



User Manual for Fishermen Saving-cum Relief System (FSRS)

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1. About Project:

'Fishermen Saving-cum Relief System' (FSRS) is a web based application system to issue relief amount (during ban period) to the marine fishermen. This scheme is for the marine district like Purba Medinipur, South 24 Parganas. The ban period is mainly from the month of March to June of every year. In this time, marine fishermen can't able catch fish for monsoon season. The State Govt. and Central Govt. both allotted a certain amount for each and every marine fisherman and distribute by BENFISH. The main objective of the application is to deliver smoothly the relief amount to fishermen.

Under Saving-cum Relief Scheme, Central and State Assistance is available on fulfillment of the following criteria

- The age of the applicant (male or female) should be 18 years to 60 years.
- The applicant must be a destitute in the sense that he/she has no regular means of subsistence from his/her own source of income or through financial support from family members or other sources.

The amount of saving-cum relief scheme is Rs. 150/- per month. This scheme is implemented in the State through Panchayats and Municipalities. Both Panchayats and Municipalities are encouraged to involve voluntary agencies as much as possible in benefiting the destitute elderly for whom this scheme is intended.



The screenshot shows the web application interface for the Fishermen Saving-cum Relief System (FSRS). At the top, there are navigation tabs: Department, Directorate, Zone, District, Report/Query, Admin Area, and Feedback. Below the navigation is a map of West Bengal, India, with various districts highlighted in different colors. The districts shown include Darjeeling, Jalpaiguri, Uttara Dinajpur, Cooch Bihar, Malda, Dakshin Dinajpur, Birshum, Murshidabad, Iurdwan, Ulia, Nadia, Hooghly, 24-Parganas (North), Kuria, Howrah, Kolkata, APORE (W), 24-PARGANAS (SOUTH), and MIDNAPORE (E).

The main content area of the application contains the following text:

'Fishermen Saving-cum Relief System' (FSRS) is a web based application system to issue relief amount (during ban period) to the marine fishermen. This scheme is for the marine district like Purba Medinipur, South 24 Parganas. The ban period is mainly from the month of March to June of every year. In this time, marine fishermen can't able catch fish for monsoon season. The State Govt. and Central Govt. both allotted a certain amount for each and every marine fisherman and distribute by BENFISH. The main objective of the application is to deliver smoothly the relief amount to fishermen.

Main objective of the Application is to prepare a comprehensive database of fishermen approved for Saving-cum relief scheme.

Features:

- Work Flow based System
- G2C/G2G/G2E
- Online verification and approval
- Unique ID for fishermen to avoid duplicate entry

Description of Menus in home page:

- Department : This option is used to log in for Department level user.
- Directorate : This option is used to log in for Directorate level user.
- Zone : This option is used to log in for Zone level user.
- District : This option is used to log in for District level user.
- Admin Area : This option is used to log in for Administrative User.
- Report/Query : This service provides the wide range of information about the Fisherman.
- Feedback : Citizen can send there query/feedback from this menu.

2. Platform Used:

Operating System	LINUX
Web Server	Tom Cat
Client Side Script	JavaScript
Server Side Script	PHP
Database	PostgreSQL

3. Hardware and Software Requirement :

Hardware Requirement	
SL. No.	Items Name
1	Pentium 4 Processor with 128 MB RAM
2	Hard Disk (Min 40 GB)
3	Monitor
4	Key Board
5	Mouse
6	Broadband Connection for Internet
7	Printer
8	Scanner

Software Requirement	
Item	Name
Operating System	Windows XP and upper version, LINUX.
Browser	Internet Explorer 7 or above, Opera

4. User Details:

There are two types of users.

- 4.1 Administrative User
- 4.2 Application User

4.1. Administrative User: Administrator User manages the master data, user profile etc. The master data is the backbone of the application system. Without basic data no transaction can be effected. It can be created through the master data management. The objective of master data creation is to ensure consistency, accuracy and to reduce data redundancy and to introduce interoperability. Various master tables are :



4.2 Application User: The users for the Saving-cum-relief related task (like proposal entry/forward/resubmit, bill processing, GO entry/ forward etc) is known as Application User. There are four types of Application Users-

Application User Type	Functions
District Users	Uses this application from District Offices
Zonal Users	Uses this application from Zonal Offices.
Directorate Users	Uses this application from Directorate Offices

Departmental Users	Uses this application from Department Offices
--------------------	---

The responsibilities of every user are described below:

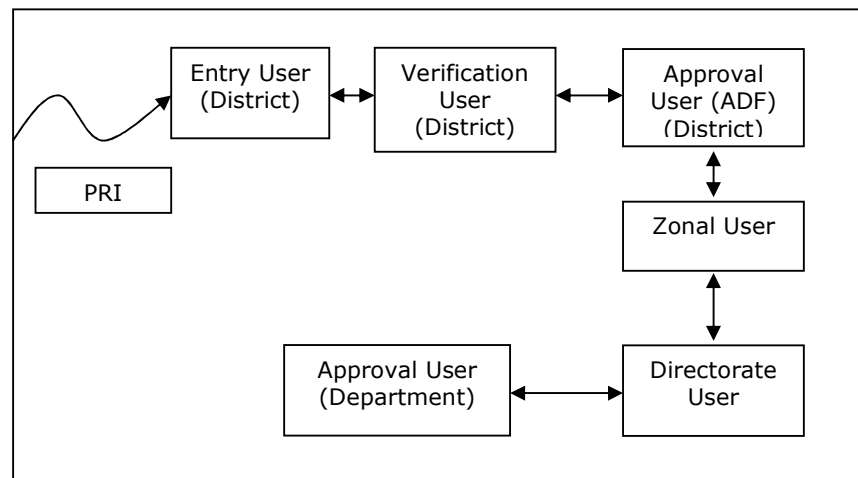
Office	Users Type	Responsibility
District	Entry User	i. Proposal Submission ii. Forwards to District Verification User iii. Publication of A/C Entry Notification to Block. iv. A/C details Entry v. Life Certificate Checking.
	Verification User	i. Proposal Verification ii. Forwards to District Approval User (ADF) iii. Resubmits to District Entry User
	Approval/ Supervisor User (ADF)	i. Proposal Verification ii. Forwards to Zonal Level iii. Resubmits to District Verification User. iv. Bill processing for disbursement of relief amount. v. Update life status (death/alive) of beneficiaries.
Zonal	Zonal User	i. Proposal Verification ii. Forwards to Directorate Level. iii. Resubmits to District Approval User (ADF).
Directorate	Directorate User	i. Proposal Verification. ii. Forwards to Approval User of Department Level. iii. Resubmits to Zonal User.
Department	Entry User	i. GO entry ii. Forwards GO to Verification User of Department level. iii. Update relief amount.
	Verification User	i. GO verification ii. Publication of GO.
	Approval User	i. Proposal Verification. ii. Proposal Approval iii. Resubmits proposal to Directorate User.

Above all, there are users called Citizen (or Fishermen) who can search/query using <Report/Query> menu from home page. They can also send mail through <Feedback> menu to administrator.

5. Process Flow:

The work flow briefly describes the various pension related processes.

5.1. Approval Process: Filled up application forms/proposals for saving-cum relief are submitted by PRI in District office. District official recommends either all or part of the applications for the mentioned scheme and enters the information into the developed system. Then the proposal is send to Department through Zonal and Directorate for final approval of the applicant for saving-cum relief. Users can forward the applications to its upper level or send back to its lower level. The flow of a proposal from District level to Department level in the developed system is as given below ---



5.2. GO Entry: Every year, Government (State & Central both) sanctions certain amount for new/existing fishermen in Saving-cum relief scheme.

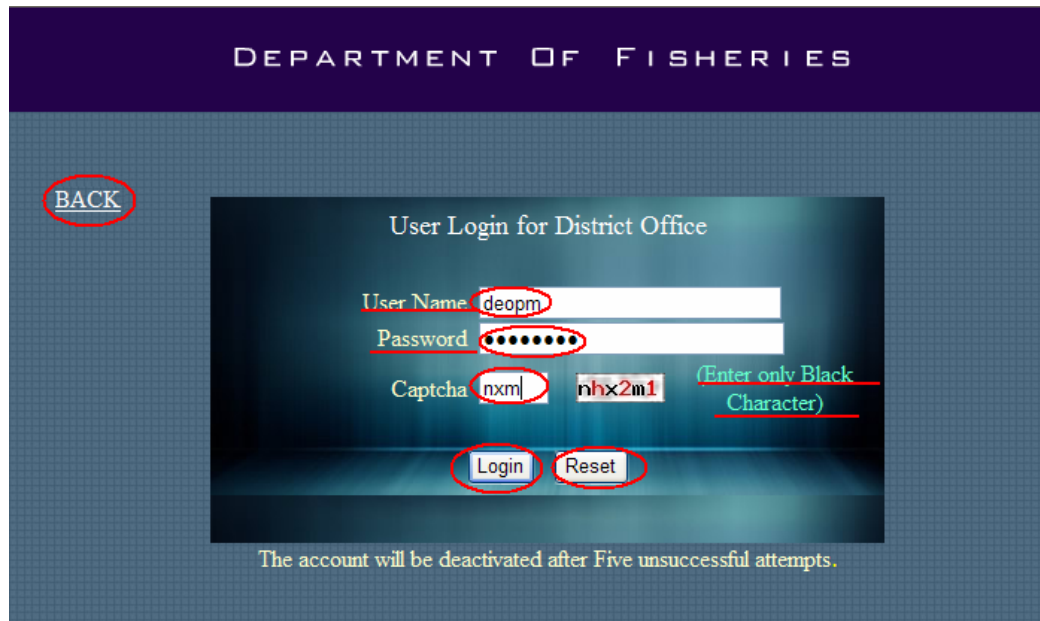
5.3. A/C Details Entry: After the approval of applications by the Department, a notification named *<Account Details Notification>* is generated by the developed system. This notification is send to the respective block. The block office sends the Post Office A/C details, where the relief amount will be send for each approved fishermen to district office. Accordingly PO account details of each new fisherman are entered into the system by the District level user only.

5.4. Disbursement of Relief Amount: This procedure is for disbursement of sanctioned fund for fisherman. The bill is prepared by District office and send to BENFISH. BENFISH distributes the relief amount to the Beneficiaries.

6. District Level User

6.1. Entry User:

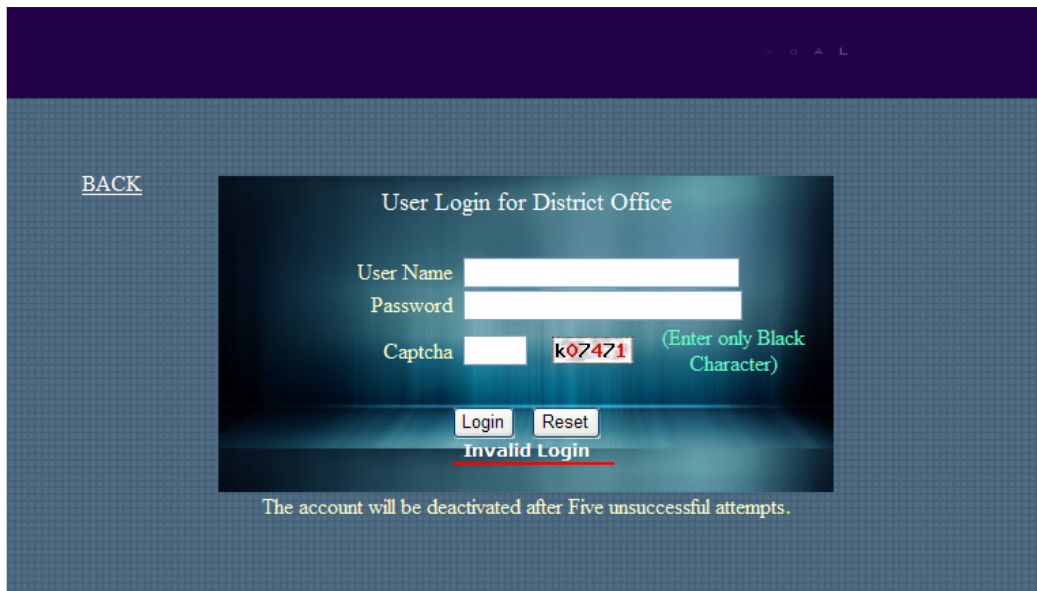
6.1.1. **Log in:** User can log in with his proper **<User Name>** and **<Password>**. After entering the **<Captcha Symbol>**, user clicks on **<Login>** button. For captcha, only need to enter the black alphabets and number. The **<Reset>** button is used to clear all the entered data.



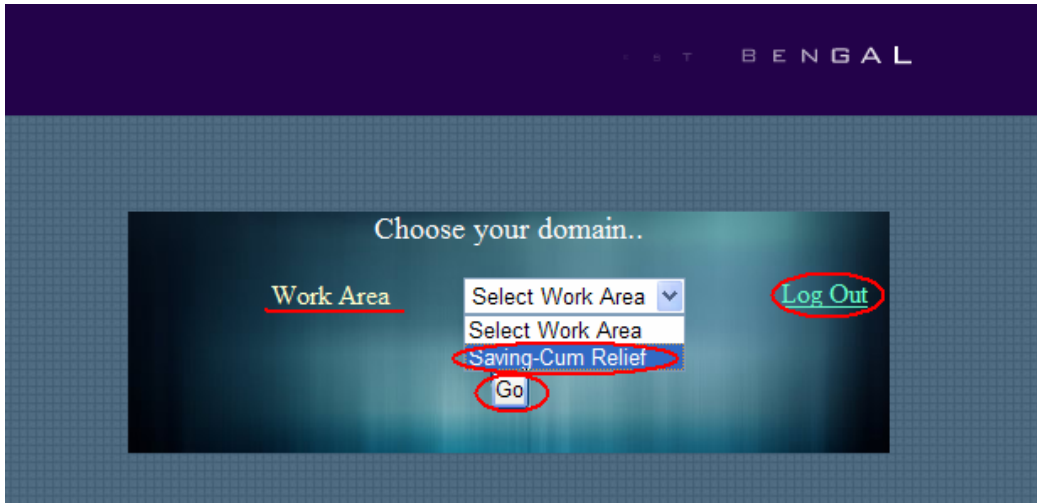
A user is deactivated for 15 minutes after five consecutive unsuccessful logs in. If a user enters an invalid captcha, a message **<Incorrect Captcha>** is displayed into the screen.



If a user enters wrong **<User Name>/<Password>**, If a user enters wrong **<User Name>/<Password>**, a message "**Invalid Login**" displays into the screen.



After authentication, user is redirected to the **<Work Area>** page.



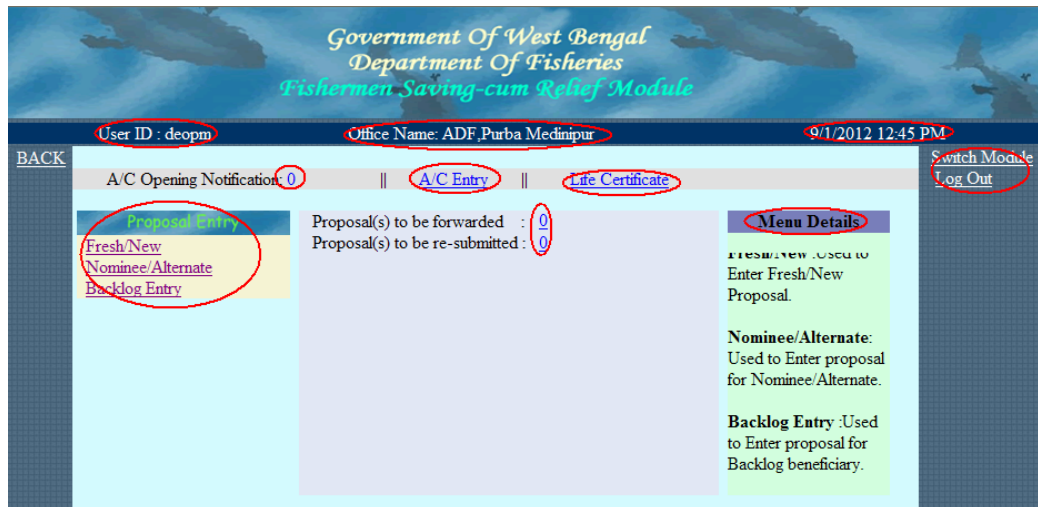
The work area contains the list of domains name like *Pension*, *saving-cum relief* etc. For Saving-cum relief module user can choose **<Saving-cum Relief>** option from list, then click on **<Go>** button.

<Log Out> option can be used to log out from the system.

After clicking the **<Go>** button the following page is displayed.



This is home page for entry user of district. The available menu for entry user is ...



In this menu user can do various activities.

6.1.2 Proposal Entry: The "**Proposal Entry**" option (left side of the above page) controls the entry for the applicants. There are three types of application entry ---

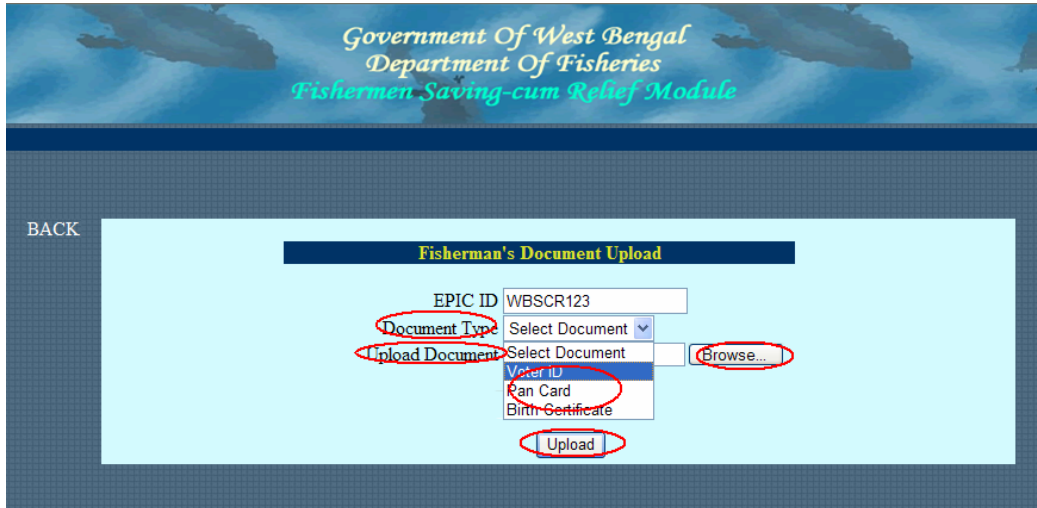
6.1.2.1 Fresh/New Entry: This option is for entering New/Fresh application entry. The new/fresh application form looks like below



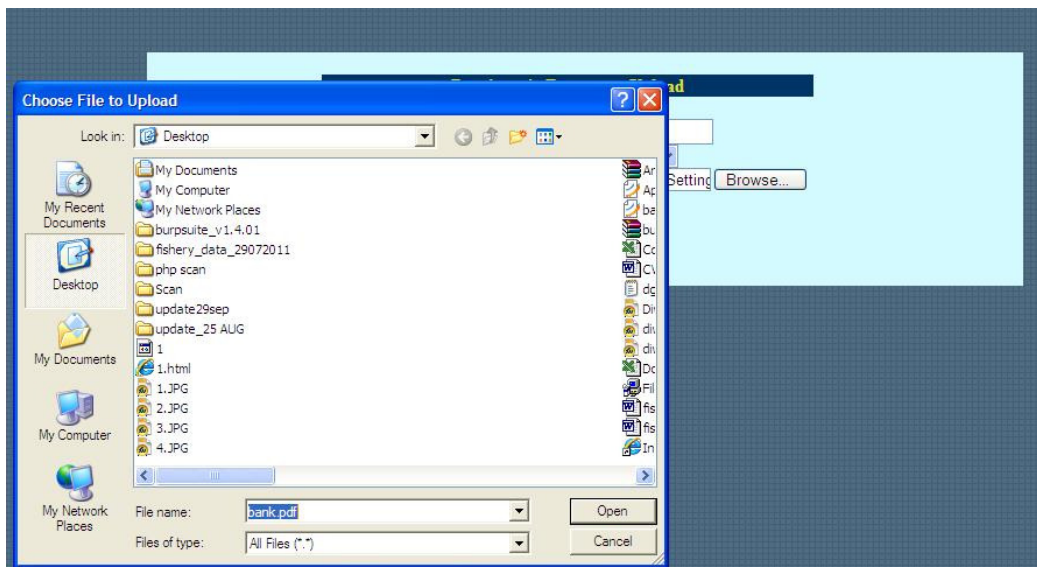
Applicant's Details Entry Form	
(* Fields are Mandatory)	
Personal Information	
EPIC No.* : <input type="text" value="WBSCR123"/>	Sex* : <input type="text" value="Male"/>
Applicant's Name* : <input type="text" value="Bikash Das"/>	Father's Name* : <input type="text" value="Biman Das"/>
Caste* : <input type="text" value="General"/>	Age* : <input type="text" value="45"/>
Address	
District* : <input type="text" value="Purba Midnapore"/>	Block* : <input type="text" value="Chandipur"/>
Post Office : <input type="text" value="ADASIMLA"/>	Police Station : <input type="text"/>
Village : <input type="text"/>	
Co-operative Information	
Co-operative Name* : <input type="text" value="PASCHIM BANGA MATSYAJIBI SAMITY"/>	Co-operative Address : <input type="text" value="SANAJAHAN KULTALA"/>
Membership No.* : <input type="text" value="12345"/>	Membership Date : <input type="text" value="13/01/2010"/>
Family Details	
Head of Family Name* : <input type="text" value="Bikash Das"/>	Dependancy No.* : <input type="text" value="3"/>
Earned Member No.* : <input type="text" value="1"/>	Annual Income* : <input type="text" value="1200"/>
Nominee Details	
Nominee Present* : <input type="text" value="No"/>	
Working Details	
Occupation* : <input type="text" value="Fisherman"/>	Working Place* : <input type="text" value="Local River"/>
Vessel Name : <input type="text"/>	Registration No. : <input type="text"/>
Owner's Name : <input type="text"/>	Owner's Address : <input type="text"/>
Upload Document Details	
Income Certificate* : <input type="text" value="Yes"/>	Residential Certificate* : <input type="text" value="Yes"/>
Approval Details	
From Block* : <input type="text" value="Yes"/>	From Panchayat* : <input type="text" value="Yes"/>
From Co-operative* : <input type="text" value="Yes"/>	
Captcha* : <input type="text" value="247"/> <input type="text" value="2h487g"/> (Enter Black Character only)	
<input type="button" value="Submit"/> <input type="button" value="Reset"/>	

Here the (*) fields are mandatory. The age of applicant must be 18 years to 60 years. The Captcha is needed for each application entry. After

submitting (Clicking on <**Submit**> button) the above filled up application form, the user is redirected to the Uploaded Document page. The user has to choose <**Document Type**> i.e. Voter ID,PAN Card etc from the combo for which the document is to be uploaded . <**Browse**> button can be used to find the source of the document from local pc.



Only .pdf,.jpeg, .gif files are allowed to be uploaded. After choosing the file, click on <**Open**> button of open dialog box and then click on <**Upload**> button.



After successful upload, a confirmation message ("**Upload Successful**") displays into the screen.

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Fisherman's Document Upload

EPIC ID

Document Type

Upload Document

Upload Successful

DOCUMENT NAME	VIEW	DELETE
Pan Card	View	Delete

The uploaded documents can be viewed (From **<View>** option) and deleted (From **<Delete>** option) if necessary. Click on **<Back>** button to go back to the home page.

6.1.2.2 Backlog Entry: This option is used to enter the details of the existing pensioners i.e. the fishermen those who are already getting pension to form Pensioners database.

Backlog Applicant's Details Entry Form	
(* Fields are Mandatory)	
Personal Information	
EPIC No.* :	<input type="text"/>
Applicant's Name* :	<input type="text"/>
Father's Name :	<input type="text"/>
Caste* :	<input type="text" value="Select Caste"/>
Sex* :	<input type="text" value="Select"/>
Age* :	<input type="text"/>
Address	
District* :	<input type="text" value="Select District"/>
Block* :	<input type="text" value="Select Block"/>
Post Office :	<input type="text" value="Select PO"/>
Police Station :	<input type="text"/>
Village :	<input type="text"/>
Co-operative Information	
Co-operative Name* :	<input type="text" value="Select Name"/>
Co-operative Address :	<input type="text"/>
Membership No.* :	<input type="text"/>
Membership Date :	<input type="text"/> <input type="button" value="Calendar"/>
Family Details	
Head of Family Name* :	<input type="text"/>
Dependency No.* :	<input type="text"/>
Earned Member No.* :	<input type="text"/>
Annual Income* :	<input type="text"/>
Nominee Details	
Nominee Present* :	<input type="text" value="Select"/>
Working Details	
Occupation* :	<input type="text"/>
Working Place* :	<input type="text"/>
Vessel Name :	<input type="text"/>
Registration No. :	<input type="text"/>
Owner's Name :	<input type="text"/>
Owner's Address :	<input type="text"/>
Captcha* :	<input type="text" value="3miu62"/> (Enter Black Character only)
<input type="button" value="Submit"/> <input type="button" value="Reset"/>	

<**Save**> button should be used to insert the records into the system. For Backlog Entry, the forwarding of application to the upper level is not needed. The data is kept into the system.

6.1.3 Proposal Forward: These steps are involved in the process of proposal forward. The proposal enters into the system by Entry User of District and travels up to Department level through Zonal and Directorate.

Initially, the forward/resubmit menu shows zero (i.e. no proposal is ready for forward/resubmit).

After submission of proposal into system, the screen becomes



<1> indicates that there are one proposal is ready for forward and <0> indicates that no proposal ready for resubmit.

When user clicks on <1> the following screen is appeared. The <Remarks> field shows the list of required documents yet to be uploaded. Also user can forward this proposal to his upper/lower level with adding some new remarks.



User can view details of particular proposal by clicking on <View> option. The <Document Upload> option is used to view/modify uploaded document details as shown in figure below.



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Uploaded Document

Applicant's Details Edit Form (* Fields are Mandatory)

Personal Information

EPIC No.* : Sex* :
Applicant's Name* : Father's Name :
Caste* : Age* :

Address

District* : Block* :
Post Office : Police Station :
Village :

Co-operative Information

Co-operative Name* :
Co-operative Address :
Membership No.* : Membership Date :

Family Details

Head of Family Name* : Dependency No.* :
Earned Member No.* : Annual Income* :

Nominee Details

Nominee Present* :

Working Details

Occupation* : Working Place* :
Vessel Name : Registration No. :
Owner's Name : Owner's Address :

Upload Document Details

Income Certificate : Residential Certificate :

Approval Details

From Block* : From Panchayat* :
From Co-operative* :

Captcha* : (Enter Black Character only)



After updation, user needs to click on <**Update**> button. Before click on <**Update**> button, the captcha is needed. After successful updation, a message ("**Record updated Successfully**") displays above the form.

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Uploaded Document

Applicant's Details Edit Form

Record updated Successfully..... (* Fields are Mandatory)

Personal Information

EPIC No.* :

Applicant's Name* : Sex* :

Father's Name :

Caste* : Age* :

Address

District* : Block* :

Post Office :

Police Station : Village :

Co-operative Information

Co-operative Name* :

Co-operative Address :

Membership No.* : Membership Date :

Family Details

Head of Family Name* : Dependency No.* :

Earned Member No.* : Annual Income* :

Nominee Details

Nominee Present* :

Working Details

Occupation* : Working Place* :

Vessel Name : Registration No. :

Owner's Name : Owner's Address :

Upload Document Details

Income Certificate : Residential Certificate :

Approval Details

From Block* : From Panchayat* :

From Co-operative* :

Captcha* : (Enter Black Character only)

User can view the uploaded supporting document by clicking <**Uploaded Document**> menu. The following page appears,



DOCUMENT NAME	VIEW	DELETE
Pan Card	View	Delete

<**View**> option is used to view the document and <**Delete**> to delete the document from database. Click on <**Close**> button to close the window.

To forward the document, user needs to select the check box before the document and click on the <**Forward**> button.



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List of Applicant's to be Forwarded

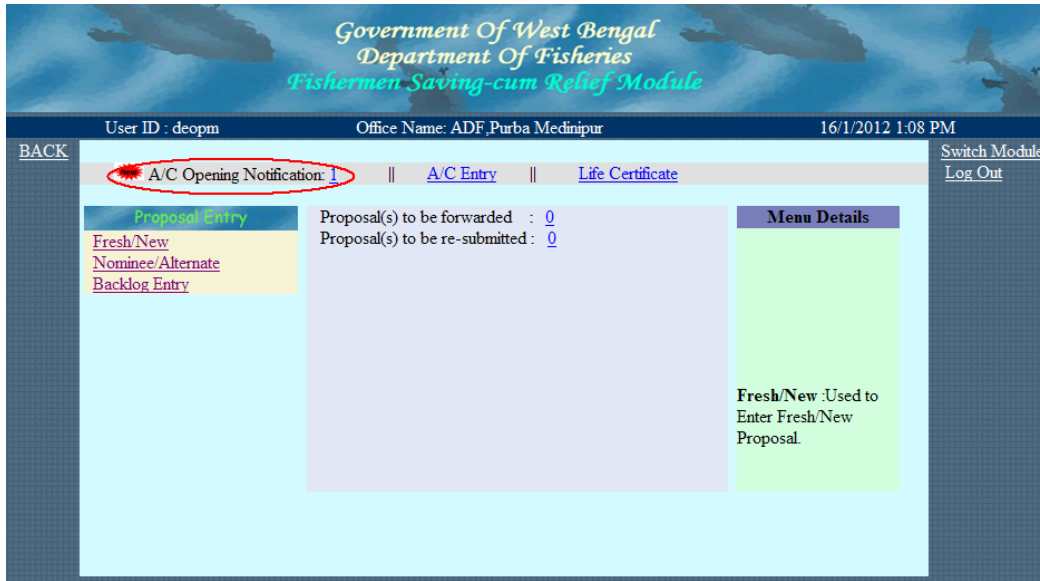
No Records Found

Proposal(s) has been forwarded to DFO, (DISTRICT)

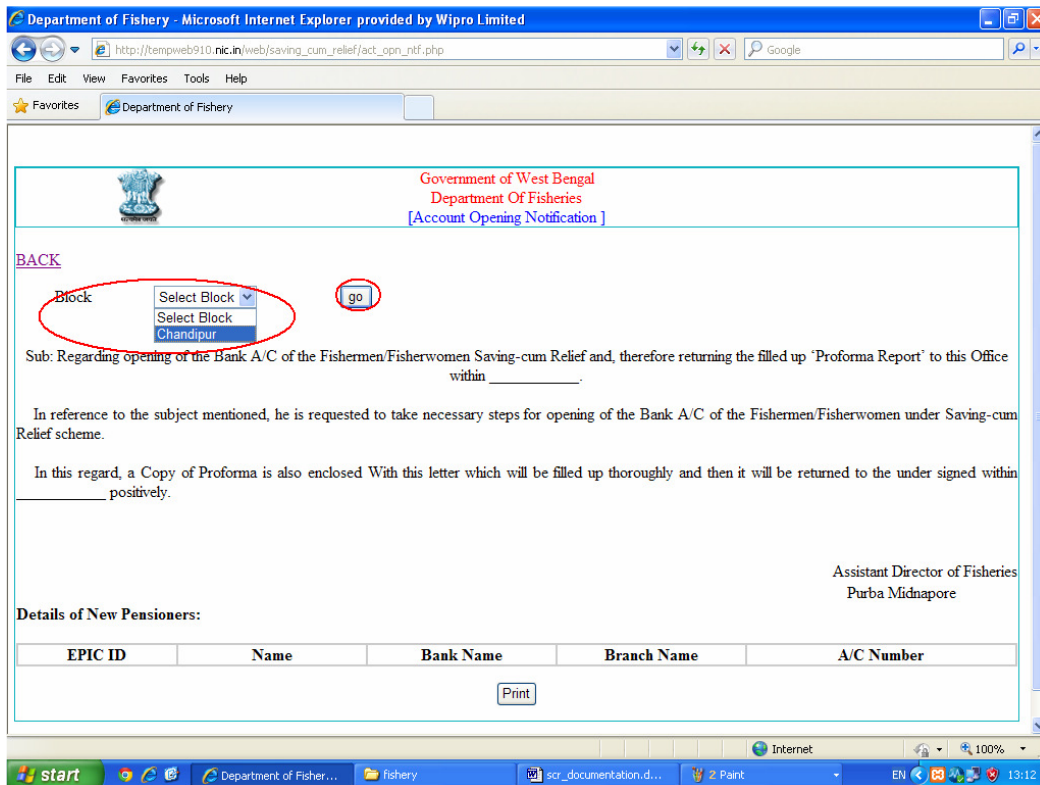
The message "**No Records Found**" signifies that, there are no application is ready to forward and another message "**Proposal(s) has been forwarded to DFO, (DISTRICT)**" signifies that the proposal has been forwarded to upper level successfully.

User can delete any record by selecting the record from check box and then click on <**Delete**> button.

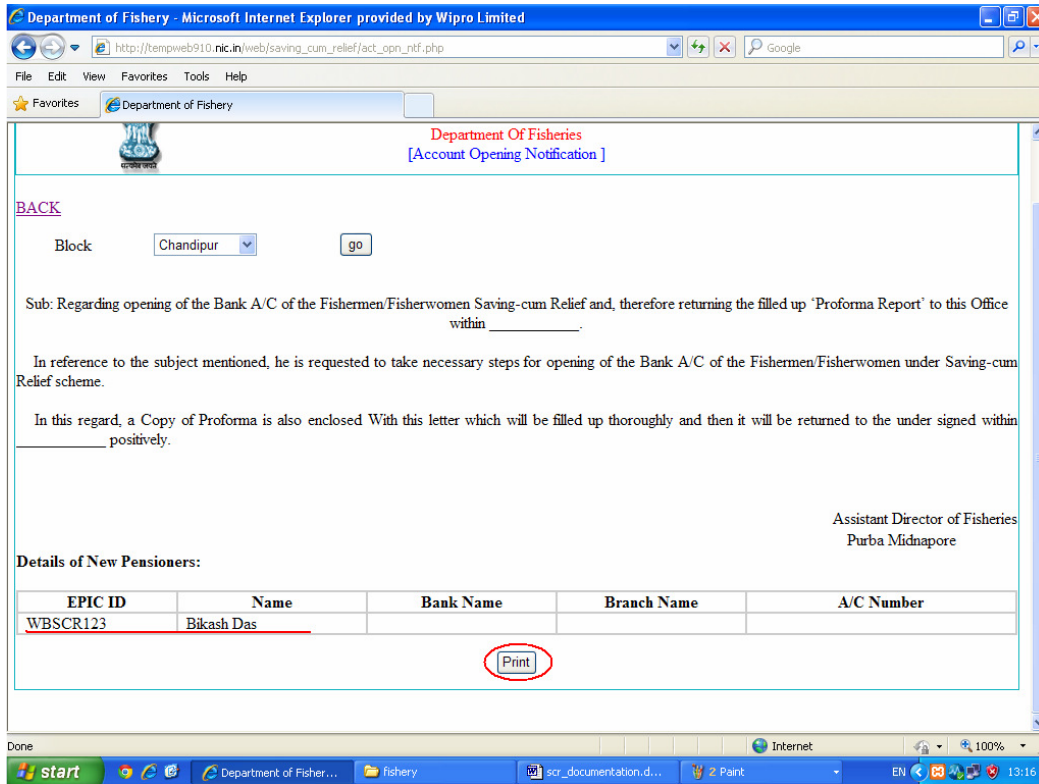
6.1.4 A/C Opening Notification: After getting approval from Department for the proposed application, Post Office account details, where relief amount is to be disbursed, are entered by entry user of district.



When any new pension is approved, a blinking New appears before the **<A/C Opening Notification>** option. '1' indicates that only one new pensioner has been approved by the Department. Click on the **<1>** to generate the notification for Account opening in P.O which is looks like below:

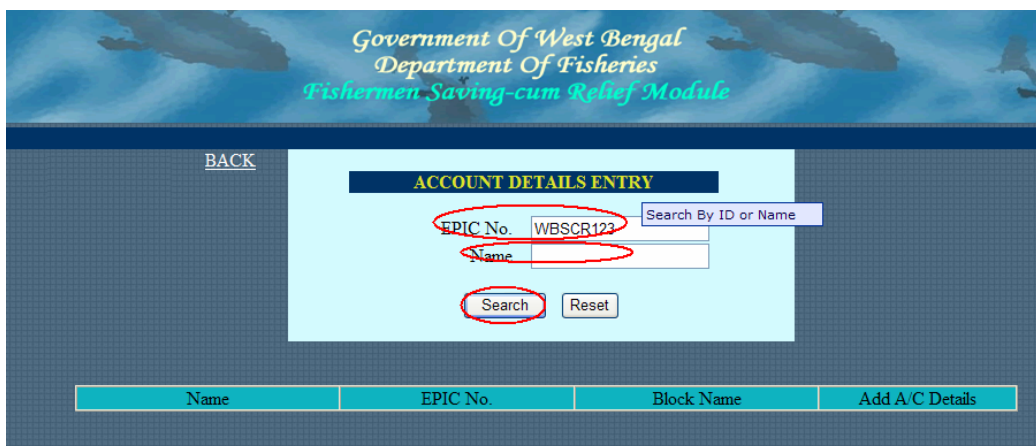


First select **<Block>** and press **<go>** button. The fisherman name will come in this report whose account is yet to open.



This letter is send to the respective Block to distribute to individual approved fisherman. Then Block officials collect Post Office Account details and send the same with this letter to District Office.

6.1.5 **A/C Entry:** This option is used to enter the details of the Post Office A/C of pensioner where the relief amount will be delivered. This also done by Entry User. A/C entry form looks like below :



A fisherman can be searched by the EPIC No. or by Name. The details of fisherman as shown below:

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ACCOUNT DETAILS ENTRY

EPIC No.

Name

Name	EPIC No.	Block Name	Add A/C Details
Bikash Das	WBSR123	Chandipur	<input type="button" value="Add"/>

After Click on <**Add**> option, the entry form comes as below:

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ACCOUNT DETAILS ENTRY

Epic No. Name

Head Post Office

Sub Post Office

Account In SUB PO BRANCH PO

Branch Post Office

A/C No.

First select the <**Head Post Office**> name and <**Sub Post Office**> name where the account stands. A Fisherman can open his/her account in <**Sub post office**> or <**Branch post office**>. Select the proper Post Office type where the account stands. Then enter <**Branch Post Office**> while necessary. Now enter the <**A/C No.**> Then click on <**Add/Update**> button. Using this form, Entry User can update the A/C details of a pensioner if needed.

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ACCOUNT DETAILS ENTRY

Epic No. Name

Head Post Office

Sub Post Office

Account In SUB PO BRANCH PO

Branch Post Office

A/C No.

Record Added Successfully

After successful operation, a message is delivered as shown in the diagram.

- 6.1.6 **Life Certificate:** Life certificate is needed to check before disbursement of relief amount. Initially the life certificate is set (i.e. submitted) for all fishermen. After getting relief amount for each time, the life status is reset (i.e. not submitted).

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Life Certificate Details

User Menu

[Upload Certificate](#)

[Reset Certificate](#)

User Menu Details

- **Upload Certificate** : This option is used to check the life certificate status of Fishermen.
- **Reset Certificate** : This option is used to reset life certificate status of all Fishermen in the system.

There are two menus available:

- 4.1.6.1 **Upload Certificate:** This option is used to check the life certificate status of fishermen. Before disbursing relief amount, all the life certificate status is need to check for all fishermen. One can check life certificate status of individual fisherman/fishermen at a time. The **<Search All>** button is used to find all fishermen.

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Upload Life Certificate

Pensioner ID/EPIC No.

Checked to select all fishermen at a time

Name	ID	District	Block	<input checked="" type="checkbox"/>
Bikash Das	WBCSR123	Purba Midnapore	02481	<input checked="" type="checkbox"/>
Biswajit Das	EPCNIC2012	Purba Midnapore	02488	<input checked="" type="checkbox"/>

Select an individual fisherman

Click to update the life status

Check the fisherman name, and press on <**Submit**> button.

To use <**Search**> button, give <**Pensioner ID/EPIC No.**> and then press <**Search**> button.

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Upload Life Certificate

Pensioner ID

Name	ID	Date Of Birth	Mobile No.	Select <input type="checkbox"/>
Bappa Das	EPC90000	05/12/1950	9474786336	<input checked="" type="checkbox"/>

To submit the life certificate, select the fishermen and click on <**Submit**> button.

4.1.6.2 **Reset Certificate:** This option is used to uncheck all life certificate status of fishermen. This option can be used after disbursing pension to reset certificate of all fishermen.

Click the check box containing **<Reset all Life Certificate>** and click **<Submit>** button.

A message appears...

Click on **<OK>** button to confirm. A confirmation message appears as below...

It will reset life certificate of all Fishermen.

6.2 Verification User:

6.2.1 **Log in:** User can log in with his proper **<User Name>** and **<Password>**. After entering the **<Captcha>**, user clicks on **<Login>** button. The **<Reset>** button is used to clear all the entered data.



DEPARTMENT OF FISHERIES

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User Login for District Office

User Name: veopm


Password: ●●●●●●

Captcha: 30w 3r00w5 (Enter only Black Character)

Login Reset

The account will be deactivated after Five unsuccessful attempts.

A user is deactivated for 15 minutes after five consecutive unsuccessful logs in. If a user enters an invalid captcha, a message "**Incorrect Captcha**" is displayed on the screen.



DEPARTMENT OF FISHERIES

[BACK](#)

User Login for District Office

User Name: _____

Password: _____

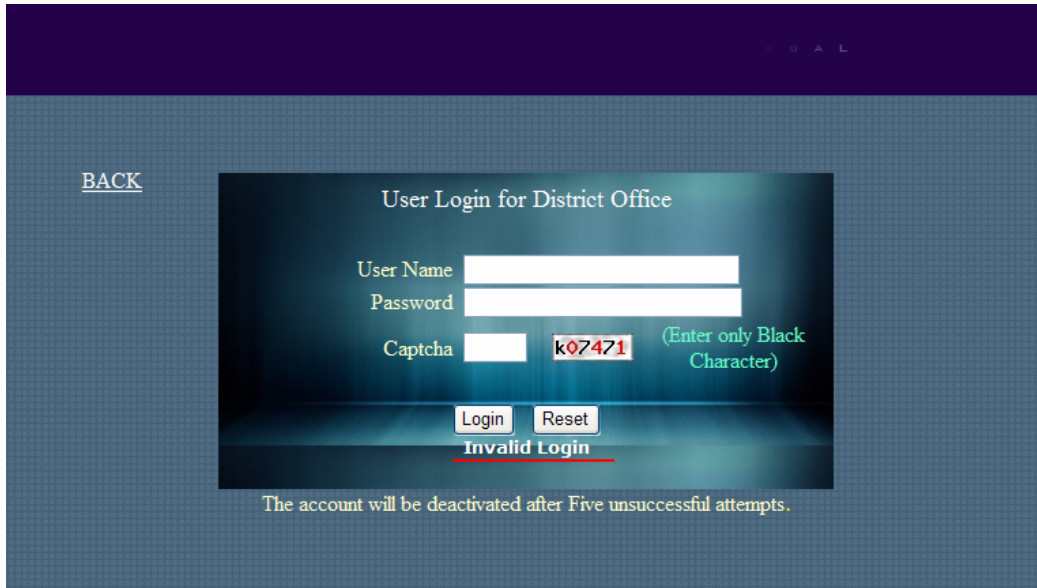
Captcha: _____ 7h8evt (Enter only Black Character)

Login Reset

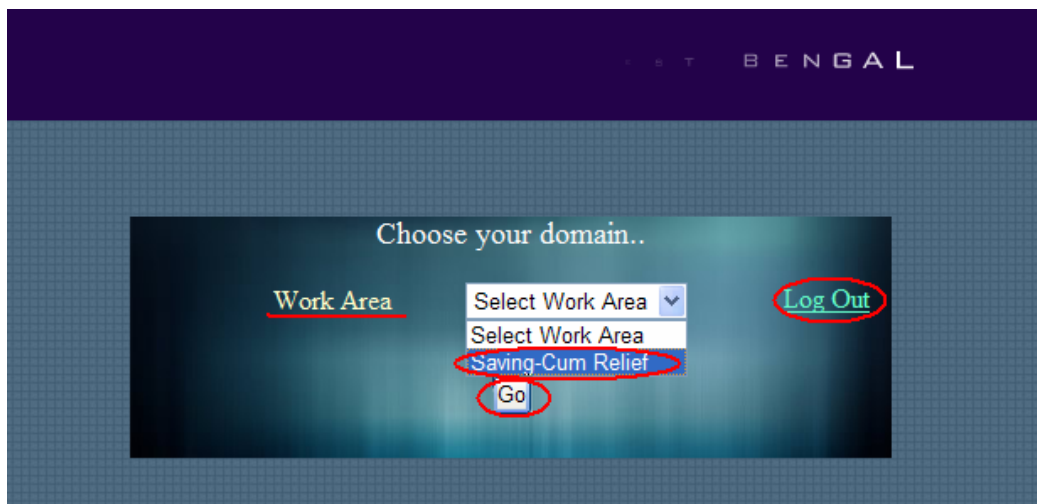
INCORRECT CAPTCHA.

The account will be deactivated after Five unsuccessful attempts.

If a user enters wrong **<User Name>/<Password>**, a message "**Invalid Login**" displays into the screen.



After authentication, user is redirected to the **<Work Area>** page.



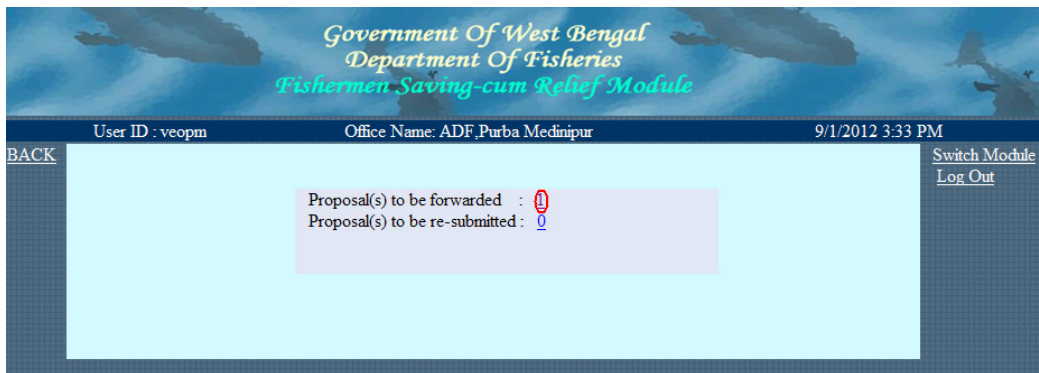
The work area contains the list of domains name like *Pension*, *saving-cum relief* etc. For Saving-cum relief module user can choose **<Saving-cum Relief>** option from list, then click on **<Go>** button.

<Log Out> option can be used to log out from the system.

6.2.2 Forward Proposal: The verification user of District can forward the proposal to the Supervisor of Zonal office.



click on <**Proposal Entry**>, then the following page will display. Initially the forwarded number should be zero. The number <1> indicates that there is one proposal is ready for verification and forward.

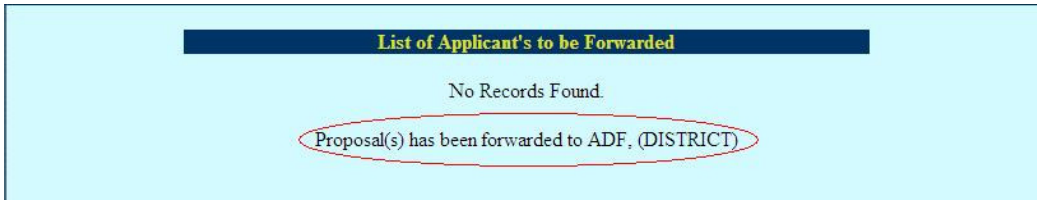


After click on <**1**> link the following page will display.



Verification user can forward this proposal to his upper level by selecting the check box and then click on <**Forward**> button. Before forward, user can view the proposal details by clicking on <**View**> link.

The following message will display after forwarding the proposal.

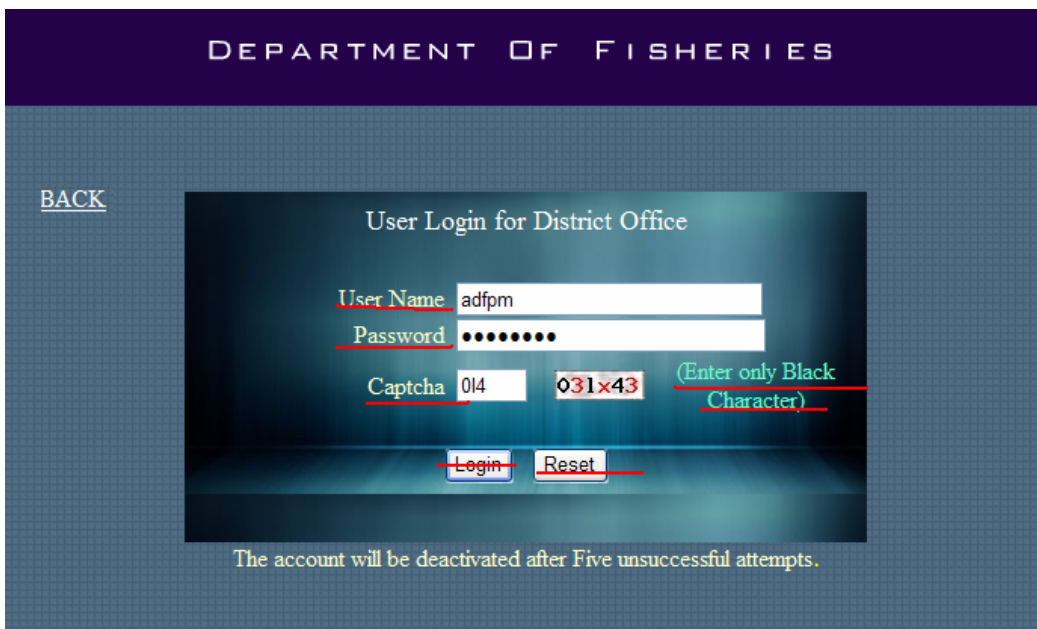


The proposal has been forwarded to ADF (DISTRICT).

6.3 **Approval/ Supervisor User (ADF)** : This user can perform the followings work

- Proposal Entry
- Bill Processing
- Status Updation

6.3.1 **Log in:** User can log in with his proper **<User Name>** and **<Password>**. After entering the **<Captcha>**, user clicks on **<Login>** button. For captcha, only need to enter the black character from the image shown.



A user is deactivated for 15 minutes after five consecutive unsuccessful logs in.

If a user submits wrong **<User Name>** and/or **<Password>**, the following message shows into the screen.



DEPARTMENT OF FISHERIES

[BACK](#)

User Login for District Office

User Name

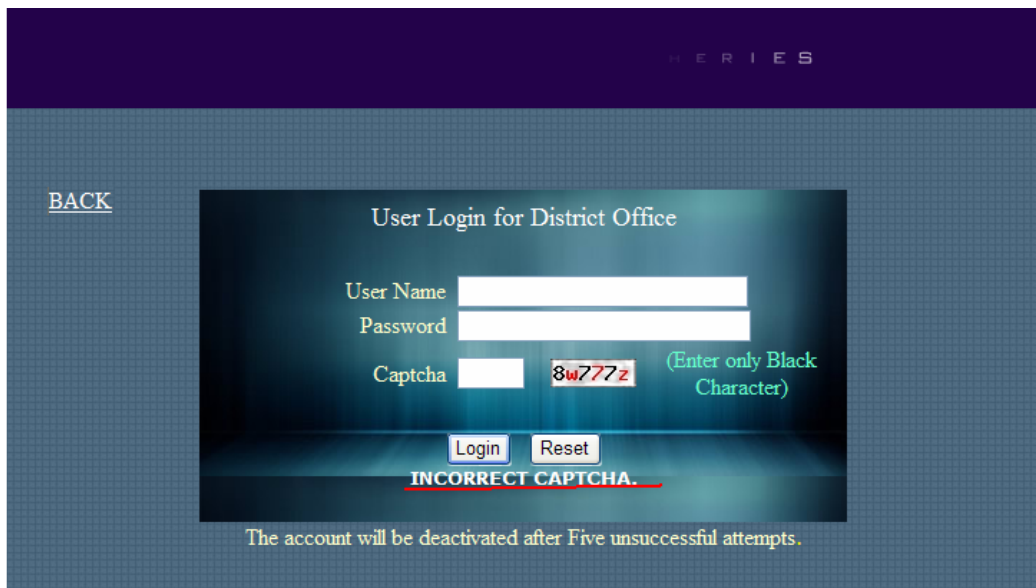
Password

Captcha 35r07a (Enter only Black Character)

Invalid Login

The account will be deactivated after Five unsuccessful attempts.

When a user enters **<User Name>** and **<Password>** with incorrect **<Captcha>**, the following message shows into the screen.



DEPARTMENT OF FISHERIES

[BACK](#)

User Login for District Office

User Name

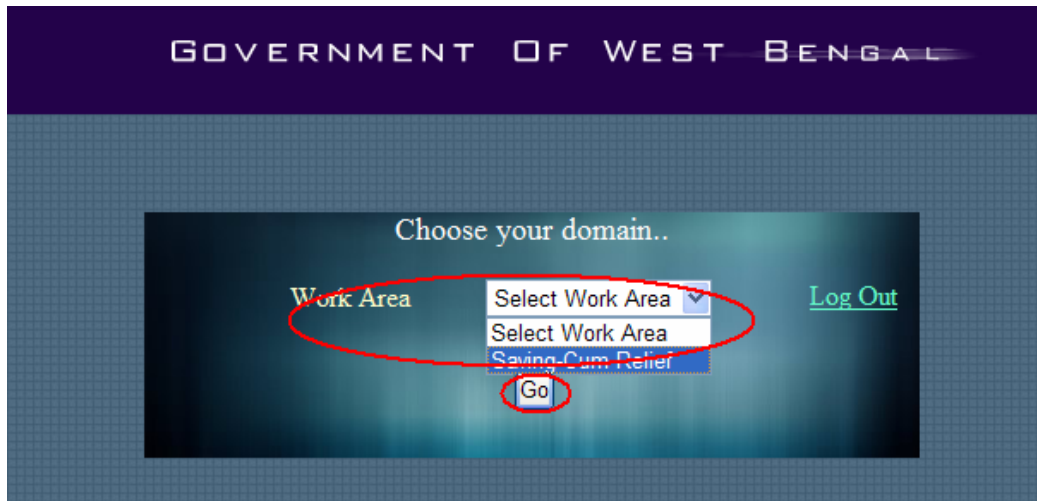
Password

Captcha 8w777z (Enter only Black Character)

INCORRECT CAPTCHA.

The account will be deactivated after Five unsuccessful attempts.

After authentication, user is redirected to the **<Work Area>** Page.



The work area contains the list of domains name like **<Pension>**, **<Saving-cum Relief>** etc. For this module, choose **<Saving-cum Relief>** from list, then click on **<Go>** button.

After clicking the **<Go>** button the following page is displayed.



In the home page of Supervisor User (ADF), there are two types of menu.

Menu	Sub Menu
1. User Menu	i) Proposal Entry
	ii) Bill Processing
	iii) Status Updation

6.3.2 Proposal Entry: This option is used to forward proposal to upper level. Click on **<Proposal Entry>**, then the following page will display. Initially the forwarded number should be zero. The number **<1>** indicates that there is one proposal is ready for verification.



After click on **<1>** link the following page will display.



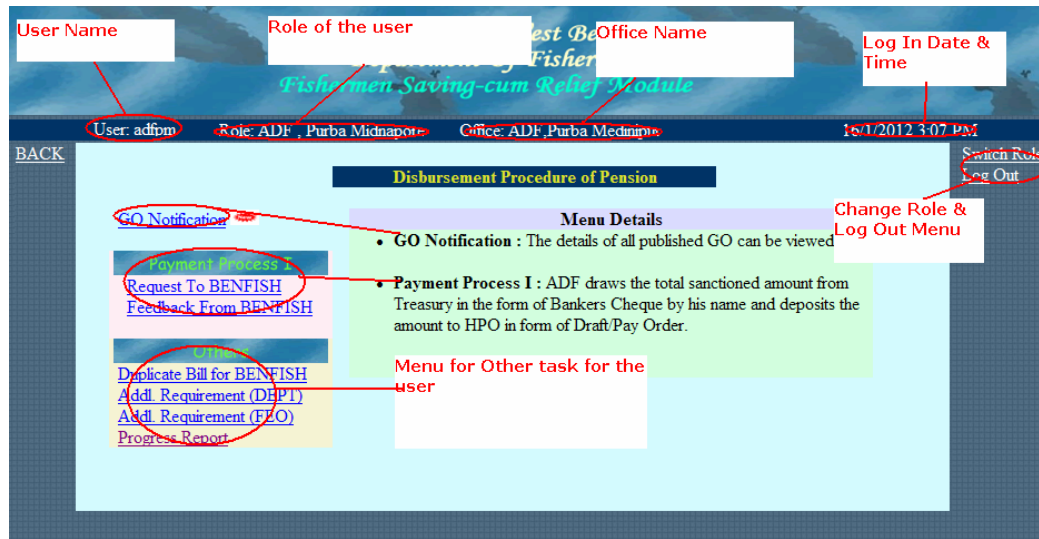
User can forward this proposal to his upper level by selecting the box and then click on **<Forward>** button or **<Resubmit>** to its lower level.

The following message will display after forwarding the proposal.



The proposal has been forwarded to DDF (ZONAL).

6.3.3 Bill Processing: This menu is used to disburse the sanctioned fund. This page contains the following menu:



The details of the menu and their sub-menu are given below:

Menu	Submenu	Description
1.GO Notification		A blinking new appears before this menu when a GO is released.
2.Payment Process	i.Request to BENFISH	Used to generate bill for BENFISH.
	ii.Feedback From BENFISH	The feedback from BENFISH is entered from this menu.
4. Others	i.Duplicate Bill for BENFISH	This menu is used to generate duplicate bill for BENFISH.
	ii.Addl. Requirement (DEPT)	A letter along with a request for additional requirement (for Department) is generated.
	iii.Addl. Requirement (FEO)	A letter along with a request for additional requirement (for FEO, block) is generated.
	iv.Progress Report	GO wise payment history is viewed.

6.3.3.1 GO Notification: When a GO released, a blinking new appear before the GO Notification option. After clicks on this option the following page appears

Select <**Financial Year**>, <**GO Type**>. The <**GO No.**> comes automatically. After selecting the GO, the eligible fishermen name comes.

ID	FISHERMEN'S NAME	Select
WBSR1000	Binoy Das	<input checked="" type="checkbox"/>

Here only one Fisherman (i.e. *Binoy Das*) is getting pension from the GO number *GO2011-12*. After submission (Clicking on <**Submit**> button), the following letter is generated.



Memo No.....

Dated ...

To
The Treasury Officer
Purba Midnapore

Ref No. 19-345-SCR-2012-34

Sub: Submission of list of the beneficiaries for the disbursement of found under Saving-cum-Relief scheme for the year 2012-2013 onwards.

Sir,

With reference to the subject I am to submit the list of the Purba Midnapore towards the disbursement of found under Saving-cum-Relief scheme. Containing all the Particulars as to be required for the same.

It may be kindly noted that the bank's A/C are not recorded against some beneficiaries in the list due to non availability of the same , with will be sent shortly.

[Details](#)

Enclo. nos. of sheet.

Yours faithfully

Assistant Director of Fisheries
ADF,Purba Medinipur

Memo. No.....

Dated the.....

Copy forwarded for favour of his kind information to :-

1. The Director of Fisheries. West Bengal. Saltlake.
Kolkata-700091.
2. The Deputy Director of Fisheries, kolkata Zone.
3. The Block Development Officer , Diamond Harbour-II

Assistant Director of Fisheries
ADF,Purba Medinipur

WBSC-NIC

A **<Reference Number>** is generated with this letter. This Reference No. may be kept for future use. Click on the option **<Details>** to generate the list of eligible Fishermen. This list looks like below

Total Pensioner List of Purba Midnapore

HPO: CONTAI		Sub PO: ARGOAL		Total Pensioner: 1	
Applicant's ID	Applicant's Name	A/C Number	Name of PO where A/C Stands	Amount	
WBSCR1000	Binoy Das	ACSCR1000	ARJUNNAGAR	600.00	

Both the **<Print>** button is used to take print copy of the respective pages and **<Close>** to close the window.

6.3.3.2.2 **Feedback from BENFISH:** BENFISH sends the name of the fishermen, who has not received the relief amount. According to the report, the required data is entered.

Government Of West Bengal
Department Of Fisheries
Fishermen Saving-cum Relief Module

BACK

Feedback from BENFISH

Financial Year: 2010-11
 GO No.: Select GO
 Reference No.: Select Reference No.
 Fishermen ID:

Search

Select the **<Financial Year>**, **<GO No.>**, **<Reference No.>** and give the **<Fisherman ID>** (i.e. EPIC No.). Now click on **<Search>** button.

BACK

Feedback from BENFISH

Financial Year: 2011-12
 GO No.: GO2011-12
 Reference No.: 19-345-SCR-2012-34
 Fishermen ID: WBSR1000

Search

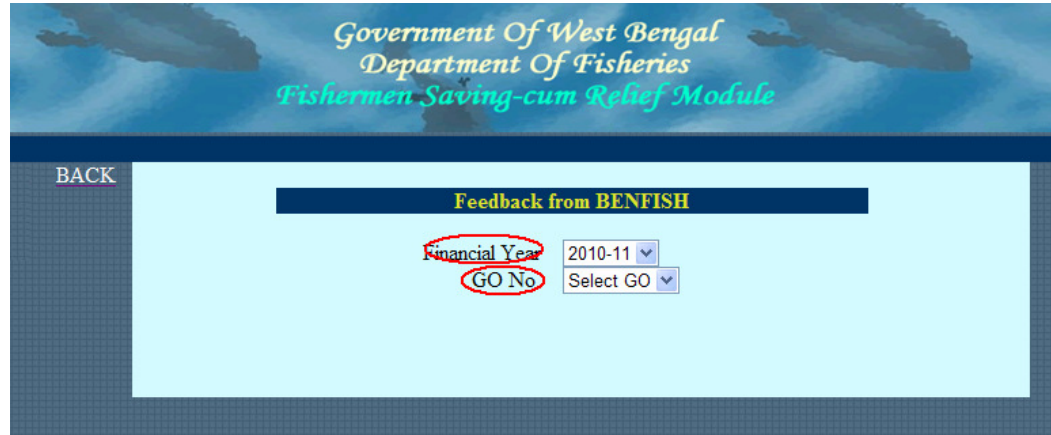
FISHERMEN DETAILS	
Name	Binoy Das
Payment Status	Not Paid <input checked="" type="checkbox"/>
Remarks	Not received payment

Update

Before **<Update>**, Check the **<Payment Status>** and give some **<Remarks>**.

6.3.3.3 **Others:** Some other options are available in this menu.

6.3.3.3.1 **Duplicate Bill for BENFISH:** This option is used to generate duplicate bill.



Select <**Financial Year**> and <**GO No.**>. The <**Reference No.**> comes depending on the <**GO No.**>.



Click on <**Generate**> button, to generate the duplicate letter.

6.3.3.3.2 **Addl. Requirement (DEPT):** A letter for the Additional requirement (For Department), is generated.



GOVERNMENT OF WEST BENGAL
OFFICE OF THE ASSISTANT DIRECTOR OF FISHERIES, MARINE
Purba Midnapore

Memo No. : _____

Dated : _____

To,
The Director of Fisheries,
West Bengal
63,N.S. Road
Kolkata-700001

Sub:Proposal for Additional Target of _____ nos of Beneficiaries under
Purba Midnapore marine sector for Implementation of Centrally sponsored
"Saving-Cum Relief Scheme" for the year 2012-13

Ref:-

Sir,
In reference to the above kindly arrange the Additional Target of _____ nos. Beneficiaries, under said scheme for fishermen under Purba Midnapore marine sector covering 21 blocks for implementation of centrally sponsored fishermen welfare scheme "Savings-cum-Relief Scheme" during 2012-13 at the earliest.

Nos. of blocks under Purba Midnapore Marine sector	Total nos. of fishermen to covered under the scheme		Amount involved
	Existing	Add. Required	

Yours faithfully,

Assistant Director of Fisheries, Marine
Purba Midnapore

Memo No.: _____

Dated : _____

Copy forwarded for favour of information to:-

1. The **Savdhipati**, Purba Midnapore Zilla Parisad, with request for your kind approval
2. The **Dy. Directorate of Fisheries**, WESTERN Zone
3. The **Karmadhaskhya** ,M-O-P Bikash Sthayee Samiti, Purba Midnapore Zilla Parishad, With request to arrange for kind approval at M-O-P Bikash Sthayee Samity.

Assistant Director of Fisheries, Marine
Purba Midnapore

Print Close

6.3.3.3 Addl. Requirement (FEO): A letter for the Additional requirement (For FEO, Block), is generated.

GOVERNMENT OF WEST BENGAL
OFFICE OF THE ASSISTANT DIRECTOR OF FISHERIES, MARINE
Purba Midnapore

Memo No. : _____ Dated : _____

To,
The Block Dev. Officer,
_____ Dev. Block

Sub:Submission of properly filled up application against The death & overaged under
"Saving-Cum Relief Scheme" for the year 2012-13

In reference to the above subject,the undersigned has to inform you to select _____ nos. of marine fishermen(beneficiaries') under "Savings-cum-Relief Scheme" for your block as per vacancy against the death, overaged, (above 60 years) and absent beneficiaries for the year 2011-12 , following the submission of individual application in prescribed form alongwith Xerox copy of EPIC, Fishermen Identity Card and copy of M-O-P-B Stayee Samiti's meeting and send the same to the undersigned within 1st week of November' 2013 positively failing which it will be diverted to other blocks.

Yours faithfully,

Assistant Director of Fisheries, Marine
Purba Midnapore

Memo No.: _____ Dated : _____

Copy forwarded for favour of information to:-
1) The **Savadhupati**, Purba Midnapore Zilla Parishad
2) The **Dy. Directorate of Fisheries**, WESTERN Zone
3) The **Karmadhaskhya** ,M-O-P Bikash Sthayee Samiti, Purba Midnapore Zilla Parishad, With request to arrange for kind approval at M-O-P Bikash Sthayee Samity.
4-16) The Savapati _____ Panchayat Samiti
17-33) The Fishery Extension Officer _____ Dev. Block.

Assistant Director of Fisheries, Marine
Purba Midnapore

6.3.3.3.4 **Progress Report:** The no. of fisherman for a GO can be viewed.

Government Of West Bengal
Department Of Fisheries
Fishermen Saving-cum Relief Module

BACK

Generate Progress Report

Financial Year: 2010-11
GO No: Select GO

Search

Select <**Financial Year**>, <**GO No.**> and click on <**Search**> button. The following report is generated.

Government Of West Bengal
 Department Of Fisheries
 Fishermen Saving-cum Relief Module

Total Fisherman's List of Purba Midnapore

[BACK](#)

SL No.	Block Name	Total no. of Beneficiaries	No. of Beneficiaries received payment	Pending Beneficiaries	Remarks
1	Bhagawanpur - I	1	1	0	
2	Bhagawanpur - II	0	0	0	
3	Chandipur	0	0	0	
4	Contai - I	0	0	0	
5	Contai - III	0	0	0	
6	Deshopran	0	0	0	
7	Egra - I	0	0	0	
8	Egra - II	0	0	0	
9	Haldia	0	0	0	
10	Khejuri - I	0	0	0	
11	Khejuri - II	0	0	0	
12	Kolaghat	0	0	0	
13	Mahisadal	0	0	0	
14	Moyna	0	0	0	
15	Nanda Kumar	0	0	0	
16	Nandigram - I	0	0	0	
17	Nandigram - II	0	0	0	
18	Panskura-I	0	0	0	
19	Potashpur - I	0	0	0	
20	Potashpur - II	0	0	0	
21	Ramnagar - I	0	0	0	
22	Ramnagar - II	0	0	0	
23	Sahid Matangiri	0	0	0	
24	Sutahata	0	0	0	
25	Tamluk	0	0	0	
	Total	1	1	0	

7. Zonal User

7.1 Zonal User (supervisor)

7.1.1 **Log in:** User can log in with his proper <**User Name**> and <**Password**>. After entering the <**Captcha**> Symbol, user clicks on <**Login**> button.

GOVERNMENT OF WEST BENGAL

[BACK](#)

User Login for Zonal Office

User Name

Password

Captcha (Enter only Black Character)

The account will be deactivated after Five unsuccessful attempts.

A user is deactivated for 15 minutes after five consecutive unsuccessful logs in.

After authentication, user is redirected to the **<Work Area>**.

GOVERNMENT OF WEST BENGAL

Choose your domain..

Work Area [Log Out](#)

The work area contains the list of domains name like pension, saving-cum relief etc. For Saving-cum relief module user can choose **<Saving Cum Relief>** from list, then click on **<Go>** button.

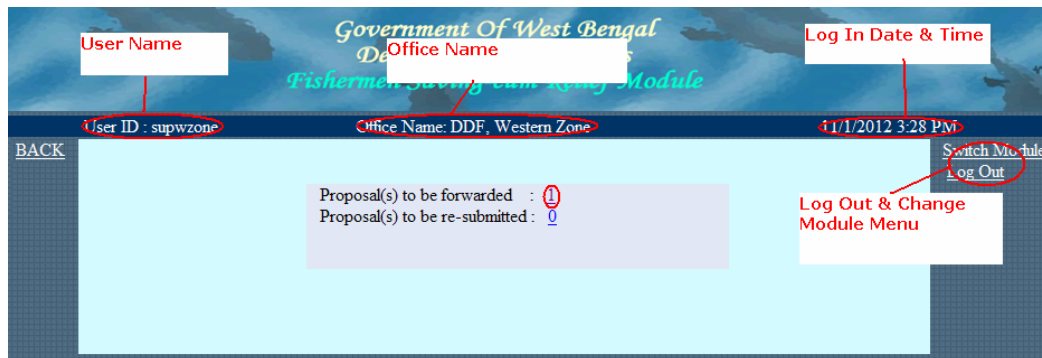
<Log Out> option can be used to exit from the developed system.

After clicking the **<Go>** button the following page is displayed.

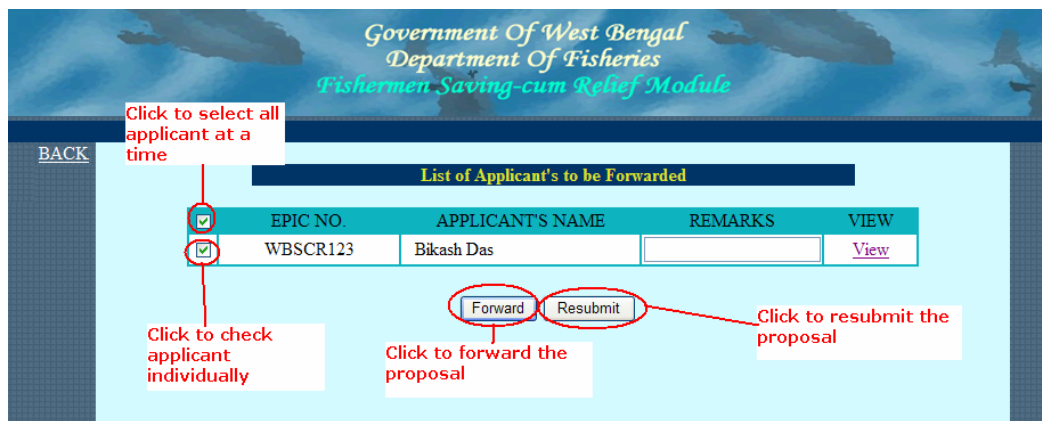
7.1.2 Proposal Entry:



Click on **<Proposal Entry>**, then the following page will display. Initially the number of proposals to be forwarded should be zero. The number **<1>** indicates that there is one proposal is ready for verification.



After clicking on **<1>** link the following page will display.



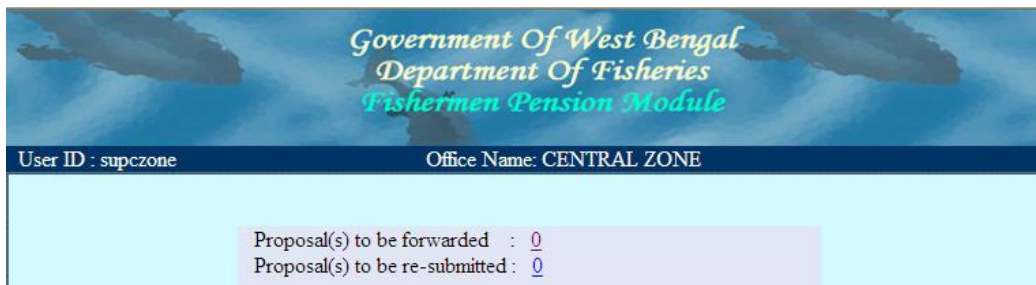
Zonal user can forward this proposal to his upper level by selecting the box and then clicking on **<Forward>** button. Similarly he can sent back the proposal to resubmit to his lower level.

The following message will display after forwarding the proposal.



The proposal has been forwarded to Directorate.

After forwarding the proposal the number **<1>** becomes **<0>**.



8. Directorate User

8.1 Supervisor:

8.1.1 Log in: User can log in with his proper **<User Name>** and **<Password>**. After entering the **<Captcha>** Symbol, user clicks on **<Login>** button.

DEPARTMENT OF FISHERIES

[BACK](#)

User Login for Directorate Office

(Enter only Black Character)

The account will be deactivated after Five unsuccessful attempts.

A user is deactivated for 15 minutes after five consecutive unsuccessful logs in.

After authentication, user is redirected to the <**Work Area**>.

GOVERNMENT OF WEST BENGAL

Choose your domain..

Work Area

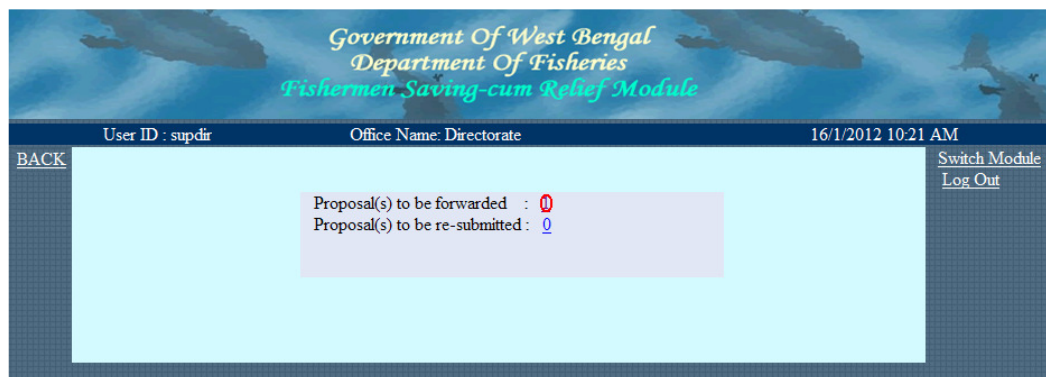
The <**Work Area**> contains the list of modules name like pension, saving-cum relief etc. For Saving-cum Relief module user has to choose <**Saving-cum Relief**> from combo box, then he has to click on <**Go**> button.

After clicking the <**Go**> button the following page will be displayed.

8.1.2 Pension Proposal:



Click on pension Proposal, then the following page will be displayed. Initially the forwarded number should be zero. The number <1> indicates that one proposal is ready for verification.



After clicking on <1> link, the following page will be displayed.

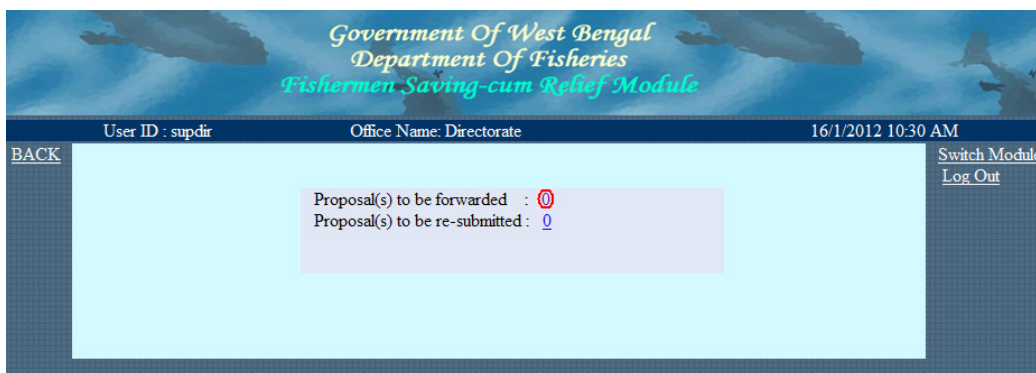


Directorate user can forward this proposal to his upper level by selecting the check box (left) and then clicking on **<Forward>** button. Similarly he can send back the proposal by clicking **<Resubmit>** button to his lower level.

The following message will be displayed after forwarding the proposal.



The proposal has been forwarded to Approving Authority. After forwarding the proposal the number **<1>** becomes **<0>**.



9. Departmental User

9.1 Approval User

9.1.1 **Log in:** User can log in with his proper **<User Name>** and **<Password>**. After entering the **<Captcha Symbol>**, user clicks on **<Log In>** button.

A user is deactivated for 15 minutes after five consecutive unsuccessful logs in.

After authentication, user is redirected to the **<Work Area>**.

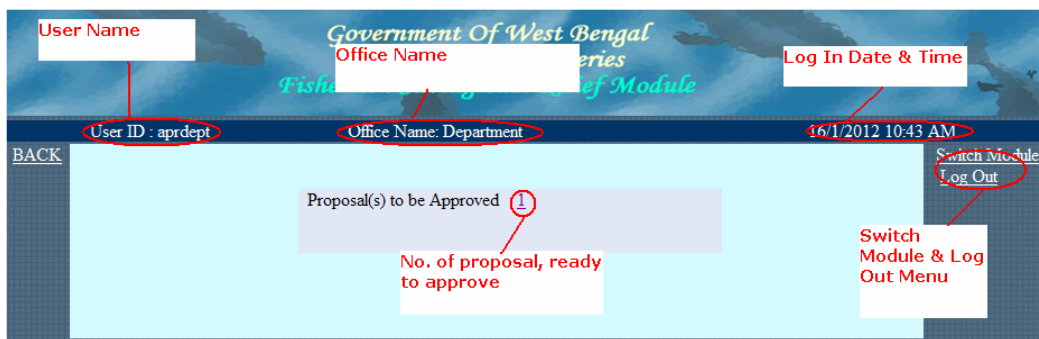
The **<Work Area>** contains the list of modules name like **<Pension>**, **<Saving-cum Relief>** etc. For **<Saving-cum Relief>** module user has to choose **<Saving-cum Relief>** from combo box, then he has to click on **<Go>** button.

After clicking the **<Go>** button the following page will be displayed.

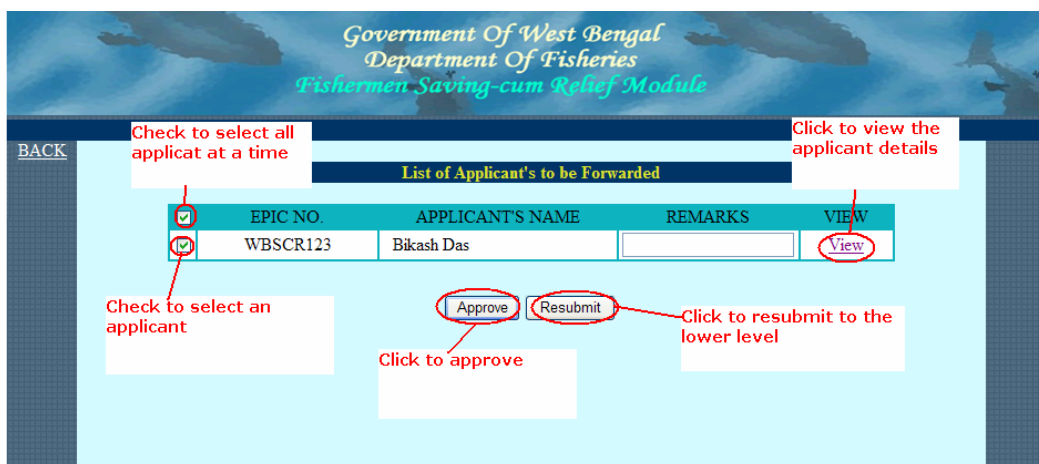
9.1.2 Proposal Entry:



Click on **<Proposal Entry>**, then the following page will be displayed. Initially the number of proposal to be approved should be zero. The number **<1>** indicates that there is one proposal is ready for approve.



After click on **<1>** link the following page will display.



View: Approval user can view the proposal from **<View>** link.

Resubmit: To resubmit the proposal, user has to check the check box then click on **<Resubmit>** button. Then the proposal will be sent back to his lower level.

Approve: First you have to select the applicant's name, and then click on the **<Approve>** button.

After approving the proposal the number **<1>** becomes **<0>**.



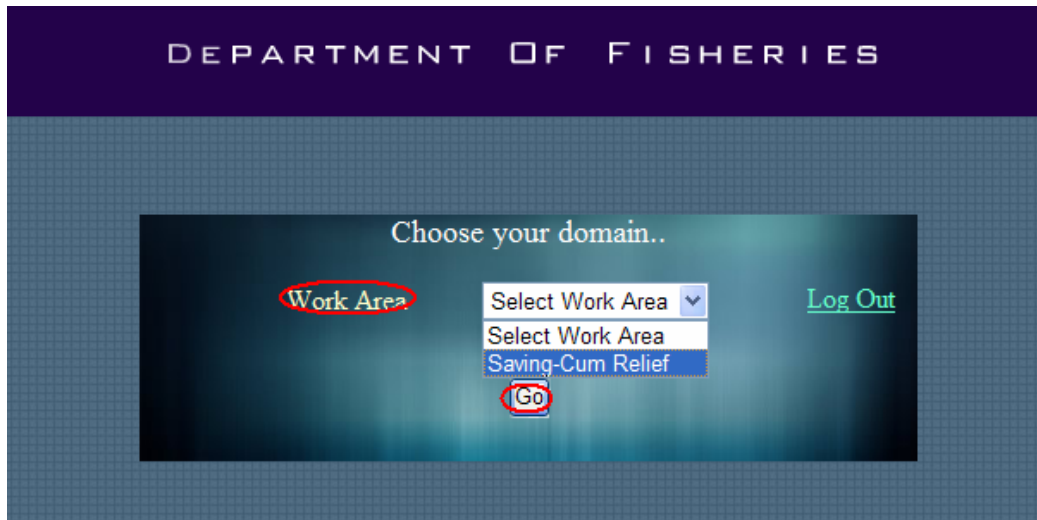
9.2 Entry User: Entry User enters the GO into the system.

9.2.1 Log in: User can log in with his proper **<User Name>** and **<Password>**. After entering the **<Captcha Symbol>**, user clicks on **<Log In>** button.



A user is deactivated for 15 minutes after five consecutive unsuccessful logs in.

After authentication, user is redirected to the **<Work Area>**.



The <**Work Area**> contains the list of domains name like <**Pension**>, <**Saving-cum Relief**> etc. For <**Saving-cum relief**> related work user has to choose <**Saving-cum relief**> module from combo box, then <**Go**> button should be clicked. <**Log Out**> option can be used to exit from the system.

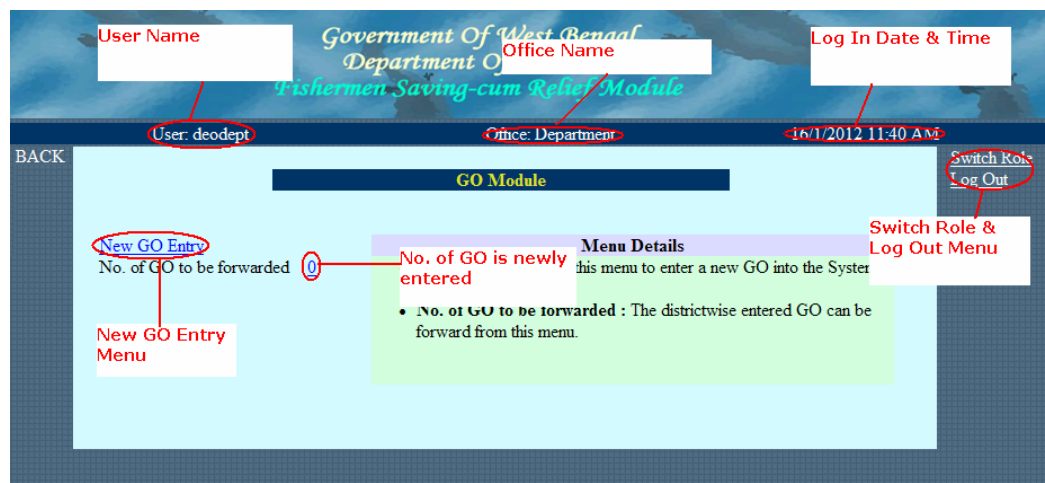
After clicking the <**Go**> button the following page will be displayed.



Entry User gets the following menu,

Menu	Sub Menu	Description
User Menu	i) GO Entry	Used to enter GO details into the System.
	ii) Relief Amount Details	Used to enter the per month amount paid to the beneficiaries.
Report/Query	i) Beneficiaries Details	Total No. of the Beneficiaries for each district is shown.
	ii) Paid History	GO wise paid history is shown here.

9.2.2 GO Entry: After approval of fisherman, GO is released from Department. Entry User enters the GO into the system. Entry user forwards the GO to the Verification officer of Department. Verification officer publishes the GO. This page looks like following :

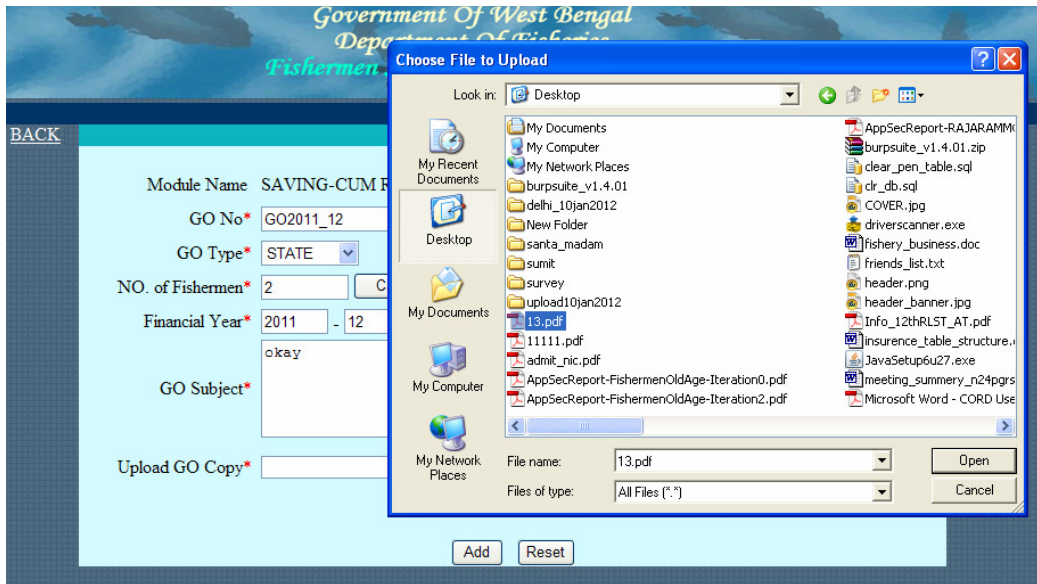


The menu is :

- a. New GO Entry

The <0> in the forward menu signifies that there are no GO to be forwarded.

9.2.2.1 New GO Entry:



A dialog box appears to select document name to be uploaded. The complete filled up form is given below:

<**No. of Fishermen**> is calculated automatically. To calculate the <**GO Amount**>, select the <**Duration**> and click on <**Calculate**> button.

After successful submission (i.e. clicking <**Add**> button) of the GO, the following message is displayed.

BACK GO MASTER ENTRY

Module Name SAVING-CUM RELIEF Head Of Account* 2235-60-102-NP-004-V-04

GO No* GO Date*

GO Type* Select Duration* 2012 Jan To 2012 Jan

NO. of Fishermen* 2 Calculate GO Amount*

Financial Year* -

GO Subject* GO Details*

Upload GO Copy* Browse...

Add Reset

Record Added Successfully.....
Upload Successful

Click to Edit GO

Click to Delete the entered GO

GO No.	Go Date	Go Amount	Edit GO	Delete
GO2011_12	13/04/2011	1200.00	Edit	Delete

A GO can be Edited or Deleted from the System. Click **<Edit>** to edit the entered GO and **<Delete>** to delete the entered GO.

9.2.2.2 GO Forward :

Government Of West Bengal
Department Of Fisheries
Fishermen Saving-cum Relief Module

User: deodept Office: Department 16/1/2012 12:23 PM

BACK Switch Role
Log Out

GO Module

[New GO Entry](#)

No. of GO to be forwarded **1**

Menu Details

- New GO Entry : Use this menu to enter a new GO into the System.
- No. of GO to be forwarded : The districtwise entered GO can be forward from this menu.

Here **<1>** denotes that one GO is ready to be forwarded. After clicking on **<1>**, following GO list will be displayed:

Government Of West Bengal
 Department Of Fisheries
 Fishermen Saving-cum Relief Module

[BACK](#)

Checked to select all entered GO

Checked to select an individual GO

GO List

GO NO.	GO DATE	AMOUNT	SHARE TYPE	EDIT
GO2011_12	13/04/2011	1200.00	STATE	EDIT

Click here to edit the entered GO

Click to forward GO

The entered GO can be modified from **<EDIT>** option. To forward the GO, user need to select the GO and then to click on **<Forward>** button.

9.2.3 Relief Amount Details: The relief amount (i.e. the amount which is disbursed per month) can be modified by Entry User of Department through the menu named **<Relief Amount Details>**.

After clicking on the mentioned option, the following page will be displayed,

Pension Paid History

Effective From Month Year

Amount

WBSC-NIC

<Month> and **<Year>** of effect should be selected from the combo. The changed amount of Saving-cum relief should be entered in the field **<Amount>**.

9.3 Verification User: Verification user verifies and publishes the GO.

9.3.1 Log in: User can log in with his proper **<User Name>** and **<Password>**. After entering the **<Captcha Symbol>**, user clicks on **<Log In>** button.



User Login for Department

User Name


Password

Captcha  (Enter only Black Character)

The account will get deactivated after Five unsuccessful attempts.

A user is deactivated for 15 minutes after five consecutive unsuccessful logs in.

After authentication, user is redirected to the <**Work Area**>.



DEPARTMENT OF FISHERIES

Choose your domain..

Work Area

The work area contains the list of domains name like <**Pension**>, <**Saving-cum Relief**> etc. For <**Saving-cum Relief**> related work user has to choose **Saving-cum Relief** module from combo box, then <**Go**> button should be clicked. <**Log Out**> option can be used to exit from the system.

After clicking the <**Go**> button the following page will be displayed...

9.3.2 Pension GO:

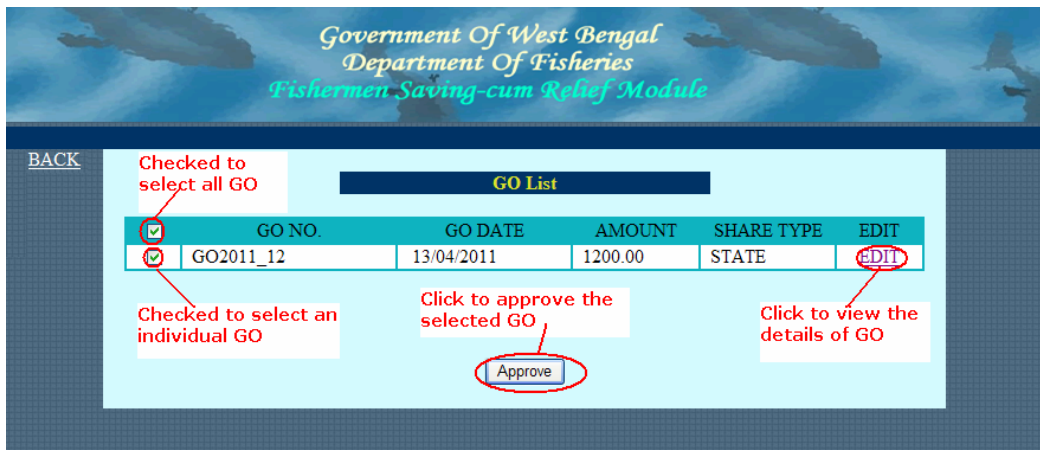


After clicking on **<Pension GO>** option, the following page will be displayed. **<1>** denotes that one GO is ready for publish.

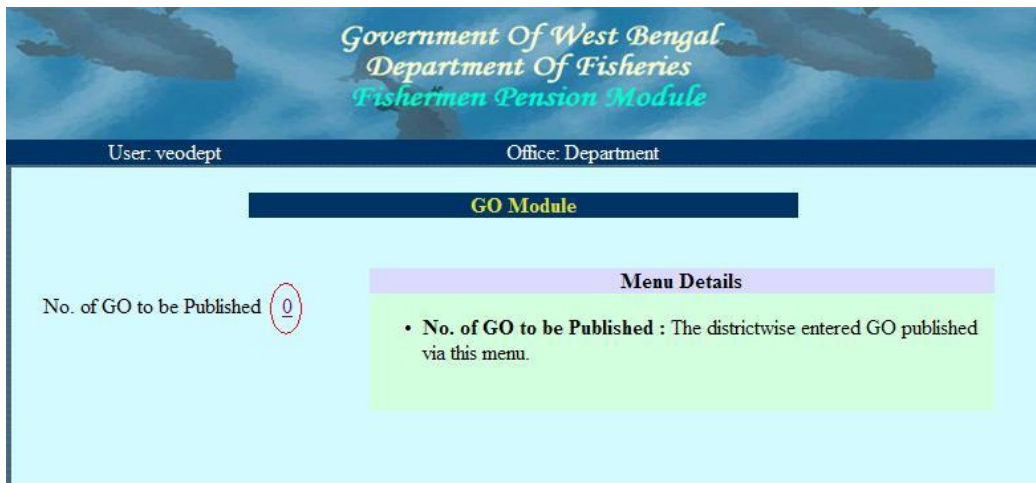
9.3.2.1 **GO Publish:** This option is used to publish the entered GO.



After clicking on **<1>**, the GO list will be displayed as follows:



To publish the GO, select and click on **<Approve>**. Before publish, user can view the document from **<EDIT>** option. After forwarding, following page will come.



The screenshot displays the 'Government Of West Bengal Department Of Fisheries Fishermen Pension Module' interface. At the top, it shows the user 'veodept' and the office 'Department'. A central banner reads 'GO Module'. Below this, the text 'No. of GO to be Published' is followed by a circled '0'. To the right, a 'Menu Details' box contains the text: '• No. of GO to be Published : The districtwise entered GO published via this menu.'

<0> denotes that no GO is ready for forwarding.
