



Ministry of Housing and Urban Affairs
Government of India

Pradhan Mantri Awas Yojana - Urban 2.0

Unified Web Portal



Standard Operating Procedure for Urban Local Bodies

Ministry of Housing and Urban Affairs
Government of India

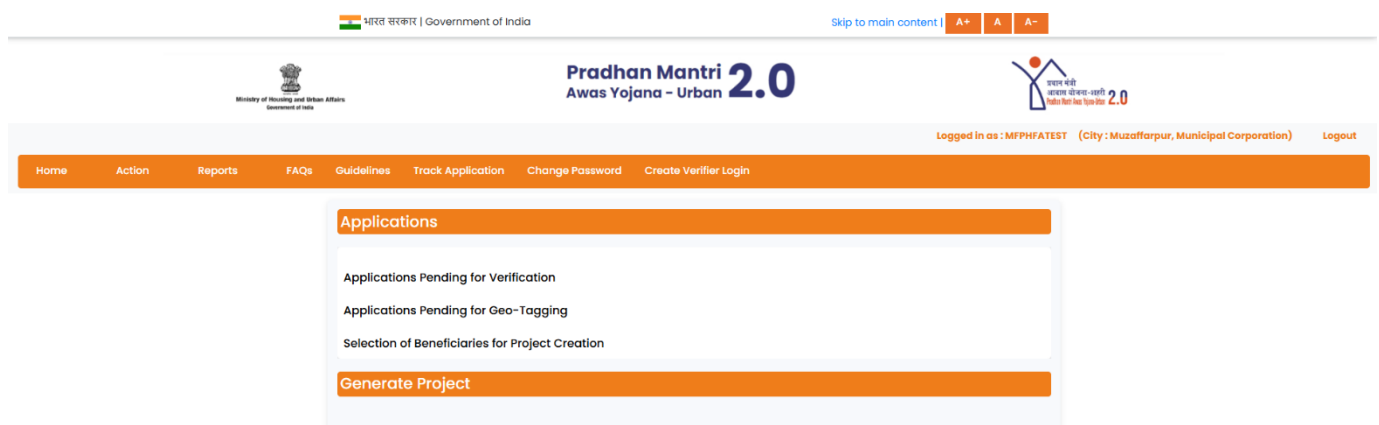


Applications

On the portal, users can click on **“Action”** option available on Menu bar.



The system would display the provision for ‘APPLICATIONS’ and ‘GENERATE PROJECT’.



User will click on the Survey tab to access the list of **‘Application Pending for Verification’**. ULB can also view the Applications that are pending for Geo-Tagging.

Geo-Tagging process is to be completed by the Verifier. Please refer to the Verifier User Manual for the same.

Application Pending for Approval

User can view the list of applications that are pending for Approval. The list would show the Application Number, Applicant name along with other details including the Date of Submission.

To edit/verify each application, click on green Edit/verify button under the Action tab.

Logged in as: MPHFATEST (City: Muzaffarpur, Municipal Corporation)

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APPLICATIONS PENDING FOR APPROVAL

☒ BLC

☒ AHP

☐ ALL

☐ Special Focus Group

Record per page: 100

Please Enter Application No

Search

Reset

Sr.No.	Application No / Name of Applicant	Category	Gender	Father Name	Mobile Number	Mission Component	Application Submission Date	Action
1	BR022080125213704164 Harsh Amon	SC	Male	Dilip Felix	7256091089	AHP	30/01/2025	Edit / Verify
2	BR022080125232008091 Pooja Kumari	General	Female	Ashok Jha	8521422451	AHP	27/01/2025	Edit / Verify
3	BR022080225142309450 Neha Kumari	OBC	Female	Shankar Pandit	9102594999	AHP	11/02/2025	Edit / Verify
4	BR022080325154701877 RESHMI DEVI	OBC	Female	SURAJ PATEL	7369031966	AHP	06/03/2025	Edit / Verify
5	BR022080325155502419 SANTOSH PANDIT	OBC	Male	keshaw pandit	9525689867	AHP	07/03/2025	Edit / Verify
6	BR032080125058761339 RAJU KUMAR	SC	Male	Nebalal Ram	9507561107	BLC	20/01/2025	Edit / Verify
7	BR032080125080134689 Shobhan Kumari	OBC	Female	Bhola pandit	7070686135	BLC	16/01/2025	Edit / Verify

Upon clicking the application form as submitted by the Applicant-

APPLICANT VERIFICATION

Personal Details

Family Member Details

Household Details

Address Details

Bank Details

Scheme Details

Preferred Component of Scheme/ योजना का पसंदीदा घटक:	Affordable Housing in Partnership		
Application ID	OD023500125111408149		
Name of the Applicant / आवेदक का नाम *	SAKUNTALA SATAPATHY	Aadhaar No. / आधार संख्या *	*****9588
PAN Card No. / पैन कार्ड संख्या:	PSRPS4716P	Date of Birth / जन्म की तारीख:	12/07/1985

The system would show the beneficiary survey list submitted by the applicants. After checking the details, the document verification for salary, land and category and complete the field inspection the ULB can verify or reject each survey application.

Educational Qualification / शैक्षणिक योग्यता :		Intermediate	
Do you belong to Beneficiaries of PM SVANidhi, Building and Construction worker, Anganwadi Worker,Artisans Under PM Vishwakarma,Safai Karmi Slum/chawl residents / क्या आप पीएम स्वनिधि, भवन और निर्माण श्रमिक, अंगनवाड़ी कार्यकर्ता, पीएम विश्वकर्मा के तहत कारीगर, सफाई कर्मी, छुम्मी/चौला निवासी के लाभार्थियों में से हैं? :			<input type="radio"/> Yes <input checked="" type="radio"/> No
<div>Verify & continue</div>			

After verifying the details, the user must enter Ward no and select the respective Constituency and Assembly Constituency. After filling in the details and checking all parameters, User will click on **Verify & Save** to Approve the survey form.

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APPLICANT VERIFICATION

Personal Details
Family Member Details
Household Details
Address Details
Bank Details
Scheme Details

State Scheme ID1:

State Scheme ID2:

Ward No./ वार्ड नं.:*

Parliamentary Constituency / संसदीय निर्वाचन क्षेत्र*

State Constituency /विधानसभा निर्वाचन क्षेत्र:*

Whether applicant belongs to Person With Disability/Divyang :

Application Acceptance :

☐ Yes
☒ No

☐ Reject
☒ Approve

Approve Application

Selection of Beneficiaries for Project Creation

Applications which have been verified, and geo-tagging done will be visible here. User can verify the details of the applicant and once verified, click on **“ok”** under the action tab.

SELECTION OF BENEFICIARIES FOR PROJECT CREATION

☒ BLC
☐ AHP
☐ ALL
☐ Special Focus Group

Record per page :

Search
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Sr.No.	Application No / Name of Applicant	Beneficiary Image	Category	Gender	Father Name	Mobile Number	Mission Component	Application Submission Date	Ward No.	Construction Site Address	Action
1	BR032080125113539645 RAJ KUMAR RAM		SC	Male	SARYUG RAM	6202696167	BLC	03/03/2025	10	WARD 10 PASWAN TOLA LENIN CHOWK Muzaffarpur, Municipal Corporation Muzaffarpur Bihar Pincode - 842001	OK
2	BR032080225168805693 ARCHANA KUMARI		General	Female	SACHCHIDANAND SINGH	8210521127	BLC	03/04/2025	14	WARD 14 V Muzaffarpur, Municipal Corporation Muzaffarpur Bihar Pincode - 842001	OK
3	BR020440425106336647 Pankaj kumar jha		SC	Male	vvvv	9911183385	AHP	04/04/2025	52	34 test Muzaffarpur, Municipal Corporation Muzaffarpur Bihar Pincode - 842001	OK
4	BR032080225112134910 MD RAHIM		OBC	Male	CHULABI MIYA	7667811765	BLC	08/04/2025	49	WARD 49 R.K.AASHRAM BELA CHHAPRA Muzaffarpur, Municipal Corporation Muzaffarpur Bihar Pincode - 842001	OK
5	BR022080225110008789 Pankaj kumar jha		General	Male	BINOD KUMAR JHA	7903702515	AHP	18/02/2025	06	123 RING ROAD Muzaffarpur, Municipal Corporation Muzaffarpur Bihar Pincode - 842001	OK

The page has section filters- BLC, AHP and ALL. User may also select “Special focus Group” to show the applicants that belong to Special Focus Group

