

SAMAJIK SURAKSHA YOJANA USER MANUAL



সামাজিক সুরক্ষা যোজনা ২০১৭

সকল শ্রেণির
অসংগঠিত শ্রমিকদের জন্য
অভিন্ন সামাজিক সুরক্ষা প্রকল্প



শ্রম দপ্তর, পশ্চিমবঙ্গ সরকার

Document Revisions

Date	Version Number	Document Changes
14/10/2017	1.0	First Release Version

Table of Contents

1. Super Admin	4
1.1 Login	4
1.2 Dashboard	5
1.3 User Management.....	5
1.3.1 New User Registration.....	5
1.4 User Profile Edit.....	6
1.5 User Password Change	7
1.6 User Privilege.....	8
1.7 Notification	9
1.8 Reports	10
1.8.1 Detailed Report	10
1.8.2 Abstract Report	11
1.9 Edit Profile	12
1.10 Change Password	13
1.11 Beneficiary Registration	13
1.12 Logout.....	15
2. Deputy Labour Commissioner	16
2.1 Login	16
2.2 Dashboard	17
2.3 Reports	17
2.4 Notification.....	18
2.5 Edit Profile	18
2.6 Change Password.....	20
2.7 Beneficiary Registration	20
2.8 Logout.....	21
3. Assistant Labour Commissioner	23
3.1 Login	23
3.2 Dashboard	24
3.3 Registration	24
3.4 Reports	25
3.5 Notification	26
3.6 Edit Profile	27
3.7 Change Password.....	28

3.8 Beneficiary Registration	28
3.9 Logout.....	29
4. Inspector.....	31
4.1 Login	31
4.2 Dashboard	32
4.3 Application Status.....	32
4.4 Reports	35
4.5 Notification.....	36
4.6 Edit Profile	37
4.7 Change Password.....	38
4.8 Beneficiary Registration	38
4.9 Logout.....	40
5. SLO	41
5.1 Login	41
5.2 Dashboard	42
5.3 Reports	43
5.3.1 Payment Report.....	44
5.3.2 User Report.....	44
5.4 Registration	45
5.4.1 Beneficiary Registration	45
5.5 Edit Profile	47
5.6 Change Password.....	47
5.7 Logout.....	48
6. Beneficiary.....	48
6.1 SSY Portal.....	49
6.2 Apply Online	49
6.3 Registration Process for Existing Beneficiary	50
6.4 Registration Process for New Beneficiary	52
6.5 Login	55
6.6 Dashboard	55
6.7 Edit Profile	57
6.8 Change Password.....	57
6.9 Logout.....	58

1. Super Admin

1.1 Login

The Super Admin can log into the SSY portal by clicking on the Login link in the homepage

Site Counter : 0

Login A+ | A- | A | A Select Language English

Department of Labour
Government of West Bengal

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Home About Us RTI Acts & Rules Contact Us Help About SSY Media

Search here

From the Desk of

Smt. Mamata Banerjee Hon'ble Chief Minister Govt. of West Bengal Read More

Sri. Moloy Ghatak Minister-in-Charge Labour Dept. Govt. of West Bengal Read More

Sri. Jakir Hossain Minister of State Labour Dept. Govt. of West Bengal Read More

Sri. Gopal Krishna, IAS Additional Chief Secretary Labour Dept. Govt. of West Bengal Read More

Empowering unorganized workers to face every exigency of life

APPLY ONLINE PUBLICATIONS ANNOUNCEMENTS

This will bring up the login prompt as shown below. Being departmental user the DLC should select the Department option and input user id and password received through SMS and then click on Login button

Site Counter : 0

Login A+ | A- | A | A Select English

Department of Labour Government of West Bengal

SSY Samajik Suraksha Yojana Social Security for Unorganised workers

Log In

Department Beneficiary Service Provider

User ID: Sa

Password:

Remember me

Forgot password?

Step 1 Fill up the online application form

Step 2 Validation by Inspectors at LWFC

Step 3 SSIN & SMC generation and SMS

Step 4 Apply for additional benefits for Construction / Transport workers

Step 5 Online Payment

Step 6 Validation and Certificate generation

From the Desk of

Smt. Mamata Banerjee Hon'ble Chief Minister Govt. of West Bengal Read More

Sri. Moloy Ghatak Minister-in-Charge Labour Dept. Govt. of West Bengal Read More

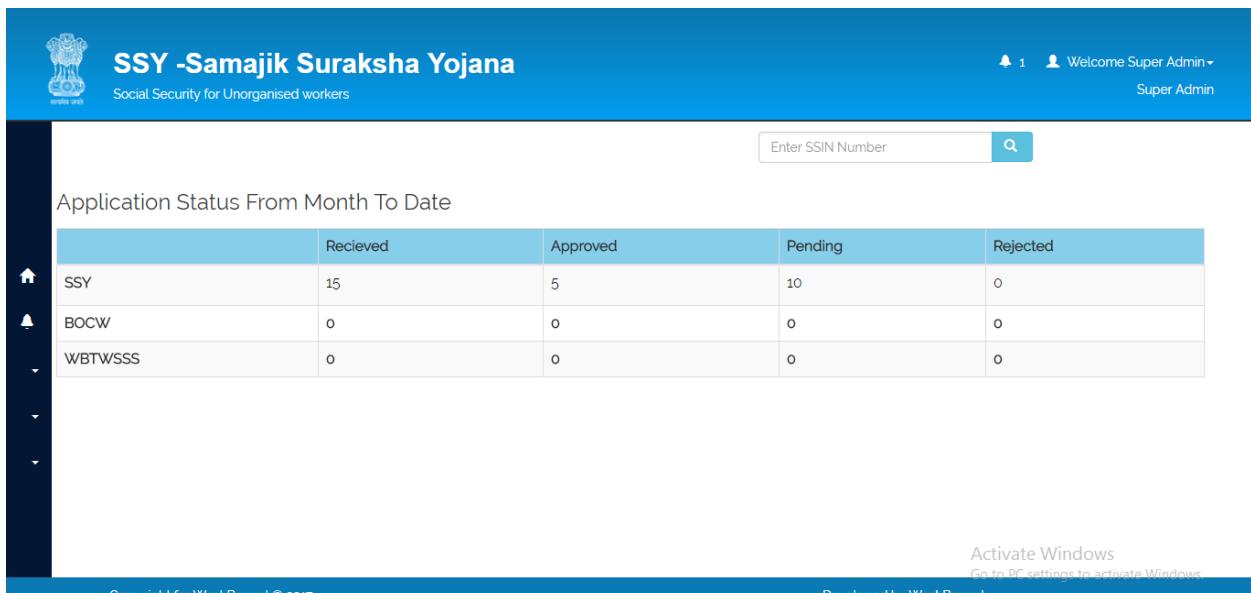
Sri. Jakir Hossain Minister of State Labour Dept. Govt. of West Bengal Read More

Sri. Gopal Krishna, IAS Additional Chief Secretary Labour Dept. Govt. of West Bengal Read More

Process Flow APPLY ONLINE PUBLICATIONS ANNOUNCEMENTS

1.2 Dashboard

Super Admin is provided a dashboard for Scheme wise Received Details, Approved Details, Pending Details, Rejected Details, Total Application Request and SSY Card Issuance Status



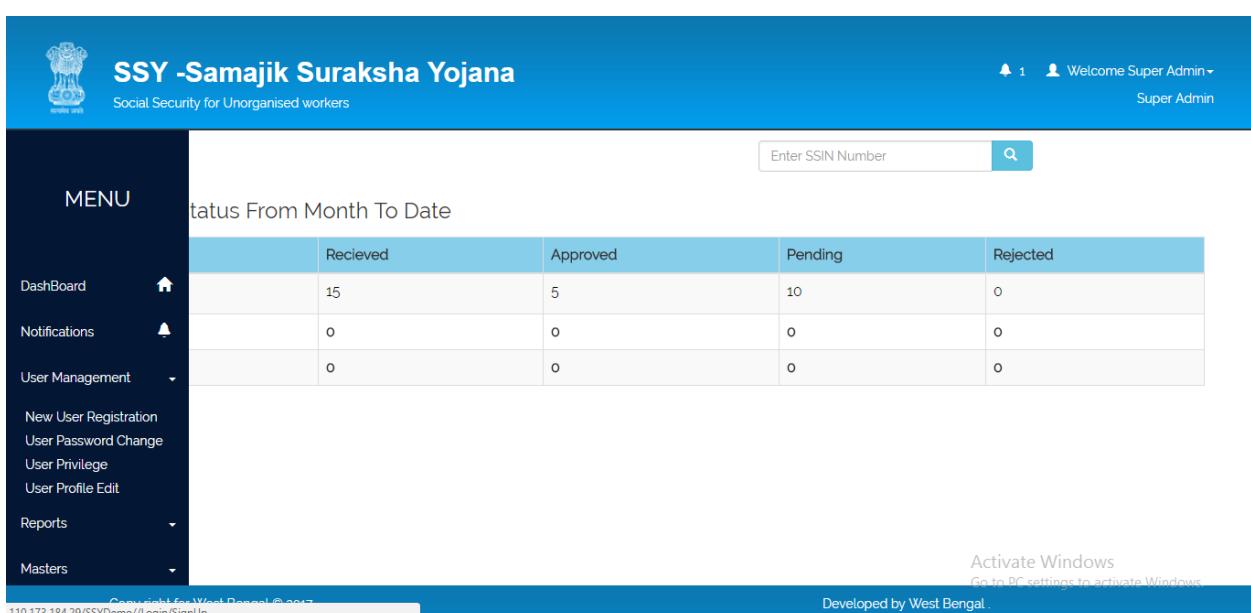
The screenshot shows the SSY -Samajik Suraksha Yojana dashboard. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", a notification icon (bell) showing 1 new notification, a user profile icon, and the text "Welcome Super Admin". Below the header is a search bar with the placeholder "Enter SSIN Number" and a magnifying glass icon. The main content area is titled "Application Status From Month To Date" and contains a table with the following data:

	Received	Approved	Pending	Rejected
SSY	15	5	10	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

At the bottom of the page, there are copyright information ("Copy right for West Bengal. © 2017"), developer credits ("Developed by West Bengal."), and activation links ("Activate Windows Go to PC settings to activate Windows").

1.3 User Management

1.3.1 New User Registration



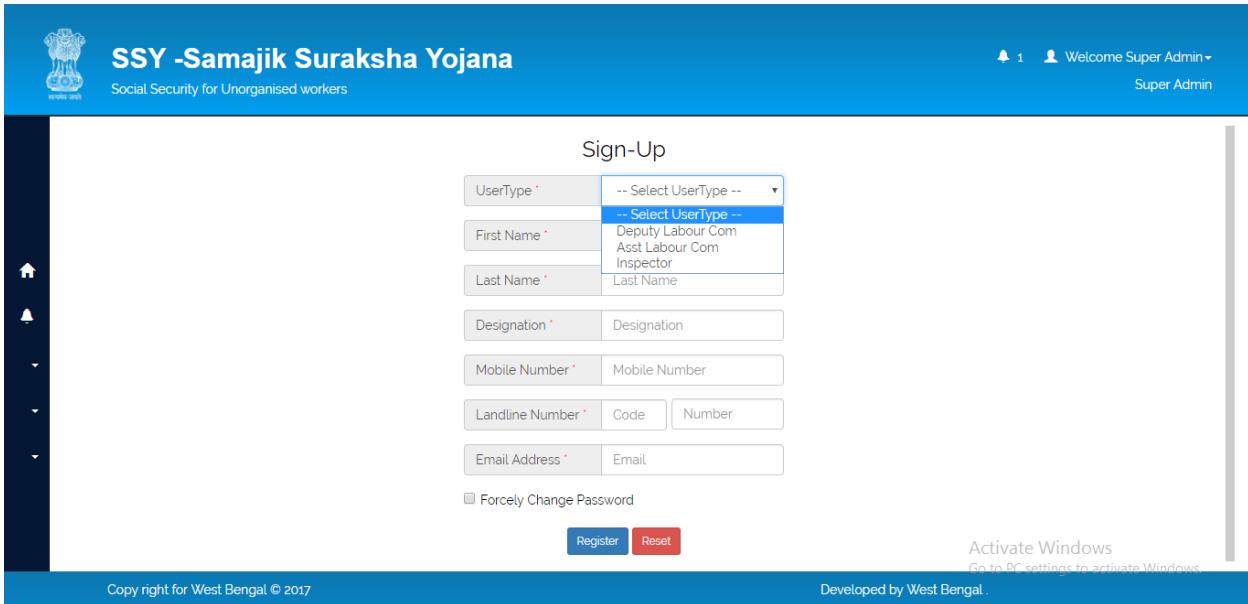
The screenshot shows the SSY -Samajik Suraksha Yojana User Management interface. It features a left sidebar with a "MENU" section containing links for "DashBoard", "Notifications", "User Management" (which is currently selected), "New User Registration", "User Password Change", "User Privilege", "User Profile Edit", "Reports", and "Masters". The main content area has a header "Status From Month To Date" and a table with the same data as the dashboard:

	Received	Approved	Pending	Rejected
SSY	15	5	10	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

At the bottom of the page, there are copyright information ("Copy right for West Bengal. © 2017"), developer credits ("Developed by West Bengal."), and activation links ("Activate Windows Go to PC settings to activate Windows").

This module is to assign privileges to the user type and can add or remove based on the requirement.

1. Super Admin able to create User Id for department users like DLC, ALC, Inspector etc.
2. Captures Name, designation, Mobile Number, e-mail Address
3. Allocates the Role, and assign jurisdiction
4. On successful registration, Login Credentials will be sent to registered Mobile Number.
5. There is an option, Forcibly Change Password - on successful login with provided credentials, User has to change password using the Change Password module



The screenshot shows the SSY - Samajik Suraksha Yojana Sign-Up page. At the top, there is a header with the Indian National Emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message for "Super Admin". Below the header is a sidebar with icons for home, notifications, and other navigation options. The main form area is titled "Sign-Up" and contains fields for "UserType" (dropdown menu showing "Select UserType" and options like "Deputy Labour Com", "Asst Labour Com", "Inspector"), "First Name", "Last Name", "Designation", "Mobile Number", "Landline Number" (with "Code" and "Number" sub-fields), "Email Address", and a checkbox for "Forcely Change Password". At the bottom of the form are "Register" and "Reset" buttons. To the right of the form, there is an "Activate Windows" section with a link to "Go to PC settings to activate Windows". The footer of the page includes copyright information ("Copy right for West Bengal © 2017") and credits ("Developed by West Bengal").

1.4 User Profile Edit

1. This module is to update User Profile like. First Super Admin has to enter mobile number of the concerned user and click on Get Details to fetch all the details, then perform any of the following actions
 - a. Any Name or designation details mismatch
 - b. Change the location from one to another
2. Capture Mobile Number and retrieve User details from SSY database
3. Update necessary change and intimate respective user



SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Super Admin ▾
Super Admin

User Edit profile

Mobile Number *	7603091414	Get Details
User Type *	Inspector	
First Name *	Test	
Last Name *	Test	
Designation *	Inspector	
Mobile Number *	7603091414	
Landline Number	Code	Number
Email Address	saikat.rlo@gmail.com	
District *	North 24 Parganas	

Activate Windows
Go to PC settings to activate Windows

Developed by West Bengal.

Copy right for West Bengal © 2017

1.5 User Password Change

1. In case User Forgot or any other scenarios, User Password Request to Super Admin
2. Capture User Mobile Number and retrieves Name and designation to confirm
3. Capture New Password and update



SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Super Admin ▾
Super Admin

Reset Password

Mobile Number *	7603091414	Get Details
Name *	Test Test	
Old Password *	Old Password	
New Password *	New Password	

Submit Cancel

Activate Windows
Go to PC settings to activate Windows

Developed by West Bengal.

Copy right for West Bengal © 2017

1.6 User Privilege

This module is used for configuring privileges based on user type. The Super Admin need to select the user type and configure the privileges assigned related to different features and functionalities by choosing between Full Access and No Access

The screenshot shows the 'User Privilege' configuration page. At the top, there is a header with the Indian national emblem, the text 'SSY -Samajik Suraksha Yojana', 'Social Security for Unorganised workers', and a welcome message 'Welcome Super Admin - Super Admin'. On the left, there is a vertical sidebar with icons for Home, Notifications, and other navigation options. The main content area is titled 'User Privilege'. It contains a dropdown menu labeled 'User Type *' with the option '-- Select User Type --' highlighted. Below this is a table with two columns: 'Screen Name' and 'Access Level'. The 'Screen Name' column lists 'DashBoard', 'Notifications', 'Approved', 'Pending', 'Rejected', and 'Detailed Report'. The 'Access Level' column shows 'No Access' for all items. At the bottom of the page, there is a copyright notice 'Copy right for West Bengal © 2017' and a developer note 'Developed by West Bengal.' There is also a link to activate Windows.

The screenshot shows the 'User Privilege' configuration page for the 'Inspector' user type. At the top, there is a header with the Indian national emblem, the text 'SSY -Samajik Suraksha Yojana', 'Social Security for Unorganised workers', and a welcome message 'Welcome Super Admin - Super Admin'. On the left, there is a vertical sidebar with icons for Home, Notifications, and other navigation options. The main content area is titled 'User Privilege'. It contains a dropdown menu labeled 'User Type *' with the option 'Inspector' selected. Below this is a table with three columns: 'Screen Name', 'Full Access', and 'No Access'. The 'Screen Name' column lists 'DashBoard', 'Notifications', 'Approved', 'Pending', 'Rejected', and 'Detailed Report'. The 'Full Access' column has a checked radio button for each item, while the 'No Access' column has an unchecked radio button. At the bottom of the page, there is a copyright notice 'Copy right for West Bengal © 2017' and a developer note 'Developed by West Bengal.' There is also a link to activate Windows.

1.7 Notification

1. This module is to circulate department wise and User wise Notifications and Circular
2. Select department or Portal
3. Upload document or capture the content and submit
4. Respective information will be displayed respective user login page

The screenshot shows the SSY-Samajik Suraksha Yojana portal interface. At the top, there is a blue header bar with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message for "Super Admin". On the left, there is a vertical sidebar with icons for home, notifications, and other administrative functions. The main content area has a white background and is titled "Notification". It contains fields for "Send To" (Portal or Department), a text input area for the notification content, a note about sharing with internal staff members, a file upload field ("Choose Files"), and a "Submit" button. At the bottom, there are copyright information ("Copy right for West Bengal © 2017"), developer credits ("Developed by West Bengal"), and activation links for Windows.

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Super Admin ▾
Super Admin

Notification

Send To : Portal Department

Enter text for notification and circular in the below box

Note: The information will be shared only to internal staff members

Choose Files No file chosen

Submit

Activate Windows
Go to PC settings to activate Windows

Copy right for West Bengal © 2017

Developed by West Bengal.

1.8 Reports

Requisite MIS Reports are provided under Reports section

The screenshot shows the SSY-Samajik Suraksha Yojana dashboard. At the top, there is a header with the Indian national emblem, the text "SSY - Samajik Suraksha Yojana", and "Social Security for Unorganised workers". On the right, there are "Welcome Super Admin" and "Super Admin" buttons. Below the header is a search bar with the placeholder "Enter SSIN Number/REG.No/Temp:" and a magnifying glass icon. To the left, a vertical menu titled "MENU" includes "DashBoard", "Notifications", "User Management", "Reports", "Abstract Report", "Detailed Report", and "Masters". The main content area displays a table with columns "Status", "Received", "Approved", "Pending", and "Rejected". The data in the table is as follows:

Status	Received	Approved	Pending	Rejected
Dashboard	20	4	15	1
Notifications	0	0	0	0
User Management	0	0	0	0
Reports	0	0	0	0

At the bottom, there is a copyright notice "Copyright for West Bengal © 2017 110.173.184.92:9024/Home/DeptDashboard#", a developer credit "Developed by West Bengal.", and a Windows activation message "Activate Windows Go to PC settings to activate Windows".

1.8.1 Detailed Report

The Super Admin user can use the filters to generate reports as per requirement

The screenshot shows the "Detailed Report" page of the SSY-Samajik Suraksha Yojana system. The header is identical to the dashboard, featuring the Indian national emblem, "SSY - Samajik Suraksha Yojana", and "Social Security for Unorganised workers". On the right, there are "Welcome Super Admin" and "Super Admin" buttons. The main content area has a title "Detailed Report" and several filter inputs: "District -- Select District --", "Sub Division -- Select SubDivision --", "Location -- Select Block --", "From Date 30-08-2017", "To Date 30-08-2017", "Submit" button, and "Generate Report" button. Below these filters is a "Beneficiary Details" table with columns: SSIN Number, Scheme Registration, Date of Registration, Name, Father's Name, Date Of Birth, Mobile No, District, SubDivision, Location, and Status. The table currently displays the message "No data available in table". At the bottom, there is a copyright notice "Copyright for West Bengal © 2017", a developer credit "Developed by West Bengal.", and a Windows activation message "Activate Windows Go to PC settings to activate Windows".

1.8.2 Abstract Report

The user can use this district wise application details report under this section

This screenshot shows a data table titled "SSY -Samajik Suraksha Yojana" with the subtitle "Social Security for Unorganised workers". The table displays the number of applications received, approved, rejected, and pending for various districts. A search bar and navigation buttons for page 1 of 3 are visible at the top right.

District Name	No.of Applications Received	No.of Applications Approved	No.of Applications Rejected	No.of Applications Pending
Alipurduar	70615	0	0	70615
Alipurduar	1	1	0	0
Bankura	147552	0	0	147552
Bankura	1	0	1	0
Bankura	4	4	0	0
Birbhum	163496	0	0	163496
Birbhum	1	1	0	0
Cooch Behar	155831	0	0	155831
Dakshin Dinajpur	122392	0	0	122392
Darjeeling	92111	0	0	92111

Showing 1 to 10 of 29 entries

Activate Windows Go to PC settings to activate Windows.

Copy right for West Bengal © 2017 Developed by West Bengal .

The user can click on each district to view sub division wise details under that district

This screenshot shows a data table for the "Cooch Behar" district, displaying sub-divisional application details. A back button and search bar are visible at the top right. Navigation buttons for page 1 of 5 are at the bottom right.

Subdivision Name	No.of Applications Received	No.of Applications Approved	No.of Applications Rejected	No.of Applications Pending
Cooch Behar	39061	0	0	39061
Dinhata	43424	0	0	43424
Mahabhangha	23076	0	0	23076
Mekhligunj	25160	0	0	25160
Toofanganj	25110	0	0	25110

Showing 1 to 5 of 5 entries

Activate Windows Go to PC settings to activate Windows.

Copy right for West Bengal © 2017 Developed by West Bengal .

The user can click on each sub division to view location wise details under that sub division



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Welcome Super Admin
Super Admin

[Back](#)

Search:

Location Name	No.of Applications Received	No.of Applications Approved	No.of Applications Rejected	No.of Applications Pending
Dinhata Municipality	2863	0	0	2863
Dinhata-I	17179	0	0	17179
Dinhata-II	16666	0	0	16666
Sital	6716	0	0	6716

Showing 1 to 4 of 4 entries

Previous **1** Next

Activate Windows
Go to PC settings to activate Windows.

Copy right for West Bengal © 2017

Developed by West Bengal .

1.9 Edit Profile

The Super Admin user can access edit profile module and change password modules from top right corner of the dashboard itself



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Welcome Super Admin

- [Edit Profile](#)
- [Change Password](#)
- [Logout](#)

Application Status

	Received	Approved	Pending	Rejected
SSY	20	5	13	2
BOCW	0	0	0	0
WBTWSSS	0	0	0	0
Others	0	0	0	0

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal .

Copyright for West Bengal © 2017
110.173.184.92:9024/Home/DeptDashboard

Edit Profile module could be used to change own profile details



SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Super Admin -
Super Admin

Edit Profile

First Name *	Super
Last Name *	Admin
Designation *	Super Admin
Mobile Number *	9030355123
Landline Number *	1234 1222222
Role	Super Admin
Email Address	srikar@raminfo.com

Update **Reset**

Activate Windows
Go to PC settings to activate Windows.

Copy right for West Bengal © 2017
Developed by West Bengal.

1.10 Change Password

Change Password module is to update existing password with new password



SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Super Admin -
Super Admin

Change Password

Name *	Super Admin
Old Password *	Old Password
New Password *	New Password

Submit **Cancel**

Activate Windows
Go to PC settings to activate Windows.

Copy right for West Bengal © 2017
Developed by West Bengal.

1.11 Beneficiary Registration

Super Admin can register beneficiary from their dashboard using the “Ben Registration” module

The screenshot shows the 'Ben Registration' section of the portal. On the left, a dark sidebar lists 'DashBoard', 'Notifications', 'User Management', 'Applications Status', 'Registration', 'Ben Registration', and 'Reports'. The main content area displays three registration options: 'Legacy 1 (Before 31st March 2017)', 'Legacy 2 (After 1st April 2017)', and 'New Registration'. At the bottom, there's a footer bar with the text 'Copyright for West Bengal © 2017 110.173.184.92:9024/Agent/BenReg#', 'Activate Windows Go to PC settings to activate Windows.', and 'Developed by West Bengal.'

Under each of the three different registration options namely,

- Legacy 1 (Before 31'st March 2017)
- Legacy 2 (After 1'st April 2017)
- New Registration

user has option to choose between Bulk Upload or Single Registration

The screenshot shows the 'Ben Registration' section. The sidebar includes icons for home and notifications. The main area features two green buttons: 'Bulk Upload' and 'Single Registration'.

On selecting Bulk Upload the user is redirected to a page with detailed instruction about the bulk upload procedure

The screenshot shows the 'Beneficiary Registration' page. It includes a 'Choose File' button with 'No file chosen', a 'Submit' button, and a 'Download Template' button. Below this is a table with 'Field', 'Do's', and 'Don'ts' columns. The table rows provide specific instructions for Date Format, Beneficiary Name, and Father Name.

Field	Do's	Don'ts
Date Format (Registered Date & DOB)	Date formats should be in DD-MM-YYYY ONLY.	Do not use other characters than '-' while updating date field since, it will not allow the data to upload.
Beneficiary Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy' or 'XXXXXX' or 'usage of any special characters viz, @##\$\$%&&!!.
Father Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy'

At the bottom, there's a footer bar with the text 'Copy right for West Bengal © 2017' and 'Developed by West Bengal.'

FIELD NAME	DESCRIPTION	REMARKS
Download Template	Button to generate beneficiary bulk upload format	<ul style="list-style-type: none"> Clicking this button will download bulk beneficiary upload excel format file in user's local system
Choose File	Upload location of duly filled in bulk beneficiary upload data file	<ul style="list-style-type: none"> User can select path of his local machine where duly filled in bulk beneficiary upload data file is saved
Submit	Button to upload beneficiary bulk data in SSY database	<ul style="list-style-type: none"> Clicking this button will upload the bulk beneficiary data file in SSY database

On selecting Single Registration the user is redirected to a page from where single user registration can be done. Details of registration process are described as follows,

- New Beneficiary Registration (Refer Section 6.4 of this document)
- Existing Beneficiary Registration (Refer Section 6.3 of this document)

1.12 Logout

The Super Admin user can log out of the SSY application by clicking on the Logout link

The screenshot shows the SSY - Samajik Suraksha Yojana application. At the top, there is a blue header bar with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a "Welcome Super Admin" message. On the right side of the header, there are links for "Edit Profile", "Change Password", and "Logout". Below the header, a sidebar on the left contains icons for Home, Notifications, and a dropdown menu. The main content area displays a table titled "Application Status" with columns for "Received", "Approved", "Pending", and "Rejected". The data in the table is as follows:

	Received	Approved	Pending	Rejected
SSY	20	5	13	2
BOCW	0	0	0	0
WBTWSSS	0	0	0	0
Others	0	0	0	0

At the bottom of the page, there is a footer bar with the text "Copy right for West Bengal. © 2017", "Activate Windows Go to PC settings to activate Windows", and "Developed by West Bengal".

2. Deputy Labour Commissioner

2.1 Login

The Deputy Labour Commissioner can log into the SSY portal by clicking on the Login link in the homepage

Site Counter : 0

Login A+ | A- | A | A Select Language English

Department of Labour
Government of West Bengal

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

From the Desk of

Smt. Mamata Banerjee
Hon'ble Chief Minister
Govt. of West Bengal
Read More

Sri. Moloy Ghatak
Minister-in-Charge
Labour Dept., Govt. of West Bengal
Read More

Sri. Jakir Hossain
Minister of State
Labour Dept., Govt. of West Bengal
Read More

Sri. Gopal Krishna, IAS
Additional Chief Secretary
Labour Dept., Govt. of West Bengal
Read More

Search here

Home About Us RTI Acts & Rules Contact Us Help About SSY Media

Empowering unorganized workers to face every exigency of life

APPLY ONLINE PUBLICATIONS ANNOUNCEMENTS

This will bring up the login prompt as shown below. Being departmental user the DLC should select the Department option and input user id and password received through SMS and then click on Login button

Site Counter : 0

Login A+ | A- | A | A Select English

Department of Labour
Government of West Bengal

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

From the Desk of

Smt. Mamata Banerjee
Hon'ble Chief Minister
Govt. of West Bengal
Read More

Sri. Moloy Ghatak
Minister-in-Charge
Labour Dept., Govt. of West Bengal
Read More

Sri. Jakir Hossain
Minister of State
Labour Dept., Govt. of West Bengal
Read More

Sri. Gopal Krishna, IAS
Additional Chief Secretary
Labour Dept., Govt. of West Bengal
Read More

Activate Windows
Go to PC settings to activate Windows.

Log In

Department Beneficiary Service Provider

User ID: Dlc

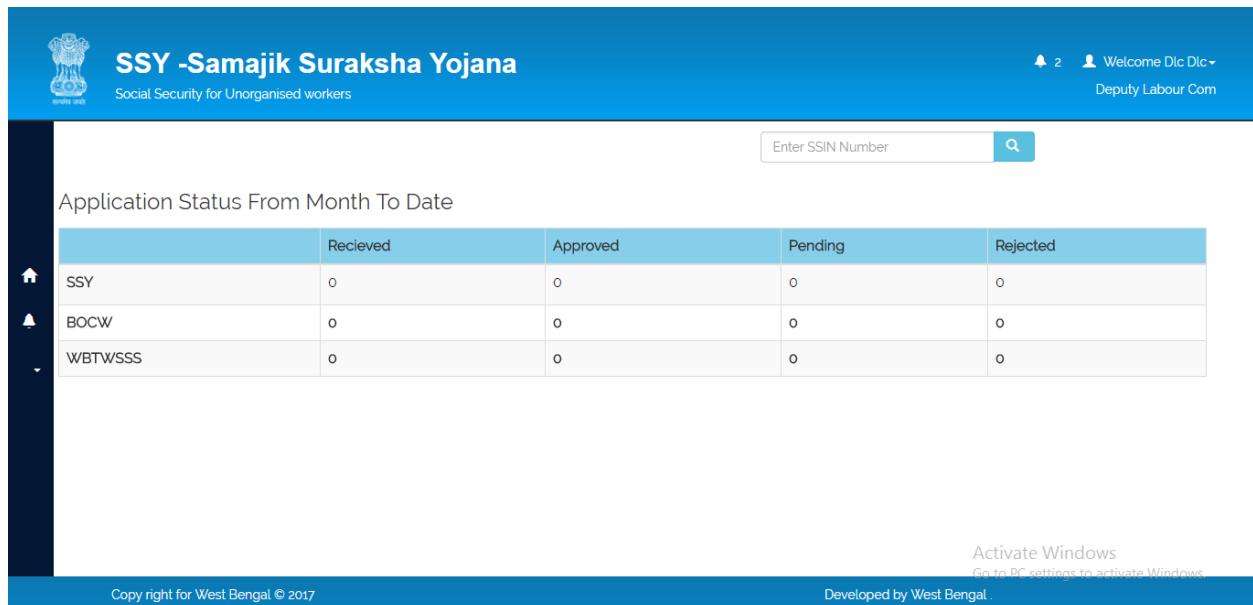
Password:
Login Remember me Forgot password?

SSY - Samajik Suraksha Yojana
Social Security for Unorganised workers

Fill up the online application form
Validation by Inspectors at LWFC
SSIN & SMC generation and SMS
Apply for additional benefits for Construction / Transport workers
Validation and Certificate generation

2.2 Dashboard

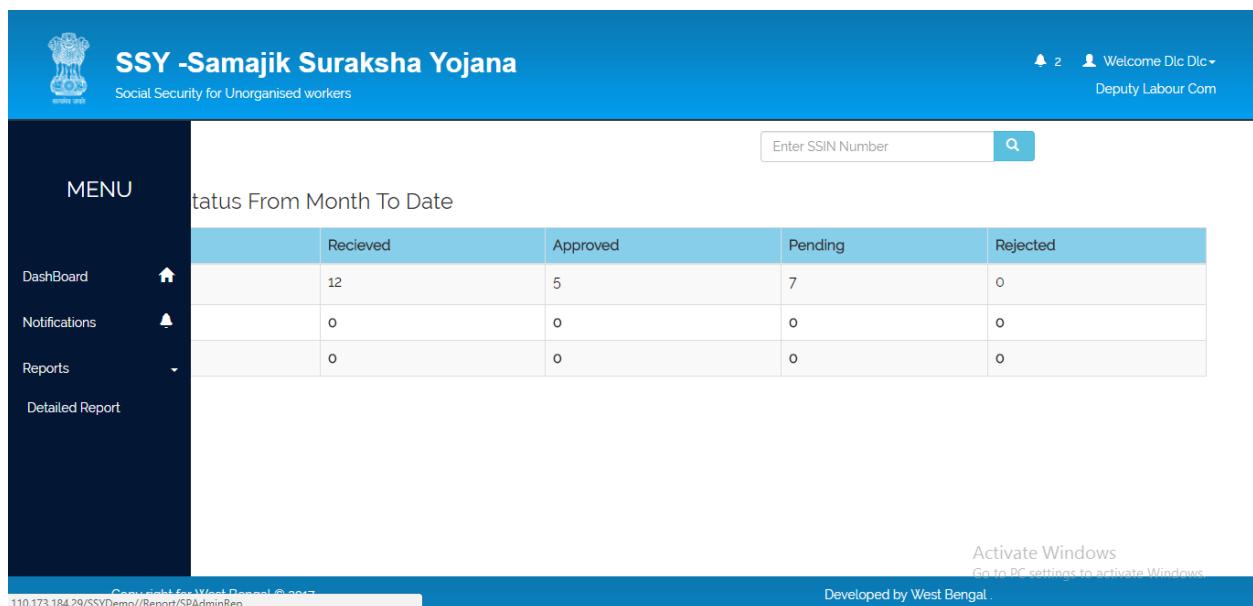
Upon successful login the Deputy Labour Commissioner is provided a dashboard for Scheme wise Received Details, Approved Details, Pending Details, Rejected Details, Total Application Request and SSY Card Issuance Status



The screenshot shows the SSY -Samajik Suraksha Yojana dashboard. At the top, there is a header with the Indian emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message for "Deputy Labour Com". A search bar at the top right contains the placeholder "Enter SSIN Number" and a magnifying glass icon. Below the header, a sidebar on the left features icons for home, notifications, and reports, with "Reports" currently selected. The main content area displays a table titled "Application Status From Month To Date" with columns for Received, Approved, Pending, and Rejected. The data shows zero counts for all categories across three schemes: SSY, BOCW, and WBTWSSS. At the bottom of the page, there are copyright information ("Copy right for West Bengal © 2017"), activation status ("Activate Windows Go to PC settings to activate Windows"), and developer credits ("Developed by West Bengal").

2.3 Reports

Requisite MIS Reports are provided under Reports section



The screenshot shows the SSY -Samajik Suraksha Yojana Reports section. The layout is similar to the dashboard, with the Indian emblem, "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message for "Deputy Labour Com" at the top. A search bar is present. On the left, a sidebar titled "MENU" lists "DashBoard", "Notifications", "Reports" (which is expanded), and "Detailed Report". The main content area shows a table titled "status From Month To Date" with columns for Received, Approved, Pending, and Rejected. The data shows zero counts for all categories across three schemes: DashBoard, Notifications, and Reports. At the bottom, there is copyright information ("Copy right for West Bengal © 2017"), activation status ("Activate Windows Go to PC settings to activate Windows"), and developer credits ("Developed by West Bengal").

The DLC user can use the filters to generate reports as per requirement

The screenshot shows the SSY -Samajik Suraksha Yojana dashboard. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a user welcome message "Welcome Dlc Dlc+ Deputy Labour Com". Below the header, there are search filters for "District" (Bankura), "From Date" (29-08-2017), and "ToDate" (29-08-2017). A "Submit" button is also present. The main content area displays a table titled "Beneficiary Details" with columns for SSIN Number, Scheme Registration, Date of Registration, Name, Father's Name, Date Of Birth, Mobile No, District, SubDivision, Location, and Status. The table is currently empty, showing "No data available in table". At the bottom, there are copyright information ("Copy right for West Bengal © 2017") and developer credits ("Developed by West Bengal").

2.4 Notification

The Notification module can be used for following purposes

1. This module is to view Notifications and Circulars download
2. User should able to view alert if any new notification is received

The screenshot shows the SSY -Samajik Suraksha Yojana notifications dashboard. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a user welcome message "Welcome Dlc Dlc+ Deputy Labour Com". On the left, a sidebar menu lists "MENU", "DashBoard", "Notifications" (which is expanded to show a list of notifications), and "Reports". The main content area displays a table of notifications with columns for Date, Description, and Download link. The notifications listed are: "2017 2:13:14 PM fghdhhhdhd No File", "2017 12:21:37 PM No File Download", "2017 12:21:37 PM No File Download", "2017 11:56:34 AM No File Download", "2017 11:56:47 AM No File", "2017 11:56:56 AM No File", "2017 2:43:11 PM No File", "2017 2:45:08 PM No File", "2017 12:29:10 PM sgdfhdfhdfhgfg No File", "2017 11:38:29 AM Test No File", and "2017 11:39:18 AM Test2 No File". At the bottom, there are copyright information ("Copy right for West Bengal © 2017 110.173.184.29/SSYDemo/Home/Getnotifications") and developer credits ("Developed by West Bengal").

2.5 Edit Profile

The DLC user can access edit profile module and change password modules from top right corner of the dashboard itself



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

2 Welcome Dlc Dlc Edit Profile Change Password

Enter SSIN Number

Application Status From Month To Date

	Received	Approved	Pending	Rejected
SSY	12	5	7	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

Activate Windows
Go to PC settings to activate Windows.

Copyright for West Bengal © 2017 110.173.184.29/SSVDemo//Home/DeptDashboard Developed by West Bengal.

Edit Profile module could be used to change profile details



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

2 Welcome Dlc Dlc Deputy Labour Com

User Modifications

First Name *	Dlc
Last Name *	Dlc
Designation *	Dlc
Mobile Number *	9030355000
Landline Number *	12121 21212121
Role	Deputy Labour Com
Email Address	srikanv@raminfo.com
District	Bankura.

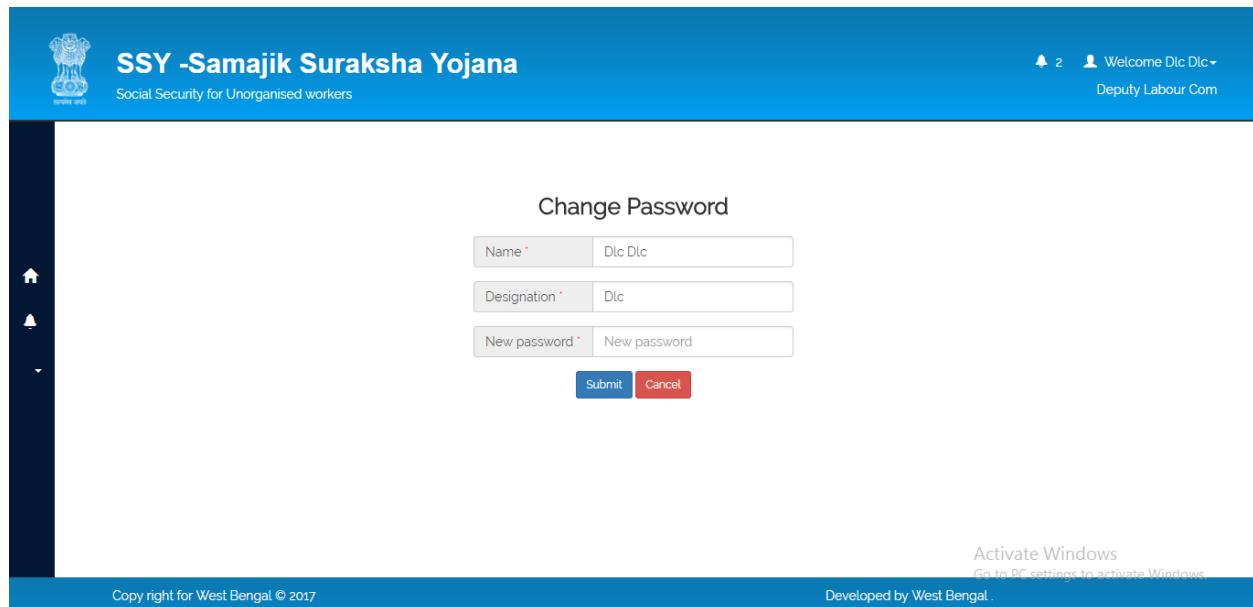
Update Reset

Activate Windows
Go to PC settings to activate Windows.

Copyright for West Bengal © 2017 Developed by West Bengal.

2.6 Change Password

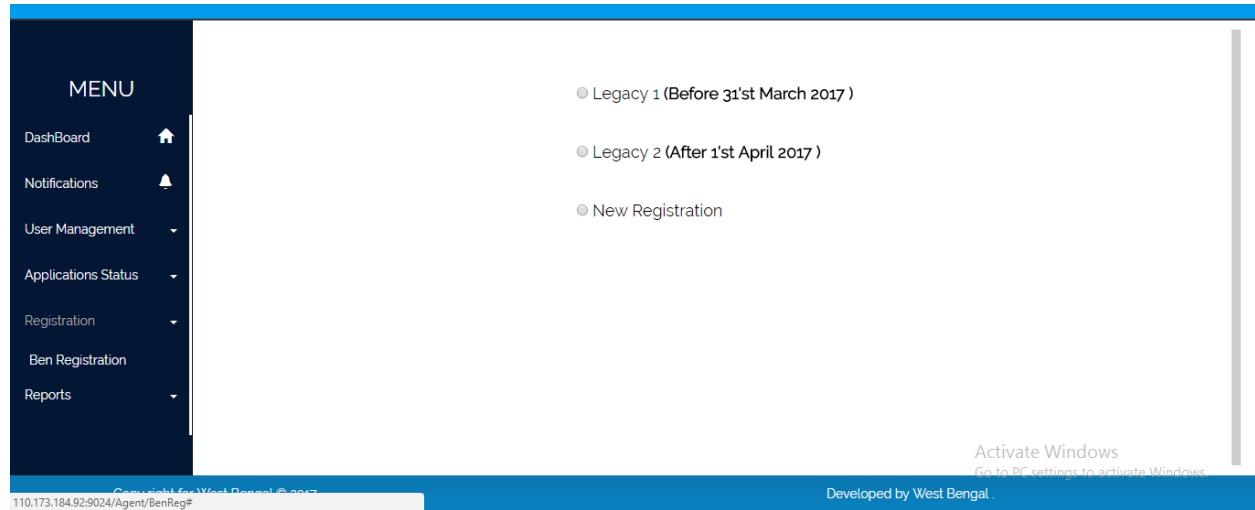
Change Password module is to update existing password with new password



The screenshot shows the SSY - Samajik Suraksha Yojana dashboard. At the top, there is a blue header bar with the logo of India, the text "SSY - Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a user profile with a notification count of 2. Below the header, a sidebar on the left contains icons for Home, Notifications, User Management, Applications Status, Registration, Ben Registration, and Reports. The main content area is titled "Change Password". It has three input fields: "Name *", "Dlc Dlc"; "Designation *", "Dlc"; and "New password *", "New password". At the bottom of the form are "Submit" and "Cancel" buttons. At the very bottom of the page, there is a footer bar with copyright information for West Bengal © 2017, a link to activate Windows, and a note that it was developed by West Bengal.

2.7 Beneficiary Registration

DLC can register beneficiary from their dashboard using the “Ben Registration” module

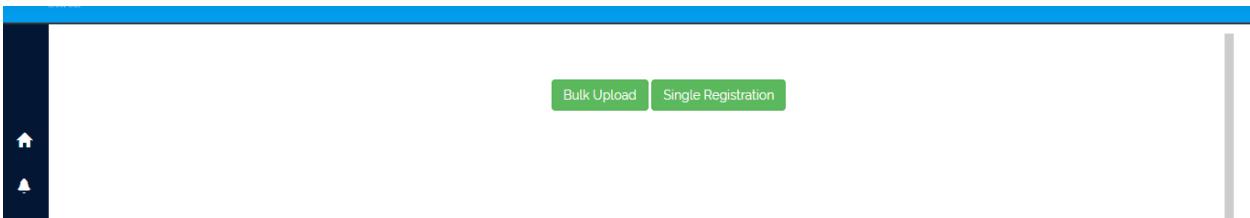


The screenshot shows the SSY - Samajik Suraksha Yojana dashboard. On the left, a dark sidebar labeled "MENU" lists "DashBoard", "Notifications", "User Management", "Applications Status", "Registration", "Ben Registration", and "Reports". The main content area displays three registration options: "Legacy 1 (Before 31'st March 2017)", "Legacy 2 (After 1'st April 2017)", and "New Registration". At the bottom of the page, there is a footer bar with copyright information for West Bengal © 2017, a link to activate Windows, and a note that it was developed by West Bengal.

Under each of the three different registration options namely,

- Legacy 1 (Before 31'st March 2017)
- Legacy 2 (After 1'st April 2017)
- New Registration

user has option to choose between Bulk Upload or Single Registration



On selecting Bulk Upload the user is redirected to a page with detailed instruction about the bulk upload procedure

The screenshot shows a 'Beneficiary Registration' page. At the top, there is a green button labeled 'Choose File' with the text 'No file chosen' next to it. Below this is a 'Submit' button. A 'Download Template' button is located further down. A table provides guidance for data entry:

Field	Do's	Don'ts
Date Format (Registered Date & DOB)	Date formats should be in DD-MM-YYYY ONLY.	Do not use other characters than '-' while updating date field since, it will not allow the data to upload.
Beneficiary Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy' or 'XXXXXX' or 'usage of any special characters viz., @##\$\$%&&!!.
Father Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy'

At the bottom, there are copyright and development information: 'Copy right for West Bengal © 2017' and 'Developed by West Bengal'.

FIELD NAME	DESCRIPTION	REMARKS
Download Template	Button to generate beneficiary bulk upload format	<ul style="list-style-type: none">Clicking this button will download bulk beneficiary upload excel format file in user's local system
Choose File	Upload location of duly filled in bulk beneficiary upload data file	<ul style="list-style-type: none">User can select path of his local machine where duly filled in bulk beneficiary upload data file is saved
Submit	Button to upload beneficiary bulk data in SSY database	<ul style="list-style-type: none">Clicking this button will upload the bulk beneficiary data file in SSY database

On selecting Single Registration the user is redirected to a page from where single user registration can be done. Details of registration process are described as follows,

- New Beneficiary Registration (Refer Section 6.4 of this document)
- Existing Beneficiary Registration (Refer Section 6.3 of this document)

2.8 Logout

The DLC user can log out of the SSY application by clicking on the Logout link



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

▲ 2

Welcome Dic Dlc

Edit Profile

Change Password

Logout

Enter SSIN Number



Application Status From Month To Date

	Received	Approved	Pending	Rejected
SSY	12	5	7	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

Copy right for West Bengal. © 2017

Activate Windows

Go to PC settings to activate Windows

Developed by West Bengal

3. Assistant Labour Commissioner

3.1 Login

The Assistant Labour Commissioner can log into the SSY portal by clicking on the Login link in the homepage

Site Counter : 0

Login A+ | A- | A | A Select Language English

Department of Labour
Government of West Bengal

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

BISWA BANGLA

Home About Us RTI Acts & Rules Contact Us Help About SSY Media

Search here

From the Desk of

Smt. Mamata Banerjee
Hon'ble Chief Minister
Govt. of West Bengal
Read More

Sri. Moloy Ghatak
Minister-in-Charge
Labour Dept. Govt. of West Bengal
Read More

Sri. Jakir Hossain
Minister of State
Labour Dept. Govt. of West Bengal
Read More

Sri. Gopal Krishna, IAS
Additional Chief Secretary
Labour Dept. Govt. of West Bengal
Read More

APPLY ONLINE PUBLICATIONS ANNOUNCEMENTS

This will bring up the login prompt as shown below. Being departmental user the ALC should select the Department option and input user id and password received through SMS and then click on Login button

Site Counter : 0

Login A+ | A- | A | A Select Language English

Department of Labour
Government of West Bengal

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

From the Desk of

Smt. Mamata Banerjee
Hon'ble Chief Minister
Govt. of West Bengal
Read More

Sri. Moloy Ghatak
Minister-in-Charge
Labour Dept. Govt. of West Bengal
Read More

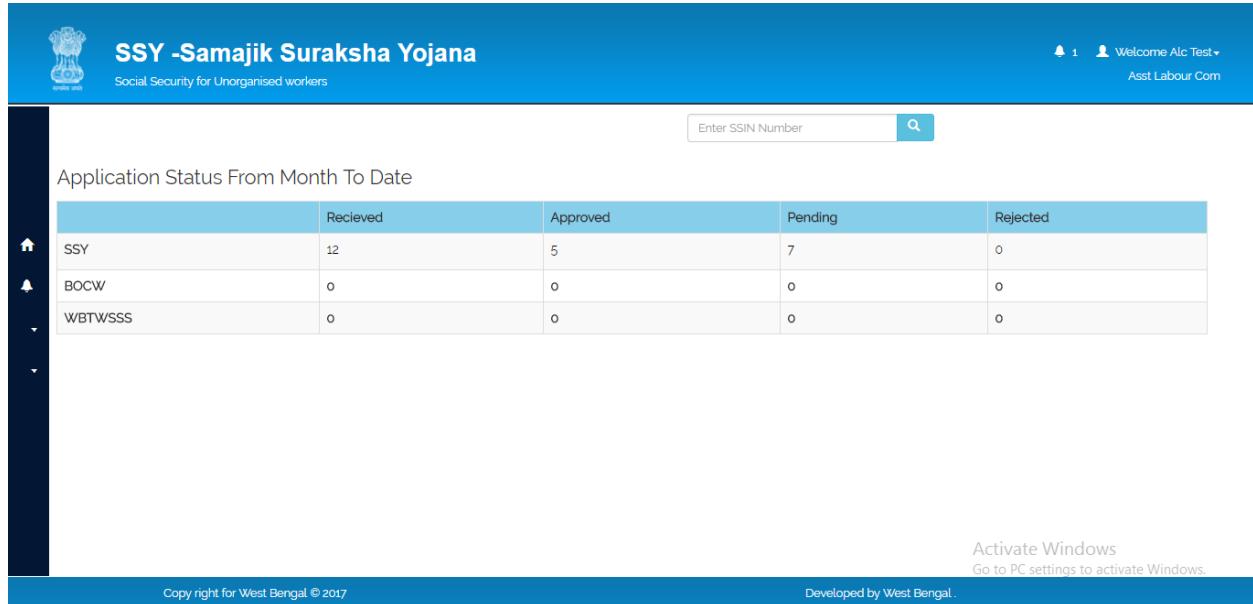
Sri. Jakir Hossain
Minister of State
Labour Dept. Govt. of West Bengal
Read More

Sri. Gopal Krishna, IAS
Additional Chief Secretary
Labour Dept. Govt. of West Bengal
Read More

APPLY ONLINE PUBLICATIONS ANNOUNCEMENTS

3.2 Dashboard

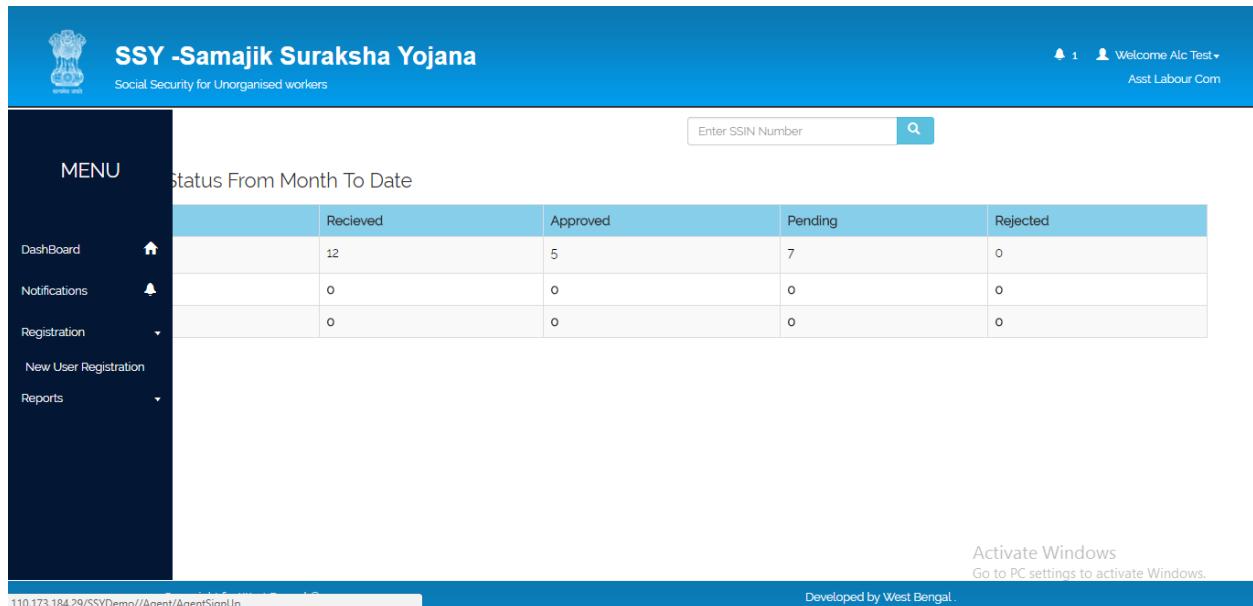
Upon successful login the Assistant Labour Commissioner is provided a dashboard for Scheme wise Received Details, Approved Details, Pending Details, Rejected Details, Total Application Request and SSY Card Issuance Status



The screenshot shows the SSY -Samajik Suraksha Yojana dashboard. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message "Welcome Alc Test" with a dropdown arrow. To the right of the header is a search bar with the placeholder "Enter SSIN Number" and a magnifying glass icon. Below the header, there is a sidebar with icons for Home, Notifications, and a dropdown menu. The main content area displays a table titled "Application Status From Month To Date". The table has columns for "Received", "Approved", "Pending", and "Rejected". It lists three categories: SSY, BOCW, and WBTWSSS. The data for SSY is: Received 12, Approved 5, Pending 7, Rejected 0. The data for BOCW and WBTWSSS is: Received 0, Approved 0, Pending 0, Rejected 0. At the bottom of the page, there are copyright information "Copy right for West Bengal © 2017", developer information "Developed by West Bengal.", and a Windows activation notice "Activate Windows Go to PC settings to activate Windows.".

3.3 Registration

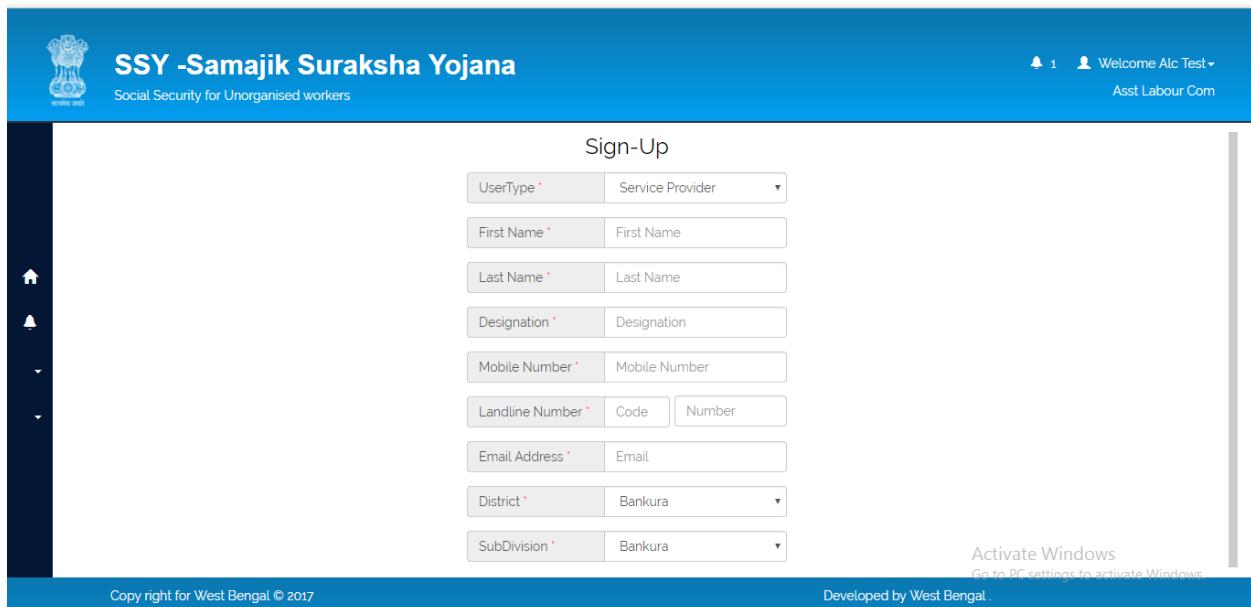
The ALC user can create SLO user through Registration->New User Registration



The screenshot shows the SSY -Samajik Suraksha Yojana registration page. The layout is similar to the dashboard, with the Indian national emblem, "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and "Welcome Alc Test" at the top. A sidebar on the left is labeled "MENU" and contains links for "DashBoard", "Notifications", "Registration", "New User Registration", and "Reports". The main content area shows a table titled "Status From Month To Date", which is identical to the one in the dashboard, showing application statistics for SSY, BOCW, and WBTWSSS. At the bottom of the page, there is developer information "Developed by West Bengal.", a Windows activation notice "Activate Windows Go to PC settings to activate Windows.", and a URL "110.173.184.29/SSYDemo//Agent/AgentSignUp".

In the subsequent page the ALC user need to capture all the mandatory details and click on Register button to complete the registration process

1. Capture Name, Mobile Number, e-Mail Id
2. Assign Location by selecting district, Sub-division

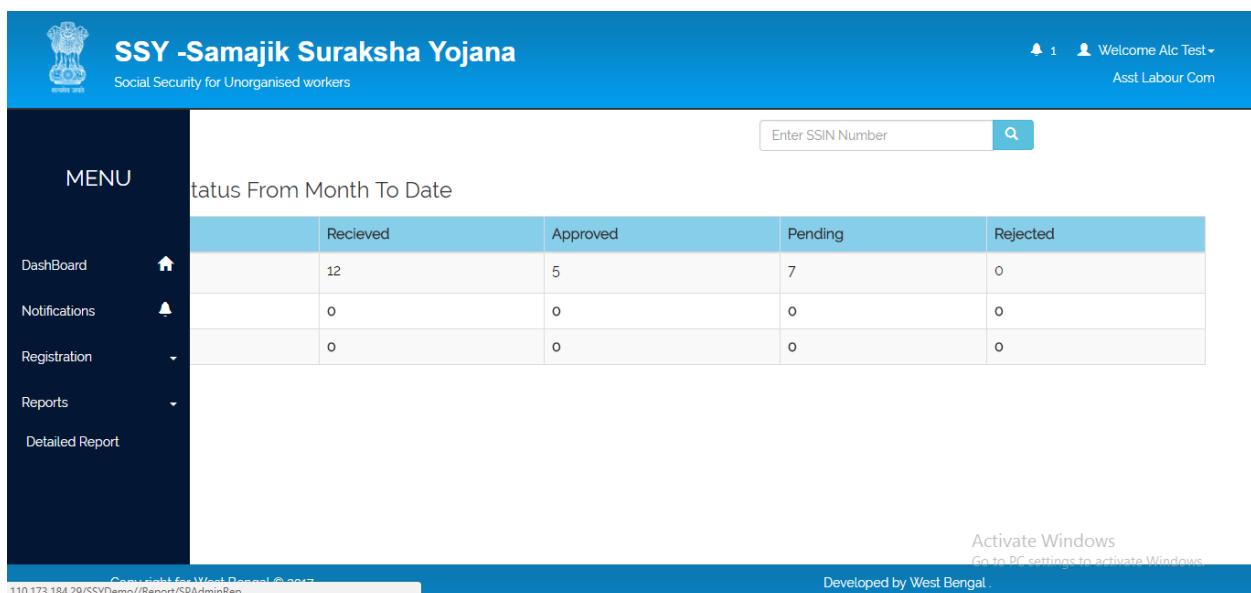


The screenshot shows the SSY -Samajik Suraksha Yojana sign-up page. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message "Welcome Alc Test" with a notification icon. On the left, there is a vertical sidebar with icons for home, notifications, registration, and reports. The main content area is titled "Sign-Up" and contains fields for User Type (dropdown), First Name, Last Name, Designation, Mobile Number, Landline Number (Code and Number), Email Address, District (Bankura), and SubDivision (Bankura). At the bottom right, there are links to "Activate Windows" and "Go to PC settings to activate Windows". The footer includes copyright information "Copy right for West Bengal © 2017" and "Developed by West Bengal".

After Registration, SLO should upload requisite supporting docs
 ALC can verify application wise supporting docs and take decision to Approve or Reject from his dashboard. On approval, SLO should able to do other activities. On Request basis, SLO Application status can be verified with SLO Id

3.4 Reports

Requisite MIS Reports are provided under Reports section



The screenshot shows the SSY -Samajik Suraksha Yojana reports dashboard. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message "Welcome Alc Test" with a notification icon. On the left, there is a vertical sidebar with icons for DashBoard, Notifications, Registration, Reports (with a dropdown menu for Detailed Report), and a search bar "Enter SSIN Number" with a magnifying glass icon. The main content area has a title "status From Month To Date" and a table showing data for three categories: Received (12, 0, 0), Approved (5, 0, 0), Pending (7, 0, 0), and Rejected (0, 0, 0). At the bottom right, there are links to "Activate Windows" and "Go to PC settings to activate Windows". The footer includes copyright information "Copyright for West Bengal © 2017" and "Developed by West Bengal".

The ALC user can use the filters to generate reports as per requirement



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Welcome Alc Test Asst Labour Com

District: Bankura SubDivision: Bankura From Date: 29-08-2017 To Date: 29-08-2017

Submit

Beneficiary Details

SSIN Number	Scheme Registration	Date of Registration	Name	Father's Name	Date Of Birth	Mobile No	District	SubDivision	Location	Status
No data available in table										

Showing 0 to 0 of 0 entries

Search:

Previous Next

Activate Windows
Go to PC settings to activate Windows.

Copy right for West Bengal © 2017 Developed by West Bengal.

3.5 Notification

The Notification module can be used for following purposes

- This module is to view Notifications and Circulars download
- User should able to view alert if any new notification is received



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Welcome Alc Test Asst Labour Com

MENU	Description	Download
Dashboard	2017 2:13:14 PM	fghdhhhdhd
Notifications	2017 12:21:37 PM	Download
Registration	2017 12:21:37 PM	Download
Reports	2017 11:56:34 AM	Download
	2017 11:56:47 AM	No File
	2017 11:56:56 AM	No File
	2017 2:43:11 PM	No File
	2017 2:43:39 PM	No File
	2017 2:45:08 PM	No File
	2017 12:29:10 PM	sgdfhfhdhgf

Activate Windows
Go to PC settings to activate Windows.

Copyright for West Bengal © 2017 Developed by West Bengal.

The ALC user can access edit profile module and change password modules from top right corner of the dashboard itself



SSY - Samajik Suraksha Yojana

Social Security for Unorganised workers

1 Welcome Alc Test ▾

[Edit Profile](#)

[Change Password](#)

[Logout](#)

Enter SSIN Number

Application Status From Month To Date

	Received	Approved	Pending	Rejected
SSY	12	5	7	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

Activate Windows
Go to PC settings to activate Windows.

Copyright for West Bengal © 2017 110.173.184.29/SSYDemo//Home/DeptDashboard Developed by West Bengal.

3.6 Edit Profile

Edit Profile module could be used to change profile details



SSY - Samajik Suraksha Yojana

Social Security for Unorganised workers

1 Welcome Alc Test ▾

Asst Labour Com

User Modifications

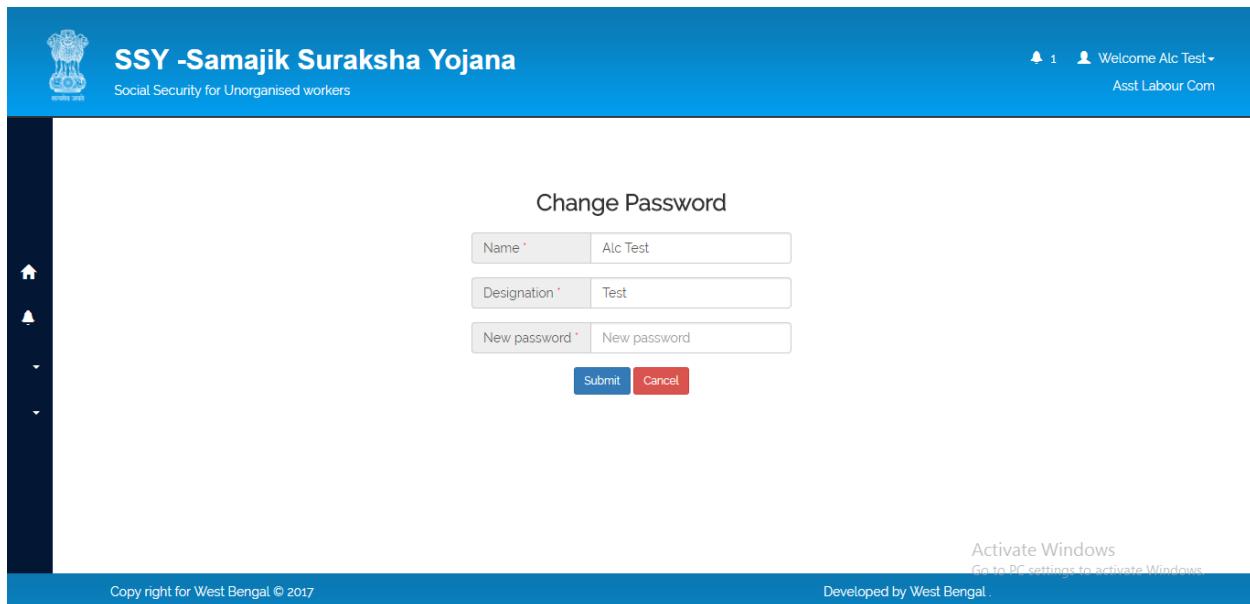
First Name *	Alc
Last Name *	Test
Designation *	Test
Mobile Number *	9030355300
Landline Number *	1234 1222222
Role	Asst Labour Com
Email Address	srikar@raminfo.com
District	Bankura
SubDivision	Bankura.

Activate Windows
Go to PC settings to activate Windows.

Copyright for West Bengal © 2017 Developed by West Bengal.

3.7 Change Password

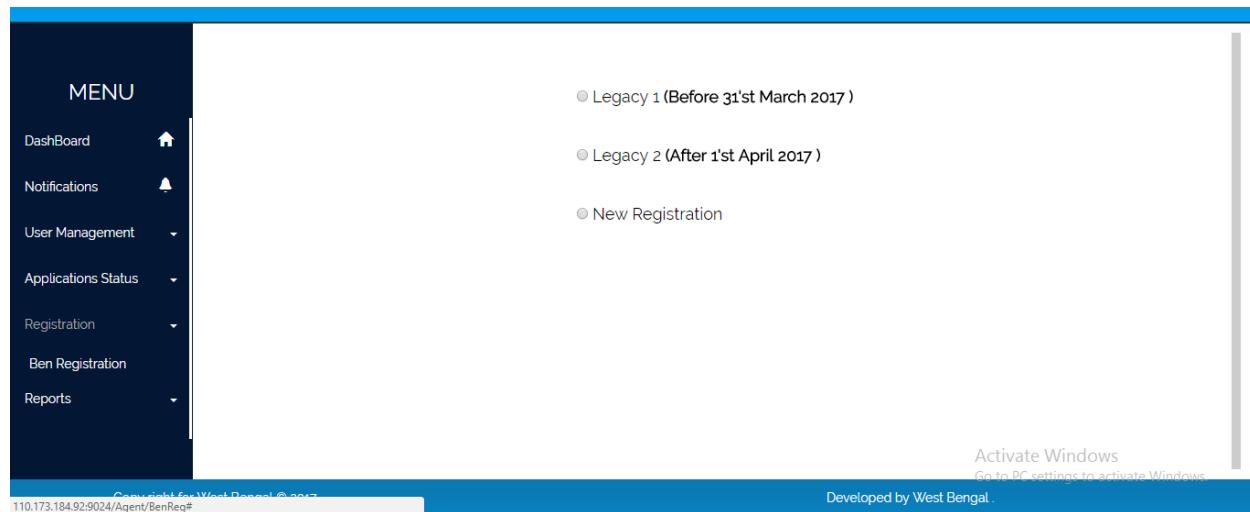
Change Password module is to update existing password with new password



The screenshot shows the SSY - Samajik Suraksha Yojana website's 'Change Password' page. At the top, there is a blue header bar with the logo of India, the text 'SSY - Samajik Suraksha Yojana', 'Social Security for Unorganised workers', and a welcome message 'Welcome Alc Test' with a notification icon showing '1'. Below the header is a sidebar with icons for home, notifications, user management, applications status, registration, and reports. The main content area has a title 'Change Password' and three input fields: 'Name *' with 'Alc Test', 'Designation *' with 'Test', and 'New password *' with 'New password'. At the bottom are 'Submit' and 'Cancel' buttons. A watermark for 'Activate Windows' is visible in the background.

3.8 Beneficiary Registration

ALC can register beneficiary from their dashboard using the “Ben Registration” module

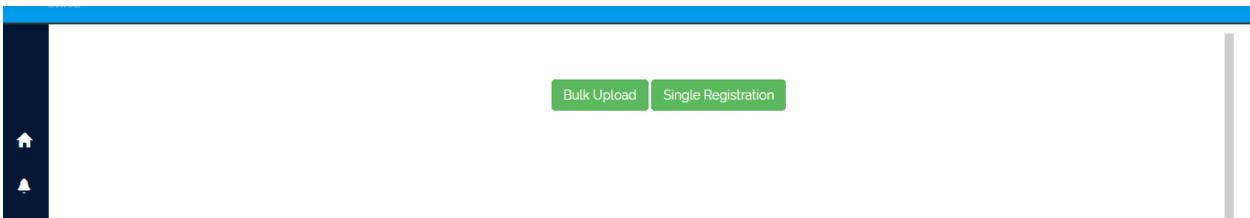


The screenshot shows the SSY - Samajik Suraksha Yojana website's 'Ben Registration' module. On the left is a dark sidebar menu with 'MENU' at the top, followed by 'DashBoard', 'Notifications', 'User Management', 'Applications Status', 'Registration', 'Ben Registration', and 'Reports'. The main content area shows three radio button options for registration: 'Legacy 1 (Before 31st March 2017)', 'Legacy 2 (After 1st April 2017)', and 'New Registration'. A watermark for 'Activate Windows' is visible in the background. The footer contains copyright information 'Copyright for West Bengal © 2017 110.173.184.92:9024/Agent/BenReg#', a developer credit 'Developed by West Bengal.', and the Windows activation message 'Activate Windows Go to PC settings to activate Windows'.

Under each of the three different registration options namely,

- Legacy 1 (Before 31st March 2017)
- Legacy 2 (After 1st April 2017)
- New Registration

user has option to choose between Bulk Upload or Single Registration



On selecting Bulk Upload the user is redirected to a page with detailed instruction about the bulk upload procedure

The screenshot shows a 'Beneficiary Registration' page. At the top, there is a green button labeled 'Choose File' with the text 'No file chosen' next to it. Below this is a 'Submit' button. A 'Download Template' button is located further down. A table below provides guidance for data entry:

Field	Do's	Don'ts
Date Format (Registered Date & DOB)	Date formats should be in DD-MM-YYYY ONLY.	Do not use other characters than '-' while updating date field since, it will not allow the data to upload.
Beneficiary Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy' or 'XXXXXX' or 'usage of any special characters viz., @##\$\$%&&!!.
Father Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy'

At the bottom, there are copyright and development information: 'Copy right for West Bengal © 2017' and 'Developed by West Bengal'.

FIELD NAME	DESCRIPTION	REMARKS
Download Template	Button to generate beneficiary bulk upload format	<ul style="list-style-type: none">Clicking this button will download bulk beneficiary upload excel format file in user's local system
Choose File	Upload location of duly filled in bulk beneficiary upload data file	<ul style="list-style-type: none">User can select path of his local machine where duly filled in bulk beneficiary upload data file is saved
Submit	Button to upload beneficiary bulk data in SSY database	<ul style="list-style-type: none">Clicking this button will upload the bulk beneficiary data file in SSY database

On selecting Single Registration the user is redirected to a page from where single user registration can be done. Details of registration process are described as follows,

- New Beneficiary Registration (Refer Section 6.4 of this document)
- Existing Beneficiary Registration (Refer Section 6.3 of this document)

3.9 Logout

The ALC user can log out of the SSY application by clicking on the Logout link



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

▲ 1

Welcome Alc Test*

Edit Profile

Change Password

Logout

Enter SSIN Number



Application Status From Month To Date

	Recieved	Approved	Pending	Rejected
SSY	12	5	7	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

Copy right for West Bengal. © 2017

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal

4. Inspector

4.1 Login

The Inspector can log into the SSY portal by clicking on the Login link in the homepage

Site Counter : 0

Login A+ | A- | A | A Select Language English

Department of Labour
Government of West Bengal

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

From the Desk of

Smt. Mamata Banerjee
Hon'ble Chief Minister
Govt. of West Bengal
Read More

Sri. Moloy Ghatak
Minister-in-Charge
Labour Dept., Govt. of West Bengal
Read More

Sri. Jakir Hossain
Minister of State
Labour Dept., Govt. of West Bengal
Read More

Sri. Gopal Krishna, IAS
Additional Chief Secretary
Labour Dept., Govt. of West Bengal
Read More

Empowering unorganized workers to face every exigency of life

APPLY ONLINE PUBLICATIONS ANNOUNCEMENTS

This will bring up the login prompt as shown below. Being departmental user the Inspector should select the Department option and input user id and password received through SMS and then click on Login button

Site Counter : 0

Login A+ | A- | A | A Select English

Department Labour Government of West Bengal

SSY -Samajik Suraksha Yojana Social Security for Unorganised workers

From the Desk of

Smt. Mamata Banerjee
Hon'ble Chief Minister
Govt. of West Bengal
Read More

Sri. Moloy Ghatak
Minister-in-Charge
Labour Dept., Govt. of West Bengal
Read More

Sri. Jakir Hossain
Minister of State
Labour Dept., Govt. of West Bengal
Read More

Sri. Gopal Krishna, IAS
Additional Chief Secretary
Labour Dept., Govt. of West Bengal
Read More

Activate Windows
Go to PC settings to activate Windows

Log In

Department: Beneficiary Service Provider

User ID: Inspector

Password:
 Remember me
[Forgot password?](#)

SSY Samajik Suraksha Yojana Social Security for Unorganised workers

PROVIDENT FUND EDUCATION BENEFITS under SSY DEATH & DISABILITY TRAINING IN SAFETY & SKILL DEVELOPMENT HEALTH & FAMILY WELFARE Additional benefits for CONSTRUCTION WORKERS • Beneficiary & Family pension • Invalid Pension Additional benefits for TRANSPORT WORKERS • Beneficiary & Family pension • Additional Medical benefits

4.2 Dashboard

Upon successful login the Inspector is provided a dashboard for Scheme wise Received Details, Approved Details, Pending Details, Rejected Details, Total Application Request and SSY Card Issuance Status



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Welcome Srikar Vayda-
Inspector

Application Status From Month To Date

	Received	Approved	Pending	Rejected
SSY	12	5	7	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

4.3 Application Status

1. Beneficiary Registration details will be binding to respective jurisdiction wise Inspector and can be viewed under Application Status module
 2. This Application Status module consists
 - a. Pending - Unattended Request



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

0
Welcome Srikanth Vaidya -
Inspector

SSY

WBTWSSS

BOGW

SSY Pending Application Summary

SSY Pending Application Summary							Search: <input type="text"/>
Show 10 entries							
S.No	Provisional/SSIN Number	Applicant Name	Applicant Date	Status	Age(Days)	Enclosed Document	Duplication
1		dffdfhgj dffdfhgjgj	08-18-2017	Pending	11	/UploadFiles/Photos/T237080000001_Photo.jpg /UploadFiles/Signatures/T237080000001_Sign_scan164.jpg /UploadFiles/BankPassBook/T237080000001_BankPassBook.jpeg /UploadFiles/Form/T237080000001_Form.png	<button style="border: 1px solid #0070C0; color: #0070C0; padding: 2px 10px; border-radius: 5px;">Duplicate</button>
2		sdgsdgdgdffgj ryeryteryturtrui	08-18-2017	Pending	11	/UploadFiles/Photos/T237080000001_Photo.jpg /UploadFiles/Signatures/T237080000001_Sign_scan164.jpg /UploadFiles/BankPassBook/T237080000001_BankPassBook.jpeg /UploadFiles/Form/T237080000001_Form.png	<button style="border: 1px solid #0070C0; color: #0070C0; padding: 2px 10px; border-radius: 5px;">Duplicate</button>
3			08-17-2017	Pending	12	/UploadFiles/Photos/T237080000001_Photo.jpg	<button style="border: 1px solid #0070C0; color: #0070C0; padding: 2px 10px; border-radius: 5px;">Duplicate</button>

In case Application found duplicate entries with Registration details, application displays list of such records, out of which Inspector verifies and selects one to process for SSIN and remaining will get updated as futile

SSIN is a 12-digit number which comprises the following format

1st digit - Occupation Type

2nd and 3rd digits - RLO Code

4th and 5th digits - Location Code

6th digit (New) - Kept it as '0' value

7th to 12th digits - Location wise Running Number

The screenshot shows the SSY-Samajik Suraksha Yojana application interface. A modal dialog box is open, titled "Samajik Suraksha Yojana". The dialog contains a table with three rows of data, each representing a duplicate entry. The columns in the table are: S.No, SSIN No/Provisional No, Scheme, Registration Date, Applicant Name, Father Name, Date of Birth, Mobile No, District, RLO, Location, Aadhar, and Status. The data in the table is as follows:

S.No	SSIN No/Provisional No	Scheme	Registration Date	Applicant Name	Father Name	Date of Birth	Mobile No	District	RLO	Location	Aadhar	Status
1	CN30010008109	BOCW	01/01/1959	Sunitha Roy	BHANDHU BAURI	01/01/1959	8341095978	Bankura	Bankura	Bankura-1	466987	Pending
2	CN30010008109	BOCW	01/01/1959	Sunitha Roy	BHANDHU BAURI	01/01/1959	8341095978	Bankura	Bankura	Bankura-1	466987	Pending
2	CN30010008110	BOCW	01/01/1959	Sunitha Roy	BHANDHU BAURI	01/01/1959	8341095978	Bankura	Bankura	Bankura-1	466987	Pending

Below the table, there are three buttons: "Close", "Approved", and "Rejected". The "Approved" button is highlighted in blue. The "Rejected" button is also blue. The "Close" button is white.

b. Approved - Verified and submitted for SSIN Generation

The screenshot shows the SSY-Samajik Suraksha Yojana application interface. The main title is "SSY - Samajik Suraksha Yojana" and the subtitle is "Social Security for Unorganised workers". The top right corner shows the user "Welcome Srikanth Vaidya" and "Inspector".

The page is titled "Approved Application Summary". It features a table with the following columns: S.No, Provisional/SSIN Number, Applicant Name, Applicant Date, Status, and Age(Days). The data in the table is as follows:

S.No	Provisional/SSIN Number	Applicant Name	Applicant Date	Status	Age(Days)
1	undefined	sdfsdfg sdfsgdsfg	08-17-2017	Approved	12
2	undefined	dsgdrfgh dhfgh	08-15-2017	Approved	14
3	undefined	dgdfhdh djfjgj	08-12-2017	Approved	17
4	undefined	gfjfjgj fgfjgj	08-07-2017	Approved	22
5	undefined	Sunitha Das	07-28-2017	Approved	32

At the bottom left, it says "Showing 1 to 5 of 5 entries". At the bottom right, there are buttons for "Previous" and "Next", with "1" in the center. The page footer includes "Activate Windows", "Go to PC settings to activate Windows.", "Copy right for West Bengal © 2017", and "Developed by West Bengal".

c. Rejected - Verified and rejected due to improper documentation, duplicate entry etc.

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Srikar Vayda+
Inspector

SSY WBTWSS BOCW

Rejected Application Summary

Show 10 entries Search:

S.No	Provisional/SSIN Number	Applicant Name	Applicant Date	Status	Age(Days)	Remarks
No data available in table						

Showing 0 to 0 of 0 entries Previous Next

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal.

Copy right for West Bengal © 2017

3. Inspector has to act on Registration Request, Verify the Registration details, Verify Uploaded docs by clicking on each applicant name

SSY -Samajik Suraksha Yojana

Name: **sdgsdhgdfhdjffgj ryeryretyurtutru** SSIN/Reg.no:

Father Name: **srygdrfhdftfgj** Date of Birth: **18-03-1967**

Age: **50** Gender: **Male**

Beneficiary Details

First Name: sdgsdhgdfhdjffgj ryeryretyurtutru	Marital Status: Married	Religion: Hindu
Occupation: ConstructionWorker	Social Category: General	BPL No.:
Mobile no: 3534534645	Email: dsunitha@raminfo.com	

Permanent Address

State: West Bengal	District: Bankura	Sub Division: Bankura
Block/Municipality/Corporation : Block	Block/Municipality/Corporation (Name): Bankura-I	P.S: Barjora
PIN code: 722173	GP/Ward: 3453464574	Village/Street/Road: signdhudi

Activate Windows
Go to PC settings to activate Windows.

4. Based on application review the Inspector may decide accordingly and can choose to approve the application by clicking on Verified button or can also reject the application by clicking on the Rejected button

Income Details

My monthly family income from all sources: Rs. **7000**

Bank Details

District : Bankura	Bank Name : ALLAHABAD BANK	Account Number : 2534634645756875
Location : KALNA	Branch Name : BAMANTORE	IFSC Code : ALLA0213481

Upload Documents

- Photo
- Signature
- Aadhar Card : **235234534634**
- Bank Passbook :
- ID Proof **2353464575467568**
- Form

Close **Verified** **Rejected** Go to PC settings to activate Windows.

Developed by West Bengal.

4.4 Reports

Requisite MIS Reports are provided under Reports section

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Srikar Vaydya Inspector

MENU

- Dashboard
- Notifications
- Applications Status
- Reports
- Detailed Report

Enter SSIN Number

	Received	Approved	Pending	Rejected
	12	5	7	0
	0	0	0	0
	0	0	0	0

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal.

The Inspector can use the filters to generate reports as per requirement



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Profile Welcome Srikanth Vaidya Inspector

District Bankura SubDivision Bankura Location -- Select Location -- From Date 29-08-2017

To Date 29-08-2017 Submit

Search:

Beneficiary Details								Address		
SSIN Number	Scheme Registration	Date of Registration	Name	Father's Name	Date Of Birth	Mobile No	District	SubDivision	Location	Status
No data available in table										

Showing 0 to 0 of 0 entries Previous Next

Activate Windows
Go to PC settings to activate Windows

Developed by West Bengal

Copy right for West Bengal © 2017

4.5 Notification

The Notification module can be used for following purposes

1. This module is to view Notifications and Circulars download
2. User should able to view alert if any new notification is received



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Profile Welcome Srikanth Vaidya Inspector

MENU

- Dashboard
- Notifications
- Applications Status
- Reports

	Description	Download
2017 1:07:37 PM	Test	Download
2017 2:13:14 PM	fghdhdhdhd	No File
2017 12:21:37 PM		Download
2017 12:21:37 PM		Download
2017 11:56:34 AM		Download
2017 11:56:47 AM		No File
2017 11:56:56 AM		No File
2017 2:43:11 PM		No File
2017 2:45:08 PM		No File
2017 12:29:10 PM	sgdfhafhdfhgfg	No File

Activate Windows
Go to PC settings to activate Windows

Developed by West Bengal

Copyright for West Bengal © 2017
110.173.184.29/SSYDemo//Home/GetNotifications

The Inspector can access edit profile module and change password modules from top right corner of the dashboard itself

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Srikanth Vaidya

Enter SSIN Number

Application Status From Month To Date

	Received	Approved	Pending	Rejected
SSY	0	0	0	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal.

4.6 Edit Profile

Edit Profile module could be used to change profile details

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Srikanth Vaidya
Inspector

User Modifications

First Name *	Srikanth
Last Name *	Vaidya
Designation *	Accountant
Mobile Number *	9030355301
Landline Number *	1234 1222222
Role	Inspector
Email Address	srikanth@raminfo.com
District	Bankura
SubDivision	Bankura

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal.

4.7 Change Password

Change Password module is to update existing password with new password

The screenshot shows the 'Change Password' page of the SSY - Samajik Suraksha Yojana website. At the top, there is a blue header bar with the logo of India and the text 'SSY - Samajik Suraksha Yojana' and 'Social Security for Unorganised workers'. On the right side of the header, it says 'Welcome Srikanth Vaidya - Inspector'. Below the header, there is a sidebar on the left with icons for home, notifications, user management, applications status, registration, Ben Registration, and reports. The main content area has a title 'Change Password' and three input fields: 'Name *' with 'Srikanth Vaidya' entered, 'Designation *' with 'Accountant' entered, and 'New password *' with 'New password' entered. At the bottom of the form are two buttons: 'Submit' (blue) and 'Cancel' (red). At the very bottom of the page, there is a footer bar with the text 'Copy right for West Bengal © 2017' on the left, 'Activate Windows Go to PC settings to activate Windows' in the center, and 'Developed by West Bengal.' on the right.

4.8 Beneficiary Registration

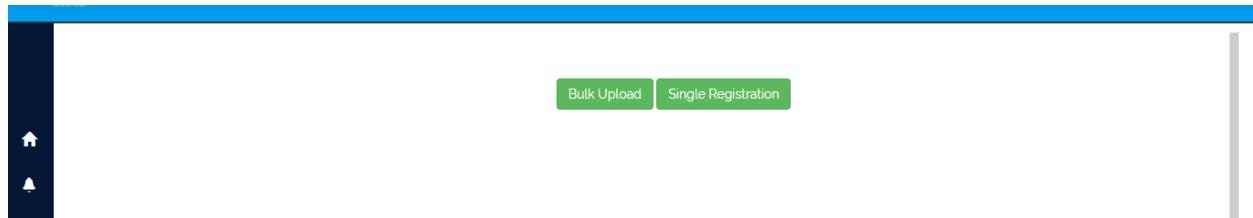
Inspectors can register beneficiary from their dashboard using the “Ben Registration” module

The screenshot shows the 'Beneficiary Registration' page of the SSY - Samajik Suraksha Yojana website. On the left, there is a dark sidebar titled 'MENU' with options: DashBoard, Notifications, User Management, Applications Status, Registration, Ben Registration, and Reports. The main content area shows three radio button options for registration: 'Legacy 1 (Before 31st March 2017)' (selected), 'Legacy 2 (After 1st April 2017)', and 'New Registration'. At the bottom of the page, there is a footer bar with the text 'Copy right for West Bengal © 2017' on the left, 'Activate Windows Go to PC settings to activate Windows' in the center, and 'Developed by West Bengal.' on the right.

Under each of the three different registration options namely,

- Legacy 1 (Before 31'st March 2017)
- Legacy 2 (After 1'st April 2017)
- New Registration

user has option to choose between Bulk Upload or Single Registration



On selecting Bulk Upload the user is redirected to a page with detailed instruction about the bulk upload procedure

Beneficiary Registration

Choose File No file chosen

Submit

Download Template

Field	Do's	Don'ts
Date Format (Registered Date & DOB)	Date formats should be in DD-MM-YYYY ONLY.	Do not use other characters than '-' while updating date field since, it will not allow the data to upload.
Beneficiary Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy' or 'XXXXXX' or 'usage of any special characters viz., @##\$\$%&&!!.
Father Name	Use proper names while updating beneficiary data	Do not Insert junk values in beneficiary name as 'Dummy' or 'Dumy'

Copyright for West Bengal © 2017 Developed by West Bengal.

FIELD NAME	DESCRIPTION	REMARKS
Download Template	Button to generate beneficiary bulk upload format	<ul style="list-style-type: none"> Clicking this button will download bulk beneficiary upload excel format file in user's local system
Choose File	Upload location of duly filled in bulk beneficiary upload data file	<ul style="list-style-type: none"> User can select path of his local machine where duly filled in bulk beneficiary upload data file is saved
Submit	Button to upload beneficiary bulk data in SSY database	<ul style="list-style-type: none"> Clicking this button will upload the bulk beneficiary data file in SSY database

On selecting Single Registration the user is redirected to a page from where single user registration can be done. Details of registration process are described as follows,

- New Beneficiary Registration (Refer Section 6.4 of this document)
- Existing Beneficiary Registration (Refer Section 6.3 of this document)

4.9 Logout

The Inspector can log out of the SSY application by clicking on the Logout link

The screenshot shows the SSY - Samajik Suraksha Yojana application interface. At the top, there is a blue header bar with the logo of the Government of India and the text "SSY -Samajik Suraksha Yojana" and "Social Security for Unorganised workers". On the right side of the header, there are user profile icons, a notification count of 0, and links for "Edit Profile", "Change Password", and "Logout". Below the header, there is a search bar with the placeholder "Enter SSIN Number" and a magnifying glass icon. A sidebar on the left contains icons for Home, Notifications, and other navigation options. The main content area displays a table titled "Application Status From Month To Date" with columns for "Received", "Approved", "Pending", and "Rejected". The table rows show data for SSY, BOCW, and WBTWSSS, all with 0 counts in all categories. At the bottom of the page, there is a copyright notice "Copy right for West Bengal © 2017" and a developer credit "Developed by West Bengal".

	Received	Approved	Pending	Rejected
SSY	0	0	0	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal.

5. SLO

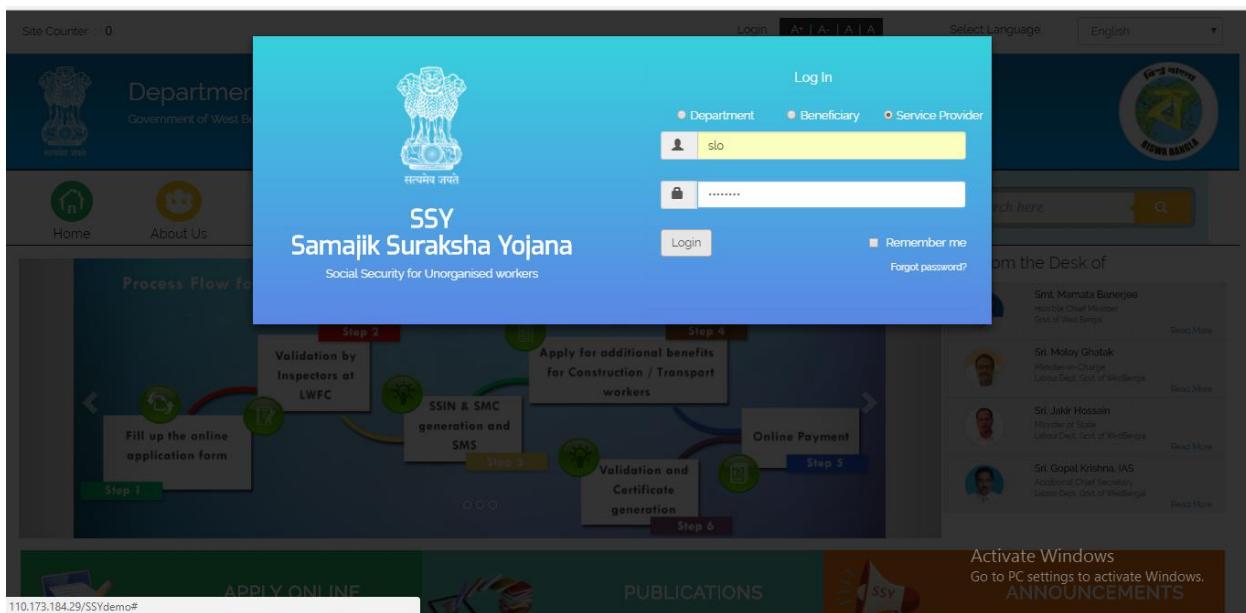
5.1 Login

After SLO Registration, User Credentials will be provided. SLO should upload requisite supporting documents to do further activities. SLO has to furnish Agreement, PAN, Proof of Id, Proof of Address, Bank Account etc. On getting Confirmation from ALC, Application should allow SLO to make Beneficiary Registrations etc.

The SLO can log into the SSY portal by clicking on the Login link in the homepage

The screenshot shows the official website of the Department of Labour, Government of West Bengal. The header features the Indian National Emblem and the text "Department of Labour, Government of West Bengal". To the right is the logo for "SSY - Samajik Suraksha Yojana" with the subtitle "Social Security for Unorganised workers". The top navigation bar includes links for "Login", "Select Language" (set to English), and a search bar. Below the header is a menu bar with icons for "Home", "About Us", "RTI", "Acts & Rules", "Contact Us", "Help", "About SSY", and "Media". A large banner image shows hands working with wood, with the text "Empowering unorganized workers to face every exigency of life". To the right of the banner is a sidebar titled "From the Desk of" featuring portraits and names of government officials: Smt. Mamata Banerjee, Sri. Moloy Ghatak, Sri. Jakir Hossain, and Sri. Gopal Krishna, IAS. At the bottom are three buttons: "APPLY ONLINE", "PUBLICATIONS", and "ANNOUNCEMENTS".

This will bring up the login prompt as shown below. Being service provider user the SLO should select the Service Provider option and input user id and password received through SMS and then click on Login button



5.2 Dashboard

Upon successful login the SLO is provided a dashboard for Scheme wise Received Details, Approved Details, Pending Details, Rejected Details, Total Application Request and SSY Card Issuance Status

The dashboard has a blue header with the text 'SSY -Samajik Suraksha Yojana' and 'Social Security for Unorganised workers'. It also displays a welcome message for 'Anil Kumar' as a 'Service Provider'. On the left, there's a vertical sidebar with icons for Home, Minis, and Log Out. The main content area shows a table titled 'Application Status From Month To Date' with columns for Scheme, Received, Approved, Pending, and Rejected. The table data is as follows:

Scheme	Received	Approved	Pending	Rejected
SSY	0	0	0	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

At the bottom, there are copyright and development information: 'Copy right for West Bengal © 2017' and 'Developed by West Bengal'.

The SLO can perform the below mentioned activities

1. On Request basis, Beneficiary SSY Scheme Certificate print out can be issued
2. On Request basis, Beneficiary SMC print out can be issued

3. On Request basis, Beneficiary subscriptions can be collected
4. Search Beneficiary details with SSIN or Mobile Number
5. Collect the Subscription from beneficiary for Annual or Monthly basis
6. Available mode is Cash or dd.
7. Transaction Amount will be remitted to department account, T+1 (as agreed)
8. On request basis, SLO can verify the SSY Registration status with Mobile Number or SSIN for other scheme Status

5.3 Reports

Requisite MIS Reports are provided under Reports section

The screenshot shows the SSY -Samajik Suraksha Yojana Agent Dashboard. The top navigation bar includes the Indian National Emblem, the title "SSY -Samajik Suraksha Yojana", the subtitle "Social Security for Unorganised workers", a user profile for "Welcome Anil Kumar - Service Provider", and a search bar "Enter SSIN Number".

The left sidebar is titled "MENU" and lists "DashBoard", "Registration", "Reports", "Payment Report", and "User Report".

The main content area displays a table titled "status From Month To Date" with the following data:

	Received	Approved	Pending	Rejected
Dashboard	0	0	0	0
Registration	0	0	0	0
Reports	0	0	0	0

The bottom of the page shows the URL "110.173.184.29/SSYDemo//Agent/AgentDashboard#" and the text "Developed by West Bengal".

5.3.1 Payment Report

The SLO can generate and view beneficiary payment details in this report

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Anil Kumar -
Service Provider

From Date: 07-09-2017 To Date: 07-09-2017 Submit

Search: []

Applicant Name	Payment Requestid	ConsumerNo	Scheme	Payment Type	Validity Till	Payment Date	Amount
No data available in table							
							Sum

Showing 0 to 0 of 0 entries Previous | Next

Copy right for West Bengal © 2017 Developed by West Bengal.

5.3.2 User Report

The SLO can generate and view detailed beneficiary report in this section

SSY -Samajik Suraksha Yojana
Social Security for Unorganised workers

Welcome Anil Kumar -
Service Provider

From Date: 07-09-2017 To Date: 07-09-2017 Submit

Search: []

SSIN Number	Scheme Registration	Date of Registration	Name	Father's Name	Date Of Birth	Mobile No	District	SubDivision	Location	Status
No data available in table										

Showing 0 to 0 of 0 entries Previous | Next

Copy right for West Bengal © 2017 Developed by West Bengal.

5.4 Registration

The SLO can perform beneficiary registration activity from this module

The screenshot shows the SSY - Samajik Suraksha Yojana dashboard. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", a notification icon (0), a user profile icon, and the text "Welcome Anil Kumar - Service Provider". Below the header is a search bar with the placeholder "Enter SSIN Number" and a magnifying glass icon. To the left is a dark sidebar labeled "MENU" containing links for "DashBoard", "Registration", "Ben Registration", and "Reports". The main content area displays a table titled "status From Month To Date" with columns for "Received", "Approved", "Pending", and "Rejected". The table has four rows corresponding to the menu items in the sidebar. The first row (DashBoard) shows 0 in all columns. The second row (Registration) shows 0 in all columns. The third row (Ben Registration) shows 0 in all columns. The fourth row (Reports) shows 0 in all columns. At the bottom of the page, the URL "110.173.184.29/SSYDemo//Agent/AgentDashboard#" is visible in the address bar, along with the text "Developed by West Bengal".

5.4.1 Beneficiary Registration

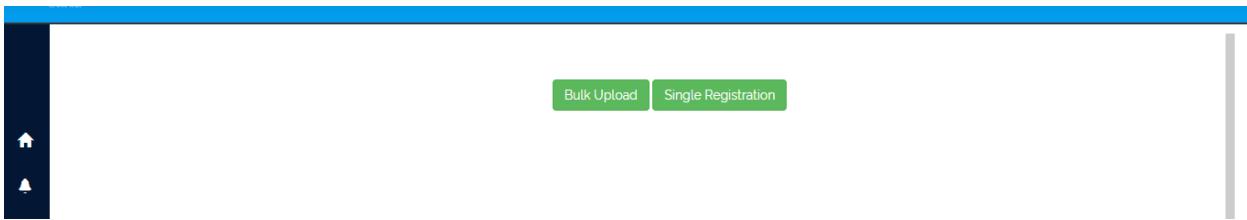
SLO can register beneficiary from their dashboard using the “Ben Registration” module

The screenshot shows the Ben Registration module. On the left is a dark sidebar labeled "MENU" with links for "DashBoard", "Notifications", "User Management", "Applications Status", "Registration", "Ben Registration", and "Reports". The main content area contains three radio buttons for registration options: "Legacy 1 (Before 31'st March 2017)", "Legacy 2 (After 1'st April 2017)", and "New Registration". At the bottom of the page, the URL "110.173.184.92:9024/Agent/BenReg#" is visible in the address bar, along with the text "Developed by West Bengal". There is also a watermark for "Activate Windows Go to PC settings to activate Windows".

Under each of the three different registration options namely,

- Legacy 1 (Before 31'st March 2017)
- Legacy 2 (After 1'st April 2017)
- New Registration

user has option to choose between Bulk Upload or Single Registration



On selecting Bulk Upload the user is redirected to a page with detailed instruction about the bulk upload procedure

The screenshot shows a 'Beneficiary Registration' page. At the top, there is a green button labeled 'Choose File' with the sub-label 'No file chosen'. Below it is a 'Submit' button. In the center, there is a 'Download Template' button. A table below provides instructions for the fields:

Field	Do's	Don'ts
Date Format (Registered Date & DOB)	Date formats should be in DD-MM-YYYY ONLY.	Do not use other characters than '-' while updating date field since, it will not allow the data to upload.
Beneficiary Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy' or 'XXXXXX' or 'usage of any special characters viz., @##\$\$%%&!!'.
Father Name	Use proper names while updating beneficiary data	Do not insert junk values in beneficiary name as 'Dummy' or 'Dumy'

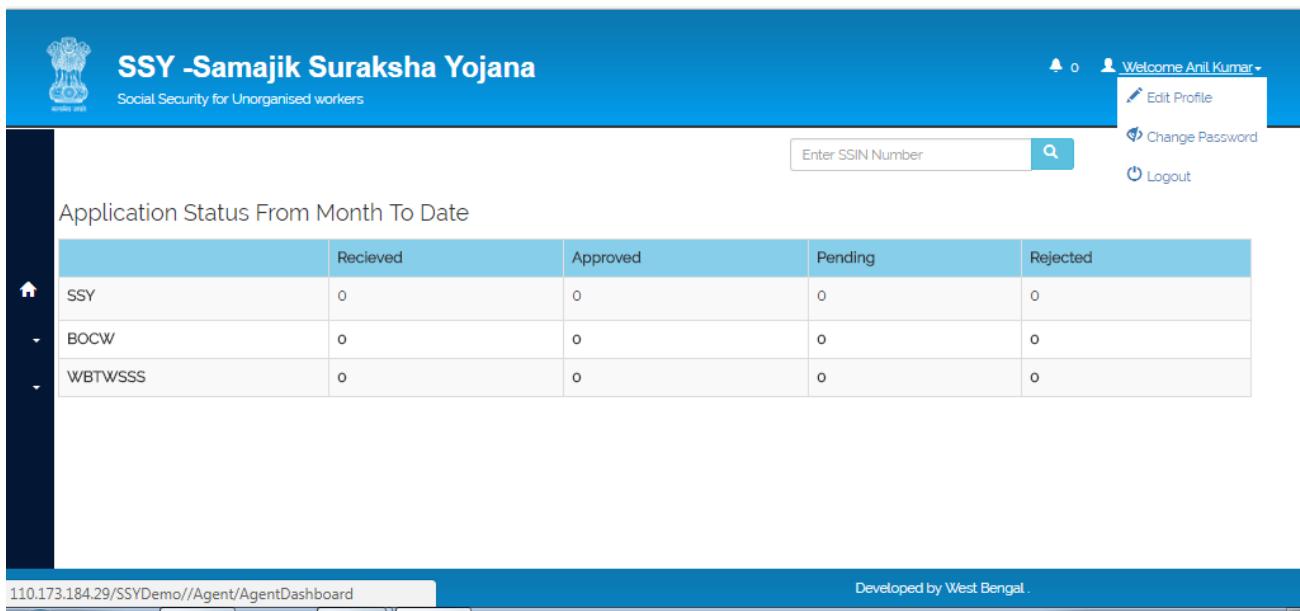
At the bottom left, it says 'Copy right for West Bengal © 2017' and at the bottom right, it says 'Developed by West Bengal'.

FIELD NAME	DESCRIPTION	REMARKS
Download Template	Button to generate beneficiary bulk upload format	<ul style="list-style-type: none">Clicking this button will download bulk beneficiary upload excel format file in user's local system
Choose File	Upload location of duly filled in bulk beneficiary upload data file	<ul style="list-style-type: none">User can select path of his local machine where duly filled in bulk beneficiary upload data file is saved
Submit	Button to upload beneficiary bulk data in SSY database	<ul style="list-style-type: none">Clicking this button will upload the bulk beneficiary data file in SSY database

On selecting Single Registration the user is redirected to a page from where single user registration can be done. Details of registration process are described as follows,

- New Beneficiary Registration (Refer Section 6.4 of this document)
- Existing Beneficiary Registration (Refer Section 6.3 of this document)

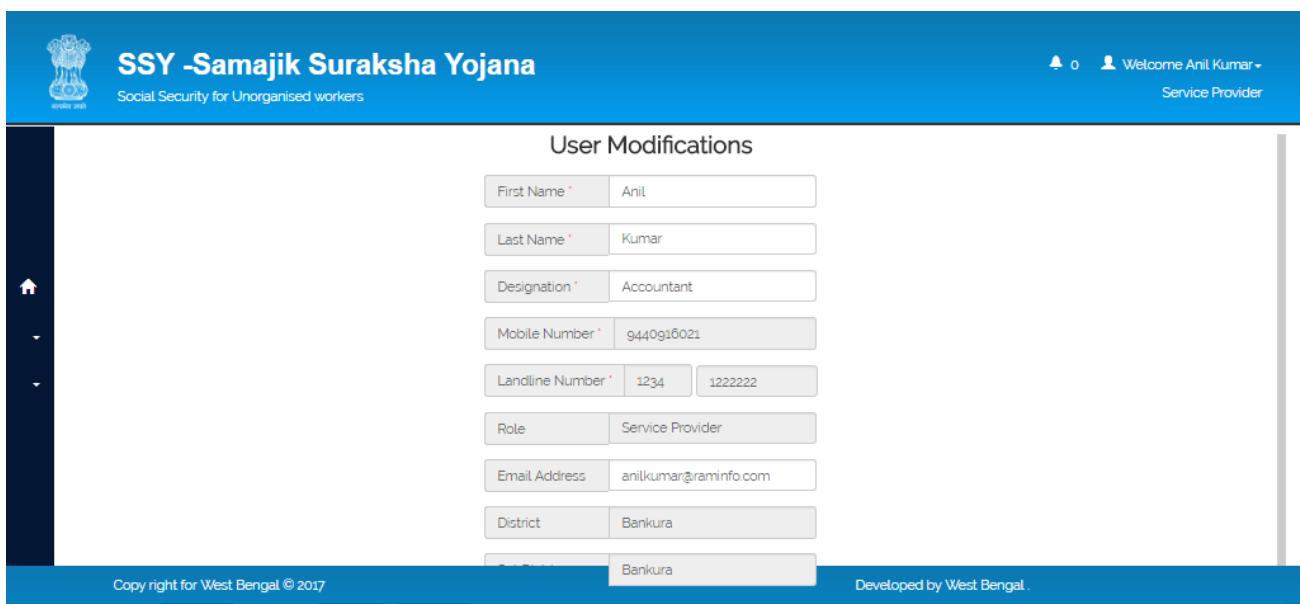
The SLO can access edit profile module and change password modules from top right corner of the dashboard itself



The screenshot shows the SSY -Samajik Suraksha Yojana Agent Dashboard. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message "Welcome Anil Kumar". On the right side of the header, there are links for "Edit Profile", "Change Password", and "Logout". Below the header, there is a search bar with the placeholder "Enter SSIN Number" and a magnifying glass icon. A table titled "Application Status From Month To Date" displays the count of applications received, approved, pending, and rejected for three categories: SSY, BOCW, and WBTWSSS. The counts are all zero for each category. At the bottom of the dashboard, there is a footer with the URL "110.173.184.29/SSYDemo//Agent/AgentDashboard" and the text "Developed by West Bengal".

5.5 Edit Profile

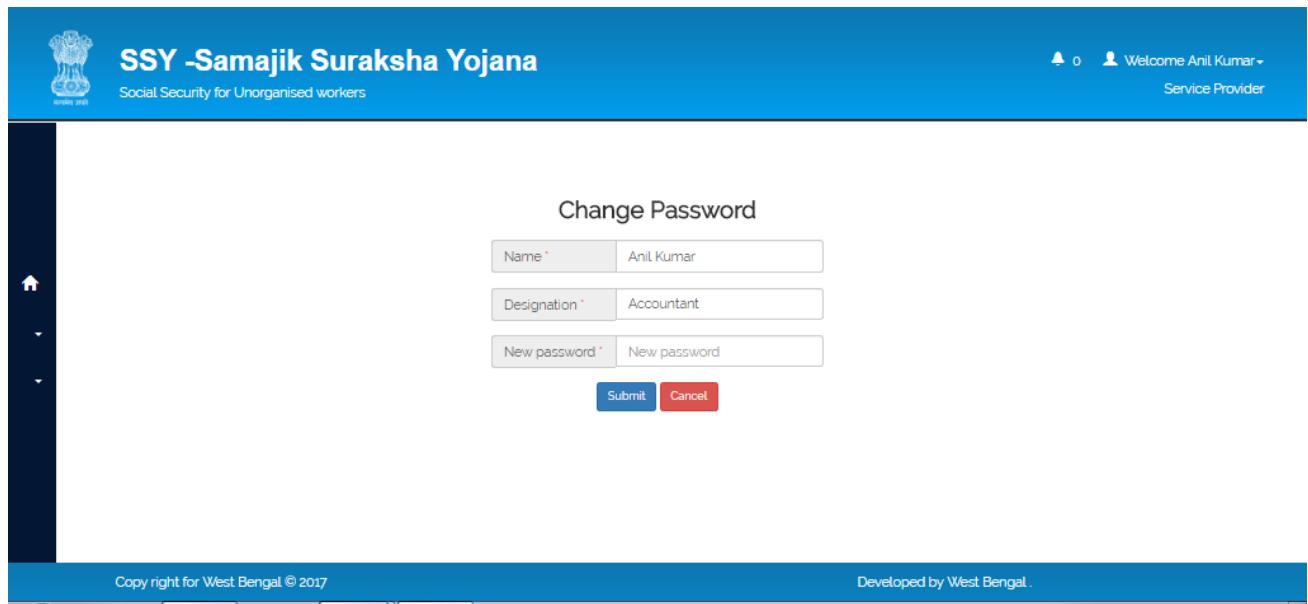
Edit Profile module could be used to change profile details



The screenshot shows the "User Modifications" section of the SSY -Samajik Suraksha Yojana application. At the top, there is a header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message "Welcome Anil Kumar". On the right side of the header, there is a link for "Service Provider". Below the header, there is a form titled "User Modifications" with fields for "First Name" (Anil), "Last Name" (Kumar), "Designation" (Accountant), "Mobile Number" (9440916021), "Landline Number" (1234, 1222222), "Role" (Service Provider), "Email Address" (anilkumar@raminfo.com), "District" (Bankura), and "Pincode" (Bankura). At the bottom of the page, there is a footer with the text "Copy right for West Bengal © 2017" and "Developed by West Bengal".

5.6 Change Password

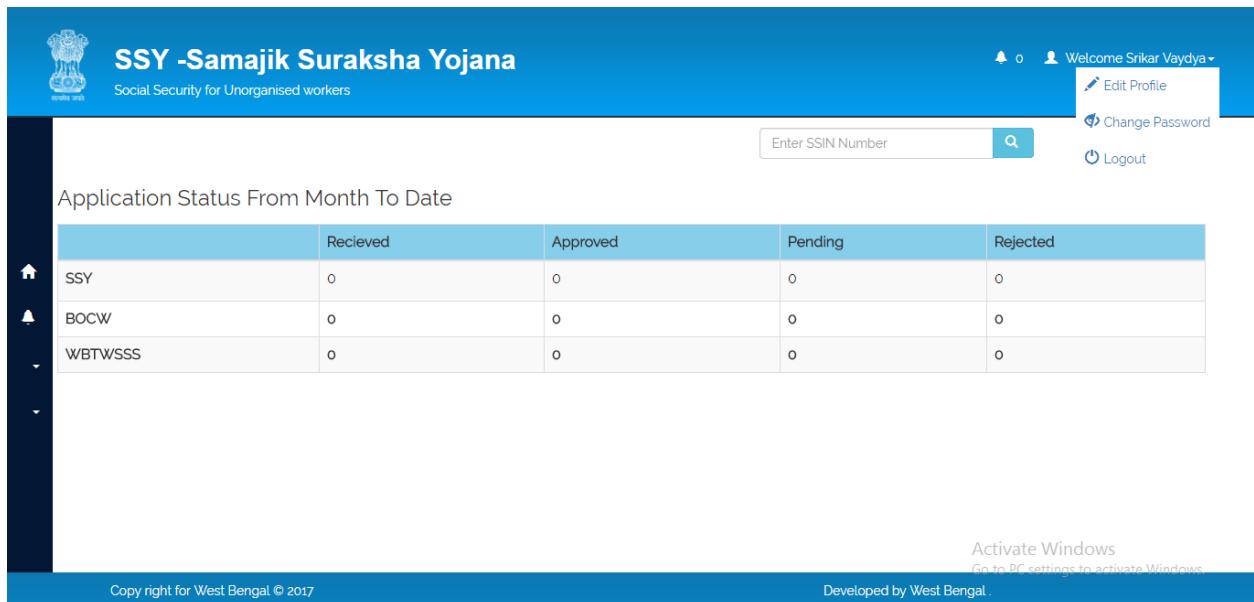
Change Password module is to update existing password with new password



The screenshot shows the 'Change Password' page of the SSY application. At the top, there is a header with the Indian National Emblem, the text 'SSY -Samajik Suraksha Yojana', 'Social Security for Unorganised workers', and a welcome message 'Welcome Anil Kumar Service Provider'. Below the header, the main content area has a title 'Change Password'. It contains three input fields: 'Name *' with 'Anil Kumar', 'Designation *' with 'Accountant', and 'New password *' with 'New password'. At the bottom are 'Submit' and 'Cancel' buttons. The footer includes copyright information 'Copy right for West Bengal © 2017' and developer information 'Developed by West Bengal'.

5.7 Logout

The SLO can log out of the SSY application by clicking on the Logout link



The screenshot shows the 'Application Status From Month To Date' page of the SSY application. The header is identical to the previous screenshot. The main content displays a table with columns 'Received', 'Approved', 'Pending', and 'Rejected' for categories 'SSY', 'BOCW', and 'WBTWSSS'. All counts are zero. The footer includes copyright information 'Copy right for West Bengal © 2017' and developer information 'Developed by West Bengal'. There is also a note about activating Windows at the bottom right.

	Received	Approved	Pending	Rejected
SSY	0	0	0	0
BOCW	0	0	0	0
WBTWSSS	0	0	0	0

6. Beneficiary

6.1 SSY Portal

The beneficiary can find all the necessary information they need to know about Samajik Suraksha Yojana from the SSY Portal Home Page. The page is divided in following sub-pages.

1. Language Selection
2. Login
3. About SSY
4. RTI
5. Acts & Rules
6. Contact Us
7. Apply Online Registration
8. Publications & Notifications
9. Search option

The screenshot shows the official website for the SSY - Samajik Suraksha Yojana. At the top, there's a header with the Department of Labour logo, the text "SSY - Samajik Suraksha Yojana" and "Social Security for Unorganized workers", and the State Emblem of India. Below the header is a navigation bar with links for Home, About Us, RTI, Acts & Rules, Contact Us, Help, About SSY, and Media. A search bar is also present. The main content area features a large banner with a woman working and the text "Empowering unorganized workers to face every exigency of life". To the right of the banner is a sidebar titled "From the Desk of" listing four officials with their names, titles, and "Read More" links. Below the banner are three main buttons: "APPLY ONLINE", "PUBLICATIONS", and "ANNOUNCEMENTS". The footer contains links to various government departments, social media icons for Facebook, Twitter, and YouTube, and statistics: 7731 Submitted Applications and 7700 Issued Applications. The footer also includes a copyright notice for West Bengal © 2017 and a note that it was developed by West Bengal.

6.2 Apply Online

1. This module allows unorganized workers to register with SSY Portal.
2. Both New and Existing Workers are able to access and register
3. New Worker has to provide complete details as per application form to submit Registration Process.
4. Existing user details are retrieved from legacy data and remaining mandatory information will be allowed worker to capture and submit the application.
5. On successful Registration, Workers receive Provisional Registration Number along with User credentials to access SSY Portal

6.3 Registration Process for Existing Beneficiary

1. In case the applicant is existing beneficiary they have to select “Yes” option in the First Page.

2. Then system will open up a page to key in Registration No, Father's Name, Date of Birth.
3. Capture Scheme Registration Number to get Applicant details from legacy data in case of Existing applicant.



Home Page

Registration No*
Father Name	Father Name
Date of Birth	28-08-2017

Submit

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal.

Copy right for West Bengal © 2017

Samajik Suraksha Yojana

Home Page Back

Beneficiary Details

First Name *	Middle Name	Last Name *
Asok	Chandra	Ray
Father Name *	Date of Birth*	Age*
Mr. mrun amrendra kummar ray	1994 January 1	23
Gender *	Marital Status *	Husband Name *
Male Female Others	Married	Mr.
Email	Religion *	Social Category *
BPL Status *	BPL No *	Mobile no*

Activate Windows
Go to PC settings to activate Windows.

Developed by West Bengal.

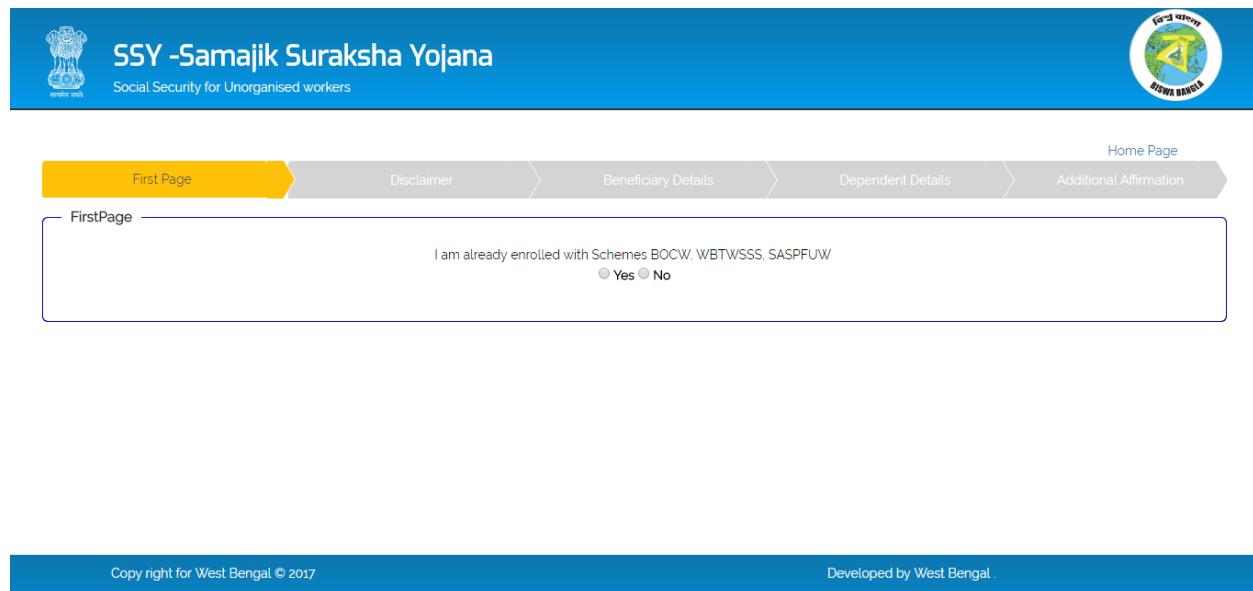
Copy right for West Bengal © 2017

4. Capture Registration Form details which are not retrieved from legacy data and update with latest details.
5. Beneficiary has to furnish letter from Gram Panchayat, MLA etc. that he/she is unorganized worker. Without this Registration is not allowed
6. Upload supporting docs like Proof of Identity, Proof of Address, Bank Passbook, Passport Photo and signature/thumb Impression
7. On submission system will send OTP to the provided mobile number of the beneficiary. This OTP has to be entered in the OTP box and Submit Form needs to be clicked.
8. System will submit entire form to the server to complete the registration process. This might take some time depending on internet connection speed of the user.

9. Please do not close the browser window or hit browser back button before the entire process is successfully completed and registration success message is displayed on the screen.

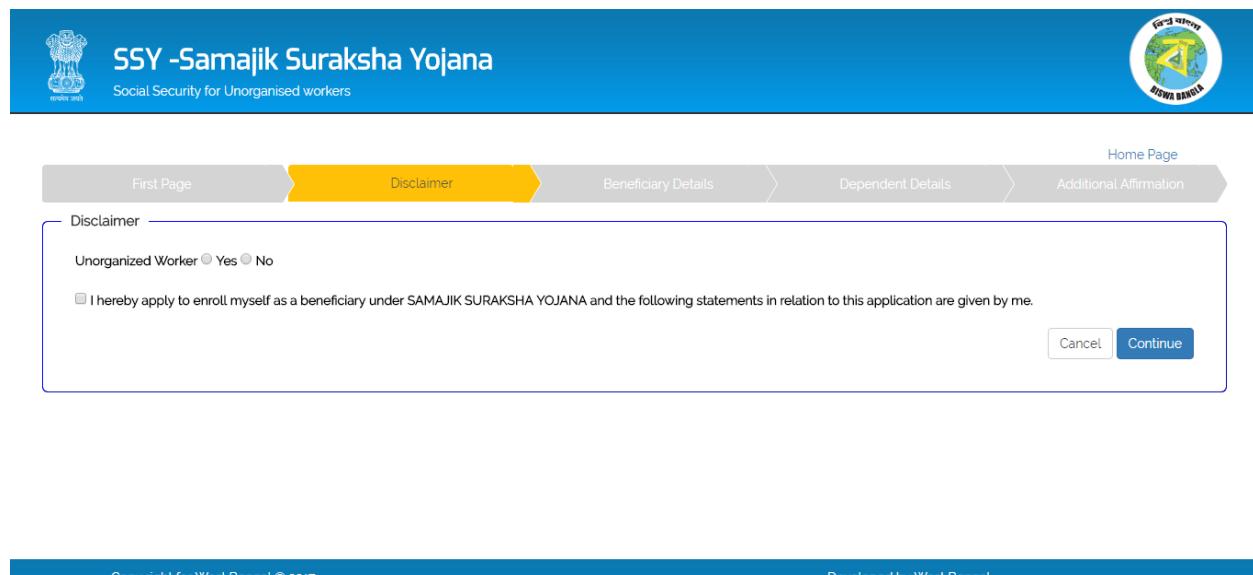
6.4 Registration Process for New Beneficiary

1. In case the beneficiary is a new applicant they have to select “No” option in the First Page.



The screenshot shows the first page of the SSY registration process. At the top, there is a header with the Indian National Emblem on the left, the text "SSY -Samajik Suraksha Yojana" in bold, and "Social Security for Unorganised workers" below it. On the right is the "BISWA BANDHA" logo. Below the header is a navigation bar with five tabs: "First Page" (highlighted in yellow), "Disclaimer", "Beneficiary Details", "Dependent Details", and "Additional Affirmation". A blue horizontal bar at the bottom contains the text "Copy right for West Bengal © 2017" on the left and "Developed by West Bengal." on the right. The main content area has a white background with a thin blue border. It contains the text "I am already enrolled with Schemes BOCW, WBTWSSS, SASPFUW" followed by two radio buttons: "Yes" and "No".

2. Then the system opens up Disclaimer page where they have to mention themselves as Unorganized Worker and agree to the disclaimer before clicking on Continue to proceed with registration.



The screenshot shows the Disclaimer page of the SSY registration process. At the top, there is a header with the Indian National Emblem on the left, the text "SSY -Samajik Suraksha Yojana" in bold, and "Social Security for Unorganised workers" below it. On the right is the "BISWA BANDHA" logo. Below the header is a navigation bar with five tabs: "First Page", "Disclaimer" (highlighted in yellow), "Beneficiary Details", "Dependent Details", and "Additional Affirmation". A blue horizontal bar at the bottom contains the text "Copy right for West Bengal © 2017" on the left and "Developed by West Bengal." on the right. The main content area has a white background with a thin blue border. It contains the text "Unorganized Worker" followed by two radio buttons: "Yes" and "No". Below this is a checkbox labeled "I hereby apply to enroll myself as a beneficiary under SAMAJIK SURAKSHA YOJANA and the following statements in relation to this application are given by me." At the bottom right are two buttons: "Cancel" and "Continue".

3. In the next page blank registration form opens up in which they have to fill up all the necessary details as required for registration.

4. Capture Beneficiary details - Personal details, Mobile Number, Present & permanent address, Beneficiary Bank details, dependent details, Nominee details along with their Bank details
5. Beneficiary has to furnish letter from Gram Panchayat, MLA etc. that he/she is unorganized worker. Without this Registration is not allowed
6. Upload supporting docs like Proof of Identity, Proof of Address, Bank Passbook, Passport Photo and signature/thumb Impression

 **SSY -Samajik Suraksha Yojana**
Social Security for Unorganised workers 

[Home Page](#)

First Page Disclaimer **Beneficiary Details** Dependent Details Additional Affirmation

Beneficiary Details

Beneficiary Details

First Name *	Middle Name	Last Name *
<input type="text" value="--Select--"/>	<input type="text"/>	<input type="text"/>
Father Name *	Date of Birth*	Age*
<input type="text" value="Mr."/>	<input style="width: 100px; height: 25px; border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;" type="text"/>	<input style="width: 100px; height: 25px; border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;" type="text"/>
Gender *	Marital Status *	Husband Name *
<input checked="" type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Others	<input style="width: 100px; height: 25px; border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;" type="text"/>	<input type="text" value="Mr."/>
Email	Religion *	Social Category *
<input type="text"/>	<input style="width: 100px; height: 25px; border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;" type="text"/>	<input style="width: 100px; height: 25px; border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;" type="text"/>

Activate Windows
Go to PC settings to activate Windows

Copyright for West Bengal © 2017 Developed by West Bengal.

 **SSY -Samajik Suraksha Yojana**
Social Security for Unorganised workers 

[Home Page](#)

First Page Disclaimer **Beneficiary Details** **Dependent Details** Additional Affirmation

Dependent Details

Dependent Details

S.No	Whether Registered under SASPUW/BOCW/WBTWSS. If yes, then provide Registration No.	Dependent Name	Relationship	Gender	DOB	Age (Years)	Aadhaar No, if any
1	<input type="text"/>	<input type="text"/>	<input type="text" value="Father"/>	<input type="text" value="Male"/>	<input type="text" value="28-08-2017"/>	<input type="text"/>	<input type="text"/>

Add

Nominee Details

Nominee Details

S.No	Name	Relationship with applicant	Gender	DOB	Age (Years)	Share Allocation	Bank Name	Bank Account No.	Branch Name	IFSC Code
------	------	-----------------------------	--------	-----	-------------	------------------	-----------	------------------	-------------	-----------

Activate Windows
Go to PC settings to activate Windows

Copyright for West Bengal © 2017 Developed by West Bengal.



Home Page

First Page Disclaimer Beneficiary Details Dependent Details Additional Affirmation

Additional Affirmation

PF/ESI Details

I am covered under the employees provident fund and miscellaneous Provisions act, 1952 & ESI act, 1948 Yes No

PF Number	ESI Number
<input type="text"/>	<input type="text"/>

Employee Type

Worker Type Construction Worker Transport Worker Others

Self Employed * Unorganised Industries *

-- Select List --

Activate Windows
Go to PC settings to activate Windows.

Copy right for West Bengal © 2017 Developed by West Bengal.

7. On submission system will send OTP to the provided mobile number of the beneficiary. This OTP has to be entered in the OTP box and Submit Form needs to be clicked.
8. System will submit entire form to the server to complete the registration process. This might take some time depending on internet connection speed of the user.
9. Please do not close the browser window or hit browser back button before the entire process is successfully completed and registration success message is displayed on the screen.

SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Alipurduar ALLAHABAD BANK 464565765765765

Location Branch Name * Address

ALIPURDUAR ALIPURDUAR STATION ROAD NEAR BATA MORE PO
ALIPURDUAR.DISTALIPURDUAR.PIN 736121.WEST
BENGAL

IFSC Code Reason

ALLA0213203 (If IFSC code is not mentioned, then please give reason for that)

It is the responsibility of the applicant to follow up with Labour Department officials at your Location to get all the documents verified within 7 working days.

I agree to abide by the Samajik Suraksha Yojana (Rules and Regulations) 2017

OTP Enter OTP Resend OTP

Submit Form

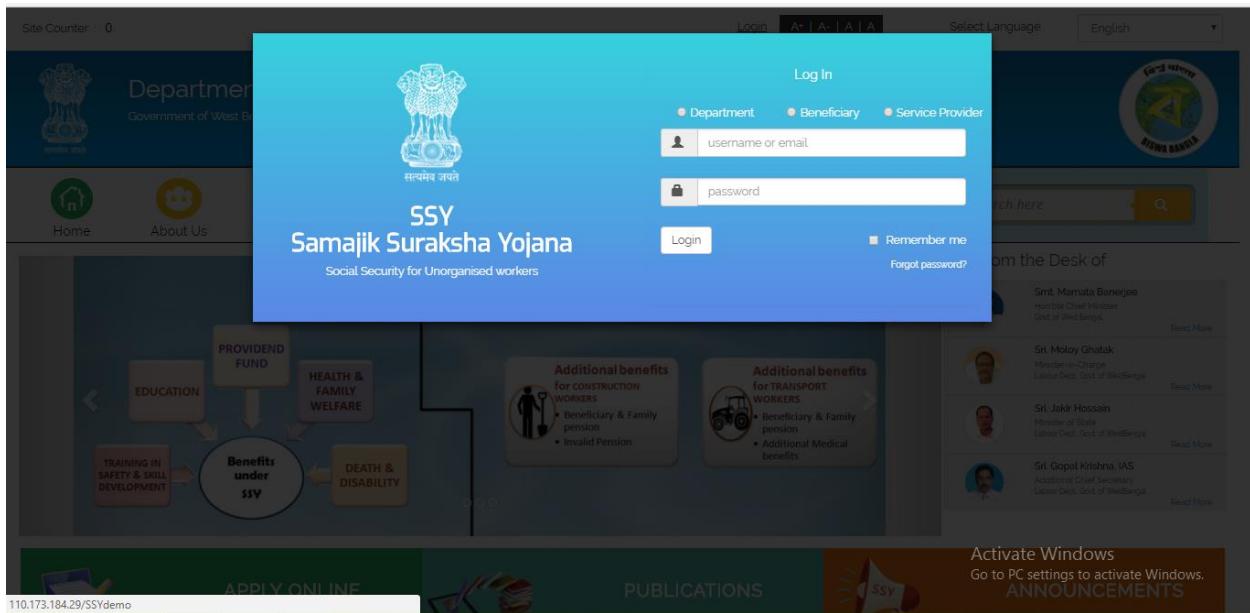
Copy right for West Bengal © 2017 Developed by West Bengal.

10. On successful submission of application system should generate Provisional Registration Number and User Credentials. Currently Mobile Number is considering as User Id.

11. Provisional Registration along with User Credentials should be sent to the Registered Mobile Number.

6.5 Login

1. Login Module is available under Home Page.
2. All types of users are accessible through this login, department, Beneficiary, Service Provider.
3. For Beneficiary, three types of User Ids can be used to login, SSIN, Mobile Number and Bank Account Number.
4. For SSIN User Id, System generate Password is used which can be updated after first login.
5. For Mobile Number and Bank Account Number, System generated OTP will be sent to Registered Mobile Number.



6.6 Dashboard

1. Beneficiary dashboard displays schemes availed details like Scheme Registration Number
Registration date
Scheme Name
2. On SSY Registration, SSY Certificate with SSIN and SMC will be binded which can take a print out



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Welcome vijay Roy

Profile Information:

NAME	vijay Kumar Roy	D.O.B	7/15/1966
SSIN NO	337080000001	AGE	51
MOBILE	8341095978	OCCUPATION	TransportWorker

STATUS: Approved

Availed Scheme Details:

Description	Scheme Certificate	Status
SSY	SMC Card Download	Approved
WBTWSS	Scheme Certificate	Approved

Activate Windows
Go to PC settings to activate Windows

Developed by West Bengal.

Copy right for West Bengal © 2017

3. Based on the Worker type i.e. Construction, Transport and Others, Application maps list of schemes to the respective worker dashboard
 - a. For Construction Worker - BOCWA, PF, SSY are eligible
 - b. For Transport Worker - WBTWSSS, PF, SSY are eligible
 - c. For Others - PF, SSY are eligible
4. Worker can apply eligible schemes after SSY registration, else SLO can apply on behalf of respective worker using SSIN

The Beneficiary can access edit profile module and change password modules from top right corner of the dashboard itself



SSY -Samajik Suraksha Yojana

Social Security for Unorganised workers

Welcome ADTEST TEST

Profile Information:

NAME	ADTEST TEST	D.O.B	5/10/1984
SSIN NO	T218090000001	AGE	33
MOBILE	9804156130	OCCUPATION	ConstructionWorker

STATUS: Pending

Eligible Schemes:

BOCWA	<input type="checkbox"/> Select the Checkbox
PF	<input type="checkbox"/> Check Box to Register

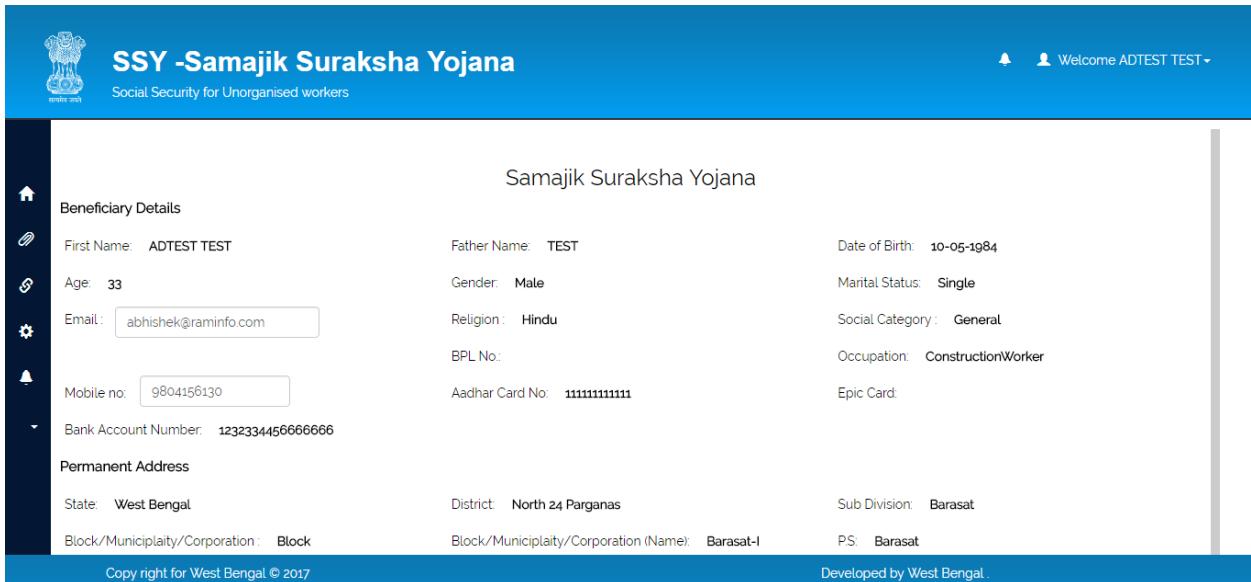
Edit Profile
Change Password
Logout

Copy right for West Bengal © 2017

Developed by West Bengal.

6.7 Edit Profile

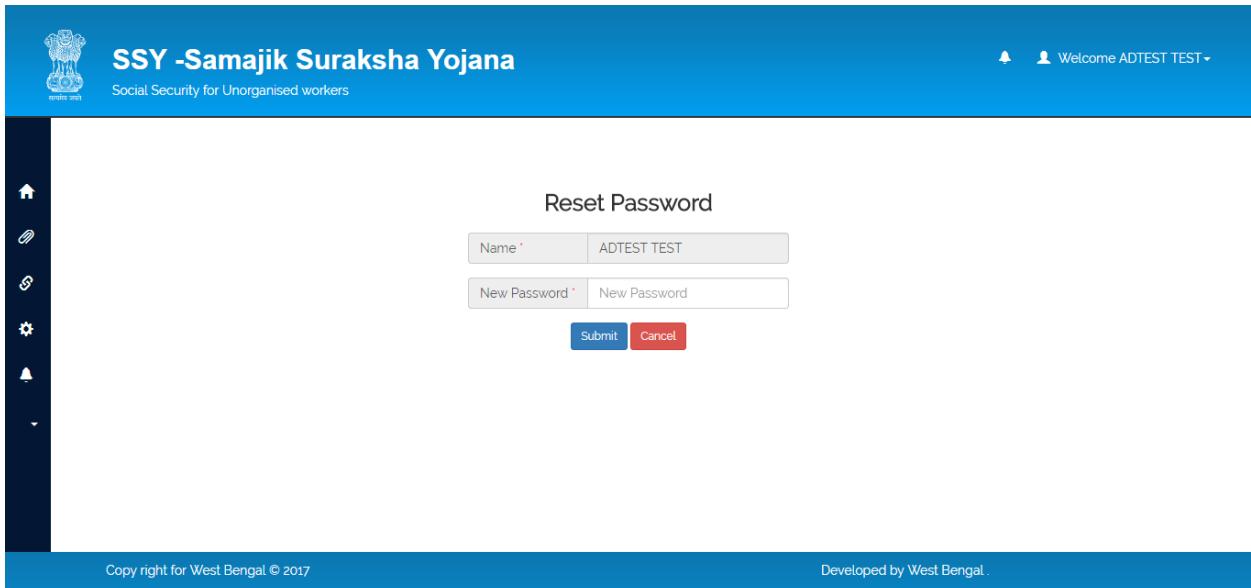
Edit Profile module could be used to change profile details



The screenshot shows the SSY -Samajik Suraksha Yojana website's edit profile page. At the top, there is a blue header with the logo of the Government of West Bengal and the text "SSY -Samajik Suraksha Yojana" and "Social Security for Unorganised workers". On the right, there is a welcome message "Welcome ADTEST TEST" with a dropdown arrow. Below the header, the page title "Samajik Suraksha Yojana" is displayed. The main content area is divided into two sections: "Beneficiary Details" and "Permanent Address". Under "Beneficiary Details", there are fields for First Name (ADTEST TEST), Father Name (TEST), Date of Birth (10-05-1984), Age (33), Gender (Male), Marital Status (Single), Email (abhishek@raminfo.com), Religion (Hindu), Social Category (General), BPL No., Occupation (ConstructionWorker), Mobile no. (9804156130), Aadhar Card No. (111111111111), and Epic Card. Under "Permanent Address", there are fields for State (West Bengal), District (North 24 Parganas), Sub Division (Barasat), Block/Municipality/Corporation (Block), Block/Municipality/Corporation (Name) (Barasat-I), and PS (Barasat). At the bottom of the page, there are copyright information "Copy right for West Bengal © 2017" and developer information "Developed by West Bengal".

6.8 Change Password

Change Password module is to update existing password with new password



The screenshot shows the SSY -Samajik Suraksha Yojana website's reset password page. At the top, there is a blue header with the logo of the Government of West Bengal and the text "SSY -Samajik Suraksha Yojana" and "Social Security for Unorganised workers". On the right, there is a welcome message "Welcome ADTEST TEST" with a dropdown arrow. Below the header, the page title "Reset Password" is displayed. The main content area has two input fields: "Name" (ADTEST TEST) and "New Password" (New Password). Below the fields are "Submit" and "Cancel" buttons. At the bottom of the page, there are copyright information "Copy right for West Bengal © 2017" and developer information "Developed by West Bengal".

6.9 Logout

The Beneficiary can log out of the SSY application by clicking on the Logout link

The screenshot shows the SSY -Samajik Suraksha Yojana dashboard. At the top, there is a blue header with the Indian national emblem, the text "SSY -Samajik Suraksha Yojana", "Social Security for Unorganised workers", and a welcome message "Welcome ADTEST TEST". On the right side of the header are links for "Edit Profile", "Change Password", and "Logout". Below the header is a user profile section with a photo of a man, his name "ADTEST TEST", date of birth "5/10/1984", SSIN number "T218090000001", age "33", mobile number "9804156130", occupation "ConstructionWorker", and status "Pending". To the left of the profile is a vertical sidebar with icons for home, edit, settings, and notifications. Below the sidebar is a section titled "Eligible Schemes" with two rows: "BOCWA" and "PF", each with a checkbox labeled "Select the Checkbox" and "Check Box to Register" respectively. At the bottom of the page, there are copyright information "Copy right for West Bengal © 2017" and developer information "Developed by West Bengal".