

Application for Issuance of Caste-cum-Income Certificate-GP

CONTENTS

1. PART I:

- a. SUBMISSION OF APPLICATION BY COMPUTER OPERATOR

2. PART II:

- a. TRACKING OF APPLICATION STATUS BY COMPUTER
OPERATOR

3. PART III:

- a. ISSUANCE OF CERTIFICATE BY PRADHAN GRAM
PANCHAYAT

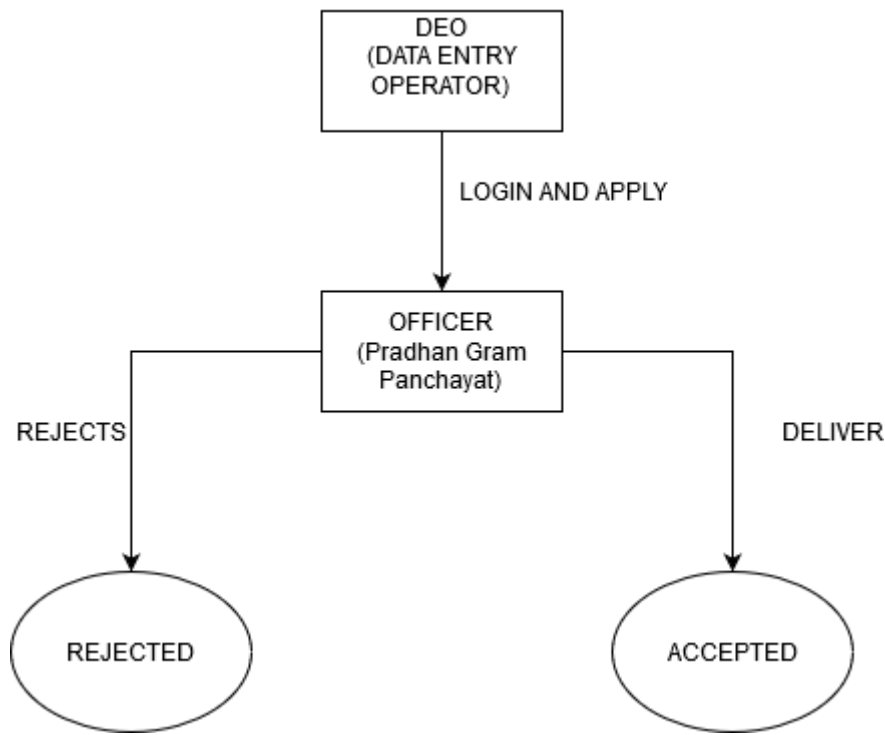
4. PART IV:

- a. REPORTING AND CERTIFICATE DISPATCH BY PRADHAN GRAM
PANCHAYAT

Application for Issuance of Caste-cum-Income Certificate-GP

USER MANUAL

FLOWCHART

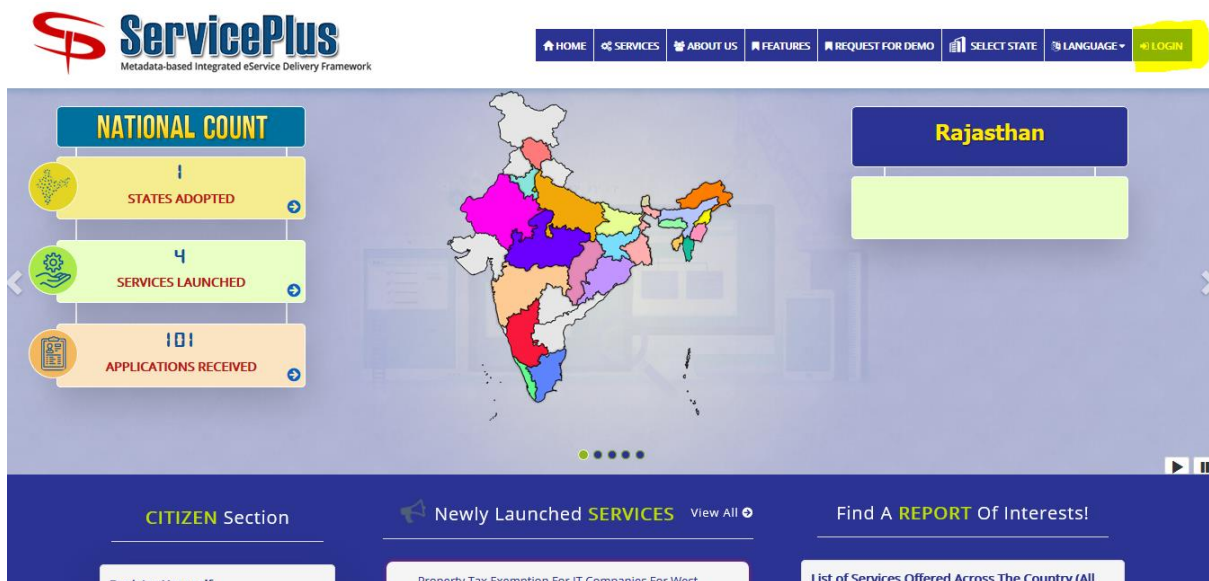


PART I:

SUBMISSION OF APPLICATION: (BY COMPUTER OPERATOR)

STEP 1:

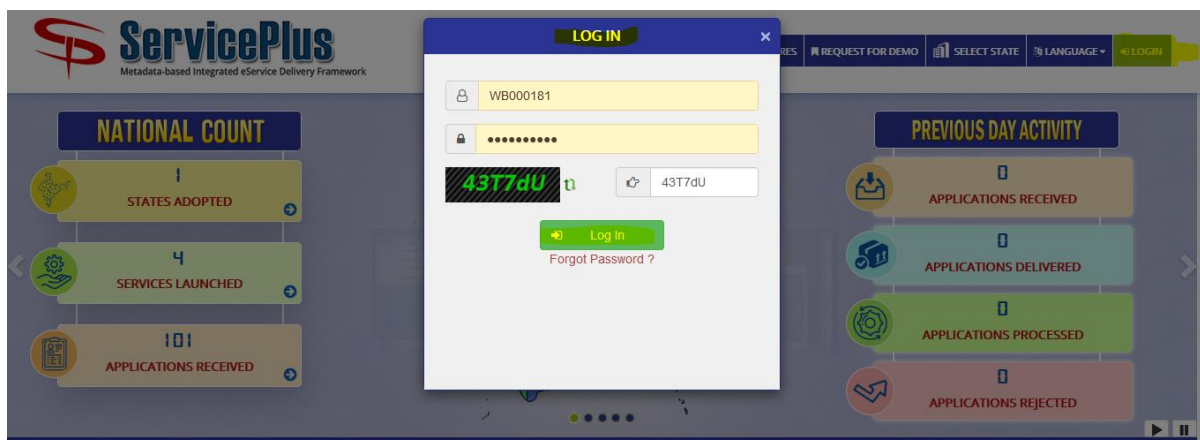
At first login to Service plus web portal: (<http://tathyasathi.bangla.gov.in>)



Application for Issuance of Caste-cum-Income Certificate-GP

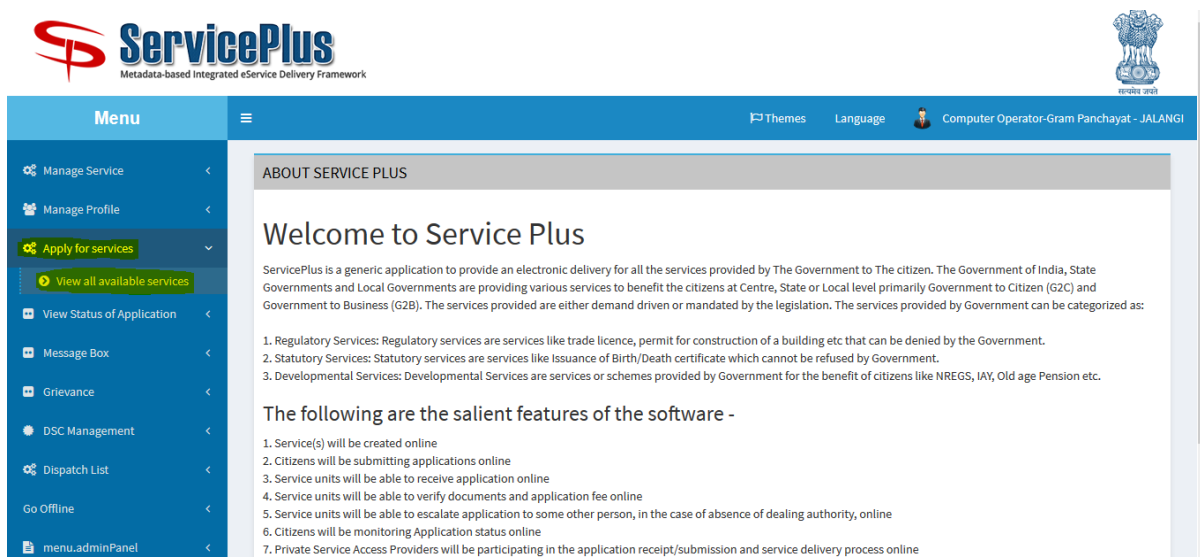
STEP 2:

Login as highlighted with the required credentials such as User ID and Password as shown below with the captcha.



STEP 3:



After Logging In select **“Apply for Services”** from the dashboard and select **“View all available services”** to view your submitted service.



Application for Issuance of Caste-cum-Income Certificate-GP

STEP 4:

After selecting “**View all available services**” now select your “**Application for Issuance of Caste-cum-Income Certificate - GP**” to check your application.



Menu

- Manage Service
- Manage Profile
- Apply for services**
 - View all available services**
- View Status of Application
- Message Box
- Grievance
- DSC Management
- Dispatch List
- Go Offline
- menu.adminPanel

ThemesLanguageComputer Operator-Gram Panchayat - JALANGI

Apply For Services / View All Available Services

viewAll States







Services

Search:

Sl.No.	Service Name	Department Name	State
1	Application for Issuance of Age Certificate - GP	Panchayats and Rural Development Department	WEST BENGAL
2	Application for Issuance of Alias Certificate - GP	Panchayats and Rural Development Department	WEST BENGAL
3	Application for Issuance of Caste-cum-Income Certificate-GP	Panchayats and Rural Development Department	WEST BENGAL
4	Application for Issuance of Completion Certificate - GP	Panchayats and Rural Development Department	WEST BENGAL
5	Application for Issuance of Income Certificate - GP	Panchayats and Rural Development Department	WEST BENGAL
6	Application for issuance of Janani Suraksha Yojana Certificate - GP	Panchayats and Rural Development Department	WEST BENGAL
7	Application for Issuance of Legal Heir Certificate-GP	Panchayats and Rural Development Department	WEST BENGAL
8	Application for Issuance of Residential Certificate- GP	Panchayats and Rural Development Department	WEST BENGAL

Showing page 1 of 1

FirstPrevious1NextLast




Site is technically designed, hosted and maintained by National Informatics Centre
Contents on this website is owned, updated and managed by the Ministry of Panchayati Raj
POWERED BY SERVICEPLUS

Application for Issuance of Caste-cum-Income Certificate-GP


STEP 5:

Now fill in with the valid applicant's details as required.

After filing the details, give the required captcha and submit the form.



ServicePlus
Metadata-based Integrated eService Delivery Framework



सर्वोच्च न्यायालय

Menu

Manage Service

Manage Profile

Apply for services

View all available services

View Status of Application

Message Box

Grievance

DSC Management

Dispatch List

Go Offline

menu.adminPanel

Themes

Language

Computer Operator-Gram Panchayat - JALANGI

Application Form – Issuance of Caste-cum-Income Certificate

Name of the Applicant *

SAMARJEET SHAW

Sex *

☒ Male ☐ Female

Guardian Name *

☒ Father's Name ☐ Husband's Name

Name of applicant's father

KAMLESH SHAW

E-Mail

SAMARJEET@GMAIL.COM

Mobile Number

9673485678

District *

MURSHIDABAD

Block *

JALANGI

Gram Panchayat

JALANGI - Gram Panchayat

Name of Village *

VILL - JALANGI

Name of Police Station *

PS - JALANGI

Name of Post Office *

PO -JALANGI

Caste Name *

Schedule Caste

Sub-Caste *

MODI

Income *

☒ Annually ☐ Monthly

Income of the family *

100000


Amount in words *

ONE LAKH ONLY

Document Type *

Passport

Applicant's photo



Browse...

5e58848e25a56-bpfull.png

Document No. *

MP873L129


Additional Details

Apply to the Office *

JALANGI - Gram Panchayat

Word verification

5V9e2t



Please enter the characters shown above

5Ve2t


Draft

Submit


Close

Reset


MINISTRY OF PANCHAYATI RAJ




Digital India
POWER TO EMPOWER




data.gov.in
Open Government Data Platform India



in.gov.in
GOVERNMENT OF INDIA



DeltY
GOVERNMENT OF INDIA



PMINDIA
GOVERNMENT OF INDIA

Site is technically designed, hosted and maintained by National Informatics Centre
Contents on this website is owned, updated and managed by the Ministry of Panchayati Raj
POWERED BY SERVICEPLUS

Application for Issuance of Caste-cum-Income Certificate-GP

STEP 8:

This is the applicant's acknowledgement slip which can be printed or downloaded as pdf.

The screenshot shows the ServicePlus web application interface. The header includes the ServicePlus logo and the text "Metadata-based Integrated eService Delivery Framework". The user is logged in as "Computer Operator-Gram Panchayat - JALANGI". The main content area is titled "APPLICATION ACKNOWLEDGEMENT" and contains the following text:

Application Acknowledgement

Date: 12/08/2020

Dear SAMARJEET SHAW,

Thank you for using ServicePlus.
Your Application for Issuance of Caste-cum-Income Certificate-GP has been successfully submitted to JALANGI - Gram Panchayat, WEST BENGAL.

Application Summary

Application Reference Number is AICCIC-GP/2020/00049.

Regards
ServicePlus

At the bottom, there are buttons for "Print", "Export to PDF", "Close", and "Click here to initiate new application".

PART II:

TRACKING FOR ISSUANCE OF APPLICATION CERTIFICATE:

STEP 1:

The Applicant's application can be tracked by going to "View Status of Application" and selecting "Track application status" by providing application ref. no: ***** and selecting "Get Data" button.

The screenshot shows the ServicePlus web application interface for tracking applications. The user is logged in as "Computer Operator-Gram Panchayat - JALANGI". The main content area is titled "View Status of Application" and contains the following text:

From Date : 29/04/2020 To Date : 29/07/2020

App Ref No. AICCIC-GP/2020/0001

Get Data

SNo	Service Name	Application Reference No	Received On	Submission Date	Due Date	Current Status
1	Application for issuance of Caste-cum-Income Certificate-GP	AICCIC-GP/2020/00011	29/07/2020	29/07/2020	NA	Delivered

At the bottom, there are logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DelitY, and PMINDIA.

Application for Issuance of Caste-cum-Income Certificate-GP

STEP 2:

After getting the list of data select the preferable Service Name which are delivered.

BY selecting delivered we can get the details of the Caste-cum-Income certificate.

ServicePlus
Metadata-based Integrated eService Delivery Framework

Menu: Manage Service, Manage Profile, Apply for services, View Status of Application, Message Box, Grievance, DSC Management, Dispatch List.

From Date: 29/04/2020 To Date: 29/07/2020

App Ref No. AICCC-GP/2020/0001

Get Data

SNo	Service Name	Application Reference No	Received On	Submission Date	Due Date	Current Status
1	Application for issuance of Caste-cum-Income Certificate-GP	AICCC-GP/2020/00011	29/07/2020	29/07/2020	NA	Delivered

Footer: MINISTRY OF PANCHAYATI RAJ, Digital India, data.gov.in, india.gov.in, DigiY, PMINDIA

STEP 3:

After selecting delivered a modal pops up with applicant's all details such as their caste-cum-income certificate provided, application submission form etc. which can be downloaded for future use.

Status of Application

Application Reference Number : AIAC-GP/2020/00028

Name of the Service : Application for Issuance of Age Certificate - GP

Applied By : DEO-Computer Operator-Gram Panchayat - JALANGI (Gram Panchayat - JALANGI)

Submitted Application Form : View

S.No.	Task Name	Form Details	Issued Document(s)	Status	Remarks
1	Application Submission	View	Acknowledgement	Completed	NA
2	Issuance Authority	NA	Age Certificate	Delivered	NA

Close

Application for Issuance of Caste-cum-Income Certificate-GP

STEP 4:

A Sample of Caste-cum-Income certificate is been provided which can be get by selecting the Caste-cum-Income certificate.

The QR code and ref: no. is unique.

1 of 1

Office of the JALANGI - Gram Panchayat
Block - JALANGI, District - MURSHIDABAD

Certificate No. : AICCC-GP/2020/00049 Date : 12/08/2020

আমি তথ্য জাতিগত শংসাপত্র

এতদ্বারা এই শংসাপত্র প্রদান করা হচ্ছে যে শ্রী SAMARJEET SHAW, পিতা KAMLESH SHAW, গ্রাম JALANGI - Gram Panchayat, পোঃ PO - JALANGI, থানা PS - JALANGI, জেলা - MURSHIDABAD এই গ্রাম পঞ্চায়েতের স্থায়ী বাসিন্দা। আমি তাকে ব্যক্তিগতভাবে চিনি।

তিনি তপশীলি জাতি ভুক্ত এবং শ্রেণী হল MODI।

তার পারিবারিক আয় (বার্ষিক) 100000 (ONE LAKH ONLY) টাকার ঊর্ধ্বে নয়। তার (প্রমাণ প্রদান, i.e. Passport.) নং হল MP873LI29।

Caste cum Income Certificate

This is to certify that Shri SAMARJEET SHAW, Son of - KAMLESH SHAW, residing at Village VILL - JALANGI, P.O. PO - JALANGI, P.S. PS - JALANGI, Dist. MURSHIDABAD is a permanent resident of this Gram Panchayat. He is personally known to me.

He belongs to Schedule Caste and His sub caste is MODI.

His income does not exceed Rs. 100000(ONE LAKH ONLY) (Annually). His (Id proof provided, i.e. Passport.) No. is MP873LI29.

Office Seal of Gram Panchayat

Pradhan
JALANGI - Gram Panchayat

*Note: Certificate Invalid without Photograph.

Reference No: AICCC-GP/2020/00049 To View: <http://tathyasathi.bangla.gov.in/configure/t/GRc/8A461819> Token No: 8A461819

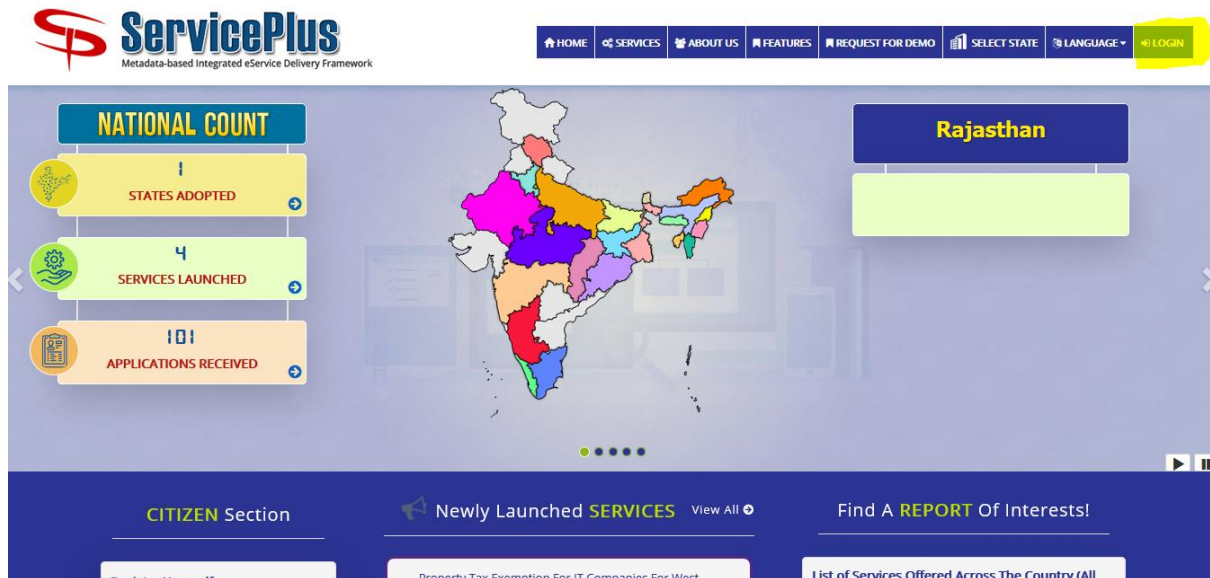
Application for Issuance of Caste-cum-Income Certificate-GP

PART III:

ISSUANCE OF CASTE-CUM-INCOME CERTIFICATE: (By PRADHAN GRAM PANCHAYAT)

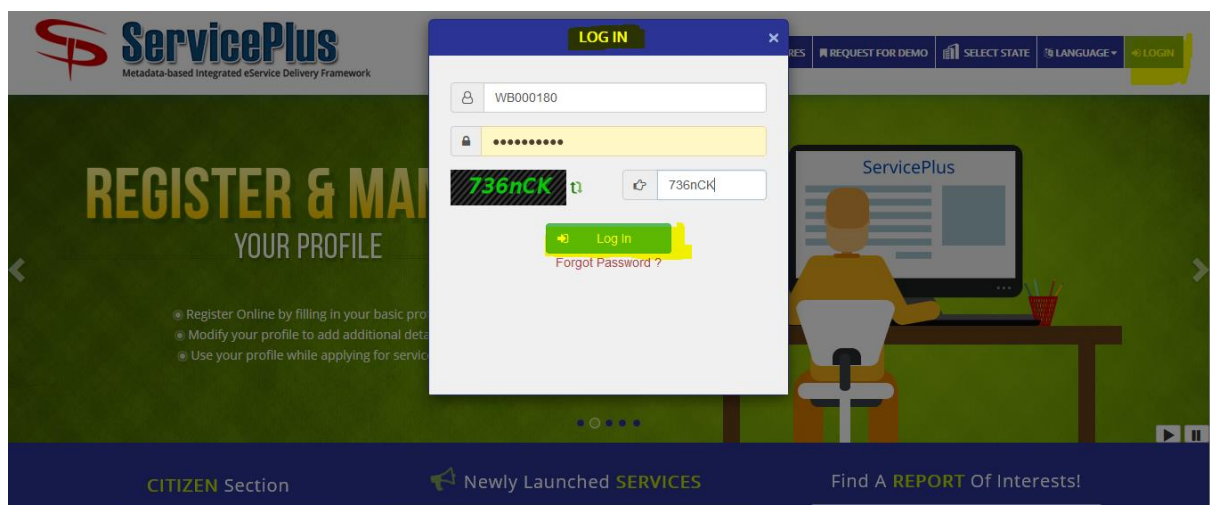
STEP 1:

At first login to Service plus web portal: (<http://tathyasathi.bangla.gov.in>)



STEP 2:

Login as highlighted with the required credentials such as User ID and Password as shown below with the captcha.



Application for Issuance of Caste-cum-Income Certificate-GP

STEP 3:

Here the applicant's application can be accepted or rejected by going to **"Message Box"** and selecting **"Inbox"**.

The screenshot shows the ServicePlus web application interface. The left menu is expanded to 'Message Box', which is further expanded to 'Inbox'. The main content area displays the 'Message Box / Inbox' section. It includes a 'Please select Service *' dropdown menu with 'Application for Iss' selected. The 'Version No. *' dropdown menu is set to 'V-1'. The 'Select Task *' dropdown menu is set to 'Issuance Authorit'. The 'From Date' is '01/01/2017' and the 'To Date' is '12/08/2020'. The 'App Ref No.' field is empty. A 'Get Data' button is visible at the bottom right of the main content area.

STEP 4:

Here the Pradhan has to select service **"Application for Issuance of Caste-cum-Income Certificate - GP"** and fetch data by hitting the button **"Get Data"** which leads to the list of pending applications.

Here **"Application Number"** can be selected to get the applicant's detail and **"Take Action/Pull"** would lead to a new page for issuing the certificate or rejecting it.

The screenshot shows the ServicePlus web application interface. The left menu is expanded to 'Message Box', which is further expanded to 'Inbox'. The main content area displays the 'Message Box / Inbox' section. It includes a 'Please select Service *' dropdown menu with 'Application for Iss' selected. The 'Version No. *' dropdown menu is set to 'V-1'. The 'Select Task *' dropdown menu is set to 'Issuance Authorit'. The 'From Date' is '01/01/2017' and the 'To Date' is '12/08/2020'. The 'App Ref No.' field is 'AICCIC-GP/2020/0004'. A 'Get Data' button is visible at the bottom right of the main content area.

Showing 1 to 1 of 1 entries

Sl.No.	Application Number	Status	Action	Return to Pool
1	AICCIC-GP/2020/00049	Initiated	Pull	

Application for Issuance of Caste-cum-Income Certificate-GP

STEP 5:

Here the Pradhan has the right to see the applicant's application form by selecting the certificate icon.

It can be further submitted or edited or cancelled.

The screenshot shows the ServicePlus application interface. The left sidebar contains a menu with options: Manage Profile, Apply for services, View Status of Application, Message Box (with sub-options: Inbox, Sent Applications, Revalidate Payment), DSC Management, Reports, Dispatch List, and Go Offline. The main content area displays a form titled "Do you want to digitally sign the document ? * ☐ Yes ☐ No". Below this, it says "Document(s) to be generated". A table lists the document: "Certificate" with a "View Document" link. At the bottom, there are buttons: "Submit", "Edit Form", "View Form", "Cancel", and "Back to Inbox".

STEP 6:

By selecting edit button it leads to open this page.

By selecting Action of rejecting or delivering the certificate with the respective remark can lead to form rejection or approval.

The screenshot shows the ServicePlus application interface. The left sidebar contains a menu with options: Manage Profile, Apply for services, View Status of Application, Message Box (with sub-options: Inbox, Sent Applications, Revalidate Payment), DSC Management, Reports, Dispatch List, and Go Offline. The main content area displays a form titled "Application for Issuance of Caste-cum-Income Certificate-GP". It shows the "Current Task" as "Issuance Authority". Below this, it displays the "Application Reference Number" as "AICCIC-GP/2020/00049" and the "Application Received Date" as "12-08-2020". A "View Processing History" button is visible. Below this, a table shows the processing history:

Task Name	User	Received Date	Processed Date	Action Details
Issuance Authority	Pradhan Gram Panchayat JALANGI	12/08/2020	NA	Under Processing
Application Submission	DEO	NA	12/08/2020 13:05:13	Completed

Below the table, there is a section titled "Issuance Authority" with an "Action" dropdown menu. The dropdown menu shows "Reject" and "Deliver" options. A "Remarks" field is also present. At the bottom, there are buttons: "Submit", "Reset", "Cancel", "Back to Inbox", and "Return to Pool".

Application for Issuance of Caste-cum-Income Certificate-GP

STEP 7:



By selecting “**View Processing History**” the application history can be seen such as applied date, issuance authority name with date etc.

View Processing History

Application Reference Number :	AICCIC-GP/2020/00049			
Application Applied Date :	12/08/2020			
Application Due Date :	12/08/2020			
Task Name	User	Received Date	Processed Date	Action Details
Issuance Authority	Pradhan Gram Panchayat JALANGI	12/08/2020	NA	Under Processing
Application Submission	DEO	NA	12/08/2020 13:05:13	Completed

STEP 8:

By selecting view form a pop up opens which shows the state of the application.



Menu

Themes Language Pradhan Gram Panchayat JALANGI

Do you want to digitally sign the document(s) to be generated?

Document(s) to be generated

Document Name Documents

View Document

Application Reference Number: AICCIC-GP/2020/00049

Action Deliver

Documents



Remarks

View Form Cancel Back to Inbox

MINISTRY OF PANCHAYATI RAJ Digital India data.gov.in india.gov.in DigiY PMINDIA

STEP 9:

After completion of all this for the final submission would be done by selecting the radio button for getting the digitally signed document or not.



Menu

Themes Language Pradhan Gram Panchayat JALANGI

Do you want to digitally sign the document ? * ☐ Yes ☒ No

Document(s) to be generated

Document Name Documents

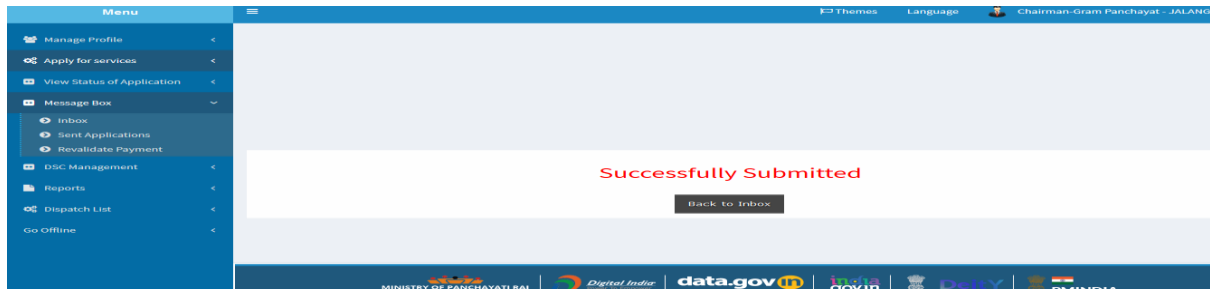
View Document

Submit Edit Form View Form Cancel Back to Inbox

Application for Issuance of Caste-cum-Income Certificate-GP

STEP 10:

Like this other application can be approved or rejected by the Pradhan authority.



PART IV:

Reporting And Certificate Dispatch: (By PRADHAN GRAM PANCHAYAT)

STEP 1:

This is the dashboard showing the Total no. of application ,No. of pending Applications, Delivered Applications and Processed Application after login.



Application for Issuance of Caste-cum-Income Certificate-GP

Login and goto “Dispatch List” and select “View Delivered Services” which lead to open to get the data.

We can “select the service” and we can also get the data in respect of date from “from date - to date”.

There is a option to get the data in respect of particular “App Ref No.” too.

ServicePlus
Metadata-based Integrated eService Delivery Framework

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Message Box
- DSC Management
- Reports
- Dispatch List
- View Delivered Service
- Go Offline

Dispatch List / View Delivered Service

Please select Service * Application for Issuance of Caste- Submission Office * JALANGI

From Date : 14/05/2020 To Date : 12/08/2020

App Ref No.

Get Data

Show 20 entries

S.No.	Application Id	Mode of Delivery	Service Delivered Date	Signature Or Address
1	AICCC-GP/2020/00049	In Person		

Showing 1 to 1 of 1 entries

STEP 2:

Select the “Application ID” to get the dispatched certificate like below.

We can get a printout by the print button given there.

ServicePlus
Metadata-based Integrated eService Delivery Framework

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Message Box
- DSC Management
- Reports
- Dispatch List
- View Delivered Service
- Go Offline

Dispatch List / View Delivered Service

Please select Service * Application for Issuance of Caste- Submission Office * JALANGI

From Date : 14/05/2020 To Date : 12/08/2020

App Ref No.

Get Data

Show 20 entries

S.No.	Application Id	Mode of Delivery	Service Delivered Date	Signature Or Address
1	AICCC-GP/2020/00049	In Person		

Showing 1 to 1 of 1 entries

viewDispatcherOutputCertificate.do - Personal - Microsoft Edge

Not secure | tathyasathi.bangla.gov.in/configure/viewDispatch...

1 of 1

Office of the JALANGI - Gram Panchayat
Block - JALANGI, District - MURSHIDABAD

Certificate No. : AICCC-GP/2020-00049 Date : 12/08/2020

Shri SAMARJEET SHAW, Son of - KAMLESH SHAW, residing at Village VILL. JALANGI, P.O. PO - JALANGI, P.S. PS - JALANGI, Dist. MURSHIDABAD is a permanent resident of this Gram Panchayat. He is personally known to me.

His income does not exceed Rs. 100000 (ONE LAKH ONLY) (Annually). His (if proof provided, i.e. Passport) No. is MP873LD9.

Office Seal of Gram Panchayat Pradhan JALANGI - Gram Panchayat

Application for Issuance of Caste-cum-Income Certificate-GP

STEP 3:

Select to print from the list.

