



# **User Manual For National Social Assistance Program (NSAP)**

**Prepared by**

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**in collaboration with**

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Government of India**

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## 1. Introduction

### 1.1. Introduction

The web based application will facilitate the Ministry of Rural Development (MoRD) to closely monitor the utilization of funds allocated for NSAP (National Social Assistance Program). The users at different level will be able to maintain Pensioner Details, estimate budget for pension, allocate funds for disbursement of pension, maintain pension disbursement details, capture verification information of pensioners and generate reports as per the role assigned to them.

The objective of the system is to ensure that the Old Age Pension is received by all the beneficiaries. The Allocation of Funds and its utilization by the states is available on the web site.

### 1.2. Purpose

The purpose of this document is to provide an interface between the user and the NSAP application. It will help the users understand the several features of NSAP application viz. [DATAENTRY](#) /modification, report generation, queries and various modules of the application.

### 1.3. Scope

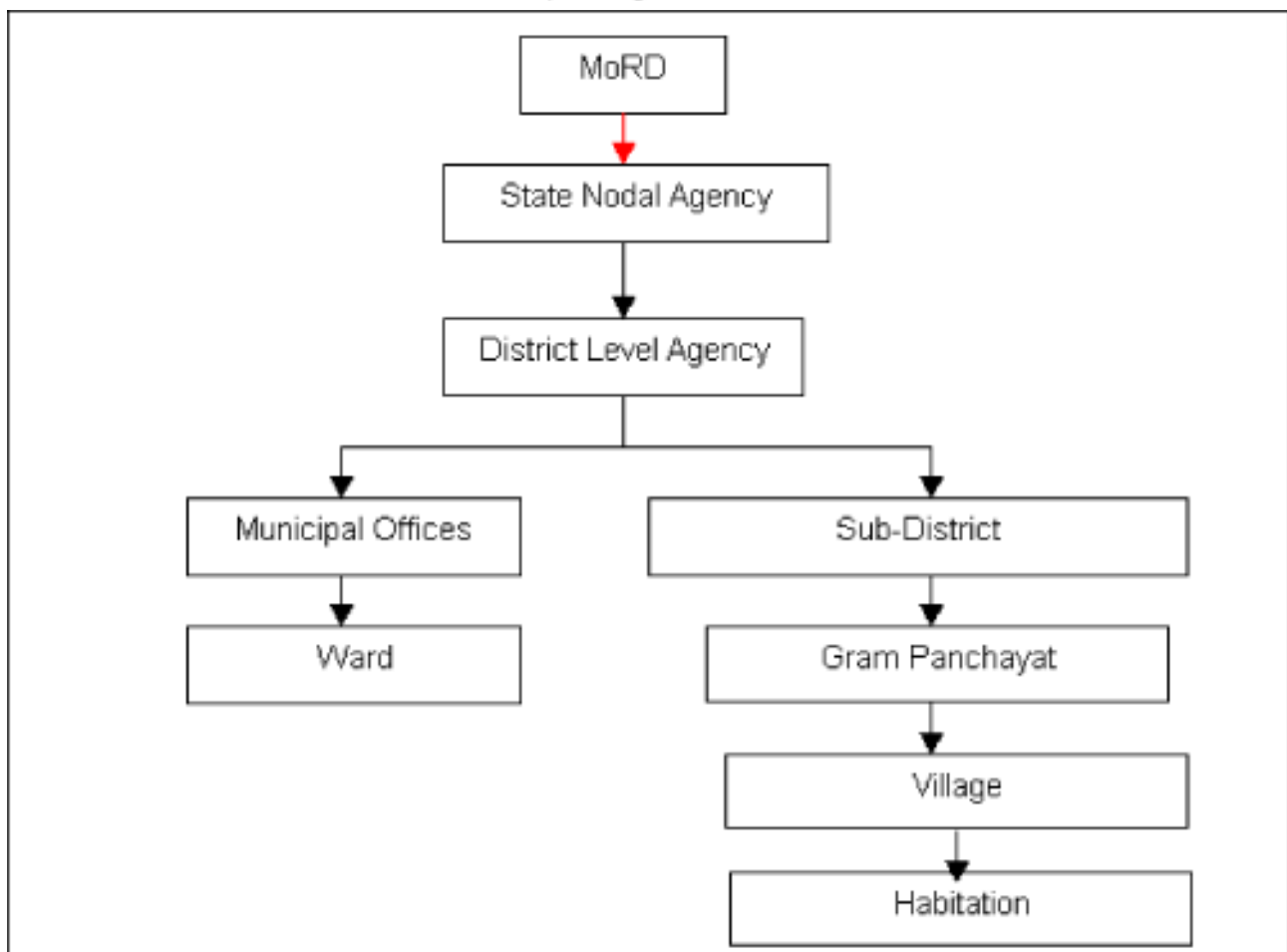
The web based application will facilitate the Ministry of Rural Development (MoRD) to closely monitor the utilization of funds allocated for NSAP (National Social Assistance Program). The users at different level will be able to maintain Pensioner Details, estimate budget for pension, allocate funds for disbursement of pension, maintain pension disbursement details, capture verification information of pensioners and generate reports as per the role assigned to them. The objective of the system is to ensure that the Old Age Pension is received by all the beneficiaries

### 1.4. Target Audience

The expected users of this document are Ministry of Rural Development., State Nodal Agencies, District Level Agencies, Sub-District level agencies and Gram Panchayat/Ward who will use this system, NIC Project Coordinators and the development team who will develop the application.

### 1.5. Organizational Hierarchy

Following is the organizational hierarchy of various agencies involved in NSAP (National Social Assistance Program).



## 1.6. Hardware Requirements

The following are the minimum hardware required to operate application.

### Application Server

- Dual Intel XEON quadcore @ 2.13 GHz or above physical processors
- 8 GB RAM or above (upgradable to 16 GB RAM)
- 3 X 146 GB SATA HDD
- 2 X Dual Port 10/100/1000 Ethernet Adatpter
- OS Support: Windows & Linux

### Database Server

- Dual Intel XEON quadcore @ 2.93 GHz or above physical processors
- 8 GB RAM or above (upgradable to 32 GB RAM)
- 3 X 300 GB SATA HDD
- 2 X Dual Port 10/100/1000 Ethernet Adatpter
- 2 X HBA Card
- OS Support: Windows & Linux

## 1.7. System Software Requirements

### Application Server

- OS : Linux
- JDK 1.6
- Jboss 4.2.3
- DB Driver: postgresql-8.3-603.jdbc4

DB Server

- OS: Linux (Latest Version)
- DB: Postgre 8.2.5

Client side

- Recommended internet explorer 5.0 or above or mozilla fire fox or netscape

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## 2. Product Perspective

### 2.1. **Product functionalities:**

The system will provide the following functionalities:

- Fund requirement estimation
- Fund Allocation
- Identification of Pensioner
- Process Appeals
- Sanction of Pension
- Disbursement of Pension
- Verification of Pensioner
- Discontinuation of Pension
- Legacy Data Management
- Master Data Management
- User Management
- Access Control Management

### 2.2. **System Interfaces**

The Proposed system will take inputs from BPL database. The BPL database will provide the list of persons included in the BPL list, which will be used for verifying the BPL status of the applicant. The existing pensioners, not in BPL shall continue to receive pension.

The Proposed application will generate inputs for Banks for Disbursement of Pension. The details will include Pensioner Name, Pensioner A/C No. and Amount to be deposited. The Bank will return the Transfer statement, which will be captured in the proposed system to record the disbursement.

The Proposed System will generate inputs for Post Offices for Disbursement of Pension. In case Pensioners have Savings A/C in PO then the details will include Pensioner Name, Pensioner A/C No. and Amount to be deposited.

If the Pension is to be sent through Money Order then the details will include the Pensioner Name, Pensioner Address and Amount. The Post Office will return the Transfer statement/ Money Order receipts, which will be captured in the proposed system to record the disbursement

### 2.3. **Operations**

#### a) User-initiated operations

The system will have user-initiated operations. Based on the choice/link clicked by the user the system will display the requisite information or prompt for required input.

b) Batch Data Upload operations

At times bulk data might be received at central location which will be uploaded into the system after proper verification and validation.

c) Batch Programs

The Proposed system will have programs which will run unattended as per schedule. These programs will do batch processing of data.

d) Backup and recovery operations.

Regular backups will be taken of the entire system

## 2.4. User Characteristics

The user should be familiar with the working on a web site using a browser like navigating through links, searching for required information.

Users who handle transactions should be familiar with the procedures of NSAP

## 2.5. General Constraints

- The lower level establishments like Block and Gram Panchayat offices are in remote areas where network connectivity is not available. In such cases, the system may not be accessible online. The user may have to visit the nearest office where such facility is available to work on the system.
- Alternatively, the user can maintain the required information on local PC in pre-defined formats. They can upload files periodically from the nearest internet facility within the district.
- Facility to send CD to district HQ and upload it from district HQ.

## 2.6. Modules

The proposed application will provide the following functionalities:

### **Fund requirement Estimation**

This module will allow the establishments at lower levels to consolidate their budgetary requirements of funds for disbursement of pension and request allocation of funds from the next higher level in the chain. The users of the lower level offices like Block and Municipal offices will estimate their budgetary requirement based on the no. of pensioners in their area and send it to their respective district authorities. The district authorities will consolidate the requirements from lower offices and send it to the State Nodal Agency. The State Nodal agency will consolidate the requirements from all the districts and forward it to the Ministry of Rural Development. The Ministry will consolidate the requirements from the states and request funds for disbursement from Ministry of Finance.

### **Fund Allocation**

This module will allow the establishment to allocate funds to lower establishments for further disbursement. When Ministry receives the funds, it enters the amount received and allocates the fund to the State Nodal Agencies. The State Nodal Agencies in turn allocate the fund to District Level Agencies. The District Level Agencies allocate funds to Sub-district/ Municipal area Offices for further disbursement

### **Identification of Pensioner**

This module will allow processing the applications submitted by fresh applicant for sanction of pension. The applicant information will be captured into the online system along with the necessary documentary evidence details. The application will be verified and approved / rejected on line in the proposed system.

### **Process Appeals**

This module will allow handling appeals, which are submitted by applicant (for re-considering the application) and pensioners (for re-instantiation of Pension in case of discontinuation). The appeal will be put up to the Appeal Hearing authority for comments online.

### **Sanction of Pensioner**

This module will allow the Sanctioning authority to sanction the pension. The Sanction Order Issuing authority will generate the sanction order/pension payment order

### **Disbursement of Pension**

This module will handle the disbursement of Pension. The user will be able to generate list of pensioners along with Pension due to them. It will also generate reports showing amount that need to be transferred to respective Banks and Post offices for disbursement of Pension. It will also compute cash to be allocated to the individual(s) disbursing pension in cash in their Sub-District / Municipal Area. The user will be able to capture the disbursement made to the respective pensioners based on the transaction statements received from bank, money order receipts and cash receipts.

### **Verification of Pensioner**

This module will allow capturing the current status of the pensioner in terms of availability/migration, eligible/non-eligible, alive/dead details.

### **Discontinuation of Pension**

This module will allow the designated user to discontinue pension for cases reported for discontinuation during verification.

### **Legacy Data Management**

This module will help in uploading the legacy data in to the system. If the states already have pensioner's details in digital format, they can be uploaded through batch upload process. Records satisfying the pre-requisites will be uploaded in the system. If the states do not have data in digital form, an online entry screen will be provided to key-in existing pensioner details.

### **Master Data Management**

This module will help in maintaining the master data which will be required for functioning of the transaction modules. This includes master table for Ministry, State, District, Sub-District / Municipal Area, Gram Panchayat/Ward, Village, Habitation, Bank, Post Office, Criteria, Pension Amount, Category, Status, Parliament Constituency, Legislative Assembly Constituency, Scheme and Disability.

### **User Management**

This module will take care of user creation, modification and deletion. All the users who will

handle transactions will be given a login id and a password by the State administrator.

### **Audit Trail**

The System will maintain the audit trail of all the transactions made in the system.

## **2.7. Product Actors and Functions**

This section defines the stakeholders at different levels in the hierarchy and actions performed by them in the system.

### **Ministry Level**

<b>Main Use Cases</b>		<b>Primary Actors</b>	<b>Sub Use Cases</b>
Fund Requirement Estimation		MoRD	Fund Requirement Estimation for Ministry
Fund Allocation		MoRD	Allocate Fund to Ministry
		MoRD	Allocate Fund to States
Legacy Management	Data	Data Operator	Enter Pensioner Data
		System Administrator	Upload Pensioner Data
		System Administrator	Verify Uploaded Pensioner data
Master Management	Data	System Administrator	Maintain Ministry Master
		System Administrator	Maintain State Master
		System Administrator	Maintain District Master
		System Administrator	Maintain Sub-District / Municipal Area Master
		System Administrator	Maintain Gram Panchayat/Ward Master
		System Administrator	Maintain Village Master
		System Administrator	Maintain Habitation Master
		System Administrator	Maintain Bank Master
		System Administrator	Maintain Post Office Master

	System Administrator	Maintain Criteria Master
	System Administrator	Maintain Pension Amount Master
	System Administrator	Maintain Category Master
	System Administrator	Maintain Status Master
	System Administrator	Maintain Parliamentary Constituency Master
	System Administrator	Maintain Legislative Assembly Constituency Master
	System Administrator	Maintain Scheme Master
	System Administrator	Maintain Disability Master
User Management	System Administrator	Maintain User
Access Control	System Administrator	Maintain Roles
	System Administrator	Assign Roles

## State Level

Main Use Cases	Primary Actors	Sub Use Cases
Fund Requirement Estimation	State Authority	Fund Requirement Estimation for State
Fund Allocation	State Authority	Allocate Fund to Districts
Identification of Pensioner	Application Receiver	Add Application
	Application Receiver	Modify/Delete Application
	Verifying Authority	Verify Application
	SO Issuing Authority	Transfer Sanction Order

	SO Issuing Authority	Accept Transferred SO
Disbursement of Pension	Disbursing Authority	Compute Pension Payable to pensioner
Process Appeals	Appeal Hearing Authority	Approve Appeal
Verification of Pensioner	Verifying Authority	Enter Verification Report
Discontinuation of Pension	Disbursing Authority	Discontinue Pension
Master Data Management	System Administrator	Maintain Gram Panchayat/ Municipal Ward Master
	System Administrator	Maintain Village Master
	System Administrator	Maintain Habitation Master
	System Administrator	Maintain Bank Master
	System Administrator	Maintain Post Office Master
User Management	System Administrator	Maintain User
Access Control	System Administrator	Assign Roles

## District Level

Main Use Cases	Primary Actors	Sub Use Cases
Fund Requirement Estimation	District Authority	Fund Requirement Estimation for District
Identification of Pensioner	Application Receiver	Add Application
	Application Receiver	Modify/Delete Application
	Verifying Authority	Verify Application
Process Appeals	Appeal Hearing	Approve Appeal

		Authority	
Sanction of Pension	District Authority		Sanction of Pension
	SO Issuing Authority		Edit Mode of Payment/ PDA
	SO Issuing Authority		Transfer Sanction Order
	SO Issuing Authority		Accept Transferred SO
Disbursement Pension	of Disbursing Authority		Compute Pension Payable to pensioner
	Disbursing Authority		Print Pension Payable Statement
Verification Pensioner	of Verifying Authority		Enter Verification Report
Discontinuation Pension	of Disbursing Authority		Discontinue Pension
	Disbursing Authority		Re-instate Pension
Legacy Management	Data Operator	Data Entry	Enter Pensioner Data
	System Administrator		Upload Pensioner Data
	System Administrator		Verify Uploaded Pensioner data
Master Management	Data System Administrator		Maintain Sub-District / Municipal Area Master
	System Administrator		Maintain Gram Panchayat/Ward Area Master
	System Administrator		Maintain Village Master
	System Administrator		Maintain Habitation Master
	System Administrator		Maintain Bank Master
	System Administrator		Maintain Post Office Master

User Management      System      Maintain User  
Administrator

### Sub-District / Municipal Area Level – (Municipal/Block/Mandal/Tehsil)

Main Use Cases	Primary Actors	Sub Use Cases
Fund Requirement Estimation	Sub-District / Municipal Area Authority	Fund Requirement Estimation for Sub-District / Municipal Area
Identification of Pensioner	Application Receiver	Add Application
	Application Receiver	Modify/Delete Application
	Verifying Authority	Verify Application
Process Appeal	Application Receiver	Register Appeal
	Appeal Hearing Authority	Approve Appeal
Sanction of Pension	Sanctioning Authority	Sanction of Pension
	SO Issuing Authority	Issue Sanction order
	SO Issuing Authority	Edit Mode of Payment/ PDA
	SO Issuing Authority	Transfer Sanction Order
	SO Issuing Authority	Accept Transferred SO
Disbursement of Pension	Disbursing Authority	Compute Pension Payable to Pensioner
	Disbursing Authority	Print Pension Payable Statement
	Disbursing Authority	Transfer Fund
	Disbursing Authority	Update Disbursement Ledger
Verification of Pensioner	Verifying Authority	Enter Verification Report
Discontinuation of Pension	Disbursing Authority	Discontinue Pension
	Sub-District / Municipal Area Authority	Re-Instantiate Pension
Legacy Management	Data Entry Operator	Enter Pensioner Data
	System Administrator	Upload Pensioner Data
	System Administrator	Verify Uploaded Pensioner data

**All Actors**

S.No.	Main Use Cases	Primary Actors	Use Case No.	Sub Use Cases
1	Common Use Cases	All Actors	13.1	Login to the Application
		All Actors	13.2	Change Password
		All Actors	13.3	Logout
		All Actors	13.4	Switch Language

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-  
-  
-

**3. Change Scheme and Language**

When the user logs in, the following screen will be available.

http://nsap.nic.in - Welcome To National Social Assistance Programme - Windows Internet Explorer provided by 3i Infotech Ltd

**NATIONAL SOCIAL ASSISTANCE PROGRAMME (NSAP)**

Identification Verification Sanction Disbursement Estimation Allocation Discontinue Reports

User: ANDHRA PRADESH IT NODAL OFFICER [Logout | Home](#)

Date/Time: 12-10-2009 14:10:42

Welcome ANDHRA PRADESH IT NODAL OFFICER

Select Language: English

Select Scheme : IGNOAPS

Here two dropdowns are available **Select Language** and **Select Scheme**.

### 3.1. Change Language

User can change the language from select language dropdown. If user selects Hindi the fonts are changed to Hindi



### 3.2. Change Scheme

User can change the scheme from select scheme dropdown. Here three options are available to the user :-IGNOAPS, IGNDPS, IGNWPS where

IGNOPAS - Indira Gandhi National Old Age Pension Scheme

IGNDPS - Indira Gandhi National Disability Pension Scheme

IGNWPS - Indira Gandhi National Widow Pension Scheme



Here user can change the scheme by selecting it from dropdown. The forms will change according to the selected scheme.

The schemes available to the User will be assigned by the corresponding ADMIN.

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#### 4. Identification of Pensioners

This module allows the user to submit fresh applicant for sanction of pension. The application will be verified or returned (rejected) .

##### 4.1. Enter New Application - IGNOAPS

User clicks on Identification -> New ->Add link .

http://nsap.nic.in - Welcome To National Social Assistance Programme - Windows Internet Explorer provided by 3i Infotech Ltd

Applicant Details		
State *	ANDHRA PRADESH	District * --Select District--
		Area * Select Area
Sub District/Municipal Area *	--Select--	Gram Panchayat/Ward * --Select--
Village *	--Select Village--	Habitation * --Select Habitation--
First Name*	Middle Name	Last Name
Husband/Father Name*	Nominee Name	
Address		BPL Detail
House No	Year	
Street	Location	
Locality	Family Id No.	
Pincode	Member Id	
Gender	MALE	Age *
		Date of Birth *
Category	GENERAL	Annual Income
		Widow
Disability	No	Percentage of Disability
Disability Type 1	SELECT	Disability Type 2
		SELECT
		Disability Type 3
		SELECT
EPIC No	Ration Card No	Minority Status
		No
Disbursement	BANK	Scheme
		IGNOAPS
		Application Date
		12-10-2009
Certificate Details		
	Date of Issue	Issuing Authority
Age Certificate:		
Income Certificate:		
Residence Certificate:		
Disability Certificate:		
Husband's Death Certificate:		
Upload Photo		Browse...
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/>		

User enters the details in the application form shown above. Fields marked in red are mandatory fields. The application is submitted to the verification officer at different levels depending upon the levels of verification specified in state master. Once verified the application cannot be modified. Age of the pensioner should not be less than 65 years.

#### 4.1.1. Save

On the click of save the application details will be saved and a confirmation message is displayed along with application number

#### 4.1.2. Submit

On the click of submit the application details will be saved and forwarded for verification to Verifying Authority. Application Number generated will be displayed.

#### 4.1.3. Reset

On the click of Reset the application form will be reset to its original state.

#### 4.1.4. Cancel

On the click of cancel the application details will not be saved and the form will be closed.

## 4.2. Enter New Application - IGWPS

User clicks on Identification -> New ->Add link .

http://nsap.nic.in - Welcome To National Social Assistance Programme - Windows Internet Explorer provided by 3i Infotech Ltd

Applicant Details		
State *	ANDHRA PRADESH	District * --Select District--
		Area * Select Area
Sub District/Municipal Area *	--Select--	Gram Panchayat/Ward * --Select--
Village *	--Select Village--	Habitation * --Select Habitation--
First Name*	Middle Name	Last Name
Husband/Father Name*	Nominee Name	
Address		BPL Detail
House No	Year	
Street	Location	
Locality	Family Id No.	
Pincode	Member Id	
Gender	FEMALE	Age * <input type="text"/>
		Date of Birth * <input type="text"/>
Category	GENERAL	Annual Income <input type="text"/>
		Widow Yes <input type="text"/>
Disability	No	Percentage of Disability <input type="text"/>
Disability Type 1	SELECT	Disability Type 2
		SELECT
		Disability Type 3
		SELECT
EPIC No	Ration Card No	Minority Status No <input type="text"/>
Disbursement	BANK	Scheme IGMPWS
		Application Date 12-10-2009
Certificate Details		
	Date of Issue	Issuing Authority
Age Certificate:	<input type="text"/>	<input type="text"/>
Income Certificate:	<input type="text"/>	<input type="text"/>
Residence Certificate:	<input type="text"/>	<input type="text"/>
Disability Certificate:	<input type="text"/>	<input type="text"/>
Husband's Death Certificate:	<input type="text"/>	<input type="text"/>
Upload Photo	<input type="text"/>	Browse...
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/>		

User enters the details in the application form shown above. Fields marked in red are mandatory fields. The application is submitted to the verification officer at different levels depending upon the levels of verification specified in state master. Once verified the application cannot be modified. Age of the pensioner should be between 40 and 65 years.

#### 4.2.1. Save

On the click of save the application details will be saved and a confirmation message is displayed along with application number

#### 4.2.2. Submit

On the click of submit the application details will be saved and forwarded for verification to Verifying Authority. Application Number generated will be displayed.

#### 4.2.3. Reset

On the click of Reset the application form will be reset to its original state.

#### 4.2.4. Cancel

On the click of cancel the application details will not be saved and the form will be closed.

### 4.3. Enter New Application - IGNDPS

User clicks on Identification -> New ->Add link .

The screenshot displays a web-based application form for the National Social Assistance Programme (NSAP). The form is titled "Applicant Details" and is divided into several sections:

- Applicant Details:** This section includes dropdown menus for State (ANDHRA PRADESH), District, Area, Sub District/Municipal Area, Gram Panchayat/Ward, Village, and Habitation. It also has text input fields for First Name, Middle Name, Last Name, Husband/Father Name, and Nominee Name.
- BPL Detail:** This section includes text input fields for Address, House No., Street, Locality, Pincode, Year, Location, Family Id No., and Member Id.
- Personal Information:** This section includes dropdown menus for Gender (MALE), Category (GENERAL), EPIC No., Disbursement (BANK), and Scheme (IGNDPS). It also has text input fields for Age, Annual Income, Ration Card No., and Application Date (12-10-2009). There are also dropdown menus for Widow (No) and Minority Status (No).
- Disability Details:** This section includes a dropdown menu for Disability (Yes), and text input fields for Disability 1 Percent and Disability 2 Percent. It also has dropdown menus for Disability Type 1 and Disability Type 2 (both set to SELECT).
- Certificate Details:** This section includes a table with columns for Certificate Type and Date of Issue. The rows are: Age Certificate, Income Certificate, Residence Certificate, Disability Certificate, and Husband's Death Certificate. There is also an "Upload Photo" section with a "Browse..." button.

At the bottom of the form, there are buttons for "Save", "Submit", "Reset", and "Cancel".

User enters the details in the application form shown above. Fields marked in red are mandatory fields. The application is submitted to the verification officer at different levels depending upon the levels of verification specified in state master. Once verified the application cannot be modified. Age of the pensioner should be less than 65 years and pensioner should have at least 80% disability in case of single disability and in case of multiple disabilities, disability percent aggregate should be at least 80%.

#### 4.3.1. Save

On the click of save the application details will be saved and a confirmation message is displayed along with application number

#### 4.3.2. Submit

On the click of submit the application details will be saved and forwarded for verification to Verifying Authority. Application Number generated will be displayed.

#### 4.3.3. Reset

On the click of Reset the application form will be reset to its original state.

#### 4.3.4. Cancel

On the click of cancel the application details will not be saved and the form will be closed.

### 4.4. Modify/View Application

## Click on the identification-> application for pension->Modify

**Modify/View Applications**

State \*  District \*  Area \*

Sub District/Municipal Area \*  Gram Panchayat/Ward \*

Village \*  Habitation \*

Search By:  Application Number  Applicant Name Enter the Search Value:

This form enables the user to modify the existing application. To modify the application, the user has to search the application by entering the details in form shown above. User can search either on basis of Application Number or Applicant Name.

### 4.4.1. Search

The user has to enter search criteria. Fields marked in red are mandatory. User can search either on basis of Application Number or Applicant Name. The records satisfying the search criteria will be displayed in a grid with view and modify option as shown below.

**Modify/View Legacy Applications**

State \*  District \*  Area \*

Sub District/Municipal Area \*  Gram Panchayat/Ward \*

Village \*  Habitation \*

Search By:  Application Number  Applicant Name Enter the Search Value:

Application Number	Applicant Name	Husband/Father Name	Application Status		
HR-A-00000887	ठण्डी राम	पुगला	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>
HR-A-00000889	धर्मा	पुगला	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>
HR-A-00000893	पनमेधरी	अमर सिंह	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>
HR-A-00000896	करेशमी	ताला राम	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>
HR-A-00000897	सुरता	श्रूला	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>
HR-A-00000902	देई चन्द	मुगला	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>
HR-A-00000903	भरता	नाल सिंह	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>
HR-A-00000916	RAM KUMAR SHARMA	SUNIL KUMAR SHARMA	SO_SAVED	<a href="#">Modify</a>	<a href="#">View</a>

### 4.4.2. Cancel

On the click of the cancel button the form will be closed.

### 4.4.3. Modify

On the click of the Modify button the application details will be displayed as shown below in editable mode.

Application Form		
Application Number UT-A-00000169		
Applicant Details		
State *	UTTARAKHAND	District * ALMORA
		Area * Rural
Sub District *	BHAISIACHHANA	Gram Panchayat * ALISUPYAL
Village *	ALISUPYAL	Habitation * ALISUPYAL
First Name *	ABC	Middle Name
		Last Name
Husband/Father Name *	DFG	Nominee Name
Address		BPL Detail
House No		Year
Street		Location
Locality		Family Id No
Pincode *	134455 -55	Member Id
Gender *	Male	Age * 67
		Date of Birth * 01-07-1942
Category	GENERAL	Annual Income * 3456
		Widow No
Disability	No	Percentage of Disability
Disability Type 1	SELECT	Disability Type 2
		Disability Type 3
		SELECT
EPIC No		Ration Card No
Certificates		
	Date of Issue	Issuing Authority
Age Certificate		
Income Certificate		
Residence Certificate		
Disability Certificate		
Death Certificate		
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>		

#### 4.4.4. Save

On the click of save the application details will be saved and a confirmation message is displayed.

#### 4.4.5. Submit

On the click of submit the application details will be saved and forwarded for verification to Verifying Authority.

#### 4.4.6. Cancel

On the click of cancel the application details will not be saved and the form will be

closed.

#### 4.5. View Application

Application Form					
Application Number HR-A.00000916					
					
Applicant Details					
State	HARYANA	District	PANIPAT	Area	Rural
Sub District	ISRANA	Gram Panchayat	AHAR		
Village	AHAR	Habitation	AHAR		
First Name	RAM	Middle Name	KUMARI	Last Name	SHARMA
Husband/Father Name	SUNIL KUMAR SHARMA	Nominee Name	KISHAN KUMAR		
Address			BPL Detail		
House No	14	Year			
Street	PALLI BAZAR	Location			
Locality	AREENA	Family Id No			
Pincode	987315-	Member Id			
Gender	Female	Age	66	Date of Birth	01-07-1943
Category	GENERAL	Annual Income	10000	Widow	No
Disability	No	Percentage of Disability			
Disability Type 1		Disability Type 2		Disability Type 3	
EPIC No		Ration Card No			
Disbursement	BANK ACCOUNT	Scheme	IGNOAPS	Application Date 23-06-2009	
Certificates					
	Date of Issue		Issuing Authority		
Age Certificate:					
Income Certificate:					
Residence Certificate:					
Disability Certificate:					
Death Certificate:					
<input type="button" value="Print"/> <input type="button" value="Back"/>					

On the click of the view button the user can view the application details in non-editable mode.

##### 4.5.1. Print

On the click of print the application shown above will be printed.

##### 4.5.2. Back

On the click of Back, the form will be closed.

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## 5. Verification of Application

The application can be verified at different levels – Level 1, Level 2 and Level 3 depending upon the level of verification specified in State Master.

When the verification officer logs in, the applications submitted to the officer are displayed in the grid

as shown below.

### Click on verification>application pending for verifier 1

Final Level Verification							
Application Number	Applicant Name	Husband/Father Name	Application Status	Verified	Returned	No Action	Remarks
HR-A-00000199	महा ंसिह	विशी	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000299	पुर्णा	लेकी	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000399	शान्ति	सुबे	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000499	तेलू	बीजा	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000599	रण ंसिह	सुन्दरा	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000699	दर्शना	राम कुमार	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000799	मुर्ति	जानी	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000899	रिसाला	मृगला राम	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
HR-A-00000999	राम दिया	शयो राम	NEW	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

The

verification officer can select either verify, return or no action.

#### 5.1. Verify

If the verification officer selects verify, and if the user is First/Second level Approver, the application is forwarded to next level for verification, The application status is 'Verified – Level I' if verified by Level I authority or Verified – Level –II' if verified by level II authority.

If verified, if the user is Final level Approver, the application is forwarded to Sanctioning Authority for Sanction of Pension. If Verifying Authority is at level I only, then level II and level III is skipped and application is forwarded to Sanction Authority for sanction. If Verifying Authority is at level II only, then level III is skipped and application is forwarded to Sanction Authority for sanction. If Verifying Authority is at level III authority or the final authority, then application is forwarded to the Sanctioning authority for sanction.

#### 5.2. Returned

If Returned is selected, the application is rejected and the application can be modified by the applicant and resubmitted for verification. The application status is 'Rejected'. The applicant is intimated rejection of application along with Reason for rejection.

#### 5.3. No Action

No action keeps the application on hold, it can be returned or verified later and will continue to display in the list.

On the click of the application number the application details can be viewed as shown below:

Application Form					
Application Number HR-A-00000916					
					
Applicant Details					
State	HARYANA	District	PANIPAT	Area	Rural
Sub District	ISRANA	Gram Panchayat	AHAR		
Village	AHAR	Habitation	AHAR		
First Name	RAM	Middle Name	KUMARI	Last Name	SHARMA
Husband/Father Name	SUNIL KUMAR SHARMA	Nominee Name	KISHAN KUMAR		
Address			BPL Detail		
House No	14	Year			
Street	PALLI BAZAR	Location			
Locality	AREENA	Family Id No			
Pincode	987315-	Member Id			
Gender	Female	Age	66	Date of Birth	01-07-1943
Category	GENERAL	Annual Income	10000	Widow	No
Disability	No	Percentage of Disability			
Disability Type 1		Disability Type 2		Disability Type 3	
EPIC No		Ration Card No			
Disbursement	BANK ACCOUNT	Scheme	IGNOAPS	Application Date 23-06-2009	
Certificates					
	Date of Issue		Issuing Authority		
Age Certificate:					
Income Certificate:					
Residence Certificate:					
Disability Certificate:					
Death Certificate:					
<input type="button" value="Print"/> <input type="button" value="Back"/>					

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## 6. Sanction of Pension

The verified pension applications are submitted for Sanctioning.

### 6.1. Application Pending for Sanction

Click on sanction> Application Pending for Sanction

Search Records Pending For Sanction					
State *	HARYANA	District *	PANIPAT	Area *	RURAL
Sub District/Municipal Area *	ISRANA	Gram Panchayat/Ward *	KARAD		
Village	KARAD	Habitation	KARAD		
<input type="button" value="Search"/> <input type="button" value="Cancel"/>					

When the sanction officer logs in, the following form is displayed to search for the applications pending for sanction.

The search criterion has to be entered. The fields marked in red are mandatory.

## 6.1.1. Search

**Search Records Pending For Sanction**

State \* HARYANA District \* PANIPAT Area \* RURAL

Sub District/Municipal Area \* ISRANA Gram Panchayat/Ward \* KARAD

Village KARAD Habitation KARAD

Search Cancel

15 items found, displaying 1 to 10 [First/Prev] 1, 2 [Next/Last]

Select	Application No	Applicant Name	Date Of Application	Date Of Verification
<input type="checkbox"/>	<a href="#">HR-A-00000229</a>	शान्ति null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000239</a>	दानो null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000293</a>	मान ंसिह null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000329</a>	जय भगवान null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000349</a>	फूल पति null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000359</a>	केशर null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000369</a>	घनपती null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000393</a>	किशना null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000396</a>	प्रभा null null	27-04-2009	19-06-2009
<input type="checkbox"/>	<a href="#">HR-A-00000439</a>	पूर्ण null null	27-04-2009	19-06-2009

Pension Effective From Select Select Date Of Sanction 23-06-2009

Remark

Submit Cancel

On the click of search, the following form is displayed with list of applications pending for sanction. On the click of Application number, the application details can be viewed in non-editable mode as shown below.

**Application Form**

Application Number HR-A-00000916



**Applicant Details**

State	HARYANA	District	PANIPAT	Area	Rural
Sub District	ISRANA	Gram Panchayat	AHAR		
Village	AHAR	Habitation	AHAR		
First Name	RAM	Middle Name	KUMARI	Last Name	SHARMA
Husband/Father Name	SUNIL KUMAR SHARMA	Nominee Name	KISHAN KUMAR		
Address		<b>BPL Detail</b>			
House No	14	Year			
Street	PALLI BAZAR	Location			
Locality	AREENA	Family Id No			
Pincode	987315-	Member Id			
Gender	Female	Age	66	Date of Birth	01-07-1943
Category	GENERAL	Annual Income	10000	Widow	No
Disability	No	Percentage of Disability			
Disability Type 1		Disability Type 2		Disability Type 3	
EPIC No		Ration Card No			
Disbursement	BANK ACCOUNT	Scheme	IGNOAPS	Application Date	23-06-2009

Certificates		
	Date of Issue	Issuing Authority
Age Certificate:		
Income Certificate:		
Residence Certificate:		
Disability Certificate:		
Death Certificate:		
<input type="button" value="Print"/> <input type="button" value="Back"/>		

To sanction the application, the user needs to select the respective application, and the details.

### 6.1.2. Submit

On the click of submit, the selected applications are sanctioned and are taken ahead for issue of Sanction order.

### 6.1.3. Cancel

On the click of cancel the form is closed.

## 6.2. Issue Sanction Order

The applications already sanctioned will be available for issuing sanction order.

**Click on sanction>Issue Sanction Order**

Select	Application No	Applicant Name	Sanction Authority	Date Of Sanction
<input type="radio"/>	HR-A-00000229	शान्ति null null	HR-ITNO	23-06-2009
<input type="radio"/>	HR-A-00000239	दानो null null	HR-ITNO	23-06-2009
<input type="radio"/>	HR-A-00000293	मान ंसिह null null	HR-ITNO	23-06-2009
<input type="button" value="Generate SO"/> <input type="button" value="Cancel"/>				

The user can select the application and issue sanction order. On the click of the application number, the application details will be shown in non-editable mode.

### 6.2.1. Cancel

Click on cancel will close the form.

### 6.2.2. Generate SO

After selecting the desired application, click on this button will issue sanction order.

Select	Application No	Applicant Name	Sanction Authority	Date Of Sanction
<input type="radio"/>	HR-A-00000229	शान्ति null null	HR-ITNO	23-06-2009
<input type="radio"/>	HR-A-00000239	दानो null null	HR-ITNO	23-06-2009
<input type="radio"/>	HR-A-00000293	मान ंसिह null null	HR-ITNO	23-06-2009

**Sanction Order**

Sanction Order No.:	HR-S-00000915		
State:	HARYANA	District:	PANIPAT Area : Rural
Sub District:	ISRANA	Gram Panchayat:	KARAD
Village:	KARAD	Habitation:	KARAD
Effective From :	Month: AUGUST	Year:	2012
Name	शान्ति	Date:	27-04-2009
Husband/Father Name:	राम ंसिह	Date of Birth:	01-01-1940
Age:	68	Category:	GENERAL
Gender:	Female	Scheme:	INDIRA GANDHI NATIONAL OLD AGE PENSION SCHEME
Disbursement:	<input type="text" value="--Select Disbursement--"/>		
Pension Amount Payable:	300		

The user needs to select the Pension Disbursement Mode.

- If the mode of disbursement is Bank A/C, user selects Bank Name, Branch name, Branch and enters A/C No.

Mode Of Payment:		BANK A/C	
State *	HARYANA	District	--Select District--
Area	Select Area	Sub District/Municipal Area	--Select--
Gram Panchayat/Ward	--Select Gram Panchayat--		
Select PDA Branch:	--Select PDA--		
PDA:			
Bank/PO Account No:	<input type="text"/>		
		<input type="button" value="Save"/>	<input type="button" value="Cancel"/>

- If mode of disbursement is Post Office A/C, user selects Post Office and enters A/C No.

Mode Of Payment:		PO A/C	
State *	HARYANA	District	--Select District--
Area	Select Area	Sub District/Municipal Area	--Select--
Gram Panchayat/Ward	--Select Gram Panchayat--		
Post Office PDA Name:	--Select -	PIN Code:	--Select Pin Code--
PDA:			
Bank/PO Account No:	<input type="text"/>		
		<input type="button" value="Save"/>	<input type="button" value="Cancel"/>

- If mode of disbursement is Money Order, user selects Post Office.

<b>Modify PDA</b>			
State *	HARYANA	District *	--Select District--
		Area *	--Select Area
Sub District/Municipal Area *	--Select--	Gram Panchayat/Ward *	--Select--
Village	--Select Village--	Habitation	--Select Habitation--
Sanction Order No.*	<input type="text"/>		
		<input type="button" value="Search"/>	<input type="button" value="Cancel"/>

- If mode of disbursement is Cash, user selects Cash Disbursing Authority.

Mode Of Payment:	CASH
Cash Disbursement Authority:	-Select PDA-
PDA:	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

System displays the pension disbursement details accordingly.

### 6.2.3. Save

Click on save, after entering all the details will issue the sanction order.

### 6.2.4. Cancel

Click on cancel will close the form and cancel the operation.

## 6.3. Modify Pension Disbursement Authority (PDA)

The Pension Disbursement Authority can be modified through this form. The user needs to search for the application.

### Click on Sanction>Modify PDA

<b>Modify PDA</b>			
State *	HARYANA	District *	--Select District--
		Area *	--Select Area
Sub District/Municipal Area *	-Select-	Gram Panchayat/Ward *	-Select-
Village	-Select Village-	Habitation	-Select Habitaion-
Sanction Order No.*			
<input type="button" value="Search"/> <input type="button" value="Cancel"/>			

The fields marked in red are mandatory.

### 6.3.1. Cancel

On click of cancel, the form is closed and operation is cancelled.

### 6.3.2. Search

On click of search, the record is displayed as per search criterion as shown below

Modify PDA	
State *	HARYANA
District *	PANIPAT
Area *	RURAL
Sub District/Municipal Area *	ISRANA
Gram Panchayat/Ward *	KARAD
Village	--Select Village--
Habitation	--Select Habitation--
Sanction Order No.*	HR-S-00000035
<input type="button" value="Search"/> <input type="button" value="Cancel"/>	
Old Pension Disbursement Authority Details	
Name:	शरद
Mode Of Disbursement:	CASH
New Mode Of Disbursement:	--Select Disbursement--

The new mode of disbursement can be selected.

Modify PDA			
State *	HARYANA		
District *	PANIPAT		
Area *	RURAL		
Sub District/Municipal Area *	ISRANA		
Gram Panchayat/Ward *	KARAD		
Village	--Select Village--		
Habitation	--Select Habitation--		
Sanction Order No.*	HR-S-00000035		
<input type="button" value="Search"/> <input type="button" value="Cancel"/>			
Old Pension Disbursement Authority Details			
Name:	शरद		
Mode Of Disbursement:	CASH		
New Mode Of Disbursement:	POST OFFICE MONEY ORDER		
New Pension Disbursement Authority Details			
State *	HARYANA	District	--Select District--
Area	Select Area	Sub District/Municipal Area	--Select--
Gram Panchayat/Ward	--Select Gram Panchayat--		
Post Office PDA Name:	GENERAL POST OFFICE	PIN Code:	454545
PDA:	GENERAL POST OFFICE-454545		
<input type="button" value="Save"/> <input type="button" value="Print"/> <input type="button" value="Cancel"/>			

In the above form the mode of disbursement is Post office account. The details are displayed depending upon the mode of disbursement already explained in section 5.2.2 above.

### 6.3.3. Save

On click of save the PDA will be modified accordingly.

### 6.3.4. Cancel

On click of Cancel the operation is cancelled and form is closed.

### 6.3.5. Print

On click of Print, the details can be printed.

## 6.4. Print Sanction Order

The sanction order can be printed here. The user needs to search for the required sanction order by entering the search criterion.

Click on **Sanction> Print Sanction Order**, to reach the following form.

Print Sanction Order			
State *	HARYANA	District *	PANIPAT
Area *	URBAN	Sub District/Municipal Area *	ISRANA
Gram Panchayat/Ward *	KARAD	Village	--Select Village--
Habitation	--Select Habitation--	Sanction Order No.*	
		Search	Cancel

Fields marked in red are mandatory.

### 6.4.1. Cancel

On click of cancel the operation is cancelled and form is closed.

### 6.4.2. Search

Print Sanction Order			
State *	HARYANA	District *	PANIPAT
Area *	RURAL	Sub District/Municipal Area *	ISRANA
Gram Panchayat/Ward *	KARAD	Village	--Select Village--
Habitation	--Select Habitation--	Sanction Order No.*	
		Search	Cancel
73 items found, displaying 1 to 10. [First/Prev] 1, 2, 3, 4, 5, 6, 7, 8 [Next/Last]			
Application No	Sanction Order No	Applicant Name	Mode Of Disbursement
<a href="#">HR-A-00000036</a>	HR-S-00000036	इन्द्र	CASH
<a href="#">HR-A-00000052</a>	HR-S-00000052	जय लाल	CASH
<a href="#">HR-A-00000055</a>	HR-S-00000055	बोहरी	CASH
<a href="#">HR-A-00000057</a>	HR-S-00000057	नन्ही	CASH
<a href="#">HR-A-00000063</a>	HR-S-00000063	घन्नी	CASH
<a href="#">HR-A-00000067</a>	HR-S-00000067	राम किशन	CASH
<a href="#">HR-A-00000128</a>	HR-S-00000128	छोटी	CASH
<a href="#">HR-A-00000135</a>	HR-S-00000135	चन्दो	CASH
<a href="#">HR-A-00000136</a>	HR-S-00000136	राम चन्द	CASH
<a href="#">HR-A-00000143</a>	HR-S-00000143	रैक चन्द	CASH
*Click on the Application No. to Print Sanction Order.			

The sanction order will be displayed as per the search criterion. On Click of application number the application details are visible in non-editable mode.

Sanction Order		
Sanction Order No. HR-S-00000035		
Date 23-06-2009		
Until further notice on the expiry of every month be please to pay		
Shri/Smt <b>झन्डु</b> Age 73 Gram Panchayat/Ward <b>KARAD</b> Sub District/Municipal Area <b>ISRANA</b> Area <b>Rural</b> District <b>PANIPAT</b> State <b>HARYANA</b> , at the rate of Rs 300per month from <b>APRIL 2008</b> .		
Signature & Seal		
Project Sponsored By Ministry of Rural Devlopement,GOI.	Content / Data Managed By Government Of HARYANA	Software Developed By NIC Time: 23-06-2009 14:26:04
		
<input type="button" value="Print"/> <input type="button" value="Close"/>		

### 6.4.3. Print

On click of Print, the sanction order will be printed.

### 6.4.4. Close

On click of Close, the form will be closed.

## 6.5. Transfer Sanction Order

Sanction order can be transferred through this form. The user needs to search for the required sanction order by entering the search criterion.

### Click on the sanction>Transfer Sanction Order

Transfer Sanction Order			
State *	HARYANA	District *	PANIPAT
		Area *	RURAL
Sub District/Municipal Area *	ISRANA	Gram Panchayat/Ward *	KARAD
Village	--Select Village--	Habitation	--Select Habitation--
Sanction Order No.*	HR-S-00000035		
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

### 6.5.1. Cancel

On the click of cancel the form is closed.

### 6.5.2. Submit

On the click of submit, form will appear related to the sanction order number on the screen in which details regarding the transfer of sanction order needs to be filled in by the user.

Name:		सिद्ध	
Pension paid up to:			
Request Transfer To			
State *	--Select State--	District *	--Select District--
Area *	Select Area		
Sub District/Municipal Area *	--Select--	Gram Panchayat/Ward *	--Select--
Village	--Select Village--	Habitation	--Select Habitation--
House No		Street	
Locality		Pincode	Beat Code
Remark			
		Save	Cancel

### 6.5.3. Cancel

On the click of cancel operation is canceled and the form is closed.

### 6.5.4. Save

On the click on the save, the form will be saved and following message will display on the screen.

<b>Transfer Process Initiated For HR-S-00000923 From HARYANA To UTTAR PRADESH.</b>			
Transfer Sanction Order			
State *	HARYANA	District *	PANIPAT
Area *	RURAL		
Sub District/Municipal Area *	ISRANA	Gram Panchayat/Ward *	KARAD
Village	KARAD	Habitation	KARAD
Sanction Order No.:			
		Submit	Cancel

## 6.6. Accept Transfer Order

When the user logs in, the applications submitted to the user are displayed in the grid as shown below. User will select the application and then click on submit.

**Click on the Sanction>Accept Transfer Order**

Select	Application No	Transfer Request No	Sanction Order No.	Applicant Name	Transferred From
<input type="radio"/>	HR-A-0000035	HR-TRNSFR-00000188	HR-SJ0000035	सिद्ध	null ,HARYANA
<input type="radio"/>	HR-A-00000329	HR-TRNSFR-00000189	HR-SJ0000923	जय भगवान	null ,HARYANA

Submit Cancel

### 6.6.1. Cancel

On the click of cancel, operation is cancelled and the form is closed

## 6.6.2. Submit

On the click of submit, form will be displayed on the screen. This form will contain the information regarding place from the sanction order is being transferred and to the place where sanction order is being transferred. User will be asked to fill in the mode of disbursement.

Accept Sanction Transferred Order						
<b>Transfer To</b>						
State:	UTTAR PRADESH	District:	AGRA			
Area :	RURAL	Sub District / Municipal Area Name :	ACHHNERA			
Village:	AARSENA	Habitation:	AARSENA			
<b>Address</b>						
House No:	54	Street:	PALLI BAZAR	Locality:	KARAD	Pincode: 76
Name	झरु					
Sanction Order No.:(OLD)	HR-S-00000035					
Pension paid up to						
<b>Transfer From</b>						
State:	HARYANA	District:	PANIPAT			
Area :	RURAL	Sub District / Municipal Area Name :	ISRANA			
Village:	KARAD	Habitation:	KARAD			
House No:		Street:		Locality:		Pincode: 0
Sanction Order No.:(NEW)	UP-S-00000302					
Mode Of Disbursement:	-Select Disbursement-					
Remark						
<input type="button" value="Accept"/> <input type="button" value="Reject"/> <input type="button" value="Cancel"/>						

Following form will be displayed when user fills in the mode of disbursement:

Accept Sanction Transferred Order						
<b>Transfer To</b>						
State:	UTTAR PRADESH	District:	AGRA			
Area :	RURAL	Sub District / Municipal Area Name :	ACHHNERA			
Village:	AARSENA	Habitation:	AARSENA			
<b>Address</b>						
House No:	54	Street:	PALLI BAZAR	Locality:	KARAD	Pincode: 76
Name	झरु					
Sanction Order No.:(OLD)	HR-S-00000035					
Pension paid up to						
<b>Transfer From</b>						
State:	HARYANA	District:	PANIPAT			
Area :	RURAL	Sub District / Municipal Area Name :	ISRANA			
Village:	KARAD	Habitation:	KARAD			
House No:		Street:		Locality:		Pincode: 0
Sanction Order No.:(NEW)	UP-S-00000302					
Mode Of Disbursement:	POST OFFICE MONEY ORDER					
<b>New Pension Disbursement Authority Details</b>						
State *	UTTAR PRADESH	District	AGRA			
Area	RURAL	Sub District/Municipal Area	ACHHNERA			
Gram Panchayat/Ward	AARSENA					
Post Office PDA Name:	GRAM PANCHAYT	PIN Code:	890809			
PDA:	GRAM PANCHAYT -890809					
Remark	TRANFERED					
<input type="button" value="Accept"/> <input type="button" value="Reject"/> <input type="button" value="Cancel"/>						

User will enter all the details in the form and click on the any of the three options given at the end of the form

➤ **Accept**

On the click of the accept, sanction order will be accepted by the user and following message will be displayed “sanction order accepted successfully”

➤ **Reject**

On the click of the reject, operation will cancelled and the form will be closed and **“Sanction Order Rejected” will be displayed on the screen.**

➤ **Cancel**

On the click of cancel, operation is cancelled and the form is closed

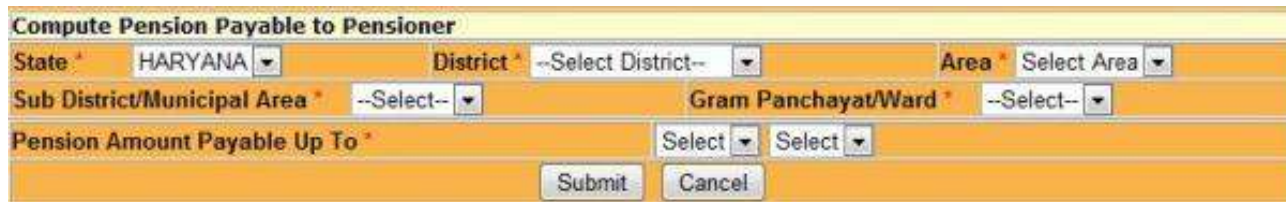
[Home](#)

## 7. Disbursement of Pension

### 7.1. Compute Pension Payable to Pensioner

User can compute pension payable through this form. User needs to fill in all the details in this form and will also give the date upto which pension needs to be calculated.

**Click on Disbursement>Compute Pension Payable to Pensioners**



Compute Pension Payable to Pensioner			
State *	HARYANA	District *	--Select District--
Area *	Select Area	Sub District/Municipal Area *	--Select--
Gram Panchayat/Ward *	--Select--	Pension Amount Payable Up To *	Select Select
		Submit	Cancel

#### 7.1.1. Cancel

On the click of cancel, the operation is canceled and the form is closed

#### 7.1.2. Submit

On the click of submit, following information will be displayed. In front of each applicant amount due to that applicant will be displayed. And total amount due to all the applicants will also be displayed.

Sr No.	Sanction Order No.	Applicant Name	Pension paid up to	Amount Due
1	HR-S-00000055	बोहती	-	12300
2	HR-S-00000057	नन्ही	-	12300
3	HR-S-00000063	घन्नो	-	12300
4	HR-S-00000067	राम किसन	-	12300
5	HR-S-00000128	छोटी	-	12300
6	HR-S-00000135	चन्द्रो	-	12300
7	HR-S-00000136	राम चन्द्र	-	12300
8	HR-S-00000143	टेक चन्द्र	-	12300
9	HR-S-00000156	श्री राम	-	12300
10	HR-S-00000170	अमर ंसिह	-	12300
11	HR-S-00000171	चन्द्रो	-	12300
12	HR-S-00000177	प्रभु	-	12300
13	HR-S-00000182	रतनी	-	12300
14	HR-S-00000205	केहरी	-	12300
15	HR-S-00000208	सोहना	-	12300
16	HR-S-00000215	अमर ंसिह	-	12300
17	HR-S-00000220	सुबे ंसिह	-	12300
18	HR-S-00000226	पुन्नी देवी	-	12300
19	HR-S-00000234	रामदेई	-	12300
20	HR-S-00000246	घापो	-	12300
21	HR-S-00000256	पृथ्वी	-	12300
22	HR-S-00000266	फूल पति	-	12300
23	HR-S-00000274	शान्ति	-	12300
24	HR-S-00000277	सरूपा	-	12300
25	HR-S-00000280	मांगे राम	-	12300
26	HR-S-00000285	अमर ंसिह	-	12300
27	HR-S-00000300	बासू	-	12300
28	HR-S-00000308	सुरता	-	12300
29	HR-S-00000321	रतन	-	12300
30	HR-S-00000327	नेत राम	-	12300
31	HR-S-00000331	हरी राम	-	12300
32	HR-S-00000336	बलवान	-	12300
33	HR-S-00000344	घर्मा	-	12300
34	HR-S-00000347	सोहना	-	12300
35	HR-S-00000352	शकुन्तला	-	12300
36	HR-S-00000354	खजानी	-	12300
37	HR-S-00000363	घापनी	-	12300

38	HR-S-00000365	लक्ष्मी	-	12300
39	HR-S-00000371	फूली	-	12300
40	HR-S-00000373	राम ंसिह	-	12300
41	HR-S-00000375	चतरा	-	12300
42	HR-S-00000381	रामेश्वर	-	12300
43	HR-S-00000382	घन ंसिह	-	12300
44	HR-S-00000401	घन्नो	-	12300
45	HR-S-00000406	सुबे	-	12300
46	HR-S-00000413	शान्ति	-	12300
47	HR-S-00000414	राम घन्द्र	-	12300
48	HR-S-00000424	सुरत ंसिह	-	12300
49	HR-S-00000431	घनपती	-	12300
50	HR-S-00000436	घरमो	-	12300
51	HR-S-00000442	घर्म देई	-	12300
52	HR-S-00000445	सुरता	-	12300
53	HR-S-00000464	रामेश्वर	-	12300
54	HR-S-00000467	भगवानी	-	12300
55	HR-S-00000473	घर्मा	-	12300
56	HR-S-00000480	ओम प्रकाश	-	12300
57	HR-S-00000484	सावित्री	-	12300
58	HR-S-00000488	दर्शन	-	12300
59	HR-S-00000500	राम किशन	-	12300
60	HR-S-00000501	सरूपी	-	12300
61	HR-S-00000513	लक्ष्मी	-	12300
62	HR-S-00000528	मांगा	-	12300
63	HR-S-00000536	फूल पति	-	12300
64	HR-S-00000540	हरी ंसिह	-	12300
65	HR-S-00000544	कमला	-	12300
66	HR-S-00000567	छठी ंसिह	-	12300
67	HR-S-00000568	सरतो	-	12300
68	HR-S-00000683	लहणा सिंह	-	12300
69	HR-S-00000052	जय लाल	-	12300
Total :				848700.0
				<input type="button" value="Compute"/> <input type="button" value="Cancel"/>

### 7.1.2.1. Compute

On the click of the compute, "pension computed successfully" will be displayed.

### 7.1.2.2. Cancel

On the click of cancel, the operation is cancelled and the form is closed.

## 7.2. Print Pension Payable

User can transfer the funds by entering all the details of the following form. There should be some amount released to available with the sub district for disbursement, so that sub district can transfer the requisite amount to PDA.

**Click on Disbursement>Print Payable**

Print Pension Payment Statement					
State *	UTTAR PRADESH	District *	--Select District--	Area *	Select Area
Sub District/Municipal Area *	--Select Sub District--	Gram Panchayat/Ward *	--Select Gram Panchayat--		
Pension Amount Payable Up To: *		Select Year	Select Month		
Mode Of Disbursement: *	--Select Disbursement--	Pension Disbursement Authority: *			
		Submit	Cancel		

### 7.2.1. Cancel

On the click of cancel, the operation is cancelled and the form is closed.

### 7.2.2. Submit

On the click of submit, all the information regarding the applicants will be displayed. Now officer can print the information according to his use.

PENSIONER ACQUITANCE FOR POST OFFICE MONEY ORDER DISBURSEMENT										
State:		HARYANA			District:		PANIPAT	Area :	RURAL	
Sub District/Municipal Area:		ISRANA			Gram Panchayat/Ward:		KARAD			
Pension Amount Payable Up To:		AUGUST 2011			Mode Of Payment:		POST OFFICE MONEY ORDER			
Sr No.	Sanction Order No.	Applicant Name	Husband/Father Name	Gender	Age	Address	Last Pension Paid Month.	Pension Payable Period	Payment Due	Amount Paid
1	HR-S-00000055	बोहती	मुन्शी	F	71	-	-	Apr-2008 to Aug-2011	12300	0
2	HR-S-00000057	नन्ही	भरत	F	72	-	-	Apr-2008 to Aug-2011	12300	0
3	HR-S-00000063	घनो	माई घन	F	73	-	-	Apr-2008 to Aug-2011	12300	0
4	HR-S-00000067	राम किशन	गनपत	M	74	-	-	Apr-2008 to Aug-2011	12300	0
5	HR-S-00000128	छोटी	पृथ्वी	F	76	-	-	Apr-2008 to Aug-2011	12300	0
6	HR-S-00000135	घनो	जगदीश	F	76	-	-	Apr-2008 to Aug-2011	12300	0
7	HR-S-00000136	राम चन्द्र	मौली	M	70	-	-	Apr-2008 to Aug-2011	12300	0
8	HR-S-00000143	टेक चन्द्र	हरमोहिन्द	M	70	-	-	Apr-2008 to Aug-2011	12300	0
9	HR-S-00000156	श्री राम	मुन्डा	M	73	-	-	Apr-2008 to Aug-2011	12300	0
10	HR-S-00000170	अमर सिंह	रणपत	M	77	-	-	Apr-2008 to Aug-2011	12300	0
11	HR-S-00000171	चन्द्रो	दुनिया	F	78	-	-	Apr-2008 to Aug-2011	12300	0
12	HR-S-00000177	प्रभु	फूला	M	71	-	-	Apr-2008 to Aug-2011	12300	0
13	HR-S-00000182	रतनी	अमर सिंह	F	72	-	-	Apr-2008 to Aug-2011	12300	0
14	HR-S-00000205	केहरी	केदार	M	68	-	-	Apr-2008 to Aug-2011	12300	0
15	HR-S-00000208	सोहना	जय लाल	F	69	-	-	Apr-2008 to Aug-2011	12300	0

16	HR-S-00000215	अमर ंसिह	कुंदन	M	70	-	-	Apr-2008 to Aug-2011	12300	0
17	HR-S-00000220	सुबे ंसिह	मौजी	M	65	-	-	Apr-2008 to Aug-2011	12300	0
18	HR-S-00000226	पुनजी देवी	राम चन्द्र	F	67	-	-	Apr-2008 to Aug-2011	12300	0
19	HR-S-00000234	रामदेई	धर्मी	F	69	-	-	Apr-2008 to Aug-2011	12300	0
20	HR-S-00000246	घापो	घतर	F	71	-	-	Apr-2008 to Aug-2011	12300	0
21	HR-S-00000256	पृथ्वी	झन्डु	M	67	-	-	Apr-2008 to Aug-2011	12300	0
22	HR-S-00000266	फूल पति	राम सरूप	F	70	-	-	Apr-2008 to Aug-2011	12300	0
23	HR-S-00000274	शान्ति	रामभज	F	71	-	-	Apr-2008 to Aug-2011	12300	0
24	HR-S-00000277	सरुपा	रती राम	M	72	-	-	Apr-2008 to Aug-2011	12300	0
25	HR-S-00000280	मोगे राम	छोटू	M	67	-	-	Apr-2008 to Aug-2011	12300	0
26	HR-S-00000285	अमर ंसिह	भरतू	M	68	-	-	Apr-2008 to Aug-2011	12300	0
27	HR-S-00000300	बारू	फतू	M	70	-	-	Apr-2008 to Aug-2011	12300	0
28	HR-S-00000308	सुरता	राजे राम	M	66	-	-	Apr-2008 to Aug-2011	12300	0
29	HR-S-00000321	रतन	जीतू	M	69	-	-	Apr-2008 to Aug-2011	12300	0
30	HR-S-00000327	नेत राम	सोहन लाल	M	66	-	-	Apr-2008 to Aug-2011	12300	0
31	HR-S-00000331	हरी राम	लखवी राम	M	68	-	-	Apr-2008 to Aug-2011	12300	0
32	HR-S-00000336	बलवान	रती राम	M	70	-	-	Apr-2008 to Aug-2011	12300	0
33	HR-S-00000344	धर्मी	जुग लाल	M	68	-	-	Apr-2008 to Aug-2011	12300	0
34	HR-S-00000347	सोहना	रुपना	F	69	-	-	Apr-2008 to Aug-2011	12300	0
35	HR-S-00000352	शकुन्तला	महा ंसिह	F	67	-	-	Apr-2008 to Aug-2011	12300	0

36	HR-S-00000354	खजानी	धर्मी ंसिह	F	69	-	-	Apr-2008 to Aug-2011	12300	0
37	HR-S-00000363	घापली	प्रमानन्द	F	66	-	-	Apr-2008 to Aug-2011	12300	0
38	HR-S-00000365	लक्ष्मी	रामेश्वर	F	67	-	-	Apr-2008 to Aug-2011	12300	0
39	HR-S-00000371	फूली	किशना	F	69	-	-	Apr-2008 to Aug-2011	12300	0
40	HR-S-00000373	राम ंसिह	रिसाला	M	66	-	-	Apr-2008 to Aug-2011	12300	0
41	HR-S-00000375	घतरा	जोगी	M	67	-	-	Apr-2008 to Aug-2011	12300	0
42	HR-S-00000381	रामेश्वर	मन्शा	M	69	-	-	Apr-2008 to Aug-2011	12300	0
43	HR-S-00000382	घन ंसिह	खजान	M	66	-	-	Apr-2008 to Aug-2011	12300	0
44	HR-S-00000401	घन्नी	प्रभा	F	69	-	-	Apr-2008 to Aug-2011	12300	0
45	HR-S-00000406	सुबे	चन्दगी	M	66	-	-	Apr-2008 to Aug-2011	12300	0
46	HR-S-00000413	शान्ति	मोगे	F	67	-	-	Apr-2008 to Aug-2011	12300	0
47	HR-S-00000414	राम चन्द्र	मातू	M	66	-	-	Apr-2008 to Aug-2011	12300	0
48	HR-S-00000424	सुरत ंसिह	जोगी राम	M	69	-	-	Apr-2008 to Aug-2011	12300	0
49	HR-S-00000431	घनपती	बिरखा	F	67	-	-	Apr-2008 to Aug-2011	12300	0
50	HR-S-00000436	धरमो	धर्मी	F	66	-	-	Apr-2008 to Aug-2011	12300	0
51	HR-S-00000442	धर्म देई	सुरत ंसिह	F	68	-	-	Apr-2008 to Aug-2011	12300	0
52	HR-S-00000445	सुरता	शोध राम	M	69	-	-	Apr-2008 to Aug-2011	12300	0
53	HR-S-00000464	रामेश्वर	नेकी राम	M	68	-	-	Apr-2008 to Aug-2011	12300	0
54	HR-S-00000467	भगवानी	हरी ंसिह	F	69	-	-	Apr-2008 to Aug-2011	12300	0
55	HR-S-00000473	धर्मी	नंगा राम	M	68	-	-	Apr-2008 to Aug-2011	12300	0

56	HR-S-00000480	ओम प्रकाश	झन्डु	M	69	-	-	Apr-2008 to Aug-2011	12300	0
57	HR-S-00000484	सावित्री	सरुपा	F	66	-	-	Apr-2008 to Aug-2011	12300	0
58	HR-S-00000488	दर्शन	राम कुमार	F	58	-	-	Apr-2008 to Aug-2011	12300	0
59	HR-S-00000500	राम किशन	दया लन्द	M	66	-	-	Apr-2008 to Aug-2011	12300	0
60	HR-S-00000501	सरुपी	प्रभा राम	F	65	-	-	Apr-2008 to Aug-2011	12300	0
61	HR-S-00000513	लक्ष्मी	घर्मा	F	65	-	-	Apr-2008 to Aug-2011	12300	0
62	HR-S-00000528	मोंगा	मौजी राम	M	70	-	-	Apr-2008 to Aug-2011	12300	0
63	HR-S-00000536	पूल पति	जय दयाल	F	66	-	-	Apr-2008 to Aug-2011	12300	0
64	HR-S-00000540	हरी ंसिंह	बगडू	M	68	-	-	Apr-2008 to Aug-2011	12300	0
65	HR-S-00000544	कमला	होकम	F	66	-	-	Apr-2008 to Aug-2011	12300	0
66	HR-S-00000567	छठी ंसिंह	लोगा राम	M	67	-	-	Apr-2008 to Aug-2011	12300	0
67	HR-S-00000568	सरतो	मोंगा	F	65	-	-	Apr-2008 to Aug-2011	12300	0
68	HR-S-00000683	लहणा सिंह	उजाला	M	65	-	-	Apr-2008 to Aug-2011	12300	0
<b>Total :</b>									836400.0	
<b>Pension Disbursement Authority:</b>			GENERAL POST OFFICE 454545			<b>PDA Address:</b>			GENERAL POST OFFICE HR-GPO	
<b>Signature:</b>										
Project Sponsored By Ministry of Rural Development, GOI.			Content / Data Managed By Government Of HARYANA			Software Developed By NIC Time: 25-08-2009 20:51:14				
Project Sponsored By Ministry of Rural Development, GOI.			Content / Data Managed By Government Of HARYANA			Software Developed By NIC Time: 25-08-2009 20:51:14				
<input type="button" value="Print"/>					<input type="button" value="Cancel"/>					

### 7.3. Transfer Funds

Click on Disbursement> Transfer Funds

Transfer Fund			
<b>From</b>			
State *	UTTAR PRADESH	District	--Select District--
		Area	Select Area
Sub District/Municipal Area	--Select Sub District--	Gram Panchayat/Ward	--Select Gram Panchayat--
Village	--Select Village--	Habitation	--Select Habitation--
<b>Mode Of Disbursement:</b>		-Select Disbursement-	
<input type="button" value="Submit"/>		<input type="button" value="Cancel"/>	

The user needs to select the Pension Disbursement Mode.

#### 7.3.1. If mode of disbursement is Cash

Another form will be displayed on the screen. Users will then select cash disbursing authority and fill all details in the form. [One important point to note is pension payable should be computed in the advance and amount to be transferred should also be computed in advance]

Transfer Fund	
<b>From</b>	
State *	UTTAR PRADESH
District	AGRA
Area	RURAL
Sub District/Municipal Area	ACHHNERA
Gram Panchayat/Ward	AARSENA
Village	AARSENA
Habitation	AARSENA
Mode Of Disbursement:	CASH
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	
<b>To</b>	
Cash Disburser:	BILL COLLECTOR(WARD)
Sub-District/Municipal Area Balance:	0
PDA Balance:	0
Computed Pension:	0
Amount To be Transferred:	0
Amount Transferred*:	0
Mode of Fund Transfer:	Select
Cheque No/Draft No./Person Receiving Cash:	
Cheque/Draft Date:	
Name of Bank/PO:	
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

#### 7.3.1.1. Submit

On the click of submit, “Amount has been successfully transferred” will be displayed on the screen. **The voucher number is -----.” will be displayed on the screen.**

#### 7.3.1.2. Cancel

On the click of cancel, the operation is cancelled and the form is closed.

#### 7.3.2. If the mode of disbursement is Bank A/C

Another form will be displayed on the screen. Users will then select Bank disbursing authority and fill all details in the form. [One important point to note is pension payable should be computed in the advance and amount to be transferred should also be computed in advance]

Transfer Fund	
<b>From</b>	
State *	UTTAR PRADESH
District	AGRA
Area	RURAL
Sub District/Municipal Area	ACHHNERA
Gram Panchayat/Ward	AARSENA
Village	--Select Village--
Habitation	--Select Habitation--
Mode Of Disbursement:	BANK ACCOUNT
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	
<b>To</b>	
Bank Disburser:	SBI BANK-GRAMWARD BRANCH-GRAMPANCHAYAT
Sub-District/Municipal Area Balance:	0
PDA Balance:	0
Computed Pension:	0
Amount To be Transferred:	0
Amount Transferred*:	0
Mode of Fund Transfer:	Select
Cheque No/Draft No./Person Receiving Cash:	<input type="text"/>
Cheque/Draft Date:	<input type="text"/>
Name of Bank/PO:	<input type="text"/>
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

### 7.3.2.1. Submit

On the click of submit, message “Amount has been successfully transferred” will be displayed on the screen. **The voucher no. is-----.”will be displayed on the screen.**

### 7.3.2.2. Cancel

On the click of cancel, the operation is cancelled and the form is closed.

### 7.3.3. If mode of disbursement is post office

Another form will be displayed on the screen. Users will then select post office disbursing authority and fill all details in the form. [One important point to note is pension payable should be computed in the advance and amount to be transferred should also be computed in advance]

Transfer Fund	
From	
State *	UTTAR PRADESH
District	AGRA
Area	RURAL
Sub District/Municipal Area	ACHHNERA
Gram Panchayat/Ward	AARSENA
Village	--Select Village--
Habitation	--Select Habitation--
Mode Of Disbursement:	POST OFFICE ACCOUNT
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	
To	
Post Office Disburser:	GRAM PANCHAYT -890809
Sub-District/Municipal Area Balance:	0
PDA Balance:	0
Computed Pension:	0
Amount To be Transferred:	0
Amount Transferred*:	0
Mode of Fund Transfer:	Select
Cheque No/Draft No./Person Receiving Cash:	
Cheque/Draft Date:	
Name of Bank/PO:	
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

#### 7.3.3.1. Submit

On the click of submit, message “Amount has been successfully transferred” will be displayed on the screen. **The voucher no. is-----.”will be displayed on the screen.**

#### 7.3.3.2. Cancel

On the click of cancel, the operation is cancelled and the form is closed.

#### 7.3.4. If mode of disbursement is Money Order

Another form will be displayed on the screen. Users will then select Post Office disbursing authority and fill all details in the form. [One important point to note is pension payable should be computed in the advance and amount to be transferred should also be computed in advance]

Transfer Fund	
From	
State *	UTTAR PRADESH
District	AGRA
Area	RURAL
Sub District/Municipal Area	ACHHNERA
Gram Panchayat/Ward	AARSENA
Village	--Select Village--
Habitation	--Select Habitation--
Mode Of Disbursement:	POST OFFICE MONEY ORDER
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	
To	
Post Office Disburser:	GRAM PANCHAYT -890809
Sub-District/Municipal Area Balance:	0
PDA Balance:	0
Computed Pension:	0
Amount To be Transferred:	0
Amount Transferred*:	0
Mode of Fund Transfer:	Select
Cheque No/Draft No./Person Receiving Cash:	
Cheque/Draft Date:	
Name of Bank/PO:	
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

Pension should be computed in the advance and amount to be transferred should also be computed in advance. User enters the details in the application form shown above.

#### 7.3.4.1. Submit

On the click of submit, message “Amount has been successfully transferred” and **The voucher number is -----.” will be displayed.**

#### 7.3.4.2. Cancel

On the click of cancel, the operation is cancelled and the form is closed.

### 7.3.5. Update ledger

User can update the ledger through this form. After PDAs gives the confirmation of the transfer of funds, user can update the ledger regarding the same.

#### Disbursement >Update Disbursement Ledger

Update Disbursement Ledger	
State *	UTTAR PRADESH
District *	--Select District--
Area *	Select Area
Sub District/Municipal Area *	--Select--
Gram Panchayat/Ward *	--Select--
Pension Amount Payable Up To: *	Select Month Select Year
Mode Of Disbursement: *	--Select Disbursement--
Pension Disbursement Authority: *	Select
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

User will enter the details of the following form. User will enter the amount paid to the user and has to select the applicant of whom he wants to submit the details entered by user.

### 7.3.5.1. Submit

On the click of submit, **“Records Updated successfully” will be displayed.**

### 7.3.5.2. Cancel

On the click of cancel, the operation is cancelled and the form is closed

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## 8. Estimation of Required Funds

This module allows the user to estimate the funds required by the MORD, states, districts, sub districts and Gram Panchayat.

### 8.1. Fund Requirement Estimation- Sub District level/ Municipal Area Level

The User can estimate amount required for disbursement of pension in the Sub-District / Municipal Area. User selects the year for which the estimation has to be made. User selects the period From Month and To Month for which the estimation has to be made. No. of existing pensioners will be shown in the text box. User may enter the number of estimated new pensioners if required.

**User clicks on Sub District Level/Municipal Area Level ->Add** :The following screen will be displayed. Here user can add new estimation for a particular period.

Fund Requirement Estimation - Sub-District/Municipal Area Level			
Sub-District/Municipal Area:		ACHHNERA	
Financial Year	2009	-	2010
From Month	Jul	To Month	Jul
No. of Existing Pensioners:	0		
No. of Estimated New Pensioners:	1000		
Total Estimated Pensioners:	1000		
Estimated Pension Amount:	300000		
Remarks:			
Created/Modified By:	ACHHNERA IT NODAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

The information submitted here will be available as aggregate of all the sub districts to the districts.

#### 8.1.1. Save

If user clicks on save the estimation will be saved and can be modified later.

#### 8.1.2. Submit

If user clicks on submit the estimation will be saved and forwarded but cannot be modified later.

#### 8.1.3. Cancel

If user clicks on cancel the form will be closed.

**User clicks on Sub District Level/Municipal Area Level ->Modify** :The following screen will be displayed. Here user can modify a saved estimate or view an estimation for a particular period.

Fund Requirement Estimation - Sub-District/Municipal Area Level				Sub-District/Municipal Area:ACHHNERA	
Period From	Period To	Total Estimated Pensioners	Estimated Pension Amount		
Jul-2009	Jul-2009	6	1800	<a href="#">Modify</a>	<a href="#">View</a>
<input type="button" value="Back"/>					

If user can clicks on **View** the following screen will be displayed

Fund Requirement Estimation - Sub-District/Municipal Area Level			
Sub-District/Municipal Area:	ACHHNERA		
Financial Year*	2009	-	2010
From Month*	Jul	To Month *	Jul
No. of Existing Pensioners:	0		
No. of Estimated New Pensioners:	6		
Total Estimated Pensioners:	6		
Estimated Pension Amount:	1800		
Remarks:	TEST		
Created/Modified By:	ACHHNERA IT NODAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

If user can clicks on **Modify** the following screen will be displayed

Fund Requirement Estimation - Sub-District/Municipal Area Level			
Sub-District/Municipal Area:	ACHHNERA		
Period From	Jul-2009		
Period To	Jul-2009		
No. of Existing Pensioners:	0		
No. of Estimated New Pensioners:	6		
Total Estimated Pensioners:	6		
Estimated Pension Amount:	1800		
Remarks:	TEST		
Created/Modified By:	ACHHNERA IT NODAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Back"/>			

## 8.2. Fund Requirement Estimation- District level/ Municipal Area Level

User clicks on **District level/ Municipal Area Level** ->Add the following screen will be displayed.

Fund Requirement Estimation - District Level			
District Name:		AGRA	
Financial Year:		2009	- 2010
From Month:		Jul	To Month: Jul
No. of Existing Pensioners:		0	
No. of Estimated New Pensioners:		1000	
Total Estimated Pensioners:		1000	
Estimated Pension Amount:		300000	
Remarks:			
Created/Modified By:		AGRA IT NODAL OFFICER	Created/Modified Date: 01-07-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

### 8.2.1. Save

If user clicks on save the estimation will be saved and can be modified later.

### 8.2.2. Submit

If user clicks on submit the estimation will be saved and forwarded to state level estimation and cannot be modified later.

### 8.2.3. Cancel

If user clicks on cancel the form will be closed.

Fund Requirement Estimation - District Level				District Name:AGRA	
Period From	Period To	Total Estimated Pensioners	Estimated Pension Amount		
Jul-2009	Jul-2009	1000	300000	<a href="#">View</a>	
<input type="button" value="Back"/>					

Use clicks on **Estimation->District->Modify->**The following screen will be displayed. Here user can modify a saved estimate or view an estimation for a particular period.

If the user clicks on view the following screen will be displayed.

Fund Requirement Estimation - Sub-District/Municipal Area Level			
District Name:		AGRA	
Period From:		Jul-2009	
Period To:		Jul-2009	
No. of Existing Pensioners:		0	
No. of Estimated New Pensioners:		1000	
Total Estimated Pensioners:		1000	
Estimated Pension Amount:		300000	
Remarks:		DO	
Created/Modified By:		AGRA IT NODAL OFFICER	Created/Modified Date: 01-07-2009
<input type="button" value="Back"/>			

If the user clicks on **Modify** the following screen will be displayed

Fund Requirement Estimation - District Level			
District Name:	AGRA		
Financial Year:	2009	-	2010
From Month:	Aug	To Month:	Aug
No. of Existing Pensioners:	0		
No. of Estimated New Pensioners:	2		
Total Estimated Pensioners:	2		
Estimated Pension Amount:	600		
Remarks:	2		
Created/Modified By:	AGRA IT NODAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

### 8.3. Fund Requirement Estimation- State Level

User clicks on **State Level** ->Add the following screen will be displayed.

Fund Requirement Estimation - State Level			
State Name:	RAJASTHAN		
Financial Year:	Select	.	
From Month:	Select	To Month:	Select
No. of Existing Pensioners:	0		
No. of Estimated New Pensioners:			
Total Estimated Pensioners:			
Estimated Pension Amount:			
Remarks:			
Created/Modified By:	RAJASTHAN IT NODAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

#### 8.3.1. Save

If user clicks on save the estimation will be saved and can be modified later.

#### 8.3.2. Submit

If user clicks on submit the estimation will be saved and forwarded to state level estimation and cannot be modified later.

### 8.3.3. Cancel

If user clicks on cancel the form will be closed.

Use clicks on **Estimation->State->Modify->**The following screen will be displayed. Here user can modify a saved estimate or view an estimation for a particular period.

Fund Requirement Estimation - State Level				State Name:RAJASTHAN	
Period From	Period To	Total Estimated Pensioners	Estimated Pension Amount		
Jul-2009	Jul-2009	0	0	<a href="#">Modify</a>	<a href="#">View</a>
<input type="button" value="Back"/>					

If user clicks on **View** the following screen will be displayed

Fund Requirement Estimation - State Level			
State Name	RAJASTHAN		
Period From	Jul-2009		
Period To	Jul-2009		
No. of Existing Pensioners:	0		
No. of Estimated New Pensioners:	0		
Total Estimated Pensioners:	0		
Estimated Pension Amount:	0		
Remarks:			
Created/Modified By:	RAJASTHAN IT NODAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Back"/>			

If user clicks on **Modify** the following screen will be displayed

Fund Requirement Estimation - State Level			
State Name:	RAJASTHAN		
Financial Year	2009	-	2010
From Month	Jul	To Month	Jul
No. of Existing Pensioners:	<input type="text" value="0"/>		
No. of Estimated New Pensioners:	<input type="text" value="0"/>		
Total Estimated Pensioners:	<input type="text" value="0"/>		
Estimated Pension Amount:	<input type="text" value="0"/>		
Remarks:	<input type="text"/>		
Created/Modified By:	RAJASTHAN IT NODAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

➤ **Save:-**f user clicks on save the estimation will be saved and can be modified later.

- **Submit :-** If user clicks on submit the estimation will be saved and forwarded to state level estimation and cannot be modified later.
- **Cancel:-** If user clicks on cancel the form will be closed.

## 8.4. Fund Requirement Estimation- Ministry Level

### 8.4.1. Add Link

User clicks on Estimation->Ministry Level ->Add the following screen will be displayed.

Fund Requirement Estimation - Ministry Level							
Ministry Name		MINISTRY OF RURAL DEVELOPMENT					
Financial Year*		2009	-	2010			
From Month*		Jul	To Month *		Jul		
S.No	State Name	Period From	Period To	No. of Existing Pensioners	No. of Estimated New Pensioners	Total Estimated Pensioners	Estimated Pension Amount (State + Central Contribution)
1	UTTAR PRADESH	Jul-2009	Jul-2009	44793	1000	45793	13737900
						Total:	13737900
No. of Existing Pensioners:				44793			
No. of Estimated New Pensioners:				1000			
Total Estimated Pensioners:				45793			
Estimated Pension Amount(Central Contribution):				9158600			
Remarks:							
Created/Modified By:				MORD FINANCIAL OFFICER		Created/Modified Date:	
						01-07-2009	
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>							

➤ **Save:-**

If user clicks on save the estimation will be saved and can be modified later

➤ **Submit :-**

If user clicks on submit the estimation will be saved and forwarded to state level estimation and cannot be modified later.

➤ **Cancel:-**

If user clicks on cancel the form will be closed.

### 8.4.2. Modify Link

User clicks on Estimation->Ministry->Modify :-The following screen will be

Fund Requirement Estimation - Ministry Level				Ministry Name:MINISTRY OF RURAL DEVELOPMENT	
Period From	Period To	Total Estimated Pensioners	Estimated Pension Amount (Central Contribution)		
Jul-2009	Jul-2009	45793	9158600	<a href="#">Modify</a>	<a href="#">View</a>
<input type="button" value="Back"/>					

displayed .It will show all the estimates done at state level

If the user clicks on **Modify** the following screen will be displayed

Fund Requirement Estimation - Ministry Level			
Ministry Name:	MINISTRY OF RURAL DEVELOPMENT		
Financial Year	2009	-	2010
From Month	Jul	To Month	Jul
No. of Existing Pensioners:	44793		
No. of Estimated New Pensioners:	1000		
Total Estimated Pensioners:	45793		
Estimated Pension Amount(Central Contribution):	9158600		
Remarks:			
Created/Modified By:	MORD FINANCIAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

Fund Requirement Estimation - Ministry Level			
Ministry Name:	MINISTRY OF RURAL DEVELOPMENT		
Period From	Jul-2009		
Period To	Jul-2009		
No. of Existing Pensioners:	44793		
No. of Estimated New Pensioners:	1000		
Total Estimated Pensioners:	45793		
Estimated Pension Amount(Central Contribution):	9158600		
Remarks:			
Created/Modified By:	MORD FINANCIAL OFFICER	Created/Modified Date:	01-07-2009
<input type="button" value="Back"/>			

- **Save:-** If user clicks on save the estimation will be saved and can be modified later.
- **Submit :-** If user clicks on submit the estimation will be saved and forwarded to state level estimation and cannot be modified later.
- **Cancel:-** If user clicks on cancel the form will be closed.

### 8.4.3. View link

If the user clicks on **View** the following screen will be displayed

Fund Requirement Estimation - State Level			
State Name	HARYANA		
Financial Year*	Select ▼	-	
From Month*	Select ▼	To Month *	Select ▼
No. of Existing Pensioners:	729		
No. of Estimated New Pensioners:			
Total Estimated Pensioners:			
Estimated Pension Amount:			
Remarks:			
Created/Modified By:	HARYANA IT NODAL OFFICER	Created/Modified Date:	26-06-2009
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

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## 9. Fund Allocation and Release

This module allows the user to allocate and release the funds.

### 9.1. Ministry Allocation

User clicks on **Allocation ->Ministry ->allocation** The following screen will be displayed

Fund Allocation to Ministry	
Total of Opening Balance in States*	0
Total of Opening Balance in UT's*	0
Year*	-Select Year- ▼
Budget Estimate For States	0
Budget Estimate For UT	0
Revised Estimate For States	0
Revised Estimate For UT	0
Fund released to States So Far	0
Fund released to UT So Far	0
Fund Available With Ministry	
Remarks	
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

#### 9.1.1. Submit

If User clicks on submit funds will be allocated to states .

#### 9.1.2. Cancel

If user clicks on cancel the form will be closed

## 9.2. State Allocation and Release

### 9.2.1. State Allocation

If user clicks on Allocation->State Allocation the following screen will be displayed

when user selects year the following screen is displayed

Budget Estimate									
State	Estimated Amount	Opening Balance As on 1st April	Amount Allocated	Disbursement So Far	Amount Released By Ministry	Amount Released By State	Amount Available	Amount to be Allocated	Remarks
<b>STATES</b>									
ANDHRA PRADESH	2167641600	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
ARUNACHAL PRADESH	0	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
ASSAM	0	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
BIHAR	0	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
CHHATTISGARH	9600	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
GUJARAT	32709600	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
HARYANA	2186400	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
HIMACHAL PRADESH	0	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
JAMMU AND KASHMIR	106562400	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
JHARKHAND	52401600	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
KARNATAKA	2688000	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	
KERALA	119834400	0	<input type="text" value="0"/>	0	0	0	0	<input type="text" value="0"/>	

LAKSHADWEEP	0	0	0	0	0	0	0	0	0
MADHYA PRADESH	3518400	0	0	0	0	0	0	0	0
MAHARASHTRA	0	0	0	0	0	0	0	0	0
MANIPUR	0	0	0	0	0	0	0	0	0
MEGHALAYA	13466400	0	0	0	0	0	0	0	0
MIZORAM	2630400	0	0	0	0	0	0	0	0
NAGALAND	35450400	0	0	0	0	0	0	0	0
ORISSA	20316000	0	0	0	0	0	0	0	0
PUNJAB	231849600	0	0	0	0	0	0	0	0
RAJASTHAN	0	0	0	0	0	0	0	0	0
SIKKIM	0	0	0	0	0	0	0	0	0
TAMIL NADU	454692000	0	0	0	0	0	0	0	0
TESTSTATE	0	0	0	0	0	0	0	0	0
TESTSTATE1	2186400	0	0	0	0	0	0	0	0
TESTSTATE2	69600	0	0	0	0	0	0	0	0

UTTAR PRADESH	107503200	0	0	0	0	0	0	0	0
UTTARAKHAND	15890400	0	0	0	0	0	0	0	0
WEST BENGAL	596380800	0	0	0	0	0	0	0	0
Total :		0							
<b>UNION TERRETORY</b>									
ANDAMAN AND NICOBAR	0	0	0	0	0	0	0	0	0
CHANDIGARH	0	0	0	0	0	0	0	0	0
DADRA & NAGAR HAVELI	0	0	0	0	0	0	0	0	0
DAMAN & DIU	69600	0	0	0	0	0	0	0	0
DELHI	274389600	0	0	0	0	0	0	0	0
GOA	0	0	0	0	0	0	0	0	0
PONDICHERRY	0	0	0	0	0	0	0	0	0
Total :		0							
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>									

### 9.2.1.1. Submit

If User clicks on submit the allocation will be submitted for the selected financial year .

### 9.2.1.2. Cancel

If user clicks on cancel the form will be closed

## 9.2.2. State Release

User Clicks on Allocation->State Release The following screen is displayed

### 9.2.2.1. Cancel

If user clicks on cancel the form will be closed

If user selects year the following screen is displayed

Budget Estimate					
State	Amount Allocated	Amount Released	Amt To Be Released	Sanction/Release Letter No.	Date Of Sanction
<b>STATES</b>					
ANDHRA PRADESH	1000	0	0		
ARUNACHAL PRADESH	0	0	0		
ASSAM	0	0	0		
BIHAR	0	0	0		
CHHATTISGARH	0	0	0		
GUJARAT	0	0	0		
HARYANA	0	0	0		
HIMACHAL PRADESH	0	0	0		
JAMMU AND KASHMIR	0	0	0		
JHARKHAND	0	0	0		
KARNATAKA	0	0	0		
KERALA	0	0	0		
LAKSHADWEEP	0	0	0		
MADHYA PRADESH	0	0	0		
MAHARASHTRA	0	0	0		
MANIPUR	0	0	0		

PUNJAB	0	0	0				
RAJASTHAN	0	0	0				
SIKKIM	0	0	0				
TAMIL NADU	0	0	0				
TESTSTATE	0	0	0				
TESTSTATE1	0	0	0				
TESTSTATE2	0	0	0				
TRIPURA	0	0	0				
UTTAR PRADESH	0	0	0				
UTTARAKHAND	0	0	0				
WEST BENGAL	0	0	0				
<b>UNION TERRETRY</b>							
ANDAMAN AND NICOBAR	0	0	0				
CHANDIGARH	0	0	0				
DADRA & NAGAR HAVELI	0	0	0				
DAMAN & DIU	0	0	0				
DELHI	0	0	0				
GOA	0	0	0				
PONDICHERRY	0	0	0				
				<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>		

### 9.2.2.2. Submit

If user clicks on the amount will be allocated and will be available to districts for allocation.

### 9.2.2.3. Cancel

If user clicks on cancel the form will be closed

## 9.2.3. Release Funds by State Finance

Fund Release To HARYANA	
Year*	-Select Year- ▼
Opening Balance*	0
Amount Received From Finance	
Sanction/Release Letter No.	
Letter Date	
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

### 9.2.3.1. Submit

On the click of submit, **“Fund Released successfully”** will be displayed on the screen.

### 9.2.3.2. Cancel

On click of cancel, the form is closed and operation is cancelled.

## 9.3. District Allocation and Release

User [state user] can allocate the funds to the district by entering the details in the following form. User will be asked to enter the state name and date.

### 9.3.1. District Allocation

Fund Allocation to District			
State *	HARYANA ▼		
Year*	-Select Year- ▼		
Fund Allocated	0	Fund Available	0
<input type="button" value="Cancel"/>			

When user enters the year, automatically another form will be displayed on the screen. User can allocate the funds to the district by entering the details in the following form.

Fund Allocation to District								
State *		HARYANA ▾						
Year*		2009-2010 ▾						
Fund Allocated		4575780			Fund Available		4575780	
Budget Estimate								
District	Estimated Amount	Opening Balance As on 1st April	Amount Allocated	Disbursement So Far	Amount Released	Amount Available	Amount to be Allocated	Remarks
AMBALA	0	0	0	0	0	0	0	
BHIWANI	0	0	0	0	0	0	0	
FARIDABAD	0	0	0	0	0	0	0	
FATEHABAD	0	0	0	0	0	0	0	
GURGAON	0	0	0	0	0	0	0	
HISAR	0	0	0	0	0	0	0	
JHAJJAR	0	0	0	0	0	0	0	
JIND	0	0	0	0	0	0	0	
KAITHAL	0	0	0	0	0	0	0	
KARNAL	0	0	0	0	0	0	0	
KURUKSHETRA	0	0	0	0	0	0	0	
MAHENDRAGARH	0	0	0	0	0	0	0	
MEWAT	0	0	0	0	0	0	0	
PANCHKULA	0	0	0	0	0	0	0	
PANIPAT	2624400	0	0	0	0	0	0	
REWARI	0	0	0	0	0	0	0	
ROHTAK	0	0	0	0	0	0	0	
SIRSA	0	0	0	0	0	0	0	
SONIPAT	0	0	0	0	0	0	0	
YAMUNANAGAR	0	0	0	0	0	0	0	
Total :			0					

### 9.3.1.1. Submit

On the click of submit, **“Fund Allocation Completed successfully”** will be displayed on the screen.

### 9.3.1.2. Cancel

On click of cancel, the form is closed and operation is cancelled.

## 9.3.2. District Release

User [district user] can release the funds to the District by entering the details in the following forms. User will enter the year and state name in their respective column.

Release Pension Amount to District	
State *	HARYANA ▾
Year *	-Select Year- ▾
Fund Available	0
<input type="button" value="Cancel"/>	

When user enters the details, system will display the worksheet for capturing the amount allocated to the districts. User will fill in all the details and give remarks at the end.

Release Pension Amount to District					
State *		HARYANA ▾			
Year *		2009-2010 ▾			
Fund Available		4575780			
Budget Estimate					
State	Amount Allocated	Amount Released	Amt To Be Released	Sanction/Release Letter No.	Date Of Sanction
AMBALA	0	0	0		
BHIWANI	0	0	0		
FARIDABAD	0	0	0		
FATEHABAD	0	0	0		
GURGAON	0	0	0		
HISAR	0	0	0		
JHAJJAR	0	0	0		
JIND	0	0	0		
KAITHAL	0	0	0		
KARNAL	0	0	0		
KURUKSHETRA	0	0	0		
MAHENDRAGARH	0	0	0		
MEWAT	0	0	0		
PANCHKULA	0	0	0		
PANIPAT	0	0	0		
REWARI	0	0	0		
ROHTAK	0	0	0		
SIRSA	0	0	0		
SONIPAT	0	0	0		
YAMUNANAGAR	0	0	0		
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>					

#### 9.3.2.1. Submit

On the click of submit, **“Fund released successfully”** will be displayed on the screen.

#### 9.3.2.2. Cancel

On click of cancel, the form is closed and operation is cancelled.

### 9.4. Sub-District Allocation and Release

User [district user] can allocate the funds to the district by entering the details in the following form.

User will be asked to enter the state name, district, area and date.

### 9.4.1. Sub-District Allocation

Fund Allocation to Sub District			
State *	HARYANA	District *	--Select District--
Area *	--Select Area--		
Year *	--Select Year--		
Fund Allocated	0	Fund Available	0
<input type="button" value="Cancel"/>			

When user enters the details, system will display the worksheet for capturing the amount allocated to the sub districts. User will fill in all the details and give remarks at the end.

Fund Allocation to Sub District									
State *	HARYANA	District *	PANIPAT						
Area *	RURAL								
Year *	2009-2010								
Fund Allocated	0	Fund Available	0						
Budget Estimate									
Sub District/Municipal Area	Area	Estimated Amount	Opening Balance As on 1st April	Amount Allocated	Disbursement So Far	Amount Released	Amount Available	Amount to be Allocated	Remarks
BAPOLI	RURAL	0	0	0	0	0	0	0	
ISRANA	RURAL	2624400	0	0	0	0	0	0	
MADLAUDA	RURAL	0	0	0	0	0	0	0	
PANIPAT	RURAL	0	0	0	0	0	0	0	
SAMALKHA	RURAL	0	0	0	0	0	0	0	
Total :				0					
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>									

#### 9.4.1.1. Submit

On the click of submit, **“Fund Allocation Completed successfully”** will be displayed on the screen.

#### 9.4.1.2. Cancel

On click of cancel, the form is closed and operation is cancelled.

### 9.4.2. Sub-District Release

User [sub district user] can release the funds to the sub district by entering the details in the following forms. User will be asked to enter the state name, district, area and date.

#### Allocation>Sub-District Release

Fund Allocation to Sub District		
State *	HARYANA	District *
	--Select District--	Area *
	--Select Area--	Year *
	--Select Year--	
Cancel		

When user enters the details, system will automatically display the worksheet for capturing the amount allocated to the sub districts. User will fill in all the details in the following form.

Fund Allocation to Sub District					
State *	HARYANA	District *	PANIPAT	Area *	RURAL
Year *	2009-2010				
Budget Estimate					
Sub District/Municipal Area	Amount Allocated	Amount Released	Amt To Be Released	Sanction/Release Letter No.	Date Of Sanction
BAPOLI	0	0	0	5643	26-06-2009
ISRANA	0	0	0	3454	26-06-2009
MADLAUDA	0	0	0	2545	26-06-2009
PANIPAT	0	0	0	56465	26-06-2009
SAMALKHA	0	0	0	5666	26-06-2009
Submit Cancel					

#### 9.4.2.1. Submit

On the click of submit, “**Fund Allocation Completed Successfully**” will be displayed on the screen.

#### 9.4.2.2. Cancel

On click of cancel, the form is closed and operation is cancelled.

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## 10. Discontinue Pension

### 10.1. New Appeal

This form allows the user to submit the new appeal. User needs to enter all the details in this form.

#### Click on the Discontinue>New Appeal

Appeal For Discontinuation of Pension			
State *	HARYANA	District *	--Select District--
		Area *	Select Area
Sub District/Municipal Area *	--Select--	Gram Panchayat/Ward *	--Select--
Village	--Select Village--	Habitation	--Select Habitation--
Appeal Date:	26-06-2009	Reason:	APPLICATION REJECTED
Submit Cancel			

#### 10.1.1. Cancel

On the click of cancel, the operation is cancelled and the form is closed

### 10.1.2. Submit

On the click of submit following information will be displayed

Appeal For Discontinuation of Pension		
State *	HARYANA	District * PANIPAT
		Area * RURAL
Sub District/Municipal Area *	ISRANA	Gram Panchayat/Ward * KARAD
Village	KARAD	Habitation KARAD
Appeal Date:	26-06-2009	Reason: APPLICATION REJECTED
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>		
List of Applications Rejected		
Application No.	Applicant Name	Rejection Remarks
HR-A-00000399	शान्ति	RETURNED
Description*		
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>		

#### 10.1.2.1. Cancel

On the click of cancel, the operation is cancelled and the form is closed.

#### 10.1.2.2. Submit

On the click of submit information will be submitted.

Appeal Successfully Submitted and Appeal No is AL-0910-000000032.		
Appeal For Discontinuation of Pension		
State *	HARYANA	District * PANIPAT
		Area * RURAL
Sub District/Municipal Area *	ISRANA	Gram Panchayat/Ward * KARAD
Village	KARAD	Habitation KARAD
Appeal Date:	26-06-2009	Reason: APPLICATION REJECTED
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>		

## 10.2. Pending Appeals

This information will allow user to see the applications which are pending

Click on the Discontinue> Pending Appeals

Appeals Pending For Approval		
Appeal No.	Applicant Name	Rejection Remarks
<a href="#">AL_0910-000000032</a>	शान्ति	RETURNED
<input type="button" value="Back"/>		

Approve Appeal for Rejected Application					
State	UTTAR PRADESH	District	AGRA	Area	Rural
Sub District	ACHHNERA	Gram Panchayat	AARSENA		
Village	AARSENA	Habitation	AARSENA		
Appeal Date	01-07-2009	Reason	APPLICATION REJECTED		
Application No.	UP-A-00044800	Applicant Name	TEST	Rejection Remarks	GF
Description GF					
Approver Remarks					
Approve <input type="radio"/>			Reject <input type="radio"/>		
Remark*	<input type="text"/>				
			<input type="button" value="Submit"/> <input type="button" value="Cancel"/>		

If the user clicks on hyper linked appeal number the following page will be displayed

### 10.2.1. Submit

If the user clicks on submit his approved or rejected appeal will be submitted.

### 10.2.2. Cancel

If user clicks on cancel form will be closed.

Approve Appeal for Rejected Application					
State	UTTAR PRADESH	District	AGRA	Area	Rural
Sub District	ACHHNERA	Gram Panchayat	AARSENA		
Village	AARSENA	Habitation	AARSENA		
Appeal Date	01-07-2009	Reason	APPLICATION REJECTED		
Application No.	UP-A-00044800	Applicant Name	TEST	Rejection Remarks	GF
Description GF					
Approver Remarks					
Approve <input type="radio"/>			Reject <input type="radio"/>		
Remark*	<input type="text"/>				
			<input type="button" value="Submit"/> <input type="button" value="Cancel"/>		

## 10.3. Discontinue Pension

This form allows the user to discontinue the pension for the cases reported. User needs to enter all the details in this form.

**Click on the Discontinue>Discontinue**

Verification Report					
State *	PUNJAB	District *	--Select District--	Area *	Select Area
Sub District/Municipal Area *	--Select Sub District--	Gram Panchayat/Ward *	--Select Gram Panchayat--		
Village	--Select Village--	Habitation	--Select Habitation--		
Verifying Authority *	Select	Date of Verification *			
Approving Authority *	Select	Date of Approval *			
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>					

### 10.3.1. Cancel

On click of cancel, the form is closed and operation is cancelled.

### 10.3.2. Submit

On click of submit, the record is displayed as per search criterion as shown below

PPO No.	Pensioner Name	Status	To be Continued	Proposed Date of Discontinuation	Remarks in Detail	
PJ-S-00000039	ABC DEF	ELIGIBLE	Yes			<input type="checkbox"/>
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>						

Name of applicants will be displayed as search criteria. User will enter the details and select the applicant of whom user wants to discontinue the pension.

#### 10.3.2.1. Submit

On the click of submit, **"The Pension has been discontinued For ----- With Effect From ----- --"** will be displayed on the screen.

#### 10.3.2.2. Cancel

On click of cancel, the form is closed and operation is cancelled.

## 10.4. Reinstate

This form will allow the user to re-instate pension. User needs to enter all the details in this form.

**Click on Discontinue>Reinstate pension**

Re-Instatement Of Pension					
State *	HARYANA	District *	--Select District--	Area *	Select Area
Sub District/Municipal Area *	--Select Sub District--	Gram Panchayat/Ward *	--Select Gram Panchayat--		
Village	--Select Village--	Habitation	--Select Habitation--		
Verification Status	MIGRATED PERMANENTLY				
<input type="button" value="Search"/> <input type="button" value="Cancel"/>					

### 10.4.1. Cancel

On click of cancel, the form is closed and operation is cancelled.

### 10.4.2. Search

On click of search, the record is displayed as per search criterion as shown below

Sanction Order No.	Name	Verification Status	Date of Discontinuation	Discontinuation Remarks	Approval No	Re-Instatement Date	Effective Month, Year of Pension Payment	Reinstatement Remarks	Re-Instate
P.J.S-00000040	ABC DEF	MIGRATED PERMANENTLY	11-02-2009	MIGRATED	98	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Name of applicants will be displayed as search criteria. User will enter the details and select the applicant of whom user wants to reinstate the pension.

#### 10.4.2.1. Submit

On the click of submit, “**The Pension has been Reinstated For -----**” will be displayed on the screen.

#### 10.4.2.2. Cancel

On click of cancel, the form is closed and operation is cancelled.

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## 11. Legacy Data

User can enter the old records through this module. User can enter the past records and can also modify the records if required.

### 11.1. Application for Pension- Add

User can add old or past applicant details through this form.

**Legacy Data > Application for Pension- Add**

Application Form For Legacy Data		
Applicant Details		
State *	UTTARAKHAND	District * ALMORA
Sub District/Municipal Area *	BHAI SACHHANA	Area * RURAL
Village *	ALISUPYAL	Gram Panchayat/Ward * ALISUPYAL
First Name *	RAJESH	Habitation * ALISUPYAL
Middle Name		Last Name KUMAR
Husband/Father Name *	RAVI KUMAR	Nominee Name VIKRAM KUMAR
Address		BPL Detail
House No	23	Year 2007
Street	RAJPUR ROAD	Location ALMORA
Locality	DOON VIHAR	Family Id No 223311
Pincode	22211 . 11	Member Id 22
Personal Details		
Gender	MALE	Age * 76
Category	GENERAL	Date of Birth * 01-07-1933
Annual Income	4500	Widow No
Disability	No	Percentage of Disability
Disability Type 1	SELECT	Disability Type 2
Disability Type 2	SELECT	Disability Type 3
Disability Type 3	SELECT	EPIC No
EPIC No		Ration Card No 334452
Beneficiary Number	4567234	Minority Status No
Scheme	IGNOAPS	Application Date 26-10-2009
Sanction Details		
Sanctioning Authority	PANCHAYAT	Sanction Date * 09-10-2007
Disbursement Details		
Disbursement	CASH	Bank/PO Account No
Disbursement Upto	31-10-2008	PDA Code * PDA-CH000000
Certificate Details		
	Date of Issue	Issuing Authority
Age Certificate:	02-07-2008	PAL CORPORATION
Income Certificate:		
Residence Certificate:		
Disability Certificate:		
Husband's Death Certificate:		
Upload Photo		Browse
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/>		

### 11.1.1. Save

On the click of save the application details will be saved and a confirmation message is displayed along with application number. This option gives the user a chance to modify the details later if required.

### 11.1.2. Submit

On the click of submit the application details will be saved and forwarded for verification to Verifying Authority. Application Number generated will be displayed.

### 11.1.3. Reset

On the click of Reset the application form will be reset to its original state.

### 11.1.4. Cancel

On the click of cancel the application details will not be saved and the form will be closed.

## 11.2. Modify

On the click of the Modify button the application details will be displayed as shown below in editable mode.

### Legacy Data > Application for Pension- Modify

This form enables the user to modify the existing application. To modify the application, the user has to search the application by entering the details in form shown above. User can search either on basis of Application Number or Applicant Name.

#### 11.2.1. Search

The user has to enter search criteria. Fields marked in red are mandatory. User can search either on basis of Application Number or Applicant Name. The records satisfying the search criteria will be displayed in a grid with view and modify option as shown below.

Application Number	Applicant Name	Husband/Father Name	Application Status		
UT-A-00000205	RAJESH KUMAR	RAVI KUMAR	TEMP	<a href="#">View</a>	<a href="#">Modify</a>

#### 11.2.2. Cancel

On the click of the cancel button the form will be closed.

##### 11.2.2.1. Modify

On the click of the Modify button the application details will be displayed as shown below in editable mode.

Application Form For Legacy Data		
Application Number AP-A-00729603		
Applicant Details		
State *	ANDHRA PRADESH	District * ADILABAD
Sub District *	Adilabad	Area * RURAL
Village *	MALEBORGACON	Gram Panchayat * Ankol
First Name *	E	Habitation * Ankol
Middle Name	MALLUBAYI	Last Name
Husband/Father Name *	POCHANNA	Nominee Name
BPL Detail		
House No		Year
Street		Location
Locality		Family Id No
Pincode	. 1	Member Id
Personal Details		
Gender	FEMALE	Age * 65
Date of Birth *	01-07-1943	
Category	OTHER BACKWARD CLASS	Annual Income 0
Disability	No	Widow No
Disability Type 1	SELECT	Percentage of Disability
Disability Type 2	SELECT	Disability Type 3
Disability Type 3	SELECT	
EPIC No		Ration Card No
Minority Status	No	
Beneficiary Number	331	Scheme IGNOAPS
Application Date	27-06-2009	
Sanction Details		
Sanctioning Authority		Sanction Date * 01-04-2006
		Sanction Order No AP-S-00729603
Disbursement Details		
Disbursement	CASH	Bank/PO Account No
PDA Code *	PDA-CH000000	
Disbursement Upto	31-05-2008	
Certificate Details		
	Date of Issue	Issuing Authority
Age Certificate:		
Income Certificate:		
Residence Certificate:		
Disability Certificate:		
Husband's Death Certificate:		
Upload Photo		Browse...
<input type="button" value="Save"/> <input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/>		

#### 11.2.2.1.1. Save

On the click of save the application details will be saved and a confirmation message is displayed.

#### 11.2.2.1.2. Submit

On the click of submit the application details will be saved and forwarded for verification to Verifying Authority.

#### 11.2.2.1.3. Cancel

On the click of cancel the application details will not be saved and the form will be

closed.

### 11.2.2.2. View Application

Application Form For Legacy Data					
Application Number AP-A.00729603					
Applicant Details					
State	ANDHRA PRADESH	District	ADILABAD	Area	Rural
Sub District	Adilabad	Gram Panchayat	Ankoli		
Village	ANKOLI MALEBORGAON	Habitation	Ankoli		
First Name	E	Middle Name	MALLUBAYI	Last Name	
Husband/Father Name	POCHANNA	Nominee Name			
Address		BPL Detail			
House No		Year			
Street		Location			
Locality		Family Id No			
Pincode	-1	Member Id			
Personal Details					
Gender	Female	Age	66	Date of Birth	01-07-1943
Category	OTHER BACKWARD CLASS	Annual Income	0	Widow	No
Disability	No	Percentage of Disability			
Disability Type 1		Disability Type 2		Disability Type 3	
EPIC No		Ration Card No		Minority Status	No
Beneficiary Number	331	Scheme	IGNOAPS	Application Date	27-06-2009
Sanction Details					
Sanctioning Authority		Sanction Order No	AP-S-00729603	Sanction Date	01-04-2006
Disbursement Details					
Disbursement	CASH	Bank/PO Account No		PDA Code	ANDHRA PRADESH CASH AUTHORITY
Disbursement Upto	31-05-2009				
Certificate Details					
		Date of Issue		Issuing Authority	
Age Certificate:					
Income Certificate:					
Residence Certificate:					
Disability Certificate:					
Husband's Death Certificate:					
<input type="button" value="Print"/> <input type="button" value="Back"/>					

On the click of the view button the user can view the application details in non-editable mode.

#### 11.2.2.2.1. Print

On the click of print the application shown above will be printed.

#### 11.2.2.2.2. Back

On the click of Back, the form will be closed.

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### **Definitions, Acronyms and Abbreviations**

<b>Term</b>	<b>Definition</b>
IGNOAPS	Indira Gandhi National Old Age Pension Scheme
NSAP	National Social Assistance Program
MoRD	Ministry of Rural Development
BPL	Below Poverty Line
DB	Data Base
Html	Hyper text markup language
SRS	Software Requirement Specification
Web Site	A place on the world wide web
So	Sanction Order
PPO	Pension Payment Order
IEEE	Institute of Electrical and Electronic Engineers
RDBMS	Relational Database management System
SQL	Structured Query Language
UPS	Uninterrupted Power Supply
PDA	Pension Disbursement Authority
G2G	Government to Government
G2C	Government to Customer / Citizen
C2G	Customer / Citizen to Government
OS	Operating System

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