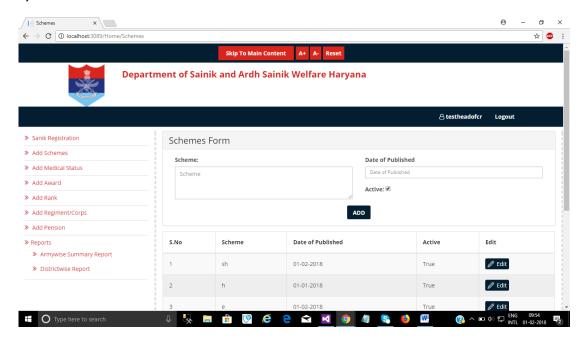
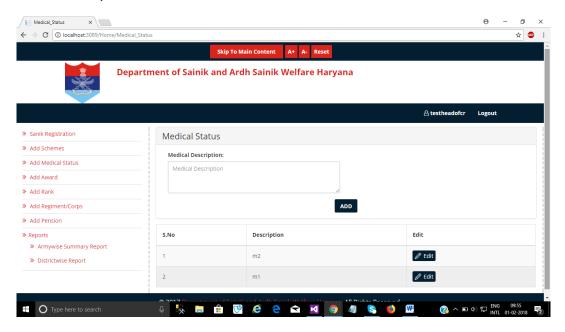
## Help Guide for Department of Sainik and Ardh Sainik Welfare Haryana

# Some Mandatory Fields should be filled First Before Entering the Sanik Details

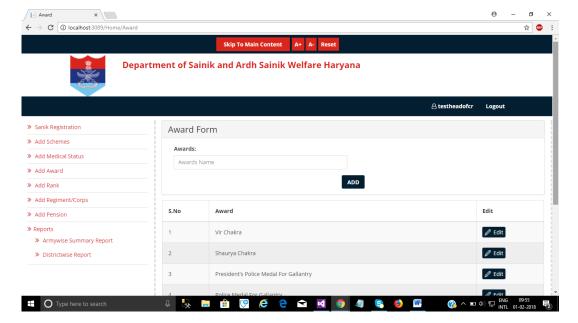
- → You Should Enter the All Details in Master Pages(Add Schemes,Add Medical Status,Add Award,Add Rank,Add Regiment/Corps,Add Pensions)
- → 1) Add Schemes



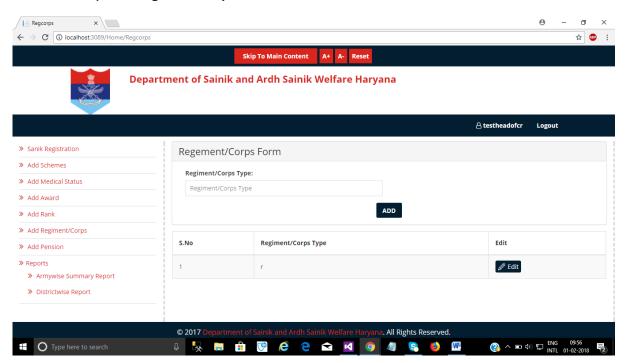
→ 2) Add Medical Status



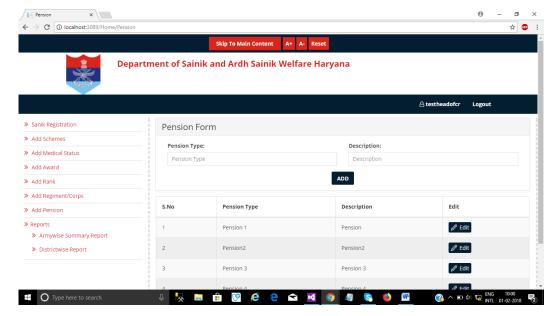
→ 3) Add Award



→ 4) Add Regiment/Corps



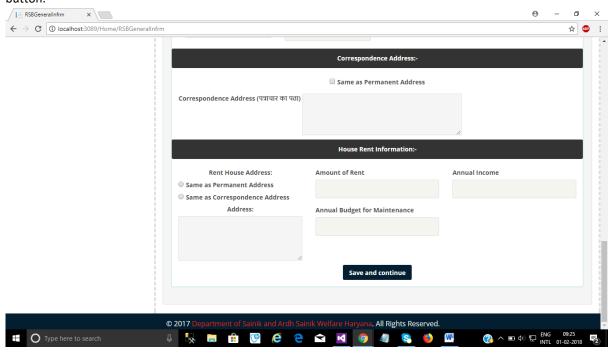
→ 5) Add Pensions

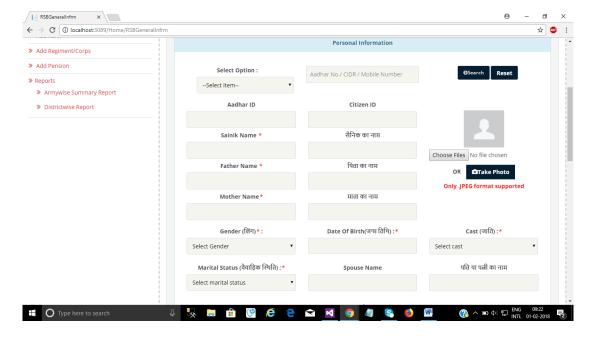


#### 1) Sanik Registration

#### Personal Information

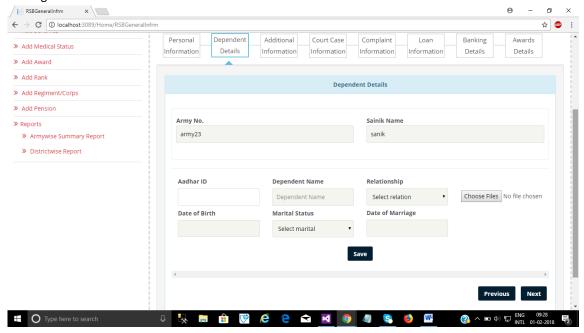
Select one option from dropdown –Aadhar number, Citizen ID etc. then enter the aadhar number, citizen ID etc in textbox. then click on search button. If the entry is in Database the fields are automatically Fill otherwise UnSelected the option and enter the value manually. After filling all mandatory field click on save and continue button.





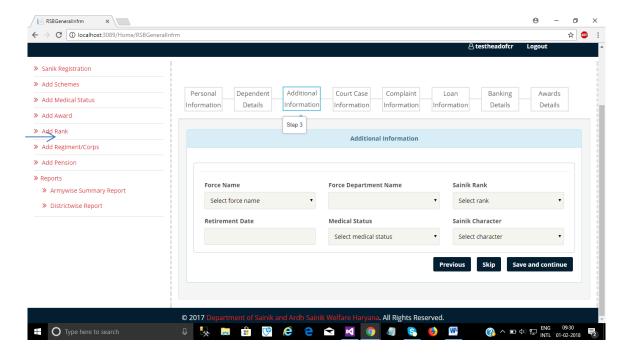
## • Dependent Details->

Enter the all field and click on **save** button. If you don't want to enter the Dependent Details you can skip the tab by clicking on **Next** Button.



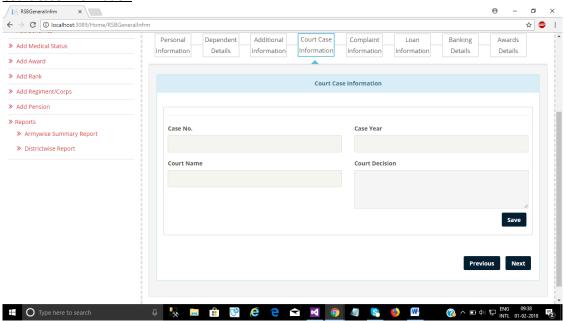
## • Additional Information ->

Select the force name then Department DropDown Fill according to Force Name. then Select the Rank from Drop Down



After filling all field then click on save and Continue. If you want to skip then click on skip button.

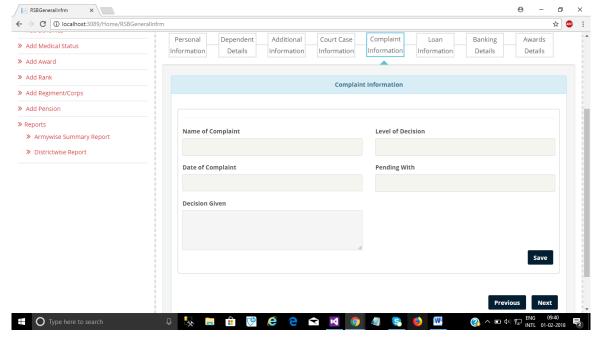
## • Court Case Information



Enter the all field and click on **save** button otherwise you want to skip this tab then click on **next** button if you want to go previous tab then click on **Previous** button

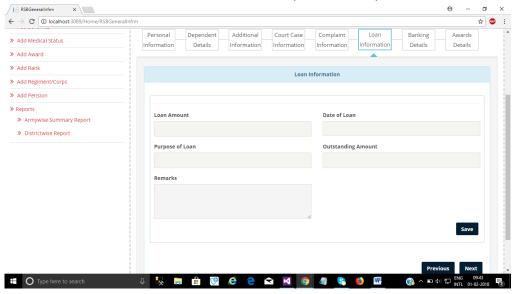
## • Complaint Information

Enter the all fields and click on **save** button. If you want to skip the tab you can click on **next** button.

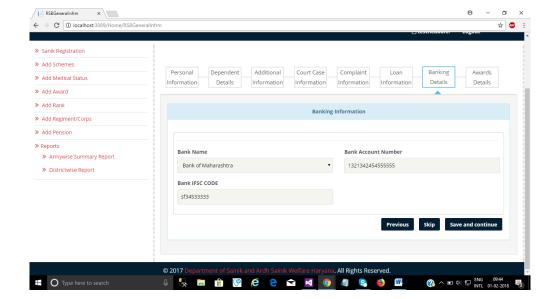


• Loan Information ->

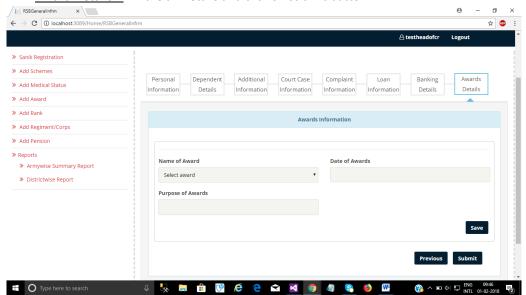
Enter the All Loan Details and click on save button . If you want to skip this tab then click on next button.



• <u>Banking Detail</u> -> Enter the all field and click on save and continue Button .If want to skip the tab then click on Skip Button.

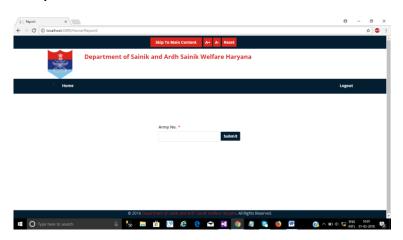


• Award Details-> Fill the all Details and click on submit button



- 2) After click on the **submit** button You will see two button one is **Print**(You can Print the Sanik Detail Which You enter) and other one is **Add new** (in this you are redirect to the Sanik Registration Page ,again you will follow same Process)
- 3) From Report tab you can print the report according to Army wise and District wise

## Army wise



## **District wise**

