting Bank loans. Agriculture income is exempted under the Indian Income Tax Act. This is issued by the Tahsildar. This service facilitates the citizen to get Agriculture Income Certificate.

SLA	7
Documents Checklist	1. Application Form

2. Ration card / EPIC Card/ AADHAR Card

Approval Flow



Application Forms

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DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

		uest					
		Basic Details			Applicatio	on Form	
ation C	ard No:	Remarks:					
			-				
		Characters Used : 0 / 200					
ncom	e Certificate Details						
urpose	of Income Certificate: *	District:*		Mandal:*		Village:*	
Army F	Recruitment	KRISHNA	HNA 🗸		~	PULIGADDA	
						ï	
	Pattadar Name	Survey No		Extent	PPB TD/Doc. No.*		income"
2	Jagannath	999	12		12121212121212121212	2	2200000
			+ Add New Row	1 Delete Row			
	nent List II Upload Documents are in Pdf Form	ant Only					
	tion Form *	lat Only.		Ration card / EPIC Ca	rd/ AADHAR Card *		
			Browse ×	a.pdf			Browse

3. Change of Name Application:

About the Service

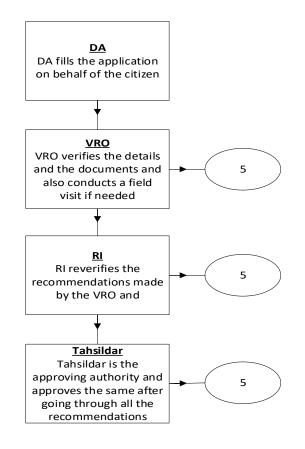
Applicant will apply for the change of his / her name in the official records for his purpose. The due procedure will be taken over until the procedure of issuing Gazette notification for official updations in the records.

Following people apply for this service

- Women changing their surname after marriage.
- ex-service persons
- People who are staying abroad.
- Students whose names are printed wrong in their certificates apply for change of Name certificate.

SLA	15
Documents Checklist	 Application From ID Proof/ Address Proof Passport size photograph Citizenship certificate issues by Gazetted officer Affidavit stating exact reason for change of his/her name Certificate from Class 1 to 10th attested by gazette officer police Certificate stating that he/she has not come to any adverse records during last 5 years

Approval Flow



Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

ange of Name Application Forn	n				
	Basic Details		Ap	pplication Form	
ype Of Application:*					
Minor	•				
Applicant Details					
Applicant Present Sur Name: *	Applicant Proposed Sur Na	ime:*	Applicant Present Name: *	Applicant Proposed Name: *	
Pothina	Peesa		Sarika	Peesa Sarika	
ather Name: *	Mother Name: *		Police Station Name having jurisdiction: *	Place Of Birth;*	
Jagannath	Sharmila				
Decupation Details Viention your Work/Education:* 5 Years Document List			One Town	Vijayawada	
Aention your Work/Education:* 5 Years Document List Note: All Upload Documents are in Pdf Fon	nat Only.				
Aention your Work/Education:* 5 Years Document List Jote: All Upload Documents are in Pdf Fon	mat Only:	Browse	Recent Passport size Photograph (Upload O		Brows
Aention your Work/Education:* 5 Years Cocument List Note: All Upload Documents are in Pdf For upplication Form * a.pdf	(1995)ALCTS	Browse	Recent Passport size Photograph (Upload O Q, No File choosen	nly JPG/JPEG/PNG/GIF Formatj*	Brows
Aention your Work/Education:* 5 Years Document List Jote: All Upload Documents are in Pdf Fon upplication Form * a.pdf itizenship Certificate issued by Gazetted O	(1995)ALCTS		Recent Passport size Photograph (Upload O Q. No File choosen Affidavit stating exact reason for change of	nly JPG/JPEG/PNG/GIF Formatj*	
Arention your Work/Education:* 5 Years Document List Note: All Upload Documents are in Pdf For Application Form * a.pdf	(1995)ALCTS	Browse	Recent Passport size Photograph (Upload O Q, No File choosen	nly JPG/JPEG/PNG/GIF Formatj*	
Aention your Work/Education:* 5 Years Document List Note: All Upload Documents are in Pdf Fon upplication Form * a.pdf itizenship Certificate issued by Gazetted Q Q, No File choosen iertificates from Class 1 to 10th attested by	Officer *	Browse	Recent Passport size Photograph (Upload O Q, No File choosen Affidavit stating exact reason for change of Q, No File choosen Police Certificate stating that he/she has not	nly JPG/JPEG/PNG/GIF Format)*	Brows years *
Aention your Work/Education:* 5 Years Cocument List Lote: All Upload Documents are in Pdf Fon upplication Form * a.pdf Itizenship Certificate issued by Gazetted Q Q. No File choosen	Officer *		Recent Passport size Photograph (Upload O Q, No File choosen Affidavit stating exact reason for change of Q, No File choosen	nly JPG/JPEG/PNG/GIF Format)*	Brows
Aention your Work/Education:* 5 Years Occument List Note: All Upload Documents are in Pdf Fon Application Form * a.pdf itizenship Certificate issued by Gazetted Q Q. No File choosen Ertificates from Class 1 to 10th attested by)fficer * y Gazetted Officer	Browse	Recent Passport size Photograph (Upload O Q, No File choosen Affidavit stating exact reason for change of Q, No File choosen Police Certificate stating that he/she has not	nly JPG/JPEG/PNG/GIF Format)*	Brows years *

4. Crackers License Application:

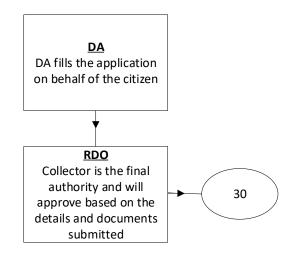
About the service

To sell the Crackers for various purposes, Seller or Dealer had to take the NOC and Approval from Collector. Permanent licenses will be issued for certain period and after period of expiry renewal certificate will be issued.

SLA	30 days
Documents Checklist	 Application form Proof of Address

3.	Verification report from police
4.	NOC from Fire Service Department
5.	NOC from local body
6.	Particulars of previous license if any
7.	Photo

Approval Flow



Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

ACKERS LICENSE APPLICANT FORM					
Basi	c Details	Application Form			
Applicant Details	Ration Card No:	Remarks	Status : *		
Cracker License For Diwali		*	Individual O Company/Firm		
Applicant Qualification;*	Applicant Experience: *	Characters Used : 0 / 200			
MBA	5				
echnical Person Employed : *	Qualification: *	Experience: *			
● Yes ○ No	B.Tech	6			
ervice Specific Details					
Door No:*	Locality/Land Maric *	District*	Mandal:*		
24-32-23/23	One Town Police Station	KRISHNA 🗸	AVANIGADDA		
/illage:*	Police Station: *	Railway Station (0r) steamer Ghal: *	Purpose of License : *		
PULIGADDA 🗸	1	Railway Station	Diwali Sale Exhibition		
we the Premises attached to a licensed Manufacturer explosive? : * Yes () No	Have the premises previously been licensed : *	Has the applicant been convicted of any offence or Ordered to execute any bound under chapter VIII of the code or criminal Procedure 1973 during last 10 years ? ; *	A)Particulars of other license if any under explosive act, 1884 by applicant during the last 10 years B)Was any license cancelled/not renewal ? : *		
As per Legal procedures			Y		

Name of Explosive	Class		Division*	Quantity at one Time	Quantity In one Month	R .
Mega Milton	1	2		75	275	
		+ Add New Ro	w 💼 Delete Row			
				.		
ocument List						
ote; All Upload Documents are in Pdf Form	iat Only.					
plication Form *			Identity Proof*			
a,pdf		Browse	X Q. No File cho	osen		Brows
Idress Proof *			Verification Repo	rt from Police *		
a.pdf		Browse	X Q No File cho			Brows
Objection from Fire Service Department			No Objection fro	m local body *		
Q No File choosen		Browse	Q No File cho	osen		Brows
rticulars of Previous license if any *				nly JPG/JPEG/PNG/GIF Format) *		
Q No File choosen		Browse	Q, No File cho	osen		Brows

5. E-Passbook Application:

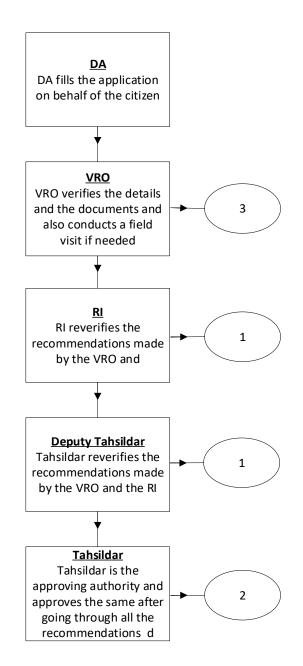
About the service

This Service facilitates the citizen to apply for Replacement of Pattadar Passbook. In Mutilated cases.

SLA	7
Documents Checklist	 Duplicate: Application Form Passbook copies If lost FIR copy Passport photo of applicant Signature of applicant Address proof and ID proof
	Replacement of Passbook: 1. Application Form

2. Passbook copies
3. Manual Passbook copy
4. Passport photo of applicant
5. Signature of applicant
6. Address proof and ID proof

Approval Flow



Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

ease Select Service Typ Replacement of Pattad hata Number:* 3 retails 5 serialNo 1 మండకే 2 మండకే	JPLICATE PATTADHAR	: Details Remarks: Characters Used : 0 / 200 District* కృష్ణ Pattadar Name* మండలి వసుంధరాదేవీ Pattadar Father Name దనకోటశ్వరరావు దనకోటశ్వరరావు దనకోటశ్వరరావు	RM Khata No 3 3 3 3	Mandal:* అవనిగథ Father Name:* దనకోలేశ్వర Survey No 63-1 76-17A		village:* ✓ ప్రేలిగఢ 5.22 1.12	Tax 544 0	Acquired Reason పట్టాదారు పట్టాదారు
ation Card No: EPLACEMENT/DUI ease Select Service Typ Replacement of Pattad hata Number:* 3 SerialNo 1 2 30054 3 30054 1 30054 3 300556 3 3005566 3 3005566	ype:* kdhar Passbook 🗸 Pattadar Name కిలి వసుంధరాదేవీ కిలి వసుంధరాదేవీ	Characters Used : 0 / 200 Characters Used : 0 / 200 District* కృష Pattadar Name:* మండలి వసుంధరాదేవీ Pattadar Father Name దనకోటశ్వరరావు దనకోటశ్వరరావు	VRM Khata No 3 3	అవనిగథ Father Name:* దనకోలేశ్వర Survey No 63-1 76-17A	రరావు Land Classification మెళ్ల	 あっとれる Total Extent 5.22 	Tax 544	పట్టాదారు
EPLACEMENT/DUI ease Select Service Typ Replacement of Pattad hata Number:* 3 letails setails 2 払いCAE 3 払いCAE 3 払いCAE attadhar Details aste: *	ype:* kdhar Passbook 🗸 Pattadar Name కిలి వసుంధరాదేవీ కిలి వసుంధరాదేవీ	Characters Used : 0 / 200 Characters Used : 0 / 200 District* కృష Pattadar Name:* మండలి వసుంధరాదేవీ Pattadar Father Name దనకోటశ్వరరావు దనకోటశ్వరరావు	VRM Khata No 3 3	అవనిగథ Father Name:* దనకోలేశ్వర Survey No 63-1 76-17A	రరావు Land Classification మెళ్ల	 あっとれる Total Extent 5.22 	Tax 544	పట్టాదారు
ease Select Service Typ Replacement of Pattad hata Number:* 3 SerialNo 1	ype:* kdhar Passbook 🗸 Pattadar Name కిలి వసుంధరాదేవీ కిలి వసుంధరాదేవీ	PASS BOOK APPLICATION FO District* కృష్ Pattadar Name:* మండలి వసుంధరాదేవీ Pattadar Father Name దనకోటేశ్వరరావు దనకోటేశ్వరరావు	VRM Khata No 3 3	అవనిగథ Father Name:* దనకోలేశ్వర Survey No 63-1 76-17A	రరావు Land Classification మెళ్ల	 あっとれる Total Extent 5.22 	Tax 544	పట్టాదారు
ease Select Service Typ Replacement of Pattad hata Number:* 3 SerialNo 1	ype:* kdhar Passbook 🗸 Pattadar Name కిలి వసుంధరాదేవీ కిలి వసుంధరాదేవీ	PASS BOOK APPLICATION FO District* కృష్ Pattadar Name:* మండలి వసుంధరాదేవీ Pattadar Father Name దనకోటేశ్వరరావు దనకోటేశ్వరరావు	Khata No 3 3	అవనిగథ Father Name:* దనకోలేశ్వర Survey No 63-1 76-17A	రరావు Land Classification మెళ్ల	 あっとれる Total Extent 5.22 	Tax 544	పట్టాదారు
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hata Number:* 5 etails serialNo మండశ్ : మండశ్ : మండశ్ attadhar Details	Pattadar Name కలి వసుంధరాదేవీ కలి వసుంధరాదేవీ	Pattadar Name* మండలి వసుంధరాదేవీ Pattadar Father Name దనకోటశ్వరరావు దనకోటశ్వరరావు	Khata No 3 3	Father Name* ৫.సకోకుశ్వర Survey No 63-1 76-17A	రరావు Land Classification మెళ్ల	Total Extent 5.22	Tax 544	పట్టాదారు
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SerialNo మండశ్ 2 మండశ్ 3 మండశ attadhar Details	కలి వసుంధరాదేవీ కలి వసుంధరాదేవీ	దనకోటశ్వరరావు దనకోటశ్వరరావు	3	63-1 76-17A	మెట్ల	5.22	544	పట్టాదారు
SerialNo మండశ్ 2 మండశ్ 3 మండశ attadhar Details	కలి వసుంధరాదేవీ కలి వసుంధరాదేవీ	దనకోటశ్వరరావు దనకోటశ్వరరావు	3	63-1 76-17A	మెట్ల	5.22	544	పట్టాదారు
ు మండశ 2 మండశ 3 మండశ attadhar Details aste:*	కలి వసుంధరాదేవీ కలి వసుంధరాదేవీ	దనకోటశ్వరరావు దనకోటశ్వరరావు	3	63-1 76-17A	మెట్ల	5.22	544	పట్టాదారు
ಮಂಡಕ ಮಂಡಕ ttadhar Details ste: *	కలి వసుంధరాదేవీ	దనకోటేశ్వరరావు	3	7 <mark>6-1</mark> 7A		1. 0.945 	- California	
మండe attadhar Details ste: *			- m	100500000	20.45	1112		2000
attadhar <mark>Details</mark> iste: *				76-18	మెట	0.8	160	పల్లాదారు
BC-D		Caste Name: *		Division Name	⊇s ^{te}	Old PPB N	lumber;	
	~	Arekatika	~	Bandar		•		
gistration Number:		Registration Date:		Reasons for Re	epiacement/Duplicate Pattadha	ar		
		02/11/2021		Pass book:*				
				Other Source	d			
ocument List Ite: 1. Total size of all U	l Upload Documents should	I not exceed 3MB.						
plication Form* (Uploa	oad PDF format only)			Registered do	cument (copies) if any * (Uploa	ad PDF format only)		
a.pdf			Browse ×	Q, No File c	hoosen			Brov
	noto * (Upload JPG format o	only)			pload JPG format only)			
Q, No File choosen			Browse	Q, No File c	hoosen			Brov
anned Copy FIR * (Uple	pload PDF format only)			NOC certificat	e from the bank in the respecti	ive jurisdiction* (Uple	oad PDF f	ormat only)
Q. No File choosen			Browse	Q, No File c	hoosen			Brov

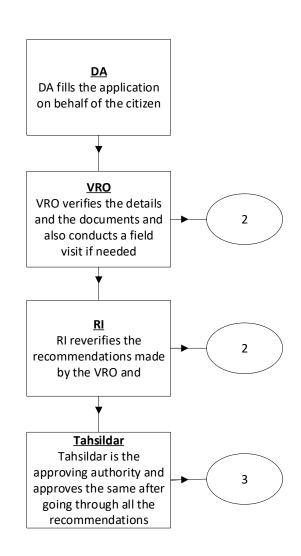
6. Extract of House Site / D-Form Patta Application:

About the service

The Extract of House site patta enables the citizen to get the certified copy /duplicate copy of House Site Patta which has been already assigned to citizen.

SLA	7
Documents Checklist	 Application form Proof of Address

Approval Flow



Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

tract Of House Site/D Form	Patta Certificate				
	Basic Details		Applicati	ion Form	
Ration Card Number:	Service Type:*				
	House Site Patta				
Required Information For Hou	ise Site Patta				
Select Type:*	Survey No O T.S.No				
urvey No:*					
234565					
Plot No:	District*	Mandal/Circle:*		Village/Ward:*	
	KRISHNA 🗸	AVANIGADDA	~	PULIGADDA	
Ocument List					
lote: All Upload Documents are in Po	df Format Only.				
pplication Form:*					
a.pdf	Browse ×				

7. Extract of NOC under Explosive / Petroleum Act:

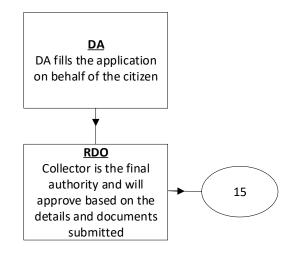
About the service

This service is used to issue previously issued certificates

- 1. For Storage of crushing, blasting material, magazine permission
- 2. For potassium, sodium, potassium permanganates, firecrackers etc.,

SLA	15
Documents Checklist	 Application Form Previously issued copy

Approval Flow



Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

ract of NOC under Petrole	um Act/Explosive Act						
	Basic Details		Application Form				
ation Card No:	Remarks:		Service Type:*				
		* *	NOCPetroleumAct	•			
	Characters Used : 0 / 200						
pplicant Details							
urvey Number:*	Extent:*		Land Units:*	Sub Division Number:			
12	23		Acres	✔ 43			
le No/Reference No:*	Date of File/Reference: *		Purpose For Extract Of NOC:*				
122333	02/11/2021		As per the ACT Protocol				
Document List lote: All Upload Documents are in application Form *	Pdf Format Only.		Copy Of NOC *				
a.pdf		Browse ×	a.pdf		Browse		

8. Family Member Certificate:

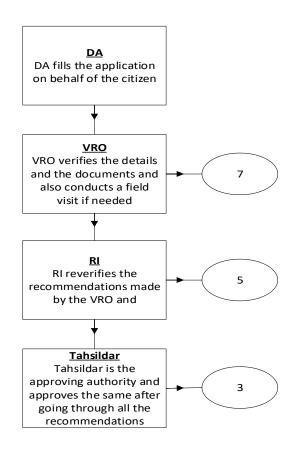
About the service

This certificate is used to provide the family members information, where the head of the family is deceased, and the rest of the family belongs to the deceased person

Used for availing the benefits and updations of properties and other details.

SLA	15
Documents Checklist	 Application form A notarized affidavit containing Name, Age and Relationship with deceased. Document (Ration Card/Voter Id/Passport/Passbook, Aadhaar etc.) indication the relationship of the applicant with the deceased. Death Certificate/FIR.

Approval Flow



Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

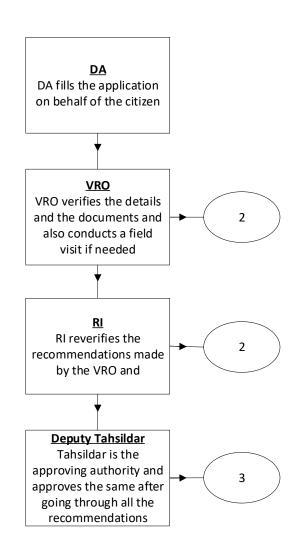
inty it	Membership Certificate Appl	icación i offici			1					
	B	asic Details					Applicat	ion Form		
Ration C	Card No:	Remarks:								
				-						
		Characters	s Used : 0 / 200							
Decea	sed Details									
Decease	ed First Name: *	Deceased	Middle Name:		Deceased Last Na	ime: *		Father/Husband	Name:*	
Sagar					Singh			Jagannath		
Date of	Death: *	Reason fo	r Death:*		Occupation:*			AADHAR Enrolm		
02/11	1/2021	General	Death	~				Format(1234/12)	345/12345)	
lome):* Gov Indica	Happened Place (Hospital Name / * tt Hospital tes Mandatory Enter Either Aadhaar Number Or Aadh	haar Enrolment Nu			Central Govern	ment Services	~	314967395689	67	
fome):* Gov Indica	* t Hospital ttes Mandatory	naar Enrolment Nur Gender			Central Government	Marital Status		314967395669 ntity Proof	67 Identity Num	ber
Home):* Gov * Indica	* tt Hospital tes Mandatory Enter Either Aadhaar Number Or Aadh		mber				Ide			
Home):* Gov * Indica * Please	* tt Hospital tes Mandatory Enter Either Aadhaar Number Or Aadh Name of the Family Member	Gender	Age [*]	Relationshi	p with Deceased	Marital Status*	Ide	ntity Proof	Identity Num	
tome):* Gov Indicase	* tt Hospital tes Mandatory Enter Either Aadhaar Number Or Aadh Name of the Family Member	Gender	Age [*]	Relationshi	p with Deceased	Marital Status*	Ide	ntity Proof	Identity Num	
Gov Gov I Indica Please	* t Hospital tes Mandatory Enter Either Aadhaar Number Or Aadh Name of the Family Member? Sarika ment List	Gender	Age [*]	Relationshi	p with Deceased	Marital Status*	lde Aadhaar	ntity Proof No/ Aadhar En 🗸	Identity Num 31498739568	
Iome):* Gov I Indica Please		Gender	Age [*]	Relationshi	p with Deceased	Marital Status UnMarried ✓	lde Aadhaar	ntity Proof No/ Aadhar En 🗸	Identity Num 31498739568	
Gov Gov Indica Please	* t Hospital tes Mandatory e Enter Either Aadhaar Number Or Aadh Name of the Family Member? Sarika Sarika Mut List Ni Upload Documents are in Pdf Forma tion Form *	Gender Female	Age* 27	Relationshi Others Add New Row Browse	p with Deceased)	Marital Status UnMarried ✓	lde Aadhaar	ntity Proof No/ Aadhar En 🗸	Identity Num 31498739568	39

9. Income Certificate:

About the service

To issue certificate on Income for Individual as well as based on Parent income, Income Certificate. Used for availing loans and fee reimbursements

SLA	7
Documents Checklist	 Application form Copy of IT Returns/Pay Slips (Any other documents Ration Card/Epic Card/Aadhar Card



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

come Certificate Application Form						
Basic	c Details			Ар	plication Form	
Applicant Details						
Applying For: *	Applicant Income O Paren	t income				
Ration Card No:	Remarks:					
			*			
	Characters Used : 0 / 200					
ncome Certificate Details						
ncome on Lands:	Income on Business:			Income on Buildings:	Income on Labour;	
5000	7898			78654	87654	
alary of both Wife and Husband (Employed):	Income on Other Sources:			Total Income:		
23456	3456			206118		
Document List						
lote: All Upload Documents are in Pdf Format On	niy.					
Application Form*				Ration card /EPIC Card/AADHAR Card		
a.pdf		Browse	×	Q No File choosen		Brows
Copy of IT Returns/ Pay Slips (Any other document	tc)					
Q No File choosen		Brov	VCP			

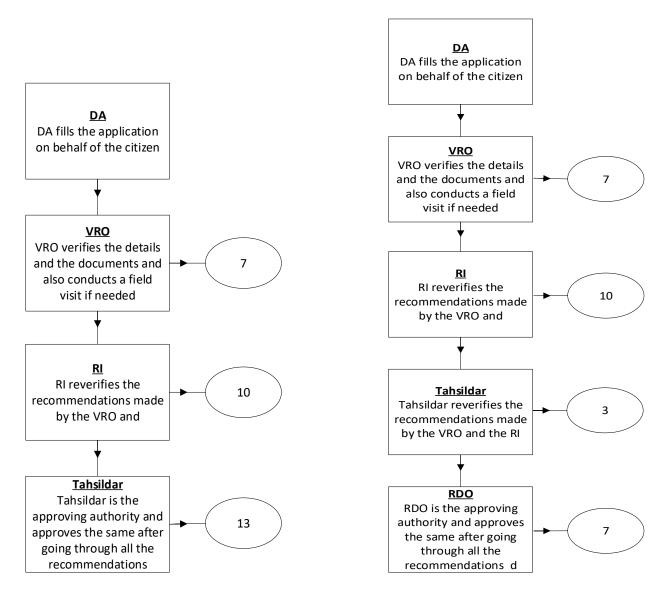
10. Integrated Certificate:

About the Service

To issue integrated certificate, which consists of Community, Nativity and Date of Birth. This certificate mainly used for identification of community of BC, SC, ST. Used for availing scholarships, fee reimbursements and other welfare schemes

SLA	30
Documents Checklist	 Application form SSC marks memo or Transfer Certificate or DOB extract from

 Municipality/Gram Panchayat Previously issued Caste Certificate (Either applicant/his/her parents/his/her family members)
Sub Collector/RDO1. Application form2. SSC marks memo or Transfer Certificate or DOB extract
from Municipality/Gram Panchayat3. Previously issued Caste Certificate (Either applicant/his/her parents/his/her family members)



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

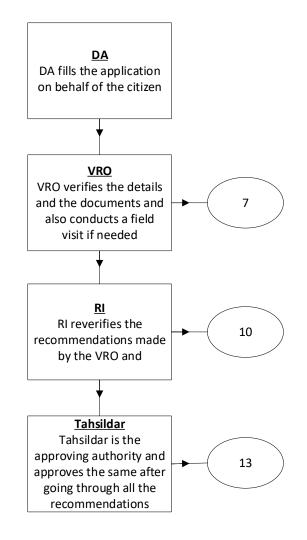
	m					
Bas	ic Details		Applic	cation Form		
Ration Card No:	Remarks;					
			÷			
	Characters	Used : 0 / 200				
Caste Certificate						
ssued Caste Certificate In Past:*	Caste Clain	ied:*		Education Certificate Contains Caste:*	Purpose of Caste Certificate:*	
Yes 🗸	Agnikulal	cshatriya	~	Yes 🗸	Army Recruitment	
Document List Note: All Upload Documents are in Pdf Format C Application Form *	Dnly.			Caste Certificate issued to the family members *		
No File Choosen			Browse	Q. No File choosen		Brows
	tificate *			1 to 10th Study Certificate or DOB certificate issu	ed by Municipality/Gram Panchayath *	
ISC marks memo or DOB extract or Transfer Cer			Browse	Q. No File choosen		Brows
SC marks memo or DOB extract or Transfer Cer No File Choosen						
				Schedule I to IV		

11. Issuance of Income & Asset Certificate for Economically Weaker Sections (EWS) Request Form

About the Service

To Economically Weaker Section certificate will be issued to OCs for availing reservation at Central level. This certificate is valid up to one financial year.

SLA	30
Documents Checklist	 Application form b. Id proof c. salary statements, IT returns copy d. Affidavit copy e. passport photo



DA - Service Application form:	Post filling com	mon details the D	A proceeds to t	the Service
Application Form				

Basic Details		Application Form		
Ration Card No: Subcaste: *				
ncome Certificate Details				
Gross Annual Income includes Salary, Agriculture, Business, Professio he year of application (Applicant/His/Her Family): *	n etc., for the financial year prior to			
Assets Information(Applicant/His/Her/Family)				
5 Acres of agriculture land and above : *		Residential flat of 1000 sq.ft. and above : *		
○ Yes ○ No		○ Yes ○ No		
Residential plot of 100 sq.yards and above in notified municipalities	•	Residential plot of 200 sq.yards and above in areas other than notified municipalities :*		
○ Yes ○ No Note		○ Yes ○ No		
Yes No Note The term "Family" for this purpose will include the person who e His/Her spouse and children below the age of 18 years:* Document List		○ Yes ○ No		
Yes No Note The term "Family" for this purpose will include the person who a His/Her spouse and children below the age of 18 years:" Document List Note: All Upload Documents are in Pdf Format Only. Application Form *	eeks benefit of Reservation, His/Her p	Yes No arents and sibilings below the age of 18 years as also Ration card/EPIC card/AADHAR card *		
Yes No Note The term "Family" for this purpose will include the person who a His/Her spouse and children below the age of 18 years** Document List Note: All Upload Documents are in Pdf Format Only.		○ Yes ○ No	Brows	
Yes No Note The term "Family" for this purpose will include the person who a His/Her spouse and children below the age of 18 years:* Document List Note: All Upload Documents are in Pdf Format Only. Application Form * Q. No File choosen	eeks benefit of Reservation, His/Her p	Yes No arents and sibilings below the age of 18 years as also Ration card/EPIC card/AADHAR card *	Brows	
Yes No Note The term "Family" for this purpose will include the person who a His/Her spouse and children below the age of 18 years:* Document List Note: All Upload Documents are in Pdf Format Only. Application Form * Q. No File choosen	eeks benefit of Reservation, His/Her p	Yes O No arents and siblings below the age of 18 years as also Ration card/EPIC card/AADHAR card * Q. No File choosen		
Yes No Note The term "Family" for this purpose will include the person who e His/Her spouse and children below the age of 18 years:* Document List Note: All Upload Documents are in Pdf Format Only. Application Form * Q. No File choosen Copy of IT Returns/Pay slips (Any Other documents): Q. No File choosen	eeks benefit of Reservation, His/Her p Browse	Ves No arents and sibilings below the age of 18 years as also Ration card/EPIC card/AADHAR card * Q. No File choosen Affidavit:		
Note The term "Family" for this purpose will include the person who is His/Her spouse and children below the age of 18 years:" Document List Note: All Upload Documents are in Pdf Format Only. Application Form * Q. No File choosen Copy of IT Returns/Pay slips (Any Other documents):	eeks benefit of Reservation, His/Her p Browse	Ves No arents and sibilings below the age of 18 years as also Ration card/EPIC card/AADHAR card * Q. No File choosen Affidavit:	Brows	

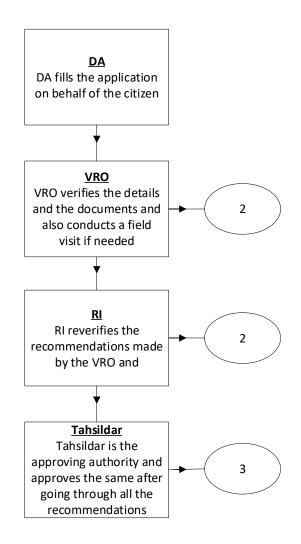
12. Issuance of Small and Marginal Farmers Certificate:

About the Service

For input subsidy, for crop insurance and for bank loan purpose.

SLA	7

	 Application Form Address Proof / ID Proof
Documents Checklist	3. Adangal or ROR 1B
	4. Self-Declaration



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

lance	e Of Small And Mar	rginal Farmer	Certificate						
		Basic	Details					Application Form	
ation (Card No:		Remarks:						
					÷				
Characters Used : 0 / 200									
forn	nant Details								
orma	ant Name:*		Relation with Far	mer: *					
Sagar Others				~					
	Village	18 1	Khata No		Survey No.		Land Type (Dry/Wet)*	Extent Of Land	Land Units
)	PULIGADDA 🗸	987654323	4	34567			Wet 🗸	23	Acres
ote: A	nent List All Upload Documents are ition Form *	in Pdf Format Only	L	+ Add	I New Row	Canned O		tle Deed/18 Extract/Register sale deed	s of the Lands*
Q N	lo File choosen				Browse	Q No F	ile choosen		Brow
lf dec	claration by the Farmer for	the lands owned I	oy him/her *						
	o File choosen				Browse				

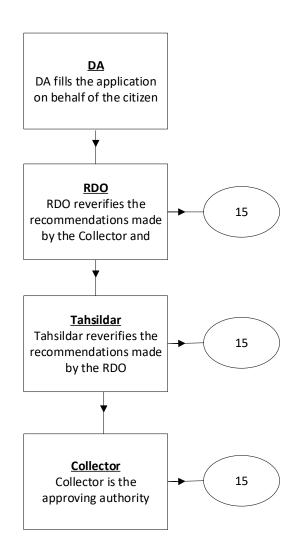
13. Issuance of NOC for Storing of Petroleum Products:

About the Service

The citizen can avail this service to get the No Objection Certificate for Storing of Petroleum Products.

SLA	45

	1. Application form
	2. Site plan
	3. Copy of passbook/Sale deed
Documents Checklist	4. Lease agreement
	5. Letter of intent by the oil company
	6. Extract of pahani/adangal
	7. Address proof /ID Proof



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

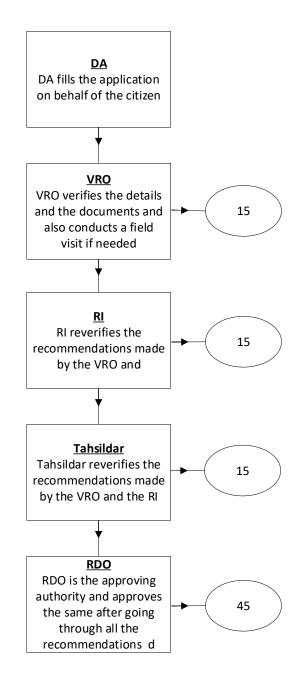
	eum Products		
Basic	: Details	Applicat	ion Form
ituation of the permises where pet	roleum is to be stored		
District: *	Mandal: *	Village: *	Pin Code: *
KRISHNA 🗸	AVANIGADDA 🗸	PULIGADDA 🗸	521121
Police Station Name having jurisdiction:*	Nearest Railway Station.*	Survey Number:*	Licence Number.*
Agiripalli	Repalle	5432345676	987654323456787
ype Of Licence:*	Number of licence held for the premises		
New NOC 🗸	and the Full name of the holder of the licence:*		
	Characters Used : 0 / 200		
Quantity(in litres) of Petroleum to I:	e imported and stored*		
	In Bulk	Not in Bulk	Total
			14
Class A	12	2	
Class A Class B	23	2	24
			24
Class B	23		

14. Issuance of Occupancy Rights Certificates for Inam Lands.

About the Service

Citizen can avail this service to obtain the rights on INAM Lands

SLA	90
Documents Checklist	 Application form Identity form 1954-1955 Khasra pahani, 73-74 latest pahani copies Family tree / relationship with inamdhar



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

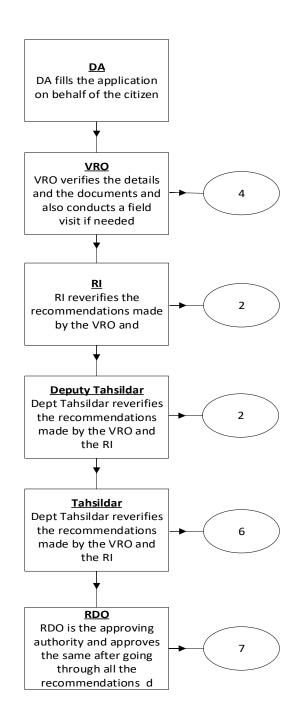
Basic	Details			Applicatio	on Form	
Applicant Details						
ation Card No:	Remarks:		Relationship with Inamdar:*		Whether Applicant is an Inam	dar:*
		*	Father	~	Yes O No	
	Characters Used : 0 / 200					
ne amount of Land Revenue, Judi or quit ent paid to the Government in respect of e inam lands:*	The nature of his/her interests in land along with the detailed part respect of claims:*					
76543	Mining					
strict* KRISHNA	Mandal:* AVANIGADDA	•				
Village	Survey No [®] Land 1	Туре	Extent of Land	Land Units*	Nature of Inam*	
□ PULIGADDA	2 Wet	♥ 23	1	Acres 🗸	Mining	
ocument List ote: All Upload Documents are in Pdf Form		New Row	Tolete Row			
pplication Form *			1954-1955 kasara pahani, 73-74	l latest pahani c	opies *	
Q, No File choosen		Browse	Q. No File choosen			Brows
mily Tree / Relationship with Inamdhar *						
anny nee / neiddonsnip with manunar						

15. Land Conversion (NEW)

About the Service

This service facilitates the citizen to apply for conversion his/her existing Agricultural land to Non-agricultural land/commercial Purposes.

SLA	21
Documents Checklist	 Application Form Adangal or ROR 1B Proof of Identity or Proof of Address Challan Copy



DA - Service Application form:	Post filling common	details the DA	proceeds to th	e Service
Application Form				

nd Conversion(New) GO MS No 9	98		
Basic	Details	Ар	pplication Form
AND CONVERSION (NEW)-GOMS N	1098 APPLICATION FORM Service Ty er Purpose(Non Industrial)	pes* :	
Applicant Details			
Ration Card No:	Remarks:		
	Characters Used : 0 / 200		
Document Details			
and Located District:*	Land Located Mandal:*	Land Located Village:*	Challan Amount:*
కృష్ణ 🗸	అవనిగడ్డ	• పులిగడ్డ	▶ 234567
Challan No:*	Challan Date: *	Challan Details (Amount paid in	Purpose for the Conversion:*
4355467897	02/11/2021		Commercial
		34567	
Details			
Survey No/Sub Division No Extent	Land Nature* Land Classifaction*	TotalExtent Area (In Units) Units) in Units)	Area (In Units) Doc.No/year Name Name
□ 3-10 ∨ 30 ∨ 0,0000	పటా మెట	1.12 acr • 7	acr ✔ 1

16.Late registration of Birth and Death

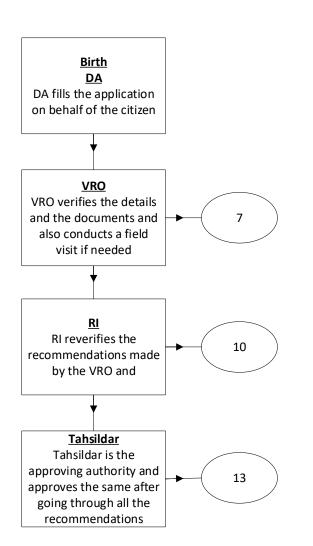
About the Service

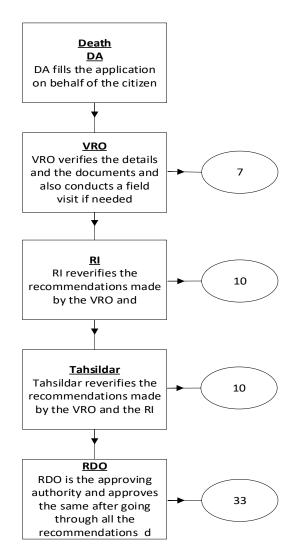
Late Registration of Birth request can be applied by the citizen through the GSWS to register the birth even after one year. For those who did not have the Birth Certificates, above 1 year, then the citizen will apply for the Late registration of Birth. Revenue Divisional Officer proceedings will be considered for issue of Late Birth certificate from Municipality or from Panchayat

For those who did not have the recorded their family member Death, above 1 year, then the citizen will apply for the Late registration of Death.

Revenue Divisional Officer proceedings will be considered for issue of Late Death certificate from Municipality or from Panchayat

SLA	60
Documents Checklist	Birth: a. Application form b. Non availability certificate issued by the GP or Municipal Commissioner c. Ration card copy d. SSC Marks memo (Date of Birth Proof Document) e. Self- Affidavit Death: · Application form · Non availability certificate issued by
	the GP or Municipal Commissioner · Ration card copy · SSC Marks memo (Date of Birth Proof Document) · Self-Affidavit





DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

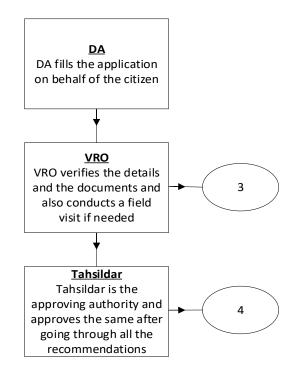
ic Details		App	lication Form	
Ration Card Number:				
Child Date Of Birth:*		No. Of Delivery:*	Age of Mother: *A	t the time of delivery
03/11/2021		1	27	
Address: *Actual birth/death General Hospital	i happened	Mother Name:*	Father's Name/Hu	sband's Name:*
Mandal/Circle:*		Village/Ward:*	Pin Code:*	
Mandal/Circle:*	*	To a second second	 ✓ 521121 	
	~	To a second second		
	Child Date Of Birth:" 03/11/2021 cify the details of Birth/Dea Address: "Actual birth/death	Child Date Of Birth:" 03/11/2021 scify the details of Birth/Death happened Address: "Actual birth/death happened	Child Date Of Birth:* No. Of Delivery:* 03/11/2021 1 scify the details of Birth/Death happened Mother Name:*:	Child Date Of Birth." No. Of Delivery:" Age of Mother: "A 03/11/2021 1 27 scify the details of Birth/Death happened) Address: "Actual birth/death happened Mother Name:" Father's Name/Hu

17. Manual Adangal

About the Service

Adangal/Pahani is a very important document issued by Tahsildar, as it contains details of land such as, Landowner's name with Extents and Khatha Number, Total Land under the Pahani, Land revenue Details Resource of Land Cultivation, Nature of procession of land, Survey Number and Hissa Number of Land The way land is acquired by the owner, Government/Public rights on the Land. Liabilities of the Owners on the Land, Classification of the Soil

SLA	7
Documents Checklist	Application Form



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

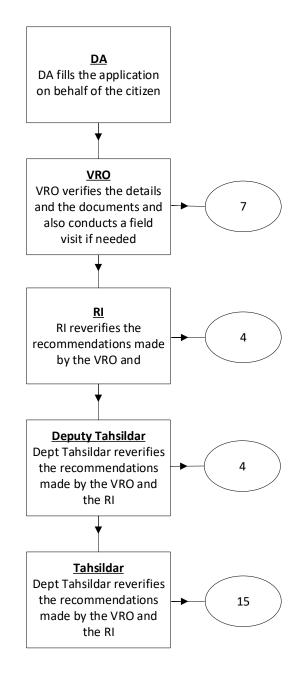
	Basic	Details	Applic	ation Form
Please Select Selectio	n Criteria			
District: *		Mandal: *	Village / Ward: *	Fasli Year: *
కృష్ణ	~	అవనిగడ్త	🗸 పులిగఢ్ 🗸	2016 (1426)
Note* : Please Enter the Su	rvey Number same	e as the Record. Please follow the Guidelines	attached for installing Telugu Fonts. Click Here	
Survey No: *		Enter Survey Number:*	Khata No:	Pattadhar Name: *
Others	~	8765432678	34567	Mahesh Reddy

18.Mutation and Title Deed Cum Pattadar Passbook:

About the Service

Mutation is a process through which Owner's name or particulars like liabilities get changed because of various type of transactions (Succession, Gift, Will, and Purchase).

SLA	30
Documents Checklist	 Application form Registered Documents Aadhar Card /Other id and Address Proof Passport Photograph of the applicant Pattadar Passbook /ROR 1B /Adangal Copies Signature of Applicant



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

Bas	sic Details				Applicatio	n Form	
Buyer Name: *	Buyer Katha No:		Ration Car	d No:		Remarks:	
Mahesh Reddy							*
						Characters Used : 0 / 200	
Document Details							
District:*	Mandal:*		Village:*			Division: *	
కృష్ణ 🗸	అవనిగఢ్త	~	పులిగర్త		~	గుడివాడ	~
Mutation Category: *	Mutation Sub Category: *						
Backlog Mutation	Purchase Mutation	~					
Seller Name Seller Address	Survey Khata Number/Sub Division* Number*	Name i	ather Name *	Extent Of Area(Acs/Gts) *	Document No	Doc Date(dd/mm/yyyy)	Village
Mahesh Redc Puligadda	3-10 v 305 v	తలగడదీవి :	లక్షుయ్య	3	23	03/11/20	పులిగడ్డ
Document List Note:1.Total size of all Upload Document: Note:2.All Upload Documents are in Pdf F							
Application Form *			Registered	I Document Copies*			
Q No File choosen		Browse	Q No F	ile choosen			Browse
Did Pattadar Passbook/Title deed/(Seller F	PPB/TD)*		Tax Receip	ts if any*			
Q No File choosen		Browse	Q No F	ile choosen			Browse
Recent Passport Size photo (Upload Only j	ipg/jpeg format)*		Signature	(Upload Only jpg/jpe	g format)*		
Q No File choosen		Browse	Q No F	ile choosen			Browse
K ING FILE CROOSEN		browse	U, NO F	ile choosen			Brov

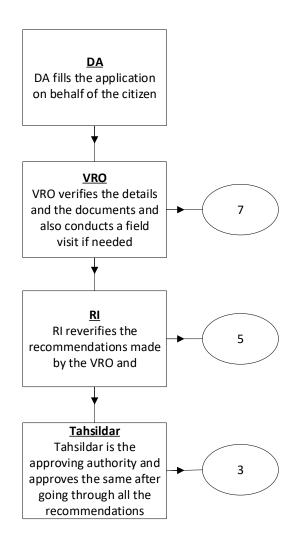
19.No Earning Certificate

About the Service

This service facilitates the citizen to receive the benefits from the Government due to the uncertainty death of earning member in a family.

Further it is to certify that there are no earning members in the family of the deceased and they have no properties in anywhere.

SLA	15
Documents Checklist	 Application Form Ration card /EPIC Card/AADHAR Card Death Certificate Copy of Family Member Certificate



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

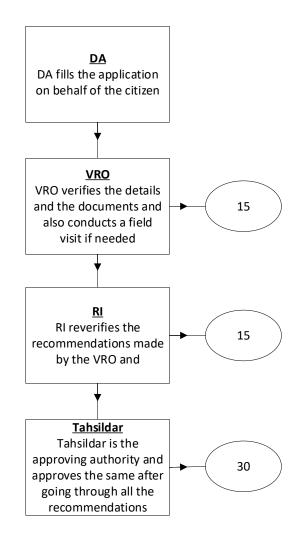
-Earning Member Certificate Ap	plication Form		
Basic	Details	Applicat	tion Form
ation Card No:	Remarks:	Relationship With Deceased: *	
	*	Brother	
	Characters Used : 0 / 200		
nter Deceased Details			
eceased First Name: *	Deceased Middle Name:	Deceased Last Name: *	Father/Husband Name:*
Sagar		Μ	Karthik
ate of Death: *	Reason for Certificate:*	Occupation:*	Native Village:*
03/11/2021	Compassionate Appointment	Retired Employee	CHAPURAM2
Name of the Family Member	- Age	Gender Occupation	Relationship with Deceased*
		Select V Select	✓ Select ✓

20. No Property Certificate Application Form

About the Service

No Property Certificate issued for Compassionate appointments. If the Citizen does not have any property or sources for his/her livelihood, then to avail the benefits from Dept, this service will be used.

SLA	60
Documents Checklist	 Application form Address Proof/ID Proof Family member certificate copy Death certificate copy



DA - Service Application form:	Post filling co	mmon details t	he DA procee	eds to the S	Service
Application Form					

Basic	: Details			Applicat	ion Form	
Ration Card No:	Remarks: Characters Used : <mark>0 / 200</mark>	Relati	onship with Death her	• Person: *		
Death Person Details						
Death Person First Name: *	Death Person Middle Name:	Death	Person Last Nam	e; *	Father/Husband N	ame:*
Sagar		M	м		Karthik M	
Door No: *	Street Name : *	Distric	District:*		Mandal:*	
12-123/2	Vandhula vari street	KRIS	KRISHNA 🗸		AVANIGADDA	
/illage: *	Pin Code:*	Date o	Date of Death: *		Place Of Death(Hospital Name / Home):*	
PULIGADDA V	532401	03/	11/2021		Vikas Hospital	
Occupation:*	Cause of death:*	Purpo	se: *			
Retired Employee	III Health	Inco	me Tax			
Location of Death						
State:*	District*	Mand	al:*		Village:*	
Andhra Pradesh 👻	KRISHNA	► AVA	NIGADDA	~	PULIGADDA	
Family Members of the Death Perso	n					
Name of the Family Age	Relationship with Death Person	Occupation	Marital Status	Edcational Qualification	Employment	Income Per Month
Suresh 29	Nephew 🗸	Employee - Priva	Married V	PG 🗸	Employment 🗸	43566

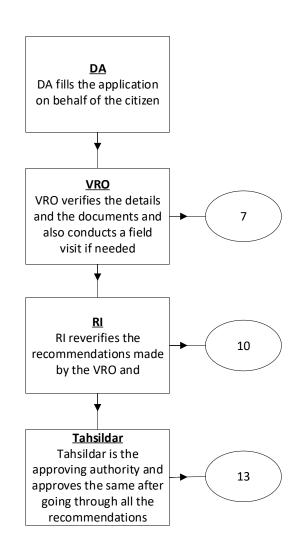
21.OBC Certificate

About the Service

This certificate is used for both central and state services, community and creamy layer certificate for Govt. Seats for higher studies and Jobs purpose at state and central level. This certificate is issued for OBC other than OC Community.

Economically Weaker Section certificate will be issued to OCs for availing reservation at Central level. This certificate is valid up to one financial year.

SLA	30
Documents Checklist	 Application form b) Address Proof / ID Proof Applicant Father/ mother Property Particulars Applicant Father/Mother Employment particulars/Income Tax returns (for professionals)



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

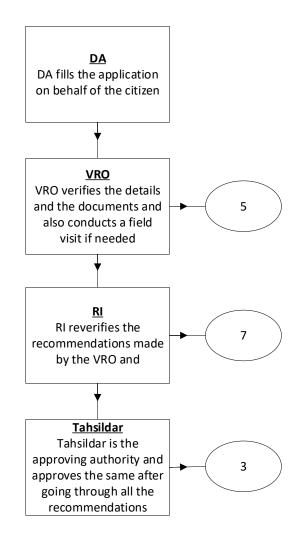
Ba	asic Details		Applicati	on Form
Ration Card No:	Remarks:	*		
	Characters Used : 0 / 200			
Caste Certificate				
ssued Caste Certificate In Past :*	Caste Claimed :*		Education Certificate Contains Caste :*	Purpose of Caste Certificate:*
Yes	✓ Yes	~	Yes 🗸	CENTRAL GOVERNMENT
amily Income:*				
765434				
)ocument List				
	ormat Only.			
Note: All Upload Documents are in Pdf Fo	ormat Only.		Ration card /EPIC Card/AADHAR Card	
Document List Note: All Upload Documents are in Pdf Fo Application Form * Q. No File choosen	ormat Only.	Browse	Ration card /EPIC Card/AADHAR Card	Brows
Note: All Upload Documents are in Pdf Fo		Browse		

22.Permission of Digging of Borewell for Agricultural Purpose

About the Service

To utilize the water for agriculture purpose. This service can be used.

SLA	15
Documents Checklist	 Application form Address Proof/ ID Proof Copy of ROR 1B, Adangal, Passbook Small and marginal farmer certificate for concession



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

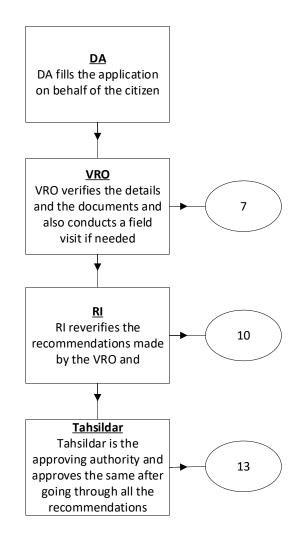
	rmission of Digging of Bore Well for Agricultural Purpose						
Basic	Details	Applicat	ion Form				
Applicant Details							
Ration Card No:	Remarks:						
	▲ ▼						
	Characters Used : 0 / 200						
Land Details Description							
Land Details Description District.* KRISHNA	Mandal;* AVANIGADDA	Village:* PULIGADDA	Survey Number:* 3456				
District:*			0				
District:" KRISHNA	AVANIGADDA	PULIGADDA 🗸	0				
District:" KRISHNA	AVANIGADDA 🗸	PULIGADDA Category Of Farmer:*	0				
District:" KRISHNA KRISHNA Xixtent Of Land:" Acers/Ce Y	AVANIGADDA 🗸	PULIGADDA Category Of Farmer:*	0				

23. Possession Certificate

About the Service

Possession certificate is issued to include the property in the Revenue Records in order to obtain the loan. This certificate is issued by Tahsildar in Rural areas and RDO in urban areas

SLA	30
Documents Checklist	 Application Form Income Certificate/Ration Card Scanned Passport Size photo



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

	Basic Details		Applicat	ion Form
			Approx	
Ration Card No:	Remarks:	Age:*		
		23		
	Characters Used : 0 / 200			
Income: *	Survey No: *	Extent:*		Purpose: *
8765476	12	3	Acres/Cents 🗸	Ownership
House Boundaries				
Name of the House / Land hold	er			
East: *	West *	North: *		South: *
12	2	2		2

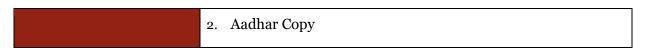
pplication Form *		Income Certificate/ Ration card *	
Q. No File choosen	Browse	Q No File choosen	Brows

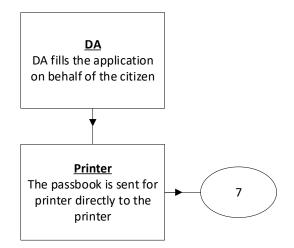
24.Printing of Title Deed Cum Passbook:

About the Service

If the record is already available, digitally signed and seeded with Aadhaar, if the citizen wants to get the Electronic Passbook this service can be used.

SLA	7
Documents Checklist	1. ROR 1B/ Adangal /Pattadar Passbook





Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

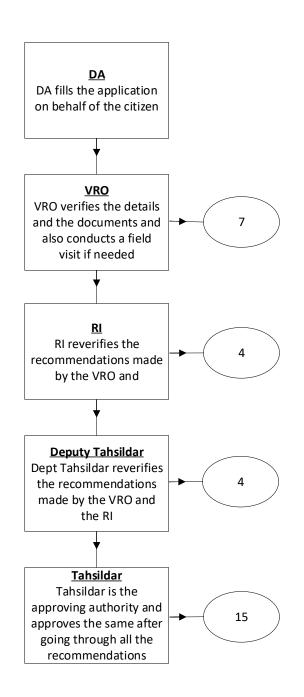
nting Of Title Deed cum pa	assbook Application Form			
	Basic Details		Арр	lication Form
Please Select Selection Criteria	a			
District:*	Mandal:*	Villa	ge:*	
కృష్ణ	🗸 అవనిగడ్డ	> ا	වKĞ	•
Select Criteria: *		Aad	naar Number: *	
🔿 Khata Number 🧿 A	adhar Number	31	4987395689	

25. Rectification of Entries in Record of Rights:

About the Service

For clerical level corrections in lands records, this service has to be used.

SLA	30
Documents Checklist	 Application form Aadhar Card/Other id and address proof Pattadar Passbook/ ROR 1B /Adangal copies



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

		orm							
Basic Details						Applicati	on Form		_
Selection Criteri	a								
District." Mandal:"			Village:*			Survey Number:*			
కృష్ణ 🗸		అవనిగడ్త 🗸 🗸		పులిగడ్త 🗸		~	3-11 ~		
Correction Type:*		Correction in adangal		Corre	Correction in khata number		Correction in servey number		
Adangal Certific Khata Number	ate Details Enjoyment Nature	Pattadar Name	Pattadar Fath	er Name	Occupant Name	Occupan	t Father Name	Occupant Extent	
Khata Number		Pattadar Name తలగడదీవి వెంకళేశ్వరరావు		er Name	Occupant Name మండలి లక్ష్మణరావు	Occupan నుబ్బారావు	t Father Name	Occupant Extent	
305 Document List	Enjoyment Nature	తలగడదీవి వెంకళుశ్వరరావు		er Name			t Father Name		0.8

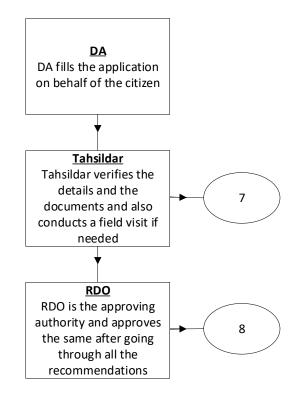
26. Renewable of cinema license

About the Service

This service is used for renewal of Cinema License

SLA	15
Documents Checklist	 Application from Copy of B-form license certificate

3.	Certificated issues by dept electrical inspector
4.	Film division certificate
5.	Structural certificate issues by EE&RB
6.	Certificate issues by Divisional Fire officer
7.	Certificate Issues by DMHO



DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

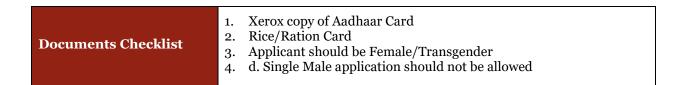
- 1617 - 21				Application Form			
Basic	Details		Applicat	tion Form			
heater Address							
lame of the Theater: *	B - Form Licence No: *	Licence Issued Date:*		Renewal Period: * Year(s)			
Sailaja	23456789876543223	02/11/2021		2	1		
oor No: *	Street Name : *	District :*		Mandal/Municipality: *			
23-56/56	Vandula vari Street	KRISHNA	~	AVANIGADDA			
illage/Ward: *	Pin Code: *						
	521121						
Pocument List lote: All Upload Documents are in Pdf Form		Copy of B - Form Licence Cer	tificate *				
Pocument List lote: All Upload Documents are in Pdf Form		Copy of B - Form Licence Cer Q. No File choosen	tificate *		Browse		
Pocument List lote: All Upload Documents are in Pdf Form pplication Form * Q. No File choosen	nat Only.		tificate *		Browse		
Pocument List lote: All Upload Documents are in Pdf Form pplication Form * Q. No File choosen	nat Only.	Q. No File choosen	tificate *				
Document List lote: All Upload Documents are in Pdf Form upplication Form * Q No File choosen ertificate issued by Dy.Electrical Inspector Q No File choosen	nat Only. Browse	Q No File choosen					
Pocument List lote: All Upload Documents are in Pdf Form pplication Form * Q. No File choosen ertificate issued by Dy.Electrical Inspector Q. No File choosen	nat Only. Browse	Q. No File choosen Film Division Certificate Q. No File choosen			Browse		
Document List Note: All Upload Documents are in Pdf Form Application Form * Q No File choosen Pertificate issued by Dy Electrical Inspector Q No File choosen tructural Soundness Certificate issued by th	nat Only. Browse Browse the EE R&D	Q No File choosen Film Division Certificate Q No File choosen Certificate issued by Divisiona			Browse Browse		

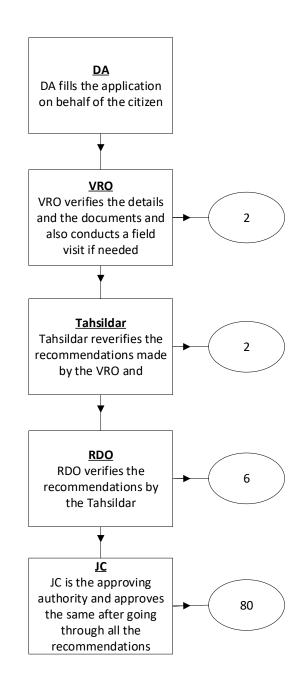
27. House Site Application

About the Service

This service is used for applying for a House Site

SLA	90





Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

Bลอยาก์กลับ) ∞สุสห์ 8049			Sri YS Jagan Mohan Reddy Hon ble Chief Miritaer of Andrina Pra
Housing Site Application			
Basic D	letails	Housing Site A	pplication Form
1	regeneen : Mindende - Landon - Verland	and we can be a set of the set of	
District.*	Muridipality/Mandak *	Village / Ward: *	Pancha/at/
Select 🗸	Select 🗸	Select 🗸	Select
Relationship With Beneficiary*	Relation Name*	Age(Years)*	Sub carte: *
Select.			Select 🗸
Occupation*	Is Physically Challenged ? *		
Select 🗸	O Yes O No		
Eligibility Details For Housing Site			
	Secolar Anna Anna Canada		
Does the beneficiary have a white ration card ? *	O YES O NO		
Does the beneficiary own a house in the state of Andhra Pradesh ? "	O YES O NO		
Does the beneficiary own a house site in the state of Andhra Pradesh ? *	○ YES ○ NO		
Does the beneficiary already have a government-sanctioned home ? *	O YES O NO		
Does the beneficiary already have a government-sanctioned home site ? *	O YES O NO		
Does the beneficiary own 2.5 acres of Wetland or 5.0 acres of Dryland ?*	O YES O NO		
Whether the beneficiary has an annual income of less than three (3) lakhs?*	O YES O NO		
Does the beneficiary own a house previously granted under the PMAY schemes ? *	O YES O NO		
uses are beneficiary own a noise previously gramed under the PMAR Schemes ? *	U IS U IN		
Declaration : All of the above are realistic. If the government finds any of the	tese information to be false, I will not be held responsible / liable for any fur	rther actions to be taken by the government. This declaration given by my wi	AU
Document List			
Note: All Upload Documents are in Pdf Format Only. Maximum Upload Size Per File is 1MB.			
Xeros copy of Aadhaar Card *		Voter Card*	
Q, No File choosen	Browse	Q, No File choosen	Brown
			Subr

28. CLAIMS UNDER ANDHRA PRADESH DOTTED LANDS (Updations in Re-Settlement Register) RULES, 2017About the Service

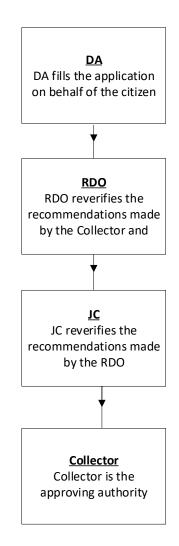
About the Service

This Service facilitates the citizen to apply for the Andhra Pradesh Dotted Lands (Updations in Re-Settlement Register) Rules, 2017.

SLA	180 Days
Documents Checklist	 Application Form* Registered Documents with Document No and Date (all link Documents shall be provided) Entries in RH maintained by the Registration department copy

4. Encumbrance Certificate copy
5. Adangal Copy
6. 10(1) Account
7. ROR Record maintained by Revenue Department copy
8. Order or decree of any court / competent authority copy
9. Aadhar card/ Voter id card/ Ration card or any other address or id
proof * Note: For the proof of documents (2 to 8) no one shall be
mandatory, but if no one is selected application shall not be moved to
further process.

Approval Flow



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Application Form

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

nicipal Administration and oan Development (CDMA)		ello, GANDIGUNTA2 ~ gital Assistant				
ichayat Raj and Rural velopment						
enue		GSWS / Application Submission ,	/ Revenue Department / CL/	AIMS UNDER ANDHRA PRADESH I	Dotted Lands(Updation	IN RE-SETTLEMENT F
Addition Of Survey No In angal And 1 B		ANDHRA PRADESH DOTT	TED LANDS(UPDATIC	ON IN RE-SETTLEMENT R	EGISTER) RULES	
griculture Income Certificate		Applicant Type:*				
Change of Name Application		Indian Citizen O NRI				
Computerized Adangal			Basic I	Details		
Cracker license Application		District: *		Mandal: *		Village / Ward: *
-Passbook Application		Culture	~	Colort	~	Coloret
xtract of House site / D-Form		Select	v	Select	•	Select
ta Application		Remarks:				
xtract of NOC under Explosive						
itted Lands Application	Application Form (FORM					
ion Of Survey No In And 1 B	Q, No File choosen	107	Browse	Registered Documents with Document No an	o Date (ali link Documents shali be provi	Browse
ulture Income Certificate						
e of Name Application uterized Adangal		by the Registration department copy		Encumbrance Certificate copy		
r license Application	Q, No File choosen		Browse	Q, No File choosen		Browse
sbook Application	Adangal Copy			10(1) Account		
t of House site / D-Form plication	Q, No File choosen		Browse	Q, No File choosen		Browse
t of NOC under Explosive sum Act	POP Record maintained	by Revenue Department Copy		Order or decree of any court / competent aut	hority Conv	
ly member Certificate	Q, No File choosen	by neverale bepartment copy	Browse	Q, No File choosen	нопту сору	Browse
e Site Application	-, no nie choosen		browse			blowse
ne Certificate	Aadhaar card/ Voter id c	ard/ Ration card or any other address or id proof*				
grated Certificate	Q, No File choosen		Browse			

29. Modifications In 22 A List:

About the Service

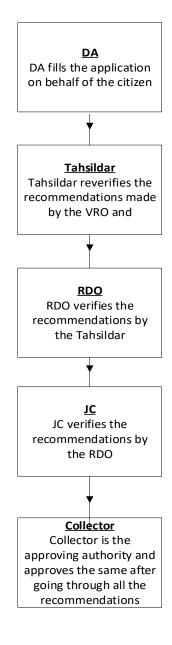
22 A list, the identification of prohibited lands and Government lands were prepared based on the category wise (1(a), 1(b), 1(c), 1(d), 1(e)). All the lists furnished by the concerned authorities shall be filed in a separate new file book titled as intimations / notifications of prohibited properties under Sec 22(A) and also publish such details in CARD. Type of lands which will be covered under type of categories.

- 22(A)(1)(a) Relating to Assigned lands.
- 22(A)(1)(b) Relating to Lands owned by Government.
- 22(A)(1)(c) Relating to Endowments /Wakfs lands.
- 22(A)(1)(d) Relating to Surplus Lands.
- 22(A)(1)(e) Relating to lands having interest of Central or State Government.

Citizen visits the nearest secretariats with relevant documents for modifying the details in 22 A lists in the required category.

SLA	90 Days
Documents Checklist	 Application Form* Proof of Address/ID* Proof of Occupation* Proof of Possession • Others

Approval Flow



Application Form

🙆 ෆුක්-කර්ූ స	ඩකාපාරෝක්	່ານ				
.	అంధ్రప్రదేశ్ ప్రభుశ	త్వం				
13. Integrated Certificate		Hello, GANDIGUNTA2	~			
14. Issuance Of Income & Asset Certificate For Economically Weaker Sections (EWS)	1	Digital Assistant				
15. Issuance Of Small And Marginal Farmer Certificate		GSWS / Application Submi	ission / Revenue Department /M	lodifications In 22 A List		
16. Issue of NOC For Storing of Petroleum Products		Modifications In 22 A	A List Application Form			
17. Issue of Occupancy Rights Certificates for Inam Lands			Basic D	4-11-		
18. Land Conversion(NEW)-GO			Basic D			
MS NO 98		Land Details				
19. Late Registration Of Death/Birth		District:*		Mandal/Circle:*		Village/Ward:*
20. Manual Adangal		Select	~	Select	~	Select
Certificates for inam Lands	Death Upload I	Documents				
18. Land Conversion(NEW)-GO MS NO 98		Documents are in Pdf Format Only. Maximum	Upload Size Per File is 1MB.			
19. Late Registration Of Death/Birth	Application Form :			Proof Of Address/ID :*		
20. Manual Adangal	Q, No File choos	sen	Browse	Q No File choosen		Browse
23. Modifications In 22A List						
22. Mutation And Title Deed Cum Pattadar Passboook	Proof Of Possessio	in:		Other Documents :		
23. No Earning Certificate	Q No File choos	sen	Browse	Q, No File choosen		Browse
24. No Property Application Service	Other Documents	1		Other Documents :		
25. OBC Certificate	Q, No File choos	sen	Browse	Q, No File choosen		Browse
26. Patta Sub Division For Auto Mutation Process Form						
27. Pattadar Mobile No Seeding In Land Records						Show Payment

CAT A

30. Patta Sub-Division for Auto Mutation Process Form:

About the Service

Patta Sub-division payment for auto mutation process service facilitates citizens to pay the statutory charges which are auto submitted at Sub registrar office.

SLA	15 Min
Documents Checklist	NA

Application Forms

Basic	Details	Applicat	ion Form
earch Criteria			
ocument Type:*	District:*	Mandal:*	Village:*
Patta Sub Division 🗸	కృష 🗸	అవనిగడ్త 🗸 🗸	పులిగఢ
ference Number: *			
34567898765434			
			Get Details
ocument Details Description			
SerialNo Servey Number	Extent Registered During Registration	Name of the Claimant(Buyer)	Paymet Fee(As per each record)

31. Computerized Adangal:

About the service

This service is used to retrieve previously issued Adangal Copies

SLA	15 Minutes
Documents Checklist	Application form

Application Forms

angal Ap	pplication For												
		Basic	c Details						Ар	plicatio	on Form		
Compu	iterized Ad	langal Appli	cation	Form									
lease Sel	lect Selection (Iriteria											
istrict: *			Manda	tal: *			Village /	Nard: *			Fasli Year: *		
కృష్ణ		~	అవ	ଽୄୄୠୄୄ		~	పులిగర			~	2016 (142	6)	
irvey No /	Sub Division: *		Diasco	e select With	an Principal an								
	200 Division		Fiedse	e select With	out crop : *								
	tion today:	~		hout Crop	out crop : *	•							
d transact		~	With		out crop : *	~						Get D	Details
d transact	tion today:	V Total Extent			Cultivatable Land		d Nature	Tax	Land Classification	Wat	ter Source	Get D Water Source Extent	Details K
id transact	tion today: It Details			hout Crop			d Nature	Tax 5.9	Land Classification మెళ్ల	Wat	and a start of the second	_	
d transact	tion today: It Details Survey No	Total Extent	With Un Cul	hout Crop	Cultivatable Land	Lanı	d Nature			1.0000	and a start of the second	Water Source Extent	
d transact pplican S NO	tion today: At Details Survey No 3-10 tt List	Total Extent	Un Cul	hout Crop	Cultivatable Land	Lanı	d Nature			1.0000	and a start of the second	Water Source Extent	
pplican S NO	tion today: At Details Survey No 3-10 tt List	Total Extent 1.12	Un Cul	hout Crop	Cultivatable Land	Lanı	d Nature			1.0000	and a start of the second	Water Source Extent	

32. Pattadar Mobile No Seeding in Land Records

About the service

This service is used to add or modify mobile details in the passbook

SLA	15 Minutes
Documents Checklist	NA

Application Forms

	Basic Details			Applicat	ion Form	
Please Select Selection Criteria	a :					
District:*	Mandal:*		Village:*		Khata Number: *	
కృష్ణ	🗸 అవనిగడ్డ	~	పులిగడ్డ	~	34567	
Applicant Details :			se proceed for Aadhaar aut			
Applicant Details :						
	Biometric Authentication					
	Biometric Authentication	*				
Pattadar Name:						Authenticat
Pattadar Name:		¥				Authenticat
Pattadar Name:						Authenticat
Pattadar Name: Sagar	Cogent	¥				Authenticat
Pattadar Name: Sagar Authenticate Mobile Number	Cogent	¥				Authenticat
Pattadar Name: Sagar Authenticate Mobile Number	Cogent	¥				Authenticat
Authenticate Mobile Number	Cogent	¥				Authenticat

33. ROR 1B

About the service

ROR 1B contains complete information regarding the land property and history of holders of land. This service is used to retrieve the ROR 1B document

SLA	15 Minutes
Documents Checklist	NA

Application Forms

R-1B Applic	ation Form								
	E	Basic Details				Applicat	ion For	n	
Ration Card No:		Remarks:							
				*					
		Characters Used : 0	/ 200						
Please select	selection criteria								
District:*		Mandal:*		Villa	ge/Ward:*		Khata	Number: *	
కృష్ణ		🗸 అవనిగఢ్త		► ລິ	ଅନ୍ତ	~	2345	67	
Applicant det	tails								Get Details
Serial No	Pattadar Name	Pattadar Father Name	Khata No	Survey No	b Land Classific	ation Total	Extent	Tax	Acquired Reasor
9996	No Records Found	0	0	No Records Fo	aund 0	0		0	0

34.Re Issuance of OBC/EBC/Integrated Certificate:

About the service

The Service is used to retrieve previously issues OBC/EBC and integrated certificates

SLA	15 Minutes
Documents Checklist	Aadhaar Card / Ration card / Epic Card

Application Forms

Issuance of OBC / El	BC / Integrated	d Certificate Application Fo	rm				
	Basic De	etails			Application	n Form	
Relation With Applicant: *		Service Type:*		Application Number:*			
Brother	~	OBC Certificate	~	OBC-211009-000001			
						Get D	etails Clear
Basic Details							
Aadhaar Number:		Gender:		Male	Marital Status:		Married
First Name:	Batna Anantha Ra	Date of Birth:		01/01/1976	Mobile No:		9912352506
Middle Name:	Batna Anantha Ra	caste:		Others	Email:		qkjlwe2@gmail.com
Last Name:	Batna Anantha Ra	Religion:		Muslim	Delivery Type:		Email
Father / Husband Name:	Batna Anantha Ra	Qualification:		MSC(AG)			
Present Address				Permanent Address			
Door No:	2-	-123		Door No:	2-1	123	
Street Name:	2.	-123		Street Name:	2-1	123	
Village / Ward / Secretaria	it: pi	ULIGADDA		Village / Ward / Secretariat:	PU	LIGADDA	
Mandal / Municipality:		VANIGADDA		Mandal / Municipality:	AV	ANIGADDA	
District:	K	RISHNA		District:	KR	ISHNA	
Pin Code:	5:	32401		Pin Code:	53.	2401	
Applicant Details							
Ration Card No:	-			Remarks:	-		
Caste Certificate							
Issued Caste Certificate In	Past: Ye	es		Caste Category:	-		
Caste Claimed:	Ye	es		Education Certificate Contain	s Caste: Yes	;	
Purpose of Caste Certificat	te: C	ENTRAL GOVERNMENT					
Family Income:		767896					

Document List Note: All Upload Documents are in Pdf Format Only	<i>J</i> +	
ID proof of the actual applicant or his/her parents *		
Q No File choosen	Browse	
	alonse.	_
		Show F

35. Title Deed cum passbook

About the service

If the record is already available, digitally signed and seeded with Aadhaar, if the citizen wants to get the Electronic Pass Book this service can be used.

SLA	15 Minutes
Documents Checklist	Application form

Application Forms

Basic	: Details			Application Fo	m	
ease Select Selection Criteria						
strict:*	Mandal:*		Village:*			
୍ୟ 🗸	అవనిగడ్త	~	పులిగడ్డ	~		
lect Criteria: *			Aadhaar: *			
🔿 Khata Number 🧿 Aadhaar	Number					
ometric Authentication	dhar number is seeded at v	webland for request	ted khata number.Please go for l	Pathadar authentication		
ometric Authentication	dhar number is seeded at v		ted khata number.Please go for l	Pathadar authentication		
ometric Authentication metric Authentication:* tarTek	dhar number is seeded at t			Pathadar authentication		
ometric Authentication Imetric Authentication:* tarTek v	dhar number is seeded at v Pattadar Father Name				Tax	Acquired Reason
ometric Authentication metric Authentication:* tarTek v		Authent	tication Success		Tax	Acquired Reason
ometric Authentication metric Authentication:* tarTek	Pattadar Father Name	Authent Khata No	tication Success		Tax	Acquired Reason
ometric Authentication ometric Authentication:* starTek v	Pattadar Father Name	Authent Khata No	tication Success		Тах	Acquired Réason

MAUD (Municipal Administration & Urban Development)

25 MAUD services have made available in the new GSWS portal. Details are mentioned in the table below

Overview

Property Tax Services

Sl. No.	Module	Service Name	Total SLA
1	Property Tax	New Assessment	15 Days
2	Property Tax	Addition / Alteration	15 Days
3	Property Tax	Transfer of Title	15 Days
4	Property Tax	Exemption	30 Days
5	Property Tax	Conversion of VLT To House Tax	15 Days
6	Property Tax	Bifurcation - Parent Property Bifurcation	15 Days
7	Property Tax	Bifurcation - Creating Child Property from Parent	15 Days
8	Property Tax	Vacancy Remission	180 Days
9	Property Tax	Amalgamation	15 Days
10	Property Tax	New Vacant Land Assessment	15 Days
11	Property Tax	Conversion Of House Tax To Land Tax (VLT)	15 Days
12	Property Tax	Revision Petition	15 Days
13	Property Tax	General Revision Petition	15 Days

Water Charges

Sl. No.	Module	Service	SLA Period
1	Water Charges	New Water Connection	15 days
2	Water Charges	Additional Connection	15 days
3	Water Charges	Change of Usage	7 days
4	Water Charges	Closure of Connection	15 days
5	Water Charges	Reconnection	15 days

Marriage

Sl. No.	Module	Service	SLA Period
1	Marriage	Marriage Registration	3 days
2	Marriage	Marriage Certificate	3 days

Sewerage

Sl. No.	Module	Service	SLA Period
1	Sewerage Charges	New Sewerage Connection	15 days
2	Sewerage Charges	Change of Closet / Closure of Sewerage Connection	15 days

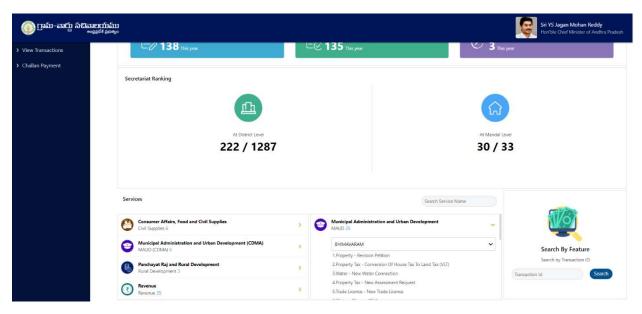
Trade License

Sl. No.	Module	Service	SLA Period
1	Trade License	New Trade License	15 days
2	Trade License	Renewal of Trade License	7 days
3	Trade License	Closure of License	3 days

Application Process

Step 1: Selection of District: Select MAUD in the department services and list of municipalities and municipal corporations would be shown in the dropdown. Once we select a municipality/municipal corporation, the services available for the municipality/municipal corporation will be shown.

w Transactions	- 138 This year	⊏⊘ 135 This year	3 This year
illan Payment	Secretariat Ranking		
	At Darriet Level	ATMAKURKNI ATMAKURNIR BAPATLA BHIMAVARAM BOBBILI BUDWEL	al terri 1 3 3
	Services	CHEEMAKURTHY CHILAKALURIPET CHIRALA CHITTOOR	
	Consumer Affairs, Food and Civil Supplies Civil Supplies 6	> Contrology DHARMAVARAM DHONE ELURU	
		Select	 Search By Feature
	Municipal Administration and Urban Development (CDMA) MAUD (CDMA) 6		
		Energy S6	Search by Transaction ID Transaction Id Sear



Step 2: Basic Form: After Clicking on the any service a common application form is displayed. Basic details are fetched and filled through the Aadhaar number entered by the DA and the rest of details needs to be filled

adhaar Number: *	First Name: *	Middle Name:	Last Name: *
ather/Husband Name: *	Gender.*	Date of Birth: *	Caste *
	Select		Select
eligion: *	Qualification: *	Marital Status: *	Mobile No: *
Select 🗸	Select 🗸	• Select 🗸	
mail:	Delivery Type: *		
	Select	•	
illage/Ward/Secretariat.*	Pin Code: *	7	
] Present Address is same as Permanent Addr resent Address oor No: *	Street Name : *	District: *	Mandal/Municipality: *
		Select V	Select
illage/Ward/Secretariat *	Pin Code: *		

Step 3: Redirection to MAUD Portal: After Filling the Basic Details, click on continue and the webpage would be redirected to MAUD Department page, where the request can be raised

Property Tax	69
Search by Assessment Number	
Assessment Number *:	
Mandatory Fields *	

The user manuals for various services provided by the department can be accessed from the following link <u>https://cdma.ap.gov.in/en/downloads</u>

Energy Department

Overview

All energy services are provided in 13 districts in Andhra Pradesh through these three distribution companies

CPDCL	 Krishna Guntur Prakasam
SPDCL	 Kurnool Anantapur Kadapa Chittoor Nellore
EPDCL	 Srikakulam Vizianagaram Visakhapatnam East Godavari West Godavari.

CPDCL Services List

S.No	Service
1	Address Correction
2	Category Change
3	Electrification of Colony (With Estimate)
4	Electrification of Layout (With Estimate)
5	HT - LT Conversion
6	HT 2D Captive/Renewable Energy Generation Plants) (With Estimate)
7	HT 5F - Govt./Private Lift Irrigation (With Estimate)
8	HT Additional Load (With Estimate)
9	HT Title Transfer
10	HT1 Townships And Colonies (With Estimate)
11	HT2 - Commercial & Others (With Estimate)

S.No	Service
12	HT3 - Industry General (With Estimate)
13	HT4 - CPWS/PWS Schemes, Religious Places, Railway Traction(With Estimate)
14	HT5 - Aquaculture And Animal Husbandry (With Estimate)
15	HT5D - Poultryhatcheries And Poultry Feed Mixing Plants (With Estimate)
16	Line Shifting/Dtr Shifting
17	LT - Dismantlement (With Out Estimate Below 10 KW)
18	LT - Load Deration (With Out Estimate Below 10 KW)
19	LT - Temporary Supply Below 10 Days (With Out Estimate Below 10 KW)
20	LT - Title Transfer
21	LT - 4A New Connection - Street Lights (With Estimate)
22	LT - 4A New Connection - Street Lights (With Out Estimate Below 10 KW)
23	LT - 4B New Connection - Public Water Works - (With Estimate)
24	LT - HT Conversion
25	LT 2 New Connection Commercial (With Estimate)
26	LT 2 New Connection Commercial (With Out Estimate Below 10 KW)
27	LT 4 D - New Connection - General Purpose (With Estimate)
28	LT 4 D - New Connection - General Purpose (With Out Estimate Below 10 KW)
29	Lt 4 E - Religious Places (With Out Estimate Below 10 Kw)
30	LT 5 B1 - Non-Corporate Farmers (Agl) Normal (With Estimate)
31	Lt 5 B2 - Lt Sugarcane Crushing (With Estimate)
32	LT 5 B3 - Rural Horticulture Nurseries (With Estimate)
33	LT 5A1 - Corporate Farmers (With Estimate)
34	LT 5C - Aqua And Animal Husbandry (With Estimate)
35	LT 5D - Poultry/Aqua Hatcheries And Feed Mixing Plants/ Floriculture In Green House (With Estimate)
36	LT 5E - Agro Based Activities Upto 10 HP (With Estimate)
37	LT Additional Load (With Out Estimate Below 10 KW)

S.No	Service
38	LT1 New Connection Domestic (With Estimate)
39	LT1 New Connection Domestic (With Out Estimate Below 10 KW)
40	LT3 - Industrial (With Estimate)
41	LT3D - Cottage/Agro Based Industries And Dhobighat (With Estimate)
42	LT4C - NTR Sujala Padhakam (With Estimate)
43	LT5A2 - Salt Farming/ Rural Horticulture Nurseries Upto 15HP (With Estimate)
44	LT5F - Govt./Private Lift Irrigation Scheme (With Estimate)
45	Meter Burnt/Glass broken
46	Meter Testing
47	Name Correction
48	Net Metering (With Estimate)
49	Other Capital Works (With Estimate)
50	Phase Conversion
51	Shifting Of Service
52	Temporary Connection (up to 10 days)
53	Wrong Billing

SPDCL Service List

S.No	Service Name
1	NEW CONNECTION-HT1-Townships and Colonies
2	NEW CONNECTION-HT2-Commercial
3	NEW CONNECTION-HT2D-Startup Power for Captive Generating Plants and Renewable Energy Generation Plants
4	NEW CONNECTION-HT3-Industries
5	NEW CONNECTION-HT4-Railway traction,CPWS/PWS Scheme, Religious Places
6	NEW CONNECTION-HT5-Aqua Culture and Animal Husbandry
7	NEW CONNECTION-HT5D-Poultry/Aqua Hatcheries and Feed mixing plants ,Floriculture in Green House

S.No	Service Name
8	NEW CONNECTION-HT5F-Govt/Private Lift Irrigation Scheme
9	NEW CONNECTION-LT1-Domestic
10	NEW CONNECTION-LT1T-Temporary Supply
11	NEW CONNECTION-LT2-Commercial
12	NEW CONNECTION-LT2D-Captive Generation Plants/renewable energy Generation
13	NEW CONNECTION-LT2T-Temporary Supply
14	NEW CONNECTION-LT3D-Cottage Industries upto 10 HP
15	NEW CONNECTION-LT3-Industries
16	NEW CONNECTION-LT3T-Temporary Supply
17	NEW CONNECTION-LT4A-Street lighting
18	NEW CONNECTION-LT4B-CPWS/PWS Scheme (Water Works)
19	NEW CONNECTION-LT4C-NTR Sujala Pathakam
20	NEW CONNECTION-LT4D-General Purpose
21	NEW CONNECTION-LT4E-Religious Places
22	NEW CONNECTION-LT4T-Temporary Supply
23	NEW CONNECTION-LT5A1-Corporate Farmers
24	NEW CONNECTION-LT5A2-Salt Farming Units upto 15HP
25	NEW CONNECTION-LT5B1-Non-Corporate Farmers
26	NEW CONNECTION-LT5B2-Sugar Cane Crushing
27	NEW CONNECTION-LT5B3-Rural Horticulture nurseries
28	NEW CONNECTION-LT5C-Aqua Culture and Animal Husbandry
29	NEW CONNECTION-LT5D-Poultry/Aqua Hatcheries and Feed mixing plants /Floriculture in Green House
30	NEW CONNECTION-LT5E-Agro based activities upto 10HP
31	NEW CONNECTION-LT5F-Govt/Private Lift Irrigation Scheme
32	NEW CONNECTION-LT5T-Temporary Supply
33	APPLICATION FOR CONSUMER COMPLAINTS-ADDRESS CORRECTION

S.No	Service Name
34	APPLICATION FOR CONSUMER COMPLAINTS-CATEGORY CHANGE
35	APPLICATION FOR CONSUMER COMPLAINTS-DISMANTLEMENT
36	APPLICATION FOR CONSUMER COMPLAINTS-ELECTRIFICATION OF COLONY
37	APPLICATION FOR CONSUMER COMPLAINTS-ELECTRIFICATION OF LAYOUT
38	APPLICATION FOR CONSUMER COMPLAINTS-HT ADDITIONAL LOAD
39	APPLICATION FOR CONSUMER COMPLAINTS-HT TITLE TRANSFER
40	APPLICATION FOR CONSUMER COMPLAINTS-HT-LT CONVERSION
41	APPLICATION FOR CONSUMER COMPLAINTS-LINE SHIFTING/DTR SHIFTING
42	APPLICATION FOR CONSUMER COMPLAINTS-LOAD DERATION
43	APPLICATION FOR CONSUMER COMPLAINTS-LT ADDITIONAL LOAD
44	APPLICATION FOR CONSUMER COMPLAINTS-LT-HT CONVERSION
45	APPLICATION FOR CONSUMER COMPLAINTS-METER BURNT/GLASS BROKEN
46	APPLICATION FOR CONSUMER COMPLAINTS-METER TESTING
47	APPLICATION FOR CONSUMER COMPLAINTS-NAME CORRECTION
48	APPLICATION FOR CONSUMER COMPLAINTS-NET METERING
49	APPLICATION FOR CONSUMER COMPLAINTS-OTHER CAPITAL WORKS
50	APPLICATION FOR CONSUMER COMPLAINTS-PHASE CONVERSION
51	APPLICATION FOR CONSUMER COMPLAINTS-SC/ST CERTIFICATION DERATION
52	APPLICATION FOR CONSUMER COMPLAINTS-SC/ST CERTIFICATION DERATION
53	APPLICATION FOR CONSUMER COMPLAINTS-SHIFTING OF SERVICE
54	APPLICATION FOR CONSUMER COMPLAINTS-TEMPORARY CONNECTION (UP TO 10 DAYS)
55	APPLICATION FOR CONSUMER COMPLAINTS-WRONG BILLING
56	SPDCL REPAYMENT
57	HVDS REGISTRATION
58	Collection Of Electricity Charges

EPDCL Service List

S.No	Service Name
1	EPDCL-NAME CHANGE
2	CATEGORY CHANGE - EPDCL
3	LOAD CHANGE- EPDCL
4	New Connection-LT Agriculture - Agro based cottage industries upto 10HP
5	New Connection-LT Agriculture - Animal Husbandry
6	New Connection-LT Agriculture - Aqua culture
7	New Connection-LT Agriculture - Corporate Farmers
8	New Connection-LT Agriculture - Floriculture in Green House
9	New Connection-LT Agriculture - Non Corporate Farmers
10	New Connection-LT Agriculture - Rural Horticulture Nurseries
11	New Connection-LT Agriculture - Salt Farming Units upto 15HP
12	New Connection-LT Agriculture - Sugar Cane Crushing
13	New Connection-LT Commercial
14	New Connection-LT Commercial - Advertisement Hoardings
15	New Connection-LT Commercial - Function Halls/ Auditoriums/ Startup Power
16	New Connection-LT Domestic
17	New Connection-LT Industry - Aqua Hatcheries and feed mixing plants
18	New Connection-LT Industry - Cottage Industries upto 10HP
19	New Connection-LT Industry - General
20	New Connection-LT Industry - Poultry Hatcheries and feed mixing plants
21	New Connection-LT Industry - Seasonal Industries (Off-season)
22	New Connection-LT Institutional - General Purpose
23	New Connection-LT Institutional - NTR Sujala Padhakam
24	New Connection-LT Institutional - PWS Schemes - Municipal Corporations
25	New Connection-LT Institutional - PWS Schemes - Municipalities
26	New Connection-LT Institutional - PWS Schemes - Panchayats
27	New Connection-LT Institutional - Religious Places

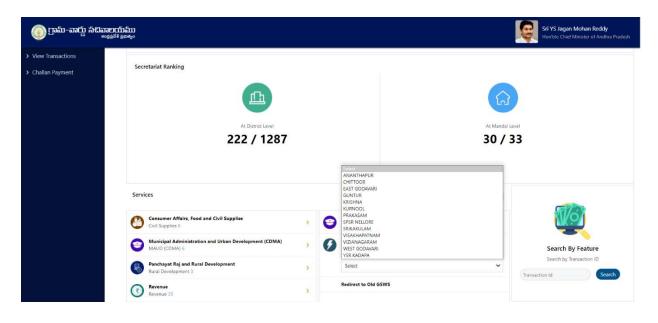
S.No	Service Name
28	New Connection-LT Institutional - Street Lights - Municipal Corporations
29	New Connection-LT Institutional - Street Lights - Municipalities
30	New Connection-LT Institutional - Street Lights - Panchayats
31	New Connection-Temporary Supply
32	CATEGORY CHANGE APPLICATION
33	REPAYMENT SERVICE
34	Billing Related Complaints-ACD / SC / BB / Arrears Disputes
35	Billing Related Complaints-Wrong Data On Bill
36	Billing Related Complaints-Wrong Entry During Bill Payment
37	Meter Related Complaints-Meter - Running Slow/ Sluggish
38	Meter Related Complaints-Meter Burnt
39	Meter Related Complaints-Meter Damage
40	Meter Related Complaints-Meter Lost
41	Meter Related Complaints-Meter Running Fast/Creeping
42	Meter Related Complaints-Meter Seal Cut
43	Meter Related Complaints-Meter Struck up
44	Meter Related Complaints-Net Metering
45	Meter Related Complaints-No Seal/Seal Cut
46	Other Customer Services-24Hrs Supply
47	Other Customer Services-Address Correction
48	Other Customer Services-Clubbing Of Service
49	Other Customer Services-DTR Failure Service
50	Other Customer Services-DTR Shift
51	Other Customer Services-Line Shift
52	Other Customer Services-Pole Shifting
53	Other Customer Services-Requirement of Additional Poles
54	Other Customer Services-Shifting of Service Different Premises
55	Other Customer Services-Shifting Of Service Within The Premises

S.No	Service Name
56	Other Customer Services-Temporary Supp Below 10 Days
57	Other Customer Services-Termination / Permanent Dismantle
58	Collection of Electricity Charges

Application Process

Step 1: Selection of District:

Select the Energy department in the services and list of districts would be shown in the dropdown. Once we select a district, the services available in the district for energy department will be shown.



రోడ్డు సాదివాలయాము _{అంభప్ర} కశ ప్రభాశ్యం					Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra
	└ ── 138 This year	E(🕑 135 This year	✓ 3 This	rear
	Secretariat Ranking				
	Ш			â	
	At District Level			At Mandal Le	
	222 / 1287			30 / 3	3
	Services			Search Service Name	
	Services Consumer Affairs, Food and Civil Supplies Civil Supplies 6	2	Energy Energy 56	Search Service Name	
	Consumer Affairs, Food and Civil Supplies	5 5	Energy Energy 56 YSR KADAPA		Search By Feature
	Consumer Affairs, Food and Civil Supplies Civil Supplies 6	2	Energy Energy 56	v III TH ESTIMATE)	Search by Feature Search by Transaction ID

Step 2: Basic Form: After Clicking on the any service a common application form is displayed. Basic details are fetched and filled through the Aadhaar number entered by the DA and the rest of details needs to be filled

idhaar Number: *	First Name: *	Middle Name:	Last Name: *
Pre-Fill			
ther/Husband Name: *	Gender.*	Date of Birth: *	Caste: *
	Select 🗸	dd/mm/yyyy	Select
eligion: *	Qualification: *	Marital Status: *	Mobile No: *
Select 🗸	Select 🗸	Select 🗸	
nail:	Delivery Type: *		
	Select 🗸	1	
lage/Ward/Secretariat: *	Pin Code: *	Ĩ	
Present Address is same as Permanent Addr esent Address or No: *	Street Name : *	District: *	Mandal/Municipality: *
		Select 🗸	Select
lage/Ward/Secretariat: *	Pin Code: *		

Step 3: Re-Direction to Energy Dept. Page: After Filling the Basic Details, click on continue and the webpage would be redirected to Energy Department page, where the request can be raised

CONSUMER SERVICE RI	EQUEST REGISTRATIO	ON FORM				
SERVICE TYPE *	-SELECT-	×	CATE	GORY TYPE *	○ LT Category ○ HT Catego	pry
SERVICE NUMBER *						
		GE	ET DETAILS			

The user manuals for various services provided by the department can be accessed from the following link:

https://drive.google.com/folderview?id=1QNy281cl2livhAwROg2ne5UOQJlfS_Uh

Civil Supplies Department

Overview

6 services have made available in the new GSWS portal. Details are mentioned in the table below

Sno	Services	SLA – Days
1	Correction of Wrong Aadhaar Seeding	21
2	Member Addition in Rice Card	21
3	Member Deletion in Rice Card	21
4	New Rice Card	21
5	Splitting of Rice Card	21
6	Surrender of Rice Card	21

Standard Approval Process (for demonstration purpose)

Step 1: Once the DA submits the application on behalf of the citizen and completes the payment procedure the application if forwarded to the next level approving authority. <u>Refer to the section</u> 2 - Common application process for a detailed walkthrough.

Step 2: Verification Authority (VRO): The VRO can view all the applications or requests assigned to him along with their SLA and status

ලංක	ា-ជាប៉្ម សំងិតាមយារ *********	ົ້ວນງ ເສ _ຍ ດ				Sri YS Jagan Mo Hon'ble Chief Mini	
	, ANGALAKUDURU-2 Revenue Officer					21 December 2021 TUE	
7 Total R	iequosts		Coper	a Beyrond SLA	Comer Within St.A		<u>ب</u>
Reques	t List - Total Requests					Search Transaction	
S.No	Request ID	Service Name	Service Category	Department Name	Citizen Name	Applied Date	Status
<u>t</u>	ADSA211208000002	InsertSurveyNumInAdangal	RV	RV	Venkata Ratna Kumar Asileti Venkata Ratna Kumar Asileti Venkata Ratna Kumar Asileti	08/12/2021	Pending
2	OBC211208000002	OBCMemberCertificate	RV	RV	ASDF ASDF ASDF	06/12/2021	Pending
3	OBC211208000003	OBCMemberCertificate	RV	RV	Galanki Prasad Galanki Prasad Galanki Prasad	08/12/2021	Pending
4	EPRD211215000005	ePassbookReplacementPPB	RV	RV	Chintala Sai Sindhu ch	15/12/2021	Pending
5	SRRC211217000001	SurrenderRiceCard	CS	CS	Patakottu Veera Naga Raju NAGARAJU	17/12/2021	Pending
6	MARC211217000002	MemberAdditionRiceCard	CS	cs	Vemula Papa X vemula	17/12/2021	Pending

The VRO will be able to view all the details filled by the DA on behalf of the citizen along with any documents uploaded for the service

್ರರಾಮ-ವಾದ್ದು ಸೆದಿವಾಲದ _{್ಯಾಟಕಕ}	ງຄົງງງ ອຸຂາສງດ					Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pra
Request ID:MARC211217000	002					
Basic Details						
Aadhaar Number:	626652872834		Gender:	Female	Marital Status:	Married
First Name:	Vemula Papa		Date of Birth:	01/01/1981	Mobile No:	9866737991
Middle Name:	х		Caste:	BC-A	Email:	
Last Name:	vemula		Religion:	Hindu	Delivery Type:	By Hand
Father / Husband Name:	Vemula Srinivasa RAo		Qualification:	OTHERS		
Present Address				Permanent Address		
Door No:		7-39		Door No:		21-81
Street Name:		MG Road		Street Name:		Srinivasa Nagar
Village / Ward / Secretariat:		ANGALAKUDURU-2		Village / Ward / Secretariat:		GOLLAPUDI3
Mandal / Municipality:		TENALI-R		Mandal / Municipality:		VUAYAWADA RURAL-R
District:		GUNTUR		District:		KRISHNA
Pin Code:		522211		Pin Code:		521225
Applicant Details						
FamilyIncome:		60000		Habitation:		ANGALAKUDURU
Occupation:		LABOUR/Cooli/Porter/	Hand Card Puller			

	uat.vswsonl							e	
s 📕 M	anaged bookmarks 🤷	ICASLifestyl	le Login	G Google Workspa	ce 🤹 Google@PwC - \	Wel 🙆 Advisor	y Learning P 🖬 Advisory KM Portal	S Whatsapp	Samsun » 📰
) ලාකා	-කාර්ය	ற்ற _{ஸ்க்ல}							5 Jagan Mohan Reddy Je Chief Minister of Andhra Pra
6 STEP VA	LIDATION PROFORM	A							
Cluster:*				FP Shop:*					
C7			~	0616019		~			
Distri Manc			KRISHNA VUAYAW	ADA RURAL	Secre	triat:	GOLLAPUDI3		
	al:	Mobile No		ADA RURAL	Secre nber if govt employee/pensione		GOLLAPUDI3 Details of family member paying income tax	Agree/Disagree	Details of 4 wheeler own
Manc	al:	Mobile No 9866737991	VUAYAW	ADA RURAL				Agree/Disagree	Details of 4 wheeler ow
Manc S.N	al: D Name		VUAYAW.	ADA RURAL Details of family men			Details of family member paying income tax	Agree/Disagree	
Manc S.N 1	al: Name Vemula Papa	9866737991	VUAYAW. Gender FEMALE	ADA RURAL Details of family men			Details of family member paying income tax	Agree/Disagree	N
Manc S.N 1	al: Vemula Papa Vemula Srinivasarao	9866737991	VUAYAW. Gender FEMALE	ADA RURAL Details of family men			Details of family member paying income tax	Agree/Disagree	N
Mand S.N 1 2 4	al: Vemula Papa Vemula Srinivasarao	9866737991 9866737991	VUAYAWA Gender FEMALE MALE	ADA RURAL Detaits of family men N	nber if govt employee/pension	Agree/Disagree	Details of family member paying income tax	Agree/Disagree	N N

VRO can Recommend or Not Recommend the application as shown below and also give a consent for the Social Audit.

For New Rice card application, the VRO must tag the fair price shop to the application

box (18) - prudhvi.pavuluri@pw ×	8 Grama - Ward Same.ap.gov.in/#/home		+		· - ۷ و ک ک
			e 🚯 Google@P	wC - Wel 🛕 Advisory Learning P 🖬 Advisory KM Portal	
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The verification authority is notified through a pop-up window once the application is verified and submitted

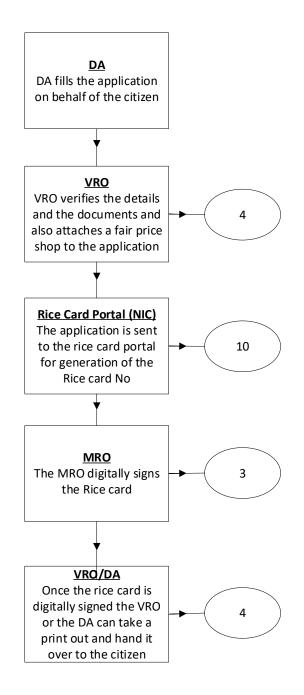
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Step 3: If the VRO recommends the application it is sent to the Rice Card Portal (NIC) for further processing e.g., generation of rice card no, deletion/addition etc.

Step 4: Post the department process is completed the Rice card is sent to the MRO for a digital sign. The MRO digitally signs the Rice card and forwards it to the VRO / DA login.

Step 5: Closure of the application: The VRO/DA can take a print of the card and hand it over to the citizen

Standard Approval Flow



Service Level Details

1. Correction of Wrong Aadhar Seeding

About the Service

This service is used to correct the wrongly seeded Aadhar in the legacy data

SLA	21
Documents Checklist	 Application Forms Aadhar Card Rice Card

Application Forms

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Application Submission			Basic Details				Application	Form	
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💿 గ్రామ్-పార్డు సచివా	8002-								f Minister of Andhra Prad
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2. Member Addition in Rice Card

About the Service

Member addition to Rice card is considered in two cases:

- Category-1: Addition due to birth of child with below 15 years of age who has not included in rice card database.
- Category-2: Addition due to marriage, migrating from existing Rice card or a new member to the rice card database.

SLA	21
	1. Application Forms
	2. Birth Certificate
Documents Checklist	3. Marriage Certificate
	4. Rice Card

Application Forms

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Challan Payment					
List Of Services	Member Addition in Ri	ice Card			
✓ Application Submission		Basic Details		Appl	ication Form
- Civil Supplies Department	Family Income:*	Occupation:*		Rice Card/Ration Card Number:*	Habitation: *
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2. Member Addition in Rice Card					
3. Member Deletion in Rice Card					Get Details
4. New Rice Card					
5. Splitting Of Rice Card					
6. Surrender Of Rice Card + MAUD Department					
+ MAUD Department + Pension Department					Activate Windows
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Member Addition in Rice Card	Add Memb	er Details									
Member Deletion in Rice Card											
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. Surrender Of Rice Card	4										
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evenue Department									Go to Se	ttings	Show Payment
I. AP Dotted Lands Application											and the second second

3. Member Deletion in Rice Card

About the Service

Member deletion in Rice card service is allowed only for death cases.

SLA	21
	1. Application Forms
Documents Checklist	2. Death Certificate
	3. Rice Card

Application Forms

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4. New Rice Card

About the Service

New Rice Card service can be taken up under three categories.

• Category-1: The family with 2 or more members can apply for New Rice Card, If the family satisfies family condition as compulsorily having wife, husband in the application. If anyone

is not there, then they have to upload the supporting document either death or divorce or notary.

- Category-2: Single Member cards can be allowed for the following categories:
 - Widow (female) and never had any children: Woman single member, who lost her husband and never had any children can apply in this category.
 - Widower (male) and never had any children: Male single member, who lost his wife and never had any children can apply in this category.
 - Transgender: Transgender can apply in this category.
 - Unmarried and above 50 years of age (Male or Female): Single Male or Female member who has not married and living alone can apply in this category.
 - Destitute and no other family member is alive: No other family member available to form a family as a unit can apply in this category.
- Category-3: Revalidation of Ineligible Cards whose previous status of card is ineligible in six steps, cards marked as migrated, death and unsurveyed in the Navasakam survey are also can apply in this category.

SLA	21
	1. Application Forms
	2. Aadhar Number
Documents Checklist	3. Rice Card
	4. Death Certificate (for single member card)

Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

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1. Correction Of Wrong Aadhar Seeding	240000	BUSINESS	▼ asd						
2. Member Addition in Rice Card									
3. Member Deletion in Rice Card									

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Home	New Rice Card A	Application								
Report	Basic Details Application Form									
View Transaction	Family Income(Year	rly):*	Occupation	n: *	Habitation:*					
Challan Payment	240000		BUSINES	S	✓ asd					
st Of Services										
Application Submission		Family Member		With Single Member						
Application Submission il Supplies Department	O New Card With	n Two and More Men	mbers 💿 New Card	With Single Member						
	O New Card With		mbers 💿 New Card	With Single Member						
Supplies Department Formerction Of Wrong Aadhar ling	O New Card With Destitue and no o	n Two and More Men	mbers 💿 New Card	With Single Member Telugu Name ^a	Mobile No [*]	DOB [*]		Gender*	Relation(wr self/HOF)*	
Supplies Department Supplies Department ding Jember Addition in Rice Card Jember Deletion in Rice Card	New Card With Destitue and no o SNO Aadt	Two and More Men other family member har No	mbers 💿 New Card		Mobile No ¹ 72596633		N	Gender* IALE V		•
Supplies Department orrection Of Wrong Aadhar ding Member Addition in Rice Card Member Deletion in Rice Card ever Rec Card	New Card With Destitue and no co SNO Aadh 1 2	n Two and More Men other family member har No ⁵ (70916994203) Ra	mbers () New Card r	Telugu Name -					self/HOF)*	
Supplies Department icorrection Of Wrong Aadhar ding Arember Addition in Rice Card Arember Deletion in Rice Card iew Rice Card plitting Of Rice Card	New Card With Destitue and no co SNO Aadh 1 2	n Two and More Men other family member har No ⁵ (70916994203) Ra	mbers () New Card r 🕶 English Name	Telugu Name Ravindra					self/HOF)*	
Supplies Department Correction Of Wrong Aadhar	New Card With Destitue and no c SNO Aadt 1 2 Document Upload(n Two and More Men other family member har No ⁵ (70916994203) Ra	mbers () New Card r	Telugu Name Ravindra y/PNG formats):**	72596633				self/HOF)*	

5. Splitting Rice Card

About the Service

There are two types of splits that can be taken up under Splitting Rice Card service.

• Normal Split: Normal Split cards can be applied by the rice cardholder having 2 family units existing in that rice card, the split card can be applied by splitting minimum two or more members of a family with minimum two members in the existing card.

- Single Member Split: Single Member Split cards can be allowed for the following categories:
 - Widow (female) and never had any children: Woman single member, who lost her husband and never had any children can apply in this category.
 - Widower (male) and never had any children: Male single member, who lost his wife and never had any children can apply in this category.
 - o Transgender: Transgender can apply in this category
 - Unmarried and above 50 years of age (Male or Female): Single Male or Female member who has not married and living alone can apply in this category.

SLA	21
	1. Application Forms
Documents Checklist	2. Rice Card
	3. Proofs based on category

Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

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> Home	Hello, Test-DA 🗸			2:46:09 PM 13 December 2021 MON Log Out
> Report	Digital Assistant			
 View Transaction 	GSWS / Application Submission / Civil Sup	plies/ Splitting Rice Card		
> Challan Payment				
List Of Services	Splitting Rice Card Application			
✓ Application Submission	B	asic Details	Applica	tion Form
- Civil Supplies Department	Family Income:*	Occupation:*	Rice Card Number/Ration Card Number:*	Habitation:*
1. Correction Of Wrong Aadhar Seeding	240000	SELF EMPLOYED	2801651045	asd
2. Member Addition in Rice Card				
3. Member Deletion in Rice Card	RICE CARD FAMILY DETAILS			
4. New Rice Card				
	Split Type: *		0	
6. Surrender Of Rice Card	O Normal Split O Widow	/ Widower Split O Divorce Split(With Childre	en) 🔿 Single Member Split	
+ MAUD Department				Submit Split Family
+ Pension Department				Activate Windows

<u>lome</u>	Family Inco	Family Income:" Occupation:" Rice Card Number/Ration Card Number."						Habitation:*		
Report	240000		SELF	SELF EMPLOYED		2801651045		asd		
View Transaction										
Challan Payment		RD FAMILY DE	AILS							
	Split Type:	vormal Split	Widow / Widower Spl	t O Divorce Split(With	Children) O Sino	gle Member Split				
st Of Services										
Application Submission	SNO	Aadbar No	Select Split Member	s Rice Card Number	Name	Relation	Are	DOB	FKVC Status	
Application Submission il Supplies Department	S NO	Aadhar No	Select Split Member		Name	Relation	Age	DOB	EKYC Status	
il Supplies Department Correction Of Wrong Aadhar	S NO 1 2	Aadhar No 346958095661 452970381199		2801651045	Name Jyothi Gangappa Jyothi Mangamma	Relation NA SELF	65	DOB 1956-01-01 1958-01-01	EKYC Status N Y	
l Supplies Department Correction Of Wrong Aadhar eding	1	346958095661		2801651045 2801651045	Jyothi Gangappa	NA	65 63	1956-01-01	N	
I Supplies Department Correction Of Wrong Aadhar eding Member Addition in Rice Card	1	346958095661 452970381199		2801651045 2801651045 2801651045	Jyothi Gangappa Jyothi Mangamma	NA SELF	65 63 5	1956-01-01 1958-01-01	N Y	
I Supplies Department Correction Of Wrong Aadhar eding Member Addition in Rice Card Member Deletion in Rice Card	1 2 3	346958095661 452970381199 700313546074 773306445232		2801651045 2801651045 2801651045 2801651045	Jyothi Gangappa Jyothi Mangamma j kanyakumari	NA SELF GRAND DAUGHTER	65 63 5 0	1956-01-01 1958-01-01 2016-07-16	N Y Y	
I Supplies Department Correction Of Wrong Aadhar eding Member Addition in Rice Card Member Deletion in Rice Card New Rice Card	1 2 3 4	346958095661 452970381199 700313546074 773306445232		2801651045 2801651045 2801651045 2801651045 2801651045	Jyothi Gangappa Jyothi Mangamma j kanyakumari JYOTHI DHARSHAN	NA SELF GRAND DAUGHTER SON	65 63 5 0 26	1956-01-01 1958-01-01 2016-07-16 2021-01-19 1995-01-01	N Y Y N	
	1 2 3 4 5	346958095661 452970381199 700313546074 773306445232 852391029201		2801651045 2801651045 2801651045 2801651045 2801651045 2801651045 2801651045	Jyothi Gangappa Jyothi Mangamma j kanyakumari JYOTHI DHARSHAN j kanyakumari	NA SELF GRAND DAUGHTER SON DAUGHTER IN LAW	65 63 5 0 26 29	1956-01-01 1958-01-01 2016-07-16 2021-01-19 1995-01-01	N Y Y N Y	

6. Surrender Rice Card

About the Service

This service is for cardholders to voluntarily surrender the card.

SLA	21
Documents Checklist	 Application Forms Rice Card

Application Forms

DA - Service Application form: Post filling common details the DA proceeds to the Service Application Form

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> Home	Hello, Test-DA 🗸				2 02:51:33 PM			
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> View Transaction	GSWS / Application Submission /	Civil Supplies/ Surrender Rice Card						
> Challan Payment								
List Of Services	Surrender Rice Card Applie	cation						
✓ Application Submission		Basic Details		Applica	tion Form			
- Civil Supplies Department	Family Income:*	Occupation:*		Rice Card Number/Ration Card Number:*	Habitation:*			
1. Correction Of Wrong Aadhar Seeding	240000	ENTERPRENEOUR	~	2816869690	asd			
2. Member Addition in Rice Card								
3. Member Deletion in Rice Card					Get Details			

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> <u>Home</u>		Basic Details			Applicat	ion Form	
> Report	Family Income:*	Occupation:*		Rice Card Number/Ratio	n Card Number:*	Habitation:*	
> View Transaction	240000	ENTERPRENEOU	UR 🗸	2816869690		asd	
> Challan Payment							Get Details
List Of Services							Get Details
✓ Application Submission	Rice Card Fan	nily Details					
· Civil Supplies Department	SNo	Existing Rice Card Number	Nar	me	Relat	tion	EKYC Status
1. Correction Of Wrong Aadhar Seeding	1		Madappagari Parvathamma		SELF		Y
2. Member Addition in Rice Card	2	2816869690	Muneswaramma		DAUGHTER IN LAW		Ŷ
3. Member Deletion in Rice Card	3	2816869690	M.RAKESH		GRAND SON		N
4. New Rice Card	4	2816869690	M.PRANESH VAMSI		GRAND SON		N
5. Splitting Of Rice Card	5	2816869690	M Puspa		DAUGHTER		Υ
6. Surrender Of Rice Card	6	2816869690	Madappagari Adiseshu		SON		Υ
MAUD Department	7	2816869690	M Aaswarth Narayana		HUSBAND		Υ
Pension Department						Activat	e Windows
Revenue Department			Sub	omit			tings to activate Window
1. AP Dotted Lands Application							

Pensions

Overview

3 Pension services have made available in the new GSWS portal. Details are mentioned in the table below

S.No	Service Name	SlA – Days
1	New Pension Application OAP Pension Disability Widow Single Women Weavers Toddy Tappers Transgender Fisherman Cobbler Dappu Artists	21
2	Pension Card Printing	NA
3	Pension Social Audit List	NA

Standard Approval Process (for demonstration purpose)

Step 1: The DA has to select the type of pension in the Service application form for an new pension application

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> Home	Hello, GANDIGUNTA2 🗸	G40030 PM Log Out
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> Challan Payment		
List Of Services	Pension Application	
✓ Application Submission	Basic Details	Pension Application Form
Consumer Affairs, Food and Givel Supplies Connection Of Winnig Austhan Seeding Connection Of Winnig Austhan Seeding Connection of Winnig Austhan Mere Reac Card S. Splitting Of Rice Card S. Sumender Of Rice Card S. Sumender Of Rice Card S. Aurender Of Rice Card S. Aurender Of Rice Card S. Splitting Of Rice Card S. Splitting Of Rice Card S. Sumender Of Rice Card S. Splitting Of Rice Card S. Splitting Of Rice Card S. Sumender Of Rice Card S. Splitting Of Rice Card S. Sumender Of Rice Card S. Sumender Of Rice Card S. Splitting Of Rice Card Splitting Of Rice Card Splitting Of Rice Card Splitting Of Rice Card Splitt	Type of Pension* Select CA,P CA,P Weavers Deabled Widow Toddy Tappers Temsgender Fashermen Single Women Traditional Cobblers Dappu Artists	

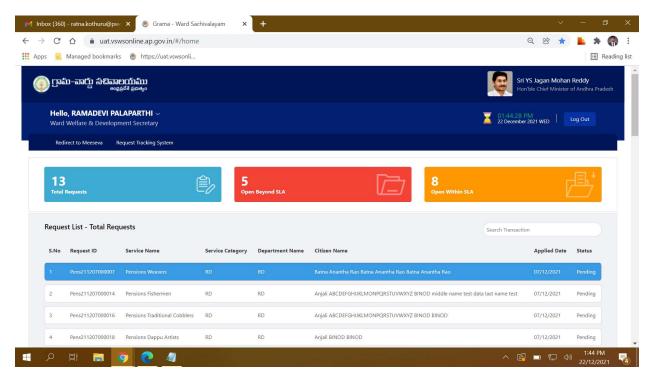
Service Application form –Caste, Income and existing pension details needs to be validated by the DA. The necessary proofs (based on the type of pension application) along with the pension application should be uploaded in this page

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> Home	Basi	c Details	Pension App	lication Form
> Report	Type of Pension:*	Disabled:*		
View Transaction	Disabled 🗸		Validate	
Challan Payment				
List Of Services	Cluster ID:*	Volunteer Name:*	Volunteer Mobile:*	Sub caste: *
 Application Submission 				Select 🗸
Consumer Affairs, Food and Civil	Relation Type:*	Relation Name:*	Panchayat Name:*	Habitation Name:*
Supplies 1. Correction Of Wrong Aadhar Seeding	Select 🗸		Select 🗸 🗸	Select
2. Member Addition in Rice Card	Income Certificate Number:*			
3. Member Deletion in Rice Card 4. New Rice Card		Get Income Details		
5. Splitting Of Rice Card	Name:*	Annual Income:*	Confirmation on Income:*	
6. Surrender Of Rice Card			O Yes O No	
Municipal Administration and Urban Development (CDMA)				
Panchayat Raj and Rural Development	Caste Certificate Number:*	Get Caste Details		
Revenue	Name:"	Caste:*	Sub Caster*	
1. AP Dotted Lands Application 2. Addition Of Survey No In Adaptal And 1 B			SUD Caste:	Confirmation on Caste:*

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> Home	Any other Person in Family taking other Pensions:*	How many times UID updated:*					
Report	O Yes O No	Select	~				
View Transaction	S NO Date of Update *	Type of L	pdate *	Date of Change *	Proof Document *		
Challan Payment	1 dd/mm/yyyy	Select	✓ dd/mm/yyy		Choose File No file chosen		
st Of Services Application Submission	Document List Note: All Upload Documents are in Pdf Format Only. Maxim	um Upload Size Per File is 1MB.					
nsumer Affairs, Food and Civil pplies	Pension Type			Document to be uploa	ded		
Correction Of Wrong Aadhar	Widow	Death certific	Death certificate of Husband				
eding	Weavers		Society issued certificate				
Member Addition in Rice Card	Toddy tapper	Society issue	Society issued certificate				
Member Deletion in Rice Card	Transgender	Medical certit	Medical certificate				
New Rice Card	Single women	Thasildar issu	Thasildar issued certificate				
Splitting Of Rice Card	Fishermen	Society issue	Society issued marine fishermen certificate				
Surrender Of Rice Card	Dappu Artists	Self Declarati	Self Declaration				
unicipal Administration and toan Development (CDMA)	Traditional cobblers	Self Declarati	Self Declaration				
anchayat Raj and Rural kevelopment	Age Proof Document *			Pension Category Certificate Proof*			
evenue	Q, No File choosen		Browse	Q, No File choosen	Br		
AP Dotted Lands Application							
2. Addition Of Survey No In Adangal And 1 B			Subm	it			

Once the relevant validations are successful and the DA submits the application on behalf of the citizen and completes the payment procedure the application if forwarded to the next level approving authority mapped to the Service.

Step 2: Verification Authority (WEA/WWDS etc.): The verification authority can view all the applications or requests assigned to him along with their SLA and status



The WEA/WWDS will be able to view all the details filled by the DA on behalf of the citizen along with the documents uploaded for the service

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	ඛ්-කර්)								Sri YS Jagan	Mohan Reddy
	డా అంధ్రప్రదేశ్	ప్రభుత్వం							Hon'ble Chief	Minister of Andhra Prades
Reque	est ID:Pens2112170000	104								
Basic D	Details									
Aadhaa	r Number:	994000781284		Gender:	Female			Marital Status:	Married	
First Na		Gavidi Rama		Date of Birth:	09/06/19	944		Mobile No:	9704557932	
Middle				Caste:	BC-C			Email:		
Last Na		dsfsd		Religion:	Hindu			Delivery Type:	By Hand	
Father /	/ Husband Name:	Gavidi Ramesh		Qualification:	MDS					
Presen	t Address				Perm	nanent Address				
Door No	o & Street Name:		1-803		Door	No & Street Nam	e:	1-803		
Village ,	/ Ward / Secretariat:		RAMALINGESWARAI	PET	Villag	ge / Ward / Secreta	ariat:	RAMAI	INGESWARAPET	
Mandal	/ Municipality:		TENALI-U		Mand	dal / Municipality:		TENAL	-U	
District:			GUNTUR		Distri	ict:		GUNTU	JR	
Pin Cod	le:		535128		Pin Co	ode:		535128	ł	
Applic	ant Details									
Type of	Pension:		O.A.P							
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Cluster ID:	3131	Relation Type:	HUSBAND
Volunteer Name:	dssdfsd	Relation Name:	sdffd
Volunteer Mobile:	1232131232	Panchayat Name:	Burjapadu
Sub caste:	Converted Christians From Sc	Habitation Name:	Burjapadu
Income Certificate Number:	IC012122315265	Caste Certificate Number:	CGC012030884001
Name:	K LAKSHMI	Name:	MUNDRU RANAMMA
Annual Income:	70000	Caste:	BCC
Confirmation on Income:	Yes	Sub Caste:	SCHEDULED CASTES CONVERTS TO CHRISTIANITY
		Confirmation on Caste:	Yes
Any other Person in Family taking other Pensions:	No	How many times UID updated:	1
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WEA/WWDS can Recommend or Not Recommend the application as shown above.

The WEA/WWDS must verify the document through a Aadhaar e-sign with an OTP to forward the application to the next level.

WEA/WWDS is notified through a pop-up window once the application is verified and submitted

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Step 3: Approving Authority (MPDO, Municipal Commissioner etc.): The Approving authority can view all the applications or requests assigned to him along with their SLA and status

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The MPDO/MC will be able to view all the details filled by the DA and the recommendations made by the WEA/WWDS on behalf of the citizen along with the documents uploaded for the service

C Anaged bookmarks Anag	uat.vswsonli 84 Gender: 9 Date of Birth: Caste: Religion:	Female 09/06/1944 BC-C Hindu MDS	 Registratus: Married Mobile No: 9704557932 Email: Delivery Type: By Hand 	
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1 Code:	535128	Pin Code:	535128	
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The MPDO/MC can reject or approve the application based on the recommendations made by the previous verification authorities. If the application is approved the MPDO/MC has to digitally sign the application

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1 09/12/2021 Name 07/12/2021 Maud_CorrectionsInDeathCertificate.pdf	
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Step 4: the application is then forwarded to the respective department/districts/ Collectors for further processing

Service Level Details

1. New Pension Application

About the Service

This service is used for entry of Survey number in and Records portal

SLA	21
Documents Checklist	 Aadhar card Family Income certificate Land property (if any) Relevant certificate for Pensions a. Widow: Death certificate of husband b. Weave: Handloom & Textile certificate c. Single women: Legally separated papers/ Revenue certificate d. Toddy Topper: Excise Department certificate

e. Fishermen: Fisheries department certificate
f. Disabled: Sadarem certificate
g. Traditional Cobbler: Social Welfare certificate
h. Dappu Artists: Social Welfare Dept certificate
i. Transgender: District Medical Board Certificate

2. Pension Card Printing

About the Service

After the pension has been approved, Pensioner can get the card printed. The pension ID has to be entered by the DA and all details will be populated so that print can be taken.

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> View Transaction	GSWS / Application Submission / Pension Department /Card Print Details		
> Challan Payment			
List Of Services	Pension Card Printing		
✓ Application Submission	Enter Pension Id:*		
+ Civil Supplies Department	Get Card Details		
+ MAUD Department			
- Pension Department			
1. New Pension Application Form			
2. Pension Card Printing Details			
3. Pension Social Audit			
- Revenue Department			
1. AP Dotted Lands Application			
2. Addition Of Survey No In Adangal And 1 B			
3. Agriculture Income Certificate			
4. Change of Name Application			

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	Village / Ward / Secretariat:	ెంర్నమిత్త	Village / Ward / Secretariat Number:	1035058
	Pension Number:	108817381	Pension Type:	వికలాంగుల
	Name:	కిలారి గోవిందు	Date Of Birth:	01-01-1962
	Age:	59	Husband/Father:	సుబ్బారాయుడు
	Mandal:	ఒంగోల్ (అన్)	District:	రశాశం
	Aadhar No:	00000003917	Phone No:	7702833559
Print				

3. Pension Social Audit List

About the Service

The service is used to print the details of all eligible and ineligible beneficiaries with a specific period

The "From Date" and "To Date" and Eligible/Ineligible list needs to be selected by the DA to get the list of applications eligible/ineligible during the selected period. All the Eligible and Ineligible List will be shown, which can be printed. The list can be printed immediately.

5								
From Date: 03/01/2020		To Date:		Draft Eligible/Ineligible:*				
		17/07/2021	17/07/2021 Eligible Ineligible				Submit	
			YSR Pe	nsion -Social Audit List				
Mandal /Municipality:		మరిపాడ	మర్రిపాడ District:		నెల్లూరు			
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S NO	Grievance Id	Pensioner Name		Relation Name		Pension Type	Gender	
1	G14824195	PALLAM NARASIMHULU		P NARASAIAH		వృధ్రాష్య	MALE	
2	G9947901151	MALLU DHANALAKSHMI	M VENKATA SUBBA REDDY			వృధ్రాష్య	FEMALE	
3	G26724195	Nallipogu Rosaiah	Rosaiah C		CHENNAJAH		MALE	
4	G658849622	Duggireddy Thirupathi Reddy	jireddy Thirupathi Reddy		CHINNAIAH		MALE	
5 G30124195		Manikireddy Venkateswarlu		MANIKAREDDY VENKATA SUBBAIAH		వృధ్రాష్య	MALE	
6 G58736882470		GOPAVARAM MASTHAN REDDY		G VENKATA SUBBAREDDY		ವುಧ್ರಾವ್ಯ	MALE	
7 G07887123676 B		Bovilla Ramireddy		GOPI REDDY		వృధ్రాప్య	MALE	
8	G89627068683	KARUDUMPA RAMAIAH		CHINA VENGAIAH		వృధ్రాష్య	MALE	
9	G97206962467	Dabbugottu Venkataiah		MUSALAIAH		వృధ్రాష్య	MALE	
10	G03424195	BANKA SAYAMMA		BANKA PEDDA NAGAIAH		వితంతువు	FEMALE	
11	G16724195	Nallipogu Venkatamma		N CHINNAIAH		వితంతువు	FEMALE	