

RCH Portal **Common Master Manual**

Common Master

The screenshot shows the RCH Portal homepage. At the top left is the Government of India emblem and the text: "Reproductive and Child Health, Health and Family Welfare Department, Government of India". To the right is the "NATIONAL HEALTH MISSION" logo with icons of a family. A left sidebar contains a menu with items: "Data Entry" (green), "Reports" (orange), "Common Master" (blue, highlighted with a red arrow), and "DashBoard" (purple). The main content area has a heading "Welcome to Reproductive And Child Health (RCH)" followed by introductory text about maternal health. Below this is a "Know Your Health Record" section with a magnifying glass icon. At the bottom of the page, there is a banner for "Prime Minister Award for Excellence in Public Administration 2018" and a "Quick Links" section with "Disclaimer", "Related Links", and "Linking Policy". Logos for "india.gov.in" and "NIC NATIONAL INFORMATICS CENTRE" are also present.

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Common Master Login Page:

➔ To get login page, you need to open any browser (Mozilla Firefox, Google Chrome, Internet Explorer etc.) and open the RCH Application home page by typing home url: <https://rch.nhm.gov.in/RCH/>, and browse this page.

The screenshot shows a web browser window with the address bar containing <https://rch.nhm.gov.in/RCH/>. The page title is "Reproductive Child Health". The main content area features a navigation menu on the left with buttons for "Data Entry", "Reports", "Common Master", and "DashBoard". The "Common Master" button is highlighted in blue. The main content area includes a "Welcome to Reproductive And Child Health (RCH)" message, a "Know Your Health Record" button, and a banner for "PM Awards for Excellence in Administration, 2018". The footer contains "Quick Links", a disclaimer, and logos for "india.gov.in" and "NIC NATIONAL INFORMATICS CENTRE".

Now, click on, "**Common Master**", button to get Login Page.

Common Master Login Page URL: <https://rch.nhm.gov.in/CM/>.

User need to "Select State", of registered beneficiary, Provide Admin/Block "Username", Password and Click Login button to Login into the Common Master module.

Common Master Administration



Please contact NIC State Health Co-ordinator for making any changes in Common Masters or creating additional User IDs for your state

Please send email to [helpdesk-rch-list\[at\]smgr\[dot\]nic\[dot\]in](mailto:helpdesk-rch-list@smgr.nic.in) giving details of State / District / Health Block / PHC / Sub Center and your UserID for any assistance

login

Select State
Andhra Pradesh

Username
mcts-helpdesk

Password
.....

Login...

Common Master Home Page:

After login home page will appear, where following will be visible:

1. **State** in which you **logged in**, "Andhra Pradesh".
2. **User Name** from which you **logged in**, "mcts-helpdesk".
3. **Logout hyper link** option to **come out**
4. Eight (8) **Menu Items** as **Tabs** to perform following:
 - **Census Masters**
 - **Health Masters**
 - **Health Master Mapping**
 - **Profile Master**
 - **Bulk Update**
 - **Reports**
 - **Shifting User Request**
 - **Reject Records**



Important Prerequisites →

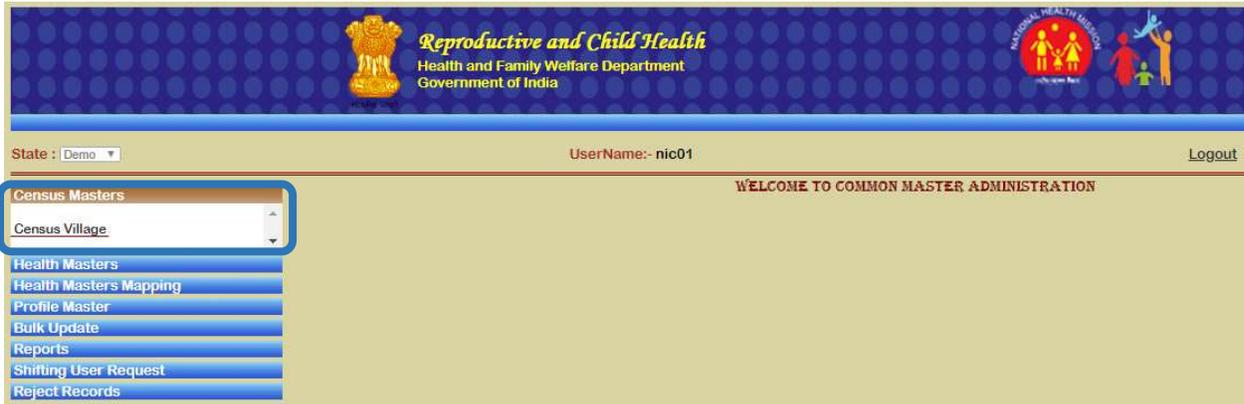
Only Villages entered with LGD code will be available, to view LGD Village / Taluka / District, for getting new entry with available LGD code entered into RCH, state need to get it added through Government or Gazetted notification after getting it added to local government (State).

In case if state requires access to Common Master Module of RCH application, state need to send notification to central so that request can be raised to central NIC to provide the access to Common Master Module of RCH Application

1. Census Master

➔ On click of **census master** following sub link will appear:

(1.1) Census Village



1.1 Census Village

➔ On click of **Census Village** link, "Census Village Master", Page will open, then you are allowed to do following:

(1.1.1) Add Census Village Master

(1.1.2) Verify Census Village Master



Mandatory Field	Field Value	Remarks
District	Name of District	Census District (Dhalai District(3))
Taluka/Tehsil/Sub District/Prant	Name of Taluka/Tehsil/Sub District/Prant	Ambassa (0030)
Village Name	Name of Village	Census Village
Village Status Active	Active	Village is live (Active Selected)
Village Status Barren	Barren	Village is Infertile
Village Status Non Habitant	Non Habitant	
Village Status Non Existing	Non Existing	

Field Details Table

1.1.1 Add Census Village Master

→ Click on "**Add tab**", the Add tab will become **blue**

The screenshot shows the 'Add Census Village Master' interface. At the top, there is a header with the Government of India logo and the text 'Reproductive and Child Health, Health and Family Welfare Department, Government of India'. Below the header, there is a navigation menu with options like 'Census Masters', 'Census Village', 'Health Masters', etc. The main form area has a title 'Census Village Master' and a 'Logout' link. The form contains several fields: 'District*' (a dropdown menu), 'Taluka/Tehsil/Sub District /Prant*' (a dropdown menu), 'Village Name*' (a text input field), and 'Village Status*' (a dropdown menu). The 'Add' button is highlighted with a black box, and the 'Village Status*' dropdown menu is open, showing options like 'Active', 'Barren', 'Non Habitant', and 'Non Existing'. The 'Add' button is highlighted in blue.

And now we will provide mandatory fields mentioned in the fields detail table above, other than Village name as it will be disabled by default:

Now, click on **"Search"**, button, following screen will appear with table having records of selected mandatory fields as search criteria. These records with Verification Status **"Automatic Verified"**, shows that Village is already verified, if not then we have to verify same in the **"Verify Tab"**. To change village status, we have to click **"Select link"**, from the Table and the records will be filled in the page, now select desired status and now by clicking, **"Save"**, button the changed status is saved for Verification in **Verify Tab** of same page. Table records can be any time exported to Excel file. **"Clear"**, button is used to refresh the page.

The screenshot shows the 'Census Village Master' interface. At the top, there are 'Add' and 'Verify' buttons. Below them are search criteria: 'District*' (Dhalai District(3)), 'Taluka/Tehsil/SubDistrict /Prant*' (Ambassa (0030)), and 'Village Status*' (Active). There are 'Search' and 'Clear' buttons. Below the search area, there is a table titled 'List Of Census Villages'.

Sr.No.	ID	Name English	Name Regional	District	Taluka	MDDS Code	Current Status	Requested Status	Verification Status	Select
1	621	Paschim Nalichhara	Paschim Nalichhara	Dhalai District	Ambassa(0030)	272489	Active	Barren	Need Verification	Select
2	622	Purba Nalichhara	Purba Nalichhara	Dhalai District	Ambassa(0030)	272490	Active	Non Existing	Verified	Select
3	624	Bagmara	Bagmara	Dhalai District	Ambassa(0030)	272492	Active	Active	Verified	Select
4	625	Lalchhari	Lalchhari	Dhalai District	Ambassa(0030)	272493	Active		Automatic Verified	Select
5	626	Kulai	Kulai	Dhalai District	Ambassa(0030)	272494	Active		Automatic Verified	Select
6	628	Raipasa	Raipasa	Dhalai District	Ambassa(0030)	272497	Active		Automatic Verified	Select
7	629	Jagannathpur	Jagannathpur	Dhalai District	Ambassa(0030)	272498	Active		Automatic Verified	Select
8	630	Aulirapara	Aulirapara	Dhalai District	Ambassa(0030)	272499	Active		Automatic Verified	Select
9	631	Kathalbari	Kathalbari	Dhalai District	Ambassa(0030)	272500	Active		Automatic Verified	Select
10	610	Sikarhari	Sikarhari	Dhalai District	Ambassa(0030)	272501	Active		Automatic Verified	Select

1.1.2 Verify Census Village Master

➔ Will verify census village status added/ updated through Add Tab.

The screenshot shows the 'Census Village Master' interface with the 'Verify' button highlighted. The search criteria are: 'District*' (---Select/ALL---), 'Taluka/Tehsil/SubDistrict /Prant*' (---Select---), and 'Village Status*' (---Select/ALL---). There are 'Search' and 'Clear' buttons. The 'Village Status*' dropdown menu is open, showing options: Active, Barren, Non Habitant, Non Existing, and ---Select/ALL---.

Reproductive and Child Health
Health and Family Welfare Department
Government of India

State: Demo UserName:- nic01 Logout

Census Village Master

District* Dhalai District(3) Taluka/Tehsil/SubDistrict /Prant* Ambassa (0030)

Village Name* Village Status* Active

Search By: Name *Yellow signify record(s) are pending for verification Export To Excel

List Of Census Villages

Sr.No.	ID	Name English	Name Regional	District	Taluka	MDDS Code	Current Status	Requested Status	Verification Status	Verify *
1	621	Paschim Nalichhara	Paschim Nalichhara	Dhalai District	Ambassa(0030)	272489	Active	Barren	Need Verification	<input type="button" value="Verify"/>

Previous 1 Next

Button Definitions

1. Search= To search records for the given search criteria
2. Clear= Refresh the page
3. Select= To get selected entries filled for change of Status.
4. Add Tab= To Add status and verify in Verify Tab
5. Verify Tab= To Verify things added through Add Tab
6. Save= To Save the changes done using Add Tab

2 Health Masters

→ Health Facilities master, On Click of Health Master link following sub link will appear, there you can do the following:

- (2.1) HB / Ward / MC / Municipality
- (2.2) Health Facility
- (2.3) Health Sub Facility
- (2.4) Health Sub Village



2.1 HB/Ward/MC/Municipality

→ On click of "HB/Ward/MC/Municipality" link "Health Block / Ward / MC / Municipality Master", page will open where you can do the following:

- (2.1.1) Add Health Block / Ward / MC / Municipality Master
- (2.1.2) Verify Health Block / Ward / MC / Municipality Master

State : Demo UserName:- nic01 Logout

Census Masters

Health Masters

- HB/Ward/MC /Municipality
- Health Facility
- Health SubFacility
- Health SubVillage

Health Masters Mapping

- Profile Master
- Bulk Update
- Reports
- Shifting User Request
- Reject Records

Health Block/Ward/MC/Municipality Master

Add Verify

District* --Select/ALL-- Taluka/Tehsil/SubDistrict /Prant* --Select--

Name* Name in Regional Language*

Type* --Select/ALL-- ID*

(Auto Generated)

Search Clear

Mandatory Field	Field Value	Remarks
District	Name of District	Census District
Taluka/Tehsil/Sub District/Prant	Name of Taluka/Tehsil/Sub District/Prant	
Name	HB/Ward/MC/Municipality Name	
Name in Regional Language	HB/Ward/MC/Municipality Regional Language Name	
Type → Health Block		
→ Ward		
→ Municipal Corporation		
→ Municipality		
ID	ID given to this entry	Auto generated field read only

2.1.1 Add Health Block / Ward / MC / Municipality Master
Follow same steps in section 1.1.1, only change is field details table

2.1.2 Verify Health Block / Ward / MC / Municipality Master
Follow same steps in section 1.1.2, only change is field details table

2.2 Health Facility

➔ On Click of Health Facility link, Health Facility Master Page will open there you can do the following:

(2.2.1) Add Health Facility Master

(2.2.2) Verify Health Facility Master

The screenshot shows a web application interface for managing health facilities. On the left is a navigation menu with options: Health Masters, HB/Ward/MC /Municipality, Health Facility, Health SubFacility, Health SubVillage, Health Masters Mapping, Profile Master, Bulk Update, Reports, Shifting User Request, and Reject Records. The main area is split into two tabs: 'Add' and 'Verify'. The 'Add' tab is selected and contains the following fields:

- District* (dropdown: ---Select/ALL---
- Health Block/Ward/MC/Municipality* (dropdown: --Select--)
- Located in Taluka/Tehsil/SubDistrict /Prant* (dropdown: --Select--)
- Name* (text input)
- Name in Regional Language* (text input)
- Rural/Urban (dropdown: Rural)
- Type* (dropdown: ---Select/ALL---
- Located in Village(Optional) (dropdown: --Select--)
- Is Notional :* (dropdown: No)
- Service Delivery Point* (dropdown: Yes)
- Is 24X7 :* (dropdown: --Select--)
- Address of Facility (text input)
- Phone No of Facility (text input)
- Tribal* (dropdown: No)
- ID (text input)
- NRHM Code (text input)
- NIN Number (text input)

At the bottom of the form are 'Search' and 'Clear' buttons. The 'NRHM Code' and 'NIN Number' fields are marked as '(Auto Generated)'.

Mandatory Field	Field Value	Remarks
District	Name of District	Census District*
Health Block/Ward/MC/Municipality	Health Block/Ward/MC/Municipality Name	Health Block/Ward/MC/Municipality Name*
Located in Taluka/Tehsil/SubDistrict /Prant	Located in Taluka/Tehsil/SubDistrict /Prant	Located in Taluka/Tehsil/SubDistrict /Prant*
Name	Name	Name*
Name in Regional Language	Name in Regional Language	Name in Regional Language*
Rural/Urban	Rural/Urban	Rural/Urban Optional
Type	Type of Facility	Type*
Located in Village(Optional)	Located in Village(Optional)	Located in Village(Optional)
Is Notional :	Is Notional :Yes / No	Is Notional :*
Service Delivery Point	Service Delivery Point Yes or No	Service Delivery Point*
Is 24X7	Is 24X7 Yes or No or Don't Know	Is 24X7*
Address of Facility	Address of Facility	Address of Facility Optional
Phone No of Facility	Phone No of Facility	Phone No of Facility Optional
Tribal	Tribal Yes or No	Tribal*
ID	ID Auto generated read only	ID Auto generated read only
NRHM Code	NRHM Code Auto generated read only	NRHM Code Auto generated read only
NIN Number	NIN Number Auto generated read only	NIN Number Auto generated read only

2.2.1 Add Health Facility Master

Follow same steps in section 1.1.1, only change is field details table

2.2.2 Verify Health Facility Master

Follow same steps in section 1.1.2, only change is field details table

2.3 Health Sub Facility

➔ On click of Health Sub Facility link the Health Sub Facility Master page will open there you can do the following:

(2.3.1) Add Health Sub Facility Master

(2.3.2) Verify Health Sub Facility Master

The screenshot displays the 'Health Sub Facility Master' web application interface. At the top, it shows the user's state as 'Demo', the username as 'nic01', and a 'Logout' link. The main content area is divided into a left sidebar and a central form. The sidebar contains a menu with options: 'Census Masters', 'Health Masters' (selected), 'HB/Ward/MC /Municipality', 'Health Facility', 'Health SubFacility', 'Health SubVillage', 'Health Masters Mapping', 'Profile Master', 'Bulk Update', 'Reports', 'Shifting User Request', and 'Reject Records'. The central form has two tabs: 'Add' and 'Verify'. The form fields include: 'District*' (dropdown), 'Health Block/Ward/MC/Municipality*' (dropdown), 'Located in Taluka/Tehsil/SubDistrict /Prant*' (dropdown), 'Health Facility :*' (dropdown), 'Name*' (text input), 'Name in Regional Language*' (text input), 'Type*' (dropdown), 'Tribal*' (dropdown), 'Is Notional :*' (dropdown), 'Service Delivery Point*' (dropdown), 'ID' (text input), 'NRHM Code' (text input), and 'NIN Number' (text input). The 'ID' and 'NRHM Code' fields are marked as '(Auto Generated)'. At the bottom of the form, there are 'Search' and 'Clear' buttons.

Mandatory Field	Field Value	Remarks
District	Name of District	Census District*
Health Block/Ward/MC/Municipality	Health Block/Ward/MC/Municipality Name	Health Block/Ward/MC/Municipality Name*
Located in Taluka/Tehsil/SubDistrict/Prant	Located in Taluka/Tehsil/SubDistrict/Prant	Located in Taluka/Tehsil/SubDistrict/Prant*
Health Facility :	Health Facility : Name	Health Facility :*
Name	Name	Name*
Name in Regional Language	Name in Regional Language	Name in Regional Language*
Rural/Urban	Rural/Urban	Rural/Urban Optional
Type	Type of Facility	Type*
Tribal	Tribal Yes or No	Tribal*
Is Notional :	Is Notional :Yes / No	Is Notional :*
Service Delivery Point	Service Delivery Point Yes or No	Service Delivery Point*
ID	ID Auto generated read only	ID Auto generated read only
NRHM Code	NRHM Code Auto generated read only	NRHM Code Auto generated read only
NIN Number	NIN Number Auto generated read only	NIN Number Auto generated read only

2.3.1 Add Health Sub Facility Master

Follow same steps in section 1.1.1, only change is field details table

2.3.2 Verify Health Sub Facility Master

Follow same steps in section 1.1.2, only change is field details table

2.4 Health Sub Village

→ On Click of Health Sub Village link, Health Sub Village Master page will open, there you can do the following:

(2.4.1) Add Health Sub Village Master

(2.4.2) Verify Health Sub Village Master

The screenshot shows the 'Non Census Village Master' page. At the top, there is a header with the Government of India emblem, the text 'Reproductive and Child Health Health and Family Welfare Department Government of India', and the 'NATIONAL HEALTH MISSION' logo. Below the header, the page displays 'State : Demo', 'UserName :- nic01', and a 'Logout' link. A left sidebar contains a menu with items: 'Census Masters', 'Health Masters', 'HB/Ward/MC /Municipality', 'Health Facility', 'Health SubFacility', 'Health SubVillage', 'Health Masters Mapping', 'Profile Master', 'Bulk Update', 'Reports', 'Shifting User Request', and 'Reject Records'. The main content area has two buttons: 'Add' and 'Verify'. Below these are several form fields: 'District*' (dropdown menu), 'Taluka/Tehsil/SubDistrict /Prant*' (dropdown menu), 'Census Village *' (dropdown menu), 'MDDS Code', 'Name *' (text input), 'Name in Regional Language*' (text input), and 'ID :' (text input). At the bottom of the form area are 'Search' and 'Clear' buttons.

Mandatory Field	Field Value	Remarks
District	Name of District	Census District*
Taluka/Tehsil/SubDistrict /Prant	Taluka/Tehsil/SubDistrict /Prant Name	Taluka/Tehsil/SubDistrict /Prant*
Census Village	Census Village Name	Census Village*
MDDS Code	-	Not Used
Name	Name	Name*
Name in Regional Language	Name in Regional Language	Name in Regional Language*
ID	ID Auto generated read only	ID Auto generated read only

2.4.1 Add Health Sub Village/ Non Census Village Master

Follow same steps in section 1.1.1, only change is field details table

2.4.2 Verify Health Sub Village Master

Follow same steps in section 1.1.2, only change is field details table

3 Health Masters Mapping

→ In Health Master Mapping section we map different health facilities, On Clicking Health Master Mapping you can do the following type of health facilities mapping:

- (3.1) Health SC Village Mapping
- (3.2) Health Block Taluka
- (3.3) MDDS Mapping Health Sub Village
- (3.4) Immunization Mapping
- (3.5) Verify Master



3.1 Health SC Village Mapping

➔ On Click of Health SC Village Mapping link, Health Sub Facility Village Mapping Master page will open, there we can do the following:

(3.1.1) Add Health Sub Facility Village Mapping Master

(3.1.2) Verify Health Sub Facility Village Mapping Master

Mandatory Field	Field Value	Remarks
District	District name	District*
Health Block/Ward/MC /Municipality	Health Block/Ward/MC /Municipality Name	Health Block/Ward/MC /Municipality*
HealthFacility	HealthFacility Name	HealthFacility*
Health SubFacility	Health SubFacility Name	Health SubFacility*
Taluka/Tehsil/SubDistrict /Prant	Taluka/Tehsil/SubDistrict /Prant Name	Taluka/Tehsil/SubDistrict /Prant*
Village	Village Name	Village*

3.1.1 Add Health Sub Facility Village Mapping Master

Follow same steps in section 1.1.1, only change is field details table

3.1.2 Verify Health Sub Facility Village Mapping Master

Follow same steps in section 1.1.2, only change is field details table

3.2 Health Block Taluka

➔ On Click of Health Block Taluka Link, Health Block Taluka Mapping page will appear where you can perform the following:

(3.2.1) Add Health Block Taluka Mapping

(3.2.2) Verify Health Block Taluka Mapping

The screenshot shows the 'Health Block Taluka Mapping' page. At the top, there is a header with the Government of India emblem and the text 'Reproductive and Child Health Health and Family Welfare Department Government of India'. On the right, there is a logo for the 'NATIONAL HEALTH MISSION'. Below the header, the page displays 'State : Demo', 'UserName:- nic01', and a 'Logout' link. A left sidebar contains a menu with items like 'Census Masters', 'Health Masters', 'Health Masters Mapping', 'Health SC Village Mapping', 'Health Block Taluka', 'MDDS Mapping HealthSubVillag', 'Immunization Mapping', 'Verifier Master', 'Profile Master', 'Bulk Update', 'Reports', 'Shifting User Request', and 'Reject Records'. The main content area has a title 'Health Block Taluka Mapping' and two buttons: 'Add' and 'Verify'. Below these are three dropdown menus: 'District*' (with '--Select/ALL--'), 'Health Block/Ward/MC /Municipality*' (with '--Select--'), and 'Located in Taluka/Tehsil/SubDistrict*' (with '--Select--'). At the bottom of the form are 'Search' and 'Clear' buttons.

Mandatory Field	Field Value	Remarks
District	District name	District*
Health Block/Ward/MC /Municipality	Health Block/Ward/MC /Municipality Name	Health Block/Ward/MC /Municipality*
Located in Taluka/Tehsil/SubDistrict	HLocated in Taluka/Tehsil/SubDistrict Name	Located in Taluka/Tehsil/SubDistrict*

3.2.1 Add Health Block Taluka Mapping

Follow same steps in section 1.1.1, only change is field details table

3.2.2 Verify Health Block Taluka Mapping

Follow same steps in section 1.1.2, only change is field details table

3.3 MDDS Mapping Health Sub Village

➔ On Click of MDDS Mapping Health Sub Village link, "List of Non Census Villages (not mapped with census)" page will appear, there we can do the following:

- (3.3.1) View All
- (3.3.2) Mapped & Not Verified
- (3.3.3) Verified Records
- (3.3.4) Unmapped Records

The screenshot displays the web application interface for MDDS Mapping Health Sub Village. At the top, there is a header with the Government of India emblem and the text "Reproductive and Child Health Health and Family Welfare Department Government of India". To the right of the header is the "NATIONAL HEALTH MISSION" logo. Below the header, the user interface includes a navigation menu on the left with options like "Census Masters", "Health Masters", "Health Masters Mapping", "Health SC Village Mapping", "Health Block Taluka", "MDDS Mapping HealthSubVillag", "Immunization Mapping", "Verifier Master", "Profile Master", "Bulk Update", "Reports", "Shifting User Request", and "Reject Records". The main content area is titled "List Of NonCensus Villages(not mapped with census)" and features four tabs: "View All", "Mapped & Not Verified", "Verified Records", and "Unmapped Records". Below the tabs, there are input fields for "District*" (with a dropdown menu showing "--Select/ALL--"), "Taluka/SubDistrict*" (with a dropdown menu showing "--Select--"), "Village Name", and "MDDS Village Name" (with a dropdown menu showing "--select--"). At the bottom of the input fields, there are two buttons: "Show Records" and "Clear". The top of the page shows "State : Demo" and "UserName:- nic01" with a "Logout" link.

3.3.1 View All

→ Click on View All tab it will become blue as shown below

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

Health Masters Mapping

Health SC Village Mapping
Health Block Taluka
MDDS Mapping HealthSubVillag
Immunization Mapping
Verifier Master

Profile Master
Bulk Update
Reports
Shifting User Request
Reject Records

List Of NonCensus Villages(not mapped with census)

View All Mapped & Not Verified Verified Records Unmapped Records

District* Dhalai District(3) Taluka/SubDistrict* Ambasa Nagar Panchayet (9001)

Village Name MDDS Village Name --select--

Show Records Clear

Provide these field details

Mandatory Field	Field Value	Remarks
District	District name	District*
Taluka/SubDistrict	Taluka/SubDistrict Name	Taluka/SubDistrict*
Village Name	Village Name read only	Village Name read only
MDDS Village Name	MDDS Village Name read only	MDDS Village Name read only

Click Show Records button, following screen will show the list of records in a table below

The screenshot shows the 'Reproductive and Child Health' application interface. The header includes the Government of India logo and the text 'Reproductive and Child Health Health and Family Welfare Department Government of India'. The user is logged in as 'nic01' in the 'Demo' state. The main content area is titled 'List Of NonCensus Villages(not mapped with census)'. It features a navigation menu on the left with options like 'Census Masters', 'Health Masters', and 'MDDS Mapping HealthSubVillag'. The main area has a 'View All' button highlighted, and tabs for 'Mapped & Not Verified', 'Verified Records', and 'Unmapped Records'. Below these are dropdown menus for 'District*' (Dhalai District(3)), 'Taluka/SubDistrict*' (Ambasa Nagar Panchayet (9001)), 'Village Name', and 'MDDS Village Name'. A 'Show Records' button is highlighted, and a 'Clear' button is also present. An 'Export To' button is set to 'Excel'. Below the form is a table titled 'Master Reports Details' with the following data:

Sr.No.	Village Code	Village Name	MDDS Village Code	MDDS Village Name	Result
1	10001100	Urban Municipality Ward No. 1 (Ambasa)	0		
2	10001101	Urban Municipality Ward No.11 (Ambasa)	0		

Navigation links 'Previous 1 Next' are located at the bottom of the table.

Export To Button is there to download table records in Excel format

On click of clear button, the page is refreshed

This screenshot is similar to the first one, showing the same application interface. In this view, the 'View All' button is highlighted with a blue box. The 'District*' dropdown menu is set to '--Select/ALL--'. The 'MDDS Village Name' dropdown menu is also set to '--Select--'. The 'Show Records' and 'Clear' buttons are visible below the form fields.

3.3.2 Mapped & Not Verified

On Click of Mapped & Not Verified Tab it will become blue

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

View All **Mapped & Not Verified** Verified Records Unmapped Records

District* Dhalai District(3) Taluka/SubDistrict* Ambassa (0030)

Village Name MDDS Village Name --select--

Show Records Clear

Provide these field details

Mandatory Field	Field Value	Remarks
District	District name	District* Dhalai District
Taluka/SubDistrict	Taluka/SubDistrict Name	Taluka/SubDistrict* Ambassa(0030)
Village Name	Village Name read only	Village Name read only
MDDS Village Name	MDDS Village Name read only	MDDS Village Name read only

Click on Show Records button, following screen will come with a table of list of Mapped and Not Verified Records, where Not Verified Records will have Verify Button in the table column Verify.

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

Health Masters Mapping

Health SC Village Mapping

Health Block Taluka

MDDS Mapping HealthSubVillag

Immunization Mapping

Verifier Master

Profile Master

Bulk Update

Reports

Shifting User Request

Reject Records

List Of NonCensus Villages(not mapped with census)

View All **Mapped & Not Verified** Verified Records Unmapped Records

District* Dhalai District(3) Taluka/SubDistrict* Ambassa (0030)

Village Name MDDS Village Name --select--

Show Records Clear

Export To Excel

Master Reports Details

Sr.No.	Village Code	Village Name	MDDS Village Code	MDDS Village Name	Result	Verify
1	10001237	ASISH	272499	Auliraipara	Updated and Not verified	Verify

Previous 1 Next

On click of Verify, the record is updated as verified and will be available in next tab Verified Records.

Export To Button to Export the list of records in Excel format

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

Health Masters Mapping

Health SC Village Mapping

Health Block Taluka

MDDS Mapping HealthSubVillag

Immunization Mapping

Verifier Master

Profile Master

Bulk Update

Reports

Shifting User Request

Reject Records

List Of NonCensus Villages(not mapped with census)

View All **Mapped & Not Verified** Verified Records Unmapped Records

District* Dhalai District(3) Taluka/SubDistrict* Ambassa (0030)

Village Name MDDS Village Name --select--

Show Records Clear

Record Updated Successfully

On Click of Clear button the page get refreshed

The screenshot shows the top header with the Government of India logo and the text "Reproductive and Child Health Health and Family Welfare Department Government of India". Below this, there is a navigation menu on the left with options like "Census Masters", "Health Masters", and "Health Masters Mapping". The main content area is titled "List Of NonCensus Villages(not mapped with census)" and has four tabs: "View All", "Mapped & Not Verified" (which is highlighted with a blue border), "Verified Records", and "Unmapped Records". Below the tabs, there are search filters for "District*" (set to "---Select/ALL---"), "Taluka/SubDistrict*" (set to "Ambassa (0030)"), "Village Name", and "MDDS Village Name" (set to "--Select--"). There are also "Show Records" and "Clear" buttons.

3.3.3 Verified Records

→ On Click of Verified Records following screen will show Verified Records tab as blue color

This screenshot is similar to the first one, but the "Verified Records" tab is now highlighted with a blue border. The search filters are updated: "District*" is now "Dhalai District(3)", "Taluka/SubDistrict*" is "Ambassa (0030)", and "MDDS Village Name" is "--select--". The "Show Records" and "Clear" buttons remain visible.

Provide these field details

Mandatory Field	Field Value	Remarks
District	District name	District* Dhalai District
Taluka/SubDistrict	Taluka/SubDistrict Name	Taluka/SubDistrict* Ambassa(0030)
Village Name	Village Name read only	Village Name read only
MDDS Village Name	MDDS Village Name read only	MDDS Village Name read only

Click on Show Records button, the Verified record in Tab Mapped & Not Verified will be listed in the table as list.

Clear Button to refresh the page

Export To button to download list of table records in excel format

3.3.4 Unmapped Records

→ Click on Unmapped Records Tab it will become blue as shown in below screen

Provide these field details

Mandatory Field	Field Value	Remarks
District	District name	District* Dhalai District
Taluka/SubDistrict	Taluka/SubDistrict Name	Taluka/SubDistrict* Ambassa(0030)
Village Name	Village Name read only	Village Name read only
MDDS Village Name	MDDS Village Name read only	MDDS Village Name read only

Click on Show Records Button, list of unmapped records will be displayed in the table.

The screenshot shows the 'Unmapped Records' section of a web application. At the top, there are tabs for 'View All', 'Mapped & Not Verified', 'Verified Records', and 'Unmapped Records'. Below the tabs, there are dropdown menus for 'District*' (Dhalai District(3)) and 'Taluka/SubDistrict*' (Ambassa (0030)). There are also input fields for 'Village Name' and 'MDDS Village Name' (set to '--select--'). Buttons for 'Show Records', 'Clear', and 'Save' are present. An 'Export To' dropdown is set to 'Excel'. Below this is a table titled 'Master Reports Details' with the following data:

Sr.No.	Village Code	Village Name	MDDS Village Code	MDDS Village Name	Result	Action
1	10000495	Basudebpara Gram Panchayet				Select
2	10000496	kakmacherra Gram Panchayet				Select
3	10000497	Kulai Gram Panchayet				Select
4	10000498	Paschim Balaram Gram Panchayet				Select
5	10000501	Paschim Lalchari Gram Panchayet				Select
6	10000503	Purba Nalicherra Gram Panchayet				Select
7	10000504	Uttar Nalicherra Gram Panchayet				Select
8	10000564	Bagmara ADC Village				Select
9	10000567	Balaram ADC Village				Select
10	10000569	Chakma Para ADC Village				Select

Navigation links: Previous 1 2 3 4 Next

In this table Last column is Action, where you have Select link to click, click on any select (say first) in this example, the details get filled into the Village Name to Map with MDDS Village Name from list of MDDS Village Name say, "Bagmara.

This screenshot shows the same 'Unmapped Records' interface as above, but with the 'MDDS Village Name' dropdown menu open. The dropdown list contains the following options: Jagannathpur, Auliraipara, Bagmara, Balaram, Baluchhara, Batabari, Dangamapara, Gangaprasadpara, Gurudhanpara, Harimangalpara, Jagannathpur, Kamalachhara, Kanchanpur (Part), Kathalbari, Khamupara, Khowaipara, Kulai, Kulai R.F. (Extn.), Kulai R.F., Lalchhara, and Lalchhari. The 'Village Name' field is now populated with 'Basudebpara Gram Panchay'.

Now Click on Save button, the mapping will be saved, with status in Result column as, "Updated and Not verified" to be verified in Mapped and Not Verified.

The screenshot shows the 'Health Masters Mapping' interface. The 'Unmapped Records' tab is selected. The 'District' is set to 'Dhalai District(3)', 'Taluka/SubDistrict' to 'Ambassa (0030)', 'Village Name' to 'Basudebpara Gram Panchay', and 'MDDS Village Name' to 'Bagmara'. A 'Save' button is highlighted, and a message 'Record Updated Successfully' is displayed. Below the message is an 'Export To' button with a dropdown menu set to 'Excel'. The table below shows 10 records, with the first record having a 'Result' of 'Updated and Not verified' and a 'Select' action button.

Sr.No.	Village Code	Village Name	MDDS Village Code	MDDS Village Name	Result	Action
1	10000495	Basudebpara Gram Panchayet	272492	Bagmara	Updated and Not verified	Select
2	10000496	kakmacherra Gram Panchayet				Select
3	10000497	Kulai Gram Panchayet				Select
4	10000498	Paschim Balaram Gram Panchayet				Select
5	10000501	Paschim Lalchari Gram Panchayet				Select
6	10000503	Purba Nalicherra Gram Panchayet				Select
7	10000504	Uttar Nalicherra Gram Panchayet				Select
8	10000564	Bagmara ADC Village				Select
9	10000567	Balaram ADC Village				Select
10	10000569	Chakma Para ADC Village				Select

Clear Button to refresh page

And Export to button to download records in table as Excel

Verify is similar to section 3.3.2

The screenshot shows the 'Health Masters Mapping' interface with the 'Mapped & Not Verified' tab selected. The 'District' is 'Dhalai District(3)', 'Taluka/SubDistrict' is 'Ambassa (0030)', and 'Village Name' is empty. The 'MDDS Village Name' dropdown is set to '--Select--'. A 'Verify' button is highlighted in the table's action column for the first record. The table shows 1 record with a 'Result' of 'Updated and Not verified'.

Sr.No.	Village Code	Village Name	MDDS Village Code	MDDS Village Name	Result	Action
1	10000495	Basudebpara Gram Panchayet	272492	Bagmara	Updated and Not verified	Verify

3.4 Immunization Mapping

➔ On Click of Immunization Mapping, "List of Immunization Master", page will open, where you can do the following

(3.4.1) View All

(3.4.2) Update

State : Demo UserName:- nic01 Logout

View All **Update**

State* Demo

Immunization Name Status --Select--

Show Records Clear

3.4.1 View All

➔ Click on View All button it will become blue in colour

State : Demo UserName:- nic01 Logout

View All **Update**

State* Demo

Immunization Name Status --Select--

Show Records Clear

Provide these field details

Mandatory Field	Field Value	Remarks
State	State Name read only	State Name read only*
Immunization Name	Immunization Name	Immunization Name
Status	Status Active/inactive	Status Active/inactive

Now Click on "Show Records", Button

List Of Immunization Master

View All Update

State* Demo

Immunization Name Status --Select--

Show Records Clear

Export To Excel

Sr.No.	Immunization Name	Immunization Short Name	Status
31	VITAMIN A-9	VITAMINA9	Active
32	MMR	MMR	Active
33	MR-2	MR2	Active
34	Typhoid	Typhoid	Active
35	Rota Virus Dose-1	RotaVirusDose1	Active
36	Rota Virus Dose-2	RotaVirusDose2	Active
37	Rota Virus Dose-3	RotaVirusDose3	InActive
38	IPV Dose-1	IPVDose1	Active
39	IPV Dose-2	IPVDose2	Active
40	PCV-1	PCV1	Active

Previous 1 2 3 4 5 Next

The page will display Active and Inactive Immunization list, which can be downloaded in Excel format, by clicking Export To button.

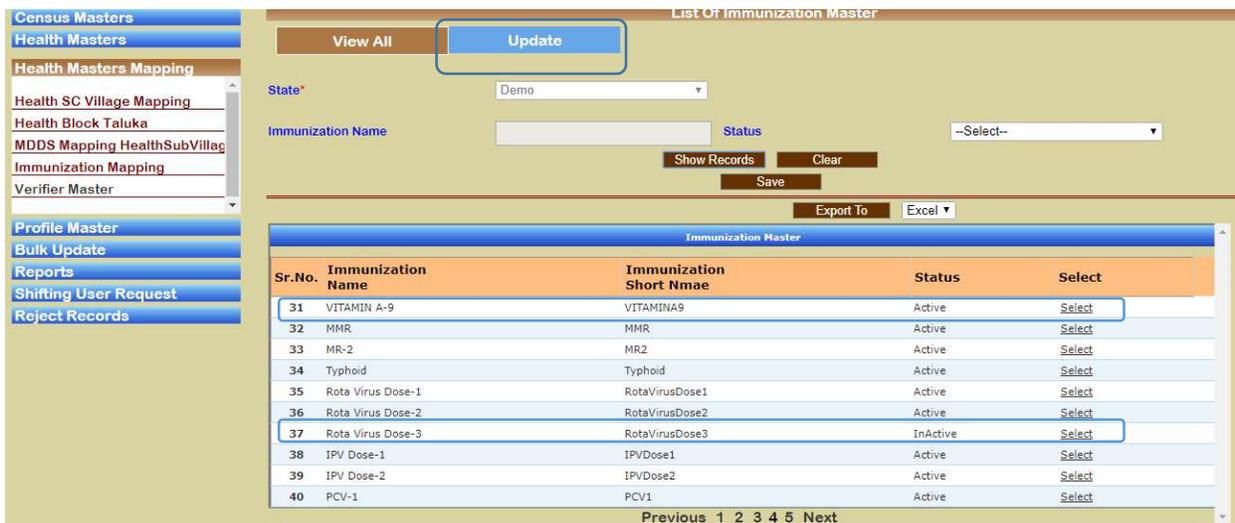
Clear button is used to refresh the page.

3.4.2 Update

→ Click on update tab will make this tab of blue colour



Now Click on "Show Records" button, the list of Immunization will displayed in a table on the same page, it can be downloaded as and Excel format. Clear button is used to refresh the page.



Now, we can change the Status of Immunization, from Active to Inactive and Inactive To Active. Just click on Select link in the last column of table the Records will be Filled in the above part of page, Say Sr.No 37 as Inactive to change to Active.

[Census Masters](#)
[Health Masters](#)
[Health Masters Mapping](#)
[Health SC Village Mapping](#)
[Health Block Taluka](#)
[MDDS Mapping HealthSubVillag](#)
[Immunization Mapping](#)
[Verifier Master](#)
[Profile Master](#)
[Bulk Update](#)
[Reports](#)
[Shifting User Request](#)
[Reject Records](#)

[View All](#) [Update](#)

State*

Immunization Name Status

[Show Records](#) [Clear](#)
[Save](#)
[Export To](#)

Sr.No.	Immunization Name	Immunization Short Nmae	Status	Select
31	VITAMIN A-9	VITAMINA9	Active	Select
32	MMR	MMR	Active	Select
33	MR-2	MR2	Active	Select
34	Typhoid	Typhoid	Active	Select
35	Rota Virus Dose-1	RotaVirusDose1	Active	Select
36	Rota Virus Dose-2	RotaVirusDose2	Active	Select
37	Rota Virus Dose-3	RotaVirusDose3	InActive	Select
38	IPV Dose-1	IPVDose1	Active	Select
39	IPV Dose-2	IPVDose2	Active	Select
40	PCV-1	PCV1	Active	Select

[Previous](#) [1](#) [2](#) [3](#) [4](#) [5](#) [Next](#)

Change the status to Active

[Census Masters](#)
[Health Masters](#)
[Health Masters Mapping](#)
[Health SC Village Mapping](#)
[Health Block Taluka](#)
[MDDS Mapping HealthSubVillag](#)
[Immunization Mapping](#)
[Verifier Master](#)
[Profile Master](#)
[Bulk Update](#)
[Reports](#)
[Shifting User Request](#)
[Reject Records](#)

[View All](#) [Update](#)

State*

Immunization Name Status

[Show Records](#) [Clear](#)
[Save](#)
[Export To](#)

Sr.No.	Immunization Name	Immunization Short Nmae	Status	Select
31	VITAMIN A-9	VITAMINA9	Active	Select
32	MMR	MMR	Active	Select
33	MR-2	MR2	Active	Select
34	Typhoid	Typhoid	Active	Select
35	Rota Virus Dose-1	RotaVirusDose1	Active	Select
36	Rota Virus Dose-2	RotaVirusDose2	Active	Select
37	Rota Virus Dose-3	RotaVirusDose3	InActive	Select
38	IPV Dose-1	IPVDose1	Active	Select
39	IPV Dose-2	IPVDose2	Active	Select
40	PCV-1	PCV1	Active	Select

[Previous](#) [1](#) [2](#) [3](#) [4](#) [5](#) [Next](#)

Now, Click Save button

Health Masters Mapping

Health SC Village Mapping

Health Block Taluka

MDDS Mapping HealthSubVillag

Immunization Mapping

Verifier Master

Profile Master

Bulk Update

Reports

Shifting User Request

Reject Records

View All Update

State* Demo

Immunization Name Rota Virus Dose-3 Status InActive

Show Records Clear

Save

1 records has been updated

Export To Excel

Sr.No.	Immunization Name	Immunization Short Name	Status	Select
31	VITAMIN A-9	VITAMINA9	Active	Select
32	MMR	MMR	Active	Select
33	MR-2	MR2	Active	Select
34	Typhoid	Typhoid	Active	Select
35	Rota Virus Dose-1	RotaVirusDose1	Active	Select
36	Rota Virus Dose-2	RotaVirusDose2	Active	Select
37	Rota Virus Dose-3	RotaVirusDose3	Active	Select
38	IPV Dose-1	IPVDose1	Active	Select
39	IPV Dose-2	IPVDose2	Active	Select
40	PCV-1	PCV1	Active	Select

Previous 1 2 3 4 5 Next

Message is displayed 1 record has been updated and Sr, No 37 becomes Active as well as displayed in the table, same is for Active to Inactive status.

3.5 Verifier Master Mapping

The screenshot displays the 'Verifier Master Mapping' interface within the 'Reproductive and Child Health' portal. The header includes the Government of India logo and the text 'Reproductive and Child Health Health and Family Welfare Department Government of India'. A navigation menu on the left lists various modules, with 'Verifier Master' selected. The main content area features a 'Verifier Master' form with the following fields: 'Level of Search*' (dropdown: ---Select/ALL---), 'State*' (dropdown: Demo), 'District' (dropdown: ---Select/ALL---), 'HealthBlock' (dropdown: ---Select---), 'HealthFacility' (dropdown: ---Select---), 'Health SubFacility' (dropdown: ---Select---), 'Verifier Name*' (text input), and 'Verifier ID' (text input). The 'Status' field is a dropdown menu with '--Select--'. Action buttons for 'Search', 'Clear', and 'Save' are located at the bottom of the form. The top right of the interface shows 'State: Demo', 'UserName:- nic01', and a 'Logout' link.

Provide the fields details as

Mandatory Field	Field Value	Remarks
Level of Search	State District Health Block Health Facility Health Sub Facility All	* State
State	State Name Read Only	State Name Read Only*
District	District Name	District Name
Health Block	Health Block Name	Health Block Name
Health Facility	Health Facility Name	Health Facility Name
Health Sub Facility	Health Sub Facility Name	Health Sub Facility Name
Verifier Name	Verifier Name	Verifier Name*
Verifier ID	Verifier ID Read Only	Verifier ID Read Only
Status	Status Active / Inactive	Status Inactive

On click search, records are displayed in the table on the same page,

The screenshot shows a web application interface with a search form and a table of verifiers. The search form includes fields for State, District, Health Block, Health Facility, Health Sub Facility, Verifier Name, Verifier ID, and Status. The table displays a list of verifiers with columns for Sr.No., ID, Name, District, Block, Healthfacility, Healthsubfacility, Status, and Choose. The 'Choose' column contains a 'Select' link for each row.

Sr.No.	ID	Name	District	Block	Healthfacility	Healthsubfacility	Status	Choose
1	13	test 596	No District	No Block	No PHC	No Subcentre	Inactive	Select
2	15	Sanjay-MCTS	No District	No Block	No PHC	No Subcentre	Inactive	Select
3	31	Dr. Rachana Parikh	No District	No Block	No PHC	No Subcentre	Inactive	Select
4	51	sneha	No District	No Block	No PHC	No Subcentre	Inactive	Select

now to change status, click on select link in last column choose of the table. Say ID 13 Selected, details are filled in the page.

State: Demo UserName:- nic01 Logout

Verifier Master

Level of Search* State State* Demo

District --Select/ALL-- HealthBlock --Select--

HealthFacility --Select-- Health SubFacility --Select--

Verifier Name* test 596 Verifier ID 13

Status InActive

Search Clear

Save

Export To Excel

Sr.No.	ID	Name	District	Block	Healthfacility	Healthsubfacility	Status	Choose
1	13	test 596	No District	No Block	No PHC	No Subcentre	Inactive	Select
2	15	Sanjay-MCTS	No District	No Block	No PHC	No Subcentre	Inactive	Select
3	31	Dr. Rachana Parikh	No District	No Block	No PHC	No Subcentre	Inactive	Select
4	51	sneha	No District	No Block	No PHC	No Subcentre	Inactive	Select

Previous 1 Next

Now change the status as Active

State: Demo UserName:- nic01 Logout

Verifier Master

Level of Search* State State* Demo

District --Select/ALL-- HealthBlock --Select--

HealthFacility --Select-- Health SubFacility --Select--

Verifier Name* test 596 Verifier ID 13

Status Active

Search Clear

Save

Export To Excel

Sr.No.	ID	Name	District	Block	Healthfacility	Healthsubfacility	Status	Choose
1	13	test 596	No District	No Block	No PHC	No Subcentre	Inactive	Select
2	15	Sanjay-MCTS	No District	No Block	No PHC	No Subcentre	Inactive	Select
3	31	Dr. Rachana Parikh	No District	No Block	No PHC	No Subcentre	Inactive	Select
4	51	sneha	No District	No Block	No PHC	No Subcentre	Inactive	Select

Previous 1 Next

Now click Save button

Verfier Master

Level of Search* State State* Demo

District HealthBlock

HealthFacility Health SubFacility

Verfier Name* Verfier ID

Status

Search Clear

Save

Record Updated Successfully!!

Export To Excel

Sr.No.	ID	Name	District	Block	Healthfacility	Healthsubfacility	Status	Choose
1	1	Dr. Uma Chawla	No District	No Block	No PHC	No Subcentre	Active	Select
2	2	Sanjay-MCTS	No District	No Block	No PHC	No Subcentre	Active	Select
3	3	Abhishek-MCTS	No District	No Block	No PHC	No Subcentre	Active	Select
4	4	Dr. Praful Bharadwaj	No District	No Block	No PHC	No Subcentre	Active	Select
5	5	Sh. Javed Khan	No District	No Block	No PHC	No Subcentre	Active	Select
6	6	Sh. Vikash Kumar	No District	No Block	No PHC	No Subcentre	Active	Select
7	7	Sh. Amit Agarwal	No District	No Block	No PHC	No Subcentre	Active	Select
8	8	Sh. Raj Kamal	No District	No Block	No PHC	No Subcentre	Active	Select

Now a record updated successfully is shown and ID 13 is Active now.

Verfier Master

District HealthBlock

HealthFacility Health SubFacility

Verfier Name* Verfier ID

Status

Search Clear

Save

Record Updated Successfully!!

Export To Excel

Sr.No.	ID	Name	District	Block	Healthfacility	Healthsubfacility	Status	Choose
11	11	Md Kamil	No District	No Block	No PHC	No Subcentre	Active	Select
12	12	MCTFC Verfier	No District	No Block	No PHC	No Subcentre	Active	Select
13	13	test 596	No District	No Block	No PHC	No Subcentre	Active	Select
14	14	Dr. Arpana Kullu	No District	No Block	No PHC	No Subcentre	Active	Select
15	15	Sanjay-MCTS	No District	No Block	No PHC	No Subcentre	Inactive	Select
16	16	Abhishek	No District	No Block	No PHC	No Subcentre	Active	Select
17	17	Dr. Ravinder Kaur	No District	No Block	No PHC	No Subcentre	Active	Select
18	18	Dr. Amrita Kansal	No District	No Block	No PHC	No Subcentre	Active	Select
19	19	Dr. Nitasha Manpreet Kaur	No District	No Block	No PHC	No Subcentre	Active	Select
20	20	Dr. Salima Bhatia	No District	No Block	No PHC	No Subcentre	Active	Select

Previous 1 2 3 4 Next

Clear button is used to refresh the page

Export To button to download list of records in table as Excel format

4 Profile Master

→ On Click of, "Profile Master" following option will appear

(4.1) Create User

(4.2) Enter Estimates

The screenshot displays the user interface for the Reproductive and Child Health Common Master Administration. At the top, there is a header banner with the Government of India emblem on the left, the text "Reproductive and Child Health Health and Family Welfare Department Government of India" in the center, and the National Health Mission logo on the right. Below the banner, a navigation bar shows "State : Demo" with a dropdown arrow, "UserName:- nic01", and a "Logout" link. The main content area is titled "WELCOME TO COMMON MASTER ADMINISTRATION". On the left side, there is a vertical menu with the following items: "Census Masters", "Health Masters", "Health Masters Mapping", "Profile Master" (which is highlighted), "Create User", "Enter Estimates", "Bulk Update", "Reports", "Shifting User Request", and "Reject Records".

4.1 Create User

➔ On Click user link, "Create User", Page will appear, here you can do the following:

(4.1.1) Create User

(4.1.2) Assign Roles

(4.1.3) Assign App Access

The screenshot shows a web application interface for creating a user. On the left is a sidebar menu with options like 'Census Masters', 'Health Masters', 'Profile Master', and 'Create User'. The main area is titled 'Create User' and has three tabs: 'Create User', 'Assign Roles', and 'Assign App Access'. The 'Create User' tab is selected. The form contains the following fields:

- User ID: Text input
- First Name*: Text input
- Last Name*: Text input
- Address: Text input
- User Type*: Dropdown menu (value: --Select--)
- State*: Dropdown menu (value: Demo)
- Health Block/Ward/MC/Municipality*: Dropdown menu (value: ---Select---)
- Health Facility*: Dropdown menu (value: ---Select---)
- Login Name*: Text input
- Middle Name*: Text input
- Email ID*: Text input
- Phone no*: Text input
- User Status*: Dropdown menu (value: Active)
- District*: Dropdown menu (value: ---Select/ALL---
- Taluka/Tehsil/SubDistrict/Prant*: Dropdown menu (value: ---Select---
- Health SubFacility*: Dropdown menu (value: ---Select---

At the bottom of the form, there are four buttons: 'Search', 'Save', 'Clear', and 'Reset Password'.

4.1.1 Create User

→ Click on Create User tab it will convert to blue in colour and all ready created users list will be displayed as table in the same page.

The screenshot shows a web application interface with a sidebar on the left and a main content area. The sidebar contains several menu items: Health Masters, Health Masters Mapping, Profile Master, Create User (highlighted in blue), Enter Estimates, Bulk Update, Reports, Shifting User Request, and Reject Records. The main content area has three tabs: Create User (highlighted in blue), Assign Roles, and Assign App Access. The 'Create User' form contains the following fields:

User ID	<input type="text"/>	Login Name*	<input type="text" value="LoginFail"/>
First Name*	<input type="text" value="FirstFail"/>	Middle Name*	<input type="text" value="MiddleFail"/>
Last Name*	<input type="text" value="LastFail"/>	Email ID*	<input type="text" value="pankajt1@gmail.com"/>
Address	<input type="text"/>	Phone no*	<input type="text" value="9811435066"/>
User Type*	<input type="text" value="State"/>	User Status*	<input type="text" value="Active"/>
State*	<input type="text" value="Demo"/>	District*	<input type="text" value="---Select/ALL---"/>
Health Block/Ward/MC/Municipality*	<input type="text" value="---Select---"/>	Taluka/Tehsil/SubDistrict /Prant*	<input type="text" value="---Select---"/>
HealthFacility*	<input type="text" value="---Select---"/>	Health SubFacility*	<input type="text" value="---Select---"/>

At the bottom of the form, there are buttons for Search, Save, Clear, and Reset Password. An 'Export To' button is also present, with a dropdown menu showing 'Excel'. A status bar at the bottom indicates 'No data found'.

Here we can create new users,

Provide the fields details

Mandatory Field	Field Value	Remarks
User ID	User ID	User ID
Login Name	Login Name	Login Name* LoginFail
First Name	First Name	First Name* FirstFail
Middle Name	Middle Name	Middle Name* MiddleFail
Last Name	Last Name	Last Name* LastFail
Email ID	Email ID	Email ID* pankajt1@gmail.com
Address	Address	Address
Phone no	Phone no	Phone no* 9811435066
User Type	State District Health Block Health Facility Health Sub Facility Taluka/Tehsil/SubDistrict	* State
User Status	Active Inactive Permanently Inactive	*Active
State	State Name	Demo*
District	District Name Read Only	District Name* Read Only
Health Block/Ward/MC /Municipality	Health Block/Ward/MC /Municipality Name Read Only	Health Block/Ward/MC /Municipality Name* Read Only
Taluka/Tehsil/SubDistrict /Prant	Taluka/Tehsil/SubDistrict /Prant Read Only	Taluka/Tehsil/SubDistrict /Prant* Read Only
HealthFacility	HealthFacility Name Read Only	HealthFacility Name* Read Only
Health SubFacility	Health SubFacility Name Read Only	Health SubFacility Name* Read Only

Now click on Save button, "User Added Successfully.Now Give Roles to User" message is displayed and created user is shown in the table on same page, with User ID created as 364.

Sr.No.	LoginID	LoginName	PhoneNo	Roles	Apps	Edit
1	364	LoginFail	9811435066			Select

Before moving forward you have to Reset to send default password to your provided email Id pankajt1@gmail.com

User type and features they can access are given to them as per the requirement set for that user.

Apart from Create user you can Search User using search button, Change or Update User information using save button. Refresh page using clear button. Reset password in case password need a reset using Reset Password button the default password is abcd@abcd.

4.1.2 Assign Roles

→ On Click of Assign Roles tab it will change to blue in colour



Provide details as below to Assign Roles

Mandatory Field	Field Value	Remarks
UserID	User ID Read Only	User ID Read Only*
User Name	User Name	User Name*
Roles	Data Entry Operator State Level User ANM /ASHA and Beneficiary Verification Report User Shift User JSK User	*And Multiple can be Added on by one

Add All Roles one by one by selecting and clicking save button

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

Assign Roles

User ID* 364 User Name* LoginFail

Roles* Data Entry Operator Add Role Save

Added Role of User

Sr.No.	LoginID	LoginName	PhoneNo	Roles	Apps	Edit
1	364	LoginFail	9811435066	Data Entry Operator		Select

Previous 1 Next

Data Entry Operator to JSK User all are added one by one by clicking Save button

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

Assign Roles

User ID* 364 User Name* LoginFail

Roles* JSK User Add Role Save

Added Role of User

Sr.No.	LoginID	LoginName	PhoneNo	Roles	Apps	Edit
1	364	LoginFail	9811435066	Data Entry Operator		Select
2	364	LoginFail	9811435066	State Level User		Select
3	364	LoginFail	9811435066	ANM / ASHA and Beneficiary Verification		Select
4	364	LoginFail	9811435066	Report User		Select
5	364	LoginFail	9811435066	Shift User		Select
6	364	LoginFail	9811435066	JSK User		Select

Previous 1 Next

4.1.3 Assign App Access

➔ On Click of Assign App Access Tab it will become blue

State : Demo UserName:- nic01 Logout

Application*
Reproductive Child Health
Reproductive Child Health-Report

User ID* 364 User Name* LoginFail

Save

No data found
Previous Next

Add Application Access to the user, Reproductive Child Health and Reproductive Child Health Report User one by one by selecting and clicking save button.

State : Demo UserName:- nic01 Logout

Application*
Reproductive Child Health-Report

User ID* 364 User Name* LoginFail

Add Application Save

Added Application Access to User

Sr.No.	LoginID	LoginName	PhoneNo	Roles	Apps	Edit
1	364	LoginFail	9811435066	Data Entry Operator: State Level User; ANM / ASHA and Beneficiary Ver: Report User; Shift User; JSK	Reproductive Child Health	Save

Previous 1 Next



State: Demo

UserName:- nic01

[Logout](#)

- Census Masters
- Health Masters
- Health Masters Mapping
- Profile Master
- Create User
- Enter Estimates
- Bulk Update
- Reports
- Shifting User Request
- Reject Records

Create User

Create User
Assign Roles
Assign App Access

User ID* User Name*

Application*

Added Application Access to User

Export To: Excel

List Of Users						Apps	Edit
Sr.No.	LoginID	LoginName	PhoneNo	Roles			
1	364	LoginFail	9811433066	Data Entry Operator; State Level User; ANM / ASHA and Beneficiary Ver; Report User; Shift User; JSK		Reproductive Child Health	Select
2	364	LoginFail	9811433066	Data Entry Operator; State Level User; ANM / ASHA and Beneficiary Ver; Report User; Shift User; JSK		Reproductive Child Health-Report	Select

[Previous](#) **1** [Next](#)

4.2 Enter Estimates

On Click of link Enter Estimates, "Estimate Entry Master", Page will Appear where we can enter the estimates.

Provide the fields details

Mandatory Field	Field Value	Remarks
Estimates Entry of	State District Health Block Health Facility	Estimates Entry of*
Financial Year	Financial Year	Financial Year*
State	State Name	State Name*
District	District Name	District Name*
Health Block/Ward/MC /Municipality	Health Block/Ward/MC /Municipality Name	Health Block/Ward/MC /Municipality Name*
HealthFacility	HealthFacility Name	HealthFacility Name*

Click on the Search button, updateable Estimates will be displayed

State: Demo UserName:- nic01 Logout

Estimates Entry of* State Financial Year* 2018-2019

State* Test-Tripura District* --Select/ALL--

Health Block/Ward/MC/Municipality* --Select-- Health Facility* --Select--

Search

*Estimated Population is calculated from Village profile Entry

Save All Clear

Calculate Export To Excel

Sr.No.	ID	Name	Estimated Mother	Estimated Infant	Estimated EC	Estimated Population	Status
1	1	West District	0	0	0	0	Save
2	2	South District	0	0	0	0	Save
3	3	Dhalai District	0	0	0	0	Save
4	4	North District	0	0	0	0	Save
5	5	Sepahjala District	0	0	0	0	Save
6	6	Khowai District	0	0	0	0	Save
7	7	Gomati District	0	0	0	0	Save
8	8	Unakoti District	0	0	0	0	Save

Previous 1 Next

Fill the estimates and click save, number on entries updated will be flashed as message

State: Demo UserName:- nic01 Logout

Estimates Entry of* State Financial Year* 2018-2019

State* Test-Tripura District* --Select/ALL--

Health Block/Ward/MC/Municipality* --Select-- Health Facility* --Select--

Search

*Estimated Population is calculated from Village profile Entry

Save All Clear

2 records has been updated and 6 has been inserted.

Calculate Export To Excel

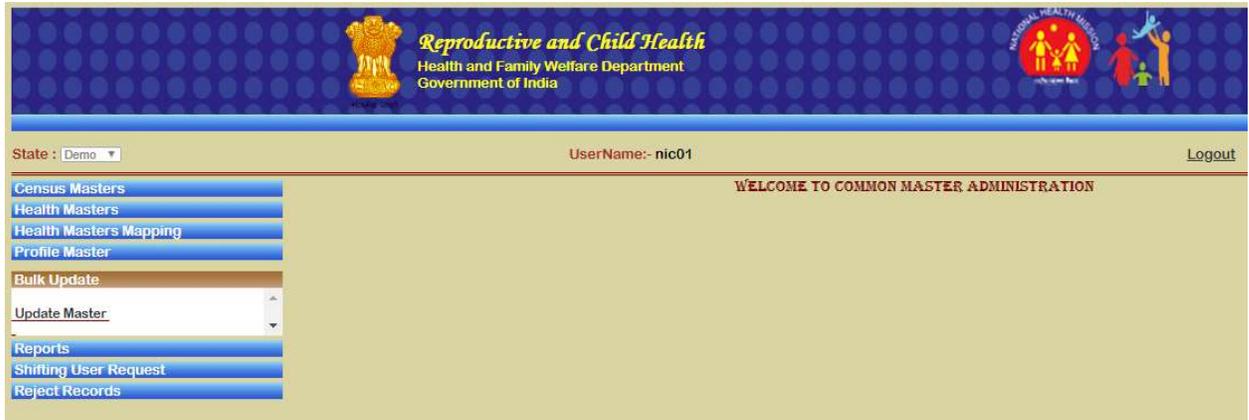
Sr.No.	ID	Name	Estimated Mother	Estimated Infant	Estimated EC	Estimated Population	Status
1	1	West District	2000	0	0	0	Save
2	2	South District	3000	0	0	0	Save
3	3	Dhalai District	4000	0	0	0	Save
4	4	North District	5000	0	0	0	Save
5	5	Sepahjala District	0	0	0	0	Save
6	6	Khowai District	0	0	0	0	Save
7	7	Gomati District	0	0	0	0	Save
8	8	Unakoti District	0	0	0	0	Save

Previous 1 Next

Clear button is given to refresh the page

5 Bulk Update

➔ On Click of Bulk Update, "Update Master", Link will appear here you can:
(5.1) Update Master



5.1 Update Master

➔ On Click of Update Master, "Update List", Page will appear where you can:
(5.1.1) Bulk Update Users



5.1.1 Bulk Update

➔ Here you can search and bulk update list of items in the List of Drop Down

Provide the fields details

Mandatory Field	Field Value	Remarks
List of	Users Health Facility R/U Status Health Facility Type Health SubFacility Type Enable Shifting Anm/Asha Transfer ON/OFF	Users*
Action	Reset	Reset*
Level of Search	State District Health Block Health Facility Health SubFacility Taluka/Tehsil/SubDistrict ---Select/ALL---	State*
State	State Name Read Only	State Name Read Only*
District	District Name Read Only	District Name Read Only
Health Block	Health Block Name Read Only	Health Block Name Read Only
Taluka	Taluka Name Read Only	Taluka Name Read Only
Health Facility	Health Facility Name Read Only	Health Facility Name Read Only
Health Sub Facility	Health Sub Facility Name Read Only	Health Sub Facility Name Read Only

On Click of Search button, all State level users will appear in the Table and we can select one and click save to reset users or select multiple or All as next screen

State: Demo | UserName: nic01 | Logout

Update List

List of: Users | Action: Reset

Level of Search: State | State: Demo

District: --Select/ALL-- | HealthBlock: --Select--

Taluka: --Select-- | HealthFacility: --Select--

Health SubFacility: --Select--

Search | Clear | Save

Export To | Excel

Sr.No.	ID	Name	District	Taluka	Block	Healthfacility	Healthsubfacility	Days Left to Update Passowrd	
1	44	mid-trp-nrhm	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
2	50	nrhm-tr.dh.kon	-	-	-	-	-	-155	<input type="checkbox"/>
3	59	nrhm-tr.sad.nar	-	-	-	-	-	-155	<input type="checkbox"/>
4	60	nrhm-tr.wt.dpm	-	-	-	-	-	-155	<input type="checkbox"/>
5	61	nrhm-tr.sad.man	-	-	-	-	-	-155	<input type="checkbox"/>
6	62	nrhm-tr.sad.kat	-	-	-	-	-	-155	<input type="checkbox"/>
7	63	nrhm-tr.sad.cha	-	-	-	-	-	-155	<input type="checkbox"/>
8	64	nrhm-tr.sad.bor	-	-	-	-	-	-155	<input type="checkbox"/>
9	65	nrhm-tr.sad.bam	-	-	-	-	-	-155	<input type="checkbox"/>
10	66	nrhm-tr.sad.moh	-	-	-	-	-	-155	<input type="checkbox"/>

Previous 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 Next

Multiple selected

State: Demo | UserName: nic01 | Logout

Update List

List of: Users | Action: Reset

Level of Search: State | State: Demo

District: --Select/ALL-- | HealthBlock: --Select--

Taluka: --Select-- | HealthFacility: --Select--

Health SubFacility: --Select--

Search | Clear | Save

Export To | Excel

Sr.No.	ID	Name	District	Taluka	Block	Healthfacility	Healthsubfacility	Days Left to Update Passowrd	
1	44	mid-trp-nrhm	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
2	50	nrhm-tr.dh.kon	-	-	-	-	-	-155	<input type="checkbox"/>
3	59	nrhm-tr.sad.nar	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
4	60	nrhm-tr.wt.dpm	-	-	-	-	-	-155	<input type="checkbox"/>
5	61	nrhm-tr.sad.man	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
6	62	nrhm-tr.sad.kat	-	-	-	-	-	-155	<input type="checkbox"/>
7	63	nrhm-tr.sad.cha	-	-	-	-	-	-155	<input type="checkbox"/>
8	64	nrhm-tr.sad.bor	-	-	-	-	-	-155	<input type="checkbox"/>
9	65	nrhm-tr.sad.bam	-	-	-	-	-	-155	<input type="checkbox"/>
10	66	nrhm-tr.sad.moh	-	-	-	-	-	-155	<input type="checkbox"/>

Previous 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 Next

Select All

State: Demo UserName:- nic01 Logout

Update List

List of: Users Action: Reset

Level of Search: State State: Demo

District: --Select/ALL-- HealthBlock: --Select--

Taluka: --Select-- HealthFacility: --Select--

Health SubFacility: --Select--

Search Clear

Save

Export To Excel

List for updation

Sr.No.	ID	Name	District	Taluka	Block	Healthfacility	Healthsubfacility	Days Left to Update Passowrd	
1	44	nrhm-tr-pr-nrhm	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
2	50	nrhm-tr-dh-loc	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
3	59	nrhm-tr-sad-nar	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
4	60	nrhm-tr-wt-dpm	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
5	61	nrhm-tr-sad-man	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
6	62	nrhm-tr-sad-kat	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
7	63	nrhm-tr-sad-cha	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
8	64	nrhm-tr-sad-bor	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
9	65	nrhm-tr-sad-bam	-	-	-	-	-	-155	<input checked="" type="checkbox"/>
10	66	nrhm-tr-sad-moh	-	-	-	-	-	-155	<input checked="" type="checkbox"/>

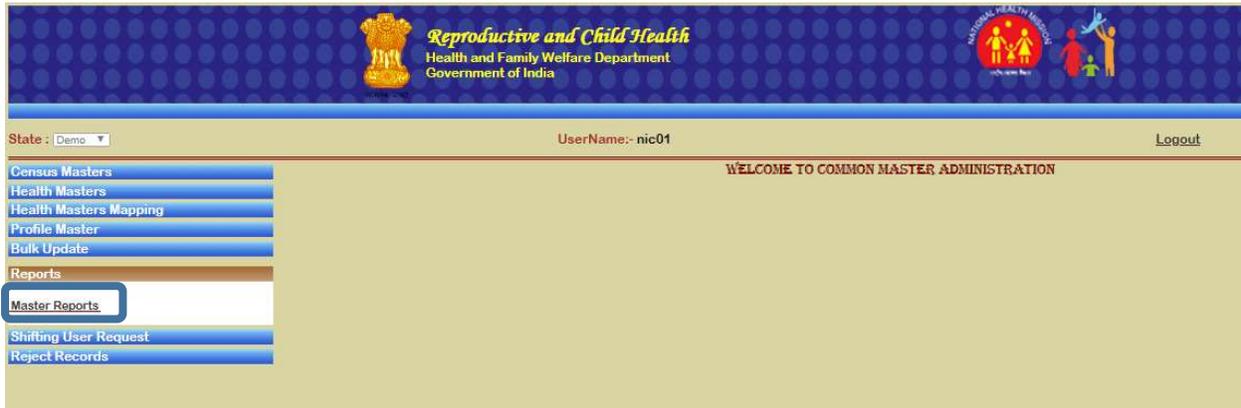
Previous 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 Next

Finally on click of Save all selected user will get their password reset. Clear button is used to refresh the page. Export to button for downloading users in Excel format.

6 Reports

➔ On Click of Report Tab following link will appear

(6.1) Master Report



6.1 Master Report

➔ On Click of Master Report Link, "Report Details" page will appear where you can do the following:

(6.1.1) Master Report

(6.1.2) Non-Census Village Report

(6.1.3) Estimate Report

(6.1.4) NIN Report



6.1.1 Master Report

→ On Click of Master Report tab, it will change colour to blue



Provide the fields details

Mandatory Field	Field Value	Remarks
Financial year	Financial year Read Only	Financial year Read Only
Report type	All Block wise Report All PHC wise Report All Sub centre wise Report All Village wise Report	Report type All Block wise Report
District	District Name	District Name* Dhalai District(3)
Taluka	Taluka Name Read Only	Taluka Name Read Only
Health Block	Health Block Name Read Only	Health Block Name Read Only
PHC	PHC Name Read Only	PHC Name Read Only
Sub Centre	Sub Centre Name Read Only	Sub Centre Name Read Only

On Click of Show Records button, "All Block Wise Report" will be shown in the table. Clear button is used to refresh the page and Export to button is used to download the report in Excel format, Same happens when Download button is clicked.

Financial year: 2018-2019
 District: Dhalai District(3)
 Health Block: --Select--
 SubCentre: --Select--
 Report type: All Block wise Report
 Taluka: --All--
 PHC: --Select--

No. of Records :- 333

Sr No	State	District	District MDDS Code	Taluka	Taluka MDDS Code	Health Block	Health Block Taluka	PHC	PHC Taluka	SubCentre	SubCentre Taluka	Village	Village MDDS Code	Village Taluka
1	Test-Tripura	Dhalai District(3)	291	Ambasa Nagar Panchayet(9001)		test-1(31)	--	--	--	--	--	--	--	--
2	Test-Tripura	Dhalai District(3)	291	Ambasa Nagar Panchayet(9001)		testHD(28)	--	--	--	--	--	--	--	--
3	Test-Tripura	Dhalai District(3)	291	Ambasa Nagar Panchayet(9001)		Testtttt(25)	--	--	--	--	--	--	--	--
4	Test-Tripura	Dhalai District(3)	291	Ambasa Nagar Panchayet(9001)		TestWard(32)	--	--	--	--	--	--	--	--
5	Test-Tripura	Dhalai District(3)	291	Ambasa Nagar Panchayet(9001)		Vikash Kumar(26)	Ambasa Nagar Panchayet	CHC Kaje(242)	Ambasa Nagar Panchayet	ABHNAV(1154)	Ambasa Nagar Panchayet	ASISH *(10001237)	272499	Ambassa
6	Test-Tripura	Dhalai District(3)	291	Ambasa Nagar Panchayet(9001)		Vikash Kumar(26)	Ambasa Nagar Panchayet	CHC Kaje(242)	Ambasa Nagar Panchayet	ABHNAV(1154)	Ambasa Nagar Panchayet	Audraipara (630)(630)	272499	Ambassa
7	Test-Tripura	Dhalai District(3)	291	Ambassa(0030)	1951	--	--	--	--	--	--	Bagmana (624)(624)	272492	Ambassa
8	Test-Tripura	Dhalai District(3)	291	Ambassa(0030)	1951	--	--	--	--	--	--	Baluchhara (641)(641)	272510	Ambassa
9	Test-Tripura	Dhalai District(3)	291	Ambassa(0030)	1951	--	--	--	--	--	--	Basudibpara Gram Panchayet *(10000495)	272492	Ambassa
10	Test-Tripura	Dhalai District(3)	291	Ambassa(0030)	1951	--	--	--	--	--	--	Batabari (617)(617)	272516	Ambassa

6.1.2 Non-Census Village Report

➔ On Click of Non-Census Village report tab it will change the colour to blue

State: Demo
 Username: nic01
 Report Details

Financial year: 2018-2019
 District: --Select ALL--
 Health Block: --Select--
 SubCentre: --Select--
 Report type: --select--
 Taluka: --select--
 PHC: --select--

Show Records Clear Download

Provide the fields details

Mandatory Field	Field Value	Remarks
Financial year	Financial year Read Only	Financial year Read Only
Report type	All District wise Report All Taluka wise Report	Report type All District wise Report
District	District Name Read Only	District Name Read Only *
Taluka	Taluka Name Read Only	Taluka Name Read Only
Health Block	Health Block Name Read Only	Health Block Name Read Only
PHC	PHC Name Read Only	PHC Name Read Only
Sub Centre	Sub Centre Name Read Only	Sub Centre Name Read Only

Rest all is same as section 6.1.1

6.1.3 Estimate Report

→ On Click of Estimate Report tab it will change colour to blue

Provide the fields details

Mandatory Field	Field Value	Remarks
Financial year	Financial year Read Only	Financial year Read Only
Report type	All District wise Report All Block wise Report All PHC wise Report All Sub Centre wise Report	Report type All District wise Report
District	District Name Read Only	District Name Read Only *
Taluka	Taluka Name Read Only	Taluka Name Read Only
Health Block	Health Block Name Read Only	Health Block Name Read Only
PHC	PHC Name Read Only	PHC Name Read Only
Sub Centre	Sub Centre Name Read Only	Sub Centre Name Read Only

Rest all is same as section 6.1.1

6.1.4 NIN Reports

→ On click of NIN Report tab, it will change colour to blue

Provide the fields details

Mandatory Field	Field Value	Remarks
Financial year	Financial year Read Only	Financial year Read Only
Report type	Health Facility With NIN Health Subfacility With NIN Health Facility Without NIN Health Subfacility Without NIN	Report type Health Facility With NIN
District	District Name Read Only	District Name Read Only *
Taluka	Taluka Name Read Only	Taluka Name Read Only
Health Block	Health Block Name Read Only	Health Block Name Read Only
PHC	PHC Name Read Only	PHC Name Read Only
Sub Centre	Sub Centre Name Read Only	Sub Centre Name Read Only

Rest all is same as section 6.1.1

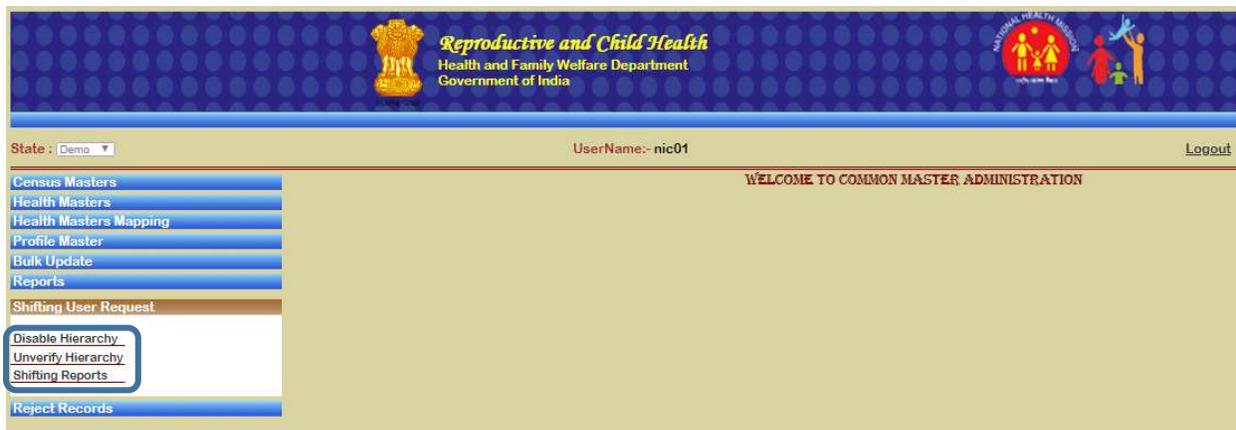
7 Shifting User Request

→ On Click of this menu item following link will appear

(7.1) Disable Hierarchy

(7.2) Unverify Hierarchy

(7.3) Shifting Reports



7.1 Disable Hierarchy

→ On Click of Disable Hierarchy link, "De-Activate Hierarchy", Page will appear, here you can do the following:

(7.1.1) Health Block

(7.1.2) Health Block Taluka

(7.1.3) Health Facility

(7.1.4) Health Sub Facility

(7.1.5) Health Sub Facility Village Mapping

(7.1.6) Health Village



7.1.1 Health Block

→ On Click of health block tab, it will change colour to blue



Provide the fields details

Mandatory Field	Field Value	Remarks
Action	De-Activate	De-Activate*
District	District Name	District Name*
Health Block	Health Block Name	Health Block Name*
Taluka / Tehesil / Sub District	Taluka / Tehesil / Sub District Name Read Only	Taluka / Tehesil / Sub District Name Read Only*
Health Block Taluka	Health Block Taluka Name Read Only	Health Block Taluka Name Read Only*
Health PHC	Health PHC Name Read Only	Health PHC Name Read Only*
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only*
Health Village	Health Village Name Read Only	Health Village Name Read Only*

Click on Submit button, the message flagged is, "De-Activation request has been initiated for Health Block!!.."

The screenshot shows the 'De-Activate Hierarchy' page in the Reproductive and Child Health portal. The header includes the Government of India logo and the text 'Reproductive and Child Health, Health and Family Welfare Department, Government of India'. The user is logged in as 'nic01'. The breadcrumb trail is: Health Block > Health Block Taluka > Health Facility > Health SubFacility > HealthSubFacility VillageMapping > Health Village. The form contains the following fields:

Action*	De-Activate	Health BLock*	Melaghar Municipal Council (17)
District*	Sepahjala District	Health PHO*	--Select--
Taluka/Teheel/SubDistrict*	--Select--	Health Village*	--Select--
Health BLock Taluka*	--ALL--		
Health SubCentre*	--Select--		

Buttons: Submit, Reset

Message: De-Activation request has been initiated for Health Block!!..

Left sidebar menu items: Census Masters, Health Masters, Health Masters Mapping, Profile Master, Bulk Update, Reports, Shifting User Request, Disable Hierarchy, Unverify Hierarchy, Shifting Reports, Reject Records.

Click on Reset button to refresh the page

7.1.2 Health Block Taluka

→ On Click of Health Block Taluka tab, it will change colour to blue

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	De-Activate	De-Activate*
District	District Name	District Name*
Health Block	Health Block Name	Health Block Name*
Taluka / Tehsil / Sub District	Taluka / Tehsil / Sub District Name Read Only	Taluka / Tehsil / Sub District Name Read Only*
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name Read Only	Health PHC Name Read Only*
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only*
Health Village	Health Village Name Read Only	Health Village Name Read Only*

Click on Submit button, the message flagged is, "De-Activation request has been initiated for Health Block Taluka!!.."

The screenshot shows the 'De-Activate Hierarchy' page in the Reproductive and Child Health portal. The header includes the Government of India logo and the text 'Reproductive and Child Health, Health and Family Welfare Department, Government of India'. The user is logged in as 'User Name:- nic01'. The breadcrumb trail is: Health Block > Health Block Taluka > Health Facility > Health SubFacility > HealthSubfacility VillageMapping > Health Village. The 'Health Block Taluka' step is highlighted with a blue box. The form contains the following fields: Action* (De-Activate), District* (Sepahjala District), Health Block* (Bishalghar Health Sub-division (12)), Taluka/Teheal/SubDistrict* (--Select--), Health PHC* (--ALL--), Health BLock Taluka* (Bishalghar Nagar Panchayet(9011)), Health Village* (--Select--), and Health SubCentre* (--Select--). There are 'Submit' and 'Reset' buttons at the bottom. A red message at the bottom of the form reads: 'De-Activation request has been initiated for Health Block Taluka!!..'

Click on Reset button to refresh the page

7.1.3 Health Facility

➔ On Click of Health Facility, it will be changed to blue in colour

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	De-Activate	De-Activate*
District	District Name	District Name*
Health Block	Health Block Name	Health Block Name*
Taluka / Tehsil / Sub District	Taluka / Tehsil / Sub District Name Read Only	Taluka / Tehsil / Sub District Name Read Only*
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name	Health PHC Name*
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only*
Health Village	Health Village Name Read Only	Health Village Name Read Only*

Click on Submit button, the message flagged is, "De-Activation request has been initiated for Health Facility!!.."

Click on Reset button to refresh the page

7.1.4 Health Sub Facility

➔ On Click of Health Sub Facility Tab it will change the colour to blue

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	De-Activate	De-Activate*
District	District Name	District Name*
Health Block	Health Block Name	Health Block Name*
Taluka / Tehesil / Sub District	Taluka / Tehesil / Sub District Name Read Only	Taluka / Tehesil / Sub District Name Read Only*
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name	Health PHC Name*
Health Sub Centre	Health Sub Centre Name	Health Sub Centre Name*
Health Village	Health Village Name Read Only	Health Village Name Read Only*

Rest all similar to section 7.1.1

7.1.5 Health Sub Facility Village Mapping

→ On Click of Health Sub Facility Village Mapping Tab it will change colour to blue

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	De-Activate	De-Activate*
District	District Name	District Name*
Health Block	Health Block Name	Health Block Name*
Taluka / Tehesil / Sub District	Taluka / Tehesil / Sub District Name Read Only	Taluka / Tehesil / Sub District Name Read Only*
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name	Health PHC Name*
Health Sub Centre	Health Sub Centre Name	Health Sub Centre Name*
Health Village	Health Village Name	Health Village Name*

Rest all similar to section 7.1.1

7.1.6 Health Village

➔ On Click of Health Village tab it will change to blue in colour

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	De-Activate	De-Activate*
District	District Name	District Name *
Health Block	Health Block Name Read Only	Health Block Name Read Only *
Taluka / Tehsil / Sub District	Taluka / Tehsil / Sub District Name Read Only	Taluka / Tehsil / Sub District Name Read Only*
Health Block Taluka	Health Block Taluka Name Read Only	Health Block Taluka Name Read Only *
Health PHC	Health PHC Name Read Only	Health PHC Name Read Only *
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only *
Health Village	Health Village Name	Health Village Name*

Rest all similar to section 7.1.1

7.2 Unverify Hierarchy

➔ On Click of Unverify Hierarchy Link, you will see, "Un-Verify Hierarchy", Page, here you can do the following:

- (7.2.1) Health Block
- (7.2.2) Health Block Taluka
- (7.2.3) Health Facility
- (7.2.4) Health Sub Facility
- (7.2.5) Health Sub Facility Village Mapping

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

Health Block > Health Block Taluka > Health Facility > Health SubFacility > HealthSubFacility VillageMapping

Action* --Select-- Type of Shifting* --Select--

District* --ALL-- Health Block* --Select--

Health Block Taluka* --Select-- Health PHC* --Select--

Health SubCentre* --Select-- Health Village* --Select--

Submit Reset

7.2.1 Health Block

➔ On Click of Health Block Tab, it will change colour to blue

State : Demo UserName:- nic01 Logout

Reproductive and Child Health
Health and Family Welfare Department
Government of India

Health Block > Health Block Taluka > Health Facility > Health SubFacility > HealthSubFacility VillageMapping

Action* Un-Verify Type of Shifting* --Select--

District* Sepahjala District Health Block* --Select--
Shift-Taluka
Shift-Block
Shift-BlockTalukaMapping
Shift-HealthFacility
Shift-HealthSubFacility
Shift-Village
Shift-SubFacilityMapping

Health Block Taluka* --Select-- Health PHC* --Select--

Health SubCentre* --Select-- Health Village* --Select--

Submit Reset

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	Un-Verify	Un-Verify *
Type of Shifting	Shift-Taluka Shift-Block Shift-Block Taluka Mapping Shift-Health Facility Shift-Health Sub Facility Shift-Village Shift-Sub Facility Mapping	Shift-Taluka*
District	District Name	District Name *
Health Block	Health Block Name	Health Block Name *
Health Block Taluka	Health Block Taluka Name Read Only	Health Block Taluka Name Read Only *
Health PHC	Health PHC Name Read Only	Health PHC Name Read Only *
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only *
Health Village	Health Village Name	Health Village Name*

Click on Submit button, the message flagged is, "Melaghar Municipal Council (17) (17) block has been deleted successfully!!.."

Click on Reset button to refresh the page

7.2.2 Health Block Taluka

➔ On Click of Health Block Taluka Tab, it will change colour to blue



Provide the fields details

Mandatory Field	Field Value	Remarks
Action	Un-Verify	Un-Verify *
Type of Shifting	Shift-Taluka Shift-Block Shift-Block Taluka Mapping Shift-Health Facility Shift-Health Sub Facility Shift-Village Shift-Sub Facility Mapping	Shift-Taluka*
District	District Name	District Name *
Health Block	Health Block Name	Health Block Name *
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name Read Only	Health PHC Name Read Only *
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only *
Health Village	Health Village Name	Health Village Name*

Rest is similar to section 7.2.1

7.2.3 Health Facility

→ On Click of Health Facility Tab, it will change colour to blue

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	Un-Verify	Un-Verify *
Type of Shifting	Shift-Taluka Shift-Block Shift-Block Taluka Mapping Shift-Health Facility Shift-Health Sub Facility Shift-Village Shift-Sub Facility Mapping	Shift-Taluka*
District	District Name	District Name *
Health Block	Health Block Name	Health Block Name *
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name	Health PHC Name *
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only *
Health Village	Health Village Name	Health Village Name*

Rest is similar to section 7.2.1

7.2.4 Health Sub Facility

→ On Click of Health Sub Facility it will change colour to blue

The screenshot shows the 'Un-Verify Hierarchy' form for Health Sub Facility. The header includes the Government of India logo and the text 'Reproductive and Child Health, Health and Family Welfare Department, Government of India'. The user is logged in as 'nic01'. The breadcrumb trail is: Health Block > Health Block Taluka > Health Facility > Health SubFacility > HealthSubFacility VillageMapping. The form contains several dropdown menus: Action (Un-Verify), Type of Shifting (Shift-Taluka), District (Sepahijala District), Health Block (Meaghar Municipal Council (17) (17)), Health SubCentre (All), Health PHC (All), and Health Village (All). There are 'Submit' and 'Reset' buttons at the bottom right. A left sidebar contains various menu items like 'Census Masters', 'Health Masters', 'Profile Master', 'Bulk Update', 'Reports', 'Shifting User Request', 'Disable Hierarchy', 'Unverify Hierarchy', 'Shifting Reports', and 'Reject Records'.

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	Un-Verify	Un-Verify *
Type of Shifting	Shift-Taluka Shift-Block Shift-Block Taluka Mapping Shift-Health Facility Shift-Health Sub Facility Shift-Village Shift-Sub Facility Mapping	Shift-Taluka*
District	District Name	District Name *
Health Block	Health Block Name	Health Block Name *
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name Read Only	Health PHC Name Read Only *
Health Sub Centre	Health Sub Centre Name	Health Sub Centre Name*
Health Village	Health Village Name	Health Village Name*

Rest is similar to section 7.2.1

7.2.5 Health Sub Facility Village Mapping

➔ On Click of Health Sub Facility Village Mapping Tab, it will change colour to blue

Provide the fields details

Mandatory Field	Field Value	Remarks
Action	Un-Verify	Un-Verify *
Type of Shifting	Shift-Taluka Shift-Block Shift-Block Taluka Mapping Shift-Health Facility Shift-Health Sub Facility Shift-Village Shift-Sub Facility Mapping	Shift-Taluka*
District	District Name	District Name *
Health Block	Health Block Name	Health Block Name *
Health Block Taluka	Health Block Taluka Name	Health Block Taluka Name *
Health PHC	Health PHC Name Read Only	Health PHC Name Read Only *
Health Sub Centre	Health Sub Centre Name Read Only	Health Sub Centre Name Read Only *
Health Village	Health Village Name	Health Village Name*

Rest is similar to section 7.2.1

7.3 Shifting Reports

➔ On Click of Shifting Reports link, you will see, "Final Reports" Page, here you can do the following:

- (7.3.1) Missing Mapping
- (7.3.2) View New Hierarchy
- (7.3.3) Final Reports
- (7.3.4) Download Ground Staff

The screenshot shows the 'Final Reports' page with the 'Missing Mapping' tab active. The 'District' dropdown menu is open, displaying a list of districts including 'ALL', 'West District', 'South District', 'Drahal District', 'North District', 'Sephajala District', 'Khowal District', 'Gomai District', and 'Unakoti District'. The 'Shift Steps' dropdown is currently set to '--select--'. The page header includes the logo of the Ministry of Health and Family Welfare, Government of India, and the user name 'nic01'.

7.3.1 Missing Mapping

➔ On Click of Missing Mapping Tab it will change colour to blue

The screenshot shows the 'Missing Mapping' page with the 'Missing Mapping' tab highlighted in blue. The 'District' dropdown is set to 'North District'. The 'Shift Type' dropdown is open, displaying options such as 'Shift_Taluka', 'Shift-Taluka', 'Shift-Block', 'Shift-HealthFacility', and 'Shift-HealthSubFacility'. The 'Shift Steps' dropdown is also open, showing options like 'Step1(Taluka)', 'Step2(HealthBlock)', 'Step3(HealthBlockTalukaMapping)', 'Step4(HealthFacility)', 'Step5(HealthSubcentre)', 'Step6(Village)', and 'Step7(SCVillageMapping)'. The page header includes the logo of the Ministry of Health and Family Welfare, Government of India, and the user name 'nic01'.

Provide the fields details

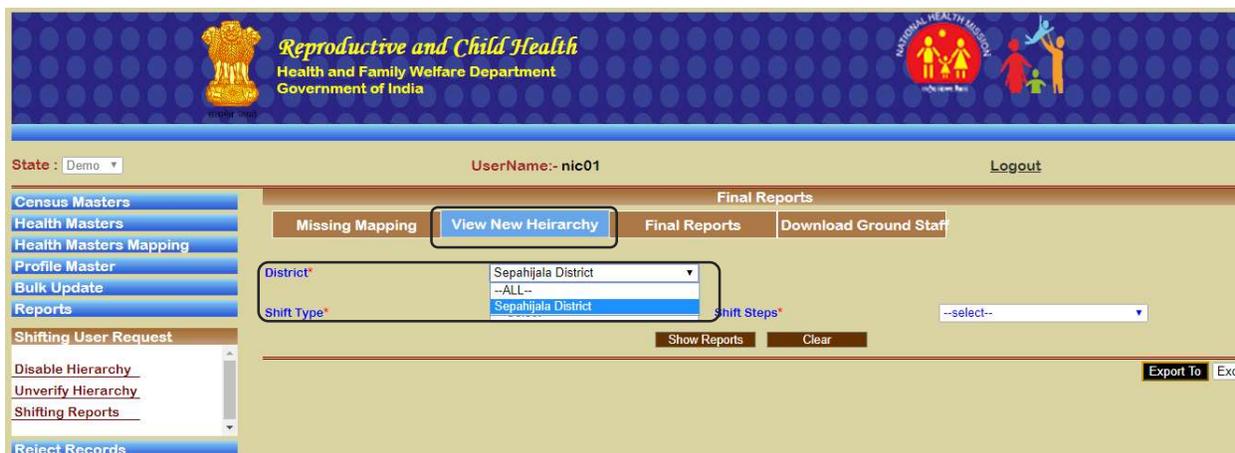
Mandatory Field	Field Value	Remarks
District	District Name	District Name*
Shift Type	Shift-Taluka Shift-Block Shift-HealthFacility Shift-HealthSubFacility	Shift Type* Shift-Taluka
Shift Steps	Step1(Taluka) Step2(HealthBlock) Step3(HealthBlockTalukaMapping) Step4(HealthFacility) Step5(HealthSubcentre) Step6(Village) Step7(SCVillageMapping)	Shift Steps*

On click of Show Records button Missing Mapping will be displayed in the table on same page

Click on Clear button to refresh the page

7.3.2 View New Hierarch

→ On Click of View New Hierarchy Tab it will change to blue in colour



Provide the fields details

Mandatory Field	Field Value	Remarks
District	District Name	District Name*
Shift Type	Shift-Taluka Shift-Block Shift-HealthFacility Shift-HealthSubFacility	Shift Type* read only
Shift Steps	Step1(Taluka) Step2(HealthBlock) Step3(HealthBlockTalukaMapping) Step4(HealthFacility) Step5(HealthSubcentre) Step6(Village) Step7(SCVillageMapping)	Shift Steps* read only

On click of Show Records button you can View New Hierarchy which will be displayed in the table on same page


Reproductive and Child Health
 Health and Family Welfare Department
 Government of India



State: Demo
 UserName: nic01
 Logout

Final Reports

Missing Mapping
View New Heirarchy
Final Reports
Download Ground Staff

District* Sepahjala District

Shift Type* --Select--
 Shift Steps* --select--

Yes below shown hierarchy is correct and the Shifting for the shown hierarchy will be frozen.

DistrictCode	District	TalukaCode	Taluka	BlockCode	Block	HBTcode	HealthBlockTaluka	HealthFacilityCode	HealthFacility	HealthSubFac
5	Sepahjala District	0014	Boxanagar	0			0			0
5	Sepahjala District	0014	Boxanagar	0			0			0
5	Sepahjala District	0014	Boxanagar	0			0			0
5	Sepahjala District	0014	Boxanagar	0			0			0
5	Sepahjala District	0014	Boxanagar	0			0			0

7.3.3 Final Reports

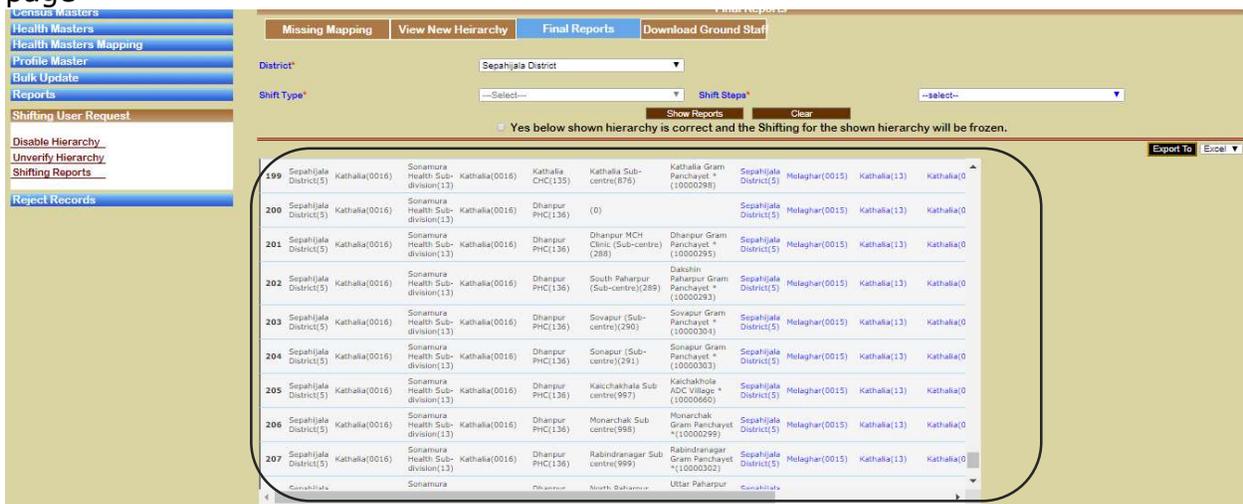
➔ On Click of Final Reports Tab, it will change colour to blue



Provide the fields details

Mandatory Field	Field Value	Remarks
District	District Name	District Name*
Shift Type	Shift-Taluka Shift-Block Shift-HealthFacility Shift-HealthSubFacility	Shift Type* Read Only
Shift Steps	Step1(Taluka) Step2(HealthBlock) Step3(HealthBlockTalukaMapping) Step4(HealthFacility) Step5(HealthSubcentre) Step6(Village) Step7(SCVillageMapping)	Shift Steps* Read Only

On click of Show Records button Final Report will be displayed in the table on same page



7.3.4 Download ground staff

→ On Click of Download Ground Staff tab, it will change colour to blue.



Provide the fields details

Mandatory Field	Field Value	Remarks
District	District Name	District Name*
Shift Type	Shift-Taluka Shift-Block Shift-HealthFacility Shift-HealthSubFacility	Shift Type* Read Only
Shift Steps	Step1(Taluka) Step2(HealthBlock) Step3(HealthBlockTalukaMapping) Step4(HealthFacility) Step5(HealthSubcentre) Step6(Village) Step7(SCVillageMapping)	Shift Steps* Read Only

On click of Show Records button Download Ground Staff report will be displayed in the table on same page

Similar to section 7.3.3

8 Reject Records

➔ On Click of Reject Record Menu Item, Remove Unverified Records link will appear, here you can

(8.1) Remove unverified records



The screenshot shows the top navigation bar of the 'Reproductive and Child Health' system. The header includes the Government of India logo, the text 'Reproductive and Child Health Health and Family Welfare Department Government of India', and the 'National Health Authority' logo. Below the header, the user is logged in as 'nic01' from the 'Demo' state. A sidebar menu on the left lists various administrative functions, with 'Reject Records' highlighted. Under 'Reject Records', a sub-menu item 'Remove unverified record' is visible.

8.1 Remove unverified records

➔ On Click of Remove unverified records link, "Delete Temporary Records", Page will appear, here you can do the following:

- (8.1.1) Health Block
- (8.1.2) Health Block Taluka
- (8.1.3) Health Facility
- (8.1.4) Health Sub Centre
- (8.1.5) Health Sub Village
- (8.1.6) Cen Village
- (8.1.7) Health SC Village



The screenshot shows the 'Delete Temporary Records' page. The header and user information are the same as in the previous screenshot. The main content area features a breadcrumb trail: 'Health Block > Health Block Taluka > Health Facility > Health Subcentre > Health Sub Village > Cen Village > Health SC village'. Below the breadcrumb, there are search fields for 'Search By ID:-' and 'Search By Name:-', each with an input box. At the bottom of the search area, there are 'Search' and 'Delete' buttons.

8.1.1 Health Block

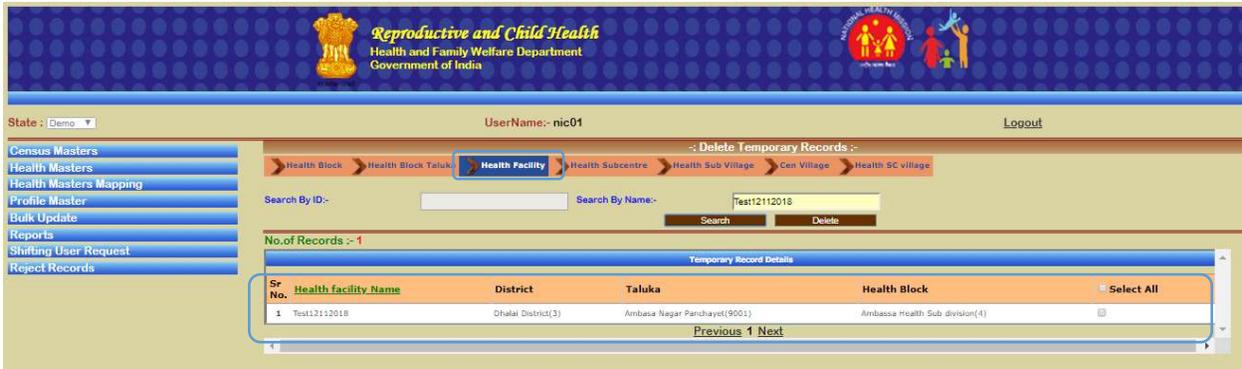
→ On Click of Health Block Tab, it will change colour to blue



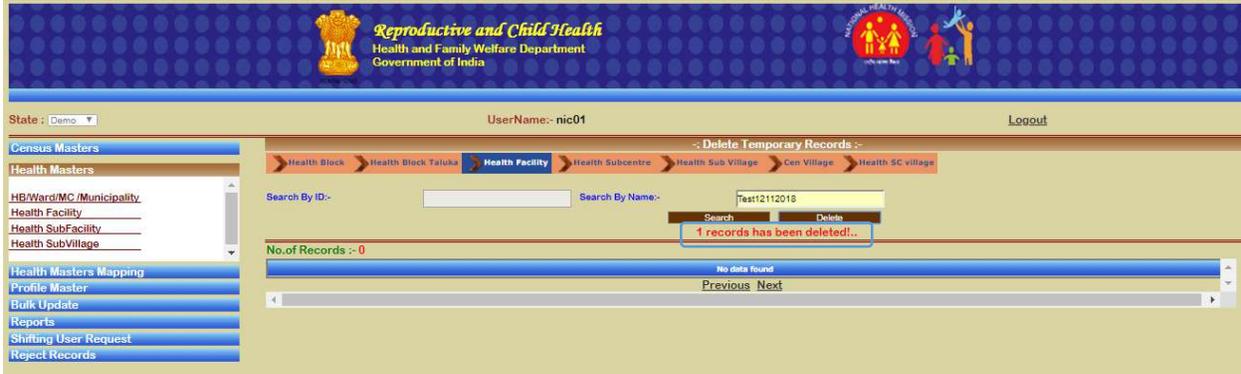
Provide the fields details

Mandatory Field	Field Value	Remarks
Search By ID:-	Search By ID:- Read Only	Search By ID:- Read Only
Search By Name:-	Search By Name:- Text Box	Search By Name:- Text Box

Example used for Health Facility as we cannot create Health Block, provide the name of Health Facility, and click search, below screen will appear with Temporary unmapped records (Test12112018) in the table.



Now select the record to be deleted in the last column Select All of the Table and click Delete button, number of selected records will be deleted with message, "1 records has been deleted!..".



8.1.2 Health Block Taluka

→ On click of Health Block Taluka , it will change colour to blue



Same as 8.1.1

8.1.3 Health Facility

➔ On Click of Health Facility, it will change colour to blue



Same as 8.1.1

8.1.4 Health Sub Centre

➔ On Click of Health Sub Centre Tab, it will change colour to blue



Same as 8.1.1

8.1.5 Health Sub Village

→ On Click of Health Sub Village Tab, it will change colour to blue



Same as 8.1.1

8.1.6 Cen Village

→ On Click of Cen (Census) Village Tab, it will change colour to blue



Same as 8.1.1

8.1.7 Health Block

→ On Click of Health Block Tab, it will change colour to blue



Same as 8.1.1