

TEHSIL DIVAS Version 2.0 –Release Date 14 Oct. 2009 - For Vendor

1. After completion of the Tehsil Divas, the vendor is required to first collect the starting serial number and last serial number allotted to the applications received during the day.
2. The operator should first feed the starting and the last serial number of the applications for the Tehsil Divas carefully using the option "AAvedan Prabandan – Pratham evam Antim AAvedan sankhya Darj Karein"
3. After successful entry of serial numbers, the vendor can start the detail feeding of the application using the option "AAvedan Prabandan – Sampurna Aavedan Darj evam Mark Karein"
4. Without successful completion of step 2, the detail application entry can not be done as the data of the Tehsil Divas will not appear in the drop down list.
5. The detail application entry will be allowed only for those application numbers which fall in between the numbers entered using step 2.
6. The vendor should ensure that all the applications within the range of serial number of step-2 above should be entered otherwise it will be shown as missing applications.
7. In the new version, the application number is of 10 digits i.e. now the serial number of applications is of 5 digits long.
8. The applications are now categorized as Complaint, Demand and others and accordingly the drop down list is provided in the data entry interface.
9. The dropdown list for the departments is provided to select the department related to application.
10. The operator should continue to feed the "Aakhya" as being done presently. The only difference will be that after feeding the "Aakhya", the Application status will change from "Lambit" to "Aakhya Praapt".
11. The operator is required to enter the complete detail of the application as instructed in the G.O. (heading 3 subheading 5)