

“Seekho aur Kamao”

***A Skill Development Initiative for
Minorities***

User Manual

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(Financial Year 2018-19)**

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1. Objective

- To bring down unemployment rate of minorities during 12th Plan period.
- To conserve and update traditional skills of minorities and establish their linkages with market.
- To improve employability of existing workers, school dropouts etc. and ensure their placement.
- To generate means of better livelihood for marginalized minorities and bring them in the mainstream.
- To enable minorities to avail opportunities in the growing market.
- To develop potential human resource for the country.

2. Audiences

This manual is for website Administrators, Users and Visitors. The Seekho aur Kamao Web-Portal can be found at:

[http:// seekhoaurkamao-moma.gov.in](http://seekhoaurkamao-moma.gov.in)

The screenshot shows the homepage of the Seekho Aur Kamao website. At the top left is the Government of India logo and the text 'अल्पसंख्यक कार्य मंत्रालय भारत सरकार' and 'Ministry of Minority Affairs Government of India'. At the top right is the slogan 'सीखो और कमाओ'. Below this is a navigation menu with 'Home', 'About', 'Contact Us', 'News', and 'Forms & Guidelines'. The main banner features the slogan 'सीखो और कमाओ Learn & Earn' and 'SKILLS' with an illustration of a person standing on a block labeled 'JOB' next to a wrench. A text box on the right says '“Seekho Aur Kamao” A Skill Development Initiative for Minorities'. Below the banner are three columns: 'About the Scheme' with a description of the program, 'Photo Gallery' with a group photo of trainees, and 'News' with a list of updates. A login section for 'Existing User' includes fields for 'Username', 'Password', and 'Enter captcha', along with a 'Login' button and links for 'New User Registration' and 'Forgot Password?'. At the bottom, there are four colored buttons: 'Empaneled (PIA's)', 'Management Information System (MIS)', 'Empaneled Inspection Agencies', and 'Placement Details of Trainee'. The footer contains the Ministry of Minority Affairs logo, copyright information, and social media icons for 'myGov' and 'india.gov.in'.

3. Process of Registration – New User Registration

3.1 Step 1 - Open any web browser and enter the URL:

[http:// seekhoaurkamao-moma.gov.in](http://seekhoaurkamao-moma.gov.in)

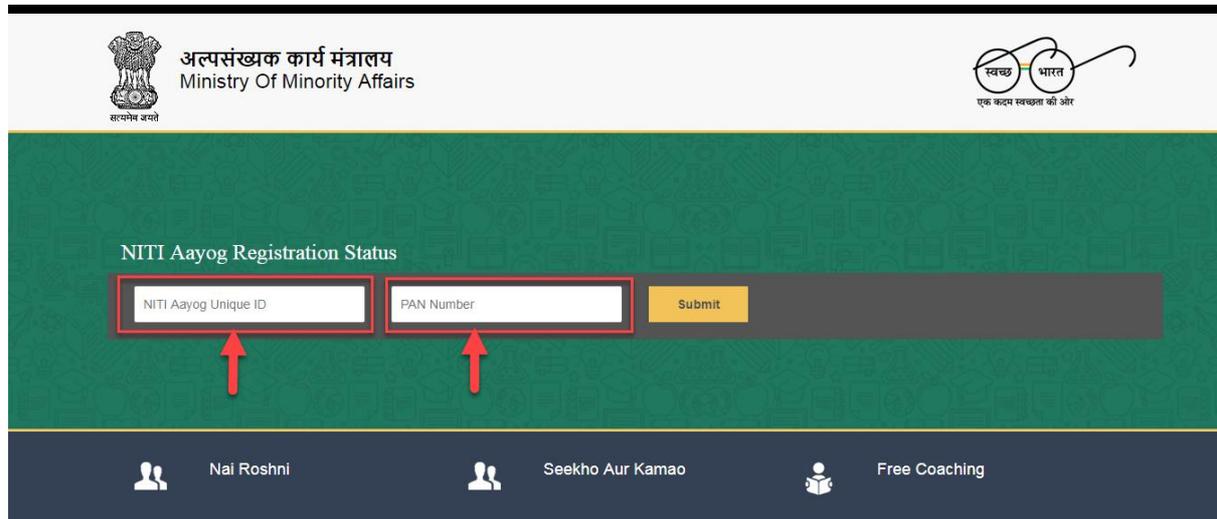


Figure 1 - New Use Registration

3.2 Step 2 - Click on “New User Registration” in case of 1st time of Registration.

User will be navigated to new URL

<http://ngogrants-moma.gov.in/Home/NgoDarpanValidation?schemid=Mt9WMFQyWDVWMEgxQTBRM0QzVTRFNw==>



The screenshot shows the 'NITI Aayog Registration Status' form on the NGO Grant Portal. The form is set against a green background. At the top left, there is the Government of India emblem and the text 'अल्पसंख्यक कार्य मंत्रालय Ministry Of Minority Affairs'. At the top right, there is the 'स्वच्छ भारत' logo with the tagline 'एक कदम स्वच्छता की ओर'. The form itself has a white background and contains two input fields: 'NITI Aayog Unique ID' and 'PAN Number'. A yellow 'Submit' button is located to the right of these fields. Two red arrows point upwards to the input fields. Below the form, there is a dark blue navigation bar with three icons and labels: 'Nai Roshni', 'Seekho Aur Kamao', and 'Free Coaching'.

Figure 2 - NGO Grant Portal

- User Need to enter their NITI Aayog Unique ID and PAN Number. Click on “Submit” button to Display their Information.
- Users need to verify their information and in case any changes required, then User need to Coordinate with NGO Darpan Technical Team.

3.3 Step 3 – Click on “Generate OTP” Button to validate the data.

NITI Aayog Registration Status

Niti Aayog Unique ID PAN Number

NGO Details

Name	Registration Number	PAN Number A*****B	PAN Verify
Mobile	Address	Distict	State
City	Registration Date	Website	Email ID
Organization Type	Scheme Name		

Members Details

Name	Designation	PAN	Status	Adhaar	Status	Email
------	-------------	-----	--------	--------	--------	-------

User will have to click on Generate OTP to get same on the phone

Nai Roshni Seekho Aur Kamao Free Coaching

Figure 3 - Generate OTP Screen

- User need to verify that 3 of their Member’s PAN Card are verified in order to process further
- User will click on Generate OTP button
- An OTP will be sent to registered Mobile number if PAN Card of 3 Member are verified.
- User will enter the OTP and click on submit button
- On submission, a system generated password will be sent to Mobile number

3.4 Step 4 – Enter NITI Aayog ID as your User Name and Password sent to Mobile number



Figure 4 - Login Screen

- Enter User name (NITI Aayog Unique ID) and Password (sent on Registered Mobile number)
- Enter Captcha Showing on the screen below password field
- Click on “Login” Button

3.5 Step 5 - Online Registration page

The screenshot displays the 'Registration of Organization' page. At the top, there is a navigation menu with links: Home, About Us, Contact Us, News, Training Schedule, and Forms. The main content area is titled 'Registration of Organization' and contains a form with the following fields:

- Name of Organization *
- Address of Organization *
- State* (dropdown menu: --Select State--)
- City* (dropdown menu: --Select City--)
- District* (dropdown menu: --Select District--)
- Pin Code* (numeric value only)
- Phone No. * (numeric value only)
- Fax No. (numeric value only)
- Type of organization/Societies* (dropdown menu: --Select Society--)
- Registered No.
- State of registration* (dropdown menu: --Select State--)
- City of registration* (dropdown menu: --Select City--)
- Date of registration* (dd/mm/yyyy)
- Detail of Achievement*
- Sectors of expertise*
- Name of Chairman/President/CEO*
- Mobile no(CEO)* (numeric value only)
- Email Id(CEO) * (ex: user@domain.com)
- Name of Secretary/VP*
- Mobile no(VP)* (numeric value only)
- Email Id(VP) * (ex: user@domain.com)
- Websites*
- User Id*
- Password*
- Confirm password*
- Registration certification * (Browse... No file sele)
- Registration valid till* (dd/mm/yyyy)
- Remarks

Below the form, there is a section titled 'One time password send your mobile and email id'. It includes a 'Generate OTP Code' button, a 'Get OTP Code *' label, an input field for the OTP, and 'Registration' and 'Reset' buttons.

Figure 5 - Online Registration Page

- New user will be able to view data auto-filled and will have to fill remaining information where Data is missing
- User should not use any Special Character while filling the information.
- User should have filled all the mandatory field and upload document wherever is required.
- Will Click on “Generate OTP” button to receive OTP on registered Mobile number
- Will enter OTP in the field provided.
- Will click on “Registration” button to successfully get registered and Password will be received on registered mobile number
- User can also Reset the Information and can fill the details again.

One time password send your mobile and email id

Get OTP Code *



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Figure 6 - OTP Generation for New User Registration

4. Process of Registration - Existing User

4.1 Step 1 –Enter the User Name and Password



Figure 7 - Login Page

1. Existing User will enter their User Name and Password to login on the Portal.
2. On Successful submission, Application will ask to select the financial year for which Organization want to submit the application form.
3. Once Financial year selected, user will click on apply online to fill the information and submit the application form.

5. Process of Login

5.1 After registration enter the URL:

<http://seekhoaurkamao-moma.gov.in>

The screenshot shows the login page for the 'Seekho Aur Kamao' initiative. The page is titled 'सीखो और कमाओ Learn & Earn' and 'SKILLS' and 'JOB S'. The main heading is '“Seekho Aur Kamao” A Skill Development Initiative for Minorities'. The page is divided into several sections: 'About the Scheme', 'Photo Gallery', and 'News'. The 'Existing User' section contains a login form with fields for Username, Password, and Enter captcha, along with a CAPTCHA image and a 'Login' button. A red arrow points to the 'Login' button. At the bottom, there are navigation links for 'Management Information' and 'Empowered Inspection'.

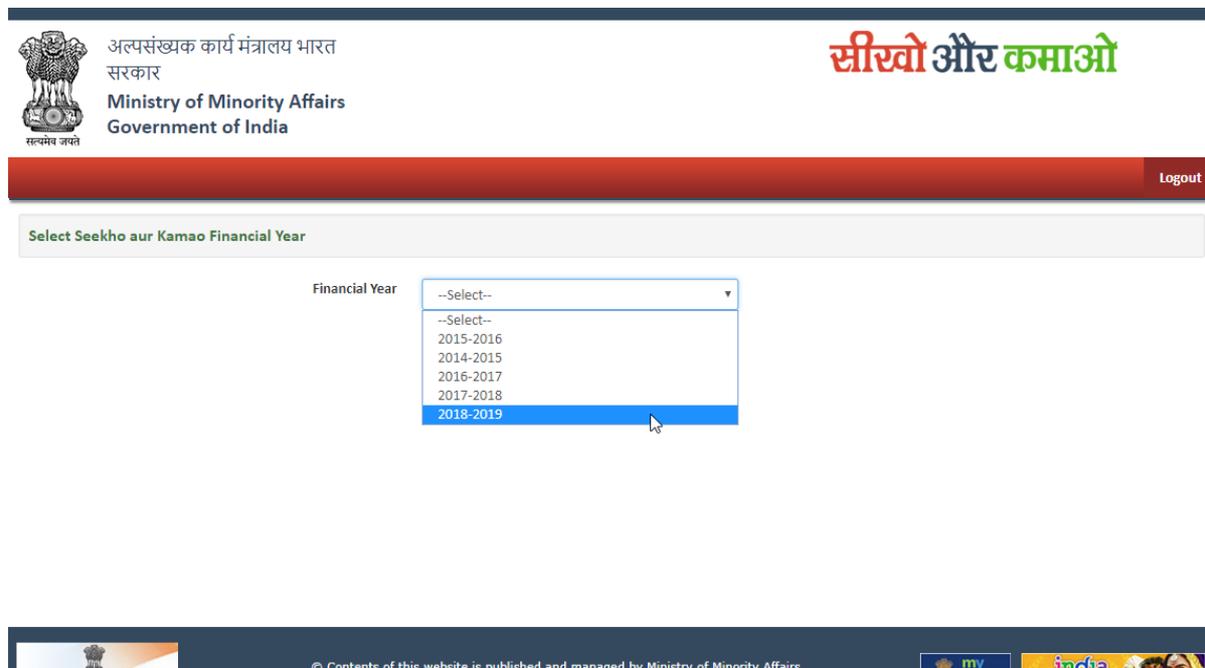
Figure 8 - Login Page

Steps followed in Figure-11:

- Enter user name (user name is case sensitive)
- Enter password (password created during registration)
- Enter valid captcha details
- Click on login button
- User will get redirected to the Home page after clicking on the button.

6. Process of Managing Created Account

After login the screen as shown in figure will appear which will ask for financial year. In order to fill new form users, have to select the current financial year i.e. 2017-18. But those users who want to check old reports have to select other financial year present in the dropdown.

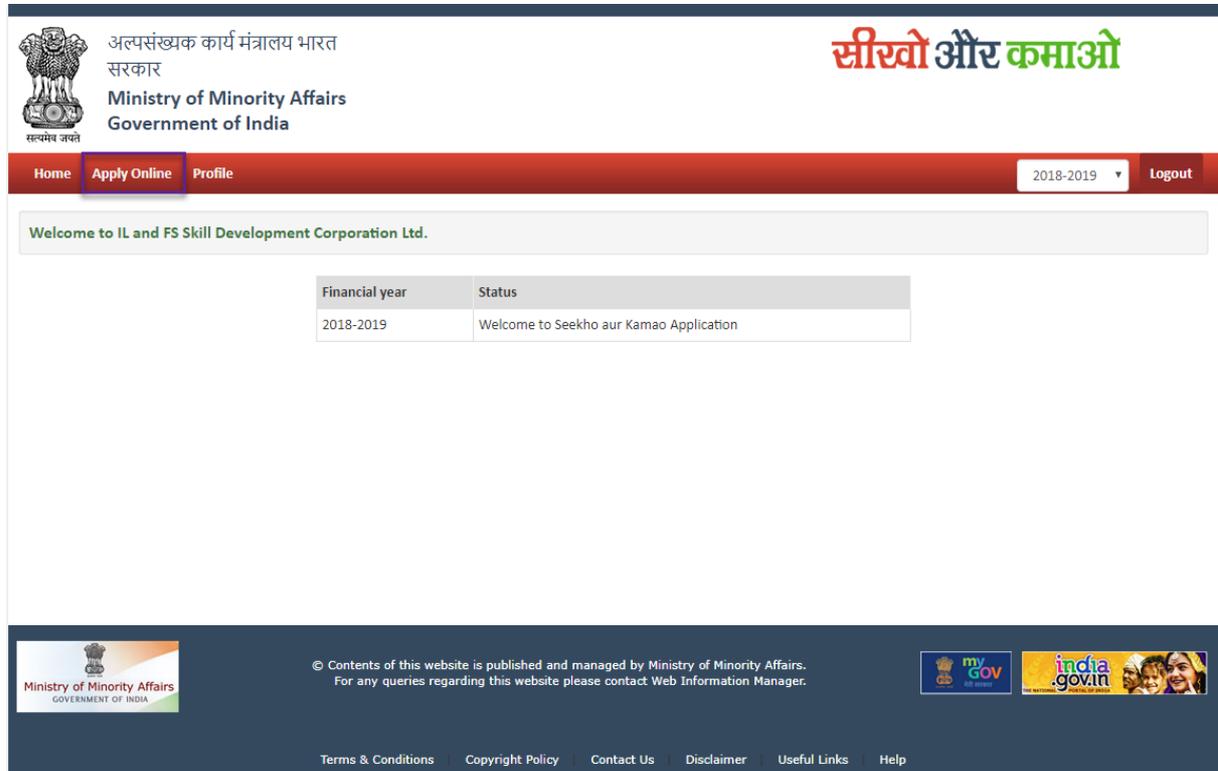


The screenshot displays the user interface of the Ministry of Minority Affairs website. At the top left, there is the national emblem of India and the text: 'अल्पसंख्यक कार्य मंत्रालय भारत सरकार' (Ministry of Minority Affairs, Government of India). At the top right, the slogan 'सीखो और कमाओ' (Seekho aur Kamao) is written in red and green. Below the header, there is a red bar with a 'Logout' button. The main content area has a heading 'Select Seekho aur Kamao Financial Year'. Underneath, there is a label 'Financial Year' followed by a dropdown menu. The dropdown menu is open, showing the following options: '--Select--', '2015-2016', '2014-2015', '2016-2017', '2017-2018', and '2018-2019'. The '2018-2019' option is currently selected and highlighted in blue. At the bottom of the page, there is a footer with the text '© Contents of this website is published and managed by Ministry of Minority Affairs.' and several small logos including 'my' and 'india'.

Figure 9 - Financial Year

7. Process of Apply Online

In order to submit new application, click on the “Apply Online” tab. Now you can see nine forms. Fill them one after other.



The screenshot displays the website interface for the Ministry of Minority Affairs, Government of India. The header includes the national emblem and the text 'अल्पसंख्यक कार्य मंत्रालय भारत सरकार' and 'Ministry of Minority Affairs Government of India'. The slogan 'सीखो और कमाओ' is prominently displayed. A navigation bar contains 'Home', 'Apply Online', and 'Profile' tabs, with 'Apply Online' selected. A dropdown menu shows '2018-2019' and a 'Logout' button. A welcome message reads 'Welcome to IL and FS Skill Development Corporation Ltd.'. Below this is a table with two columns: 'Financial year' and 'Status'. The table contains one row for the financial year '2018-2019' with the status 'Welcome to Seekho aur Kamao Application'. The footer includes the Ministry of Minority Affairs logo, copyright information, and logos for 'myGov' and 'india.gov.in'. A list of links is provided at the bottom: 'Terms & Conditions', 'Copyright Policy', 'Contact Us', 'Disclaimer', 'Useful Links', and 'Help'.

Financial year	Status
2018-2019	Welcome to Seekho aur Kamao Application

Figure 10 - Apply Online

7.1 Form 1 – Project Location

The screenshot shows the 'Project Location' form in the Ministry of Minority Affairs portal. The header includes the Government of India logo and the slogan 'सीखो और कमाओ'. The navigation bar contains 'Home', 'Apply Online', and 'Profile', along with a dropdown for '2018-2019' and a 'Logout' button. The main menu has buttons for 'Project Location', 'Branches/Centers', 'Past Experience(Part-1)', 'Past Experience(Part-2)', 'Past Placement Records', 'Professional Engaged', 'Financial Strength', and 'Company MoU Details'. The 'Project Location' button is highlighted. Below the menu, there is a section for 'Project Location' with the following fields: 'Location:*' (text input), 'State:*' (dropdown menu), 'District:*' (dropdown menu), 'Block/Town:*' (text input), 'Is Location Minority' (checkbox), and 'MCB/MCT:* (For MCB=1/MCT=2)' (text input). Below these fields, there is a section for 'Add Name of the Trades to be Imparted at this Location:' with a table of columns: 'Trade Name*', 'Skill Type', 'Boys Trainees*', 'Girls Trainees', 'Total Trainees', 'Minority Trainees', and 'Certifying agency*'. The 'Trade Name*' and 'Skill Type' columns have dropdown menus. The 'Boys Trainees*' and 'Girls Trainees' columns have text input fields. The 'Total Trainees' column is a greyed-out text input field. The 'Minority Trainees' and 'Certifying agency*' columns have text input fields. There is an 'Add' button to the right of the table. At the bottom right of the form, there are 'Save', 'Reset', and 'Next' buttons. At the bottom left, there is a message 'No Records Found'.

Figure 11 - Project Location

- User need to enter their Project Location information one by one. At a time, user can add multiple project location.
- In Order to add more project location, user need to enter information again and click on save button.
- User need to enter “1” in case of MCB and “2” for MCT as mentioned in the screen.
- Once all the project location added, user will click on ‘Next’ button to move to next screen for Form 2 submission.

7.2 Form 2 – Branches / Centres

The screenshot shows the 'Branches / Centres' form in the Ministry of Minority Affairs portal. The form is titled 'Organization Other Details' and includes a 'Mandatory criteria for selection' section. A note states: 'Note: Own Branches /Centres of the Project Implementing Agencies duly approved on SMART'. The form contains the following fields and options:

- Center/Branch Name *
- Smart Registration No:
- Name Of Branch Head:*
- Centre accredited as 4 or 5 star rating * (4 Star, 5 Star)
- Centre registered as PMKK * (Yes, No)
- Capacity and infrastructure for imparting training annually for a minimum 500 trainees in particular centre * (Yes, No)
- Project Location:*
- Registration Date:
- Mobile No *
- Centre accredited as 3 star * (Yes, No)
- NSDC's funded training centres * (Yes, No)

At the bottom right, there are three buttons: 'Save', 'Reset', and 'Next'. A note at the bottom states: 'Note: For multiple Branches/Centers please press submit and fill the form again.' Below the note, it says 'No Records Found'.

Figure 12 - Branches/ Centers

- User need to enter their Branch/Centers information one by one and click on save button to save the information.
- In Order to add more Branch/Centers, user needs to enter information again and click on save button.
- User can add multiple Branch/Centers.
- User can also reset the information filled in the screen.
- User will click on “Next” button save the information and move to next screen.

7.3 Form 3 – Past Experience (Part 1)

The screenshot shows the 'Past Experience (Part 1)' form on the Ministry of Minority Affairs portal. The form is titled 'Details about Skill Development Projects funded by Central Ministries /Departments in last three years:'. It contains the following fields and controls:

- Financial Year:*** A dropdown menu with '--Select--' selected.
- Project Name:*** A text input field.
- Sponsoring Ministry /Department :*** A text input field.
- Projects funded by Ministry of Minority Affairs/ their Departments** A checkbox.
- Project Cost:*** A text input field.
- Sanction order :*** A file upload button labeled 'Choose File' with the text 'No file chosen'.
- No. of trades PIA conducted in last three years:*** A text input field.
- Types and Name of Skill:*** A text input field with a small icon in the bottom right corner.
- Duration (In Hrs):*** A text input field.

At the bottom right of the form, there are three buttons: 'Save', 'Reset', and 'Next'. Below the form, a message states 'No Records Found'.

Figure 13 – Past Experience (part 1)

- User Need to give details about skill development projects funded by Central Ministries/Department in last 3 years.
- User need to fill all the information shows on the screen and click on save button to save the information filled.
- In Order to add more Past Experience for multiple financial years, user needs to enter information again and click on save button.
- In order to move to next screen, user needs to click on the “Next” button.
- User can reset the information in text field
- User can add multiple information also

7.4 Form 4 - Past Experience (Part 2)

अल्पसंख्यक कार्य मंत्रालय भारत
सरकार
Ministry of Minority Affairs
Government of India

सीखो और कमाओ

Home Apply Online Profile 2018-2019 Logout

Project Location Branches/Centers Past Experience(Part-1) Past Experience(Part-2) Past Placement Records Professional Engaged Financial Strength Company MoU Details

Organization Other Details

Details about Skill Development Projects funded by State Government/UT Administration in last three years :

Financial Year:* --Select-- Project Name:*

Sponsoring Ministry /Department :* Projects funded by Ministry of Minority Affairs/ their Departments

Project Cost:* Sanction order :* Choose File No file chosen

No. of trades PIA conducted in last three years:* Types and Name of Skill:*

Duration (In Hrs):*

Save Reset Next

No Records Found

Figure 14 - Past Experience (Part 2)

- User Need to give details about skill development projects funded by state Government/ UT Administration in last 3 years
- User need to fill all the information shows on the screen and click on save button to save the information filled
- In Order to add more Past Experience for multiple financial years, user needs to enter information again and click on save button.
- In order to move to next screen, user needs to click on the “Next” button.
- User can reset the information in text field
- User can add multiple information also

7.5 Form 5 - Past Placement Record



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सरकार
Ministry of Minority Affairs
Government of India

सीखो और कमाओ

Home Apply Online Profile
2018-2019 ▼
Logout

Project Location

Branches/Centers

Past Experience(Part-1)

Past Experience(Part-2)

Past Placement Records

Professional Engaged

Financial Strength

Company MoU Details

Organization Other Details

Past Placement record of the organization for last three years :

Skill Development projects implemented by the PIA in the minority concentrated districts/ blocks in the last three years :*

No file chosen

Minority youths trained exclusively by the PIA during last three years in projects funded by the Central/State Government :*

No file chosen

Percentage of trained youths who have been provided employment in organized sector by the PIA after training in last three years :*

No file chosen

Percentage of candidates placed after 3 months of certification and remain in employment for 1 year out of 12 months of tracking :*

No file chosen

SN.	Minority Concentrated Districts	Minority Trained Youth	Percentage Trained Youth	Percentage candidates After 3 Month
No expertise Found please revised search				

SN.	Financial Year	Youths Trained	Trained Minority Youth	Placed in the Organized Sector	% of Placement	% of Retention after 12 months of joining	Name of Companies/ Industries where placed.	No of Trained youth become entrepreneur	Name and Details of Company
1	2017-2018	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	2016-2017	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	2015-2016	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Figure 15 - Past Placement Record

- User need to upload document asked in the screen. Validation for Document are:
 - File size should not be more than 1 MB
 - File should be in PDF Format
 - File name should contain max 30 Character and no special Character.
- User need to provide past placement record for last 3 financial Year in the entire column asked.
- In the last 2 column, User need to enter total No of Youth trained who become entrepreneur and Name & Details of company where placed.

7.6 Form 6 - Profession Engaged

अल्पसंख्यक कार्य मंत्रालय भारत सरकार
Ministry of Minority Affairs
Government of India

सीखो और कमाओ

Home Apply Online Profile 2017-2018 Logout

Project Location Branches/Centers Past Experience(Part-1) Past Experience(Part-2) Past Placement Records Professional Engaged Financial Strength Company MoU Details

Organization Other Details

Professional Engage:
Branch or Centre-wise list of Professionals engaged by the organization (Please give separate Tables for each Centre):

SN.	Center/Branch Name	Name Of Professional	Male/Female	Educational Qualification	Experience in skill training (in years)	Regular or Part Time
1	bhilai	<input type="text"/>	Male	Matricula	<input type="text"/>	--Select--

Save & Next Reset

Figure 16 - Profession Engaged

- User need to enter Profession engaged information Centre /branch wise.
- As you can see in the screen with red marked, the moment you will add centre, details, a row will display as shown in the screen where you can enter the Professional engaged details.
- In Order to move to next screen, user need to click on “Save & Next” Screen.

7.7 Form 7 – Financial Strength

The screenshot shows the 'Financial Strength' section of the Ministry of Minority Affairs portal. At the top, there is a navigation bar with 'Home', 'Apply Online', and 'Profile' links, along with a dropdown menu for the financial year '2018-2019' and a 'Logout' button. Below the navigation bar, there are several tabs: 'Project Location', 'Branches/Centers', 'Past Experience(Part-1)', 'Past Experience(Part-2)', 'Past Placement Records', 'Professional Engaged', 'Financial Strength' (which is currently selected), and 'Company MoU Details'. Under the 'Financial Strength' tab, there is a section for 'Organization Other Details' and a 'Financial Strength' section. This section includes a text field for 'Certificate from practicing Chartered Accountant (preferably the same who has audited the last year financials of the applicant's company):*' and a 'Choose File' button with the text 'No file chosen'. Below this is a table with the following columns: SN., Financial Year, AnnualTurnOver, NetWorth, Revenue, and Audited Financials Report. The table contains three rows of data for the years 2017-2018, 2016-2017, and 2015-2016. Each row has input fields for the first four columns and a 'Choose File' button with the text 'No file chosen' for the 'Audited Financials Report' column. At the bottom right of the form, there are 'Save & Next' and 'Reset' buttons.

SN.	Financial Year	AnnualTurnOver	NetWorth	Revenue	Audited Financials Report
1	2017-2018	<input type="text" value="200000.00"/>	<input type="text" value="2000000.00"/>	<input type="text" value="2020202.00"/>	<input type="button" value="Choose File"/> No file chosen AuditedReport2017_Sample Document810.pdf
2	2016-2017	<input type="text" value="22220020.00"/>	<input type="text" value="2222222.00"/>	<input type="text" value="22333223.00"/>	<input type="button" value="Choose File"/> No file chosen AuditedReport2016_Sample Document810.pdf
3	2015-2016	<input type="text" value="10000000.00"/>	<input type="text" value="10000.00"/>	<input type="text" value="20000.00"/>	<input type="button" value="Choose File"/> No file chosen AuditedReport2015_Sample Document810.pdf

Figure 17 - Financial Strength

- User need to input financial information and need to upload Audit Financial Report.
 - File size should not be more than 1 MB
 - File should be in PDF Format
 - File name should contain max 30 Character and no special Character.

7.8 Form 8 - Company MOU Details

अल्पसंख्यक कार्य मंत्रालय भारत
सरकार
Ministry of Minority Affairs
Government of India

सीखो और कमाओ

Home Apply Online Profile 2018-2019 Logout

Project Location Branches/Centers Past Experience(Part-1) Past Experience(Part-2) Past Placement Records Professional Engaged Financial Strength Company MoU Details

Organization Other Details

Company/Industry/Institution Name : * Address : *

Required Skills in Company : * Date Of Signing *

Validity Period Of Mou

Valid From * Valid To *

Save Reset Next

Note: For multiple Company MoU details please press submit and fill the form again.

SN.	Company Name	Address	Required Skills	Date of Signing	Valid From	Valid To	Edit
1	ACS Consultanct	Noida	yes	01-Jul-2018	01-Jul-2018	31-Jul-2018	Edit Delete

Figure 18 - Company MOU Details

- Organization need to enter Company MOU Details.
- If Organization has multiple MOU, then same can be upload here as shown in the screen.

7.9 Form 9 - Organization Other Details



अल्पसंख्यक कार्य मंत्रालय भारत
सरकार
Ministry of Minority Affairs
Government of India

सीखो और कमाओ

Home Apply Online Profile
2017-2018 ▼ Logout

Project Location
Branches/Centers
Past Experience(Part-1)
Past Experience(Part-2)
Past Placement Records
Professional Engaged
Financial Strength
Company MoU Details

Organization Other Details

Organization Other Details:

Whether the PIA Guarantees employment to minimum 75% trained candidates (including 50% in organised sector) after training:* --Select-- ▼

Weather organization has its own website:* --Select-- ▼

Website Url:

Weather organization maintains Management Information System for trainees for last three years:* --Select-- ▼

Management Information System Name :

Weather organization has ever been suspended / blacklisted from any Govt. scheme:* --Select-- ▼

Name Of Blacklisting / suspension Authority:

Date of Blacklisting / suspension

Reason for Blacklisting / suspension:

Date of deletion of name from Suspend / Blacklist:

Willingness of furnish Bank Guarantee:* --Select-- ▼

Whether PIA is affiliated with National Skill Development Corporation (NSDC):* --Select-- ▼

Additional Lists/Documents to be enclosed

Managing Committee of Organization * Choose File No file chosen

Memorandum of Association/Bye Laws * Choose File No file chosen

Formate for Undertaking on Non-Judicial Stamp Paper * Choose File No file chosen

I, President/Secretary/CEO Name President/Secretary/CEO/Head of , son / daughter / wife of resident of (Address) Declaration Address hereby declare that the information given above is true to the best of my knowledge.

SN.	Is PIA Guarantee	Is Own Website	Website Url	Is MIS	Is Suspended	Blacklisting Authority	Date Of Blacklist	Reason	Date Of Deletion	Is Furnish Bank Gurantee	Is Affiliated NSDC	Website Home Page	Website Home Page



Ministry of Minority Affairs
GOVERNMENT OF INDIA

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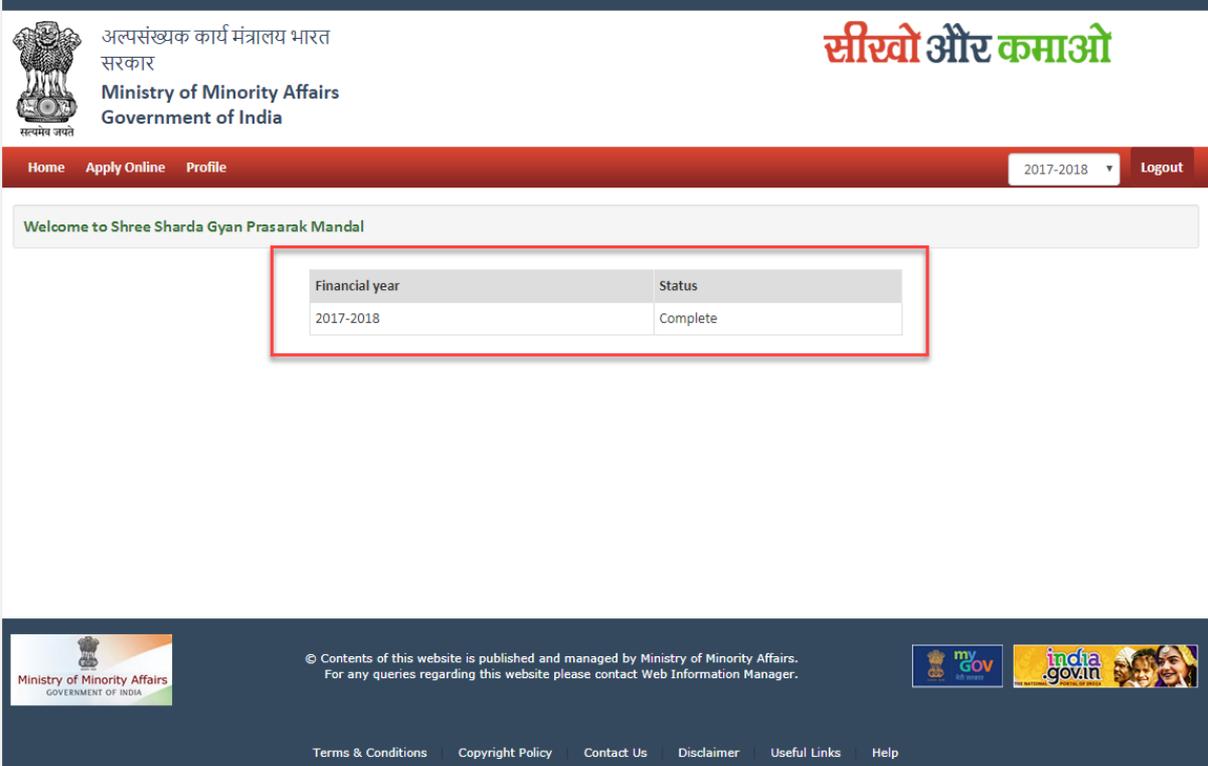

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Contact Us
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Useful Links
Help

Figure 19 - Organization Other Detail

- User need to input complete information and need to upload document wherever required.
 - File size should not be more than 1 MB
 - File should be in PDF Format
 - File name should contain max 30 Character and no special Character.

8. Process of Checking Account Status

You can check the status of your form that whether it is completed or partially filled etc.



The screenshot shows the website interface for the Ministry of Minority Affairs, Government of India. The header includes the national emblem and the motto 'Satyameva Jayate'. The navigation menu contains 'Home', 'Apply Online', and 'Profile'. A dropdown menu shows '2017-2018' and a 'Logout' button. A welcome message reads 'Welcome to Shree Sharda Gyan Prasarak Mandal'. A table displays the account status for the financial year 2017-2018, which is 'Complete'. The footer contains the Ministry of Minority Affairs logo, copyright information, and various utility links.

Financial year	Status
2017-2018	Complete

Figure 20 - Account Status Screenshot