SMARTRAJ TRAINING MANUAL

SMARTRAJ TRAINING MANUAL

LIST OF MODULES

1. Trade License

License Module

Login page:

The departmental User must log with username and password to operate the License applications received from citizen.

SMARTRAJ - Lice	nse 🗙 🕐 Smartraj - Lease Manag: 🗙 🕐 Smartraj - Liser & Data - x	<u> </u>
← → C 🛈 №	tt secure 103.203.138.38/Staging/License/login.do	@☆:
Search for bugs	SmartRaj - PIS	
		<u>^</u>
	Government Of Rajasthan	
SENART PAL	License	
Login		
	Username = 🙎 admin	
	Password * 💊	
	Log In Reset	
		_
		5:50 PM

Trade License Application:

ST.						Admin Sh	rikanth , admin
		0.1.7				Loone Tranactions as La	1 Tradit Learnin Deltails
Workflow Nesters	List Trade License	e Details					tw trace License Details
License Masters	E Search Options						
Transactions 🗸	Application Number	Business Name	Applicant Name	License Number	Final Status	Action	Certificate
Liense	434058203408	sades	aodao aodan		LOC Issued		and a
Meat Shop License	ADMERREGIACT	adas.	audao auddao		Creater		-
Generate License	A34688603408	audfand	feedfas aedfeed		Creater		
Renew License	ADMERREGISTER	Contractal I	wiperspir wiperspi		144m	Fail Verification Report	
Issue Duplicate License	AJMERREG3404	4546			LOC Issued		8
Change Business Name	AJMERREG3403	99	0000000 0000000		LCC Issued		éb
Regular Inspection Report	AMERREGIADI	action	0000000 0000000		100 based		120
Issue Show Cause Notice							-
Suspend License	ADREARESDADE	38830858893	0000000 500		LCC Datued		-
Revoke Suspension	ADVERTEGISTI	*******	40404000 4000		Field Ventication Done	Verify Application & Impection Report	
License Transfer	A196888603106				Truti Patra Sacurd	Faid Variation Basert	
License Cancel	AINERREGIDIS	AAAA	44		Titer	Reid verification Report	
Collecture	A34688863394	rtator	durga srinivasredby		hex	Field Verification Report	
Chease Reconciliation	AJMERAEG3391		lalahmi durga		Sex.	field Venfication Report	
Contract of the second second	AJMERREG3368	monim	krishna sai	A3R/2017/435	Literie Sound		
Reports	Page 1 of 5 P	н					Total Records : 63

After clicking on 'Application Number' the application opens. User can take actions as shown in the below screen. View the Trade license application for low/Medium/High – Followed by filling description (If any) an authorised User should take appropriate action by clicking on Accept/End/Discard workflow.

	ame	Designation	Residential Address	Delete		
1 (
2 The	eby declare that the above-mention	ned information is correct up to my knowledge and	I bear the responsibility for the correction	ess of the above-mentioned particulars.		
		Save	Delete			
Docum	ant Check List					
•	Document Description		Status	File Name	Uploaded Date	Operatio
1	PAN Card *		×			Upload
2	testing		×			Upload
3	Traffic NOC		×			Upload
4	Address Proof 20 *		×			Upload
5	Shop Establishment		×			Upload
6	Incorporation Agreement *		×			Upload
Work	flow Details					🗌 Edit
Task De	tails - Please take necessary activ	ns by clicking on action buttons.				
Priorit	,	0 Low ® Hedum 0 High				
Descri	ation					
		Accept 67 End 67 Discard Workfig	lw .			

After taking necessary action the next hierarchy login has to be done for further operation / approval process.

The approver authority should login to complete the process for Trade License Application approval. Refer the following screen.

	Government Of Rajasthan	
Login		
	Username Possword	e energi

,

For approval toTrade license Application, the authorised User must select the 'Field Verification Report' from 'Task name' Column. Refer the screen as below.

				M Home E My Ta	sks 🔳 Change Password 📑 Sign Out
Gov Licens	ernment Of Rajas	than			Raj Anand, anand
Workflow Hasters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Extity Details	Start Date	Description
Reports	P Field Verification Report	TradeAndStorage_Registration	Appliumber:AJWERRE03412	16-Aug-2017 10:45:16	1st done by admin
	Page 1 of 1				Total Records (1
BroartBaj Copyright © 2017, All rights resor	ved,				Powered By Mars Takecon Systems

After clicking on 'Field Verification Report', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/Medium/High Followed by filling description (If any) an authorised User should take appropriate action by clicking on Truti Patra/Scrunity /Discard Workflow.

	ernment C	Of Rajasthan				Raj Anand, anand
					License	Transactions >> List Trade License Details
Workflow Masters	Field Inspection R	eport				
License Masters	E Trade License Detail					
Terrore Street, St				Scrutiny Labels		
Transactions V		Description		Comments		
License				No Records Available.		
Cenerale License	Date Of Inspection *	14/06/2017				
Issue Duplicate License Change Business Name	Inspection Remarks*	Truti Patra Br	emarks*]		
Regular Inspection Report Issue Show Cause Notice Suspend License		Save Char				
Revolue Suspension	Workflow Detail	ls				
License Transfer	Task Details - Please tak	in necessary actions by clicking on action by	flons.			
Collection	Priority	O Low @ Medium O	High			
Reports	Description					
	Action	🙁 Isaya Truti Patra	Scrutiny 🔞 Discard Work	fice		
	Task Id	Action	User Name	Start Date	End Date	Comments
	31954	Accept	admin	2017-08-16 10:44:48	2017-08-16 10:45:16	1at done by admin
	31954	Workflow Created	admin	2017-08-16 10:44:48	2017-08-16 10:45:16	ek.
SmartRaj Copyright © 2017. All rights resor	read.					Powered By Hars Telecom Systems

The approver authority should login to complete the Next process for 'Field Verification Report' approval. Refer the following screen.

SMARTRAJ - License	× SMARTRAJ - License × +		- 0 ×
 103.203.138.3 	88/Staging/License/logout.do	C Q, Search	☆ 自 ♣ ☆ ♥ ♥ - ♥ ≡
	Government Of Rajasthan		
Login			
		Vsername * 🚡 admn Password * 🔒	
		Log In Reset	

After clicking on 'Verify Application and Inspection report', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/medium/High. Followed by filling description (If any) an authorised User should take appropriate action by clicking on LOI/Issue Truti Patra /Discard workflow

Workflow Masters	vermeation or appac	ания ани внаресский воритс				
License Masters	Trade License Detail					
Transactions 🗸	Field Inspection Detail					
License	Date Of Inspection *	16/06/2017				
Meat Shop License		Entropy 1				
Generate License	Inspection Remarks*					
Renew License						
Essue Duplicate License		Description		Scrutary Labels		
Change Business Name				No Records Available		
Regular Inspection Report						
Issue Show Cause Notice	Date 1	Lamanna I		Recorded With In Doors 1		
Suspend License	Evene -	14/04/2017		Lakingsi mur tu cake		
Revoke Suspension	101 Remarks			Terril Balan Remarks		
License Transfer	COL REMARKS			Tros Patra Acmarks		
License Cancel						
Collection						
Chaque Reconciliation		Save Clear				
Reports						
	Workflow Details					C 644 Duta
	Task Outails - Please take a	necessary actions by clicking on action but	terra.			
	Priority	O Low ♥ Medum O H	gh.			
	Description					
	Action	💙 Innun LOI 🙁 In	eue Truti Petre 🙁 Discard Wo	ridhan		
	Tank Id	Action	User Name	Start Oute	End Date	Comments
	31954	Accept	admin	2017-08-16 10:44:48	2017-08-16 10:45:16	Lat done by admin
	31954	Workflow Created	admin	2017-08-16 10:44:48	2017-08-16 10:45:16	ek.
	31958	Serutiny	anand	2017-08-16 10:45:16	2017-08-16 10+47:15	2nd level done by Raj anand
imartikej Copyright © 1917. All rights reser	ved.					Proceed By Hars Telecom Systems

An authorised User must click on Reports >>License Reports. Refer screen as given below -

Gov Licens	ernment Of Raja: "	sthan			Admin Shrikanth, admin		
Workflow Masters Personal Task List							
License Hasters	Panding Tasks Completed Tasks						
Transactions	Task Name	Entity Name	Eatity Datails	Start Date	Description		
Reports 🗸	Pald Verification Report	TradeAndStorage_Registration	AppNumber:AIMERRE03411	14-Aug-2017 06-26-44			
License Reports	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber-AJWERRE03410	14-Aug-2017 06-01-09	andas		
Recently Generated Reports	Pald Verification Report	TradeAndStorage_Replatration	AppNumber-AJMERAE03396	14-Aug-2017 01:37:10	rgimminim		
	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber:AJWERREG3299	14-Aug-2017 01-31-30	manana		
	Paid Verification Report	TradeAndStorage_Registration	AppNumber:AJMERA303397	14-Aug-2017 01:13:17	Issue Truti Patra		
	R Field Verification Report	TradeAndStorage_Registration	AppNumber-A34EAA803395	14-Aug-2017 12:54:43	1111111111		
	Pald Verification Report	TradeAndDisrape_Replatration	AppNumber-AJWERRE03294	14-Aug-2017 12:48:03	1111111		
	Verify Application And Inspection Report	MuttenShop_Registration	AppNumber-A34ERRE03393	14-Aug-2017 11:49:44	okk		
	Pald Verification Report	TradeAndStorage_Registration	AppNumber-AJMERRE03391	14-Aug-2017 11:35:58	done by Admin		
Page Lof L					Total Records 19		
Imart Raj							

13.201.138.38/Staging/License/corresports/listCoreReports.do

After clicking on 'License Reports' click on LOI Certificate (License)>> 'View Report'. Refer following screen

SMARTRAJ - License × +		
ense/corereports/listCoreReports.do	C Q Search	☆自 ♣ 合 ❷ ≉ ◄ ♥
ernment Of Rajasthan		Admin Shrikanth, adn
License - Reports List		Report
# Report Name		Actions
1 LOI Certificate(License)		View Report
2 LOT Certificate(Meat Shop)		View Report
3 LOI Renewal (License) Certificate		View Report
4 LOI Renewal (meat) Certificate		View Report
5 License Certificate		View Report
6 License Renew Certificate		View Report
7 Duplicate License Certificate		View Report
8 Change Business Name Certificate		View Report
	Nakit Kvi - License x + nze/corresponta/listCoreReports.do Ernment Of Rajasthan Elicense - Reports List	Wakika-License rad/correspont/LittCoreReports.do Image: Correspont/LittCoreReports.do Image: Correspont/LittCoreRepor

Authorised User should enter the valid License application number in the given field. And click on 'Generate' button. Refer following screen

		A Home	Hy Tasks	Change Password 🔄 Sign Out
Government Of	Rajasthan			Admin Shrikanth, admin
Workflow Masters Set Report Paramete	s - LOI Certificate(License)			
Transactions Application Number * A Reports Report Format P	NESHEGTAG			
800	Generate Clear			
Report Generated success	WHY, FREAM CLICK MOVE TO SUMMOUSE.			
SmartRaj Converte C 2017, All colds assessed.		_	_	Powered By Hars Telecom Systems

103.203.138.38 Steging License Steging License 'sploeth/reports 58 og/53 gDD212733Ftlask 5.01, License pdf

After Clicking on 'Generate' button, the option to download the 'LOI_License Certificate forTrade ' will be given. Refer the following screen.

	3 hp	= + Automatic Zoom 1	:: 🖶 🖪 🕷 »
		🔊 नगर निगम अजमेर	
		अर्थे पुरुषालय	
		(चनुर्थ अनुगूची धारा 130)	
		मांग संतति	
		रेगिक-	
		3147.	
		आवर्डनकता weiwe	
		निवासी: weqwe	
		नोटिस दिया जाता है कि अजमेर नगरनिगम दिनांक ^{1608/2017}	
		को प्रारम्भ होने वाली 1 कालावधि के लिए weawe - Gym	
		के कारन (यहां सम्पत्ति या अन्य विषय जिसके संबंध में कर उदग्रहणीय है, का - वीजिए)	
		से शोध्य राशि. ^{300.0} रु. जो नियम संख्यांक के आधीन उदग्रहणीय है, की	
		werwe - A.MERREG3412 से मांग करती है और यदि इस नोटिस की तालीम से पन्द्रह दिवस के भीतर	
		उक्त उक्त राशि कार्यालय अजमेर में संदत्त न कर दी जावे	
3	6		- 4 12 N D 4 1054 AM

@	Government Of Rajasthan	
Login		
		Username * password * passwo

After clicking on 'License Reports' click on LOI Certificate (Meat Shop)>> 'View Report'. Refer following screen

		🎢 Home 🔳 My Tasks 🚊 Change Password 🧧 Sign Out
	ernment Of Rajasthan ^{se}	Admin Shrikanth , admin
		Reports
Workflow Masters	License - Reports List	
License Masters	# Report Name	Actions
Transactions Reports	1 LDI Certificate(License)	Wew Report
License Reports Recently Generated Reports	2 LDI Certificate/Heat Shop)	View Report
	3 LOC Renewal (License) Centificate	View Report
	4 LOD Renewal (meat) Certificate	View Report
	5 License Certificate	Vew Report
	6 License Renew Certificate	Vew Report
	7 Duplicate License Certificate	Wew Report

Authorised User should enter the valid application number in the given field. And click on 'Generate' button. Refer following screen

		in Home	My Tasks	Change Password E Sign Out
Gov Licens	ernment Of Rajasthan ^e			Admin Shrikanth, admin
Workflow Masters License Masters	Reports Lot Set Report Parameters - LOI Certificate(Meat Shop)			
Cransactions Reports License Reports Recently Generated Reports	Application Number * ANERREQUITA Report Format PDF • Cont Control Con			
SmartRaj Copyright © 2017. All rights reser	red.			Powered By Mars Telecom Systems
103.203.138.38/Staging/License/Staging/	License/uploadu/hyportu/Sq04075x04080fa10xUQHx3d5x12L_Meat.pdf			

After Clicking on 'Generate' button, the option to download the 'LOI_License Certificate forTrade ' will be given. Refer the following screen.

	= + Automatic Zoom 1	 30-
	🔊 नगर निगम अजमेर	ľ
	<u>भ</u> ुष्यालय	
	(चनुर्ग अनुसूची धारा 130)	
	मांग संतति	
	प्रेपित:	
	आवेदनगर्ता werwe werwe	
	तिवासी: weqwe	
	नोटिस दिया जाता है कि अजमेरनगरनिगम दिनांक ¹⁸⁰⁸²⁰¹⁷	
	को प्रारम्भ होने वाली 1 कालावधि के लिए weqwe - Gym	
	के कारन (वहां सम्पत्ति वा अन्य विषय जिसके संबंध में कर उदग्रहणीय है, का दीजिए)	
	से शोध्य राशि. ^{300.0} रु, जो नियम संख्यांक के आधीन उदग्रहणीय है, की	
	werwe - A.MERREG3412 से मांग करती हैं और यदि इस नोटिस की तालीम से पन्द्रह दिवस के भीतर	
	उक्त उक्त राशि कार्यालय अजमेर में संदत्त न कर दी जाये	
3		 AM

Renew License:

User can select the Renew License application Details by clicking on its 'Application Number'.

Gov Licens	ernment Of Raj [®]	asthan			Admin Shrikanth , admin
				License-Tra	ansactions >> List License Renew Details
Workflow Masters	List License Renew Details				New License Renew Details
License Masters	± Search Options				
Transactions	License Number	Applicant Name	Application Type	Application Date	Final Status
Transactions •	AJR/2017/455	durgareddy	Trade	21/08/2017	Approved
License	AJR/2017/455	krish	Trade	19/08/2017	Approved
Meat Shop License	AJR/2017/455	sai	Trade	19/08/2017	New
Generate License	AJR/2017/455	test	Trade		
Renew License	AJR/2017/455	rere	Trade	17/08/2017	Approved
Issue Duplicate License	AJR/2017/455	durgareddy	Trade	17/08/2017	Approved
issue Duplicate License	AJR/2017/455	test test	Trade	17/08/2017	Approved
Change Business Name	Ajmer/License/Trade/379	sai	Trade	18/07/2017	Approved
Regular Inspection Report	Ajmer/License/Trade/379	lakshmi	Trade	17/07/2017	Approved
Issue Show Cause Notice	Ajmer/License/Trade/411	Prasanna	Trade	17/07/2017	Approved
Suspend License	Ajmer/License/Trade/411	Prasanna	Trade	17/07/2017	Approved
Revoke Suspension	AJMERLIC419	fff	Trade	17/07/2017	Approved
	AJMERLIC419	Prasanna	Trade	17/07/2017	Approved
License Transfer	AJMERLIC423	Prasanna	Trade	15/07/2017	Approved
License Cancel	AJMERLIC421	sree	Trade	04/07/2017	Approved
Collection	Page 1 of 5 b bl				Total Records : 68
Cheque Reconciliation					
Reports					
SmartRaj Copyright © 2017. All rights reser	ved.				Powered By Mars Telecom Systems

After clicking on 'Application Number' the application opens. User can take actions as shown in the below screen. View the Renew license application for low/Medium/High – Followed by filling description (If any) an authorised User should take appropriate action by clicking on Accept/End/Discard workflow.

Cheque Reconciliation	Applicant U	IID			Applicant	Name*	test				-
Reports	Applicant A	Address Details									
	Building Nu Address Lir State Email Addr Phone Nur	umber ne1* ess nber	AAAAAA		City/Town Address L Country Pincode Mobile Nu	n/Village ine2 mber					
	Change N	Variables Premises 21.0		Save Clear							
	Document C	heck List									
	#	Document Description				Status	File Name		Uploaded Date	Operations	
	1	PAN Card				×				Upload File	
	Workflow	w Details								🗌 Edit Data	
	Task Details -	Please take necessary ac	tions by clicking on action button	s.							
	Priority Description		Cow Medium High Low High							- 1	
	Action		🕜 Accept 🙁 End (Discard Workflow						-	
	Task Id	Act	ion U	Jser Name	Start Date		End Date	Comme	ints		
SmartRaj Copyright © 2017. All rights reserved	I.							Power	ed By Mars To	lecom Systems	

After taking necessary action the next hierarchy login has to be done for further operation / approval process.

The approver authority should login to complete the process for Renew License Application approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username 🖌 🛓 anand Password * 🔛 🔐
	Log in Reset

For approval to Renew license Application, the authorised User must select the 'Inspection Report' from 'Task name' Column. Refer the screen as below.

				🎢 Home 🔳 My Tasks	🛍 Change Password 🛛 📑 Sign Out
Gove License	ernment Of Raj °	asthan			Raj Anand , anand
Workflow Masters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description
Reports	Inspection Report	RenewLicense_Registration	LicNumber:AJR/2017/455 AppNumber:AJMERREG3415	21-Aug-2017 12:01:10	1s level
	Inspection Report	RenewLicense_Registration	LicNumber:AJR/2017/455 AppNumber:AJMERREG3415	19-Aug-2017 06:26:53	866
	Page 1 of 1				Total Records : 2
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After clicking on 'Inspection Report', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/Medium/High Followed by filling description (If any) an authorised User should take appropriate action by clicking on Re-Verfiy/Scrunity /Discard Workflow.

Cheque Reconciliation	Applicant	Address Details										
Reports												
	Building N	umber				City/Towr	n/Village					
	Address Li	ne1*	ААААААА			Address L	ine2					
	State					Country						
	Email Addı	ress				Pincode				-		
	Phone Nur	nher				Mobile Nu	mher			-		
	Phone Mul	iibei				PIODIle Nu	mber					
	Change	Variables										
	Area Of	Promises 210										
	Area Or	Preniises 21.0										
					Save Clear							
	Document (Check List										
	#	Document Descripti	ion				Status	File Nan	ne	Uploz Date	oded Operations	;
	1	PAN Card					×				Upload Fil	le
	Workflow Details											
	Task Details - Please take necessary actions by clicking on action buttons.											
	Priority		O Low Medium O	High								
	Description	1										
	Action		e-venty V s	scrutiny 😈 l	Discard Worknow							
	Task Id		Action	User Name		Start Date		E	nd Date	Comments		
	60011			admin		2017-08-17				1st level		
	60011		Workflow Created	admin		2017-08-17	06:31:43	2	017-08-17 06:32:45	ok done		
SmartRaj Copyright © 2017. All rights reserve	:d.											ns ,

The approver authority should login to complete the Next process for 'Inspection Report Verification' approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username = 🔓 admin Password = 🔐
	Log In Reset

After clicking on 'Inspection Report Verification', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/medium/High. Followed by filling description (If any) an authorised User should take appropriate action by clicking on Approve /Re-Verify/Discard workflow

Building Nu	mber			City/Town/Village			
Address Lin	e1*	АААААА		Address Line2			
State				Country			
Email Addre	255			Pincode			
Phone Num	ber			Mobile Number			
Change V	/ariables						
Area Of F	Premises 21.0						
			Save				
Document C	heck List						
#	Document Description	n		Status	File Name	Uploaded Date	Operation
1	PAN Card			×			Upload F
Workflov	v Details						🗌 Edit Da
Task Details -	Please take necessary a	ctions by clicking on action butto	ins.				
Priority		O Low Medium O High					
Description		3rd level					
Action		Approve 💟 Re-ver	ify Discard Workflow				
Task Id	A	ction	User Name	Start Date	End Date	Comments	
C0011	Ac	cept	admin	2017-08-17 06:31:43	2017-08-17 06:32:45	1st level	
00011		addflaw Ceastad	admin	2017-08-17 06:31:43	2017-08-17 06:32:45	ok done	
60011	W	orknow created	aumin				

An authorised User must click on Reports >>License Reports. Refer screen as given below -

Gove License	ernment Of Raja °	osthan Pre	ss F11 to exit full screen		Admin Shrikanth , admin
Workflow Masters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description
Reports 🗸	Verify Application And Inspection Report	MuttonShop_Registration	AppNumber:AJMERREG3413	16-Aug-2017 11:26:56	2nd level done by anand
License Reports	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3411	14-Aug-2017 05:26:44	
Recently Generated Reports	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber:AJMERREG3410	14-Aug-2017 06:01:09	asdas
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3396	14-Aug-2017 01:37:10	rammmm
	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber:AJMERREG3399	14-Aug-2017 01:31:30	
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3397	14-Aug-2017 01:13:17	Issue Truti Patra
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3395	14-Aug-2017 12:54:43	11111111111
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3394	14-Aug-2017 12:48:05	11111111
	Verify Application And Inspection Report	MuttonShop_Registration	AppNumber:AJMERREG3393	14-Aug-2017 11:49:44	okk
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3391	14-Aug-2017 11:35:58	done by Admin
	Page 1 of 1				Total Records : 10
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javascriptvoid(0)

After clicking on 'License Reports' click on License Renew Certificate >> 'View Report'. Refer following screen

Gov Licens	ernment Of Rajasthan ⁹⁸	Admin Shrikanth , admin
		Reports
Workflow Masters	License - Reports List	
License Masters	# Report Name	Actions
Transactions Reports	1 LOI Certificate(License)	View Report
License Reports Recently Generated Reports	2 LOI Certificate(Meat Shop)	View Report
	3 LOI Renewal (License) Certificate	View Report
	4 LOI Renewal (meat) Certificate	View Report
	5 License Certificate	View Report
	6 License Renew Certificate	View Report
	7 Duplicate License Certificate	View Report
	8 Change Business Name Certificate	View Report
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Authorised User should enter the valid application number in the given field. And click on 'Generate' button. Refer following screen

	🎢 Home 🗉 My Tasks	🛍 Change Password 📑 Sign Out
Government Of Rajasthan		Admin Shrikanth, admin
Workflow Masters License Masters		
Transactions License Number * AJB/2017/455 Reports Report Format License Reports PDF • Back Generato		
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After Clicking on 'Generate' button, the option to download the 'Renew License Certificate ' will be given. Refer the following screen.

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	🔊 नगर निगम अजमेर	·
	<u>भुष्या</u> गय	
	(चतुर्थ अनुगूची धारा 130)	
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	सोटिस दिया जाता के कि: अजमेर नगरनिगम डिनांक ^{1608/2017}	
	ਗੇ ਧਾਰਦ ਸੇਰੇ ਗਈ। 1 ਗਾਰਦੀ ਨੇ ਇਸ weave : Gun	
	at New States	
	के कारन (यहां सम्पत्ति या अन्य विषय जिसके संबंध में कर उदग्रहणीय है, का दीजिए)	
	से शोध्य राशि. ^{300.0} रु. जो नियम संख्यांक के आधीन उदग्रहणीय है, की	
	werwe - A.MERREG3412 से मांग करती है और यदि इस नोटिस की तालीम से पन्द्रह दिवस के भीतर	
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1 6		- 4 10 N D 4 200 AM

Issue Duplicate License:

User can select the Renew License application Details by clicking on its 'Application Number'.

				y Tasks – L Change Password 📑 Sign Out
Gove Licens	ernment Of Rajasthar ^e	1		Admin Shrikanth , admin
				License-Transactions >> List Duplicate License Details
Workflow Masters	List Duplicate License Details			New Duplicate License Details
License Masters	+ Search Options			
Transactions 🗸 🗸	License Number	Applicant Name	Application Type	Date Of Issue
License	AJR/2017/455	durga	Trade	17/08/2017
Meat Shop License	AJR/2017/451	durga	Trade	17/08/2017
Generate License	Ajmer/License/Trade/396	6666	Trade	13/06/2017
Descention of the second	Ajmer/License/Trade/396	sai	Trade	13/06/2017
Renew License	Ajmer/License/Trade/391	Prasanna	Trade	06/06/2017
Issue Duplicate License	Ajmer/License/Trade/370	dasd	Trade	31/05/2017
Change Business Name	Ajmer/License/Trade/356	sai	Trade	31/05/2017
Regular Inspection Report	Ajmer/License/Trade/356	FF	Trade	27/04/2017
Issue Show Cause Notice	Ajmer/License/Trade/356	Tigerrrrrrrrrr	Trade	14/04/2017
Suspend License	Ajmer/License/Trade/321	vinay	Trade	11/04/2017
Baugha Guaganatan	Ajmer/License/Trade/313	seetha	Trade	03/04/2017
Revoke Suspension	Ajmer/License/Trade/302	ranjeeth	Trade	05/10/2016
License Transfer	Page 1 of 1			Total Records : 12
License Cancel				
Collection				
Cheque Reconciliation				
Reports				
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After clicking on 'Application Number' the application opens. An User can take actions as shown in the below screen. View the Duplicate license application for low/Medium/High – Followed by filling description (If any) an authorised User should take appropriate action by clicking on Accept/End/Discard workflow.

Applicant UD Applicant Name* 0003 Applicant Madress Details Building Number Building Number City/Town/Village Building Number State Rapathan Country Modeless Line 2 Pione Number Change Variables Ares of Premises 210 Change Variables Ares of Dermises 210 Change Variables Ares of Dermises 210 Countent Check List Countent Description Status File Name Update Countent Description Status File Name Update Countent Check List Countent Description Status File Name Update Countent Check List Countent Description Status File Name Update Countent Check List Countent Check List Countent Check List Change Variables Ares of Premises Status File Name Update Change Variables Ares of Premises Status File Name Update Update Change Variables City Countent Description Status File Name <	na Fridarie Applicant Name* arga na fridarie Applicant Name* arga Applicant Madress Details Address Line 2 statistica Rajathan Country Inda State Rajathan Country Inda State Rajathan Country Inda Change Variables Pincode Inda Inda Address Line 2 Inda Inda Inda Construct Pincode Inda Inda Construct Inda Inda Inda Construct Pincode Inda Inda Construct Inda Inda Inda Construct Inda Inda Inda Construct Inda Inda Inda Construct Inda Inda	License Transfer									
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Action Image: Comparison of the comp	Action Task Id Action User Name Start Date End Date Comments 1 to 2017, All rights reserved. Powered By Mars Telecom System		Document Check Lis # Docume Workflow Deta Task Details - Please ta Priority	it ent Description ails eke necessary actions by clickins Low @	g on action buttons. Ø Medium 🔘 Hidh		Status Fil	ie Name		Uploaded Date	Operation
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	n 1 Powered By Mars Telecom System 1 de 2017, All rights reserved.		Document Check Lis	st ent Description ails ike necessary actions by clickin is level is level is devel is devel is devel	g on action buttons. Ø Redium O High ept S End S Discard Workflow User Name	Start Date	Status Fil	le Name	Comme	Uploaded Date	Operation

After taking necessary action the next hierarchy login has to be done for further operation / approval process.

The approver authority should login to complete the process for Renew License Application approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username " 🍙 anand Password " 📦 Log In Reset

For approval to Duplicate license Application, the authorised User must select the 'Inspection Report' from 'Task name' Column. Refer the screen as below.

				🎢 Home	📄 My Tasks – 🔒 Change Password 📑 Sign Out
Gov Licens	ernment Of Raj ^{ie}	jasthan			Raj Anand, anand
Workflow Masters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description
Reports	🗯 Inspection Report	DuplicateLicense_Registration	LicNumber:AJR/2017/455 AppNumber:AJMERREG3415	17-Aug-2017 06:47:32	1st level
	Page 1 of 1				Total Records : 1
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After clicking on 'Inspection Report', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/Medium/High Followed by filling description (If any) an authorised User should take appropriate action by clicking on Re-Verify/Scrunity /Discard Workflow.

llection	Applican	t Address Detail	5				
eque Reconciliation							
oorts	Building	Number			City/Town/Village		
	Address	Line1*	mmm		Address Line2		
	State		Rajasthan		Country	India	
	Email Ad	Idroce			Dincodo		
	Email Ad	uress			Fincode		
	Phone N	umber			Mobile Number		
	Chang	o Variables					
	Chang	e variables					
	Area	Of Premises 21.	.0				
				Save	ar		
	Documen	t Check List					
	#	Document De	escription		Status	File Name	Uploaded Date Operatio
	Workfl	ow Dotaile					
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	Workfl Task Detail	ow Details Is - Please take ne	cessary actions by clicking on a	ction buttons.			
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	Workfl Task Detai Priority Descripti Action	low Details Is - Please take ne ion	Low Control Action Control Action Control Action Control Action Control Contr	ction buttons. Migh Scrutiny R Discard Worf User Name admin	flow Start Date 2017-08-17 06:43:57	End Date 2017-08-17 06:47:32	Comments 1st level
	Workfi Task Detai Priority Descripti Action Task Id 60034	low Details Is - Please take ne ion	Low Constructions by clicking on a Low Construction Low Re-verify Construction Accept Workflow Created	ction buttons. n Vigh Scrutiny Discard Worl User Name admin admin	flow Start Date 2017-08-17 06:43:57 2017-08-17 06:43:57	End Date 2017-08-17 06:47:32 2017-08-17 06:47:32	Comments 1st level ok

The approver authority should login to complete the Next process for 'Inspection Report Verification' approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username • 🍙 admin Password • 🕡

After clicking on 'Inspection report Verification', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/medium/High. Followed by filling description (If any) an authorised User should take appropriate action by clicking on Approve /Re-verify/Discard workflow

.

					脊 Home 🛛 🗎 My Tasks	
Gov Licens	ernment Of R	ajasthan				Admin Shrikanth, admin
Workflow Masters	Verification Saved successfully					
License Masters	Issue Duplicate Licens	e				
Transactions	License Number *		60			
Meat Shop License Generate License	Workflow Details					🗌 Edit Data
Renew License	Task Details - Please take neces	sary actions by clicking on act	ion buttons.			
Issue Duplicate License Change Business Name	Priority	🔍 Low 🖲 Medium	O High			
Regular Inspection Report	Description	3rd level				
Issue Show Cause Notice	Action	🕢 Approve 🚺	Re-verify 👩 Discard Workf	Row		
Suspend License		• •	•			
Revoke Suspension						
License Transfer	To all Tal	A	New News	Charle Date	Fuel Data	C
License Cancel	F0024	Action	User Name	2017 08 17 05:42:57	2017 08 17 06:47:22	tet level
Collection	60034	Workflow Created	admin	2017-08-17 06:43:57	2017-08-17 06:47:32	ok
Cheque Reconciliation	60038	Scrutiny	anand	2017-08-17 06:47:32	2017-08-17 06:49:28	2nd level
Reports						
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An authorised User must click on Reports >>License Reports. Refer screen as given below -

Gove License	ernment Of Raja	asthan Pre	ess F11 to exit full screen		Admin Shrikanth , admin
Workflow Masters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description
Reports 🗸	Verify Application And Inspection Report	MuttonShop_Registration	AppNumber:AJMERREG3413	16-Aug-2017 11:26:56	2nd level done by anand
License Reports	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3411	14-Aug-2017 06:26:44	
Recently Generated Reports	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber:AJMERREG3410	14-Aug-2017 06:01:09	asdas
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3396	14-Aug-2017 01:37:10	rammmm
	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber:AJMERREG3399	14-Aug-2017 01:31:30	
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3397	14-Aug-2017 01:13:17	Issue Truti Patra
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3395	14-Aug-2017 12:54:43	11111111111
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3394	14-Aug-2017 12:48:05	11111111
	Verify Application And Inspection Report	MuttonShop_Registration	AppNumber:AJMERREG3393	14-Aug-2017 11:49:44	okk
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3391	14-Aug-2017 11:35:58	done by Admin
	Page 1 of 1				Total Records : 10
SmartRaj					Dowered By Marc Telerom Systems

javascript:void(0)

After clicking on 'License Reports' again click on Duplicate License Certificate >> 'View Report'. Refer following screen

		🎢 Home 📧 My Tasks 🔒 Change Password 🛛 🗟 Sign Out
	ernment Of Rajasthan °	Admin Shrikanth , admin
		Reports
Workflow Masters	License - Reports List	
License Masters	# Report Name	Actions
Transactions Reports	1 LOI Certificate(License)	View Report
License Reports Recently Generated Reports	2 LOI Certificate(Meat Shop)	View Report
	3 LOI Renewal (License) Certificate	View Report
	4 LOI Renewal (meat) Certificate	View Report
	5 License Certificate	View Report
	6 License Renew Certificate	View Report
	7 Duplicate License Certificate	View Report
	8 Change Business Name Certificate	View Report
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Authorised User should enter the valid application number in the given field. And click on 'Generate' button. Refer following screen

	n Home	My Tasks	Change Password 📑 Sign Out
Government Of Rajasthan			Admin Shrikanth, admin
Workflow Masters License Masters			
Transactions License Number * ALB2017/455 Reports Report Format License Reports PDF •			
Back Generate Clear			
SmartRaj Copyright © 2017. All rights reserved.			Powered By Mars Telecom Systems

After Clicking on 'Generate' button, the option to download the 'Duplicate License Certificate ' will be given. Refer the following screen.

License_DuplicateReport.pdf	1 / 3		¢ ± 🖶
	डुप्लिकेट लाइसेंस प्रमाणपत्र नगर निगम अञ्चमेर		
लायसे	न्स न. : AJR/2017/455	आवेदन क्र.: दिनांक:	
रजिस	रेशन न. : 169623	AJMERREG3415 17/08/2017	
यह अ	नुज्ञप्ति श्री : ^{rwe} durgareddy	वाड: -	
पिता	का नाम : erwe	अनुज्ञप्ति की उम्र : 21	
प्रतिष्ठा	न का नाम : erew		
प्रतिष्ठा	न का पता : hyderabad		
लायरे	न्स की अवधि- जारी दिनांक : 17/08/2017 से दिनांक :	17/08/2017 तक: 17/08/2017	
(1) अन् व्यक्ति	ज़सिधारी, उसका अभिकर्ता अथवा नियोजन का कोई भी व्यक्ति खाद्या निरीक्षक या अ ाथा स्थान का पूर्ण विवरण देगा, जिससे और जहाँ की वह खाद्य पदार्थ का निर्माण , संग्र	ाज्ञापन अधिकारी द्वारा तलव किये जाने पर व्यवसाय, ह या वितरण करता हो या जिसे वह विक्रय के पहले	
(2) জন্ স্বায়িকা	ज़सिधारी अपने प्रदाय सदैव ऐसे स्थान से प्राप्त करेगा जो की स्वच्छाता के आधारों पर अ री या स्वास्थ्य अधिकारी को निरिक्षण के प्रयोजनों से ऐसे स्थानों में प्रवेश करने के सदैव	गपत्तिजनक न हो वह खाद्य निरीक्षक, अनुज्ञापन अनुज्ञात रहेगा	
(3) अन् विक्रय,	ज़सिधारी अपनी अनुज़सि की कालावधि के दौरान में किसी भी समय इस अनुज़सिकी श संग्रह या वितरण नहीं करेगा	तों के उल्लंघन में किन्ही भी खाद्य पदार्थों का निर्माण,	
(4)(क) (इन्टर	अनुज्ञसिधारी प्रत्येक कमरे की जिसमे उसके द्वारा खाद्य पदार्थ का निर्माण विकय का वि गल सरफेस) के प्रत्येक भाग में कम से कम दो भाग में कम से कम दो बार निरीक्षण कर	तरण किया जाता हो, दीवारों तथा छतों के प्रन्तर जल । पर यदि प्राधीकृत व्यक्ति ऐसा चाहे तो अधिक बार	
(অ) এন্ ৱলৰা	ज्ञसिधारी प्रतेक ऐसे कमरे या स्थान के सम्पूर्ण फर्श में उपयुक्त अवैध(impervious)साम करवायेगा जिससे की उसे साफ किया जाने या धोये जाने के समय पूर्णतः जल निकास हो	ग्री द्वारा खरंजा भी लगवाएगा और उसे इस प्रकार सके	
(ग) अन् जिस प	ज़सिधारी प्रत्येक ऐसे कमरे या स्थान के फर्श और नाली को तथा प्रत्येक ऐसे विक्रय फल र की अनुज्ञाप्त वस्तुओं से भरे पात्र रखे जाते हों, प्रतिदिन धुलवायेगा और अच्छी तरह से	क (काउन्टर) आलमारी (सेल्फी) या पीठिका (बेंच) को साफ करवायेगा	
(5)अनु पूर्व तथ	इसिधारी उसकी स्थापना में अनुज्ञास वस्तुओं के संग्रह या वितरण के लिये उपयोग में ल ा उसके पश्चात अच्छी तरह साफ करने के लिए उबलते हुए पानी से खंगलवायेगा	ये जाने वाले प्रत्येक पात्र को उपयोग में लाये जाने से	_
(6)अनु लिए ज	न्नसिधारी मुख्य जल प्रदाव या ऐसे श्रोत से जो संपृक्त स्वास्थ पदाधिकारी या स्थानीय प ल के अतिरिक्त कोई भी अन्य जल पीने, धोने या पात्रो को साफ करने के लिए उपयोग मे	दाधिकारी द्वारा पूर्व में अनुमोदित किया गया हो से ं नही लाया जाये	· · · · · · · · · · · · · · · · · · ·
(7)वित्र या अन्य	त्य के निर्माण संग्रह या वितरण के लिए पत्रों को रखने के उपयोग में आने वाले किन्ही भ । उपयुक्त अभेद्य सामग्री द्वारा आच्छादित किया जायेगा,जिससे की उन्हें सरलता से धोय	ो विक्रय फल्कों (काउन्टर)या पटलों को जस्ते की चद्दर ा या साफ किया जा सके	+
(8)दीव	ारों को कांचित टाइल्स या सीमेंट द्वारा 5 फिट की ऊँचाई तक चिकना तथा अभेद्य किय	ाजाना चाहिए	_
(७) अ _न (१०) य तो वह (११)	भात भ अभ्यक्ष पारपरा पाधामा था त्यागा (यो फेरो वोलो विकेटी को देशों में खेत्र) के। दि अनुज्ञसिधारी ऐसे परिसर कि, जिसके किलिए अनुज्ञसि मंजूर की गई हो, अनुजासि वं तुरंत ही अनुजापन अधिकारी को सूचना देशा उन्होभिपरि अन्वली को रजा परिसर, पोरपल प्राध्यक के जिसके लिए अज्जनी संवर वे	पए हा वब्य हागा। ो कालावधि के दौरान छोड़ दे या उसका कब्जा दे दे, र गई को किसी सजज कथा भाग में जगवापगा।	

Change Business Name:

User can select the 'Change Business Name'application Details by clicking on its 'License Number'.

Gov Licens	ernment Of F	Rajasthan			🎢 Home 🛛 My	Tasks 🛍 Change Password 🕞 Sign Out Admin Shrikanth , admin
						License-Transactions >> List Business Name Details
Workflow Masters	List Business Name De	etails				New Business Name Details
License Masters	± Search Options					
Transactions	License Number	Applicant Name	New Business Name	Application Type	Application Date	Final Status
License	AJR/2017/457	testing	lakshmi	Trade	21/08/2017	Business Name Change Approved
Meat Shop License	AJMERLIC88	test test	sdsdsa	Mutton Shop	17/08/2017	Business Name Change Approved
Generate License	AJMERLIC423	lakshmi	simple	Trade	15/07/2017	Business Name Change Approved
Renew Lisense	Ajmer/License/Trade/396	aa	vaaa	Trade	13/06/2017	Business Name Change Approved
Reliew License	Ajmer/License/Trade/391	Prasanna	ddd	Trade	06/06/2017	Business Name Change Approved
Issue Duplicate License	Ajmer/License/Trade/370	sasa	Sai Rachakonda	Trade	31/05/2017	New
Change Business Name	Ajmer/License/Trade/370	Sai Kumar	Rohan111	Trade	31/05/2017	Business Name Change Approved
Regular Inspection Report	Ajmer/License/Trade/348	sai	new name	Trade	31/05/2017	Business Name Change Approved
Issue Show Cause Notice	Ajmer/License/Trade/348	sai	mmmm	Trade	28/04/2017	Business Name Change Approved
Suspend License	Ajmer/License/Trade/356	Prasanna	mmmm	Trade	27/04/2017	Field Inspection Done
Suspend License	Ajmer/License/Trade/356	5555	2222	Trade	14/04/2017	Business Name Change Approved
Revoke Suspension	Ajmer/License/Trade/321	sai	new business	Trade	11/04/2017	Business Name Change Approved
License Transfer	Ajmer/License/Trade/313	sree	designing	Trade	03/04/2017	Business Name Change Approved
License Cancel	Ajmer/License/Trade/302	ranjeeth	textiles	Trade	05/10/2016	Business Name Change Approved
Collection	Page 1 of 1					Total Records : 14
Cheque Reconciliation						
Reports						
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After clicking on 'License Number' the application opens. An User can take actions as shown in the below screen. View the 'Change of Business Name' application for low/Medium/High – Followed by filling description (If any) an authorised User should take appropriate action by clicking on Accept/End/Discard workflow.

Renew License										
Issue Duplicate License				ails Inspection Report	Inspection Report Veri	fication				
Change Business Name										
Regular Inspection Report	ULB Name	e:	Ajmer							
Issue Show Cause Notice	Date Of A	pplication	21/08/2017							
Suspend License	New Duri	nana Manaa								
Revoke Suspension	New Bush	ness name	aaaaaaaaaaaaaaaaa							
License Transfer	Applicant	UID			Applicant Name*	aaaaaaaaa				
License Cancel										
Collection	Applicant	Address Deta	ills							
Cheque Reconciliation										
Reports	Building N	Number			City/Town/Village					
	Address L	.ine1*	aaaaaaaaaaaaa		Address Line2					
	State		Rajasthan		Country	India				
	Email Add	trocc			Dincodo					
	Cinali Add	11633			FillCode					
	Phone Nu	mber			Mobile Number					
				\frown	\frown					
				Save	Clear					
	Document	Check List								
	#	Document	Description				Status	File Name	Uploaded Date	Operations
	1	PAN Card					×			Upload File
	Workflo	w Details								🗌 Edit Data
	Task Details	- Please take r	ecessary actions	by clicking on action butt	ons.					
	Priority									
	Description			Cow Cow Contraction Contraction	iyn	_				
	Description	n								
	Action			🕢 Accept 🙁 End	Discard Workflow					
					-					

After taking necessary action the next hierarchy login has to be done for further operation / approval process.

The approver authority should login to complete the process for Change of Business Name Application approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username * 🍙 anand Password * 📦 Log In Reset

For approval to Change of Business Name license Application, the authorised User must select the 'Inspection Report' from 'Task name' Column. Refer the screen as below.

	ernment Of Raja °	asthan			Raj Anand , anand
Workflow Masters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description
Reports	🏁 Inspection Report	BusinessName_Registration	LicNumber:AJR/2017/457 AppNumber:AJMERREG3408	21-Aug-2017 12:20:56	1st level
	Inspection Report	RenewLicense_Registration	LicNumber:AJR/2017/455 AppNumber:AJMERREG3415	19-Aug-2017 06:26:53	aaa
	Page 1 of 1				Total Records : 2
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After clicking on 'Inspection Report', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/Medium/High Followed by filling description (If any) an authorised User should take appropriate action by clicking on Re-Verify/Scrunity /Discard Workflow.

onciliation											
Concentration -	Building Num	iber			City/	Town/Village					
_					,						
	Address Line	1* <u>""</u>	mm		Addr	ess Line2					
	State	Raj	asthan		Coun	itry		India			
	Email Addres	is			Pince	ode					
	Phone Numb	er			Mobi	le Number					
	Change Va	riables									
	Area Of Pr	emises 21.0									
					Save Clear						
C	Document Ch	eck List Document Descri	ption		Save Clear		Status	File Name		Uploaded	l _{Ope}
C 	Document Che # [eck List Document Descri	ption		Save Clear		Status	File Name		Uploaded Date	l _{Ope}
	Document Chr # I Workflow	eck List Document Descri Details	ption		Save Clear		Status	File Name		Uploaded Date	¹ Ope
	Document Ch # I Workflow Task Details - P	eck List Document Descri Details Hease take necess	ption ary actions by clicking	on action buttons.	Save Clear		Status	File Name		Uploaded Date	1 _{Ope}
	Document Ch # I Workflow Task Details - P Priority	eck List Document Descri Details lease take necessa	ption ary actions by clicking O Low ® M	i on action buttons. Iedium 💿 High	Save Clear		Status	File Name		Uploaded Date	¹ Ope
	Document Chr # I Workflow Task Details - P Priority Description	eck List Document Descri Details Hease take necesse	ption ary actions by clicking Low ® M	on action buttons. tedium i High	Sove Clear		Status	File Name		Uploaded Date	¹ Ope
	Document Chi # I Workflow Task Details - P Priority Description Action	eck List Document Descri Details Jease take necessa	ption ary actions by clicking Low ® M Severi 3 Re-veri	on action buttons. Hedium ① High fy 💽 Scrutiny 🌘	Save Clear		Status	File Name		Uploaded Date	¹ Ope
	Document Ch- # I Workflow Task Details - P Priority Description Action	eck List Document Descri Details Jease take necess	ption ary actions by clicking Use and the second se	on action buttons. Kedium () High fy () Scrutiny ()	Save Clear		Status	File Name		Uploaded Date	¹ Ope
	Document Chi # I Workflow Task Details - P Priority Description Action Task Id	eck List Document Descri Details Hease take necess	ption ry actions by clicking Low M M	on action buttons. tedium () High fy () Scrutiny ()	Save Clear	Start Date	Status	File Name	Солтине	Uploaded Date	¹ Ope
	Document Ch Workflow Task Details - P Priority Description Action Task Id 60034	eck List Document Descri Details Jease take necess	ption ary actions by clicking building to the second secon	ron action buttons. tedium () High fy () Scrutiny () User M User M	Save Clear	Start Date 2017-08-17	Status 06:43:57	File Name	Commer	Uploaded Date	¹ Ope

The approver authority should login to complete the Next process for 'Inspection Report Verification' approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username * 😩 admin Password * 🔒 ******
	Log In Reset

After clicking on 'Inspection report Verification ', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/medium/High. Followed by filling description (If any) an authorised User should take appropriate action by clicking on Approve /Re-verify/Discard workflow

Suspend License	New Busi	ness Name*	aaaaaaaaaaaaaa				
Revoke Suspension	Applicant	UID		Applicant Name*	aaaaaaaa		
License Transfer	Application	010		Applicant Hume			
License Cancel	Applicant	Address Det	ails				
Collection							
Cheque Reconciliation	Building 1	Number		City/Town/Village			
Reports	Address L	.ine1*	aaaaaaaaaaa	Address Line2			
	State		Rajasthan	Country	India		
	Email Add	iress		Pincode			
	Phone Nu	mber		Mobile Number			
				Save			
	Document	Check List					
	#	Document	Description		Status	File Name	Uploaded Date Operations
	1	PAN Card			×		Upload Fil
	Workflo	w Details	5				🗌 Edit Data
	Task Details	- Please take	necessary actions by clicking on actio	on buttons.			
	Priority		🔍 Low 🖲 Medium (High			
	Description	n]		
	Action		🕢 Approve 🚺	Re-verify 🙁 Discard Work	low		
				-			
	Tack Id		Action	User Name	Start Date	End Date	Comments
	TUSK IU				2017 00 01 12 00 55	2017 09 21 12/22/26	
	70514		Scrutiny	anand	2017-08-21 12:20:56	2017-08-21 12:22:20	2nd level
	70514 70510		Scrutiny Accept	anand admin	2017-08-21 12:20:56	2017-08-21 12:22:56	2nd level 1st level

An authorised User must click on Reports >>License Reports. Refer screen as given below -

	ernment Of Raja °	sthan Pr	ess F11 to exit full screen	🎢 Home 🔳 🛛	Iy Tasks 🛍 Change Password 📄 Sign Out
Workflow Masters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description
Reports 🗸	Verify Application And Inspection Report	MuttonShop_Registration	AppNumber:AJMERREG3413	16-Aug-2017 11:26:56	2nd level done by anand
License Reports	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3411	14-Aug-2017 06:26:44	
Recently Generated Reports	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber:AJMERREG3410	14-Aug-2017 06:01:09	asdas
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3396	14-Aug-2017 01:37:10	rammmm
	Verify Application And Inspection Report	TradeAndStorage_Registration	AppNumber:AJMERREG3399	14-Aug-2017 01:31:30	· · · · · · · · · · · · · · · · · · ·
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3397	14-Aug-2017 01:13:17	Issue Truti Patra
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3395	14-Aug-2017 12:54:43	11111111111
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3394	14-Aug-2017 12:48:05	11111111
	Verify Application And Inspection Report	MuttonShop_Registration	AppNumber:AJMERREG3393	14-Aug-2017 11:49:44	okk
	Field Verification Report	TradeAndStorage_Registration	AppNumber:AJMERREG3391	14-Aug-2017 11:35:58	done by Admin
	Page 1 of 1				Total Records : 10
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javascriptvoid(0)

After clicking on 'License Reports' again click on Change Business Name Certificate >> 'View Report'. Refer following screen

		A Home	My Tasks	💼 Change Password 📑 Sign Out
Gove License	rnment Of Rajasthan			Admin Shrikanth, admin
				Reports
Workflow Masters	License - Reports List			
License Masters	# Report Name			Actions
Transactions Reports	1 LOI Certificate(License)			View Report
License Reports Recently Generated Reports	2 LOI Certificate(Meat Shop)			View Report
	3 LOI Renewal (License) Certificate			View Report
	4 LOI Renewal (meat) Certificate			View Report
	5 License Certificate			View Report
	6 License Renew Certificate			View Report
	7 Duplicate License Certificate			View Report
	8 Change Business Name Certificate			View Report
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Authorised User should enter the valid application number in the given field. And click on 'Generate' button. Refer following screen



After Clicking on 'Generate' button, the option to download the 'Duplicate License Certificate ' will be given. Refer the following screen.

License_DuplicateReport.pdf	1/3	¢ 1	t 🙃
	डुप्लिकेट लाइसेंस प्रमाणपत्र नगर निगम अबमेर		
	लायसेन्स न.: AJR/2017/455 आवदन क्र.: दिनाक: रजिस्ट्रेशन न.: 169623 AJMERREG3415 17/08/2017 यह अनुज्ञति श्री: ^{rwe} durgareddy वार्ड: - पिता का नाम : erwe अनुज्ञति की उम्र : 21		
	प्रतिष्ठान का नाम : erew प्रतिष्ठान का पता : hyderabad		
	लायसन्स की अवधि- जारी दिनाइ : 1/08/2017 से दिना : 1/208/2017 तह : 1/08/2017 तह : 1/08/2017 (1) अनुवनिधारी, उनका अविकर्ता अवधा नियोजन का कोई भी व्यक्ति खाधा निरीक्षक या अनुवारान अधिकारी द्वारा तजब किये जाने पर व्यक्ताय, अपनि क्या स्मात का पूर्ण विराप्त 'का, तिसान और जड़ी के विषड़ बाधा पार्टने सार्वमां, नंदर प्रा तियक किये का के पर व्यक्ताय, अनिक क्या स्मात का पूर्ण विराप्त 'का, तिसान और जड़ी विषडणा के काधारों पर आपतिजनक न हो वह खाध निर्दाध कर दिया में (2) अनुवनिधारी अपने प्रारा मर्थन के सार्वाकरों के स्विच्या प्रार्थ को स्वीची, संवार करने के तर्व के बाध निरिक्षक, अनुजारन अधिकारी या स्थाप्य अधिकारी को निरिक्ष के प्रयोजनों में ऐसे स्थानों के काधारों पर आपतिजनक न हो वह खाध निरिक्षक, अनुजारन अधिकारी या स्थाप्य अपने अनुवादी की सार्वाकर के सार्वा प्रार्थ करने के तर्वक अनुवात रहेगा (3) अनुवनिधारी प्रत्ये कर पूर्वा के कावार्विक दे तो से सार्वे प्रार्थन के तर्वक न के तर अपने के स्वीची या या द विराप्त सार्वफ़ा के दरकेक भारम में कम के कह दारा वाय पदार्थ के सित्र कि की के जराय पर मिल्सी नी साध पदार्थों का निर्माण, (अनुवनिधारी उनेक ऐसे कमरे वा स्वान के के दारा वाय पदार्थ कर यो वार निरीक्ष करने तर यह राधीकृत्र आखिर एसा को हो के स्वार (अनुवन्नतिधारी उनेक ऐसे कमरे वा स्वान के को आप में कम के कह दो वार निरीक्ष करने तर यह राधीकृत्र आखिर एसा को हो के कार (व) अनुवनतिधारी उनेक ऐसे कमरे वा स्वान के के सार्वपुत्र अविधाताकराध्यक्र)मां की दारा करांजा भी लगवाएसा और उने इत प्रकार (व) अनुवनतिधारी प्रतेक ऐसे कमरे या स्थान के के जी कर ना कि स्वार प्रतिक एस बिच्या के सार्वा प्रती निक्र जित्य सारा (व) अनुवनिधारी प्रतेक ऐसे कमरे या स्या के कर के की तर निर्वाध हो स्वार्व तर विष्ठ कर स्वार्य आजा ही त्या कार (व) कतुताक्रियारी प्रतेक एसे कमरे सार्वा करे हो जी की व्याय प्रतेक एस कार हो तर करायाया)		
	(5) अनुवसिधारी उसकी स्थापना में अनुझा सरकुलों के संग्रह वा वितरफ के लिये उपयोग में नापे जाने वाने प्रत्येक पात को उपयोग में लाये जाने से पूर्व का उसके प्रधात अच्छी तरह साफ करने के सिए उजले हुए सानी में बंगलवायेगा (6) अनुवनिधारी मुख्य क प्रारत वा भूले को सते में कुछ स्वाभ स्वाधनि प्रदाधिक सरी द्वारा पूर्व में अनुमोदित किया गया हो से लिए उल के अतिरिक कोई सी अन्य कल रिहे, धोने या पाले के साफ करने के लिए उपयोग में नहीं सापा जावे (7) वितर के तिर्माण संग्रह या वितरफ के लिए पत्रों को साफ करने के लिए उपयोग में नहीं सापा जावे (7) वितर के निर्माण संग्रह या वितरफ के लिए पत्रों को राक करने के लिए उपयोग में नहीं सापा जावे (8) वितर के अधेन सामग्री द्वारा अध्यादित किया वा वोगा, तिमाने कि उने कि लिए उपयोग में तात्रा का कित्य राज्यों (काउन्टर) पा एठनों को जतने की कट्ट या अन्य उपयुक्त अधेन सामग्री द्वारा अध्यादित किया वा वोगा, तिमाने कि उने कि लिए जावा मांक किया जा साफ किया जा स (8) त्युतामें को किए रात्याच सार्या ता वोगा, तिमाने कि उने तर तरात्रा से वोगा साफ किया जा स्वाहि (9) जद्वाम में को किए रात्याच या ता सार्या, वित्रा के कि लिए आ अने को किया जाना चाहिए (10) यदि अनुव्रतिधारी ऐने परितर कि, तिनके कि लिए अनुवासी से उप से अन्न किया जाना चाहिए (11) यदि अनुव्रतिधारी से पूर्वना देया ने वा लेकिया सि आ के वा की के कि लिए आत्र को के लिए जा का करात्री ती तो कह दूर्गल ही अनुवारण दर्गि तो क्रांग के स्वाने किया के अन्त किया जाना चाहिए (11) यदि अनुव्रतिधारी ऐने परितर कि, तिनके कि लिए अनुवासि से नही ही, जुद्वामी से प्राताचि के देरात छोड दे या उनका कम्बा दे दे, तो कह दूर्गल ही अनुवारण दर्गिय सोक्य साम प्राय का आता का सान्या किया किया के साम स्वान कि स्वारा सा सालवाता म ।		÷ + -

License Transfer:

User can select the 'License transfer' application Details by clicking on its 'License Number'.



Government Of Rajasthan

Admin Shrikanth, admin

And a state of the						
Workflow Masters	List License Transfer Deta	ils			New License Transfer Det	ails
License Masters	🗄 Search Options					
Transactions	License Number	Applicant Name	Application Type	Application Date	Final Status	-
License	AJR/2017/457	durgareddy	Trade	21/08/2017	New	
Meat Shop License	AJMERLIC423	Prasanna	Trade	15/07/2017	Transfer Order Issued	
Generate License	Ajmer/License/Trade/396	aaa	Trade	13/06/2017	Transfer Order Issued	
Banaw Licanca	Ajmer/License/Trade/391	Prasanna	Trade	06/06/2017	Transfer Order Issued	
Renew License	Ajmer/License/Trade/370	Sai Kumar	Trade	31/05/2017	Transfer Order Issued	
Issue Duplicate License	Ajmer/License/Trade/348	sai	Trade	31/05/2017	Transfer Order Issued	
Change Business Name	Ajmer/License/Trade/356	Prasanna	Trade	27/04/2017	Transfer Order Issued	
Regular Inspection Report	Ajmer/License/Trade/356	sai	Trade	14/04/2017	Transfer Order Issued	
Issue Show Cause Notice	Ajmer/License/Trade/321	sai	Trade	11/04/2017	Transfer Order Issued	
Suspend License	Ajmer/License/Trade/313	rama	Trade	03/04/2017	Field Inspection Done	
	Ajmer/License/Trade/302	ranjeeth	Trade	05/10/2016	Transfer Order Issued	
Revoke Suspension	Page 1 of 1				Total Records :	11
License Cancel						
Collection						
Cheque Resensiliation						
cheque Reconcination						
Reports						

After clicking on 'License Number' the application opens. User can take actions as shown in the below screen. View the 'License Transfer Details' application for low/Medium/High – Followed by filling description (If any) an authorised User should take appropriate action by clicking on Accept/End/Discard workflow.

Change Business Name	Date Of A	pplication*	21/09/2017								1
Regular Inspection Report	Date of A	ppication	21100/2011								
Issue Show Cause Notice	First Nam	ie*	rr								
Suspend License	Last Nam	e*	mm								
Revoke Suspension											
License Transfer	Transfer	туре"	Hereditary Sale Deed								
Collection	Relations	hip									
Cheque Reconciliation	Applicant	UID			Applicant	Name*	durgareddy				
Peparts	Approant	010			Applicant	in the second seco					
Reports	Applicant	Address Details									
	Building M	Number			City/Town	/Village					
	Address L	.ine1*	m		Address Li	ne2					
	State		Palaethan		Country		India	_			
	State		Napaditan		country		India				
	Email Address				Pincode						
	Phone Nu	mber			Mobile Number						
				Faura	Close						
				Save	Citedi						
	Document	Check List									
	#	Document Descriptio	n			Status	File Name		Uploaded Date	Operations	
	1	PAN Card				×				Upload File	н
	Workflo	w Details								🗌 Edit Data	
	Task Details	- Please take necessary a	ctions by clicking on action buttons.								Ш
	Priority		O Low Medium O High								
	Description	n									
											E
	Action		V Accept 🚺 End 🔀 Dis	card Workflow							

After taking necessary action the next hierarchy login has to be done for further operation / approval process.

The approver authority should login to complete the process for License Transfer Application approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username * 🐊 anand Password * 🙆 ****** tog In Reset

For approval to License Transfer Application, the authorised User must select the 'Inspection Report' from 'Task name' Column. Refer the screen as below.

Gov Licens	ernment Of Raj °	asthan			Raj Anand , anand
Workflow Masters	Personal Task List				
License Masters	Pending Tasks Completed Tasks				
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description
Reports	🏁 Inspection Report	LicenseTransfer_Registration	LicNumber:AJR/2017/457 AppNumber:AJMERREG3408	21-Aug-2017 01:32:09	1st level
	Inspection Report	RenewLicense_Registration	LicNumber: AJR/2017/455 AppNumber: AJMERREG3415	19-Aug-2017 06:26:53	888
	Page 1 of 1				Total Records : 2
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After clicking on 'Inspection Report', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/Medium/High Followed by filling description (If any) an authorised User should take appropriate action by clicking on Re-Verify/Scrunity /Discard Workflow.

	_		,						
License Cancel	Relations	hip							
Collection Cheque Reconciliation	Annlianat	1170			Annlinget	Mama	duraaraddu		
Benerts	Applicant	UID			Applicant	Name"	durgareddy		
Reports	Applicant	Address Details							
	Building N	Number			City/Town	n/Village			
	Address L	.ine1*	m		Address Li	ine2			
	State		Rajasthan		Country		India		
	Email Add	iress			Pincode				
	Phone Nu	mber		_	Mobile Nu	mber		_	
				Save	Clear				
	Document	Check List							
	#	Document Description	on	Status File Name		File Name	Upload Date	ed Operations	
	1	PAN Card			×				Upload File
	Workflo	w Details							
	Task Details	- Please take necessary	actions by clicking on action butt	ons.					
	Priority		🔍 Low 🔍 Medium 🔘 High						
	Description	n	Cow Comediant Conign						
	beschption								
	Action		🔮 Re-verify 🕑 Scrut	iny Discard Workflow					
	Task Id		iction	liser Name	Start Date		End Date	Comments	_
	70597		ccept	admin	2017-08-21	12:28:13	2017-08-21 01:32:09	1st level	
	70597	١	Vorkflow Created	admin	2017-08-21	12:28:13	2017-08-21 01:32:09	done	
CountRat					_				
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The approver authority should login to complete the Next process for 'Inspection Report Verification' approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username = 🔔 admin Password = 🔒j
	Log In Reset

After clicking on 'Inspection report Verification ', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/medium/High. Followed by filling description (If any) an authorised User should take appropriate action by clicking on Approve /Re-verify/Discard workflow

Collection	Relations	lip								
Cheque Reconciliation	Applicant	מזוו			Applicant	Name*	durgareddy			
Reports	Approant	010			Applicant	in the second seco				
Reports	Applicant	Address Details								
	Building N	umber			City/Town/Village					
	Address Li	ine1*	rrr		Address L	ine2				
	State		Rajasthan		Country		India			
	Email Add	ress			Pincode			_		
	Cindi Huu							_		
	Phone Nu	nber			Mobile Nu	mber				
				Save	Clear					
				\cup						
	Decument (book List								
	Document	LIECK LISC							Unloaded	
	#	Document Description	on		Status File		File Name		Date Op	perations
	1	PAN Card			×				Up	oload File
	Workflo	w Details								Edit Data
	Task Details	- Please take necessary	actions by clicking on action butt	ons.						
	Priority		🔍 Low 🖲 Medium 🔍 High	1						
	Description									
	Description									
	Action		Approve 🕚 Re-ve	rify 🔀 Discard Workflow						
	Task Id	,	Action	User Name	Start Date		End Date	Comment	s	
	70597	A	ccept	admin	2017-08-21	12:28:13	2017-08-21 01:32:09	1st level		
	70597	v	Vorkflow Created	admin	2017-08-21	12:28:13	2017-08-21 01:32:09	done		
	80068	s	crutiny	anand	2017-08-21	01:32:09	2017-08-21 01:33:51	2nd level		
Country										_
Smartka								Powered	By Mars Teleco	m Systems

Finally Workflow Completed Refer the Following screen.

Decides Terrenting Decest	Date Of A	oplication*	21/08/2017								
Tesus Chan Cause Nation											
Suggest Lissues	First Name	e*	u								
Revoke Suspension	Last Name	-	mm								
License Transfer	Transfer T	ype"	Hereditary Sale Deed								
License Cancel	Polationsk	vin.									
Collection	Relationsi	μ									
Cheque Reconciliation	Applicant	UID			А	pplicant N	ame*	durgareddy			
Reports	Applicant	Address Details									
	Building N	umber			с	ity/Town/	/Village				
	Address L	ine1*	m		A	ddress Lin	ie2				
	State		Rajasthan		c	ountry		India			
	Email Add	racc			D	incode			_		
	Ellian Auu	1655		_		incode			_		
	Phone Nu	nber			м	tobile Num	nber				
				(Save	Clear					
	Document (Check List									
	#	Document Descriptio	n				Status	File Name		Uploaded Date	Operations
	1	PAN Card					×				Upload File
	Workflo	w Details									
	Task Details	- Workflow completed su	ccessfully.								
	Task Id	A	ction	User Name	5	Start Date		End Date	Comme	nts	
	70597	Ad	coept	admin	2	2017-08-21 1	12:28:13	2017-08-21 01:32:09	1st level		
	70597	W	orkflow Created	admin	2	2017-08-21 1	12:28:13	2017-08-21 01:32:09	done		
	80068	Se	crutiny	anand	2	2017-08-21 0	01:32:09	2017-08-21 01:33:51	2nd leve		
	80072	A	oprove	admin	2	2017-08-21 0	01:33:51	2017-08-21 01:35:57	3rd levi		_
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License Cancel:

User can select the 'License cancel' application Details by clicking on its 'License Number'.

Gov Licens	ernment Of Raj ^{se}	asthan			Admin Shrikanth, admin
Workflow Masters	List License Cancel Details				New License Cancel Details
License Masters	+ Search Options				
Transactions 🗸 🗸	License Number	Applicant Name	Application Type	Application Date	Final Status
License	AJR/2017/455	aaaa	Trade	21/08/2017	Cancelled
Meat Shop License	AJMERLIC423	sai	Trade	15/07/2017	Cancelled
Concerto Liconso	Ajmer/License/Trade/356	uiyuiyu	Trade	04/07/2017	Cancelled
Generate License	Ajmer/License/Trade/381	sree	Trade	04/07/2017	Cancelled
Renew License	Ajmer/License/Trade/391	sai	Trade	06/06/2017	Cancelled
Issue Duplicate License	Ajmer/License/Trade/370	SAS	Trade	31/05/2017	Cancelled
Change Business Name	Ajmer/License/Trade/353	ZXCZX	Trade	27/04/2017	Cancelled
Regular Inspection Report	Ajmer/License/Trade/321	sai	Trade	11/04/2017	Cancelled
Issue Show Cause Notice	Ajmer/License/Trade/321	cdcd	Trade		
Surpand Licanza	Ajmer/License/Trade/313	99	Trade	03/04/2017	Cancelled
Bevoke Suspension	Page 1 of 1				Total Records : 10
License Transfer					
License Cancel					
Collection					
Cheque Reconciliation					
Reports					
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After clicking on 'License Number' the application opens. An User can take actions as shown in the below screen. View the 'License Cancel Details' application for low/Medium/High – Followed by filling description (If any) an authorised User should take appropriate action by clicking on Accept/End/Discard workflow.

Issue Duplicate License		tails Inspection Report	Inspection Report Verification							
Change Business Name	III P. Namo		Aimer							
Regular Inspection Report	orb Nume		, yindi							
Issue Show Cause Notice	Date Of Ap	oplication *	21/08/2017							
Suspend License	D	- C	aaaaaaaaa							
Revoke Suspension	Reason Fo	r Cancellation*								
License Transfer	Applicant I				Applicant N	lame"	22222			
License Cancel										
Collection	Applicant	Address Details								
Cheque Reconciliation										
Reports	Building N	umber			City/Town,	/Village				
	Address Li	ine1*	22222		Address Lir	107				
	Address El				Address En					
	State		Rajasthan		Country		India			
	Email Addı	ress			Pincode					
	Phone Nur	nber			Mobile Nun	nber				
			Save Clear							
	Document C	Check List							_	
	#	Document Description			Sta	atus	File Name	Uploaded Date	Operations	
	1	Document			×				Upload File	
	2	PAN Card			×				Upload File	
	Workflow	w Details							🗌 Edit Data	
	Task Details	- Please take necessary action	s by clicking on action buttons.							
	Priority		🔍 Low 🖲 Medium 🔍 High							
	Description									
	a as a specific to the									
	Action		Accept 🔀 End 🔀 Discard W	orkflow						
										-

After taking necessary action the next hierarchy login has to be done for further operation / approval process.

The approver authority should login to complete the process for License Cancel Application approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username * 🔔 anand Password * 🗑 mmm Log In Reset

For approval to License Cancel Application, the authorised User must select the 'Inspection Report' from 'Task name' Column. Refer the screen as below.

Gov Licens	ernment Of Raj [®]	jasthan			Raj Ana	nd , anand
Workflow Masters	Personal Task List					
License Masters	Pending Tasks Completed Tasks					
Transactions	Task Name	Entity Name	Entity Details	Start Date	Description	
Reports	🎮 Inspection Report	LicenseCancel_Registration	LicNumber:AJR/2017/451 AppNumber:AJMERREG3412	21-Aug-2017 02:34:35	1st level	
	Inspection Report	RenewLicense_Registration	LicNumber:AJR/2017/455 AppNumber:AJMERREG3415	19-Aug-2017 06:26:53	aaa	_
	Page 1 of 1				Tot	al Records : 2
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After clicking on 'Inspection Report', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/Medium/High Followed by filling description (If any) an authorised User should take appropriate action by clicking on Re-Verify/Scrunity /Discard Workflow.

Suspend License Revoke Suspension License Transfer Collection Cheque Reconciliation Reports	Applicant I Applicant I Building N Address Li State Email Add	Address Details and the second	aaaaa Rajashan Save Clear		Applican City/Tow Address Country Pincode Mobile N	ıt Name" vn/Village Line2 iumber	aa In	da		
	Document C	heck List								
	# Document Description				Status File		File Name	e Name		Operations
	1	Document			1	×				Upload File
	2	PAN Card			×				Upload File	
	Workflo	w Details								
	Task Details	Please take necessary action	s by clicking on action buttons.							
	Priority Description Action		Cov Medium High Re-venfy Country Country Country Discard Workflow							
	Task Id	Action	Use	r Name S	tart Date		En	d Date C	omments	
	80125	Accept	adm	in 20	017-08-21 02	2:33:12	20:	17-08-21 02:34:35 1	1st level	
	80125	Workflo	w Created adm	in 21	017-08-21 02	2:33:12	20:	17-08-21 02:34:35 d	lone	
SmartRaj	Task Id 80125 80125	Action Accept Workfic	Use adm w Created adm	r Name Si in 2/ in 2/	tart Date 017-08-21 02 017-08-21 02	2:33:12 2:33:12	En 20: 20:	d Date C 17-08-21 02:34:35 1 17-08-21 02:34:35 d	Comments st level lone Powered By Mars 1	elecom S

The approver authority should login to complete the Next process for 'Inspection Report Verification' approval. Refer the following screen.

	Government Of Rajasthan License
Login	
	Username = 2 admin Password = 2
	Log In Reset

After clicking on 'Inspection report Verification ', the next screen appears as below. Authorised User should set the priority of the application as Issue Low/medium/High. Followed by filling description (If any) an authorised User should take appropriate action by clicking on Approve /Re-verify/Discard workflow

Revoke Suspension	Applicant	UID			Applica	nt Name*	aaaaa			
License Cancel	Applicant	Address Details								
Collection										
Cheque Reconciliation	Building N	umber			City/To	wn/Village				
Reports	Address Li	ne1*	aaaaa		Address	Line2				
	State		Rajasthan		Country		India			
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			Save	Par						
	Document C	check List								
	#	Document Description				Status	File Name		Uploaded Date	Operations
	1	Document				×				Upload File
	2	PAN Card				×				Upload File
	Workflow Details								🗌 Edit Data	
	Task Details - Please take necessary actions by clicking on action buttons.									
	Priority	(🔍 Low 🖲 Medium	🔍 High						
	Description									
	Action	L	🕢 Approve 🚺	Re-verify 👩 Discard	d Workflow					
			-	•						
	Task Id	Action		User Name	Start Date		End Date	Commen	ts	
	80125	Accept		admin	2017-08-21 (2:33:12	2017-08-21 02:34:35	1st level		
	80125	Workflo	ow Created	admin	2017-08-21 (2:33:12	2017-08-21 02:34:35	done		
	80135	Scrutin	у	anand	2017-08-21 (2:34:35	2017-08-21 02:36:17	2nd levcel		
L.	_									

Finally Workflow Completed Refer the Following screen.

Regular Inspection Report	Date Of A	pplication*	21/08/2017							
Issue Show Cause Notice										
Suspend License	First Nam	e*	u							
Revoke Suspension	Last Name	2	mm							
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License Cancel	Relations	nin								
Collection	Relations									
Cheque Reconciliation	Applicant	UID			Applican	it Name*	durgareddy			
Reports	Applicant	Address Details								
	Building N	lumber			City/Tov	wn/Village				
	Address L	ine1*	m		Address	Line2				
	State		Rajasthan		Country		India			
	Email Add	2055		_	Dincodo					
	Email Add	ress		_	Pincode					
	Phone Nu	mber			Mobile N	lumber				
				Sa	ve Clear					
	Document (Check List								
	#	Document Descriptio	n			Status	File Name		Uploaded Date	Operations
	1	PAN Card				×				Upload File
	Workflo	w Details								
	Task Details	- Workflow completed su	ccessfully.							
	Task Id	A	ction U	ser Name	Start Dat	te	End Date	Comme	nts	
	70597	A	ccept ad	Imin	2017-08-	21 12:28:13	2017-08-21 01:32:09	1st level		
	/0597	W	orknow Created ad	Imin	2017-08-	21 12:28:13	2017-08-21 01:32:09	done 2nd level		
	80072	A	pprove ad	Imin	2017-08-	21 01:33:51	2017-08-21 01:35:57	3rd levi		
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Collection :

Collection page will display the list of Collections records under 'Collections ' tab. User can create the new Collection by clicking on 'New Collection' link at the right side top of corner of the page.

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Gov Licens	ernment Of R	ajasthan		A	dmin Shrikanth, ad
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kflow Masters	List Collection				New Col
nse Masters	E Search Options				
sactions	Receipt Number	Application Number	Collection Date	Collection Center	Fee Type
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nse	10042017/600/19271	LICENSE/3218	10/04/2017 19:26 PM	AjmerZone1	Renewal
t Shop License	11042017/600/19276	LICENSE/3216	11/04/2017 13:08 PM	AjmerZone1	License
erate License	11042017/600/19277	LICENSE/3218	11/04/2017 13:15 PM	AjmerZone1	Renewal
ew License	11042017/600/19279	LICENSE/3220	11/04/2017 16:31 PM	AjmerZone1	License
o Duplicato Liconco	11042017/600/19280	LICENSE/3222	11/04/2017 18:55 PM	AjmerZone1	License
e Duplicate License	12042017/600/19282	LICENSE/3224	12/04/2017 15:52 PM	AjmerZone1	License
ige Business Name	12042017/600/19285	LICENSE/3224	12/04/2017 17:58 PM	AjmerZone1	Renewal
ular Inspection Report	13042017/600/19288	LICENSE/3226	13/04/2017 10:09 AM	AjmerZone1	License
e Show Cause Notice	13042017/600/19289	LICENSE/3226	13/04/2017 10:12 AM	AjmerZone1	License
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ection	Page 1 of 12 → H				Total Record
jue Reconciliation					
j					Dowarad By Marc Talacom 9

New Collection:

For the workflow completed records user can generate bills .i.e Fresh Bill and duplicate bill with respect to Application id record.User can create the new bill by clicking on 'New bill ' link at the right side top of corner of the page.User can make a payment at collection center.



Check Reconciliation:

Check reconciliation page will display list of bounced cheque records as below screen.

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Transactions 🗸 🗸		Application Number	Cheque Number	Bank	Amount
License		LICENSE/3251	123365	BANK OF INDIA	410.0
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Generate License	Update				
Renew License	_				
Issue Duplicate License	Page 1 of 1				Total Records : 1
Change Business Name					
Regular Inspection Report					
Issue Show Cause Notice					
Suspend License					
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Reports:

Reports page will display the list of License reports ,Recently Generated Reports records under 'Reports ' tab. User can generate reports by clicking on respective page link.

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Workflow Masters	License - Reports List							
License Masters	# Report Name	Actions						
Transactions Reports	1 LOI Certificate(License)	View Report						
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	4 LOI Renewal (meat) Certificate	View Report						
	5 License Certificate	View Report						
	6 License Renew Certificate	View Report						
	7 Duplicate License Certificate	View Report						
	8 Change Business Name Certificate	View Report						
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