





Ministry of Health & Family Welfare Government of India

Ministry of Health and Family Welfare

# **User Reference Guide**

For

**Beneficiary Identification System** 

Web Portal User





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### **1. INTRODUCTION**

Beneficiary Identification System (BIS) is a process, of applying the identification criteria (as per AB-NHPM guidelines) on the SECC and RSBY database to approve/reject the applications entitled for the benefits. AB-NHPM aims to target about 10.74 crore poor, deprived rural families and identified occupational category of urban workers' families as per the latest Socio-Economic Caste Census (SECC) data. Additionally, all families enrolled under RSBY that do not feature in the targeted groups as per SECC data will also be included. There are following types of user in the process namely:

- National
- State- SHA
- State-Approver
- > District
- Pradhan Mantri Arogya Mitra (PMAM)
- ➢ KIOSK Operators

National, State and District users will be able to view Dashboards and Reports for monitoring.





#### 2. USER ROLES

Each user has been assigned a specific role in order to make the process hassle free and easy. These roles have been briefly discussed below-

- MHA ADMIN- The National user is able to view the Dashboards and Reports at National level (both State wise and District wise).
- STATE HEALTH AGENCY (SHA) This user can view the Dashboard reports of the Beneficiary Identification System, for a particular state.
- STATE APPROVER- A State Approver converts the Silver Records to Golden records. This means that it approves or rejects the beneficiary list which has come for his approval. In case an entry is rejected, it has to be with a valid reason.
- DISTRICT- The District user is able to view the Dashboards and Reports at the District level.
- PRADHAN MANTRI AROGYA MITRA (PMAM) This user is able to search and submit the beneficiary identification details. He can also print the beneficiary card called the AB NHPM card.
- KIOSK OPERATORS- KIOSK Operators can search and submit the beneficiary identification details.





## 1. LOGIN

After successful registration and approval from the Beneficiary technical team, the user can login to the web portal http://bis.abnhpm.gov.in/BIS with registered Mobile Number.

- Enter 'Mobile Number' and 'Captcha Code' in the text boxes available.
- Click on 'Generate OTP'.

Beneficiary Identification Syste	em			Login
Ninistry of Health & Family Government of Indi	AYUSH NATH PROTE	HMAN BHARAT ONAL HEALTH ECTION MISSION B-NHPM	national health agency	
PROCESS OF BIS				
I. The operator search person is covered. II. Search can be perf Ration Card No or Mo (ADCCI) or ID printed	es through the available beneficiaries list to determine if th ormed by Name, Father Name, Mother Name and Location bile number (collected during Additional Data Collection Dr on the letter set to family or RSBY URN.	e Mobile Number*	7982549824           7 0 f f f 9           Cantoha leffers are case sensitive	
III. If beneficiary name and Ration Card or ar Family details availab IV. The operator subn Insurance Company /	is found in the list, Aadhaar or an alternative Government alternative family ID is required to validate against the Nai le in the system. hits the individual and family record for approval to the Trust.	ID Enter Captcha*	70ffis) Generate OTP	
V. Insurance Compan submitted beneficiarie Approved/Rejected by	y / Trust may Approve or Recommend for Rejection for the s. Recommended for Rejection cases will be finally / State Health Agency (SHA).	For technical assistance of	contact: Mr.Sanjeev Kumar +91-9911998650 bis.nha@gmail.com	e i
VI. Once it is approve to beneficiary.	d by Insurance Company /Trust/SHA, the e-card will be issu	ued		









Figure 2

The generated OTP is sent on both registered mobile number and email of the user.

In case the user does not receive the OTP, he can click on Resend OTP. Upon receiving the OTP, the user enters it in the text box and click on **Verify OTP**. **NOTE:** <u>OTP is of 6 digits.</u>

The following screen is displayed upon successful login.

It can be seen here that the user has the options to '*Search*' a Beneficiary, '*Add Member*', *view 'Approved Beneficiary*' and also view '*Pending Approvals*'.

Beneficiary Identification Sys	tem									WELCO	ME Ayushr	nan Mitra(A	M) MANIF	PUR(14) ,B	ISHNUPUR(25
Ministry of Health & Frank Government of Ins	ly Welfare lia				AYUSH NATI PROTE A	HMAN ONAL ECTIO B-N	I BHA HEA N MIS HPN	RAT LTH 5510N <mark>/</mark> 1					atior ealth genc	nal i y	
Home     Search	WELCOME N	dhi Nehra Sh	iarma (Ayu	ishman Mitr	a(AM) User)								LAS	T LOGIN ON	13-08-018 10:15:
Add Member															i: inti
<ul> <li>Approved Beneficiary</li> <li>Pending Approval</li> </ul>															Ø
▶ Logout	8 7	3		Q)	è.			3	Q)	è.		(÷	3		9

Figure: 3

#### 2. SEARCH

- Click on '*Search*' option from the left menu and the operator will be able to search for the family to which the beneficiary belongs to. This search is carried out based on various parameters like-
  - > By SECC Name
  - > Mobile Number
  - > Ration Card Number
  - > RSBY URN
  - > HH ID Number
  - > AB NHPM ID





Ministry of Health & Governmen	n Family Welfare of India	AYUSHMA NATIONA PROTECT AB-1				
D Home	Search					
▶ Search						
Pending Approval	Select Search Parameter	Select •	)			
Approved Beneficiaries		Select Mobile Number Ration Card Number				
D Add Member	A. 40 A. 4	AB-NHPM ID	100			
Rejected List	13 6 8 8	By SECC Name RSBY URN	171 8			
Logout						

Figure: 4





- <u>By SECC Name</u>: Operator can look up for the beneficiary by looking up his name in the Socio Economic & Caste Census (SECC) data. Selecting SECC Name option directs the user to the following screen where
  - He/she can enter the name, Father's name or Mother's name of the Beneficiary and select State, and District name. There are check boxes also available alongside to select or deselect the search parameter. Then, Search results from the database will be displayed at the bottom of the screen on the bases searched parameters.

Approved Beneficiary			Name Rahu	I			Apply				
Pending Approval		Father's	s Name Fathe	r name here			Apply				
▶ Logout		Mother's	s Name Moth	er's name here			Apply				
i 🖁 🖅 🕄 1		Spouse's	s Name Spou	se's name here			Apply				
A & A & L			Gender Male		V A	ge 45	Apply				
		Rural	/ Urban Rura				<ul> <li>Apply</li> </ul>				
もんが開発			State MAN	PUR			Apply				
		I	District Distri	ct here			Apply 🖉				
о 📾 🚟 Р С		Villag	e/Town Villag	e/Town here			Apply				
		Pi	n-Code Enter	pincode here			Apply				
				Se	arch Reset						
8 4 9 4 88				Number of	Record(s) F	ound: 2					
				Coor	ah Daauli						
SIDHI.		5-0		Searc	<u>un Resul</u>	<u>s</u>					
RAHU	Age Gender	SIRZA A	INISHA	Spouse Name	MANIPUR	SENAPATI	Rikhumai Taohou				
6. 8. 2. 8. 4								View Family	Collect KYC		
RAHUL DAS	46 Male	SURESH DAS B	ASANTI DAS	L KUTUKI DEVI	MANIPUR	IMPHAL EAST	Kontha Ahallup	View Family	Collect KYC		
U INT THE IDA N		_	_	_	_	_	_	_			

Figure: 5

*Note:* The user can keep on changing the applied filters or searched parameters till search results are not displayed because if the search results is not equal or less than 5 till then details of search details will not be displayed by the system. .

The Operator will click on 'View Family' button to ascertain if the person is part of the listed family. Details of the family will be listed on the screen as shown below-





		AB-NH			J
■ Home Family D	etails for HH ID: 140700300	140000003100105			
Search					
Add Member Address: 1	IPUR 05, , KONTHA AHALLUP MAYAI LE	District: IMPHAL EAST IKAI, KONTHA AHALLUP, IMPHAL EAST,M	Block: Sawombung CD Block	k Village: Kontha Ahallu Pin Code: 795002	þ
Approved Beneficiary #	lame	Father's Name	Mother's Name	Spouse's Name	Gender
Pending Approval	JATRA SINGH AHUL DAS	L AMU SINGH SURESH DAS	L THAMBAL DEVI BASANTI DAS	M IBETOMBA DEVI L KUTUKI DEVI PANJU DAS	MALE MALE
► Logout 5 L	PIN DAS	RAHUL DAS	L KUTUKI DEVI	KAITOL DAG	MALE
5 S.	ANJANA DAS	RAHUL DAS	L KUTUKI DEVI		FEMALE
6 S	AMBABU DAS	RAHUL DAS	L KUTUKI DEVI		MALE
		Close Windo	w		

Figure: 6

- ✤ After matching the details, operator can click on 'Close Window' tab to close the current window.
- Click on 'Collect KYC' tab to upload the documents of the beneficiary for whom KYC is required to be done. The screen will display details of the beneficiary to ascertain the correct beneficiary as per the KYC document produced by him/her. Enter 'Mobile Number' in the text box provided and mention whose number it is by selecting an option from the dropdown list.
- The beneficiary's KYC can be done in two ways using
  - Aadhaar
  - Non-Aadhaar

#### Aadhaar Based KYC

When the user selects Id type Aadhaar, default authentication type will be '*Biometric'- Finger print and Iris.* 





Ministry of He Govern	the state ment of India		JSHMAN BHARJ ATIONAL HEALI DTECTION MISS AB-NHPM			nat nea age	iional alth ency			
Home     Search		✤ Add Personal Details			Į,	Add Family	Details			6
Add Member	Beneficiary	Documents l	Jpload							
Approved	AHL-TIN:	591406002000200000	00200050001	HHID:		14060020002	20000000	200050		
Beneficiary	NAME	SURAJ GOUTAM		FATHER NAME		AMAR BAHA	DUR			
Recommended For Rejection	MOTHER NAME	PABITRA		GENDER		Male				
Dending Assessed	YEAR OF BIRTH	1960								
Logout	Enter Mobile No:*	9891605717	Others •							å
	SELECT AUTHENT	ICATION TYPE	BIOMETRIC	•						
6 6 1 1	VERIFY AADHA	AAR	10h 2 a	n A. A.	Ì	101	2	æ	d.	6

Figure: 7 (Biometric)

- On clicking the *Capture Biometric* button, the biometric device gets activated (Device must be successfully already installed in the system). The beneficiary will be asked to provide his/her Finger/IRIS impression along with Aadhaar Number to get the e-KYC from UIDAI and these details received from UIDAI are then displayed on the screen.
- Select 'Rural/Urban' from the drop-down list. [This is a mandatory field]

	Aadhaar Number*							
The beneficiary has no objection to provide Aadhaar Number for fetching eKYC (Electronic Know Your Customer) Details from UIDAI database for AB-NHPM.          Personal Information         Name:       kinitadBiogitx         Date of Birth :       Female         11-12-1988       [Father Name ]         Visida Sixepk       C/O, Wintlat@Binght A 77, Maendcame, Park, undefined, Desikir, Wilesok/Desikir, ok/ditesom/Biograv, Dick/discham, Gossion - 110         SELECT HIERARCHY       Rural / Urban*         Select       *	84882778787898							
Personal Information       Name:     Xionitax/Biologitox       Date of Birth :     Female       11.12-1988       Father Name ▼     Visitio Sliksgik       C/O, Winkter@ingthy A 77, Macedama, Park, undefined, Beikiuukkasub/Deikiuukkasub/Deikiuukkasub/Deikiuukkasub/Deikiuuukkasub/Deikiuuukkasub/Deikiukkasub/Deikiukkasub/Deikiukasub/Deikiukasub/Deikiuukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiukasub/Deikiuk	The beneficiary has no object Customer) Details from UIDA	ction to provide Aadhaar Nu Al database for AB-NHPM.	mber for fetching el	(YC (Electronic Know	w Your			
Name:     Känitäsöängtax       Date of Birth :     Female       11-12-1988       Father Name V Visitäs õingik       C/O, Vietitäs ölingik       C/O, Vietitäs ölingik       Select V		Personal Informa	tion					
Date of Birth :     Female       11-12-1988       Father Name •       Visider Skiegek       C/O, Winther@ingthy: A 77, Meandrame. Park, undefined, Baskie, Wiesek-Deskie, withteen-Wagers, Dokoddischen, Seastern - 110       SELECT HIERARCHY       Rural / Urban*       Select		Name:	XANAXANXANXANXA					
11-12-1988       Father Name       Vission Sixspix       C/O, Vinster@lingthy A 77, Nacestame, Park, undefined, Besikiublikesbiblicoublidgessylbobiblidgessylbobiblicoublidgessylbobiblidgessylbobiblicoublidgessylbobiblidgessylbiblidgessylbobibl		Date of Birth :		Female				
Father Name     Visita Sükaşla       C/O, Visita Glingihi A 77, Manadaama Park, undefined, Baski, Misat Daski, Misat Daski Daski, Misat Daski, Misat Daski, Misat Daski, Misat Das		11-12-1988						
C/O, Vinkther@lingt/m, A 77, Nienelcama, Park, undefined, Deitki, vikkenbuDeitki, ovidetnern-blaggas, doubdeshann, Gassion - 110 SELECT HIERARCHY Rural / Urban* Select		Father Name	▼ \√innidex x5innglx					
SELECT HIERARCHY Rural / Urban* Select		C/O, Winditer @img/m A 7	7, Alamadsama Park, un	defined, DaikixAkaaba	BelikioxiditamohlaganxB	den an	dearation - 1	100
Select		SELECT HIERAR	СНУ					
Select		Rural / Urban*						
		Select			•			

Figure: 8

• Click on the *Next* tab and the user is guided to the next screen.





Ministry of H Gove	eath & Family Welfare mment of India		AYUSHMA NATIONA PROTECTIO AB-N	N BHARAT L HEALTH DN MISSIOI JHPM	N		2	na he ag	alth ency	31	
<ul> <li>Home</li> <li>Search</li> </ul>	✔ Add Per	sonal Details <mark>(Click he</mark>	ere to view Personal Deta	ils)		4	Add Family	Details			
Add Member     Approved	Family Deta	ils									
Beneficiary	Ration card •	425534			Check Doo	cument Details	Reset				Ş
Recommended For Rejection		8 4 (		8 6	8.		<u>6</u> 8				2
<ul> <li>Pending Approval</li> <li>Logout</li> </ul>	01/	1 & 2	<b>5-</b> ( 🕥	11	1	3		ĩ.	1	11	-

Figure: 9





Family details can be added through this screen.

• Click on '*Check Document Details*' and the operator can enter the family details by selecting one option from the drop-down list- *Ration Card*.

Ministry of F Gove	Calls & Family Welfare	ANATIONAL HEALTH PROTECTION MISSION AB-NHPM																
Home     Search	Add Pers	onal Deta	ils (Click h	ere to view F	Personal De	tails)				•	Add Family	Details						
Add Member	Family Detai	ls																
Beneficiary	Ration card *	425534	4					Reset	- 9									
Rejection	Family Document														- 2			
Pending Approval	Photo*	Family	Member	Name														
▶ Logout		+ ADD	) ANOTHI	ER FAMIL	Y MEMBEI	R									8			
	a second second														2			
															R			
	Choose File No fiosen	a		HIMH	. n		ā	a	0	HIATH	0	0.5	ā	a				

Figure: 10

• The image of family document can be uploaded here.

D Search	▼ Add P	ersonal Det	alls (Click P	iere to view F	Personal Det	ans)				• /	add ramily	Details		
Add Member	Family Deta	ails												
Approved     Beneficiary								-	0					
Recommended For Rejection	Ration card •	23456						Reset						
Pending Approval	Family Document Photo*	Family Me	SUSAMA	SECC: SL	RAJ GOU	TAM, CH	ANDRAM	AYA DEVI	, DINESH	GOUTAM,	DIBESH			
E Logout	A YUGHMAN BHARAT NATONAL HEALTH PROTECTION MESION ALE-NHIFTA	rajesh												
	To know complete details about AB-MPM Scheme. Please statt https://dom/pre.gov.in													
	Helpline No : 1900111565													
680 - 380	Choose File logoB png	đ												
9.00	mage Type: JPEG,PNG,JPC Max File Size: 200KB	3												
		Submi	t Eamily D	lataile	2.	DURMIT	1.00							

Figure: 11

• Click '*Submit*'. The data is now saved in the records.

Search	Add Personal L	164.100.58.98:8080 says	Add Family Details
Add Member	Family Details	Data Saved & forwarded for Approval	
Approved     Beneficiary		ОК	
Recommended For	Ration card v 234		
Rejection	Family Document Family		
Pending Approval	Photo* GOUTA	M, SUSAMA DEVI, DEPU GAUTAM	COURTAIN, DIBLOT
Logout	илдении вналат наточка, нелати ряотесточ извоп АВНИНЯМ		
3 0	To know complete details stood AB-NPMI Scheme. Please visit. https://doifug.gov.in		0 H A E 8 5

Figure: 12





4 4	0	H D			164.100.58.98:8 Data Already Veri	8080 says ified		o	K	<ul> <li>Apply</li> <li>Apply</li> <li>Apply</li> <li>Apply</li> </ul>	
ð					Village/To Pin-Co	ode Ent	age/Town here er pincode here			<ul> <li>Apply</li> <li>Apply</li> </ul>	
							Search Number of Rec	Reset ord(s) Fou	nd: 1		
i.o.							<u>Search F</u>	Results			
P			Name Aç	ge Gender	Father Name	Mother Name	Spouse Name	State	District	Village/Town	
Ġ.			SURAJ 58 GOUTAM	Male	AMAR BAHADUR	PABITRA	CHANDRAMAYA DEVI	MANIPUR	IMPHAL WEST	Moldangpok Khullen	View Family Collect KYC

• The system goes back to the main search screen which displays the family.

-

					Rural / Url	ban f	Rural		×	Apply	
					Dist	rict	District here			<ul> <li>Apply</li> <li>Apply</li> </ul>	
					Village/To	wn	/illage/Town here			Apply	
					Pin-Co	ode E	Enter pincode here			Apply	
							Search Number of Rec	Reset ord(s) Fou	und: 1		
							Search F	Results			
		Name	Age	Gender	Father Name	Mother Name	Spouse Name	State	District	Village/Town	
		SURAJ GOUTAM	58	Male	AMAR BAHADUR	PABITRA	CHANDRAMAYA DEVI	MANIPUR	IMPHAL WEST	Moidangpok Khullen	View Family
											Collect KYC

Figure: 14

When the operator clicks on the '*Collect KYC*' button again he will get a message saying "*Data Already Verified*".





#### Non- Aadhaar Based Verification

- Select '*Individual ID Type*' from the drop-down list.
- Enter the selected ID card number.
- Now enter responses for all the mandatory fields.
- *Upload* the document photo front, document back and capture profile photo of the beneficiary from the Camera attached with the system.

Home     Search		🕹 Add Personal Details	B H L V	X Add Family Details
Add Member	Beneficiary Docume	nts Upload		2 W 9 0 B 8 2 W 9
Approved Beneficiary	AHL-TIN:	591408002000200000200050001	HHID:	140600200020000000200050
Pending Approval	NAME	SURAJ GOUTAM	FATHER NAME	AMAR BAHADUR
■ Lopout	MOTHER NAME	PABITRA	GENDER	Male
	YEAR OF BIRTH	1980		
e i e ti a e	Enter woone no."	8580254388 Others V		I CAC TA I CA
6 A / 10 1 a		Select ID TYPE:*   Adhaar  Non-Aadhaar		06 A / 10 1 0 6 A
の意志でで		UPLOAD DOCUMENTS	1 M 44 G 9	108469108
0000		Select Personal Id Type	Add Member Information	
a) 1 (a) 5 (b) 4		Enter ID Number	Personal Information Name* Y	fear of Birth*
0 M W Y UU M		Document Photo Document Photo Beneficiary Photo*	NAME AS IN DOCUMENT	Enter YYYY
112-01/		Front <sup>e</sup> Back	Gende V Select Name V	Enter Name
OTOHAL			SELECT HIERARCHY Rural / Urban* H	iouse Number *
人名 / 國 & 法			Select Rural /Urban 🔻	Enter House No. here
		Choose File Choose File	Street L	andmark
0" 國 瑞 6 9 (		Upload Document Front Upload Document Back Control State	Enter Street here	Enter Landmark here
		Image Type: JPEG.PNG.JPG Max File Size: 200KB		****
810456		NE	EXT	031948031



**NOTE:** The image size uploaded should not be more than 200 Kb.

Having uploaded the documents the next screen which comes up is one where the Family details of beneficiary and the image of Family document are required to be captured.

#### Add Family Details

Having entered personal details, user can then enter the beneficiary's family details.

• Click on '*Add Family Details*' if the beneficiary wishes to add family members.





	A A A A A A A A A A A A A A A A A A A	YUSHMAN BHARAT NATIONAL HEALTH ROTECTION MISSION AB-NHPM	national health agency
Home Report	Add Personal Details (Click here to view Personal Details)	Add Family Details	X Print Provisional Card
<ul> <li>Approve</li> <li>Logout</li> </ul>	Family Details		
8 2 8	Ration card • 489316	Check Document Deta	alls Reset

Figure: 16

• Enter the Ration Card no. and then click on '*Check Document Details*'.

Home     Search		- Add Po	arsonal De	talls (Clic	k here to ve	ew Persona	i Details)				+	Add Famil	y Details		-923
Add Member	Family De	etails													
Approved Beneficiary															
Recommended For	Ration card	*	824693	8573578	33				Reset						
Pending Approval	Family Document P	Photo*													
E Logout		1	+ ADD	ANOTH	ER FAMIL	V MEMB	ER								
		1													
		Č-													
s asia tani b	Chaose Eile UNIONIZ	Line	90												
P 9 40 (	Upload Family Docume	ant Photo	9												
	Max File Size: 200	OKB													
			Submi	it Family	Details										

Figure: 17

• Upload the ration card image and enter details of the family members who all are there in the Ration Card.

Home     Search		🖌 Add I	Personal	Dotails (CI	ick here to vi	ew Persona	d Details)					*	Add Famil	y Details			
Add Member     Approved Beneficiary	Family D	Details															
Recommended For Rejection	Ration card	•	8246	93857357	783					Rese	τ.						
Pending Approval	Family Documen	it Photo*	Family N	lembers i	n SECC: K	RONCH	ANDRA D	DAS, KAN	CHAN BA	LADAS							
E Logout			may	a													
	Choose File BN905 Upload Family Docu Image Type: JPEG Max File Size: 2	974 jpg iment Photo PNG JPG 200KB															
A States	63 8 2		Sut	bmit Famil	y Details			SUBMIT			100	H			-	100	



• After submitted it a pop-up message will come up to confirm that data is saved and sent for approval.





▶ Home			164 Data	.100.58.98	3:8080 s	ays i for Appr	oval				0					
Search	✓ Add	Personal	De							ОК		•	Add Family	/ Details		
Add Member	Family Details								_							
Approved Beneficiary																
Recommended For Rejection	Ration card •	8246	693857357	'83					Reset	ς.						
Pending Approval	Family Document Photo*	Family N	Aembers i	n SECC: K	IRONCH	ANDRA D	AS, KAN	HAN BA	LADAS							
E Logout		may	а													
	1 1 1															
	Choose File resizemo420.jpg															
906	Image Type: JPEG,PNG,JPG Max File Size: 200KB	Ģ														
		Sul	bmit Famil	y Details		0	SUBMIT	8								

Figure: 19

- Mobile Number- A beneficiary can also be searched by entering his mobile number. (Collected during ADCD drive).
  - Select Mobile Number from the drop-down list.
  - In the text box, enter the 10-digit mobile number (collect during ADCD drive).
  - Click on 'Search'.

Ministry of Health Governmen	AYUSHMAN BHARAT NATIONAL HEALTH Family Wetere PROTECTION MISSION AB-NHPM	nealth agency
D Home	Search	
Search Add Member	Select Search Parameter" Mobile Number v Mobile Number 96(12662794	
Recommended For Rejection	Search Reset	
Pending Approval		

Figure: 20

Family members details along with the document number and mobile number is displayed here





Ministry of Health & Government	AY N Family Welfare PR	USHMAN BHARAT IATIONAL HEALTH OTECTION MISSION AB-NHPM			ea hea age	ional Ith ncy	
► Home	Search						
<ul> <li>Search</li> <li>Add Member</li> </ul>	Select Search Parameter* Mobile Number	¥					
Approved Beneficiary	Mobile Numb	er 9612868794					
Recommended For Rejection		Search	Reset				
Pending Approval	State: MANIPUR						
▶ Logout	# Family Members	Family Status	Ration Card Mobil	ile RSBY URN	MSBY URN District	Village	
	1 SARIJAHAUBIBI, MOHAMAT SALATUN RAHMAN, Sahagal, M MOHAMAT SAHIDAR	IOHEMAT WAHIDUR, null	14100150686 9612	12868794	BISHNUPUR	Sagang Meitei	Select Family

Figure: 21

> Click on 'Select Family' and we will get more details about the family members.

Rejection Number of Record(s) Found: 5 Pending Approval State: MANIPUR															
	ogout			# Family Members	SALATU	N RAHMAN,	Sahagat, MOHEMAT WAHIDUR,	Family Status null	Ration Card 14100150686	Mobile 9612868794	RSBY URN	MSBY URN	District BISHNUPUR	Village Sagang	Select Family
é. Ö				MORANAI SARIDAR				amily F	otails					Mellel	
				Name SARIJAHAUBIBI	Age 36	Gender Female	Father Name BURAHAN	Mother Nan ZUBCRA	re Spous	e Name Sta MA	ate NIPUR	District	Village PUR Sagang	/Town g Meitei	Collect KYC
Ö.				Sahagat	9	Male	Saratun Rahman	Sarijahan		MA	NIPUR	BISHNUF	PUR Sagang	g Meitei	Collect KYC
• 8				MOHEMAT WAHIDUR	13	Male	MOHAMAT SALATUN RAHMAN	SARIJAHAU	BIBI	MA	NIPUR	BISHNUF	PUR Sagang	) Meitei	Collect KYC
Υ ····			0.0	MOHAMAT SAHIDAR	11	Male	MOHAMAT SALATUN RAHMAN	SARIJAHAU	BIBI	MA	NIPUR	BISHNUF	PUR Sagang	g Meitei	Collect KYC

Figure: 22

- Click on 'Collect KYC' button against the beneficiary you would like to validate button. [<u>Refer Page 8</u>]
- A pop- up message will appear informing 'Data Already Verified' if verification is complete. Else it will take the operator to screen shown below





Ministry of H Gove	with a Family Welfare nmeet of India	Ā	YUSHMAN BHAP NATIONAL HEAL PROTECTION MIS AB-NHPN	RAT TH SION	national health agency
Home     Search	Beneficiary [	↓ Add Personal Deta	ils		X Add Family Details
Add Member     Approved Beneficiary     Recommended For	AHL-TIN: NAME	151404003001100000 Sahagat	13600078005	HHID: FATHER NAME	140400300110000013600078 Saratun Rahman
Rejection  Pending Approval  Logout	MOTHER NAME YEAR OF BIRTH Enter Mobile No:*	Sarijahan 2009 9612868794	Select Type	GENDER	

Figure: 23

\*\* The procedure for Search on various parameters- Ration Card/HH ID Number/ RSBY URN/AB NHPM ID is similar. The correct document numbers have to entered to get the search result. \*\*

- <u>Ration Card Number</u>- The beneficiary can be searched by their Ration Card Number, which is unique for each family.
  - Select 'Ration Card Number' from the drop-down list.
  - Enter the 'Ration Card Number' in the text box.
  - Click on 'Search' button.

▶ Home	Search												
Search	Select Search Parameter* Ration Card Number •												
Pending Approval													
Approved Beneficiaries	Ration Card Number 14100150686												
D Add Member	Search Reset												
Rejected List	State: MANIPLIR												
Logout													
	# Family Members	Family Status Ratio	on Card Mobile	District									
	1 SARIJAHAUBIBI, MOHAMAT SALATUN RAHMAN, Sahagat, MOHEMAT WAHIDUR, MOHAMA SAHIDAR	T null 141	00150686 9612868794	BISHNUPUR Select Fam									

Figure: 24

- At the bottom of the screen one can view the details of the family which include the names of family members, mobile number, district and the ration card number.
- Click on the '**Select Family**' tab and the screen that follows provides the individual details of all family members.
- Search results from the database will appear.





- Click on 'Collect KYC' button against the beneficiary you would like to validate. [<u>Refer Page 8</u>]
- HH ID Number- HH ID Number (Household Id number) is also used to identify the beneficiary.
  - Select 'HH ID Number' option from the drop-down list.
  - Enter the HH ID Number (a unique number given to the family in SECC) in the text box.
  - Click on '**Search**' button.

NOTE: A valid HH ID Number is of 24 digits.

- At the bottom of the screen one can view the details of the family which include the names of family members, mobile number, district and the HH ID Number.
- Click on the '**Select Family**' tab and the screen that follows provides the individual details of all family members.
- Search results from the database will appear.
- Click on '**Collect KYC**' button against the beneficiary you would like to validate. [<u>Refer Page 8</u>]
- <u>AB-NHPM ID</u>- Ayushman Bharat National Health Protection Mission Id (AB-NHPM ID) is also a parameter which enables identifying a beneficiary family. This search will only be available to find the family of a beneficiary who has already verified and NHPM ID has been generated by the system.
  - Enter the '**AB-NHPM ID**' in the text box.
  - Click on 'Search' button.

NOTE: A valid AB-NHPM ID is of 9 digits.

- At the bottom of the screen one can view the details of the family which include the names of family members, mobile number, district and the AB-NHPM ID.
- Click on the 'Select Family' tab and the screen that follows provides the individual details of all family members.
- Search results from the database will appear.
- Click on '**Collect KYC**' button against the beneficiary you would like to validate. [<u>Refer Page 8</u>]
- RSBY URN- The RSBY URN (Rashtriya Swasthya Bima Yojna Unique Relationship Number) is also used to search for a family.





- Enter the '**RSBY URN**' in the text box.
- Click on 'Search' button.

■ Home	Search
▶ Search	
Pending Approval	Select Search Parameter <sup>a</sup> RSBY URN T
Approved Beneficiaries	RSBY URN Enter RSBY URN here!!
Add Member	Search Reset
Rejected List	

Figure: 25

▶ Home	Search	0.											
▶ Search													
Pending Approval	Select Search Parameter* RSBY URN	Ŧ											
Approved Beneficiaries	RSBY URN	14040102813000333											
Add Member	Add Member Search Reset												
Rejected List													
D Logout		RSE	<u>BY Family</u>										
	Name	Father Name	Year of Birth	Gender									
	YANGLEM MANGI DEVI		1932	FEMALE	Collect KYC								

Figure: 26

NOTE: A valid RSBY URN is of 17 digits.

- At the bottom of the screen one can view the details of the family which include the names of family members, mobile number, district and the RSBY URN.
- Click on the '**Select Family**' tab and the screen that follows provides the individual details of all family members.
- Search results from the database will appear.
- Click on '**Collect KYC**' button against the beneficiary you would like to validate. [<u>Refer Page 8</u>]





#### **3. PENDING APPROVAL**

Once the beneficiary has been verified and his documents are uploaded and submitted by Pradhan Mantri Arogya Mitra, they are shown in the *'Pending Approval'* list. All entries in the Pending Approval list become the part of '**Silver Record'**. Until these records are approved by the designated State-Approver user.

Ministry of Helin Governmen	& Family Welfare tt of India		AYUSHMAN BH NATIONAL HE PROTECTION M AB-NHP		health agency				
<ul> <li>Home</li> <li>Search</li> </ul>		val							
Add Member	S.No.	NHPM-ID	Name	Relation Type	Relation Name	Gender	YOB		
	1	PMWDIJ8A7	RAHUL TESTING	FATHER	MK	Male	1990		
	2	PM03R03GA	RAHUL435TEST	SON	TEST GRAND	Male	1994		
Rejection	3	P3409CTWV	RAHUL TESTINGTT	FATHER	RK	Male	1993		
Pending Approval	4	PUQ87UG6N	RK TEST	FATHER	MK	Male	1994		
	5	PC10L951E	RAHUL TEST	FATHER	RK	Male	1993		
Logout	6 PIEICUOR3		RAHUL TEST	SPOUSE	RK	Male	1994		

Figure: 27





#### **4. APPROVED BENEFICIARY**

The list of verified beneficiaries can be viewed by Pradhan Mantri Arogya Mitra and District and State users. This list shows two options- '*Approved*' and '*Rejected*'. After the Pradhan Mantri Arogya Mitra uploads the documents, the list goes to the State-Approver user for approval. The State-Approver user can either 'Accept' or 'Recommend for Rejection' the application. Once approved the entry becomes part of **Golden Record** and Pradhan Mantri Arogya Mitra can view those beneficiaries in Approved Beneficiary list then print the beneficiary card called the *AB NHPM card*.

Ministry of Health Governme	& Family Welf at of India	are	F	AYUSHMAN BHARAT NATIONAL HEALTH PROTECTION MISSION AB-NHPM						national health agency			
<ul> <li>Home</li> <li>Search</li> </ul>				Lis	<u>ficiary</u>								
Pending Approval	S.No.	Name as in ID	Authentication Type	Operator ID	Channel	Date of Application	Data Source	Name Score	Family Score				
Approved Beneficiaries	1	SAMAKSH TEST	Non-Aadhaar	xxxxxx-5928	WEB	19-08-2018 12:19 PM	RSBY	۵%	0%	Print Card			
Add Member	2	SAMAKSH TEST	Non-Aadhaar	xxxxx-5928	WEB	19-08-2018 12:13 PM	RSBY	0%	0%	Print Card			
Rejected List	3	RATHI TEST	Non-Aadhaar	xxxxxx-5928	WEB	17-08-2018 05:31 PM	SECC	0%	0%	Print Card			
Logout	4	RATHI TEST	Non-Aadhaar	xxxxxx-5928	WEB	16-08-2018 04:07 PM	SECC	0%	0%	Print Card			

Figure: 28





### **5. ADD MEMBER**

A new member can be added in the existing beneficiary family if his/her name does not reflect in SECC and RSBY list.

- Click on 'Add Member' on the side menu.
- A list of parameters will be displayed in the drop-down list by which a member can be added.

beneficiary identification sys	MUNUFARA TAUNUFARA SARAN MANANA M											
Ministry of Health Governme	a Family Welfare but of India	AYUSHMAN BHARAT NATIONAL HEALTH PROTECTION MISSION AB-NHPM	mational health agency									
E Home	Add Member											
E Search	Select Search Parameter	Select										
E Add Member		By Mobile										
Approved Beneficiary		By NHA ID	8 2 9 9 9 9 10 8									
Recommended For     Rejection			5 D S L 9 5 35									
Pending Approval			V A A A A A A A A A A A A A A A A A A A									
E Logout	1/220											

Figure: 29

**<u>By Mobile</u>**- On selecting By Mobile option, the operator will enter the mobile number in the text box and click on 'Search' button.

Ministry of Heat Governm	th & Family Welfare tent of India		AYUSHMAN BH NATIONAL HE PROTECTION N AB-NHF		national health agency			
▶ Home	Add Memb	er						
Search Add Member Approved Beneficiary Recommended For Rejection	s	elect Search Parameter <sup>a</sup> By Mob	ile • Mobile: <u>9999999999</u>	Search				
Pending Approval	Sno	Name	NHA ID	GENDER	YOB	ACTION		
▶ Logout	1	Prasun	PGLSUMD3X	Male	1970	COLLECT KYC		
	2	hjkhj	PJC72BMRK	Male	2003	COLLECT KYC		
	3	ААААААА	PFWQTF4GA	Male	1962	COLLECT KYC		
	4	KIRAN SINGH	PHPW7M1HA	Male	1996	COLLECT KYC		
	5	Jao Singh	P0A1VMBIY	Male	1912	COLLECT KYC		

Figure: 30





• Click on the *Collect KYC* button against the corresponding name.

	Add Family Relation	× Add Personal Details	1990	100	X Add Family Det	alla
E Search	Relation with hjkhj *	Select •				- 13-m
E Add Member	MOBILENUMBER	14030400513000110				
Approved Beneficiary	Read of Relations					123
Recommended For	Proof of Relation:	Select •				242
	Proof ID#: *					
E Logout	Upload Proof Document: *					1
2 2 0 22						5-1 1
A 2 60						69.1
7 ana - 100 G		Upload Document Image Type JPEG PNG JPG Max File Size: 200KB				i Base -
0 9 9 10	Name: " NAME AS IN DOCUMENT					1231
1. 10 5.	Gender: * Select	• Уов: *	Enter	YOB in Y	YYY forr	S 3
1 20-1 00		NEXT >				Ċ.

Figure: 31

• Select '*Relation with the Beneficiary*' from the drop-down list.

Ministry of H Gover	am & Family Weltzre mment of India	AYUSHMAN BHARAT NATIONAL HEALTH PROTECTION MISSION AB-NHPM		nati heal agei				
Home	Add Family Relation	X Add Personal Details	s	X Add F	amily De			
E Search	Relation with hjkhj: *	Select	•		TRACTO			
Add Member	MOBILENUMBER	Select			000201			
Approved Beneficiary	Drawf of Deletion *	Father Mother	11		12			
Recommended For Rejection	Proof of Relation:	Son Daughter			2.0			
	Proof ID#: *	Brother Sister			197			
Logout	Upload Proof Document: *	Father- In- Law Mother- In- Law Brother-In-Law	1		5			
		Sister-In-Law Nephew Niece	· .		0			
6410	180641	Granddaughter Grandfather Grandfather Grandmother	0	6. A.	A.			

Figure: 32

• Select the document being provided as a '*Proof of Relation*' with the beneficiary from the drop-down list.





Ministry of H Gover	Senter and the sentence of the	AYUSHMAN BHARAT NATIONAL HEALTH PROTECTION MISSION AB-NHPM	national nealth agency					
▶ Home	Add Family Relation	X Add Personal Details	X Add Family Details					
E Search	Relation with hjkhj: *	Select						
Add Member     Approved Beneficiary	MOBILENUMBER	14030400513000110						
Recommended For	Proof of Relation: *	Select	T					
Rejection	Proof ID#: *	Select Birth Certificate						
Pending Approval     Logout	Upload Proof Document: *	Marriage Certificate Ration Card Adoption Certificate	11137 811					

Figure: 33

- Enter the '*Proof Id Number*' in the text box.
- 'Upload Proof Document'. [The proof document should be in .JPEG, PNG, JPG format and of size not more than 2.KB.]

Ministry of H Gover	am & Family Wettere weet of India	AYUSHMAN BHARAT NATIONAL HEALTH PROTECTION MISSION AB-NHPM	health agency						
▶ Home	Add Family Relation	Arid Personal Details			X Add Family Details				
Search	Relation with hjkhj: *	Select							
<ul> <li>Add Member</li> <li>Approved Beneficiary</li> </ul>	MOBILENUMBER	14030400513000110							
Recommended For Rejection	Proof of Relation: * Proof ID#: *	Ration Card							
<ul> <li>Pending Approval</li> <li>Logout</li> </ul>	Upload Proof Document: *	85324285509305304							
		17 A 🕂 🕺 🖉 17 A							
		Upload Document Image Type: JPEG.PNG.JPG Max File Size: 200KB							

Figure: 34

- Enter the 'Name' in the text box.
- Select the 'Gender' from the drop-down list.
- Enter the 'Year of Birth' in the text box.





Þ	Logout	6	Upload	l Proof De	ocument:	8	6		-				1	•	×.	6	
Ð									500								à
Ġ.									Choose File B.	<b>N</b> 1/1							2
đ									Upload Document	3,PNG,JPG Ma:	File Size: 1	200KB					ę
			Name:	•			harish										8
8			Gende	r: *			Female			YOB: *			1995		_		5
d.	8	<b>D</b> -1	Ĩ	I	Ħ	8	<b>D</b> -(	Ĩ		NEXT ->		Ĭ	P	ń	8	<b>D</b> -1	

Figure: 35

• Click on Next.

Ministry of H Gove	were a second se	A) PF	YUSHMAN BH NATIONAL HE ROTECTION M AB-NHP	national nealth agency				
● Home	A da Casalia Dalares	A / 19	8					
E Search	<ul> <li>Add Family Relation</li> </ul>	Click here to view Family Relation Deta	345)	Add Personal Details	Add Parning Details			
Add Member	Add Membe	r Documents Up	oload					
Approved Beneficiary	NAME:	harish		FATHER NAME:				
Recommended For	MOTHER NAME:			GENDER:	F			
Rejection	HHID:	14030400513000110		YEAR OF BIRTH:	1995			
Pending Approval	Enter Mobile No:*	Mobile Number	Select Type	·				
D Logout					/ BAGH OIA			

Figure: 36

- Enter 'Father Name', 'Mother Name' and 'Mobile Number'.
- Select 'Type' from the drop-down list self/family/others.

Ministry of Ha Goven	where a second s	AYUSHM NATION PROTECT AB-	AN BHARAT AL HEALTH TON MISSION NHPM	national health agency				
Home     Search	✓ Add Family Relation(	Click here to view Family Relation Details)	✓ Add Personal Details	X Add Family Details				
Add Member	Add Member	Documents Upload		Ø 1 9 🖶 🖶 Ø 1				
Approved Beneficiary	NAME:	Shiva Ranjan	FATHER NAME:	shambhu				
Recommended For	MOTHER NAME:	parvathi	GENDER:	М				
Rejection	HHID:	14030400513000110	YEAR OF BIRTH:	1921				
Pending Approval	Enter Mobile No:*	9856321470 Other	s v					
Logout	Select ID T	YPE:* Aadhaar O Non-Aadhaar						

Figure: 37

• User verification can be Aadhaar based and Non- Aadhaar based. [<u>Refer</u> page 8]





- <u>By HH ID</u>- A member can be added using a unique Id allotted to families, it is the HH ID Number (Household Id number).
  - Select 'HH ID Number' option from the drop-down list.
  - Enter the HH ID Number (a unique number given to the family in SECC) in the text box.
  - Click on '**Search**' button.

▶ Home	Add Member												
Search	Se	ect Search Parameter*	By HH	IID 🔻									
Pending Approval				HHID: 14070020032000	0004400121								
Approved Beneficiaries					Search								
Add Member													
Rejected List	Sno	Name		NHPM ID	GENDER	YOB	ACTION						
Logout	1	RATHI TEST		PUHQ90RZQ	Male	1990	COLLECT KYC						

Figure: 38

- The search results from the database appear at the bottom of the screen, where one can view the details of the beneficiary like- 'Name', 'HH ID number', 'Gender' and 'Year of Birth'.
- Click on the '**Select Family**' tab and the screen that follows provides the individual details of all family members.
- Search results from the database will appear.
- Click on '**Collect KYC**' button against the beneficiary you would like to validate. [<u>Refer Page 8</u>]

By NHPM ID- A member can be added using his National Health Protection Mission Id (NHPM ID) also. This is available for a family for whom a NHPM ID has been generated by the system.

- Select '**NHPM ID**' from the drop down list
- Enter the 9 digit '**NHPM ID**' in the text box.
- Click on '**Search**' button.





D Home	Add Member												
▶ Search	Select Search Parameter' By NHPM ID •												
Pending Approval	NHPM ID: PQVAKCZH4												
Approved Beneficiaries	Search												
Add Member													
Rejected List													
P Logout	SIIO NAITIE NHPMIU GENUER TUB ACTION												
	1 Rani POVAKCZH4 Female 1996 COLLECT KYC												

Figure: 39

- At the bottom of the screen one can view search results from the database. It includes details like 'Name' of the beneficiary, 'NHPM ID number, 'Gender' and 'Year of Birth'. Click on the.
- Click on '**Collect KYC**' button against the beneficiary you would like to validate. [<u>Refer Page 8</u>]





# 6. REJECTED LIST

 $\triangleright$ 

The beneficiaries whose documents are uploaded by Pradhan Mantri Arogya Mitra and are part of the '**Silver Record**' can be viewed by the state user. From this list the Beneficiaries who are rejected by the State user (for any reason) are enlisted here.

The users can *Logout* once they have performed the activities on the portal.

Ministry of Health & Family Welfare Government of India						AYUSHMAN BHARAT NATIONAL HEALTH PROTECTION MISSION AB-NHPM								national health agency				
														Welcon	ne to Ben	eficiary		
								Ŀ	DGIN									
								For technical a Mr.San	ssistance contact: eev Kumar									
								+91-99 bis.nha(	11998650 Igmail.com									

Figure: 40