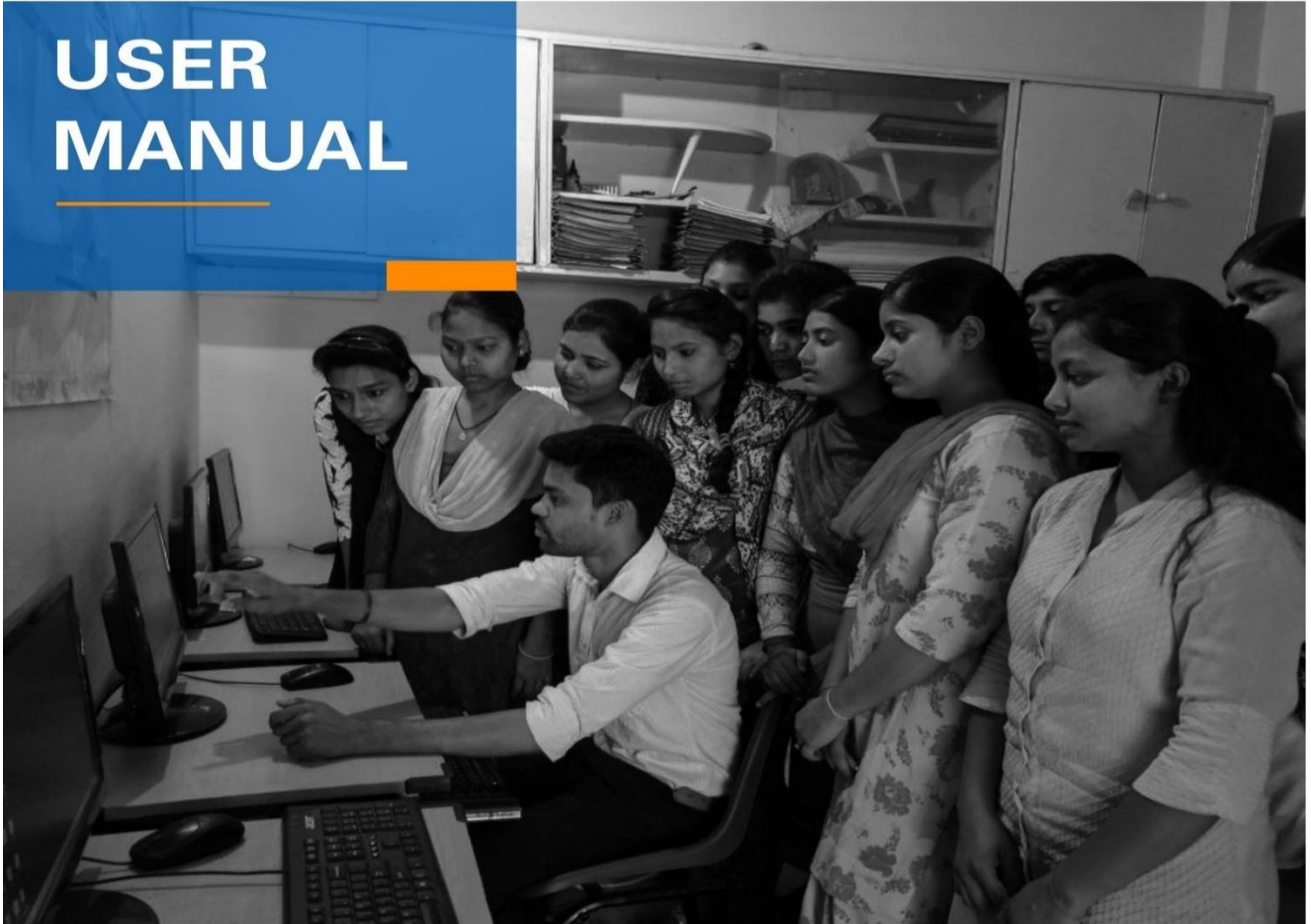




USER MANUAL



NAVYUG BENEFICIARY REGISTRATION



Bhugol GIS Pvt. Ltd.
Spatial Knowledge Management

V1.0

22 AUGUST 2023

PREPARED BY – SANKET SINGH

22 AUGUST 2023

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23 AUGUST 2023

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23 AUGUST 2023



USER MANUAL

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NBR User Manual

1. Introduction

Navyug Beneficiary Registry is a web portal designed for the SC community to provide easy access and application for jobs, loans, trainings, etc. Eligible beneficiaries of Mahatma Phule Renewable Energy & Infrastructure Technology Limited (MahaPREIT) can register themselves on the NBR portal and avail the different schemes and job opportunities provided by the Government of Maharashtra in one place.

There are four main modules in NBR. Those are namely:

1. Jobs
2. Training
3. Loan Schemes
4. Special Schemes

Every beneficiary can avail any or all these four services provided to them on the NBR portal.

2. How to access NBR Portal

To access NBR Portal, the user needs to visit <https://nbrmahapreit.in/home> and Sign Up the first time. After first time registration, the user will Sign In. Both these buttons can be found on the top right corner of the screen.



3. Beneficiary Registration

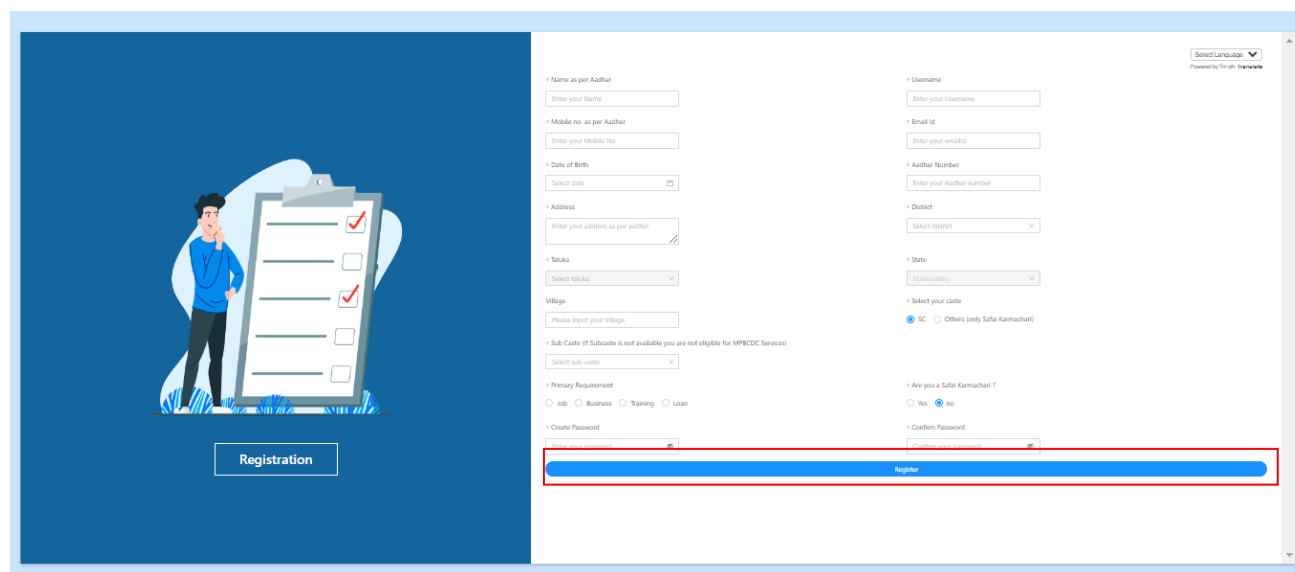
If any user wants to avail any services, they themselves must register on the NBR portal using the below steps:

Step 1: Users should click on the Signup Button on Homepage and then it will redirect to Signup Page.



Fig – 3.1.1 – Homepage

Step 2: On Signup page, user should complete all the information required for registration and click on Register Button.



The screenshot shows the registration form on the NAVYUG Beneficiary Registration portal. The form includes the following fields and options:

- Name as per Aadhar: Enter your Name
- Mobile no. as per Aadhar: Enter your Mobile No.
- Date of Birth: Select date
- Address: Enter your address as per Aadhar
- Taluka: Select taluka
- Village: Please input your Village
- Sub-Caste (If Subcaste is not available you are not eligible for MPBCDC Services): Select sub-caste
- Primary Requirement:
 - ☐ Job
 - ☐ Business
 - ☐ Training
 - ☐ Loan
- Create Password: Enter your password
- Username: Enter your Username
- Email Id: Enter your emailid
- Auditor Number: Enter your Auditor number
- District: Select district
- State: Maharashtra
- Select your caste:
 - ☒ SC
 - ☐ Others (only Sutar Karmachari)
- Are you a Sutar Karmachari?
 - ☐ Yes
 - ☒ No
- Confirm Password: Confirm your password

A "Register" button is highlighted at the bottom of the form.

Fig – 3.1.2 – Registration

4. Beneficiary Login

After registering themselves on NBR portal, for further process for beneficiary is to login into the portal.

Step 1: User must click on Sign in Button on Homepage to login into the portal after registration.



Fig – 3.1.1 – Homepage

Step 2: User must enter the Username and password and click on checkbox to validate the captcha and then click on login button to login and then you will be redirected to User Dashboard.

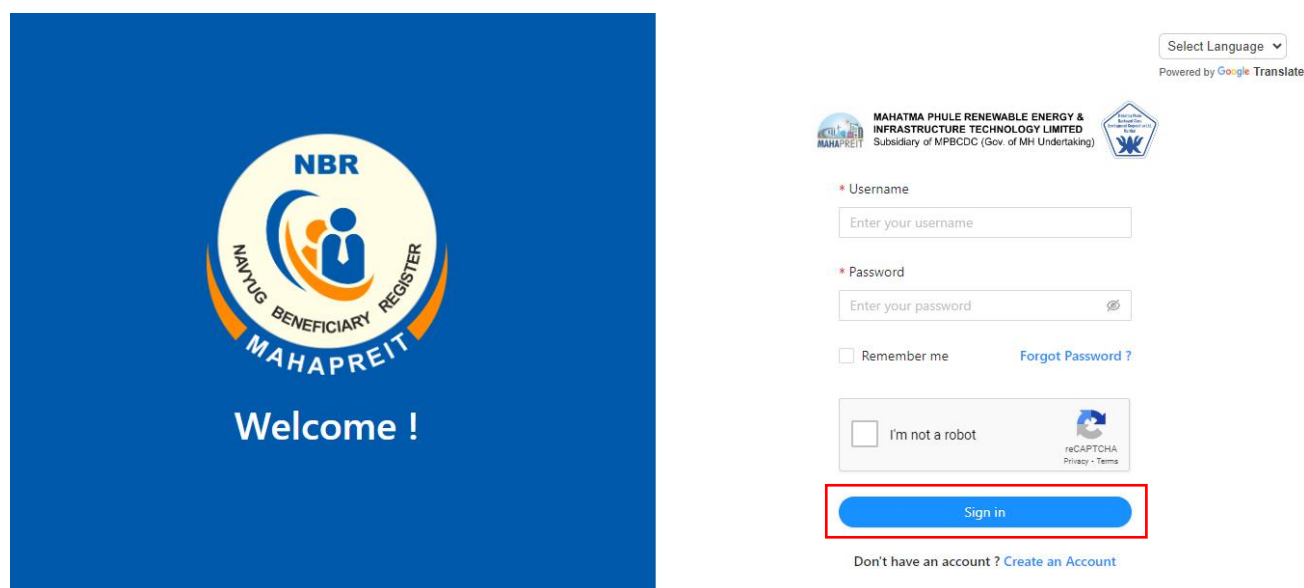


Fig – 3.1.2 – Login

5. Forgot Password

If any beneficiary forgets the password, the beneficiary could change the password using the below steps.

Step 1: User must click on sign in on Homepage and then it will be redirected to login page.



Fig – 5.1.1 Homepage

Step 2: User should click on Forgot Password to go to change password page.

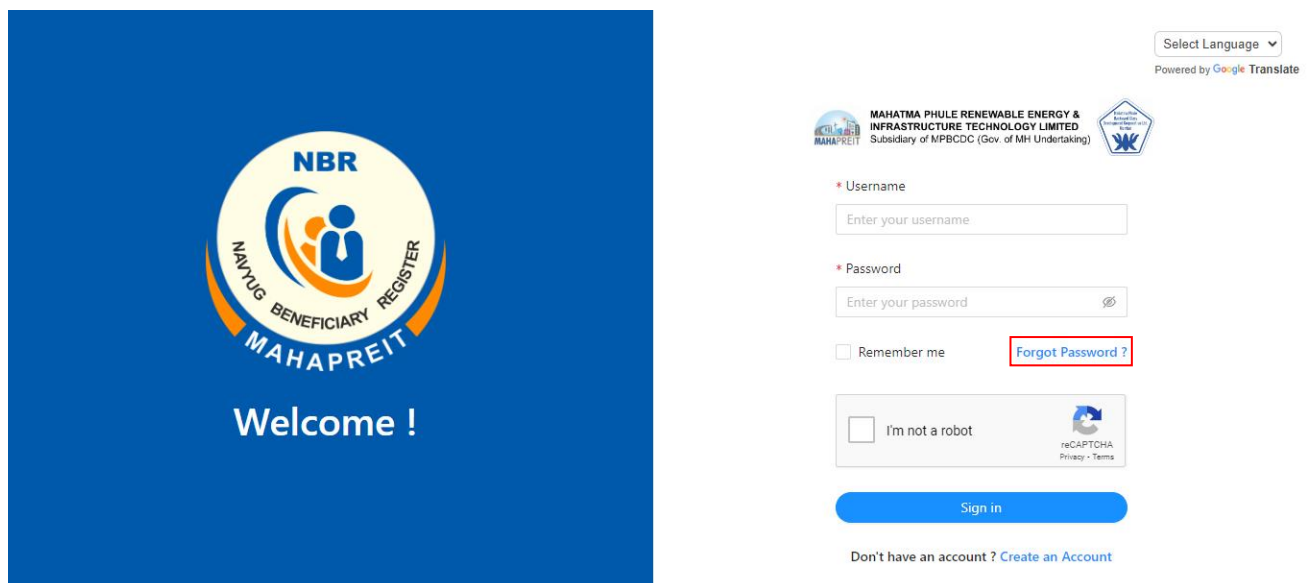


Fig – 5.1.2 Login

Step 3: User can enter the registered email address and then click on the send email button to get the OTP on email.

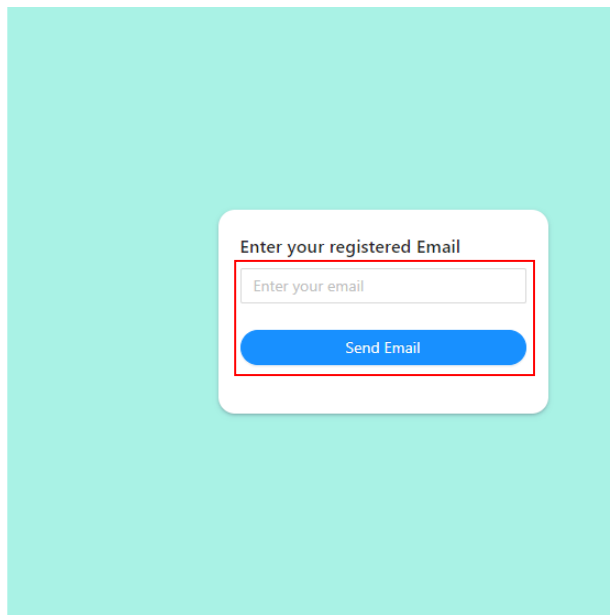



Fig 5.1.3 – Sent Email for OTP

Step 4: User must enter the OTP received on registered email and then click on verify.

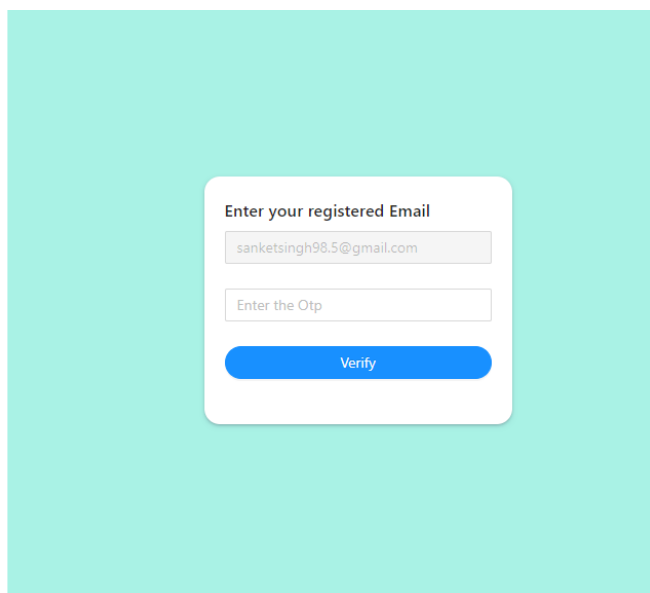
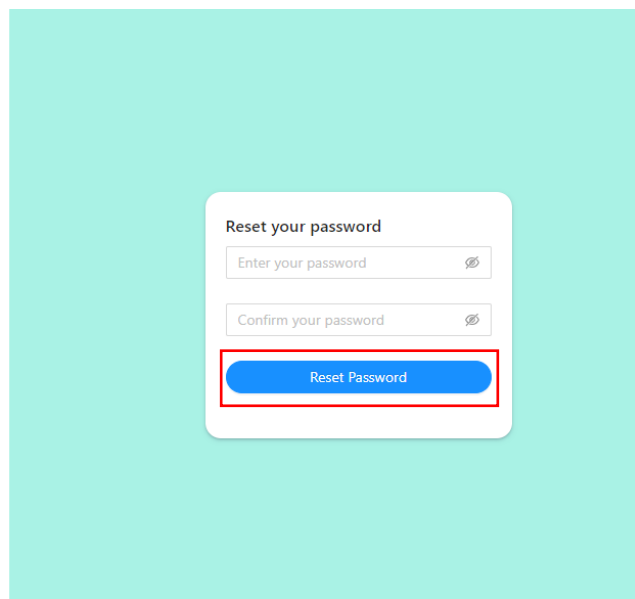



Fig 5.1.4 – Verify OTP

Step 5: User must enter the new password and confirm the same and click on Reset password button.



A screenshot of a 'Reset your password' form on a light blue background. The form is white with a rounded rectangle shape. It contains two input fields: 'Enter your password' and 'Confirm your password', both with eye icons for toggling visibility. Below these fields is a blue button labeled 'Reset Password', which is highlighted with a red rectangular border.

Fig 5.1.5 – Reset Password

6. Loan Schemes

Schemes include and define all the loan schemes available to beneficiaries in this system that are subdivided into state and central schemes.

State Schemes – Subsidy, Money Margin, Direct Finance.

Central Schemes – NSFDC, NSKFDC (which contains more sub schemes)

NSFDC Scheme:

1. Mahila Kishan Yojana
2. Mahila Samrudhi
3. Micro Credit Finance
4. Term Loan
5. Education Loan (Abroad)
6. Education Loan (Domestic)

NSKFDC Scheme:

1. Mahila Adhikarita Yojana
2. Mahila Samrudhi
3. Micro Finance
4. Term Loan
5. Education Loan (Abroad)
6. Education Loan (Domestic)

To apply for any of the loan schemes follow the below steps –

Step 1: For User to apply any loan scheme first the user has to login into the portal and then go to apply for the loan.



The screenshot shows the homepage of the NAVYUG Beneficiary Registration system. At the top, there are logos for NBR, MPBCDC, and MAHA PREIT. The main header includes navigation links: Home, About, Guidelines, Schemes, Jobs, Trainings, Help, and Contact. A 'Sign In' button is highlighted with a red box. Below the header, there is a section for 'Important Notifications' with a message about signing up and completing the profile. To the right of the notification, there is a group photo of people standing in a line.

Fig - 6.1.1 - Homepage

Step 2: User should click on Schemes on Header and select in which scheme they want to apply.

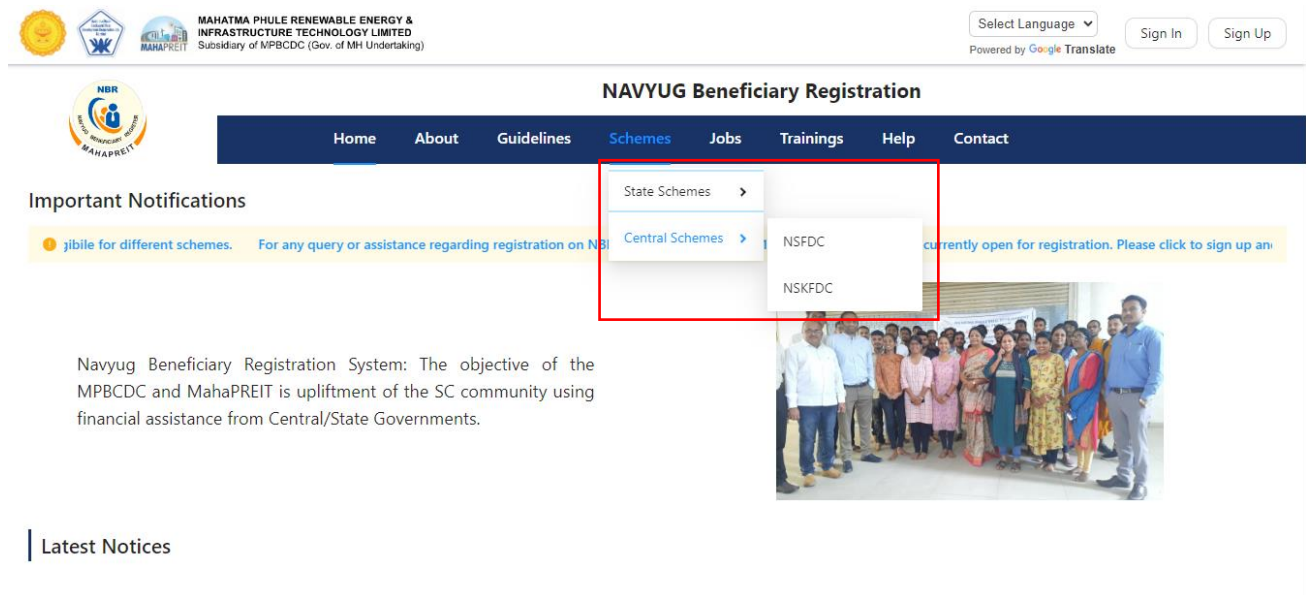


Fig – 6.1.2 – Homepage (Schemes menu)

Step 3: User should be able to see different education loans and then click on apply button to apply for it.

Various schemes are implemented under Mahatma Phule Backward Classes Development Corporation under NSKFCDC, New Delhi. The details are as follows.

Education Loan Details - [Click here for details](#)

Name of Scheme	Loan Limit(INR)	Contribution			Rate of Interest	Apply
		MPBCDC	NSKFCDC	Applicant		
For higher education abroad				10%	For Men Rol will be 4% and For Women's Rol will be 3.5%	Apply
For domestic higher education	10,00,000/-			10%	For Men Rol will be 4% and For Women's Rol will be 3.5%	Apply
Mahila Adhikarita Yojana	1,00,000/-			10%	4%	Apply
Mahila Samrudhi	60,000/-			10%	4%	Apply
Micro Finance	60,000/-			10%	5%	Apply
Term Loan	30,00,000/-			10%	Upto Rs. 5.00 lac's Rol is 6% and above Rs.5.00 lac's Rol will be 8%	Apply

Fig – 6.1.3 – Loan List Page

Step 4: User should read the information and then click on “OK” Button. It will redirect to Loan form.

Various schemes are implemented under Mahatma Phule Backward Classes Development Corporation under NSDFC, New Delhi. The details are as follows.

Education Loan Details - [Click here for details](#)

Name of Scheme	Loan Limit(INR)	MPBCDC	Interest Rate	Processing Fee	Security	Apply
For higher education abroad	30,00,000/-					Apply
For domestic higher education	20,00,000/-					Apply
Mahila Kisan Yojana	75,000/-	10,000/-				Apply
Mahila Samrudhi	1,40,000/-	10,000/-				Apply
Micro Credit Finance	1,40,000/-	10,000/- Subsidy	1,26,000/-	5%		Apply
Term Loan	30,00,000/-	20%	75%	5%	Upto Rs. 5.00 lac's RoI is 6% and above Rs.5.00 lac's RoI will be 8%	Apply

Consent Popup: Applicants are advised to note that simply submitting the loan application, shall not make the applicant entitled to receive the Loan and or this does not create any privilege or right or claim on MPBCDC, and the application shall be processed on a merit basis, subject to terms and conditions/ guidelines as issued by Government of India/ Government of Maharashtra.

OK

Fig – 6.1.4 – Consent Popup

Step 5: User Should fill the first Step with all their basic details as asked in the form.

10%

1 Basic Details — 2 Address Details — 3 Family Details — 4 Business Details — 5 Documents — 6 Summary

Scheme: Subsidy Scheme

Basic Details

* First Name: Sanket

* Middle Name:

* Last Name:

* Date of Birth: 2003-05-14

* Age: 20

* Gender: ☒ Male ☐ Female ☐ Transgender

* Father's Full Name: Baban

* Mother's Name: Anita

Husband Full Name (Female Applicant):

* Basic Education: Select Basic Education

* Ration Card Type: Select Ration Card Type

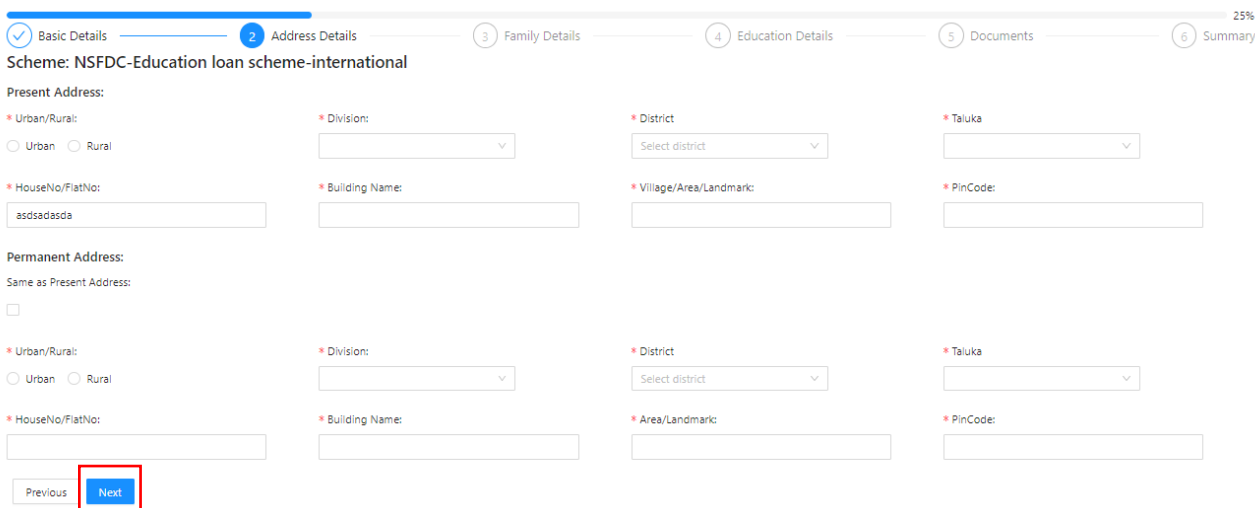
* Ration Card Number:

* Proposed Business Name:

Next

Fig 6.1.5 – Loan Form – Basic Details

Step 6: User should complete all the Address details as mentioned in profile in Address Details Section of loan form.



Progress: 25%

Basic Details | **Address Details** | Family Details | Education Details | Documents | Summary

Scheme: NSFDC-Education loan scheme-international

Present Address:

* Urban/Rural: ☐ Urban ☐ Rural

* Division:

* District:

* Taluka:

* HouseNo/FlatNo:

* Building Name:

* Village/Area/Landmark:

* PinCode:

Permanent Address:

Same as Present Address: ☐

* Urban/Rural: ☐ Urban ☐ Rural

* Division:

* District:

* Taluka:

* HouseNo/FlatNo:

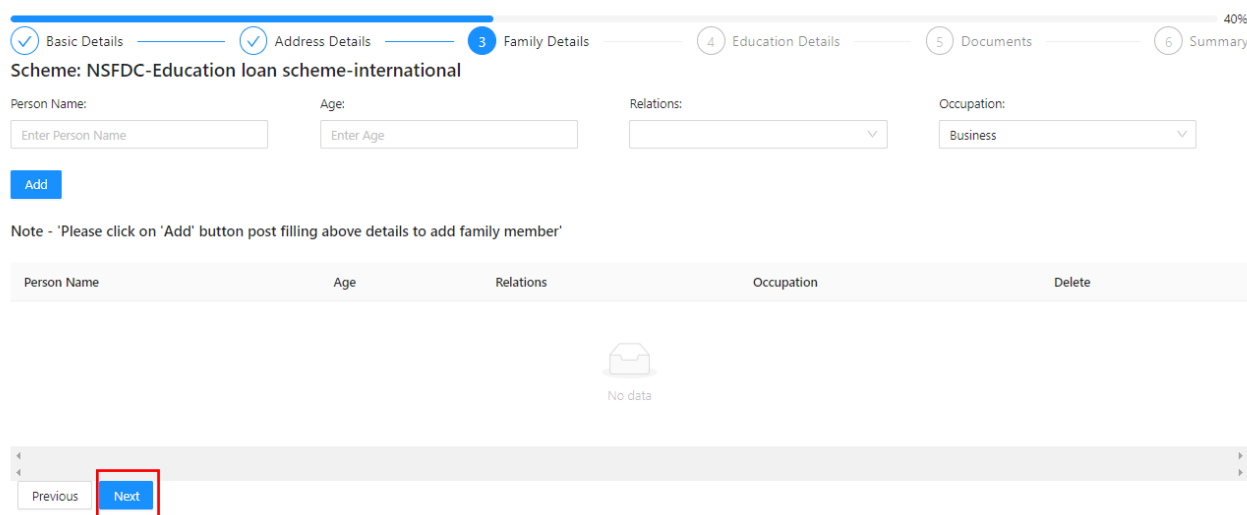
* Building Name:

* Area/Landmark:

* PinCode:

Fig – 6.1.6 Loan Form – Address Details

Step 7: User should enter their family details of all the member of their family in Family Details of loan form.



Progress: 40%

Basic Details | Address Details | **Family Details** | Education Details | Documents | Summary

Scheme: NSFDC-Education loan scheme-international

Person Name:

Age:

Relations:


Occupation:

Note - 'Please click on 'Add' button post filling above details to add family member'

Person Name	Age	Relations	Occupation	Delete
No data				

Fig – 6.1.7 Loan Form – Family Details

Step 8: User should enter all their personal details, parent's details, Course details, study expenses, financial details and other details as well as asked in the loan form.


NAVYUG Beneficiary Registration

[Home](#) [About](#) [Guidelines](#) [Schemes](#) [Jobs](#) [Trainings](#) [Help](#) [Contact](#)

1 Basic Details
2 Address Details
3 Family Details
4 Education Details
5 Documents
6 Summary

Scheme: NSFDC-Education loan scheme-international

PERSONAL DATA:

* Contact No (Mobile/Residence)

8452895406

* Sub Caste (If your subcaste is not available in dropdown you are not eligible for this loan plan)

Arwa Mala

* Annual Family Income

15000

Valid Passport Expiry Date (only for students wish to study in abroad)

Select date

Valid Passport No. (only for students wish to study in abroad)

Valid Visa/Permit No. (If any for study abroad)

Valid Visa/Permit Expiry Date (If any for study abroad)

Select date

Examination	Institution/University from which passed	Year of passing	Percentage of marks/grade
* SSC			
10 + 2			
Graduation			
P.G.			
Any Other (please specify)			

PARTICULARS OF PARENTS/GUARDIAN:

* Full Name

* Phone Number Res.

* Permanent Address: Residence

* Age

* Phone Number Office

Address: Place of work

COURSE DETAILS: (For which Educational Loan sought)

* Name of the Fulltime Professional/Technical Course for which Loan is required

* Duration of the Course (in Year)

* Details of placement to be provided by the Educational Institute, if any

Entrance exam, if any, qualified

* Name of the College/Institute/University (Affiliation/Recognition)

Country (Non Mandatory)

India

TOTAL STUDY EXPENSES:

YEAR-WISE OR SEMESTER-WISE	1	2	3	4	5	6	TOTAL
* Admission Fees & Tuition Fee							
* Books, Stationery and other instruments required for the course							
* Examination Fee							
* Boarding and Lodging Expenses							
* Insurance premium for policy for insuring loan against loss in case of death or permanent disability							
* Travel Expenses/Passage Money for studying abroad							
* Caution Money, Development Fund etc.							
Total							

MEANS OF FINANCE:

	Amount	Percentage %
* Promoters Contribution		
* Loan from NSFDC		
* Loan from State Channelizing Agency		
* Subsidy		
* Total		

Fig – 6.1.9 – Loan Form - Education Details



Scheme: NSDFC-Education loan scheme-international

Document Format should be JPEG/ PDF.

The size of the documents between 75 KB to 2 MB.

The size of the photograph should fall between less than 300KB

Photograph and Signature format should be JPG or JPEG.

Basic Details | Address Details | Family Details | Education Details | Documents

> Copy of Address Proof: <input type="button" value="Choose File"/> No file chosen	> Copy of Aadhar Card (Front Side): <input type="button" value="Choose File"/> No file chosen	> Copy of Aadhar Card (Back side): <input type="button" value="Choose File"/> No file chosen	Signature: <input type="button" value="Choose File"/> No file chosen
Education Certificate: <input type="button" value="Choose File"/> No file chosen	> Satal Kamachant Dhalak(Attested Nagar Sevaki) <input type="button" value="Choose File"/> No file chosen	> Caste Certificate: <input type="button" value="Choose File"/> No file chosen	> Ration Card: <input type="button" value="Choose File"/> No file chosen
> Passbook / Cancel Cheque copy: <input type="button" value="Choose File"/> No file chosen	> Voters ID: <input type="button" value="Choose File"/> No file chosen	Passport: <input type="button" value="Choose File"/> No file chosen	Vist: <input type="button" value="Choose File"/> No file chosen
> Letter by Institute About Educational Expenses: <input type="button" value="Choose File"/> No file chosen	> Admission letter: <input type="button" value="Choose File"/> No file chosen	> Guarantor's letter: <input type="button" value="Choose File"/> No file chosen	> Affidavit of recovery by two competent surties: <input type="button" value="Choose File"/> No file chosen
> Copy of Pan Card: <input type="button" value="Choose File"/> No file chosen			

Acknowledgement:
☐ I certify that, to the best of my knowledge and belief, the information furnished herein is true and correct. I promise to abide by the following terms and conditions governing the sanction of loan and to utilize the loan for the purpose for which it is sanctioned.

Previous

Step 10: User can see the summary of the whole form filled and verify your data that has been filled throughout the steps and click on save on proceed once verified.

☒ Basic Details
☒ Address Details
☒ Family Details
☒ Education Details
☒ Documents
6 Summary

Scheme: NSFDC-Education loan scheme-domestic

Loan Management System

Scheme Name:	Scheme: NSFDC-Education loan scheme-domestic	Sub Scheme Name:	Domestic
FirstName:	Sanket	MiddleName:	asdad
LastName:	asdd	Birth Date:	2003-05-14
Age:	20	Father's Full Name:	Baban
Husband Full Name(FemaleApplicant):	asdad		
Basic Education:	Graduation		
City/Rural:	Urban	District:	Yavatmal
Taluka:	Daruha	Present Address:	asdasdasda , asdadsad , adsdas : 123123
Permanent Address:	asdasdasda . asdadsad , adsdas : 123123	Proposed Business Name:	
Ration Card Type:	APL		
Ration Card Number:	asdasdas		
Business Name:		The Address of the place ofBusiness:	
Proposed Investment (Minimum10% of the project cost):		Brief Information of Business:	
Land Owned or Rented?:			

Family Details:

Person Name	Age	Relations	Occupation


Fig – 6.1.11 Loan Form Summary

* Loan from State Channelising Agency	-0.00	0.00
* Subsidy	10.40	0.20
* Total	52	


OTHER DETAILS:

State in brief how the completion of the course is going to help for improving your prospects of earning your livelihood.	1
* Expected income per month :	1
* Anticipated monthly expenses :	1
* Amount available for Repayment of Loan	1

Photograph:




Signature:



[Previous](#)
[Save and Proceed](#)

Fig – 6.1.12 Loan Form Summary

Step 11: User can check the applied loan on loan applications menu item and see the profile and status as well of the loan application.



Hello, Navnath Shankar Chivlikar
ID - 6515TN24091424842023

- Dashboard
- Profile
- Job Application
- Training Application
- Loan Applications**
- Schemes Application

NAVYUG Beneficiary Registration

Home About Guidelines Schemes Jobs Trainings Help Contact

[Submitted Form](#)

Loan Submitted Form List

#	Application Id	Beneficiary Id	First Name	Middle Name	Last Name	Phone Number	Email Id	Caste	Loan Scheme	Loan Amount	Status	Status Remarks	District	Actions	View Profile	Logs
1	NSFDC-TL-A-2307271207	142484	Navnath Shankar Chivlikar	Shankar	Chivlikar		NA	NA	Scheme: NSFDC-Term Loan-a	10000	Scrunity		Thane			

< 1 >

Prev Next

Fig – 6.1.13 Loan Application List

7. Jobs

Beneficiaries can apply for a job as per their skills and eligibility after logging in and completing the profile.

Step 1: Click on the Job Menu Item on Header and then job list will be displayed whose application is not yet ended.



Fig – 7.1.1 Homepage - Job

Step 2: User should select the job they want to apply and then click on Apply Now button to apply for the job and the user can click on known more to see the details of job.

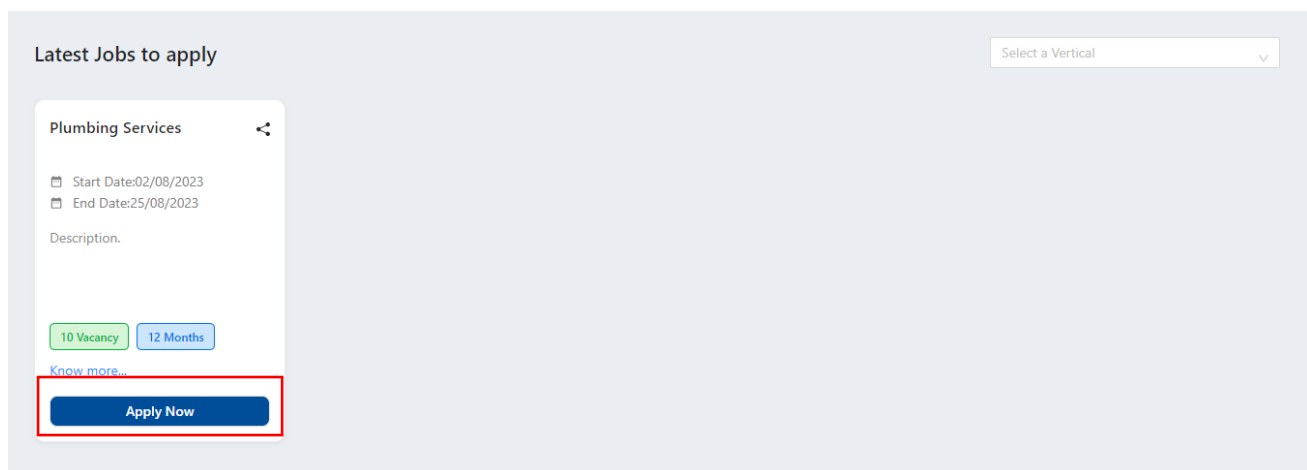


Fig – 7.1.2 Job Listing

Step 3:

- Users can visit the Job Application by visiting the Dashboard and then click on the job application to see the jobs applied.
- User can also cancel the job application by clicking the red cross icon.
- Users can also see the status of CGM and Admin status.

Hello, Navnath Shankar Chivilkar
ID - 6515TN24091424842023

- Dashboard
- Profile
- Job Application**
- Training Application
- Loan Applications
- Schemes Application

Applied Job Applications


Application ID	Name	Phone Number	Caste	District	Job Name	Applied Date	Cgm Checked Date	Cgm Application Status	Final Status	Cancel Application
J2023/1/160/208	Navnath Shankar Chivilkar	5512123135	sc	Thane	Education, Training and Experience	2023-07-25	2023-07-25	Selected	Approved	
J2023/1/162/209	Navnath Shankar Chivilkar	5512123135	sc	Thane	Plumbing Services	2023-08-16		Pending	Pending	

Fig – 7.1.3. User Job Application List

8. Beneficiary Training

Different types of trainings are provided on different types of skills and to apply on any training follow the below steps:

Step 1: On Homepage, user should select on training menu item to go to trainings.



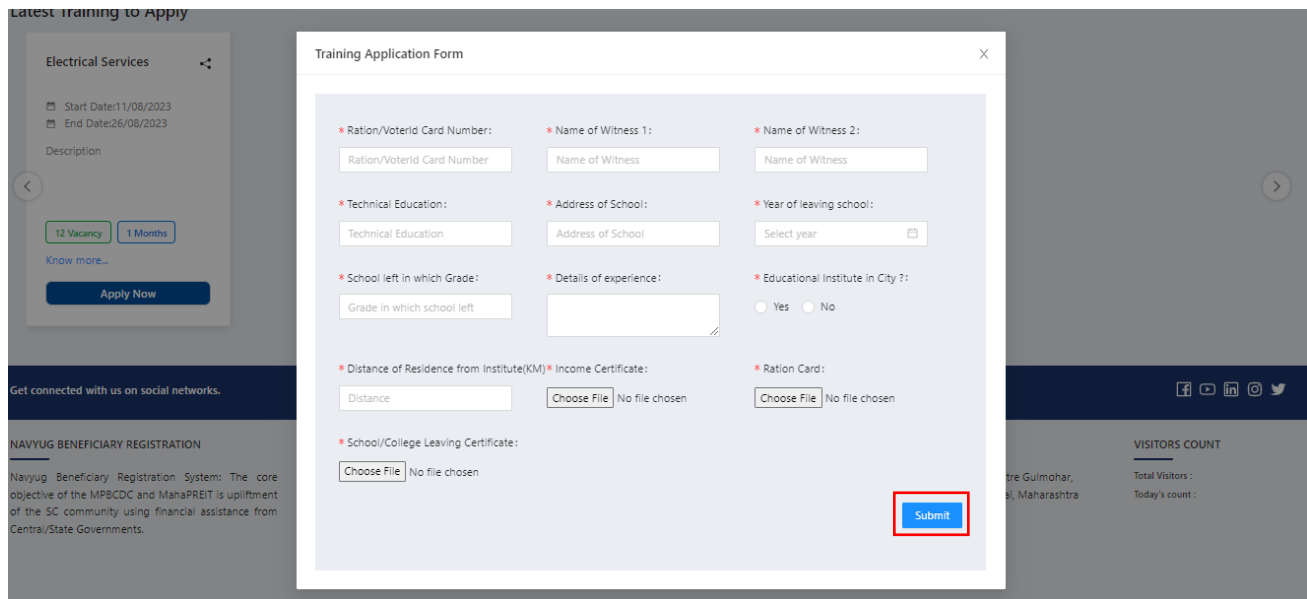
Fig – 8.1.1 Homepage Training

Step 2: User should see the training list and click on apply now button for the training which you want to apply for.



Fig – 8.1.2 Training List

Step 3: After clicking on Apply Now button, A pop with form will be visible, user must fill the form and then submit the form to apply for the training.



The screenshot shows a 'Training Application Form' pop-up window. The form contains the following fields:

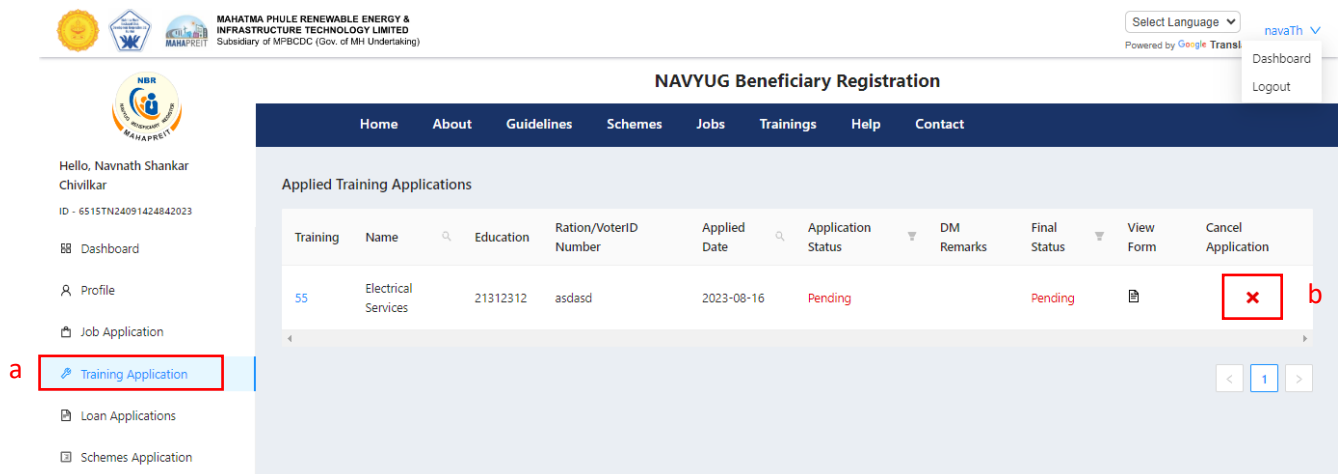
- Ration/VoterID Card Number:** Text input field.
- Name of Witness 1:** Text input field.
- Name of Witness 2:** Text input field.
- Technical Education:** Text input field.
- Address of School:** Text input field.
- Year of leaving school:** Select year dropdown.
- School left in which Grade:** Text input field.
- Details of experience:** Text input field.
- Educational Institute in City ?:** Radio buttons for Yes and No.
- Distance of Residence from Institute(KM):** Text input field.
- Income Certificate:** Choose File button, No file chosen.
- Ration Card:** Choose File button, No file chosen.
- School/College Leaving Certificate:** Choose File button, No file chosen.

A red box highlights the 'Submit' button at the bottom right of the form.

Fig – 8.1.3 Training Form

Step 4:

- Users click on training application after visiting the dashboard to see the application user have applied for.
- User can click on the cancel application if users want to cancel the application.



The screenshot shows the NAVYUG Beneficiary Registration dashboard. The user is logged in as Navnath Shankar Chivlikar. The dashboard includes a sidebar with navigation links: Dashboard, Profile, Job Application, Training Application (highlighted with a red box and labeled 'a'), Loan Applications, and Schemes Application. The main content area displays 'Applied Training Applications' in a table:

Training	Name	Education	Ration/VoterID Number	Applied Date	Application Status	DM Remarks	Final Status	View Form	Cancel Application
55	Electrical Services	21312312	asdasd	2023-08-16	Pending		Pending		

The 'Cancel Application' icon is highlighted with a red box and labeled 'b'.

Fig – 8.1.4 Training Application List of Beneficiary

9. Special schemes

These are different type of schemes for the people various fields and regions for which people can apply by using the below following steps.

Step 1: User can see the Special schemes on homepage and then login on portal before applying on any special scheme.

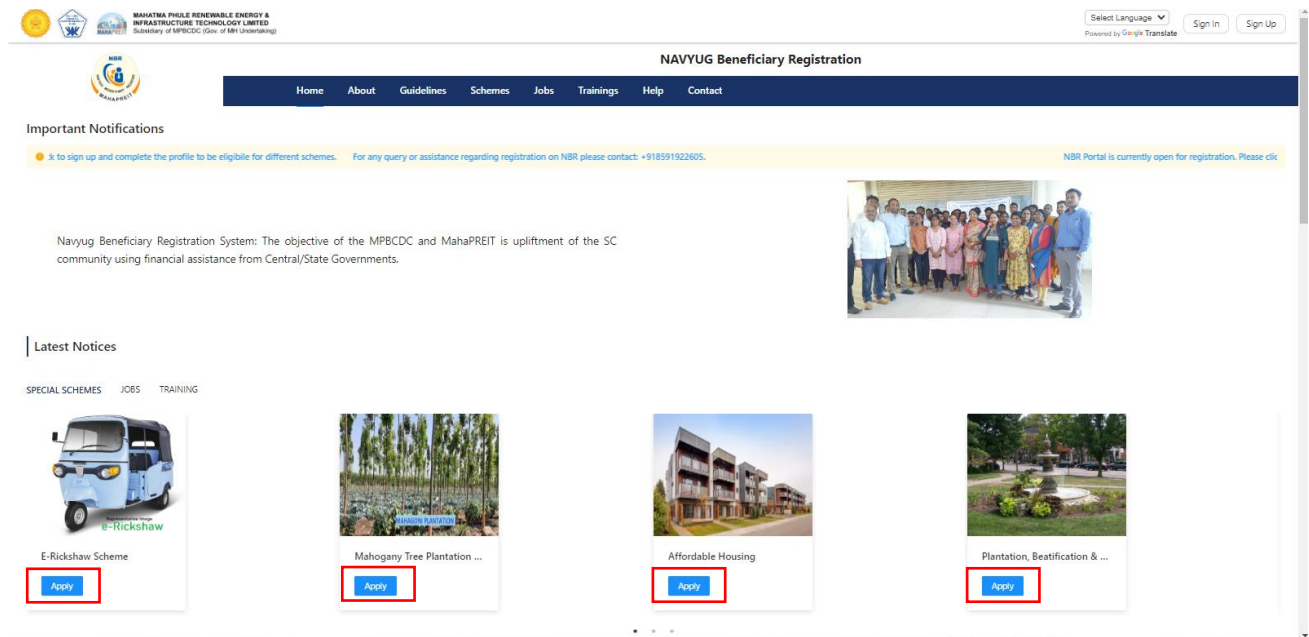
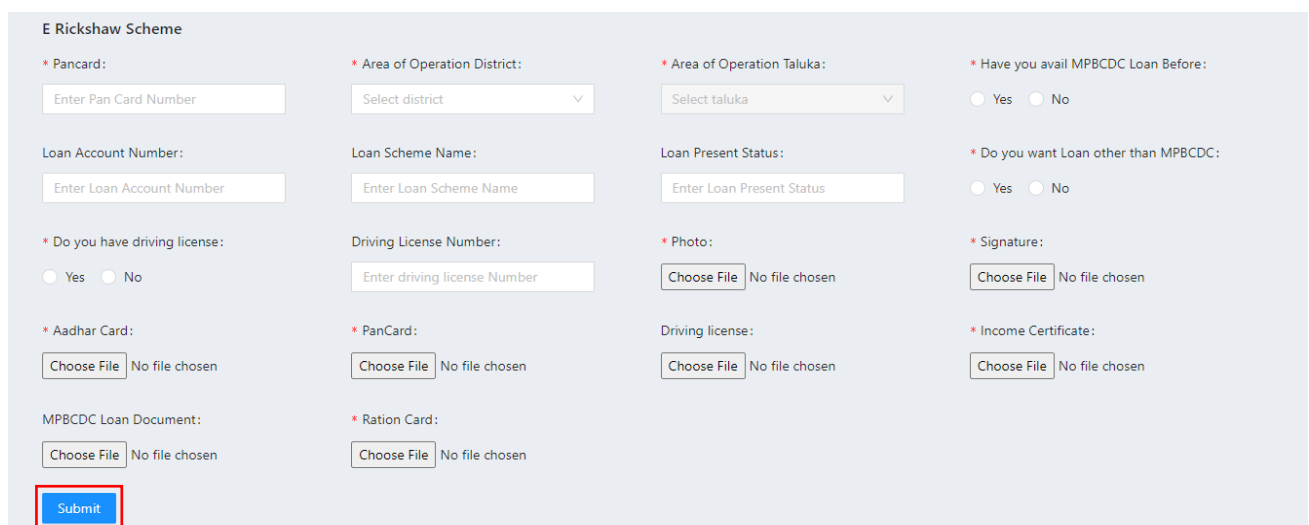


Fig – 9.1.1 Homepage Special Schemes

Step 2: After clicking on the Apply button, the form will be opened for every special scheme and then user should fill all the required fields and then click on the submit button.

Note - For each special scheme the form will be different.



The screenshot shows the 'E Rickshaw Scheme' application form. It contains several sections with input fields and checkboxes. The fields are organized in a grid-like structure. At the bottom left, there is a 'Submit' button highlighted with a red box.

<p>* Pancard:</p> <input type="text" value="Enter Pan Card Number"/>	<p>* Area of Operation District:</p> <input type="text" value="Select district"/>	<p>* Area of Operation Taluka:</p> <input type="text" value="Select taluka"/>	<p>* Have you avail MPBCDC Loan Before:</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>
<p>Loan Account Number:</p> <input type="text" value="Enter Loan Account Number"/>	<p>Loan Scheme Name:</p> <input type="text" value="Enter Loan Scheme Name"/>	<p>Loan Present Status:</p> <input type="text" value="Enter Loan Present Status"/>	<p>* Do you want Loan other than MPBCDC:</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>
<p>* Do you have driving license:</p> <p><input type="radio"/> Yes <input type="radio"/> No</p>	<p>Driving License Number:</p> <input type="text" value="Enter driving license Number"/>	<p>* Photo:</p> <input type="button" value="Choose File"/> No file chosen	<p>* Signature:</p> <input type="button" value="Choose File"/> No file chosen
<p>* Aadhar Card:</p> <input type="button" value="Choose File"/> No file chosen	<p>* PanCard:</p> <input type="button" value="Choose File"/> No file chosen	<p>Driving license:</p> <input type="button" value="Choose File"/> No file chosen	<p>* Income Certificate:</p> <input type="button" value="Choose File"/> No file chosen
<p>MPBCDC Loan Document:</p> <input type="button" value="Choose File"/> No file chosen	<p>* Ration Card:</p> <input type="button" value="Choose File"/> No file chosen		

Submit

Fig – 9.1.2 Special Scheme Form

Step 3: Once clicked on submit a message “Successfully applied” and then you will be redirected to dashboard page where you can check the scheme status scrolling down the page.

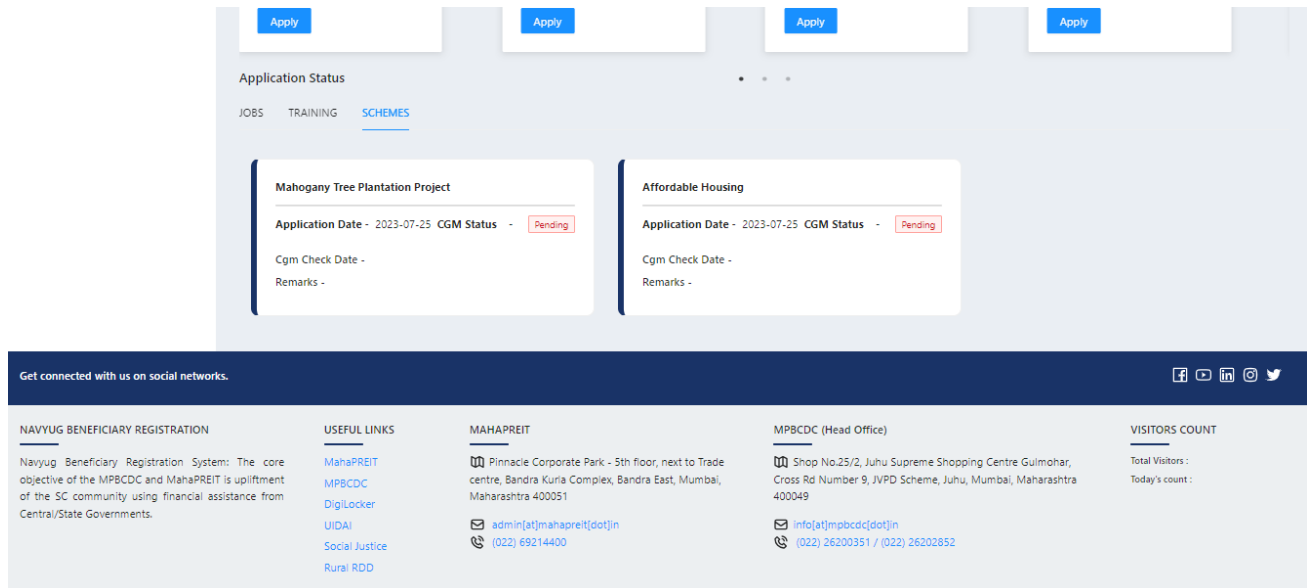


Fig – 9.1.3 Scheme Status

Step 4: After applying for scheme, user can visit their dashboard and then go to Scheme Application to check your applied schemes and also you can view the filled form by clicking on view form icon.

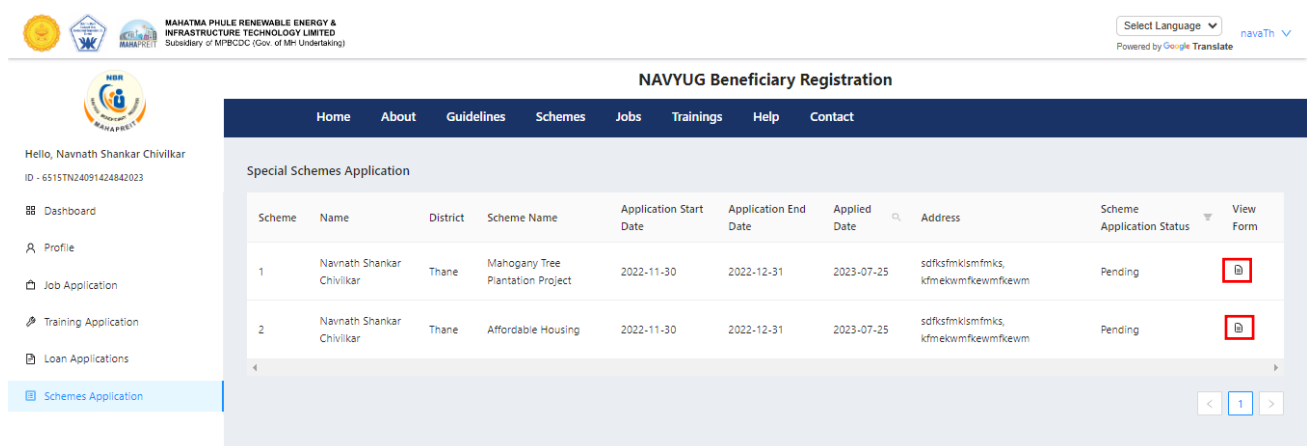


Fig – 9.1.4 Special Scheme Listing