



Tamil Nadu e-District Application Training Manual

PDS-01-Aadhaar Enrollment



राष्ट्रीय इ-गवर्नेंस योजना
National e-Governance Plan

Public services closer home

Table of Content

Table of Contents

1. Project Overview.....	3
1.1. Tools Required	3
1.2. Starting your Computer	3
2. Purpose	4
3. Scope.....	4
4. Getting Started.....	4
5. The Objective of E-district Tamil Nadu	5
6. PDS Aadhaar Enrollment.....	5
6.1. Operator Login	6
7. Disclaimer.....	9

1. Project Overview

Districts are the de facto front-end of government where most Government-to-Consumer or G2C interaction takes place. The e-District project was conceptualized to improve this experience and enhance the efficiencies of the various Departments at the district-level to enable seamless service delivery to the citizen.

Front-ends under the scheme, in the form of citizen facilitation centers, are envisioned to be built at District, Tashildhar, and Sub-division and Block levels. Indicative services planned to be delivered through this MMP include:

Certificates: Creation and distribution of certificates for income, nativity, community, domicile, caste, Birth, Death etc.

Linking with other e government projects: Birth Certificate COC, Death Certificate COC etc

Information Dissemination: About government schemes, entitlements, etc.

Assessment of taxes: Property tax, and other government taxes.

Utility Payment: Payments relating to electricity, water bills property taxes etc.

General Information

Let's Start!!


1.1. Tools Required




You will be provided with the following basic infrastructure:

- Computer (CPU, Monitor, Keyboard & Mouse)
- Network Connection (as per requirement)
- Peripherals (as per requirement)
- Browser (Google chrome, Version 37)
- Uninterrupted Power Supply (UPS)

1.2. Starting your Computer

Steps

1. Ensure all cables are connected between the computer, network connection, peripherals & UPS
2. Plug the UPS to the electrical socket
3. Switch 'ON' the electrical socket
4. Switch 'ON' the UPS
5. Press the  (power button) on the computer
6. Allow the system to boot up

	<ol style="list-style-type: none">1. Switch 'ON' the UPS only after you have switched 'ON' the power socket2. Switch 'ON' the computer only after you have switched "ON' the UPS3. Switch 'OFF' the power socket in there is an electrical spark in the socket
	<ol style="list-style-type: none">4. Do not start the computer in case the UPS is not fully charged5. Do not start the computer in case any of the wires are in contact with water sources / moisture
	<ol style="list-style-type: none">6. In case you are not sure whether the computer is connected in the right way – please contact the system engineer

2. Purpose

The purpose of this User Manual is to help user in running E-District application. The manual consist of steps used for registering service request and processing of application request at different levels using e- district Application.

3. Scope


The scope of this document is to provide Support and Guidance to End Users to access the e-district application.

4. Getting Started

Following points and guidelines may be referred while accessing the e-district application:

- User must have valid username and password
- Make relevant and correct entries only
- Recheck the entries before clicking on Submit button
- Mandatory fields cannot be left blank
- Mandatory/Optional documents should be attached as per requirement
- Do not make false entries

To launch E district - **ONLINE**

- a. Double click on the  to open the browser
 - i. The browser will be open with default page or blank page
 - ii. Enter the URL and press enter button on keyboard

User starts with the given steps after opening the internet explorer

STEP 1: Open the Tamil Nadu e-District website by typing the below given URL in address bar of browser

STEP 2: Below Screen will display.



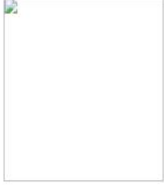
TNeGA

Government of Tamil Nadu

e-Sevai
Common Service Centre[Home](#) [About e-Sevai](#) [Government Orders](#) [CSC](#) [Contact Us](#) [Help -](#)

WARNING : Please Enter Password

TNeGA



Important Links

[Government Orders](#)
[Tenders](#)
[Documents](#)
[Job Opportunities](#)
[Maps](#)

Latest News

SeMT circular.
— Filling up of various positions in National e-Governance Division (NeGD), Delhi and State e-Governance Mission Teams (SeMTs) in States and Union Territories of India

Tamilnadu Common e-Service Centre

Sign In

TNTACTLR023-01

Password

Y8RXF

Captcha is not case sensitive



Operator

Select Operator Type

Enter Above Code

Login

Reset

Welcome to eSevai

eSevai — தமிழ்நாடு அரசின் இ-சேவை வலைதளம் உங்களை அன்புடன் வரவேற்கிறது. இவ்வலைதளம் பொதுசேவை மையத்தினை இயக்குபவர்களுக்கு கீழே காணப்படும் அரசின் துறைகளில் வழங்கப்படும் இணையவழி சேவைகளை அவைகளின் குறியீடுகள் வாயிலாக அவர்களுடைய பயனர் பெயர் மற்றும் கடவுச்சொல்லை பயன்படுத்தி அணுகிட உதவுகிறது.

5. The Objective of E-district Tamil Nadu

E-District Tamil Nadu application will allow citizen to apply, pay, track and receive on-line various services as stated below from stipulated Government authorized named LMK/Department centres or Government offices/counters:

1. Issuance of Birth Certificates COC
2. Issuance of Death Certificate COC
3. Issuance/Registration Agriculture Income Certificate
4. Issuance/Registration Unemployment Certificate
5. Issuance/Registration Widow Certificate
6. Issuance/Registration Family Migration Certificate
7. Electricity Bill Payment Service etc..

6. PDS Aadhaar Enrollment

STEP 1: Open the e-District Government of Tamil Nadu link.

STEP 2: Operator Login Page display like this.

STEP 3: Enter the Correct login credentials.

STEP 4: Click on Login.

6.1. Operator Login

STEP 5: Click on Services.

STEP 6: Click on Civil Supplies and Consumer protection department.

STEP 7: Click on “Application for Renewal”...

TNeGA **Government of Tamil Nadu** **e-Sevai**
இணைய சேவை இனிய சேவை

R.VENNILA

Services

DEPARTMENT WISE Civil Supplies & Consumer Protection **Back**

SERVICE WISE 10 records per page Search:

SEARCH

- CSCP-001 Apply New Card
- CSCP-002 New Registration
- CSCP-003 Card Mutation
- PDS-01 PDS Aadhaar Enrollment

Showing 1 to 4 of 4 entries

← Previous 1 Next →

Name: R.Vennila
Center: Corporation of Chennai, Adyar(Zone XIII) - ELCOT
Center Code: ELCCHN006
Counter: 1
Wallet Type: Prepaid
Wallet Amount: 39651.00
Share: 0.00

After clicking on the Aadhaar Enrollment it will redirect to this module like below screen now enter the ration card number and upload the eadhaar and click on get detail.

Add User - Google Chrome

Secure | https://srdh.tn.gov.in/tnsrdh/aadharRead?userid%3DPDS%26password%3DPDS%402016%26oprCode%3DTNELCCHN005-01%26reqid%3DTN21022017032243748%26vendorCode%3DTNSRDHV100

SRDH தமிழ்நாடு
தமிழ்நாடு

தமிழ்நாடு மாநில குடியிருப்போர் தகவல் தொகுப்பு மையம்
Tamil Nadu State Resident Data Hub

Operator code : TNELCCHN009-01 | System time : Feb 21, 2017 3:22:00 PM

Aadhaar Detail

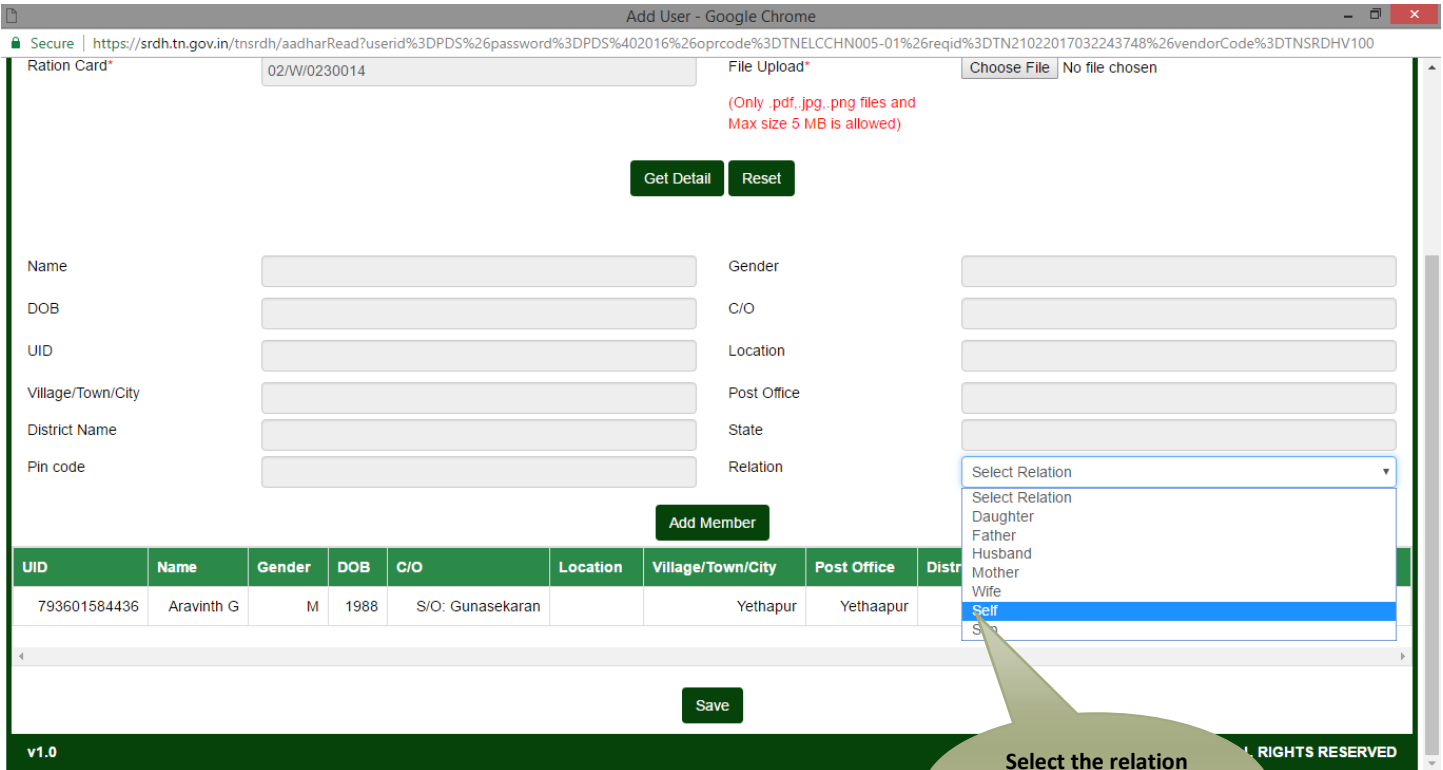
Ration Card* File Upload* No file chosen
(Only .pdf, .jpg, .png files and Max size 5 MB is allowed)

Enter the Ration card number **Upload the eadhaar pdf or jpeg**

Get Detail **Reset**

Name Gender
DOB C/O
UID Location
Village/Town/City Post Office
District Name State
Pin code Relation

STEP 8: Once click on get detail the following details will be populated. Select the relation and click on add member. Then save the same to update your aadhaar number in the ration card.



Secure | https://srdh.tn.gov.in/tnsrdh/aadharRead?userid%3DPDS%26password%3DPDS%402016%26opr%3DTNELCCHN005-01%26reqid%3DTN21022017032243748%26vendorCode%3DTNSRDHV100

Ration Card* 02/W/0230014 File Upload* Choose File No file chosen
 (Only .pdf, .jpg, .png files and Max size 5 MB is allowed)

Get Detail Reset

Name Gender
 DOB C/O
 UID Location
 Village/Town/City Post Office
 District Name State
 Pin code Relation

Add Member

UID	Name	Gender	DOB	C/O	Location	Village/Town/City	Post Office	Distr
793601584436	Aravinth G	M	1988	S/O: Gunasekaran		Yethapur	Yethapur	

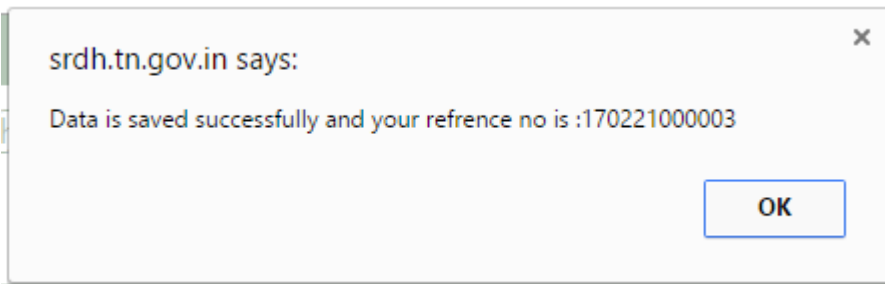
Save

v1.0 RIGHTS RESERVED

Select Relation
 Select Relation
 Daughter
 Father
 Husband
 Mother
 Wife
 Self
 Spouse

Select the relation and click on add member

Step 9: Data is saved successfully and updated.



7. Disclaimer

User manual is prepared as per the existing application; however actual screen shots may vary for few cases.