

Tamil Nadu e-District Application

Training Manual for

Claim Application- Manual Board-Pension TWB-227

Tamil Nadu Unorganized Workers Welfare Board



 \mathbf{CMS} Tamil Nadu e-District Application User Manual

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E-DISTRICT TAMIL NADU USER MANUAL (Government of Tamil Nadu)

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 by creating an automated workflow system for the district administration and help in providing the citizen efficient department services through Common Service Centers (CSCs), the primary front end channels envisaged under the National e-Governance Plan by Department of Information Technology (DIT), Ministry of Communication and Information Technology (MCIT), Government of India.

2. General Information

Let's Start!!

2.1. 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)

2.2. Starting your Computer

<u>Steps</u>

- 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.



- 1. Switch 'ON' the UPS only after you have switched 'ON' the power socket
- 2. Switch 'ON' the computer only after you have switched ''ON' the UPS

3. Switch 'OFF' the power socket in there is an electrical spark in the socket

4. Do not start the computer in case the UPS is not fully charged

5. Do not start the computer in case any of the wires are in contact with water

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sources / moisture

6. In case you are not sure whether the computer is connected in the right way - please contact the system engineer

3. Purpose

This document is an integral part of e-District application user manuals. The objective of this document is to provide step-by-step assistance to the user on how to apply for 'Claim Application-Manual Board- Pension' through the e-District Portal.

4. Scope

The scope of this document covers the 'Claim Application- Manual Board- Pension' service offered under the **Tamil Nadu Unorganized Workers Welfare Board.**

5. Getting Started

Following points and guidelines may be referred while accessing the e-Sevai/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

6. Services Offered under Tamil Nadu Unorganized Workers Welfare Board

Following services are offered under the Revenue Department:

- 1. TWB-201 Claim Registration
- 2. TWB-202 Claim Renewal
- 3. TWB-203 Claim Updation
- 4. TWB-204 Claim Application- Construction Board Accident Death at worksite
- 5. TWB-205 Claim Application-Construction Board-Compensation for accidental death and disability
- 6. TWB-206 Claim Application-Construction Board-Disability Pension
- 7. TWB-207 Claim Application-Construction Board-Education Assistance for 10th /12th Standard pass
- 8. TWB-208 Claim Application-Construction Board-Educational Assistance for girl children studying 10th / 11th / 12th

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- 9. TWB-209 Claim Application-Construction Board-Educational Assistance for Higher Education
- 10. TWB-210 Claim Application-Construction Board-Educational Assistance for studying in 6th/7th/8th/9th
- 11. TWB-211 Claim Application-Construction Board-Family pension
- 12. TWB-212 Claim Application-Construction Board-Funeral Expenses / Natural Death
- 13. TWB-213 Claim Application-Construction Board-Marriage Assistance
- 14. TWB-214 Claim Application-Construction Board-Maternity / Miscarriage / Termination of Pregnancy
- 15. TWB-215 Claim Application-Construction Board-Pension
- 16. TWB-216 Claim Application-Construction Board-Reimbursement of purchase of spectacles
- 17. TWB-217 Claim Application-Manual Board-Compensation for accidental death and disability
- 18. TWB-218 Claim Application-Manual Board-Disability Pension
- 19. TWB-219 Claim Application-Manual Board-Education Assistance for 10th /12th Standard pass
- 20. TWB-220 Claim Application-Manual Board-Educational Assistance for girl children studying 10th / 11th / 12th
- 21. TWB-221 Claim Application-Manual Board-Educational Assistance for Higher Education
- 22. TWB-222 Claim Application-Manual Board-Educational Assistance for studying in 6th/7th/8th/9th
- 23. TWB-224Claim Application-Manual Board-Funeral Expenses / Natural Death
- 24. TWB-225Claim Application-Manual Board-Marriage Assistance
- 25. TWB-226Claim Application-Manual Board-Maternity / Miscarriage / Termination of Pregnancy
- 26. TWB-227Claim Application-Manual Board-Pension
- 27. TWB-228Claim Application-Manual Board-Reimbursement of purchase of spectacles
- 28. TWB-229Claim Application-Driver Board-Compensation for accidental death and disability
- 29. TWB-230 Claim Application-Driver Board-Disability Pension
- 30. TWB-231 Claim Application-Driver Board-Education Assistance for 10th /12th Standard pass
- 31. TWB-232 Claim Application-Driver Board-Educational Assistance for girl children studying 10th / 11th / 12th
- 32. TWB-233 Claim Application-Driver Board-Educational Assistance for Higher Education
- 33. TWB-234 Claim Application-Driver Board-Educational Assistance for studying in 6th/7th/8th/9th
- 34. TWB-236 Claim Application-Driver Board-Funeral Expenses / Natural Death
- 35. TWB-237 Claim Application-Driver Board-Marriage Assistance
- 36.TWB-238 Claim Application-Driver Board-Maternity / Miscarriage / Termination of Pregnancy
- 37. TWB-239 Claim Application-Driver Board-Pension

CMS Tamil Nadu e-District Application User Manual 38. TWB-240 Claim Application-Driver Board-Reimbursement of purchase of spectacles 39. TWB-241 Claim Application - Return 40. TWB-242 ID Card Download 41. TWB-243 Claim Application - Amendment 42. TWB-244 Claim Application - Transfer 43. TWB-245 Housing Scheme 44. TWB-246 Live certificate for Pensioner

7. TWB-227Claim Application- Manual Board- Pension

Following steps describe how to apply for Claim Application- Manual Board- Pensionthrough the e-District Portal:

STEP1: Go to the e-Sevai (Government of Tamil Nadu) Web Portal.

STEP 2: Enter the login credentials.

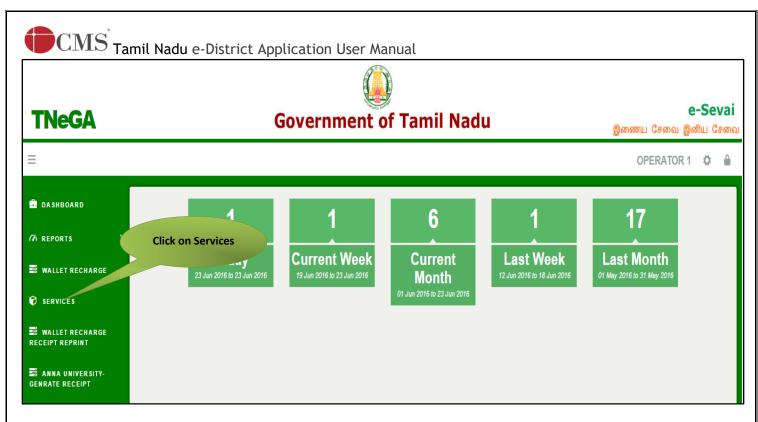
STEP 3: Enter Captcha code.

STEP 4: Click on Login.

e-Sevai Dashboard will appear.

TNeGA		Government of Tamil Nadu	Ent	rer Login ID and ai Password ກ່ວ
@ TNeGA	Important Links	Latest News	●) Sign In	
Tamil Nadu	Government Orders	Locate your near by e-Sevai.	tnelcchn010-01	
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	elcome to e – தமிழ்நாடு அரசின் இ		Click on Log	gin

STEP 5: Click on **Services** on the left panel.



Department Wise service listing will appear.

STEP 6: Click on Tamil Nadu Unorganized Workers welfare Board

You can also switch to the **Service Wise** listing, or switch to **Search** and search a particular service using keywords.

DEPARTMENT WISE O Animal Husbandry, Dairying and Fisheries Name: Aravinth echarge Reprint O Anna University Center: Madhavaperumalkoil service WISE O Chennal Metro Water Supply & Sewarage Board Center: Madhavaperumalkoil service WISE O Chennal Traffic Poloie Center: Madhavaperumalkoil search O Commissionerate of Municipal Administration Center: 1	Reports Services Wallet Recharge Reprint Receipt Seaw Details Bank Det	Reports > Services Wallet Recharge Reprint Receipt Bank Details Bank				ARAVINTH TNTACTRI015-01
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Dashboard			Se	ervices	Click on the Se Name	ervice
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🛢 Wallet Recharge Reprint	SERVICE WISE	10 v records per	page	Search:	Center:	Madhavaperumalko Panchayat -
Receipt >	SEARCH	Claim Application-Ma	nual Board-Educational Assista nual Board-Funeral Expenses /	Natural Death	Center Code	TACTV TACTRI015
Bank Details		Claim Application-Ma	nual Board-Marriage Assistance nual Board-Maternity / Miscarria		Counter:	1
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		Renewal Return			Share:	0.00

You will be redirected to the service page on the Tamil Nadu Unorganized Workers Welfare Board Web Portal.

7.1 Applying for Claim Application- Construction Board-Pension

SECTION1: Applicant Aadhaar and Registration Details

Applicant are used to fill this form with proper details

[See cl	ORM - CC lause 13(2)(a)] உய்வூதியத்திற்கான விண்ணப்பம்
Aadhaar Maaar No/ஆதார் எண்	Verification

Personal Details / &	தனிப்பட்ட விவரங்கள்
ு Board Name / வாரியத்தின் பெயர் *	
TN Construction WWB / தமிழ்நாடு கட்டுமானத் தொழிலாளர்க]
Registration No / பதிவு செய்யப்பட்ட எண்*	Registration date / பதிவு செய்யப்பட்ட தேதி*
01BEND300001	08-10-2020
_ Renewal date / புதுப்பிக்கப்பட்ட தேஞ*	Aadhaar No / ஆதார் எண் *
07-10-2025	
Aadhaar / ஆதார் அட்டை* -	Name of the Worker *
Choose File No file chosen	Balaji
Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)	
View	
தொழிலாளியின் பெயர் *	Name of the Father / Husband *
பாலாஜி	mani

CMS Tamil Nadu e-District Application User Manual SECTION 2: Personal details

Applicants are used to provide age, gender, DOB

தந்தை / கணவரின் பெயர் *	Mobile Number / தொலைபேசி எண் *
	8220914822
Gender / பாலினம் *	
Female	
Date of birth / பிறந்த தேதி *	Age / ഖயது*
01-04-1988	32
Age Proof / வயது சான்று (ஏதேனும் ஒன்று)*	Upload document(Evidence of Age Proof) / வயதுக்கான சான்று
Ration Card	ஆவணம் பதிவேற்றவும் (Original/அசல்) * View
Community / சாதி	
SC	✓ View
Marital Status / திருமண நிலை	—
Married	
Ration card / குடும்ப அட்டை எண் *	Document (Ration card) / குடும்ப அட்டை *
213123213213213	Choose File No file chosen
	Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

SECTION 3: Pension and Bank Details

Applicant are used to fill with correct bank details

Pension D	etails / ஓய்வூதிய விவரங்கள்
Pension Details / ஓய்வூதிய விவரங்ச legistration card / பதிவு அட்டை(Original/அசல்) *	<u>61</u>
Choose File No file chosen lote: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf பதிவேற்றம் செய்யலாம்) Whether renewed regularly / தவறாமல் புதுப்பிக்கப்படுகிறதா? * ்Yes ்No	முறையில் Address in full (to which pension is to be sent) with pincode / முழ முகவரி பின்கோடு எண்ணுடன் பதிய வேண்டும் (ஒய்வூதியம் பெற) *
Vhether in receipt of any other pension? If so, furnish corr	plete details / வேறு ஏதேனும் ஒய்வூதியத்தை பெற்றால் முழுமையான
பிவரங்களை அளிக்கவும் * ்γes ்No	
விவரங்களை அளிக்கவும் * 	plete details / வேறு ஏதேனும் ஒய்வூதியத்தை பெற்றால் முழுமையான கி கணக்கு விவரங்களை மாற்ற வேண்டுமா?
பிவரங்களை அளிக்கவும் * ்γes ்No	
விவரங்களை அளிக்கவும் * 	<u>கி கணக்கு விவரங்களை மாற்ற வேண்டுமா?</u>
விவரங்களை அளிக்கவும் * இவாk Details / வங்கி விவரங்கள்வங் ஆம் ஆம் வாk Name / வங்கியின் பெயர் *	கி கணக்கு விவரங்களை மாற்ற வேண்டுமா? Branch Name / கிளையின் பெயர் *
விவரங்களை அளிக்கவும் * Yes No Bank Details / வங்கி விவரங்கள்வங் ஆம் இல்லை ank Name / வங்கியின் பெயர் * BANK OF INDIA	கி கணக்கு விவரங்களை மாற்ற வேண்டுமா? Branch Name / கிளையின் பெயர் ★ ✓ villivakkam
விவரங்களை அளிக்கவும் * <u>இல்லை</u> ank Name / வங்கியின் பெயர் * 	கி கணக்கு விவரங்களை மாற்ற வேண்டுமா? Branch Name / கிளையின் பெயர் * v villivakkam Re-Enter Bank Account Number / வங்கி கணக்கு எண் *

CMS Tamil Nadu e-District Application User Manual SECTION 4: Photo Proof

Applicants are supposed to upload their photo before submitting the application

MICR Code / MICR குறியீடு *	IFSC Code / IFSC குறியீடு *
655658787	asadsds2323
Jpload Bank passbook front page / வங்கி கணக்கு புத்தகத்தின் மதல் பக்கத்தை பதிவேற்றம் செய்யவும் (Original/அசல்)* ————————————————————————————————————	Upload Last Transaction page of the passbook / வங்கி கணக்கு புத்தகத்தில் கடைசி பரிவர்த்தனை பக்கத்தை பதிவேற்றம் செய்யவும் (Original/அசல்)*
Choose File No file chosen	
lote: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்) <mark>View</mark>	Choose File No file chosen Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்) <mark>View</mark>
தொழிலாளியின்	r நேரடி புகைப்படம்
	Your captured image will appear here
_	
Та	ake Photo
	Submit

CMS Tamil Nadu e-District Application User Manual SECTION 5: Make payment

After uploading the documents, click on 'Make Payment'.

Transaction Details					Pay	Mode
Transaction Number:	TNTACTRI	1502606	Customer Number:	765	Cash	
Customer Name:	Dineshkum	ar	Service Name:	Make	e Payment	
Application ReferenceNo: Payment Details Service Charges 60		Department Charg	105	Total 60		
Payment Details Wallet Amount 8563		Wallet Amount to I	be Deducted			Make Payment

SECTION 6: Acknowledgement receipt

Acknowledgement receipt will be shown.

Click on **Print Receipt** to download/print the receipt.

Screenshot 1: Print Receipt

Transaction Deta		120000000000000000000000000000000000000	2005.0	
Transaction Number:	TNTACTRI01502578	Customer Num	ber:	9500660826
Customer Name:	DINESHKUMAR	Service Name:		Click to print receipt
Payment Type:	Cash	Transaction Sta	itus	Success
Payment Details				
Service Charges 0	Department C 60	harges	Total 60	
				Print Receipt

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Screenshot 2: Receipt

Applicant has to download the receipt by using Transaction number.

Receipt download Receipt download Reports Wallet Recharge print Electricity Connection Receipt Reprint Receipt Reprint Receipt	ARAVINTH TNTACTRI015-01 🌣 🕑
Receipt download	Fields with mark are mandatory
Dashboa C Deshboa C Reports Services Wallet Recharge print Receipt Electricity Connection Receipt Reprint Receipt Reprint Receipt Reprint Receipt Reprint Receipt	Fields with mark are mandatory
Services Services Wallet Recharge print Receipt CSC Transaction No. TNTACTRI01502578 Generate Reset	Fields with a mark are mandatory
Wallet Recharge print Reprint Receipt Receipt *CSC Transaction No. Electricity Connection TNTACTRI01502578 Reprint Receipt	
Receipt ✓ Electricity Connection Receipt TNTACTRI01502578 Reprint Receipt Generate	
Receipt	
클 Reprint Receipt	
Bank Details	
Dr Q	
தமிழ்நாடுஅரசு/ Government of Tamil Nadu	
ஈசேவைமையம்/ e-Sevai Centre ரசீது /RECEIPT	
	tionNo: TNELCCHN00900000630
ிண்ணப்பதாரர்பெயர்/ApplicantName:Dineshkumar றைபெயர்/DepartmentName:தமிழ்நாடுஅமைப்புசாரா தாழிலாளர்நலவாரியம் / Tamilnadu Unorganized Worker 227Renewal	ndate:02-07-202217:43:32
elfare board	
கட்டணவிவரங்கள்/PaymentDetails	
)சலுத்தப்பட்டது() / Amount Paid (
ல்தொகை / Bill Amount	0.00
இ-ேசைவைமய &கடண /e- Sevai CentreCharges	60.00
ார்த்தைகளில்அளவு Amount in words (Rs): Sixty only.	மொத்தம்/ Total:60.00
	டரின்கையொப்பம் f the Centre Operator

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8 Disclaimer

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