



SERVICE PLUS

**APPLICATION FOR ISSUANCE
OF LEGAL HEIR CERTIFICATE-
MUNICIPALITY**

<http://tathyasathi.bangla.gov.in/>

NIC एनआईसी
National
Informatics
Centre



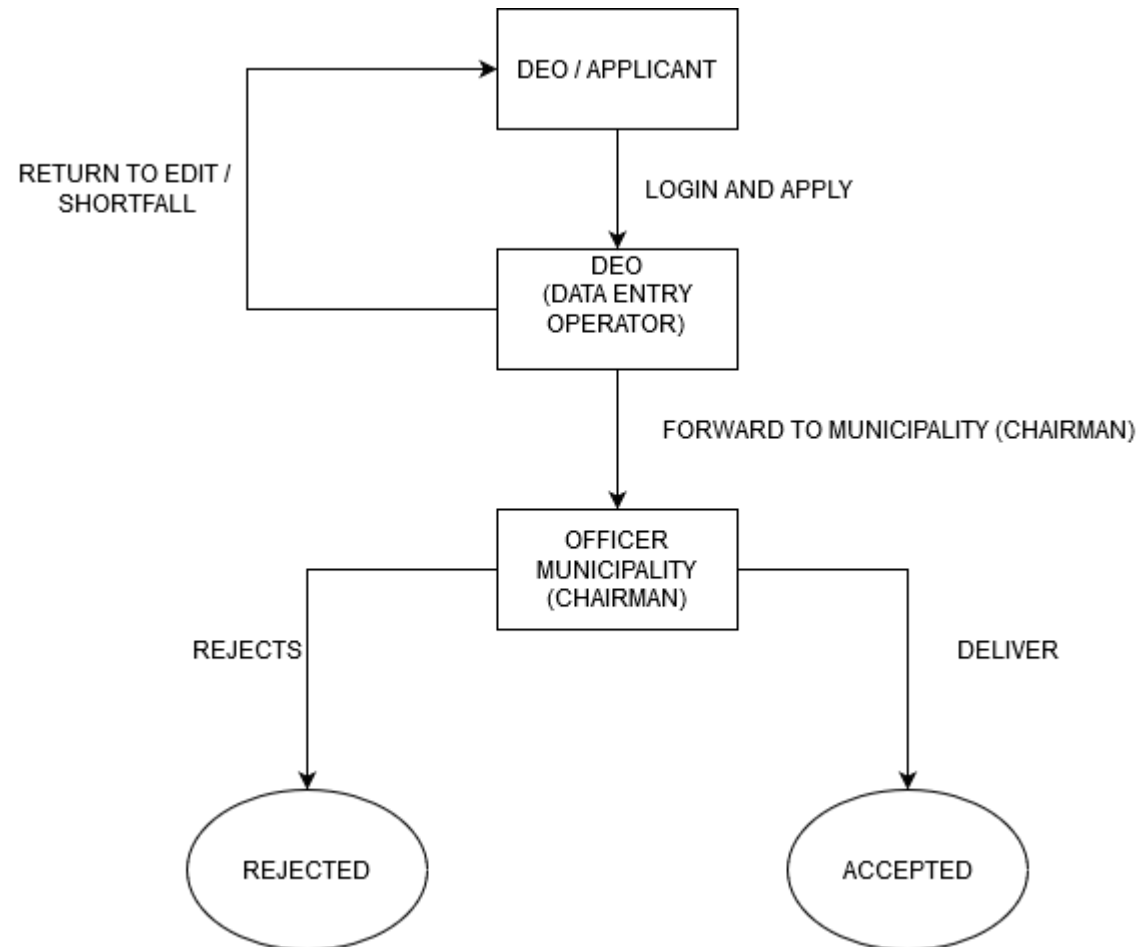
SERVICE PLUS

**APPLICATION FOR ISSUANCE OF
LEGAL HEIR CERTIFICATE-
MUNICIPALITY**

<http://tathyasathi.bangla.gov.in/>

FLOW CHART

FLOWCHART OF THE SERVICE





SERVICE PLUS

**APPLICATION FOR ISSUANCE OF
LEGAL HEIR CERTIFICATE-
MUNICIPALITY**

<http://tathyasathi.bangla.gov.in/>

**SUBMISSION OF APPLICATION
BY DEO (COMPUTER OPERATOR)**

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

The screenshot displays the ServicePlus web application interface. A 'LOG IN' modal is centered on the screen, featuring the following elements:

- ServicePlus Logo:** Located at the top left of the page, with the tagline 'Metadata-based Integrated eService Delivery Framework'.
- Navigation Bar:** Includes links for 'REQUEST FOR DEMO', 'SELECT STATE', 'LANGUAGE', and a 'LOGIN' button.
- Modal Form:**
 - User ID Field:** A text input field with a yellow background, containing a masked value.
 - Password Field:** A text input field with a yellow background, containing a masked value.
 - Captcha:** A green captcha code '7T7DN9' is displayed next to a matching input field.
 - Login Button:** A green button labeled 'Log In' with a right-pointing arrow.
 - Forgot Password Link:** A link labeled 'Forgot Password ?' located below the login button.
- Background Content:**
 - Main Header:** 'MAINTAIN CERTIFICATION AND PHOTOGRAPHY'.
 - Instructions:** A list of steps: '01 Scan/Upload Documents', '02 Upload Photographs', and '03 Use your documents'.
 - Footer:** Includes sections for 'CITIZEN Section', 'Newly Launched SERVICES', and 'Find A REPORT Of Interests!'.

USER ID

- SIGN IN WITH USER ID OF DEO

PASSWORD

- WITH THE VALID PASSWORD FOR DEO ID

CAPTCHA

- MATCH THE CAPTCHA

LOGIN

- PRESS THE LOGIN BUTTON

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)



1. First go to Apply for Services



Search Bar:
Here Application Can be
Searched By name

2. Select View
all available
services

Apply For Services / View All Available Services

view

All States

Services

Search:

Sl.No.	Service Name	Department Name	State
1	Application for Issuance of Legal Heir Certificate- Municipality	Panchayats and Rural Development Department	WEST BENGAL

Showing page 1 of 1

3. Select your service:
Application for Issuance of Legal
Heir Certificate-Municipality

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

Menu

- Manage Profile
- Apply for services
 - View all available services
- View Status of Application
- Messages & Alerts

Themes **Language**

Application Form – Issuance of Legal Heir Certificate– Municipality

Name of Deceased *	DILIP KUMAR	Name of the Deceased's Guardian *	<input checked="" type="radio"/> Father's Name <input type="radio"/> Husband's Name	Name of Applicant's Father	MAHESH KUMAR	
Sex *	<input checked="" type="radio"/> Male <input type="radio"/> Female	E-Mail	dilip@gmail.com		Mobile Number	8962123355
District *	MURSHIDABAD	Municipality *	Baharampur		Ward No. *	44
Police Station *	PS - Behrampur	Post Office *	PO - Behrampur			
Is the exact date of death known? *	<input checked="" type="radio"/> Yes <input type="radio"/> No	Date of Death *				
Day *	19	Month *	DEC		Year *	2018
Death Certificate Regn. No. (if any)	DEATH-1/H/2B	Name of Applicant *	VIJAY SINGH		Applicant's Sex *	<input checked="" type="radio"/> Male <input type="radio"/> Female

Legal Details

Sl. No. *	Name of the legal heir *	Relation *	Age (in years) *
1	RAKESH KUMAR	SON	15

Additional Details

Apply to the Office *	Baharampur
-----------------------	------------

Word verification

G81bz9

Please enter the characters shown above

G81bz9

Draft

Submit

Close

Reset

Name of the Deceased

- Deceased Name

Sex

- Deceased Sex

Guardian Name

- Guardian name of the Deceased person.

Mobile

- This is Optional

Email

- Valid Email Address as this id would get further notification for the application process.

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

Menu

- Manage Profile
- Apply for services
 - View all available services
- View Status of Application
- Messages & Alerts

Application Form – Issuance of Legal Heir Certificate– Municipality

Name of Deceased *	DILIP KUMAR	Name of the Deceased's Guardian *	<input checked="" type="radio"/> Father's Name <input type="radio"/> Husband's Name	Name of Applicant's Father	MAHESH KUMAR	
Sex *	<input checked="" type="radio"/> Male <input type="radio"/> Female	E-Mail	dilip@gmail.com		Mobile Number	8962123355
District *	MURSHIDABAD	Municipality *	Baharampur		Ward No. *	44
Police Station *	PS - Behrampur	Post Office *	PO - Behrampur			
Is the exact date of death known? *	<input checked="" type="radio"/> Yes <input type="radio"/> No	Date of Death *				
Day *	19	Month *	DEC		Year *	2018
Death Certificate Regn. No. (if any)	DEATH-1/H/2B	Name of Applicant *	VIJAY SINGH		Applicant's Sex *	<input checked="" type="radio"/> Male <input type="radio"/> Female



Legal Details

Sl. No. *	Name of the legal heir *	Relation *	Age (in years) *
1	RAKESH KUMAR	SON	15

Additional Details

Apply to the Office * Baharampur

Word verification

 
Please enter the characters shown above

G81bz9

[Draft](#) [Submit](#) [Close](#) [Reset](#)

District

- Select the District

Municipality

- Select the Municipality

Ward No

- Ward No.

Police Station

- Police Station

Post Office

- Post office Name

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

Menu

- Manage Profile
- Apply for services
 - View all available services
- View Status of Application
- Messages & Alerts

Application Form – Issuance of Legal Heir Certificate– Municipality

Name of Deceased *	DILIP KUMAR	Name of the Deceased's Guardian *	<input checked="" type="radio"/> Father's Name <input type="radio"/> Husband's Name	Name of Applicant's Father	MAHESH KUMAR	
Sex *	<input checked="" type="radio"/> Male <input type="radio"/> Female	E-Mail	dilip@gmail.com		Mobile Number	8962123355
District *	MURSHIDABAD	Municipality *	Baharampur		Ward No. *	44
Police Station *	PS - Behrampur	Post Office *	PO - Behrampur			
Is the exact date of death known? *	<input checked="" type="radio"/> Yes <input type="radio"/> No	Date of Death *				
Day *	19	Month *	DEC		Year *	2018
Death Certificate Regn. No. (if any)	DEATH-1/H/2B	Name of Applicant *	VIJAY SINGH		Applicant's Sex *	<input checked="" type="radio"/> Male <input type="radio"/> Female

Legal Details

Sl. No. *	Name of the legal heir *	Relation *	Age (in years) *
1	RAKESH KUMAR	SON	15

Additional Details

Apply to the Office *	Baharampur
-----------------------	------------

Word verification

G81bz9

Please enter the characters shown above

G81bz9

Draft

Submit

Close

Reset

Date of Death

- Mention Death of Death.

Death Certificate Reg. No.

- Not Mandatory

Applicant's Name & Sex

- Mention Applicant' Name & Sex.

Captcha

- Match the Captcha

Submit

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

ServicePlus
Metadata-based Integrated eService Delivery Framework

Menu

- Manage Profile
- Apply for services
 - View all available services
 - View Status of Application
 - Messages & Alerts

Themes Language

Application not yet submitted. To proceed click on the appropriate button available at the bottom of this page

Application Form - Issuance of Legal Heir Certificate- Municipality

Name of Deceased :	DILIP KUMAR
Name of the Deceased's Guardian :	Father's Name
Name of the Deceased's Father/ Husband :	MAHESH KUMAR
Sex :	Male
E-Mail :	dilip@gmail.com
Mobile Number :	9962123355
District :	MURSHIDABAD
Municipality :	Baharampur
Ward No. :	44
Police Station :	PS - Behrampur
Post Office :	PO - Behrampur
Is the exact date of death known? :	Yes
Day :	19
Month :	DEC
Year :	2018
Death Certificate Regn. No. (if any) :	DEATH-1/H/2B
Name of Applicant :	VIJAY SINGH
Applicant's Sex :	Male

Legal Details

Sl. No.	Name of the legal heir	Relation	Age (in years)
1	RAKESH KUMAR	SON	25

Additional Details

Apply to the Office	Baharampur - Municipality
Draft Reference No :	Draft_AF-ILHC-M/2020/00013

15/10/2020 12:03:22 IST

[Attach Annexure](#) [Edit](#) [Cancel](#) [Click here to initiate new application](#)

<http://tathyasathi.bangla.gov.in/configure>

Draft Mode

- This is the Draft mode of the application.
- Please check before submitting
- If Something goes Wrong go to Edit Option



Attach Annexure

- By clicking on this button applicant can attach/upload there required documents.

Cancel

- To cancel the application

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

Menu  Themes Language 

ATTACH ENCLOSURE(S)

Enclosure(s):

Type of Enclosure *	Enclosure Document *	File/Reference *
Identity Proof of the all the legal heirs showing linkage with the deceased person	<div>Ration Card</div> <div>Document Format</div>	<div>Choose File dummy.pdf</div> <div>Scan</div> <div>Fetch from DigiLocker</div>
Identity Proof of the applicant *	<div>Birth Certificate</div> <div>Document Format</div>	<div>Choose File dummy.pdf</div> <div>Scan</div> <div>Fetch from DigiLocker</div>
Death Certificate *	<div>Death Certificate</div> <div>Document Format</div>	<div>Choose File dummy.pdf</div> <div>Scan</div> <div>Fetch from DigiLocker</div>
Other	<div>Select</div>	<div>Choose File No file chosen</div> <div>Scan</div> <div>Fetch from DigiLocker</div>

Save Annexure

Cancel

Back

Enclosure Document

- Select from the dropdown for the annexure to be attached.


Browse

- To select the document

Save Annexure

- For attaching the and saving the document

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

**ServicePlus**
Metadata-based Integrated eService Delivery Framework

ThemesLanguage

Menu

- Manage Profile
- Apply for services
- View all available services
- View Status of Application
- Messages & Alerts

Application not yet submitted. To proceed click on the appropriate button available at the bottom of this page

Application Form - Issuance of Legal Heir Certificate- Municipality

Name of Deceased :	DILIP KUMAR
Name of the Deceased's Guardian :	Father's Name
Name of the Deceased's Father/ Husband :	MAHESH KUMAR
Sex :	Male
E-Mail :	dilip@gmail.com
Mobile Number :	8962123355
District :	MURSHIDABAD
Municipality :	Baharampur
Ward No. :	44
Police Station :	PS - Behrampur
Post Office :	PO - Behrampur
Is the exact date of death known? :	Yes
Day :	19
Month :	DEC
Year :	2018
Death Certificate Regn. No. (if any) :	DEATH-1/H/2B
Name of Applicant :	VIJAY SINGH
Applicant's Sex :	Male

Legal Details

Sl. No.	Name of the legal heir	Relation	Age (in years)
1	RAKESH KUMAR	SON	15

Annexure List

- 1) Identity Proof of the all the legal heirs showing linkage with the deceased person [Ration Card](#)
- 2) Identity Proof of the applicant [Birth Certificate](#)
- 3) Death Certificate [Death Certificate](#)

Additional Details

Apply to the Office	Baharampur - Municipality
Draft Reference No :	Draft_AF-ILHC-M/2020/00013

[Submit](#) [Cancel](#)

SUBMISSION OF APPLICATION BY DEO (COMPUTER OPERATOR)

- Mandatory: Submit the acknowledgement slip and show the supporting documents in Original at the Gram Panchayat desk .



Menu

- Manage Profile
- Apply for services
 - View all available services
- View Status of Application
- Messages & Alerts

APPLICATION ACKNOWLEDGEMENT

Application Acknowledgement

Date: 15/10/2020

Dear Sir/Madam,

Thank you for using ServicePlus.
Your Application for Issuance of Legal Heir Certificate- Municipality has been successfully submitted to Baharampur - Municipality, WEST BENGAL.

Application Summary

Application Reference Number is - AF-ILHC-M/2020/00013.
Your application was received by Online mode on 15/10/2020.

Regards
ServicePlus

Mandatory: Submit the acknowledgement slip and show the supporting documents in **Original** at the Municipality desk.

Print to keep the Acknowledgement

Print

Export to PDF

Close

Export to PDF to download as PDF for future reference



SERVICE PLUS

APPLICATION FOR ISSUANCE OF LEGAL HEIR CERTIFICATE- MUNICIPALITY

<http://tathyasathi.bangla.gov.in/>

PROCESS APPLICATION
BY DEO (COMPUTER OPERATOR) (1st Part)

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Message Box**
 - Inbox**
 - Sent Applications
 - Revalidate Payment
- DSC Management
- Reports
- Go Offline

Message Box / Inbox

Please select Service * **Application for Issuance**

Version No. * **V-1**

Select Task * **Application Receipt**

From Date : **01/01/2017** **To Date :** **15/10/2020**

Select an option to search application
☒ Through Online Reference Number ☒ Through Offline Reference Number

App Ref No. **Offline Application Reference No**

Get Data

1 of 1 entries

	Application Number	Status	Action
1	AF-ILHC-M/2020/00013	Initiated	Pull

1. Click on Message box and then inbox

2. Select Service

3. Select Task

4. Click on Get Data

5. PULL

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

- Manage Profile <
- Apply for services <
- View Status of Application <
- Message Box >
 - Inbox
 - Sent Applications
 - Revalidate Payment
- DSC Management <
- Reports <
- Go Offline <

Service Name-	Application for Issuance of Legal Heir Certificate- Municipality
Current Task-	Application Receipt by DEO
Application Reference Number-	AF-ILHC-M/2020/00013
Application Received Date-	15-10-2020

[View Processing History](#)

View Processing History:
Here Officials can see the All
the history of Application

Application Receipt by DEO

Action
Action *
<input checked="" type="radio"/> Return to Edit Application
<input type="radio"/> Forward
Year
Death Certificate Regn. No. (if any)
Name of Applicant
Applicant's Sex
Legal Details
Change Name

Select field to be
edited

For change of any application
form details
click "Return to Edit
Application".

Put Remarks

Submit


[Submit](#)


[Reset](#)

[Cancel](#)

[Back to Inbox](#)

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

**ServicePlus**
Metadata-based Integrated eService Delivery Framework



Menu

Manage Service <Manage Profile <Apply for services <View Status of Application <Message Box >Inbox >Sent Applications >Revalidate Payment <Grievance <DSC Management <Reports <Dispatch List <Go Offline <menu.adminPanel <


ThemesLanguage


After successful submission this message will be shown.


Successfully Submitted


Back to Inbox


MINISTRY OF PANCHAYATI RAJ
GOVERNMENT OF INDIA

 Digital India
Power To Empower

 data.gov.in
Open Government Data (OGD) Platform India

 india.gov.in

 Deity

 PMINDIA

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



SERVICE PLUS

**APPLICATION FOR ISSUANCE
OF LEGAL HEIR CERTIFICATE-
MUNICIPALITY**

<http://tathyasathi.bangla.gov.in/>

TRACKING & EDITING BY DEO
(COMPUTER OPERATOR)

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

The screenshot shows the ServicePlus web application interface. The left sidebar contains a 'Menu' with options: 'Manage Profile', 'Apply for services', 'View Status of Application' (highlighted), 'Track application status' (highlighted), 'View Incomplete Application', 'Revalidate Payment', 'Modify Submissions', and 'Messages & Alerts'. The main content area has search filters for 'From Date' (15/07/2020), 'To Date' (15/10/2020), and 'App Ref No.' (AF-ILHC-M/2020/C). A 'Get Data' button is present. Below is a table with application details.

1. View Status Of Application

2. Track Application Status


3. Get Data

Select From And To date

Click On this To know the Status of Application

SNo	Service Name	Application Reference No	Submission Date	Due Date	Current Status
1	Application for Issuance of Legal Heir Certificate- Municipality	AF-ILHC-M/2020/C/00013	15/10/2020	NA	Waiting for Applicant's Response!

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

**Service Plus**
Metadata

Menu

Manage Profile

Apply for services

View Status of Application

Track application status


View Incomplete Applications

Revalidate Payment

Modify Submission

Messages & Alerts

Status of Application

Application Reference Number :	AF-ILHC-M/2020/00013
Name of the Service :	Application for Issuance of Legal Heir Certificate- Municipality
Applied By :	
Application due Date :	15/10/2020


Click here

*Action to be taken by an applicant

You are required to edit the application form. Please [click here](#) to proceed.

S.No.	Task Name	Form Details	Issued Document(s)	Status	Remarks
1	Application Submission	View	Acknowledgement	Completed	NA
2	Application Receipt by DEO	NA	Nil	Return to Edit Application	View
3	Application for Edit	NA	Nil	Under Process	NA

Close


राज्यसेवा जलपो


Page

Get Data

Current Status

Waiting for Applicant's Response!

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

**SP**
Metadata

Menu

- Manage Profile
- Apply for services
- View Status of Application
 - Track application status
 - View Incomplete Applications
 - Revalidate Payment
 - Modify Submission
- Messages & Alerts

Status of Application

Application Form – Issuance of Legal Heir Certificate Municipality

Name of Deceased *	DILIP KUMAR	Name of the Deceased's Guardian *	Father's Name	Name of the Deceased's Husband *	MAHESH KUMAR
Sex *	Male	E-Mail	dilip@gmail.com	Mobile Number	8962123355
District *	MURSHIDABAD	Municipality *	Baharampur	Card No. *	44
Police Station *	PS - Behrampur	Post Office *	PO - Behrampur		
Is the exact date of death known? *	Yes	Date of Death *			
Day *	19	Month *	DEC	Year *	2018
Death Certificate Regn. No. (if any)	DEATH-1/H/2B	Name of Applicant *	VIJAY SINGH	Applicant's Sex *	Male

Legal Details

Close


Get Data

Current Status

Waiting for Applicant's Response!


Edit that field which has been selected for edit

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

**SP**
Metadata

Menu

- Manage Profile
- Apply for services
- View Status of Application
 - Track application status
 - View Incomplete Applications
 - Revalidate Payment
 - Modify Submission
- Messages & Alerts


राष्ट्रिय सेवा ज्ञान

Page

Get Data

Current Status

Waiting for Applicant's Response!

Status of Application

Additional Details

Apply to the Office *Baharampur - Municipality

Word verification

6M4D2k

Please enter the characters shown above

6M4D2k|

Submit

SubmitReset

Enter Captcha

Close

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

Status of Application

1	RAKESH KUMAR	SON	15
---	--------------	-----	----

Additional Details

Apply to the Office: Baharampur - Municipality

Draft Reference No : AF-ILHC-M/2020/00013

15/10/2020 01:05:34 IST <http://tathyasathi.bangla.gov.in/configure>

Attach Annexure **Edit**

Attach Annexure

Close

Menu

- Manage Profile
- Apply for services
- View Status of Application
 - Track application status
 - View Incomplete Application
 - Revalidate Payment
 - Modify Submission
- Messages & Alerts

Current Status

Waiting for Applicant's Response!

Get Data

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

The screenshot shows a web application interface for tracking application status. A modal window titled "Status of Application" is open, displaying a form with three sections: "Identity Proof of the applicant", "Death Certificate", and "Other". Each section has a dropdown menu for document selection, a "Document Format" warning icon, and a "Preview" link. The "Other" section also includes a "Choose File" button, a "Scan" button, and a "Fetch from DigiLocker" button. At the bottom of the form, there is a "Save Annexure" button (highlighted in yellow) and a "Back" button. A "Close" button is located at the bottom right of the modal. Two callout boxes are present: one pointing to the "Death Certificate" dropdown with the text "Select 'Enclosure Document'", and another pointing to the "Save Annexure" button with the text "Save Annexure".

Status of Application

Identity Proof of the applicant *

Birth Certificate X

Death Certificate *

Death Certificate X

Other

Select No file chosen

Get Data

Current Status

Waiting for Applicant's Response!

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

Status of Application

Additional Details

Apply to the Office Baharampur - Municipality

Draft Reference No : AF-ILHC-M/2020/00013

Submit

Click on Submit

Close

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Track application
- View Incomplete Application
- Revalidate Payment
- Modify Submission
- Messages & Alerts

Get Data

Current Status

Waiting for Applicant's Response!

TRACKING OF APPLICATION STATUS BY DEO (COMPUTER OPERATOR)

- Mandatory: Submit the acknowledgement slip and show the supporting documents in Original at the Gram Panchayat desk .

The screenshot displays the 'Status of Application' window within the ServicePlus portal. The window title is 'Status of Application'. The main content area shows a confirmation message: 'Your Application for issuance of Legal heir Certificate- Municipality has been successfully submitted to Baharatampur - Municipality, WEST BENGAL.' Below this, an 'Application Summary' section provides the 'Application Reference Number is - AF-ILHC-M/2020/00013.' and states 'Your application was received by [redacted] on 15/10/2020.' The signature 'Regards ServicePlus' is present. A yellow highlighted box contains the instruction: 'Mandatory: Submit the acknowledgement slip and show the supporting documents in Original at the Municipality desk.' At the bottom of the window, there are two buttons: 'Print' and 'Export to PDF'. A callout bubble points to the 'Export to PDF' button with the text 'Click To make PDF'. Another callout bubble points to the 'Print' button with the text 'Click to Print'. A 'Close' button is located at the bottom right of the window. The background shows the ServicePlus portal interface with a sidebar menu containing options like 'Manage Profile', 'Apply for services', 'View Status of Application', and 'Messages & Alerts'. The footer includes logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, Deity, and PMINDIA.

ServicePlus
Metadata-based Int

Menu

- Manage Profile
- Apply for services
- View Status of Application
 - Track application status
 - View Incomplete Application
 - Revalidate Payment
 - Modify Submissions
- Messages & Alerts

Status of Application

Your Application for issuance of Legal heir Certificate- Municipality has been successfully submitted to Baharatampur - Municipality, WEST BENGAL.

Application Summary

Application Reference Number is - AF-ILHC-M/2020/00013.

Your application was received by [redacted] on 15/10/2020.

Regards
ServicePlus

Mandatory: Submit the acknowledgement slip and show the supporting documents in **Original** at the Municipality desk.

Print Export to PDF

Click To make PDF

Click to Print

Close

Language

Get Data

Current Status

Waiting for Applicant's Response!

MINISTRY OF PANCHAYATI RAJ
GOVERNMENT OF INDIA

Digital India
Power To Empower

data.gov.in
Open Government Data (OGD) Platform India

india.gov.in

Deity

PMINDIA



SERVICE PLUS

**APPLICATION FOR ISSUANCE OF
LEGAL HEIR CERTIFICATE-
MUNICIPALITY**

<http://tathyasathi.bangla.gov.in/>

**PROCESS APPLICATION
BY DEO (COMPUTER OPERATOR) (Part-2)**

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Message Box**
 - Inbox**
 - Sent Application
 - Revalidate Payment
- DSC Management
- Reports
- Go Offline

2. Select Service

Message Box / Inbox

Please select Service * **Application for Issuance**

Version No. * V-1

Select Task * **Application Receipt**

From Date : 01/01/2017 To Date : 15/10/2020

Select an option to search application ☒ Through Online Reference Number ☒ Through Offline Reference Number

App Ref No. Offline Application Reference No.

3. Select Task

1. Click on Message box and then inbox


5. Click on Pull to Process

4. Click on Get Data

Get Data

Application Number	Status	Action	Return
1 AF-ILHC-M/2020/00013	Initiated	Pull	

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

**ServicePlus**
Metadata-based Integrated eService Delivery Framework

ThemesLanguageDEO - Baharampur

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- DSC Management
- Reports
- Go Offline

Service Name-Application for Issuance of Legal Heir Certificate- Municipality

Current Task-Application Receipt by DEO

Application Reference Number-AF-ILHC-M/2020/00013

Application Received Date-15-10-2020

View Processing History

Application Receipt by DEO

Action

Action *

Forward to *

Remarks *

☐ Return to Edit Application

☒ Forward

☒ Applicant Submission Shortfall

☐ Issuance Certificate

Invalid

Reject Enclosure

Type Of Enclosure	Attached Enclosure	Status	Reason for Rejection	Remarks
Identity Proof of the all deceased person	Ration Card	Rejected	Invalid	Ration Card not Valid
Identity Proof of the applicant	Birth Certificate	Accepted		
Death Certificate	Death Certificate	Accepted		

3. Reject The documents & give Reason

2. Give Remarks

1. Select "forward" button & Application Short Fall Documents

4. Click on Submit to forward


Submit

Reset


Cancel

Back to Inbox

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)



ServicePlus
Metadata-based Integrated eService Delivery Framework



सत्यमेव जयते

Menu


- Manage Service
- Manage Profile
- Apply for services
- View Status of Application
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance
- DSC Management
- Reports
- Dispatch List
- Go Offline
- menu.adminPanel

Themes Language


After successful submission this message will be shown.

Successfully Submitted


Back to Inbox




MINISTRY OF PANCHAYATI RAJ
GOVERNMENT OF INDIA




Digital India
Power To Empower




data.gov.in
Open Government Data (OGD) Platform India



india.gov.in



DeitY
service web



PMINDIA

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



SERVICE PLUS

**APPLICATION FOR ISSUANCE OF
LEGAL HEIR CERTIFICATE-
MUNICIPALITY**

<http://tathyasathi.bangla.gov.in/>

**UPLOAD SHORTFALL DOCUMENTS
BY DEO (COMPUTER OPERATOR)**

UPLOAD SHORTFALL DOCUMENTS BY DEO (COMPUTER OPERATOR)

The screenshot shows the ServicePlus web application interface. The left sidebar contains a 'Menu' with options: 'Manage Profile', 'Apply for services', 'View Status of Application' (highlighted), 'Track application status' (highlighted), 'View Incomplete Application', 'Revalidate Payment', 'Modify Submissions', and 'Messages & Alerts'. The main content area has a header with the ServicePlus logo and tagline 'Metadata-based Integrated eService Delivery Framework'. Below the header, there are date selection fields for 'From Date' (15/07/2020) and 'To Date' (15/10/2020), and an 'App Ref No.' field (AF-ILHC-M/2020/0001). A 'Get Data' button is located on the right. Below these fields is a table with columns: SNo, Service Name, Application Reference No, Submission Date, Due Date, and Current Status. The table contains one row with the following data: SNo (blank), Service Name (Application for Issuance of Legal Heir Certificate- Municipality), Application Reference No (AF-ILHC-M/2020/00013), Submission Date (15/10/2020), Due Date (NA), and Current Status (Waiting for Applicant's Response). Callouts provide instructions: '1. View Status Of Application' points to the 'View Status of Application' menu item; '2. Track Application Status' points to the 'Track application status' menu item; '3. Get Data' points to the 'Get Data' button; 'Select From And To date' points to the date selection fields; and 'Click On this To know the Status of Application' points to the 'Waiting for Applicant's Response' status.

ServicePlus
Metadata-based Integrated eService Delivery Framework

Menu

- Manage Profile
- Apply for services
- View Status of Application**
- Track application status**
- View Incomplete Application
- Revalidate Payment
- Modify Submissions
- Messages & Alerts

1. View Status Of Application

3. Get Data

2. Track Application Status

Select From And To date

Click On this To know the Status of Application


From Date : 15/07/2020 **To Date :** 15/10/2020

App Ref No. AF-ILHC-M/2020/0001

SNo	Service Name	Application Reference No	Submission Date	Due Date	Current Status
	Application for Issuance of Legal Heir Certificate- Municipality	AF-ILHC-M/2020/00013	15/10/2020	NA	Waiting for Applicant's Response


Get Data


UPLOAD SHORTFALL DOCUMENTS BY DEO (COMPUTER OPERATOR)

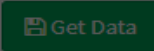
**Service Plus**
Metadata-based Int

Menu

- Manage Profile
- Apply for services
- View Status of Application
 - Track application status
 - View Incomplete Application
 - Revalidate Payment
 - Modify Submissions
- Messages & Alerts



सत्यमेव जयते

Language 



Current Status
Waiting for Applicant's Response

Status of Application

Application Reference Number :	AF-ILHC-M/2020/00013
Name of the Service :	Application for Issuance of Legal Heir Certificate- Municipality
Applied By :	
Application due Date :	15/10/2020

***Action to be taken by an applicant**
You are required to fill in "Application Submission Shortfall" and provide enclosure(s). Please [click here](#) to proceed.

S.No.	Task Name	Form Details	Issued Document(s)	Status	Remarks
1	Application Submission	View	Acknowledgement	Completed	NA
2	Application Receipt by DEO	NA	Nil	Return to Edit Application	View

Close



Click here

**MINISTRY OF PANCHAYATI RAJ**
GOVERNMENT OF INDIA**Digital India**
Power To Empower**data.gov.in**
Open Government Data (OGD) Platform India**india.gov.in****DeltY****PMINDIA**

UPLOAD SHORTFALL DOCUMENTS BY DEO (COMPUTER OPERATOR)

The screenshot displays the 'Service Plus' application interface. A 'Status of Application' window is open, showing the 'Application Submission Shortfall' section. The window has a title bar with a close button (X). Inside, there is a blue header bar that says 'Upload Shortfall Document'. Below this, a message states: 'Please fill "Remarks" first then upload Shortfall Document(s). *'. There is a text input field labeled 'Remarks' containing the text 'Re Submit'. A yellow callout box points to this field with the text 'Put Remarks first'. Below the input field, there are three buttons: 'Submit' (green), 'Reset' (blue), and 'Cancel' (red). A large purple callout box with the word 'Submit' points to the green 'Submit' button. At the bottom right of the window is a red 'Close' button. The background interface includes a 'Menu' on the left with options like 'Manage Profile', 'Apply for services', 'View Status of Application', 'Track application status', 'View Incomplete Application', 'Revalidate Payment', 'Modify Submissions', and 'Messages & Alerts'. The top right shows the 'Language' dropdown and the user profile. The bottom footer contains logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeltY, and PMINDIA.

Status of Application

Application Submission Shortfall

Upload Shortfall Document

Please fill "Remarks" first then upload Shortfall Document(s). *

Remarks

Re Submit

Put Remarks first

Submit **Reset** **Cancel**

Submit

Close

Menu

- Manage Profile
- Apply for services
- View Status of Application
 - Track application status
 - View Incomplete Application
 - Revalidate Payment
 - Modify Submissions
- Messages & Alerts

Language

Get Data

Current Status

Waiting for Applicant's Response

MINISTRY OF PANCHAYATI RAJ
GOVERNMENT OF INDIA

Digital India
Power To Empower


data.gov.in
Open Government Data (OGD) Platform India

india.gov.in

DeltY

PMINDIA

UPLOAD SHORTFALL DOCUMENTS BY DEO (COMPUTER OPERATOR)

**Service Plus**
Metadata-based Int

Menu

- Manage Profile
- Apply for services
- View Status of Application
 - Track application status
 - View Incomplete Application
 - Revalidate Payment
 - Modify Submissions
- Messages & Alerts

Status of Application

Type of Enclosure	Enclosure Document *	Issued By	Issued Date	Reference Number	File/Reference *
Identity Proof of the all the legal heirs showing linkage with the deceased person *	<div>Ration Card</div>				<div>Choose File</div> dum


Submit

Cancel

Close

Click Browse to Upload Document

Submit



सत्यमेव जयते


Language


Get Data


Current Status


Waiting for Applicant's Response


MINISTRY OF PANCHAYATI RAJ
GOVERNMENT OF INDIA

Digital India
Power To Empower

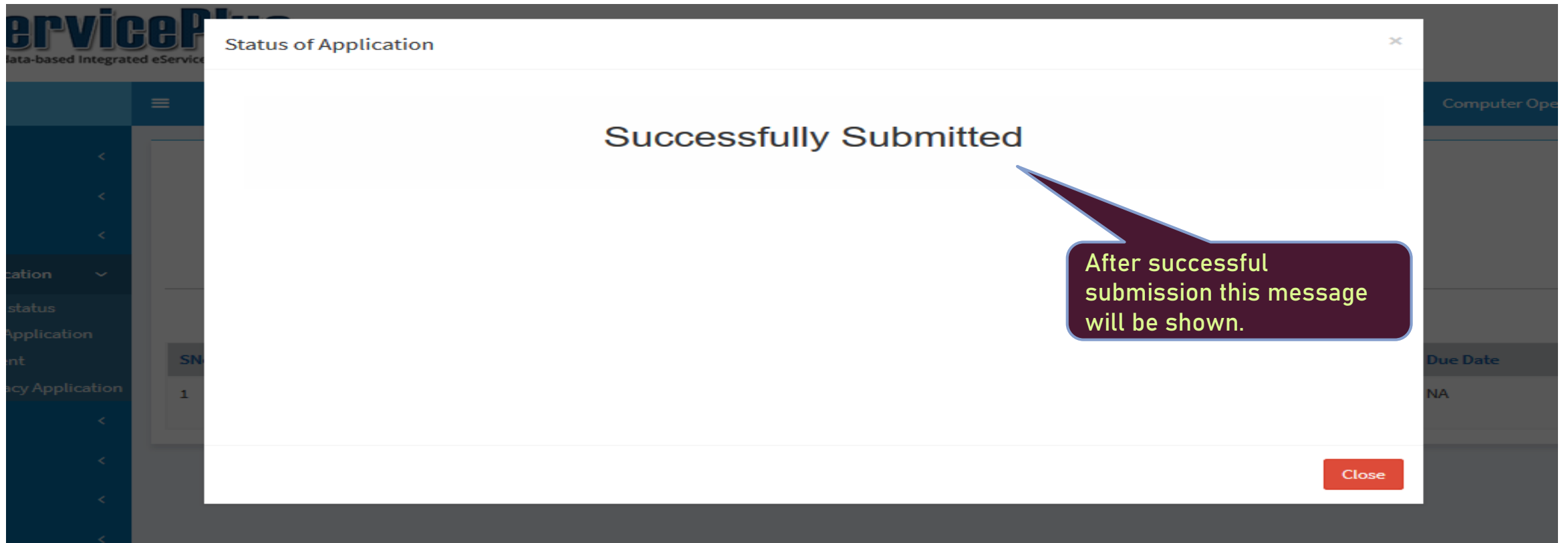
data.gov.in
Open Government Data (OGD) Platform India

india.gov.in

DeitY

PMINDIA

UPLOAD SHORTFALL DOCUMENTS BY DEO (COMPUTER OPERATOR)





SERVICE PLUS

APPLICATION FOR ISSUANCE OF LEGAL HEIR CERTIFICATE- MUNICIPALITY

<http://tathyasathi.bangla.gov.in/>

PROCESS APPLICATION
BY DEO (COMPUTER OPERATOR) (3rd Part)

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Message Box**
 - Inbox**
 - Sent Applications
 - Revalidate Payment
- DSC Management
- Reports
- Go Offline

2. Select Service

Message Box / Inbox

Please select Service * **Application for Issuance**

Version No. * **V-1**

Select Task * **Application Receipt**

From Date : **01/01/2017**

To Date : **15/10/2020**

Select an option to search application
☒ Through Online Reference Number ☒ Through Offline Reference Number

App Ref No.

Offline Application Reference No

4. Click on Get Data

3. Select Task

1. Click on Message box and then inbox

5. PULL

1 of 1 entries

	Application Number	Status	Action
1	AF-ILHC-M/2020/00013	Initiated	Pull

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

Menu Themes Language DEO - Baharampur

Service Name-	Application for Issuance of Legal Heir Certificate- Municipality
Current Task-	Application Receipt by DEO
Application Reference Number-	AF-ILHC-M/2020/00013
Application Received Date-	15-10-2020

[View Processing History](#)

Application Receipt by DEO

1. Click Forward

2. Click on Issuance Authority to process

3. Give Remarks

4. Select the check box

5. Submit

Action

Return to Edit Application

☒ Forward

☐ Applicant Submission Sheet

☒ Issuance Certificate

Checked with original document ? *

☒ Yes

Remarks *

DELIVER

PROCESS APPLICATION BY DEO (COMPUTER OPERATOR)

Menu


- Manage Service
- Manage Profile
- Apply for services
- View Status of Application
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance
- DSC Management
- Reports
- Dispatch List
- Go Offline
- menu.adminPanel


Themes **Language**


After successful submission this message will be shown.


Successfully Submitted


[Back to Inbox](#)


 **MINISTRY OF PANCHAYATI RAJ**
GOVERNMENT OF INDIA

 **Digital India**
Power To Empower

 **data.gov.in**
Open Government Data (OGD) Platform India

 **india.gov.in**

 **DeitY**

 **PMINDIA**

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



SERVICE PLUS

APPLICATION FOR ISSUANCE OF LEGAL HEIR CERTIFICATE- MUNICIPALITY

<http://tathyasathi.bangla.gov.in/>

PROCESS APPLICATION
BY MUNICIPALITY(CHAIRMAN) (4th Part)

PROCESS APPLICATION BY MUNICIPALITY

The screenshot shows the ServicePlus website interface. At the top, the ServicePlus logo is on the left, and navigation links for FEATURES, REQUEST FOR DEMO, SELECT STATE, LANGUAGE, and LOGIN are on the right. The main banner area has the text 'REGISTER & MANAGE YOUR PROFILE' and a list of three bullet points: 'Register Online by filling in your basic profile', 'Modify your profile to add additional details', and 'Use your profile while applying for services'. A 'LOG IN' modal is centered on the screen, containing fields for User ID and Password, a CAPTCHA image with the text '74Qs1N', and a 'Log In' button with a 'Forgot Password?' link. The bottom navigation bar includes 'CITIZEN Section', 'Newly Launched SERVICES', and 'Find A REPORT Of Interests!'. Below this, there are three boxes: 'Register Yourself', 'List Of Services Offered Across The Country (All States)', and another partially visible box.

USER ID

- SIGN IN WITH USER ID OF **MUNICIPALITY**

PASSWORD

- WITH THE VALID PASSWORD FOR **MUNICIPALITY ID**

CAPTCHA

- MATCH THE CAPTCHA

LOGIN

- PRESS THE LOGIN BUTTON

PROCESS APPLICATION BY MUNICIPALITY



Menu

- Manage Service
- Manage Profile
- User Management
- Message Box**
 - Inbox**
 - Sent Applications
 - Revalidate Payment
- Grievance
- Payment Settlement Report
- DSC Management
- Department/Local Body Mapping
- Reports
- Dispatch List
- Department Level Configuration

2. Select Service

3. Select Task

Message Box / Inbox

Please select Service * **Application for Issuance** Version No. * **V-1** Select Task * **Issuance Certificate**

From Date : **01/01/2017** To Date : **15/10/2020**

Select an option to search application ☒ Through Online Reference Number ☒ Through Offline Reference Number

App Ref No. Offline Application Reference No

4. Click on Get Data

1. Click on Message box and then inbox

5. Click on Pull to Process

Application Number	Status	Action	Return to Pool
AF-ILHC-M/2020/00013	Forwarded	Pull	

PROCESS APPLICATION BY MUNICIPALITY

Menu

- Manage Service
- Manage Profile
- User Management
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance
- Payment Settlement Report
- DSC Management
- Department/Local Body

ThemesLanguageCHAIRMAN - Baharampur

Service Name-Application for Issuance of Legal Heir Certificate- Municipality

Current Task-

Application Reference Number-3

Application Received Date-

View Processing History

Issuance Certificate

Action

Action *

☐ Reject

☒ Deliver

Remarks

DELIVER

Submit

Reset

Cancel

Back to Inbox

1. After view processing History CHAIRMAN can either Reject or Deliver the certificate to the Applicant.

2. To deliver Click on Deliver

3. Submit

PROCESS APPLICATION BY MUNICIPALITY

Select Appropriate Signing Option

Menu

Manage Service <

Manage Profile <

User Management <

Message Box >

Inbox

Sent Applications

Revalidate Payment

Grievance <

Payment Settlement Report <

DSC Management <


Department/Local Body Mapping

Reports <

Themes Language

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

Document(s) to be generated

Document Name	View Document
Documents	

View generated certificate

SUBMIT THE APPLICATION FOR FINALIZING THE APPROVAL

Select Edit Form to Re Edit the Decision

PROCESS APPLICATION BY MUNICIPALITY

This is the Demo
Certificate

Office of the Councillors
of
Baharampur Municipality
Dist:- MURSHIDABAD, West Bengal

Certificate No:-AF-ILHC-M/2020/00013

Date:-15/10/2020

বৈধ উত্তরসূরী শংসাপত্র

এতদ্বারা এই শংসাপত্র প্রদান করা হচ্ছে যে শ্রী DILIP KUMAR, পিতা - MAHESH KUMAR, পোঃ - PO - Behrampur, থানা - PS - Behrampur, জেলা - MURSHIDABAD এই পৌরসভার 44 নং ওয়ার্ডের স্থায়ী বাসিন্দা। আমি তাকে ব্যক্তিগতভাবে চিনি। তিনি গত 19/DEC/2018 তারিখে প্রয়াত হয়েছেন এবং তার মৃত্যুর নিবন্ধীকরণ করা হয়েছে, যার রেজিস্ট্রেশন নং - DEATH-1/H/2B.

তার অবর্তমানে নিম্নোল্লিখিত বৈধ উত্তরসূরীরা হলেন :

S. No.	Name of the legal heir	Relation	Age (in years)
1.	RAKESH KUMAR	SON	15

এই শংসাপত্রটি শ্রী VIJAY SINGH -এর আবেদনের ভিত্তিতে প্রদান করা হল।

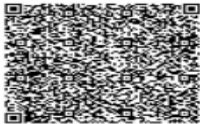
Legal Heir Certificate

This is to certify that Shri DILIP KUMAR, S/o - MAHESH KUMAR, residing at P.O.- PO - Behrampur, P. PS - Behrampur, Dist. - MURSHIDABAD is a permanent resident of Ward No. 44 under this Municipality. He is personally known to me. He died on 19/DEC/2018 and the death has been recorded vide Regn. No. DEATH-1/H/2B.

He died of leaving the following legal heirs :

S. No.	Name of the legal heir	Relation	Age (in years)
1.	RAKESH KUMAR	SON	15

This certificate is issued on the basis of the application of Shri VIJAY SINGH.



Office, Secy of Municipality

Councillors
Baharampur - Municipality

PROCESS APPLICATION BY MUNICIPALITY

Menu



Themes

- Manage Service <
- Manage Profile <
- Apply for services <
- View Status of Application <
- Message Box >
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance <
- DSC Management <
- Reports <
- Dispatch List <

After successful submission this message will be shown.

Successfully Submitted

Back to Inbox

PROCESS APPLICATION BY MUNICIPALITY

Menu

- Manage Service
- Manage Profile
- User Management
- Message Box
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance
- Payment Settlement Report
- DSC Management
- Department/Local Body Mapping
- Reports
- Dispatch List
- Department Level Configuration
- SMS Configuration
- Web Service Integration

Service Name-	Application for Issuance of Legal Heir Certificate- Municipality
Current Task-	Issuance Certificate
Application Reference Number-	AF-ILHC-M/2020/00013
Application Received Date-	15-10-2020

View Processing History

Issuance Certificate

Action

Action *

☒ Reject
☐ Deliver

Remarks *

REJECTED

Submit

Reset

Cancel

Back to Inbox

1. To Reject Click on Reject

3. Submit

2. Give Remarks

PROCESS APPLICATION BY MUNICIPALITY

Menu

- Manage Service <
- Manage Profile <
- Apply for services <
- View Status of Application <
- Message Box >
 - Inbox
 - Sent Applications
 - Revalidate Payment
- Grievance <
- DSC Management <
- Reports <
- Dispatch List <

Themes

After successful submission this message will be shown.

Successfully Submitted

Back to Inbox



THANK YOU