Fine&Penalty

USERMANUAL
Enforcementcell

RanchiMunicipalCorporation

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1) User Login with username and password in Fines&Penalty

a) *OpenE-Municipal siteforMunicipalFines&Penalty login as on* https://egov.rsccl.in/fines

b) *SelectFineandPenaltyLogin*

c) *Login-User shouldbeabletoentervalidusernameand passwordandclickon Login button to login yourself*

2) UserDashboardandViewFine&PenaltyHomePage

Dashboard-Afterlogindashboardpage displayedandusershould beable to View Pending Application, Challan Generated, Application List, and Search Challan.

A.**ApplicationList**-UsershouldbeabletoViewApplicationListappliedbyEnforcement OfficerbyclickingonApplicationList button.

- *UsershouldbeabletosearchChallanbyApplicationNumber,MobileNumber*

- *Details:UsershouldbeabletoviewFineandPenaltyDetails*

B. **SearchChallan**-*UsershouldbeabletoSearchChallanbyApplicationNumber,Mobile Number,andChallanNumberaswellasexportthedata.*

- ChallanView:Usershouldbe abletoclickChallanforviewthe generatedchallan

- *Print:UsershouldbeabletoPrintthechallanclickonPrintButton*
- *Receipt:UsershouldbeabletoviewandPrintthechallanReceiptclickonReceiptButton*

C) **Violation Master-** *User should be able to create master menus as on three sections, Department Master, Section Master, Violation Master, as well as Add Department, Remove Department & Export Data.*

a) **DepartmentMaster**-Usershouldbeableto SearchDepartment,AddDepartment.
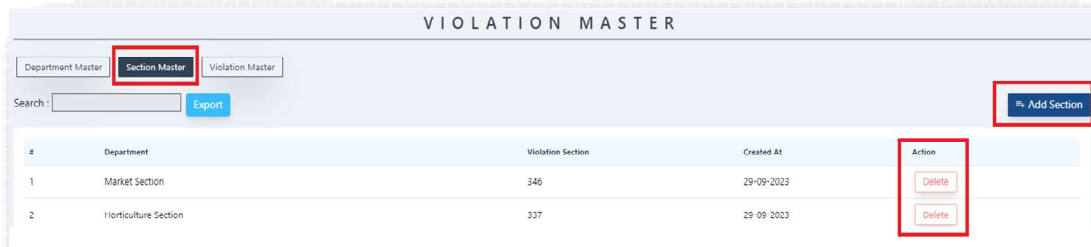

- *FilltheNameof DepartmentandClicktoSubmitAddButtonforaddtheDepartment*

b) ***SectionMaster****:Usershouldable toAddSectionMasterclickonAddSectionas wellas delete the Section Master.*

 i. ***AddSection****:Usershouldabletoadd SectionMasterClickonAddSectionButton.*

 ii. ***DeleteSection****:UsershouldabletodeleteSectionMasterClickonDeleteButton.*

c) ***ViolationMaster:User****shouldbeable toAddviolationandAssignonSpotviolation.*

a) ***AddViolation:****Usershouldbeableto Addviolationclickonaddviolationbutton.*

 1. *SelectDepartment,ViolationSection,ViolationName,PenaltyamountandClickAdd to Adding the Violation.*
 2. *ConfirmationPop-Upfordelete >if"Yes"thenViolationshouldbedeleted.*
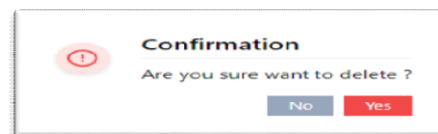
b) **AssignSpotViolation**:*UsershouldbeabletoAssignonspotviolationclickonassignonspot violation button*

1. *UsershouldabletoSlidetomanagepenaltyamountrange*
2. *UsershouldabletoFillthemanuallypenaltyamount.*
3. *User shouldable to select/ deselectasperorderandassignmentforonspotchallangeneration*

3) **UserRoleMaster:user***shouldabletoaddrollandusers.*

   A. *RoleMaster:Usercanaddordeleteasperrequirementroles.*

a)*AddRole:usercan addroleasperrequirements.*

b) *Edit:UsercanEditforanychangesifrequiredhewillbeupdateclickoneditbutton.*

c) *Delete: user can delete for anychanges if required, and then he will beupdate click on delete button.*

B. *UserRoleMaster:UsershouldbeabletoadduserAssign,EditorDeleteasperreq.... .....*

a) *AddUser:UsershouldbeabletoadduserasperrequirementclickonAdduser.*

b) *Edit:usershouldbeabletoedituserdetails*

c) *Delete:UsershouldabletodeleteunnecessaryuserclickonDeleteButton*

d) *Assign:usershouldabletoassignroleasperrequirement.*

4) **CashVerification:**usershouldabletocashverification

5) **Reports**: *User should able to view different types of report like, Challan Generated Report, Violation Wise Report, Collection Report, and Comparison Report.*

A. **ChallanGeneratedReport:User**shouldabletoviewby

  selectfromdate,UserandChallanType.

B. **ViolationWiseReport**:Usershouldabletoviewbyselectfromdate,ViolationModewise.

C. CollectionReport: User shouldabletoviewcollectionreportby dateandPaymentModeWise.

D. ComparisonChart: User shouldabletoviewcomparisonreportby ApplicationNumber, Mobile Number, and Challan Number.

a)   **ComparisonChart:**User shouldabletoviewcomparisonchartfor differencesbetween applied or approval.