## Mukhyamantri Krushi Udyog Yojana

Department of Agriculture & farmers' Empowerment

DNO - Manual

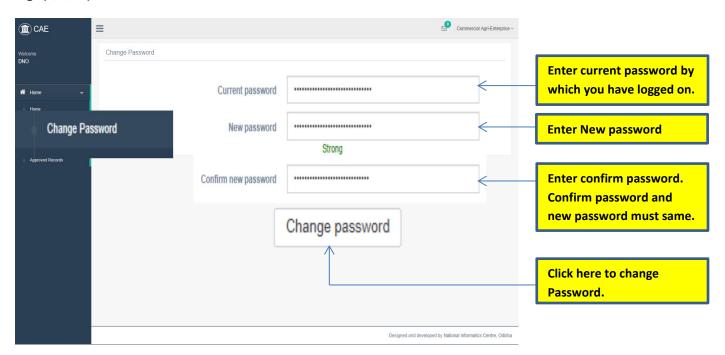
## **Steps for DNO:**

- 1. Login with the correct User ID and Password. (If User ID and Password are not provided, Please contact APICOL for the Login Credentials.)
- 2. You must change password after the initial Login.
- 3. Once you changed your password after initial login, that changed password will be the new password for further logins.
- 4. Enter your details in "DNO Detail Entry Page". The below details are required.
  - I. Enter your Full Name.
  - II. Enter your Mobile Number.
  - III. Upload the Scanned Full Signature (within 50 KB in .jpg format).
- 5. Enter Block Level Officers' details in the "BLO Detail Entry Page".
  - I. Enter each BLO's Full Name.
  - II. Enter everyone's Mobile Number (which will be used in a smartphone for carrying out the Feasibility Study).
  - III. Upload the Scanned Full Signature (collected from BLOs within 50 KB in .jpg format).
- 6. After Entering all the BLO Details, Go to the "BLO Block Mapping Page" for assigning Blocks to the concerned BLOs. (Unless the BLOs are mapped they won't be able to login into the system.)

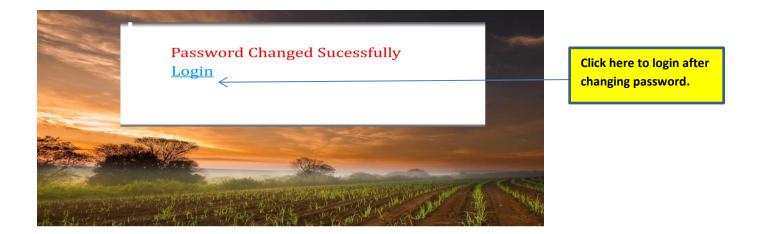
Login Screen of District Nodal Officer. In this page DNO has to enter his/her User ID, Password and Captcha. After entering correct login credential DNO can login by click on Login button.



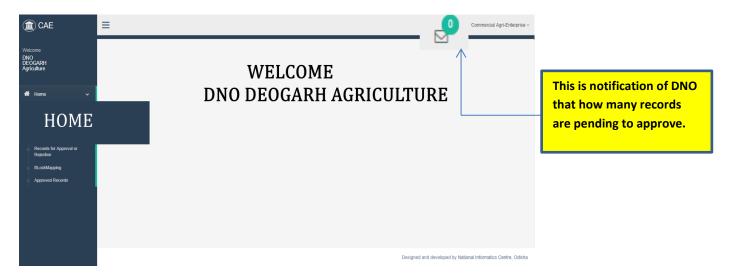
After Successful login if your login is first time then you have to change your password for access all links of DNO. Current password is same what you have already used at the first time login. New Password must be the combination of One Uppercase letter(A,B,C...), one lowercase letter(a,b,c...), one special character(@,#,\$...), one digit(0,1,2...). New and confirm Password must be same.



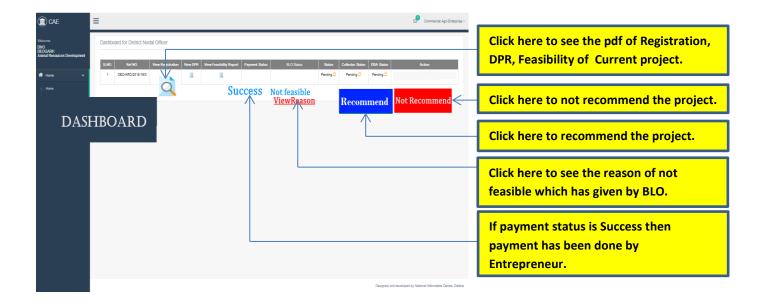
After changing Password DNO will get this message and aging DNO can login by clicking the Login link.



After login of DNO this page will come. This is Home page of Concerned DNO. Here DNO will see how many records are pending to approve.



This is dashboard of DNO by which he/she can see registration, DPR and feasibility report of Entrepreneur and see the status of BLO. If the status given by BLO is not feasible then DNO can see the reason by click on <u>ViewReason</u>. Here Dno can Recommend or Not Recommend the project by using respective buttons.



## DNO will click on GO AHEAD button to generate the go-ahead.

