

# Process to Apply for “Certificate for Tree Felling” on SARAL

## HOME PAGE

Enter the link <http://saralharyana.gov.in/> in the address bar of the web browser i.e. Internet Explorer, Mozilla Firefox, and Google Chrome etc. and press Enter. A Home page of the portal will appear as shown in Figure-1

Government of Haryana

A- A A+ A A English हिन्दी

**SARAL**  
Transforming Citizen Service Delivery in Haryana

Shri Manohar Lal  
Hon'ble Chief Minister

Tracking Feature About Us Know About RTS Services

**Track Your Application**

1

1

Enter your Application Reference ID

CHECK STATUS

**Apply for Services**

Username: Enter your Username

Password: Enter your Password

2M4 4cX Type here

SUBMIT

Forgot Password Sign Up

In order to sign up, user needs to click here

Figure 1

## SIGN UP

User needs to **Sign Up** first in order to fill the application.

Steps for Sign Up:

- Click on the Sign Up as shown in Figure 1
- A page as shown in Figure 2 will appear
- User needs to fill in all the information shown in Figure 2
- Click on **SUBMIT** button to save changes
- Click on **RESET** button if user wants to enter all the details again.
- Click on **CANCEL** button to discard the application.

Personal Details

Full Name \*

Enter Your Full Name

Gender \*

Select

Enter Address Line1

Address Line 1 \*

(eg: House No., Flat No., Building No., Plot No., Lift No. ...)

Address Line 2

(eg: Building Name, Block Name/No., Street Name/No. ....)

Address Line 3

(eg: Floor No., Gate No., Major/Minor Landmark, Area No., Suburb)

Select Country \*

India

Select State \*

Select

Pin Code \*

Enter Pin Code.

Mobile No \*

+91

Enter Mobile No.

Email ID \*

Enter valid Email Id.

(Email ID would be your ServicePlus Login ID)

(A verification code and link will be sent to this Email ID)

Receive Alert on Email

☒ Whenever Status of my application changes

Login Details

Login ID

Password \*

Enter Password

Password should be 8 to 15 characters with at least one special character(["@#%&\*+=]), one numeric, one small case and one upper case letter (i.e Abcd@123)

Confirm Password \*

Retype Password

Password Hint Question \*

Enter Password Hint Question

(If you forget your password, we will identify you with this information)

Password Hint Answer \*

Enter Password Hint Answer

Confirm Password Hint Answer \*

Confirm Password Hint Answer

Word Verification \*

Q1U 4y1

Type the security code as shown in the above image

Enter Security Code.

Click on Submit button after filling all the details

Submit

Reset

Cancel

**Figure 2**

## LOGIN

Steps to be followed:

- Enter Username
- Enter Password
- Enter Captcha (In case Captcha is not clear, user can click on refresh button)
- Click on Submit button

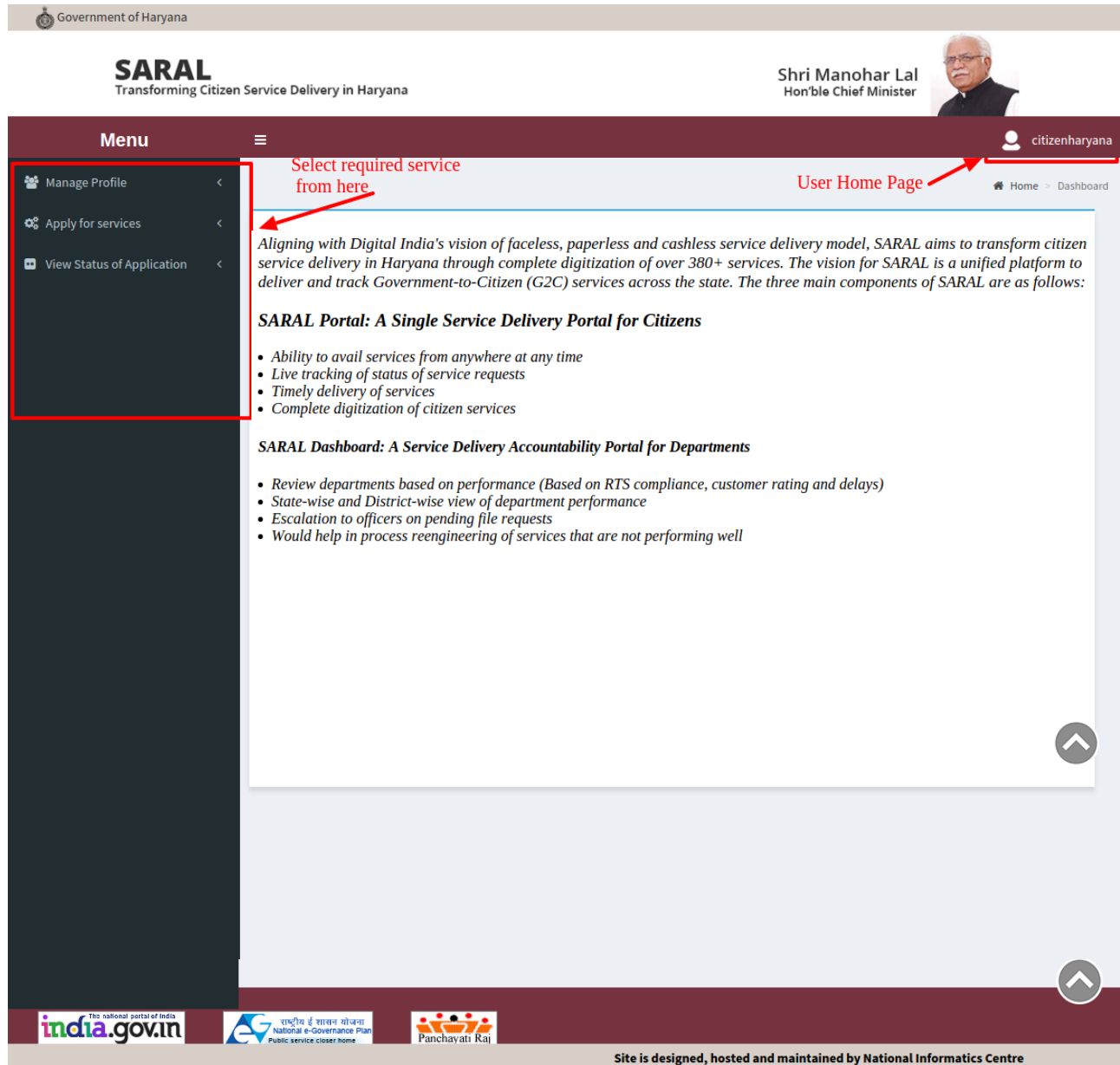
The screenshot shows the SARAL (Transforming Citizen Service Delivery in Haryana) login interface. The page header includes the Government of Haryana logo, accessibility options (A-, A, A+), language selection (English, हिन्दी), and the name of the Hon'ble Chief Minister, Shri Manohar Lal. The main navigation bar contains links for Tracking Feature, About Us, Know About RTS, and Services. The login section is divided into two columns. The left column, titled 'Track Your Application', contains two dropdown menus (both showing '1'), a text input field for 'Enter your Application Reference ID', and a 'CHECK STATUS' button. The right column, titled 'Apply for Services', contains a 'Username:' label with an input field (annotated with 'Enter Username here'), a 'Password:' label with an input field (annotated with 'Enter Password here'), a captcha image showing '2ay Q52' (annotated with 'Enter Captcha here'), a 'SUBMIT' button, a 'Forgot Password' link (annotated with 'Click here in case user forgets password'), and a 'Sign Up' link. A refresh button is also present next to the captcha.

Figure 3

## DASHBOARD

On successful Login, user will be able to view the page as shown in Figure 4.

User can select from the services provided under the Menu.



**Figure 4**

## APPLY FOR SERVICES

Government of Haryana

**SARAL**  
Transforming Citizen Service Delivery in Haryana

Shri Manohar Lal  
Hon'ble Chief Minister

citizenharyana

Menu

- Manage Profile
- Apply for services**
- View Services
- View Status of Application

1. Click on "Apply for Services"  
& then on "View Services"

Home > Dashboard

Apply for services

View Services

View: All Services

Show 25 entries

Sl.No	Service Name	Service Category	Type of service	Service Level	Action
1	Income Certificate	G2C	Regulatory	NA	Apply
2	Dogra Certificate	G2C	Regulatory	NA	Apply
3	Minority Community	G2C	Regulatory	NA	Apply
4	Economically Backward Person in General Caste	G2C	Regulatory	NA	Apply
5	Caste Certificate	G2C	Regulatory	NA	Apply
6	CitizenReg test	G2C	Regulatory	NA	Apply
7	Haryana Resident Area Certificate	G2C	Regulatory	NA	Apply
8	GIRDBINDTEST	G2C	Regulatory	NA	Apply
9	Labour Grievance Redressal	G2C	Consumer Utility Service	NA	Apply
10	egrastest	G2C	Consumer Utility Service	1 Day	Apply
11	callBackTest	G2C	Regulatory	NA	Apply
12	CitizenRegistration	G2C	Regulatory	NA	Apply
13	UHDH Electricity Connection	G2C	Consumer Utility Service	30 Day	Apply
14	NOC for Forest Land	G2C	Statutory	12 Day	Apply
15	testenclosure	G2C	Regulatory	NA	Apply
16	Ladli Social Security Allowance	G2C	Regulatory	NA	Apply
17	Old Age Samman Allowance	G2C	Regulatory	NA	Apply
18	Widow & Destitute Women Pension	G2C	Regulatory	NA	Apply

2. Click on required "Service Name" (or "Apply" under Action )  
for which User needs to apply

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**Figure 5**

Click on the Service which the user wants to apply for.

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Shri Manohar Lal  
Hon'ble Chief Minister

SARAL

Transforming Citizen Service Delivery in Haryana

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home

Dashboard

citizenharyana

Show: 50 entries

Search:

SL.No.	Service Name	Service Category	Type of service	Service Level	Action
1	Income Certificate	G2C	Regulatory	NA	Apply
2	Dogra Certificate	G2C	Regulatory	NA	Apply
3	Minority Community	G2C	Regulatory	NA	Apply
4	Economically Backward Person in General Caste	G2C	Regulatory	NA	Apply
5	Caste Certificate	G2C	Regulatory	NA	Apply
6	CitizenReg test	G2C	Regulatory	NA	Apply
7	Haryana Resident Area Certificate	G2C	Regulatory	NA	Apply
8	GIRBINDETEST	G2C	Regulatory	NA	Apply
9	Labour Grievance Redressal	G2C	Consumer Utility Service	NA	Apply
10	egrasstest	G2C	Consumer Utility Service	1 Day	Apply
11	callBackTest	G2C	Regulatory	NA	Apply
12	CitizenRegistration	G2C	Regulatory	NA	Apply
13	UHDH Electricity Connection	G2C	Consumer Utility Service	30 Day	Apply
14	NOC for Forest Land	G2C	Statutory	12 Day	Apply
15	testenclosure	G2C	Regulatory	NA	Apply
16	Ladli Social Security Allowance	G2C	Regulatory	NA	Apply
17	Old Age Sanman Allowance	G2C	Regulatory	NA	Apply
18	Widow & Destitute Women Pension	G2C	Regulatory	NA	Apply
19	Financial Assistance to Destitute Children	G2C	Regulatory	NA	Apply
20	Dwarf Allowance	G2C	Regulatory	NA	Apply
21	Eumuch Allowance	G2C	Regulatory	NA	Apply
22	Add New Member	G2C	Regulatory	15 Day	Apply
23	Surrender Ration Card	G2C	Regulatory	15 Day	Apply
Jalsai Public Meeting/ Jalsai/ Shoba Yatra/ Procession/					

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Click here to Apply for NOC for Forest Land

Figure 6

Government of Haryana

Shri Manohar Lal  
Hon'ble Chief Minister

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Transforming Citizen Service Delivery in Haryana

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home

Dashboard

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24	...	G2C	Regulatory	NA	Apply
25	ScannedRegisteredDeed	G2C	Consumer Utility Service	1 Day	Apply
26	Revalidation of Building Plan in Licence Colony	G2C	Regulatory	NA	Apply
27	Deletion of Member in Ration Card	G2C	Regulatory	15 Day	Apply
28	Revalidation of Building Plan in CLU Colony	G2C	Regulatory	NA	Apply
29	Third Party Transfer of Community Sites	G2C	Regulatory	NA	Apply
30	Extension of Time for Construction of Community Sites	G2C	Regulatory	NA	Apply
31	Marriage Registration (Rural)	G2C	Regulatory	NA	Apply
32	Fun Fair/ Circus/ Magic Show	G2C	Regulatory	NA	Apply
33	Tournaments/ Games	G2C	Regulatory	NA	Apply
34	Loudspeaker / DJ	G2C	Regulatory	NA	Apply
35	Vehicle Permit Permission during Parliamentary Election Campaign	G2C	Regulatory	NA	Apply
36	Release of Bank Guarantee	G2C	Regulatory	NA	Apply
37	Service Plan Estimate	G2C	Regulatory	NA	Apply
38	Completion Certificate in License Colony	G2C	Regulatory	NA	Apply
39	Licence for Brick Kiln	G2C	Regulatory	NA	Apply
40	bilidesktest	G2C	Consumer Utility Service	NA	Apply
41	DailyCauseList	G2C	Consumer Utility Service	1 Day	Apply
42	Certificate for Tree Felling	G2C	Statutory	NA	Apply
43	Judgement	G2C	Consumer Utility Service	1 Day	Apply
44	Vehicle Permit Permission during Assembly / State Election Campaign	G2C	Regulatory	NA	Apply
45	Marriage Registration - 1954	G2C	Regulatory	NA	Apply
46	demoForPoly	G2C	Regulatory	NA	Apply

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Click here to Apply for Certificate for Tree Felling

Figure 7

## Apply For Tree Felling (STEP 1)

Government of Haryana

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Transforming Citizen Service Delivery in Haryana  
Powered by **ServicePlus**

**Shri Manohar Lal**  
Hon'ble Chief Minister

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home > Dashboard

Tree Felling

Identify

Category \*

Individual

Place

Citizen's District \*

Mahendragarh

Citizen's City/Town/Village \*

Bassai

Gender \*

Male

Citizen's Name (in English) \*

Rahul

Name (हिंदी में)

राहुल

Date of Birth \*

23/04/2011

Age \*

42

Father's Name (in English) \*

Rohan

Father's Name (हिंदी में)

रोहन

Address \*

#22, sector 0, Haryana

E-Mail

abc@email.com

Mobile Number \*

9876543210

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**Figure 8.1**

Government of Haryana

**SARAL**  
Transforming Citizen Service Delivery in Haryana  
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**Shri Manohar Lal**  
Hon'ble Chief Minister

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home

Dashboard

E-Mail

abc@email.com

Mobile Number \*

9876543210

Information

Type \*

Tree Felling

Land Measurements \*

1234

Land Measurements Unit \*

Acre

Khasra/Plot Number \*

333

Place

District \*

Mahendragarh

City/Town \*

Adalpur

Location \*

Location

Village

Village

Number of Trees \*

555

Purpose \*

Petrol Pump

Felling Agency \*

Contractor

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**Figure 8.2**

Government of Haryana

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Transforming Citizen Service Delivery in Haryana  
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**Shri Manohar Lal**  
Hon'ble Chief Minister

Menu

Test Citizen Forest

Home -> Dashboard

Manage Profile

Apply for services

View Services

View Status of Application

Purpose

Please Select

Felling Agency

Please Select

GPS Reading

Longitude

Latitude

GPS Location (Upload KML file Only)

Additional dc

Browse...

Area Type

Please Select

Word verification

R3p y21

Please enter the characters shown above

Submit

Draft

Reset

Cancel

**Figure 8.3**

After filling all the details successfully and clicking on the SUBMIT button, page shown in Figure 9 will appear

**NOTE: Permission for Felling of Tree is not applicable in Kurukshetra, Kaithal, Hisar, Fatehabad, Jind, Sirsa, Rohtak, Karnal, Sonapat, Panipat, Jhajjar**

Government of Haryana


SARAL

Transforming Citizen Service Delivery in Haryana

Powered by ServicePlus

Shri Manohar Lal

Hon'ble Chief Minister



Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home > Dashboard

Identify

Application Reference No : TFCS/2018/00011

Category : Individual

Citizen's District : Mahendragarh

Citizen's City/Town/Village : Bassai

Gender : Male

Citizen's Name (in English) : Rahul

Name (हिंदी में) : राहुल

Date of Birth : 23/04/2018

Age : 42

Father's Name (in English) : Rohan

Father's Name (हिंदी में) : रोहन

Address : #22, sector 0, Haryana

E-Mail : abc@email.com

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**Figure 9.1**

Government of Haryana


SARAL

Transforming Citizen Service Delivery in Haryana

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Shri Manohar Lal

Hon'ble Chief Minister



Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home > Dashboard

Mobile Number : 9876543210

Information

Type : Tree Felling

Land Measurements : 1234

Land Measurements Unit : Acre

Khasra/Plot Number : 333

District : Mahendragarh

City/Town : Adalpur

Location : Location

Village : Village

Number of Trees : 555

Purpose : Petrol Pump

Felling Agency : Contractor

Longitude : 111

Latitude : 111

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**Figure 9.2**

Government of Haryana

**SARAL**  
Transforming Citizen Service Delivery in Haryana  
Powered by **ServicePlus**

**Shri Manohar Lal**  
Hon'ble Chief Minister

**Menu**

- Manage Profile
- Apply for services
- View Services
- View Status of Application

Home > Dashboard

Location : Location  
Village : Village  
Number of Trees : 555  
Purpose : Petrol Pump  
Felling Agency : Contractor  
Longitude : 111  
Latitude : 111  
GPS Location (Upload KML file Only) : [view](#)  
Area Type : Urban

**Additional Details**  
Apply to the Office Forests Department

06/4/2018 10:31:36 IST
[Edit](#)
[Attach Annexure](#)
[Cancel](#)
[Print](#)
[New Apply](#)

<http://saralharyana.gov.in>

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**Figure 9.3**

**On clicking “Attach Annexure” button, a page as shown in Figure 10 will display.**

## Apply For Tree Felling (STEP 2)

Upload supporting documents against the fields mentioned.


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Transforming Citizen Service Delivery in Haryana  
Powered by ServicePlus

Shri Manohar Lal

Hon'ble Chief Minister



Test Citizen Forest

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home

Dashboard

Attach Enclosure(s)

Note: Fields with "\*" sign is mandatory

Type of Enclosure *	Enclosure Document *	Issued By	Issued Date	Reference Number	File/Reference *
Tatima/Aks Shajra *	Tatima/Aks Sajra ▼				<div>Choose File at...g</div> <div>Scan</div> <div>Fetch from DigiLocker</div>
Jamabandi (PDF Only) *	Jamabandi (PDF) ▼				<div>Choose File a...g</div> <div>Scan</div> <div>Fetch from DigiLocker</div>
Affidavit *	Consent of all sha ▼				<div>Choose File d...g</div> <div>Scan</div> <div>Fetch from</div>

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Figure 10.1

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**Shri Manohar Lal**  
Hon'ble Chief Minister

Test Citizen Forest

Menu

Manage Profile
Apply for services
View Services
View Status of Application

Home > Dashboard

Affidavit	Consent of all sha				Choose File d...g Scan Fetch from DigiLocker
Mutation	Select				Choose File N...n Scan Fetch from DigiLocker
Purpose/Administrative sanction	Select				Choose File N...n Scan Fetch from DigiLocker

Save Annexure
Cancel
Back

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**Figure 10.2**

**After attaching all the documents successfully and clicking on the SAVE ANNEXURE button, page shown in Figure 11 will appear**

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SARAL

Transforming Citizen Service Delivery in Haryana

Powered by ServicePlus

Shri Manohar Lal

Hon'ble Chief Minister



Menu

Manage Profile

Apply for services

View Services

View Status of Application

Test Citizen Forest

Home Dashboard

Identify

Application Reference No :TFCS/2018/00011

Category :Individual

Citizen's District :Mahendragarh

Citizen's City/Town/Village :Bassai

Gender :Male

Citizen's Name (in English) :Rahul

Name (हिंदी में) :राहुल

Date of Birth :23/04/2018

Age :42

Father's Name (in English) :Rohan

Father's Name (हिंदी में) :रोहन

Address :#22, sector 0, Haryana

E-Mail :abc@email.com


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**Figure 11.1**

Government of Haryana

Transforming Citizen Service Delivery in Haryana

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Shri Manohar Lal

Hon'ble Chief Minister

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Test Citizen Forest

Home Dashboard

Mobile Number : 9876543210

Information

Type : Tree Felling

Land Measurements : 1234

Land Measurements Unit : Acre

Khasra/Plot Number : 333

District : Mahendragarh

City/Town : Adalpur

Location : Location

Village : Village

Number of Trees : 555

Purpose : Petrol Pump

Felling Agency : Contractor

Longitude : 111

Latitude : 111

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**Figure 11.2**

Government of Haryana

SARAL

Transforming Citizen Service Delivery in Haryana

Powered by ServicePlus

Shri Manohar Lal

Hon'ble Chief Minister

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home

Dashboard

Longitude :

111

Latitude :

111

GPS Location (Upload KML file Only) :

[view](#)

Area Type :

Urban

Annexure List

Tatima/Aks Shajra

[Tatima/Aks Sajra](#)

Jamabandi (PDF Only)

[Jamabandi \(PDF Only\)](#)

Affidavit

[Consent of all share holders on affidavit in case co-Partners](#)

Additional Details

Apply to the Office

Forests Department

Submit

Cancel

Print

Download PDF

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**Figure 11.3**

**After clicking on the Submit button, a page as shown in Figure 12 will appear**

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**SARAL**  
Transforming Citizen Service Delivery in Haryana  
Powered by **ServicePlus**

**Shri Manohar Lal**  
Hon'ble Chief Minister

Menu

Manage Profile
Apply for services
View Services
View Status of Application

Home
Dashboard

Government of Haryana  
Acknowledgement

SARAL ID : TFCS/2018/00011
Receipt Date :

Department Name:
Service Name:
SRN:
Name:
Mobile No:
Email ID:
Category:
Address:
Forest Land Division:

Forest Deaprtment
Certificate for Tree Felling
Rahul
9876543210
abc@email.com
Individual
#22, sector 0, Haryana, Bassai, Mahendragarh
Mahendragarh

Thank you for using SARAL!

Please Note:

How can I track status?

Enter your SARAL ID in the "Track Your Application" feature on the homepage.

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**Figure 12.1**

Government of Haryana

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**Shri Manohar Lal**  
Hon'ble Chief Minister

Test Citizen Forest

Menu

Manage Profile

Apply for services

View Services

View Status of Application

Home Dashboard

SARAL ID : TFCS/2018/00011

Receipt Date : 04/06/2018

Department Name:

Forest Deaprtment

Service Name:

Certificate for Tree Felling

SRN:

Name:

Rahul

Mobile No:

9876543210

Email ID:

abc@email.com

Category:

Individual

Address:

#22, sector 0, Haryana, Bassai, Mahendragarh

Forest Land Division:

Mahendragarh

Thank you for using SARAL!

Please Note:

How can I track status?

Enter your SARAL ID in the "Track Your Application" feature on the homepage.

How will I know that my application has been processed?

You will receive a notification from the department through SMS which will include SARAL ID and department Service Request Number (SRN).

From where can I download the output certificate?

Visit <http://164.100.137.243/eservices/getcertificate> and download the certificate using department Service Request Number(SRN).

Print

Export to PDF

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Powered by **ServicePlus**

**Figure 12.2**

**In case, the user wants to download/check the status of the final document (certificate):**

- User will require department's Service Request Number (SRN).
- User can then visit the Url (<http://164.100.137.243/eservices/>) that is mentioned in the acknowledgement.
- Enter the SRN in the Verify/Status and then click on Check Status.

## Get Certificate

**Check Status**  
Use Department  
SRN

5

 Step 5  
Download/Print

**Verify/Status**

Enter SRN here and then click on the Check Status

Request Status

Check Status

## LOGOUT

User can Logout from the portal by:

- Click on the **User shaped icon** as shown in Figure 13
- Click on the **Logout** button to exit the portal.

The screenshot displays the SARAL (Service Accountability and Responsibility) portal interface. At the top, the Government of Haryana logo is on the left, and the SARAL logo with the tagline "Transforming Citizen Service Delivery in Haryana" is in the center. On the right, there is a profile picture of Shri Manohar Lal, Hon'ble Chief Minister, with the text "1. Click Here" and an arrow pointing to it. Below the header, a dark red navigation bar contains the word "Menu" and a hamburger menu icon. On the left side of this bar, there is a "citizenharyana" logo. The main content area is divided into two columns. The left column contains a dark sidebar with three menu items: "Manage Profile", "Apply for services", and "View Status of Application". The right column contains a white box with a "Welcome to SARAL!" heading. Below the heading, there is a paragraph about the portal's vision and a list of features under the heading "SARAL Portal: A Single Service Delivery Portal for Citizens". Below this, there is another heading "SARAL Dashboard: A Service Delivery Accountability Portal for Departments" followed by a list of features. On the right side of the main content area, there is a user profile card with a circular icon, the text "State: HARYANA", "Location: HARYANA", and two buttons: "Role" and "Logout". Red arrows point to these buttons with the text "Click here to view role" and "2. Click here to Logout". At the bottom of the page, there are logos for "india.gov.in", "National e-Governance Plan", and "Panchayati Raj". A footer bar contains the text "Site is designed, hosted and maintained by National Informatics Centre" and "Contents on site is owned, updated and managed by the respective Service Provider(District/State/Department/Ministry)".

Government of Haryana

**SARAL**  
Transforming Citizen Service Delivery in Haryana

Shri Manohar Lal  
Hon'ble Chief Minister

1. Click Here

citizenharyana

Menu

Manage Profile <

Apply for services <

View Status of Application <

**Welcome to SARAL!**

Aligning with Digital India's vision of faceless, paperless and cashless service delivery model, citizen service delivery in Haryana through complete digitization of over 380+ services. The v platform to deliver and track Government-to-Citizen (G2C) services across the state. The three as follows:

**SARAL Portal: A Single Service Delivery Portal for Citizens**

- Ability to avail services from anywhere at any time
- Live tracking of status of service requests
- Timely delivery of services
- Complete digitization of citizen services

**SARAL Dashboard: A Service Delivery Accountability Portal for Departments**

- Review departments based on performance (Based on RTS compliance, customer rating and delays)
- State-wise and District-wise view of department performance
- Escalation to officers on pending file requests
- Would help in process reengineering of services that are not performing well

Role

Logout

Click here to view role

2. Click here to Logout

State: HARYANA  
Location: HARYANA

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राष्ट्रीय ई शासन योजना  
National e-Governance Plan  
Public service closer home

Panchayati Raj

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Contents on site is owned, updated and managed by the respective Service Provider(District/State/Department/Ministry)

**Figure 13**

## Track Application Status

Steps to track application:

- Click on View Status of Application.
- Click on Track Application Status as shown in Figure 14 and a page as shown in Figure 15 will display.

Government of Haryana

**SARAL**  
Transforming Citizen Service Delivery in Haryana

Shri Manohar Lal  
Hon'ble Chief Minister

citizenharyana

Menu

- Manage Profile
- Apply for services
- View Status of Application
- Track application status**
- View Incomplete Application
- Revalidate Payment

User can track application by clicking here

### Welcome to Service Plus

ServicePlus is a generic application to provide an electronic delivery for all the services provided by The Government to The citizen. The Government of India, State Governments and Local Governments are providing various services to benefit the citizens at Centre, State or Local level primarily Government to Citizen (G2C) and Government to Business (G2B). The services provided are either demand driven or mandated by the legislation. The services provided by Government can be categorized as:

1. Regulatory Services: Regulatory services are services like trade licence, permit for construction of a building etc that can be denied by the Government.
2. Statutory Services: Statutory services are services like Issuance of Birth/Death certificate which cannot be refused by Government.
3. Developmental Services: Developmental Services are services or schemes provided by Government for the benefit of citizens like NREGS, IAY, Old age Pension etc.

**The following are the salient features of the software -**

1. Service(s) will be created online
2. Citizens will be submitting applications online
3. Service units will be able to receive application online
4. Service units will be able to verify documents and application fee online
5. Service units will be able to escalate application to some other person, in the case of absence of dealing authority, online
6. Citizens will be monitoring Application status online
7. Private Service Access Providers will be participating in the application receipt/submission and service delivery process online

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**Figure 14**

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Menu

- Manage Profile
- Apply for services
- View Status of Application**
- Track application status
- View Incomplete Application
- Revalidate Payment

Home > Dashboard

**Track application status**

Select From & To Date

From Date: 01/12/2017 To Date: 20/12/2017

Application Status: All Service Level: State

**Get Data**

Click here to proceed further

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**Figure 15**

After filling all the details and clicking on **Get Data** button, a page as shown in Figure 16 will display.

Now, User can search the application manually or by entering the keywords/ Application Reference No. in the SERACH box as shown in Figure 16

After selecting the required Application related to the Service, a page as shown in Figure 17 displaying the status of the application will be shown to the user.

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**Menu**

- Manage Profile
- Apply for services
- View Status of Application**
  - Track application status
  - View Incomplete Application
  - Revalidate Payment

Track application status

From Date: 20/12/2017
To Date: 20/12/2017

Application Status: All
Service Level: State

Get Data

Show 10 entries
Search:

SNo	Service Name	Application Reference No	Submission Date	Due Date	Current Status	Lodge Grievance
31	Completion Certificate in License Colony	TCP_CCLC/2017/00006	20/12/2017	NA	<a href="#">Delivered</a>	NA
32	Certificate for Tree Felling	TFCS/2017/00042	20/12/2017	NA	<a href="#">Initiated</a>	NA
33	Certificate for Tree Felling	TFCS/2017/00041	20/12/2017	NA	<a href="#">Initiated</a>	NA
34	Fun Fair/ Circus/ Magic Show	HRPERFUN/2017/00016	20/12/2017	NA	<a href="#">Initiated</a>	NA
35	Fun Fair/ Circus/ Magic Show	HRPERFUN/2017/00015	20/12/2017	NA	<a href="#">Initiated</a>	NA
36	Financial Assistance to Kashmiri Migrants	HRFAKM/2017/00007	20/12/2017	NA	<a href="#">Initiated</a>	NA
37	Vehicle Permit/ Permission during Assembly / State Election Campaign	HRPERSE/2017/00031	20/12/2017	NA	<a href="#">Initiated</a>	NA
38	Tournaments/ Games	HRPERTOURN/2017/00067	20/12/2017	NA	<a href="#">Initiated</a>	NA
39	Income Certificate	HRINC/2017/00204	20/12/2017	NA	<a href="#">Initiated</a>	NA
40	Income Certificate	HRINC/2017/00203	20/12/2017	NA	<a href="#">Initiated</a>	NA

Showing 31 to 40 of 43 entries

Firs Previous 1 2 3 4 5 Next Last

Click on "Current Status" Corresponding to the required "Service Name" in order to view the application's status

User can search the Application using the relevant keywords or Application Reference No.

**Figure 16**

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**Menu**

- Manage Profile
- Apply for services
- View Status of Application**
  - Track application status
  - View Incomplete Application
  - Revalidate Payment

Track application status

Track Status of Application

Application Reference Number : TFCS/2017/00042

Name of the Service : Certificate for Tree Felling

Name of the Applicant : citizenharyana

Application due Date : NA

Your application has been accepted and sent to the concerned official. Please [Click here](#) to view Acknowledg

39 Income Certificate HRINC/2017/00204 20/12/2017 NA [Initiated](#) NA
40 Income Certificate HRINC/2017/00203 20/12/2017 NA [Initiated](#) NA

Showing 31 to 40 of 43 entries

Firs Previous 1 2 3 4 5 Next Last

Status of the Application

**Figure 17**

Citizen can also trace Service from SARAL Portal by Searching the Department, Service and using SRN or Application Reference ID.

Government of Haryana

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**SARAL**  
Transforming Citizen Service Delivery in Haryana

Shri Manohar Lal  
Chief Minister  
Haryana

Home About Us Know About RTS Services on Saral FAQ's Contact Us

**Sara**

**Track Your Application**

--Search Department--

--Search Service--

Enter your Application Reference ID

CHECK STATUS

**Apply for Services**

Login ID: Enter your Login ID

Password: Enter your Password

**R41 5eX** type here

SUBMIT

Forgot Password | Sign Up

Home FAQ's TERMS & CONDITION Cancellation / Refund policy Privacy Policy  
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**Figure 18**