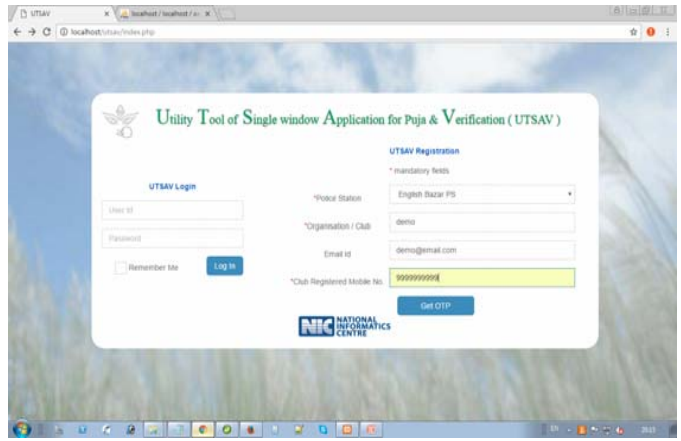
UTSAV (Utility Tool of Single window Application for Puja & Verification)

Users

Two Category of Users

- Departmental Users for Viewing of application and approval
- Puja Organisers for subimission of application , and thereafter getting the approval for the same by all departments and final printing of Puja Permission

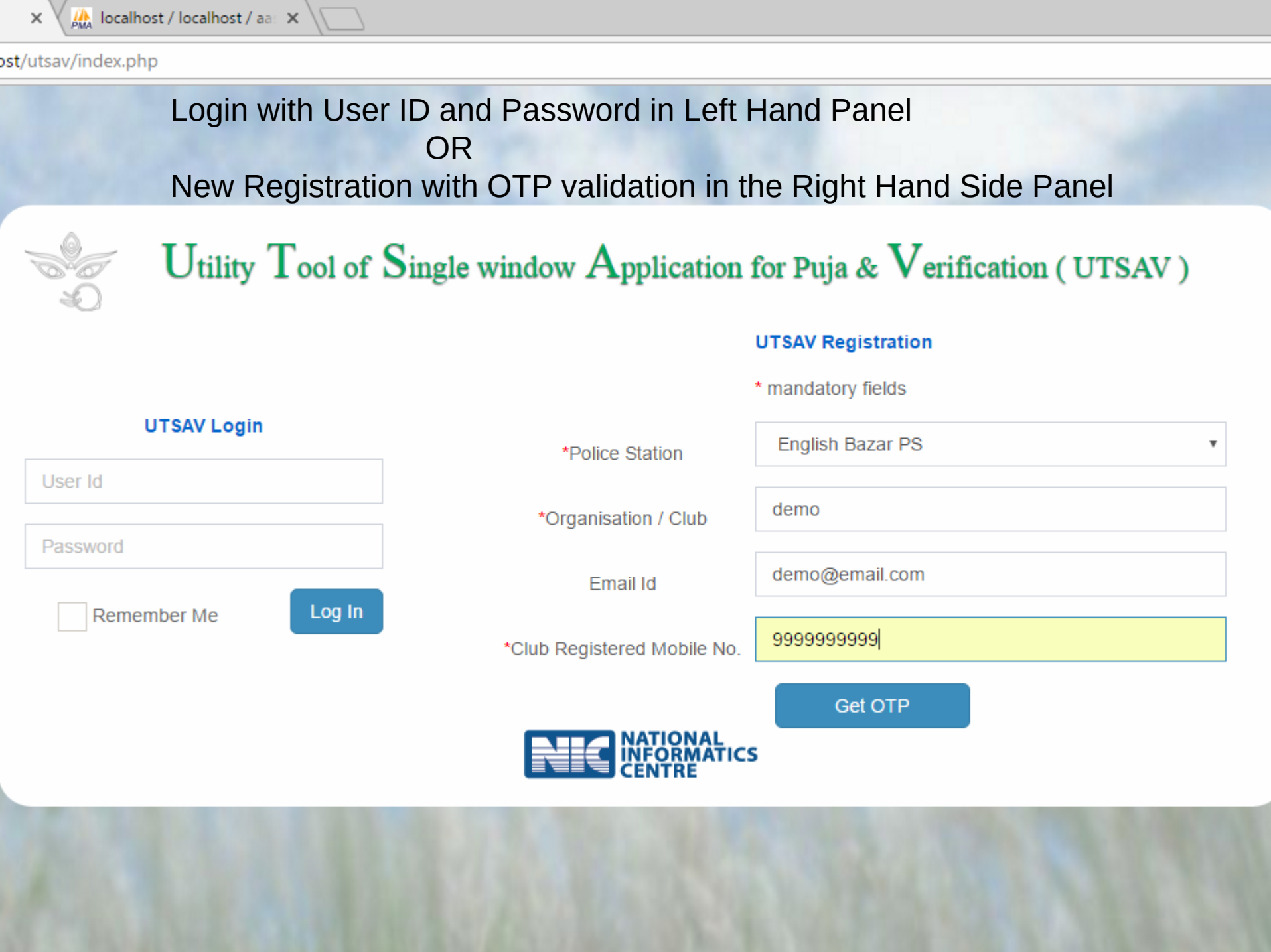


Main Flow

- Registration by the Puja organisers , login to the system , submission of application, preview, and finalize the application
- Departmental users login to the system and provide approval of their individual part after viewing the details of the applications
- Final approval shall be given by the SDO/District Authority
- Print the Permission for Puja by the Organisers for their submitted application , if final approval provided

Steps to be followed by the Puja Organisers

- Register their Organisation in the system by using Mobile Number and Name of Organisation
- Login with their ID and Password
- Submit by Click at Application submission and Provide information details for
  1. Organisation details
  2. Land/Site Details
  3. Power Supply details
  4. Fire Services details
  5. Pollution details
  6. Municipality details
  7. Police details
  8. Upload the necessary documents
  9. Checklist
- Preview draft application
- Finalize the application
- Check Status of application
- After Approval by all departments view and print final permission


localhost / localhost / aa
ost/utsav/index.php
Login with User ID and Password in Left Hand Panel
OR
New Registration with OTP validation in the Right Hand Side Panel
Utility Tool of Single window Application for Puja & Verification (UTSAV)
UTSAV Login
User Id
Password
Remember Me
Log In
UTSAV Registration
* mandatory fields
*Police Station
English Bazar PS
*Organisation / Club
demo
Email Id
demo@email.com
*Club Registered Mobile No.
9999999999
Get OTP
NATIONAL INFORMATICS CENTRE

localhost / localhost / aa

localhost/utsav/otp.php?action=otp&edit=successfull

Utility Tool of Single window Application for Puja & Verification (UTSAV)

UTSAV Login

User Id

Password

Remember Me

Log In

UTSAV Registration

* mandatory fields

*Police Station

*Organisation / Club — Organisation / Club

Email Id — Email Id

*Club Registered Mobile No. — Club Registered Mobile No.

Get OTP

Verify your OTP(One Time Password)

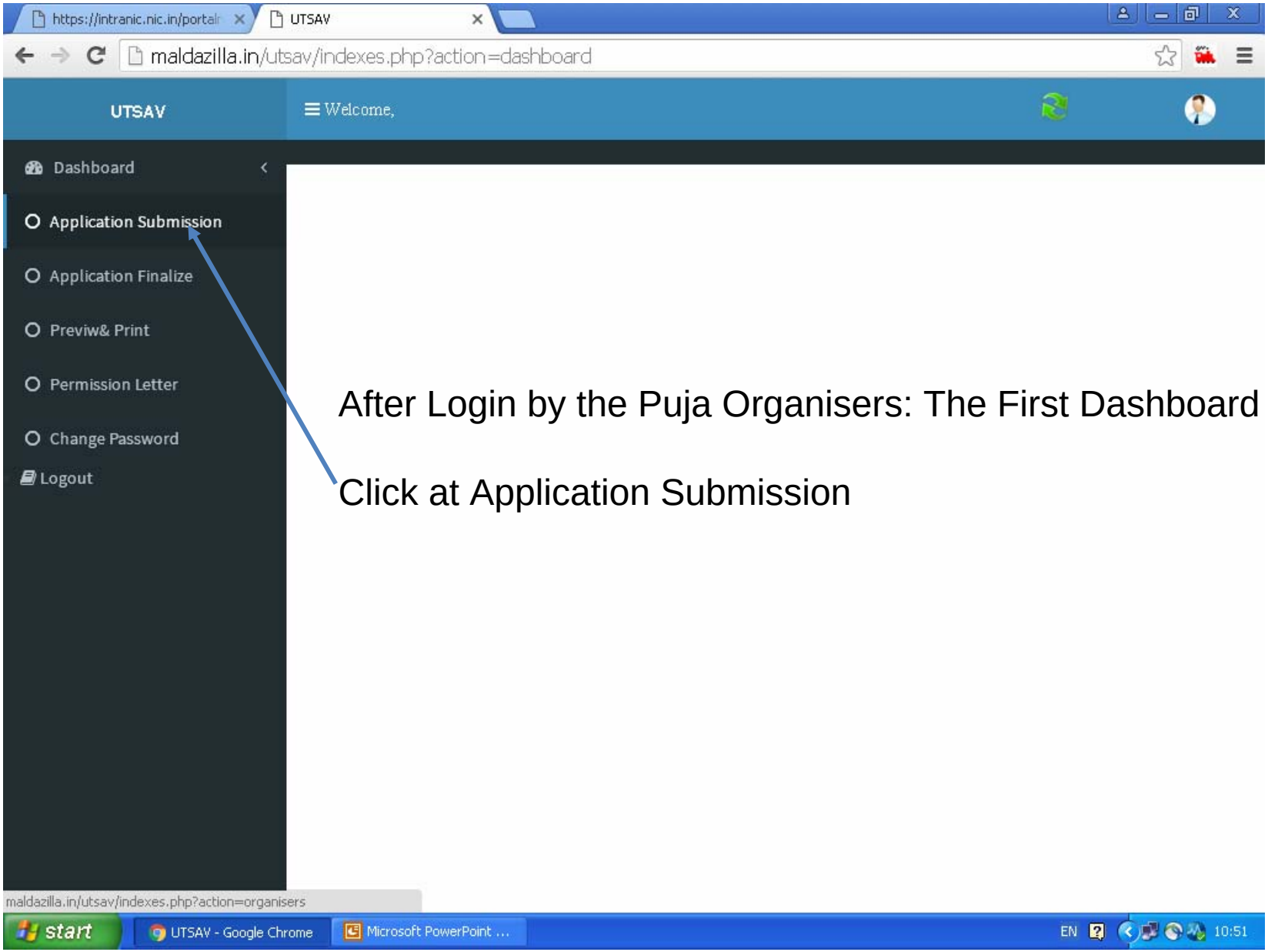
*Enter OTP — Organisation / Club

*Set Your Login Password — Set Your Login Password

*Confirm Password — Confirm Password

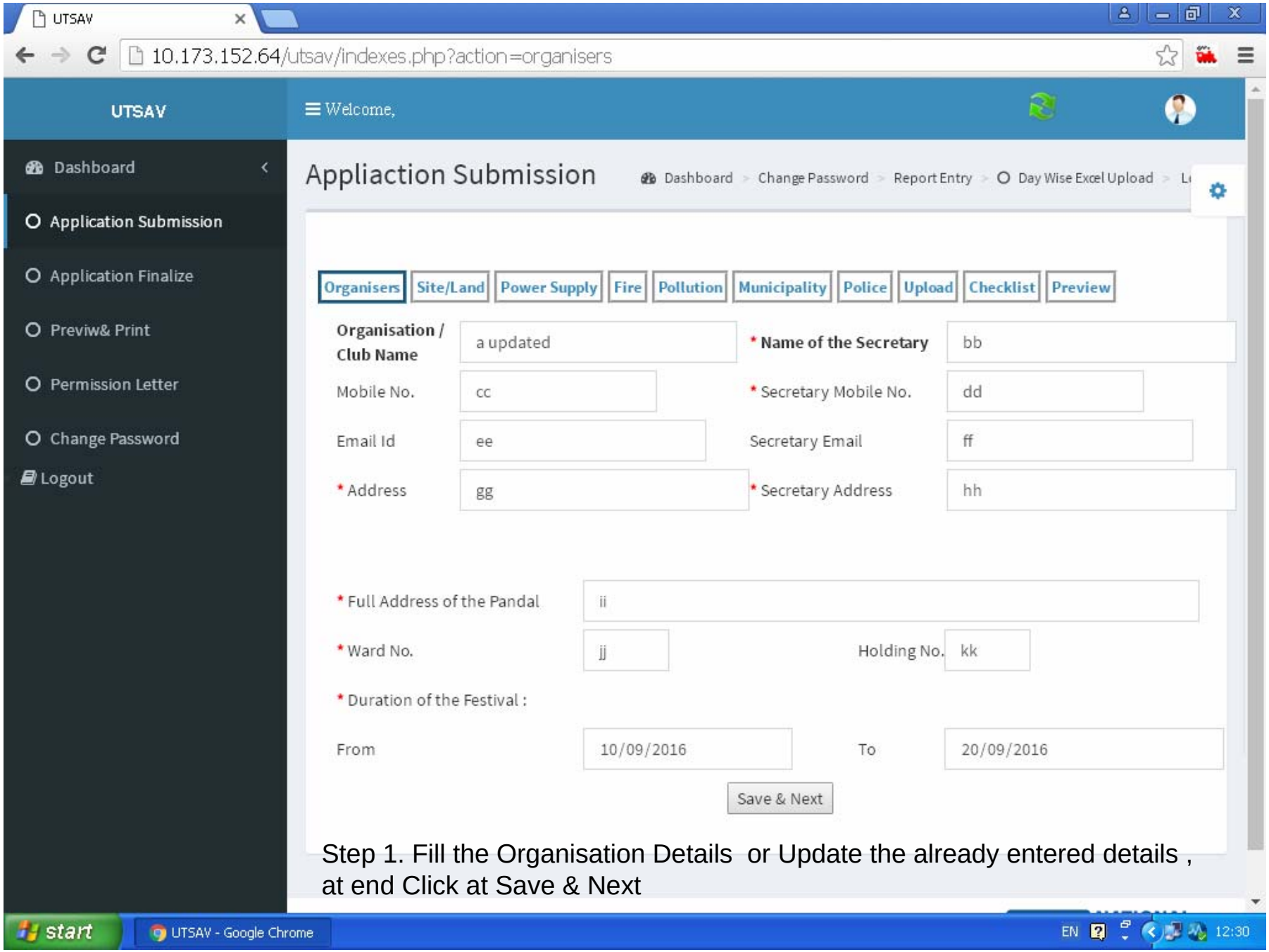
Register Now

NATIONAL INFORMATICS

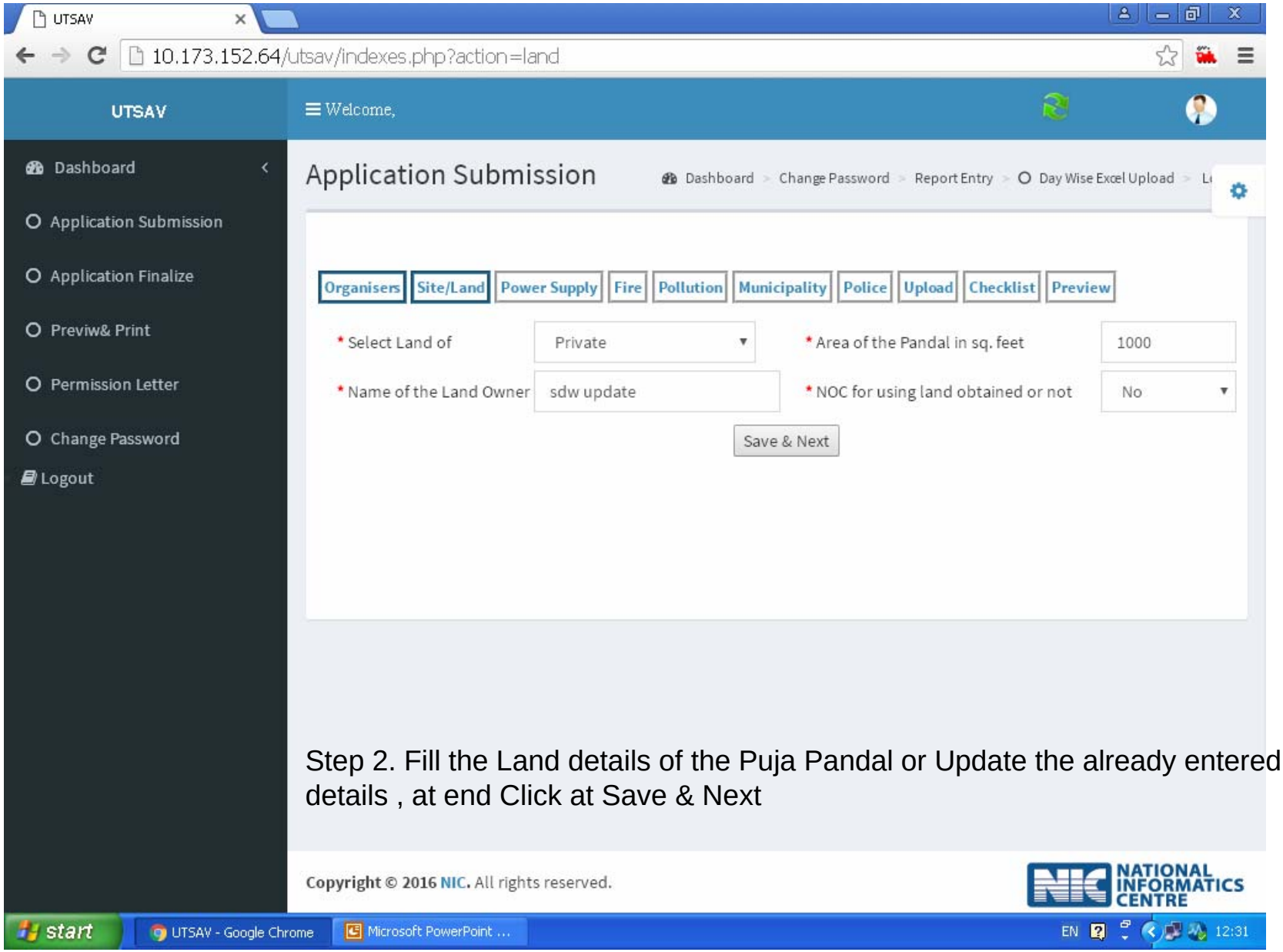


After Login by the Puja Organisers: The First Dashboard

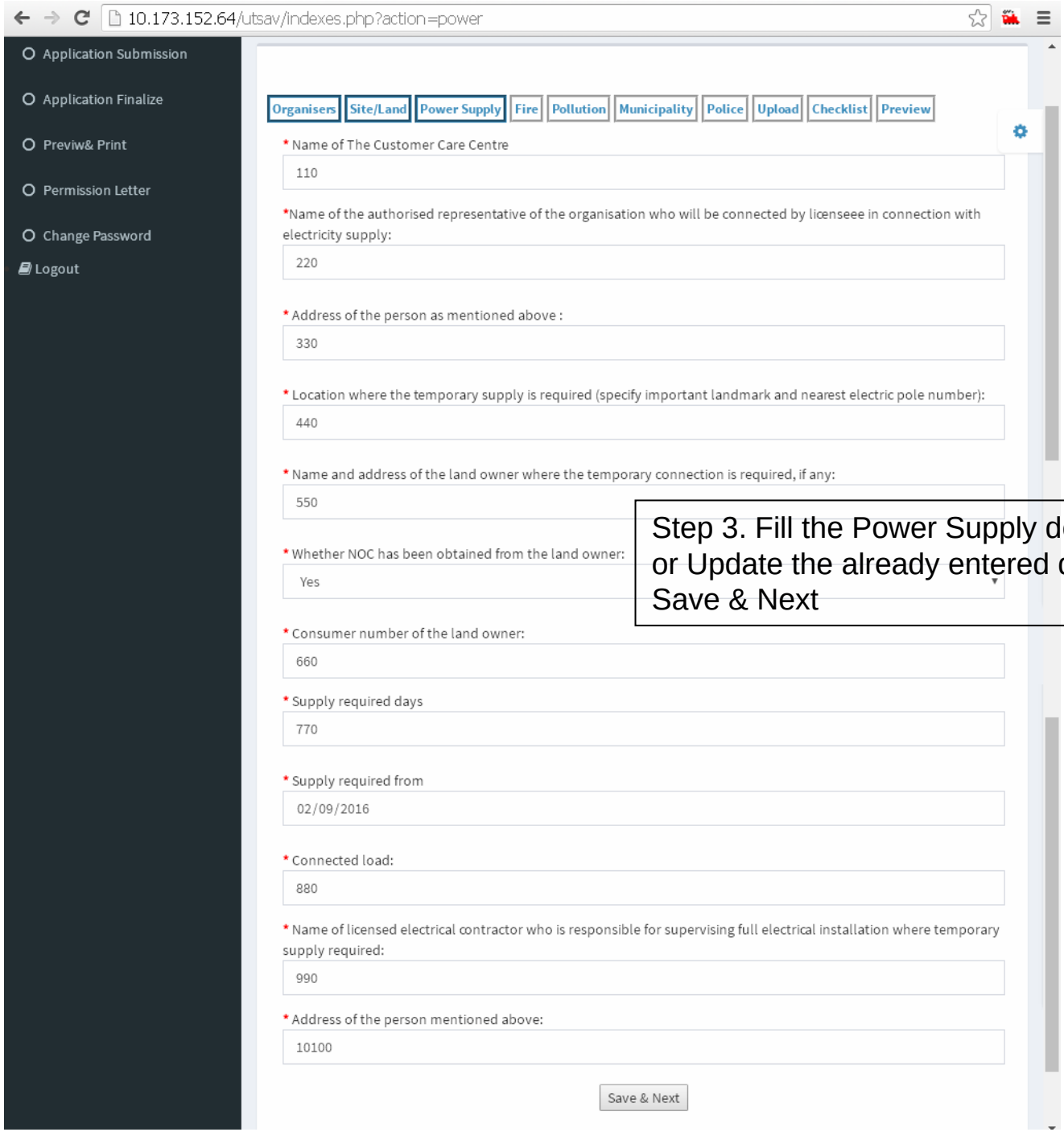
Click at Application Submission



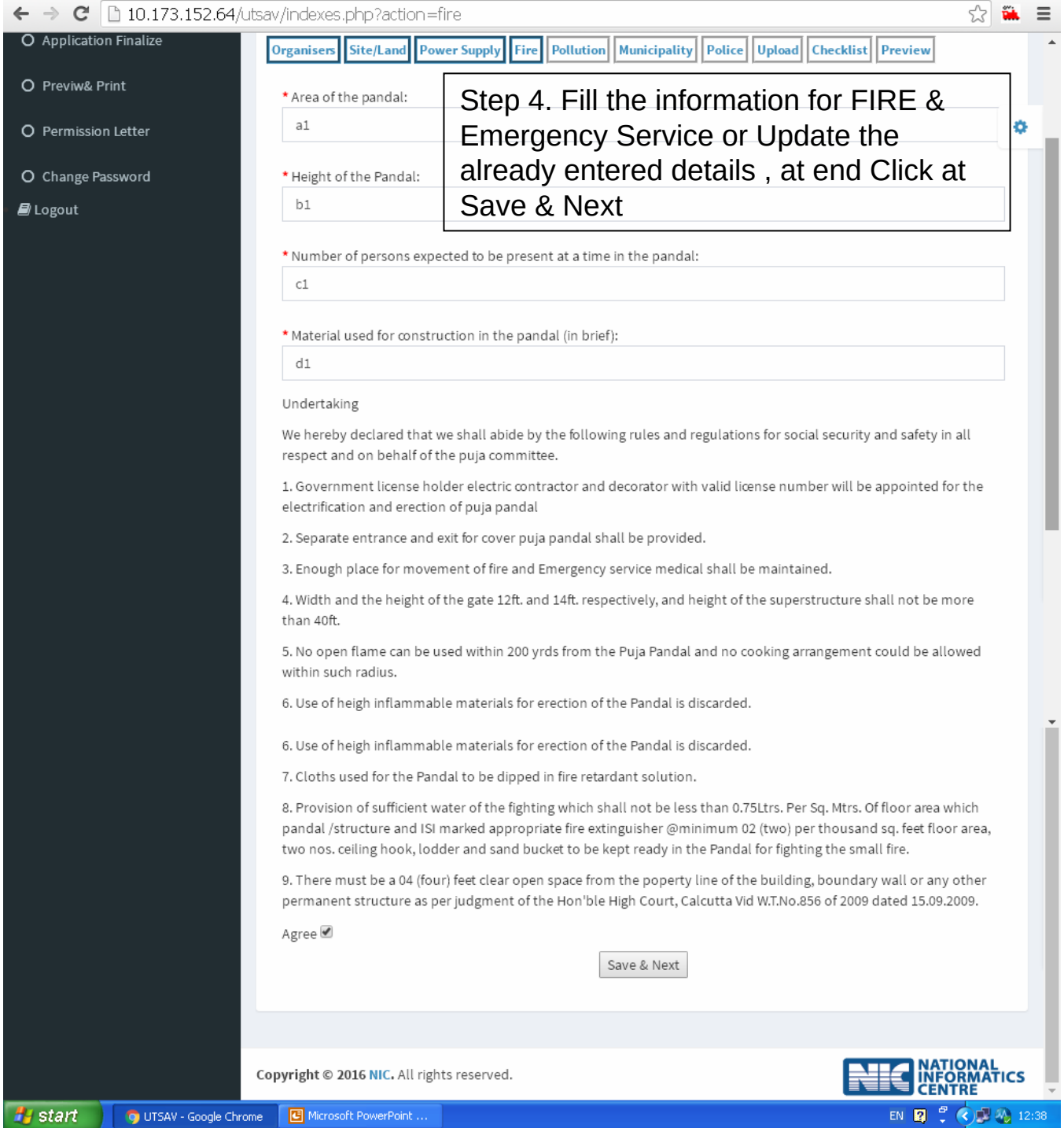
Step 1. Fill the Organisation Details or Update the already entered details , at end Click at Save & Next



Step 2. Fill the Land details of the Puja Pandal or Update the already entered details , at end Click at Save & Next



Step 3. Fill the Power Supply details for WBSEDCL or Update the already entered details , at end Click at Save & Next


10.173.152.64/utsav/indexes.php?action=fire
Application Finalize
Previw& Print
Permission Letter
Change Password
Logout
Organisers
Site/Land
Power Supply
Fire
Pollution
Municipality
Police
Upload
Checklist
Preview
Step 4. Fill the information for FIRE & Emergency Service or Update the already entered details , at end Click at Save & Next
* Area of the pandal:
a1
* Height of the Pandal:
b1
* Number of persons expected to be present at a time in the pandal:
c1
* Material used for construction in the pandal (in brief):
d1
Undertaking
We hereby declared that we shall abide by the following rules and regulations for social security and safety in all respect and on behalf of the puja committee.
1. Government license holder electric contractor and decorator with valid license number will be appointed for the electrification and erection of puja pandal
2. Separate entrance and exit for cover puja pandal shall be provided.
3. Enough place for movement of fire and Emergency service medical shall be maintained.
4. Width and the height of the gate 12ft. and 14ft. respectively, and height of the superstructure shall not be more than 40ft.
5. No open flame can be used within 200 yrds from the Puja Pandal and no cooking arrangement could be allowed within such radius.
6. Use of heigh inflammable materials for erection of the Pandal is discarded.
6. Use of heigh inflammable materials for erection of the Pandal is discarded.
7. Cloths used for the Pandal to be dipped in fire retardant solution.
8. Provision of sufficient water of the fighting which shall not be less than 0.75Ltrs. Per Sq. Mtrs. Of floor area which pandal /structure and ISI marked appropriate fire extinguisher @minimum 02 (two) per thousand sq. feet floor area, two nos. ceiling hook, lodder and sand bucket to be kept ready in the Pandal for fighting the small fire.
9. There must be a 04 (four) feet clear open space from the poperty line of the building, boundary wall or any other permanent structure as per judgment of the Hon'ble High Court, Calcutta Vid W.T.No.856 of 2009 dated 15.09.2009.
Agree
Save & Next
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Microsoft PowerPoint ...
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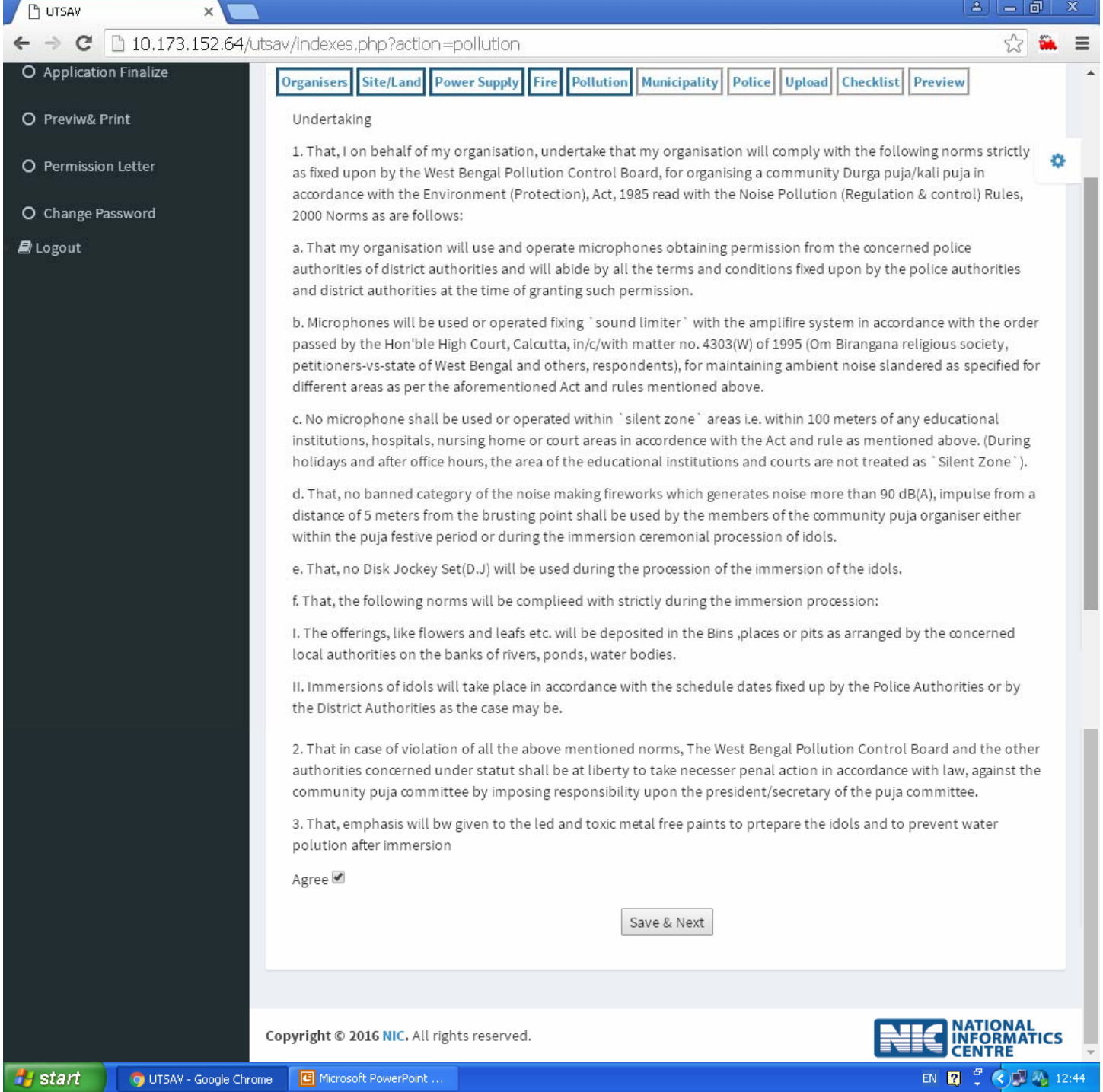
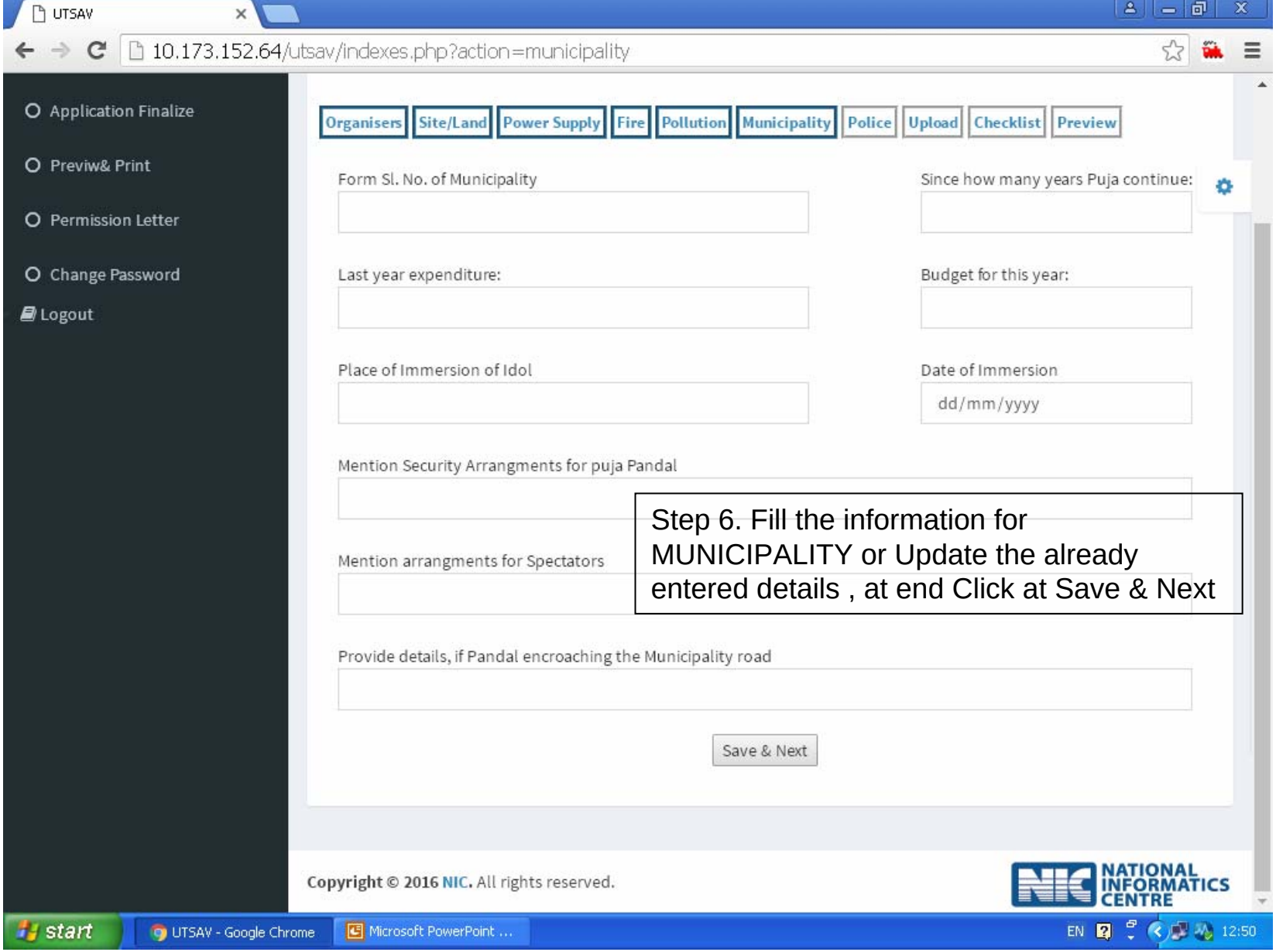


Step 5.

Fill the information for Pollution (WBPCB)
or
Update the already entered details
,
at end
Click at Save & Next


UTSAV
10.173.152.64/utsav/indexes.php?action=municipality
Application Finalize
Previw& Print
Permission Letter
Change Password
Logout
Organisers
Site/Land
Power Supply
Fire
Pollution
Municipality
Police
Upload
Checklist
Preview
Form Sl. No. of Municipality
Since how many years Puja continue:
Last year expenditure:
Budget for this year:
Place of Immersion of Idol
Date of Immersion
dd/mm/yyyy
Mention Security Arrangments for puja Pandal
Mention arrangments for Spectators
Provide details, if Pandal encroaching the Municipality road
Save & Next
Step 6. Fill the information for MUNICIPALITY or Update the already entered details , at end Click at Save & Next
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NATIONAL INFORMATICS CENTRE
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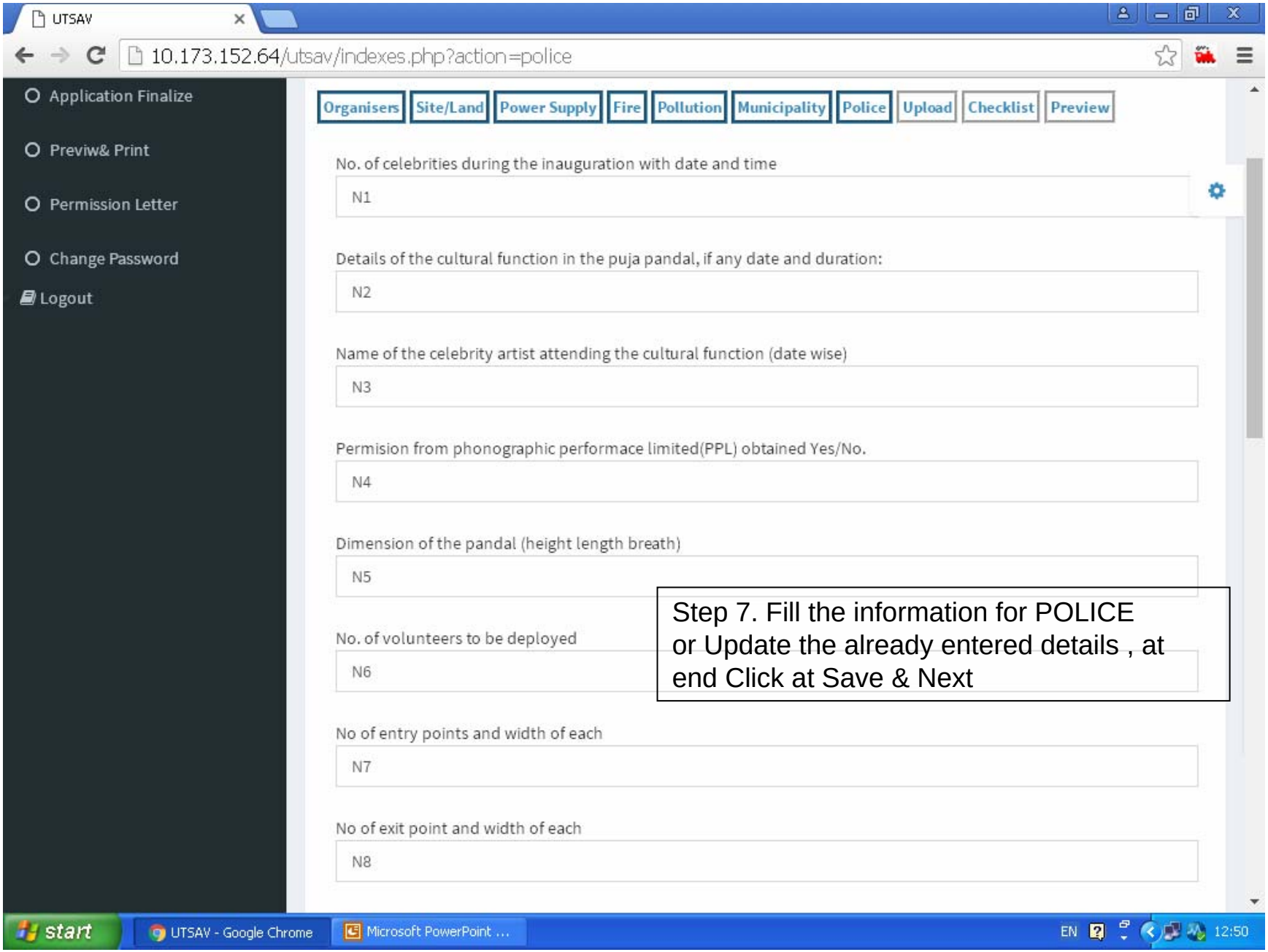
UTSAV
10.173.152.64/utsav/indexes.php?action=police
Application Finalize
Previw& Print
Permission Letter
Change Password
Logout
Organisers
Site/Land
Power Supply
Fire
Pollution
Municipality
Police
Upload
Checklist
Preview
No. of celebrities during the inauguration with date and time
N1
Details of the cultural function in the puja pandal, if any date and duration:
N2
Name of the celebrity artist attending the cultural function (date wise)
N3
Permision from phonographic performace limited(PPL) obtained Yes/No.
N4
Dimension of the pandal (height length breath)
N5
No. of volunteers to be deployed
N6
No of entry points and width of each
N7
No of exit point and width of each
N8
Step 7. Fill the information for POLICE or Update the already entered details , at end Click at Save & Next
start
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Microsoft PowerPoint ...
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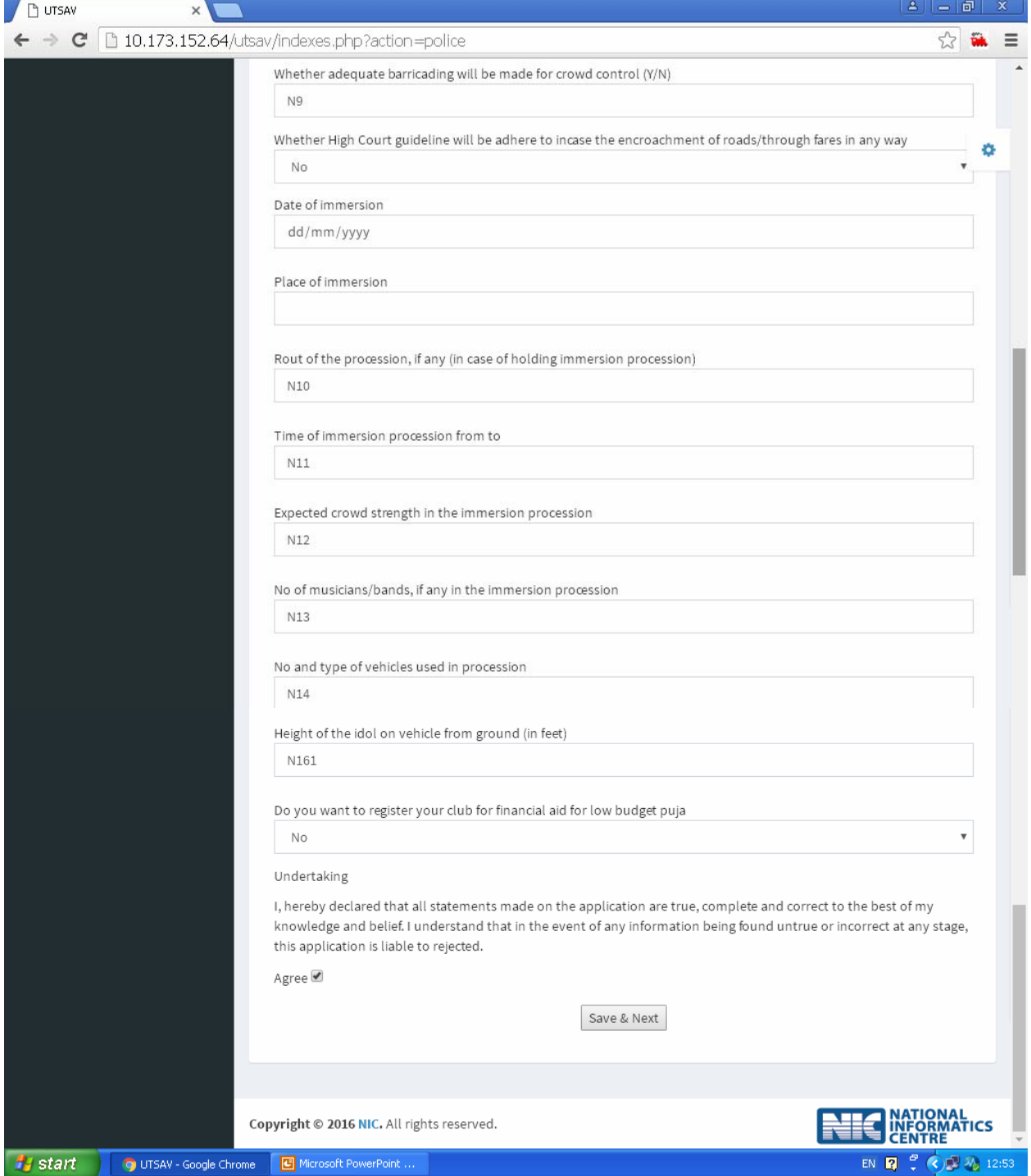
UTSAV
10.173.152.64/utsav/indexes.php?action=police
Whether adequate barricading will be made for crowd control (Y/N)
N9
Whether High Court guideline will be adhere to incase the encroachment of roads/through fares in any way
No
Date of immersion
dd/mm/yyyy
Place of immersion
Rout of the procession, if any (in case of holding immersion procession)
N10
Time of immersion procession from to
N11
Expected crowd strength in the immersion procession
N12
No of musicians/bands, if any in the immersion procession
N13
No and type of vehicles used in procession
N14
Height of the idol on vehicle from ground (in feet)
N161
Do you want to register your club for financial aid for low budget puja
No
Undertaking
I, hereby declared that all statements made on the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found untrue or incorrect at any stage, this application is liable to rejected.
Agree
Save & Next
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NATIONAL INFORMATICS CENTRE
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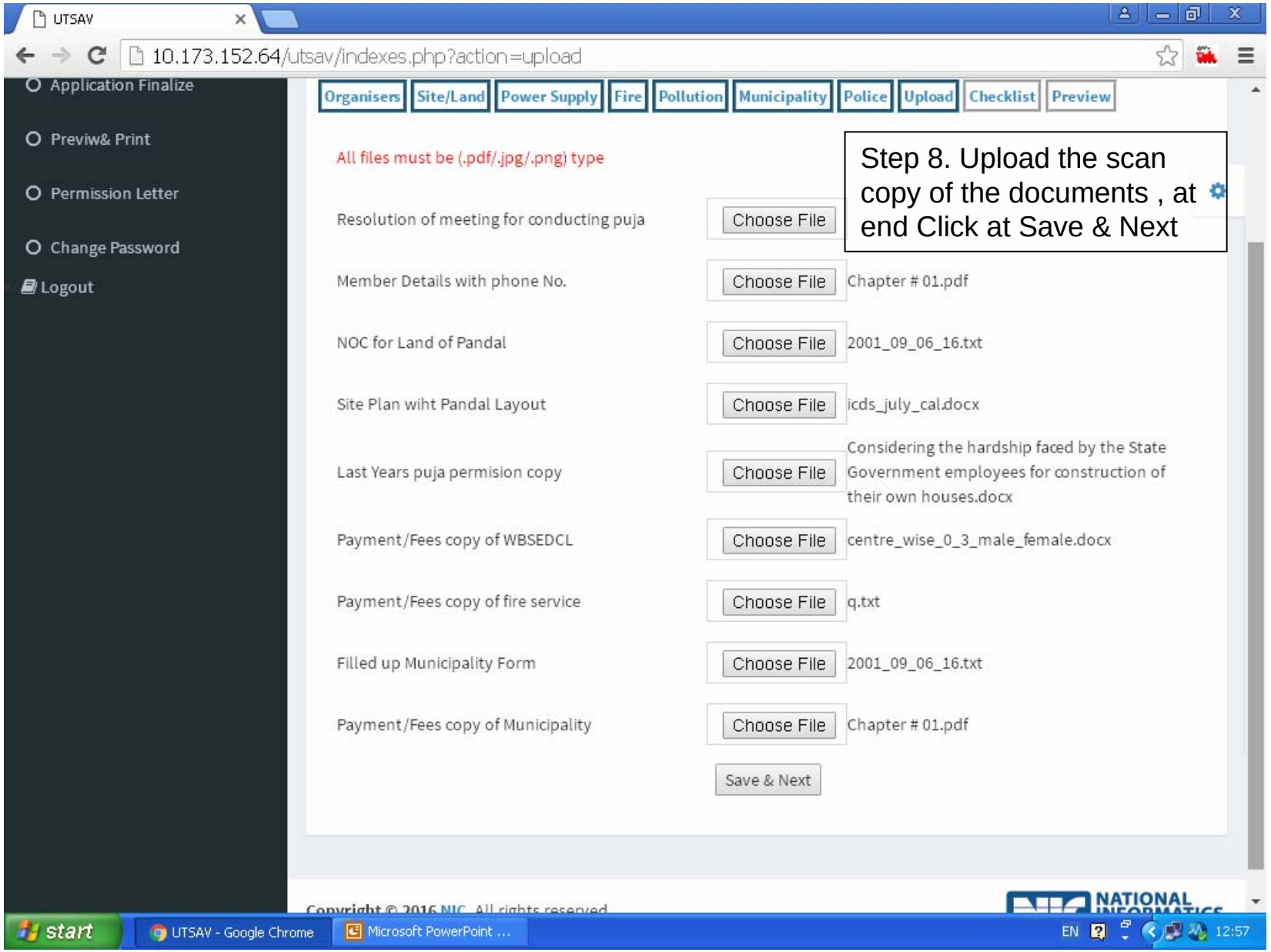
Microsoft PowerPoint ...
EN
12:53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Application Finalize
Previw& Print
Permission Letter
Change Password
Logout
Organisers
Site/Land
Power Supply
Fire
Pollution
Municipality
Police
Upload
Checklist
Preview
All files must be (.pdf/.jpg/.png) type
Step 8. Upload the scan copy of the documents , at end Click at Save & Next
Resolution of meeting for conducting puja
Choose File
Member Details with phone No.
Choose File
Chapter # 01.pdf
NOC for Land of Pandal
Choose File
2001_09_06_16.txt
Site Plan wiht Pandal Layout
Choose File
icds_july_cal.docx
Last Years puja permision copy
Choose File
Considering the hardship faced by the State Government employees for construction of their own houses.docx
Payment/Fees copy of WBSEDCL
Choose File
centre_wise_0_3_male_female.docx
Payment/Fees copy of fire service
Choose File
q.txt
Filled up Municipality Form
Choose File
2001_09_06_16.txt
Payment/Fees copy of Municipality
Choose File
Chapter # 01.pdf
Save & Next
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NATIONAL INFORMATICS
start
UTSAV - Google Chrome
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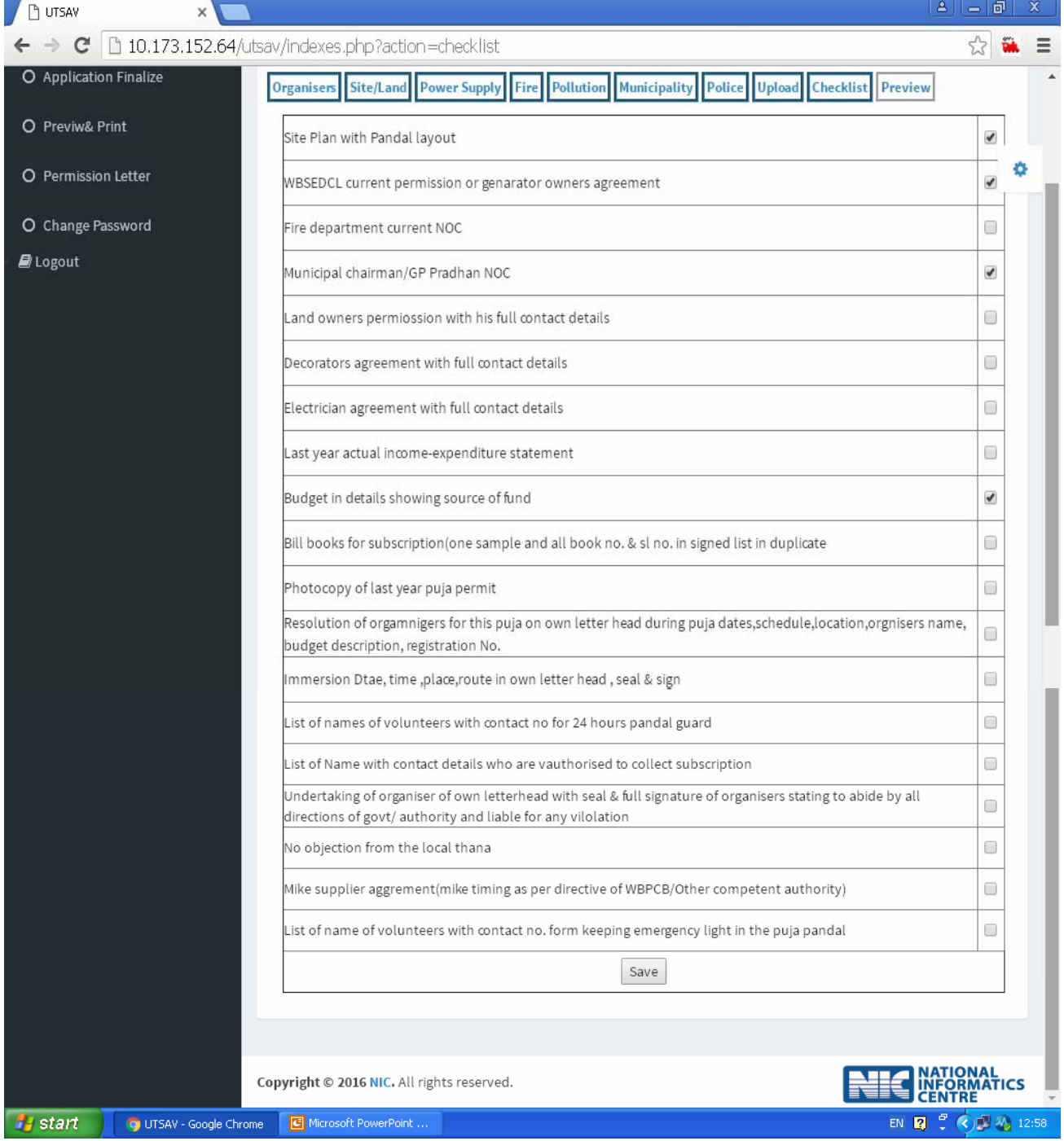
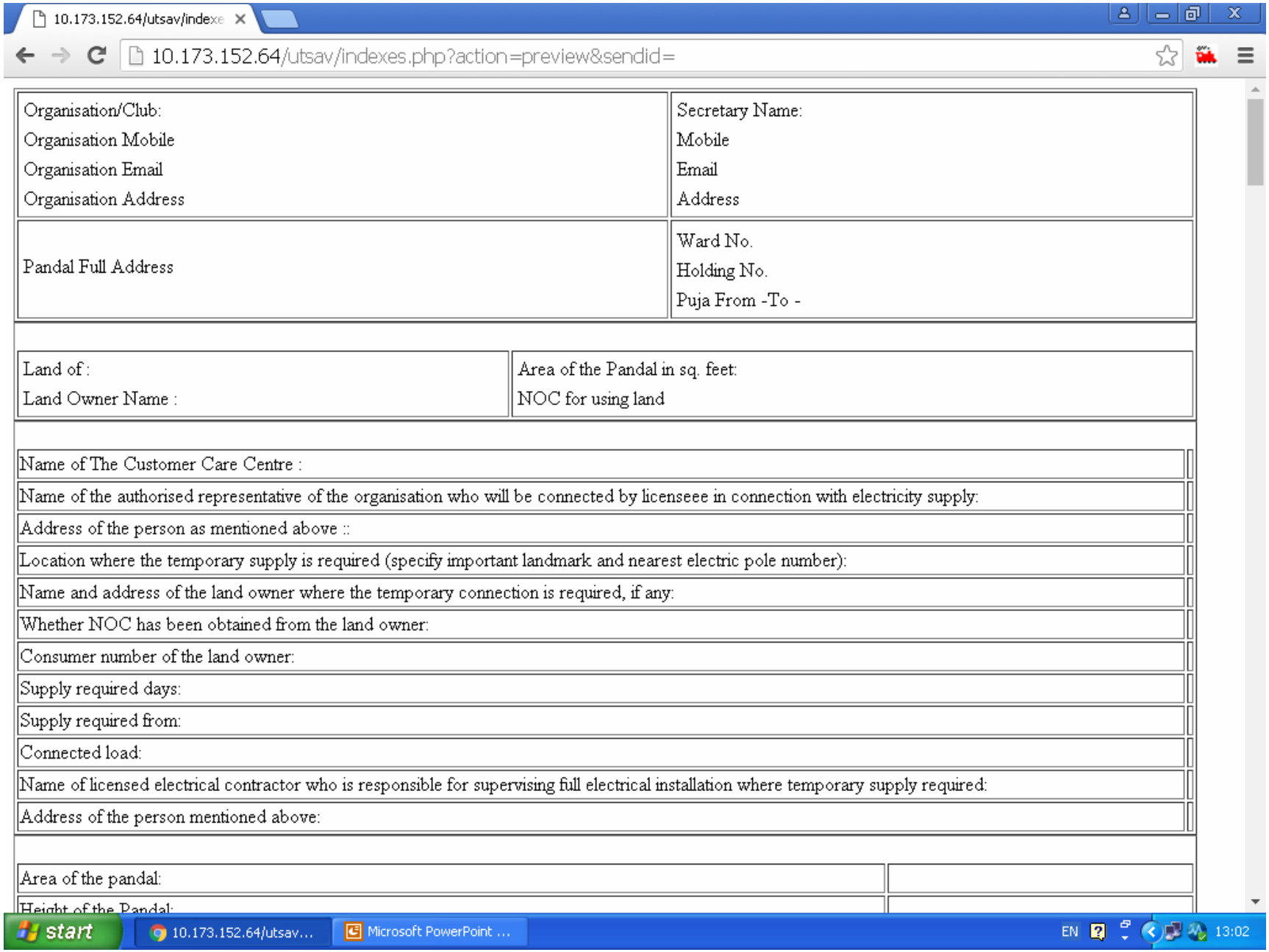
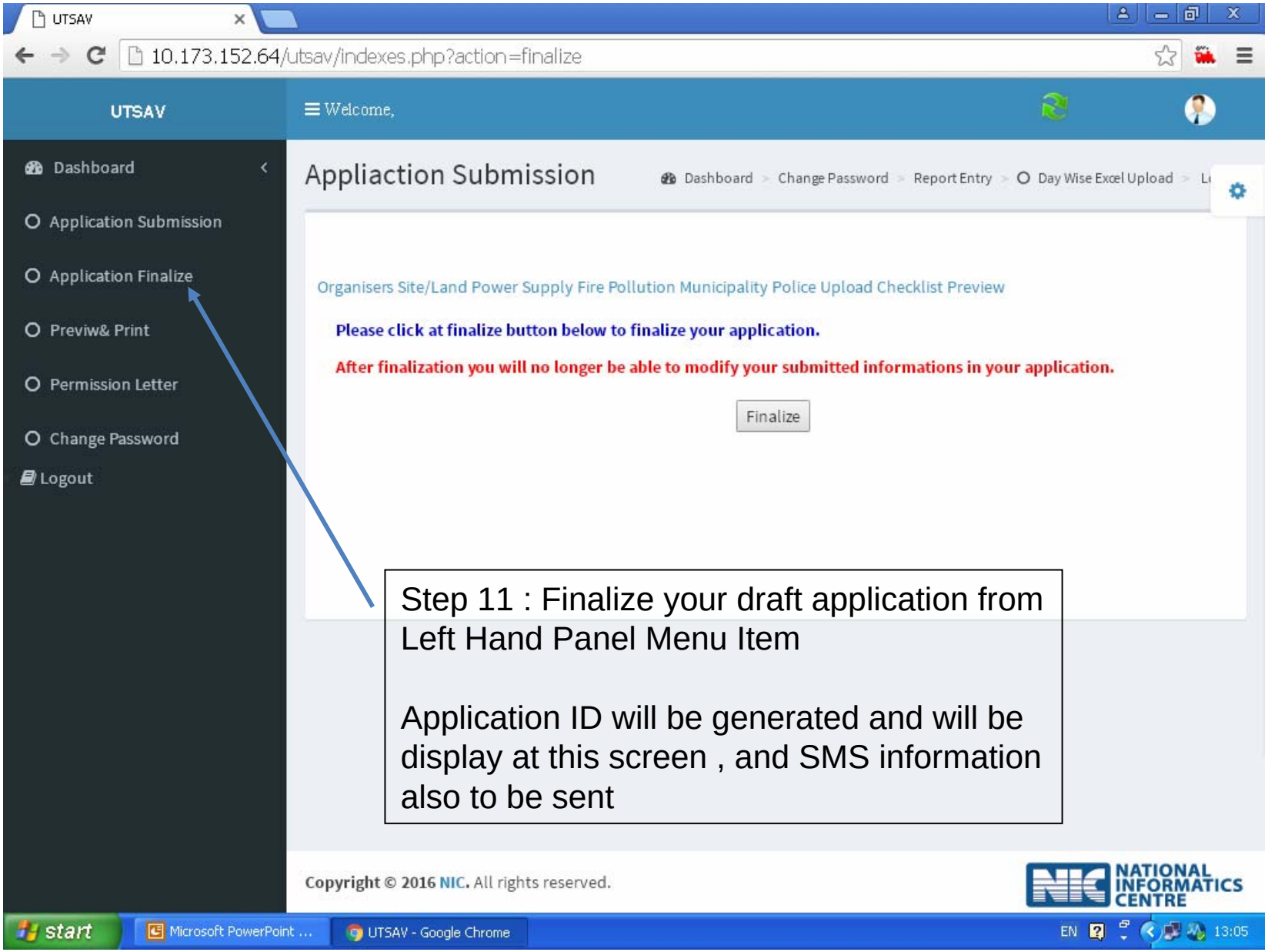
12:57



Step 9. Checklists , at end Click at Save & Next

Step 10 : Preview your draft application

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10.173.152.64/utsav/indexes.php?action=finalize
UTSAV
Welcome,
Dashboard
Application Submission
Application Finalize
Previw& Print
Permission Letter
Change Password
Logout
Appliaction Submission
Dashboard > Change Password > Report Entry > Day Wise Excel Upload
Organisers Site/Land Power Supply Fire Pollution Municipality Police Upload Checklist Preview
Please click at finalize button below to finalize your application.
After finalization you will no longer be able to modify your submitted informations in your application.
Finalize
Step 11 : Finalize your draft application from Left Hand Panel Menu Item
Application ID will be generated and will be display at this screen , and SMS information also to be sent
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Microsoft PowerPoint ...
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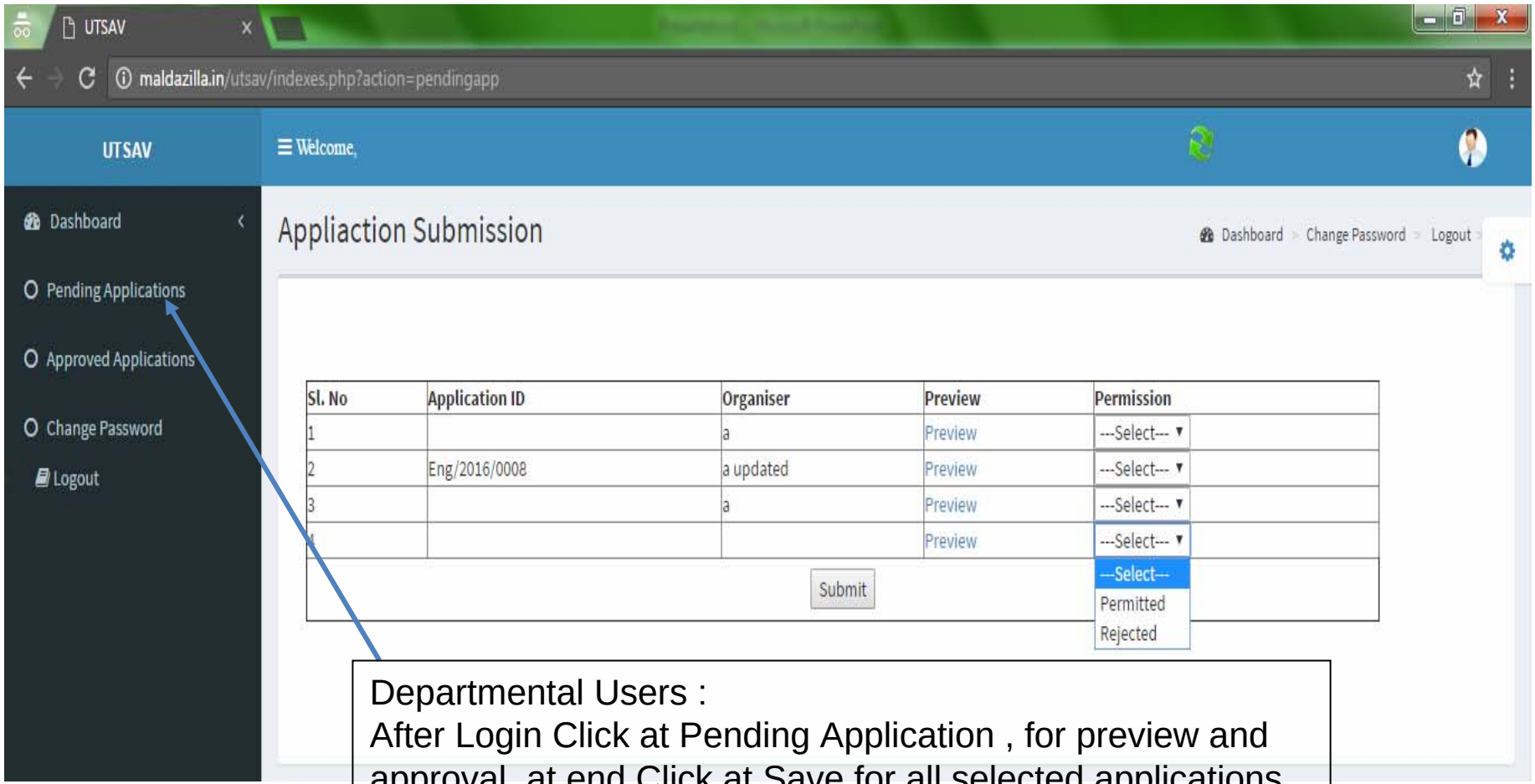
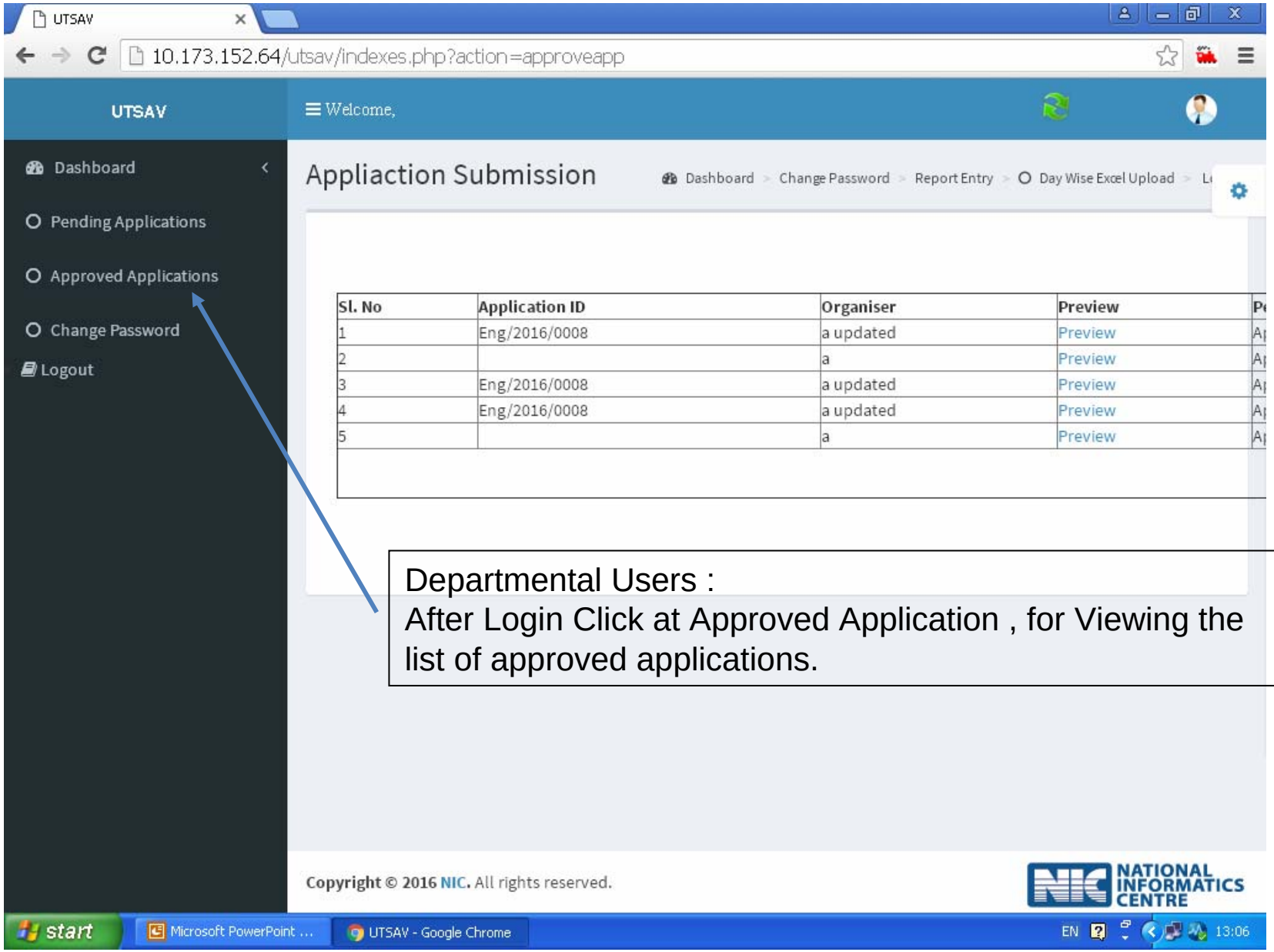


Departmental Users :
After Login Click at Pending Application , for preview and approval, at end Click at Save for all selected applications approval


UTSAV
10.173.152.64/utsav/indexes.php?action=approveapp
UTSAV
Welcome,
Dashboard
Pending Applications
Approved Applications
Change Password
Logout
Appliaction Submission
Dashboard > Change Password > Report Entry > Day Wise Excel Upload
Sl. No | Application ID | Organiser | Preview
1 | Eng/2016/0008 | a updated | Preview
2 | | a | Preview
3 | Eng/2016/0008 | a updated | Preview
4 | Eng/2016/0008 | a updated | Preview
5 | | a | Preview
Departmental Users :
After Login Click at Approved Application , for Viewing the list of approved applications.
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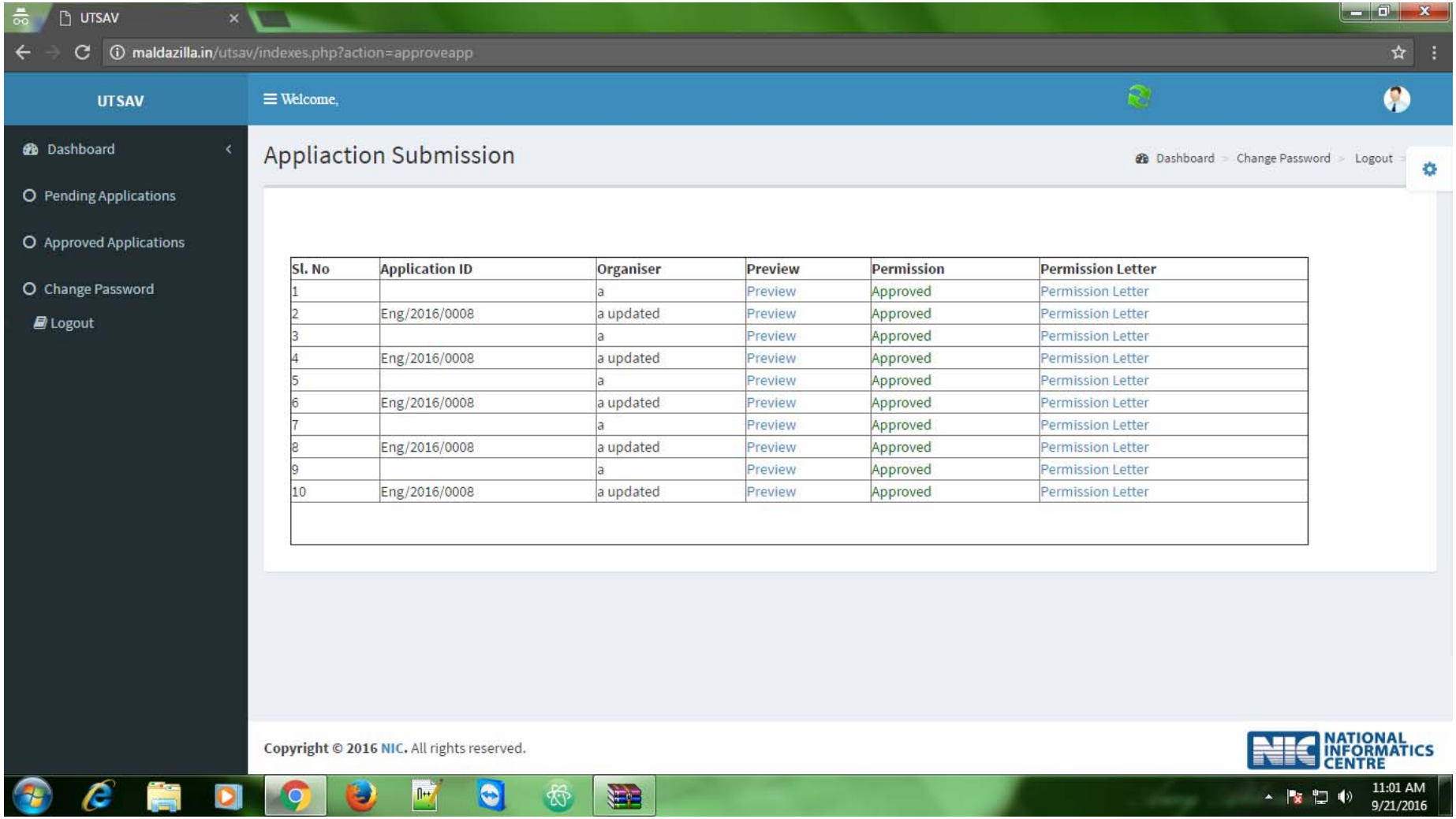
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maldazilla.in/utsav/indexes.php?action=approveapp
UTSAV
Welcome,
Dashboard
Pending Applications
Approved Applications
Change Password
Logout
Appliaction Submission
Dashboard > Change Password > Logout
Sl. No | Application ID | Organiser | Preview | Permission | Permission Letter
1 | | a | Preview | Approved | Permission Letter
2 | Eng/2016/0008 | a updated | Preview | Approved | Permission Letter
3 | | a | Preview | Approved | Permission Letter
4 | Eng/2016/0008 | a updated | Preview | Approved | Permission Letter
5 | | a | Preview | Approved | Permission Letter
6 | Eng/2016/0008 | a updated | Preview | Approved | Permission Letter
7 | | a | Preview | Approved | Permission Letter
8 | Eng/2016/0008 | a updated | Preview | Approved | Permission Letter
9 | | a | Preview | Approved | Permission Letter
10 | Eng/2016/0008 | a updated | Preview | Approved | Permission Letter
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NATIONAL INFORMATICS CENTRE
11:01 AM
9/21/2016

UTSAV
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indexes.php
1 / 1

GOVERNMENT OF WEST BENGAL
Office of the Sub Divisional Officer
Malda Sadar, Malda

Memo No.___(___)/SDO(S)/Malda

Date:01/10/2016

From: The Sub-Divisional Officer (Sadar), Malda
To:

Address- , PS- , Dist.- Malda (West Bengal)

SUB: DURGA PUJA Permission with permission for use of mike/loud speakers/boxes in Public subject to conditions.

In response to his/her prayer / petition permission is hereby accorded to hold `DURGA PUJA - 2016` along with permission of using microphone in this connection under **Old Malda** Municipal area under Malda district from 07.10.2016 to 11.10.2016 on condition of strict compliance of following instructions:

1. Use of microphones / loudspeakers / Sound Boxes will be permitted from 07-00 A.M to 11-00 A.M & 06-00 P.M to 10-00 P.M each day and sound limiter must be fitted with the amplifier to reduce the sound level as per Order of Hon`ble High Court, Calcutta passed in connection with sound pollution cases. The Sound level should not exceed 65 decibels in non-residential and 55 decibels in mixed residential areas.
2. Playing microphones and loudspeakers / Sound Boxes during night other than permitted period will be viewed seriously.
3. For spectators there should be separate spaces earmarked for female and male.
4. The public road and land should never be encroached and NO OBJECTION from the land owner must be obtained by the Organizers.
5. Funnel shaped loudspeakers (Called as Chong) should not be used.
6. Provision of fire fighting equipments should be kept ready by hand in advance and supply of drinking water for the general spectators should be kept ready.
7. Volunteers wearing badges should be present for crowd control.
8. Sound making fire-works or any kind of fire-works should not be lit near the Puja Pandal.
9. Emergency lights may be fitted to meet eventuality of power failure.
10. Arrangement of first-aid should be there.
11. Power should not be drawn by hooking / tapping etc. from existing L.T. mains.
12. Liaison with the local police station should be maintained during Puja days till Immersion.
13. There should be ample space near the pandal for free movement of ambulance, fire tenders, Police Vehicles and Vehicles of Authority.
14. Procession for Immersion should be made as per direction / guidelines of local Police Station / Police Authority & Civil Administration. The movement of people and vehicles should not be disturbed.
15. Immersion must be completed by the date as fixed by the State Govt. & as per direction of local Police & Civil administration. Separate permission for Immersion procession route and timings will be taken from local Thana.
16. Road cannot be encroached by any means.
17. Immersion must be completed as per direction of local Police Administration & Civil Administration.
18. The Movements of people as well as the vehicles should be restricted so that normalcy of traffic is not affected by any means on the nearby roads. Mike cannot be used if local people complain, despite this permission. Mike/Loudspeaker cannot be used in SILENCE Zones or Prohibited Zones despite this Permission. The rush of the public should be lawfully controlled for the restoration of peace and law & order by organisers.
19. Cultural Programme permission must be taken from local Thana and then OC Judicial Munshikahna, Malda Collectorate separately.
20. Liaison with the Local Police authority to be maintained.
21. Organizer shall be responsible for paying all due costs and license fees , public liabilities and cleaning up program venue after use.
22. Organiser shall be bound to abide by all terms and conditions stated in their prayer under oath and documents submitted.

start
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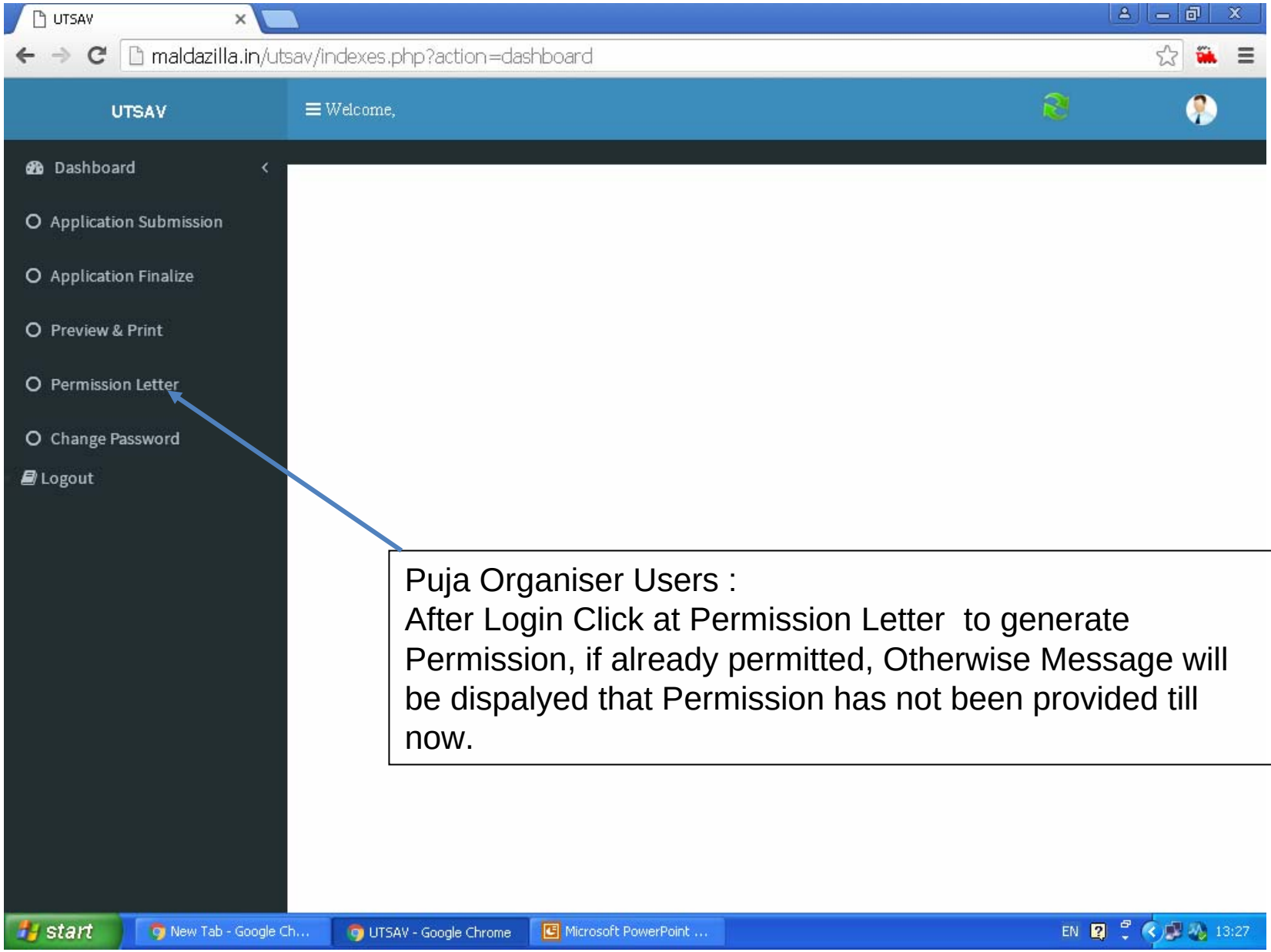
13:27



Puja Organiser Users :
After Login Click at Permission Letter to generate Permission, if already permitted, Otherwise Message will be dispalyed that Permission has not been provided till now.

UTSAV
indexes.php
maldazilla.in/utsav/indexes.php?action=permission

GOVERNMENT OF WEST BENGAL
Office of the Sub Divisional Officer
Malda Sadar, Malda

Memo No.___(___)/SDO(S)/Malda

Date:01/10/2016

From: The Sub-Divisional Officer (Sadar), Malda
To:

Address- , PS- , Dist.- Malda (West Bengal)

SUB: DURGA PUJA Permission with permission for use of mike/loud speakers/boxes in Public subject to conditions.

In response to his/her prayer / petition permission is hereby accorded to hold `DURGA PUJA - 2016` along with permission of using microphone in this connection under **Old Malda** Municipal area under Malda district from 07.10.2016 to 11.10.2016 on condition of strict compliance of following instructions:

1. Use of microphones / loudspeakers / Sound Boxes will be permitted from 07-00 A.M to 11-00 A.M & 06-00 P.M to 10-00 P.M each day and sound limiter must be fitted with the amplifier to reduce the sound level as per Order of Hon`ble High Court, Calcutta passed in connection with sound pollution cases. The Sound level should not exceed 65 decibels in non-residential and 55 decibels in mixed residential areas.
2. Playing microphones and loudspeakers / Sound Boxes during night other than permitted period will be viewed seriously.
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21. Organizer shall be responsible for paying all due costs and license fees , public liabilities and cleaning up program venue after use.
22. Organiser shall be bound to abide by all terms and conditions stated in their prayer under oath and documents submitted.

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New Tab - Google Ch...
indexes.php - Google...
Microsoft PowerPoint ...
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13:28

Thank You