



Scrutiny Portal

Khauti Anudan Yojana

Khauti Anudan Yojana

Scrutiny Workflow

Tribal Development Department

(Government of Maharashtra)

User Manual

Version 1.0

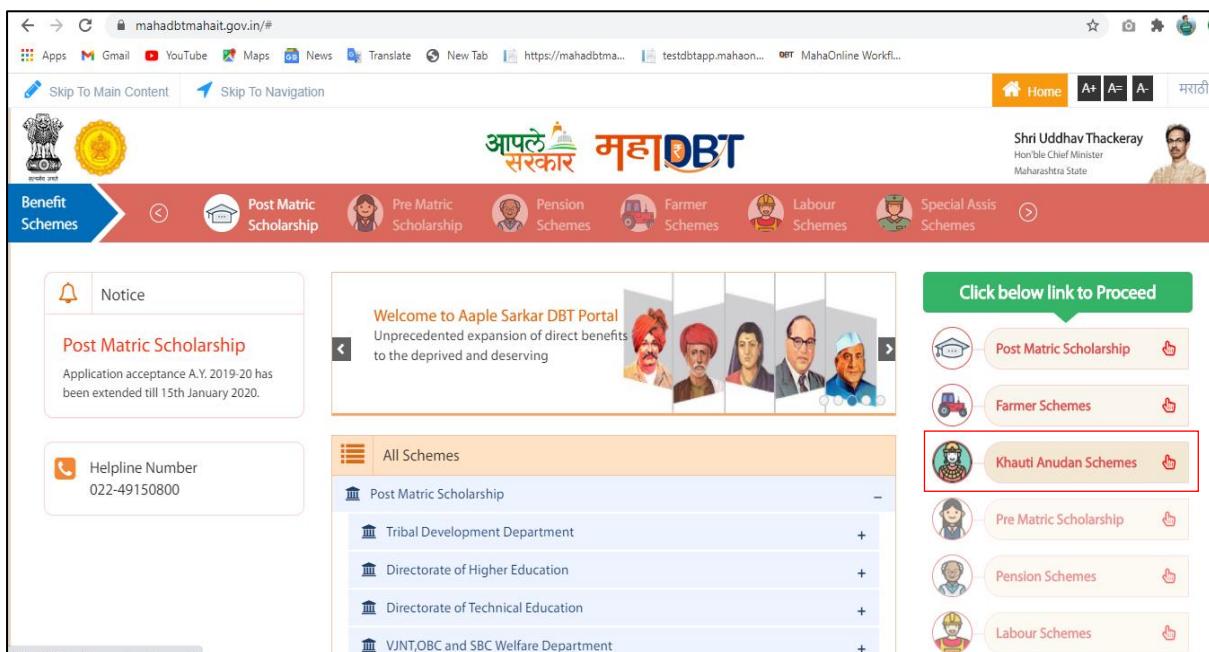
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Khauti Anudan Yojana

1 PO/ATC Login

- Go to the portal by entering following url- <https://mahadbtmahait.gov.in/>



- Go to the Login at the right side of the Home Page:

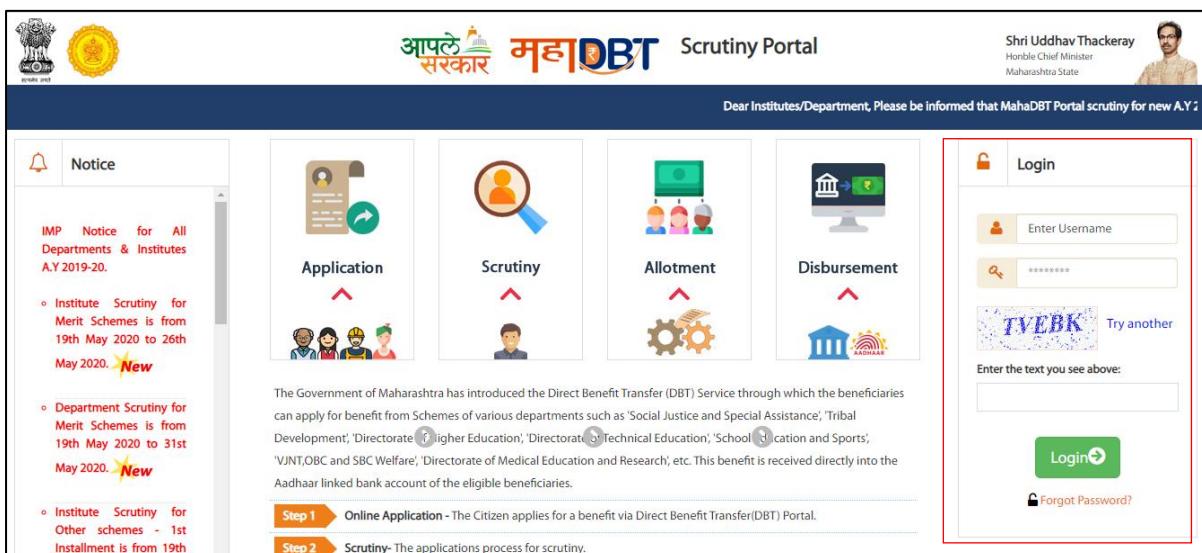


Figure 1-1

- Enter the login Credentials & Captcha

Figure 1-2

- Enter following details:

- Username *: Enter username
Enter your PO/ATC username.
- Password *: Enter password
Enter the password that accompanies your username.
- CAPTCHA: Enter CAPTCHA code as displayed
- Click "Try Another" to generate a new CAPTCHA
- Click to login

2 Application Scrutiny Steps PO/ATC-

- **Home Page-**
- After successful login Home Page will be displayed-

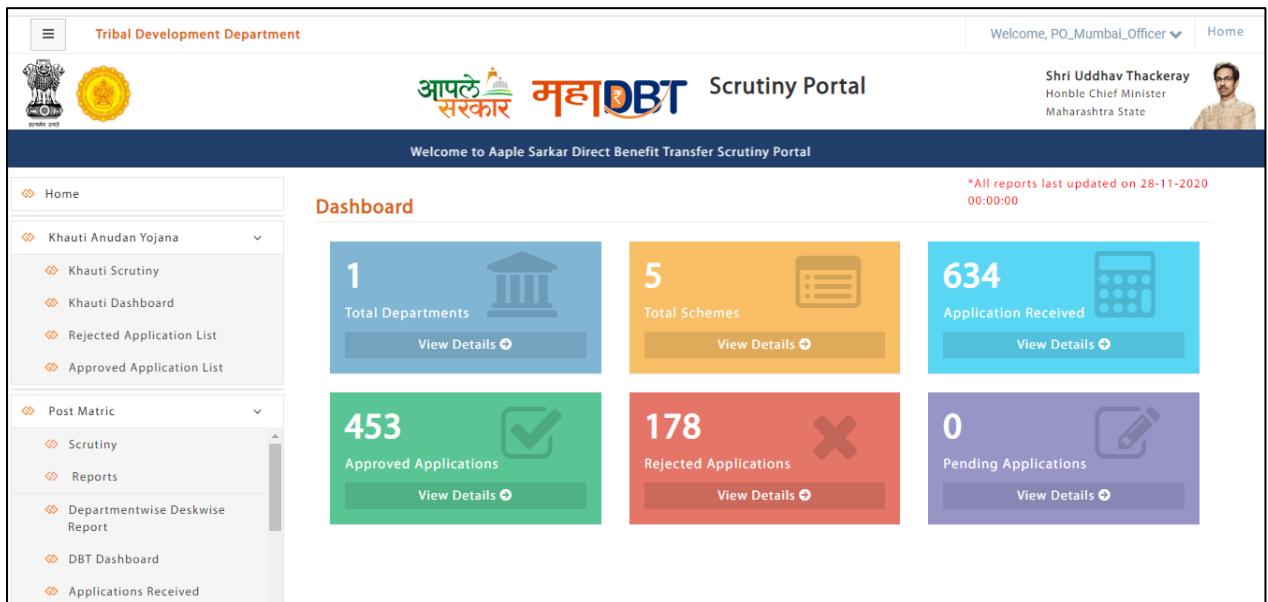


Figure 2-1

- For scrutiny of applications received, PO/ATC needs to click on “Khauti Scrutiny”

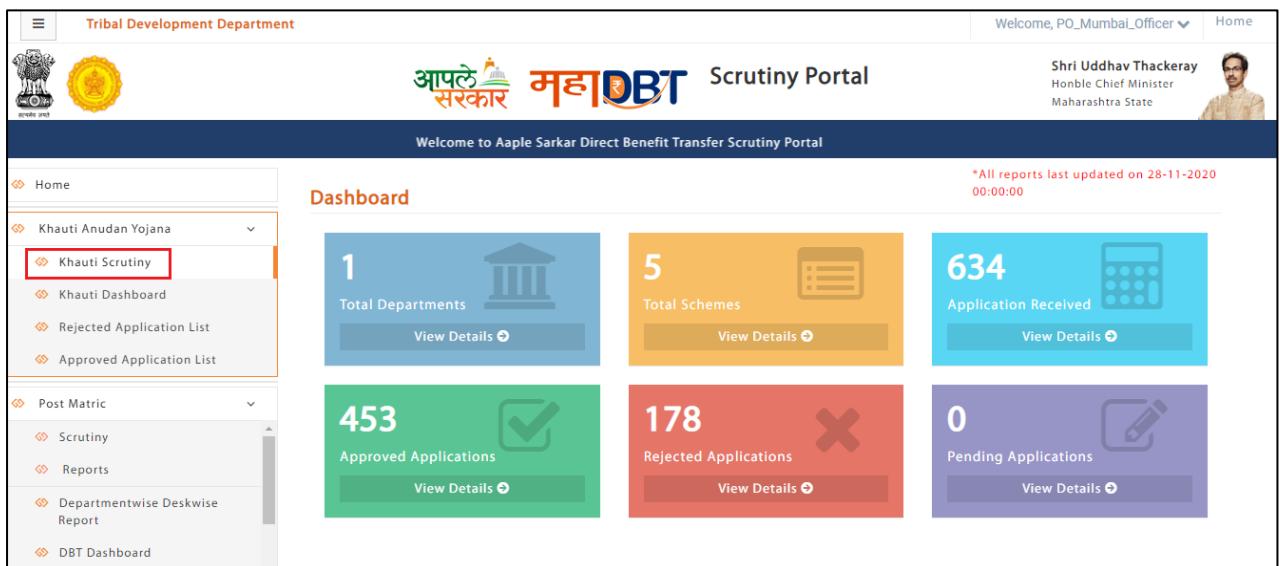


Figure 2-2

Khauti Anudan Yojana

- After clicking on Khauti Scrutiny list of applications will be displayed

The screenshot shows the 'All DEO Applications' section of the portal. The table header includes columns for #, Scrutiny, Unique Form No, Applicant Name, Gender, District Name, Taluka Name, Village Name, Post Office, Subcast Name, and Category. The first row of data is highlighted with a red box around the 'Click Here' button.

#	Scrutiny	Unique Form No	Applicant Name	Gender	District Name	Taluka Name	Village Name	Post Office	Subcast Name	Category
Click Here	P28GADOTH000070	Tarabai Bapuji Madavi	Female	Gadchiroli	Chamorshi	Ghot	Ghot	Pardhan	Other	
Click Here	P28GADOTH000067	mukharu keshav sidam	Male	Gadchiroli	Gadchiroli	Dongargaon Bk	Dongargaon	Gond	Other	
Click Here	P28GADOTH000035	Lalita Ramesh Welad	Female	Gadchiroli	Chamorshi	Ghot	Ghot	Gond	Other	
Click Here	P28GADOTH000002	Sarita Mansaram Madavi	Female	Gadchiroli	Desaiganj (Vadasa)	Kondhala	Kondhala	Gond	Other	
Click Here	P28GADOTH000077	Madhukar Bhimaji Gavale	Male	Gadchiroli	Gadchiroli	Gurwada	Gurwada	Gond	Other	
Click Here	P28GADOTH000086	Bhavika Maroti Sarote	Female	Gadchiroli	Gadchiroli	Gurwada	Gurwada	Gond	Other	
Click Here	P28GADOTH000087	Tanba Baliram Gedam	Male	Gadchiroli	Gadchiroli	Gurwada	Gurwada	Pardhan	Other	
Click Here	P28GADOTH000090	Kusum Janardhan Puram	Female	Gadchiroli	Gadchiroli	Hirapur	Gadchiroli	Gond	Other	

Figure 2-3

- PO Officer can export all the list of applications submitted by DEO's by clicking on “All DEO Applications” option.
- PO/ATC can export the list of applications which comes in PO login and pending for scrutiny by clicking on “Export to XLS” option.
- For scrutiny of particular application, PO/ATC needs to click on “Click Here” option to view the details of application.
- To view the application details and application verification user needs to click on “Click to View Application Details”

Khauti Anudan Yojana

Tribal Development Department

Welcome, PO_Mumbai_Officer Home

Shri Uddhav Thackeray Honble Chief Minister Maharashtra State

आपले सरकार महाराष्ट्र राज्य विकास विभाग

आपले सरकार महाराष्ट्र राज्य विकास विभाग Scrutiny Portal

Khauti Anudan Yojana

Application Details

Department Name: Tribal Development Department
Scheme Name: Khauti Anudan Yojana
Application No: 2021KAY1000000334

Click To View Applicant Details

Scrutiny Remark*

Declaration

Forward For Approval Application Rejected Application Revert

View Uploaded Documents

Rejection Reasons

Incorrect Beneficiary information
Incorrect Bank details
Incorrect Aadhaar details
Incorrect documents submitted

Figure 2-4

- After clicking on “Click to View Application Details” applicant form will be displayed-

Tribal Development Department

Welcome, PO_Gadchiroli_Officer Home

आपले सरकार महाराष्ट्र राज्य विकास विभाग

आपले सरकार महाराष्ट्र राज्य विकास विभाग Scrutiny Portal

Application Details

Department Name: Tribal Development Department
Scheme Name: Khauti Anudan Yojana
Unique Form Number: P28GADOTH012007
DEOName DEO_Gadchiroli_02

All reports last updated on 01-01-2021 00:00:00

View Uploaded Documents

Personal Details (विवरांकार माहिती)

Unique Form Number (विशेष अंक क्रमांक)* P28GADOTH012007 Aadhaar card available (आधार कार्ड उपलब्ध आहे का?)* Yes(हांगा) No(नाही)

Aadhaar Number (आधार कार्ड क्रमांक)* 821863772993

Name of the Head of Family (Name as per Aadhaar, if available) (ज़ुदूव मुख्याचे संपूर्ण नाव (नाव आधारकांत प्रमाणी))* Povrabai Sukhru Salame Date of Birth (As per Aadhaar, if available) (जन्मतारिख (आधारकांत प्रमाणी))* 01/01/1946

Gender (लिंग (पुरुष/स्त्री/इतर))* Male Female Transgender

Current Address (सध्याचा संपूर्ण पत्ता (गाव/पाडे/पाडा/वाडी))

District (ज़िल्हा) Gadchiroli Taluka (तालुका)* Desaiganj (Vadasa) Village (गाव)* Ekalpur Post Office Name (पोस्ट ऑफिसचे नाव)*

Scrutiny Remark*

Declaration

Forward For Approval Application Rejected Application Revert

Rejection Reasons

Incorrect Beneficiary information
Incorrect Bank details
Incorrect Aadhaar details
Incorrect documents submitted

Figure 2-5

- PO/ATC need to check and verify the entire application form
- To view the uploaded document, PO/ATC needs to click on “View Uploaded Documents” and click on document icon to see the uploaded document

Application Details

Department Name: Tribal Development Department
Scheme Name: Khauti Anudan Yojana
Application No: 2021KAY100000334

Personal Details (वैयक्तिक माहिती)

Document Name	Action
pdf.pdf	

Figure 2-6

DOCUMENT VIEWER

DownloadPDF

Dummy PDF file

Figure 2-7

- After successful scrutiny of application, PO/ATC needs to enter their remarks and check the declaration and take the appropriate action
- For PO-(Forward for Approval/Application Reject/Application Revert)
- For ATC-(Application Approved/Application Rejected/Application Revert)

Khauti Anudan Yojana

PO Scrutiny Screen-

Tribal Development Department
Welcome, PO_Mumbai_Officer
Home

महाDBT Scrutiny Portal

Shri Uddhav Thackeray
Honble Chief Minister
Maharashtra State

Welcome to Aapla Sarkar Direct Benefit Transfer Scrutiny Portal

Home
All reports last updated on 28-11-2020
00:00:00
Back

Application Details
Personal Details (वैयक्तिक माहिती)
Document Name Action

Unique Form Number (विशेष
अर्ज क्रमांक)*
P01MMSPVT00001
Aadhaar card available
(आधार कार्ड उपलब्ध आहे
का?)*

Yes (हाय)
No (नाही)
Aadhaar Number (आधार
कार्ड क्रमांक)*
539143378897

Name of the Head of Family
(Name as per Aadhar, if
available) (कुटुंब प्रमुखाचे
संपूर्ण नाव (नाव आधारकार्ड
प्रमाणी)*
SAURABH RAVINDRA YATAM
Date of Birth (As per
Aadhar, if available)
(जन्मतारिख (आधारकार्ड
प्रमाणी))
24/09/1992
Gender (लिंग (पुरुष/स्त्री/
दूररा))*

Male Female
Transgender

Current Address (सध्याचा संपूर्ण पत्ता (गाव/पाडे/पाडा/वाडी))
Rejection Reasons

Scrutiny Remark

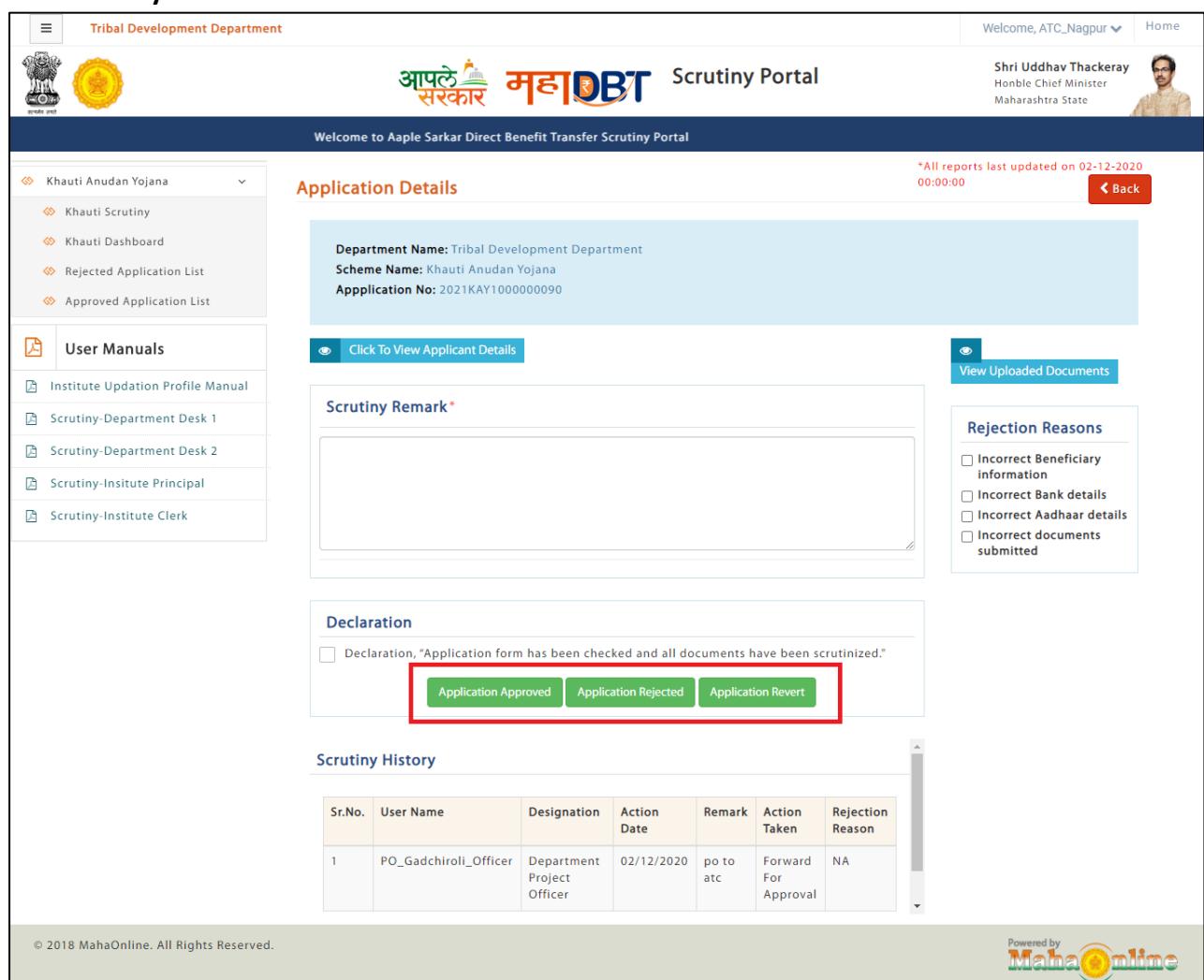
 Incorrect Beneficiary information
 Incorrect Bank details
 Incorrect Aadhaar details
 Incorrect documents submitted

Declaration

Declaration, "Application form has been checked and all documents have been scrutinized."

Figure 2-8

ATC Scrutiny Screen-



Application Details

Department Name: Tribal Development Department
Scheme Name: Khauti Anudan Yojana
Application No: 2021KAY1000000090

Scrutiny Remark*

Declaration

Declaration, "Application form has been checked and all documents have been scrutinized."

Rejection Reasons

- Incorrect Beneficiary information
- Incorrect Bank details
- Incorrect Aadhaar details
- Incorrect documents submitted

Scrutiny History

Sr.No.	User Name	Designation	Action Date	Remark	Action Taken	Rejection Reason
1	PO_Gadchiroli_Officer	Department Project Officer	02/12/2020	po to atc	Forward For Approval	NA

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Figure-2-9

3 Approve Applications

- PO/ATC can approve applications
- Applications approved by PO will be forwarded to ATC for final scrutiny and approval
- To approve the particular application PO need to verify the application and enter remarks and click on “Forward for Approval” button.
- After clicking on “Forward for Approval” button application will be forwarded to ATC for further scrutiny.

The screenshot shows the 'Application Details' page for the 'Khauti Anudan Yojana' scheme. The left sidebar shows navigation links for 'Post Metric', 'Khauti Anudan Yojana', and 'User Manuals'. The main content area displays application details: Department Name (Tribal Development Department), Scheme Name (Khauti Anudan Yojana), Unique Form Number (P28GADOTH003329), and DEOName (DEO_Gadchiroli_02). Below this are sections for 'Scrutiny Remark' (with a text input field), 'Declaration' (with a checkbox and a note), and 'Rejection Reasons' (with a list of options). At the bottom, there are three buttons: 'Forward For Approval' (highlighted with a red box), 'Application Rejected', and 'Application Revert'.

Figure-3-1

The screenshot shows the 'Application Details' page for the 'Khauti Anudan Yojana' scheme. A modal dialog box is displayed with a green checkmark icon and the text 'Message! Application is sent for an approval'. Below the dialog are buttons for 'OK' and 'Cancel'. The background shows the same application details and 'Rejection Reasons' section as Figure 3-1.

Figure-3-2

- On successful approval of application message will be displayed

Khauti Anudan Yojana

- Applications received at ATC level, ATC can Approve, Reject or Revert the application.

- Khauti Anudan Yojana
- Khauti Scrutiny
- Approved Application List
- Rejected Application List

 **User Manuals**

-  Institute Updation Profile Manual
-  Scrutiny-Department Desk 1
-  Scrutiny-Department Desk 2
-  Scrutiny-Institute Principal
-  Scrutiny-Institute Clerk

Application Details

Department Name: Tribal Development Department
 Scheme Name: Khauti Anudan Yojana
 Unique Form Number: P28GADOTH010580
 DEOName DEO_Gadchiroli_01

 [Click To View Applicant Details](#)

 [View Uploaded Documents](#)

Scrutiny Remark *

Declaration

Declaration, "Application form has been checked and all documents have been scrutinized."

Application Approved Application Rejected Application Revert

Rejection Reasons

- Incorrect Beneficiary information
- Incorrect Bank details
- Incorrect Aadhaar details
- Incorrect documents submitted

Figure-3-3

- Once application “Approved” by ATC it will be reflected to “Approved Applications” list available In PO and ATC login.

Tribal Development Department




आपले सरकार **महाDBT** Scrutiny Portal

Welcome, PO_Gadchiroli_Officer 

Shri Uddhav Thackeray
Honble Chief Minister
Maharashtra State

Welcome to Aapla Sarkar Direct Benefit Transfer Scrutiny Portal

All reports last updated on 29-12-2020 00:00:00

Export to XLS

Approved Applications

Drag a column header here to group by that column

#	Application Form	Scrutiny History	Unique Form No	Applicant Name	Gender	District Name	Taluka Name	Village Name	Post Office	St. No
	View	View	P02PALOTH000002	karan shah	Female	Palghar	Dahanu	Alkapur	jawhar	Ar
	View	View	P02PALOTH000004	Vanita Dnyaneshwar Vaidya	Female	Palghar	Paighar	Katale	dahanu	Ar
	View	View	P02PALPVTH000001	Darpan Bharat Raut	Male	Palghar	Talasari	Ambeshetgaon	dahanu	Ar
	View	View	P16HINOTH000004	Ramrao Maroti Karhale	Male	Hingoli	Basmath	Injangaon	Injangaon	Ar

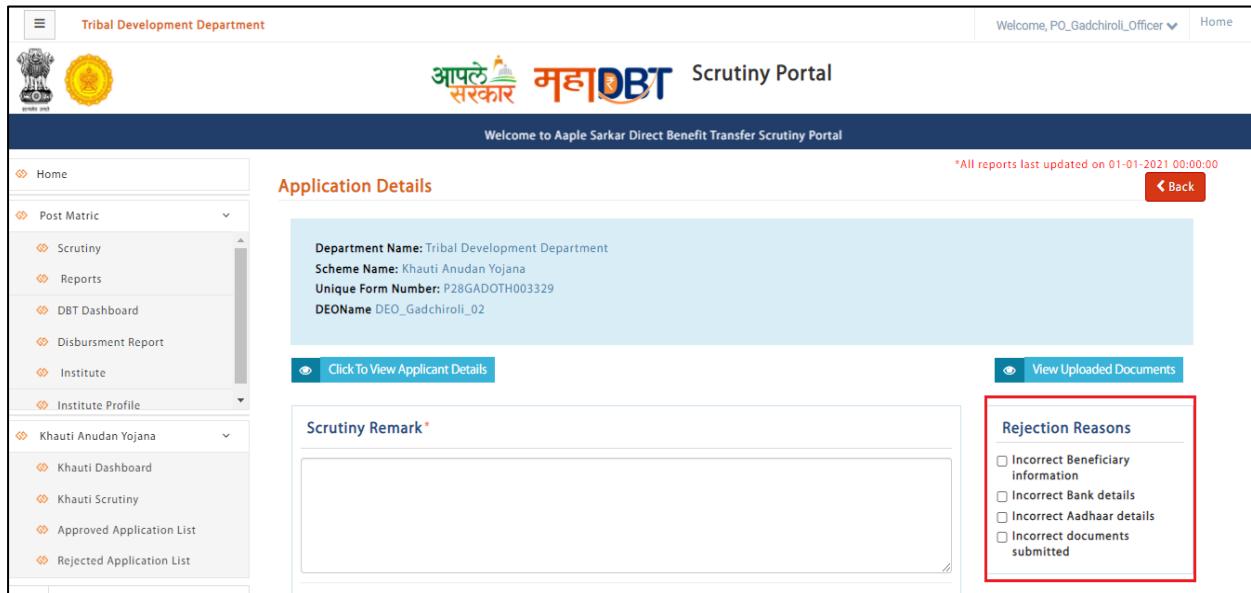
Figure-3-4

- To view the approved applications list PO/ATC need to click on “Approved Applications List”
- All applications Approved by ATC will be available in this list.
- PO/ATC can also export this list in excel format by clicking on “Export to Excel” button.

12

4 Reject Applications

- PO/ATC can reject application in case of any non-compliance found in application
- To reject the particular application PO/ATC need to select the “**Rejection Reason**” from list provided.

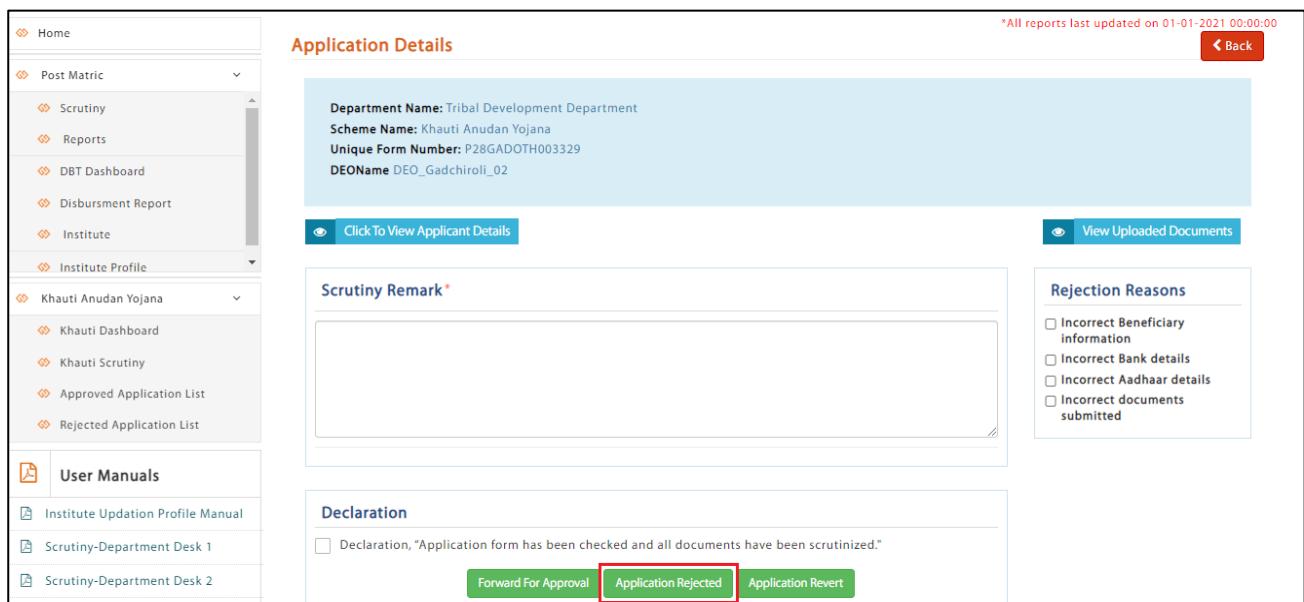


The screenshot shows the 'Application Details' page for the 'Khauti Anudan Yojana' scheme. The 'Rejection Reasons' section on the right is highlighted with a red box, containing the following list:

- Incorrect Beneficiary information
- Incorrect Bank details
- Incorrect Aadhaar details
- Incorrect documents submitted

Figure-4-1

- After checking on the appropriate reason PO/ATC need to enter their remarks, check the declaration and click on “**Reject**” button



The screenshot shows the 'Application Details' page with a 'Declaration' section at the bottom. The 'Application Rejected' button is highlighted with a red box. The declaration text is: "Declaration, 'Application form has been checked and all documents have been scrutinized.'".

Figure-4-2

Khauti Anudan Yojana

Tribal Development Department

Welcome, PO_Gadchiroli_Officer Home

Shri Uddhay Thackeray Honble Chief Minister Maharashtra State

Welcome to Aaplae Sarkar

All reports last updated on 01-01-2021 00:00:00

Back

Application Detail

Message!

OK

Department Name: Scheme Name: Unique Form Number: DEOName

Click To View Application

Scrutiny Remark

Reject

View Uploaded Documents

Rejection Reasons

- Incorrect Beneficiary information
- Incorrect Bank details
- Incorrect Aadhaar details
- Incorrect documents submitted

Figure-4-3

- On successful rejection of application message will be displayed
- To view the Rejected applications list PO/ATC need to click on “Rejected Applications List”
- All applications rejected by PO and ATC level will be available in this list.
- PO/ATC can also export this list in excel format by clicking on “Export to Excel” button.

Tribal Development Department

Welcome, PO_Gadchiroli_Officer Home

Shri Uddhay Thackeray Honble Chief Minister Maharashtra State

Welcome to Aaplae Sarkar

All reports last updated on 04-12-2020 00:00:00

Export to XLS

Rejected Applications

Drag a column header here to group by that column

#	Unique Form No	Applicant Name	Gender	Subcast Name	Sub Category	Rejected by	Date	Application Form	Scrutiny His
P01MMSOTH000001	Kashi Dasharath Bhoir	Female	Varli	Widow	PO_Mumbai_Officer	26/11/2020	View	View	
P02PALOTH000003	lochan anil pagdhare	Male	Arrakh	IFR Beneficiary	PO_Dahanu_Officer	27/11/2020	View	View	
P02PALOTH000008	darpan bharat raut	Male	Andh	MGNREGS	PO_Dahanu_Officer	27/11/2020	View	View	
P02PALPAR000001	LOCHAN ANIL PAGDHARE	Male	Arakh		ATC_Thane	27/11/2020	View	View	
P28GADOTH000004	asha vikas madavi	Female	Gond	MGNREGS	PO_Gadchiroli_Officer	24/11/2020	View	View	
P28GADOTH000007	Nirmala Subhash Pendam	Female	Gond	MGNREGS	PO_Gadchiroli_Officer	19/11/2020	View	View	
P28GADOTH000010	Kamalbai Bhavaji Neware	Female	Gond Gowari	MGNREGS	PO_Gadchiroli_Officer	22/11/2020	View	View	
P28GADOTH000014	Pralhad Kashiram Puram	Male	Gond	IFR Beneficiary	PO_Gadchiroli_Officer	22/11/2020	View	View	
P28GADOTH000019	Archana Jayendra koram	Female	Gond	Widow	ATC_Nagpur	22/11/2020	View	View	
P28GADOTH000030	Suresh Sadhu Dhurve	Male	Gond	MGNREGS	PO_Gadchiroli_Officer	24/11/2020	View	View	

The number of rows:18

Page 1 of 2 (18 items) [1] [2] [3]

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Figure-4-4

5 Application Revert-

- PO/ATC can revert the application in case of any noncompliance in the application
- PO/ATC need to enter their remarks, check the declaration and click on “Application Revert” button
- After clicking on “Application Revert” button application will be sent back to DEO login for re-verification and update.

The screenshot shows the Scrutiny Portal interface. On the left, there is a sidebar with various navigation links. The main content area displays application details: Department Name (Tribal Development Department), Scheme Name (Khauti Anudan Yojana), Unique Form Number (P28GADOTH000070), and DEOName (DEO_Gadchiroli_1). Below this, there is a button labeled "Click To View Applicant Details". A "Scrutiny Remark" text area is present, followed by a "Declaration" section with a checkbox and three buttons: "Application Approved", "Application Rejected", and "Application Revert" (which is highlighted with a red box). To the right, there is a "View Uploaded Documents" button and a "Rejection Reasons" section with four checkboxes: "Incorrect Beneficiary information", "Incorrect Bank details", "Incorrect Aadhaar details", and "Incorrect documents submitted".

Figure 5-1

- DEO will be able to view the reverted application from PO level
- DEO needs to update the application as required
- After successfully update the application DEO needs to click on “Update” button

The screenshot shows a form for updating bank account details. The fields include: Name of the Account Holder (स्थानधारकाचे नाव) with a placeholder "test new one"; Account Number of the beneficiary (लाभार्थ्याचा खाते क्रमांक) with a placeholder "777777"; Re-enter the Account Number of Beneficiary (लाभार्थ्याचा खाते क्रमांक पुनर्प्रविष्ट करा) with a placeholder "777777"; IFSC Code (आयएफएससी कोड) with a placeholder "PUNB0625500"; Name of the Bank (बँके चे नाव) with a placeholder "PUNJAB NATIONAL BANK"; and an "Update (अद्यायावत करा)" button (which is highlighted with a red box).

Figure 5-2

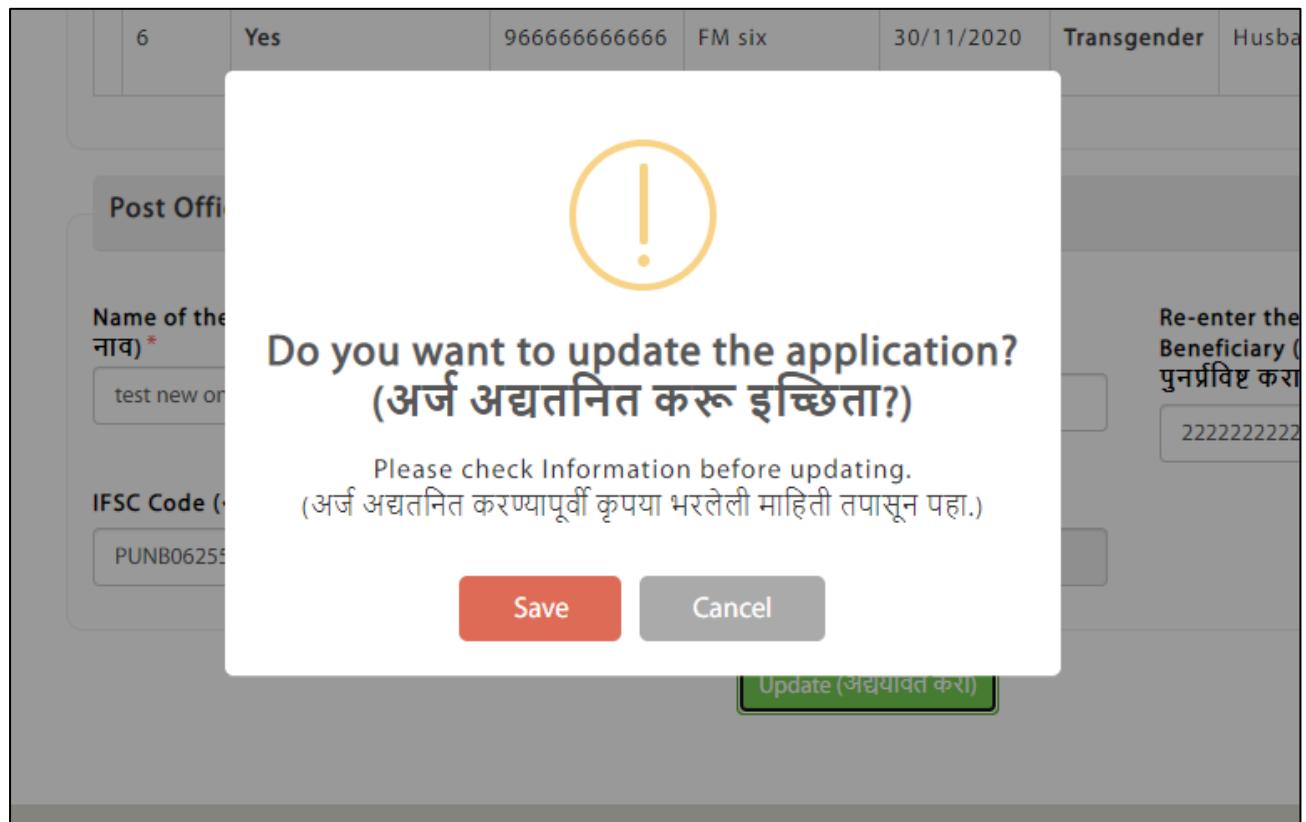


Figure-5-3

- After clicking on “Update” button confirmation message will be displayed and clicking on “Save” button application will be updated and forward it to PO for scrutiny.