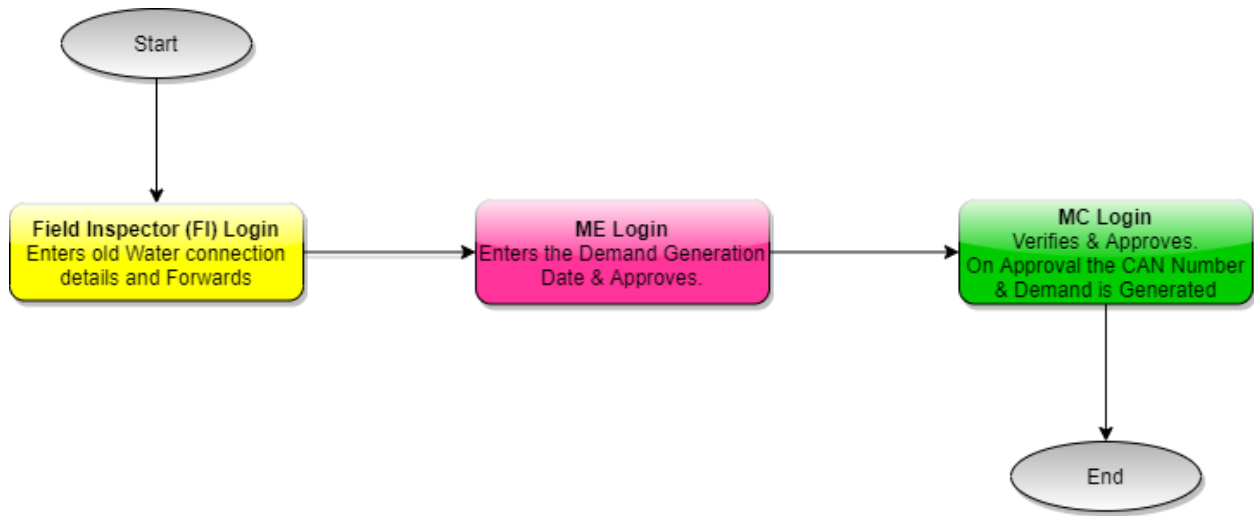


EXISTING WATER CONNECTIONS ENTRY

STEP BY STEP PROCEDURE

WORKFLOW:



STEP BY STEP PROCEDURE:

Step 1: Field Inspector (FI) Login: enters all the Connection, Water Tap Scheme Details & Uploads the documents as shown in the Image below.

Navigation: Goto FI Login > Water Charges > Transactions > Existing Water Connection Entry

📄 Connection Details

Name of the Applicant* <input type="text" value="Applicant Name"/>	Mobile Number* <input type="text" value="Number of the Applicant"/>	Address of the Applicant* <input type="text" value="Address of the Applicant"/>
Relation with the Property Owner* <input type="text" value="Please select"/>	Category* <input type="text" value="Please select"/>	Usage Type* <input type="text" value="Please select"/>
HSC Pipe Size (In Inches):* <input type="text" value="Please select"/>	Connection Type:* <input type="text" value="Please select"/>	Water Source Type* <input type="text" value="Please select"/>
Property Type* <input type="text" value="Please select"/>	Sump Capacity(In Liters): <input type="text" value="Sump Capacity(In Liters)"/>	

📄 New Water Tap Scheme

Scheme* <input type="text" value="Please select"/>	Scheme Application No: * <input type="text" value="No Data Found"/>	Date of Connection: * <input type="text" value="No Data Found"/>
Donation Amount: * <input type="text" value="No Data Found"/> <small>(Road cutting charges + other charges)</small>	Receipt No: * <input type="text" value="No Data Found"/>	HSC permission No: * <input type="text" value="No Data Found"/>
HSC permission Date: * <input type="text" value="No Data Found"/>		

📄 Document Details

1. Property Tax Receipt(Latest) (PDF.) *	<input type="button" value="Choose File"/> No file chosen
2. Food Security/ BPL Certificate/ Income Certificate (PDF.) *	<input type="button" value="Choose File"/> No file chosen
3. Self Declaration Form (PDF.) *	<input type="button" value="Choose File"/> No file chosen
4. Building Permission Copy (PDF.)	<input type="button" value="Choose File"/> No file chosen
5. Building Plan (PDF.)	<input type="button" value="Choose File"/> No file chosen
6. Occupancy Certificate (OC) (PDF.)	<input type="button" value="Choose File"/> No file chosen
7. Site Plan (PDF.)	<input type="button" value="Choose File"/> No file chosen

Step 2: Municipal Engineer (ME) Login: Verifies the Property, Water Connection, Scheme details, enters the 'Demand Generation Date' and Forwards to MC.

Navigation: Goto ME Login > Water Charges > Transactions > Existing Water Connection Verification

Step 3: Municipal Commissioner (MC) Login: Verifies the Property, Water Connection, Scheme details, Uploaded documents, Demand Generation Date and approves. On Approval, the CAN Number & Demand is generated.

Navigation: Goto MC Login > Water Charges > Transactions > Existing Water Connection Verification

The payment can be made through any of the payment options using the generated CAN Number.
