

MukhyaMantri Kanya Sumangla Yojana

Department of Women Welfare and Child Development

Government of Uttar Pradesh

User Manual for Officer



Home page (URL: https://mksy.up.gov.in/)



Page 2 of 70

Mukhya Mantri Kanya Sumangla Yojana

Categories for implementation of Mukhya Mantri Kanya Sumangla Yojna

Stage 1.	The girl child born on 01/04/2019 or after will be benefited with Rs. 5000/- One Time नवजात बालिकाओं जिनका जन्म 01/04/2019 या उसके पश्चात् हुआ हो, को रू0 5000 एक मुश्त धनराशि से लाभान्वित किया जायेगा।	Apply Online / Applied / Benefitted
Stage 2.	The girl child who has received full immunization and is not born before 01/04/2018 will be benefited with Rs. 2000/- One Time वह बालिकायें सम्मिलित होंगी जिनका एक वर्ष के भीतर सम्पूर्ण टीकाकरण हो चुका हो तथा उनका जन्म 01/04/2018 से पूर्व न हुआ हो, को रू0 2000 एक मुश्त धनराशि से लाभान्वित किया जायेगा।	Apply Online / Applied / Benefitted
Stage 3.	The girl child who has enrolled in Standard 1 during the current academic year will benefit from Rs. 3000/- One Time. वह बालिकायें सम्मिलित होंगी जिन्होंने चालू शैक्षणिक सत्र के दौरान प्रथम कक्षा में प्रवेश लिया हो , को रू0 3000 एक मुश्त धनराशि से लाभान्वित किया जायेगा।	Apply Online / Applied / Benefitted
Stage 4.	The girl child who has enrolled in Standard 6 during the current academic year will benefit from Rs. 3000/- One Time. वह बालिकायें सम्मिलित होंगी जिन्होंने चालू शैक्षणिक सत्र के दौरान छठी कक्षा में प्रवेश लिया हो , को रू0 3000 एक मुश्त धनराशि से लाभान्वित किया जायेगा।	Apply Online / Applied / Benefitted

Stage 5.	The girl child who has enrolled in Standard 9 during the current academic year will be benefited with Rs. 5000/- One Time. वह बालिकायें सम्मिलित होंगी जिन्होंने चालू शैक्षणिक सत्र के दौरान नवीं कक्षा में प्रवेश लिया हो , को रू0 5000 एक मुश्त धनराशि से लाभान्वित किया जायेगा।	Apply Online / Applied / Benefitted
Stage 6.	The girl who has passed standard 10/12 and has enrolled in a bachelor's degree/ at least 2 years of certified diploma course in the current academic year will benefit with Rs. 7000/- One Time. वह सभी बालिकायें सम्मिलित होंगी जिन्होंने 10वीं/12वीं कक्षा उत्तीर्ण करके चालू शैक्षणिक सत्र के दौरान स्नातक-डिग्री या कम से कम दो वर्षीय डिप्लोमा में प्रवेश लिया हो , को रू0 7000 एक मुश्त धनराशि से लाभान्वित किया जायेगा।	Apply Online / Applied / Benefitted

Different Roles in Online Portal :

SDM (Sub Divisional Magistrate)

- Physical Verification for all the urban area applications
- Applications approve & forward to DPO.

BDO(Block Development Officer)

- Physical Verification for all the rural area applications
- Applications approve & forward to DPO.

DPO (District Probation Officer)

- Prepares Stage list of beneficiaries and forwards it to district-level committee.
- Prepares the beneficiary's final list as per a report from the committee and sends it to HQ

HQ (Women Welfare)

- Prepares final list of beneficiaries and sends to PFMS for verification.
- Prepares the beneficiary's final list with PFMS ID for payment.

Steps of operations on Officer Portal



Officers can log in through Officer Login



Page 7 of 70

LOGIN FORM

Select Role and Fill password, Captcha to login



USER PROFILE

Officer can update his/her profile.



They have to reset their password and update their profile on their first login.



DSC REGISTRATION

Officer must register their DSC for working on Application.



Page 11 of 70

DASHBOARD(BDO)

Officer can view his/her dashboard by clicking on services dashboard



APPLICATIONS FOR INSPECTION



Page 13 of 70

BDO: can view and inspect applications.

Azadi ka Amit Mahotsav	Department of Won Government MUKHYAMANTRI KA	nen & Child D of Uttar Prac NYA SUMAN	Development desh GLA YOJANA	A B A	Red
 LOG OUT SETTINGS * SERVICES DASHBOARD ALL MIS 3.0 TRANSFER APPLICATION TO BI VIEW TRANSFERRED APPLICAT OFFICER CURRENT STATUS 	Welcome Jyoti Bala , BDO (Baghpat-BAR) Export to Excel Show 10 ~ entries S.N. IL Application No/Benefiery ID 17 1	Applicant Name/Relation	Beneficiary Name / (In Hindi) ↓↑ NAINSHIKA	Search: Application Date/Time 1 01/06/2023	Go Back Logout
 GPPLER CORENT STATUS TRACK STATUS USER MANUAL PRINT APPLICATION 	2 Showing 1 to 2 of 2 entries	Mother SUNITA Mother	(नैनशिका) NAINSHIKA (नैनशिका)	01/06/2023 Previous	Action 1 Next

BDO: can view application details.

		Registration I	1:	Beneficiary I Aadhar ID of I	d : Beneficiary : N	Application No. : A. Parivaar ID of Benef	ficiary : N.A.	Application Date : 01-06-	2023
									^
A	applicant Name		Mr	s. SUNITA		Mobile			
R	elation		Mo	ther		Applicants Father/Hus	band Name	Mr. LALIT	
С	ategory		Sel	aeduled Caste		Category Description		CHHMAR	
D	omicile Of Uttar	Pradesh?	Ye	E.		Area		Sinoli SADIKPUR S	INOLI BARAUT 13
T	otal No. Of Child	d In Family	2			Total No. Of Girls In F	Family	2	
Is	Annual Income	Of Family Is Below	/ 3 Lack? Ye	e.		If More Then 2 Childs	Then Twins In Fa	amily? No	
G	iirl Child Name		NA	INSHIKA		Date Of Birth		22/04/2023	
T	ype Of Birth		Bio	logical		Place Of Birth Accordi	ing To Birth Certi	ficate BAGHPAT	
М	fothers Name		SU	NITA		No		570753362537	
Is	Mother Alive?		Ye	6		Fathers Name		LALIT	
В	irth Certificate N	lo.				Is Father Alive?		Yes	
P	lace Of Birth.		At Tri	Home/At Any Other Pla ined Worker	ace, Under Care (Df			5
1	Address	District	Block	Grampancha	yat	Grampanchayat Village	Street & Hous	se No.	Pincode
	Permanent	Baghpat	BARAUT 1	Sinoli			PATTI POONI	A	250611
	Current	Baghpat	BARAUT 1	Sinoli			PATTI POONI	A	250611
	Account Num	ber	IFSC Co	de	Accou	nt Holder Name	1	Branch name & address	
							I	BGAHPAT	

BDO can view uploaded document and attach Inspection Report, verify or reject Application.

HIDE BIRTH DETAILS									
	Data from Office of the Registrar General & Census Commissioner, India (Civil Registration System - CRS)								
Place of Birth : At Home/at any other place, under care of trained worker									
	Girl Child Name (बालिका का नाम) Mother Name (माता का नाम) Father Name (पिता का नाम) Birth Place								
From CRS	NAINSHIKA ()	SUNITA ()	LALIT ()	Hospital -					
From MKSY	NAINSHIKA (नैनशिका)	SUNITA ()	LALIT ()	At Home/at any other place, under care of trained worker					

UPLOADED DOCUMENT NAME	VIEW	FOUND
Latest joint photo of the applicant and girl	View Enclosures	●OK○Not Ok
Girls latest photo	View Enclosures	●OK○Not Ok
Affidavit on the prescribed format	View Enclosures	●OK○Not Ok
Birth Certificate of Uttar Pradesh	• View Enclosures	●OK○Not Ok
Certificate of institutional delivery	View Enclosures	●OK○Not Ok
Photo Identity Card -Adhar Card (Mother)	View Enclosures	●OK○Not Ok
Photo Identity Card -Adhar Card (Father)	View Enclosures	●OK○Not Ok
Adhar Card	• View Enclosures	OKONot Ok
Photocopy of pass book of bank account	View Enclosures	●OK○Not Ok



india The nation



6



Page 16 of 70

After Taking Action this pop-up appears



Page 17 of 70

BENEFICIARY INSPECTION REPORT

	Beneficiery In GOVERNMENT OF UITAR PRADESI MUKHYAMANTRI KAI Inspection Officer: SUNIL KUMAI	Ispection Report 4, women and child develo NYA SUMANGLA YOJANA R ARYA(BDO, BAHADURPUR, 1	DPMENT Basti)
fukhyamantri Kanya Sumangla ID:	Application 1	No:	User ID No: Y
Applicant Name	Mrs. Rachna	Relation	Mother
Is Annual Income of Family is below 3 lack?	Yes	Total No. of Child in family	2
Total No. of Girls in family	2	If more then 2 childs then twins in family?	No
Girl Child Name	Laxmi	Birth Certificate No.	
Date of Birth	04/11/2021	Place of Birth	Basti
Is Mother Alive?	Yes	Is Father Alive?	Yes
Mothers Name	Rachna	Fathers Name	Ram Sahay
Mobile		Domicile of Uttar Pradesh?	Yes
Permanent Address	District : Basti Block : BAHADURPUR Grampanchayat : POKHARNI Grampanchayat Village : Street.H.no. : Pokhami Post Pokhami distt basti uttar pradesh 272302 Pincode : 272302	Present Address	District : Basti Block : BAHADURPUR Grampanchayat : POKHARNI Grampanchayat Village : Street.H.no. : Pokharni Post Pokharni distt basti uttar pradesh 272302 Pincode : 272302
Category	Scheduled Caste	Category Description	chamar
Bank Details			
Account Holder Name	Rachna	Account Number	8

Page 18 of 70

MIS Report

Officer can check Reports here



Page 19 of 70



Application to be transferred



View the Application to be transferred



Page 22 of 70

Officers Dashboard:BDO



Officer Current Status





Page 25 of 70

Track Registration Number



Track Application Status

After Submit this page appears with data



Page 27 of 70

Track Beneficiary Status

After Submit this page appears with data



Page 28 of 70

Verify Citizen

After Submit this page appears with data



Page 29 of 70

DASHBOARD (DPO)

DPO can use Web Application for various opration on application



DPO (Services Dashboard)

DPO can use Web Application for various operation on application



Page 31 of 70

Application for Reconsideration

Application Rejected by PFMS due to bank account issues appear here to correct bank details.



Page 32 of 70

Update Bank Details

Officer can update few or all details of bank account for selected application(s)

		۵	🛛 🛆 English 🗾
Upda	te Bank Details (बैंक विवर	ण अपडेट करें)	Ва
KSY NG Note : Please Provide Acco Mismatch. (कृपया खाला)) . and Application ount Holder Name And Account Number Of Same P धारक का नाम और उसी व्यक्ति का खाता नंबर प्रदान क	NO erson. Account Number And Account Holder Name Sl हें खाता संख्या और खाता धारक का नाम वेमेल नहीं होन	hould Not हा चाहिए)
u want to change which type of bank details? 1प किस प्रकार का बैंक विवरण बदलना चाहते हैं)	🔿 All Bank Details 💿	Some Bank Details	
Please Select Checkbox to change in Account Details.			
Select District for Bank / बैंक के लिए वि	जिला Bank Name / बैंक का नाम	Bank IFSC Code & Branch Name / वैंक उ एफ एस सी कोड (शाखा का नाम)	নার্ছ Bank Branch address / বैंक খ্যাস্তা কা पता
Ayodhya	v	×	* AYODHYA
Bank Account No. / वैंक खाता संख्या			
Relationship of account holder with G child / बालिका के साथ खाताधारक का	Sirl Account Holder Name / खाताधारक का रिश्ता Please Enter Account Holder's name in Engli	नाम ah Only.	
Self	Hindi name will not be accepted by PFMS. (कृपया खाताधारक का नाम केवल ओयेजी में दर्ज पीएफएमएस द्वारा हिंदी नाम स्त्रीकार नहीं किया MINAKSHIPANDEY	करें। जाएगा)	
Relationship of account holder with G child / ৰাজিকা কৈ साथ खालाधारक का Self	Sirl Account Holder Name / खाताधारक का रिस्ता Please Enter Account Holder's name in English Hindi name will and be accepted by PFMS. (कृपया खाताधारक का नाम केवल अंगेजी में दर्ज पीएकएमएस द्वारा हिंदी नाम स्वीकार नहीं किया MINAKSHIPANDEY	नाम h. Oaly. करें । जाएग)	

Page 33 of 70

Re-verify application



Officer can check and verify the bank account details provided by pfms.



Reverify Applications Given by PFMS

For re-verification of applications, Officer select application with Yes or No with remark.



Page 36 of 70

Officers have to put DSC for re-verification for saving selected applications recommended by DPO

5 WR: 2333 Please Enter Remarks *	
11-0. test data Select	DSC and Generate List
⁶ WR: 2333 20-0- WR: 2336 20-0- WR: 2337 20-0- WR: 2337 20-0- WR: 2337 20-0- WR: 2337 20-0- WR: 2337 20-0- WR: 2337 20-0- WR: 20-0- WR	Cancel
7 KISHAN CHANDRA MR KISHAN CHANDRA STATE BANK OF IND Mother 35828705332 07-05-2023 Ram Devi 2000.00	A

Page 37 of 70

Suspected Duplicate Records



Page 38 of 70

Send Beneficiary Application to committee



Page 39 of 70



Page 40 of 70

District Level Committee Return File



Page 41 of 70

DPO selects Applications from given list with recommendation and sends to Committee



District Level Committee Return File Action



Page 43 of 70

Report on File sent To HQ



Beneficiary Certificate List





Track Registration Status



Track Application Status



Page 48 of 70

Track Beneficiary Status



Verify Citizen / Applicant

🚓 LOG OUT	G Welcome CHANDRA BHUSHAN Y	ADAV , DPO (Kanpur Delast - DPO	2 9	Go Back: Logent
		Verify C	Citizen / Applicant	
		babita		
			Submit	
(1) TRACK APPLICATION STATUS (2) TRACK BENEFICIARY STATUS	Applicant Details	Beneficiary Details	Voter IDs	Other Details
	Mrs. BABITA	SHIVANI GOSWAMI	Mother's Voter ID - NA	District Name - Meerut
	Mobile No. • Relation - Mother	(शिवानी गोस्वामी) KSY No	Father's Voter ID - NA	Area - Rural
	Login ID -	2001-04-05		
	Mrs. BABITA Mobile No	RITU GOSWAMI (कत गोस्वामी)	Mother's Voter ID - NA Father's Voter ID - NA	District Name - Meerut Area - Rural
	Relation - Mother	KSY No. + 2002-10-10		
	Mrs. Babita	ANANYA	Mother's Voter ID - NA	District Name - Gorakhour
	Mobile No. Relation - Mother	(अनन्धाः) KSX No	Father's Voter ID - NA	Area - Rural
	Login ID -	2015-10-14		
	Mrs. BABITA	SANDHYA	Mother's Voter ID - NA	District Name - Sultanpur
	Relation - Mother	(Groun) KSY No	Pathers Voter ID - NA	Area - Rurai
	Login ID -	2014-08-06		
	Mrs. BABITA VISHWAKARMA Mobile No	Beneficiary not added	Registration not activated	District Name - Prayagraj Area - Rural

Page 50 of 70

Check Girl Child

	G Welcome CHA	NDRA BHUSHAN YAE	DAV , DPO (Kanpur Deha	i – DPO)			Go Back Logout
OFFICER DASHBOARD SERVICES DASHBOARD ALL MENTA			S	earch Girl Ch	ild		
			1	Enter Girl Child Nan	ie		
			Bhavna	Salumit			
TRACK APPLICATION STATE: TRACK BENEFICIARY STATE: WRIFY CITIZEN							
	S.N. Photo	MKSY No.	Girl Child Name	Father's Name	Mother's Name	Date Of Birth	Birth Certificate No.
	1		bhavna bhavna	dhanpati dhanpati	parvi maurya parvi maurya	05/Jul/2007	
	2		BHAVNA	SANTOSH KUMAR	LALITA	12/Feb/2019	
	3		bhavna	pradeep kumar	REKHA	01/Jan/2016	

Page **51** of **70**

DASHBOARD (HQ)

Head Quarter can perform various action as well as check reports on the Dashboard.



Page 52 of 70

MIS Report

Head Quarter can check reports here.



Page 53 of 70

MIS Report View



Page 54 of 70

Payment Process Steps



Page 55 of 70

Send File to PFMS Validation Pre-Check

8 •	Aradika Department of Women & Child Development Government of Uttar Pradesh MUKHYAMANTRI KANYA SUMANGLA YOJANA	<u>8</u>
0	LOG OUT Go Back Logout SETTINGS -	ø.
24	SERVICES DASHBOARD SEND FILE TO PFMS VALIDATION PRE CHECK	20
	ALCONEY HO - ALL Year Submit	
~	TRACK STATUS - Total Application is 391 Create Batch ID Application with Same account 18 Create Batch ID	-
	PRINT APPLICATION In Process File Image: Press reference on the second se	
() ()	NO. VIEW BENEFICIARY PREPARE FILE DSC ON FILE GENRATE FILE SENT FILE TO PFMS	
9	D. VIEW BENEFICIARY PENDING PREPARE FILE DSC ON FILE GENRATE FILE SENT FILE TO PFMS	<u>e</u>
100	690 000 Back Date: 17 May 2023 Frite Digitally signed Date: Time: 17 May-2023 11:00:46 Hemeliciany Solution rule sentities 690 000 Back Date: 17 May 2023 Frite Digitally signed Frist Click here to download excel Date: Time: 17 May-2023 11:07:55 Hemeliciany Request File Sentities	20
?	16 Batch M File Digitally signed First Click here to download excel Date/Time: 16-May-2023 10:53:40 Beneficiary Request File Sent	-
	316 Batch is Batch Date: 16 May 2023 File Digitally signed First Click here to download excel Date/Time: 16-May-2023 11:00:04 Beneficiary Request File South	
	3226 No. 2022 File Digitally signed File Digitally signed Date/Tense: 03-Nov-2022 12:33-59 Homeficiary Request File Sent	

Terms & Conditions | Copyright Policy | Hyperlinking Policy | Privacy Policy | National Portal | U.P. Govt. Dept. site | E-Tender | R.T.I | Sitemap

Page 56 of 70

View PFMS XML Response



Send Reverify Application To Ddo (All Schemes)



Page 58 of 70

Receive PFMS XML Response (All Years)

						Go Back Logout
	Financial yearrall		Response Complete O Walt for action All Response Complete All			
TRACK STATUS ~ USER MANUAL PRINT APPLICATION	Show	TOTAL COUNT	SENT FILE / XML FILE	BATCH ID/ SENT DATE	Search: RECEIVE FILE (WHEN PAYMENT FILE IS PARTIALLY ACCEPTED)	PENDING / PAID / REJEC
	1	722		01-00-2023	All Success Wait for Bank PAYSTS response.	722 / /
	2	9710		07-06-2023	RESET BILL (ACCPETD: 9706, REJECTED: 4)	9710//
	,	10000		21-04-2023	RESET BILL (ACCPETD: 9999, REJECTED: 1)	10000 / /
	•	5578		21-04-2025	All Success.Wait for Bank PAYSTS response.	5578//
	5	8822		29-03-2023	All Success.	0 / 8807 / 15

Page 59 of 70

District Target Add/UPD



DPO Services

Head Quarter can check DPO's work here.



Page 61 of 70

De-Enroll Existing DDO



Suspected duplicate rejection



Page 63 of 70

PFMS Validation Response



Final Payment



PFMS Rejection Reason



Page 66 of 70

DDO Dashboard

DDO can perform various action as well as check reports on the Dashboard.



Page 67 of 70

Prepare Payment file (DDO)



Bill Reset Report



Page 69 of 70

Confirm Signed XML

