

User Manual

Design and Development of Scheme Monitoring System & Various MIS Modules

[Applicant Registration | Online Scheme Submission |
Grievances | R.T.I]

Applicant Panel



Fisheries Department, GoUP

to



MARG Software Solutions

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1. Introduction

In the year 1947, the **“Fisheries Department”** was set up under the Department of Animal Husbandry, in view of the planned development of fish development works in a planned manner. In 1966, the Fisheries Department was separated from the Animal Husbandry Department and started working independently. After the abolition of landlord in the first five year plan period, some ponds were defamed by the Fisheries Department, in which development work was started.

Fisheries development activities received special speed after the establishment of Fisheries Development Agency in the “6th Five Year Plan”. Uttar Pradesh Fisheries Development Corporation has established 09 big-scale workers for the purpose of meeting the growing demand of Fishery seeds in Uttar Pradesh. In the 7th Five Year Plan, Fisheries Development Agencies were established in all the districts of the state and through the agencies.



2. Purpose

This user manual aims to familiarize you with the functional processes of the Design & Development of Online Scheme Monitoring System & Various MIS Modules. It will also explain all the information aspects and details about online scheme monitoring system for Fisheries Department.

3. Intended Audience

The document is intended for the Fisheries department personnel who are well familiar with the organizational processes. It will enable you to understand the behavioral details of the Web application described in this document.



4. Document Control

MARG Software Solutions presents this User Manual to Fisheries Department for the Design & Development of Online Scheme Monitoring System & Various MIS Modules

Client Information

Department	Fisheries Department
Contact Person	Mr. Anshuman

Document Information

Document Type	User Manual
Document Name	Design & Development of Online Scheme Monitoring System & Various MIS Modules
Document Author	Vivekanand Shukla
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Version Control

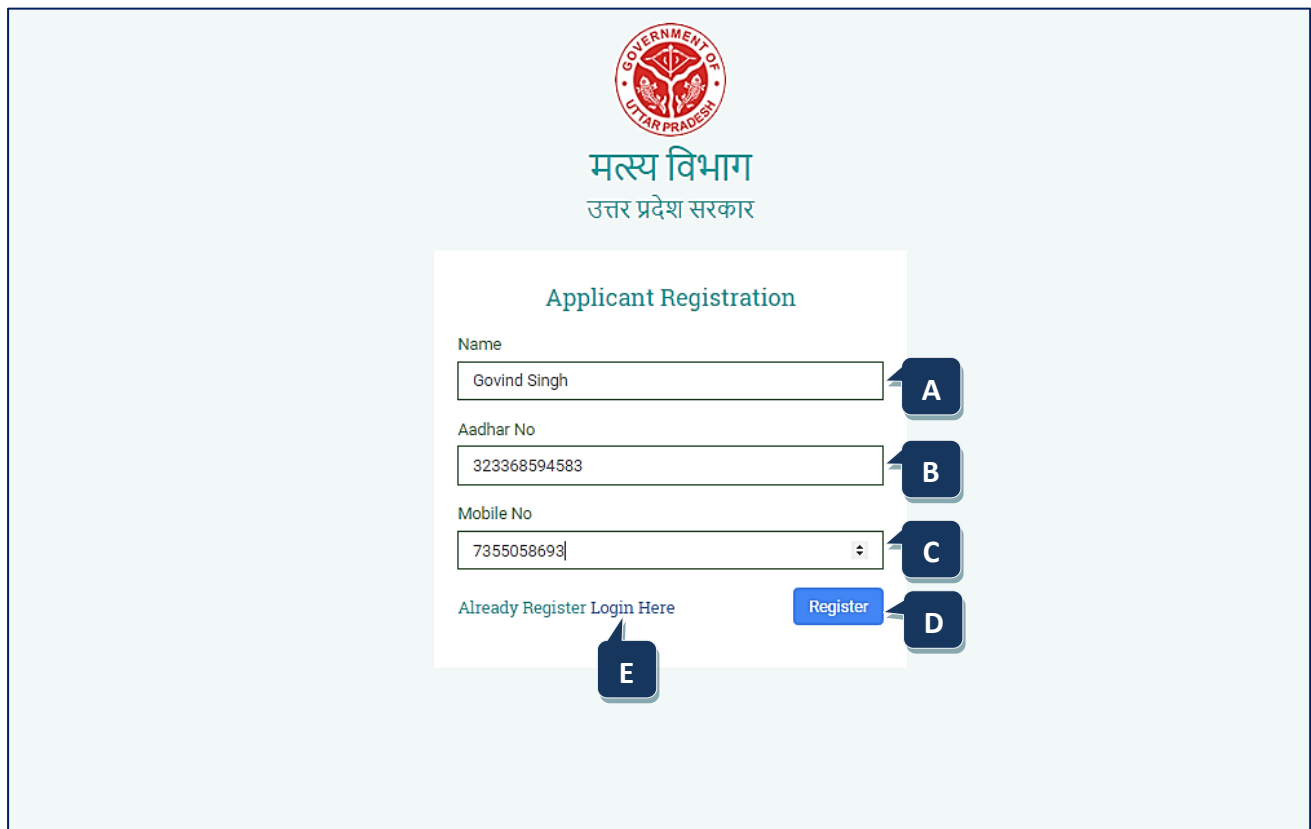
Version	1.0	Date	March 19, 2019
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COMPANY INFORMATION	
Department	Executing Body
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5. Applicant Panel

In order to apply for the online scheme the applicants has to register through the online portal. On the portal the applicant will get the registration form. In the registration form applicant needs to enter their name & Aadhaar No. After then the user has to enter their Mobile No.

5.1. Registration form



GOVERNMENT OF
UTTAR PRADESH

मत्स्य विभाग
उत्तर प्रदेश सरकार

Applicant Registration

Name
Govind Singh A

Aadhar No
323368594583 B

Mobile No
7355058693 C

Already Register Login Here E

Register D

A – Enter your Name here.

B – Enter the Aadhaar No. here.

C – Enter your Mobile No. here.

D – Click on the “Register” button.

E – Applicant who have already Registered on the Portal. Click here to “Login”.



After Clicking on the Register button applicant will receive a One Time Password on his registered mobile no. The following window will be appeared on the screen. Applicant has to enter the received OTP in the form & then click on “Validate OTP”.

5.2. Applicant Login

After validation of the OTP, Applicant will receive the User name with the Password on his mobile no. Also a pop window will be appeared with details of Username & Password.



A – Enter your username here.

B – Enter your password here.

C – Click on “**Login**” button to Login yourself.

5.3. Dashboard

After successful login the applicant will be redirected to the dashboard. On the dashboard applicant can view his/her applied scheme detail on the dashboard. Applicant can view the application form by clicking on “**View Application**”.

The screenshot shows the 'Applicant Dashboard' for Govind Singh. The top navigation bar includes links for Dashboard, View Profile, Schemes, Grievance, RTI, Downloads, and Logout, with callouts A through E. The main content area features a table of 'Applied Scheme Detail' with one entry and an 'Important Notification' section below it.

Sr No.	Application Code	Scheme Name	Applied Date	Status	Remarks	Action
1	AP18190001000004	अतिरिक्त जलक्षेत्र आच्छादित कर मत्स्य उत्पादन में वृद्धि	19/03/2019	Pending - District	-	View Application

Applicant can also edit the application only after in the case of any objection erased in the application form & the application returned by the district officer. On the dashboard the followings menus are available:

A – Click here to view profile.

B – To view the applied Schemes, click here.

C – Click here to View & Lodge the Grievances.

D – To download the user manual, Click here.

E – Click here to Logout form the window.



5.4. Applicant Profile

[Dashboard](#) [View Profile](#) [Schemes](#) [Grievance](#) [RTI](#) [Downloads](#) [Logout](#)

Applicant Profile YOU ARE HERE: [Home](#) / [Applicant Profile](#)

Basic Details

Applicant Name	<input type="text" value="Govind Singh"/>	Father/Husband Name	<input type="text" value="Tarkeshwar Singh"/>
Gender	<input type="text" value="Male"/>	Date Of Birth	<input type="text" value="28/03/1990"/>
Caste	<input type="text" value="General"/>	Mobile No	<input type="text" value="7355058693"/>
Aadhar No	<input type="text" value="323368594583"/>	Email Id	<input type="text" value="Email Id"/>
Telephone No	<input type="text" value="Telephone No."/>		

Address Details

Address	<input type="text" value="Naya Seikh Sarai, Chinhat, Lucknow"/>	Tehsil Name	<input type="text" value="Lucknow"/>
Division	<input type="text" value="Lucknow"/>	Village Name	<input type="text" value="Naya Seikh Sarai"/>
District	<input type="text" value="LUCKNOW"/>	Post Office	<input type="text" value="Post Office"/>
Block	<input type="text" value="Chinhat"/>	Pin Code	<input type="text" value="226028"/>

Bank Details

Bank Name	<input type="text" value="ALLAHABAD BANK"/>	Branch Name	<input type="text" value="ALLAHABAD U P GRAMIN BANK"/>
Branch Address	<input type="text" value="HARDOI GUJAR,TEH.ORAI"/>	IFSC Code	<input type="text" value="ALLA0AU1006"/>
Account No	<input type="text" value="3326508965"/>		

[Cancel](#) **B**

A [Submit](#)

A – Post filling all the essential details, click on the “**Submit**” button to complete your profile.

B – In order to cancel the proceedings, click on “**Cancel**” button.



5.5. Scheme List

The guidelines are available with respect to the scheme name & description.

Dashboard
View Profile
Schemes
Grievance
RTI
Downloads
Logout

Scheme List

YOU ARE HERE: Applicant / Scheme

Online Scheme Details

S.No.	Scheme Name	Description	Guidelines A	Action B
1	अतिरिक्त जलक्षेत्र आच्छदित कर मत्स्य उत्पादन में वृद्धि	अतिरिक्त जलक्षेत्र आच्छदित कर मत्स्य उत्पादन में वृद्धि	View Guidelines	Apply Online
2	फिश सीड रियरिंग यूनिट की स्थापना	फिश सीड रियरिंग यूनिट की स्थापना	View Guidelines	Apply Online
3	रिसर्कुलेटरी कल्चर सिस्टम में पंगेशियस पालन	रिसर्कुलेटरी कल्चर सिस्टम में पंगेशियस पालन	View Guidelines	Apply Online
4	मछुआ आवास योजना	मछुआ आवास योजना	View Guidelines	Apply Online
5	तालाब उत्पादन मत्स्य विकास	तालाब उत्पादन मत्स्य विकास	View Guidelines	Apply Online
6	मछुआ दुर्घटना योजनान्तर्गत पंजीकरण	मछुआ दुर्घटना योजनान्तर्गत पंजीकरण	View Guidelines	Apply Online
7	गांव सभा के तालाब सुधार योजना	गांव सभा के तालाब सुधार योजना	View Guidelines	Apply Online
8	गांव सभा के तालाबों के लिए प्रथम वर्ष निवेश योजना	गांव सभा के तालाबों के लिए प्रथम वर्ष निवेश योजना	View Guidelines	Apply Online
9	निजी भूमि पर तालाब निर्माण योजना	निजी भूमि पर तालाब निर्माण योजना	View Guidelines	Apply Online
10	निजी भूमि पर प्रथम वर्ष निवेश योजना	निजी भूमि पर प्रथम वर्ष निवेश योजना	View Guidelines	Apply Online
11	मनरेगा के तालाबों के लिये प्रथम वर्ष निवेश योजना	मनरेगा के तालाबों के लिये प्रथम वर्ष निवेश योजना	View Guidelines	Apply Online
12	री सर्कुलेटरी एका कल्चर सिस्टम योजना	री सर्कुलेटरी एका कल्चर सिस्टम योजना	View Guidelines	Apply Online
13	हैचरी योजना	हैचरी योजना	View Guidelines	Apply Online
14	सोलर सपोर्ट एका कल्चर योजना	सोलर सपोर्ट एका कल्चर योजना	View Guidelines	Apply Online
15	लघु मत्स्य आहार मिल योजना	लघु मत्स्य आहार मिल योजना	View Guidelines	Apply Online
16	वृहद मत्स्य आहार मिल योजना	वृहद मत्स्य आहार मिल योजना	View Guidelines	Apply Online
17	सैलाईन भूमि में झींगा पालन हेतु तालाब निर्माण	सैलाईन भूमि में झींगा पालन हेतु तालाब निर्माण	View Guidelines	Apply Online
18	सैलाईन भूमि में झींगा पालन हेतु प्रथम वर्ष निवेश	सैलाईन भूमि में झींगा पालन हेतु प्रथम वर्ष निवेश	View Guidelines	Apply Online
19	मत्स्य बीज रियरिंग यूनिट का निर्माण	मत्स्य बीज रियरिंग यूनिट का निर्माण	View Guidelines	Apply Online


A – Applicant has to click here in order to view the guidelines of the Scheme.

B – To apply for the scheme the applicant has to click on “**Apply online**” button.



5.5.1 Applicant's Basic Information

After applying the scheme, the new form will be open in which the applicants have fill their basic detail.

**Fisheries Department**
Government Of Uttar Pradesh

Govind Singh

DashboardView ProfileSchemesGrievanceRTIDownloadsLogout

Online Scheme Registration

YOU ARE HERE: Home / Scheme

अतिरिक्त जलक्षेत्र आच्छदित कर मत्स्य उत्पादन में वृद्धि

1. Applicant's Basic Information

2. Details of Land/Pond

3. Other Information

4. Attachments

Applicant's Basic Information

Name of Applicant :

Govind Singh

Father/Husband Name :

Tarkeshwar Singh

Gender :

Male

Caste :

General

Mobile No :

7355058693

Telephone No. :

Phone No.

Aadhar Number :

323368594583

Postal Address :

Naya Seikh Sarai, Chinhat, Lucknow

District :

LUCKNOW

Bank Name :

ALLAHABAD BANK

Branch :

ALLAHABAD U P GRAMIN BANK

IFSC Code :

ALLA0AU1006

Bank Account Number :

3326508965

Previous

A

Next

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A – Post filling all the essential details, click on the “**Next**” button to proceed further.



5.5.2 Details of Land/Pond

Here the applicant has to enter the details of their Land or Pond for which he is applying the S Scheme.

Fisheries Department
Government Of Uttar Pradesh

Govind Singh

Dashboard View Profile Schemes Grievance RTI Downloads Logout

Online Scheme Registration YOU ARE HERE: Home / Scheme

अतिरिक्त जलक्षेत्र आच्छादित कर मत्स्य उत्पादन में वृद्धि

1. Applicant's Basic Information 2. Details of Land/Pond 3. Other Information 4. Attachments

Details of Land/Pond

Revenue Village / राजस्व ग्राम : *
Naya Seikh Sarai

Post Office / पोस्ट ऑफिस : *
Post Office Name

Pin No/पिन नं० :
226028

Tehsil/तहसील
Lucknow

Ownership
Lease

Survey/Khasra/ Plot number/
S12

Duration of lease (Days)
300

Total Land/Pond Area (Hectare)
1.5

Total Water Area (Hectare)
1

Previous **B** **A** Next

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A – Post filling all the essential details, click on the “**Next**” button to proceed further.

B – To go to the previous tab, click on “**Previous**” button.



5.5.3 Other Information

The applicant have to fill the complete detail of the civil work of the proposed project including the Design works & engineering works.

[Dashboard](#) [View Profile](#) [Schemes](#) [Grievance](#) [RTI](#) [Downloads](#) [Logout](#)

Online Scheme Registration

YOU ARE HERE: [Home](#) / [Scheme](#)

अतिरिक्त जलक्षेत्र आच्छदित कर मत्स्य उत्पादन में वृद्धि

✓

Applicant's Basic Information

✓

Details of Land/Pond

Other Information

4.

Attachments

Other Information

Detail Of The Proposed Civil Work. (Design Details/Engineering Works To Be Certified By The Department of Fisheries.)

Detail Of The Proposed Civil Work. (Design Details/Engineering Works To Be Certified By The Department of Fisheries.)

Details Regarding Assistance Received Earlier For The Proposed Activity. (If Any, Carried Out Earlier May Be Mentioned A Long With The Year And Amount Incurred On Such Activity.)

Details Regarding Assistance Received Earlier For The Proposed Activity. (If Any, Carried Out Earlier May Be Mentioned A Long With The Year And Amount Incurred On Such Activity.)

Project Cost of Civil Work (Rs.)

1875000.00

Beneficiaries 60% Share (Rs.)

1125000.00

Central Share 60% of Total Subsidy (Rs.)

375000.00

State Share 40% of Total Subsidy (Rs.)

375000.00

Total Subsidy Amount (Rs.)

750000.00

Whether The Applicant is in Default Of Payment To Any Financial Institution/State Government For Loan/Assistance Availed Earlier. (If Any, Please Provide The Detail And Reasons For)

Whether The Applicant is in Default Of Payment To Any Financial Institution/State Government For Loan/Assistance Availed Earlier. (If Any, Please Provide The Detail And Reasons For)

Experience Of The Applicant In The Field And Details of Training Undergone So Far

Experience Of The Applicant In The Field And Details Of Training Undergone So Far

Details Regarding Economics Of Operation.

Details Regarding Economics Of Operation.

Whether Any Financial Tie Up Has Been Made For Availing Bank Loan. (If Any, Provide Details)

Whether Any Financial Tie Up Has Been Made For Availing Bank Loan. (If Any, Provide Details)

Estimate Project Cost Regarding Recurring Cost.

0.00

Expected Data Of Operation Of The Farm And Tentative Schedule Of Activities.

dd/mm/yyyy

Marketing Tie Up

Marketing Tie Up

Source Of Labour

Source of Labour

Number Of Labour Employed For As Well As Day To Day Operation.

0

Previous

B

A

Next



A – Post filling all the essential details, click on the “**Next**” button to proceed further.

B – To go to the previous tab, click on “**Previous**” button.

5.5.4 Attachments

The screenshot shows the 'Online Scheme Registration' page for the Fisheries Department, Government of Uttar Pradesh. The user is logged in as Govind Singh. The page has a navigation bar with links: Dashboard, View Profile, Schemes, Grievance, RTI, Downloads, Logout. The main heading is 'Online Scheme Registration' with a breadcrumb 'YOU ARE HERE: Home / Scheme'. Below this is a progress bar with four steps: 'Applicant's Basic Information' (completed), 'Details of Land/Pond' (completed), 'Other Information' (completed), and 'Attachments' (current step). The 'Attachments' section has a sub-heading 'अतिरिक्त जलक्षेत्र आच्छादित कर मत्स्य उत्पादन में वृद्धि'. It contains a table with four rows for document uploads:

Sr. No.	Document Name	Document Detail	Upload Document
1.	Photo	jpg/png/jpeg - 1 MB	<input type="button" value="Choose File"/> No file chosen
2.	Signature	jpg/png/jpeg - 1 MB	<input type="button" value="Choose File"/> No file chosen
3.	Aadhar Card	jpg/png/jpeg - 1 MB	<input type="button" value="Choose File"/> No file chosen
4.	Bank Book	jpg/png/jpeg - 1 MB	<input type="button" value="Choose File"/> No file chosen

At the bottom left is a 'Previous' button, and at the bottom right is a 'Finish' button. Callout 'A' points to the 'Choose File' button in the first row, and callout 'B' points to the 'Finish' button.

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A – Click on “**Choose File**” to attach all your documents.

B – Post attaching all the related documents, click on the “**Finish**” button to submit the form.



5.5.5 Acknowledgment Receipt

After the submission of application form the applicant will get the acknowledgement receipt. As shown in below picture.

Fisheries Department
Government Of Uttar Pradesh

Govind Singh

Dashboard View Profile Schemes Grievance RTI Downloads Logout

Acknowledgement Receipt YOU ARE HERE: Home / Acknowledgement Receipt

Fisheries Department
Government Of Uttar Pradesh

Acknowledgement Receipt


Application No :	AP18190001000003
Applicant Name :	Aftab Haider
Father Name :	Syed Ahmad
Mobile No. :	9956658135
Scheme Name :	FS100001 - अतिरिक्त जलक्षेत्र आच्छादित कर मत्स्य उत्पादन में वृद्धि
Applied Date :	25/02/2019


[Print Receipt](#) **B**

A – Click here to print the acknowledgement receipt.




5.6. Grievances

**Fisheries Department**
Government Of Uttar Pradesh

Govind Singh 

Dashboard View Profile Schemes Grievance RTI Downloads Logout

 View Grievances Status

YOU ARE HERE: Home / Grievance Status

Search Criteria

From Date

dd/mm/yyyy

To Date

dd/mm/yyyy

Grievance Status

All

Grievance No





Grievance No

Search

Lodge New Grievance

Search Result

Show 10 entries

S.No.	Grievance No	Grievance Type	Grievance Sub-Type	Grievance Date	Grievance Detail	Attachment	Status	Action
1.	201902160001	जनता	वाणिज्यिक मछली पकड़ना	16/02/2019	Not Known	<div>View File</div>	<div>Open</div>	<div></div>
2.	201903060002	जनता	वाणिज्यिक मछली पकड़ना	06/03/2019	test complain	<div>View File</div>	<div>Open</div>	<div></div>

Showing 1 to 2 of 2 entries

1

A – Click here to Lodge new grievance.

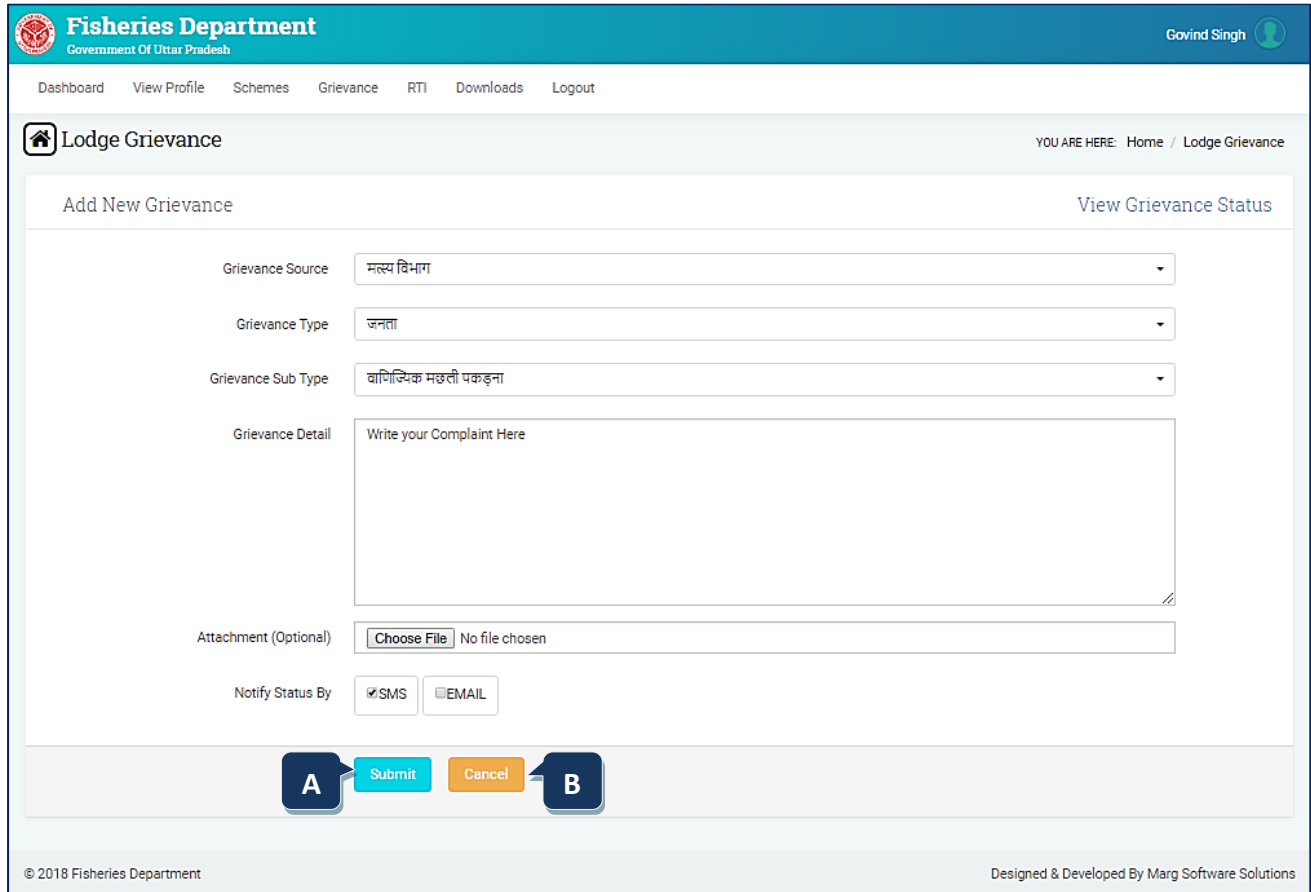
B – To view the attached documents, click on **“View File”**.

C – Click here to view the grievances details.

D – Click here to view the grievance receipt.

5.6.1. Lodge Grievance

Here the applicant can register new grievances. In order to register the grievances applicant have to Click on lodge grievances.



The screenshot shows the 'Lodge Grievance' interface of the Fisheries Department, Government of Uttar Pradesh. The header includes the department name and a user profile for Govind Singh. A navigation bar contains links to Dashboard, View Profile, Schemes, Grievance, RTI, Downloads, and Logout. The main content area is titled 'Lodge Grievance' and includes a breadcrumb trail 'YOU ARE HERE: Home / Lodge Grievance'. Below this, there are two links: 'Add New Grievance' and 'View Grievance Status'. The form itself contains several fields: 'Grievance Source' (dropdown menu), 'Grievance Type' (dropdown menu), 'Grievance Sub Type' (dropdown menu), and 'Grievance Detail' (text area with placeholder 'Write your Complaint Here'). There is also an 'Attachment (Optional)' section with a 'Choose File' button and 'No file chosen' text. At the bottom, there are checkboxes for 'Notify Status By' with options for SMS and EMAIL. Two callouts, A and B, are present: Callout A points to the 'Submit' button, and Callout B points to the 'Cancel' button.


A – Post filling all the details, click on the “**Submit**” button to lodge grievance.


B – In order to cancel the proceedings, click on “**Cancel**” button.




5.6.2. View Grievance details

Applicant can view the grievance details by clicking on the action button. He/she can also view the Attached document by clicking on the “**View File**” button in the attach document row.

**Fisheries Department**
Government Of Uttar Pradesh

Govind Singh 

Dashboard View Profile Schemes Grievance RTI Downloads Logout

 **Grievance Action Detail** YOU ARE HERE: Home / Grievance Action Detail

Grievance No. : 201903160005Dated : 3/16/2019 2:55:33 PM

Personal Detail

Applicant Name	Govind Singh	Mobile No.	7355058693
Aadhar No.	323368594583	Email-ID	
Postal Address	Naya Seikh Sarai, Chinhat, Lucknow		

Grievance Information

Grievance Type	जनता	Grievance Sub Type	वाणिज्यिक मछली पकड़ना
Time Frame (In Days)	20	Attached Document	View File
Grievance	Complain For test	Current Status	

Grievance Forwarding Detail

#	Officer Name	Action Date	Action Taken (Remark)	Status	Attachment
---	--------------	-------------	-----------------------	--------	------------



5.6.3. Grievance Receipt

Applicant can view & print the grievance receipt by clicking on the action button. He/she can also Print the receipt by clicking on the **“Print Receipt”** button in the attach document row.

Fisheries Department
Government Of Uttar Pradesh

Govind Singh

Dashboard View Profile Schemes Grievance RTI Downloads Logout

Grievance Receipt YOU ARE HERE: Home / Grievance Receipt

Grievance Receipt

Fisheries Department
Government Of Uttar Pradesh

Grievance No : 201903160005 Dated: 3/16/2019 2:55:33 PM

Applicant Name : Govind Singh

Applicant Mobile No. : 7355058693

Grievance Type : जनता

Grievance Sub Type : बागविक मछली पकड़ना

Grievance Mode : Online

[Print Receipt](#) **A**

A – Click here to print the grievance receipt.



MARG Software Solutions

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