

Water Charge Management

User Guide: Employees

Feb 2019

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About eGovernments

eGovernments Foundation is a best-in-class technology solutions developer for electronic governance and smart cities with over 13 years of experience in transforming urban governance. Building a comprehensive, intelligent platform for technology-powered, mobile-enabled urban governance is the only work we do.

Our products are relied upon by millions of people across India, both in government as well as citizens in their day-to-day lives. They offer exceptional possibilities to organizations engaged in developing/integrating solutions and applications in the e-governance domain.

Our strength:

- eGovernments Foundation is promoted by two visionary technocrats – Nandan operations Nilekani, ex CEO, Infosys, former Chairperson of the Unique Identification Authority of India (UIDAI) and former Head of Government of India's Technology Committee, and Srikanth Nadhamuni, CEO, Khosla Labs, and ex CTO UIDAI – with a vision to transform urban governance through cutting edge technology.
- Our benefactors include Omidyar Network and Tata Trust
- Over the past decade, we have gained deep insights into eGovernance space at a very granular level
- Our state-of-the-art, ERP-based platform – with 22 modules – for urban governance is built on advanced OpenSource technologies for better flexibility, interoperability and faster implementation
- Our products enable administrators in information-driven decision-making, enhanced citizen connect, intelligent financial management; and help citizens to interact with government in an easy, transparent, and real-time fashion.

Key components of our e-Governance platform:

- e-Citizen - to fully digitize civic body
- CRM - digital service delivery to citizens
- Payment System – enabling government offices to go cashless both internally as well as with citizens
- Financial Management – includes budgeting, forecasting and financial accounting that are compliant with National Municipal Accounting Standard
- Dashboards for State / City / Town level monitoring and control
- Mobile apps for citizens to pay taxes, raise and resolve complaints
- Mobile apps for civic body employees
- Data Analytics
- We are committed to collaborate with reputed solution/application developers and system integrators to make Digital India a reality and transform urban governance globally.

About this User Guide

This User Manual describes the features, benefits, workflow, and roles offered by the Water Charge Management module of eGovernments platform, and a step-by-step-by guide to using the module by different users.

Conventions

The conventions used in this manual are:

	Description
<i>Note:</i>	Provides additional information about a step or concept. Notes are written italics and contained in grey boxes.
UI Element	Used to describe on screen elements like buttons, drop-down lists, etc. The name of the element is in bold, dark brown
<i>Navigation ></i>	Arrow '>' notation italics, blue
*	Fields in the tool screen shots marked with * are mandatory fields

Getting Started

Open Water Charge Management

Water Charge Management module is available as part of the eGovernments platform. To log into eGovernments platform / your citizen services portal, on your web browser, type <URL> and click on **enter**.

Upon entering the webpage, you will see the following options in the home page.

Use your log in details - **Mobile Number/Login ID** and **Password** - and click on **Sign in**.



The screenshot displays the user interface of the eGovernments platform. On the left, there are four main options, each with an icon and a brief description:

- Create an account**: Create an account to avail our online services (User icon)
- Register a grievance**: Register your grievance (Gavel icon)
- Check your grievance status**: Grievance number (Magnifying glass icon)
- Register via grievance cell**: Call 1800-425-9766 to register your grievance (Phone icon)

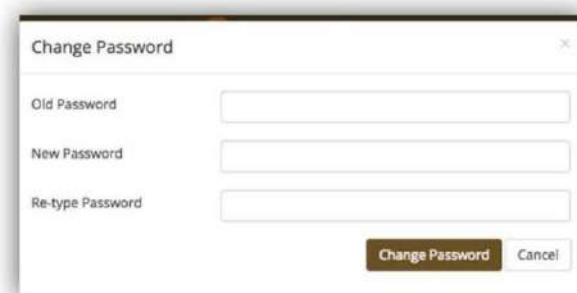
On the right, there is a **Sign in** section with the following fields and buttons:

- Mobile Number / Login ID**:
- Password**: - (Sign in button)

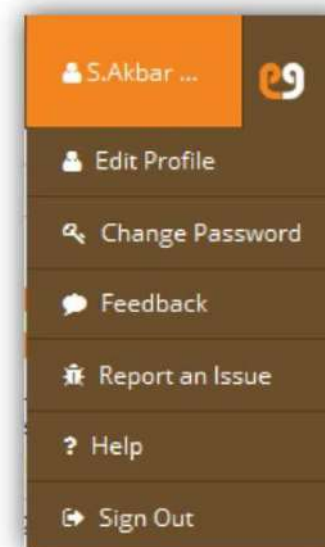
Getting Started

Change Password

- In the top panel, on the right hand top corner, click on the photo icon next to the user name (as shown in Update Profile).
- In the drop down, click on **Change Password** option.
- **Provide Old Password, New password, Retype new password**, and click on **Change Password**.



A screenshot of a web form titled "Change Password". It contains three input fields: "Old Password", "New Password", and "Re-type Password". At the bottom right, there are two buttons: "Change Password" and "Cancel".



Sign out

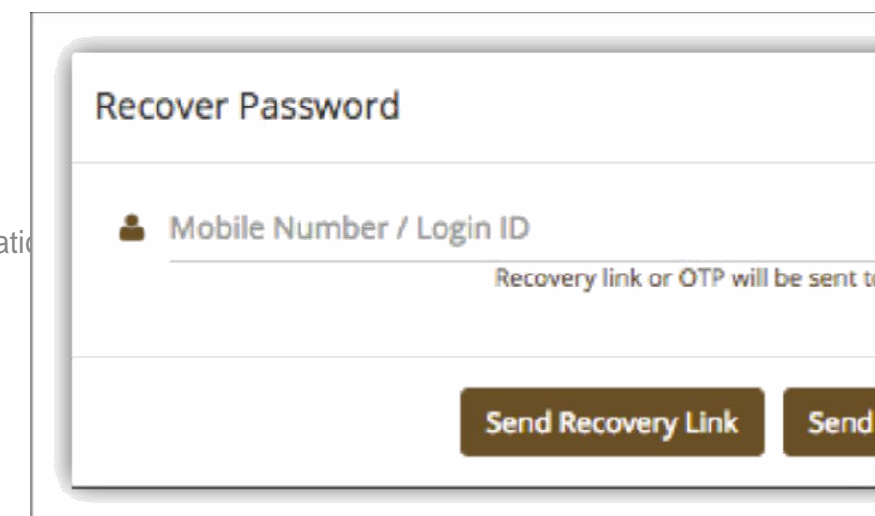
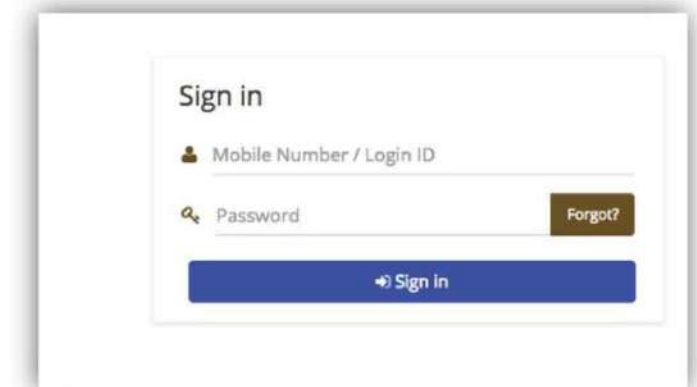
- In the top panel, on the right hand corner, click on the photo icon next to the user name (as shown in Update Profile).
- In the drop down click on **Sign out**.

Getting Started

Recover Password

If you forget your password, in the log in page click on **Forgot** in the Password box


- In the Recover Password window that opens, enter your Mobile Number or Email ID, and choose the password recovery option (either my OTP to mobile phone or password recovery link to email)



Getting Started

Home Page

Functionalities

- Left panel**
 - Provides two options – **Applications** and **Favourites**.
 - Applications** enable you to carry out different tasks, view the reports and navigate through the menu options of various applications
 - You can mark any task or report as your favourite. Once marked, the application or reports shows up in Favourites for quick access.
- Top Panel**
 - Enables you to view **Worklist, Drafts, and Notifications**.
 - In addition, the Top Panel enables you to update your profile.
- Right Panel**
 - Shows **Worklist, Drafts, and Notifications** in List View sorted chronologically with most recent on top.
 - Worklist** contains all the tasks that are pending reviews or approval.
 - Drafts** contain the tasks that are under process and not yet ready for forward submission.
 - Notifications** contain the tasks with any changes occurred
 - The  icon on the right of each row enables you to view history of each task.

Left Panel

Top Panel

Worklist Drafts Notifications

UATKumool Municipal Corporation

Quick Find

Applications

Favourites

Worklist

Grievance 14 New Trade License 3 Renewal of Trade License 2 Closure License 4

Date	Sender	Nature of Work	Status
30/01/2017 06:14 PM	Anonymous	Grievance	REGISTERED
30/01/2017 05:27 PM	Anonymous	Grievance	REGISTERED
30/01/2017 05:27 PM	Anonymous	Grievance	REGISTERED
30/01/2017 05:21 PM	Anonymous	Grievance	REGISTERED
30/01/2017 02:45 PM	Anonymous	Grievance	REGISTERED
30/01/2017 02:09 PM	Anonymous	Grievance	REGISTERED

Water Charge Management

About Water Charge Management

Water Charge Management enables municipalities to:

- Initiate new water tap connections
- Generate demand for the water tap connection
- Issue demand notice (integrated with Property tax)
- Collect water charges

Water Charges Management provides comprehensive information about water charges, including:

- Water tap connection details
- Calculation of water charges
- Payments against the water charges
- Receipts
- Demand collection & balance (DCB) of the water tap connection

Water Charge Management

New Connection

- Apply For Connection
- Initiate Connection
- Field Inspection
- Collect Estimation Charges
- Connection Approval
- Work Order
- Execute Tap connection

Additional Connection

- Apply for additional connection
- Complete Additional CONNECTION

Change Of Usage

- Initiate Change of Usage
- Complete Change of usage

Closure of Connection

- Initiate Closure
- Approval

Re-Connection

- Initiate
- Approval

Link H.S.C to Assessment(Vice Versa)

- Initiate

Connection Rectification

- Initiate

Data Entry For Legacy Connections

- Create
- View
- Add/Edit Dcb.

Regularization Of Connection

- Initiate

Collections

- Enter Meter Readings
- Collect Charges
- View DCB

Search Connection

- Search Connection
- Multiple actions to perform using search

Citizen Center

- CSC User
- CSC Use Functions

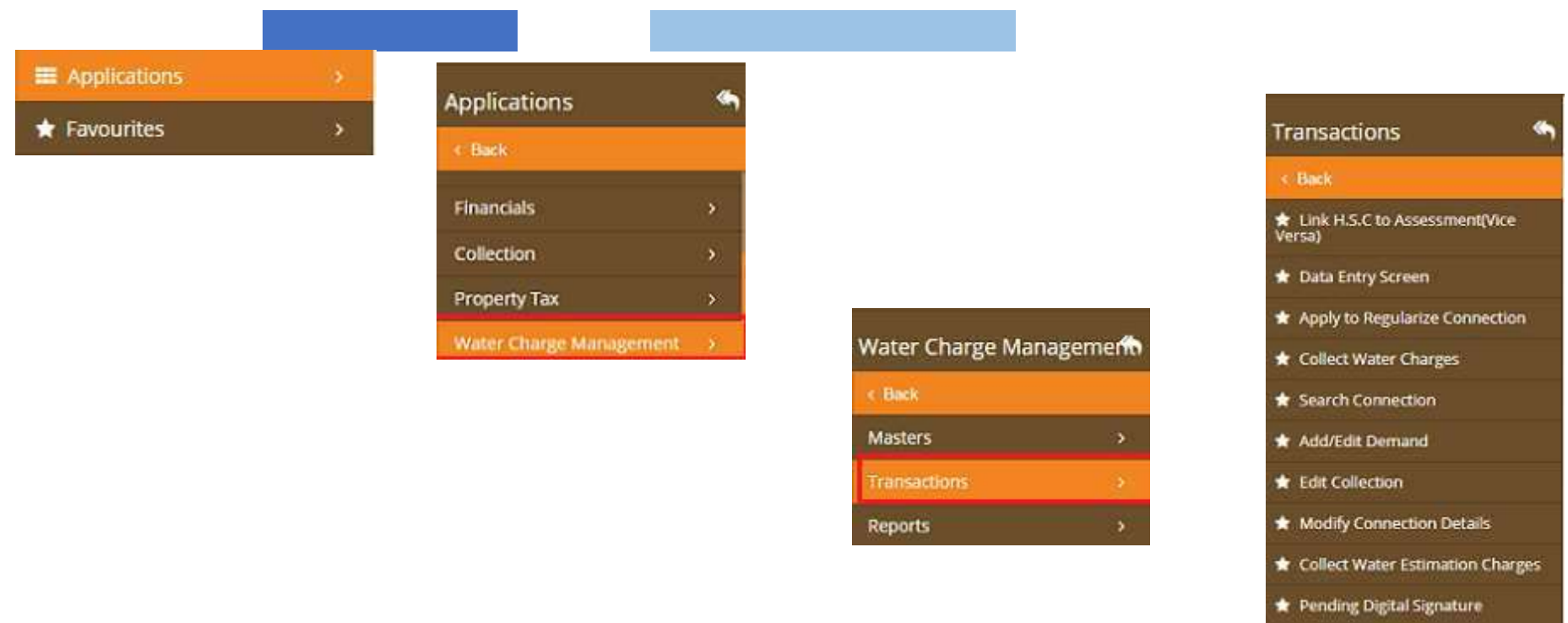
Reports

- Search Bill
- Daily Collection Report
- Defaulters Report
- DCB-Reports
 - Zone Wise
 - Ward Wise
 - Block Wise
 - Locality Wise
- Data Entry Records Report
- Base Register Report
- No.Of Connections Report
- Arrears Report
- Donation Charges DCB Report

Go to Water Charges Management

To access Water Charges Management module, use the following navigation:

Left panel > Applications > Water Charge Management



New Connection: Apply for new connection

A new water tap connection is created only when:

- The applicant has a property assessment number

Mandatory Details required

Applicant Details

- Property Tax Assessment No

Connection Details

- Connection Type – Metered / Non Metered
- Water Source – Surface water / Ground water
- Property Type – Residential / Non Residential
- Category – Below Poverty Line (BPL) / General / Own Your Tap (OYT) / NSDP

Usage Type

- Domestic
- Commercial
- Residential
- Wedding Halls
- Offices
- Industrial
- Housing

Other Details

BPL Card Holder's Name in case Category is BPL

HSC Pipe Size (in inches)

Sump Capacity (In Litres)

Number of persons using the connection

Documents required

Property Tax Receipt

Distribution Line Location Map

Stamp Paper

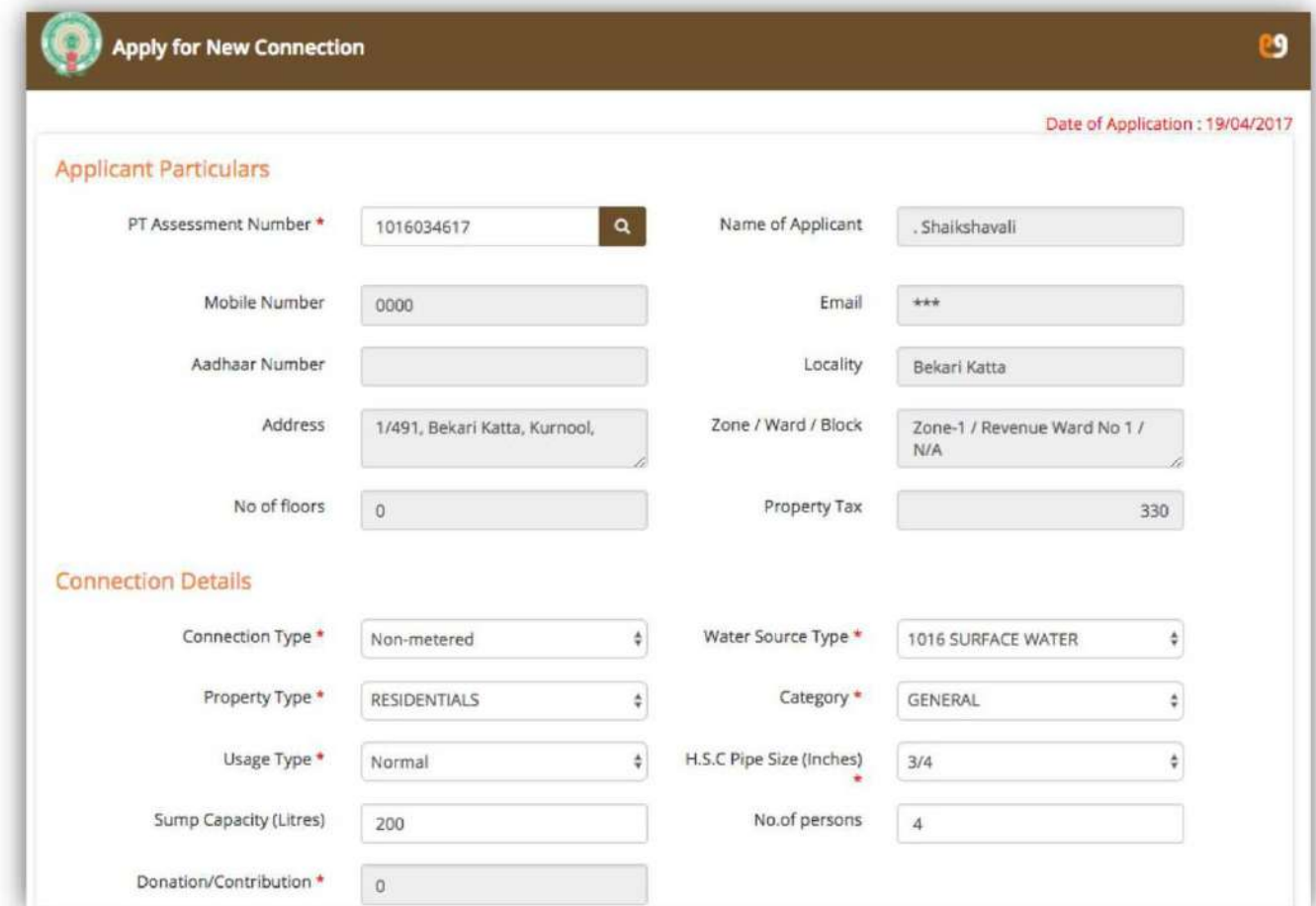
Junior Assistant: Apply for new connection

To initiate a new watertap connection, use the following navigation:

[Left panel > Applications > Water Charge Management > Transactions > Apply for New Connection](#)

A new **Apply for New Connection** window opens.

Enter **Applicant Particulars** and **Connection Details**. Upload relevant documents.



Applicant Particulars	
PT Assessment Number *	1016034617
Mobile Number	0000
Aadhaar Number	
Address	1/491, Bekari Katta, Kurnool,
No of floors	0
Name of Applicant	. Shaikshavali
Email	***
Locality	Bekari Katta
Zone / Ward / Block	Zone-1 / Revenue Ward No 1 / N/A
Property Tax	330

Connection Details	
Connection Type *	Non-metered
Property Type *	RESIDENTIALS
Usage Type *	Normal
Sump Capacity (Litres)	200
Donation/Contribution *	0
Water Source Type *	1016 SURFACE WATER
Category *	GENERAL
H.S.C Pipe Size (Inches)	3/4
No.of persons	4

New Connection: Initiate New Connection

Junior Assistant: Apply for new connection

Upload required documents – Property Tax Receipt, Distribution Line Location map, Ration Card and Court Fee Stamp

Enter **Approver Details**.

- Choose ENGINEERING as approver’s department
- Select Assistant Engineer as approver’s designation
- Select the approver

Enter comments. Click **Forward** to to send the application to Assistant Engineer for field inspection, estimation and approval.

Enclosed Documents - Check List

Document Name	Document Number (*)	Document Date (*)	Attach Document(*)
<input checked="" type="checkbox"/> P. Tax Receipt	<input type="text" value="1"/>	<input type="text" value="10/04/2017"/>	<input type="button" value="Choose file"/> Employ...s.docx <small>document should not exceed 2 MB</small>
<input checked="" type="checkbox"/> Distribution Line Location Map	<input type="text" value="2"/>	<input type="text" value="03/04/2017"/>	<input type="button" value="Choose file"/> Employ...s.docx <small>document should not exceed 2 MB</small>
<input type="checkbox"/> White Ration Card	<input type="text" value="3"/>	<input type="text" value="10/04/2017"/>	<input type="button" value="Choose file"/> Employ...s.docx <small>document should not exceed 2 MB</small>
<input checked="" type="checkbox"/> 20Rs Court Fee Stamp	<input type="text" value="4"/>	<input type="text" value="03/04/2017"/>	<input type="button" value="Choose file"/> Employ...s.docx <small>document should not exceed 2 MB</small>

Approval Details

Approver Department * Approver Designation *

Approver *

Comments

New Connection: Complete Field Inspection

Assistant Engineer: Complete Field Inspection

To act on a new connection application, go to Worklist in the Right Panel.

Click on the item with the status as “Clerk approved – Asst. Engineer approval pending”

Date	Sender	Nature of Work	Status	Details	
21/03/2017 05:16 AM	944177::M.Raghavendra Prasad	New Water Tap Connection	Payment done against Estimation - AssistantEng Approval pending	Application Number 06185-2017-AT with application date 21-03-2017.	
21/03/2017 05:14 AM	944177::M.Raghavendra Prasad	New Water Tap Connection	Clerk approved - Asst. Engineer approval pending	Application Number 06183-2017-YP with application date 21-03-2017.	

New Connection: Complete Field Inspection

Contd.

Assistant Engineer: Complete Field Inspection

In the new View Application window that opens, **Basic Details** and **Connection Details** can be viewed.

In **Connection Details**, the Assistant Engineer can modify all the details except, **Connection Type**.

The screen also provides the facility to view documents that have been uploaded.

S. No.	Document Name	Document Number	Document Date	Attached Documents
1	P. Tax Receipt	123	21/03/2017	PTISTestData.xlsx
2	Distribution Line Location Map	456	21/03/2017	PTISTestData.xlsx
3	20Rs Court Fee Stamp	789	21/03/2017	PTISTestData.xlsx

View Application

Basic Details

Acknowledgement number	06183-2017-YP	Date of Application	21/03/2017
PT Assessment Number	1016094832	New Consumer Code	N/A
Mobile Number	2299087661	Email	bimal@gmail.com
Name of Applicant	Bimal	Locality	4th colony
Address	12/46, 4th colony, Revenue Ward No 87, UAT Kurnool, PIN : 540037	Zone / Ward / Block	Zone-1 / Revenue Ward No 87 / N/A
Aadhaar Number		No of floors	1
Connection Type	Non-metered	Usage Type	RESIDENTIAL
Property Tax	0	Current Water Charge Due	0
Connection Date		Old Consumer Number	N/A

Connection Details

Connection Type *	Non-metered	Water Source Type *	1016 SURFACE WATER
Property Type *	RESIDENTIALS	Category *	OYT
Usage Type *	RESIDENTIAL	H.S.C Pipe Size (Inches) *	1/2_12.50
Sump Capacity (Litres)	20	No. of persons	3
Donation/Contribution *	0.0		

New Connection: Complete Field Inspection

Contd.

Assistant Engineer: Complete Field Inspection

In the Field Inspection Details (Estimate) section, the Assistant Engineer has to enter the estimates post field inspection. The details to be entered include:

- Material required (material, quantity, unit of measurement and the rate)
- Category of Road existing at the new connection's location (BT Road/ CC Road/ Municipal Road/ R&B Road)
- Existing Distribution Pipeline in inches
- Distance of the required pipeline to home in meters
- Security deposit
- Road cutting charges
- Application fee

Supervision charges are auto populated.

Field Inspection Details(Estimate)

S. No.	Material *	Quantity	Unit of Measurement	Rate	Amount	Actions
1	Pipe	2	Metres	200.00	400	+
Estimate Grand Total						400

Category Of Road BT Road

Pipeline to Home Distance(mtrs) * 600

Security Deposit 1000.00

Application Fee 100.00

Existing Distribution Pipeline(inches) * 2

Supervision Charges 60.00

Road Cutting Charges 5000.00

Attach Document Choose file No file chosen
document should not exceed 2 MB

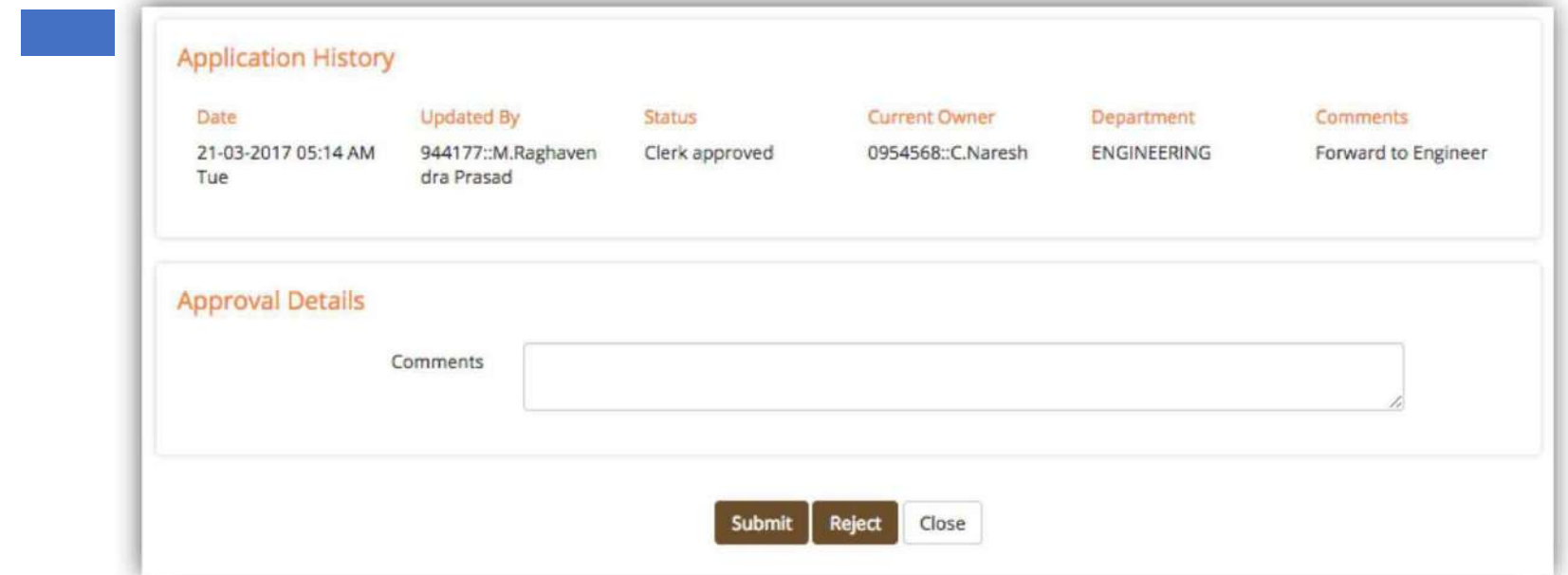
New Connection: Complete Field Inspection

Contd.

Assistant Engineer: Complete Field Inspection

View Application History.

Click **Submit** to route the application for collection of connection charges and further approvals.



The screenshot shows a software interface with two main sections. The top section is titled 'Application History' and contains a table with the following data:

Date	Updated By	Status	Current Owner	Department	Comments
21-03-2017 05:14 AM Tue	944177::M.Raghavendra Prasad	Clerk approved	0954568::C.Naresh	ENGINEERING	Forward to Engineer

The bottom section is titled 'Approval Details' and contains a text input field labeled 'Comments'. At the bottom of the form, there are three buttons: 'Submit', 'Reject', and 'Close'.

New Connection: Generate Estimation Notice

Junior Assistant/Revenue Clerk: Collect Estimation Charges & Approve

Applications pending action by Revenue Clerk can be viewed in the home page under Worklist.

Open application from inbox and Click on Generate Estimation Notice.

Application will get routed to Assistant Engineer automatically.

The screenshot displays the 'Water Charge Management' system interface. On the left, a 'Tasks' sidebar shows various categories like 'Jurisdiction', 'Sewerage Tax Management', and 'Water Charge Management'. The main area shows a list of tasks, with one task selected: 'New Water Tap Connection'. Below this, a table lists tasks with columns for 'Created Date', 'Token', 'Name of Task', 'Status', 'Details', and 'Elapsed Days'. The selected task is 'New Water Tap Connection' with status 'Asst. engg approved - Estimation Notice print pending'.

On the right, the 'View Application' screen is shown, displaying details for application number 24362-2018-02. The 'Basic Details' section includes fields for Acknowledgement number, FT Assessment Number, Mobile Number, Name of Applicant, Address, Aadhar Number, Connection Type, Property Tax, Connection Date, and Entered Through. The 'Connection Details' section includes Property Type, Category, H.S.C Pipe Size, No. of persons, Delineation Charges, Usage Type, Water Source Type, Sump Capacity, DPL Card Holder Name, and Disinfection Charges. The 'Enclosed Documents' section shows a table with columns for S. No., Document Name, Document Number, Document Date, and Attached Document. The 'Application History' section shows a table with columns for Date, Updated By, Status, Current Owner, Department, and Comments. The 'Processing Details' section has a 'Comments' field.

New Connection: Assistant Engineer Approval

Assistant Engineer: Approve

Applications pending action by Assistant Engineer can be viewed in the home page under Worklist.

Case 1: If Proceed without Donation flag is true, Application can be processed further without collecting Estimation Charges.

Case 2: If Proceed without Donation flag is false, Estimation Charges has to be paid by the Citizen. Once Estimation Charges are collected, the Application is listed in the worklist as “Payment done against Estimation – Assistant Engineer Approval Pending”

Click on the item to open the **View Application** screen. View application details and history.

Scroll Down to **Approval Details**. Choose **Approver Department** as **Engineering**. Select **Approver Designation** as **Deputy Executive Engineer**. Select concerned **Approver**. Click **Forward** to submit the application for DEE’s approval.

17/04/2017 08:17 AM | 0944181::D.Subramanyam | New Water Tap Connection | Payment done against Estimation - AssistantEng Approval pending | Application Number 09792-2017-JV with application date 17-04-2017.

Application History

Date	Updated By	Status	Current Owner	Department	Comments
17-04-2017 08:18 AM Mon	0944181::D.Subramanyam	Payment done against Estimation	0954568::C.Naresh	ENGINEERING	Water connection fee collected
17-04-2017 08:17 AM Mon	0944181::D.Subramanyam	Clerk approved	0954568::C.Naresh	ENGINEERING	Forward to Engineer
17-04-2017 08:18 AM Mon	0954568::C.Naresh	Asst engg approved	0944181::D.Subramanyam	ENGINEERING	
17-04-2017 08:18 AM Mon	0944181::D.Subramanyam	Estimate Notice Generated	0954568::C.Naresh	ENGINEERING	

Approval Details

Approver Department * Approver Designation *

Approver *

Comments

New Connection: Deputy Executive Engineer Approval

Deputy Executive Engineer: Approve

Applications pending action by Deputy Executive Engineer can be viewed in the home page under Worklist.

Once Assistant Engineer has approved the new connection, the application is listed in the worklist as “Assistant Engineer Approved. Deputy Executive Engineer Approval Pending”

Click on the item to open the **View Application** screen. View application details and history.

Click **Approve** to approve the New Connection. Or click **Forward** to send the application for further approvals. If forwarding for further approvals, scroll Down to **Approval Details**. Choose **Approver Department** as **Administration**. Select **Approver Designation** as **Executive Engineer / Municipal Engineer / Commissioner**. Select concerned **Approver**. Click **Forward** to submit the application for Commissioner’s approval.

The next level approver can be chosen as Executive Engineer / Municipal Engineer / Commissioner. Applications forwarded to Executive Engineer or Municipal Engineer can be either approved by them or can be forwarded to Commissioner for final approval – using the same process as used by DEE.

The screenshot displays the 'Worklist' section with a table of pending applications. Below it, the 'Sanction Details' and 'Approval Details' forms are visible.

Date	Sender	Nature of Work	Status	Details
17/04/2017 08:17 AM	0954568::C.Naresh	New Water Tap Connection	Application Approval Pending - Approval Pending	Application Number 09792-2017-JV with application date 17-04-2017.

Sanction Details

Sanction No. * Sanction Date *
Value length should be between 3 and 50

Probable Disposal on

Approval Details

Approver Department * Approver Designation *

Approver *

Comments

New Connection: Commissioner Approval

Commissioner: Approve

Applications pending action by Commissioner can be viewed in the home page under Worklist.

Once Deputy Executive Engineer has approved the new connection, the application is listed in the worklist as “Application Approval pending - Approval Pending”

Click on the item to open the **View Application** screen. View application details and history.

Scroll Down to **Approval Details**. Enter **Comments** and click **Approve**.

The screenshot shows the 'Worklist' interface with a search bar and a list of application categories. The 'New Water Tap Connection' category is highlighted with 3 items. Below the categories is a table with the following data:

Date	Sender	Nature of Work	Status	Details
17/04/2017 08:17 AM	0942870:S.Nayab Rasool	New Water Tap Connection	Application Approval Pending - Approval Pending	Application Number 09792-2017-JV with application date 17-04-2017.

Below the table is the 'Sanction Details' form with the following fields:

- Sanction No. * : 555
- Sanction Date * : 19/04/2017
- Probable Disposal on : 02/05/2017

The 'Approval Details' section contains a 'Comments' text area. At the bottom of the form are two buttons: 'Approve' and 'Close'.

New Connection: Commissioner Approval Commissioner: Sign WorkOrder

Applications pending action by Commissioner can be viewed in the home page under Worklist.

Once Commissioner has approved the new connection, the application is listed in the worklist as “Application Approval pending - Approval Pending”

Click on the item to open the **View Application** screen. View application details and history.

Scroll Down to **Approval Details**. Click on **Preview** to view the Work Order. Click on **Sign** to digitally sign the work order.

Date	Sender	Nature of Work	Status	Details
17/04/2017 08:17 AM	0942870:S.Nayab Rasool	New Water Tap Connection	Application Approval Pending - Approval Pending	Application Number 09792-2017-JV with application date 17-04-2017.

Approval Details

Comments

Preview Sign Close

Digital Signature Acknowledgement

Digitally Signed Successfully

Download Close

New Connection: Execute Water Connection Assistant Engineer: Execute Water tap Connection

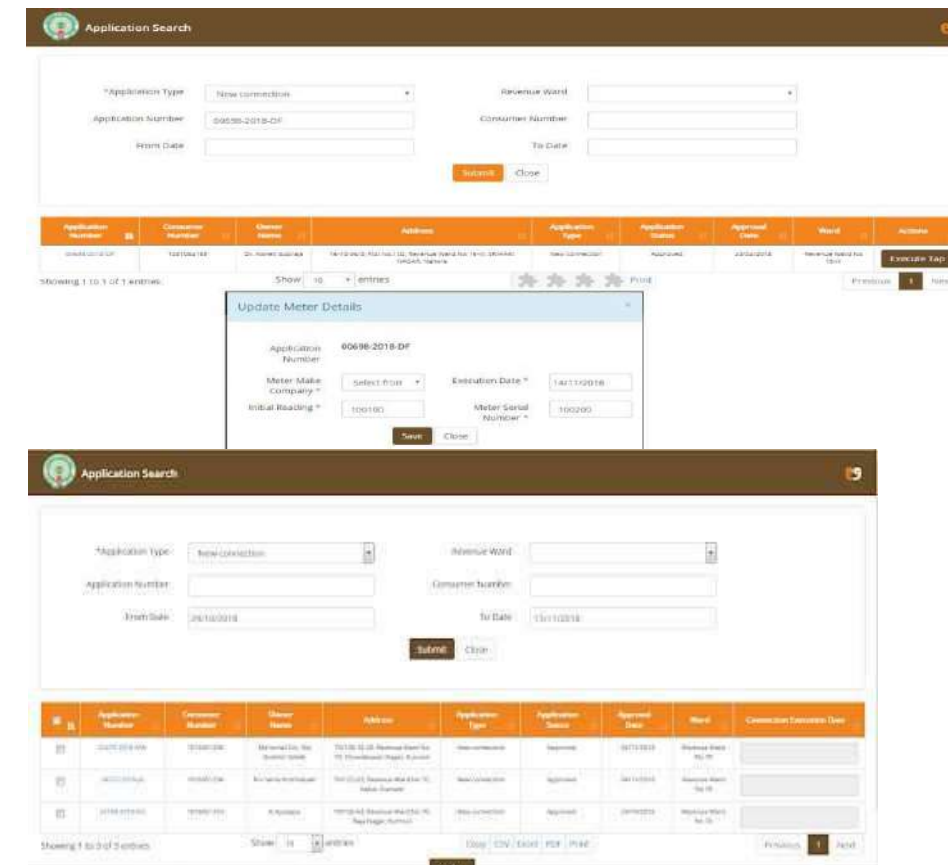
After the Work Order is generated, the Assistant Engineer has to complete the execution of the connection and update the same in the system.



To Execute Metered Connection navigate through [Left panel > Applications > Water Charge Management > Transactions > Execute Metered Water Connection](#) Search for the above application. Click on Execute Tap. In the **Update Meter Details** screen select **Meter Make Company**, Enter **Initial Reading** and **Meter Serial Number**. Click on **Save**.

To Execute Non-Metered Connection navigate through [Left panel > Applications > Water Charge Management > Transactions > Execute Non-Metered Water Connection](#)

Search for the above application. Click on checkbox. Enter the date on which the tap execution has been completed in Execution Date. Click **Execute Tap**.



Additional Connection: Initiate Additional Connection

Junior Assistant: Apply for additional connection

To initiate application for additional water tap connection, use the following navigation:

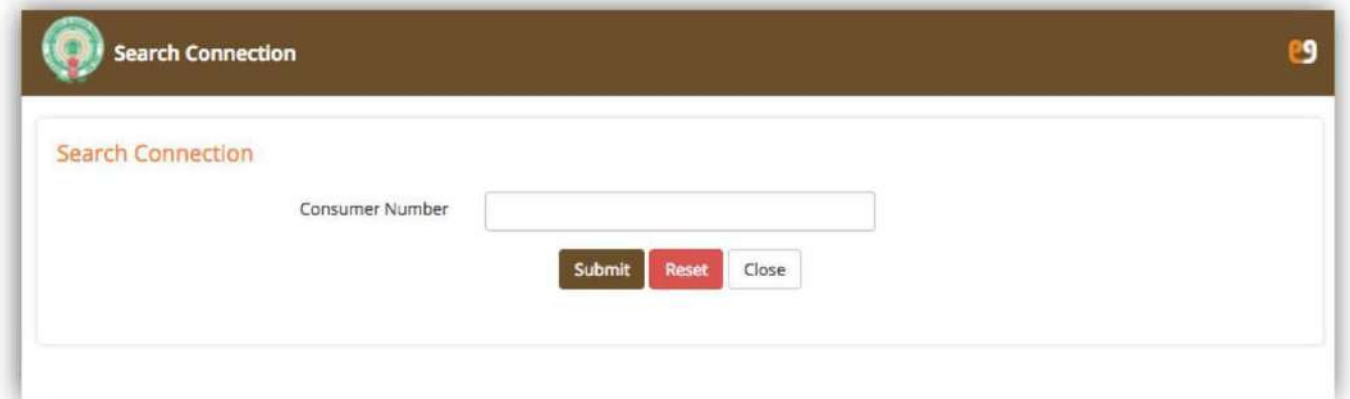
[Left panel > Applications > Water Charge Management > Transactions > Apply for Additional Connection](#)

A new **Search Connection** window opens.

Enter **Consumer Number** and click **Submit**

Application for additional water tap connection is created only when:

- *The applicant has a property assessment number*
- *There are no dues in the parent water tap connection*



The screenshot shows a web application window titled "Search Connection". The window has a dark brown header bar with a logo on the left and the text "Search Connection" in the center. Below the header, the main content area is white and contains the text "Search Connection" at the top. Below this, there is a text input field labeled "Consumer Number". At the bottom of the input field, there are three buttons: "Submit" (black), "Reset" (red), and "Close" (grey).

Additional Connection: Initiate Additional Connection

Junior Assistant: Apply for additional connection

A new **Additional Water Tap Connection** window opens.
The Applicant details are pre-populated.

Additional Water Tap Connection			
Basic Details			
PT Assessment Number	1016064667	New Consumer Code	1016032920
Mobile Number	9000	Email	***
Name of Applicant	A.v Seshiah	Locality	Madhavi Nagar-m
Address	87299-1, Madhavi Nagar-m, Kurmool,	Zone / Ward / Block	Zone-15 / Revenue Ward No 87 / 87
Aadhaar Number		No of Floors	0
Connection Type	Non-metered	Usage Type	RESIDENTIAL
Property Tax	0	Current Water Charge Due	0
Connection Date	18/11/2004	Old Consumer Number	N/A

Enter all the **Connection Details** similar to applying for a new connection. Enter the **Reason for Additional Connection**.

Select **Approver Department** as ENGINEERING, **Approver Designation** as Assistant Engineer, choose **Approver**, and click **Forward** to send the application to Assistant Engineer for field inspection, estimation and approval. The system generates an acknowledgement slip.

Connection Details

Connection Type *	<input type="text" value="Select from below"/>	Water Source Type *	<input type="text" value="Select from below"/>
Property Type *	<input type="text" value="Select from below"/>	Category *	<input type="text" value="Select from below"/>
Usage Type *	<input type="text" value="Select from below"/>	H.S.C Pipe Size (Inches) *	<input type="text" value="Select from below"/>
Sump Capacity (Litres)	<input type="text"/>	No.of persons	<input type="text"/>
Reason For Additional Connection *	<input type="text"/>		

Approval Details

Approver Department *	<input type="text" value="ENGINEERING"/>	Approver Designation *	<input type="text" value="Assistant Engineer"/>
Approver *	<input type="text" value="A.P.Sreenivasulu/ENG_Assistant E"/>		
Comments	<input type="text"/>		

Additional Connection: Completion

After initiating the additional connection by Junior Assistant, the workflow for **Additional Water Tap Connection** remains the same as the New connection.

- Assistant Engineer: Complete Field Inspection & Estimation
- Junior Assistant/Revenue Clerk: Collect Estimation Charges and Approve
- Assistant Engineer: Approve
- Deputy Executive Engineer: Sanction & Approve
- Executive Engineer / Municipal Engineer: Approve
- Commissioner: Approve & Sign Work Order
- Assistant Engineer: Execute Water Connection

Change of Use: Initiate Change of Use

Junior Assistant: Apply for Change of Use

To initiate application for change of use, use the following navigation:

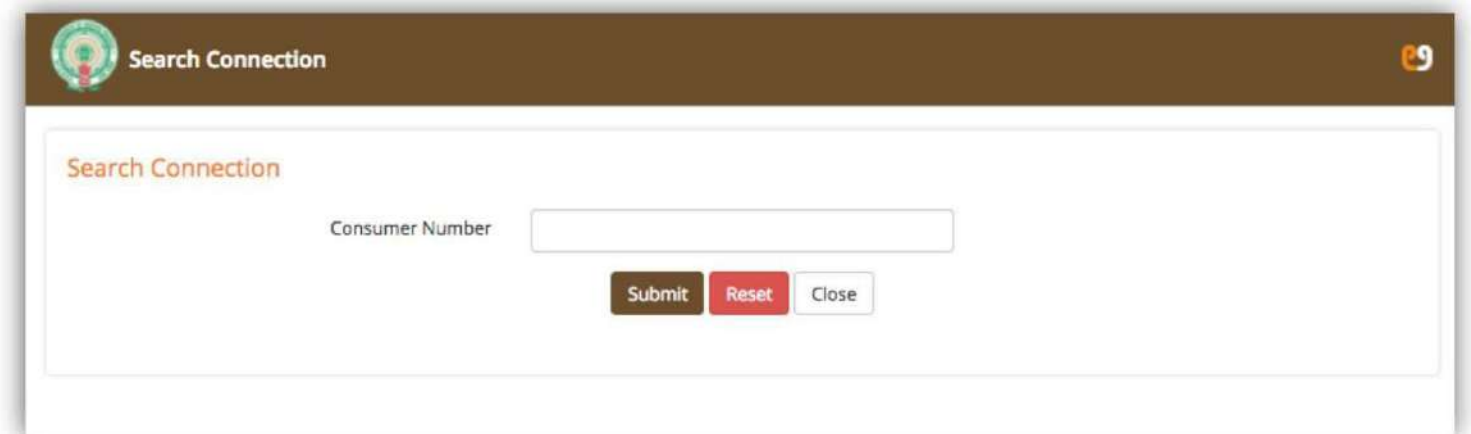
[Left panel > Applications > Water Charge Management > Transactions > Apply for Change of Use](#)

A new **Search Connection** window opens.

Enter **Consumer Number** and click **Submit**

Application change of use is created only when:

- *The applicant has a property assessment number*
- *There are no dues in property tax*
- *There are no dues in the water tap connection*



The screenshot shows a web browser window titled "Search Connection". The window has a dark brown header with a logo on the left and the text "Search Connection" in the center. Below the header, the main content area is white and contains the text "Search Connection" in orange. There is a text input field labeled "Consumer Number" with a white border. Below the input field are three buttons: "Submit" (dark brown), "Reset" (red), and "Close" (white with a grey border).

Change of Use: Initiate Change of Use

Junior Assistant: Apply for Change of Use

A new **Change of Use** window opens.

Basic Details are pre-populated.

Change Of Use			
Basic Details			
IT Assessment Number	1016066556	New Consumer Code	1016032450
Mobile Number	0000	Email	***
Name of Applicant	. Konda Reddy Jammalah S/o K. Yellappa	Locality	Weaker Section Colony-m
Address	76/111-46-b-j-74, Weaker Section Colony-m, Kurnool,	Zone / Ward / Block	Zone-11 / Revenue Ward No 76 / N/A
Aadhaar Number		No of floors	0
Connection Type	Non-metered	Usage Type	RESIDENTIAL
Property Tax	0	Current Water Charge Due	0
Connection Date	04/12/2010	Old Consumer Number	N/A

All the current **Connection Details** can be modified, except Category and Water Source Type, to record the change in use. Enter the **Reason for change of use**.

Select **Approver Department** as ENGINEERING, **Approver Designation** as Assistant Engineer, choose **Approver**, and click **Forward** to send the application to Assistant Engineer for field inspection, estimation and approval. The system generates an acknowledgement slip.

Connection Details

Connection Type * Usage Type *

Category * Property Type *

H.S.C Pipe Size (Inches) * Sump Capacity (Litres)

Water Source Type * No.of persons

Reason for change of use *

Approval Details

Approver Department * Approver Designation *

Approver *

Comments

Change of Use: Completion

After initiating the Change of Use by Junior Assistant, the workflow for **Change of Use** remains the same as the New connection.

- Assistant Engineer: Complete Field Inspection & Estimation
- Junior Assistant/Revenue Clerk: Collect Estimation Charges and Approve
- Assistant Engineer: Approve
- Deputy Executive Engineer: Sanction & Approve
- Executive Engineer / Municipal Engineer: Approve
- Commissioner: Approve & Sign Work Order
- Assistant Engineer: Execute Water Connection

Closure of Connection: Initiate Closure of Connection

Junior Assistant: Initiate Closure of Connection

To initiate closure of connection, use the following navigation:

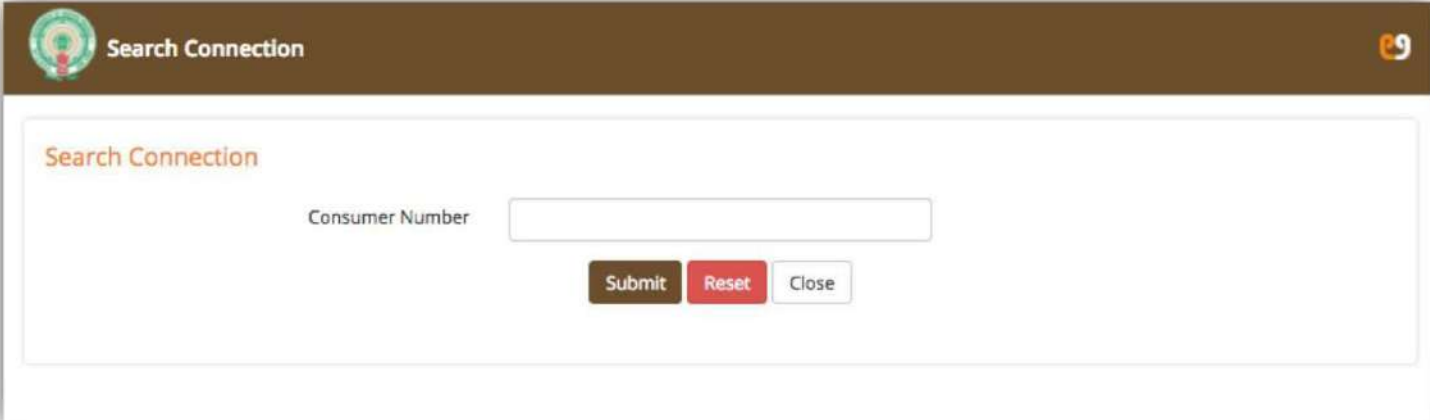
[Left panel > Applications > Water Charge Management > Transactions > Apply for Closure of Connection](#)

A new **Search Connection** window opens.

Enter **Consumer Number** and click **Submit**

Application for closure of connection is created only when:

- *The applicant has a property assessment number*
- *There are no dues in property tax*
- *There are no dues in the water tap connection*



The screenshot shows a web interface for 'Search Connection'. At the top left is a circular logo with a green and red design. The title 'Search Connection' is displayed in the top left of the main content area. Below the title is a text input field labeled 'Consumer Number'. To the right of the input field are three buttons: 'Submit' (dark brown), 'Reset' (red), and 'Close' (white with a grey border). The entire form is enclosed in a white box with a thin border.

Closure of Connection: Initiate Closure of Connection

Junior Assistant: Initiate Closure of Connection

A new **View Application** window opens.

Basic Details and **Connection Details** pre-populated.

Current Demand Bill can be viewed.

View Application

Basic Details

PT Assessment Number	1016003481	New Consumer Code	1016000325
Mobile Number	0000	Email	***
Name of Applicant	Ghousia Begum	Locality	bapuji nagar
Address	3/187-A, bapuji nagar, Kurnool,	Zone / Ward / Block	Zone-8 / Revenue Ward No 3 / N/A
Aadhaar Number	***99664632	No of floors	0
Connection Type	Non-metered	Usage Type	RESIDENTIAL
Property Tax	0	Current Water Charge Due	0
Connection Date	14/10/1975	Old Consumer Number	N/A

Connection Details

Category	GENERAL	Water Source Type	1016 SURFACE WATER
H.S.C Pipe Size (Inches)	1/2_12.50	Sump Capacity (Litres)	0
No.of persons	0	BPL Card Holder Name	

S. No.	Document Name	Document Number	Document Date	Attached Documents
1	DemandBill	1016662603	18/07/2016	1016662603.pdf

Closure of Connection: Initiate Closure of Connection Junior Assistant: Initiate Closure of Connection

In **Closure of Connection Details** select the type of closure as Temporary or Permanent, enter **Reason for Closure**, and attach any relevant documents.

Select **Approver Department** as ENGINEERING, **Approver Designation** as Assistant Engineer, choose **Approver**, and click **Forward** to send the application to Assistant Engineer for approval.

The system generates an acknowledgement slip.

If the closure of connection is temporary, the connection can be reopened later using *Apply for Reconnection* functionality ([Left panel > Applications > Water Charge Management > Transactions > Apply for Re-Connection](#))

The screenshot shows two sections of a web form. The top section, titled "Closure of Connection Details", contains a "Connection Type" dropdown menu set to "Temporary", a "Reason for Closure" text input field, and an "Attach Document" section with a "Choose file" button and a note: "No file chosen. document should not exceed 2 MB". The bottom section, titled "Approval Details", contains an "Approver Department" dropdown menu set to "ENGINEERING", an "Approver Designation" dropdown menu set to "Assistant Engineer", an "Approver" dropdown menu set to "C.Naresh/ENG_Assistant Engineer", and a "Comments" text input field. At the bottom right of the form are "Forward" and "Close" buttons.

Closure of Connection: Assistant Engineer's Approval

Assistant Engineer: Approve

Applications pending action by Assistant Engineer can be viewed in the home page under Work list.

Go to the item listed in the work list as "Close connection By AE – close approval pending by AE"

Click on the item to open the **View Application** screen. View application details.

Scroll Down to **Approval Details**. Choose **Approver Department as Engineering**.



Worklist

Closure Water Tap Connection 13 Additional Water Tap Connection 10 Change In Closets 9 New Sewerage Connection 1
Change Of Usage Water Tap Connection 5 Grievance 1

Date	Sender	Nature of Work	Status
25/04/2017 05:06 PM	0944181::D.Subramanyam	Closure Water Tap Connection	Close Connection By AE - close approval pending By AE

Approval Details

Approver Department * ENGINEERING Approver Designation *

Approver * S.Nayab Rasool/ENG_Dy. Executiv

Comments

Forward Reject Close

Closure of Connection: Deputy Executive Engineer's Approval

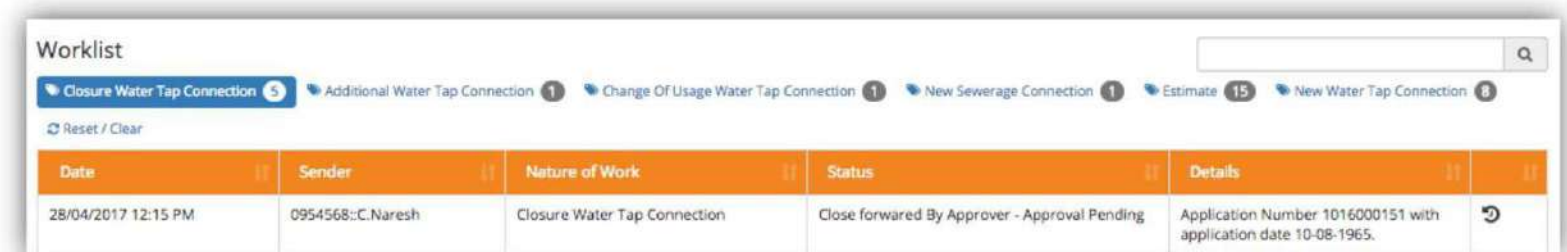
Deputy Executive Engineer: Approve

Applications pending action by Deputy Executive Engineer can be viewed in the home page under Worklist.

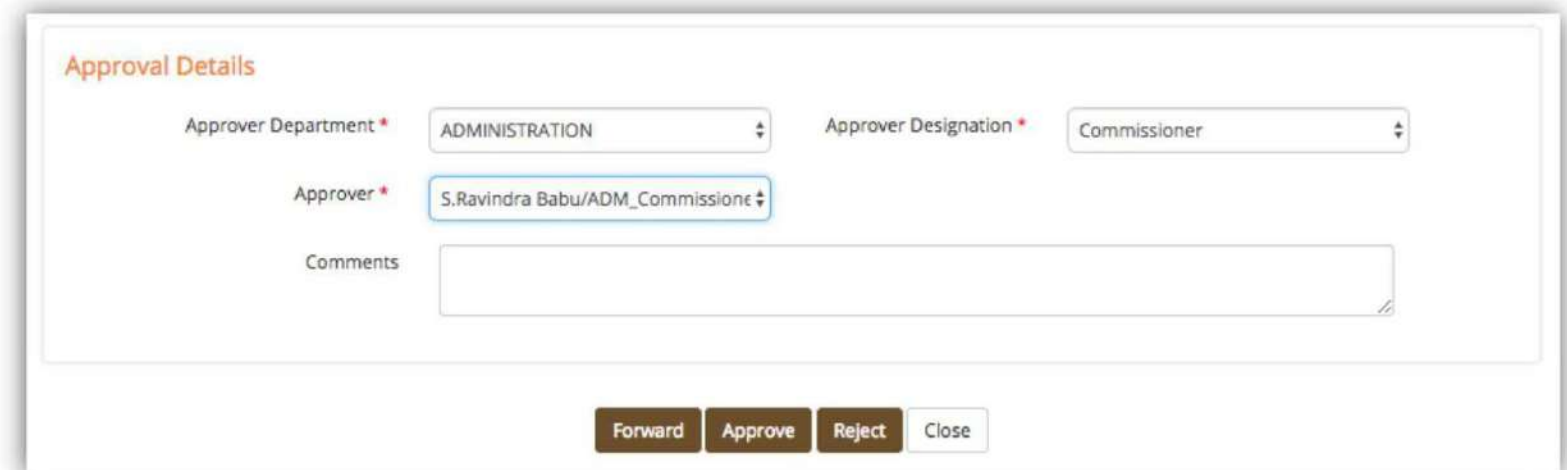
Go to the item listed in the worklist as "Close Forwarded By Approver - Approval Pending"

Click on the item to open the **View Application** screen. View application details.

Scroll Down to **Approval Details**. Choose **Approver Department** as **Administration**. Select **Approver Designation** as **Commissioner**. Select concerned **Approver**. Click **Forward** to submit the application for Commissioner's approval.



Date	Sender	Nature of Work	Status	Details
28/04/2017 12:15 PM	0954568::C.Naresh	Closure Water Tap Connection	Close forwarded By Approver - Approval Pending	Application Number 1016000151 with application date 10-08-1965.



Approval Details

Approver Department * Approver Designation *

Approver *

Comments

Closure of Connection: Commissioner's Approval

Commissioner: Approve

Applications pending action by Commissioner can be viewed in the home page under Worklist. Go to the item with status as "Close Forwarded by Approver – Approval pending"

Click on the item to open the **View Application** screen. View application details.

Scroll Down to **Approval Details**. Click **Approve**.

The screenshot shows the 'Worklist' section of the application. At the top, there are various category filters with counts, such as 'New Trade License 32', 'Advertisement 17', and 'Closure Water Tap Connection 1'. Below this is a table with the following data:

Date	Sender	Nature of Work	Status	Details
28/04/2017 12:15 PM	0942870::S.Nayab Rasool	Closure Water Tap Connection	Close forwarded By Approver - Approval Pending	Application Number 1016000151 with application date 10-08-1965.

Below the table, it says 'Showing 1 to 1 of 1 entries' and 'Show 10 entries'. There are 'Previous' and 'Next' buttons. Below the table is the 'Approval Details' section, which includes a 'Comments' text area and three buttons: 'Approve', 'Reject', and 'Close'.

Closure of Connection: Commissioner's Approval

Commissioner: Sign ClosureNotice

Closure application approved by the Commissioner are again sent to Commissioner's work list for Digital Signature on the Disconnection Acknowledgement

Applications pending action by Commissioner can be viewed in the home page under Worklist. Go to the item with status as "Closure Approved by Commissioner – Digital Signature pending".

Click on the item to open the View Application screen. View application details.

Scroll Down to Approval Details.
Click Sign to provide digital signature.

Date	Sender	Nature of Work	Status	Details
28/04/2017 12:15 PM	0935528::S.Ravindra Babu	Closure Water Tap Connection	Closure Approved By Commissioner - Digital Signature Pending	Application Number 1016000151 with application date 10-08-1965.

Showing 1 to 1 of 1 entries Show 10 entries Previous 1 Next

Approval Details

Comments:

Preview Sign Close

UAT Kurnool Municipal Corporation
Water tap Dis-Connection Acknowledgement

H.S.C Number : 1016000151 Approval Date : 28/04/2017

This is to acknowledge that an application for Temporary Closure Of Connection has been approved by commissioner for Water tap connection with H.S.C No.1016000151, with address 1/245-a, Garib Nagar, Kurnool. Disconnection is effective from 28/04/2017.

Signature
Commissioner
UAT Kurnool Municipal Corporation

Water Charge Management

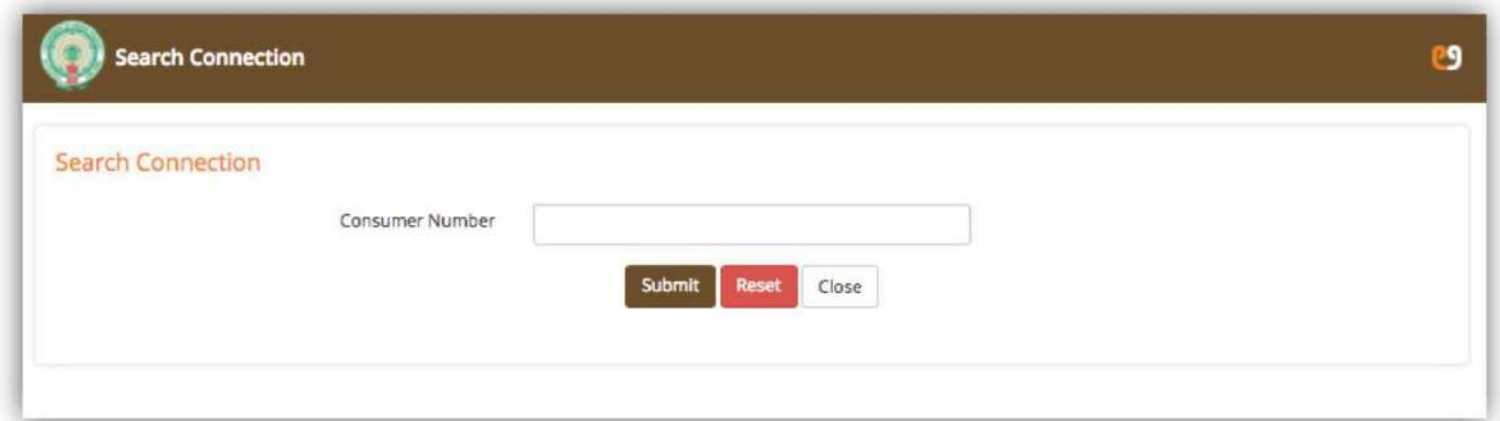
Re-connection: Initiate Re-connection Junior Assistant: Apply for Re-connection

To initiate re-connection of a water tap that has been temporarily closed, use the following navigation:

[Left panel > Applications > Water Charge Management > Transactions > Apply for Re-connection](#)

A new **Search Connection** window opens.

Enter **Consumer Number** and click **Submit**



Search Connection

Consumer Number

Submit Reset Close

Note: Application for re-connection is created only when: The applicant has a property assessment number There are no dues in property tax

A new **Additional Water Tap Connection** window opens.

In the new Re-Connection screen, view all the details of the connection. Scroll down to **Re-connection**. Enter **Re-connection reason**.

Select **Approver Department** as ENGINEERING, **Approver Designation** as Assistant Engineer, choose **Approver**, and click **Forward** to send the application to Assistant Engineer approval. The system generates an acknowledgement slip.



Re-connection: Completion

After initiating the Re-Connection by Junior Assistant, the workflow for Re-Connection remains the same as the Closure of Connection.

- Assistant Engineer: Approve & Forward to DEE
- Deputy Executive Engineer: Approve & Forward to Commissioner for Approval
- Commissioner: Approve & Sign Acknowledgement

Link H.S.C to Assessment(Vice Versa):

Consumer number which is already linked with an Inactive assessment number can link with an active assessment number by using this screen.

To initiate Linking of active consumer number with active property, use the following navigation:

Left panel > Applications > Water Charge Management > Transactions > Link H.S.C to Assessment(Vice Versa).

- User will be navigated to Link H.S.C to Assessment screen with Assessment Number and Consumer number as search criteria in application particulars
- User need to choose and any one of the search criteria as mandatory
- Based on search criteria system will display Assessment Status, owner details, Property address and consumer details corresponding to Assessment number given in application particulars.
- Link active Hsc number to active property(Assessment number) and Click on save.

Note:Link Hsc to active assessment (vice versa) will allows to do modifications when an assessment number with inactive status and consumer number with active status provided as input.

Connection Rectification
9

Applicant Particulars

Assessment Number: *

Consumer Number: *

Assessment Details

Assessment Number Assessment Status

Owner Name

Property Address

Connection Details

Consumer Number	Is Primary	Demand Due	Status
1016049464	Yes	1400	ACTIVE

Assessment Details

PT Assessment Number * Assessment Status

Owner Name

Property Address

Connection Details

Consumer Number	Is Primary	Demand Due	Status

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Connection Rectification:

Initiate Connection Rectification

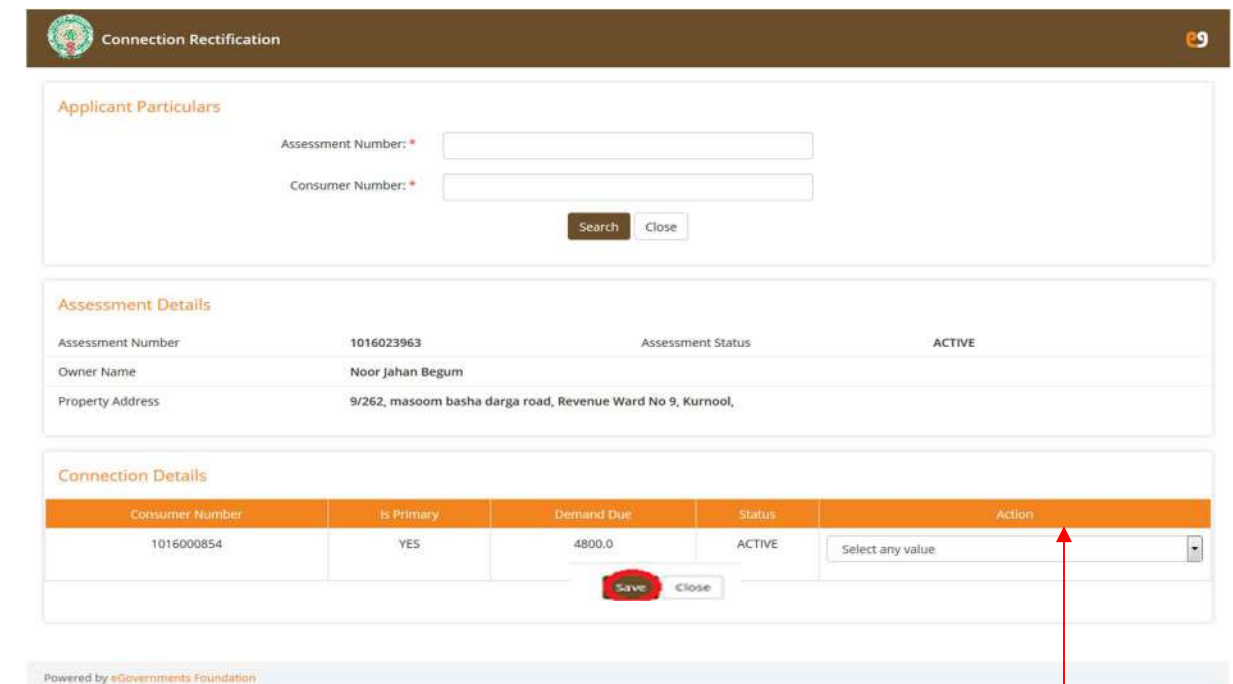
Connection rectification is a screen which is mainly used to make a connection de-active.

To initiate deactivate connection with active property, use the following navigation:

[Left panel > Applications > Water Charge Management > Transactions > Connection Rectification](#)

- User will be navigated to Connection Rectification screen with Assessment Number and Consumer number as search criteria in application particulars
- User need to choose and any one of the search criteria as mandatory
- Based on search criteria system will display Assessment Status, owner details, Property address and consumer details corresponding to Assessment number given in application particulars.
- Select deactivate option under actions dropdown and click on save to deactivate active water connection corresponding to Assessment number.

Note: De-activation screen allows only when user enters assessment number and consumer number.



Applicant Particulars

Assessment Number: *

Consumer Number: *

Search Close

Assessment Details

Assessment Number: 1016023963 Assessment Status: ACTIVE

Owner Name: Noor Jahan Begum

Property Address: 9/262, masoom basha darga road, Revenue Ward No 9, Kurnool,

Connection Details

Consumer Number	is Primary	Demand Due	Status	Action
1016000854	YES	4800.0	ACTIVE	Select any value

Save Close

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De-activation screen allows only when user enters assessment number and consumer number.


Data Entry


Data Entry For Legacy Connections:

To initiate Data Entry Connection

[Management](#) > [Transactions](#) > [Data Entry Screen](#).

- User will be navigated to Data entry screen as shown.
- User need to enter PT assessment Number, Consumer number for legacy connection , connection date, Connection Details, Fee details.
- Click on submit to save legacy connection data in to system.
- User can View data entry record on clicking on view/can create other data entry connection by clicking on Create Another


Data Entry Screen



Date of Application : 13/02/2019

Applicant Particulars

Application Type Primary connection Additional connection

PT Assessment Number *

Mobile Number

Aadhaar Number

Address

No of floors

H.S.C. Number *

Name of Applicant

Email

Locality

Zone / Ward / Block

Property Tax

Connection Date *

Connection Details

Connection Type *

Property Type for Water Connection *

Usage Type *

Sump Capacity (Litres)

Water Supply Type *

Donation/Contribution *

Water Source Type *

Category *

H.S.C Pipe Size (inches) *

No. of persons

Apartment Name *

Fee Details

Monthly Fees

Meter Cost

Meter Sl. No *

Last Reading Date *

Donation Charges

Meter Name

Previous Reading *

Current Reading *

Changes saved successfully

Add/Edit Demand Data entry connection:

- By Clicking on Add/Edit DCB user will be navigated to Add/Edit dcb screen as shown to update collections for legacy period.
- Click On submit
- Click On close.



Add/Edit Demand

Basic Details

PT Assessment Number	1016083274	New Consumer Code	1016043577
Mobile Number	*****44	Email	test.user@gmail.com
Name of Applicant	C.VENKATA SWAMY S/O LINGANNA	Locality	Mungalapadu
Address	101/4-70-83, Mungalapadu, Revenue Ward No 101, Kurnool,	Zone / Ward / Block	Zone17 / Revenue Ward No 101 / 101
Aadhaar Number		No of floors	0
Connection Type	Non-metered	Usage Type	RESIDENTIAL
Property Tax	1314	Current Water Charge Due	4200
Connection Date	01/04/2014	Old Consumer Number	N/A
Entered Through	Migrated Connection		

Instalment	Tax	Demand	Collection
2014-2015-1	Water Charges	145	0
2014-2015-2	Water Charges	150	0
2015-2016-1	Water Charges	150	0
2015-2016-2	Water Charges	150	0
2016-2017-1	Water Charges	600	0
2016-2017-2	Water Charges	600	0
2017-2018-1	Water Charges	600	0
2017-2018-2	Water Charges	600	0
2018-2019-1	Water Charges	600	0
2018-2019-2	Water Charges	600	0

Submit
Close

Regularization Of Connection

Regularization:

The system allows the ULB user (with appropriate role in the system) to regularize the Water tap connection into the system which are illegally taken without any approval. The water tap connection goes through an approval workflow before it is available for various transactions in the system. In the workflow ULB official will enter the Connection Date, generates the Demand Note and Estimation Notice and after the payment collection Work Order would be generated.

The regularization of water tap connection request can be initiated in any of the following ways:

- Meeseva counters
- Citizen Service Center (CSC)
- Online request submitted by Citizen *
- ULB operator

To initiate Regularization of connection
[Management > Transactions > Regularization of connection.](#)

Work flow:

CSC User -> Clerk -> Assistant Engineer -> Clerk --> Assistant Engineer -> Deputy Executive Engineer -> Commissioner.

Apply for Regularise Connection
9

Date of Application : 16/04/2018

Applicant Particulars

PT Assessment Number *	<input type="text"/>	Name of Applicant:	<input type="text"/>
Mobile Number	<input type="text"/>	Email	<input type="text"/>
Aadhaar Number	<input type="text"/>	Locality	<input type="text"/>
Address	<input type="text"/>	Zone / Ward / Block	<input type="text"/>
No of floors	<input type="text"/>	Property Tax	<input type="text" value="0.00"/>

Connection Details

Connection Type *	<input type="text" value="Select from below"/>	Water Source Type *	<input type="text" value="Select from below"/>
Property Type *	<input type="text" value="Select from below"/>	Category *	<input type="text" value="Select from below"/>
Usage Type *	<input type="text" value="Select from below"/>	H.S.C Pipe Size (Inches) *	<input type="text" value="Select from below"/>
Sump Capacity (Litres)	<input type="text"/>	No.of persons	<input type="text"/>

Enclosed Documents - Check List

Document Name	Document Number (*)	Document Date (*)	Attach Document(*)

Approval Details

Approver Department *	<input type="text" value="Select from below"/>	Approver Designation *	<input type="text" value="Select from below"/>
Approver *	<input type="text" value="Select from below"/>		
Comments	<input style="width: 100%;" type="text"/>		

Forward
Close

Collections: Enter Meter Reading

Enter Meter Reading

To record meter reading, use the following navigation:

[Left panel > Applications > Water Charge Management > Transactions > Enter meter Reading](#)

A new **Search Connection** window opens.

Enter **Consumer Number** and click **Submit**

In the **Meter Reading Entry** screen that opens, scroll down to **Meter Reading**. Enter data for **Current Month Meter Reading**. Click **Submit**.

The image shows two overlapping web forms. The top form is titled 'Search Connection' and contains a text input field for 'Consumer Number' with the value '1016032912'. Below the input field are three buttons: 'Submit', 'Reset', and 'Close'. The bottom form is titled 'Meter Reading Entry' and displays a table of connection details. The table is divided into three sections: 'Basic Details', 'Connection Details', and 'Meter Reading'. The 'Basic Details' section includes fields for PT Assessment Number, Mobile Number, Name of Applicant, Address, and Aadhaar Number. The 'Connection Details' section includes fields for Connection Type, Property Tax, Connection Date, Category, H.S.C Pipe Size (Inches), and No. of persons. The 'Meter Reading' section includes fields for Previous Month Meter Reading and Current Month Meter Reading (*). The 'Current Month Meter Reading' field is currently empty. At the bottom right of the 'Meter Reading Entry' form are 'Submit' and 'Close' buttons.

Basic Details		
PT Assessment Number	1016094952	New
Mobile Number	2299087661	Email
Name of Applicant	Bim Bim	Local
Address	12/46, 4th colony, Revenue Ward No 87, UAT Kurnool, PIN : 540037	Zone
Aadhaar Number		No of
Connection Type	Metered	Usage
Property Tax	1400	Curre
Connection Date	07/01/2017	Old C

Connection Details		
Category	OYT	Water
H.S.C Pipe Size (Inches)	1/2, 12.50	Sump
No. of persons	5	BPL C

Meter Reading		
Previous Month Meter Reading	0	
Current Month Meter Reading (*)		Curre

Collections: Collect Charges

Enter Meter Reading

To water charges, use the following navigation:

[Left panel > Applications > Water Charge Management > Transactions > Collect Charges](#)

A new **Search Connection** window opens.

Enter **Consumer Number** and click **Submit**

A new **Collect Charges** screen that opens, View Current water Charges Due. Click on Collect Charges.

In the **Collections** screen, enter the amount, select mode of payment. **Click Pay.**

Collections

Water Tax

Bill Details

Bill Number 747701	Additional Information Water Charge Collection	Consumer Code 1016045553	Payee Name and Description H. J. Vasantha W/o I. Rajasekhara Rao, Water Charge H.S.C No: 1016045553	Account Details
-----------------------	---	-----------------------------	--	------------------------

Payment Details

Total Amount To Be Received: Rs. 1680.00 Total Amount Received: Rs.

Mode of Payment* Cash Cheque DD Credit/Debit card SBI MOPS Bank challan

Amount*

Paid By*

*Mandatory Fields

Pay **Reset** **Close**

Counter and Collection Details

Collection Operator: D.Subramanyam Service: Water Tax

Water Connection - Collect Charge

Basic Details

PT Assessment Number 1016086554	New Consumer Code 1016045553
Mobile Number 0000	Email ***
Name of Applicant H. J. Vasantha W/o I. Rajasekhara Rao	Locality Stantapuram
Address 88/1-137-1-a, Stantapuram, Kurnool,	Zone / Ward / Block Zone 16 / Revenue Ward 88 / 88
Aadhaar Number	No of floors 0
Connection Type Non-metered	Usage Type RESIDENTIAL
Property Tax 1048	Current Water Charge Due 1680
Connection Date 06/12/2015	Old Consumer Number N/A

Connection Details

Category BPL	Water Source Type 1016 SURFACE WATER
H.S.C Pipe Size (Inches) 1/2_12.50	Sump Capacity (Litres)
No of persons	BPL Card Holder Name HJ VASANTHA

No documents found

Collect Charges **Close**

Collections: View DCB

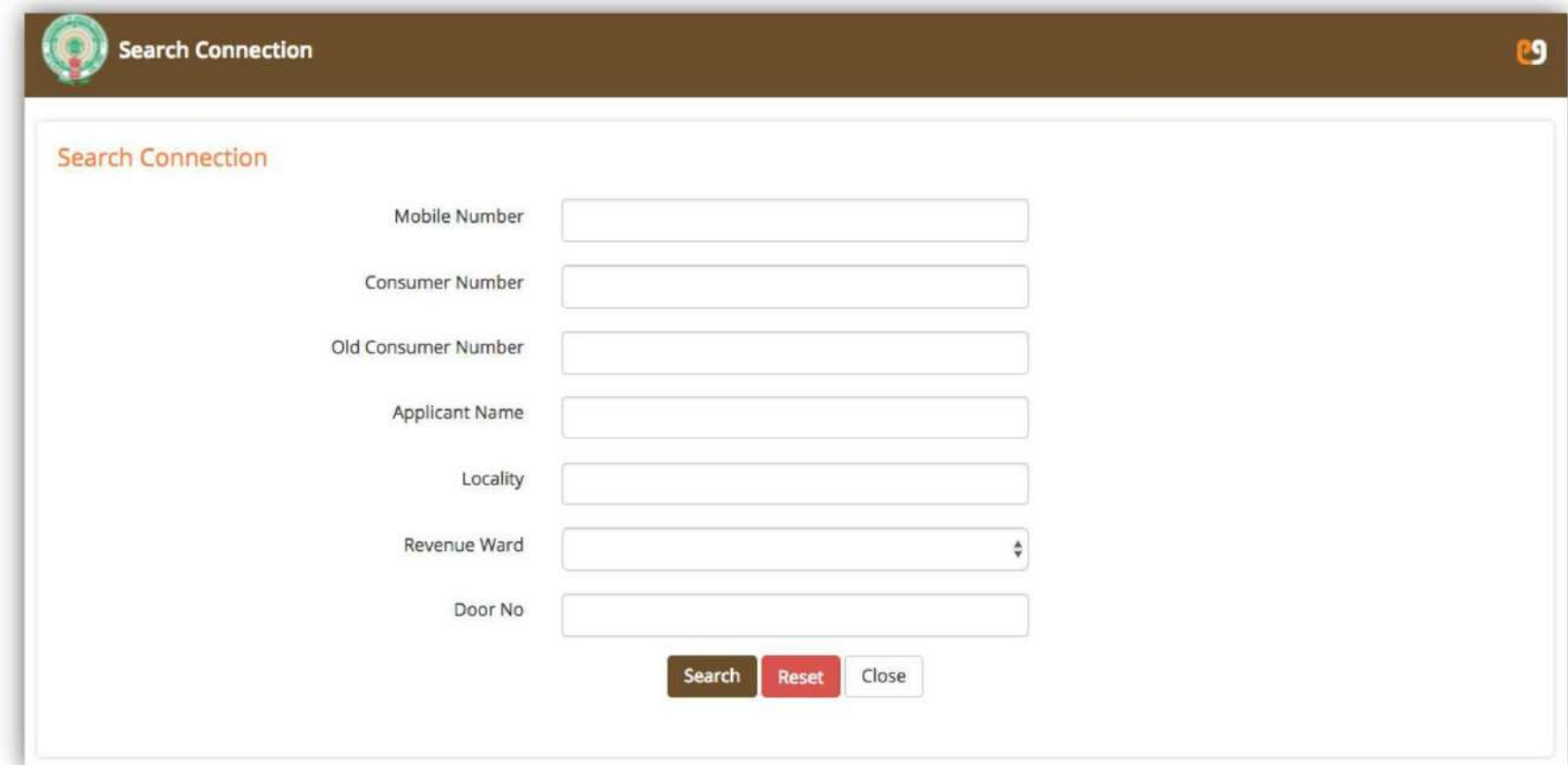
Search Connection

To view Demand Collections Balance (DCB) for a particular water connection, search for the connection using the following navigation:

[Left panel > Applications > Water Charge Management > Transactions > Search Connection](#)

A new **Search Connection** window opens.

Enter **Consumer Number** or other criteria like Mobile Number / Applicant Name / Locality / Revenue Ward / Door No. Click **Submit**.



The screenshot shows a web application window titled "Search Connection". The window has a dark brown header with a logo on the left and a small icon on the right. Below the header, the title "Search Connection" is repeated in orange text. The main content area contains a search form with the following fields:

- Mobile Number:
- Consumer Number:
- Old Consumer Number:
- Applicant Name:
- Locality:
- Revenue Ward:
- Door No:

At the bottom of the form, there are three buttons: "Search" (dark brown), "Reset" (red), and "Close" (white with a grey border).

View DCB

In the Search results, go to the specific water connection. Go to Actions field. Click on View DCB Screen.

In the new DCB Drill Down Report screen, view Basic Details. Scroll down to View Dcb to view Demand Collections Balance for the previous years, as well as Dishonoured / Cancelled Receipts Details.

The Search result is

Search

Applicant Name	H.S.C Number	Address	Usage Type	Property Tax Due	Status	Water Charge Due	Actions
AMADALA RAMUDU S/O AYYANNA	1016043579	Mungalapadu	Residential	1920	ACTIVE	1800	Select from Below
ANJI S/O BODANNA	1016043520	Mungalapadu	Residential	300	ACTIVE	1200	Select from Below

Basic Details			
PT Assessment Number	1016083037	New Consumer Code	1016043579
Mobile Number	0000	Email	***
Name of Applicant	AMADALA RAMUDU S/O AYYANNA	Locality	Mungalapadu
Address	100/3-24-42, Mungalapadu, Kurnool	Zone / Ward / Block	17 / Revenue Ward 100 / 100
Aadhaar Number	***59944271	No of floors	0
Connection Type	Non-metered	Usage Type	RESIDENTIAL
Property Tax	2240	Current Water Charge Due	3000
Connection Date	01/04/2014	Old Consumer Number	N/A

View Dcb			
Year-Month	Demand	Collection	Balance
Installments Show Receipts	Water charges	Water charges	Water charges
2014-2015-1		0.0	150.0
2014-2015-2		0.0	150.0
2015-2016-1		0.0	150.0
2015-2016-2		0.0	150.0
2016-2017-1		0.0	600.0
2016-2017-2		0.0	600.0
2017-2018-1		0.0	600.0
2017-2018-2		0.0	600.0
Total:	3000.0	0.0	3000.0
		Tax Due:	3000.0
		Total Balance:	3000.0
Dishonoured/Cancelled Receipt Details			
Receipt Number	Receipt Date	Receipt Amount	
		Receipt Total:	0

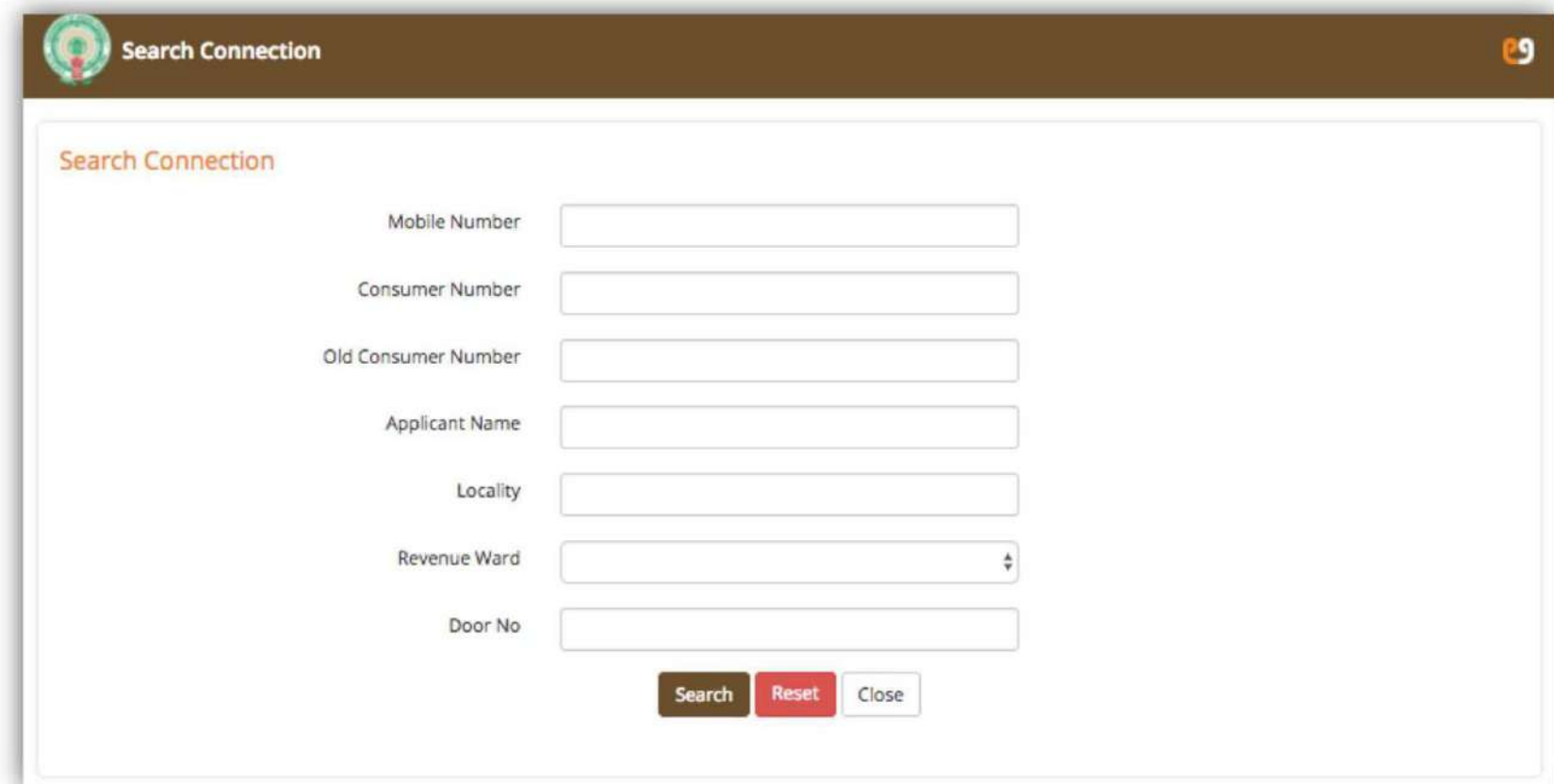
Search Connection

Junior Assistant: SearchConnection

To search for a water connection, use the following navigation:

[Left panel > Applications > Water Charge Management > Transactions > Search Connection](#)

- A new Search Connection window opens.
- Users can search for a connection using multiple search criteria.



The screenshot shows a web browser window titled "Search Connection". The page has a dark brown header with a logo on the left and a small icon on the right. Below the header, the page content is titled "Search Connection" in orange. The form contains several input fields: "Mobile Number", "Consumer Number", "Old Consumer Number", "Applicant Name", "Locality", "Revenue Ward" (a dropdown menu), and "Door No". At the bottom of the form, there are three buttons: "Search" (dark brown), "Reset" (red), and "Close" (white with a grey border).

Junior Assistant: Perform Multiple actions

Through the Actions Field, in the Search Results, multiple actions can be taken on a water connection. These include:

- View Connection
- Apply for Additional Connection
- Change of Use
- Close Connection
- Collect Charges
- View DCB

The Search result is Search

Applicant Name	H.S.C Number	Address	Usage Type	Property Tax Due	Status	Water Charge Due	Actions
.-Na-	1016042360	Balaji Nagar-m	Residential	3480	ACTIVE	1920	Select from Below
.-Na-	1016042317	Balaji Nagar-m	Residential	780	ACTIVE	1200	Select from Below
.-Na-	1016042765	Balaji Nagar-m	Residential	1576	ACTIVE	1200	Select from Below
.-Na-	1016042319	Balaji Nagar-m	Residential	0	ACTIVE	1560	Select from Below
.-Na-	1016042358	Balaji Nagar-m	Residential	2100	ACTIVE	1200	Select from Below
.Jyothi	1016046106	Balaji Nagar-m	Residential	2738	ACTIVE	720	Select from Below
. Mallikarjuna	1016042337	Balaji Nagar-m	Residential	0	ACTIVE	1200	Select from Below
. Noor Ahamed	1016043091	Balaji Nagar-m	Residential	1953	ACTIVE	1920	Select from Below
. Shakunthamma	1016042336	Balaji Nagar-m	Residential	2150	ACTIVE	1200	Select from Below
. Yellappa	1016042327	Balaji Nagar-m	Residential	0	ACTIVE	1200	Select from Below

Showing 1 to 10 of 250 entries Show 10 entries PDF Excel Print Previous 1 2 3 4 5 ... 25 Next

Citizen Service Centre (CSC)

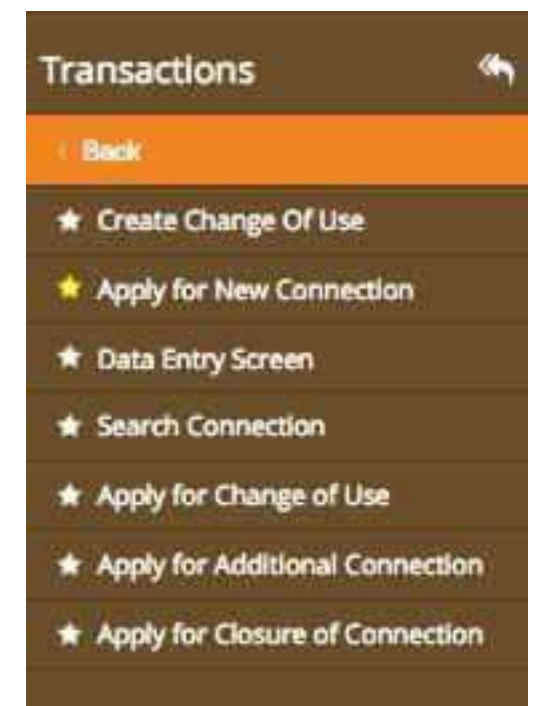
CSC USER

When a citizen submits an application related to Water Charges at a Citizen Service Centre, the CSC USER processing the application enters application details online and initiates the workflow. The screens and functionality for the CSC USER are similar to the Junior Assistant's. The application is sent to the Junior Assistant by clicking on the Forward button. The system will generate an acknowledgement slip and a tracking number for the citizen, which are also sent as an sms to the citizen's mobile number.

The system will start the workflow and send the application to the Junior Assistant. The Junior Assistant can view such applications in Worklist and act on the application. The remaining workflow remains the same. In these instances, the application details are already entered into the system by the CSC USER and the Junior Assistant can review the form and forward to the concerned for approvals.

Navigation for CSC USER:

[Left panel > Applications > Water Charge Management > Transactions](#)



CSC User Functions:

The functions that can be performed by the CSC Executive related to Water Charge Management include:

- Apply for New Connection
- Apply for Change of Use
- Apply for Additional Connection
- Apply for Closure of Connection
- Search Connection
- Data Entry (for legacy connections)



Reports:

There are the different reports that persist in the water charges module

- User can view /Download all these reports from concerned employee login (Ex: Junior assistant).

SearchBill

To search for a Water Bill, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > Search Bill \(WC\)](#)

- A new Search Bill window opens.
- Users can search for a connection using multiple search criteria.
- In the Search Results click on the HSC No to view Bill.

S.No	H.S.C NO	Owner Name	Property Id	Bill No	Bill Date	House No	Locality	Connection Type
1	1016004696	K Prasad 2, K Dinesh Babu	1016016994	1016000612	17/04/2017	46/708	Budhvara Peta	NON_METERED
2	1016000298	K Nagappa	1016003577	1016000097	04/04/2017	3/278	geetha mandir road	NON_METERED
3	1016007236	Noorjahan	1016008728	1016000111	05/04/2017	69/300-A	joharapuram Palle	NON_METERED
4	1016000298	K Nagappa	1016003577	1016000503	13/04/2017	3/278	geetha mandir road	NON_METERED
5	1016007236	Noorjahan	1016008728	1016000113	05/04/2017	69/300-A	joharapuram Palle	NON_METERED
6	1016007236	Noorjahan	1016008728	1016000112	05/04/2017	69/300-A	joharapuram Palle	NON_METERED

Showing 1 to 3 of 3 entries Show 10 entries PDF Excel Print Previous 1 Next

Junior Assistant: Daily Collection Report

With Daily Collection Report, the user can view the status of collections for a specified date range. The data can be filtered further by Collection Mode (eSeva / MeeSeva / AP Online / Soft Tech / System), Collection Operator, Status of Payment, and Ward.

To generate daily collection report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > Daily Collection Report \(WC\)](#)

- A new Daily Collection Report window opens.
- Enter the date range in From Date and To Date. Choose other search criteria. Click Submit to generate the report.

Receipt Number	Receipt Date	Consumer Number	Consumer Name	Paid At	Payment mode	Status	Paid From	Paid To	Arrear Total	Current Total	Advance Total	Total Collection
01/2016-17/87473	02/01/2017	101600046	P Jaya Lakshmi	SYSTEM	cash	To Be Submitted	01/04/2016	31/03/2017	0	1,200	0	1,200
01/2016-17/87639	05/01/2017	1016043502	SUDHARSHAN GOUD S/O RANGA SWAMY	SYSTEM	cash	To Be Submitted	01/10/2016	31/03/2017	0	36	0	36
01/2016-17/87788	10/01/2017	1016000013	B Nagamani Wo. B Saibaba	SYSTEM	cash	To Be Submitted	01/04/2017	30/09/2017	0	0	45	45
01/2016-17/87812	11/01/2017	1016047911	Bimal	SYSTEM	cash	To Be Submitted	01/10/2016	31/03/2017	0	36	0	36
01/2016-17/87820	11/01/2017	1016047915	Bimal	SYSTEM	cash	To Be Submitted	01/10/2016	31/03/2017	0	36	0	36
01/2016-17/87798	10/01/2017	1016047907	Bimal	SYSTEM	cash	To Be Submitted	01/10/2016	31/03/2017	0	36	0	36
01/2016-17/87874	12/01/2017	1016000013	B Nagamani Wo. B Saibaba	SYSTEM	cash	To Be Submitted	01/04/2017	30/09/2017	0	0	1	1
01/2016-17/87876	12/01/2017	1016047933	Bimal	SYSTEM	cash	To Be Submitted	01/10/2016	31/03/2017	0	36	0	36
01/2016-17/87965	17/01/2017	1016047952	Bimal	SYSTEM	cash	To Be Submitted	01/10/2016	31/03/2017	0	36	0	36



Defaulters Report

Defaulters Report shows the data of connections where users have defaulted on payment (payment is due).

To view defaulters report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > Defaulters Report \(WC\)](#)

- A new Defaulters Report window opens.
- Enter the default amount range in From Amount and To Amount. The data can be further filtered by Ward.
- Click Submit to generate the report.
- The user can also choose to view only the top defaulters.

 Defaulters Report


Defaulters Report

Ward:

From Amount * To Amount *

Top Defaulters

Report generated on : 20-04-2017

Search:

S.No	H.S.C NO	Owner Name	Revenue Ward	Door No	Locality	Mobile Number	Due Period From	Areas Amount	Current Amount	Total
1	1016004582	P.lakshmi Narayana	Revenue Ward No 64	64/43-b22a	S.nagappa Street	9032568010	2014-2015-2	0	1,000	1,000
2	1016005522	K. Abdul Jabbar S/o K. Hajj Ibrahim Saheb	Revenue Ward No 5	5/152-a	chakali veedi	NA	2014-2015-2	0	1,000	1,000
3	1016025551	S. Nayamathulla S/o.s.thajmul Hussain	Revenue Ward No 77	77/112-1-2-a	Chintamani Nagar-m	9652283397	2014-2015-2	0	1,000	1,000
4	1016003880	G Koteswara Rao	Revenue Ward No 19	19/69	Chinna Market Road	7338131170	2014-2015-2	0	1,000	1,000
5	1016033985	Kumhari Ramulamma	Revenue Ward No 76	76/97-447-3	nagendra nagar	NA	2014-2015-2	0	1,000	1,000
6	1016045457	C. Pullanna S/o C. Bazaranna	Revenue Ward No 77	77/1361-c-1-	Farooq Nagar	NA	2015-2016-2	0	1,000	1,000
7	1016020261	S Seshamma	Revenue Ward No 69	69/309-C1	Chenna Keshavula Veedi	9542187636	2013-2014-1	0	1,000	1,000
8	1016009597	U isaiah	Revenue Ward No 40	40/87/D	Bangaru Peta	9642172419	2014-2015-2	0	1,000	1,000

DCB Reports

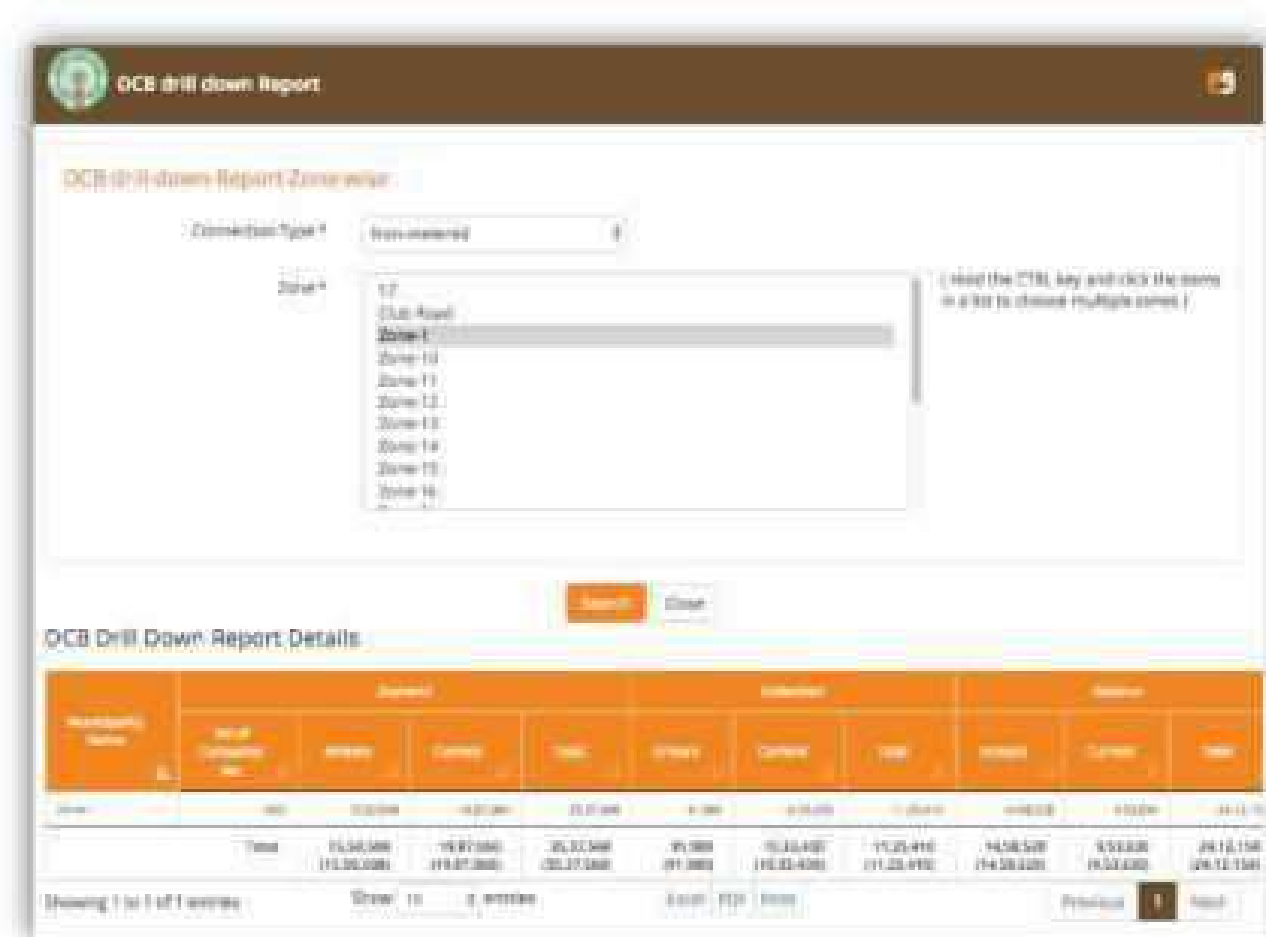
DCB Report Zone Wise

DCB Report Zone Wise shows the details of Demand Collections and Balance (DCB) for all connections of a specified zone.

To view this report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > DCB Report Zone Wise \(WC\)](#)

- A new DCB drill down Report window opens.
- Select Connection Type and Zone. Multiple zones can be selected by holding the ctrl key.
- Click Submit to generate the report.
- Clicking on the Municipality Name field, the user can further drill down to Zone, Revenue Ward, Block, and Individual Consumer Level DCB data.



Reports: DCB Reports

Contd.

DCB Report Ward Wise

DCB Report Ward Wise shows the details of Demand Collections and Balance (DCB) for all connections of a specified ward.

To view this report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > DCB Report Ward Wise \(WC\)](#)

- A new DCB drill down Report window opens.
- Select Connection Type and Ward. Multiple wards can be selected by holding the ctrl key.
- Click Submit to generate the report.
- Clicking on the Municipality Name field, the user can further drill down to Block and Individual Consumer Level DCB data.

DCB drill down Report

DCB drill down Report Ward wise

Connection Type * Non-metered

Ward * Information not Available
 Revenue Ward 100
 Revenue Ward 101
 Revenue Ward 102
 Revenue Ward 88
 Revenue Ward 89
Revenue Ward 90
 Revenue Ward 91
 Revenue Ward 92
 Revenue Ward 93

(Hold the CTRL key and click the items in a list to choose multiple wards)

Search Close

DCB Drill Down Report Details

Municipality Name	No. of Consumer No.	Demand			Collection			Balance		
		Arrears	Current	Total	Arrears	Current	Total	Arrears	Current	Total
Revenue Ward 90	255	50,300	2,74,920	3,25,220	2,220	43,060	45,280	48,080	2,31,860	2,79,940
Total	50,300 (50,300)	2,74,920 (2,74,920)	3,25,220 (3,25,220)	2,220 (2,220)	43,060 (43,060)	45,280 (45,280)	48,080 (48,080)	2,31,860 (2,31,860)	2,79,940 (2,79,940)	

Showing 1 to 1 of 1 entries Show 10 entries Excel PDF Print Previous 1 Next

Reports: DCB Reports

Contd.

DCB Report Block Wise

DCB Report Block Wise shows the details of Demand Collections and Balance (DCB) for all connections of a specified block.

To view this report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > DCB Report Block Wise \(WC\)](#)

- A new DCB drill down Report window opens.
- Select Connection Type and Block. Multiple blocks can be selected by holding the ctrl key.
- Click Submit to generate the report.
- Clicking on the Municipality Name field, the user can further drill down to Individual Consumer Level DCB data.

Municipality Name	No. of Consumer No.	Demand			Collection			Balance		
		Arrears	Current	Total	Arrears	Current	Total	Arrears	Current	Total
10	2	1,800	2,400	4,200	0	0	0	1,800	2,400	4,200
Total		1,800 (1,800)	2,400 (2,400)	4,200 (4,200)	0 (0)	0 (0)	0 (0)	1,800 (1,800)	2,400 (2,400)	4,200 (4,200)

Reports: DCB Reports

Contd.

DCB Report Locality Wise

DCB Report Locality Wise shows the details of Demand Collections and Balance (DCB) for all connections of a specified locality.

To view this report, use the following navigation:
[Left panel > Applications > Water Charge Management > Reports > DCB Report Locality Wise \(WC\)](#)

- A new DCB drill down Report window opens.
- Select Connection Type and Locality. Multiple localities can be selected by holding the ctrl key.
- Click Submit to generate the report.
- Clicking on the Municipality Name field, the user can further drill down to Individual Consumer Level DCB data.

The screenshot shows the 'DCB drill down Report' window. At the top, there's a header with the title and a logo. Below it, the main content area is titled 'DCB drill down Report Locality wise'. It contains two dropdown menus: 'Connection Type' (set to 'Non-metered') and 'Locality' (with a list of localities including 'kotha peta', 'Kotla Peta-m', etc.). A note says '(Hold the CTRL key and click the items in a list to choose multiple localitys)'. There are 'Search' and 'Close' buttons at the bottom of the form.

Below the form is a table titled 'DCB Drill Down Report Details'. The table has columns for 'Municipality Name', 'Demand' (No. of Consumer No., Arrears, Current, Total), 'Collection' (Arrears, Current, Total), and 'Balance' (Arrears, Current, Total). The data rows show details for 'kotha peta' with various consumer counts and amounts.

Municipality Name	Demand			Collection			Balance			
	No. of Consumer No.	Arrears	Current	Total	Arrears	Current	Total	Arrears	Current	Total
kotha peta	1	0	1,200	1,200	0	1,200	1,200	0	0	0
kotha peta	1	0	1,200	1,200	0	1,200	1,200	0	0	0
kotha peta	1	0	1,200	1,200	0	1,200	1,200	0	0	0
kotha peta	1	1,200	1,200	2,400	0	0	0	1,200	1,200	2,400
kotha peta	1	0	1,200	1,200	0	1,200	1,200	0	0	0
kotha peta	1	600	1,200	1,800	0	0	0	600	1,200	1,800

Data Entry Records Details Report

To view this report, use the following navigation:

[Left panel](#) > [Applications](#) > [Water Charge Management](#) > [Reports](#) > [Data Entry Records Details Report \(WC\)](#)

- A new Data Entry Records Details Report – Non Metered Connections window opens. Select Revenue Ward. Click Submit.

S.No	H.S.C NO	PT Assessment Number	Name of the Applicant	Zone / Ward / Block	Locality	address	Mobile Number	Email	WaterSource Type	Property Type	Application Type	Connection Type	Usage Type	Category	H.S.C Pipe Size(Inches)	Aadhar No	No.Of Persons	No of floors	Sump Capacity (Litres)	Donation Charges	Connection Date	Monthly Fee	Water Charge Due	Property Tax Due
1	1016046616	1016034666	N.Lakshminah	Zone- 8/Revenue Ward No 1/1	Main Bazar m	1/542, Main Bazar m, Kurnool	NA		1016 SURFACE WATER	RESIDENTIALS	New connection	NON_METERED	RESIDENTIAL	GENERAL	1/2,12.50					10000	23-01-2016	100	0	0
2	1016047636	1016090585	S. Shai Mah	Zone- 1/Revenue Ward No. 1/NA	Gorb Nagar	1/270 to 34, Revenue Ward No 1, Gorb Nagar, Kurnool 518021	9649788773		1016 SURFACE WATER	RESIDENTIALS	New connection	NON_METERED	RESIDENTIAL	BPL	1/2,12.50	87017360833				200	01-08-2016	100	100	400
3	1016046639	1016034791	Rafiq Mah	Zone- 8/Revenue Ward No 1/NA	Gorb Nagar	1/270 to 34, Gorb Nagar, Kurnool	NA		1016 SURFACE WATER	RESIDENTIALS	New connection	NON_METERED	RESIDENTIAL	BPL	1/2,12.50					200	01-04-2016	100	0	0

Base Register Report

To view this report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > Base Register Report \(WC\)](#)

- A new Base Register Report window opens.
- Select Revenue Ward. Click Submit to generate the report.

Base Register Report

Revenue Ward No *

Base Register Report generated on: 20-04-2017

New Consumer Number	Old Consumer Number	Assessment Number	Owner Name	Door No	Category Type	Water Source	Usage	Pipe Size	Monthly Rate	Arrears Period	Arrears Demand	Current Demand	Total Demand	Arrears Collection	Current Collection	Total Collection
1016025172		1016014349	S hajj Miah	16/133-a	BPL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100		0	1200	1200	0	1200	1200
1016002934		1016014153	S Fazuddin	16/79-A-3	GENERAL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100		0	1200	1200	0	600	600
1016002818		1016014222	K Dawood Khan	16/143	GENERAL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100	2017-2018-1	1200	1200	2400	0	0	0
1016002847		1016014324	Syed Sahib	16/32-c	GENERAL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100		0	1200	1200	0	1200	1200
1016029305		1016014214	Shah Noorbasha	16/135	BPL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100		0	1200	1200	0	1200	1200
1016032404		1016014228	Abdul Miah Basha S/o Abdul Kareem Miah	16/149	GENERAL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100		0	1200	1200	0	1200	1200
1016039392		1016014266	Shareef	16/180-a	BPL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100		0	1200	1200	0	1200	1200
1016032179		1016014259	Baba Khan	16/174	GENERAL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100	2017-2018-1	1800	1200	3000	0	0	0
1016026640		1016014352	S. Gulab Basha	16/80-b	BPL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100	2017-2018-1	1800	1200	3000	0	0	0
1016027874		1016014106	Syed Faizuddin Sahib	16/40	GENERAL	1016 SURFACE WATER	RESIDENTIAL	1/2,12.50	100		0	1200	1200	0	1200	1200

Showing 1 to 10 of 460 entries Show 10 entries



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No. Of Connections Report

To view this report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > No.Of Connections Report.](#)

- User will be navigated to Number of connections search screen.
- Based on search Criteria user will be displayed with No.Of connections Report corresponding to Ward/Block/Locality.
- No. Of connections report will display records updated/created till date.


Number of connections


Number of connections

Ward:

Block:

Locality:

Number of connections report Details : 12-02-2019

Boundary Name	New Connection	Additional Connection	Change of Usage	Close Connection	Re Connection	Total
Revenue Ward No 10	149	1	0	0	0	150
Revenue Ward No 11	150	0	0	0	0	150
Revenue Ward No 12	57	0	0	1	0	58
Revenue Ward No 13	278	1	0	0	0	279
Revenue Ward No 14	35	0	0	0	0	35
Revenue Ward No 15	263	0	1	0	1	265
Revenue Ward No 16	230	3	0	0	0	241
Revenue Ward No 17	300	2	0	0	0	300
Revenue Ward No 18	156	1	0	0	0	157
Revenue Ward No 19	439	2	0	0	0	441
Total	2,153 (52,449)	10 (190)	1 (40)	1 (39)	1 (16)	2,166 (52,734)

Showing 1 to 10 of 101 entries Show 10 entries Previous **1** 2 3 4 5 ... 11 Next

Arrears Register Report:

To view this report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > Arrears Register Report.](#)

- User will be navigated to Search screen with Zone and Ward as mandatory fields.
- By clicking on Search, Based on search criteria user will be displayed with Arrears details.

Arrear Register Report
ES

Arrear Register Report

Zone *

Ward *

Block

Locality

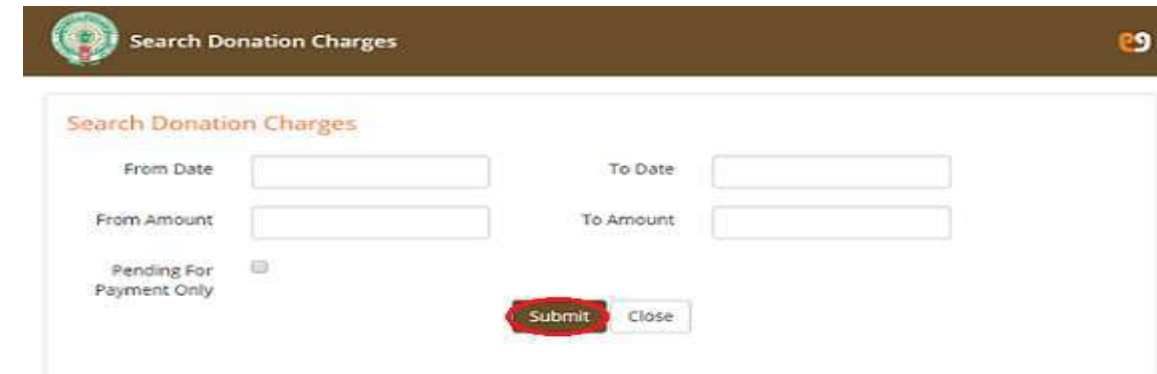
HSC Number	Applicant Name	Door Number	Installment	Arrear Demand	Arrear Collection	Total Arrear Balance
1016004401	Ch Yellaiah	20/7	2014-2015-1	600.0	600.0	0.0
			2014-2015-2	600.0	600.0	0.0
			2015-2016-1	600.0	600.0	0.0
			2015-2016-2	600.0	600.0	0.0
			2016-2017-1	600.0	600.0	0.0
			2016-2017-2	600.0	600.0	0.0
			2017-2018-1	600.0	600.0	0.0
			2017-2018-2	600.0	0.0	600.0
			2018-2019-1	600.0	0.0	600.0
1016004436	K.Rahimov,ddin	20/29	2014-2015-1	600.0	600.0	0.0
			2014-2015-2	600.0	600.0	0.0
			2015-2016-1	600.0	600.0	0.0
			2015-2016-2	600.0	600.0	0.0
			2016-2017-1	600.0	600.0	0.0
			2016-2017-2	600.0	600.0	0.0

Donation Charges DCB-Report

To view this report, use the following navigation:

[Left panel > Applications > Water Charge Management > Reports > Arrears Register Report.](#)

- User will be navigated to Search donation charges screen as shown.
- By clicking on Submit, Based on search criteria user will be displayed with donation charges dcb report.
- User can generate report based on date range or by amount difference.
- User can get report for customers pending with donation charges payment by selecting on Pending for payments only check box.



Donation Charges DCB Search Result

Consumer Number	Assessment Number	Name of Owner	Mobile Number	Property Address	Total Donation Amount	Paid Donation Amount	Balance Donation Amount
1016051240	1016074129	C. Ramudu S/o C. Hujur Super Structure		45/24-r-30-nrr-18, Revenue Ward No 45, Ashok Nagar, Kurnool	2,500	267	2,233
1016051242	1016025948	C Beesamma		39/7-a-3-1-3, Revenue Ward No 39, K V R Garden, Kurnool	2,500	271	2,229
1016051241	1016025948	C Beesamma		39/7-a-3-1-3, Revenue Ward No 39, K V R Garden, Kurnool	6,500	791	5,709
1016051229	1016049958	P n jjananna		45/403-121, Revenue Ward No 45, Bhagathsinh Colony, Kurnool	6,500	745	5,755
1016051187	1016073692	S. Hymavathi W/o Srinivasa Naik		76/97-r-g-4-b-16-12, Revenue Ward No 76, Rajiv Gruhakalpa Near Bellary Road, Kurnool	6,500	766	5,734
1016051186	1016084165	Devanna S/o Rosanna	0000	98/1-37-174, Revenue Ward No 98, Mungalapadu, Kurnool	6,500	774	5,726
1016051245	1016034206	C. Ejaz Ahmed S/o C. Abdul Rahman Saheb	9989643483	1/74, Revenue Ward No 1, Main Bazar, Kurnool	6,500	764	5,736
1016051180	1016085195	C. Narasimhulu	0000966036	91/4-111-3-1-201, Revenue Ward No 91, Postal Colony, Kurnool	6,500	760	5,740
1016051168	1016041736	Yacoob Khan	0000	57/64-E-26, Revenue Ward No 57, Old Municipal Office Road, Kurnool	6,500	774	5,726
1016051164	1016086191	V. Naga Maddamma W/o B. C. Subbalah	0000	91/4-188-3-21, Revenue Ward No 91, Mamatha Nagar, Kurnool	6,500	789	5,711
Total					57,000 (3,44,900)	6,701 (1,02,267)	50,299 (2,42,633)

Showing 1 to 10 of 55 entries Show 10 entries Previous 1 2 3 4 5 6 Next