National eMARG Version 3.0

https://emarg.gov.in

eMaintenance of Rural Roads under PMGSY

for

Ministry of Rural Development

Govt. of India

User Manual

NATIONAL INFORMATICS CENTRE
Ministry of Electronics & IT
Vindhyachal Bhawan, MPSC Bhopal, M.P.
Website : https://gismp.nic.in
Email : gis-mp@nic.in

NATIONAL RURAL INFRASTRUCTURE DEVELOPMENT AGENCY
Ministry of Rural Development, GoI
5th Floor, 15-NBCC Tower, Bhikaji Cama Place
New Delhi

This document is prepared for internal use of authorised users of State Rural Development Agencies involved in maintenance of Rural Roads under PMGSY, MoRD and other privilaged users who have access to eMARG, a web-based application for eMaintenance of Rural Roads under PMGSY.

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Prepared By

National Informatics Centre
Ministry of Electronics & Information Technology, GoI
M.P State Centre
C- Wing Basement
Vindhyachal Bhawan
Bhopal (M.P.)

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1. Introduction

Pradhan Mantri Gram Sadak Yojana (PMGSY) was launched by the Govt. of India to provide connectivity to unconnected rural Habitations as part of a poverty reduction strategy. Government of India is endeavoring to set high and uniform technical and management standards and facilitating policy development and planning at State level in order to ensure sustainable management of the rural roads network. In the first phase, habitations (hamlets) of population of 1000 (500 in the case of Hill States, tribal and Desert areas) and above are covered. In the second phase habitations of population upto500 (250 in the case of Hill States, tribal and desert areas) are targeted. The spirit and the objective of PMGSY is to provide good all-weather road connectivity to unconnected habitations. National Rural Infrastructure Development Agency (NRIDA), MoRD, GoI is the nodal agency for its implementation country-wide. At the end of program, after providing rural connectivity to all eligible habitation the total road length of black top road under PMGSY would be more than 7 Lakhs km.

Maintenance of all completed road is essential to preserve the huge asset created. The USP of PMGSY roads is that after construction there is a five year performance guarantee, which lies with the contractor known as Pre-5 maintenance period. During this period the contractor has to maintain the road and gets six monthly payments at predefined rates. After completion of 5 years maintenance period roads are tendered and packaged for 5 more years known as Post-5 maintenance period. Before eMARG, there was only a manual system of monitoring which was ad hoc and need based. The quality of maintenance works being done by the contractors and submission/payment of bills thereof has been sometimes under dispute and needed more transparency. With increase in road length network, it's a challenge for SRRDA to monitor the status of maintenance of roads. Various issues are faced by the department from Contractors, citizens on multiple aspects. The stakeholders had no feedback mechanism on the on-site condition of the roads as well as the payment status. The information gap between the Project Implementation Unit (PIU), Contractors and the SRRDA/ Nodal Agency needed to be bridged. The manual system give rise to unnecessary litigations, between Contractors and PIUs. Thus, the system required improvement in the delivery of services and removal of unnecessary litigations.

eMARG is G2B, G2G, G2C pioneering enterprise e-Governance solution conceived, designed & developed by NIC Madhya Pradesh. It aids and assists the Ministry/SRRDA officials, Civil Contractors, Banks and general public for planning & monitoring of Five-year Performance Guarantee (Pre-5) and Post Construction Defect Liability (Post-5) maintenance of rural roads. It's a fusion of new & emerging technologies **Cryptography** (Digital Signature & SSL), **Open Web technology** (OWT), **Geo-spatial**, Remote Sensing, Mobile, Messaging and Mail services. Its standardized uniform transparent process oriented system. Public Financial Management System (**PFMS**) is integrated for DBT to Contractor Bank account. eMARG is both Decision and Transaction Support System.

1.1 Purpose

The purpose of this document is to provide the required guidelines and step-by-step procedure to facilitate through awareness of using the web application to the concerned users.

1.2 Feedback

Valuable feedback, suggestions and technical problems / errors noticed can be informed by e -mail to **support@emarg.gov.in**.

2. Product Features

Following are some of the important features of eMARG:

- Web-based centrally managed application which facilitates inter-departmental and Enterprise requirements
- Bill generation on complex conditions of NIT.
- Online submission and tracking of bills by contractors.
- Statutory deductions Income Tax, Labour cess etc.
- Online submission of Inspection Reports by field Officers.
- Performance linked payment directly to the Bank account of contractors.
- Electronic Dashboard Electronic Repository of bills, voucher, scroll, inspections etc.
- Email/ SMS alerts/ OTP based notifications.

3. Operating Instructions

3.1 Client Requirements

High-end machine with browser and high speed internet connection is essential for satisfactory response. The web application is best viewed in Google Chrome.

3.2 Specific Operating Instructions

1. eMARG is an access controlled system to be accessed by registered users only. Departmental Users need to register through

option available on eMARG Welcome Page.

2. Departmental Administrator authenticates the departmental users and assigns various services and access scope (District/Division/State) as per their role in the department. Thus the application allows the user to view data of the districts for which they are authorized.
3. Data manipulation activities (like entry, updation, viewing etc.) are handled district-wise only.

4. Query/Report module facilitates consolidation of data on multiple districts/state level for state users only.

5. eMARG is a server-centric application in which reports are generated online from the server. Comparing the application with ordinary static web applications will not be justifiable. Low network speed and high server load can make the application slower in some cases.
6. After completion of work, logout from the application using Logout Option.

3.3 User Login

User has to type https://emarg.gov.in on the address bar of an Internet Browser (preferably Google Chrome) and following screen will appear: -

Figure : eMARG Portal of NIC

Alert Notification for Contractor

Status of alert notification is provided in home page for all the contractors. They got notification through mobile message for bill submission. Contractor detail can be seen while clicking on count as shown below:

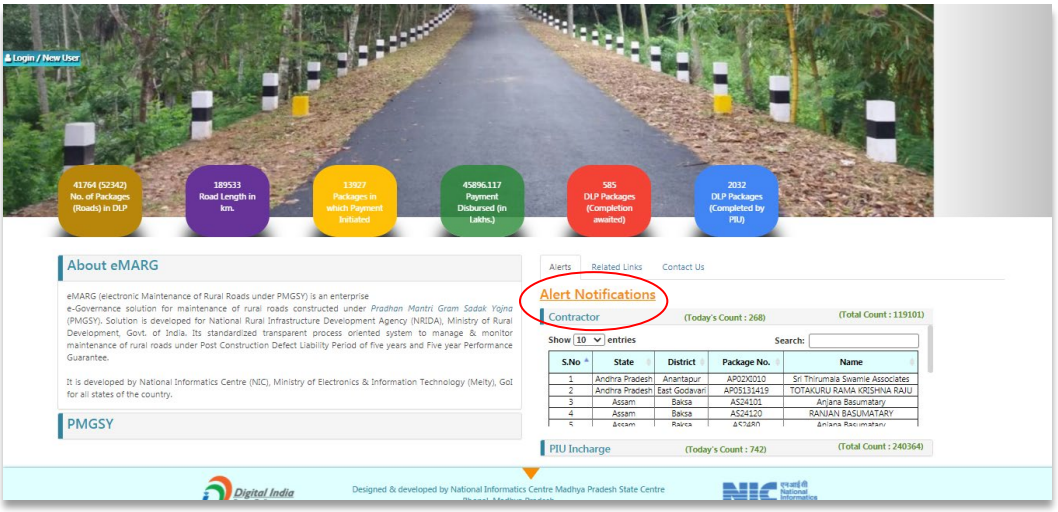


Figure: Alert Notification for Contractor

Alert Notification for PIU Incharge

Status of alert notification is provided in home page. All the PIU's got notification through mobile message for inspection on daily basis while clicking on today's count it can be seen as shown below:

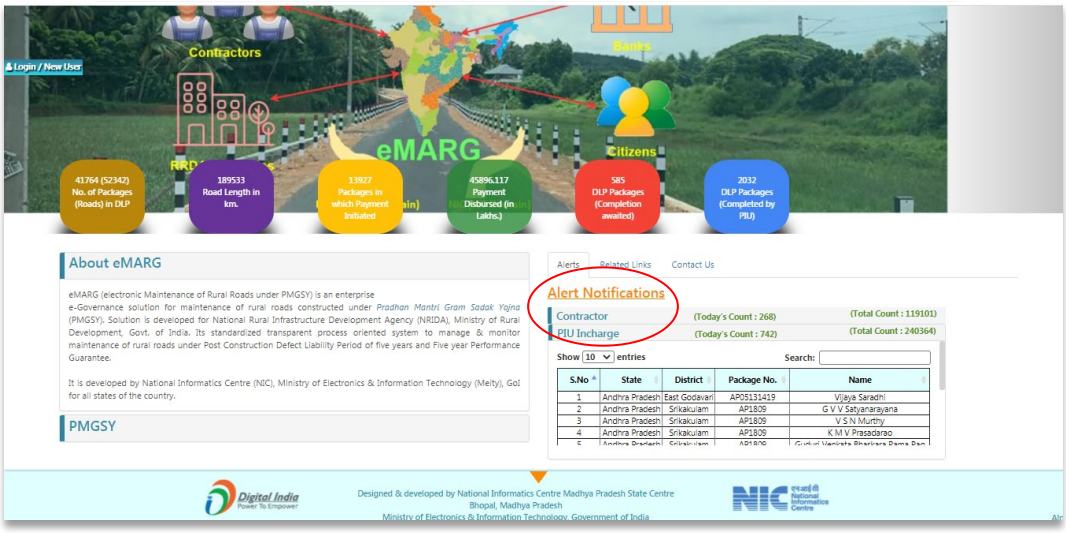


Figure: Alert Notification for PIU Incharge

Click on Login/New User (encircled above) and following screen will appear:

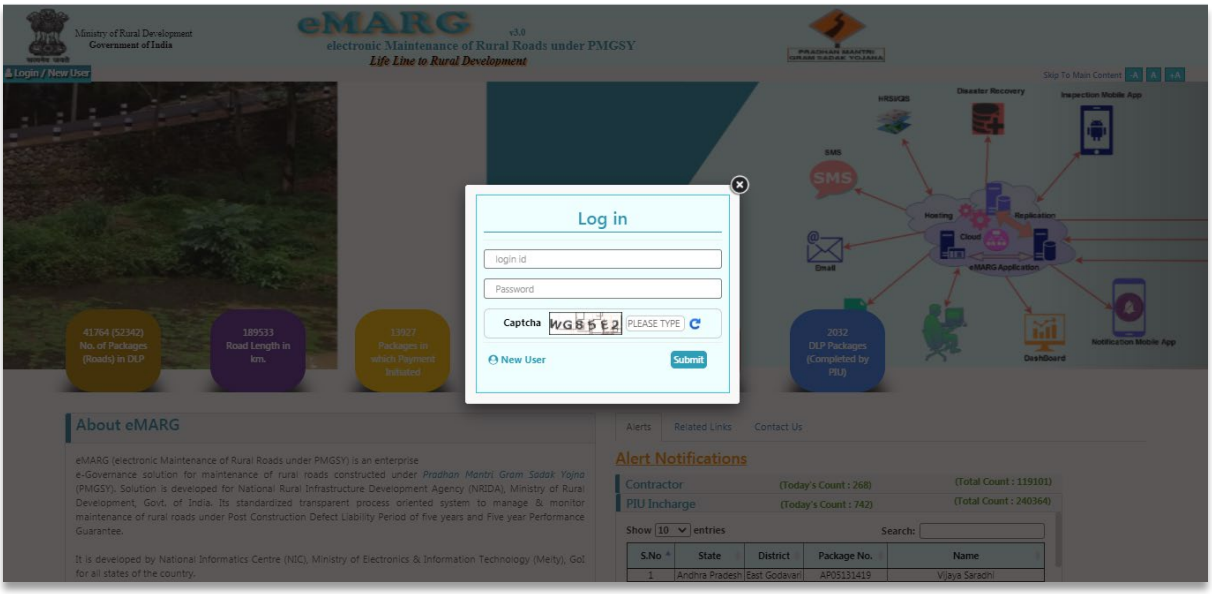


Figure: **eMARG Login Page**

Existing users have to enter Login-id and Password. Correct login details will provide access to eMARG application. New users need to register through link. User has to complete all details and submit the form for registration: -

Figure: **User Registration form for New User**

User creation process is based on selection of department and designation which as shown below: -

Figure: Selection of Department for New User

Figure: Selection of Designation Level for New User

4. Services/Modules for Departmental Users

After successful login, Read Kind attention, Home Page is as shown below:

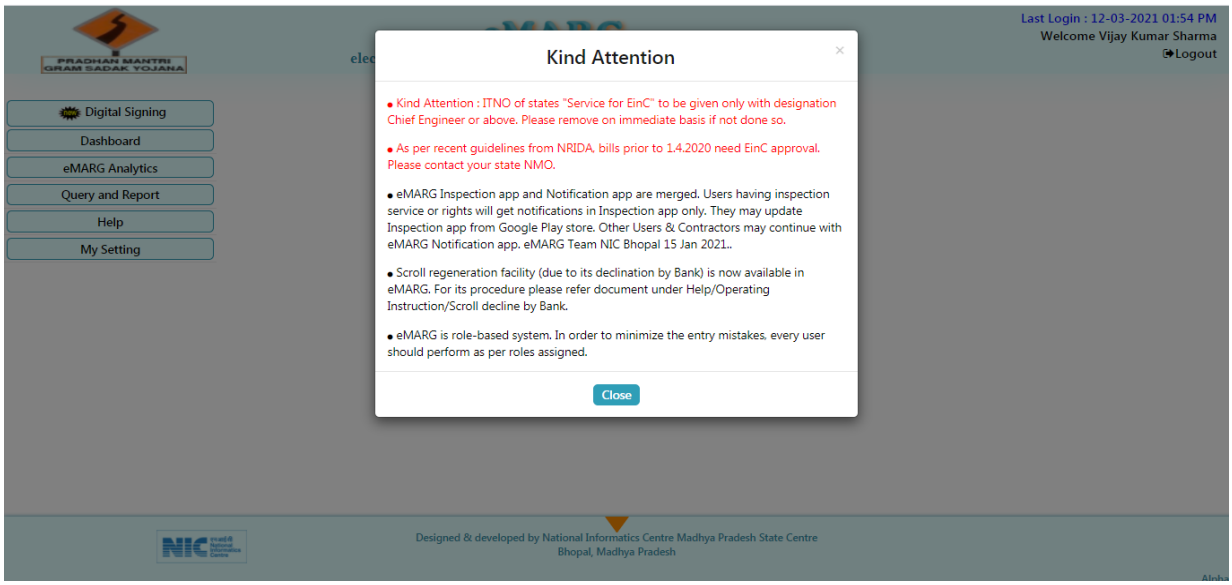


Figure: **Kind Attention of eMARG**

Kind attention box will show the latest updates available in eMARG software. Please read it carefully after every login.

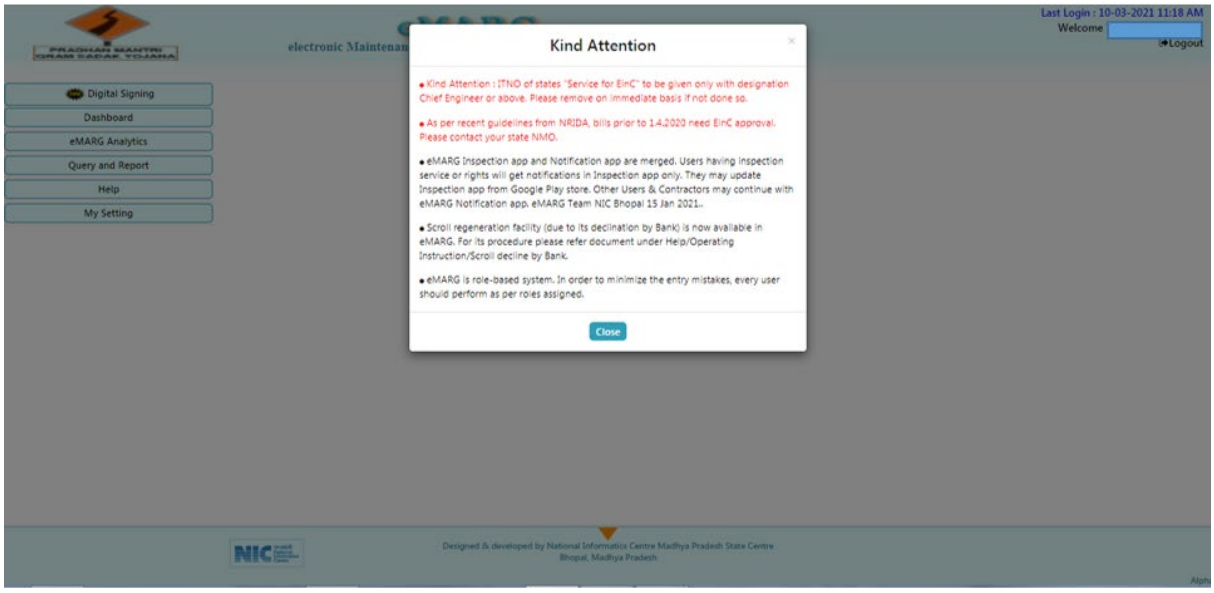


Figure: **Home page of eMARG**

Number of services/modules available under Main Menu of the Home Page depends upon the role of the logged in user.

Following is the list of overall services available for departmental users of eMARG. These services are assigned to users on the basis of their scope, role and responsibilities.

Services/Modules	Description
Admin Console	Specialized module for designated Administrators (State level/National Level) of eMARG for management of users.
Coordination Services	Specialized service for departmental coordinator at state level and national coordinator of NIC.
Dashboard	To display status of Packages.
Services for Engineering staff	For preparation/updation of data pertaining to Roads & Packages. It also facilitates updation of Contractor's Bank details.
Services For Account Officer	For Verification of various applicable taxes and deductions, Voucher creation.
Services for PIU In charge	Specialized module for approving authority of the district. It also facilitate to send their service requests/problems to higher authorities at state level or NIC .
Inspection Services	Specialized module for conducting Inspection and Performance Evaluation. (Also refer **Annexure-B** for **Mobile App**).
Finance service	Specialized module to view, download the scroll. It is also used for uploading the non-withdrawal certificate which scroll is decline by bank.
Einc Service	It is specialized module for approve or reject the bills. those bills are before from 01.04.2020.
Signing	Specialized service for signing the scroll.
Query and Report Services	It provides options for customized Queries and Reports.
Services for Banker	Specialized module for payment related confirmation by Bank user.
Help	It provides helping documents for usage of eMARG.
Services For Contractor	Provides facility to Contractor for creation and submission of bill.
My Settings	Provides facility to a registered user to change/update profile.
Central Taxes	Provides tax related details decided by Central Government

4.1 Admin Console

eMARG will have administrators at national and state level. Administrator at national level, will create administrators at state level. National level admin will be responsible for administration of state-level administrators and state level administrator will be responsible for administration of state level users and contractors.

Figure: Home Page of eMARG

Selection of

provides following menu for administrator:

Figure: Admin Console Menu

Menu Options	Description	
Management Console	Provides options to show existing user's details and view new user's request.	
Contractor	To see details of a registered Contractor on the basis its ID (PAN no.) or Firm name.	
Updation Request	Displaying the updation details of contractor.	
	Accept	Before Accept the request check the GSTIN_no **OR** Bank details.
	Return	If found wrong details , They can return the request.
Manage Message	This option provides facility to manage message appear in kind attention box	
DSC Access log	Provides Dsc enrollment status	
Departmental user List	Department can download the list state wise as well as District wise.	

4.1.1 User Management

a.) User Search List

Select Category and State, records matching with given selection will appear as shown below:

Figure: Search User

i.) Free text Search

Enter some text inside <Your search text> box, records matching with entered text will appear as shown below:

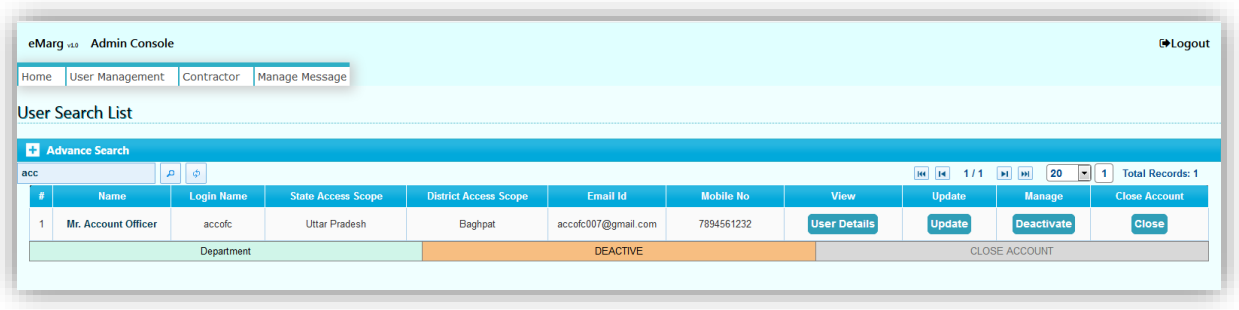


Figure: Search User through free text search

ii.) Advance Search

Use this option to define criteria using department, designation, access scope, services etc. Records satisfying the criterion will be displayed as shown below:-

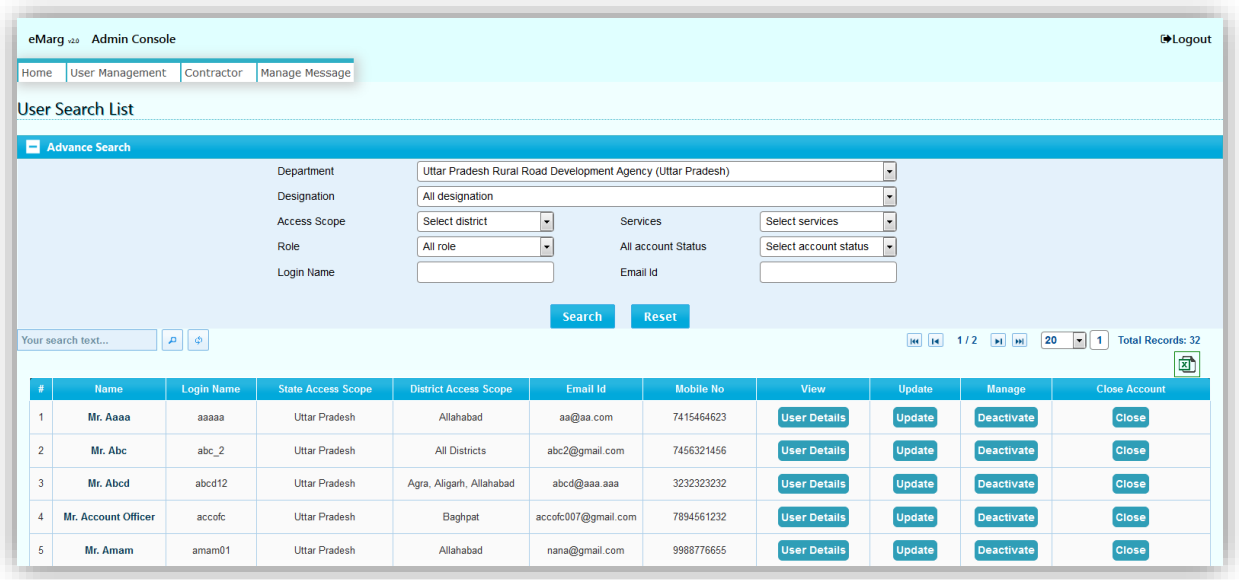


Figure: Advance User search

Buttons	**Description**
User Details	Provides User related details
Update	Provides facility to update user details
Deactivate	To deactivate a user
Close	To close a user's account

Click **<User Details>** tab to view details of the user as shown below: -

Figure: User Detail Page

Log of activities performed on a User's account can be seen through clicking on History Log as shown below :-

Figure: History Log Page

Click **<Update>** tab to view and update details of the user as shown below: -

Figure: Update User Profile

Administrator can update Designation Level, Role, Services and access scope given to a user.

b.) New User Request

New user requests can be seen through this menu. Two types of user requests are found here i.e. from Departmental users and from Contractors.

i) Selection of a request will display its details as shown below: -

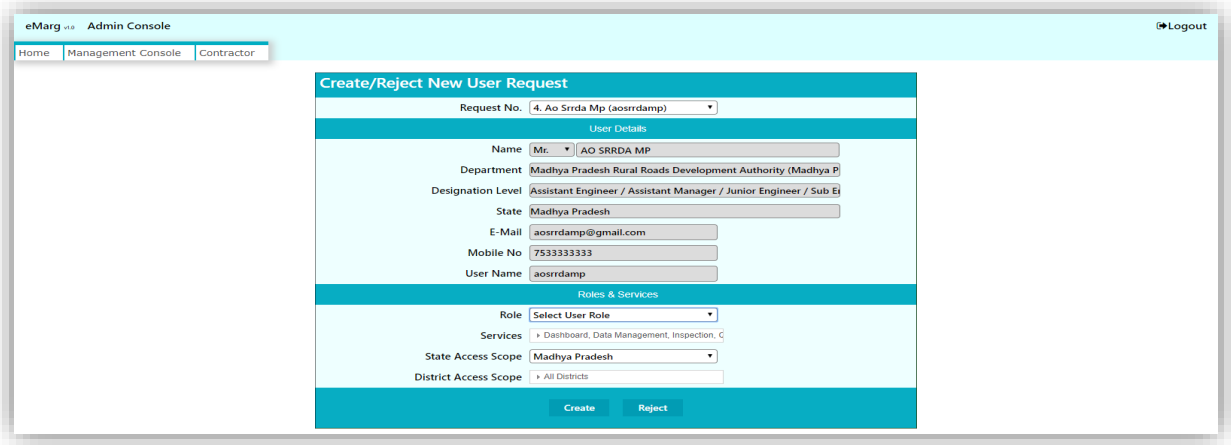


Figure: New User's Details

If applicant is found valid, its role, services and access scope can be assigned and accepted by clicking **<Create>** button. For rejection click **<Reject>**.

ii) If requested user is a **contractor**, then following screen with an additional link **<Contractor Detail>** appears as shown below :-

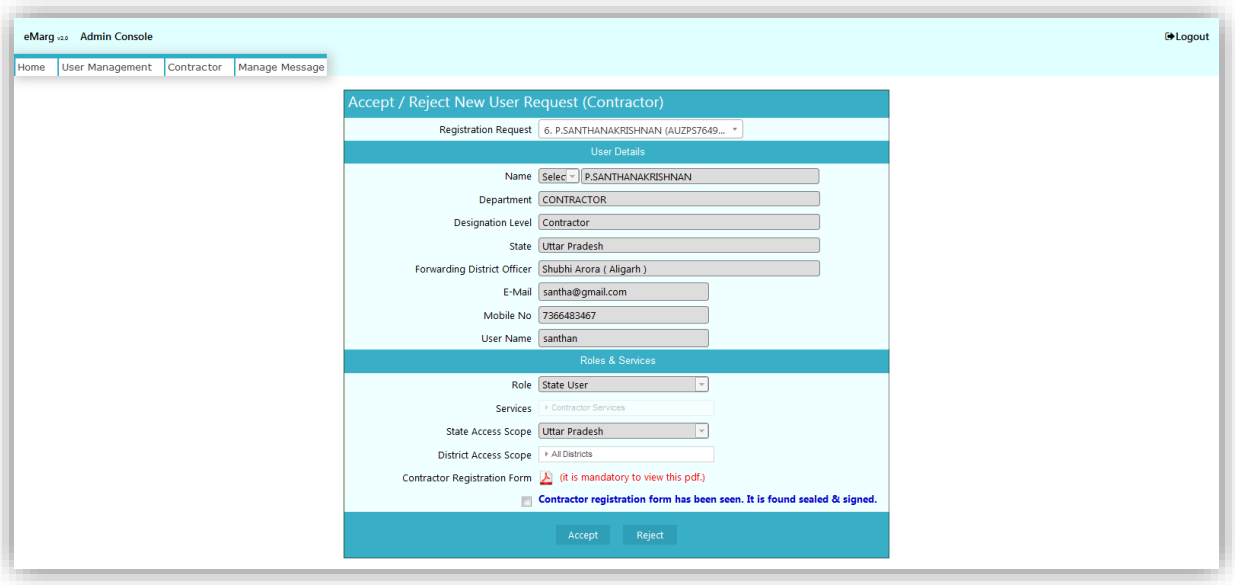


Figure: New Contractor's Request Details

It is mandatory for administrator to download the registration form of contractor, from clicking on icon for record purpose and use it for verification of Contractor's information before approval for registration and check below on it. Roles and Services are fixed for contractor.

4.1.2 Contractor

View submenu, provides registered Contractor's details on the basis of contractor's ID (PAN no.) or Firm Name (as shown below).

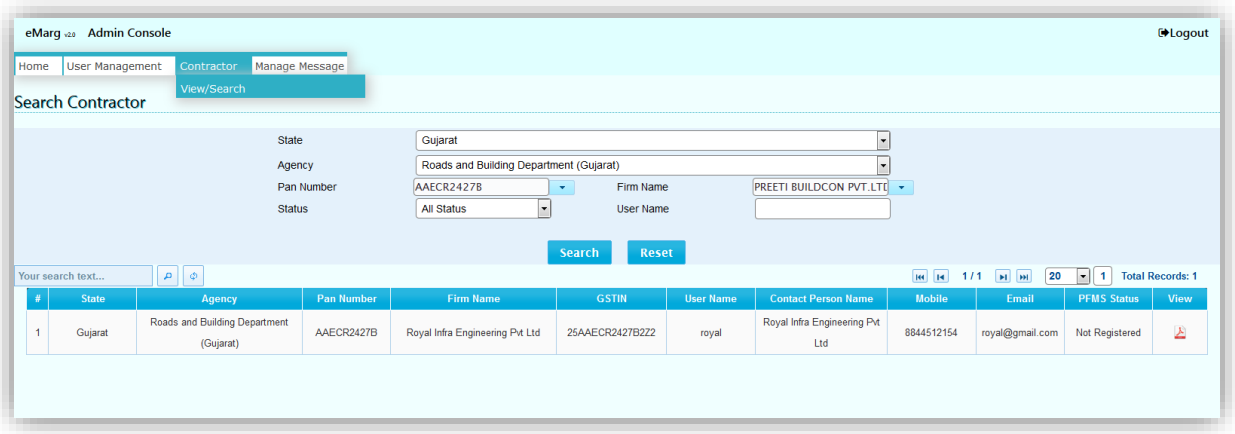


Figure: View Contractor's Details

Complete detail can be viewed by clicking on icon in view.

4.1.2.1 Contractor

This report is displaying Active/De-active/terminated **OR** Closed user list.

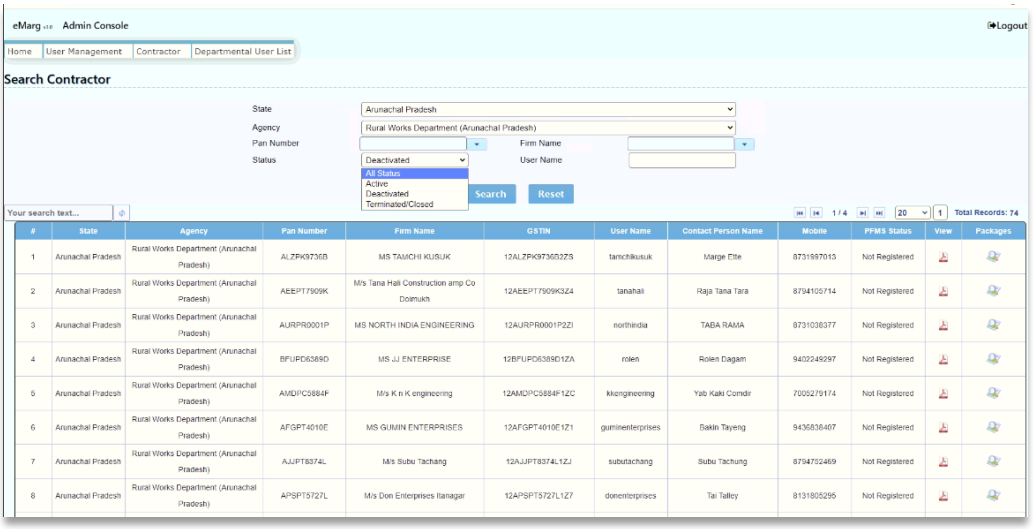


Figure: View Contractor's Details

4.1.3 Manage Message

This Facility is providing to admin for showing any important message in Kind Attention box. After login Departmental User/Contractor can see that message. Admin can enter message from Message Content as shown below:

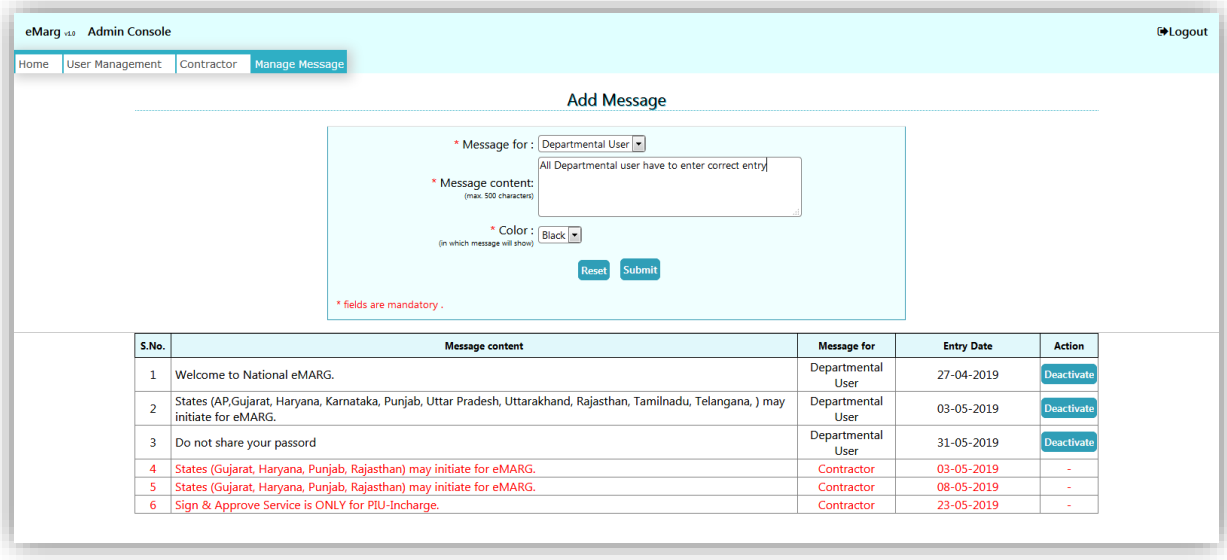


Figure: Manage Message

Admin can also deactivate any message using Deactivate button.

4.1.4 DSC Access log

After clicking on DSC access log menu, DSC registration related following report will show:

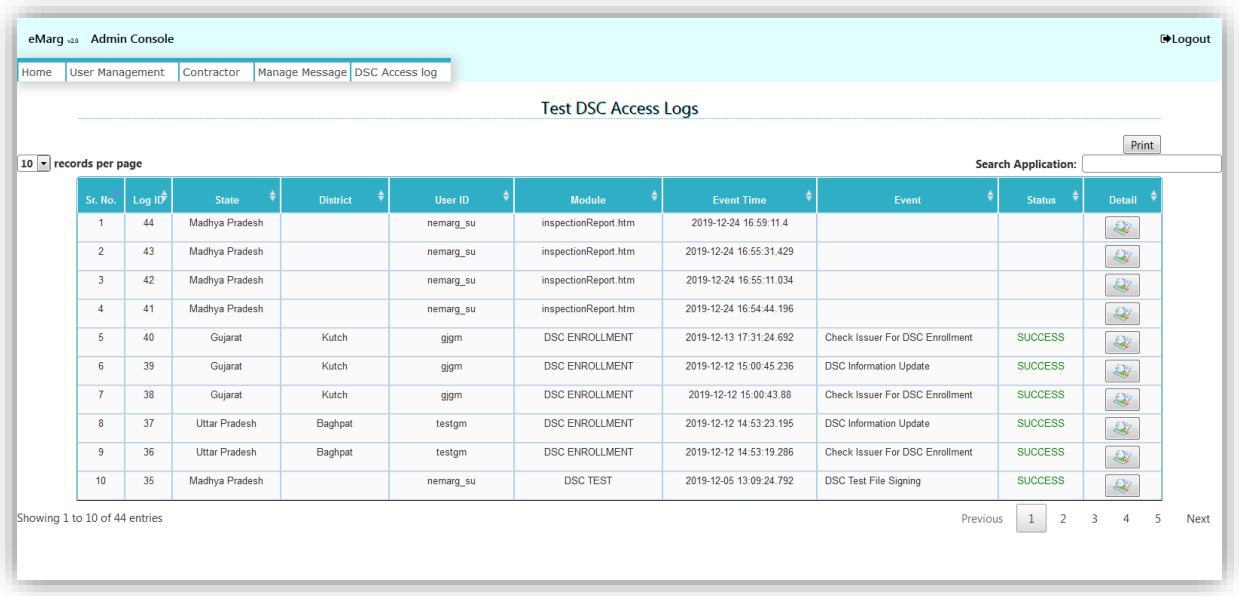


Figure: DSC Access log report

4.1.5 Updation Request

Updation request, provides the registered contractor's request in which GSTIN no and bank details had updated.

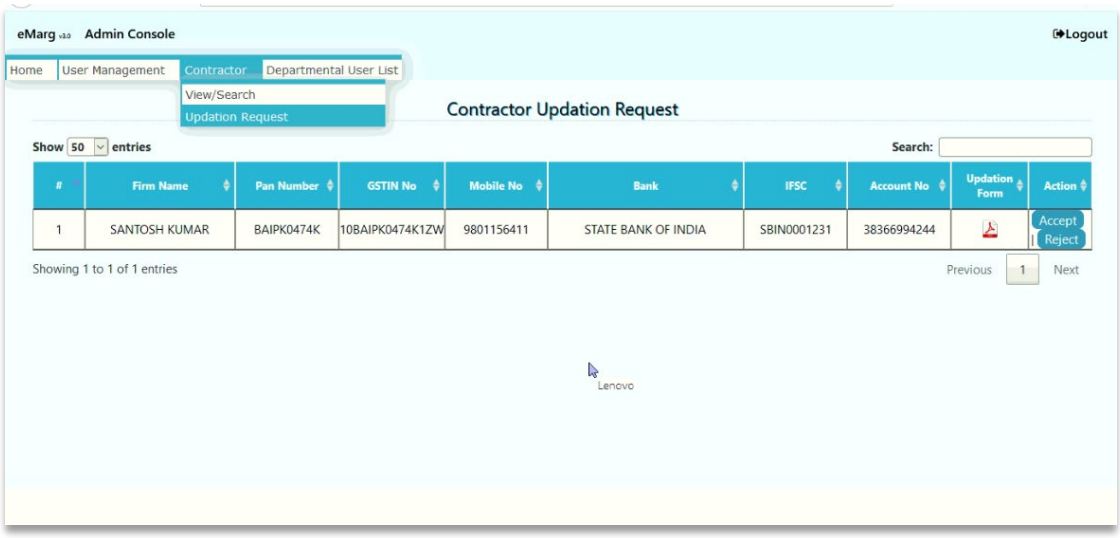


Figure: Contractor updation report

4.1.5 Department User List

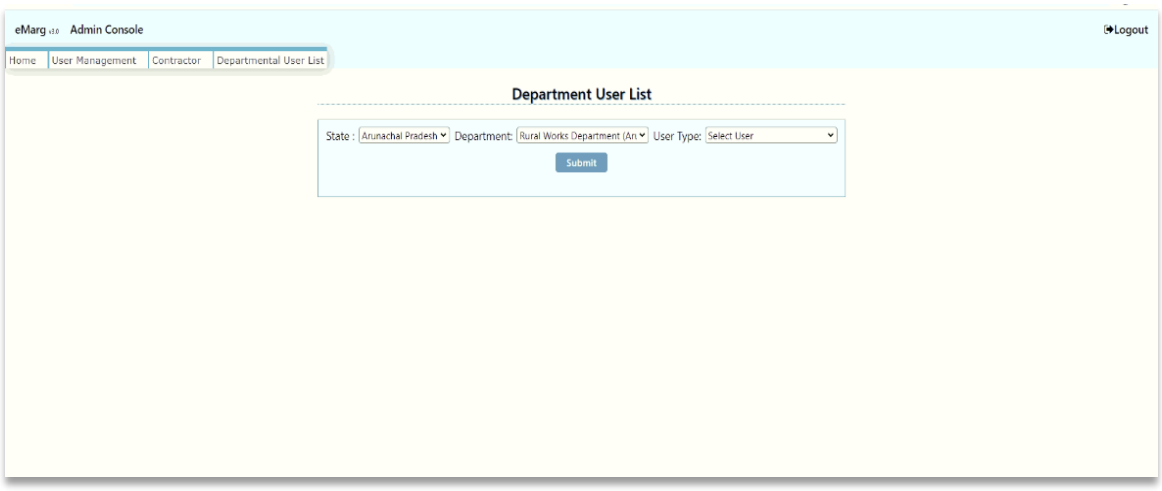


Figure: State user report

4.1.5 Department User List

Department can download the list .pdf format state user wise and also District user wise.

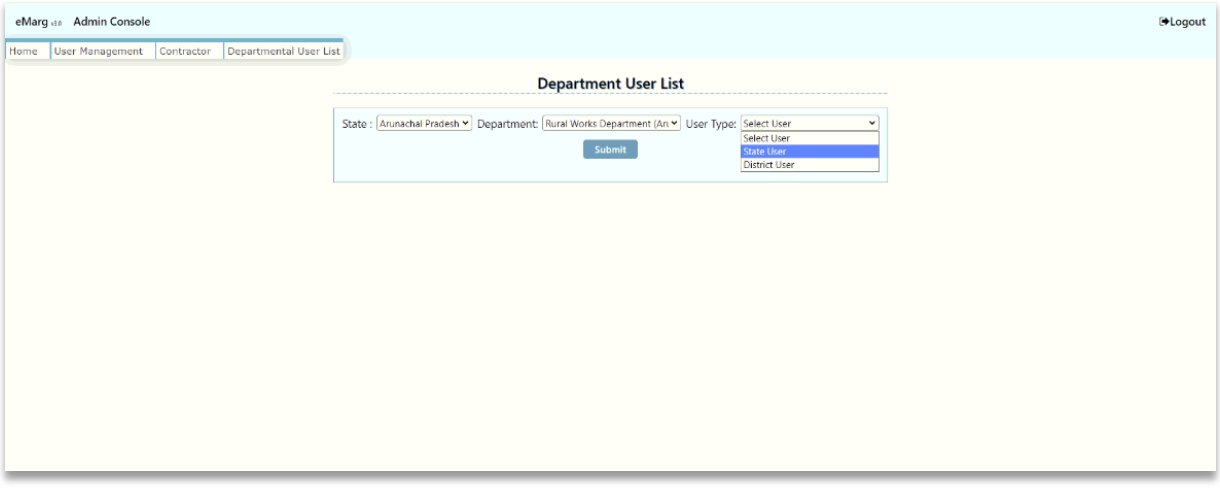


Figure: District user report

4.2 Coordination Services

This service is provided to departmental coordinator of each state and national level coordinator of NIC.

Figure: Home Page of eMARG

This service has been designated for SRRDA official at state level, authorized for some special tasks at Hqs. level.

Click on Coordination Services provides menu as shown below:

4.2.1 Package Reversal/Unlock >>

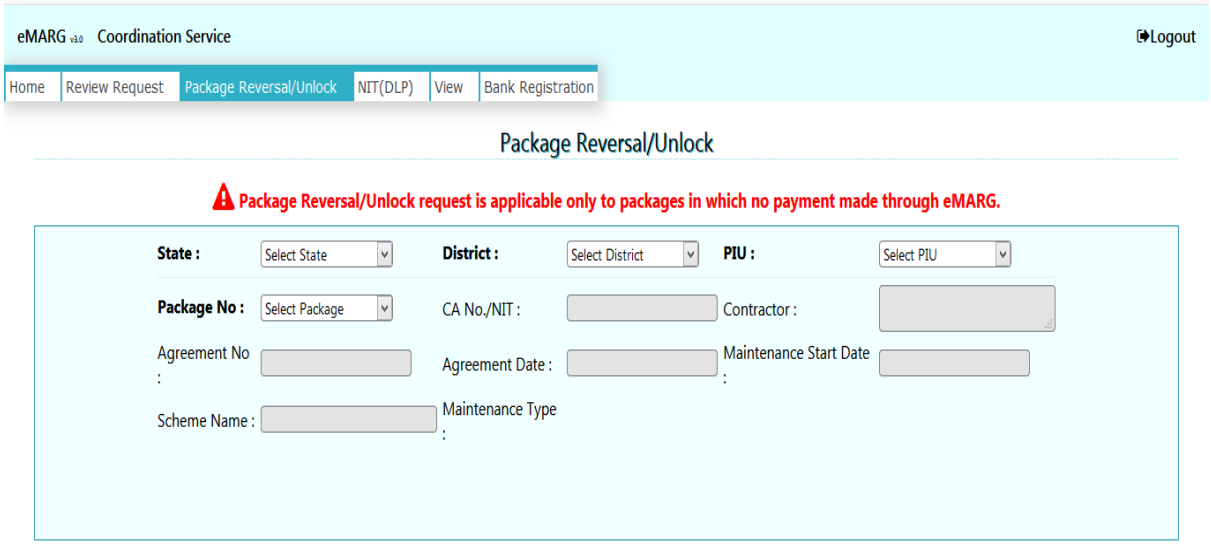


Figure: Coordination Services for State User

Those packages will be reversal in which no payment made through eMARG.

If package is eligible >> Click on process for reversal.

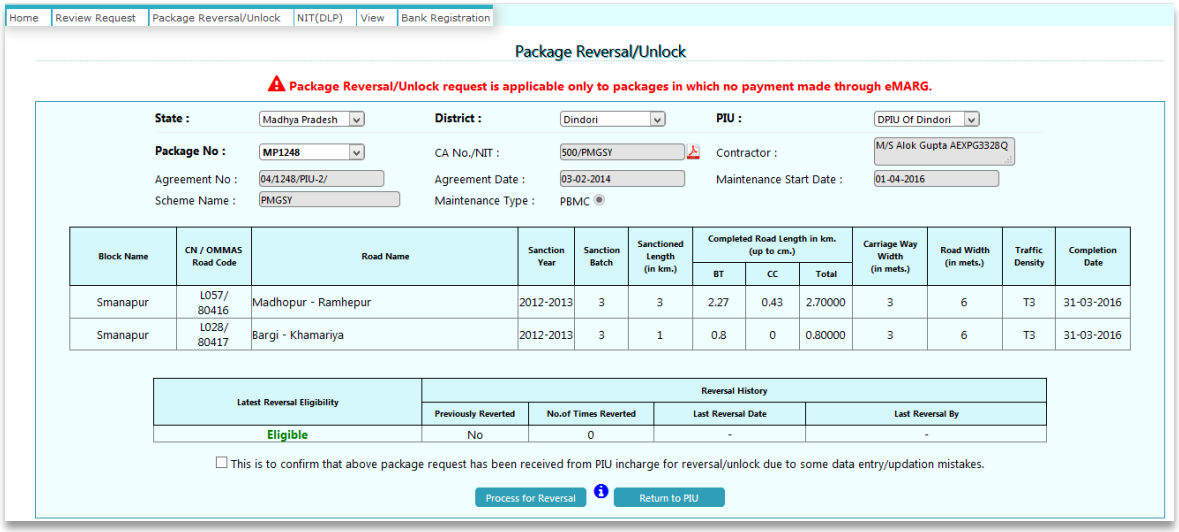


Figure: Coordination Services for State User

Sub Menu button	Description
Process for reversal	Eligible packages will Reversal/Unlock.
Return to PIU	If not eligible ,He can Return to PIU.

Menu Options	Description
Package Reversal/Unlock	Provides facility to Reversal/Unlock the package which are comes from District PIU.
Review Request	To review the requests/complaints submitted by the district users.
NIT	Specialized module for centralized maintenance of NIT Rates. It provides facility for creation and updation of NIT master.
Bank User	Provides facility for registration of Bank user also provide updation in bank user detail.
View	To view maintenance rates NIT wise and state wise

4.2.2 Review Request

Provides list of requests registered from district level officials. Select state, district and status. Filtered requests will be displayed as shown below:

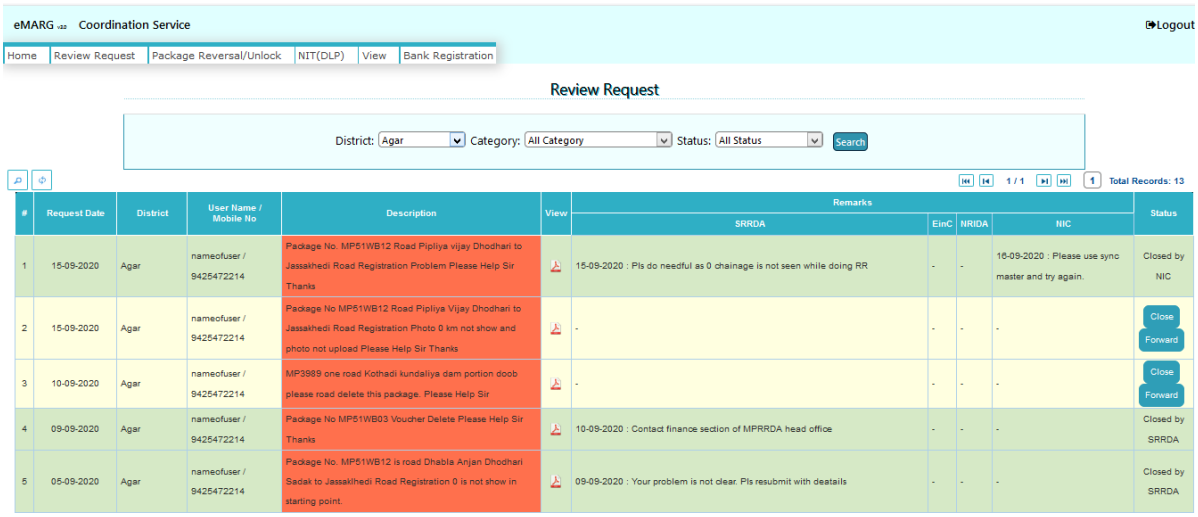


Figure: Review Request in Coordination Services

Now departmental admin can close any request (using Close) or request can be forwarded to NIC (using Forward) . It facilitates a text box to enter remarks.

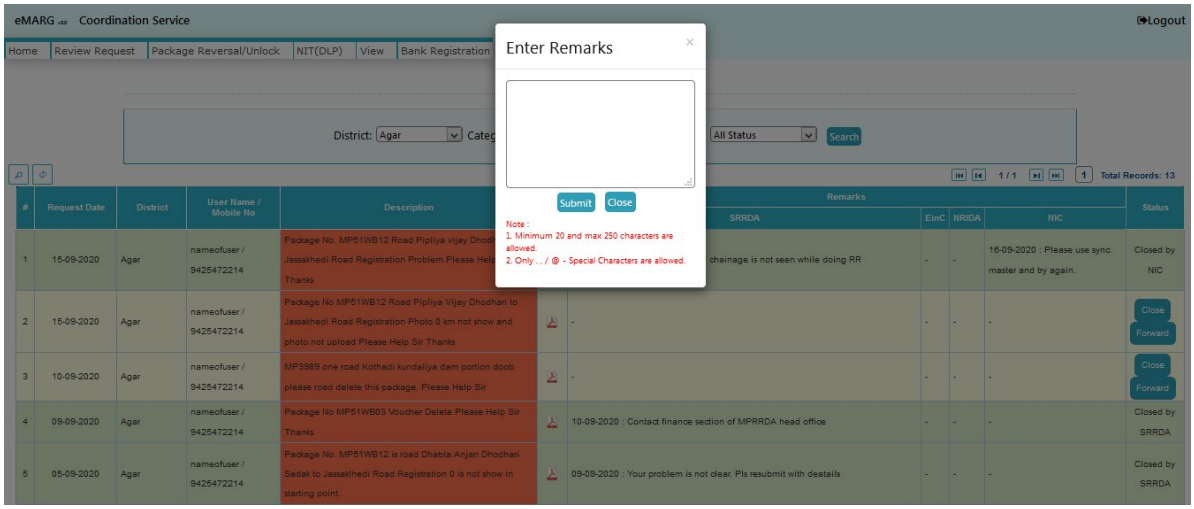


Figure : Enter Remarks

4.2.3 NIT

This service has been designated for departmental user at state level. Its selection provides following screen:

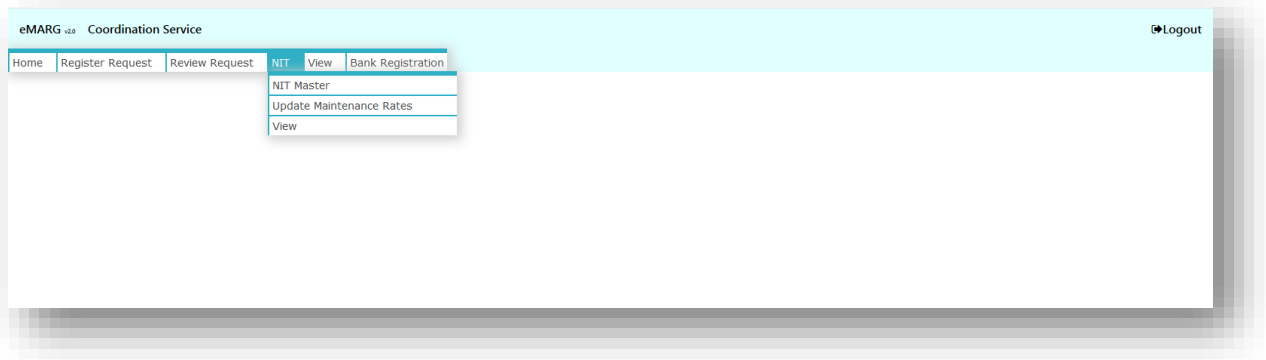


Figure : NIT (Notice Inviting Tender) Page

Submenu	Description
NIT Master	Facilitates creation of master for NITs in a state.
Update Maintenance Rates	Provide facility for entry/updation of rates against a NIT no.
View	Provides facility to view NIT details

a.) NIT Master

This option facilitates data entry of various NITs. User need to enter NIT no. and NIT date as shown below:

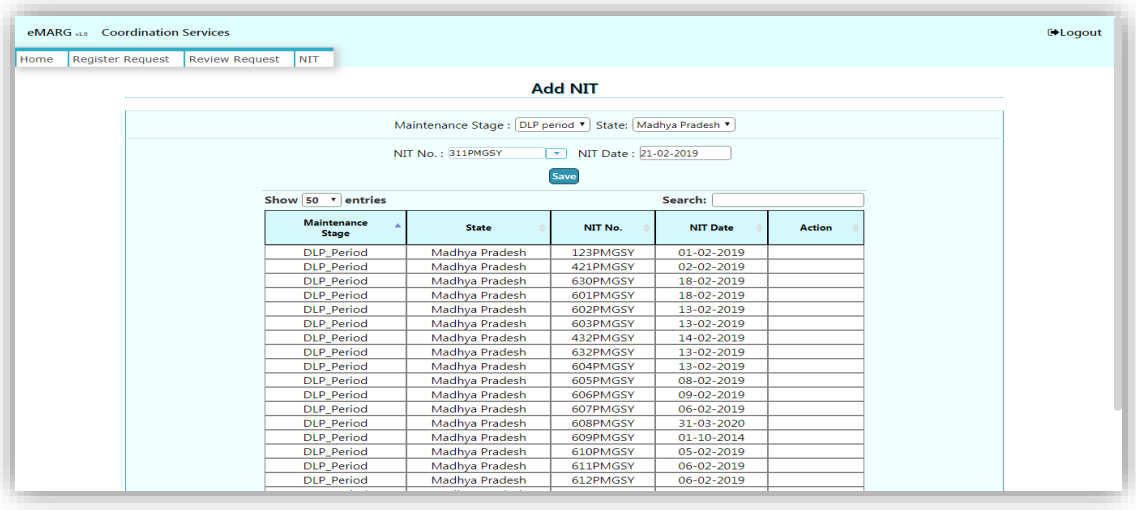


Figure : Add NIT (Notice Inviting Tender) page

Click on Save will add a new row with entered information. This row will have two options in Action column **OK** and **Delete** as shown below :-

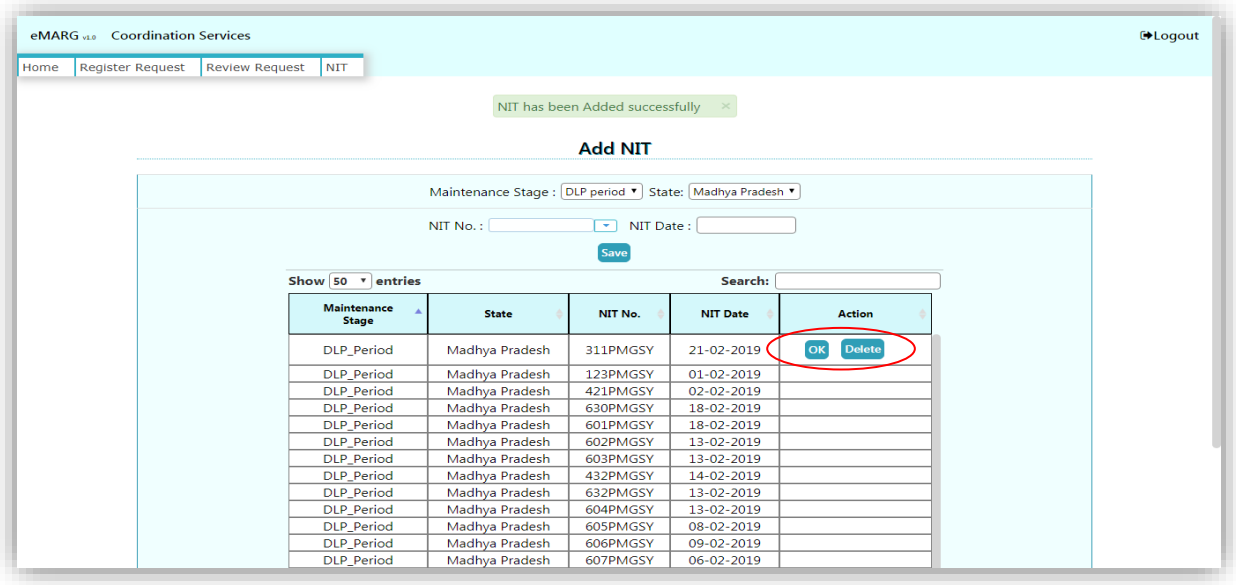


Figure: Successfully added NIT in Coordination Services

If entries are correct then select (OK) OK otherwise select (Delete) Delete to delete the entry.

b.) Add/Update Maintenance Rates

Use this option to enter rates in a NIT. Select desired NIT from drop down list against NIT No. for which maintenance rates are to entered or updated.

a. Add Rates

If rates are entered for the first time, then selection of such NIT will display following screen:-

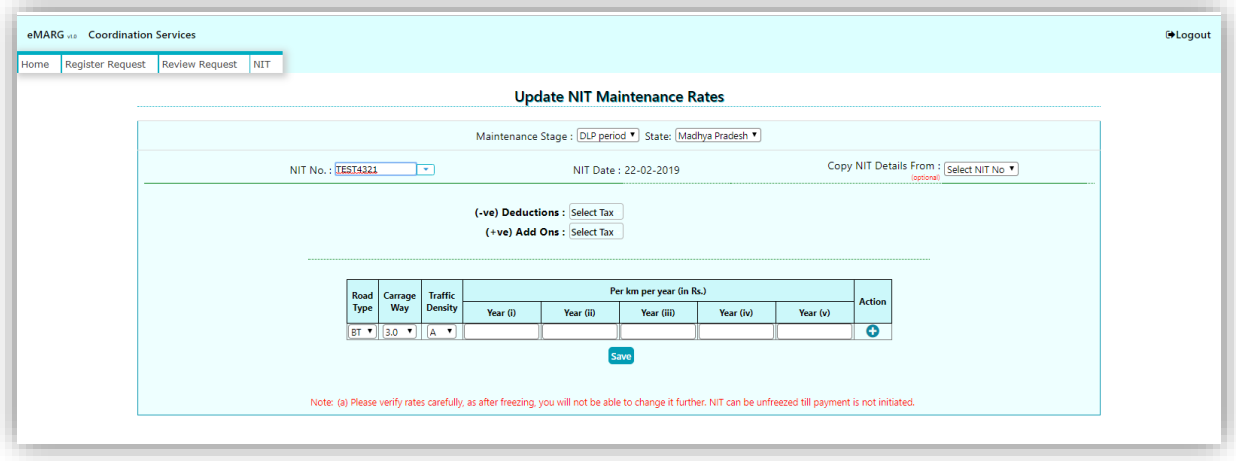


Figure: Update NIT

Here user can either enter rates or can copy them from already freezed NITs.

1. Through Data Entry

Select Road type, Carriage Way, Traffic Density and enter rates for 5 years. Then click on in action column to add the row. Use save button to save entered data.

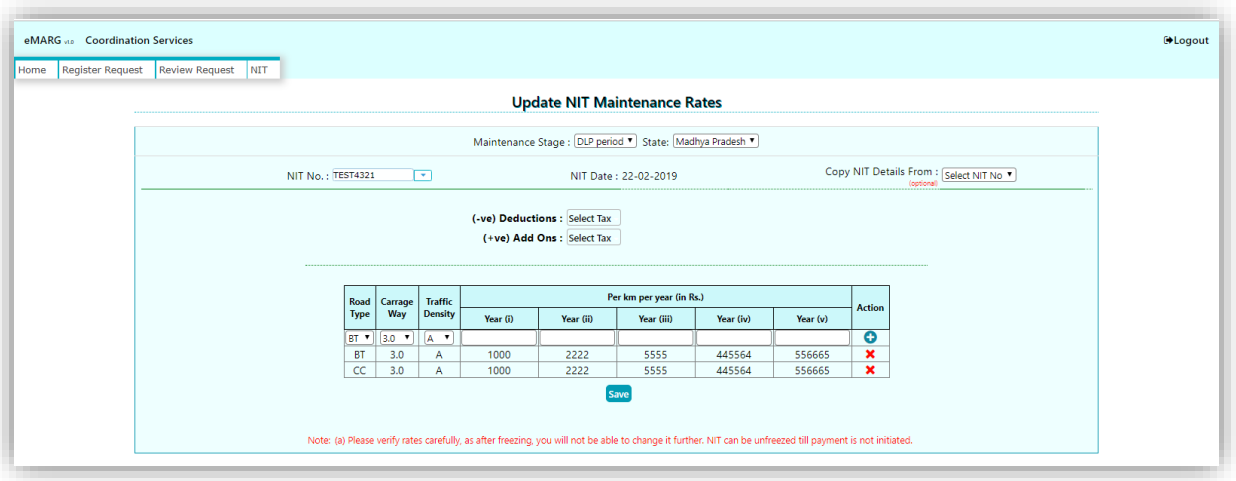


Figure: Successfully added NIT in Coordination Services

2. Through **Copy NIT Details From**

User can copy the data from any already freezed NIT as shown below :-

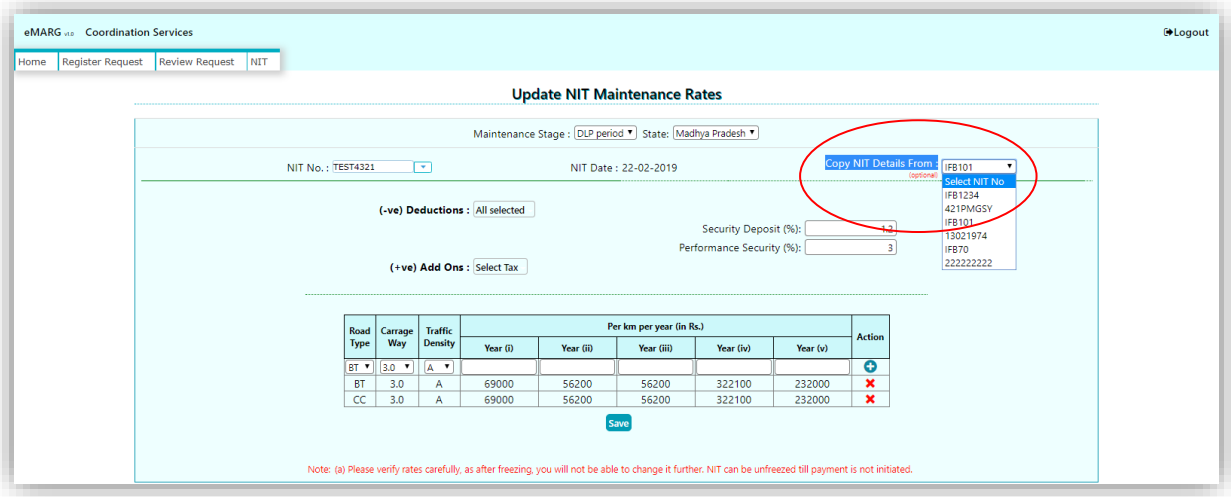


Figure: Copy NIT Details

Select deductions and Add ons as applicable in your state. Text boxes for selection of deductions and add ons will appear as shown below: -

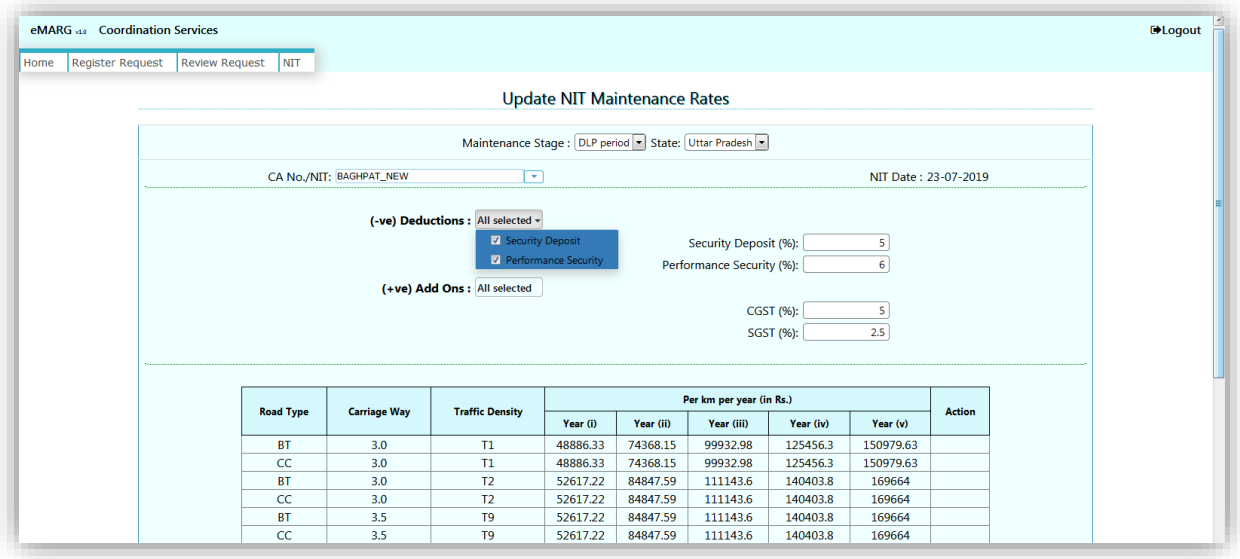


Figure: Deduction option

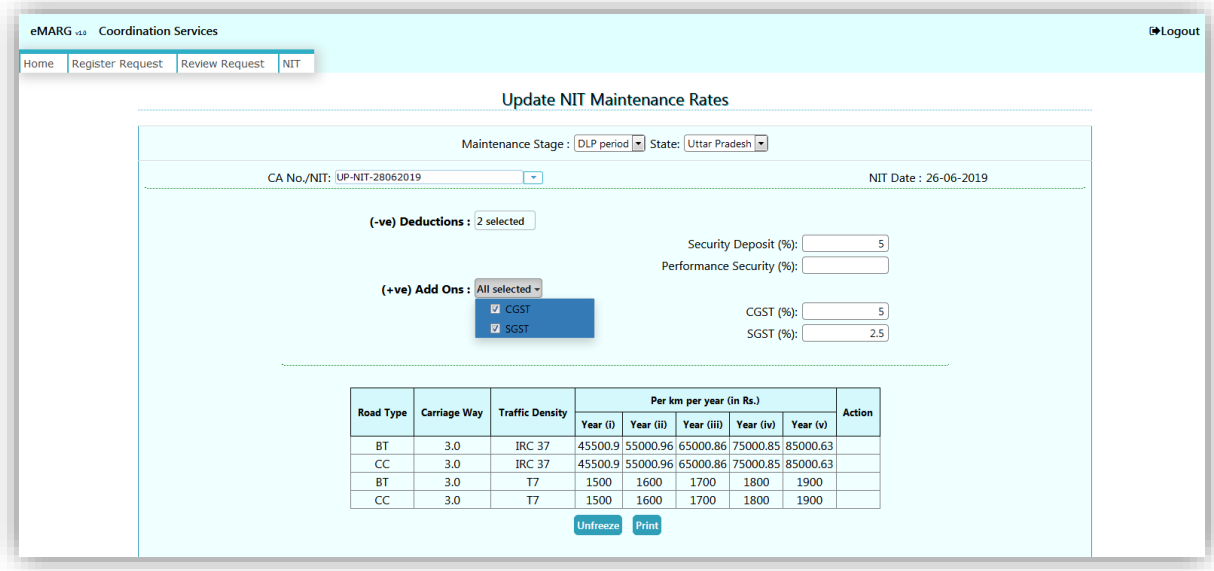


Figure : Add ons option

Enter values (in %) for deductions and add ons.

b. Update Rates

If rates are to be updated, then selection of such NIT will display following screen :-

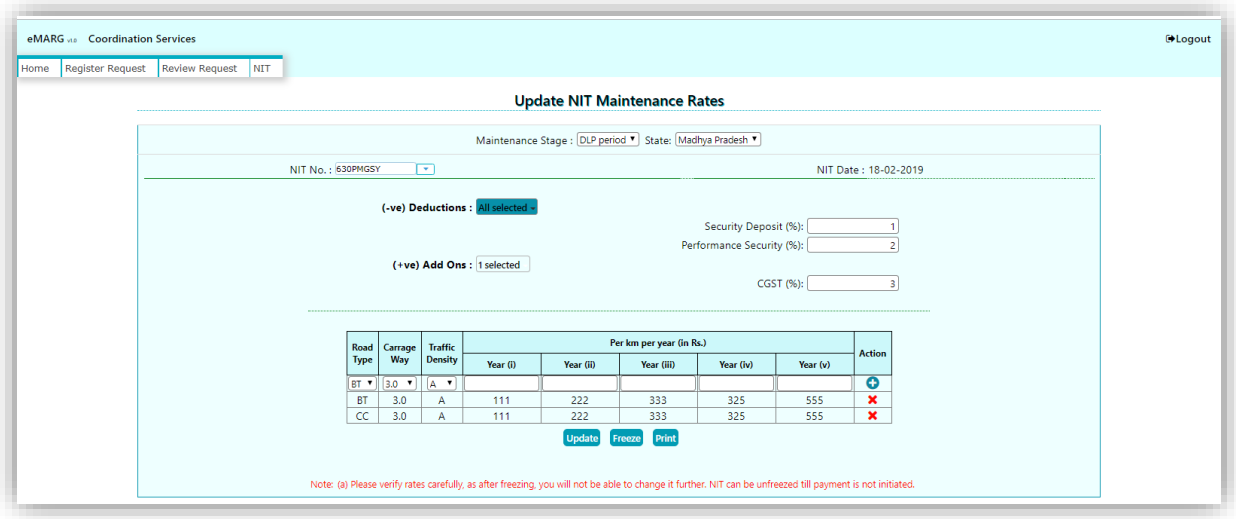


Figure: Updation of NIT rates

Note: Similar combination of Road type, Carriage Way, Traffic Density is not possible for maintenance rates.

Update the data and save it using <Update> button. If data is final, freeze it using <Freeze> button.

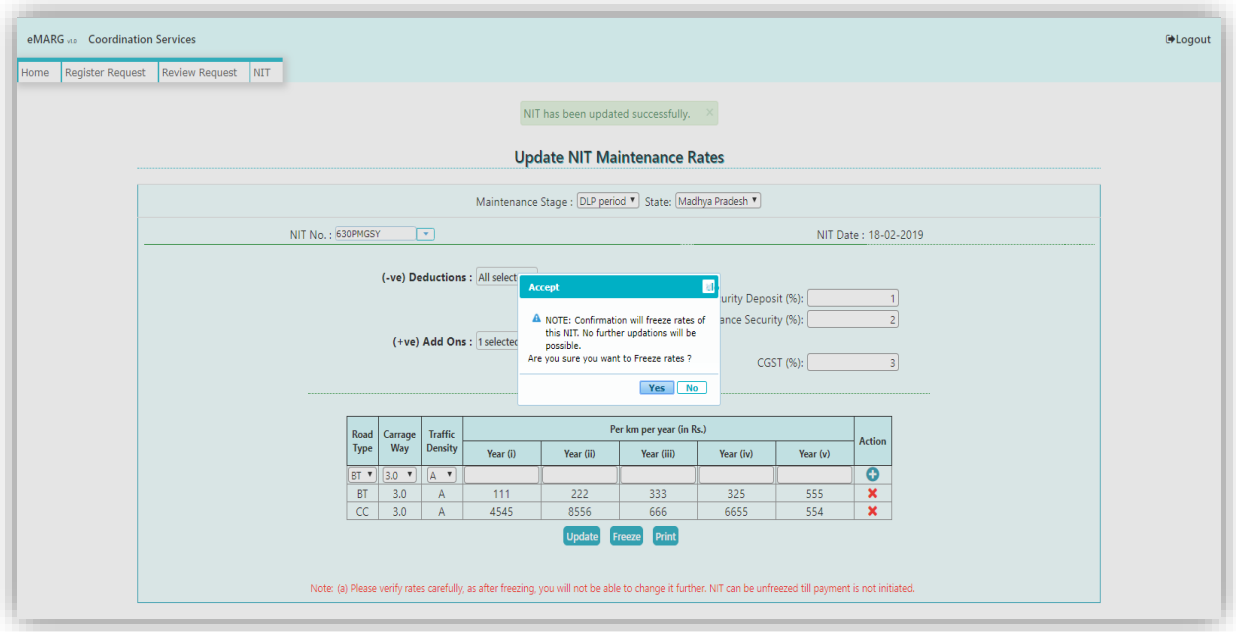
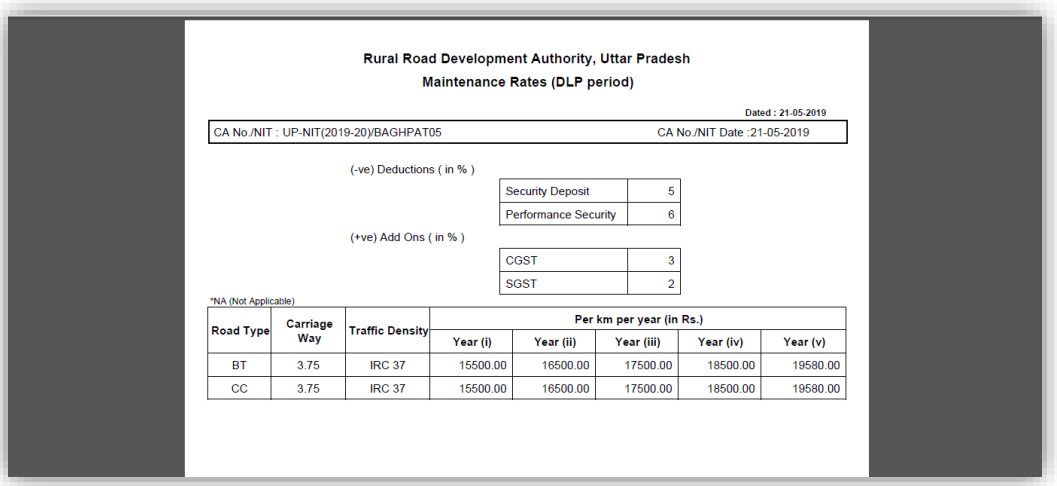


Figure: Freeze of NIT rates

NIT details can be printed using <Print> button as shown below :-



Rural Road Development Authority, Uttar Pradesh

Maintenance Rates (DLP period)

Dated : 21-05-2019

CA No./NIT : UP-NIT(2019-20)/BAGHPAT05 — CA No./NIT Date :21-05-2019

(-ve) Deductions (in %)

Security Deposit	5
Performance Security	6

(+ve) Add Ons (in %)

CGST	3
SGST	2

*NA (Not Applicable)

Road Type	Carriage Way	Traffic Density	Per km per year (in Rs.)				
			Year (i)	Year (ii)	Year (iii)	Year (iv)	Year (v)
BT	3.75	IRC 37	15500.00	16500.00	17500.00	18500.00	19580.00
CC	3.75	IRC 37	15500.00	16500.00	17500.00	18500.00	19580.00

Figure : PDF of NIT rates

Note: Freezing of a NIT is mandatory before initiating bill generation process. NIT can be unfreezed by Approving authority till payment is not initiated using <Unfreeze> button as shown below: -

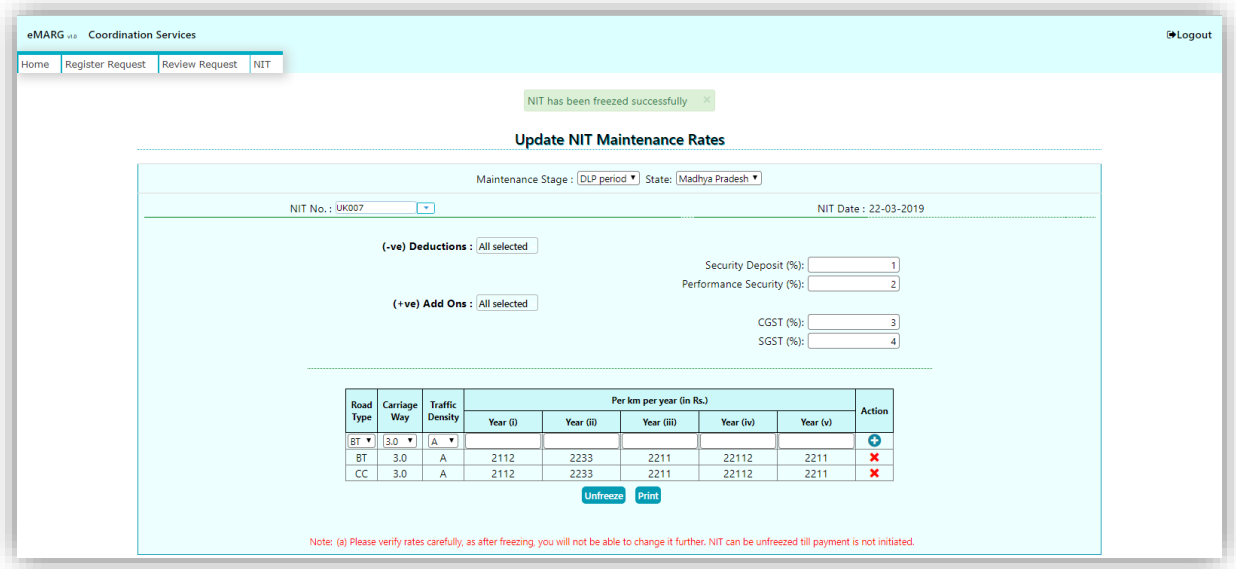


Figure: Unfreeze of NIT rates

c.) View

Use this option to view maintenance rates by selecting NIT No. as shown below: -

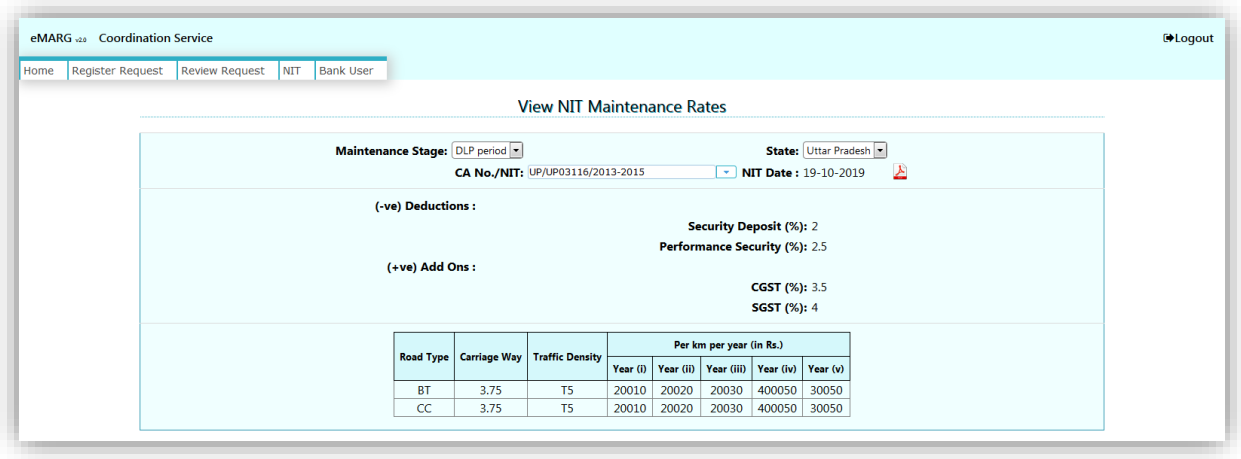


Figure : View of NIT maintenance rates

Displayed information can be downloaded in the form of PDF by clicking on icon.

4.2.4 View

This facility is available to view maintenance rates CA/NIT no. wise and State/District wise as shown below**:**

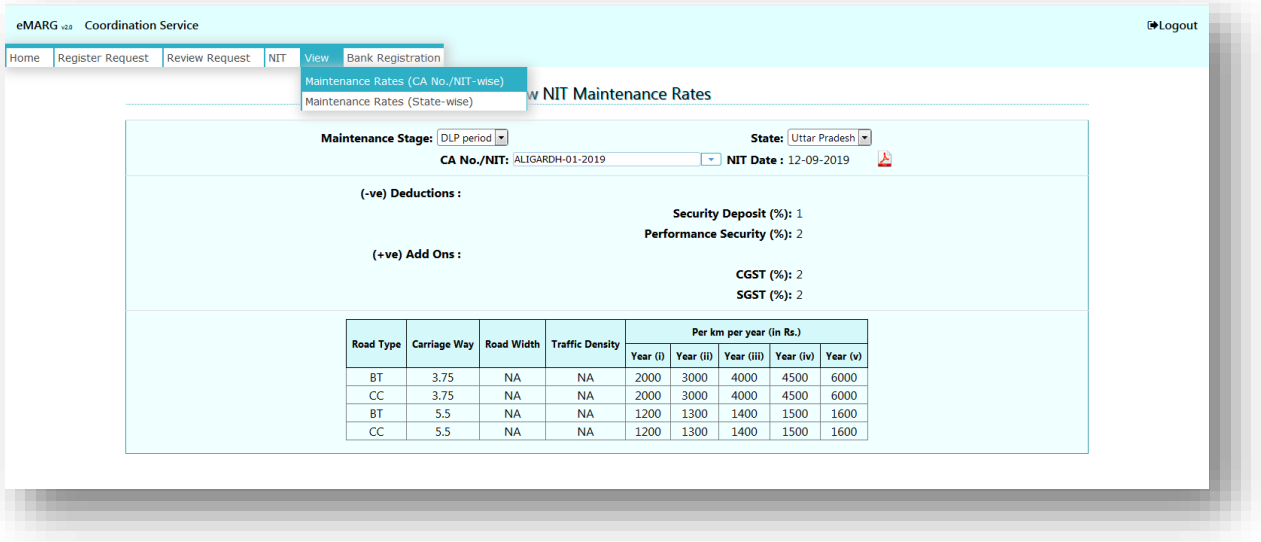
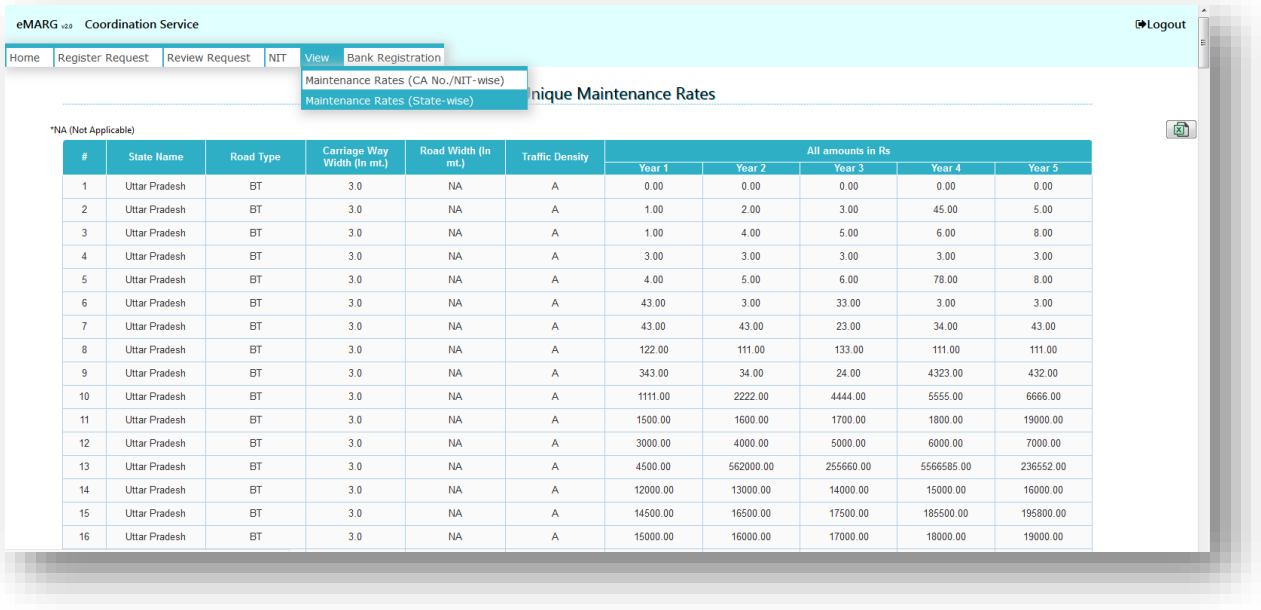


Figure: Maintenance rates

Maintenance rates (State wise)



#	State Name	Road Type	Carriage Way Width (In mt.)	Road Width (In mt.)	Traffic Density	All amounts in Rs				
						Year 1	Year 2	Year 3	Year 4	Year 5
1	Uttar Pradesh	BT	3.0	NA	A	0.00	0.00	0.00	0.00	0.00
2	Uttar Pradesh	BT	3.0	NA	A	1.00	2.00	3.00	45.00	5.00
3	Uttar Pradesh	BT	3.0	NA	A	1.00	4.00	5.00	6.00	8.00
4	Uttar Pradesh	BT	3.0	NA	A	3.00	3.00	3.00	3.00	3.00
5	Uttar Pradesh	BT	3.0	NA	A	4.00	5.00	6.00	78.00	8.00
6	Uttar Pradesh	BT	3.0	NA	A	43.00	3.00	33.00	3.00	3.00
7	Uttar Pradesh	BT	3.0	NA	A	43.00	43.00	23.00	34.00	43.00
8	Uttar Pradesh	BT	3.0	NA	A	122.00	111.00	133.00	111.00	111.00
9	Uttar Pradesh	BT	3.0	NA	A	343.00	34.00	24.00	4323.00	432.00
10	Uttar Pradesh	BT	3.0	NA	A	1111.00	2222.00	4444.00	5555.00	6666.00
11	Uttar Pradesh	BT	3.0	NA	A	1500.00	1600.00	1700.00	1800.00	19000.00
12	Uttar Pradesh	BT	3.0	NA	A	3000.00	4000.00	5000.00	6000.00	7000.00
13	Uttar Pradesh	BT	3.0	NA	A	4500.00	562000.00	255660.00	5566585.00	236552.00
14	Uttar Pradesh	BT	3.0	NA	A	12000.00	13000.00	14000.00	15000.00	16000.00
15	Uttar Pradesh	BT	3.0	NA	A	14500.00	16500.00	17500.00	185500.00	195800.00
16	Uttar Pradesh	BT	3.0	NA	A	15000.00	16000.00	17000.00	18000.00	19000.00

Figure: Maintenance Rates State/District wise

4.2.5 Bank Registration

Bank user is registered from Bank User>>Bank User Registration for confirmation of payment process.

Figure: View of NIT maintenance rates

Fill the form as shown below:

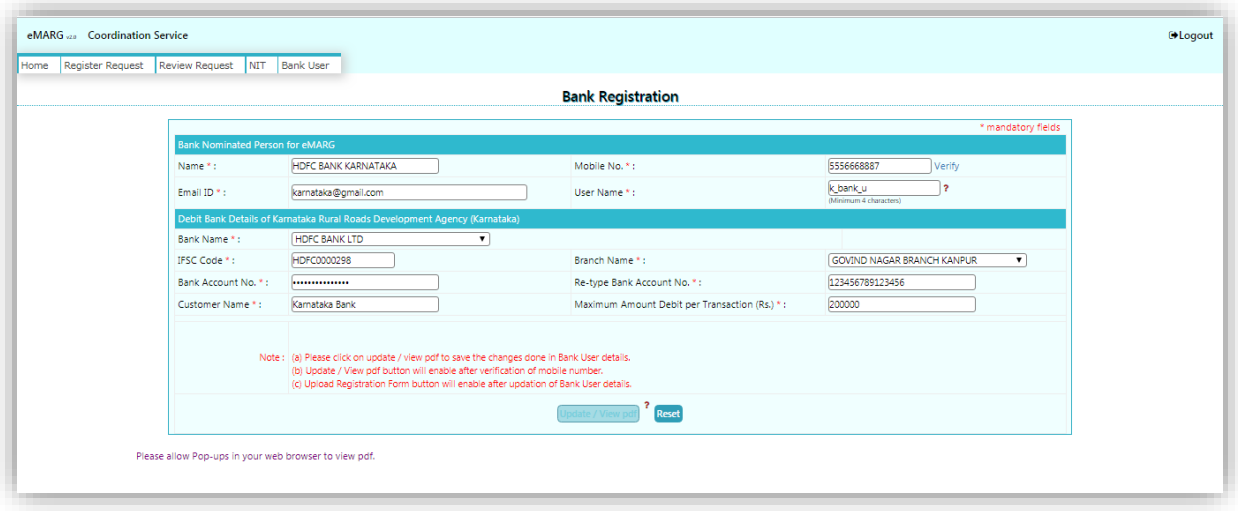
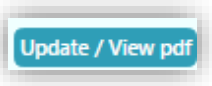
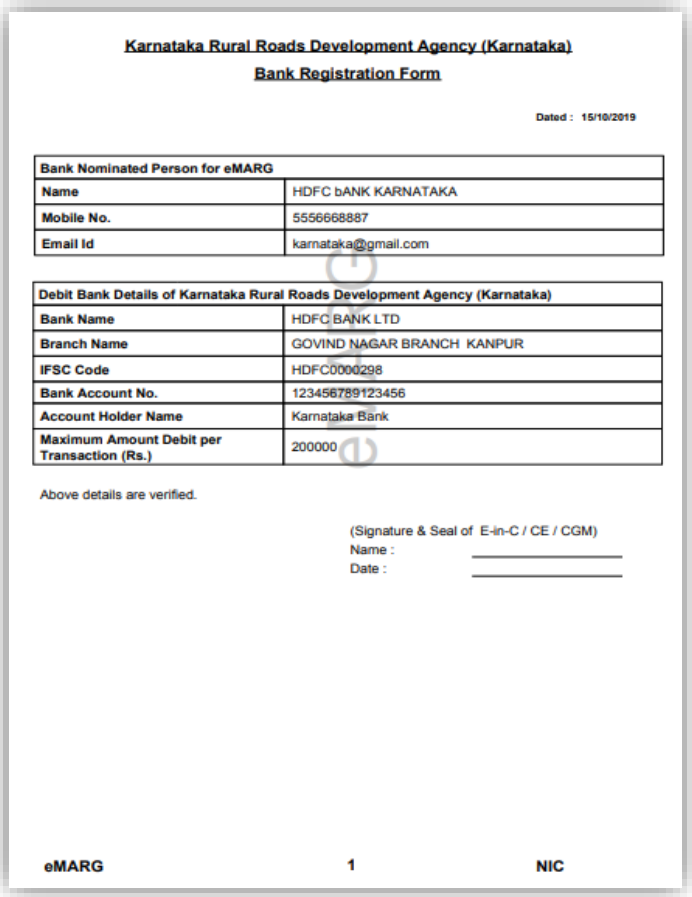


Figure: Bank Registration form

Click on  button to download the pdf.



Karnataka Rural Roads Development Agency (Karnataka)

Bank Registration Form

Dated : 15/10/2019

Bank Nominated Person for eMARG	
Name	HDFC bANK KARNATAKA
Mobile No.	5556668887
Email Id	karnataka@gmail.com

Debit Bank Details of Karnataka Rural Roads Development Agency (Karnataka)	
Bank Name	HDFC BANK LTD
Branch Name	GOVIND NAGAR BRANCH KANPUR
IFSC Code	HDFC0000298
Bank Account No.	123456789123456
Account Holder Name	Karnataka Bank
Maximum Amount Debit per Transaction (Rs.)	200000

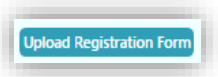
Above details are verified.

(Signature & Seal of E-in-C / CE / CGM)
Name :
Date :

eMARG **1** **NIC**

Figure: Bank Registration form in pdf

After official seal and signed upload it from upload registration form.

Click on 

to upload the registration form.

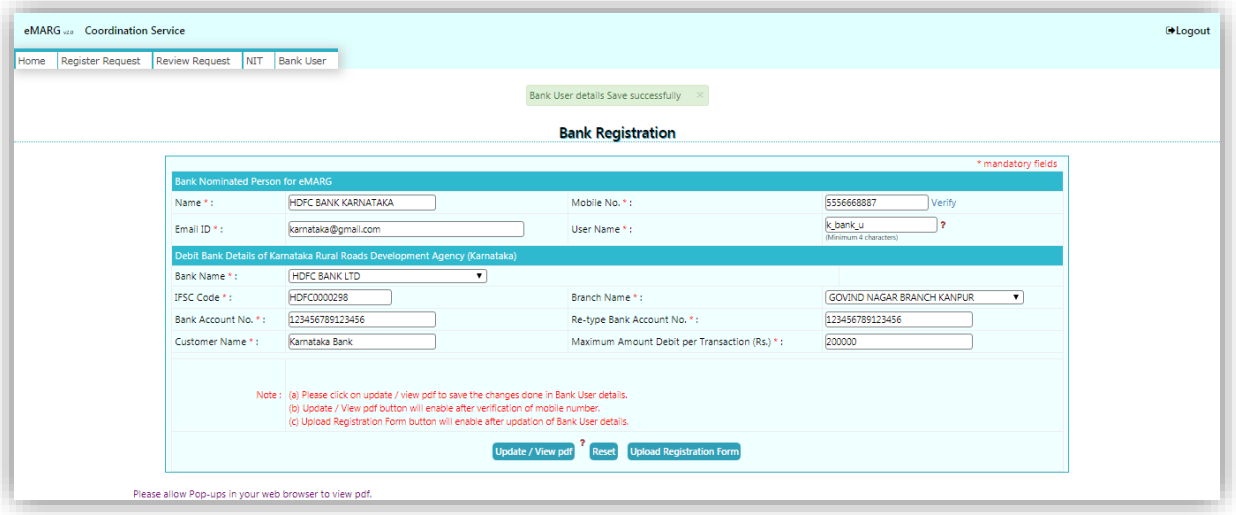


Figure: Upload Registration form

Now this request is available at state administrator level for approval.

Update Bank User

To update bank user click on (Update Bank User) as shown below:

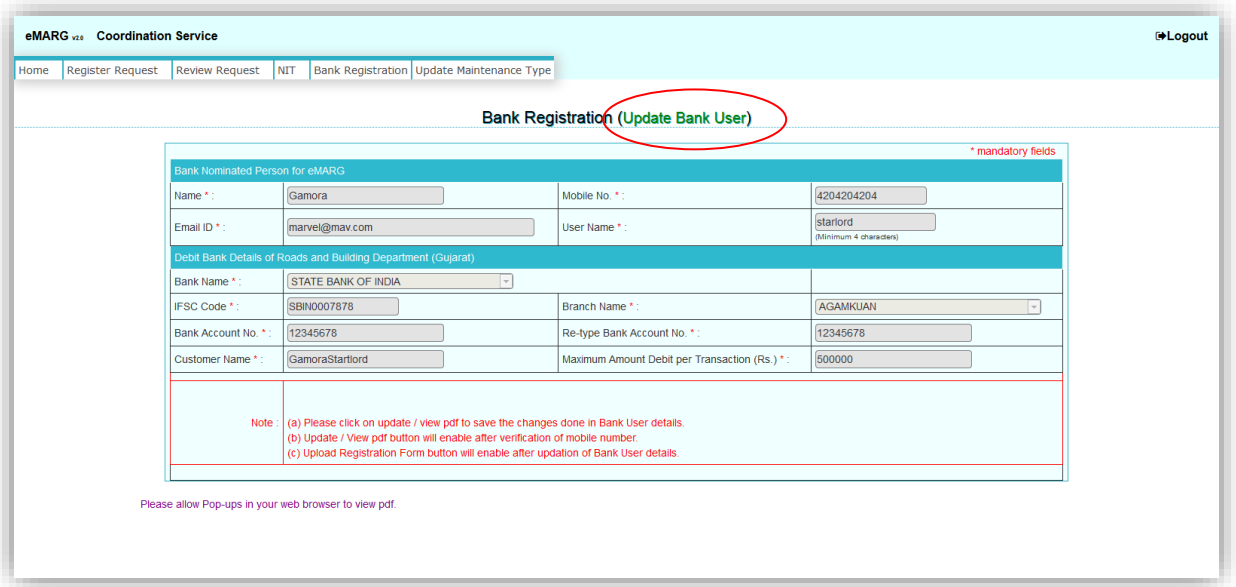


Figure: Update bank User

Then click on confirm updation button, NMO get OTP for confirmation.

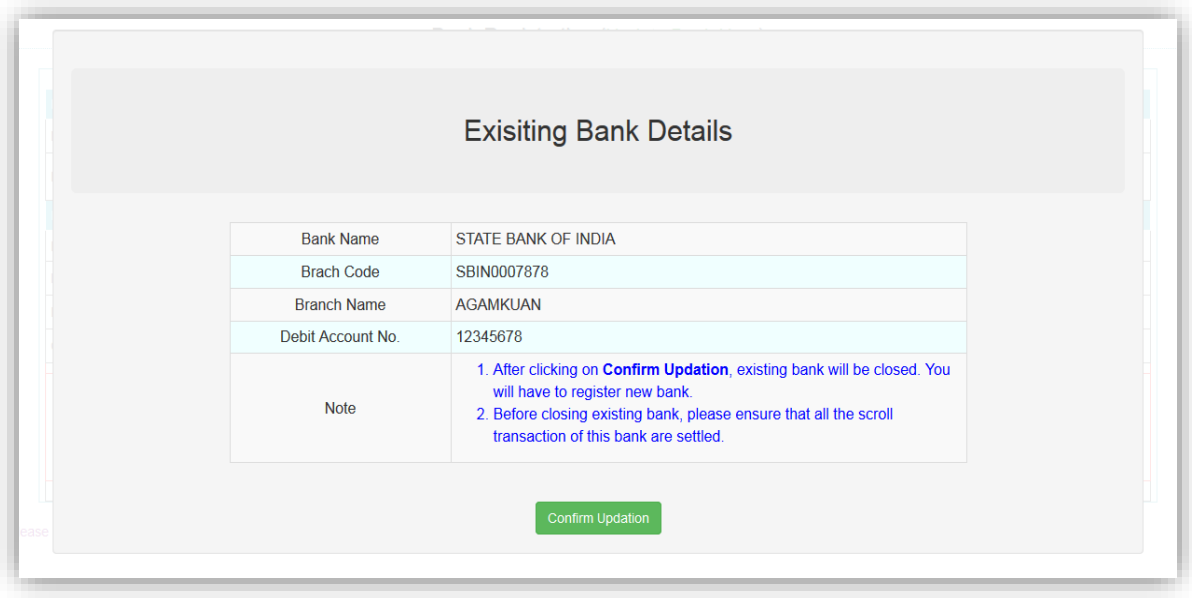


Figure: Confirmation by NMO

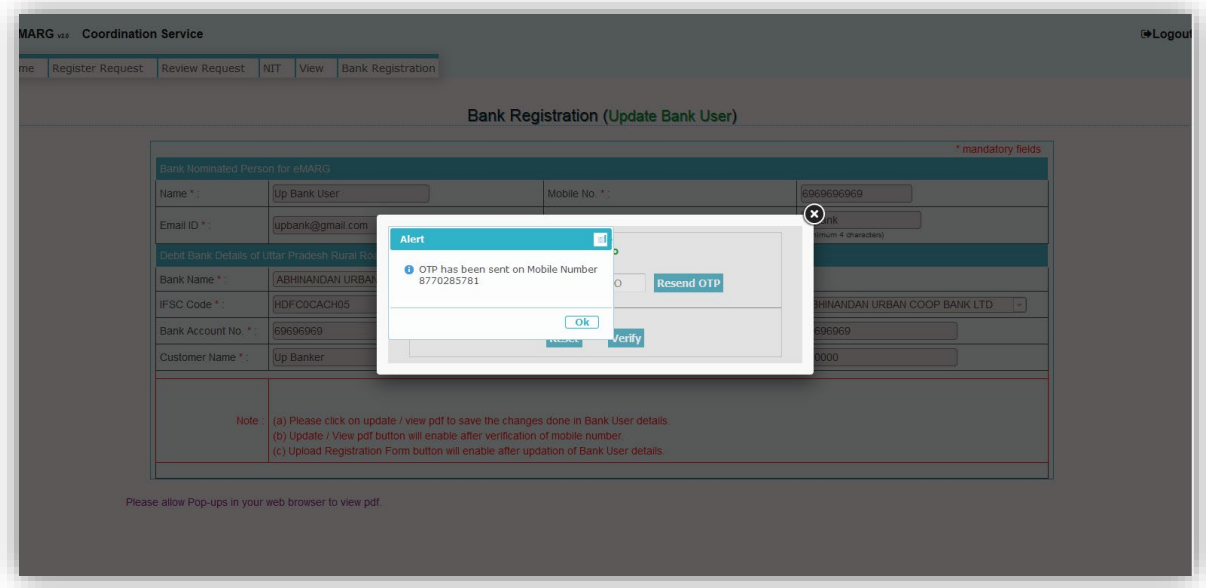


Figure: OTP verification

Now NMO has to enter details of Bank user.

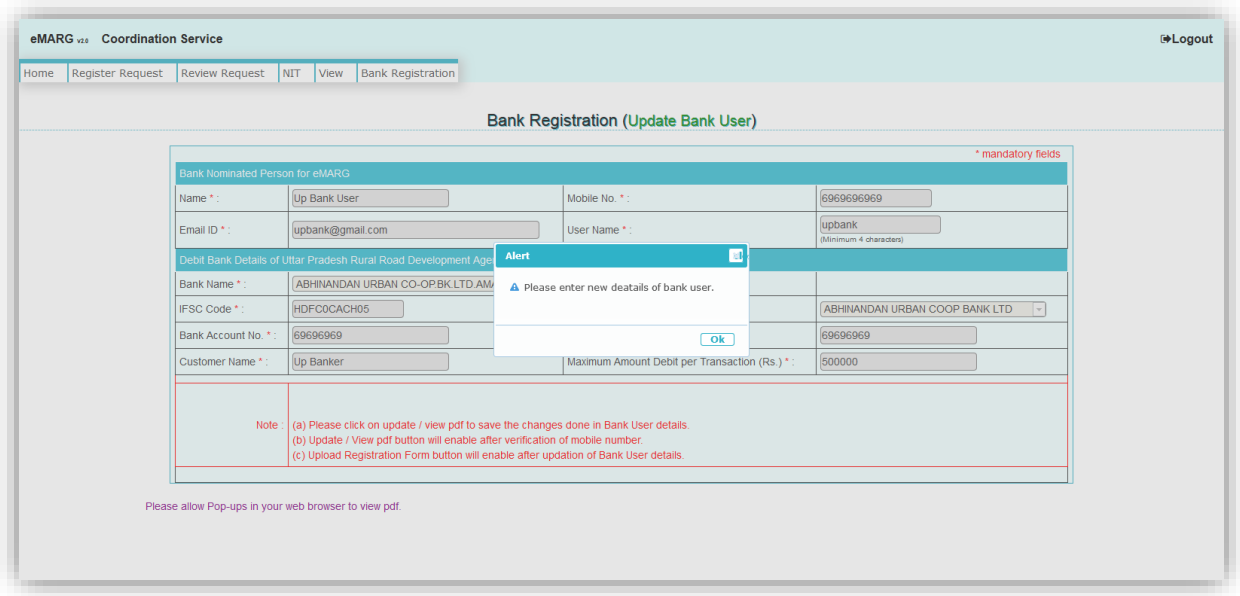


Figure: Existing Registration form

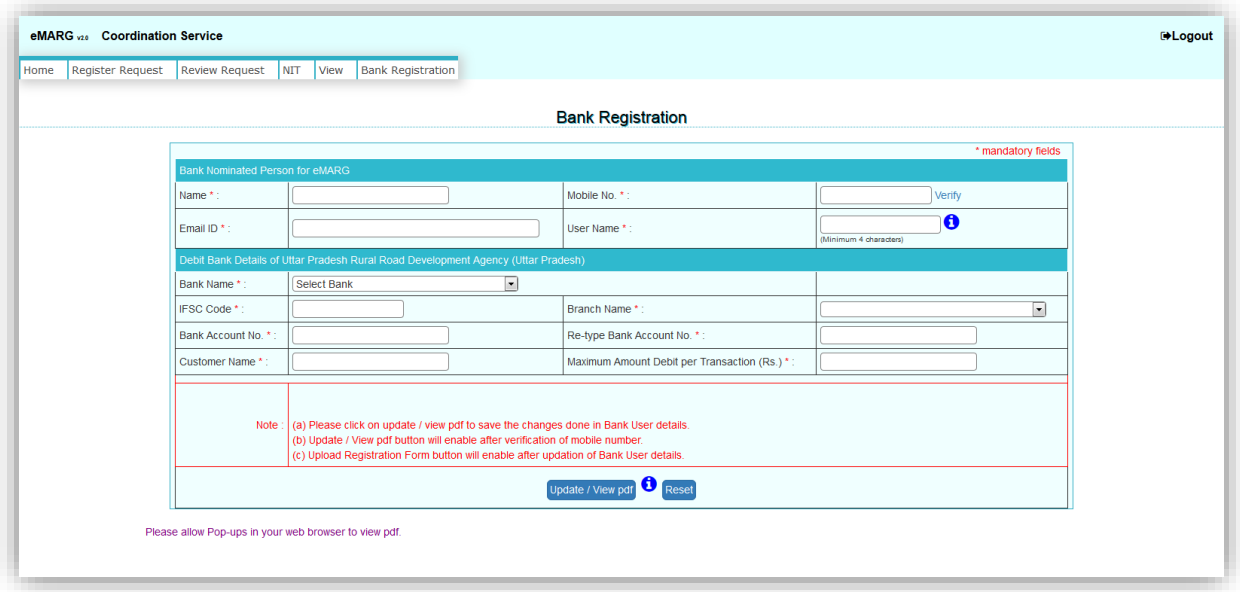


Figure: Enter new details

Rest of the process is as similar as bank registration.

4.3 Dashboard

This service provides stage-wise summary of packages, payment and inspection.

Figure: Home page of eMARG

Click on Dashboard will provide details of Billing and Payment status, Data verification and inspection status as shown below :-

Billing and payment status of PMGSY

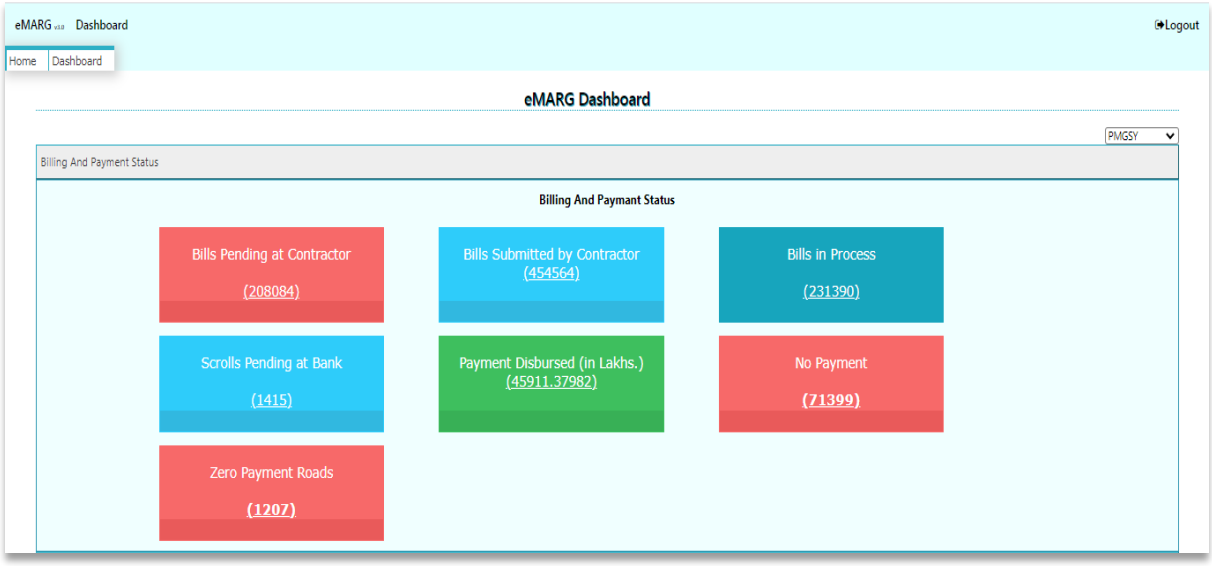


Figure: eMARG Dashboard

Billing and payment status of Non PMGSY

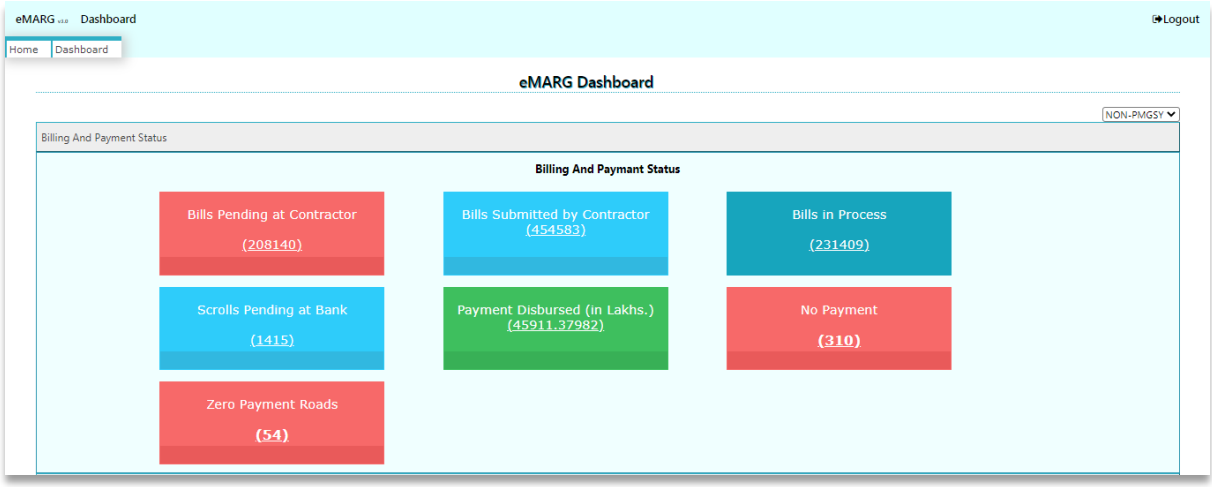
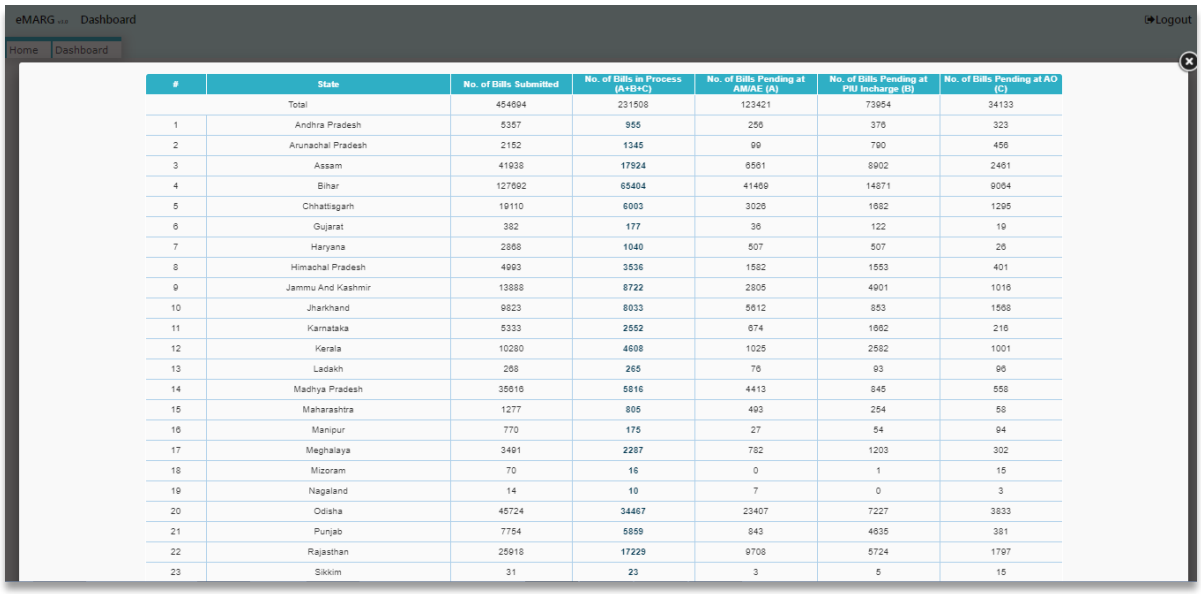


Figure: eMARG Dashboard

Dashboard Payment status

Figure: eMARG Dashboard

Bills in Process



#	State	No. of Bills Submitted	No. of Bills in Process (A+B+C)	No. of Bills Pending at AM/AE (A)	No. of Bills Pending at PIU Incharge (B)	No. of Bills Pending at AO (C)
	Total	454694	231508	123421	73954	34133
1	Andhra Pradesh	5357	955	256	376	323
2	Arunachal Pradesh	2152	1345	99	790	456
3	Assam	41938	17924	6561	8902	2461
4	Bihar	127692	65404	41469	14871	9064
5	Chhattisgarh	19110	6003	3026	1682	1295
6	Gujarat	382	177	36	122	19
7	Haryana	2868	1040	507	507	26
8	Himachal Pradesh	4993	3536	1582	1553	401
9	Jammu And Kashmir	13888	8722	2805	4901	1016
10	Jharkhand	9823	8033	5612	853	1568
11	Karnataka	5333	2552	674	1662	216
12	Kerala	10280	4608	1025	2582	1001
13	Ladakh	268	265	76	93	96
14	Madhya Pradesh	35616	5816	4413	845	558
15	Maharashtra	1277	805	493	254	58
16	Manipur	770	175	27	54	94
17	Meghalaya	3491	2287	782	1203	302
18	Mizoram	70	16	0	1	15
19	Nagaland	14	10	7	0	3
20	Odisha	45724	34467	23407	7227	3833
21	Punjab	7754	5859	843	4635	381
22	Rajasthan	25918	17229	9708	5724	1797
23	Sikkim	31	23	3	5	15

Figure: eMARG Dashboard

Dashboard No payment status

#	State	No. of Payment Cycle
1	Andhra Pradesh	230
2	Arunachal Pradesh	344
3	Assam	4046
4	Bihar	22629
5	Chhattisgarh	1060
6	Gujarat	88
7	Haryana	228
8	Himachal Pradesh	856
9	Jammu And Kashmir	1851
10	Jharkhand	3582
11	Karnataka	637
12	Kerala	794
13	Ladakh	107
14	Madhya Pradesh	625
15	Maharashtra	951
16	Manipur	309
17	Meghalaya	606
18	Mizoram	57
19	Nagaland	31
20	Odisha	15209
21	Punjab	1187
22	Rajasthan	4292
23	Sikkim	109

Figure: eMARG Dashboard

Dashboard Zero payment status

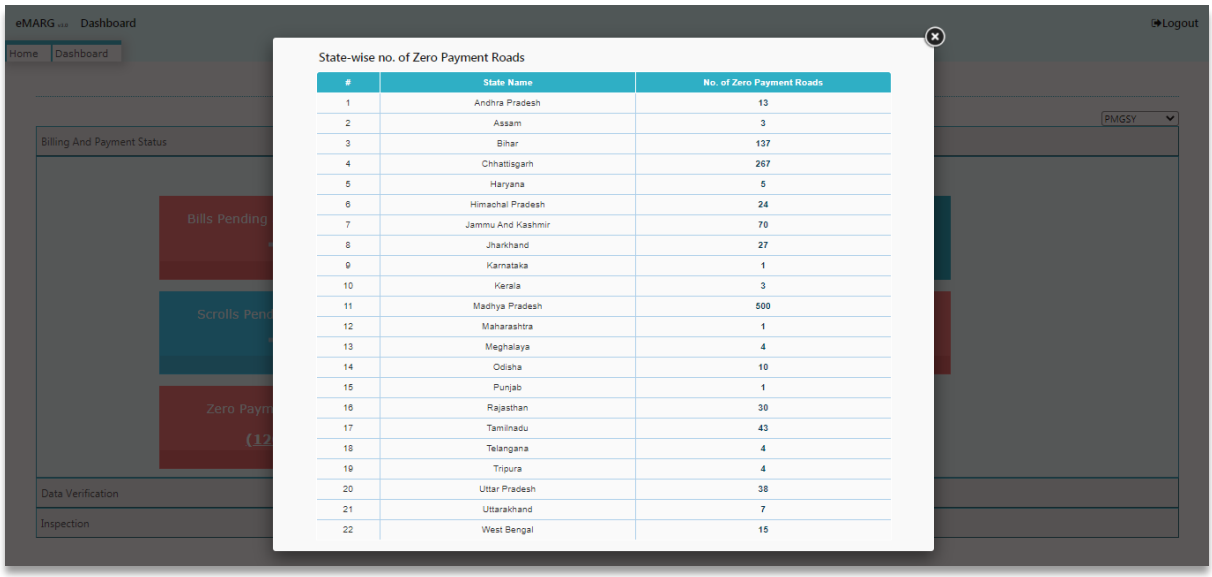


Figure: eMARG Dashboard

Data verification

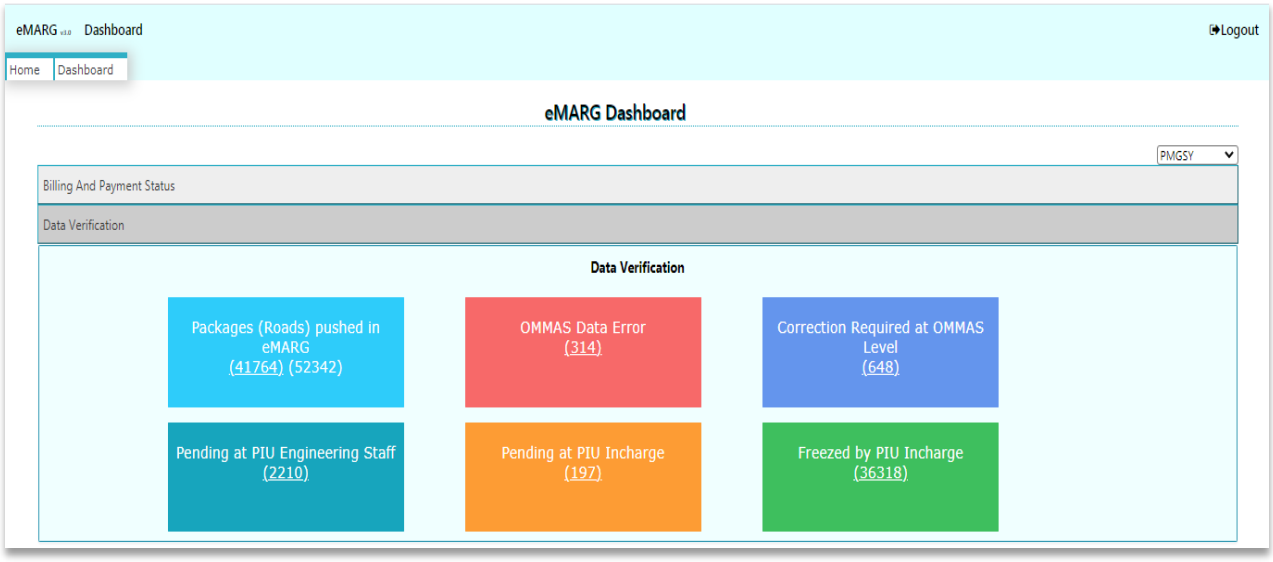


Figure: Data Verification status

Inspection Status

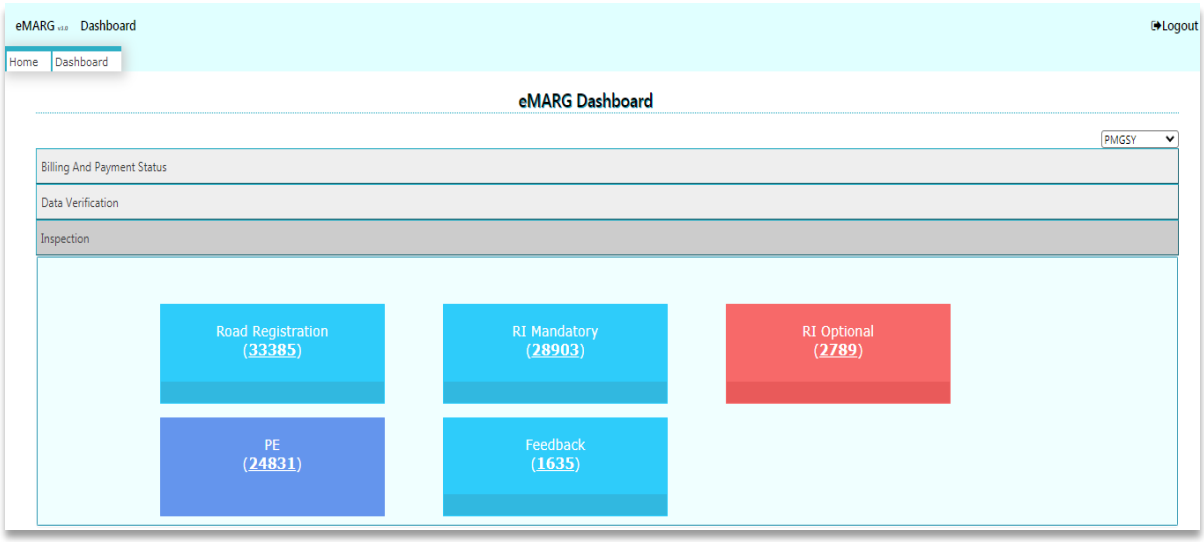


Figure: Inspection Status

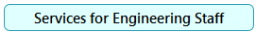
Various links are available in dashboard for report purpose.

Figure: State wise Package Status

4.4 Services for Engineering Staff

This module provides the facility to update and verify the data and also send data to higher authority **(**Services for PIU In charge**)** for final submission and New contractor registration basis on PAN_NO and updation (GSTIN_No and Bank details) facility is available.

Figure: Services for Engineering Staff

Selection of  provides menus as shown in below:

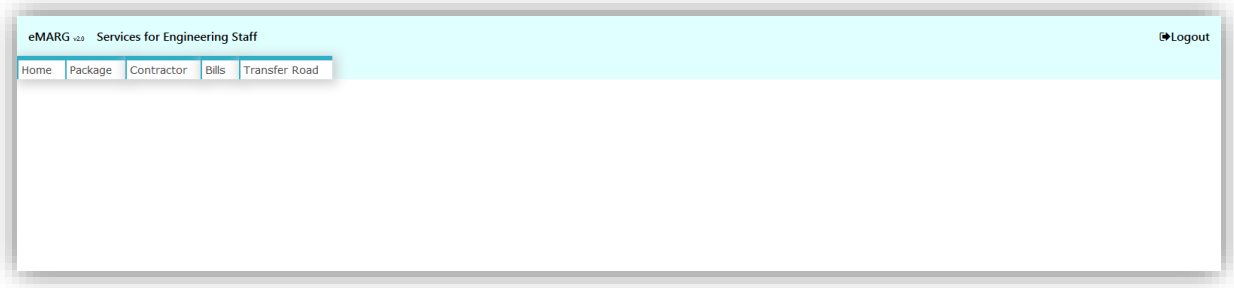


Figure: Engineering Staff Services Page

Menu Options	Description
Package	Facilitates packages and road data updation.
Contractor	Provides facility to register/update contractor detail.
Bills	Provides facility to process bill related action.
Transfer Road	Provides facility to enter road transfer detail.

4.4.1 Package

The Review/update/reporting of attribute data is facilitated through this module available in Main Menu as shown in below screen: -

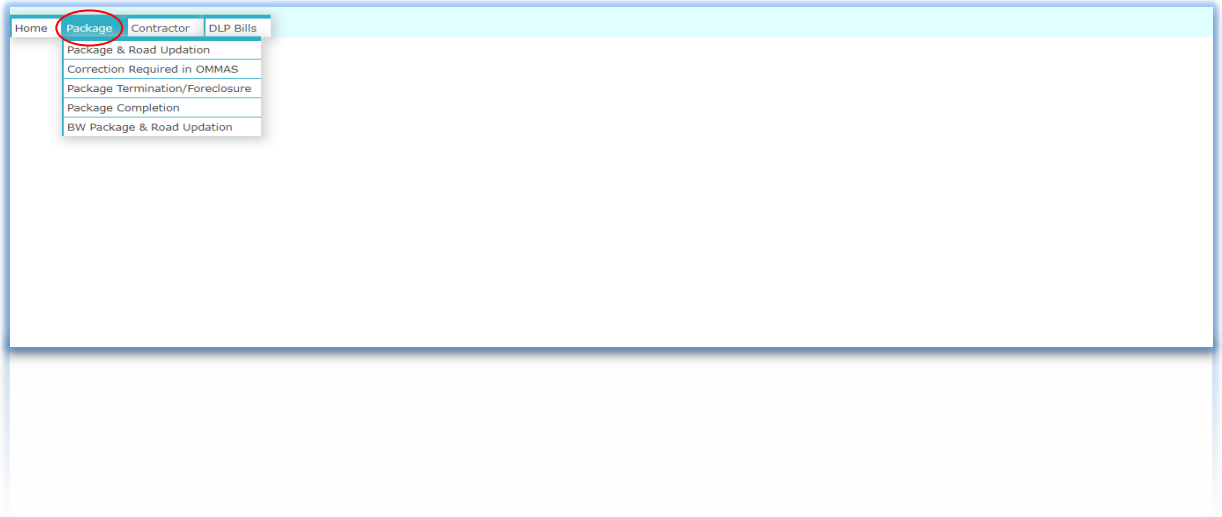


Figure: Package Page

Submenu Option	Description
Packages and Road Updation	Facilitates packages to be mapped with NIT and entry of BT and CC
Correction Required in OMMAS	Facilitates to notify any attribute of Package for correction
Package Completion	Facilitates to enter package completion detail.

I. Package and Road Updation

Package and Road Updation will provide details for updation of road related entry and then forward the request to PIU in charge for approval. After selection of all the required fields, road related data is as shown below: -

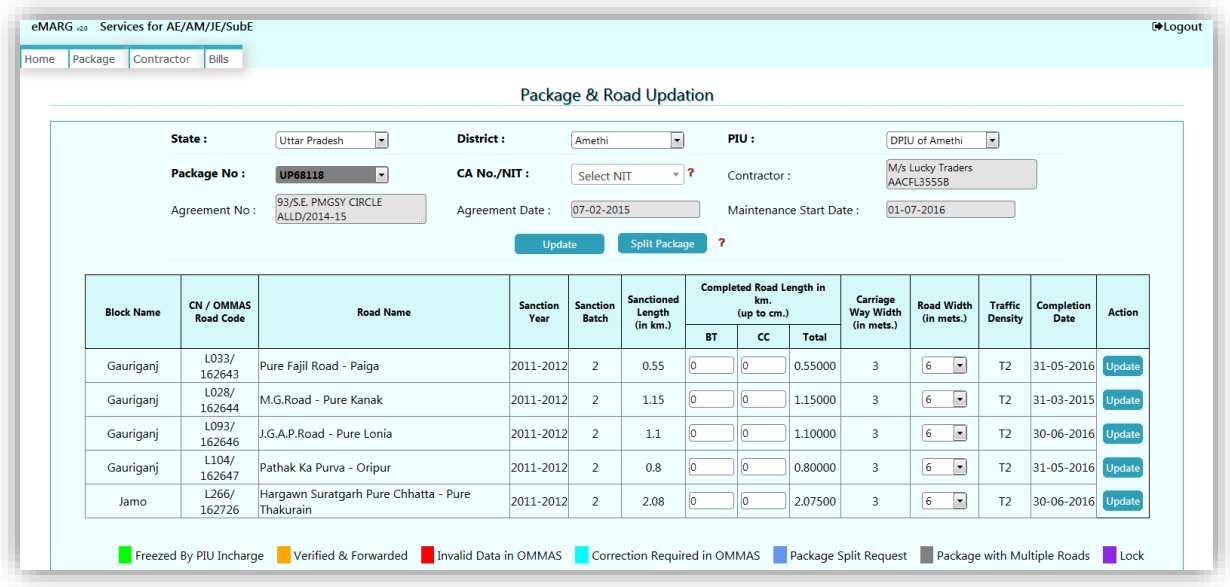


Figure: Update Package and Road Updation

Buttons	Description
Update	Verify the data respect of package then update the detail.
Verify & Forward	For submission of request to PIU In charge for final submission
Split Package	It is state specific service described in **ANNEXURE-A.**

Select Package No , its details will be displayed. Select CA no./NIT to be mapped with the Package and click on Update button.

Then enter all the required details i.e. Road length (BT and CC), Road Width for updation and click on Update button will update the data as shown :-

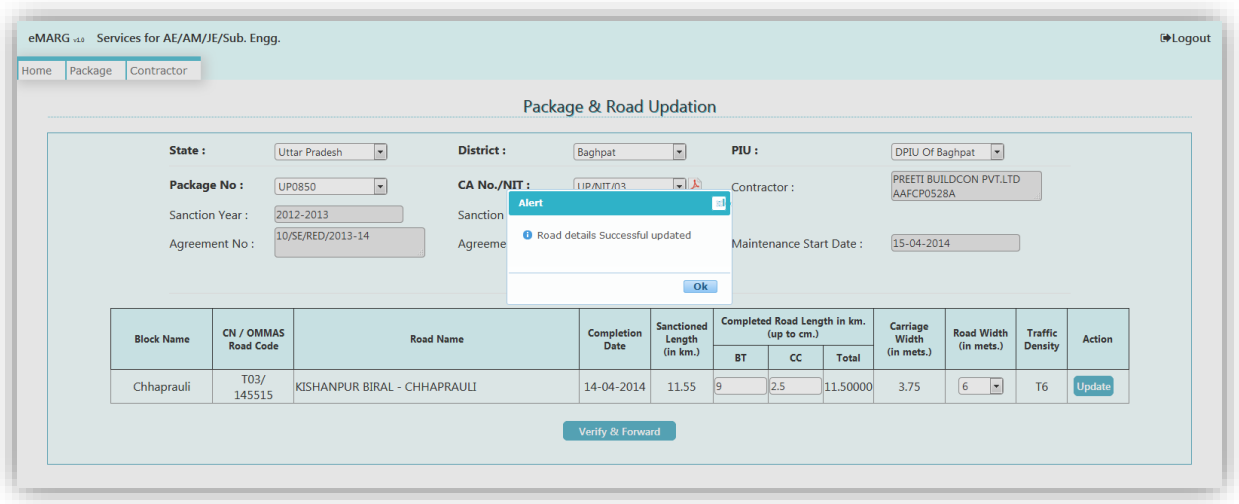


Figure: Update detail

And then click on Verify & Forward button, now this request goes to GM/PIU's In charge for approval as shown below :-

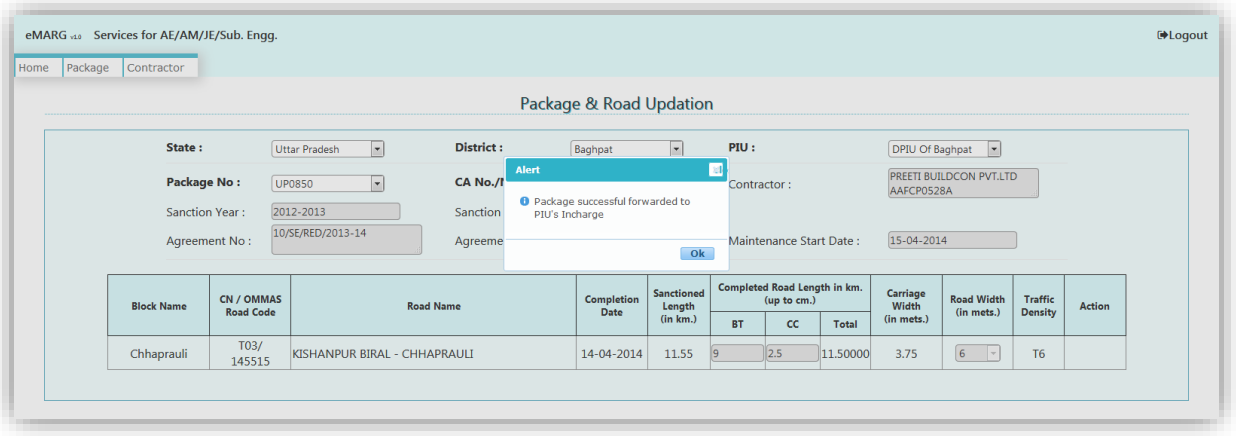


Figure: Verify and forward to GM/PIU's In charge

Now GM/PIU's In charge can Freeze or Return this request from **Services for PIU Incharge >> Package Verification.**

4.4.1 (II) Correction required in OMMAS

If user find any incorrect data in package detail then they can use this option, now the following screen is available for correction requirement: -

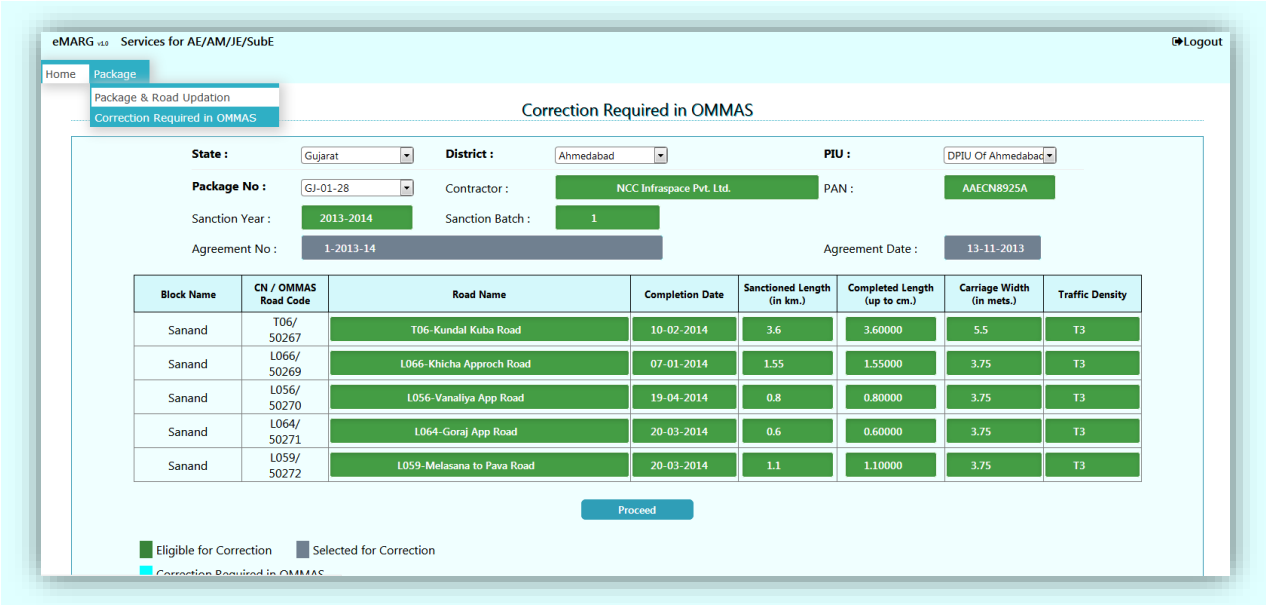


Figure: Correction required

Package/Road parameters highlighted with green colour can be clicked for selection. Selected parameters will highlight with grey colour. Check data correction parameter as per findings and click on proceed and then enter remarks as per correction requirement shown below: -

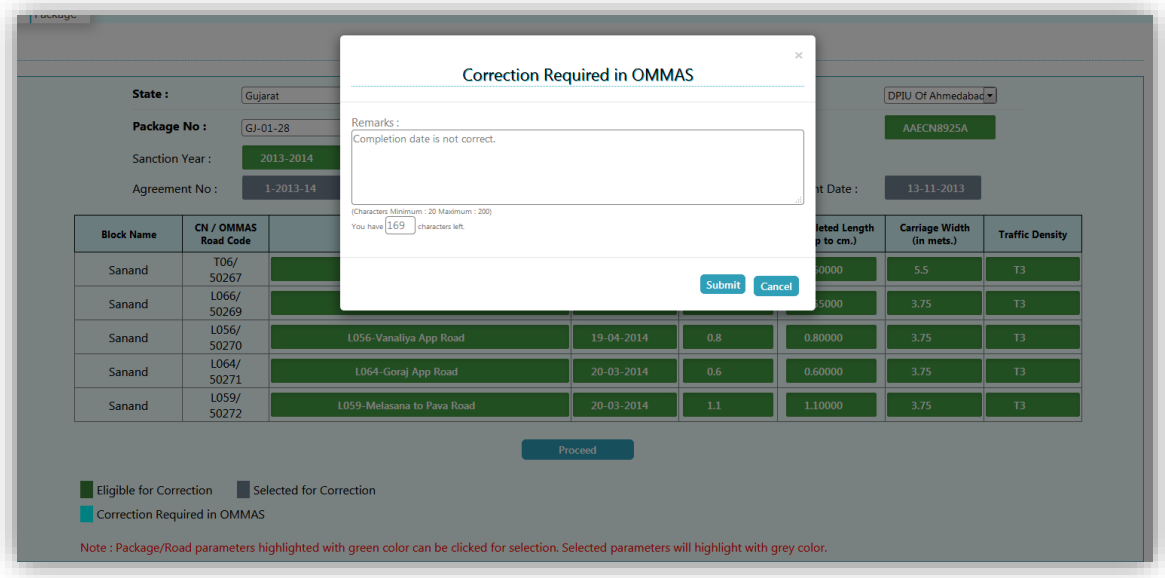


Figure: Enter Remark

After that required correction facility is to be in OMMAS.

4.4.1 (III) Package Completion

This service provides facility to enter package completion detail as shown in below form:

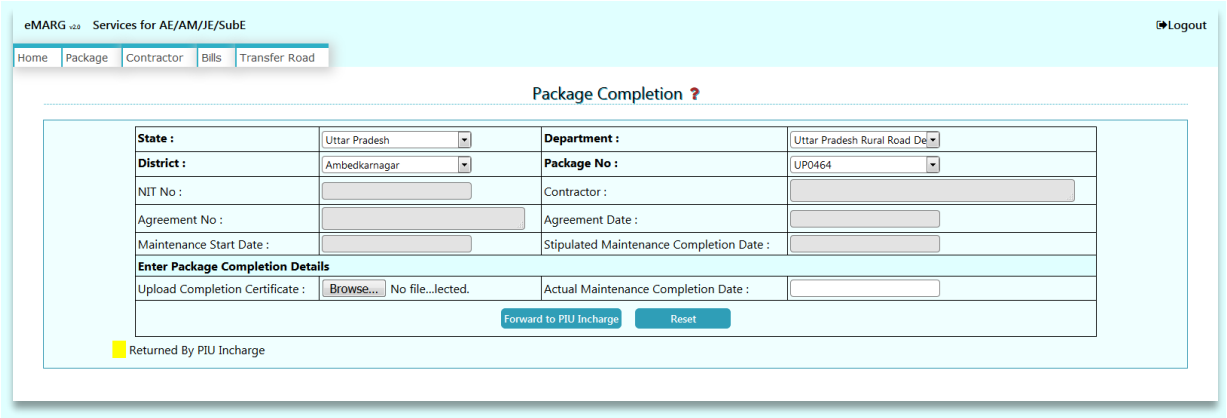


Figure: Package completion form

After all entries and upload certificate then click on

.

4.4.2 Contractor

This service provides the facility to registration of new contractor / Notional registration and Update the Bank details (GSTIN_no and Bank A/c No).

After Updation of bank details, this request will be forward to ITNO login for the approval.

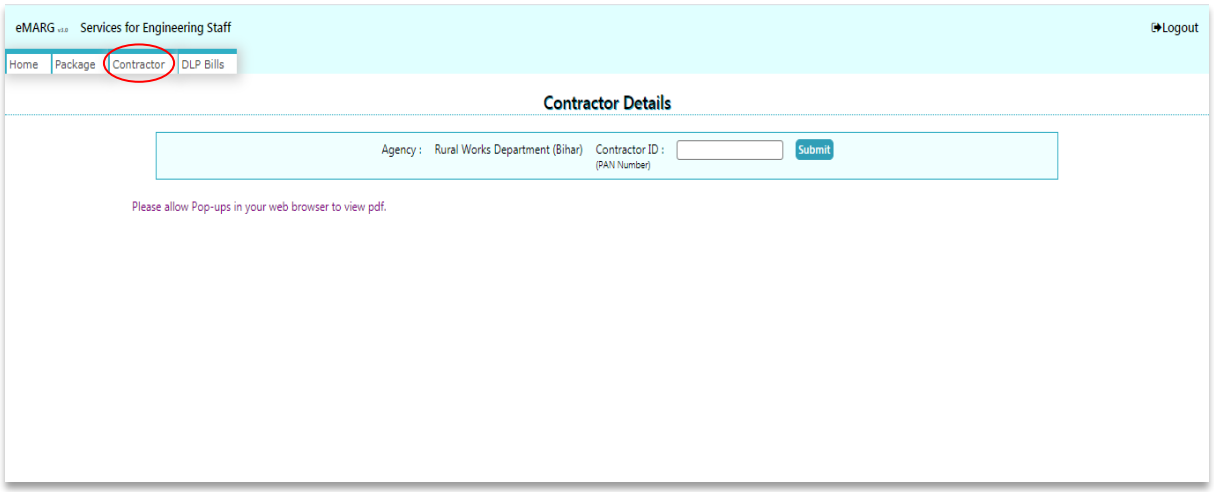


Figure: Contractor Registration Page

Click on contractor submenu button

screen shown below :

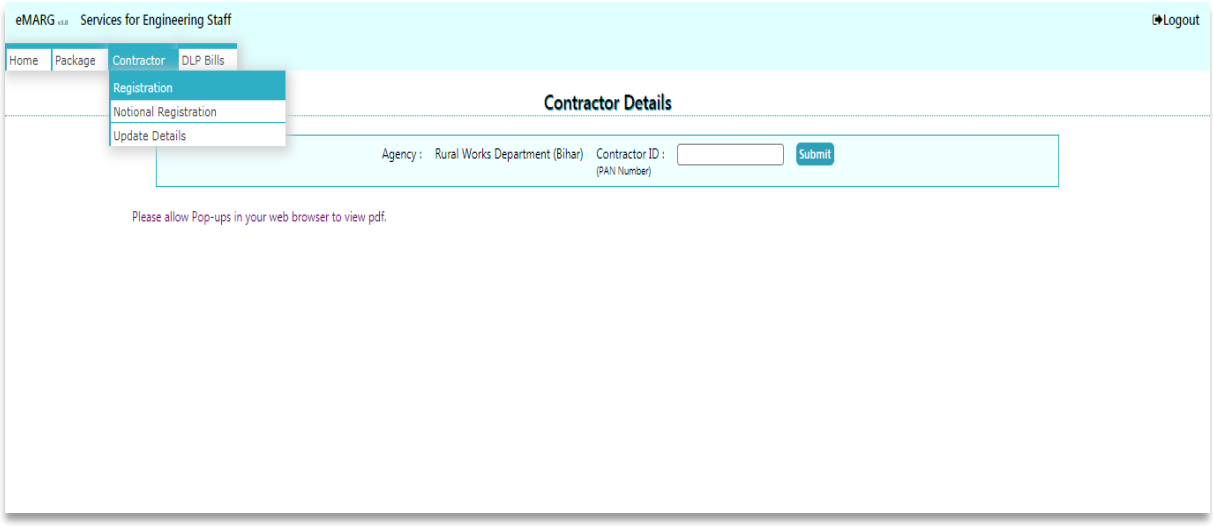


Figure: Contractor Detail

Submenu Option	Description
Registration	Used for new registration of contractor.
Notional registration	Used for registration of contractor in that case contractor has died or unreachable to contact.
Update Details	Used for contractor's Bank details (GSTIN and A/c No.)

I. Contractor Registration

Step 1: Select <Registration> submenu, while clicking on Registration enter the contractor's ID (PAN no.) user can find the contractor's detail as shown in below: -

Note: Before the contractor's registration allow the Browser popup.

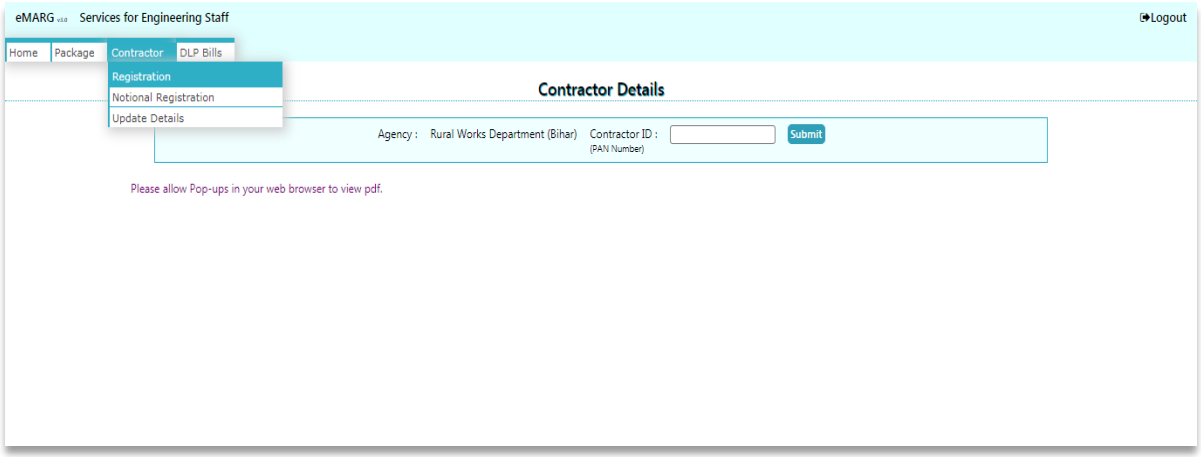


Figure: Search Contractor detail

Step 2: After entering the Contractor Id (Pan No.) details are displayed, and fill rest of the details. In case of updation an OTP sent to the contractor's mobile no. verification as shown below: -

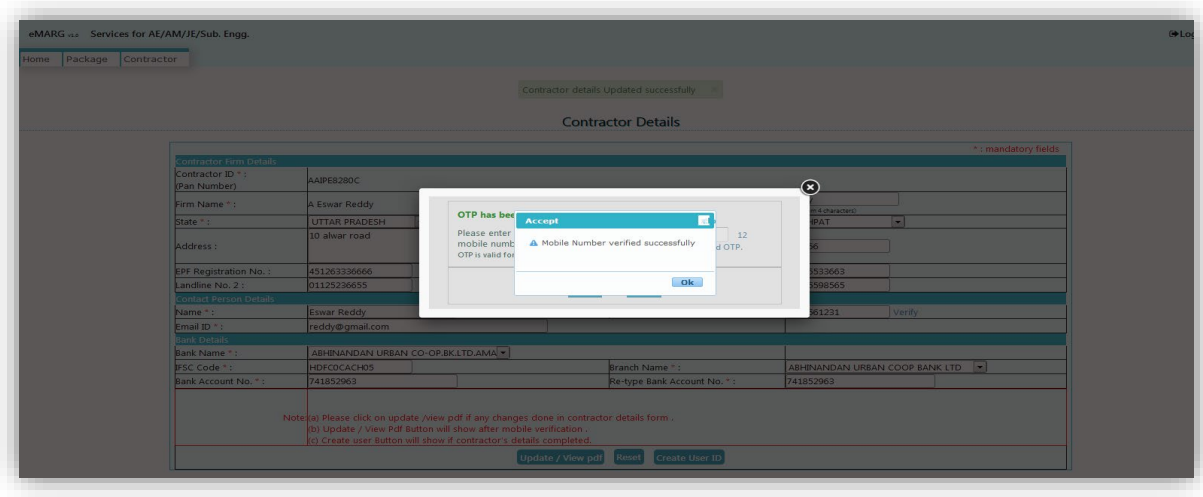
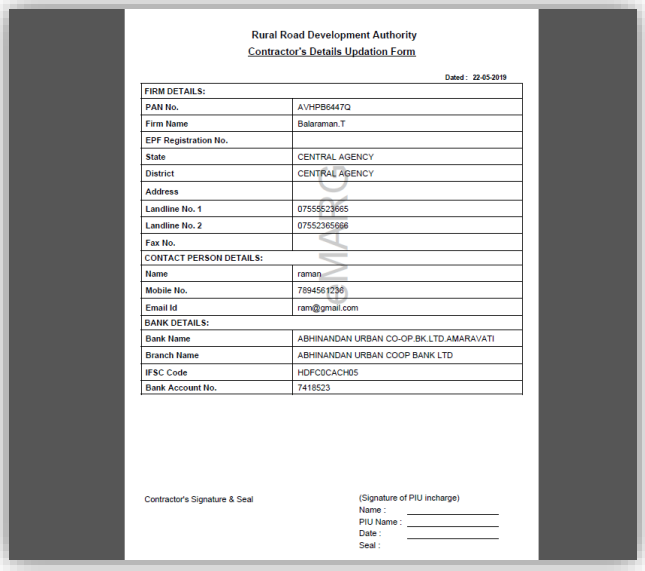


Figure: Entry of Contractor's detail

Buttons	Description
Update/ View pdf	For saving/viewing contractor details
Reset	To clear the entries in the form
Create User ID	For sending request to create user id

Step 3: Once Contractor's details are successfully saved, .pdf file generated having contractor detail, download this file for further process of user-id creation.



Rural Road Development Authority

Contractor's Details Updation Form

Dated : 22-05-2019

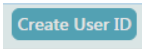
FIRM DETAILS:	
PAN No.	AVHPB6447Q
Firm Name	Balaraman.T
EPF Registration No.	
State	CENTRAL AGENCY
District	CENTRAL AGENCY
Address	
Landline No. 1	07555523665
Landline No. 2	07552365666
Fax No.	
CONTACT PERSON DETAILS:	
Name	raman
Mobile No.	7894561236
Email Id	ram@gmail.com
BANK DETAILS:	
Bank Name	ABHINANDAN URBAN CO-OP.BK.LTD.AMARAVATI
Branch Name	ABHINANDAN URBAN COOP BANK LTD
IFSC Code	HDFC0CACH05
Bank Account No.	7418523

Contractor's Signature & Seal

(Signature of PIU incharge)
Name :
PIU Name :
Date :
Seal :

Figure: Pdf of Contractor Details

Step 4: This .pdf need to be printed, verified and signed by the contractor and PIU/District In charge and then scanned.

Step 5 : Now again login with same PAN no. in contractor menu and verify mobile no. then click on button 

to have User ID request submission form as shown below :-

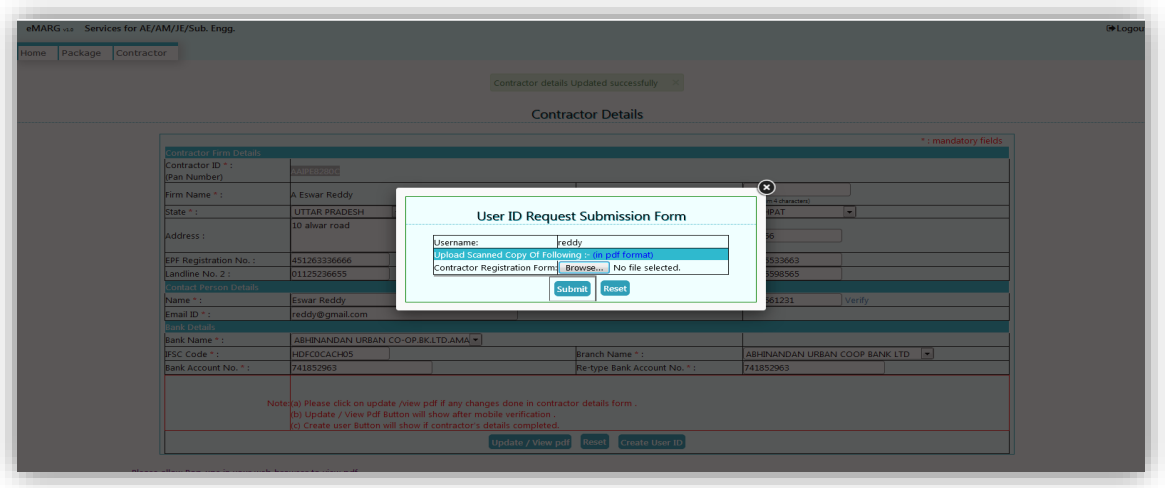


Figure : User Id Request form

Upload Contractor's Detail form and click on **Submit** button to send the request for user id creation to the departmental administrator(ITNO). After successful submission of request user will get message for successful submission of request as shown in below:-

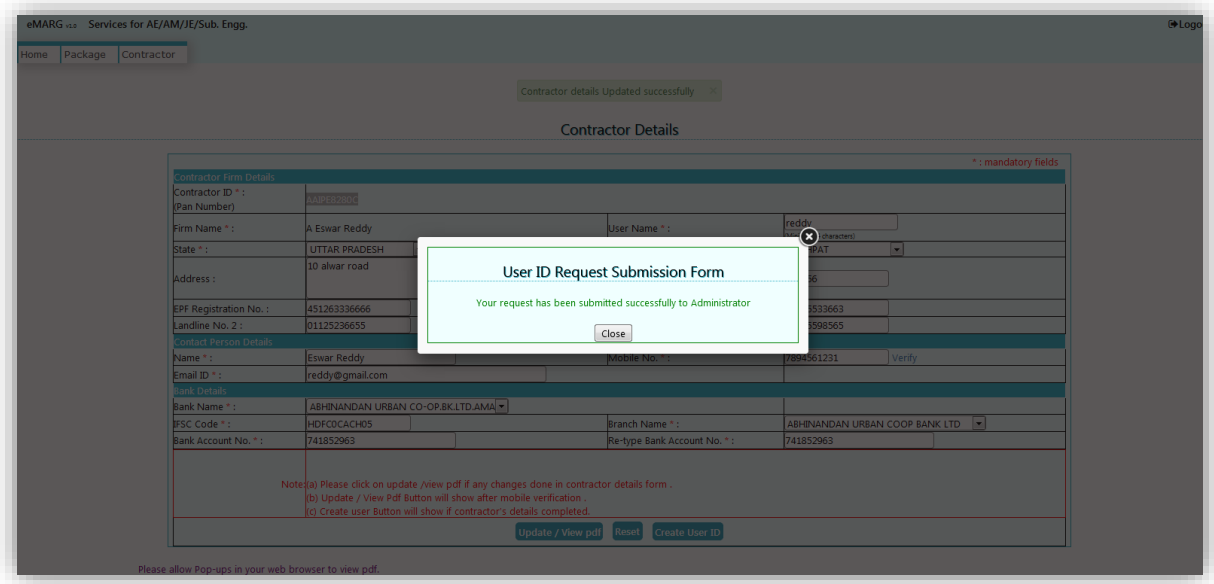


Figure: Successful submission or User Id request for contractor

Now for above request, Admin will provide access permission to the user from **Admin Console>> User Management>> New User request.**

4.2.2 (II). Update bank details of contractor

This service provides facility to update bank detail of any contractor from PIU/District. Following steps need to be followed for sending request for updation of contractor detail to the departmental administrator of eMARG.

Step 1: Enter PAN no. and click on submit.

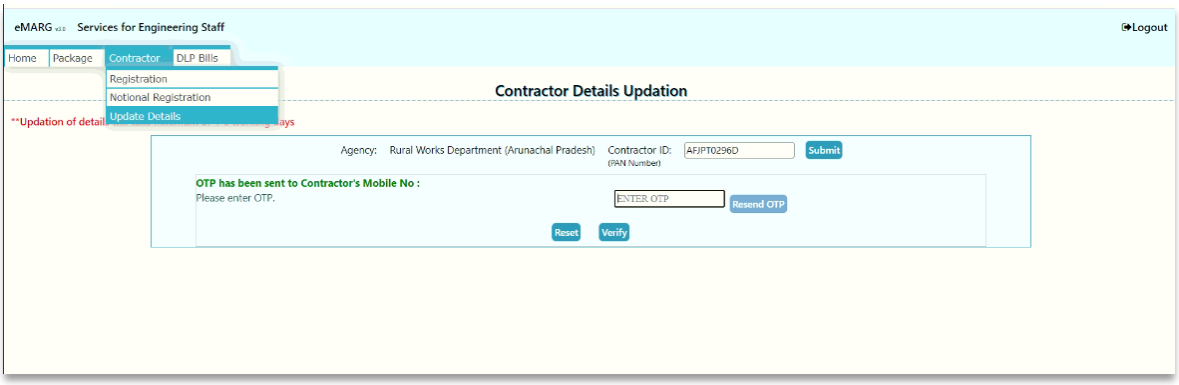


Figure: Update Bank detail

Step 2: After OTP verification update bank detail as shown below:

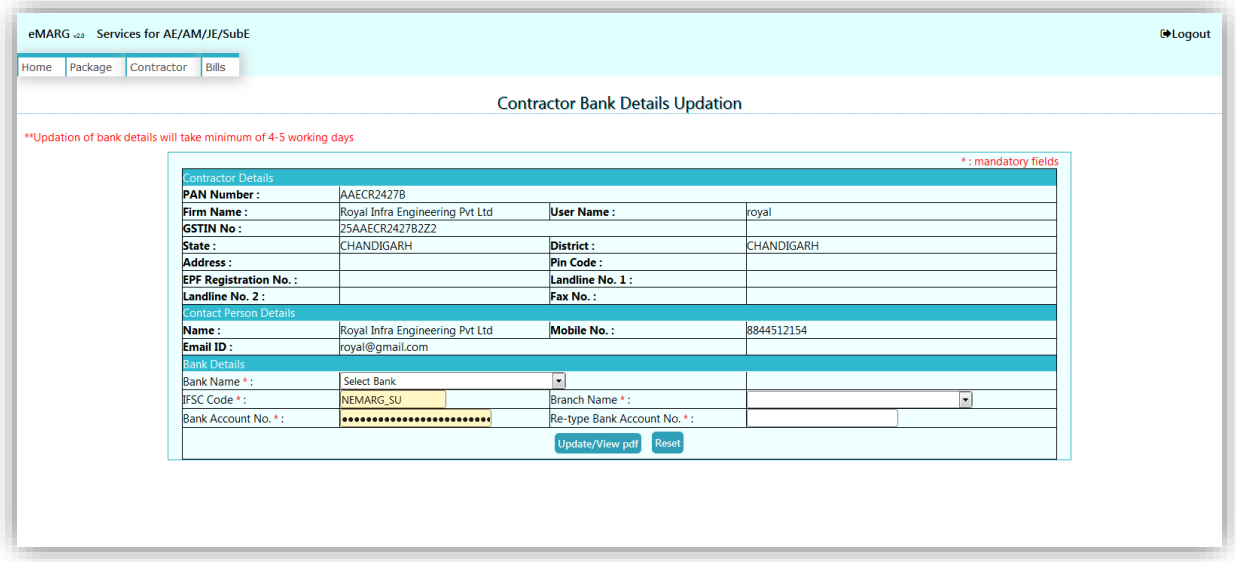


Figure: Details of contractor

Rest of the contractor's details are similar as update details.

4.4.3 Bills

This service module is provided processing the bills.

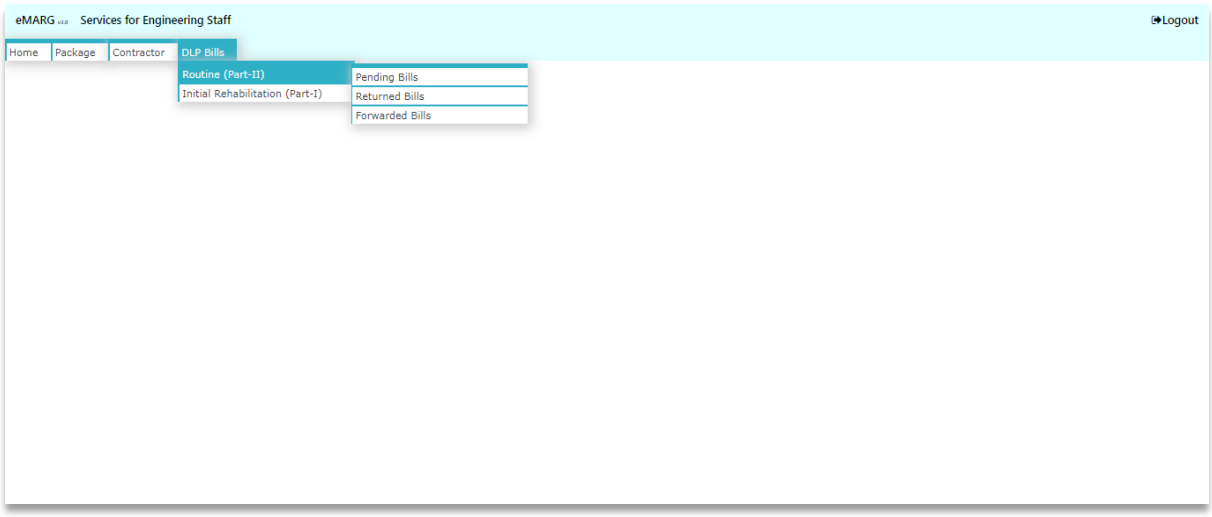


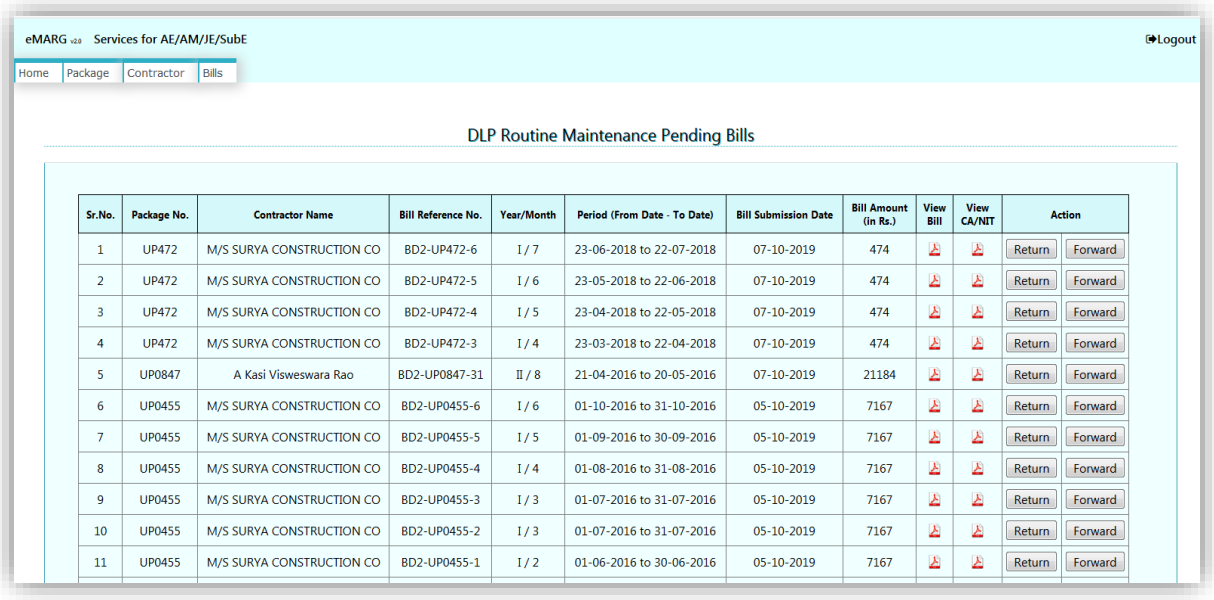
Figure: Process the Bills

Submenu Option	Description
Pending Bills	Facilitates bills to be forwarded to PIU Incharge.
Returned Bills	Facilitates user to view returned bills.
Forwarded Bills	Facilitates user to view forwarded bills.

I. Pending Bills

Bills submitted by the contractor are available at this end for verification. User can return the bill by clicking on Return button and to forward the bill to PIU In charge

Click on Forward button.

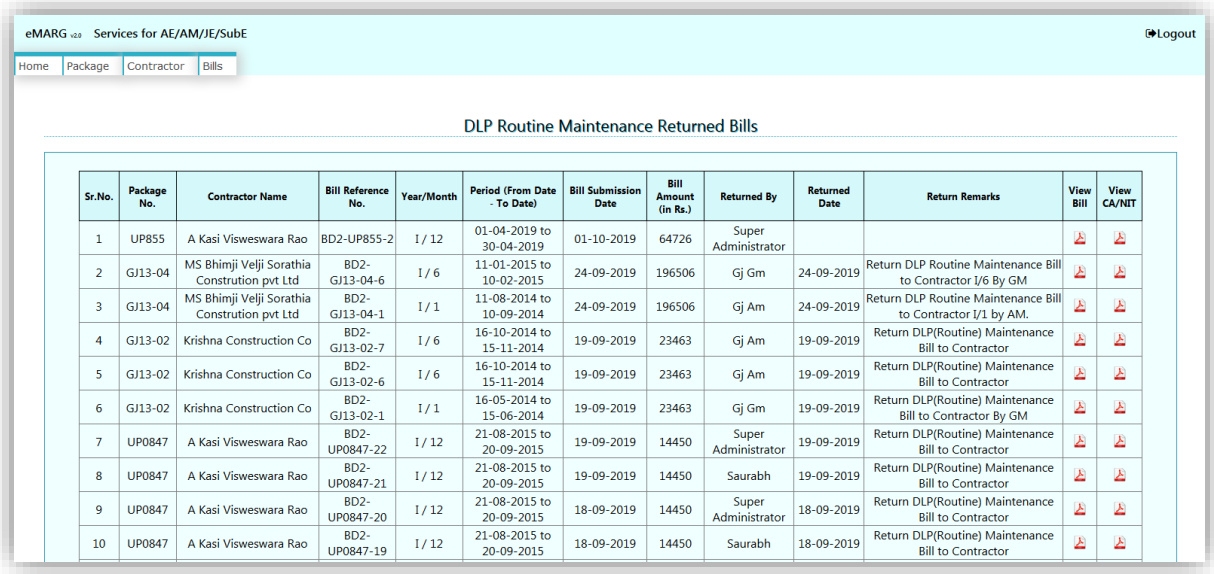


Sr.No.	Package No.	Contractor Name	Bill Reference No.	Year/Month	Period (From Date - To Date)	Bill Submission Date	Bill Amount (in Rs.)	View Bill	View CA/NIT	Action	
1	UP472	M/S SURYA CONSTRUCTION CO	BD2-UP472-6	I / 7	23-06-2018 to 22-07-2018	07-10-2019	474			Return	Forward
2	UP472	M/S SURYA CONSTRUCTION CO	BD2-UP472-5	I / 6	23-05-2018 to 22-06-2018	07-10-2019	474			Return	Forward
3	UP472	M/S SURYA CONSTRUCTION CO	BD2-UP472-4	I / 5	23-04-2018 to 22-05-2018	07-10-2019	474			Return	Forward
4	UP472	M/S SURYA CONSTRUCTION CO	BD2-UP472-3	I / 4	23-03-2018 to 22-04-2018	07-10-2019	474			Return	Forward
5	UP0847	A Kasi Visweswara Rao	BD2-UP0847-31	II / 8	21-04-2016 to 20-05-2016	07-10-2019	21184			Return	Forward
6	UP0455	M/S SURYA CONSTRUCTION CO	BD2-UP0455-6	I / 6	01-10-2016 to 31-10-2016	05-10-2019	7167			Return	Forward
7	UP0455	M/S SURYA CONSTRUCTION CO	BD2-UP0455-5	I / 5	01-09-2016 to 30-09-2016	05-10-2019	7167			Return	Forward
8	UP0455	M/S SURYA CONSTRUCTION CO	BD2-UP0455-4	I / 4	01-08-2016 to 31-08-2016	05-10-2019	7167			Return	Forward
9	UP0455	M/S SURYA CONSTRUCTION CO	BD2-UP0455-3	I / 3	01-07-2016 to 31-07-2016	05-10-2019	7167			Return	Forward
10	UP0455	M/S SURYA CONSTRUCTION CO	BD2-UP0455-2	I / 3	01-07-2016 to 31-07-2016	05-10-2019	7167			Return	Forward
11	UP0455	M/S SURYA CONSTRUCTION CO	BD2-UP0455-1	I / 2	01-06-2016 to 30-06-2016	05-10-2019	7167			Return	Forward

Figure: Pending Bills

II. Returned Bills

Details of bills returned by user are available here as shown below. Bills and CA/NIT can be downloaded by clicking on .pdf icon.



Sr.No.	Package No.	Contractor Name	Bill Reference No.	Year/Month	Period (From Date - To Date)	Bill Submission Date	Bill Amount (in Rs.)	Returned By	Returned Date	Return Remarks	View Bill	View CA/NIT
1	UP855	A Kasi Visweswara Rao	BD2-UP855-2	I / 12	01-04-2019 to 30-04-2019	01-10-2019	64726	Super Administrator				
2	GJ13-04	MS Bhimji Velji Sorathia Constrution pvt Ltd	BD2-GJ13-04-6	I / 6	11-01-2015 to 10-02-2015	24-09-2019	196506	Gj Gm	24-09-2019	Return DLP Routine Maintenance Bill to Contractor I/6 By GM		
3	GJ13-04	MS Bhimji Velji Sorathia Constrution pvt Ltd	BD2-GJ13-04-1	I / 1	11-08-2014 to 10-09-2014	24-09-2019	196506	Gj Am	24-09-2019	Return DLP Routine Maintenance Bill to Contractor I/1 by AM.		
4	GJ13-02	Krishna Construction Co	BD2-GJ13-02-7	I / 6	16-10-2014 to 15-11-2014	19-09-2019	23463	Gj Am	19-09-2019	Return DLP(Routine) Maintenance Bill to Contractor		
5	GJ13-02	Krishna Construction Co	BD2-GJ13-02-6	I / 6	16-10-2014 to 15-11-2014	19-09-2019	23463	Gj Am	19-09-2019	Return DLP(Routine) Maintenance Bill to Contractor		
6	GJ13-02	Krishna Construction Co	BD2-GJ13-02-1	I / 1	16-05-2014 to 15-06-2014	19-09-2019	23463	Gj Gm	19-09-2019	Return DLP(Routine) Maintenance Bill to Contractor By GM		
7	UP0847	A Kasi Visweswara Rao	BD2-UP0847-22	I / 12	21-08-2015 to 20-09-2015	19-09-2019	14450	Super Administrator	19-09-2019	Return DLP(Routine) Maintenance Bill to Contractor		
8	UP0847	A Kasi Visweswara Rao	BD2-UP0847-21	I / 12	21-08-2015 to 20-09-2015	19-09-2019	14450	Saurabh	19-09-2019	Return DLP(Routine) Maintenance Bill to Contractor		
9	UP0847	A Kasi Visweswara Rao	BD2-UP0847-20	I / 12	21-08-2015 to 20-09-2015	18-09-2019	14450	Super Administrator	18-09-2019	Return DLP(Routine) Maintenance Bill to Contractor		
10	UP0847	A Kasi Visweswara Rao	BD2-UP0847-19	I / 12	21-08-2015 to 20-09-2015	18-09-2019	14450	Saurabh	18-09-2019	Return DLP(Routine) Maintenance Bill to Contractor		

Figure: Return Bills

III. Forwarded Bills

Forwarded Bill status can be viewed from here as shown below:

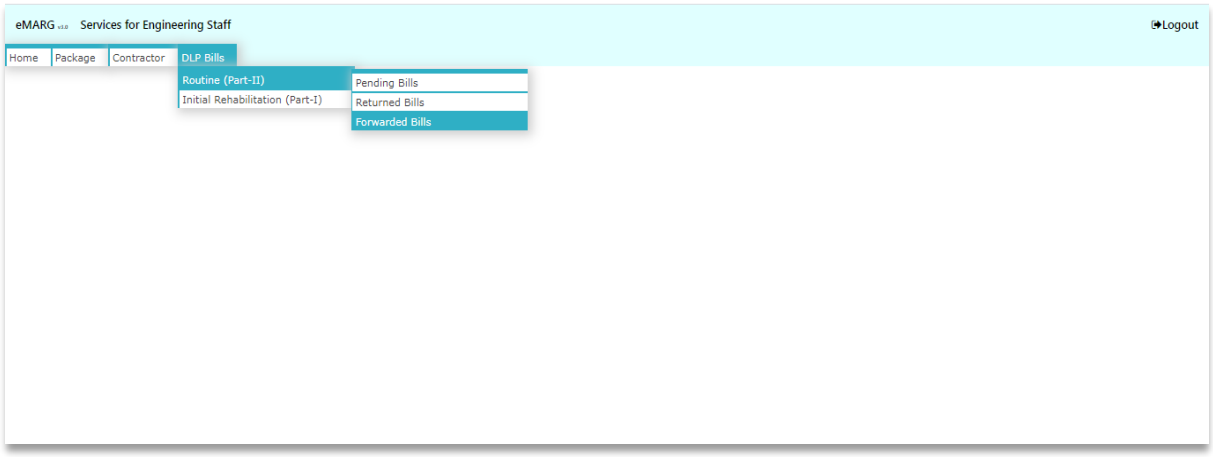


Figure: Forward Bills

Services for Engineering Staff

ckage | Contractor | DLP Bills

DLP Routine Maintenance Forwarded Bills

Sr.No.	Package No.	Contractor Name	Bill Reference No.	Year/Month	Period (From Date - To Date)	Bill Submission Date	Bill Amount (in Rs.)	AM/Sub.Er. Forward Date	Bill Status	View Bill	View CA/NIT
1	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-36	V / 12	06-10-2020 to 05-11-2020	09-03-2021	30542	09-03-2021	Pending at PIU Incharge		
2	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-35	V / 11	06-09-2020 to 05-10-2020	09-03-2021	30542	09-03-2021	Pending at PIU Incharge		
3	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-34	V / 10	06-08-2020 to 05-09-2020	09-03-2021	30542	09-03-2021	Pending at PIU Incharge		
4	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-33	V / 9	06-07-2020 to 05-08-2020	09-03-2021	30542	09-03-2021	Pending at PIU Incharge		
5	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-32	V / 8	06-06-2020 to 05-07-2020	09-03-2021	30542	09-03-2021	Pending at PIU Incharge		
6	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-31	V / 7	06-05-2020 to 05-06-2020	09-03-2021	30542	09-03-2021	Pending at PIU Incharge		
7	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-30	V / 6	06-04-2020 to 05-05-2020	09-03-2021	30542	09-03-2021	Pending at PIU Incharge		
8	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-29	V / 5	06-03-2020 to 05-04-2020	09-03-2021	30542	10-03-2021	Pending at PIU Incharge		
9	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-28	V / 4	06-02-2020 to 05-03-2020	09-03-2021	30542	10-03-2021	Pending at PIU Incharge		
10	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-27	V / 3	06-01-2020 to 05-02-2020	09-03-2021	30542	10-03-2021	Pending at PIU Incharge		
11	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-26	V / 2	06-12-2019 to 05-01-2020	09-03-2021	30542	10-03-2021	Pending at PIU Incharge		
12	BR28R569	M/S PANKAJ CONSTRUCTION	BD2-BR28R569-25	V / 1	06-11-2019 to 05-12-2019	09-03-2021	30542	10-03-2021	Pending at PIU Incharge		

Figure: Forwarded Bills

4.4.4 Notional Registration

This facility is provided in case of department is unable to contact to the contractor.

After complete this process, will not need to submit the bills and they can easily lock the package.

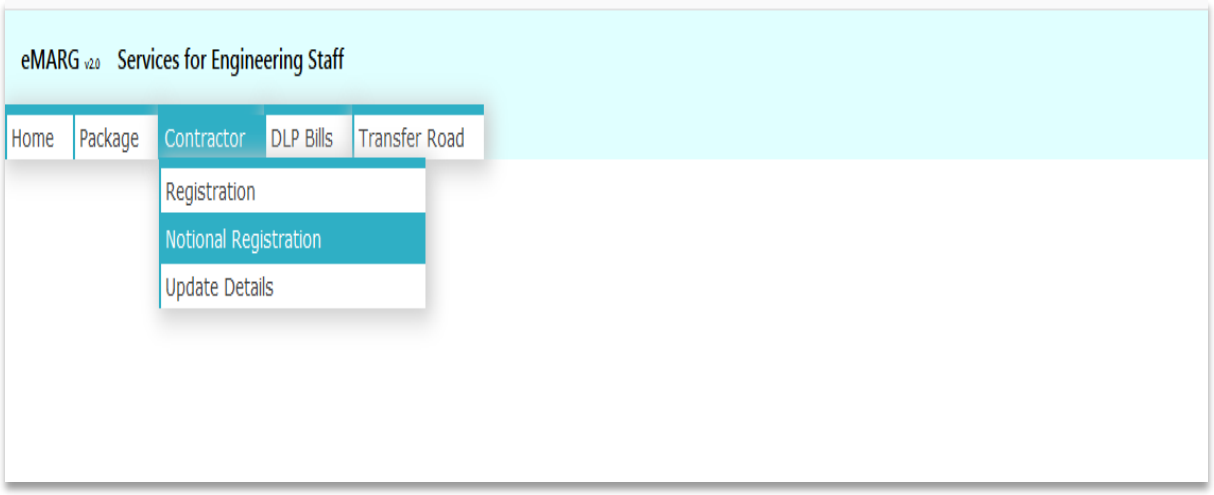


Figure: Notional Registration of contractor

Enter the contractor's PAN_No then click on submit button.

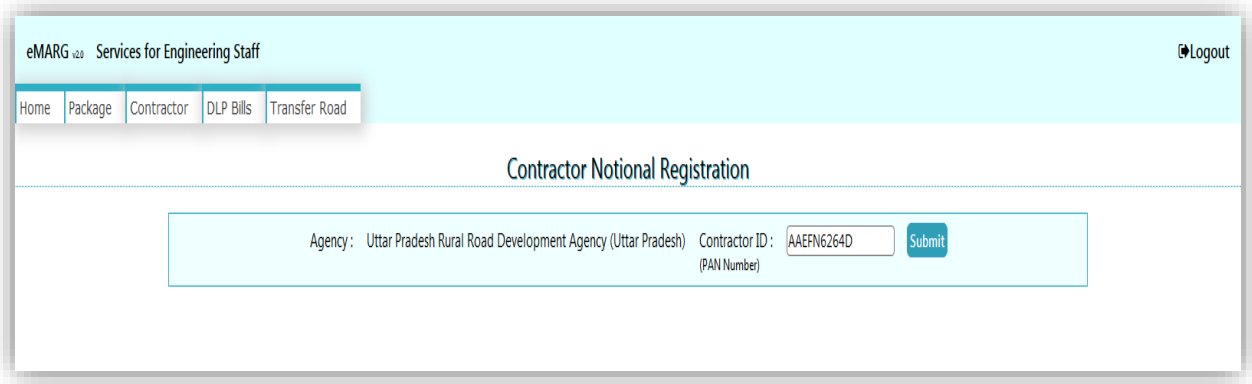
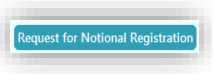


Figure: Notional Registration of contractor

Read the caution message: This is applicable for those package which are completed and contractor is not reachable.



Click on request for Notional registration button.

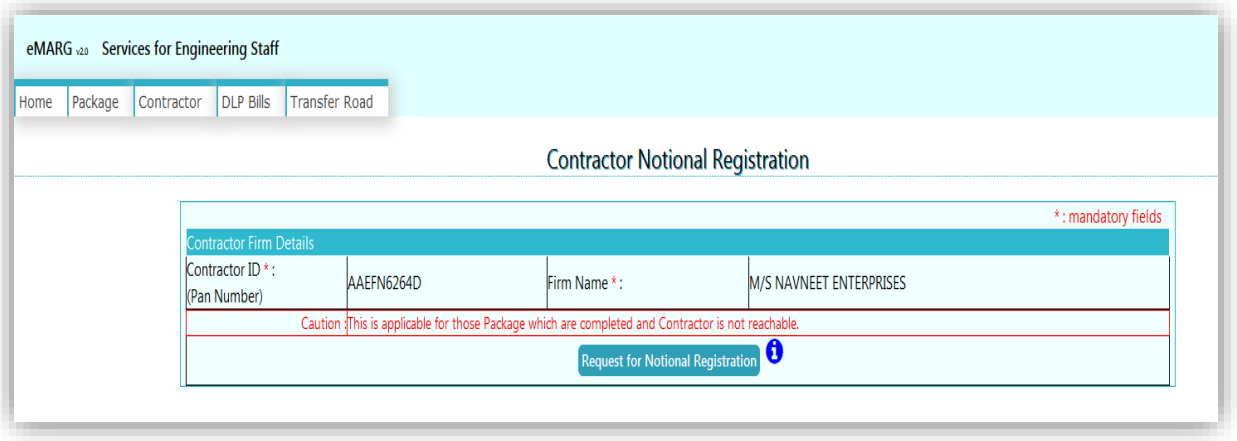


Figure: Notional Registration of contractor

Notional registration of the contractor has been successfully registered shown as screen below.

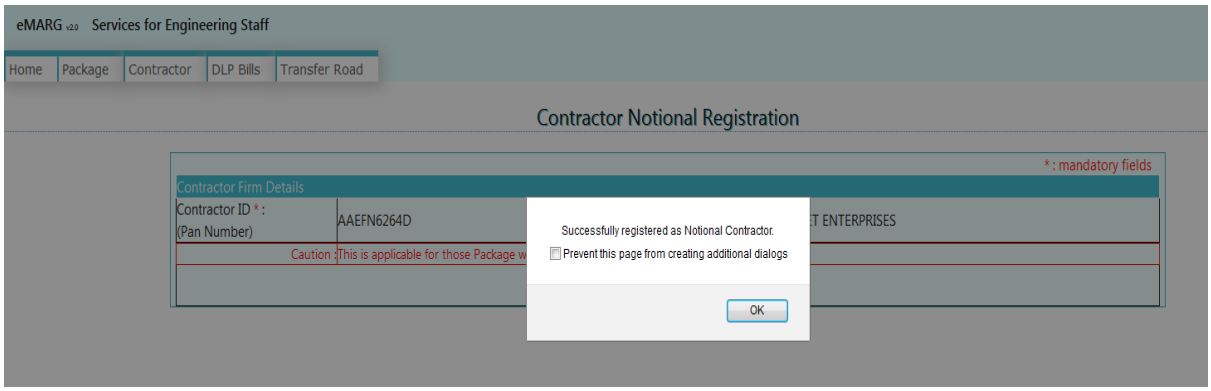


Figure: Notional Registration of contractor

4.4.5 Transfer Road

Entry of transfer road is available in this service for both cases i.e. ongoing and completed as shown below:

They can choose the option of road full transfer as well as Partial transfer (According to requirement).

Full Transfer Ongoing / Completed Package

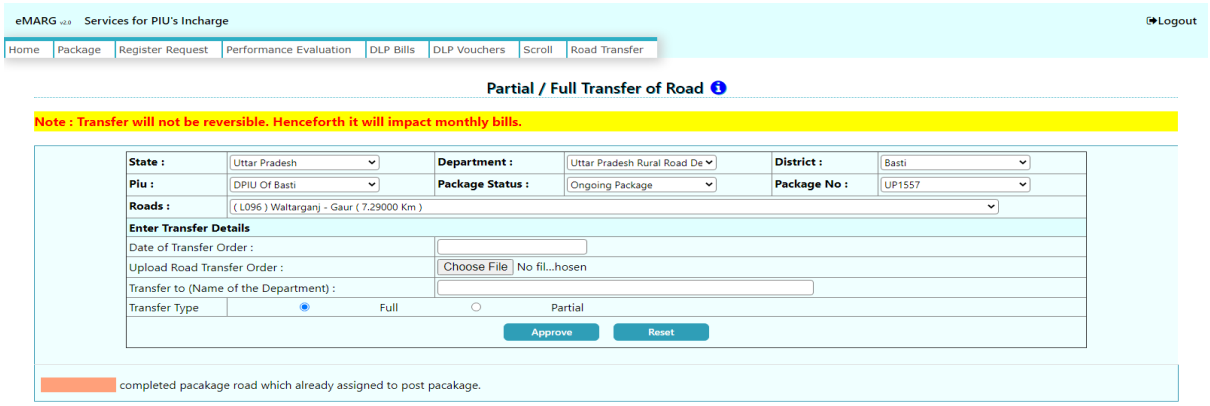


Figure: Road Transfer

Note: Road will not be reversible henceforth it will be impact on bills.

Select road transfer >>DLP>>ongoing then required detail, upload transfer order copy and also mention order no.

If they select the transfer type(Partial), Enter the existing BT and CC length and also verify the total existing length.

After that they can click on approve button.

Screen shot is shown below.

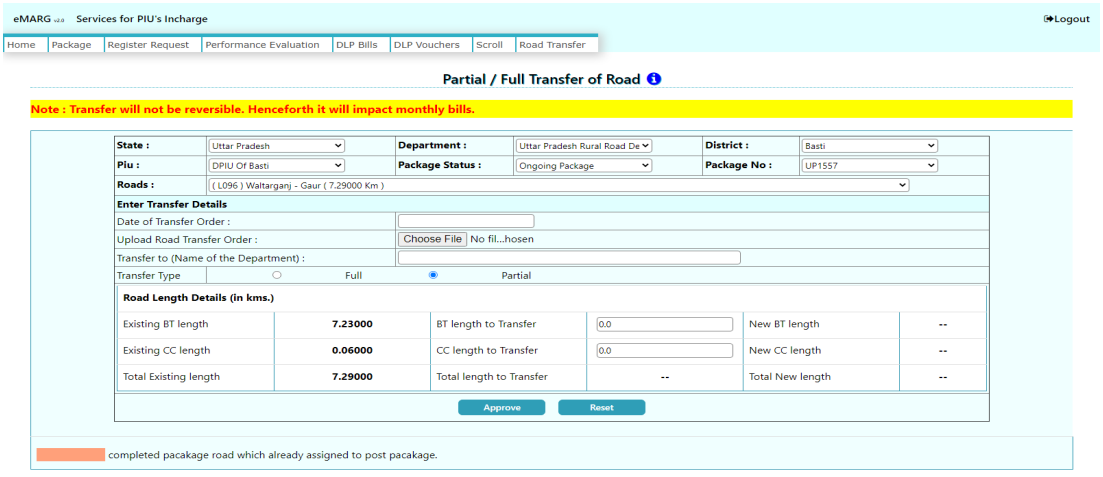


Figure: Transfer of roads for Ongoing packages

Note: It is mandatory that for roads which are required to transfer their bills should not be in process.

4.5 Services for Account Officer

This is specialised service for account officer for entry of manual expenditure, deduction and voucher generation.

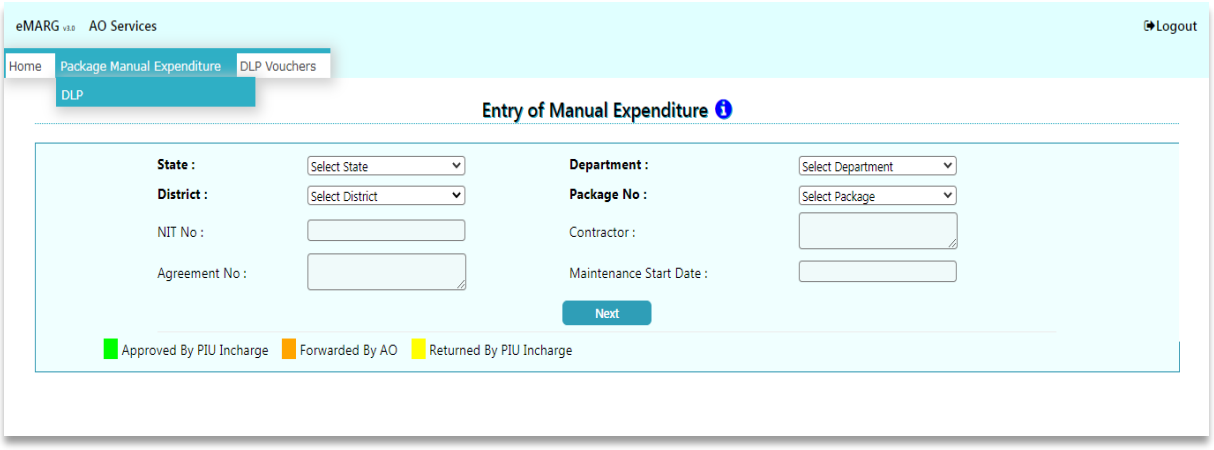


Figure: AO Services

Menu Options	Description
Package Manual Expenditure	Used for entry of manual expenditure
Vouchers	Provides facility for entry of deduction, preparation of voucher and forward voucher.

4.5.1 Package Manual Expenditure

After selection of State, Department, District and Package related details are displayed.

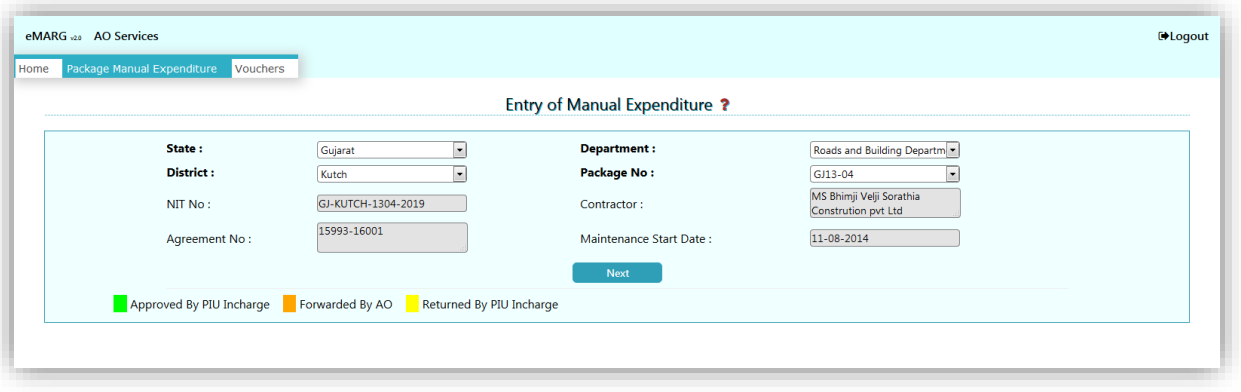


Figure: Entry of Manual Expenditure

Enter road-wise manual expenditure done so far (if any).

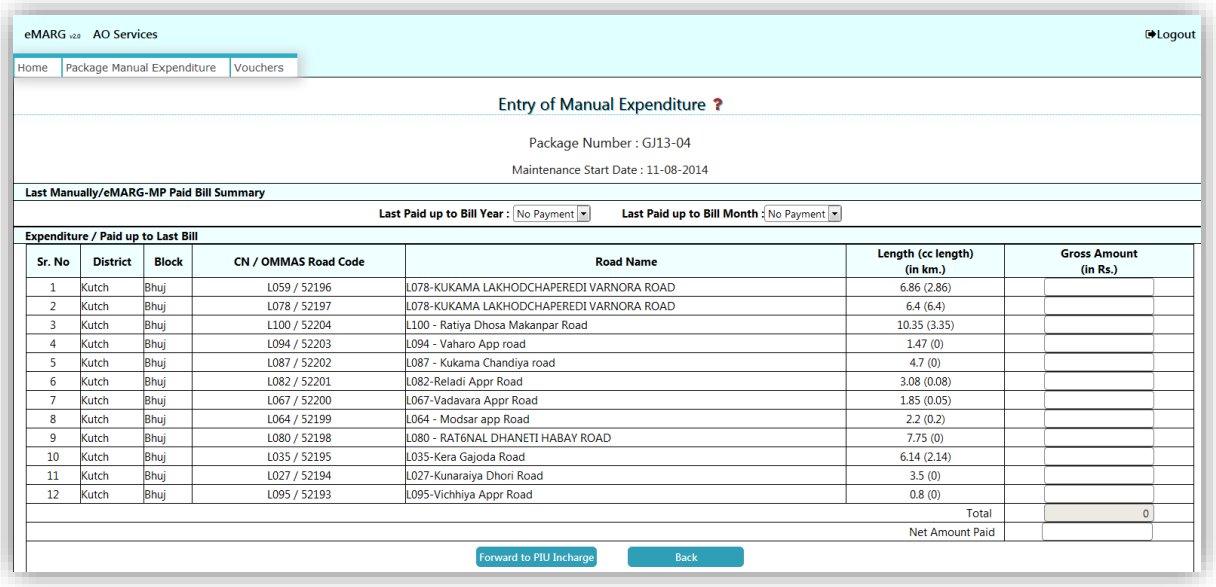


Figure: Entry of Manual Expenditure Road wise

Click on

button to forward the expenditure detail at PIU level for approval.

4.5.2 Vouchers

In this section AO can enter deduction and prepare voucher.

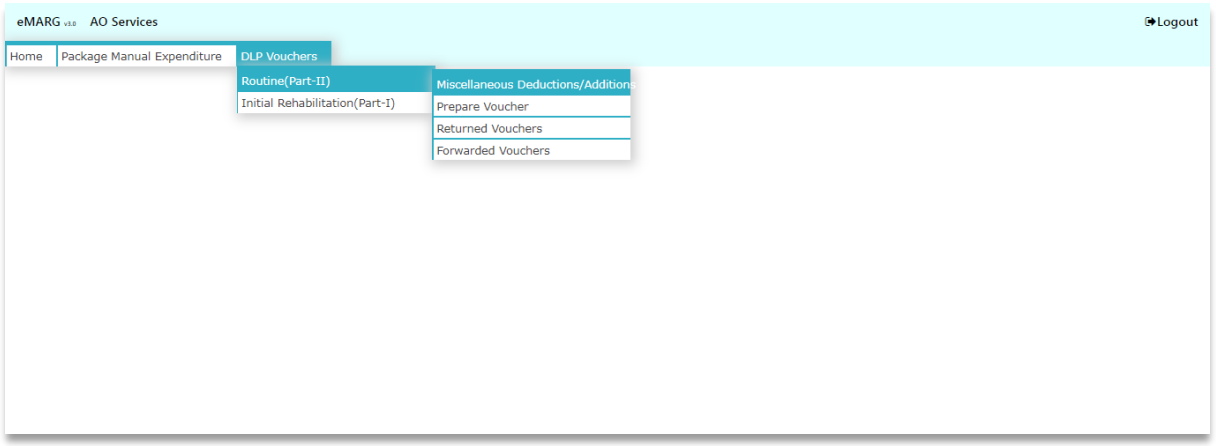


Figure: Voucher process

Submenu Option	Description
Miscellaneous Deduction	Facilitates for entry of deduction
Prepare	For voucher preparation.
Returned	To view returned vouchers.
Forwarded	To view and forwarded vouchers.

I. Miscellaneous Deduction

Selection of package, maintenance year and year part will display the submitted and manually paid bill detail.

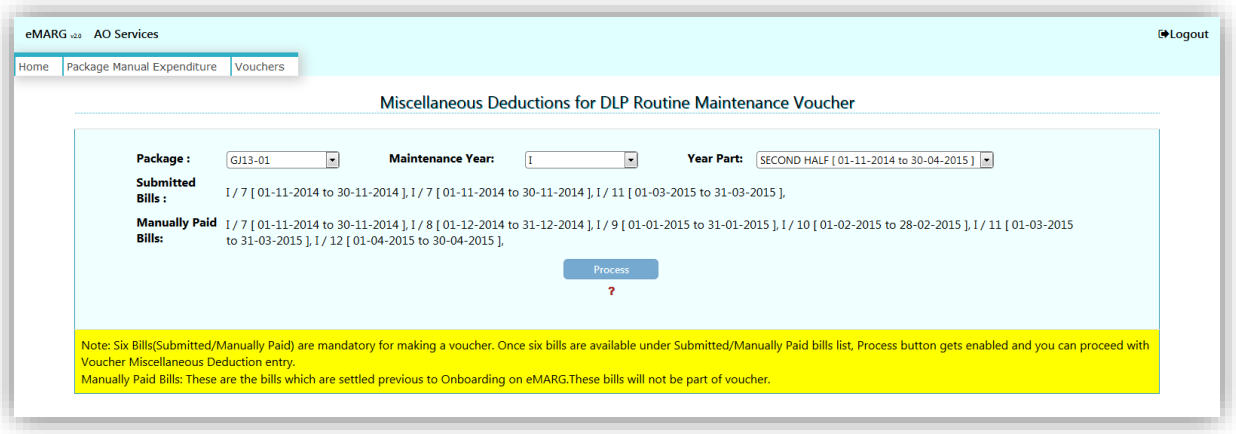
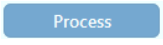


Figure: Entry of Misc. Deduction

Click on  button to enter Miscellaneous deduction and addition.

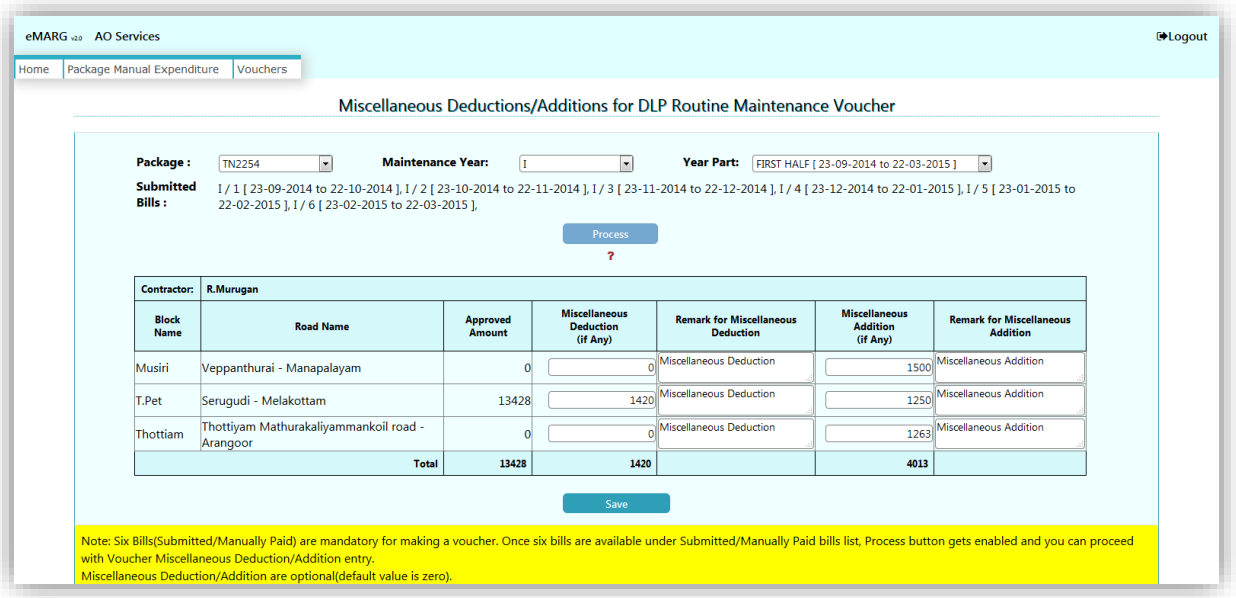


Figure: Misc. Deduction

Now corresponding road, its approved amount is shown. AO can enter Miscellaneous Deduction, Addition with remark and click on save button.

II. Prepare

Before click on save button A.O check the Addition, deductions and taxes.

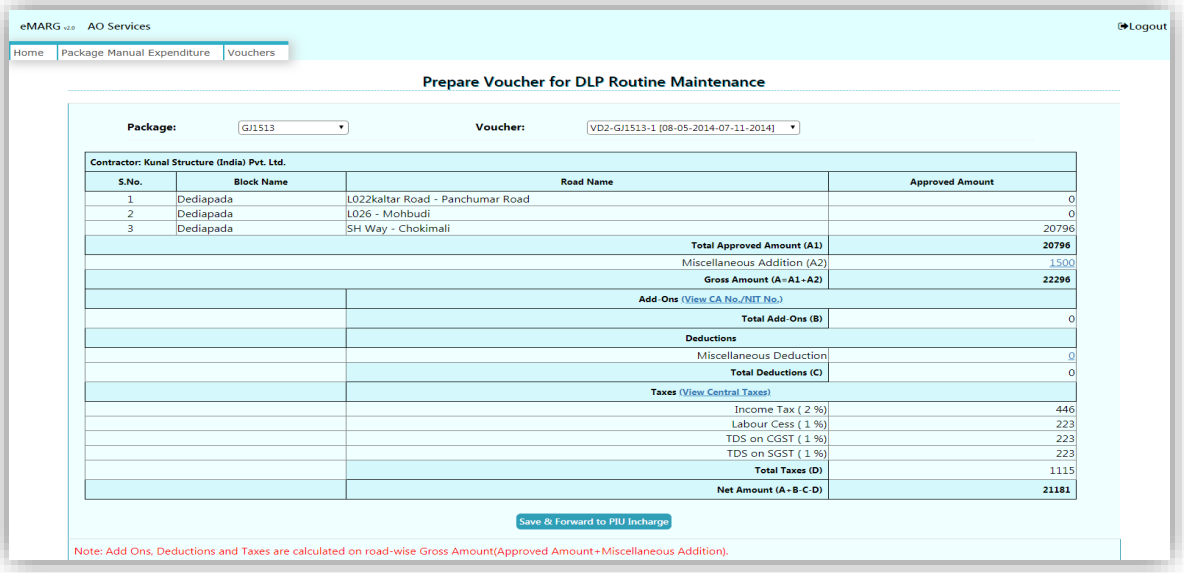
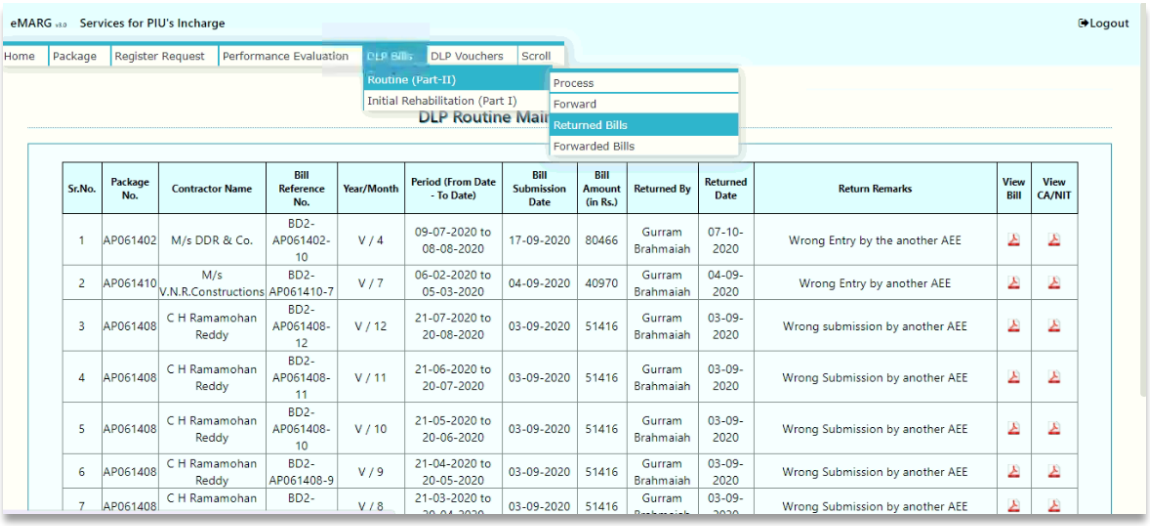


Figure: Prepare Voucher

Then click on Save & Forward to PIU Incharge button to forward the voucher to PIU In charge for final approval.

III. Returned

From this service AO can view returned voucher details as shown below:

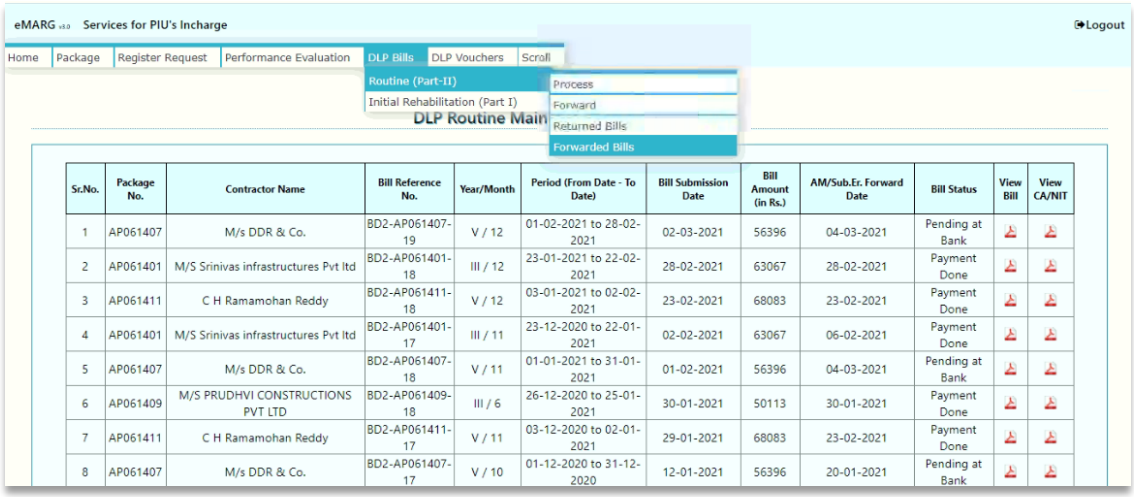


Sr.No.	Package No.	Contractor Name	Bill Reference No.	Year/Month	Period (From Date - To Date)	Bill Submission Date	Bill Amount (in Rs.)	Returned By	Returned Date	Return Remarks	View Bill	View CA/NIT
1	AP061402	M/s DDR & Co.	BD2-AP061402-10	V / 4	09-07-2020 to 08-08-2020	17-09-2020	80466	Gurram Brahmaiah	07-10-2020	Wrong Entry by the another AEE		
2	AP061410	M/s V.N.R.Constructions	BD2-AP061410-7	V / 7	06-02-2020 to 05-03-2020	04-09-2020	40970	Gurram Brahmaiah	04-09-2020	Wrong Entry by another AEE		
3	AP061408	C H Ramamohan Reddy	BD2-AP061408-12	V / 12	21-07-2020 to 20-08-2020	03-09-2020	51416	Gurram Brahmaiah	03-09-2020	Wrong submission by another AEE		
4	AP061408	C H Ramamohan Reddy	BD2-AP061408-11	V / 11	21-06-2020 to 20-07-2020	03-09-2020	51416	Gurram Brahmaiah	03-09-2020	Wrong Submission by another AEE		
5	AP061408	C H Ramamohan Reddy	BD2-AP061408-10	V / 10	21-05-2020 to 20-06-2020	03-09-2020	51416	Gurram Brahmaiah	03-09-2020	Wrong Submission by another AEE		
6	AP061408	C H Ramamohan Reddy	BD2-AP061408-9	V / 9	21-04-2020 to 20-05-2020	03-09-2020	51416	Gurram Brahmaiah	03-09-2020	Wrong Submission by another AEE		
7	AP061408	C H Ramamohan	BD2-	V / 8	21-03-2020 to	03-09-2020	51416	Gurram	03-09-	Wrong Submission by another AEE		

Figure: Returned Voucher

IV. Forwarded

Voucher can be downloaded and forwarded to PIU in charge and also can be view the .pdf.



Sr.No.	Package No.	Contractor Name	Bill Reference No.	Year/Month	Period (From Date - To Date)	Bill Submission Date	Bill Amount (in Rs.)	AM/Sub.Er. Forward Date	Bill Status	View Bill	View CA/NIT
1	AP061407	M/s DDR & Co.	BD2-AP061407-19	V / 12	01-02-2021 to 28-02-2021	02-03-2021	56396	04-03-2021	Pending at Bank		
2	AP061401	M/S Srinivas infrastructures Pvt ltd	BD2-AP061401-18	III / 12	23-01-2021 to 22-02-2021	28-02-2021	63067	28-02-2021	Payment Done		
3	AP061411	C H Ramamohan Reddy	BD2-AP061411-18	V / 12	03-01-2021 to 02-02-2021	23-02-2021	68083	23-02-2021	Payment Done		
4	AP061401	M/S Srinivas infrastructures Pvt ltd	BD2-AP061401-17	III / 11	23-12-2020 to 22-01-2021	02-02-2021	63067	06-02-2021	Payment Done		
5	AP061407	M/s DDR & Co.	BD2-AP061407-18	V / 11	01-01-2021 to 31-01-2021	01-02-2021	56396	04-03-2021	Pending at Bank		
6	AP061409	M/S PRUDHVI CONSTRUCTIONS PVT LTD	BD2-AP061409-18	III / 6	26-12-2020 to 25-01-2021	30-01-2021	50113	30-01-2021	Payment Done		
7	AP061411	C H Ramamohan Reddy	BD2-AP061411-17	V / 11	03-12-2020 to 02-01-2021	29-01-2021	68083	23-02-2021	Payment Done		
8	AP061407	M/s DDR & Co.	BD2-AP061407-17	V / 10	01-12-2020 to 31-12-2020	12-01-2021	56396	20-01-2021	Pending at Bank		

Figure : Forwarded Voucher

4.6 Services for PIU In charge

This service is specifically for important operations on packages and payment related process at PIU/District level (by PIU In charge) In addition to online approval & payment of bills it also provides support for other activities like freezing, locking and verification of packages etc.

Figure: Home page for PIU's Incharge

On selection of Services for PIU Incharge will display below services:

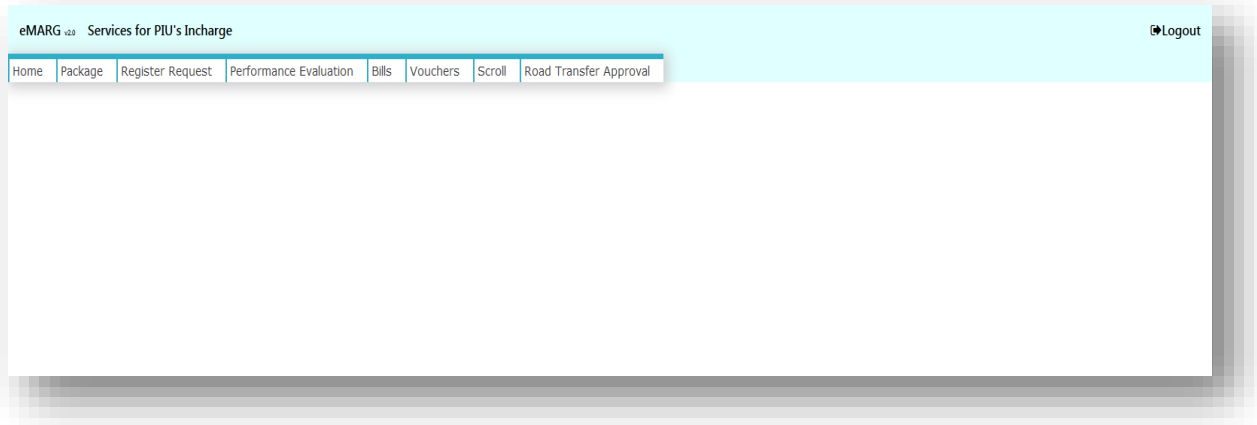


Figure: Services for PIU Incharge

Menu Options	Description
Package	Provides all Road/Package related details for approval
Performance Evaluation	Provides facility to approval of performance evaluation
Register Request	For registering any grievances
Bills	For approval and sanction of bills submitted by the departmental officials
Vouchers	For approval and sanction of vouchers submitted by the departmental officials
Scroll	For generation of scroll
DSC	For DSC Token enrolment
Road Transfer Approval	For approval request of road transfer

4.6.1 Package Verification

In addition to Package Verification, Manual Expenditure approval and Package Split process are to be performed by here as shown below:

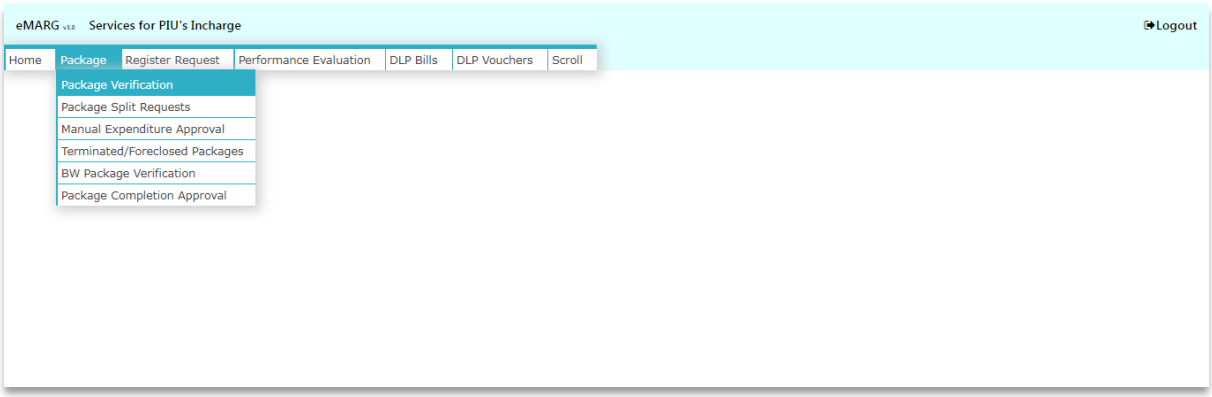


Figure : Package Verification

Submenu Option	Description
Package Verification	For verification of package with respect to package detail and NIT detail.
Manual Expenditure Approval	For Approval of expenditure entered by dept. officials.
Package Split Request	For this facility please prefer **Annexure-A**.
Terminated/Foreclosed Packages	For approval of package Termination/Foreclosed by the dept.
Package Completion Approval	For Approval of package completion detail.

Balance Work Package Verification/Approval	For Approval of BW package by the dept.
Return	If need of PIU in charge to return for some changes, again package will be available in Engineering staff login.
Freeze	Click on freeze button by the PIU in charge then they can proceed further.

I. Package Verification

Entries from Services for AE/AM/JE/SubE will display here, based on selection of all fields, road related details are shown as below: -

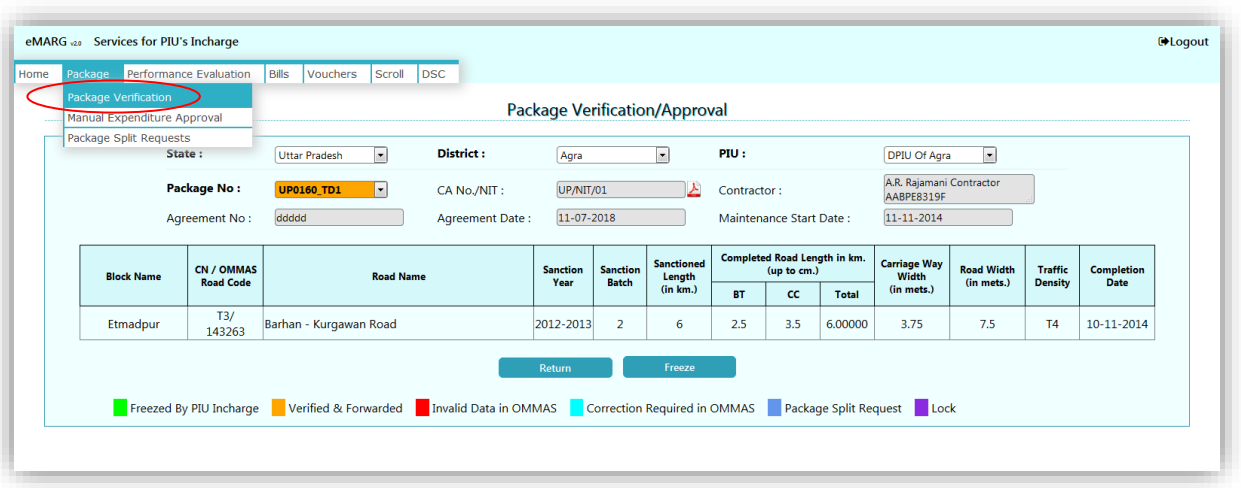


Figure: Package Verification by PIU In charge

In CA No./NIT , icon will show the related NIT detail in PDF format.

Buttons	Description
Return	For returning the package for correction
Freeze	For finally confirm the package information

Now GM can return the package details for correction using <Return> button and also can freeze data using <Freeze> button as shown below: -

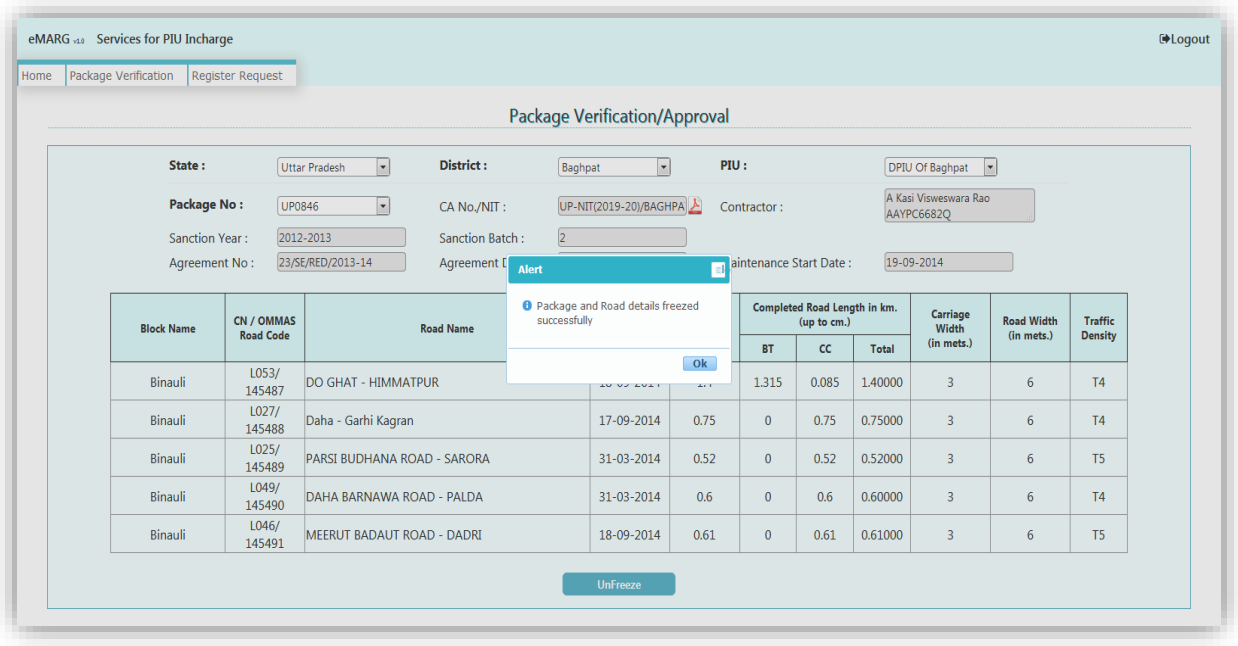


Figure: Data Freezed by PIU Incharge

After freeze, PIU In charge can also unfreeze package details using <unfreeze> button as shown below: -

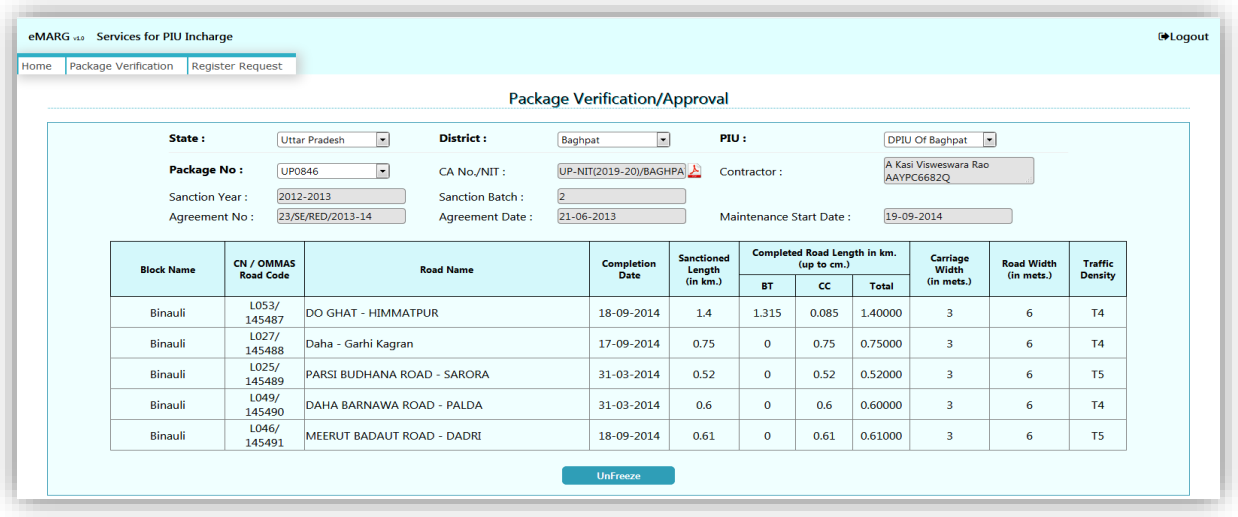


Figure: Data Unfreeze by GM

After freezing of package for billing related process it is mandatory to lock the package by clicking on Lock button.

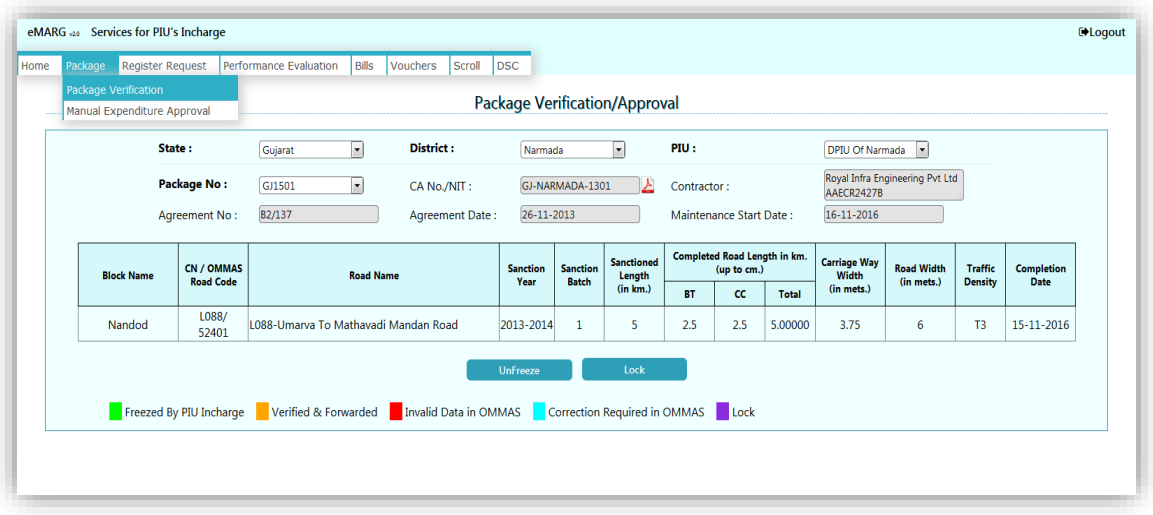


Figure: Data Unfreeze by PIU Incharge

4.6.1 (II). Manual Expenditure Approval

Entries of manual expenditure from Services for Account Officer (AO) will display here for approval by PIU In charge. Based on selection of all fields, details are shown as below: -

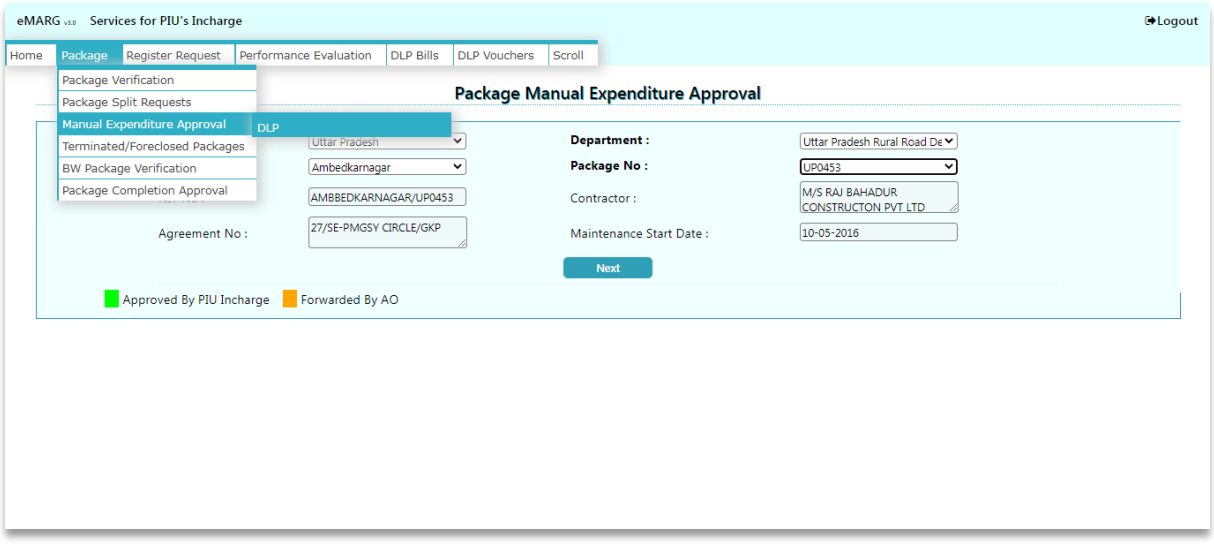


Figure: Manual Expenditure

Selection of State, Department, District and select relevant package no. and click on <Next> button.

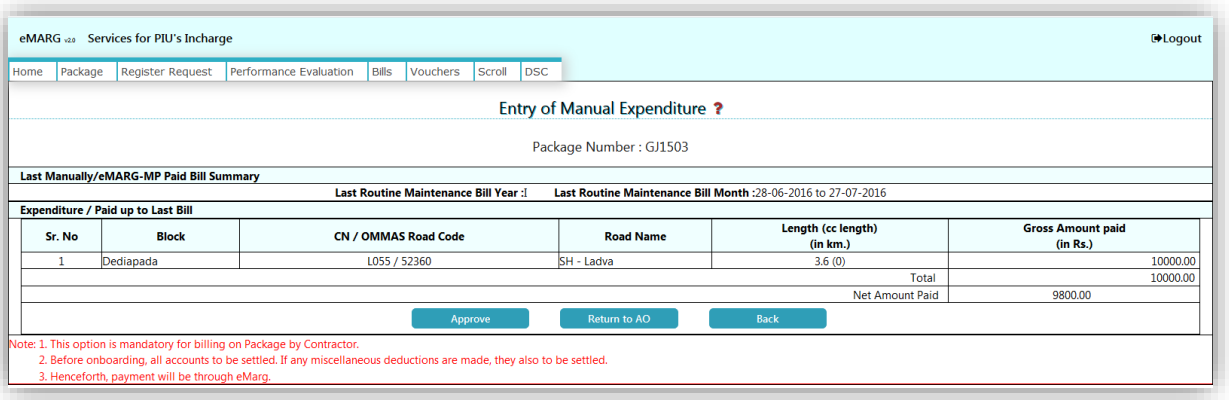


Figure : Manual Expenditure

After selection of package, PIU Incharge can Approve or Return manual expenditure detail. Clicking on Return to AO to return the bill or for approval click on Approve button.

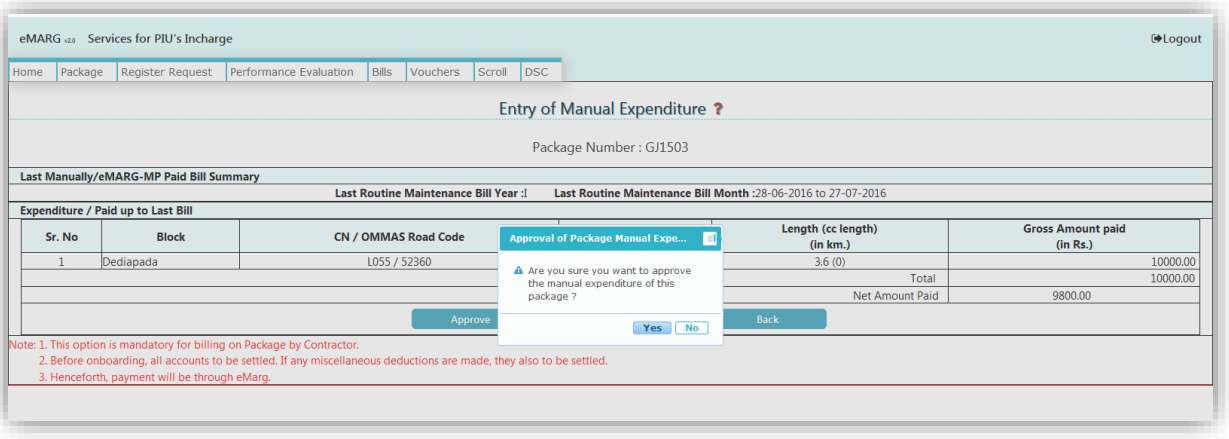


Figure: Approval of Manual Expenditure

After PIU Incharge approval the request of this package is now available for bill submission by contractor.

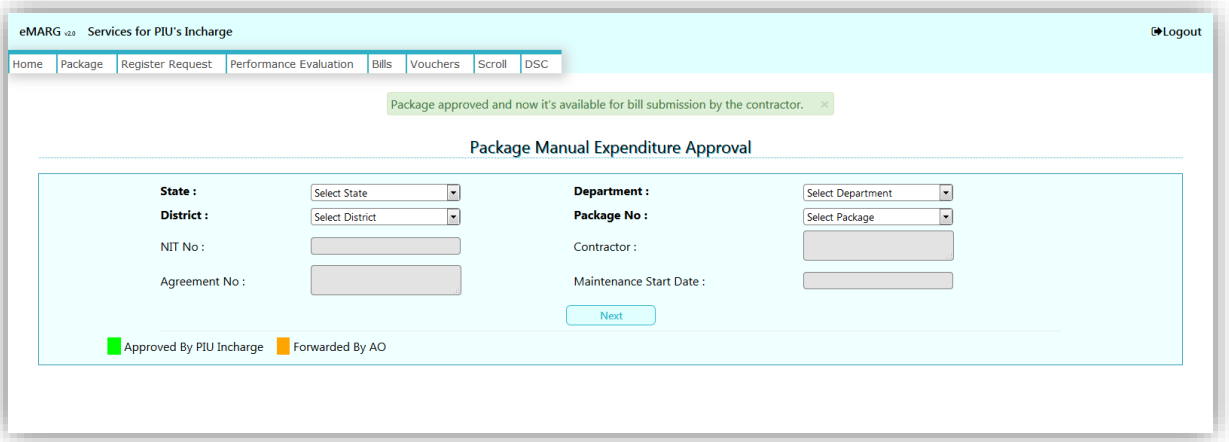


Figure : Package Approved

Package Split Request

Prefer **Annexure-A** for Package Split Process.

4.6.1 (IV). Package Completion Approval

While selection of this service list of road forwarded by AM/AE/JE/SubE will appear PIU in charge

Can approve or return request by clicking on Approve or Return to AM .

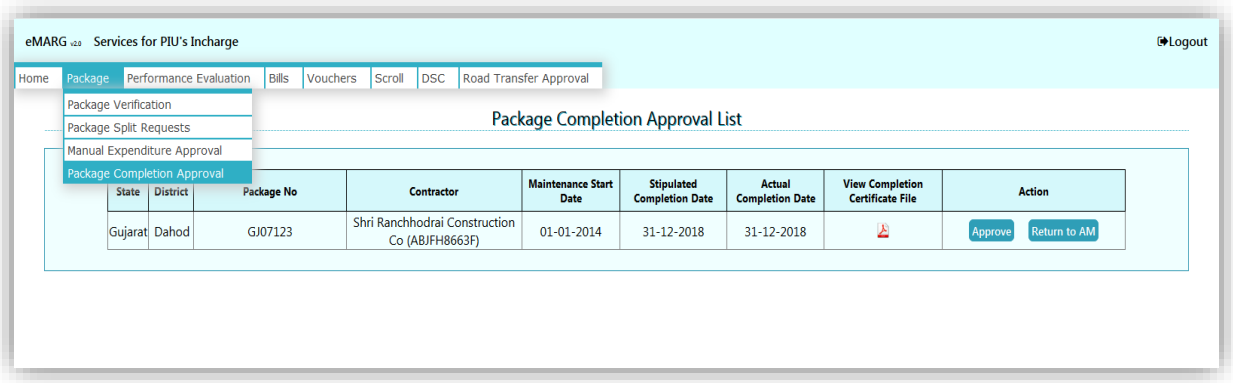


Figure: Approve by PIU In charge

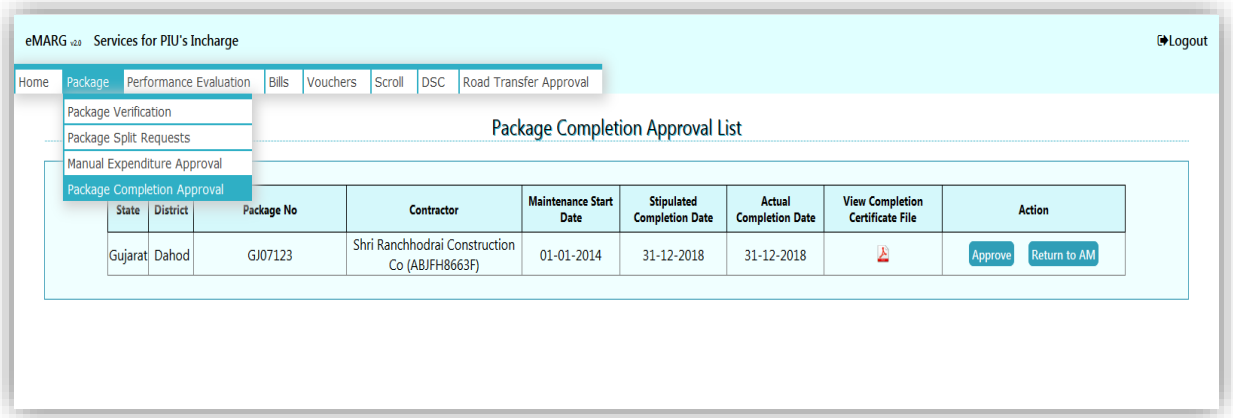


Figure: Approve by PIU In charge

4.6.2 Performance Evaluation

Inspection done by AE/AM/JE/SubE is here available at PIU level for final approval. Click on process icon.

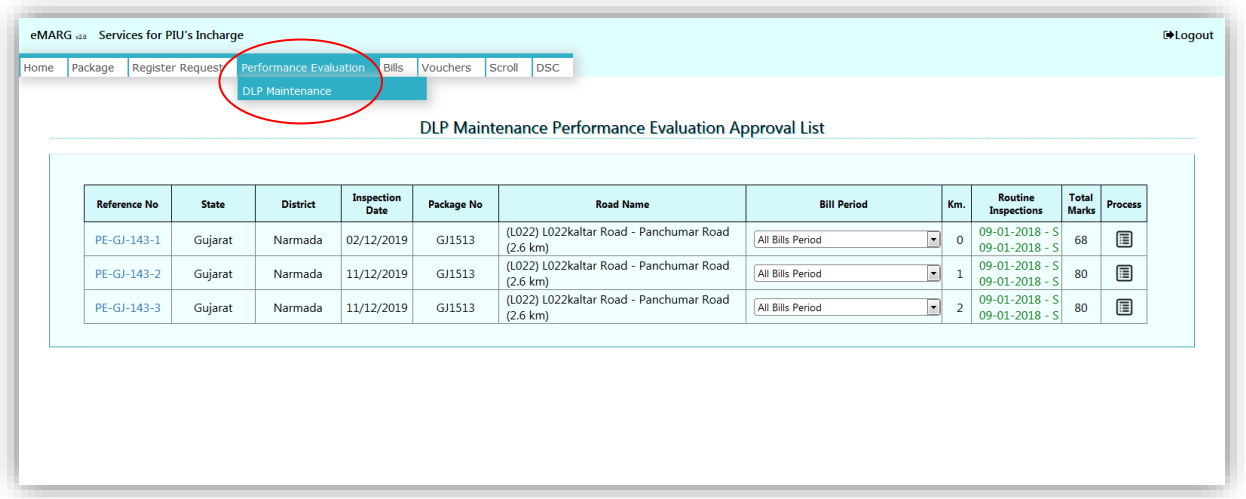


Figure : Approval of Performance Evaluation

Now PIU in charge can also enter/update marks in Approved Marks column and enter remarks.

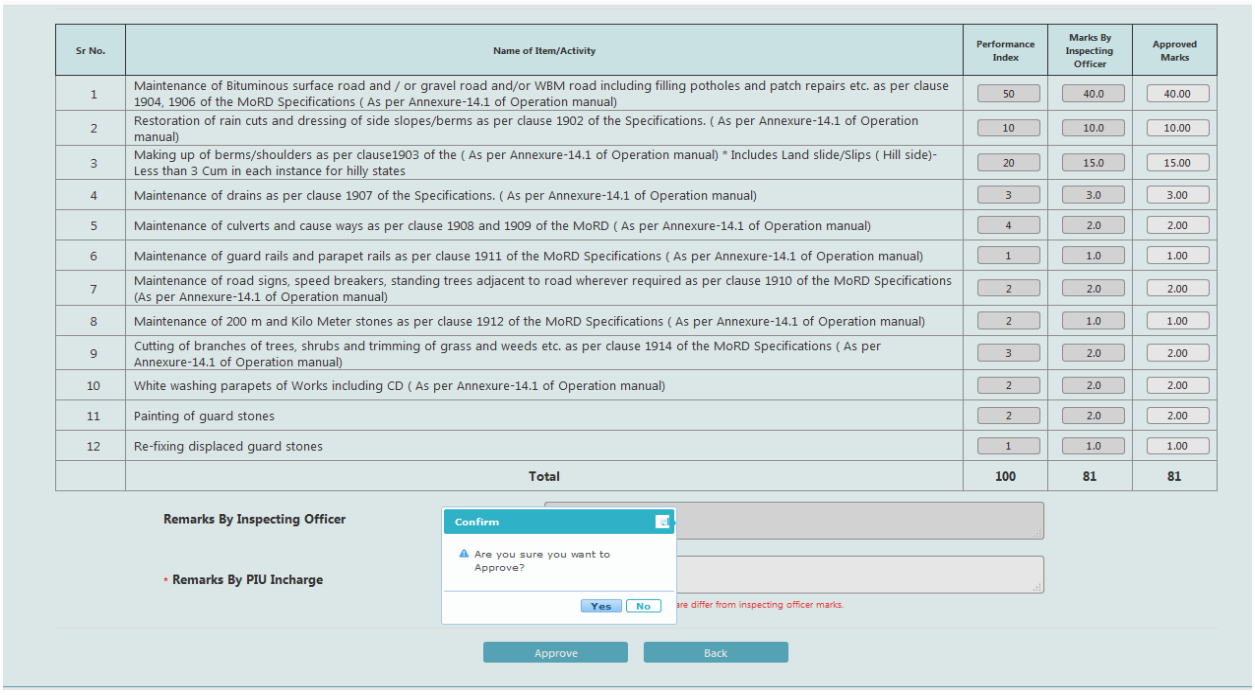


Figure: Approval of Performance Evaluation

And click on button then click on yes button.

4.6.3 Package Reversal/Unlock request

Under Services for PIU in charge >> Click on Package Reversal/Unlock request

This service is applying on those eligible packages in which no payment made through eMARG.

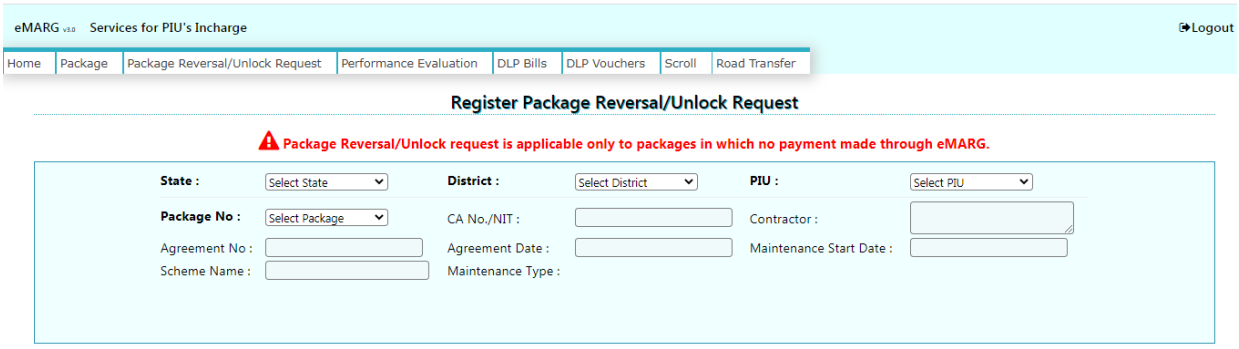


Figure: Package Reversal/Unlock screen

If package is Eligible, click on check box >> Then again click on **Submit for Reversal** Button.

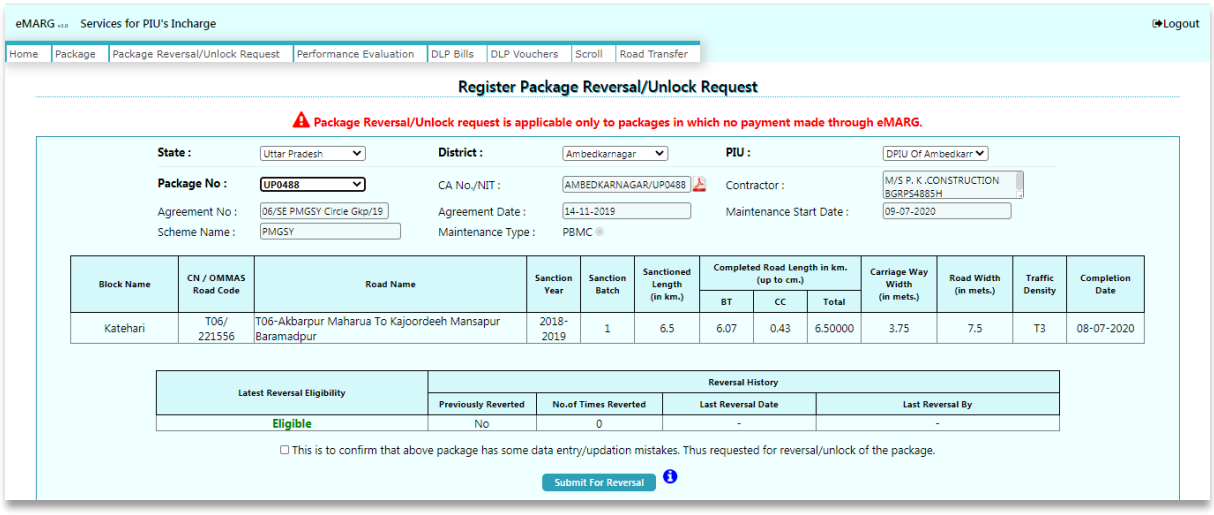


Figure: Submit for reversal screen

4.6.4 Bills

In this service PIU in charge approve bills or can view bill and CA/NIT.

I. Process

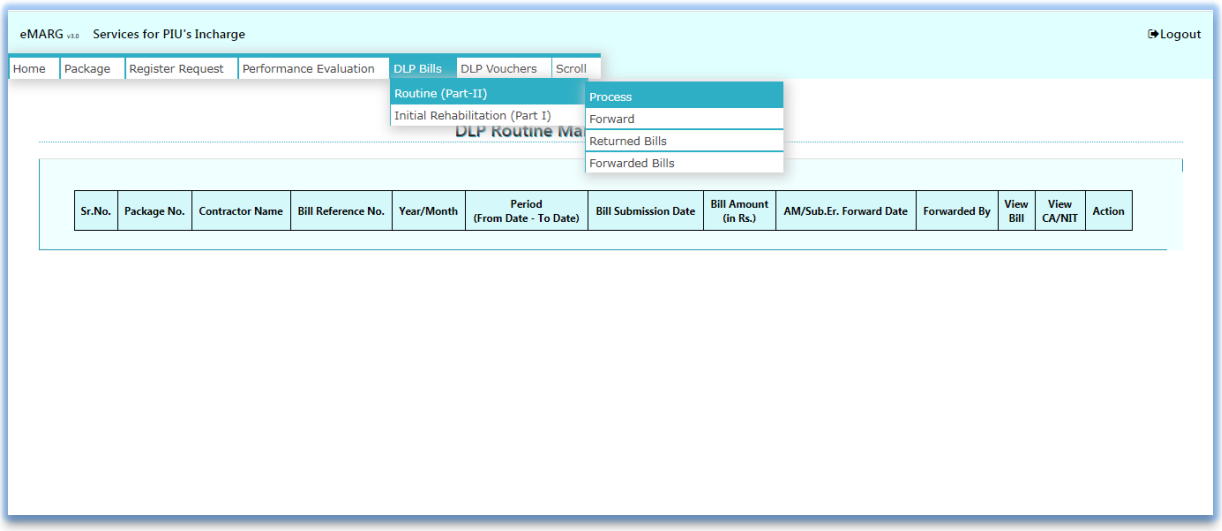


Figure: Process Bill

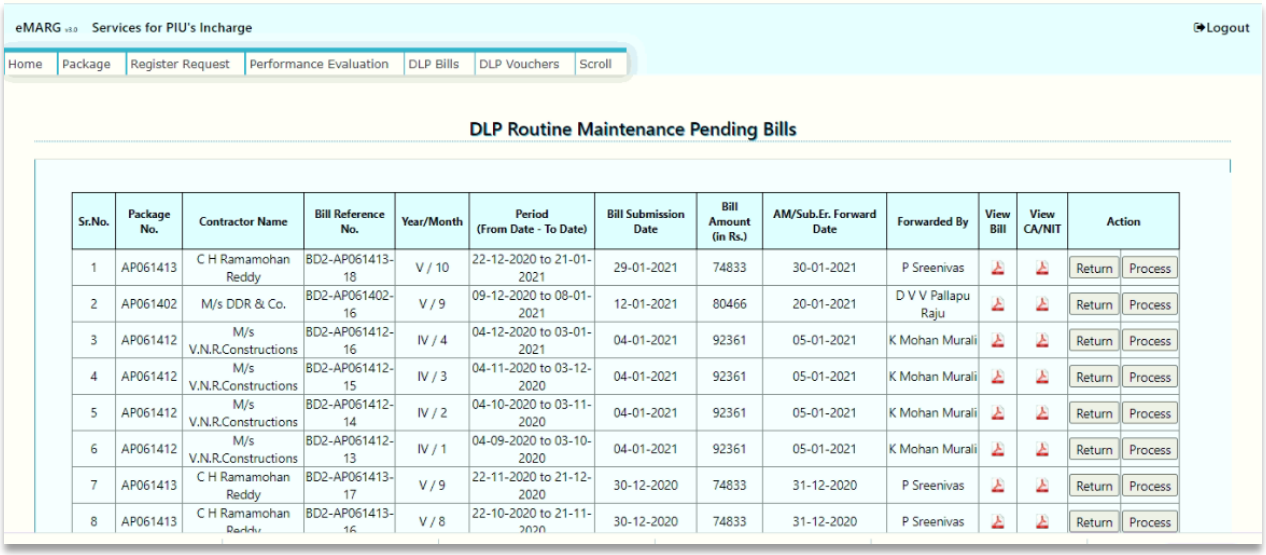


Figure: Process Bill

Submenu Option	Description
Process	For processing the bills.
Forward	For forwarding bills to AO.
Return Bills	For viewing status of return bills.
Forwarded Bills	For viewing status of forwarded bills.

Click on Return to return the bill or click on Process to process the bill.

Process one by one bill and approved amount will be calculated automatically as average calculation of PE.

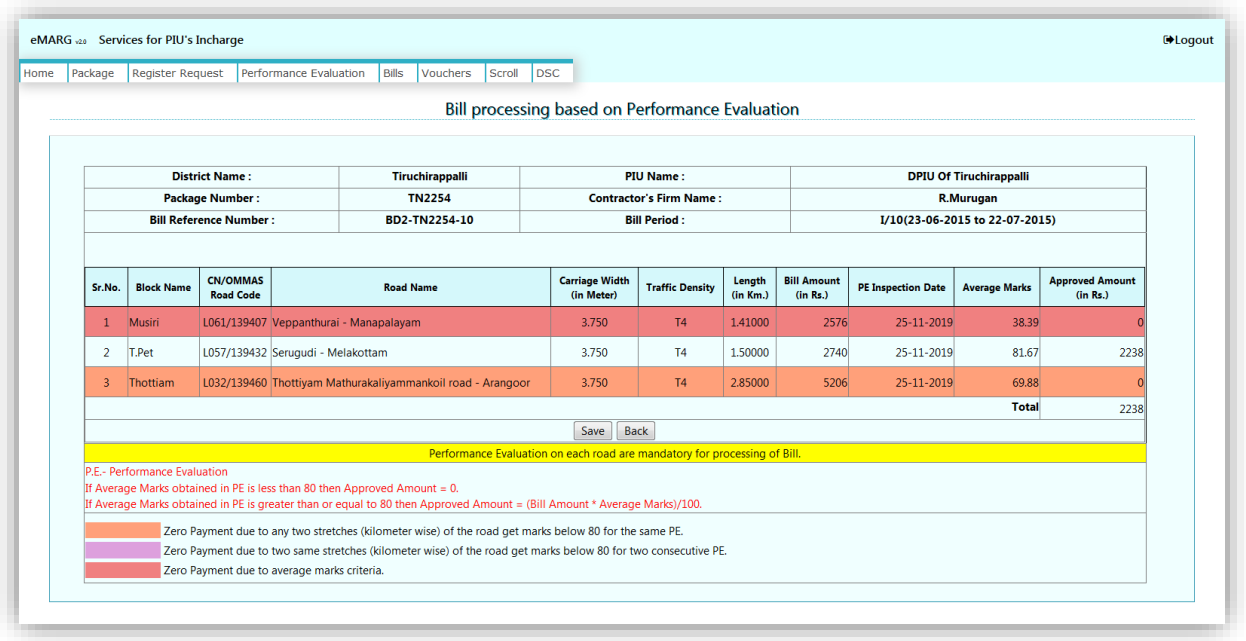


Figure: Process Bill

Click on Save button and bill will be processed as shown in below:

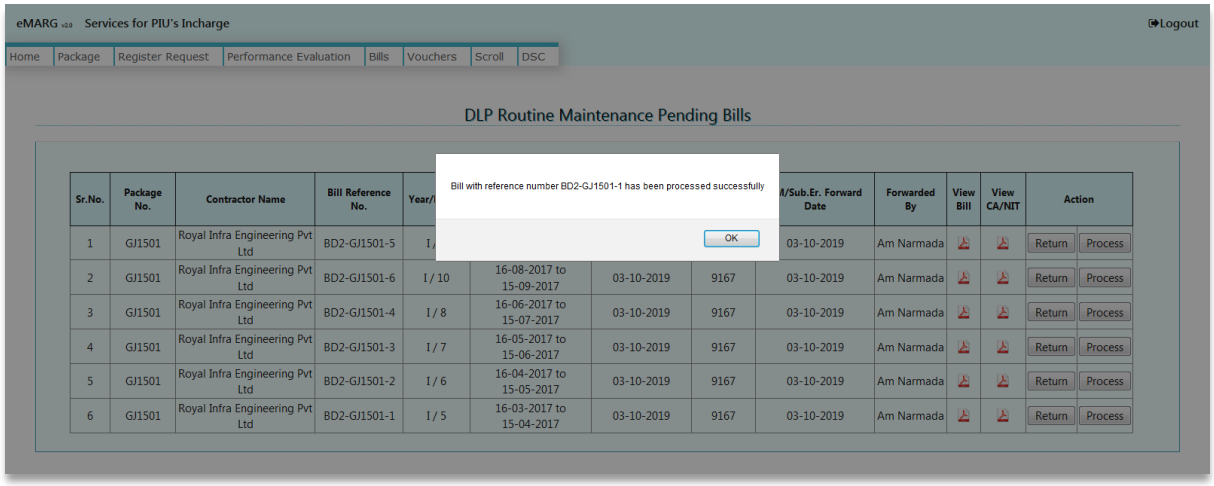


Figure: Bill Processed

II. Forward

After submitting all bills, PIU Incharge will forward all bills to AO while clicking on Forward button as shown below:

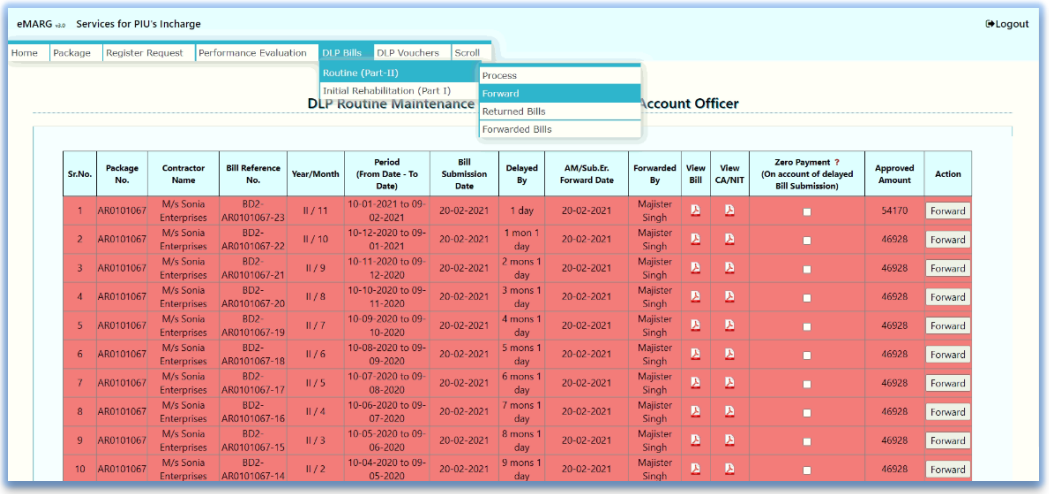


Figure: Forward Bill to AO

Click on <Forward> button and bills are forwarded to AO.

Delayed bills will be highlighted with red colour. If PIU Incharge wants to approve zero payment for such bill, user needs to check the check box of zero payment column against the bills.

Click on Forward button one by one.

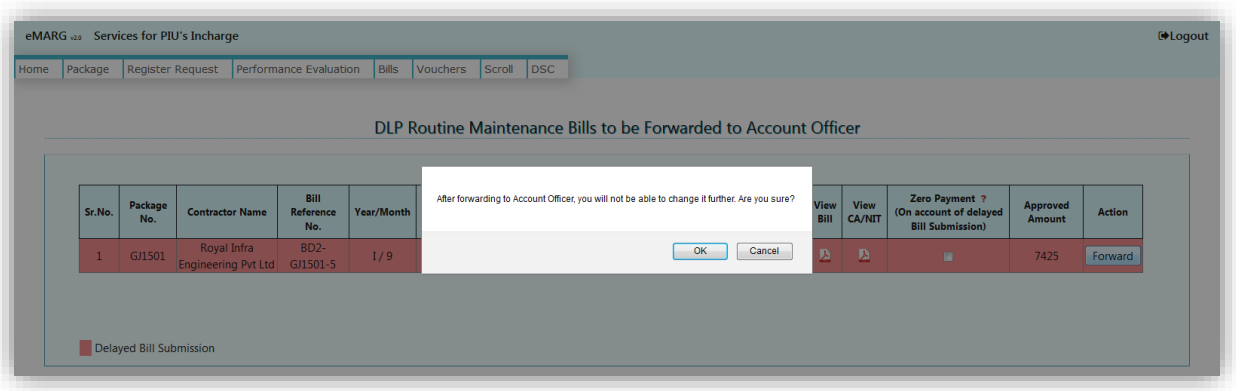


Figure: Bill forward to AO

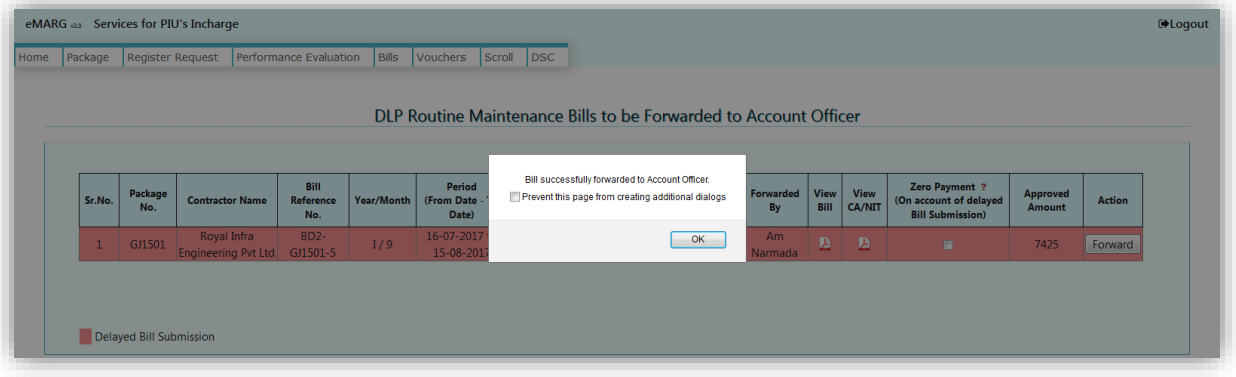


Figure: Forward Bill to AO

III. Returned Bills

Status of returned bills can be viewed from here as shown below:

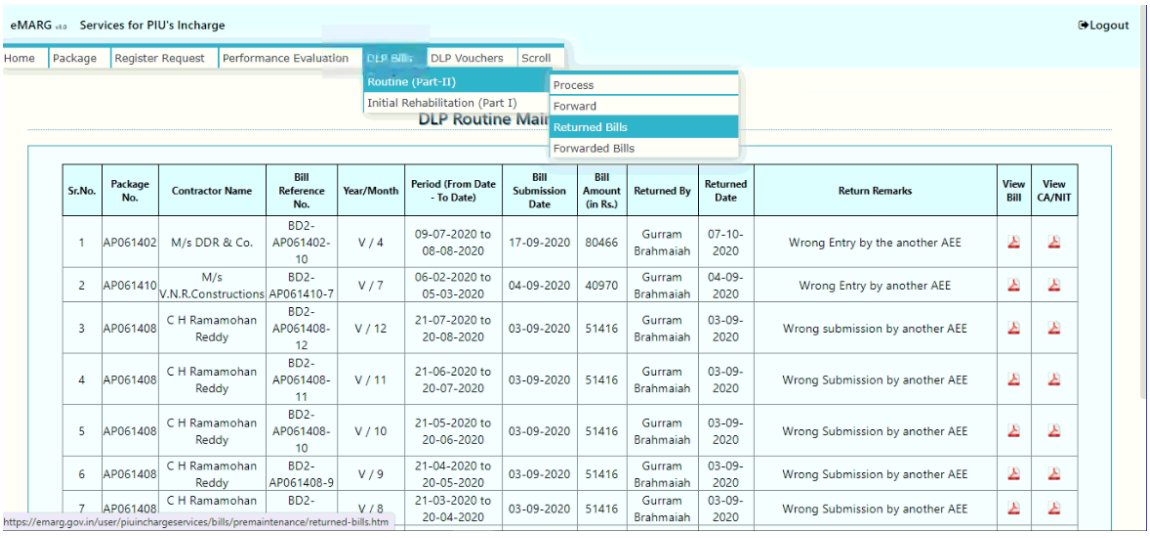
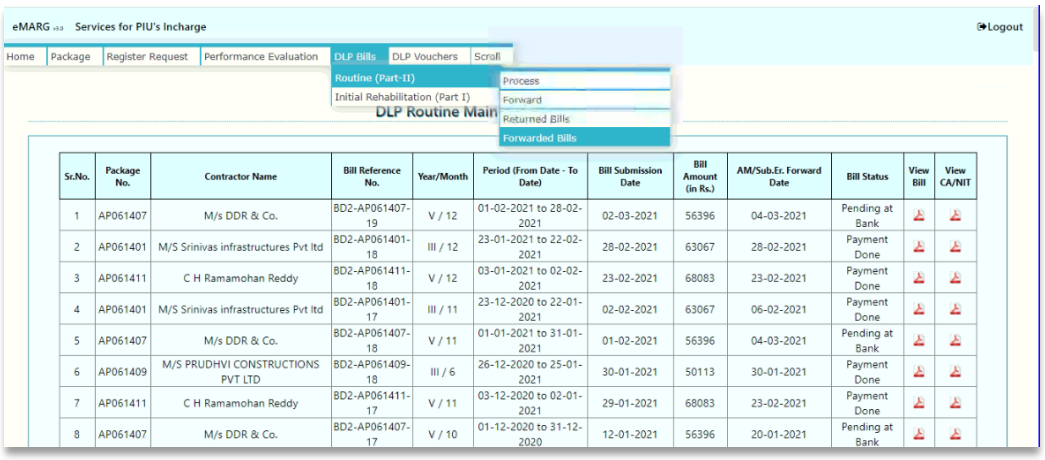


Figure: Returned Bills

IV. Forwarded Bills

Status of forwarded bills can be viewed from here as shown below:



Sr.No.	Package No.	Contractor Name	Bill Reference No.	Year/Month	Period (From Date - To Date)	Bill Submission Date	Bill Amount (in Rs.)	AM/Sub.Er. Forward Date	Bill Status	View Bill	View CA/NIT
1	AP061407	M/s DDR & Co.	BD2-AP061407-19	V / 12	01-02-2021 to 28-02-2021	02-03-2021	56396	04-03-2021	Pending at Bank		
2	AP061401	M/S Srinivas infrastructures Pvt ltd	BD2-AP061401-18	III / 12	23-01-2021 to 22-02-2021	28-02-2021	63067	28-02-2021	Payment Done		
3	AP061411	C H Ramamohan Reddy	BD2-AP061411-18	V / 12	03-01-2021 to 02-02-2021	23-02-2021	68083	23-02-2021	Payment Done		
4	AP061401	M/S Srinivas infrastructures Pvt ltd	BD2-AP061401-17	III / 11	23-12-2020 to 22-01-2021	02-02-2021	63067	06-02-2021	Payment Done		
5	AP061407	M/s DDR & Co.	BD2-AP061407-18	V / 11	01-01-2021 to 31-01-2021	01-02-2021	56396	04-03-2021	Pending at Bank		
6	AP061409	M/S PRUDHVI CONSTRUCTIONS PVT LTD	BD2-AP061409-18	III / 6	26-12-2020 to 25-01-2021	30-01-2021	50113	30-01-2021	Payment Done		
7	AP061411	C H Ramamohan Reddy	BD2-AP061411-17	V / 11	03-12-2020 to 02-01-2021	29-01-2021	68083	23-02-2021	Payment Done		
8	AP061407	M/s DDR & Co.	BD2-AP061407-17	V / 10	01-12-2020 to 31-12-2020	12-01-2021	56396	20-01-2021	Pending at Bank		

Figure : Forwarded Bills

4.6.5 Vouchers Approval

In this facility PIU In charge can approve vouchers, prepared by AO.

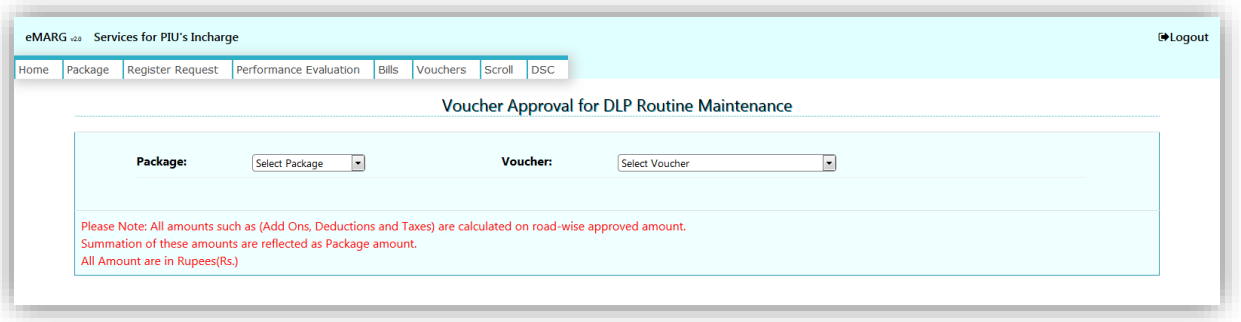


Figure : Voucher Home Page

Submenu Option	Description
Approval	For approval of voucher.
Returned	For returned voucher detail.
Approved	For approved voucher detail.

I. Approval

Select the package and voucher for approval.

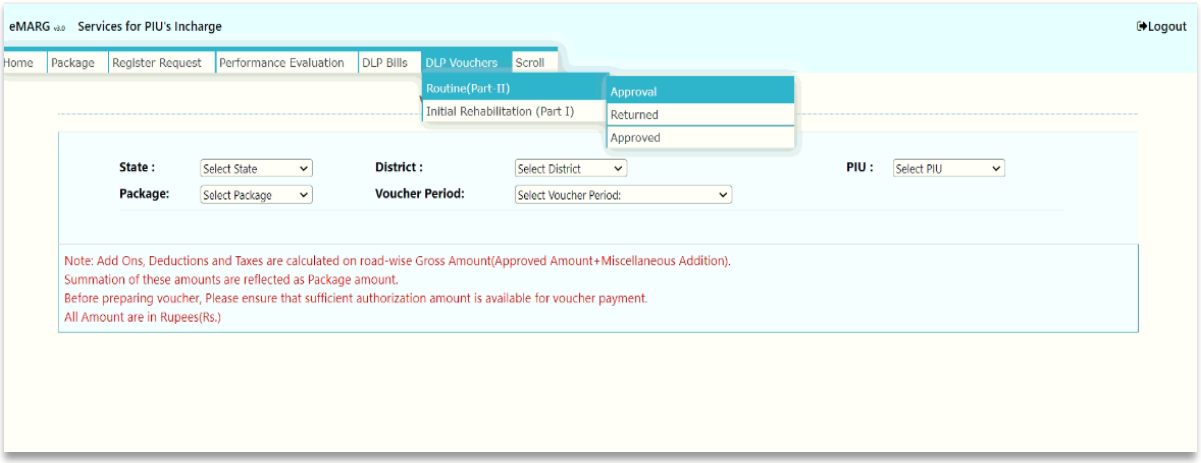


Figure: Approval of Voucher

Voucher details are shown as per selection.

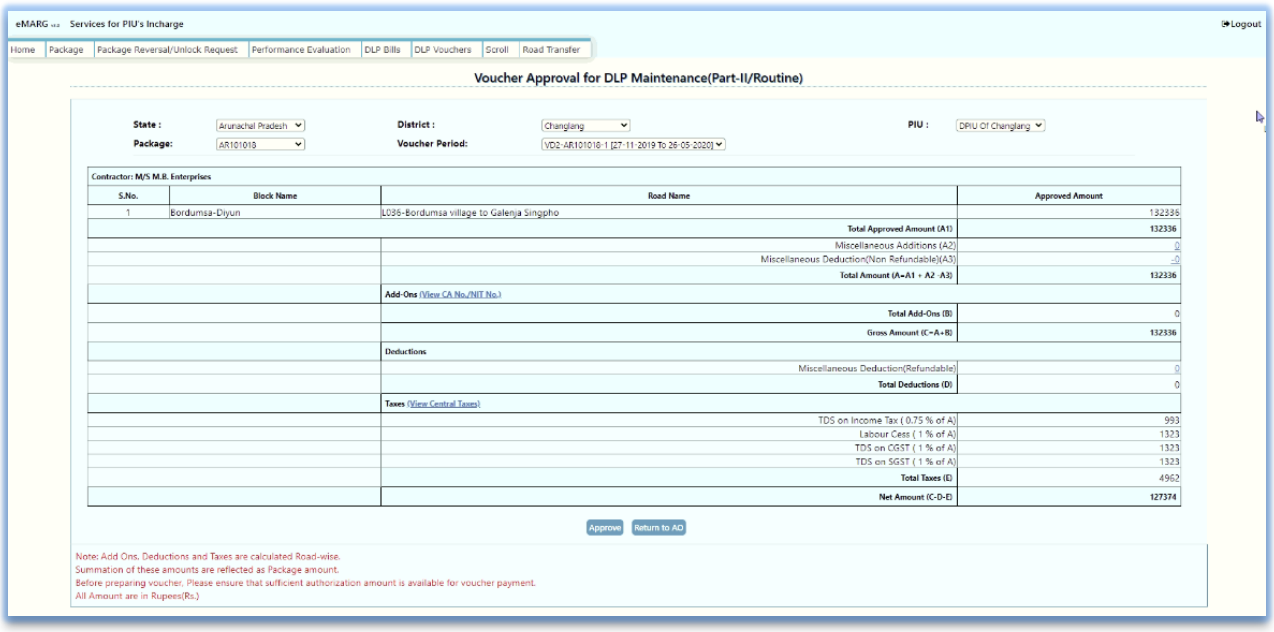


Figure: Approval of Voucher

PIU Incharge can return voucher while clicking on Return to AO Return to AO button. Click Approve for approval of voucher.

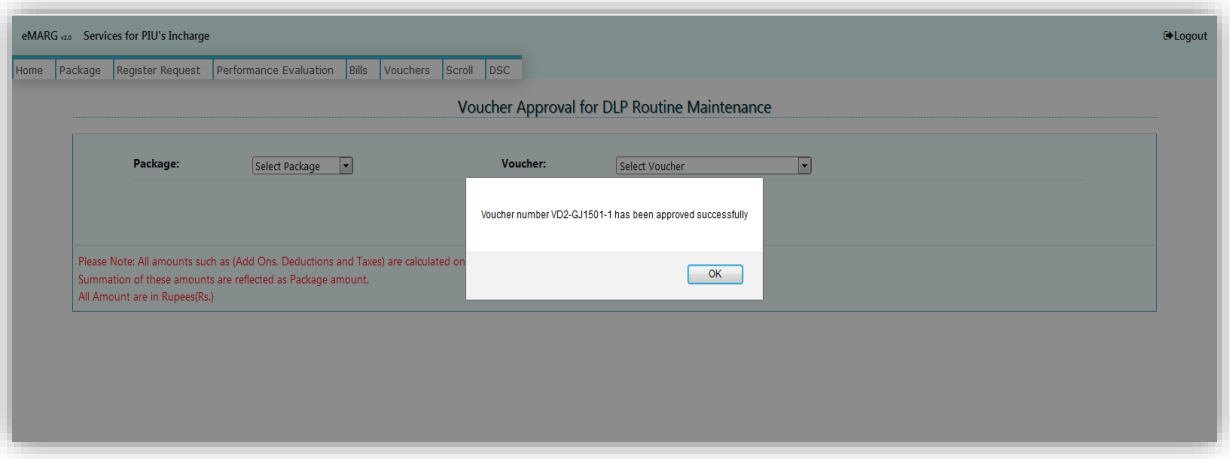


Figure : Voucher Approved

II. Returned

It is showing the detail of returned voucher.

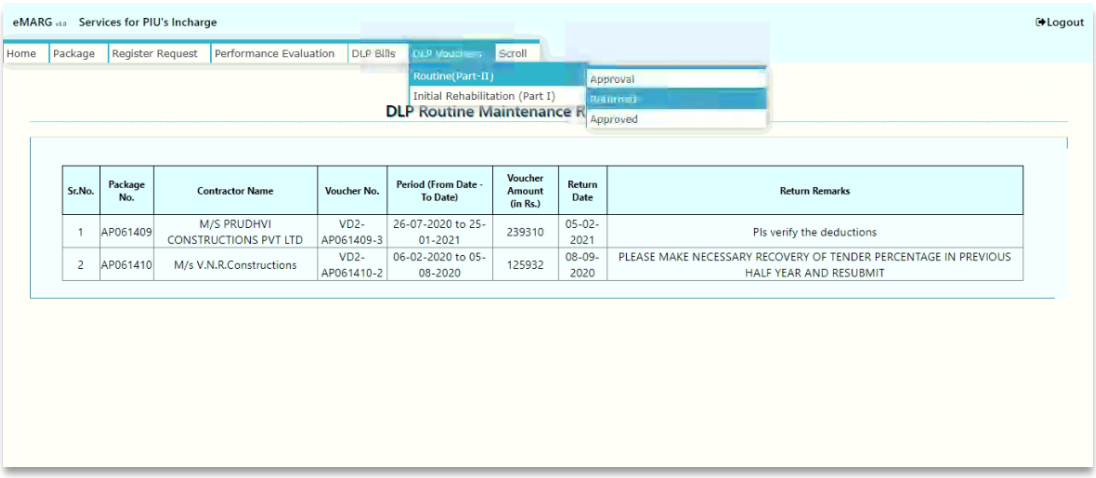


Figure : Returned Voucher

III. Approved

It is showing the details of approved voucher.

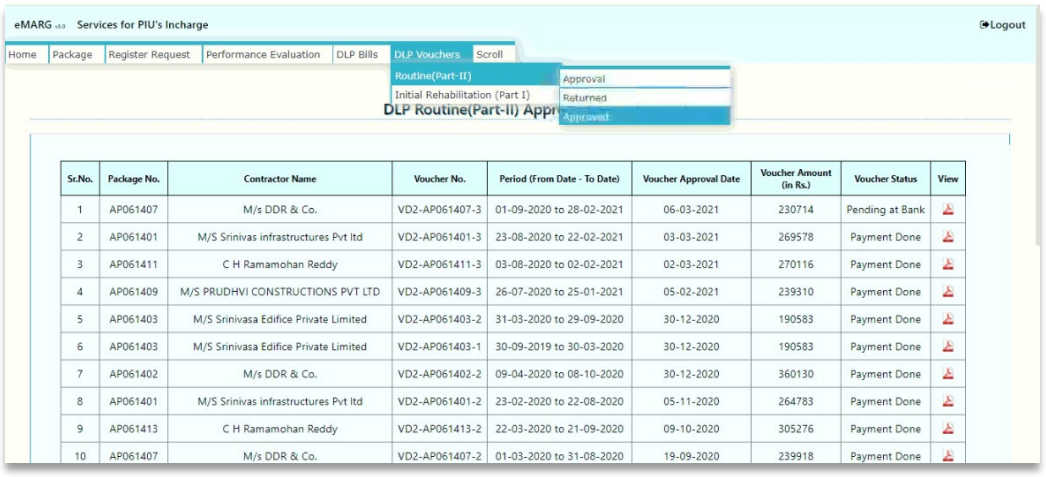


Figure: Approved Voucher

4.6.6 Scroll

This service provides the facility to generate scroll of completed vouchers.
Select package and voucher will show the detail as shown below:

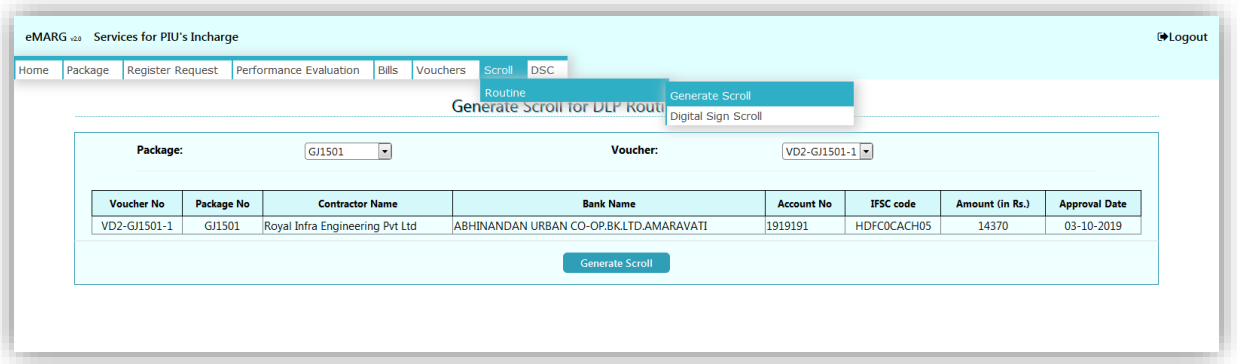


Figure: Scroll Generation

I. Generate Scroll

Click on

to generate Scroll, if DSC token is enrolled scroll is processed otherwise for generation of scroll it is mandatory to first enroll DSC token.

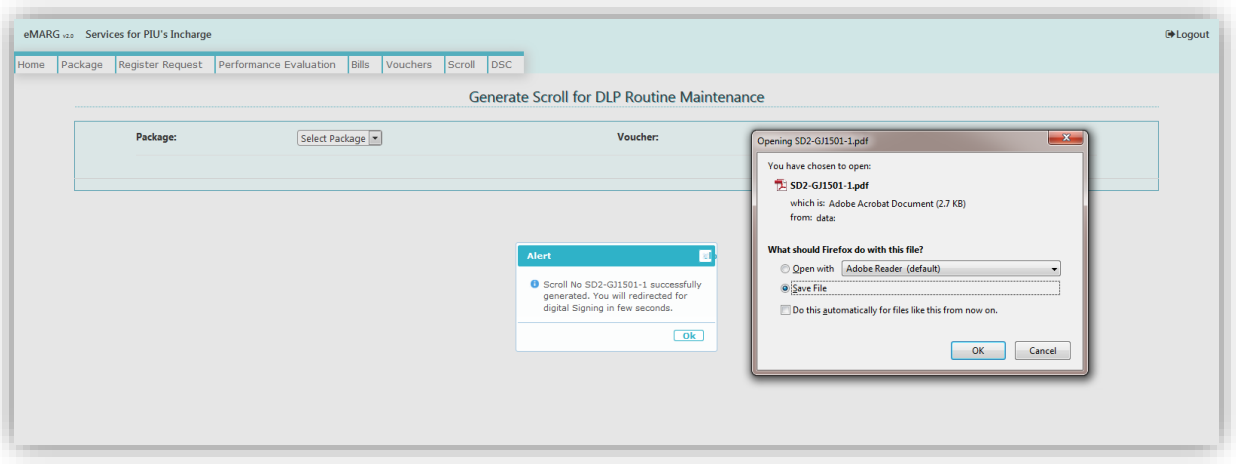
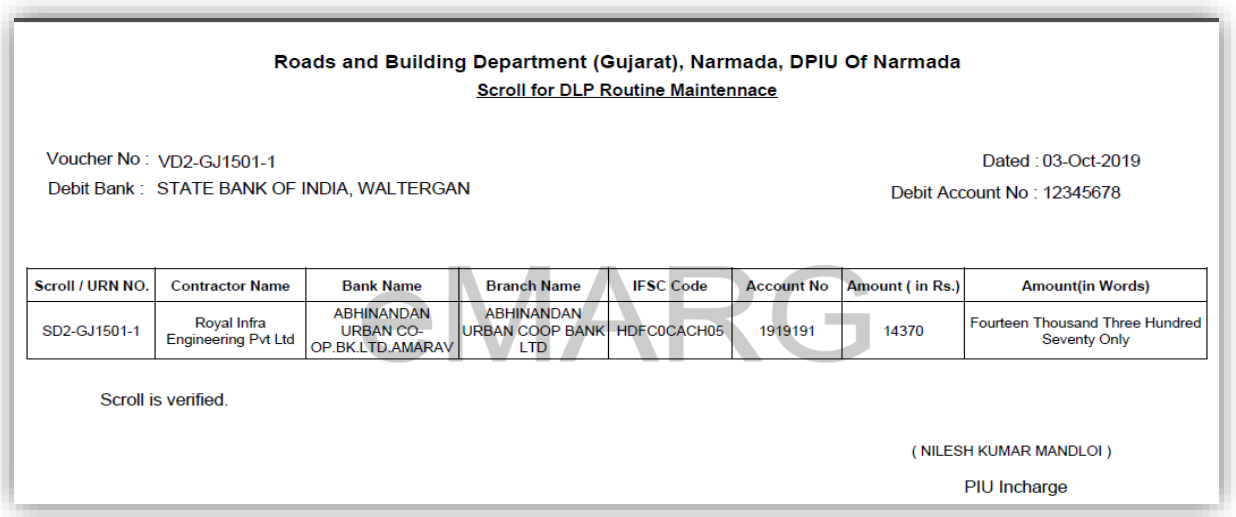


Figure : Approved Voucher



Roads and Building Department (Gujarat), Narmada, DPIU Of Narmada

Scroll for DLP Routine Maintennace

Voucher No : VD2-GJ1501-1
Debit Bank : STATE BANK OF INDIA, WALTERGAN

Dated : 03-Oct-2019
Debit Account No : 12345678

Scroll / URN NO.	Contractor Name	Bank Name	Branch Name	IFSC Code	Account No	Amount (in Rs.)	Amount(in Words)
SD2-GJ1501-1	Royal Infra Engineering Pvt Ltd	ABHINANDAN URBAN CO-OP.BK.LTD.AMARAV	ABHINANDAN URBAN COOP BANK LTD	HDFC0CACH05	1919191	14370	Fourteen Thousand Three Hundred Seventy Only

eMARG

Scroll is verified.

(NILESH KUMAR MANDLOI)
PIU Incharge

Figure : PDF of Scroll

4.7 Signing

This specialised service is available for digitally signing of scroll generated by PIU incharge.

This service is available as shown below:

Figure: Signing Service

Click on signing will provide menu as shown below:

Figure: Home page of signing service

Menu Option	Description
Scroll	To view and sign the scroll
DSC	To view and enroll the DSC

4.7.1 Scroll Signing

After scroll generation it required to Digitally Singed it as shown below:

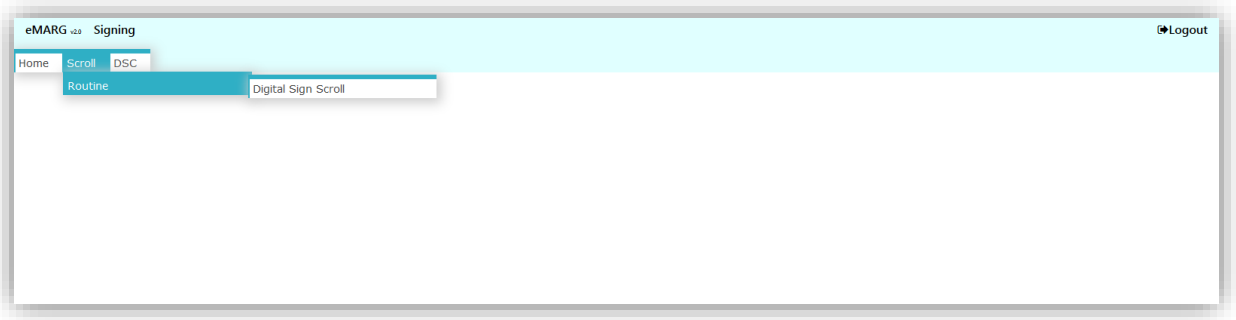


Figure: Digital Signing

Click on digital sign scroll and select the scroll from drop down list as shown below:

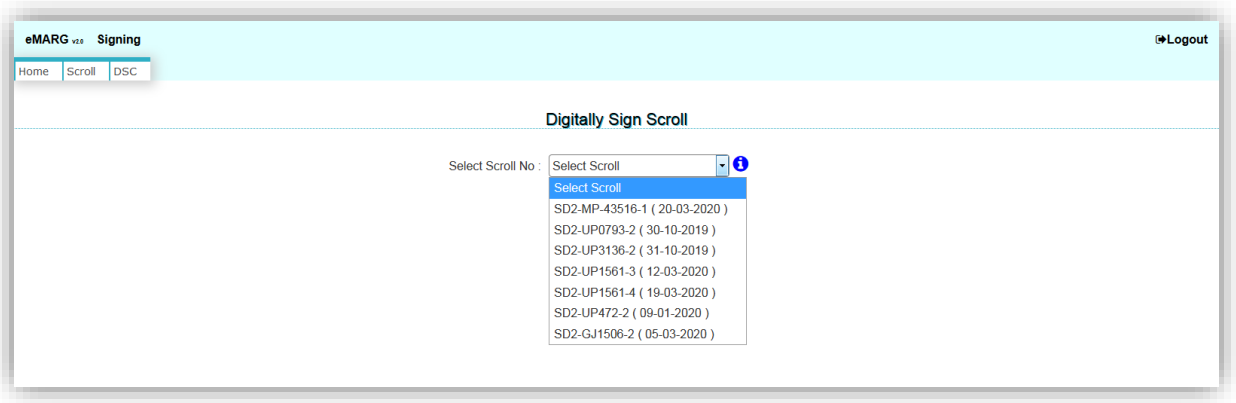


Figure: Selection of scroll for signing

Figure: Verify scroll and sign

While clicking on View & Verify Scroll can be checked. While clicking on Digitally Sign and forward to Bank button scroll will be forwarded to bank user for transaction related entries for this enter OTP.

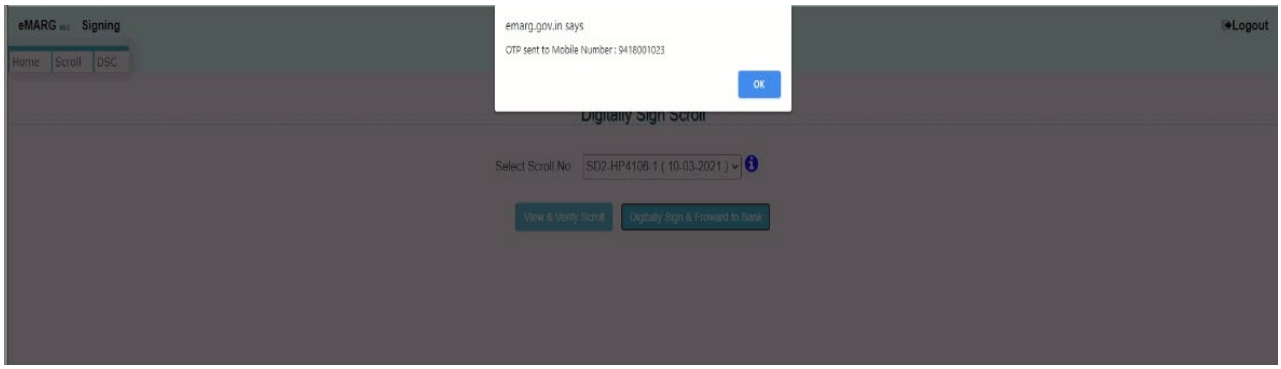


Figure: OTP verification

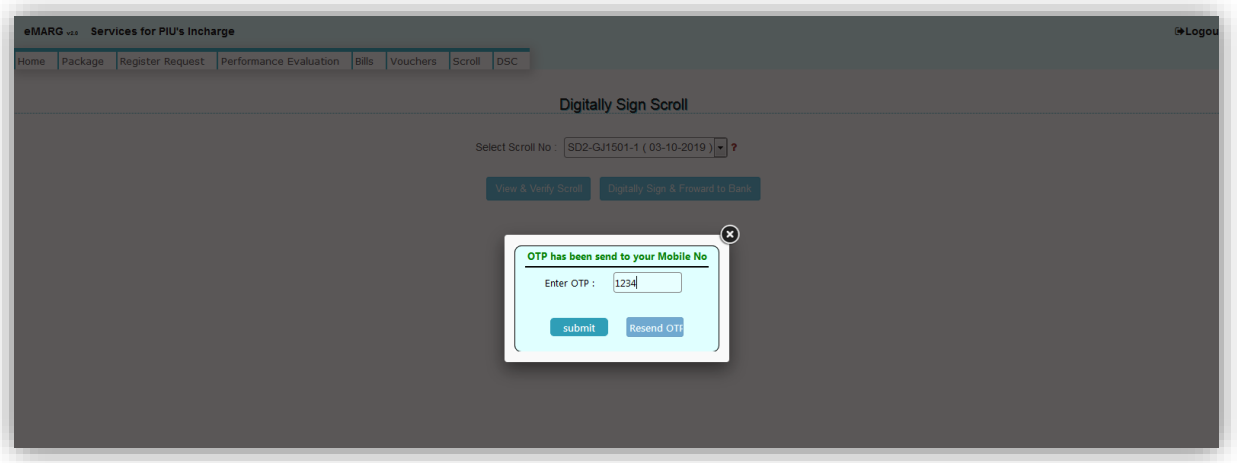


Figure: OTP verification for signing

Enter Token Password for digitally singed scroll.

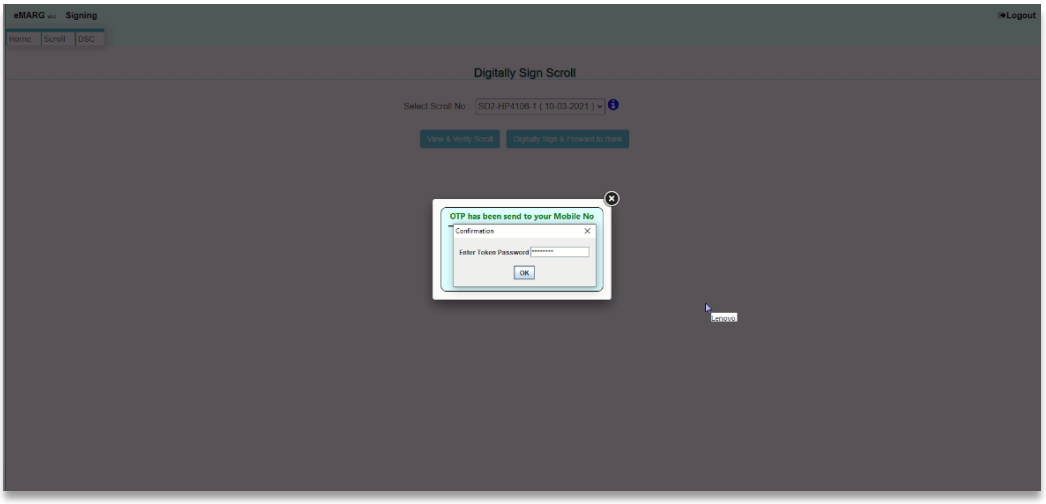


Figure : Enter Token Password

Click on Confirm Signing.

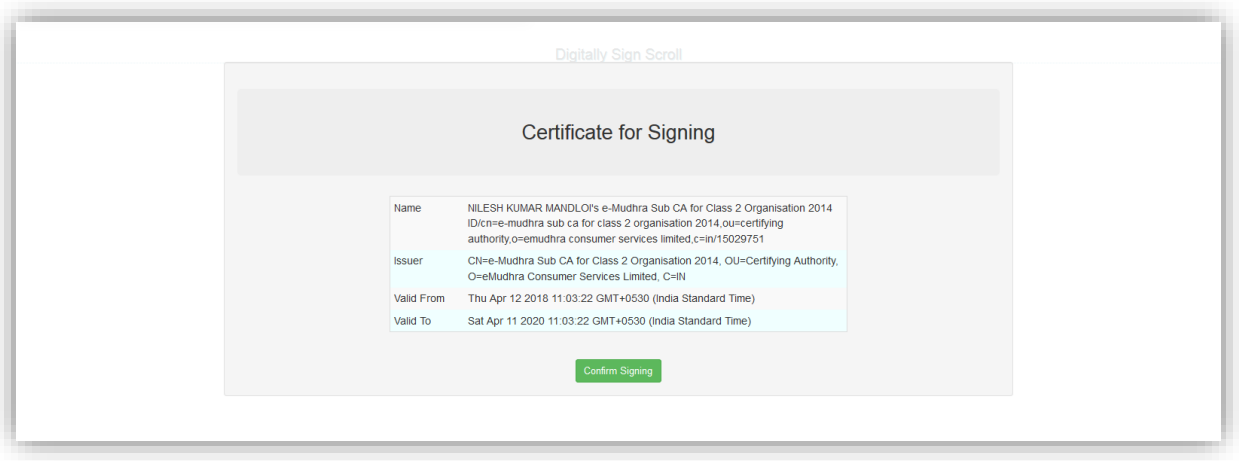


Figure : Confirm signing

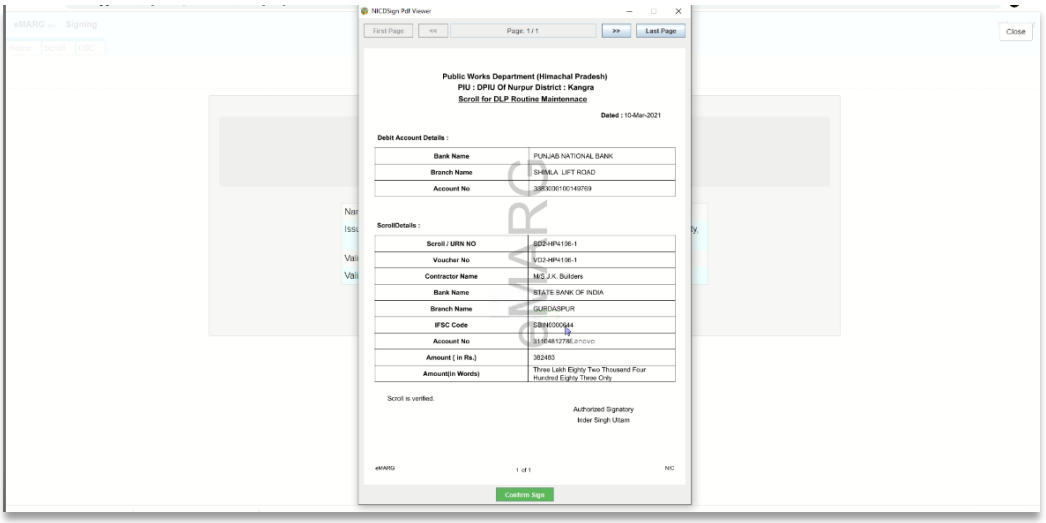


Figure: Again Confirm Signing Form

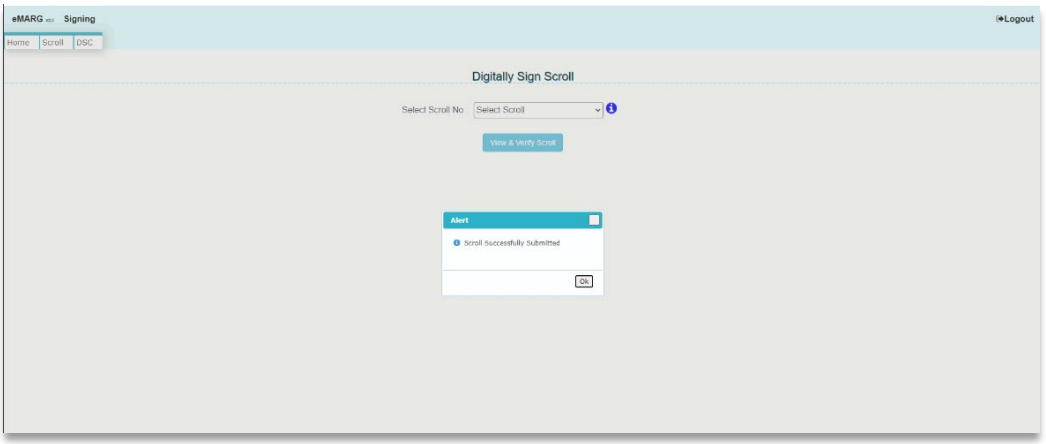
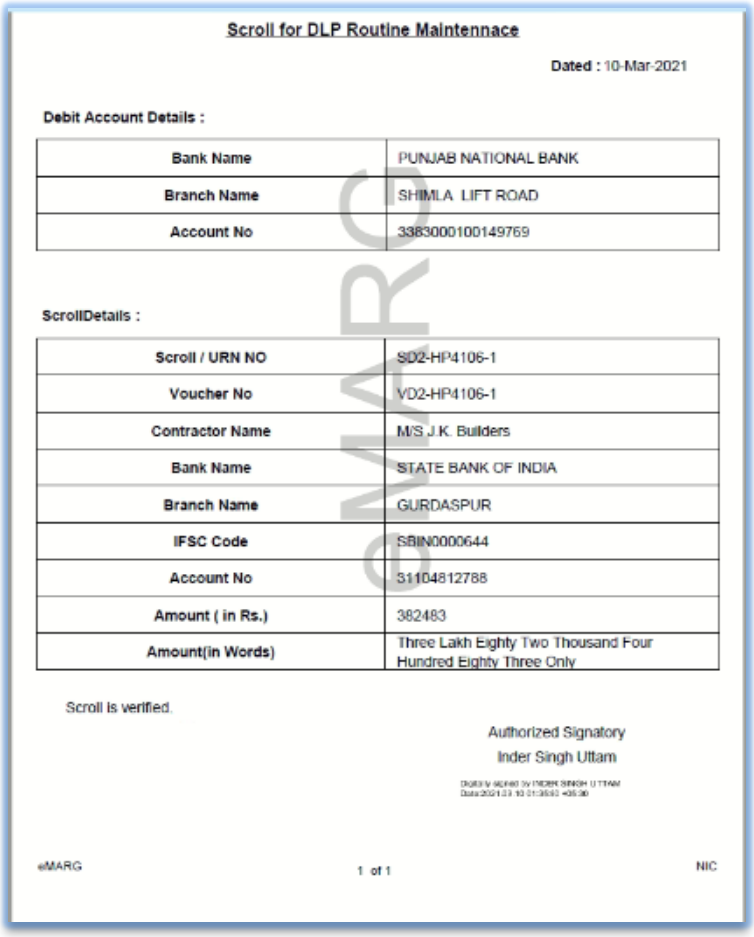


Figure: Final Submit

Digitally Signed pdf will be download as shown below:



Scroll for DLP Routine Maintennace

Dated : 10-Mar-2021

Debit Account Details :

Bank Name	PUNJAB NATIONAL BANK
Branch Name	SHIMLA LIFT ROAD
Account No	3383000100149769

ScrollDetails :

Scroll / URN NO	SD2-HP4106-1
Voucher No	VD2-HP4106-1
Contractor Name	M/S J.K. Builders
Bank Name	STATE BANK OF INDIA
Branch Name	GURDASPUR
IFSC Code	SBIN0000644
Account No	31104812788
Amount (in Rs.)	382483
Amount(in Words)	Three Lakh Eighty Two Thousand Four Hundred Eighty Three Only

Scroll is verified.

Authorized Signatory
Inder Singh Uttam

eMARG 1 of 1 NIC

Figure: Signed Scroll

NOTE: After signed the scroll verify in Dashboard >> Scroll Pending at Bank

4.7.2 DSC

I. DSC Enrollment

From **Signing**, insert DSC Token and click on DSC enrollment.

Figure: DSC Enrollment form

Signing >> Dsc >> Dsc Enrolments

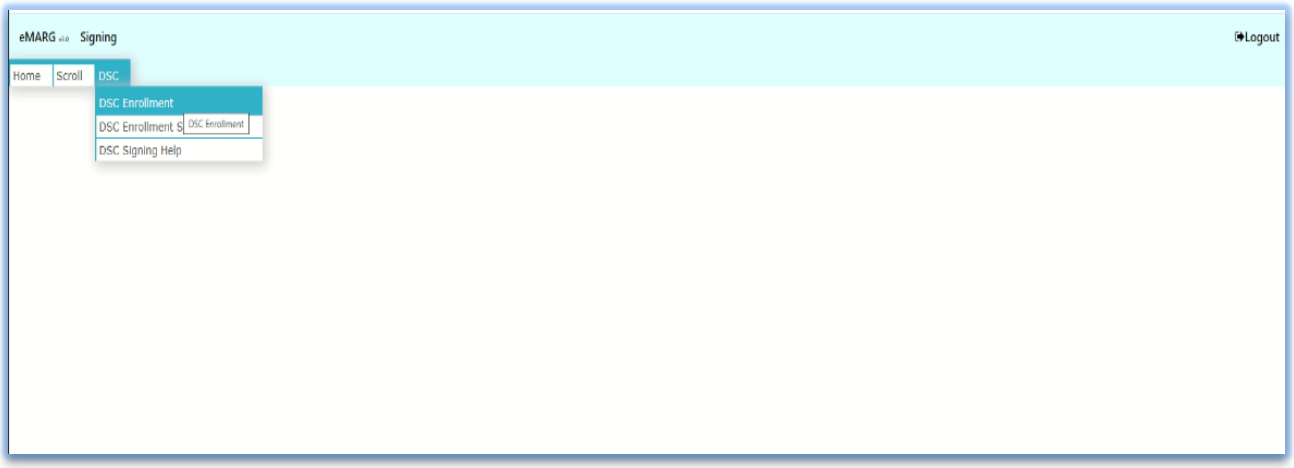


Figure: DSC Enrollment form

Enter the Dsc token Key >> Then click on **OK** Button >> Then click on confirm Details

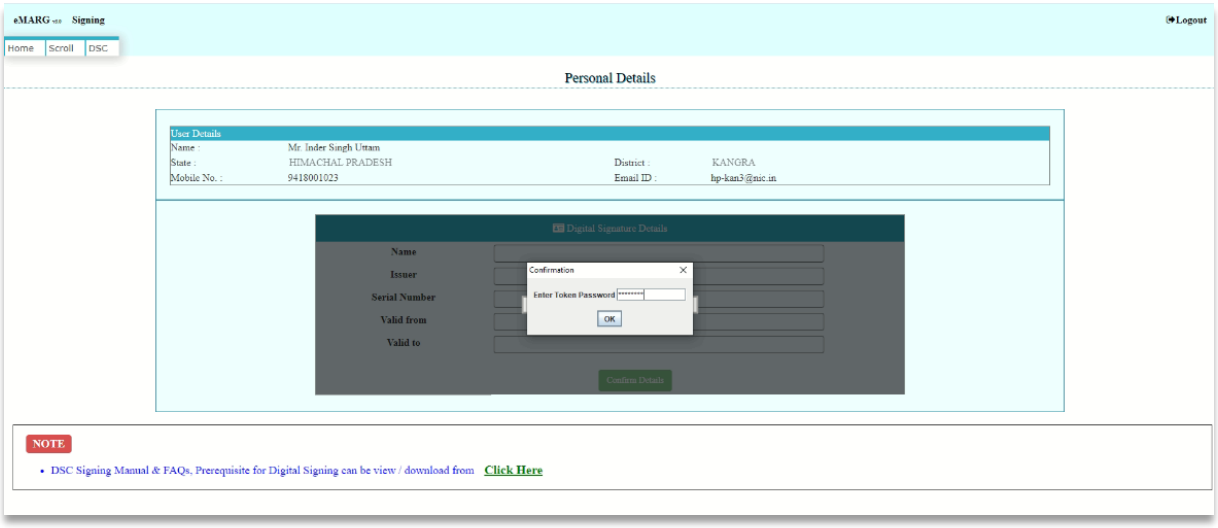


Figure: User detail for DSC Enrollment

DSC enrollment has been successfully done.

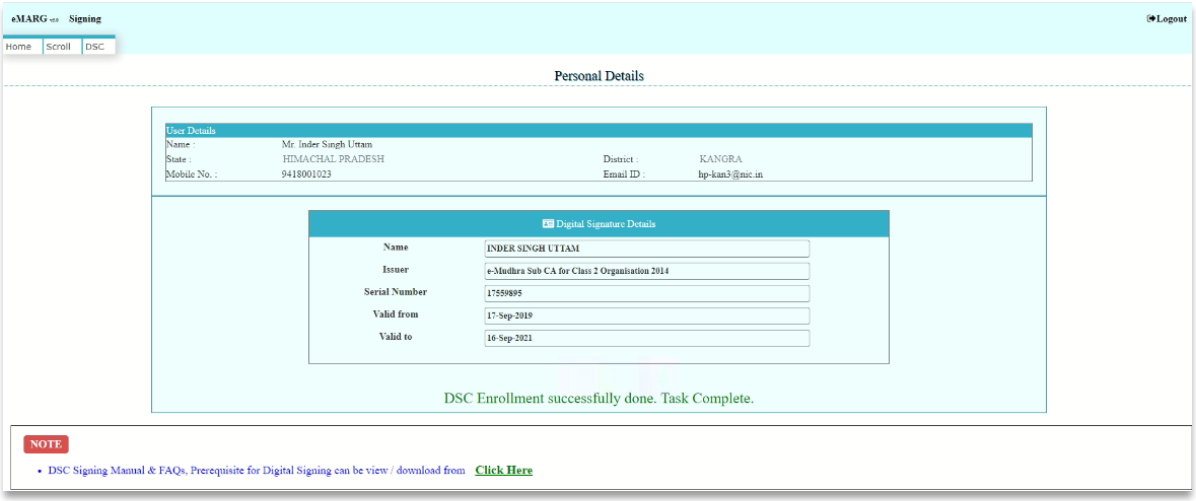


Figure: DSC Enrollment

II. DSC Enrollment Status

Click on Signing >> DSc >> Enrollment Status

Now PIU can check your DSc enrolment status.

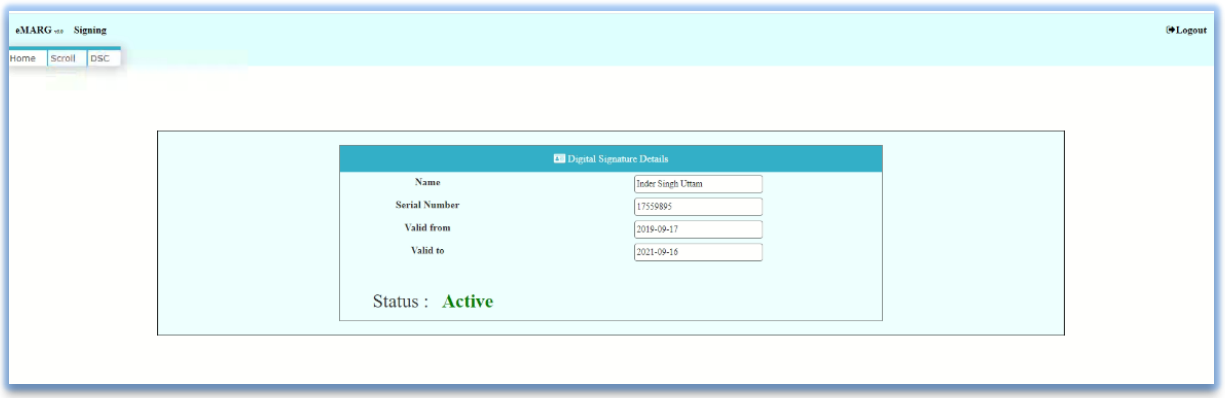


Figure: DSC Enrollment status

4.8 Inspection Services

Refer **Annexure-B** for inspection by Mobile App.

4.8.1 View Inspection

From the view Road Registration, Routine Inspection and Performance Evaluation can be seen.

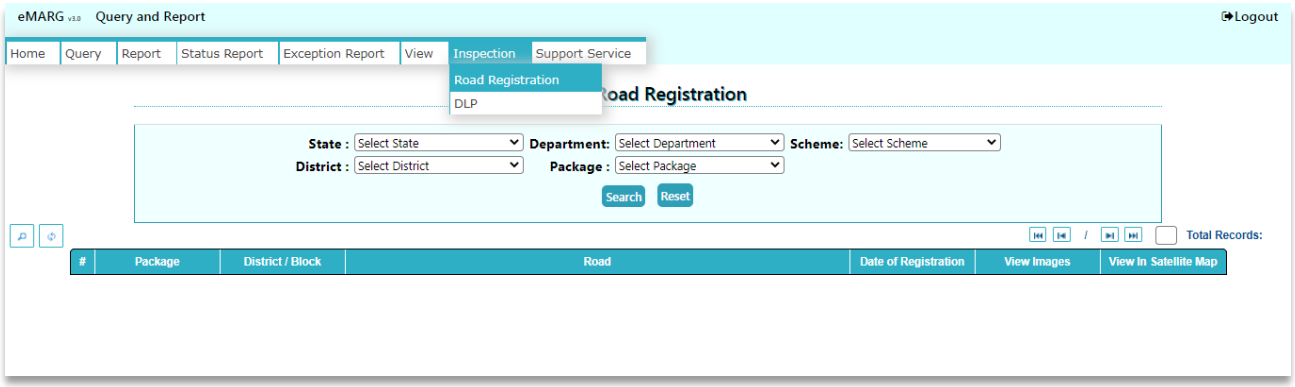


Figure: View of Inspection

I. Road Registration

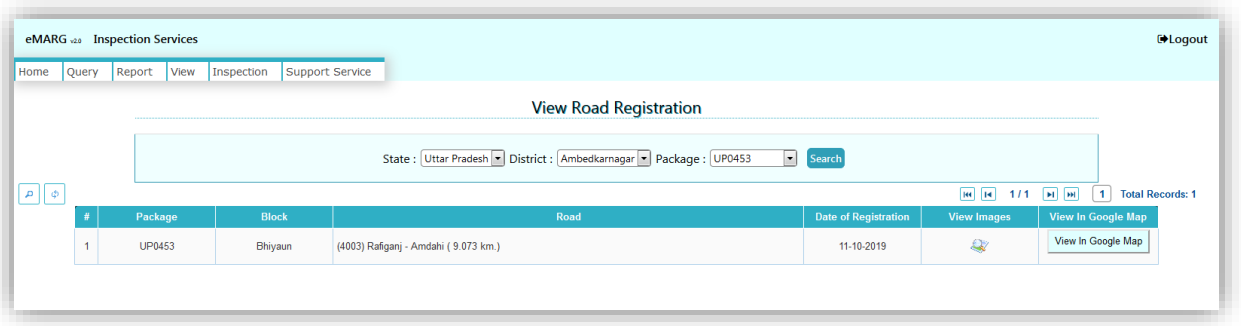


Figure: Road Registration

Click on to view images of road registration as shown below:

Figure: Images of Road Registration

Click on to view road location in google map.

II. DLP Routine Inspection

Query and Report >> Inspection >> DLP >> Routine inspection

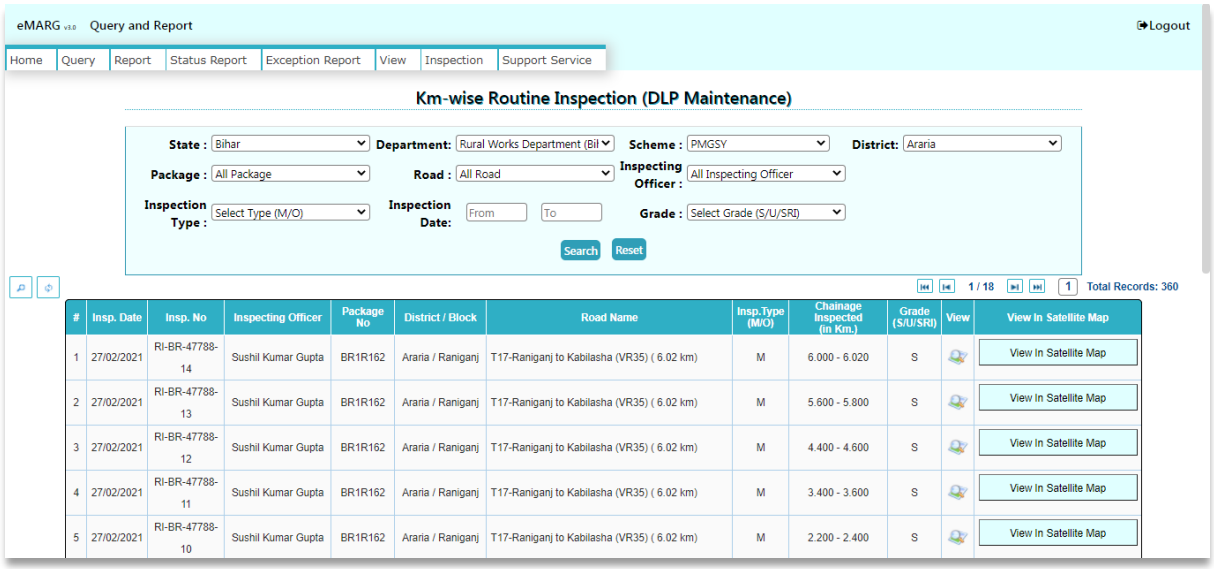


Figure: Routine Inspection

Click on to view inspection as shown below:

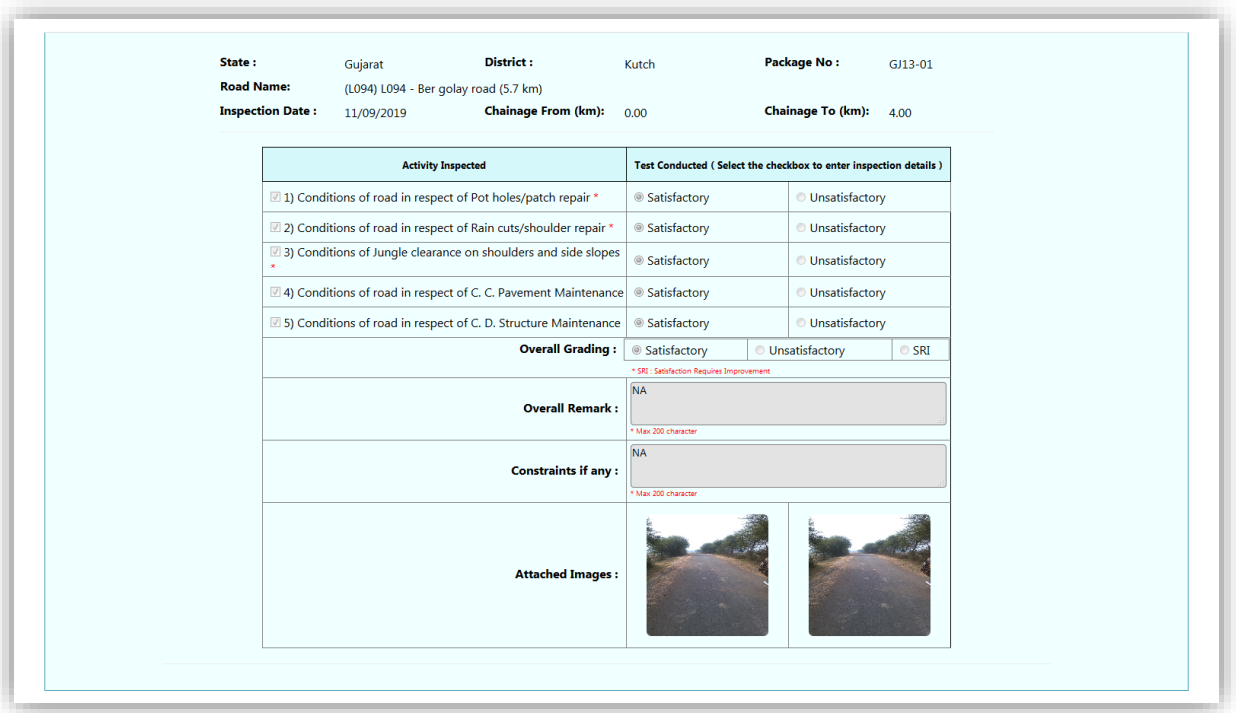


Figure : View of Routine Inspection

III. Performance Evaluation

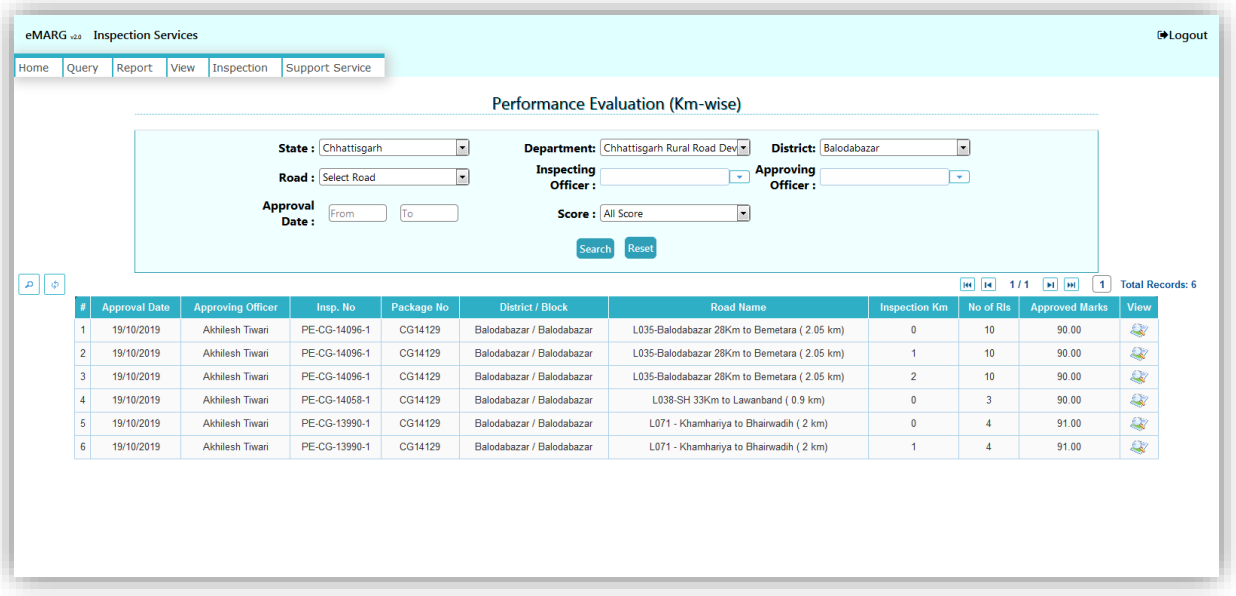


Figure : Performance Evaluation

4.8.2 Performance Evaluation

This service facilitates entry of Inspections (Performance Evolution) carried out on PMGSY roads by concerned SRRDA officials.

After selection of the parameters, inspecting officer has to perform inspection per kilometre wise and enter marks.

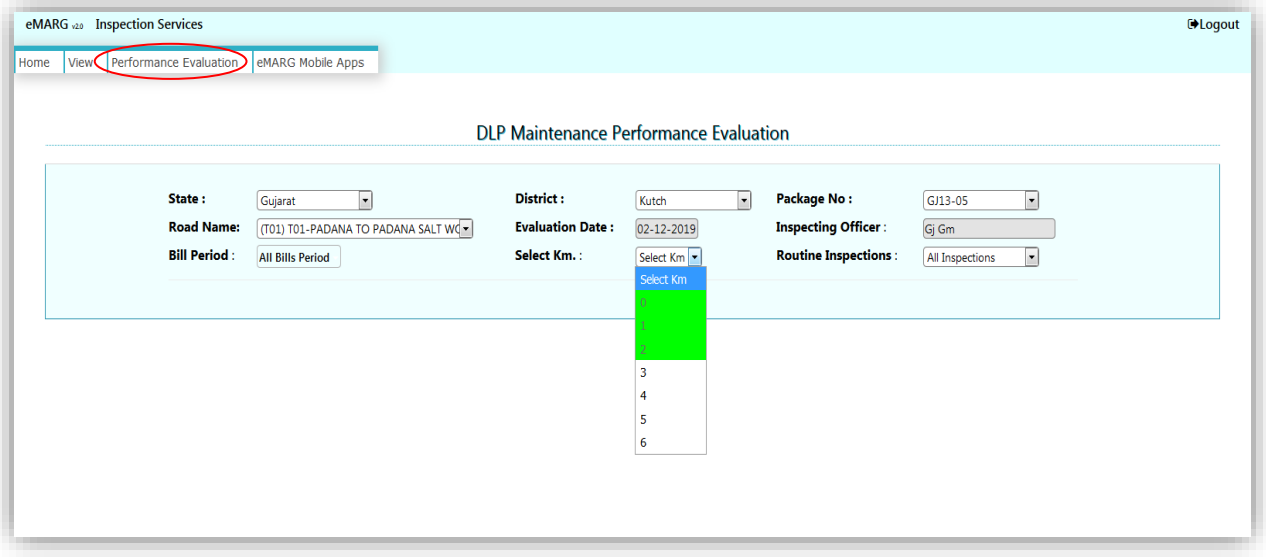


Figure: Selection of KM for Performance Evaluation (PE)

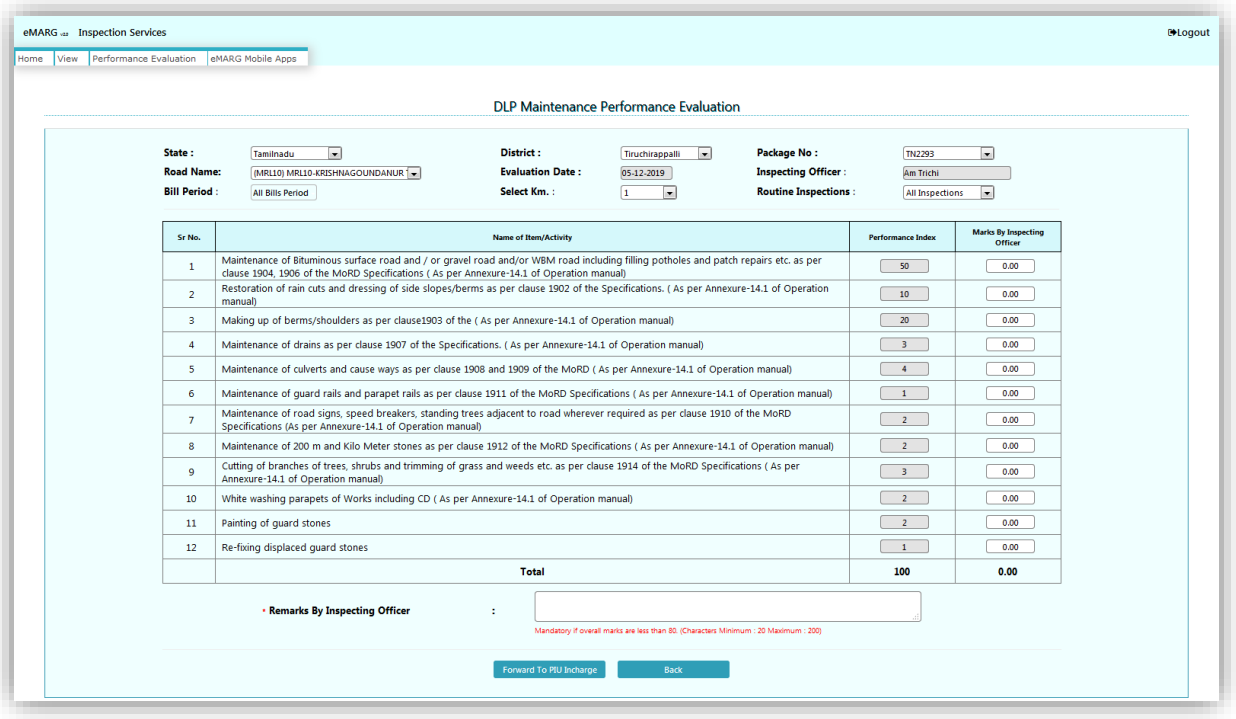


Figure : Entry of Marks for Performance Evaluation

Click on to forward inspection to PIU Incharge for approval.

4.9 Query and Report

This module provides support for user-defined customized queries and readymade reports based on selection criteria. This service is available to all the users as shown below:

Figure: Home page of eMARG

Selection of Query and Report provides different services shown in below screen:-

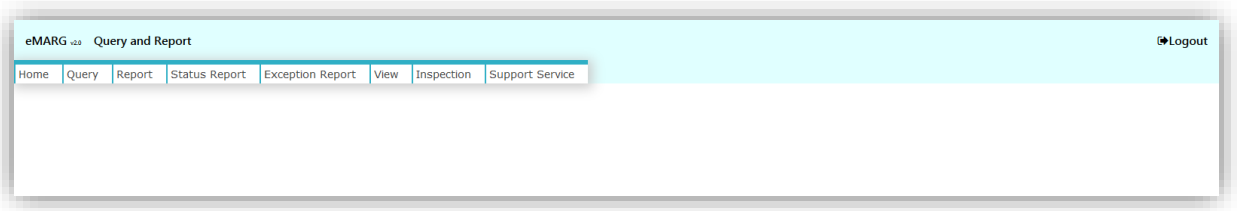


Figure 4.8.2: Query and Report Services

Menu Options	Description
Query	Provides package, bill, and voucher and scroll detail.
Report	Provides various reports.
Status Report	Provides various status reports for package updation/verification, user ,Contractor registration, Dsc Enrollment, Manual expenditure etc.
Exceptional Report	Provides report for PE, No. of months covered.
View	Provides state wise maintenance rates of NIT and package all details.
Inspection	Provides the RR, RI, PE, system analyse and feedback report.
Support Service	This is the viewing facility for status of register request.

Various reports are available in this section; refer **Annexure-C** for reports.

Support Service

Support Service will provide the status of any request i.e. any comment given by SRRDA, NIC or NRIDA can be seen from here is as shown below: -

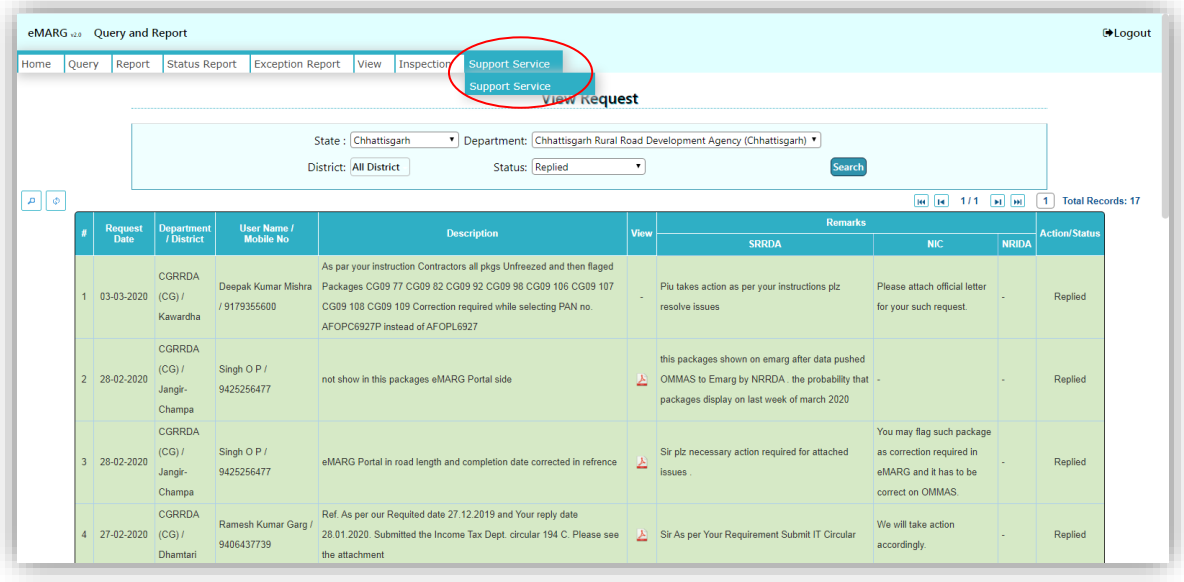


Figure: Status of request in Support Service

4.10 Services for Banker

This is specialised service for the bank user, responsible for all departmental payments.

Figure: Services for Banker

Pending scrolls are available in this service for entry of transaction related information as shown below:

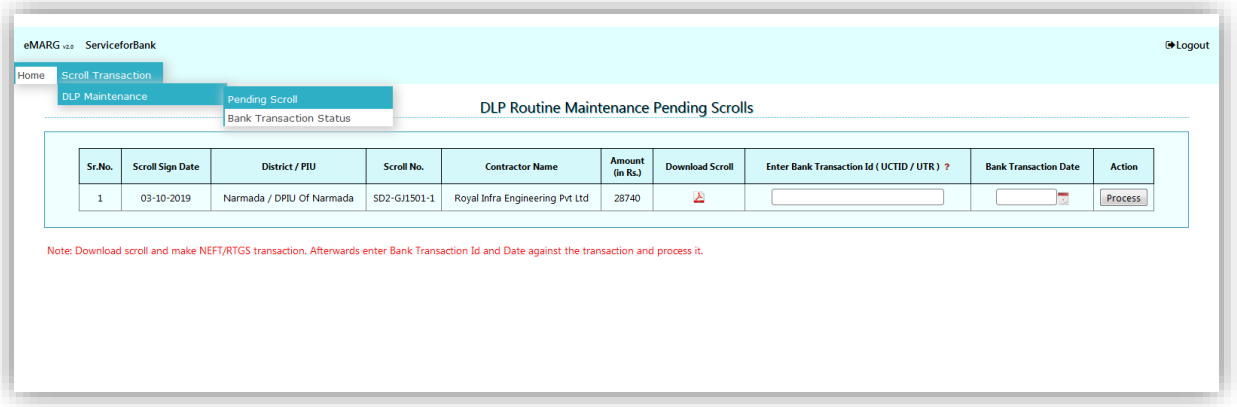


Figure: Entry of Transaction detail

Menu Option	Description
Scroll Transaction	For entry of scroll transaction details.

I. Pending Scroll

In pending scroll bank user will enter transaction id and date, click on process.

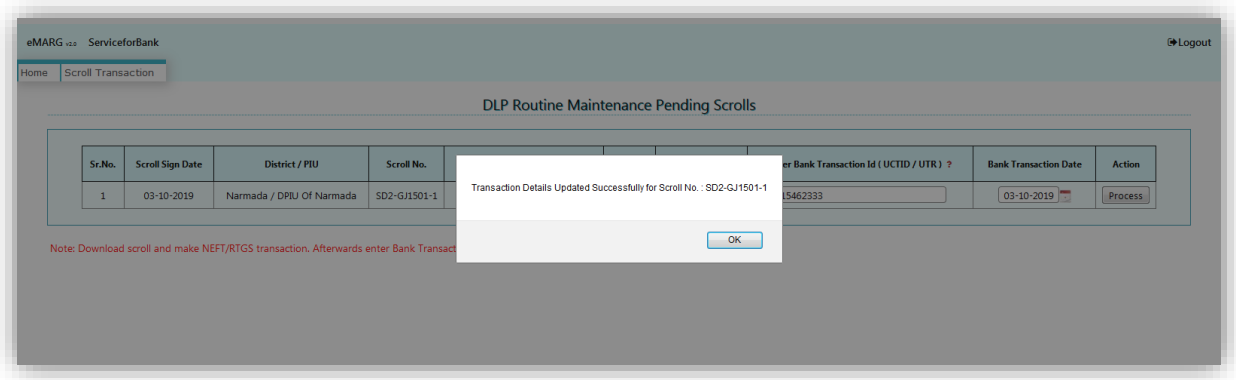


Figure: Process Transaction detail

II. Bank Transaction Status

Bank User will enter Bank Transaction Status.

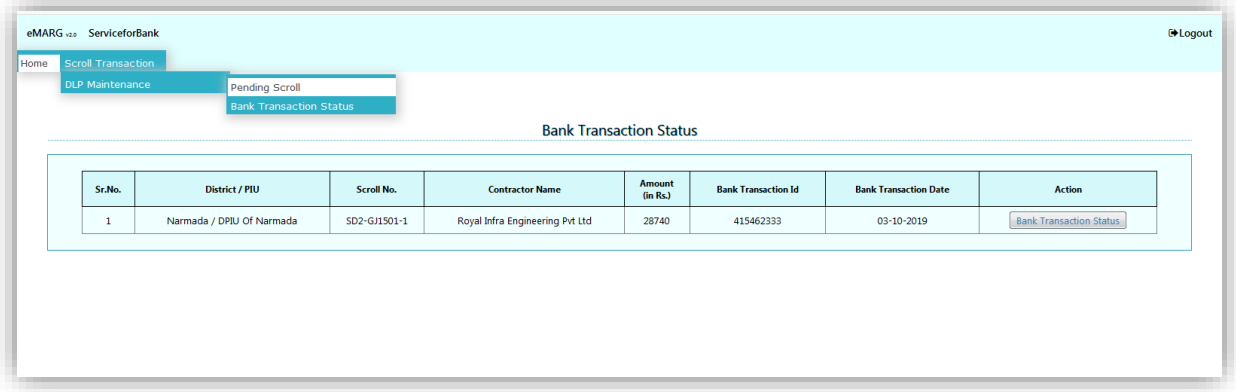
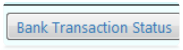


Figure: Transaction Status

Click on  button, to enter transaction status.

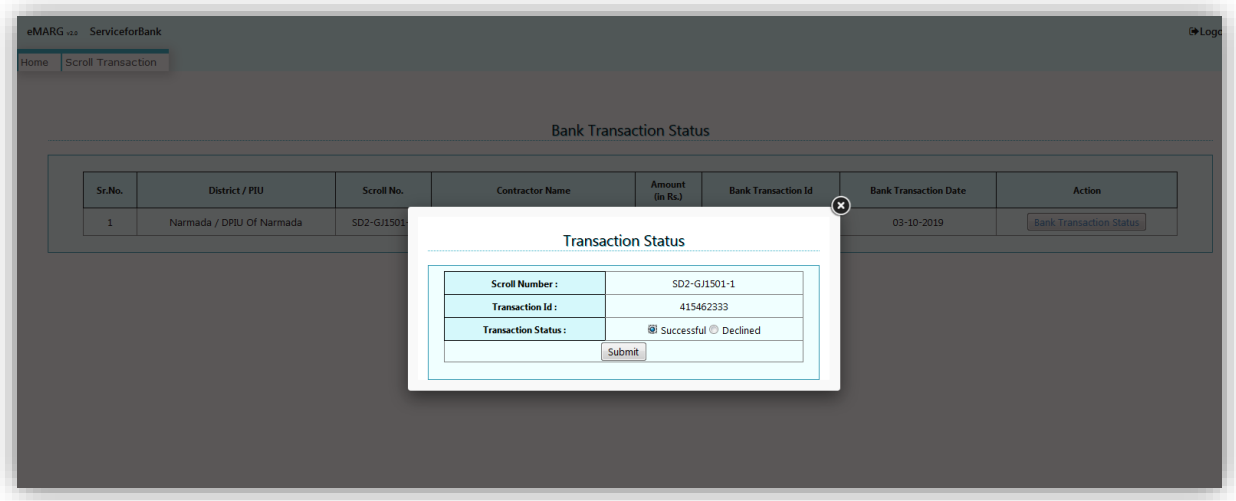


Figure : Entry of Transaction Status

Click on submit and transaction status updated successfully.

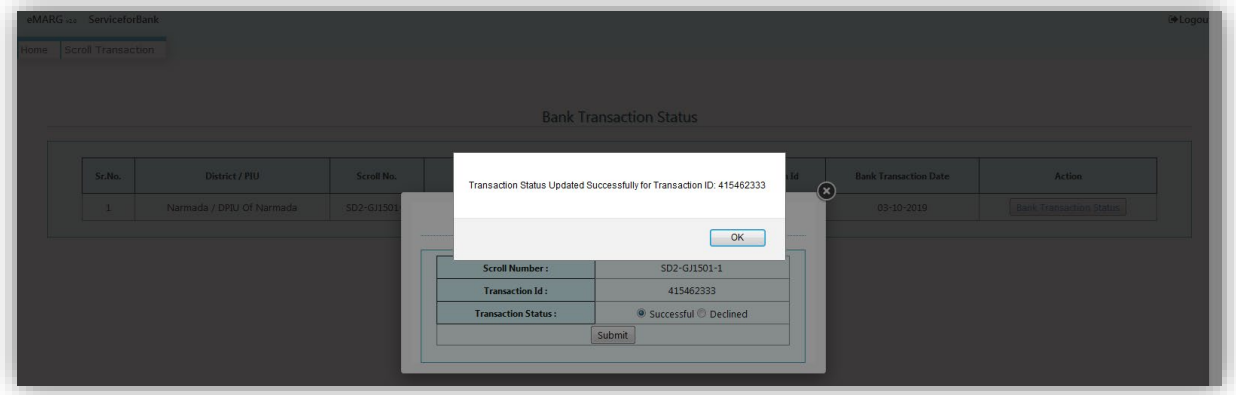


Figure : Submit Status

4.11 Help

The Help Service provides various information for user creation process, Invalid PAN no. of Contractor, Package with problems etc. as shown below:

Figure: Help Service

Menu Options	Description
Operating Instruction	Provides State admin work flow and user manual
Problematic Package	Provides problematic package detail
FAQ's	Frequently asked Questions
Do's and Don'ts	Important things for usage of eMARG

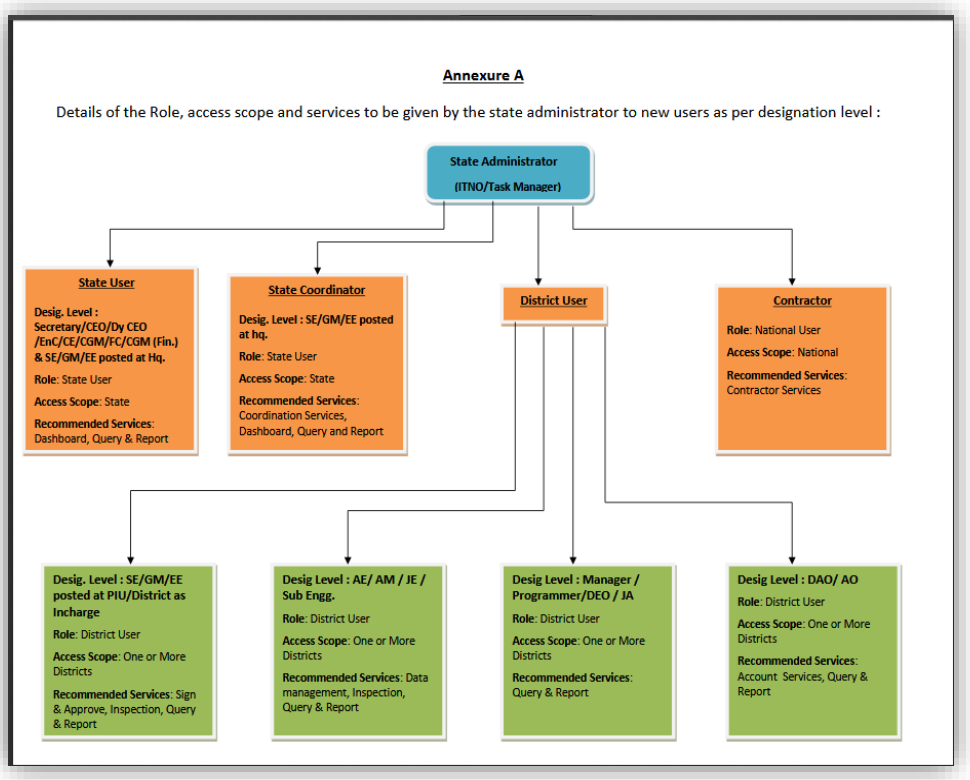
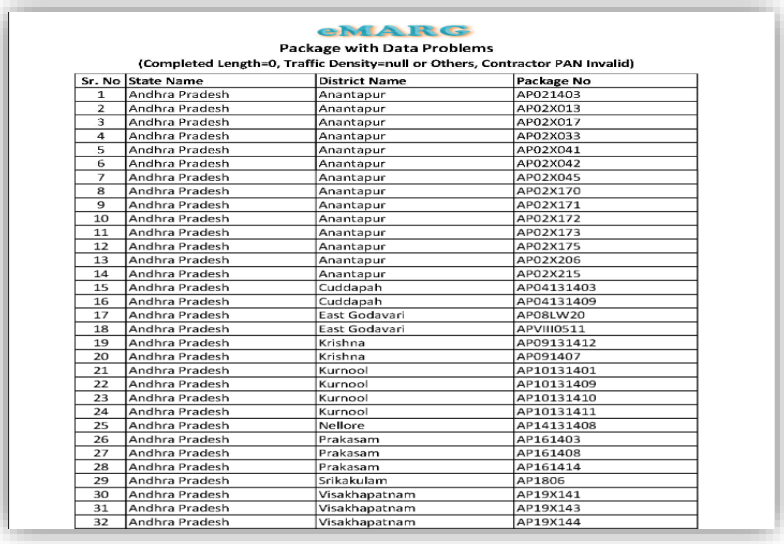


Figure: State admin work flow



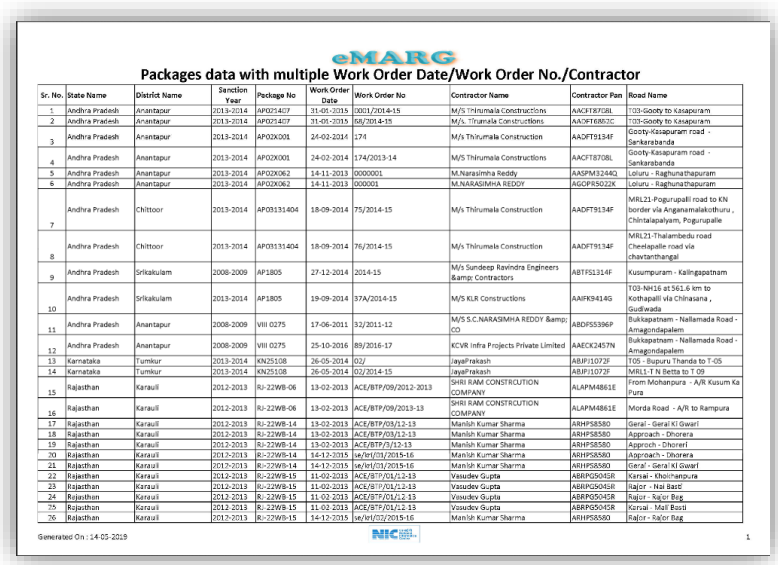
eMARG

Package with Data Problems

(Completed Length=0, Traffic Density=null or Others, Contractor PAN Invalid)

Sr. No	State Name	District Name	Package No
1	Andhra Pradesh	Anantapur	AP021403
2	Andhra Pradesh	Anantapur	AP02X013
3	Andhra Pradesh	Anantapur	AP02X017
4	Andhra Pradesh	Anantapur	AP02X033
5	Andhra Pradesh	Anantapur	AP02X041
6	Andhra Pradesh	Anantapur	AP02X042
7	Andhra Pradesh	Anantapur	AP02X045
8	Andhra Pradesh	Anantapur	AP02X170
9	Andhra Pradesh	Anantapur	AP02X171
10	Andhra Pradesh	Anantapur	AP02X172
11	Andhra Pradesh	Anantapur	AP02X173
12	Andhra Pradesh	Anantapur	AP02X175
13	Andhra Pradesh	Anantapur	AP02X206
14	Andhra Pradesh	Anantapur	AP02X215
15	Andhra Pradesh	Cuddapah	AP04131403
16	Andhra Pradesh	Cuddapah	AP04131409
17	Andhra Pradesh	East Godavari	AP08LW20
18	Andhra Pradesh	East Godavari	APVIII0511
19	Andhra Pradesh	Krishna	AP09131412
20	Andhra Pradesh	Krishna	AP091407
21	Andhra Pradesh	Kurnool	AP10131401
22	Andhra Pradesh	Kurnool	AP10131409
23	Andhra Pradesh	Kurnool	AP10131410
24	Andhra Pradesh	Kurnool	AP10131411
25	Andhra Pradesh	Nellore	AP14131408
26	Andhra Pradesh	Prakasam	AP161403
27	Andhra Pradesh	Prakasam	AP161408
28	Andhra Pradesh	Prakasam	AP161414
29	Andhra Pradesh	Srikakulam	AP1806
30	Andhra Pradesh	Visakhapatnam	AP19X141
31	Andhra Pradesh	Visakhapatnam	AP19X143
32	Andhra Pradesh	Visakhapatnam	AP19X144

Figure: Package with Data Problem



eMARG

Packages data with multiple Work Order Date/Work Order No./Contractor

Sr. No.	State Name	District Name	Sanction Year	Package No	Work Order Date	Work Order No	Contractor Name	Contractor Pan	Road Name
1	Andhra Pradesh	Anantapur	2013-2014	AP021407	31-01-2015	3001/2014-15	M/S THirumala Constructions	AACFT8708L	T03-Gooty to Kasapuram
2	Andhra Pradesh	Anantapur	2013-2014	AP021407	31-01-2015	58/2014-15	M/s. Tirumala Constructions	AAOFT6802C	T03-Gooty to Kasapuram
3	Andhra Pradesh	Anantapur	2013-2014	AP02X001	24-02-2014	174	M/s Thirumala Construction	AADFT9134F	Gooty-Kasapuram road - Sankarabanda
4	Andhra Pradesh	Anantapur	2013-2014	AP02X001	24-02-2014	174/2013-14	M/S Thirumala Constructions	AACFT8708L	Gooty-Kasapuram road - Sankarabanda
5	Andhra Pradesh	Anantapur	2013-2014	AP02X062	14-11-2013	0000001	M.Narasimha Reddy	AASPM3244Q	Loluru - Raghunathapuram
6	Andhra Pradesh	Anantapur	2013-2014	AP02X062	14-11-2013	000001	M.NARASIMHA REDDY	AGOPR5022K	Loluru - Raghunathapuram
7	Andhra Pradesh	Chittoor	2013-2014	AP03131404	18-09-2014	75/2014-15	M/s Thirumala Construction	AADFT9134F	MRL21-Pogurupalli road to KN border via Anganamalakothuru , Chintalapalyam, Pogurupalle
8	Andhra Pradesh	Chittoor	2013-2014	AP03131404	18-09-2014	76/2014-15	M/s Thirumala Construction	AADFT9134F	MRL21-Thalambedu road Cheelapalle road via chavtanthangal
9	Andhra Pradesh	Srikakulam	2008-2009	AP1805	27-12-2014	2014-15	M/s Sundeep Ravindra Engineers & Contractors	ABTFS1314F	Kusumpuram - Kalingapatnam
10	Andhra Pradesh	Srikakulam	2013-2014	AP1805	19-09-2014	37A/2014-15	M/S KLR Constructions	AAIFK9414G	T03-NH16 at 561.6 km to Kothapalli via Chinasana , Gudiwada
11	Andhra Pradesh	Anantapur	2008-2009	VIII 0275	17-06-2011	32/2011-12	M/S S.C.NARASIMHA REDDY & CO	ABDFS5396P	Bukkapatnam - Nallamada Road - Amagondapalem
12	Andhra Pradesh	Anantapur	2008-2009	VIII 0275	25-10-2016	89/2016-17	KCVR Infra Projects Private Limited	AAECK2457N	Bukkapatnam - Nallamada Road - Amagondapalem
13	Karnataka	Tumkur	2013-2014	KN25108	26-05-2014	02/	JayaPrakash	ABJPJ1072F	T05 - Bupuru Thanda to T-05
14	Karnataka	Tumkur	2013-2014	KN25108	26-05-2014	02/2014-15	JayaPrakash	ABJPJ1072F	MRL1-T N Betta to T 09
15	Rajasthan	Karauli	2012-2013	RJ-22WB-06	13-02-2013	ACE/BTP/09/2012-2013	SHRI RAM CONSTRCUTION COMPANY	ALAPM4861E	From Mohanpura - A/R Kusum Ka Pura
16	Rajasthan	Karauli	2012-2013	RJ-22WB-06	13-02-2013	ACE/BTP/09/2013-13	SHRI RAM CONSTRCUTION COMPANY	ALAPM4861E	Morda Road - A/R to Rampura
17	Rajasthan	Karauli	2012-2013	RJ-22WB-14	13-02-2013	ACE/BTP/03/12-13	Manish Kumar Sharma	ARHPS8580	Geral - Geral Ki Gwarl
18	Rajasthan	Karauli	2012-2013	RJ-22WB-14	13-02-2013	ACE/BTP/03/12-13	Manish Kumar Sharma	ARHPS8580	Approach - Dhorera
19	Rajasthan	Karauli	2012-2013	RJ-22WB-14	13-02-2013	ACE/BTP/3/12-13	Manish Kumar Sharma	ARHPS8580	Approch - DhoreriI
20	Rajasthan	Karauli	2012-2013	RJ-22WB-14	14-12-2015	se/brl/01/2015-16	Manish Kumar Sharma	ARHPS8580	Approach - Dhorera
21	Rajasthan	Karauli	2012-2013	RJ-22WB-14	14-12-2015	se/brl/01/2015-16	Manish Kumar Sharma	ARHPS8580	Geral - Geral Ki Gwarl
22	Rajasthan	Karauli	2012-2013	RJ-22WB-15	31-02-2013	ACE/BTP/01/12-13	Vasudev Gupta	ABRPG5045R	Karsal - Khalmapura
23	Rajasthan	Karauli	2012-2013	RJ-22WB-15	31-02-2013	ACE/BTP/01/12-13	Vasudev Gupta	ABRPG5045R	Rajor - Nai Basti
24	Rajasthan	Karauli	2012-2013	RJ-22WB-15	31-02-2013	ACE/BTP/01/12-13	Vasudev Gupta	ABRPG5045R	Rajor - Rajor Bag
25	Rajasthan	Karauli	2012-2013	RJ-22WB-15	31-02-2013	ACE/BTP/01/12-13	Vasudev Gupta	ABRPG5045R	Karsal - Mall Basti
26	Rajasthan	Karauli	2012-2013	RJ-22WB-15	14-12-2015	se/brl/02/2015-16	Manish Kumar Sharma	ARHPS8580	Rajor - Rajor Bag

Generated On : 14-05-2019 1

Figure: Package Data with multiple Work Order

4.12 Services for Contractor

This service provides facility to submit monthly bills by contractor.

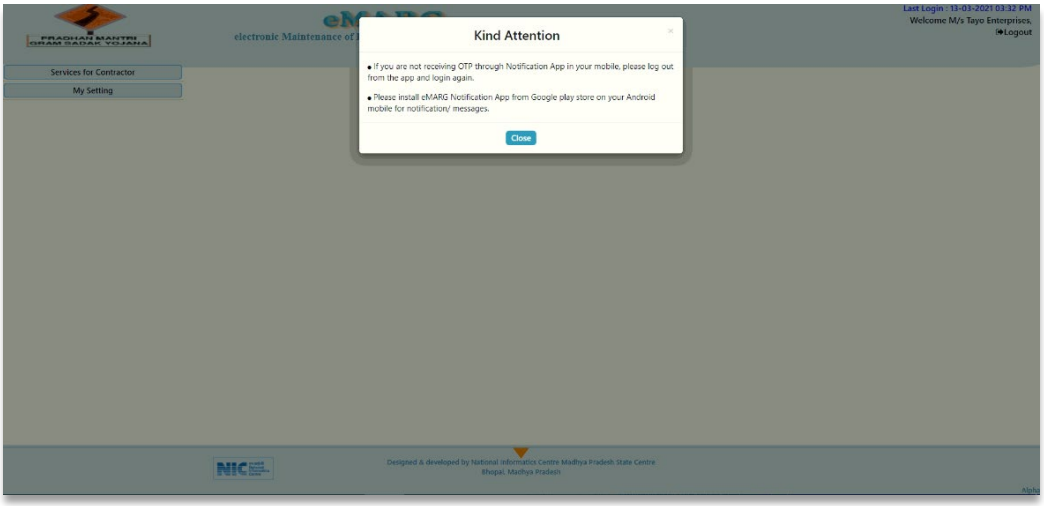


Figure: Services for Contractor

Menu Options	Description
Bill	To generate bill
Query	To know the bill status
eMARG Mobile Apps	Contractor can download eMARG notification app in android phone.
Help	Helping documents

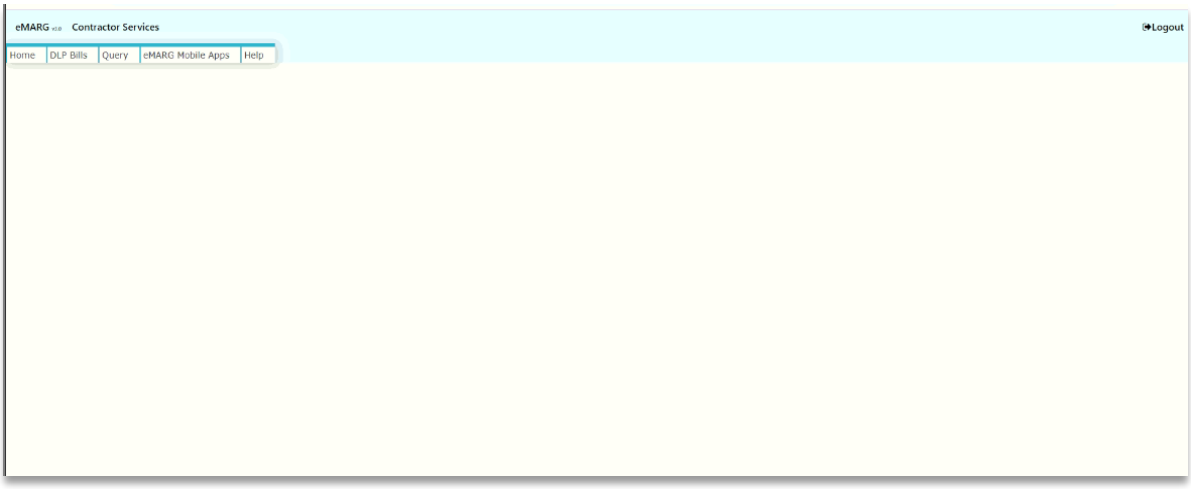


Figure: Services for Contractor Home page.

4.12.1 Bills

I. Submit Bill

Select Bills>>Submit Bill to generate bill as shown below:

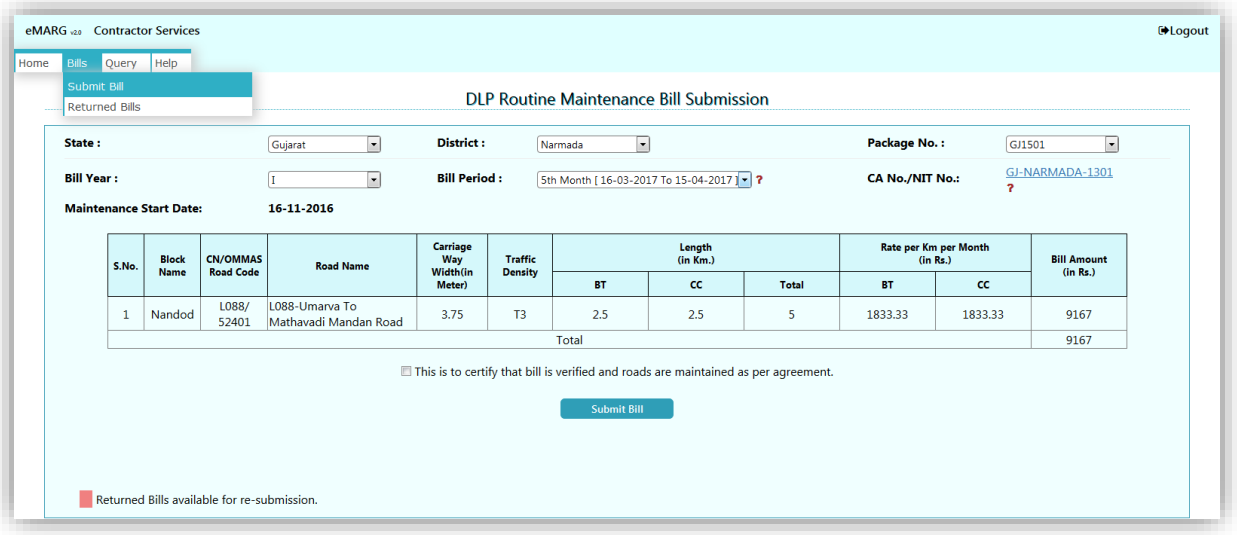


Figure: Bill Generation

State, District of packages owned by the logged in contractor will be available for selection. Select desired district, package, year & month for which bill has to be generated. Calculated details will appear and click on Submit Bill button to submit the bill.

Before final submit, OTP verification of contractor is to be done.

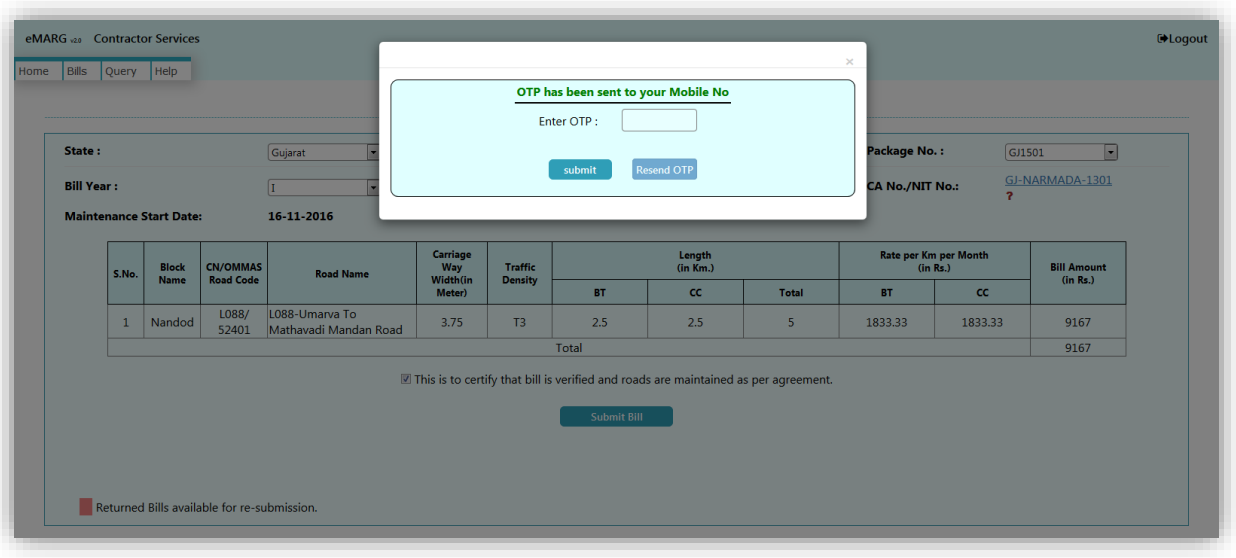


Figure: OTP Verification

Then bills are submitted successfully.

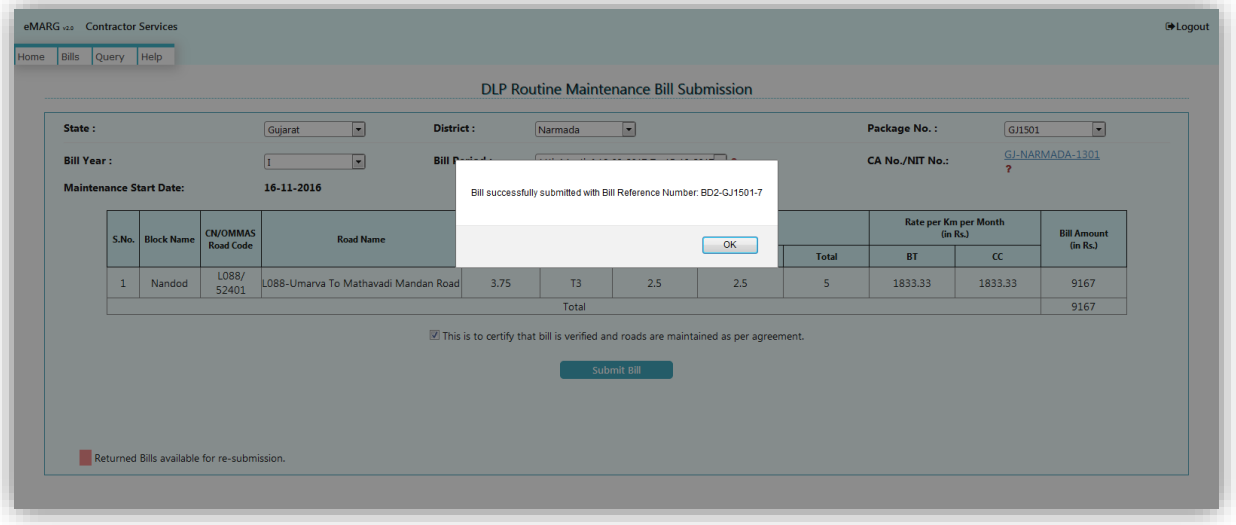
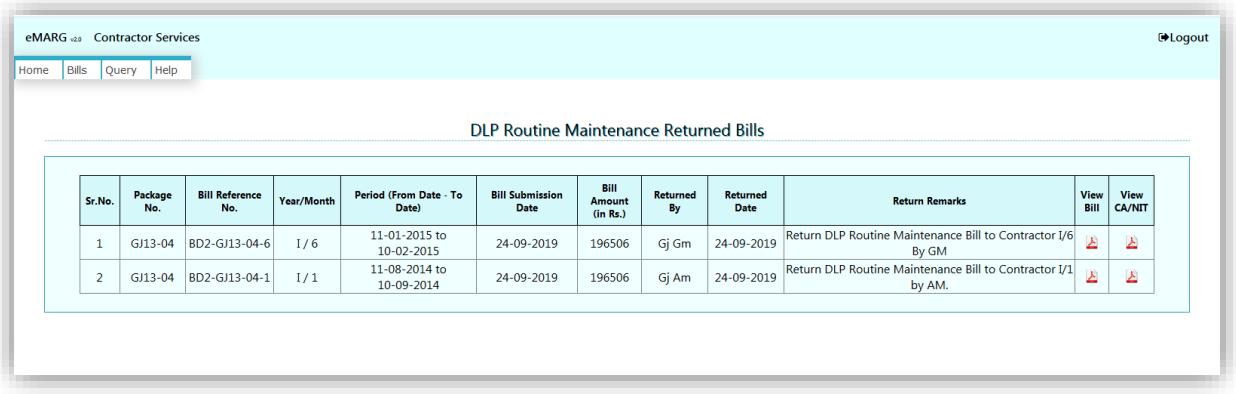


Figure: Submit Bill

II. Returned Bills

Details of returned bills as return date, return by etc. are available in this section as shown below:



Sr.No.	Package No.	Bill Reference No.	Year/Month	Period (From Date - To Date)	Bill Submission Date	Bill Amount (in Rs.)	Returned By	Returned Date	Return Remarks	View Bill	View CA/NIT
1	GJ13-04	BD2-GJ13-04-6	I / 6	11-01-2015 to 10-02-2015	24-09-2019	196506	Gj Gm	24-09-2019	Return DLP Routine Maintenance Bill to Contractor I/6 By GM		
2	GJ13-04	BD2-GJ13-04-1	I / 1	11-08-2014 to 10-09-2014	24-09-2019	196506	Gj Am	24-09-2019	Return DLP Routine Maintenance Bill to Contractor I/1 by AM.		

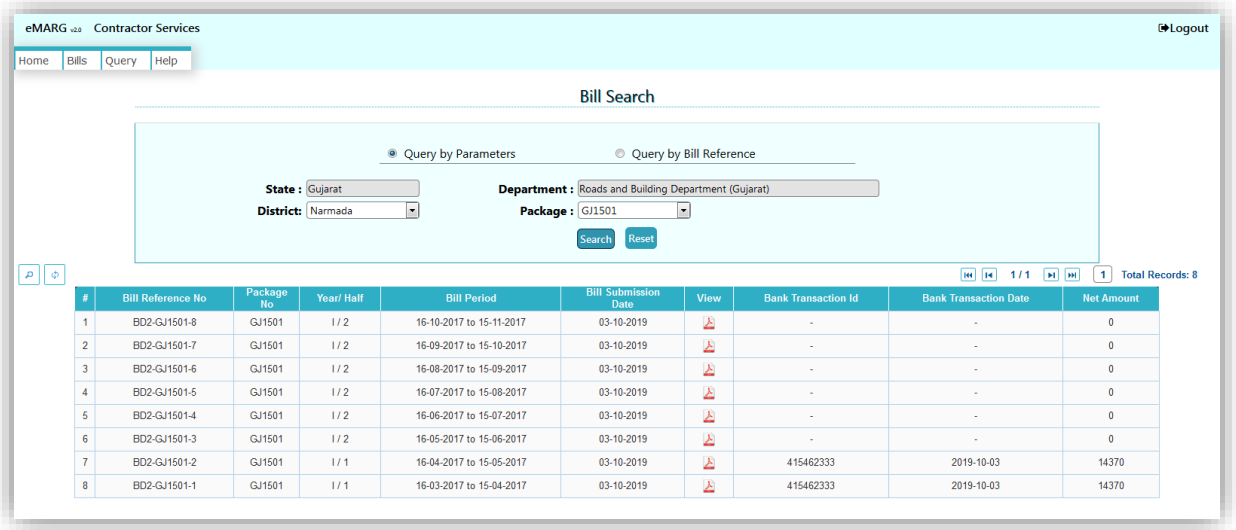
Figure : Returned Bill Detail

4.12.2 Query

I. Track Bill

This facility provides bill search facility by two-way query by parameter or query by bill reference.

A. Select Query>>Track Bill>>Query by Parameters



#	Bill Reference No	Package No	Year/ Half	Bill Period	Bill Submission Date	View	Bank Transaction Id	Bank Transaction Date	Net Amount
1	BD2-GJ1501-8	GJ1501	I / 2	16-10-2017 to 15-11-2017	03-10-2019		-	-	0
2	BD2-GJ1501-7	GJ1501	I / 2	16-09-2017 to 15-10-2017	03-10-2019		-	-	0
3	BD2-GJ1501-6	GJ1501	I / 2	16-08-2017 to 15-09-2017	03-10-2019		-	-	0
4	BD2-GJ1501-5	GJ1501	I / 2	16-07-2017 to 15-08-2017	03-10-2019		-	-	0
5	BD2-GJ1501-4	GJ1501	I / 2	16-06-2017 to 15-07-2017	03-10-2019		-	-	0
6	BD2-GJ1501-3	GJ1501	I / 2	16-05-2017 to 15-06-2017	03-10-2019		-	-	0
7	BD2-GJ1501-2	GJ1501	I / 1	16-04-2017 to 15-05-2017	03-10-2019		415462333	2019-10-03	14370
8	BD2-GJ1501-1	GJ1501	I / 1	16-03-2017 to 15-04-2017	03-10-2019		415462333	2019-10-03	14370

Figure: Returned Bill Detail

B. Select Query>>Track Bill>>Query by Bill Reference

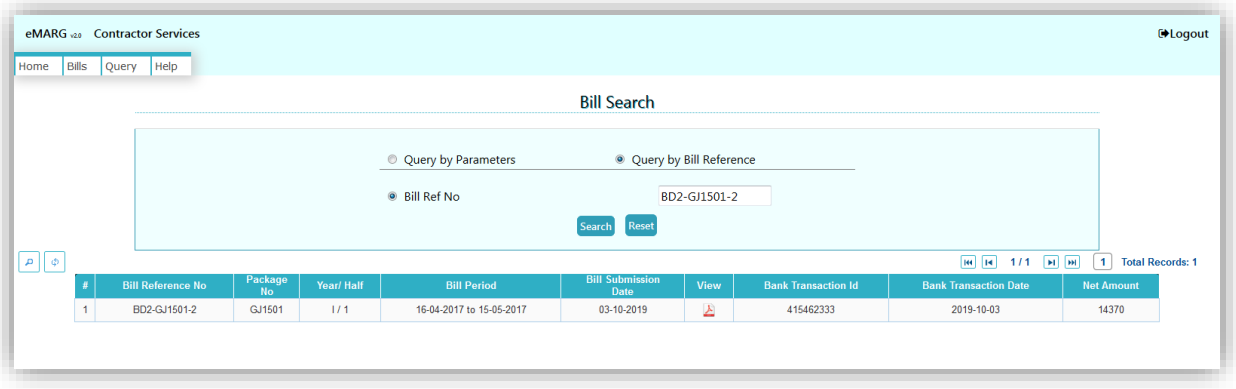


Figure: Bill Detail

4.12.3 Help

This section provides documentation for contractor registration process and relevant FAQ.

4.13 Finance Services

This specialised service is available for view scroll and download scroll.

Figure: Finance services

While clicking on Finance service following screen will be available. Click on View Scroll to view/download scroll detail.

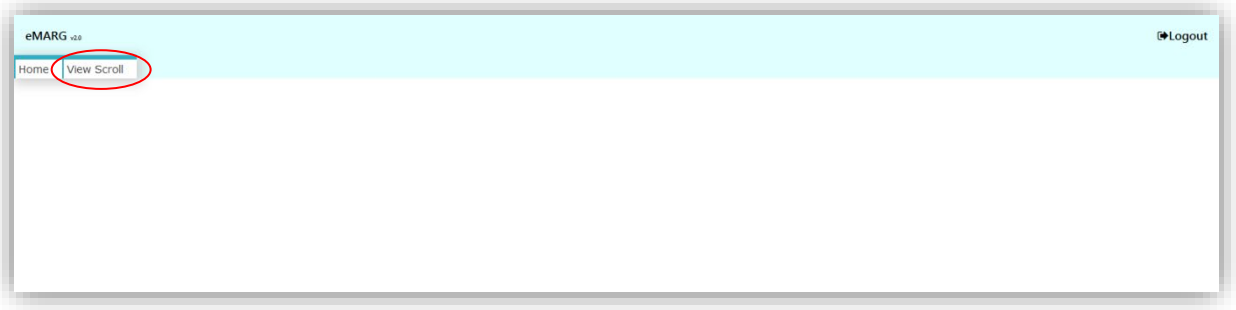


Figure: View scroll

After selection of the entire required details scroll can be download by clicking on download button.

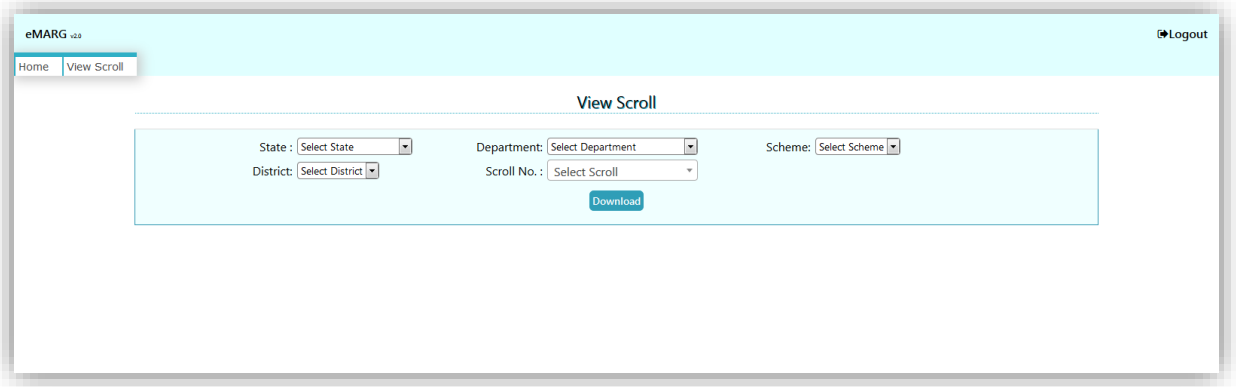
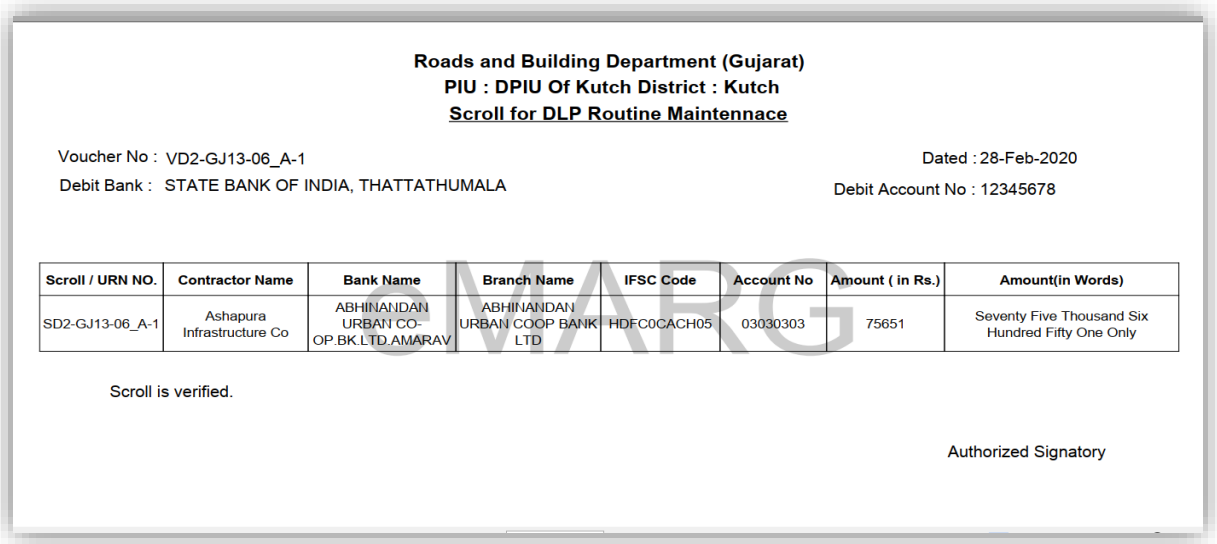


Figure: Download scroll

PDF of scroll is downloaded as below:



Roads and Building Department (Gujarat)
PIU : DPIU Of Kutch District : Kutch
Scroll for DLP Routine Maintennace

Voucher No : VD2-GJ13-06_A-1 Dated : 28-Feb-2020
Debit Bank : STATE BANK OF INDIA, THATTATHUMALA Debit Account No : 12345678

Scroll / URN NO.	Contractor Name	Bank Name	Branch Name	IFSC Code	Account No	Amount (in Rs.)	Amount(in Words)
SD2-GJ13-06_A-1	Ashapura Infrastructure Co	ABHINANDAN URBAN CO-OP.BK.LTD.AMARAV	ABHINANDAN URBAN COOP BANK LTD	HDFC0CACH05	03030303	75651	Seventy Five Thousand Six Hundred Fifty One Only

eMARG

Scroll is verified.

Authorized Signatory

Figure: PDF of Scroll

4.14 My Setting

This service is available for all the registered users of National eMARG. Its basic purpose is to provide the user facility to update its personal details like password, email-id etc. Depending upon the type of user it provides some additional modules also.

Figure : Home Page of eMARG

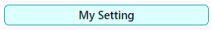
Selection of  provides facility to change profile and update password as shown in below :-

Figure : Change Password

Menu Button	Description
Change Password	To change current password
Update Profile	To update self-Profile
Back	Back to Home Page of eMARG

a) **Change password**

This option provides facility to change user's current password. Enter current password then new password. Re-enter the new password and confirm it. Finally Click on <**Update Password>** button.

b) **Update Profile**

Use this option to view/update personal details like phone number, mobile number and email-id as shown below:

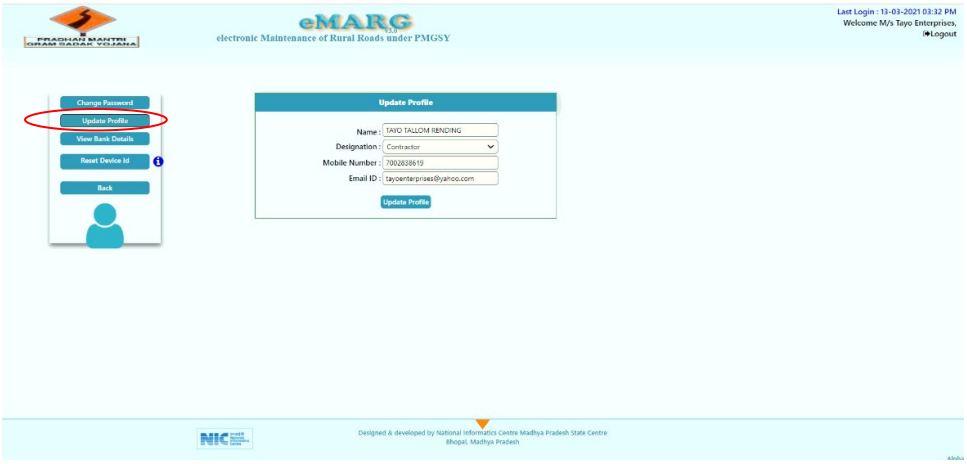


Figure: Update Profile Page

c) View Bank Details

This facility is provided to view Bank details of contractor, if any case contractor updates the details of bank. They can check it. Screen is shown as below.

Figure: Update Profile Page

Click on Update Profile to update existing details.

d) Update Mobile Number:

This facility is provided to contractor and department user.

Contractor can update the mobile number from own login, along with department user can be update own mobile number.

Login with own user >> My setting >> Update profile

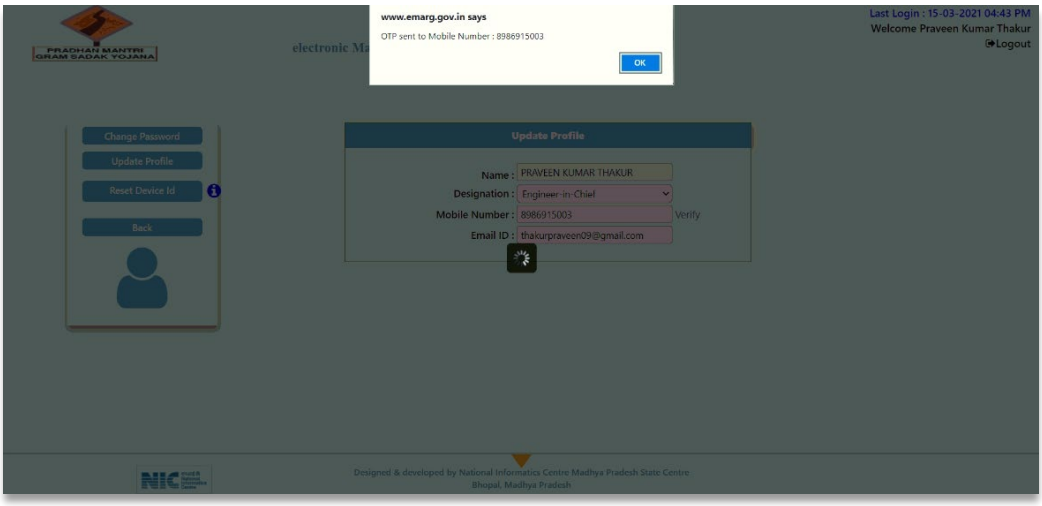


Figure: Mobile number updation

OTP will be getting in registered mobile number, Enter the OTP.

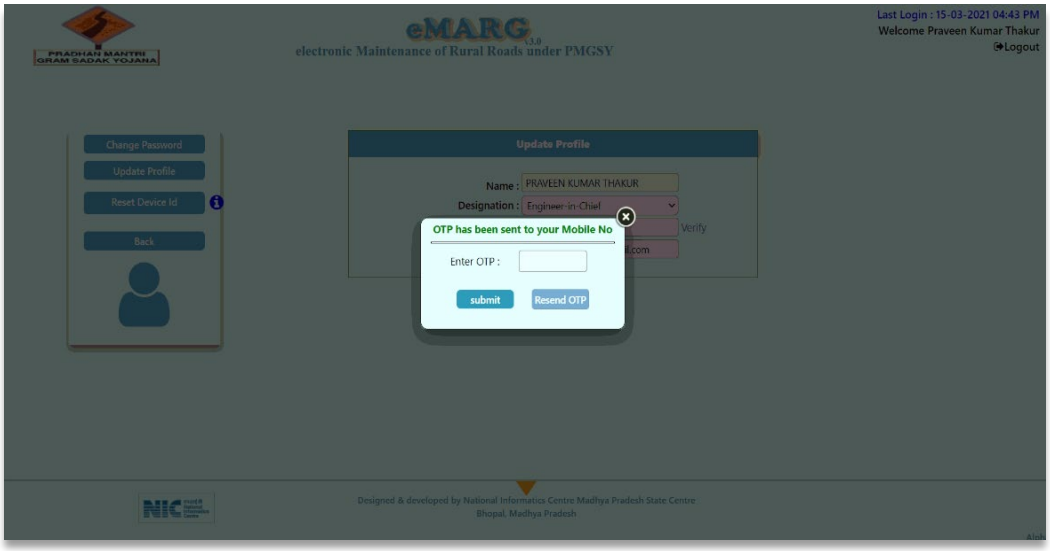


Figure: getting OTP in registered mobile No.

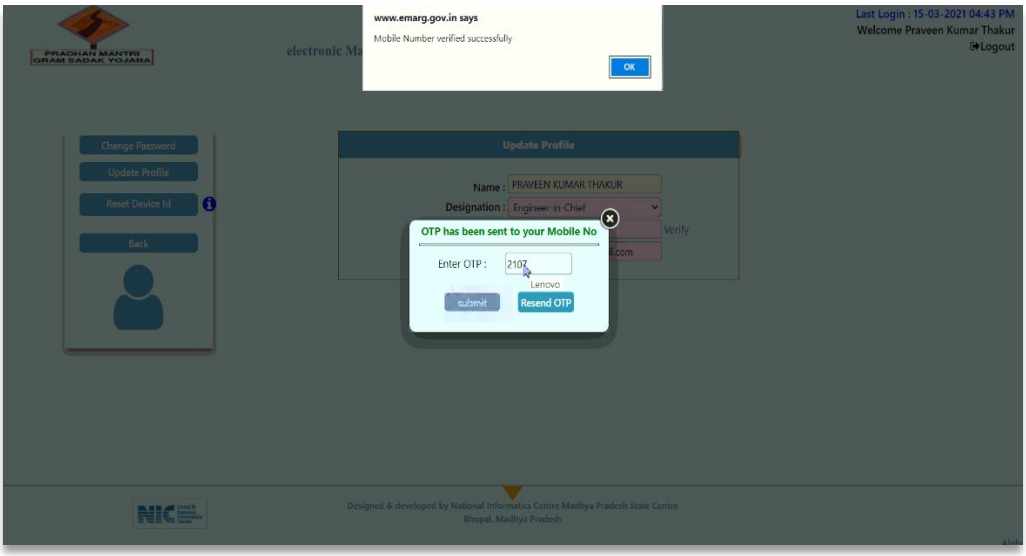


Figure: Enter OTP Page

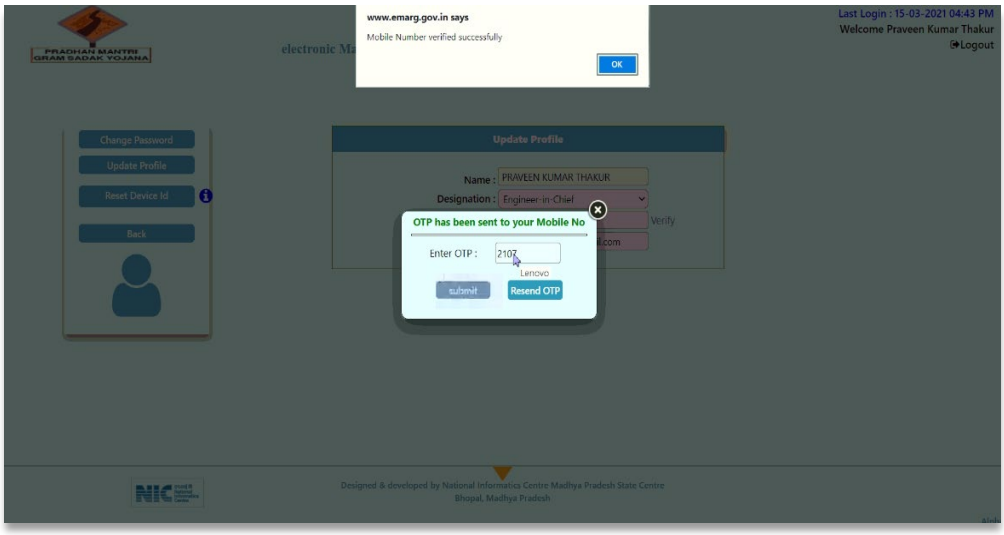


Figure: OTP verification

After complete the verification of OTP, Click on update profile.

Figure: Updated profile

e) **Reset Device Id**

Use this option to reset device id of notification/inspection app.

4.15 Central Taxes

This service provides facility to fill tax related information as per decided by Central Government.

Figure : Home Page of eMARG

Tax related details like Income Tax, LCess , SGST, CGST and IGST can be filled in form as shown below:-

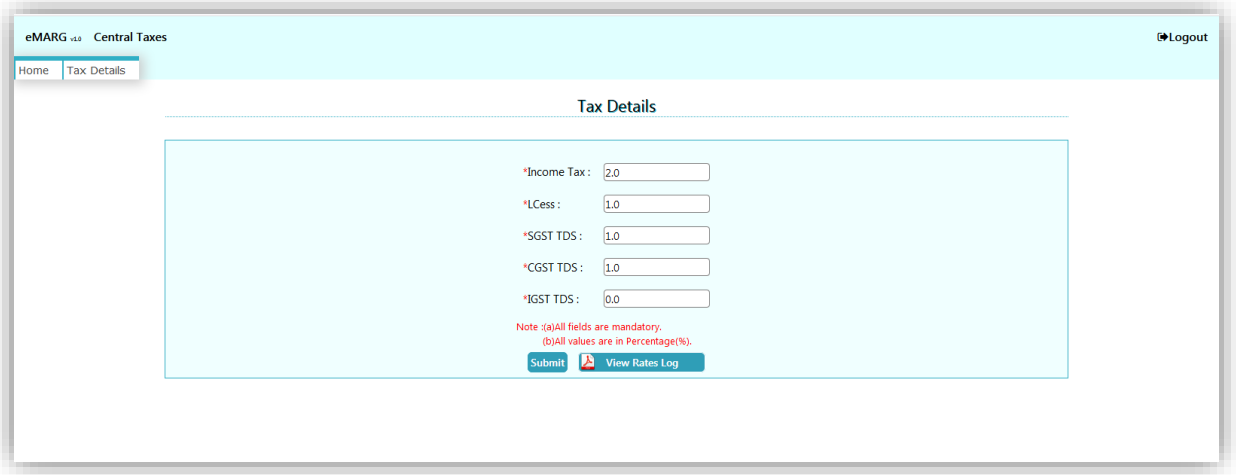
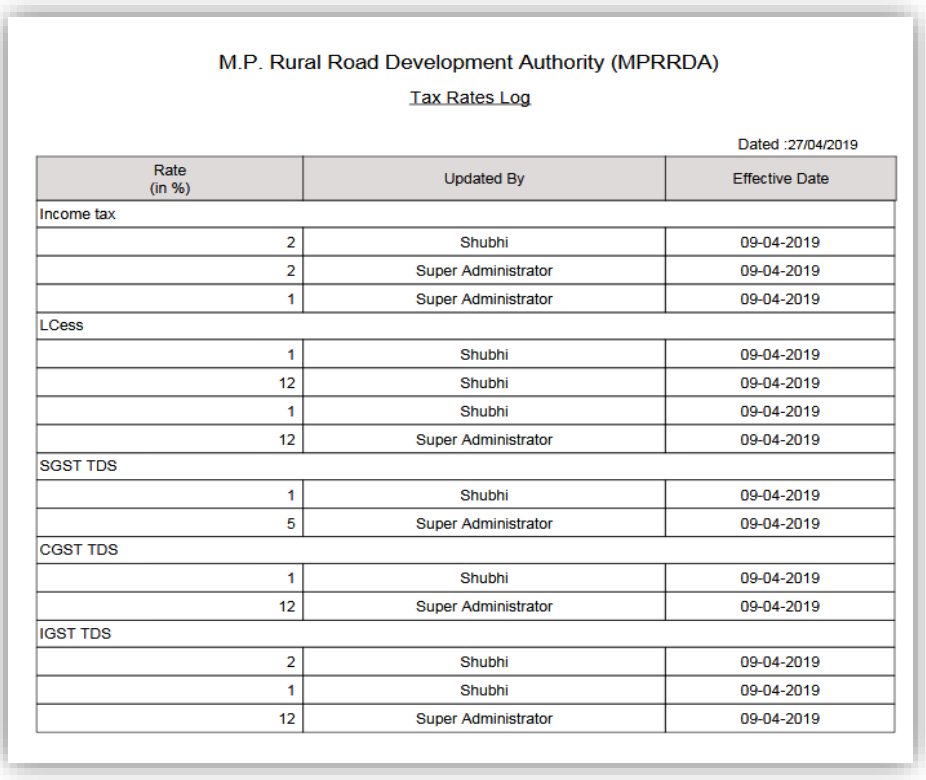


Figure : Tax Detail Page of eMARG

button provides log details of tax in pdf format as shown below:



M.P. Rural Road Development Authority (MPRRDA)

Tax Rates Log

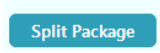
Dated :27/04/2019

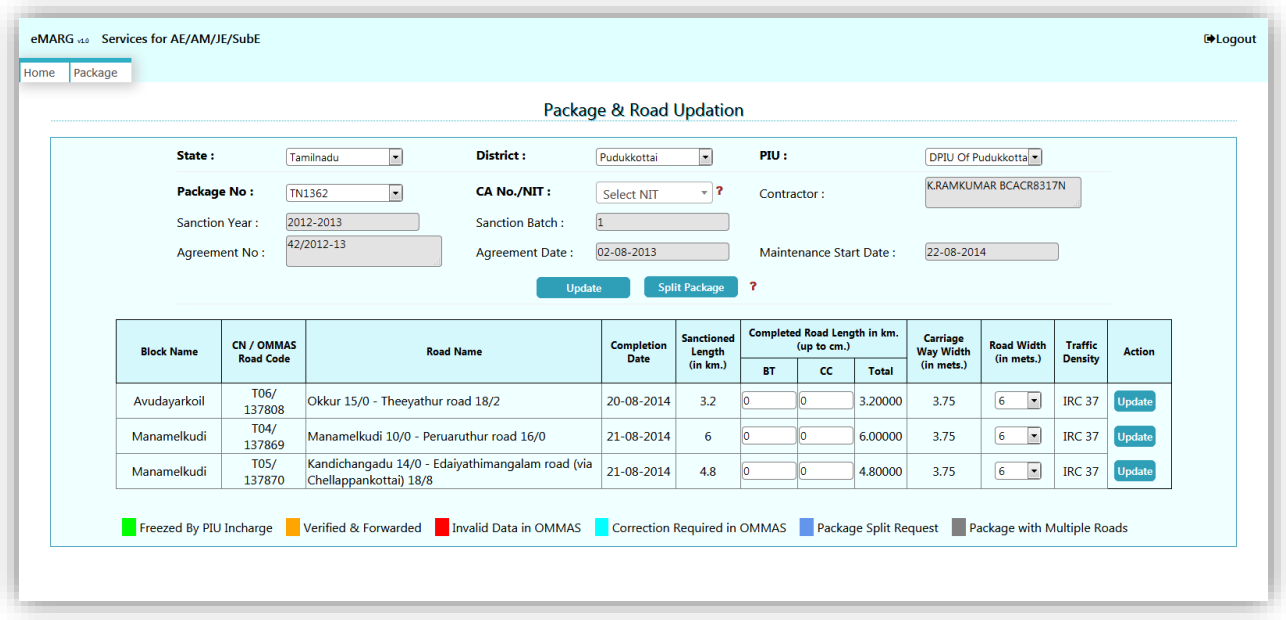
Rate (in %)	Updated By	Effective Date
Income tax		
2	Shubhi	09-04-2019
2	Super Administrator	09-04-2019
1	Super Administrator	09-04-2019
LCess		
1	Shubhi	09-04-2019
12	Shubhi	09-04-2019
1	Shubhi	09-04-2019
12	Super Administrator	09-04-2019
SGST TDS		
1	Shubhi	09-04-2019
5	Super Administrator	09-04-2019
CGST TDS		
1	Shubhi	09-04-2019
12	Super Administrator	09-04-2019
IGST TDS		
2	Shubhi	09-04-2019
1	Shubhi	09-04-2019
12	Super Administrator	09-04-2019

Figure: Tax Rates Log Page

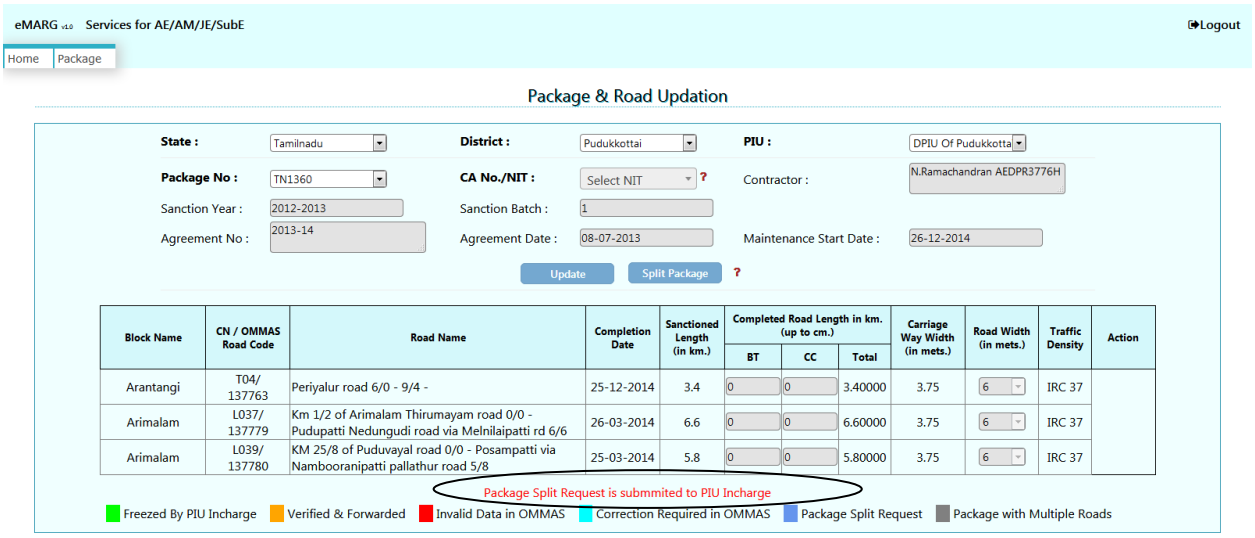
Annexure – A

Screen Walk Through for Split Package

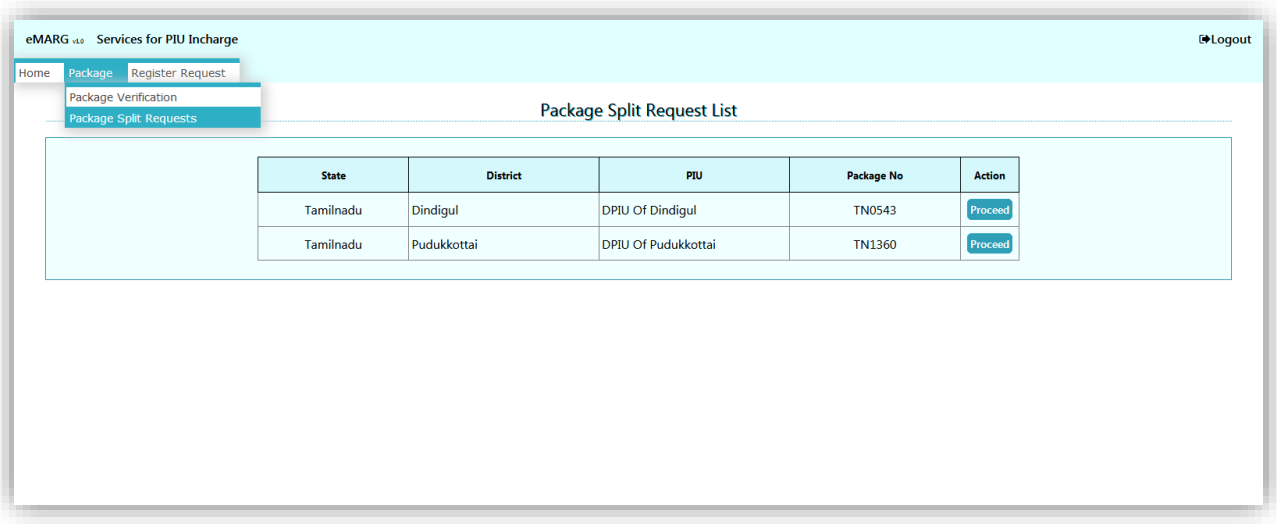
1. From **Services of AE/AM/JE/SubE** select the package in which splitting is required and then click on Split  Button.



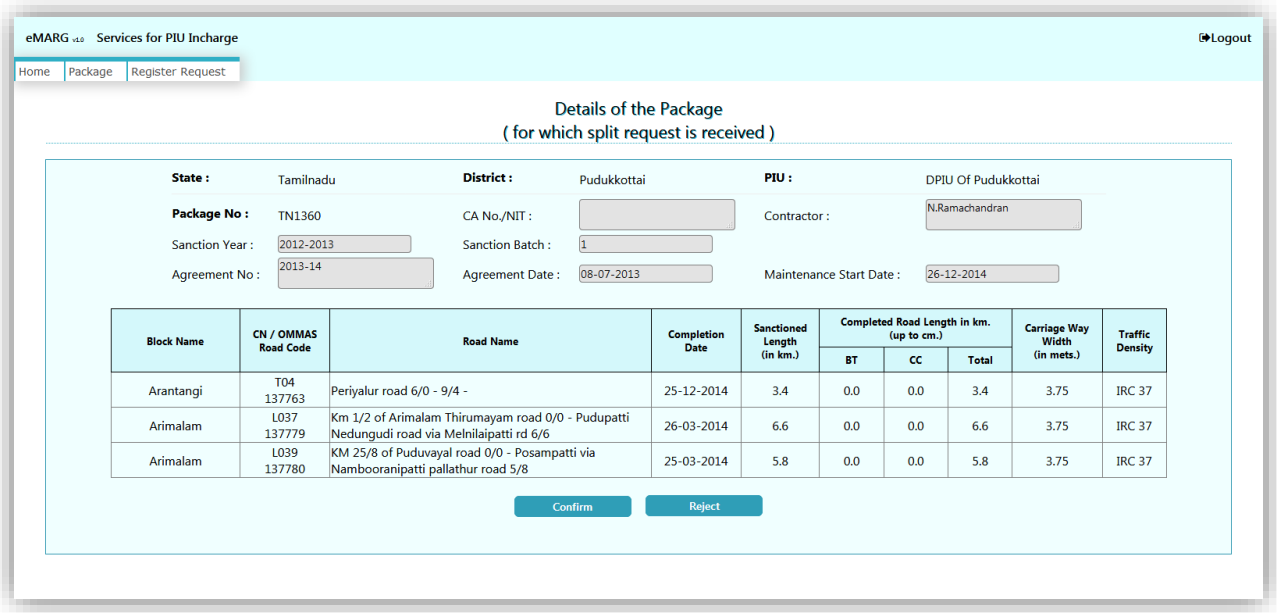
After confirming for splitting, this request is pending at PIU incharge for approval.



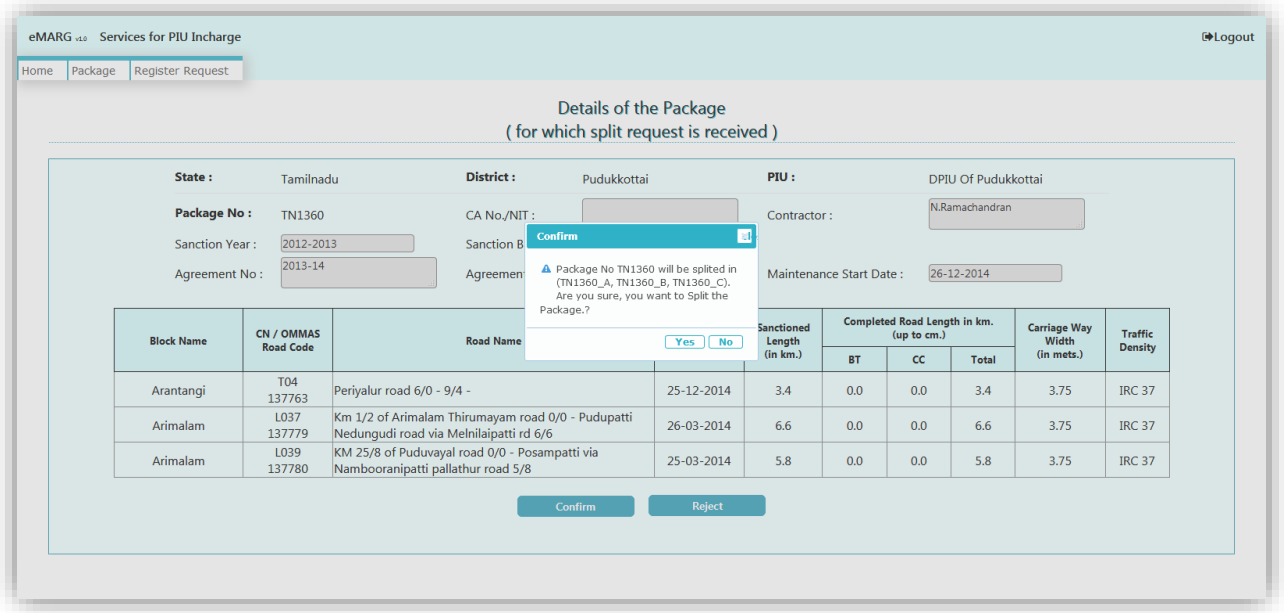
2. Now request of splitting is available at services for PIU in charge for.



PIU In charge can Confirm or Reject the splitting request.



After clicking on **Confirm** each road is to be spilt in to new packages showing as A, B, C etc.



Annexure – B

eMARG Mobile Application

eMARG Mobile Application is available for following services: -

1. Road Registration
2. Routine Inspection (Mandatory and Optional)
3. Feedback (for departmental users)

Prerequisite/Instruction for Mobile app

1. Only Locked packages are available for inspection/feedback in mobile app.

2. After road registration packages are available for routine inspection.

3. Uninstall the older version of eMARG mobile app. Before un-installation upload locally saved data.

Procedure to download and install Mobile app

1. Uninstall the older version of eMARG mobile app. Before un-installation upload locally saved data.

Please download the eMARG app from Google play store through Android Mobile phone.

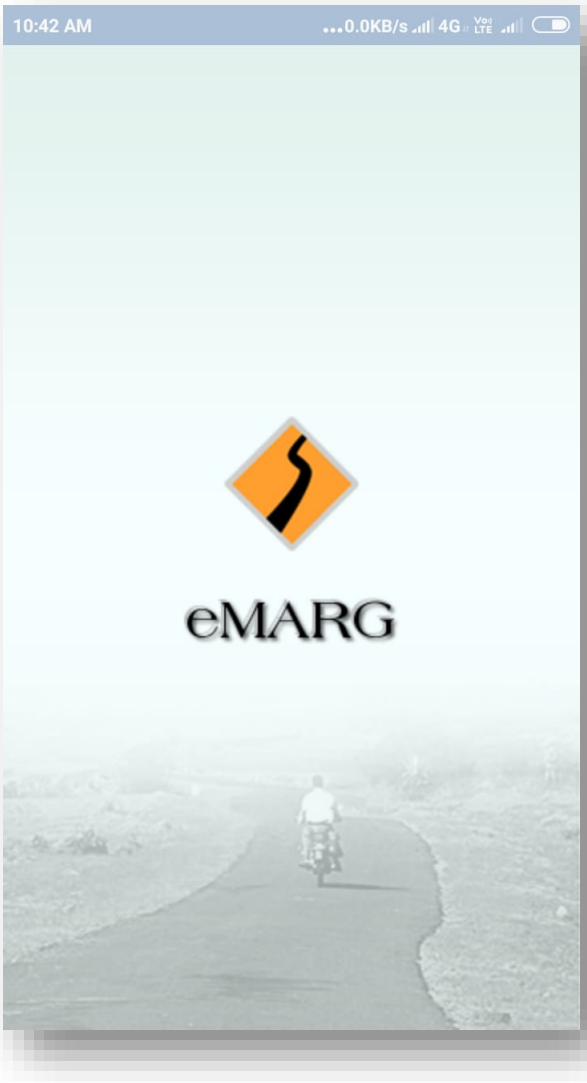
(a) eMARG inspection app.
(b) eMARG notification app.

2. During installation give all permissions.

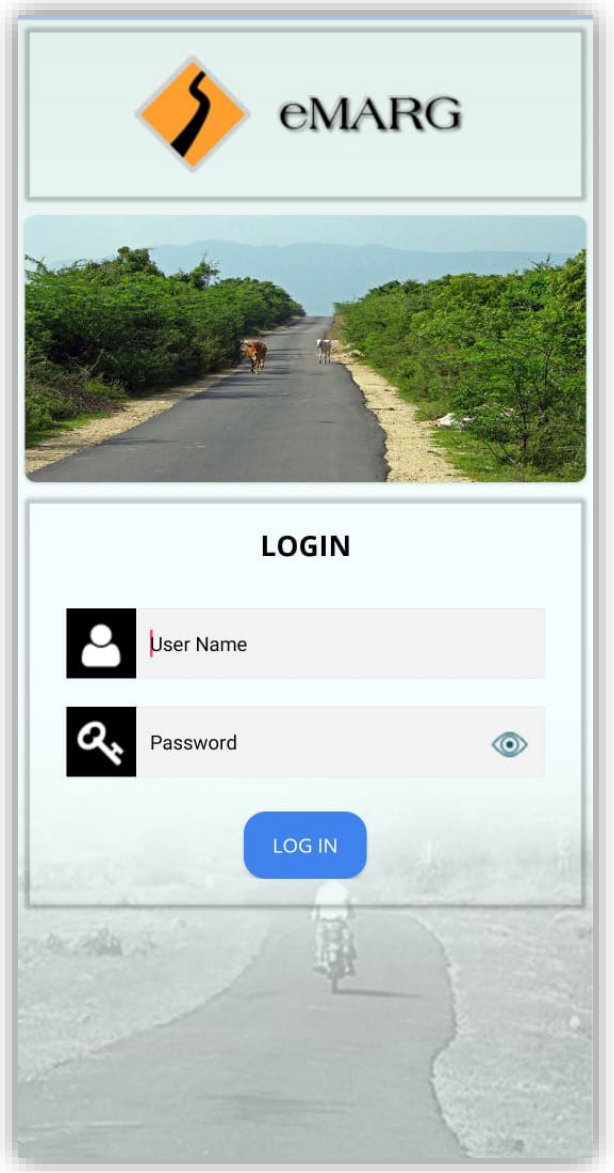
3. When installation gets completed login with your credentials.

1. Road Registration

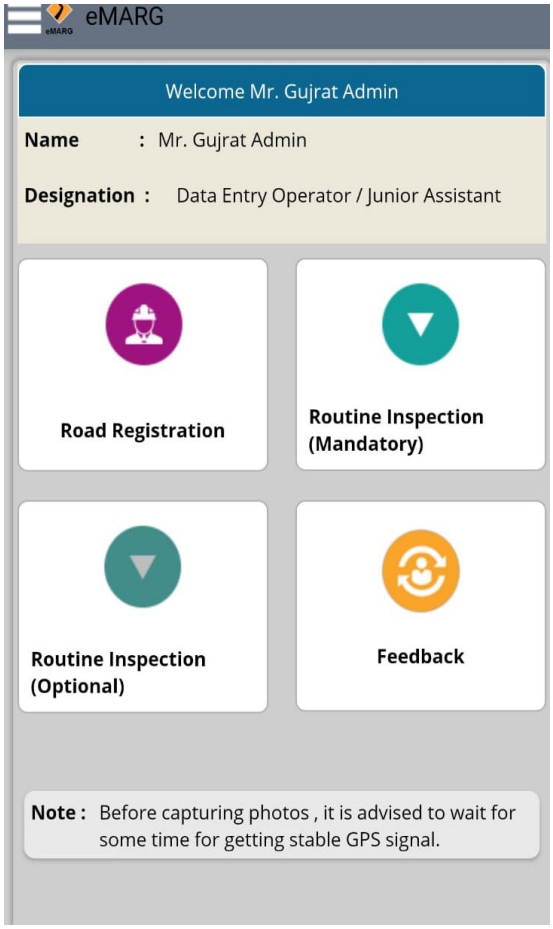
i. Road Registration is the process of pre project work of road. Home screen of the App. is shown below:



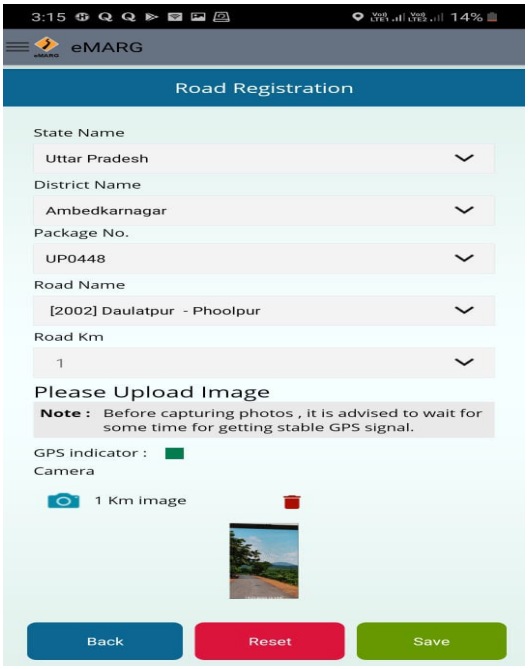
ii. Login Screen



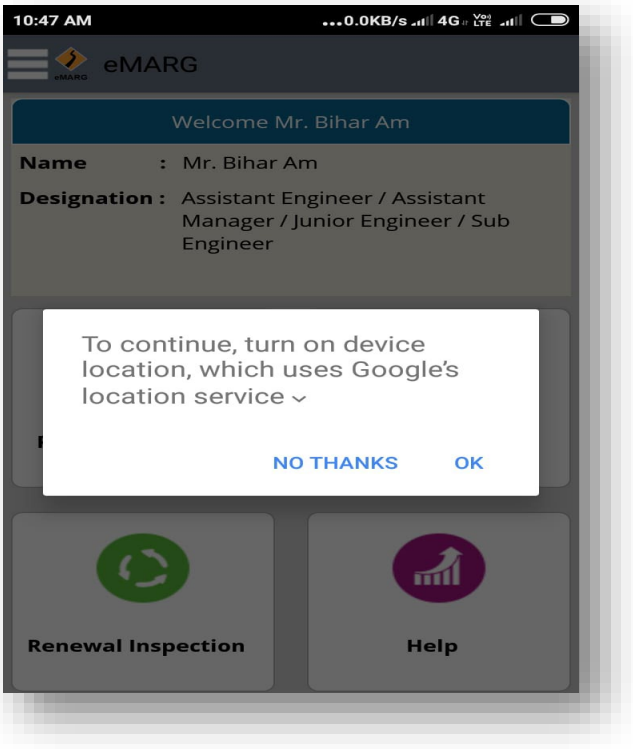
iii. After Login below screen is available for selection:



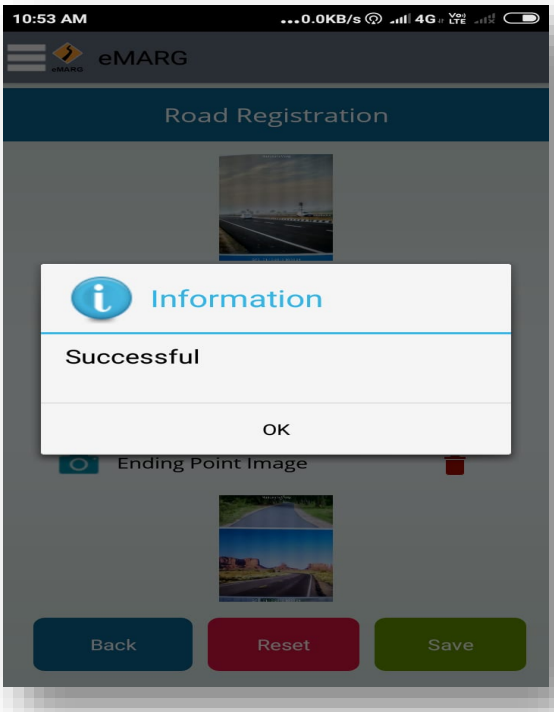
iv. After selection of **Road Registration** select State, District, Package No. and Road Name. Now kilometer wise images are required to complete road registration process so click on Camera icon and take images.



v. Before taking images device location (GPS) on automatically, so click on **OK**. For stabilizing GPS signal you can also turn on GPS manually before using this app.

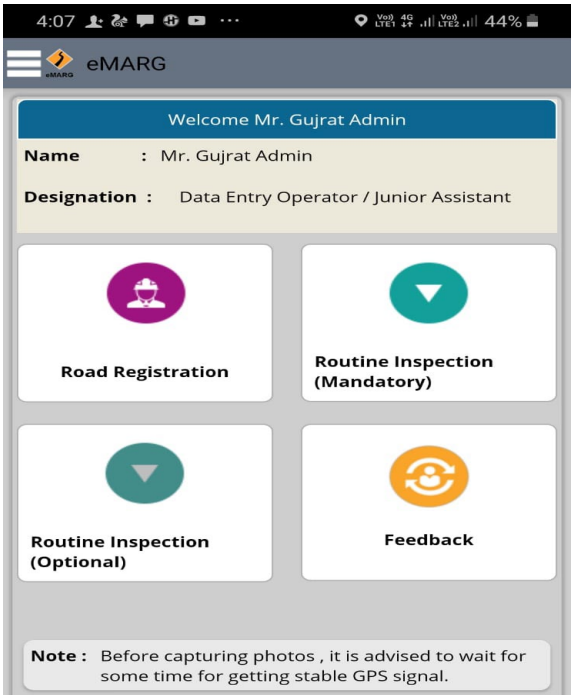


vi. After taking all kilometer wise images click on **SAVE** button. After clicking on **SAVE** Image will uploaded and save.

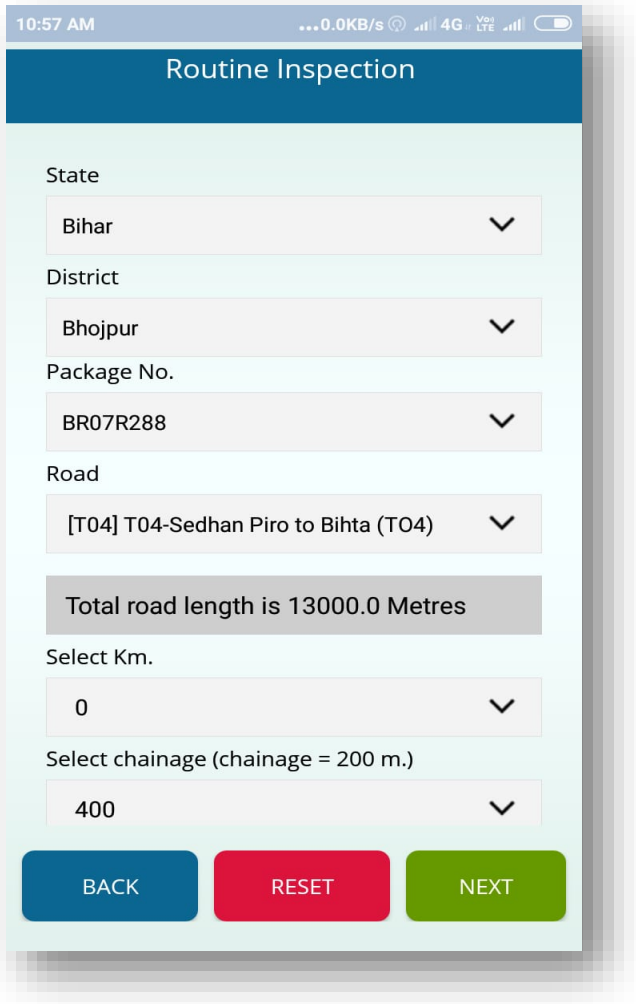


2. Routine Inspection (Optional)

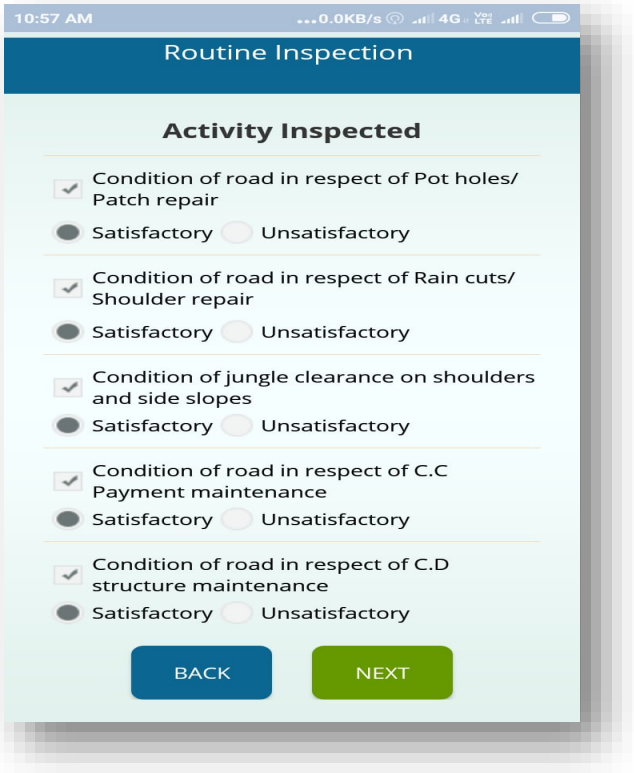
i. For Routine Inspection select it from below screen:



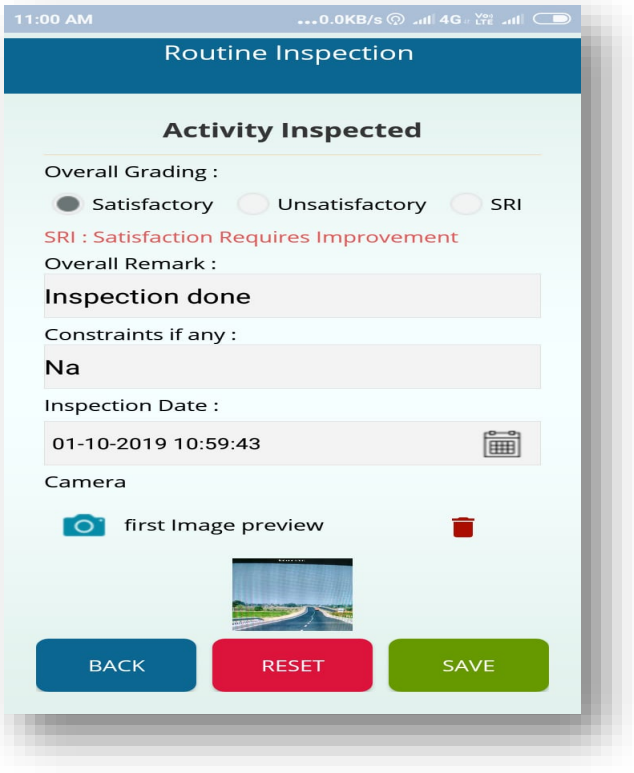
ii. Select State, District, Package No. Road and its detail and click on **NEXT** button.



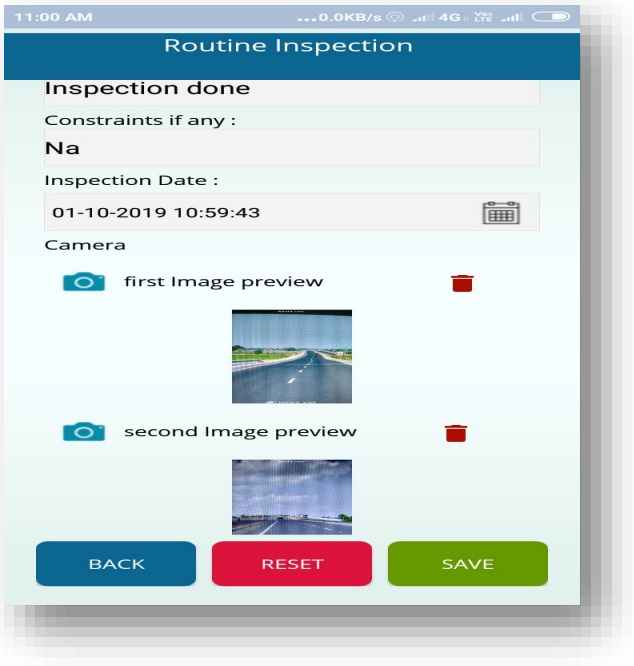
iii. Now Activity Inspected available, perform the activity and click on **NEXT**.



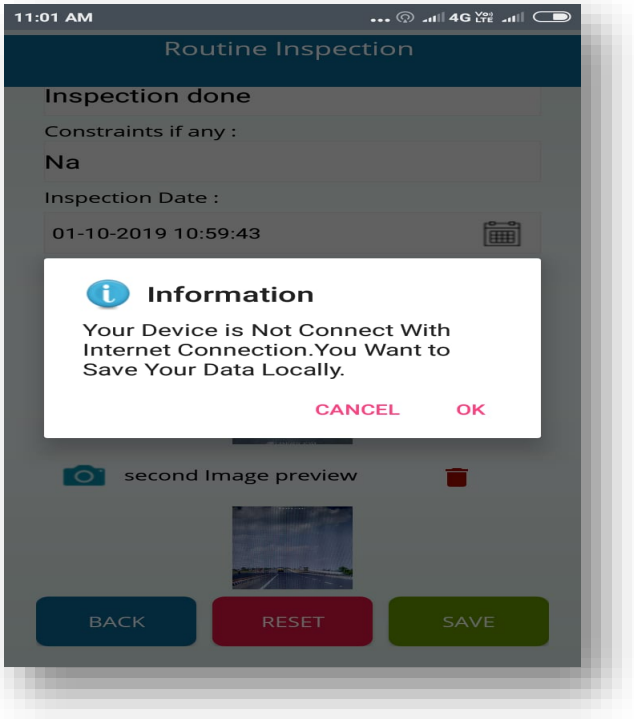
iv. After entering activity provide overall grading and remarks in below screen:

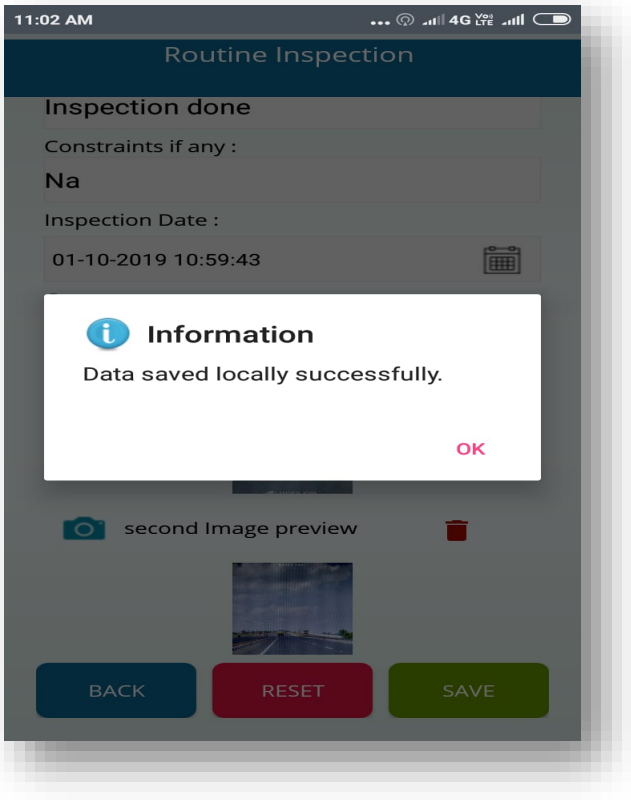


v. Now two images are required to complete this process. Click on Camera Icon and click on **SAVE**.

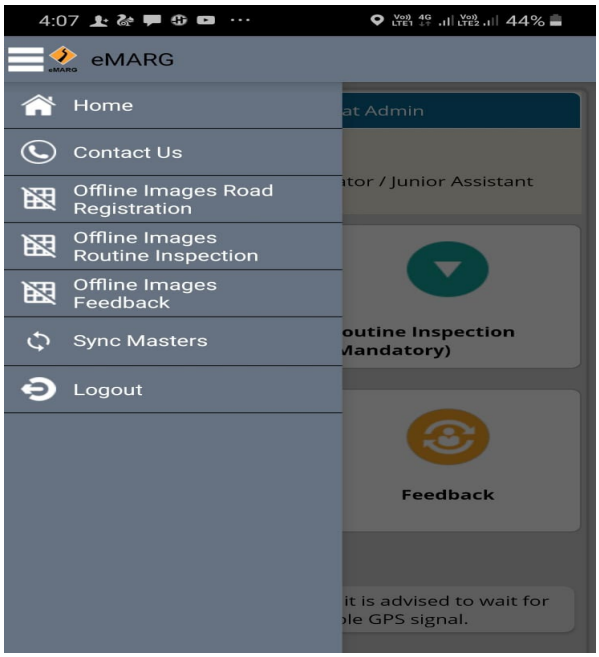


vi. If Internet Connection is available, click on **SAVE** button and images are saved. If Internet Connection is not available, then data can be saved locally for Routine Inspection as well as for Road Registration. And when connection is available it can be saved finally.





vii. When Internet Connection is available data can be finally saved for Routine Inspection as well as for Road Registration. Clicking on Slide Bar select Offline Images Routine Inspection or Road Registration.

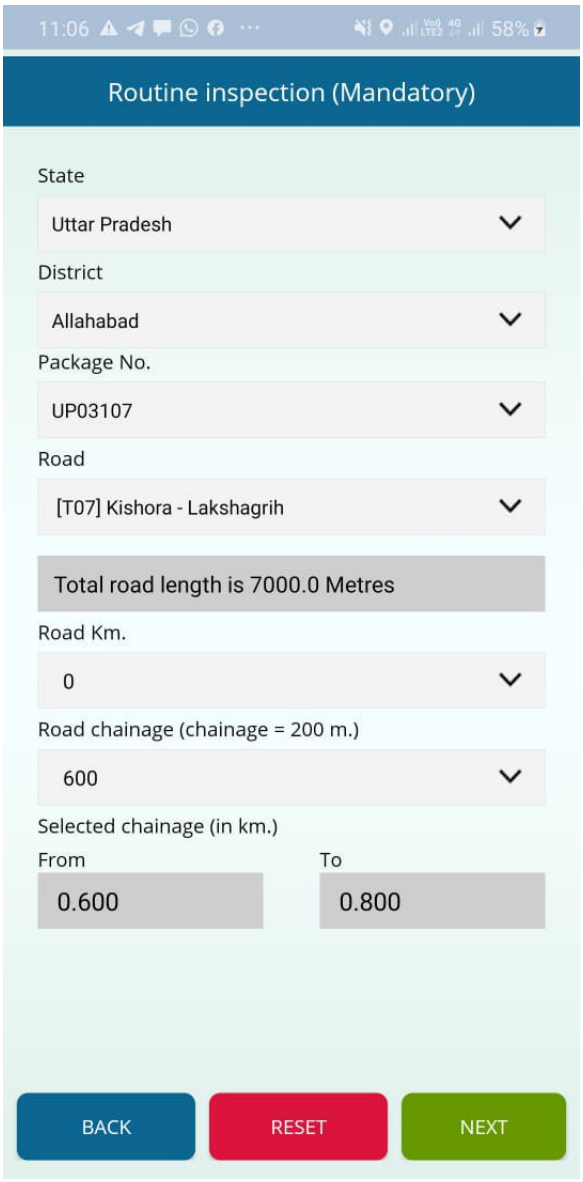


viii. Clicking on Slide Bar and select Offline Images Routine Inspection or Road Registration images are shown as below:

Double click on of any one image after that all images will be saved successfully.

3. Routine Inspection (Mandatory)

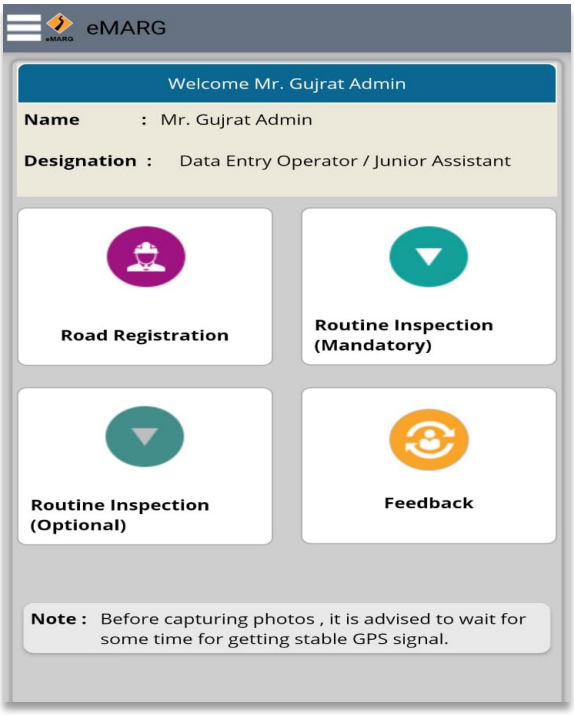
Process for Routine Inspection (Mandatory) is as similar as routine inspection (Optional) above while in this case system generated chainages are appear for inspection.



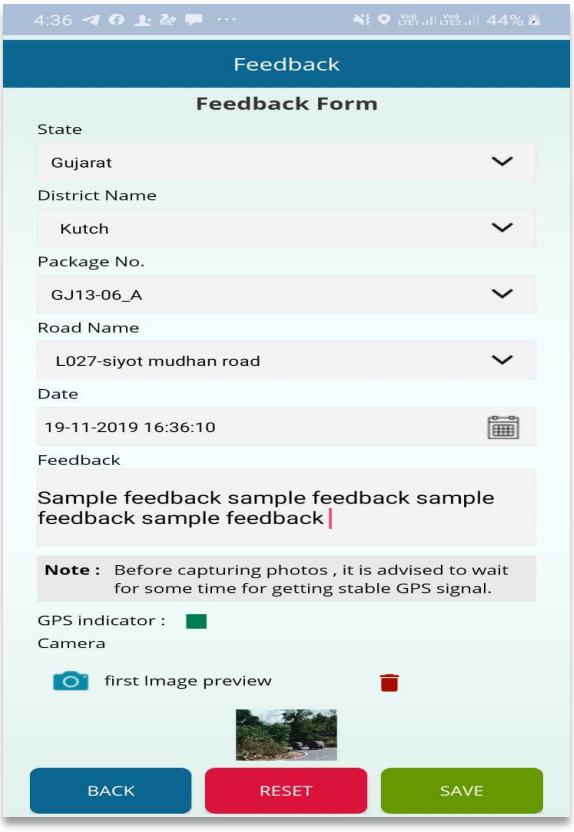
Click on **next** and rest of the process is as similar as routine inspection (optional).

4. Feedback

(i) Select feedback from the below dashboard. This facility is provided for every inspecting officer.



(ii) Select State, District, Package no. and Road name and take images while clicking on camera icon and save.



eMARG
ID :1
Inspection Type: Feedback
Inspection Date :19-11-2019 16:30:33
Package No. : GJ13-06_A
Road Name : L027-siyot mudhan road
Back

4.16 Bills prior to 01.04.2020 Processing Steps

1. Under Services for PIU in charge: as can be seen below, such bills will appear in light yellow color with the status as “Pending for EinC Approval”. PIU Incharge need to take offline approval for such bills by submitting offline evidences. Once EinC approves or rejects the bill, accordingly it will be automatically forwarded to Account Officer for further payment process.

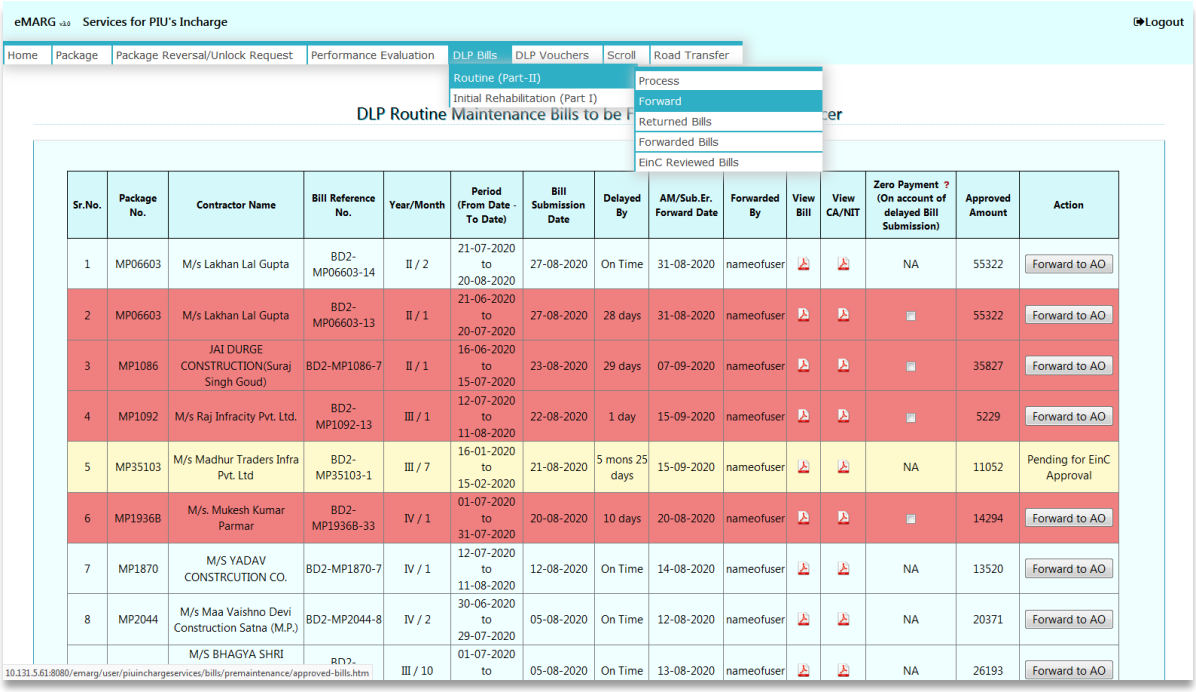


Figure: Bills pending for Einc Approval

Under EinC Services: Option provided for either approve or reject such bills with online certification as prescribed by NRIDA. Please refer below images:

Login with EinC >> Click on EinC service >>Click on Review Bills prior to 01.04.2020 >>Then click on>>Pending for review

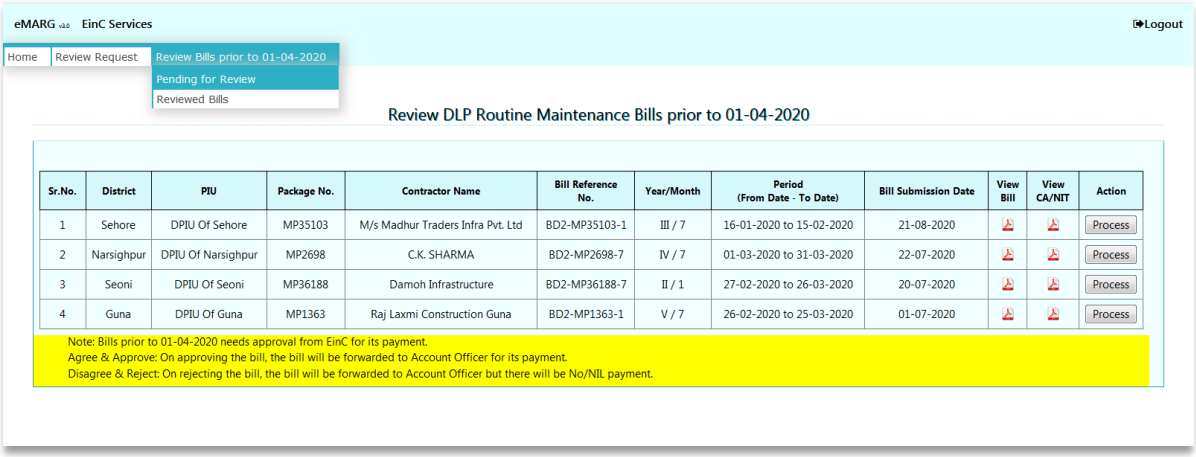


Figure: Pending for Review bills

Menu Button	Description
Agree & Approve	Used for approve the maintenance bills.
Disagree & Reject	Used for reject the maintenance bills.

Search the package >> Click on Process button those maintenance bills being required for further process.

Then click on Agree & Approve Button.

If Need to reject bills >> Then click on Disagree & Reject button.

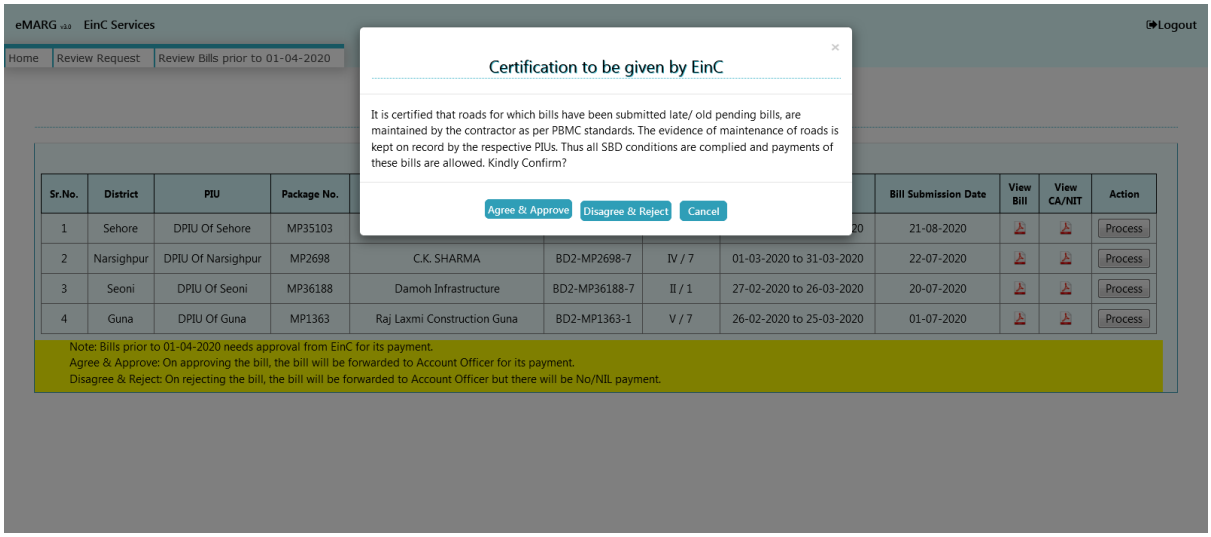


Figure: Process the bills

Click on Yes button >> OTP will come on EinC registered mobile no.

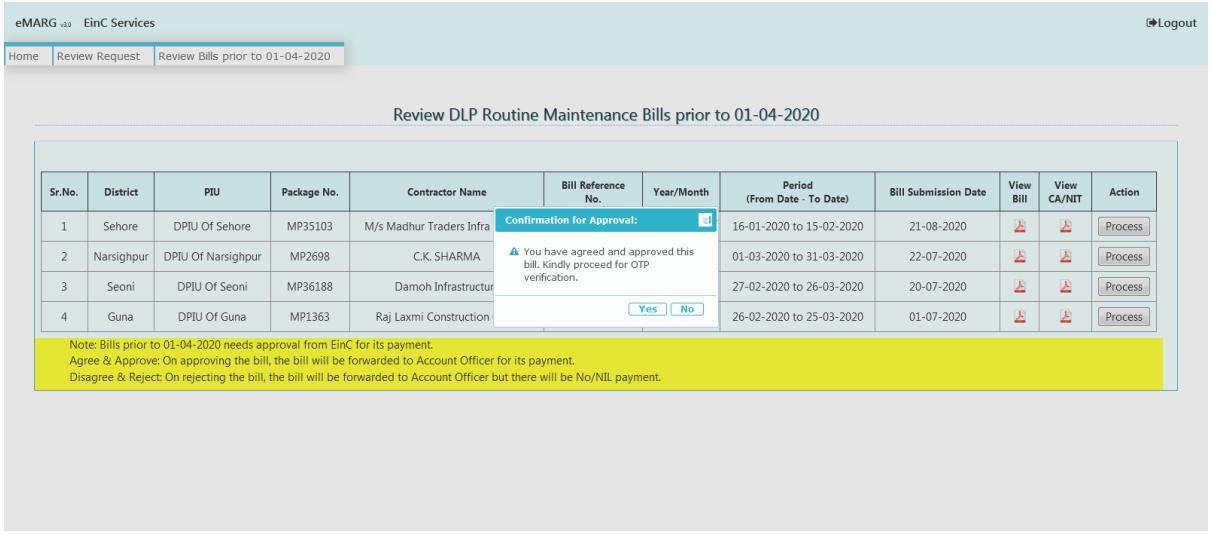


Figure: EinC OTP page

Enter the OTP then click on Submit button.

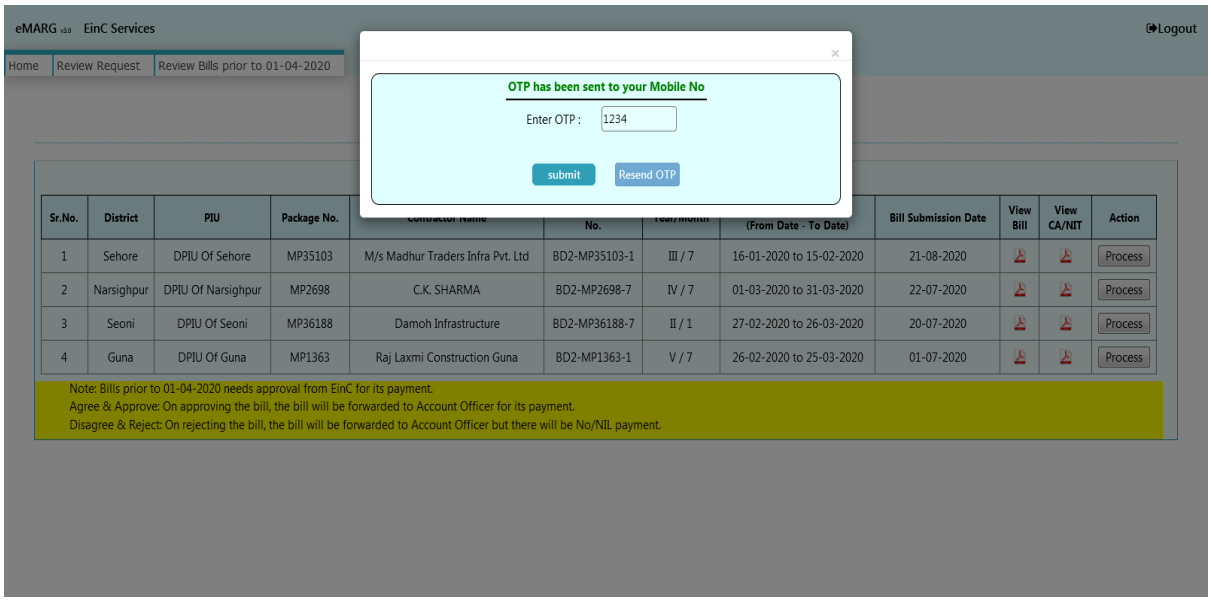


Figure: EinC OTP page

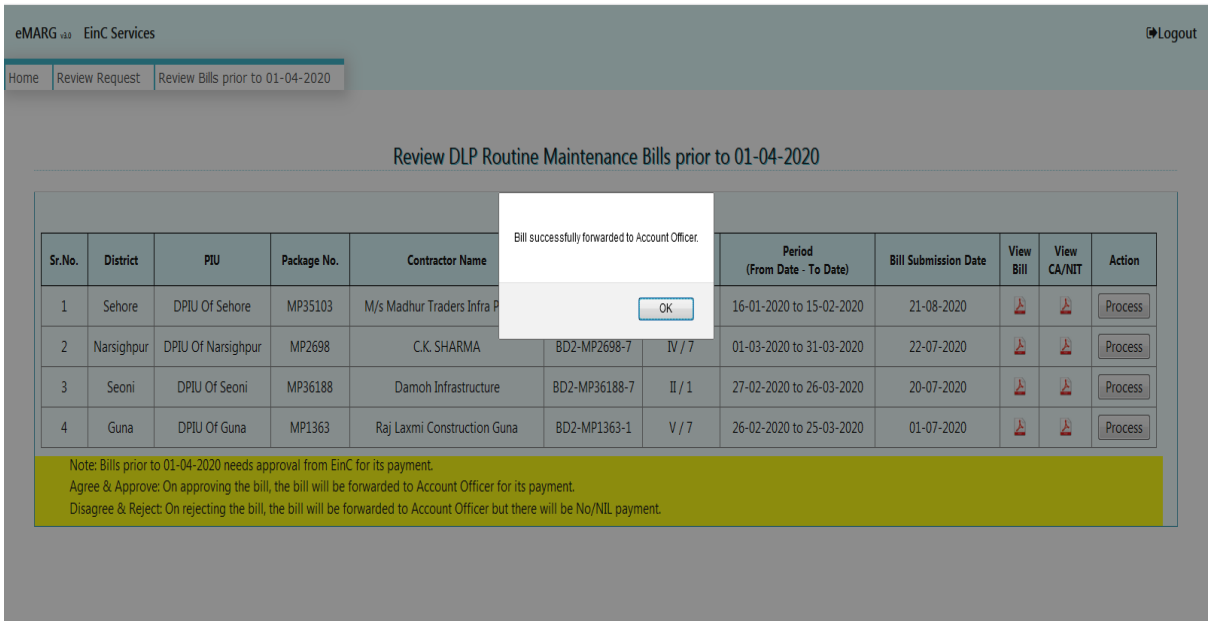


Figure: OTP Verification successfully.

Under EinC service >>Click on Reviewed Bill. They can check the **Einc forward date** and **Einc Approval status.**

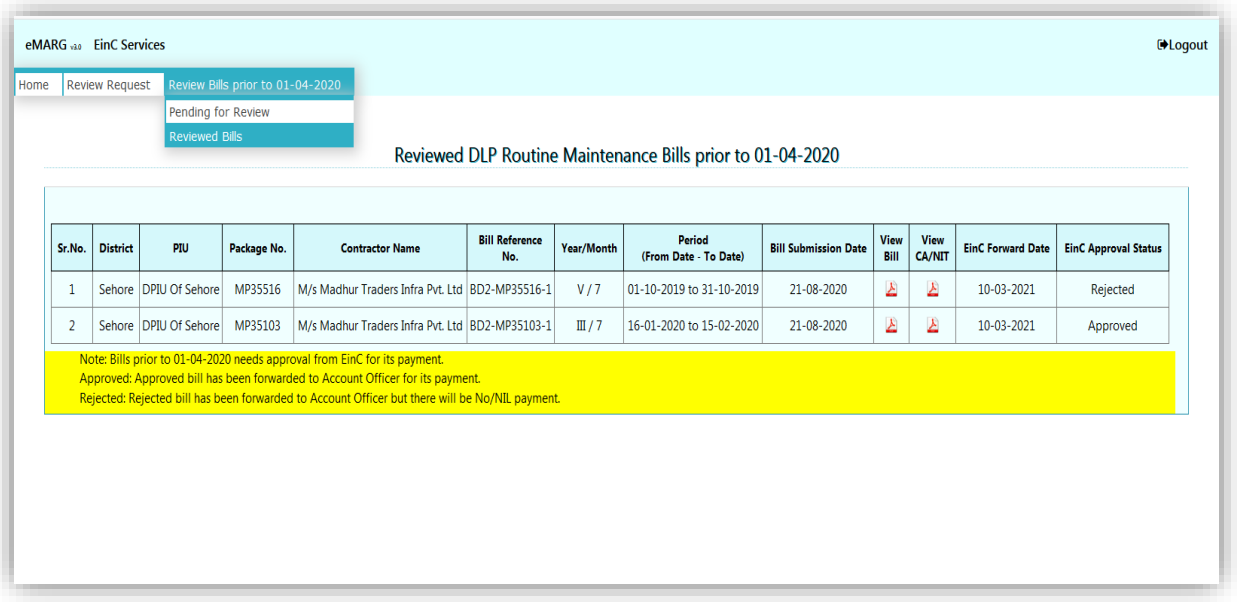


Figure: OTP Verification successfully.

Under AO Services: such bills can be further processed as per normal practice. Kindly note with the help of Miscellaneous Deduction/ Addition, Payment amount to be paid to contractor may be further changed based on the offline evidence/ condition of the road/ as per governing laws.

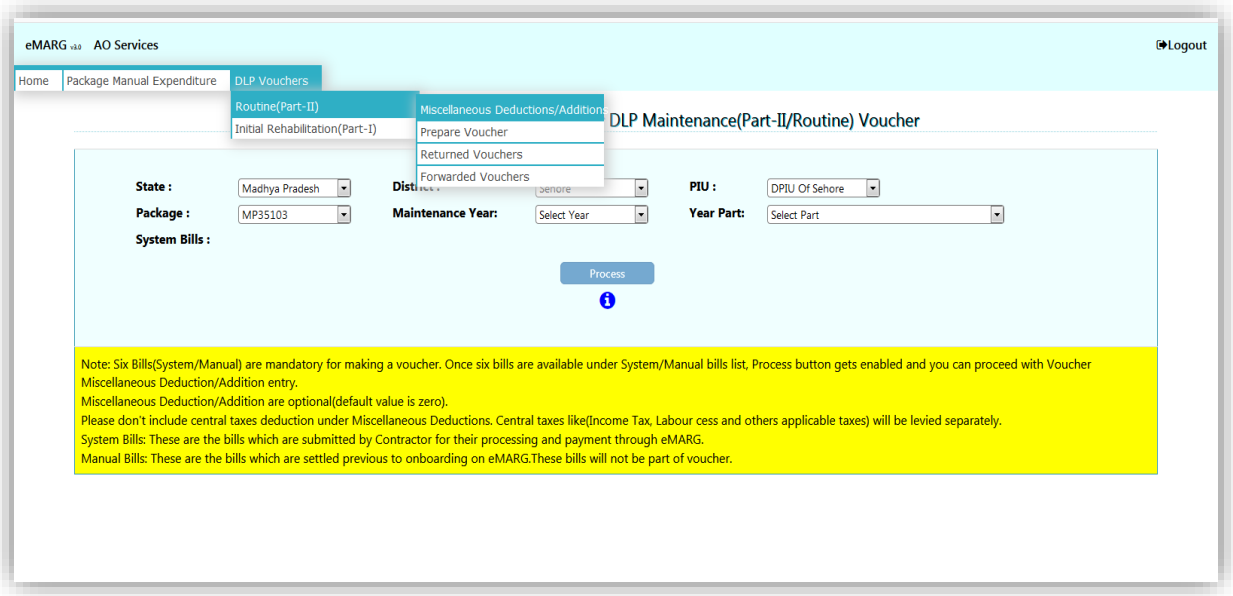


Figure: AO services process bills after approval.

4.17 Scroll Decline process step by step

Login with Bank User>> **Click on** ServiceforBank>> Bank Transaction status

If that case Bank has declined the scroll from bank user due to account number is invalid OR closed the account of contractor etc.

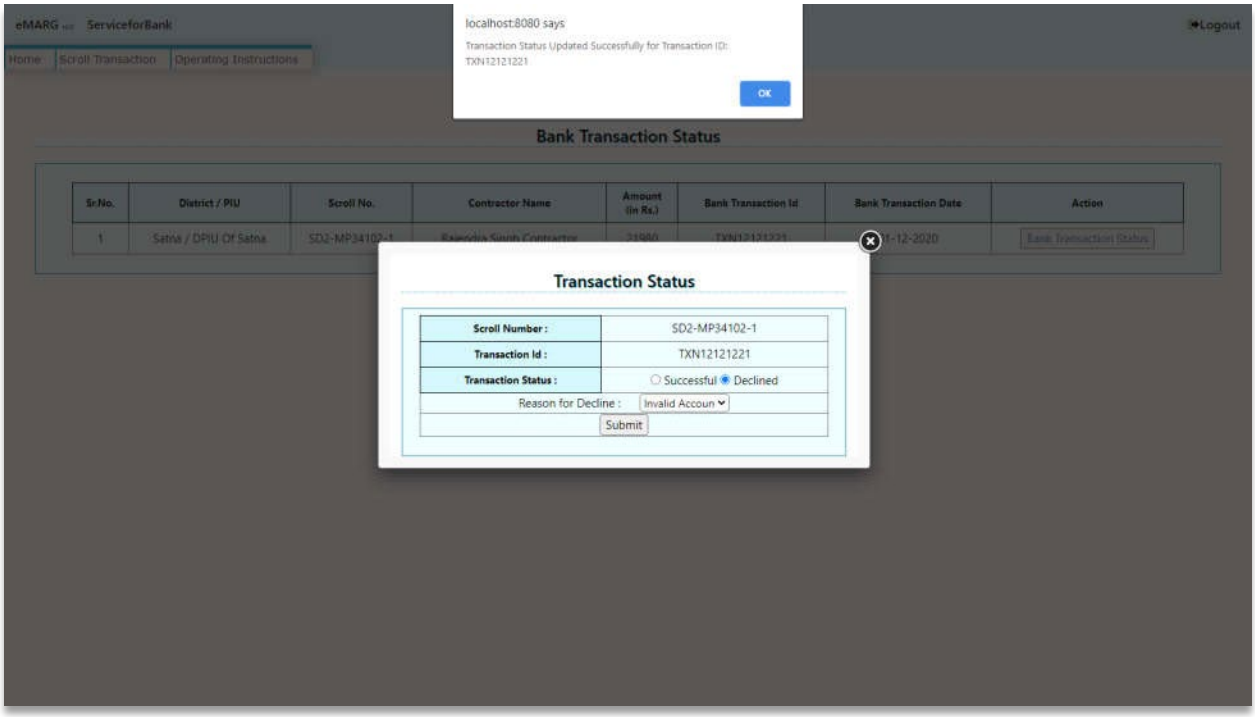


Figure: Bank service login page.

Transaction Status Button	Description
Successful	Used for successful transaction.
Declined	Used for decline the scroll.

Note: If scroll is declined by bank in that case concerned PIU, Contractor and Finance Authority will get the SMS notification on the mobile.

(ii) Login with Finance Controller:

Finance authority can view and download the scroll.

Declined scroll:

Need to upload non-withdrawal certificate of the bank (In case of Scroll declined).

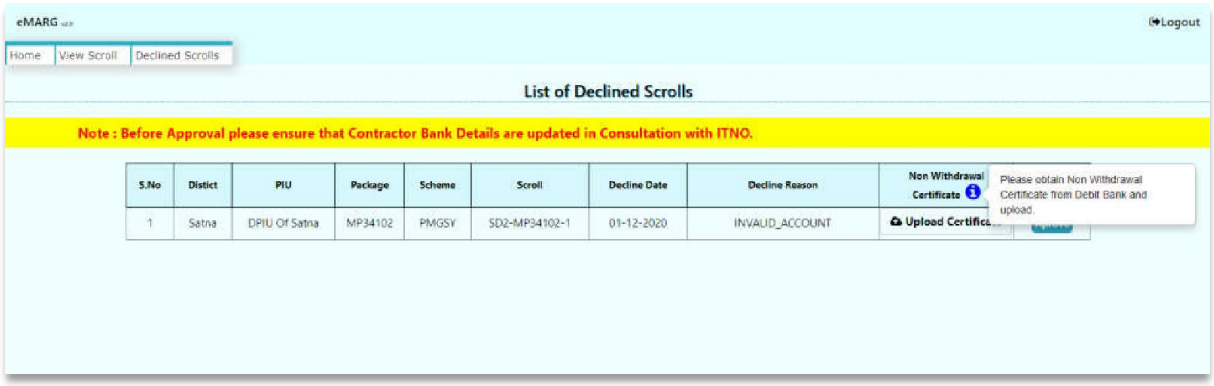


Figure: Upload Non-withdrawal certificate.

Note: Before approval please ensure that contractor Bank details are updated in consultation with ITNO.

upload it >> Then click on approve button.

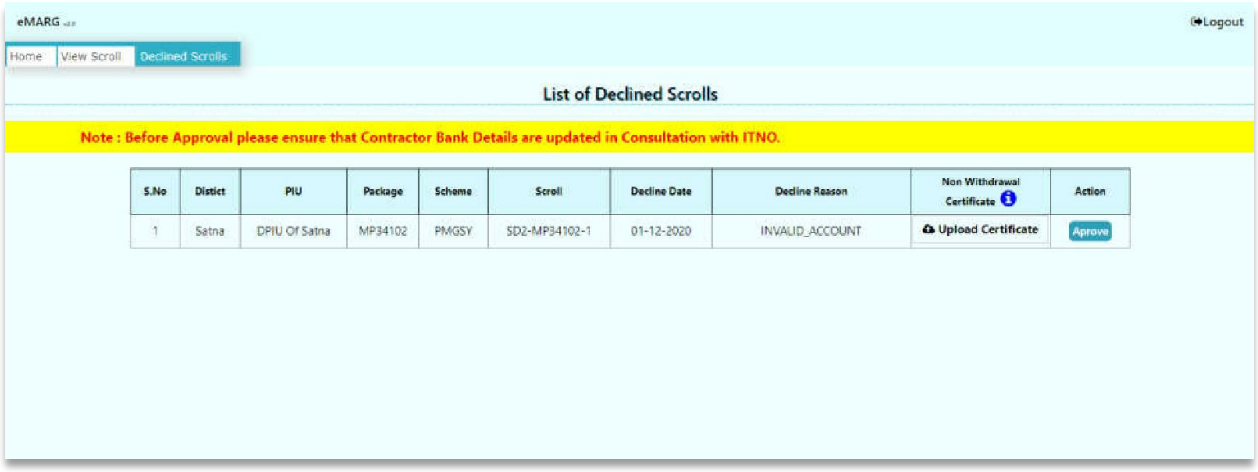


Figure: Approve scroll.

OTP has been sent on registered mobile no.

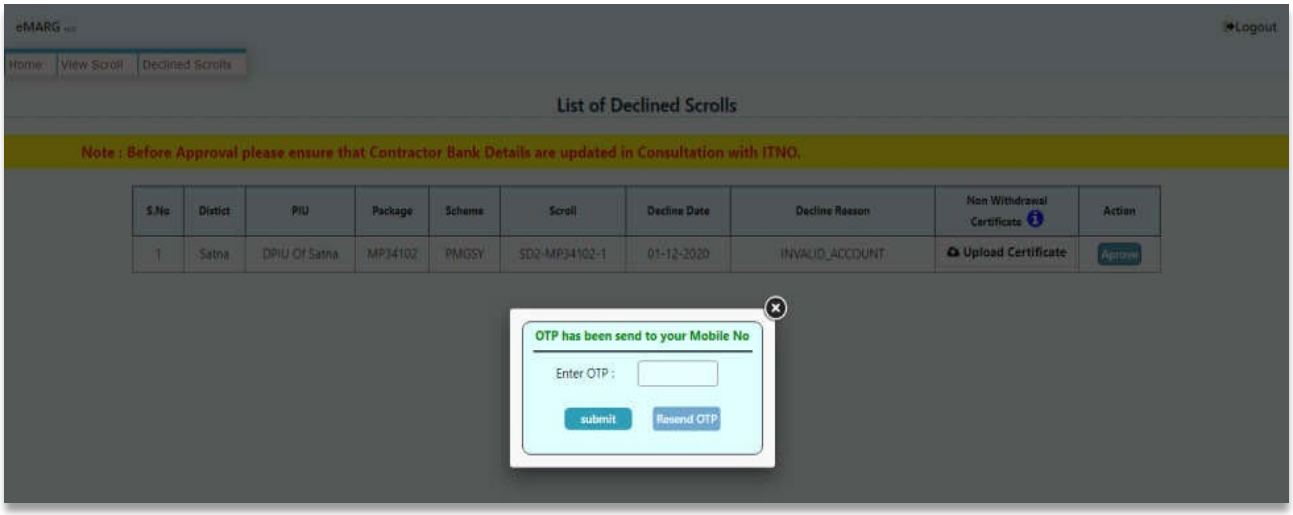


Figure: OTP for scroll Page

Enter the OTP.

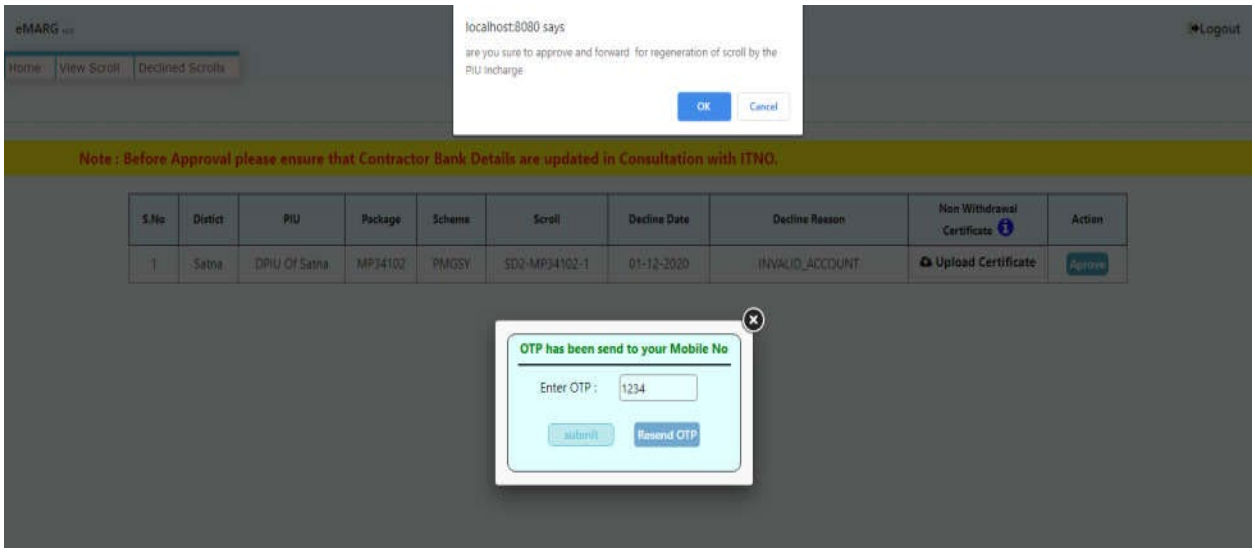
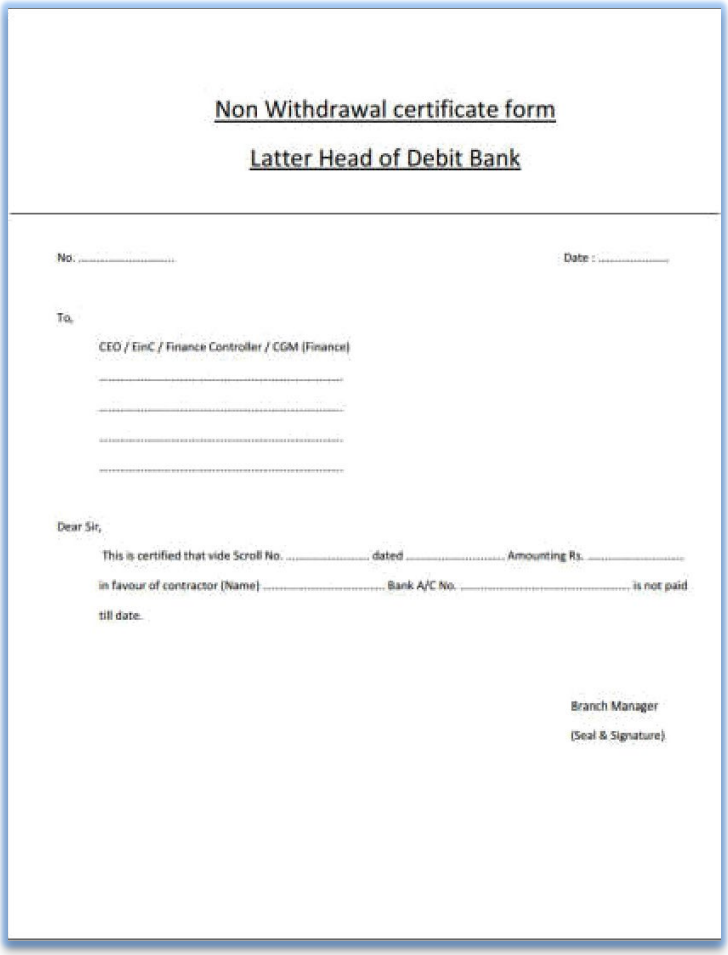


Figure: Enter OTP for scroll Page

Non Withdrawal Certificate:



Non Withdrawal certificate form

Latter Head of Debit Bank

No. ..... Date : .....

To,

CEO / EinC / Finance Controller / CGM (Finance)

.....

.....

.....

.....

Dear Sir,

This is certified that vide Scroll No. ..... dated ..... Amounting Rs. .....

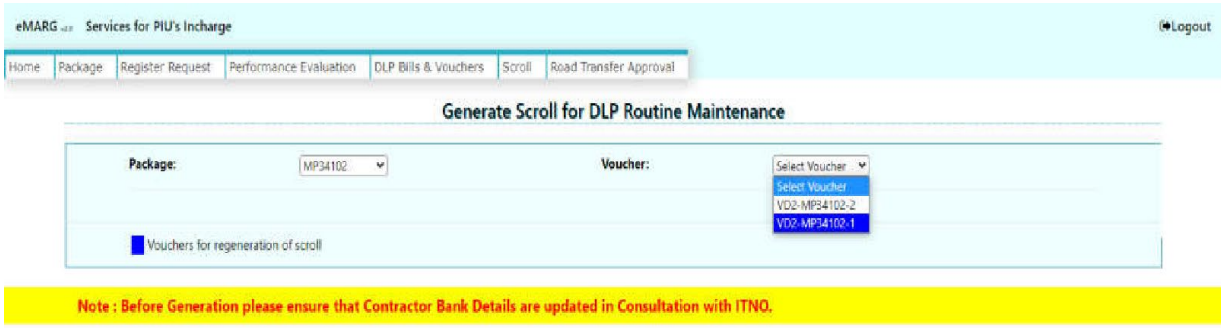
in favour of contractor (Name) ..... Bank A/C No. ..... is not paid

till date.

Branch Manager

(Seal & Signature)

(iii) Services for PIU's in charge >>Scroll>>Scroll will be available for re-generation.



4.18 DLP package Termination/Foreclosd process in eMARG

A. Package Termination/Foreclosure
B. Action on Terminated/Foreclosed Package
    1. Reinstate
    2. Shift Roads for Post Maintenance
    3. Create Balance Work Package
C. Updation of Balance Work Package
D. Verification/Approval of Balance Work Package
E. Generation and processing of Part-I (Initial Rehabilitation) Bill

4.18.1

A. Package Termination/Foreclosure

- Go to **Services for Engineering Staff** ->**Package** ->**Package Termination**

Enter Package Termination/Foreclosure Details. Click on **Terminate/Foreclose** Button.

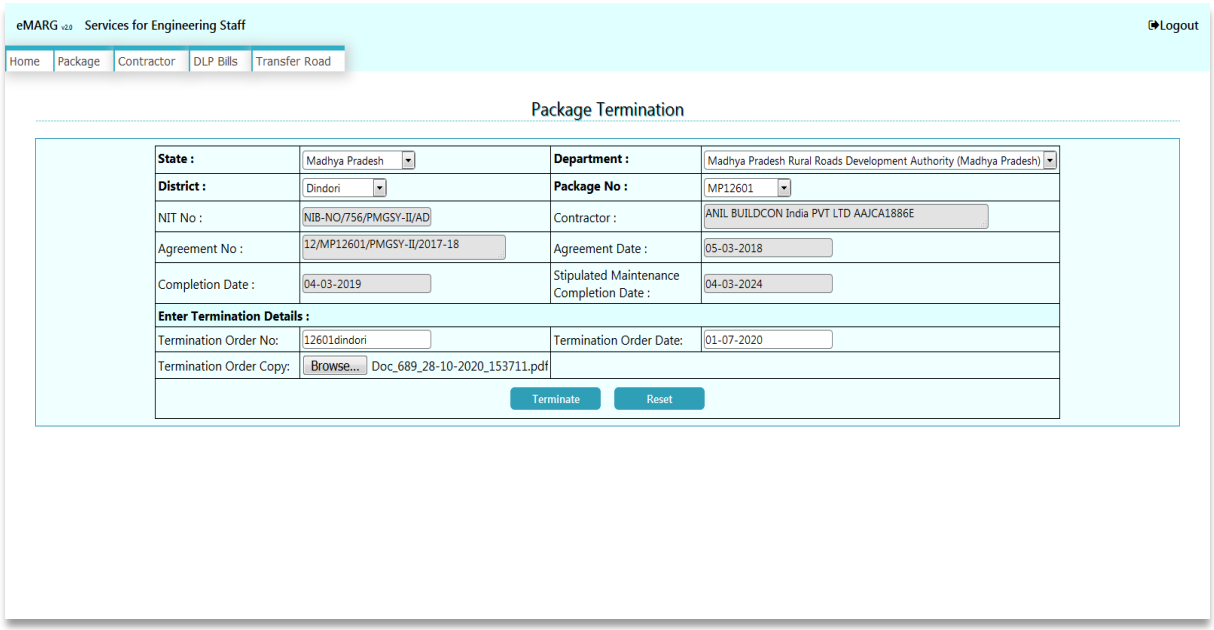


Figure: package Termination form

Note: Termination/Foreclosure Date must be after Last Manual Payment Date.

B. Action on Terminated/Foreclosed Packages

Go to Services for PIU Incharge ->Package ->Terminated Packages

Take any one of following action:

1. Reinstate (If package has to be reinstated)
2. Shift Roads for Post Maintenance (If no balance work has to be created and roads are to be shifted from DLP for Post maintenance)
3. Create Balance Work Package (If balance work package has to be created)

1. Reinstate

- Enter Package restoration details.
- Click on **Submit** Button.

Reinstate : Package will show again as a normal package.

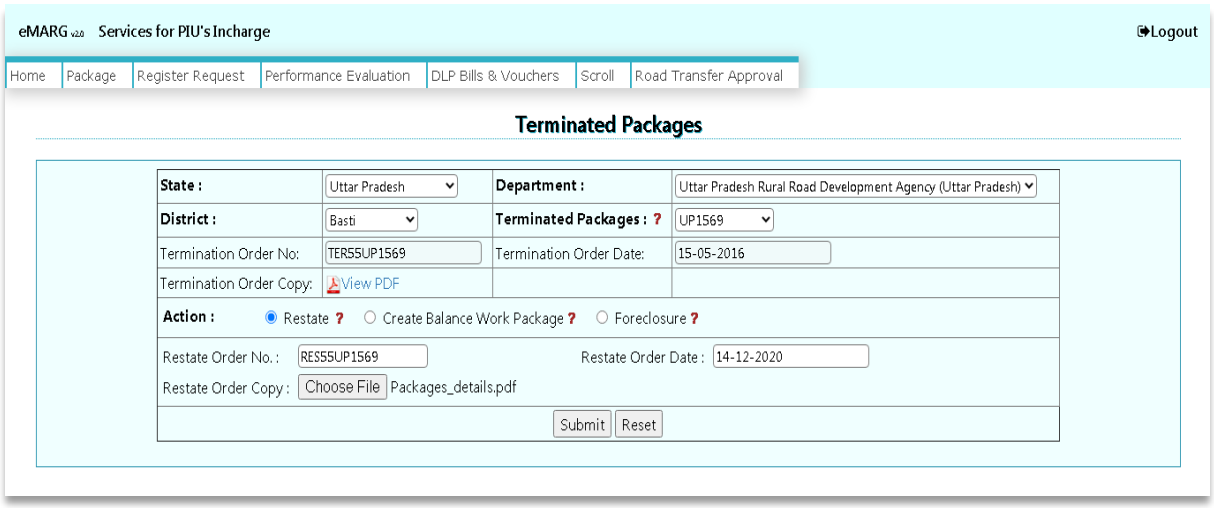


Figure: package Termination form

1. Shift Roads for Post Maintenance

   System will ask to clear Pending Bills(If any). Clear pendency, enter order details and submit.

4.18.2 Create Balance Work Package

- Click on **Create Balance Work Package**

System asks for confirmation. If you are sure, click on **Yes**.

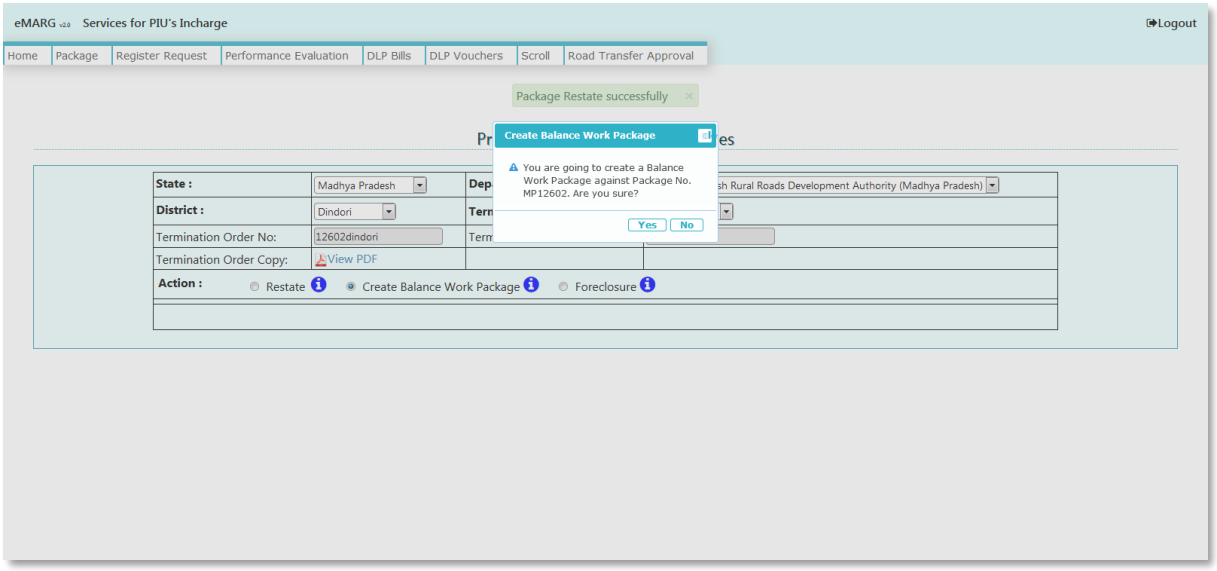


Figure: Creation of Balance Work package

Further system will ask to clear pending bills(If any). When pendency is clear, go to this option again to create Balance Work Package.

4.18.3 Updation of Balance Work Package

Engineering staff can access Balance Work Package through **Services for Engineering Staff ->Package ->Balance Work Package & Road Updation:**

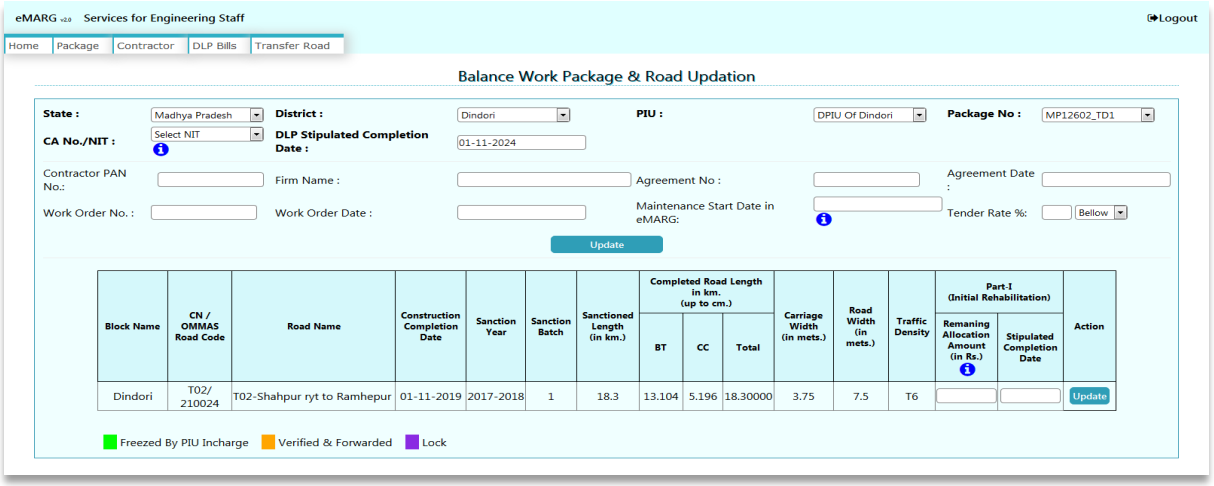


Figure: Updation of BW package

- Select Balance work package from dropdown. Enter Package Details and click on **Update** Button
- Enter Road-wise remaining Part-I(IR) Allocation Amount and Stipulated Completion Date and click on **Update.**

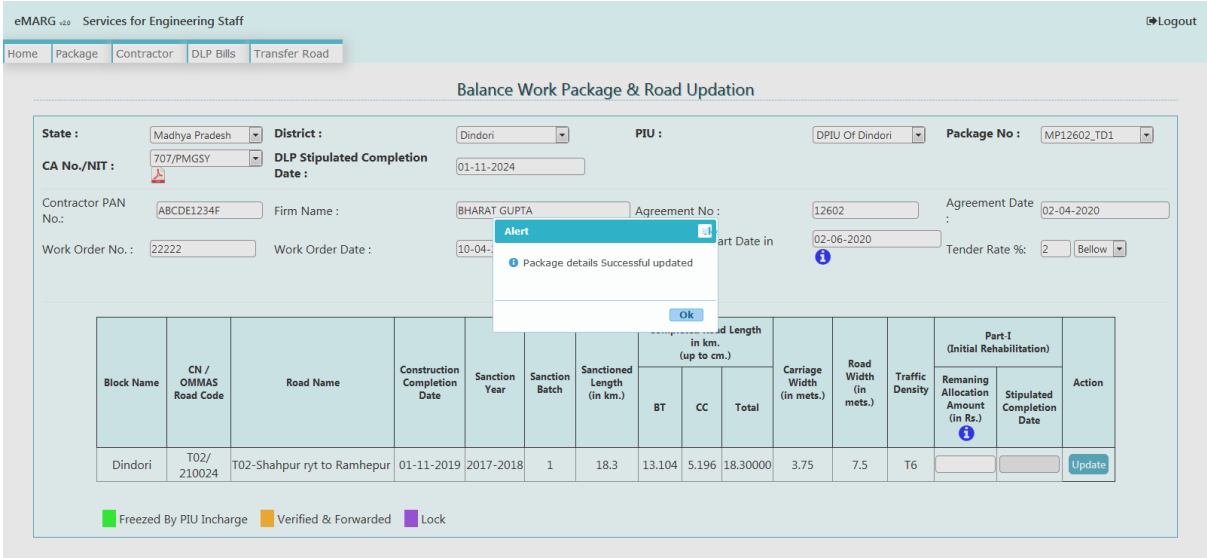


Figure: Successfully update

Update road details:

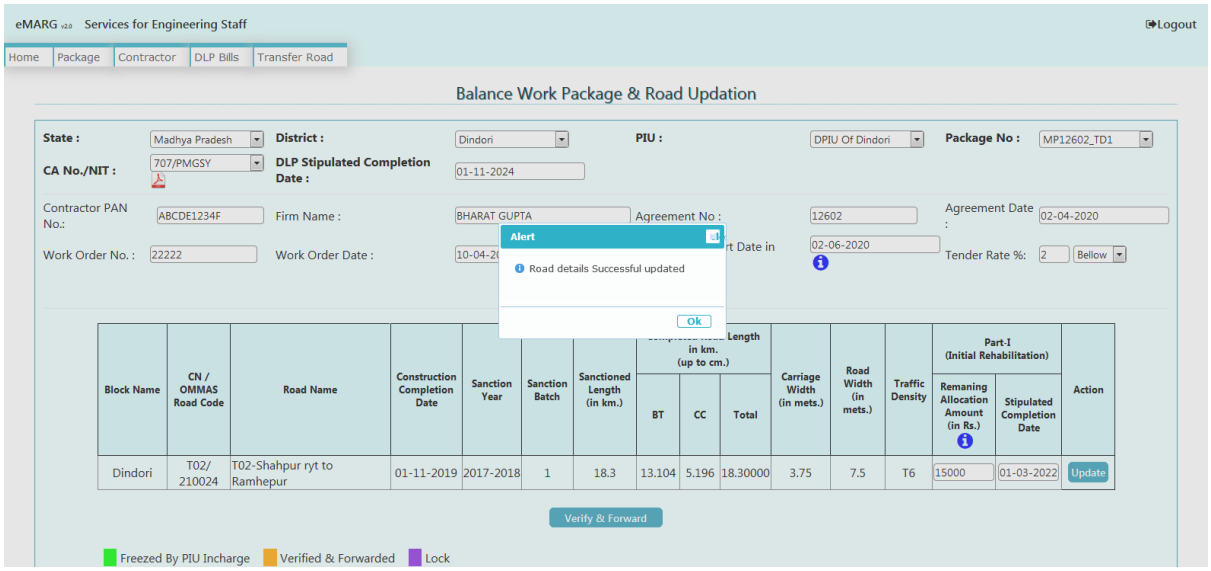


Figure: Road details updation.

Note: Only Registered Contractors (in eMARG) can be mapped with the Package.

After successful updation of Package Details and Road Details, **Verify & Forward** button is enabled. Click it to forward the package to PIU In charge.

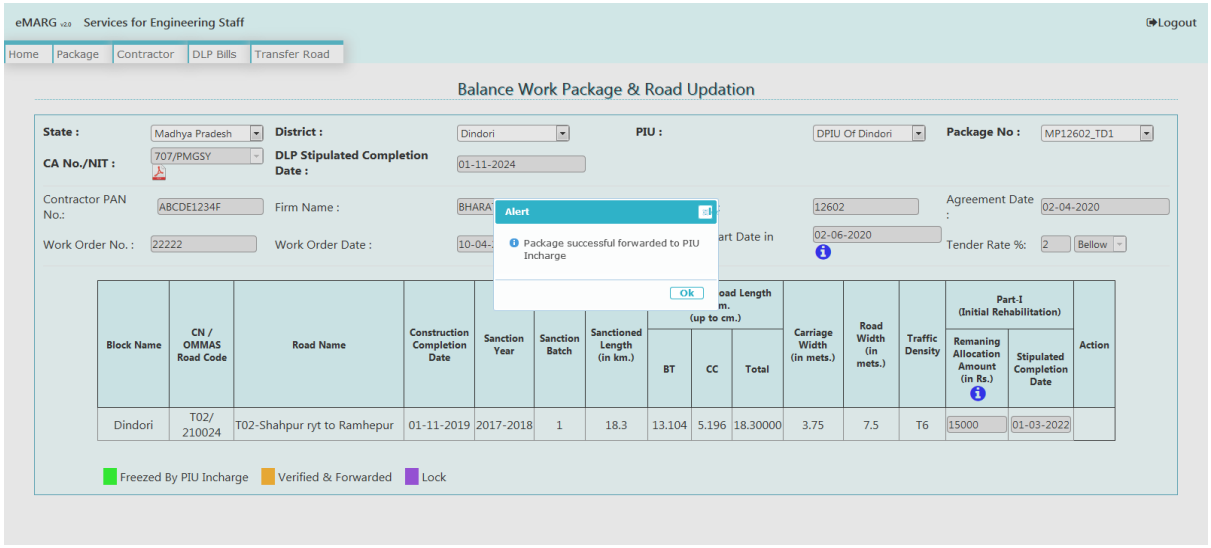


Figure: Verify and forward form.

4.18.4 Verification/Approval of Balance Work Package

PIU Incharge can access the forwarded package through Services for PIU Incharge->Package ->Balance Work Package Verification/Approval:

Click on return button:

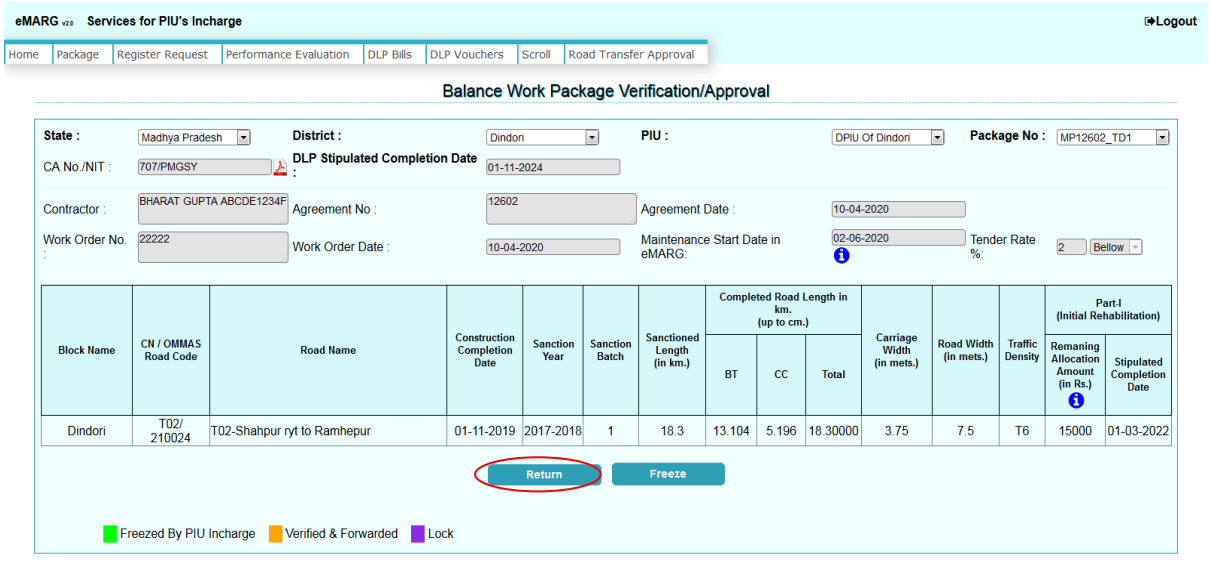


Figure: Package approval form.

Menu	Description
Freeze	Used for freeze the package in that case package being ready for locked.
Return	Used for return the package , Now this package will return to services to engineering staff.

Note: If you click on Return, Package will be available to Engineering Staff for Updation.

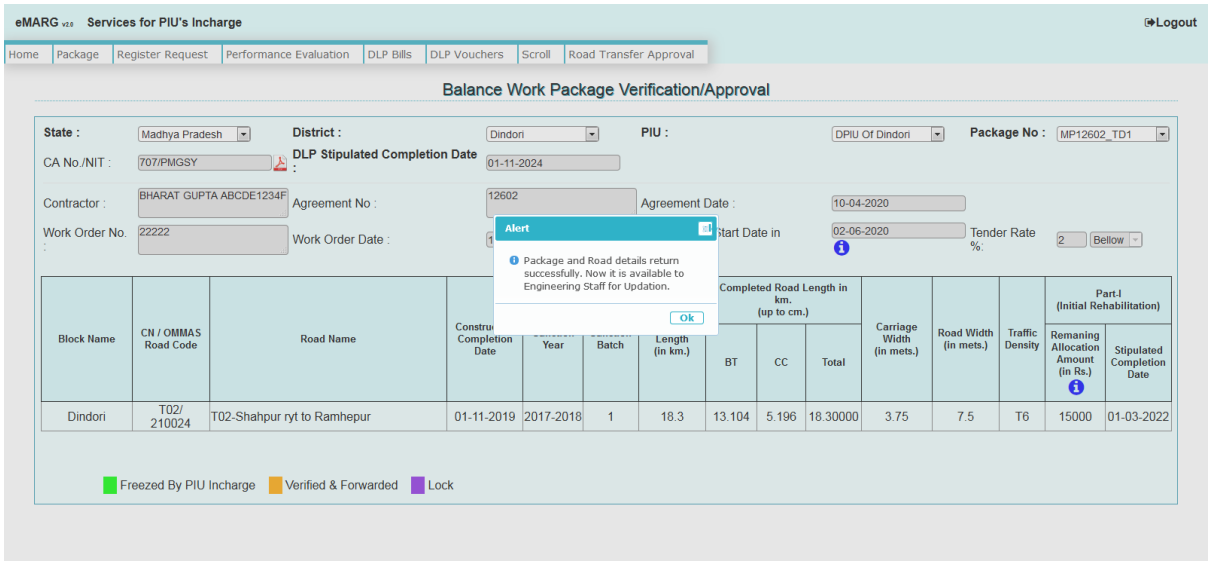


Figure: Successfully return to Eng. staff.

Click on Freeze button to freeze the package. After freezing Unfreeze and Lock buttons are enabled.

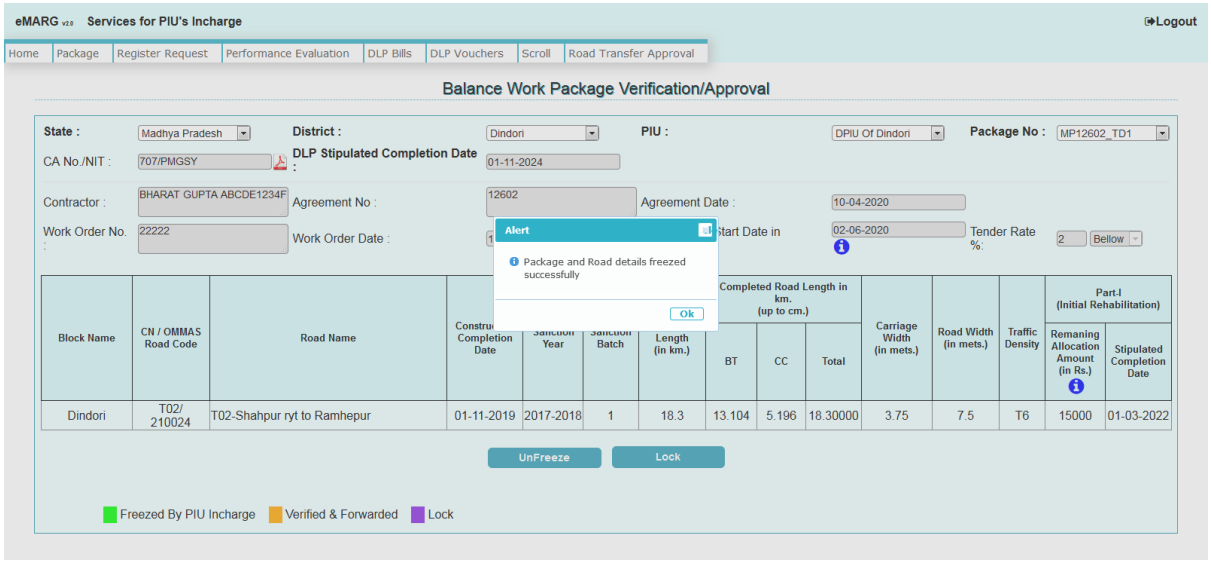


Figure: Package and road details freeze.

Note: If you Unfreeze, Package will be available again at Engineering Staff level for updation. If you Locked package, you will not be able to unfreeze the package.

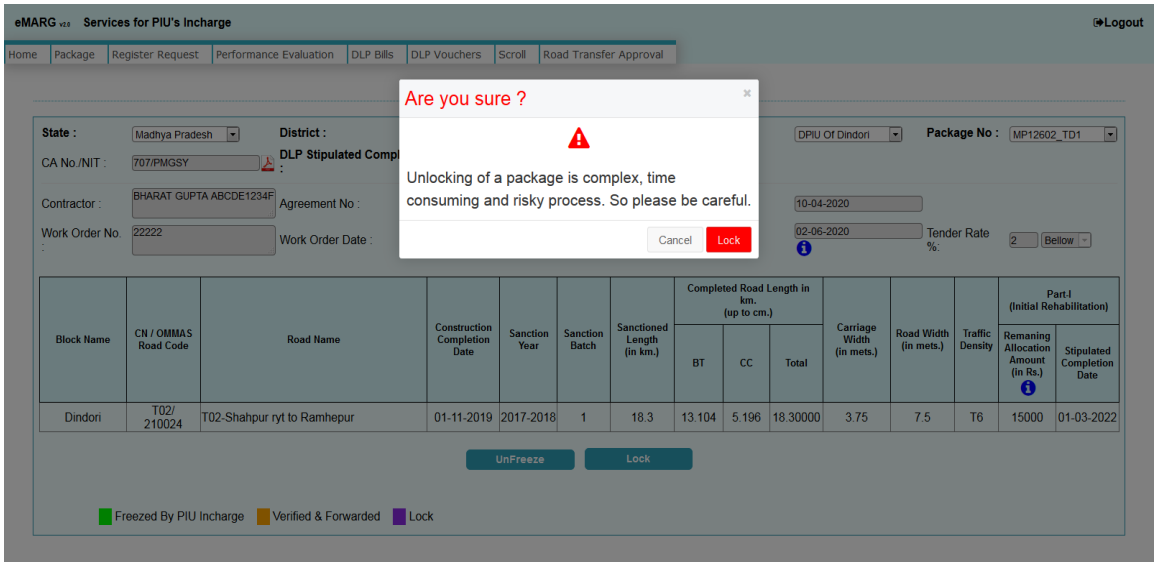


Figure: Package and road details freeze.

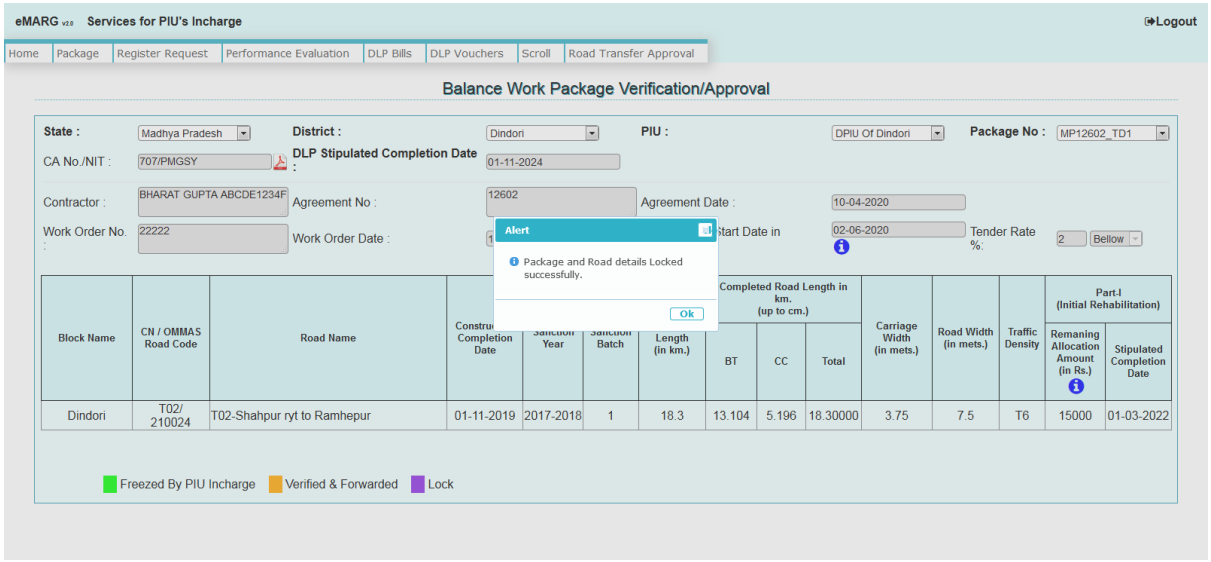


Figure: Package and road details locked.

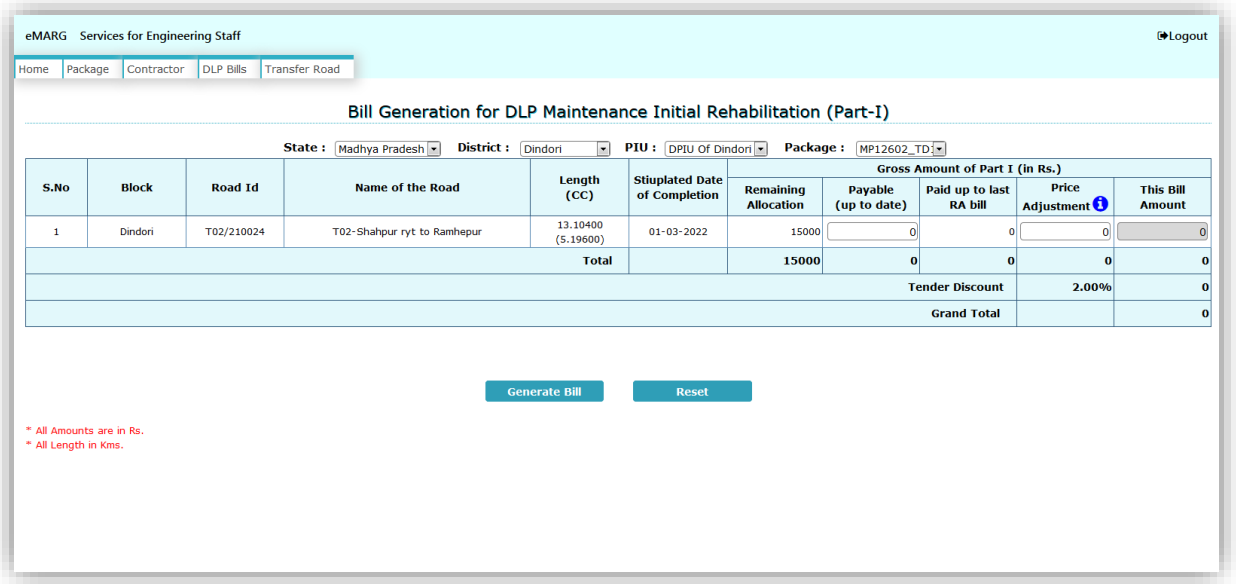
After Locking, Package will be available to Engineering staff for Part I (IR) bill submission and contractor for Part-II bill submission.

4.18.5 Generation and processing of Part-I (Initial Rehabilitation) Bills.

This has to be done by PIU engineering staff through Services of Engineering Staff>>DLP Bills>>Click on Initial Rehabilitation (Part I):

Figure: Bills generation for Part-I (IR).

Fill the details >> Click on Generate bill



S.No	Block	Road Id	Name of the Road	Length (CC)	Stiuplated Date of Completion	Gross Amount of Part I (in Rs.)				
						Remaining Allocation	Payable (up to date)	Paid up to last RA bill	Price Adjustment	This Bill Amount
1	Dindori	T02/210024	T02-Shahpur ryt to Ramhepur	13.10400 (5.19600)	01-03-2022	15000	0	0	0	0
				Total		15000	0	0	0	0
									Tender Discount	2.00% 0
									Grand Total	0

Figure: Bills generation for Part-I (IR).

Enter required details and click on Generate Bill button. An OTP will be sent on user's registered mobile number. Enter it and click on submit.

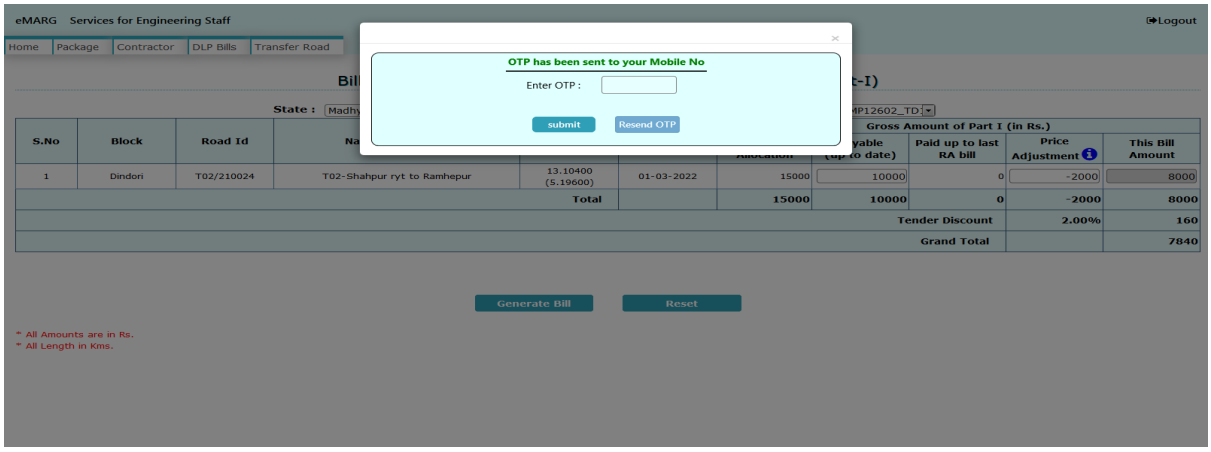


Figure: OTP is gone to reg. mobile no.

Bill will be forwarded to PIU in charge for approval.

PIU in charge can access this forwarded bill through Services of PIU In charge>>DLP Bills>>Initial Rehabilitation (Part I)

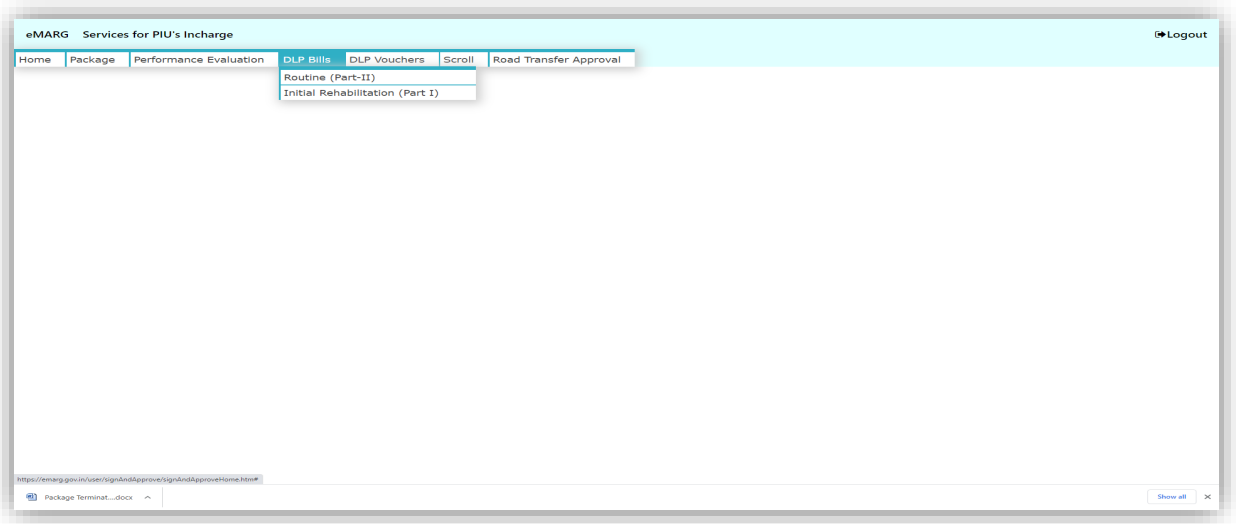


Figure: Bills forward screen

Click on Approve& forward to AO button.

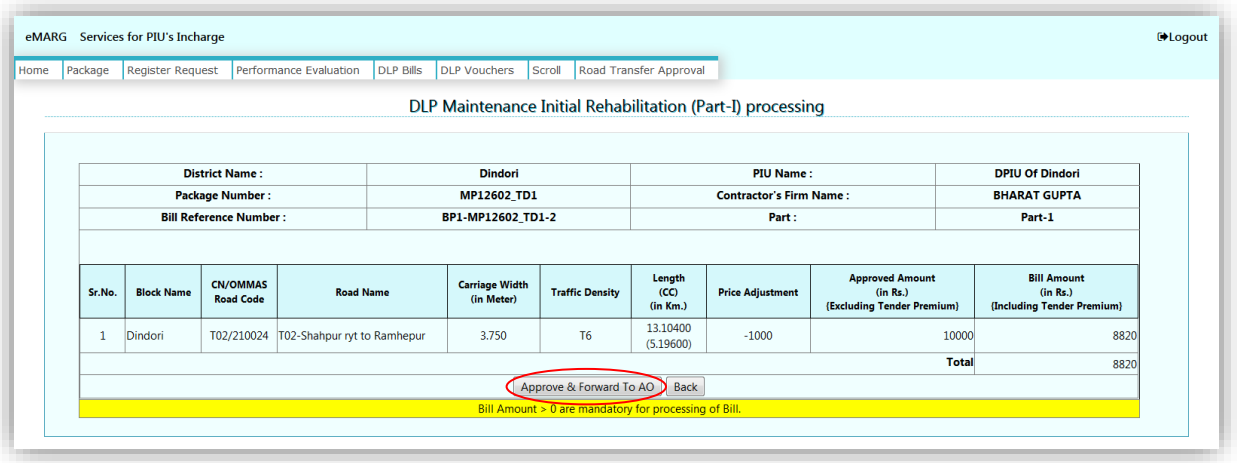


Figure: Bills forward screen

After verification, PIU In charge has to forward it to AO by clicking Approve & Forward to AO button.

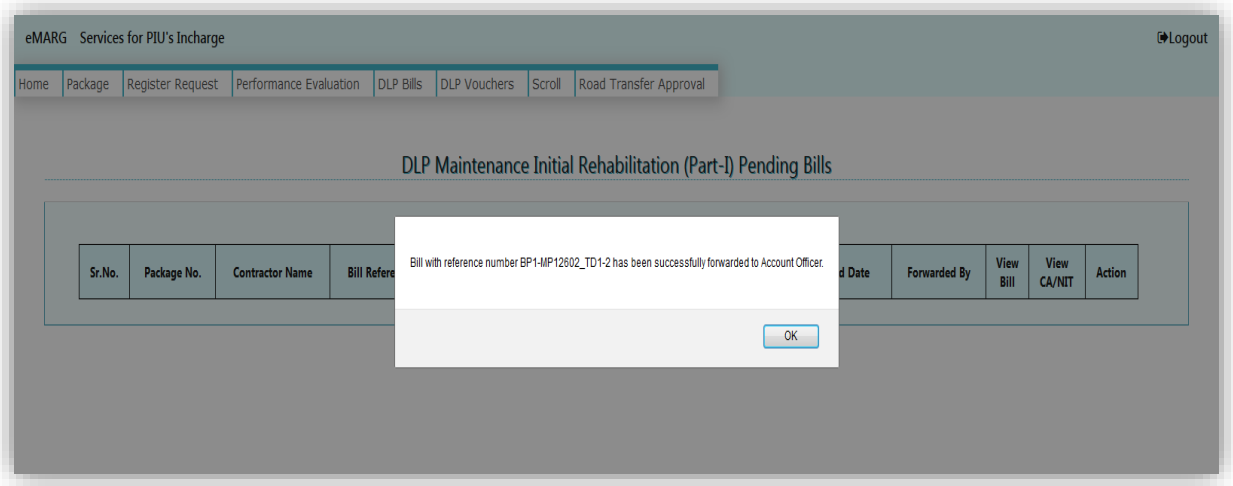


Figure: Successfully forward.

4.18.6 Voucher generation Initial Rehabitation Part-I (IR)

Now Account officer can access this bill through Services for account officer>>DLP vouchers>>Initial Rehabilitation>> Misc. Deduction/royalty as shown below:

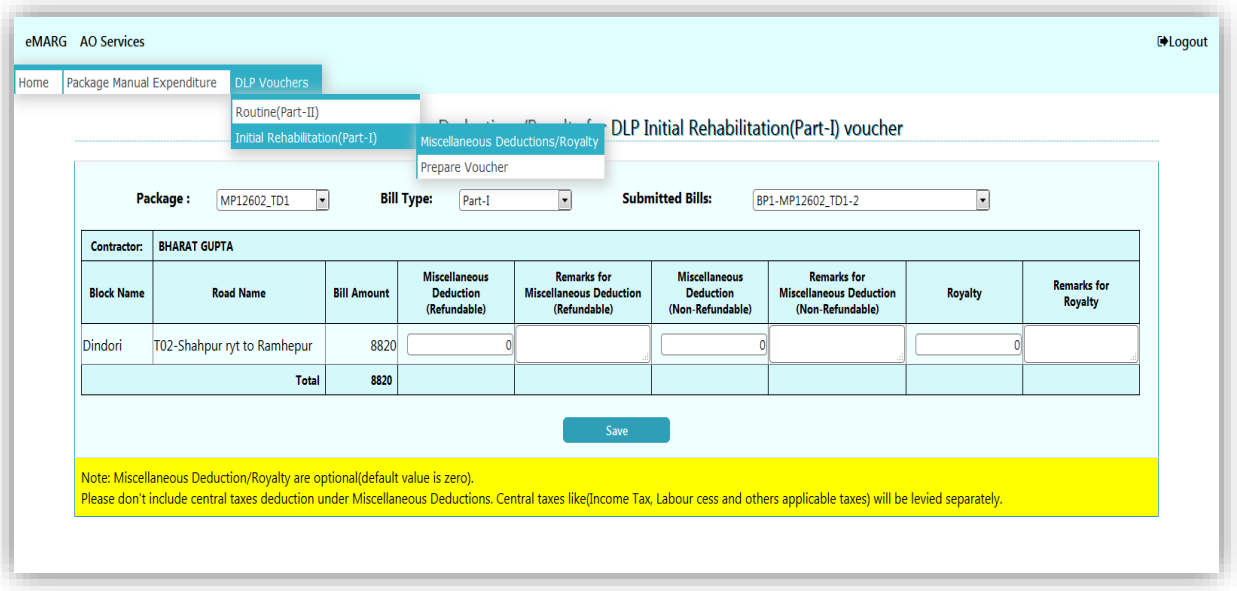


Figure: A.O services screen.

A.O has to enter Road-wise Misc. Deduction (Refundable/Non-refundable) and royalty and save it. Then through Prepare Voucher option AO can proceed for preparation of voucher as shown below.

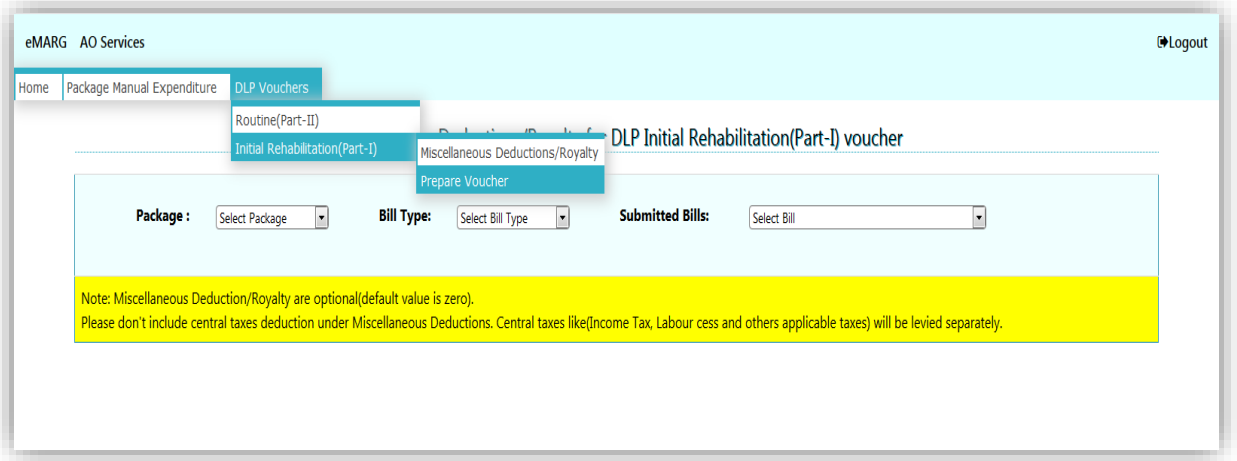


Figure: Voucher prepare screen.

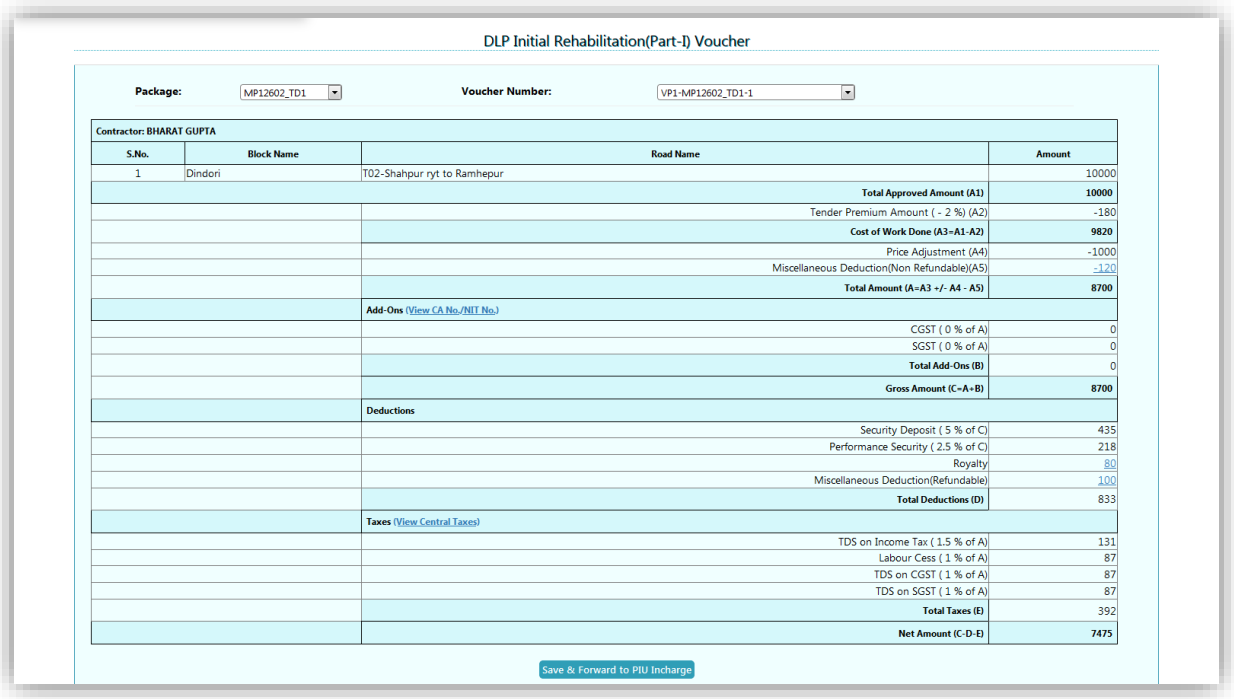


Figure: save & forward to PIU.

Prepared voucher will be forwarded to PIU In charge for approval.

PIU In charge can access this voucher through Services of PIU In charge>> DLP vouchers>>Initial Rehabilitation (Part I) >> Approval and approve.

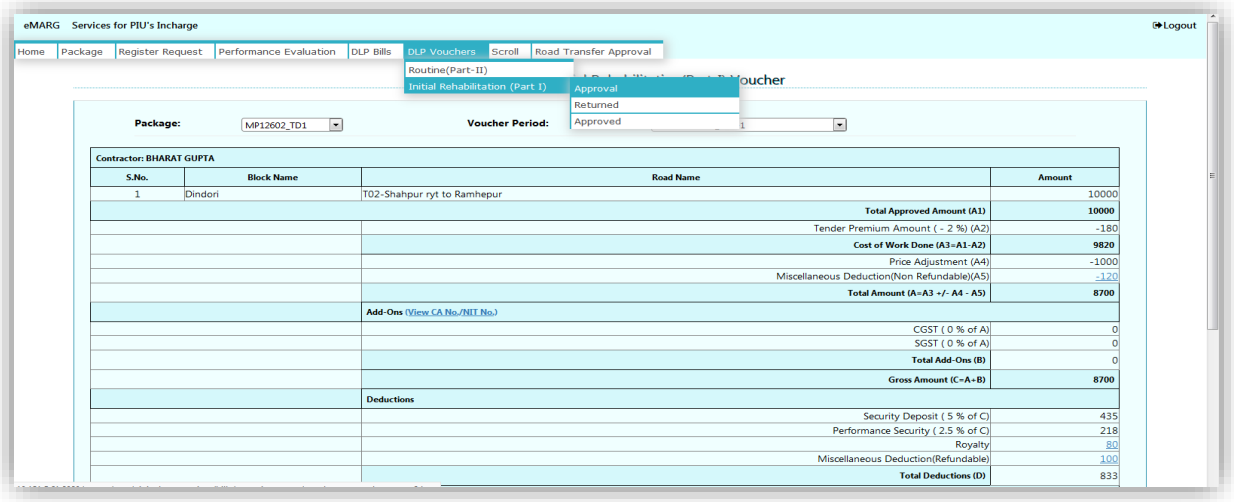


Figure: Voucher Approval screen by PIU.

After approval, further operations like scroll generation, signing & uploading will be same as of Routine Maintenance (Part II) voucher.

4.19 Task Sheet:

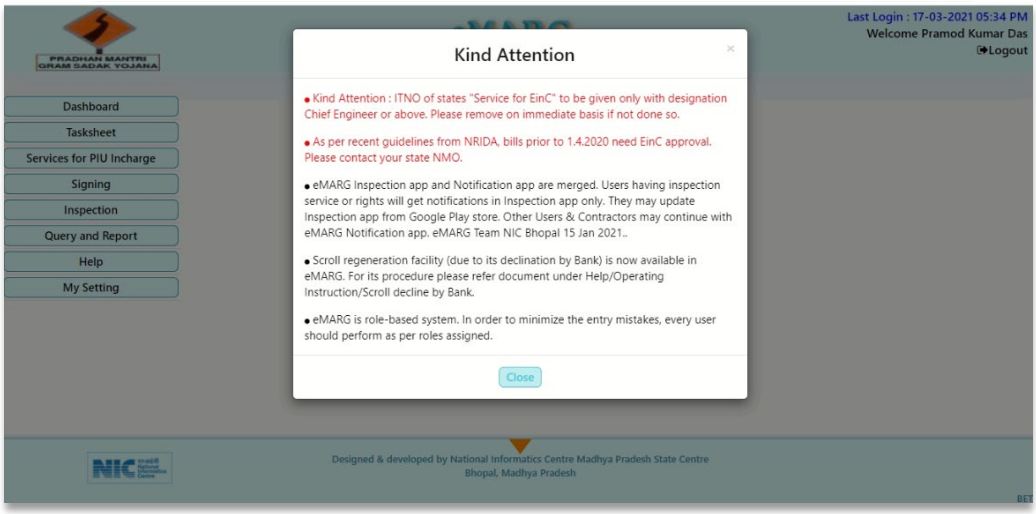
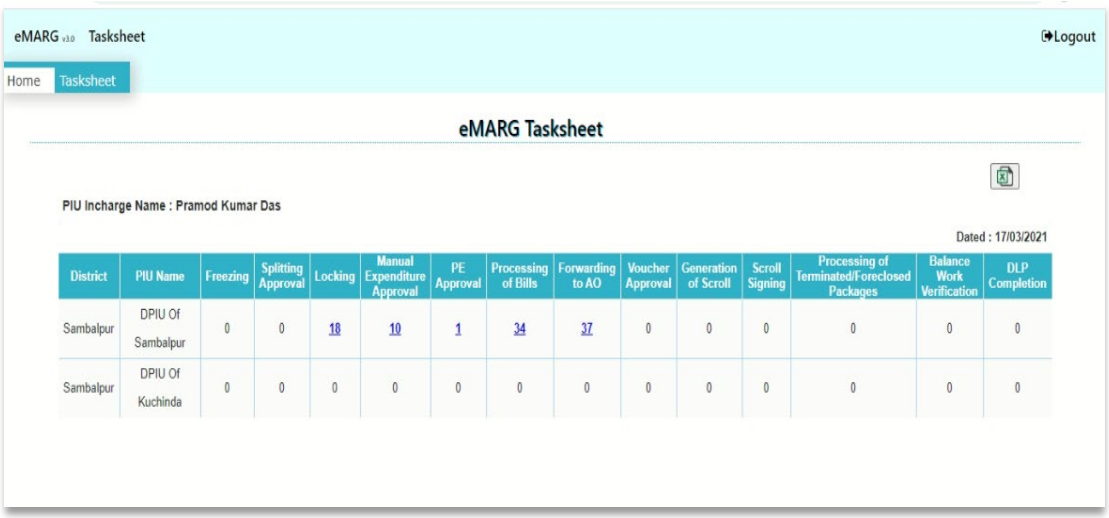


Figure: Login page of services of PIU

Login with PIU in eMARG>> Click on Task Sheet Menu >>Task sheet

This report is monitoring purpose for District level by PIU in charge.



District	PIU Name	Freezing	Splitting Approval	Locking	Manual Expenditure Approval	PE Approval	Processing of Bills	Forwarding to AO	Voucher Approval	Generation of Scroll	Scroll Signing	Processing of Terminated/Foreclosed Packages	Balance Work Verification	DLP Completion
Sambalpur	DPIU Of Sambalpur	0	0	18	10	1	34	37	0	0	0	0	0	0
Sambalpur	DPIU Of Kuchinda	0	0	0	0	0	0	0	0	0	0	0	0	0

Figure: eMARG Tasksheet

Click on number's for checking the pending packages in locking status

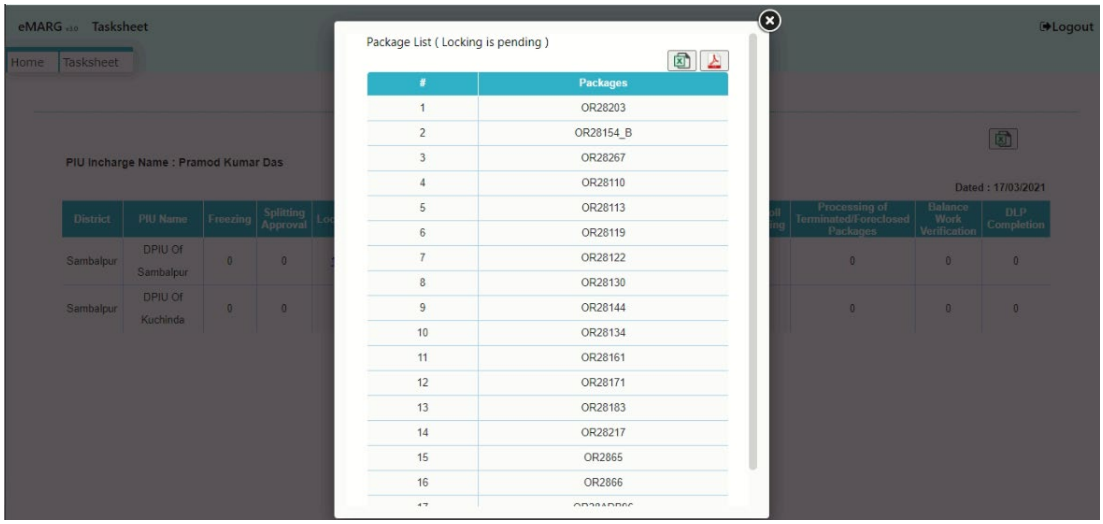
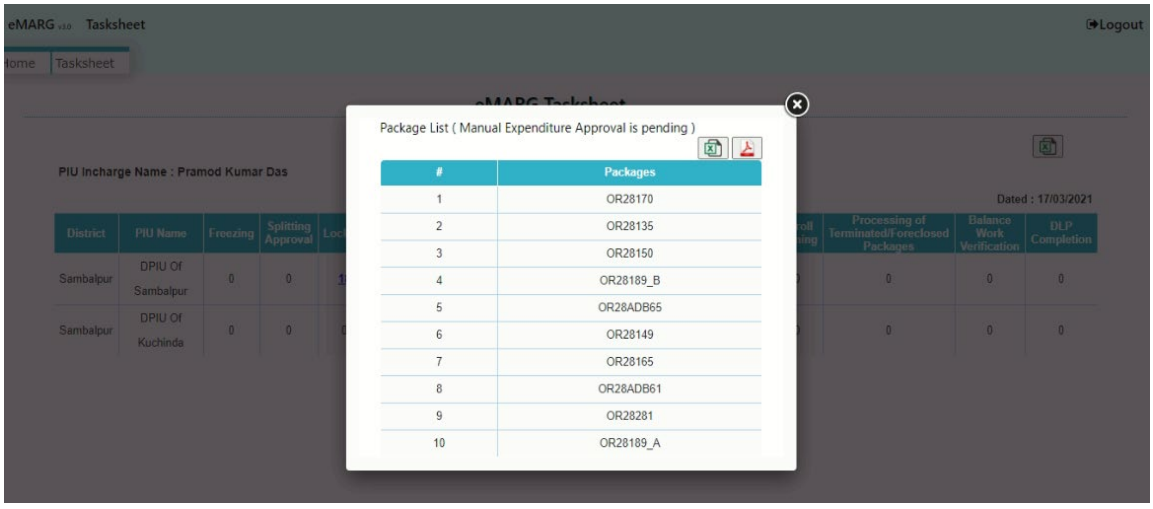


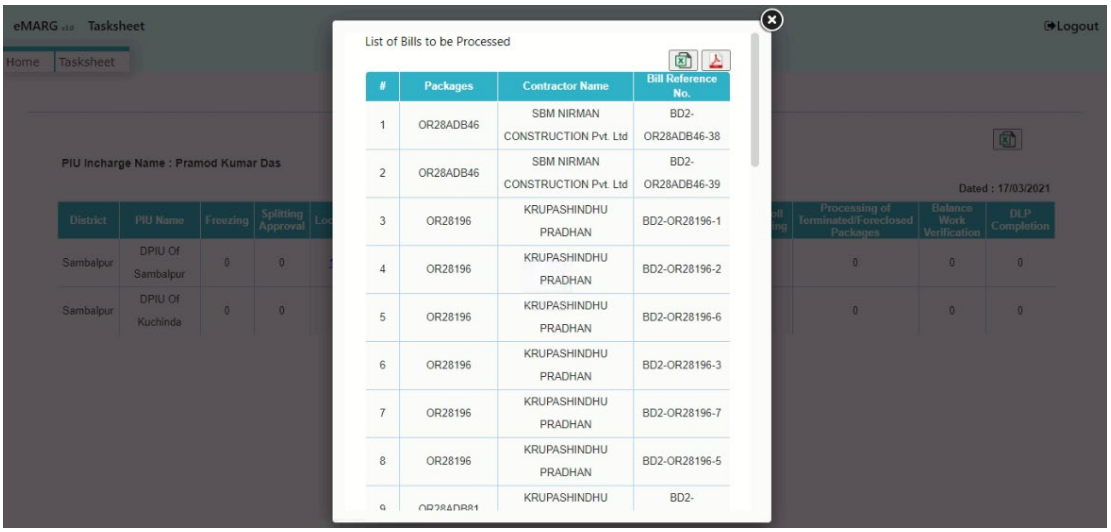
Figure: Pending packages locking status.

Click on number's for checking the pending packages in manual expenditure status

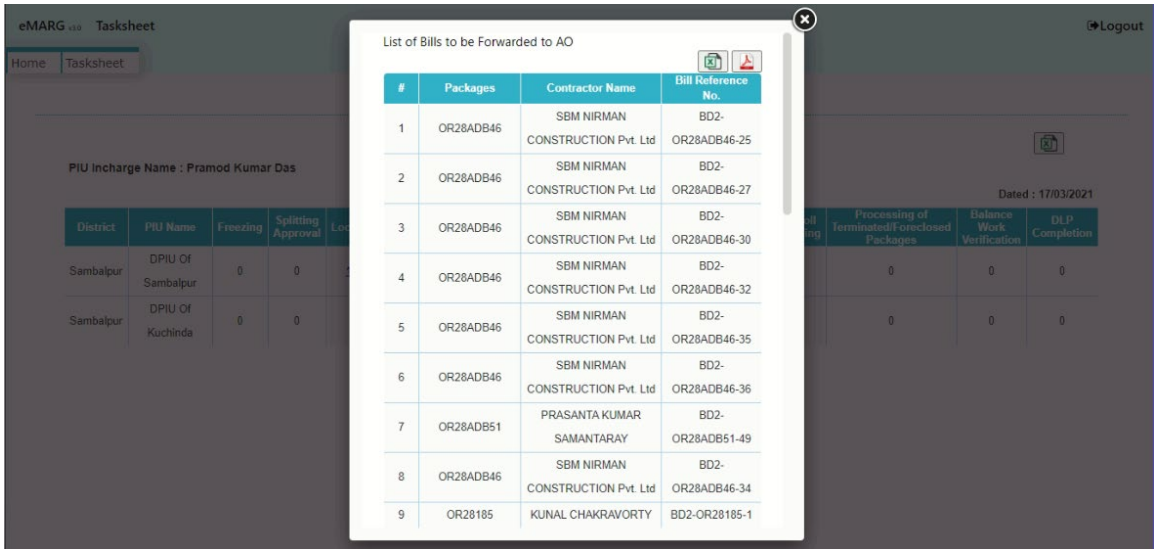


Click on number's for checking the pending packages in Performance evaluation status.

Click on number's for checking the pending packages list of Bills to be processed status.



Click on number's for checking the pending packages list of Bills to be Forwarded to AO status.



Other Numbers link are available for monitoring the pending report for exp. Voucher, generation of scroll and signing scroll etc.

4.20 Reversal/Unlock Request

Now onwards eMARG support service request for Package reversal/unlock has been changed please follow the steps:

(i) PIU in charge has to raise request from Services for PIU's in charge>>Package reversal/Unlock request.

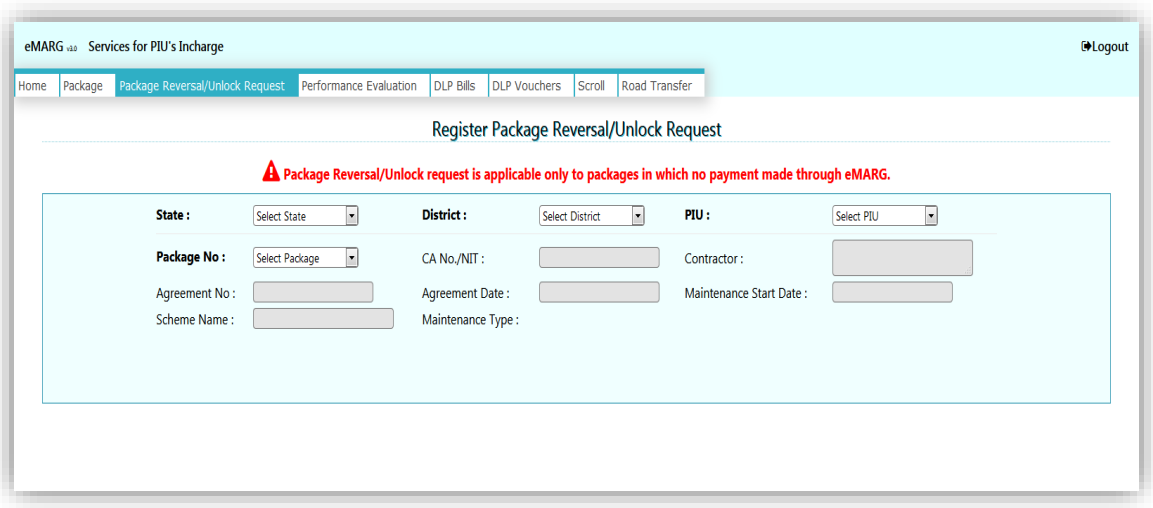
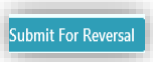


Figure: Reversal/Unlock Request

(ii) Select package and check **Latest reversal eligibility** >> **Eligible** will be shown in green colour below.

click on check box >> Then click on **Submit for Reversal** button 

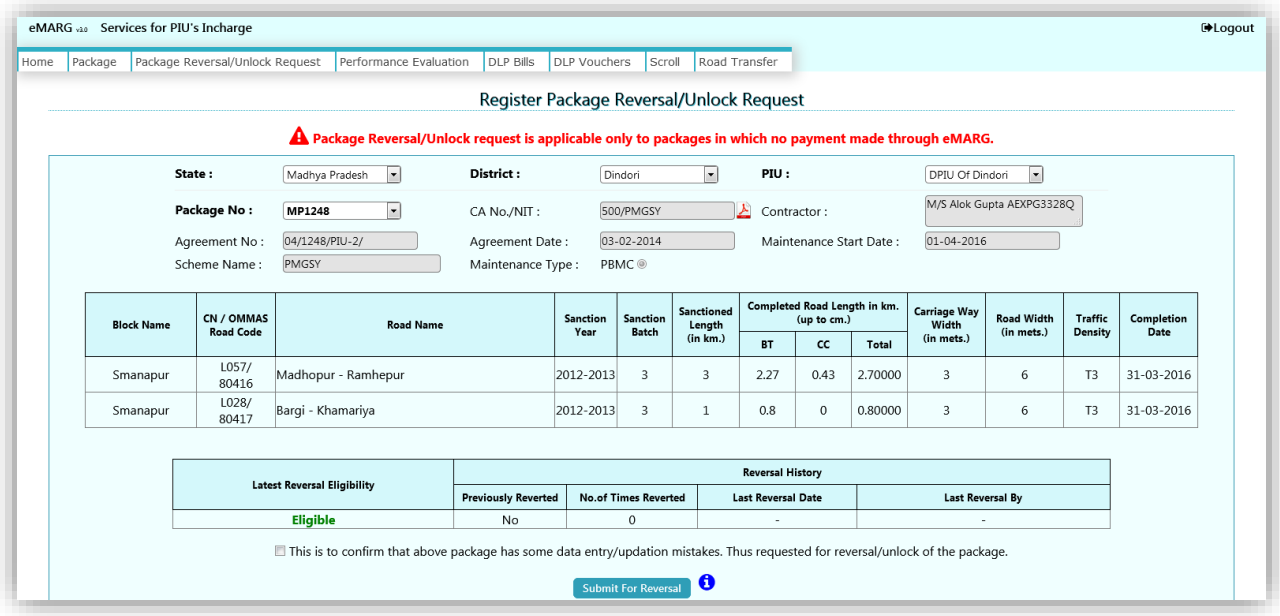


Figure: Only Eligible packages.

(iii) From NMO's login Coordination Service>>Package Reversal/Unlock may unlock the package.

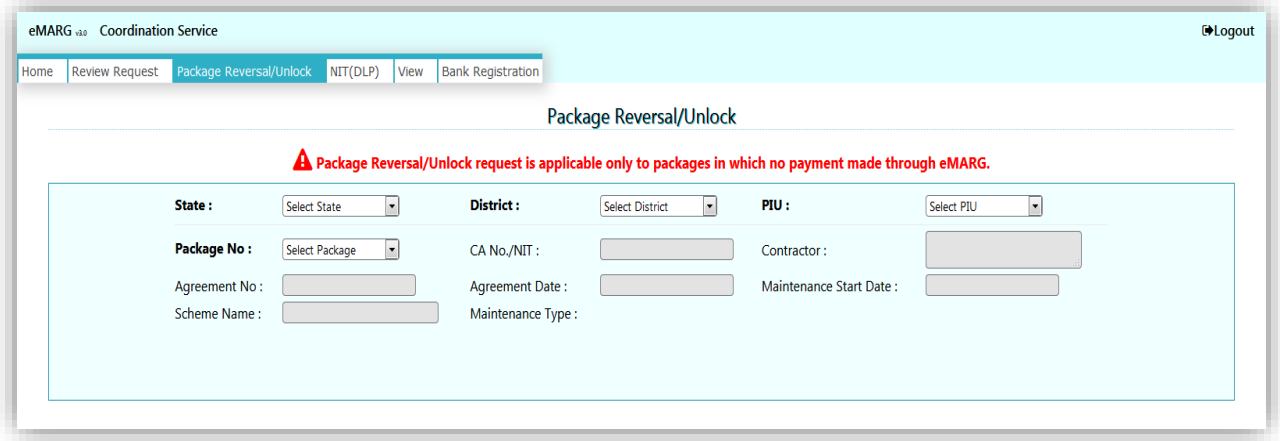


Figure: NMO Login page.

Select the package no. as requested by PIU in charge and click on >>process for reversal Process for Reversal button for unlocking.

In case received wrong request Dept. can return the request from NMO to PIU

click on >>Return to PIU Return to PIU button.

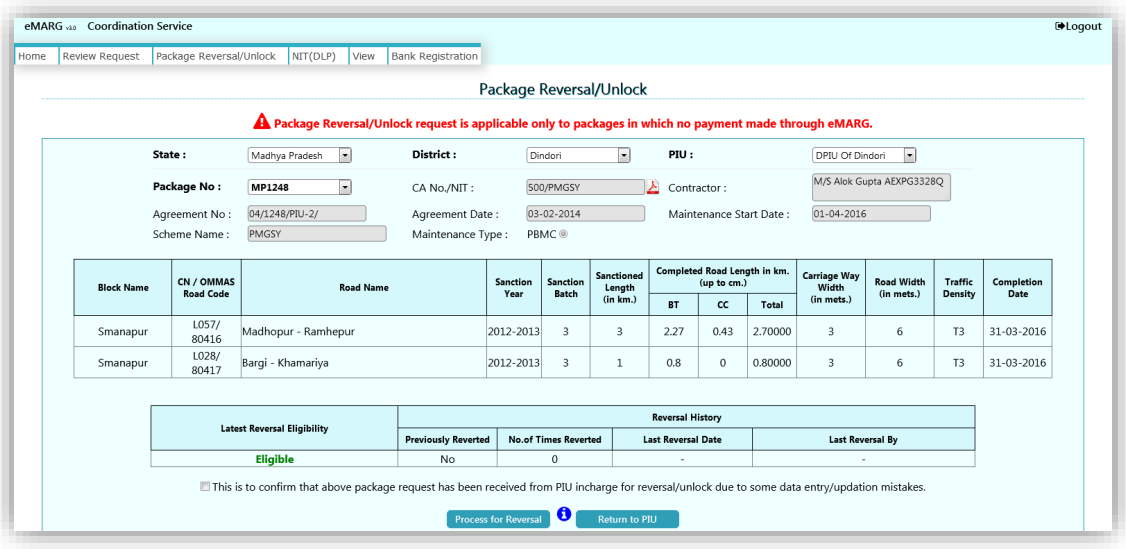


Figure: Process for reversal /return screen.

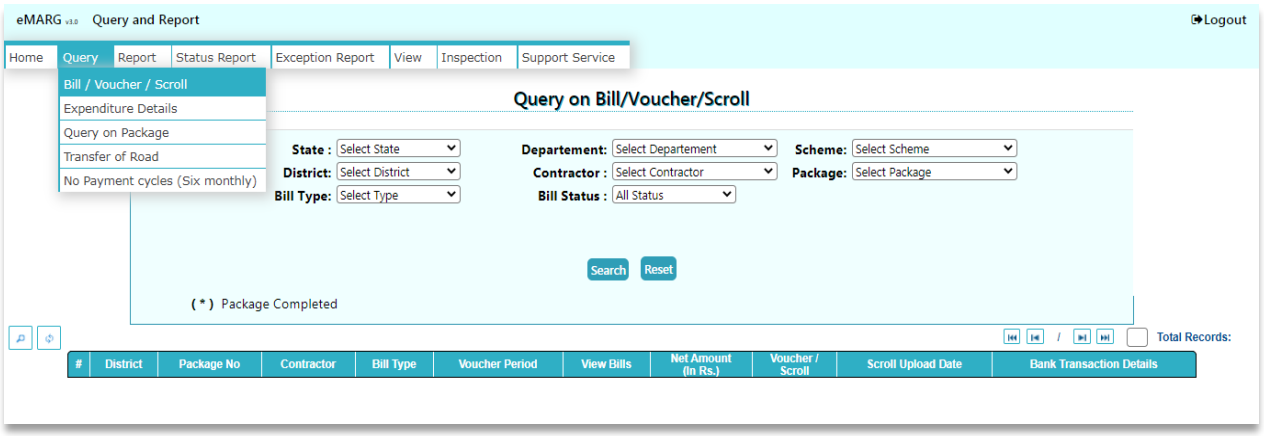
Annexure-C

Query and Report formats

1. Query Results (QR) obtained from various options available under Query menu of Query and Report module are listed below:

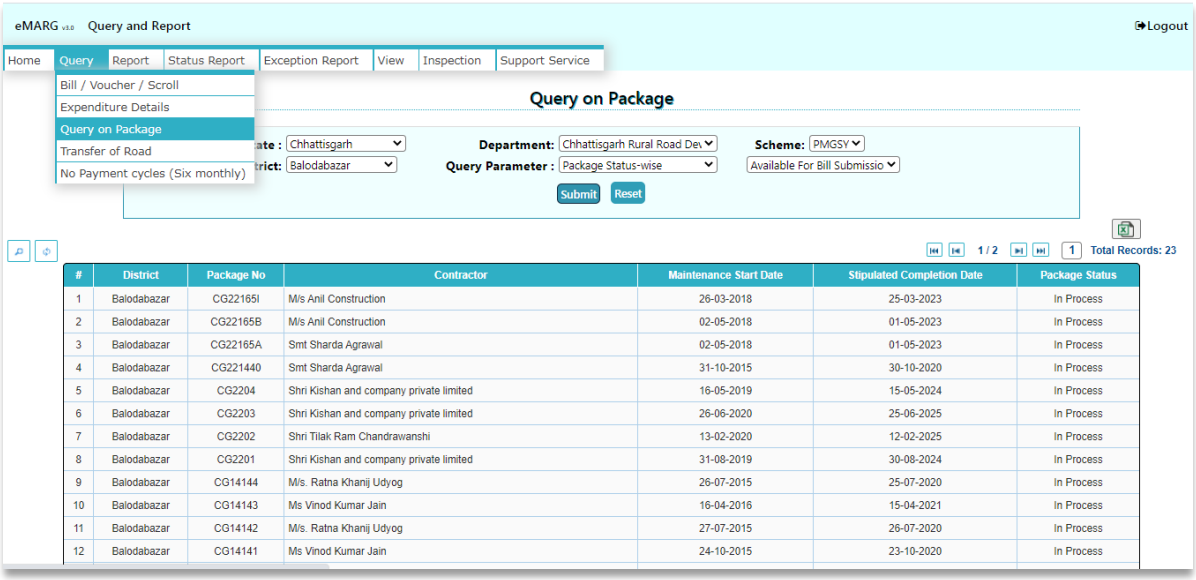
QR1. Query>>Bill/Voucher/Scroll>>Query by Parameters

User can check the status of bills, vouchers and scroll.



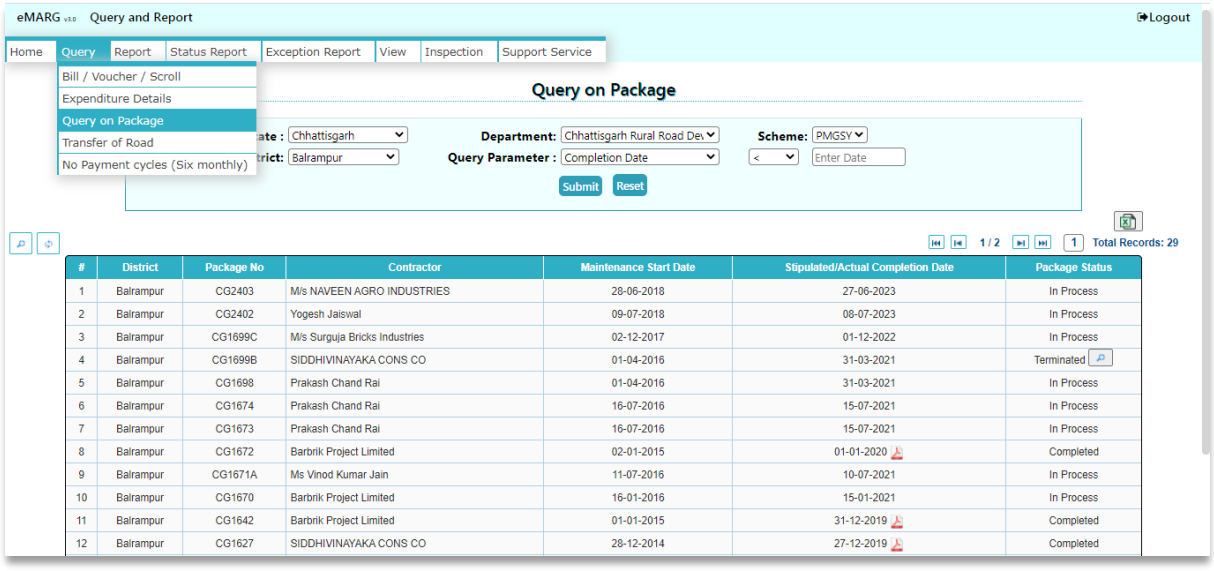
QR2. Query>>Query on Package>>Query by Parameters

Department can check the package status.



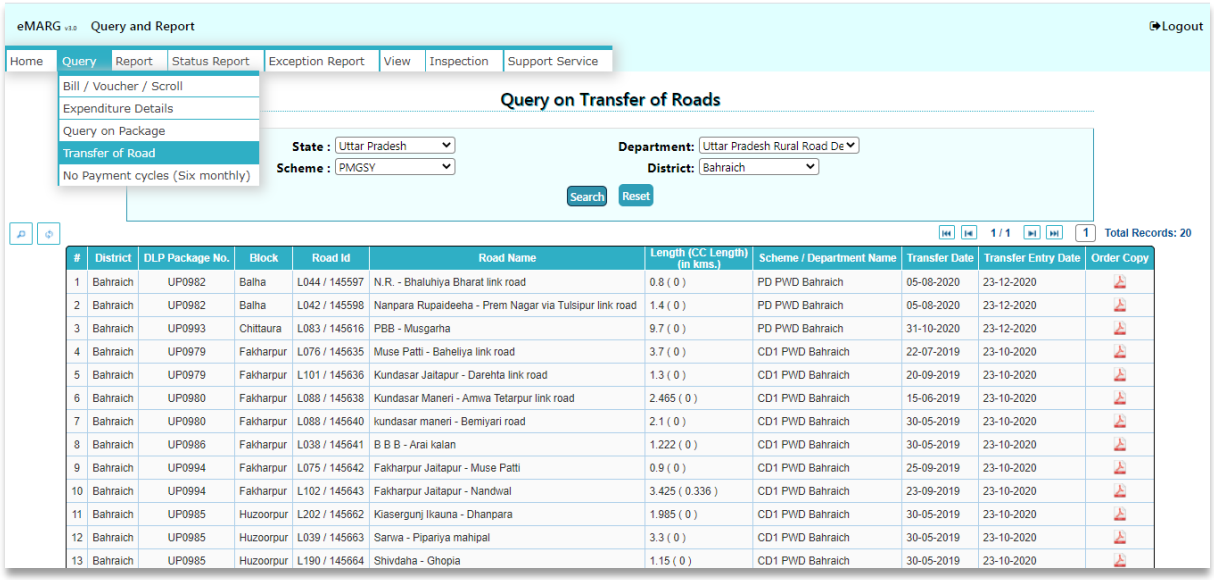
#	District	Package No	Contractor	Maintenance Start Date	Stipulated Completion Date	Package Status
1	Balodabazar	CG22165I	M/s Anil Construction	26-03-2018	25-03-2023	In Process
2	Balodabazar	CG22165B	M/s Anil Construction	02-05-2018	01-05-2023	In Process
3	Balodabazar	CG22165A	Smt Sharda Agrawal	02-05-2018	01-05-2023	In Process
4	Balodabazar	CG221440	Smt Sharda Agrawal	31-10-2015	30-10-2020	In Process
5	Balodabazar	CG2204	Shri Kishan and company private limited	16-05-2019	15-05-2024	In Process
6	Balodabazar	CG2203	Shri Kishan and company private limited	26-06-2020	25-06-2025	In Process
7	Balodabazar	CG2202	Shri Tilak Ram Chandrawanshi	13-02-2020	12-02-2025	In Process
8	Balodabazar	CG2201	Shri Kishan and company private limited	31-08-2019	30-08-2024	In Process
9	Balodabazar	CG14144	M/s. Ratna Khanij Udyog	26-07-2015	25-07-2020	In Process
10	Balodabazar	CG14143	Ms Vinod Kumar Jain	16-04-2016	15-04-2021	In Process
11	Balodabazar	CG14142	M/s. Ratna Khanij Udyog	27-07-2015	26-07-2020	In Process
12	Balodabazar	CG14141	Ms Vinod Kumar Jain	24-10-2015	23-10-2020	In Process

Department user can also check the status of completed and Termination packages.



#	District	Package No	Contractor	Maintenance Start Date	Stipulated/Actual Completion Date	Package Status
1	Balrampur	CG2403	M/s NAVEEN AGRO INDUSTRIES	28-06-2018	27-06-2023	In Process
2	Balrampur	CG2402	Yogesh Jaiswal	09-07-2018	08-07-2023	In Process
3	Balrampur	CG1699C	M/s Surguja Bricks Industries	02-12-2017	01-12-2022	In Process
4	Balrampur	CG1699B	SIDDHIVINAYAKA CONS CO	01-04-2016	31-03-2021	Terminated
5	Balrampur	CG1698	Prakash Chand Rai	01-04-2016	31-03-2021	In Process
6	Balrampur	CG1674	Prakash Chand Rai	16-07-2016	15-07-2021	In Process
7	Balrampur	CG1673	Prakash Chand Rai	16-07-2016	15-07-2021	In Process
8	Balrampur	CG1672	Barbrik Project Limited	02-01-2015	01-01-2020	Completed
9	Balrampur	CG1671A	Ms Vinod Kumar Jain	11-07-2016	10-07-2021	In Process
10	Balrampur	CG1670	Barbrik Project Limited	16-01-2016	15-01-2021	In Process
11	Balrampur	CG1642	Barbrik Project Limited	01-01-2015	31-12-2019	Completed
12	Balrampur	CG1627	SIDDHIVINAYAKA CONS CO	28-12-2014	27-12-2019	Completed

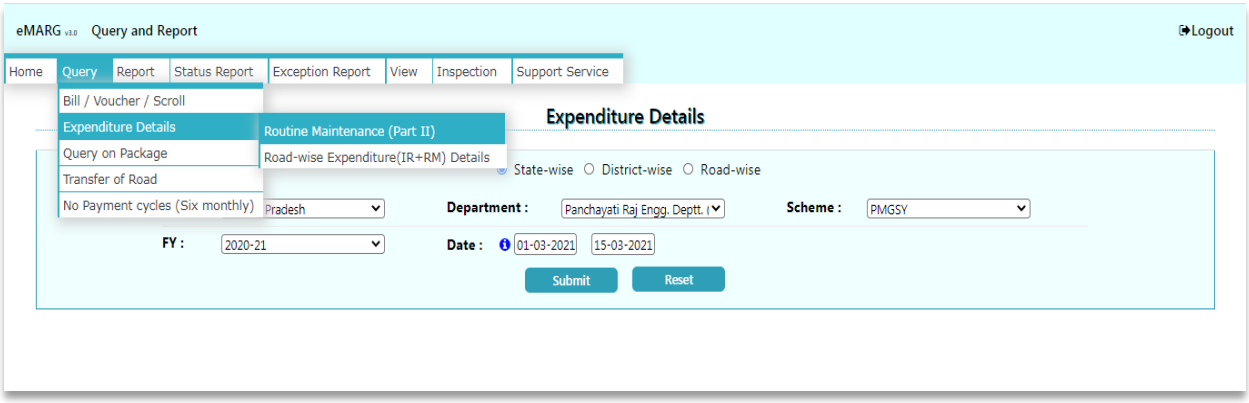
QR3. Query>>Transfer of road>>Query by Parameters (State-wise)



#	District	DLP Package No.	Block	Road Id	Road Name	Length (CC Length) (in Kms.)	Scheme / Department Name	Transfer Date	Transfer Entry Date	Order Copy
1	Bahraich	UP0982	Balha	L044 / 145597	N.R. - Bhaluhiya Bharat link road	0.8 (0)	PD PWD Bahraich	05-08-2020	23-12-2020	
2	Bahraich	UP0982	Balha	L042 / 145598	Nanpara Rupaideeha - Prem Nagar via Tulsipur link road	1.4 (0)	PD PWD Bahraich	05-08-2020	23-12-2020	
3	Bahraich	UP0993	Chittaura	L083 / 145616	PBB - Musgarha	9.7 (0)	PD PWD Bahraich	31-10-2020	23-12-2020	
4	Bahraich	UP0979	Fakharpur	L076 / 145635	Muse Patti - Baheliya link road	3.7 (0)	CD1 PWD Bahraich	22-07-2019	23-10-2020	
5	Bahraich	UP0979	Fakharpur	L101 / 145636	Kundasar Jaitapur - Darehta link road	1.3 (0)	CD1 PWD Bahraich	20-09-2019	23-10-2020	
6	Bahraich	UP0980	Fakharpur	L088 / 145638	Kundasar Maneri - Amwa Tetarpur link road	2.465 (0)	CD1 PWD Bahraich	15-06-2019	23-10-2020	
7	Bahraich	UP0980	Fakharpur	L088 / 145640	kundasar maneri - Bemiyari road	2.1 (0)	CD1 PWD Bahraich	30-05-2019	23-10-2020	
8	Bahraich	UP0986	Fakharpur	L038 / 145641	B B B - Arai kalan	1.222 (0)	CD1 PWD Bahraich	30-05-2019	23-10-2020	
9	Bahraich	UP0994	Fakharpur	L075 / 145642	Fakharpur Jaitapur - Muse Patti	0.9 (0)	CD1 PWD Bahraich	25-09-2019	23-10-2020	
10	Bahraich	UP0994	Fakharpur	L102 / 145643	Fakharpur Jaitapur - Nandwal	3.425 (0.336)	CD1 PWD Bahraich	23-09-2019	23-10-2020	
11	Bahraich	UP0985	Huzoorpur	L202 / 145662	Kiasergunj Ikauna - Dhanpara	1.985 (0)	CD1 PWD Bahraich	30-05-2019	23-10-2020	
12	Bahraich	UP0985	Huzoorpur	L039 / 145663	Sarwa - Pipariya mahipal	3.3 (0)	CD1 PWD Bahraich	30-05-2019	23-10-2020	
13	Bahraich	UP0985	Huzoorpur	L190 / 145664	Shivdaha - Ghopia	1.15 (0)	CD1 PWD Bahraich	30-05-2019	23-10-2020	

QR4. Query >> Expenditure Details >> Routine maintenance Part (II)

Expenditure details are available state, District and Road wise report. seen only dept. user.



eMARG

Panchayati Raj Engg. Deptt. (Andhra Pradesh)

State-wise Expenditure (PMGSY)

FY: 2020-2021

Dated : 16/03/2021

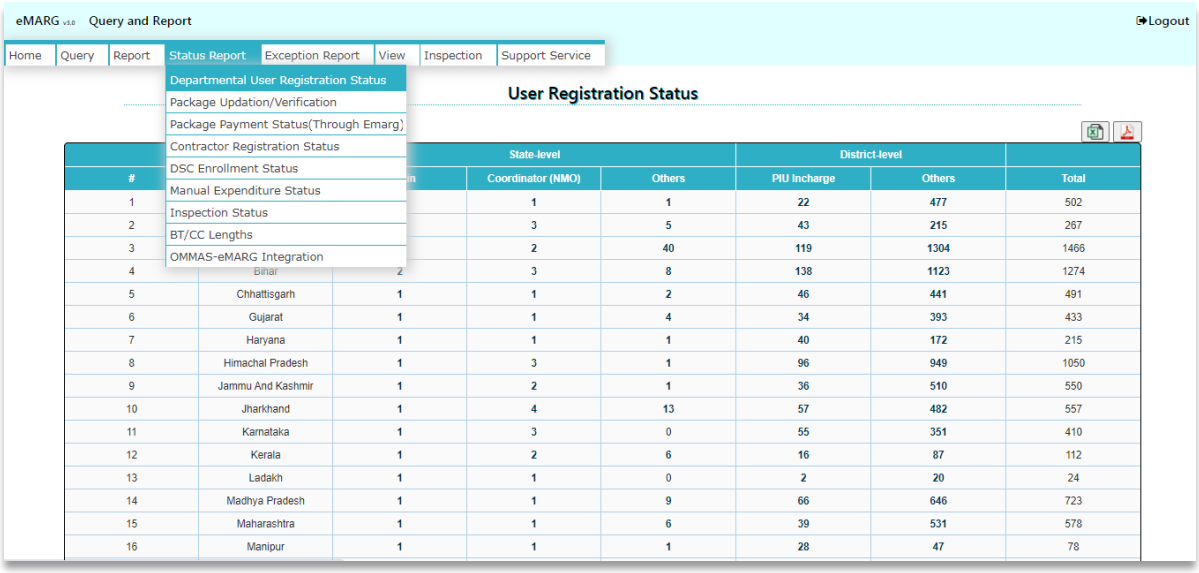
Date From: 2021-03-01

Date To: 2021-03-15

S. No	Department Name	Approved Amount	Misc. Add	Misc. Deductions		Add-Ons	Gross Amount	Central Taxes				Net Amount
				Refundable	Non-refundable			I. tax	L. cess	CGST	SGST	
State Name: Andhra Pradesh												
1	**Exp. Upto Last Financial Year**	3523266	4838	397895	0	388284	3916388	56967	35281	35281	35281	3355683
	Panchayati Raj Engg. Deptt. (Andhra Pradesh)	4423611	6273	563520	0	392712	4822596	54768	44299	44299	44299	4071411
	Total	**7946877**	**11111**	**961415**	**0**	**780996**	**8738984**	**111735**	**79580**	**79580**	**79580**	**7427094**
	Grand Total	**7,946,877**	**11,111**	**961,415**	**0**	**780,996**	**8,738,984**	**111,735**	**79,580**	**79,580**	**79,580**	**7,427,094**

Note:
1) All amounts in rupees
2) Add-Ons include (SGST/CGST)
3) It include expenditure through eMARG only

QR5. Status Report>>Departmental User Registration Status>>Query by Parameters (State-Wise)

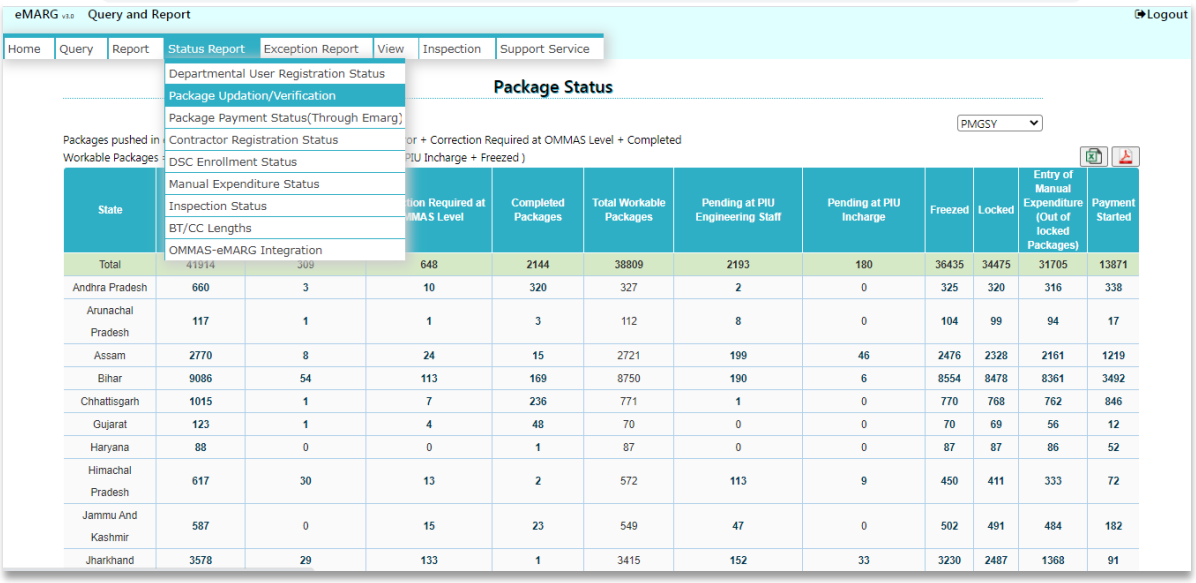


#			State-level		District-level		
			Coordinator (NMO)	Others	PIU Incharge	Others	Total
1			1	1	22	477	502
2			3	5	43	215	267
3			2	40	119	1304	1466
4	Bihar	2	3	8	138	1123	1274
5	Chhattisgarh	1	1	2	46	441	491
6	Gujarat	1	1	4	34	393	433
7	Haryana	1	1	1	40	172	215
8	Himachal Pradesh	1	3	1	96	949	1050
9	Jammu And Kashmir	1	2	1	36	510	550
10	Jharkhand	1	4	13	57	482	557
11	Karnataka	1	3	0	55	351	410
12	Kerala	1	2	6	16	87	112
13	Ladakh	1	1	0	2	20	24
14	Madhya Pradesh	1	1	9	66	646	723
15	Maharashtra	1	1	6	39	531	578
16	Manipur	1	1	1	28	47	78

Multiple level information is available while clicking on numbers in above report.

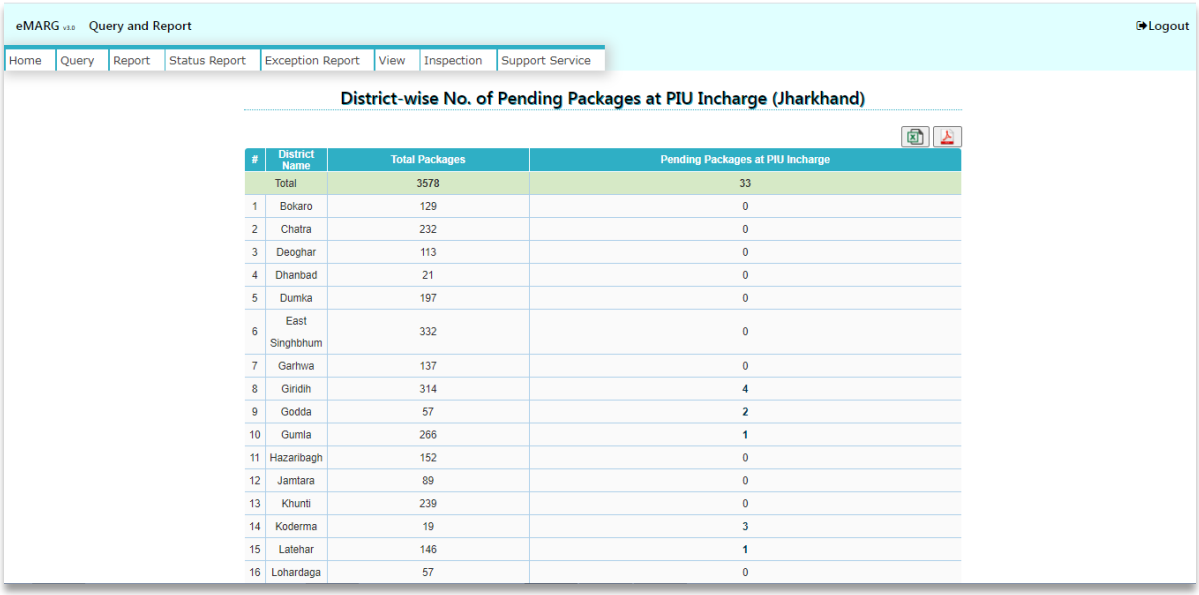
#	Name	Designation Level	Contact Number	Access Scope
1	Ammisetty Venkata Prasad	Superintending Engineer / Project Director / General Manager / Executive Engineer	9441191691	Kurnool
2	D L Sreenivasulu	Superintending Engineer / Project Director / General Manager / Executive Engineer	9493365553	Anantapur
3	G V Aruna Prasad	Superintending Engineer / Project Director / General Manager / Executive Engineer	8555921015	Nellore
4	G V V Satyanarayana	Superintending Engineer / Project Director / General Manager / Executive Engineer	9849133688	Srikakulam
5	Guduri Venkata Bhaskara Rama Rao	Superintending Engineer / Project Director / General Manager / Executive Engineer	8985230659	Srikakulam
6	Gurram Brahmaiah	Superintending Engineer / Project Director / General Manager / Executive Engineer	9912486002	Guntur
7	J Hare Rama Krishna	Superintending Engineer / Project Director / General Manager / Executive Engineer	8333908203	Cuddapah
8	K Chandra Sekhar Reddy	Superintending Engineer / Project Director / General Manager / Executive Engineer	9491202575	Chittoor
9	K M V Prasadarao	Superintending Engineer / Project Director / General Manager / Executive Engineer	9441729783	Srikakulam
10	K Srinivasulu	Superintending Engineer / Project Director / General Manager / Executive Engineer	8333908201	Cuddapah
11	M Ravanaiah	Superintending Engineer / Project Director /	9440493444	Chittoor

QR6. Status Report>>Package Updation/Verification>>Query by Parameters (State-Wise)



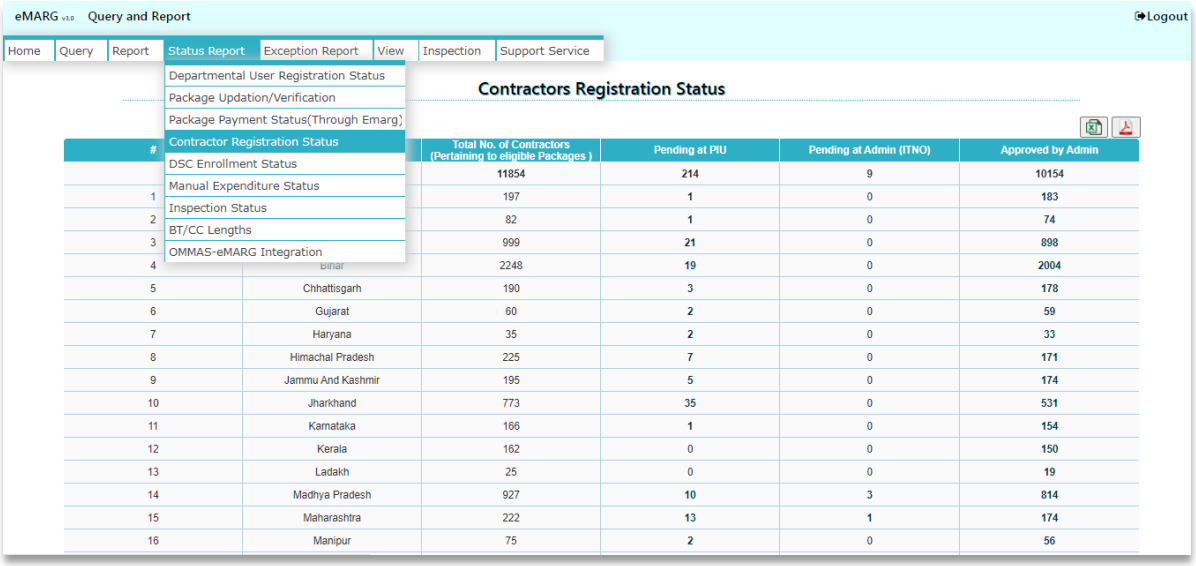
State			ion Required at MAS Level	Completed Packages	Total Workable Packages	Pending at PIU Engineering Staff	Pending at PIU Incharge	Freezed	Locked	Entry of Manual Expenditure (Out of locked Packages)	Payment Started
Total	41914	309	648	2144	38809	2193	180	36435	34475	31705	13871
Andhra Pradesh	660	3	10	320	327	2	0	325	320	316	338
Arunachal Pradesh	117	1	1	3	112	8	0	104	99	94	17
Assam	2770	8	24	15	2721	199	46	2476	2328	2161	1219
Bihar	9086	54	113	169	8750	190	6	8554	8478	8361	3492
Chhattisgarh	1015	1	7	236	771	1	0	770	768	762	846
Gujarat	123	1	4	48	70	0	0	70	69	56	12
Haryana	88	0	0	1	87	0	0	87	87	86	52
Himachal Pradesh	617	30	13	2	572	113	9	450	411	333	72
Jammu And Kashmir	587	0	15	23	549	47	0	502	491	484	182
Jharkhand	3578	29	133	1	3415	152	33	3230	2487	1368	91

Multiple level information available while clicking on numbers in above report.



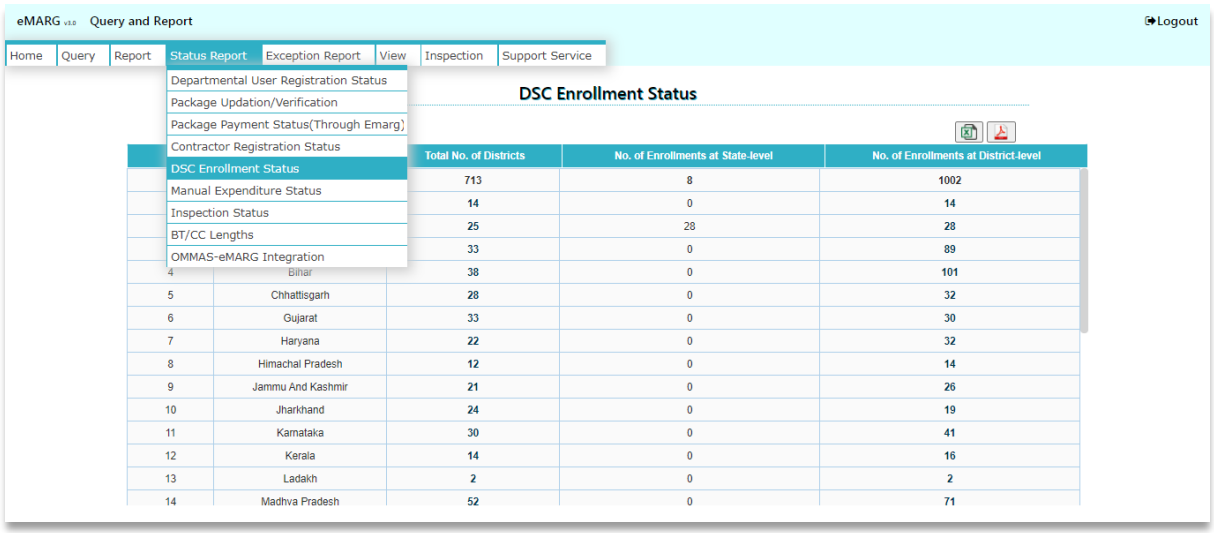
#	District Name	Total Packages	Pending Packages at PIU Incharge
	Total	3578	33
1	Bokaro	129	0
2	Chatra	232	0
3	Deoghar	113	0
4	Dhanbad	21	0
5	Dumka	197	0
6	East Singhbhum	332	0
7	Garhwa	137	0
8	Giridih	314	4
9	Godda	57	2
10	Gumla	266	1
11	Hazaribagh	152	0
12	Jamtara	89	0
13	Khunti	239	0
14	Koderma	19	3
15	Latehar	146	1
16	Lohardaga	57	0

QR7. Status Report>>Contractor Registration Status>>Query by Parameters (State-Wise).



#		Total No. of Contractors (Pertaining to eligible Packages)	Pending at PIU	Pending at Admin (ITNO)	Approved by Admin
		11854	214	9	10154
1		197	1	0	183
2		82	1	0	74
3		999	21	0	898
4	Bihar	2248	19	0	2004
5	Chhattisgarh	190	3	0	178
6	Gujarat	60	2	0	59
7	Haryana	35	2	0	33
8	Himachal Pradesh	225	7	0	171
9	Jammu And Kashmir	195	5	0	174
10	Jharkhand	773	35	0	531
11	Karnataka	166	1	0	154
12	Kerala	162	0	0	150
13	Ladakh	25	0	0	19
14	Madhya Pradesh	927	10	3	814
15	Maharashtra	222	13	1	174
16	Manipur	75	2	0	56

QR8. Status Report >>DSC Enrolment Status>>Query by Parameters (State-Wise)

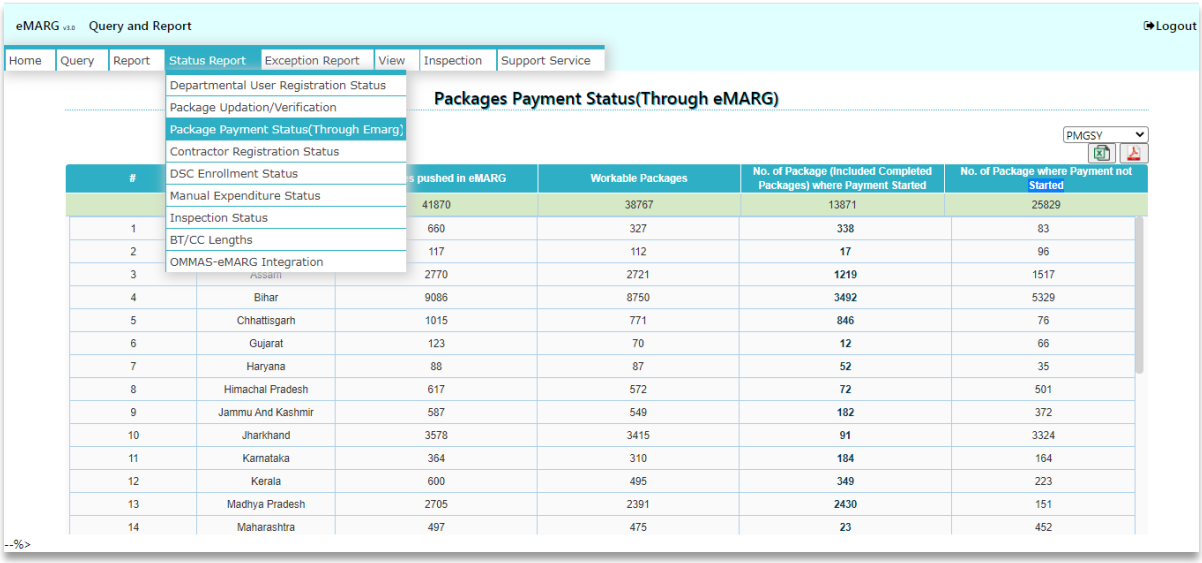


		Total No. of Districts	No. of Enrollments at State-level	No. of Enrollments at District-level
		713	8	1002
		14	0	14
		25	28	28
		33	0	89
4	Bihar	38	0	101
5	Chhattisgarh	28	0	32
6	Gujarat	33	0	30
7	Haryana	22	0	32
8	Himachal Pradesh	12	0	14
9	Jammu And Kashmir	21	0	26
10	Jharkhand	24	0	19
11	Karnataka	30	0	41
12	Kerala	14	0	16
13	Ladakh	2	0	2
14	Madhya Pradesh	52	0	71

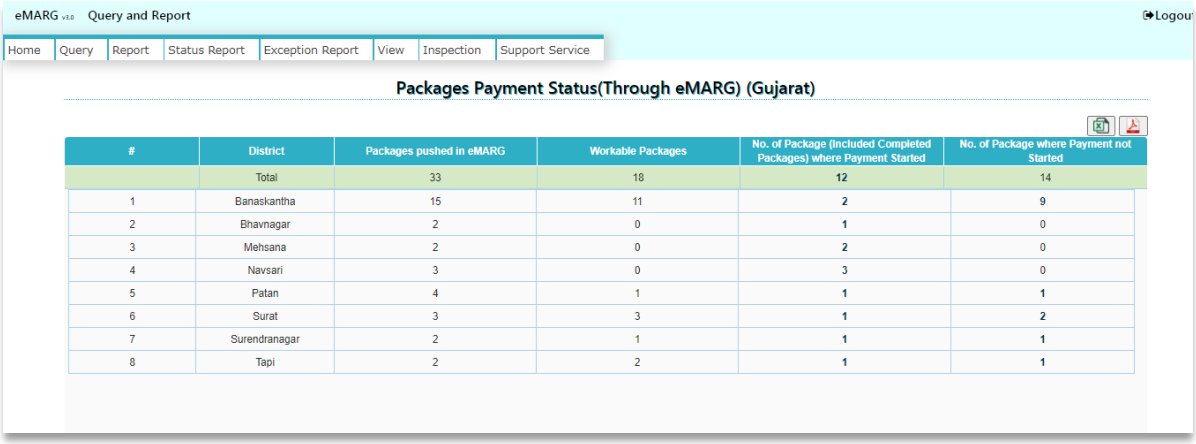
Above status may also download in excel and PDF formats using icons.

QR9. Status Report >> package Payment Status (through eMARG)

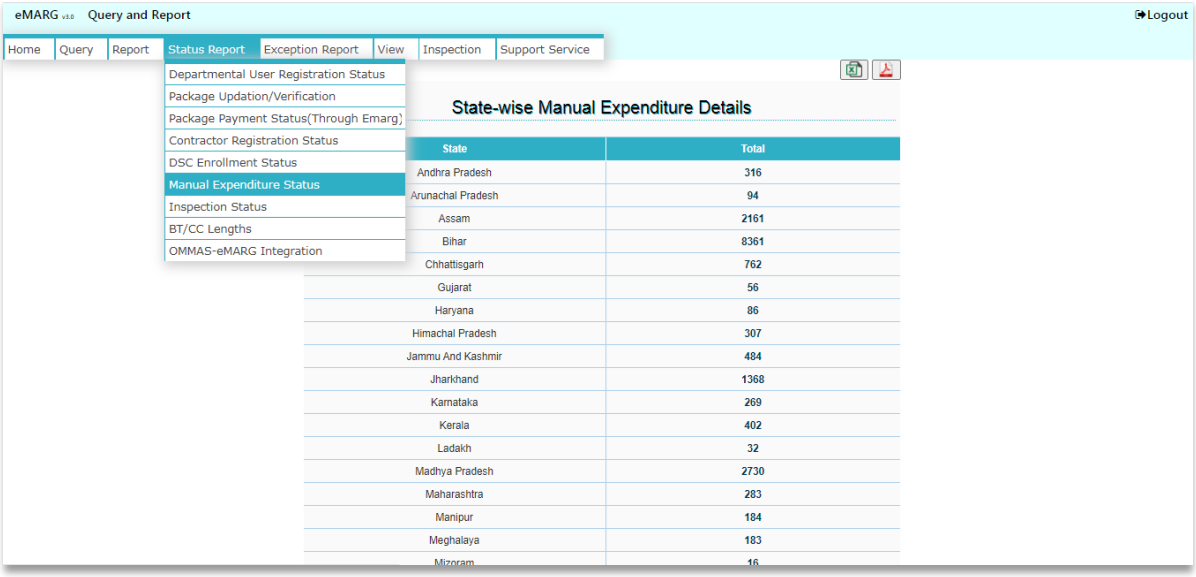
This facility is provided to department they may check the status where number of packages where payment has stated through eMARG.



You may click on numbers and check the payment status district wise.



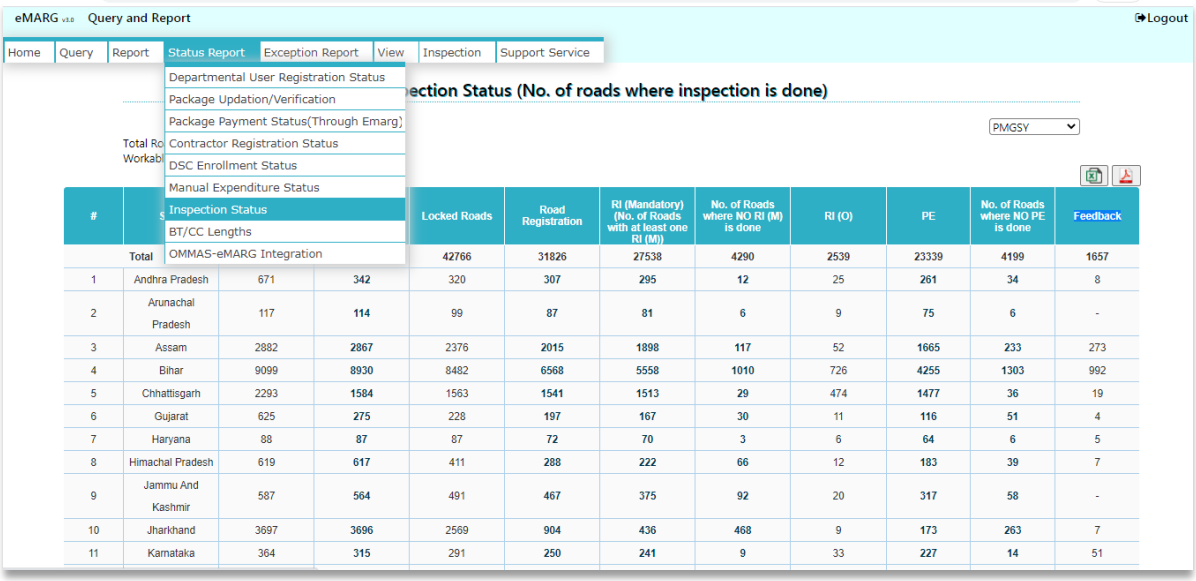
QR10. Status Report >>Manual Expenditure Status>>Query by Parameters (State-Wise)



QR11. Status Report >>Inspection Status

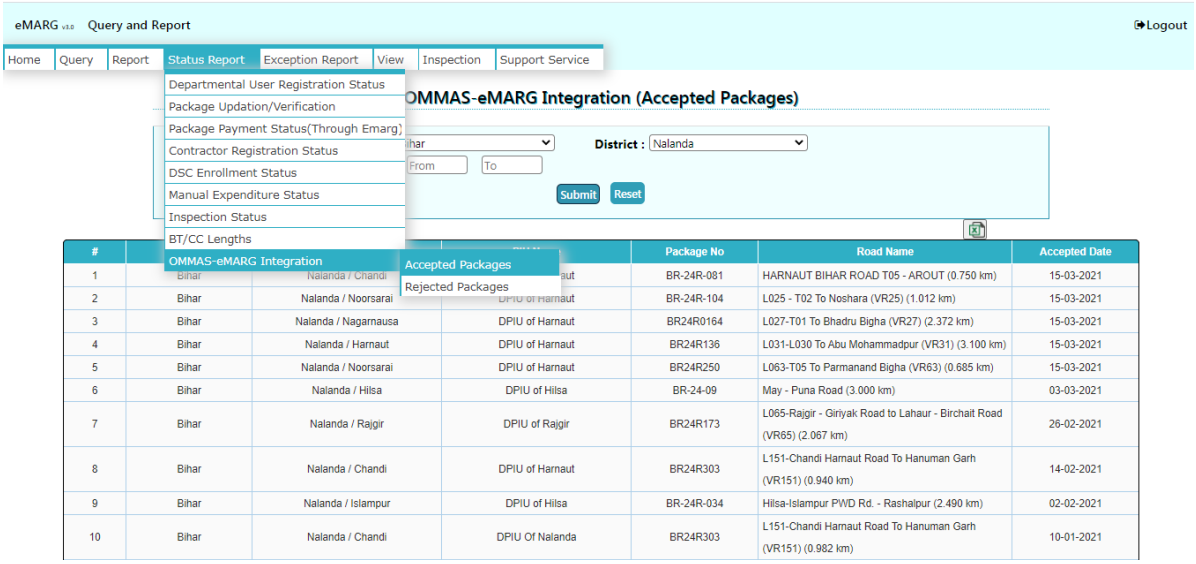
They can check the report of state wise total roads, workable roads, Road registration, RI - Mandatory (No. of roads where at least one inspection has done) etc.

And also check the status of feedback.



QR12. This facility is facilitated to the dept. they may check the package status those packages whose has been pushed to eMARG from OMMAS.

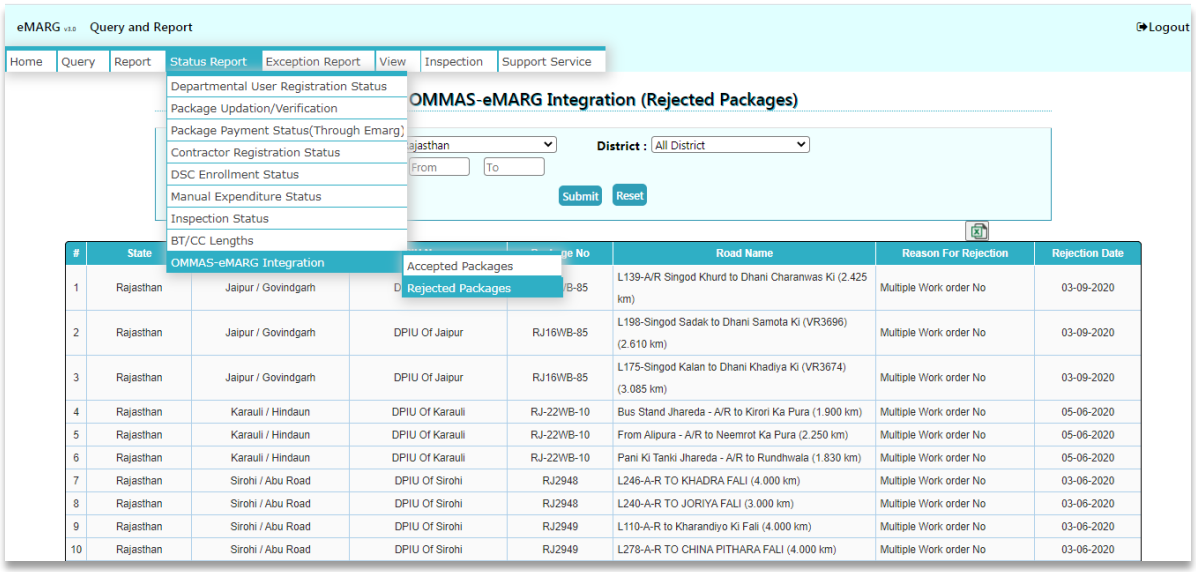
Status report >> OMMAS EMARG Integration >> Accepted packages



#				Package No	Road Name	Accepted Date
1	Bihar	Nalanda / Chandi		BR-24R-081	HARNAUT BIHAR ROAD T05 - AROUT (0.750 km)	15-03-2021
2	Bihar	Nalanda / Noorsarai		BR-24R-104	L025 - T02 To Noshara (VR25) (1.012 km)	15-03-2021
3	Bihar	Nalanda / Nagarnausa	DPIU of Harnaut	BR24R0164	L027-T01 To Bhadru Bigha (VR27) (2.372 km)	15-03-2021
4	Bihar	Nalanda / Harnaut	DPIU of Harnaut	BR24R136	L031-L030 To Abu Mohammadpur (VR31) (3.100 km)	15-03-2021
5	Bihar	Nalanda / Noorsarai	DPIU of Harnaut	BR24R250	L063-T05 To Parmanand Bigha (VR63) (0.685 km)	15-03-2021
6	Bihar	Nalanda / Hilsa	DPIU of Hilsa	BR-24-09	May - Puna Road (3.000 km)	03-03-2021
7	Bihar	Nalanda / Rajgir	DPIU of Rajgir	BR24R173	L065-Rajgir - Giriyak Road to Lahaur - Birchait Road (VR65) (2.067 km)	26-02-2021
8	Bihar	Nalanda / Chandi	DPIU of Harnaut	BR24R303	L151-Chandi Harnaut Road To Hanuman Garh (VR151) (0.940 km)	14-02-2021
9	Bihar	Nalanda / Islampur	DPIU of Hilsa	BR-24R-034	Hilsa-Islampur PWD Rd. - Rashalpur (2.490 km)	02-02-2021
10	Bihar	Nalanda / Chandi	DPIU Of Nalanda	BR24R303	L151-Chandi Harnaut Road To Hanuman Garh (VR151) (0.982 km)	10-01-2021

QR13. Status report >> OMMAS EMARG Integration >> Rejected packages

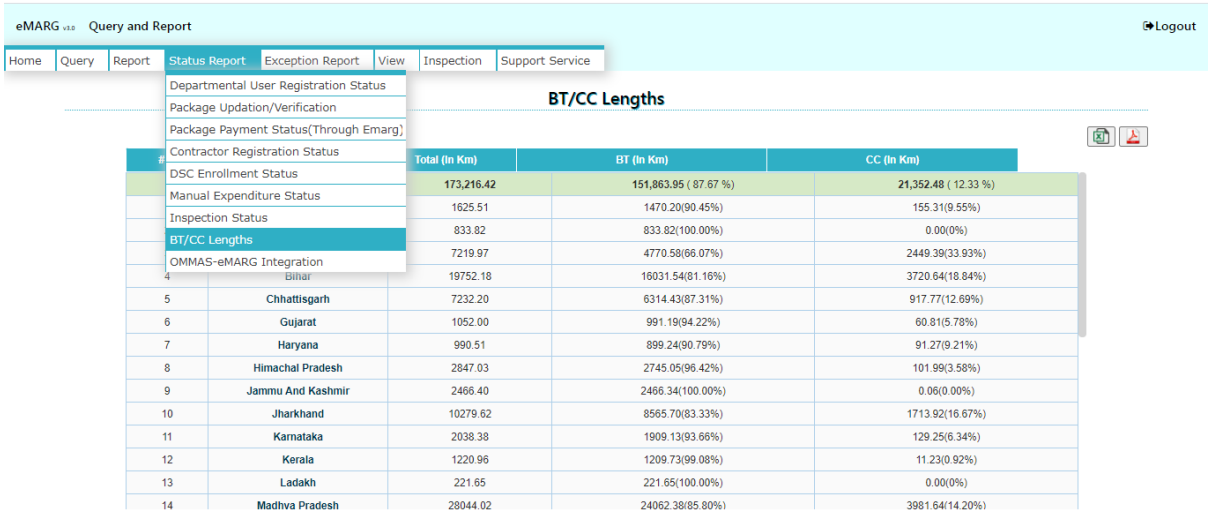
Department can check the status of **Reason for Rejection** packages.



#	State				Road Name	Reason For Rejection	Rejection Date
1	Rajasthan	Jaipur / Govindgarh		/B-85	L139-A/R Singod Khurd to Dhani Charanwas Ki (2.425 km)	Multiple Work order No	03-09-2020
2	Rajasthan	Jaipur / Govindgarh	DPIU Of Jaipur	RJ16WB-85	L198-Singod Sadak to Dhani Samota Ki (VR3696) (2.610 km)	Multiple Work order No	03-09-2020
3	Rajasthan	Jaipur / Govindgarh	DPIU Of Jaipur	RJ16WB-85	L175-Singod Kalan to Dhani Khadiya Ki (VR3674) (3.085 km)	Multiple Work order No	03-09-2020
4	Rajasthan	Karauli / Hindaun	DPIU Of Karauli	RJ-22WB-10	Bus Stand Jhareda - A/R to Kirori Ka Pura (1.900 km)	Multiple Work order No	05-06-2020
5	Rajasthan	Karauli / Hindaun	DPIU Of Karauli	RJ-22WB-10	From Alipura - A/R to Neemrot Ka Pura (2.250 km)	Multiple Work order No	05-06-2020
6	Rajasthan	Karauli / Hindaun	DPIU Of Karauli	RJ-22WB-10	Pani Ki Tanki Jhareda - A/R to Rundhwala (1.830 km)	Multiple Work order No	05-06-2020
7	Rajasthan	Sirohi / Abu Road	DPIU Of Sirohi	RJ2948	L246-A-R TO KHADRA FALI (4.000 km)	Multiple Work order No	03-06-2020
8	Rajasthan	Sirohi / Abu Road	DPIU Of Sirohi	RJ2948	L240-A-R TO JORIYA FALI (3.000 km)	Multiple Work order No	03-06-2020
9	Rajasthan	Sirohi / Abu Road	DPIU Of Sirohi	RJ2949	L110-A-R to Kharandiyo Ki Fali (4.000 km)	Multiple Work order No	03-06-2020
10	Rajasthan	Sirohi / Abu Road	DPIU Of Sirohi	RJ2949	L278-A-R TO CHINA PITHARA FALI (4.000 km)	Multiple Work order No	03-06-2020

QR14. Query and report>> Status report > BT/CC length.

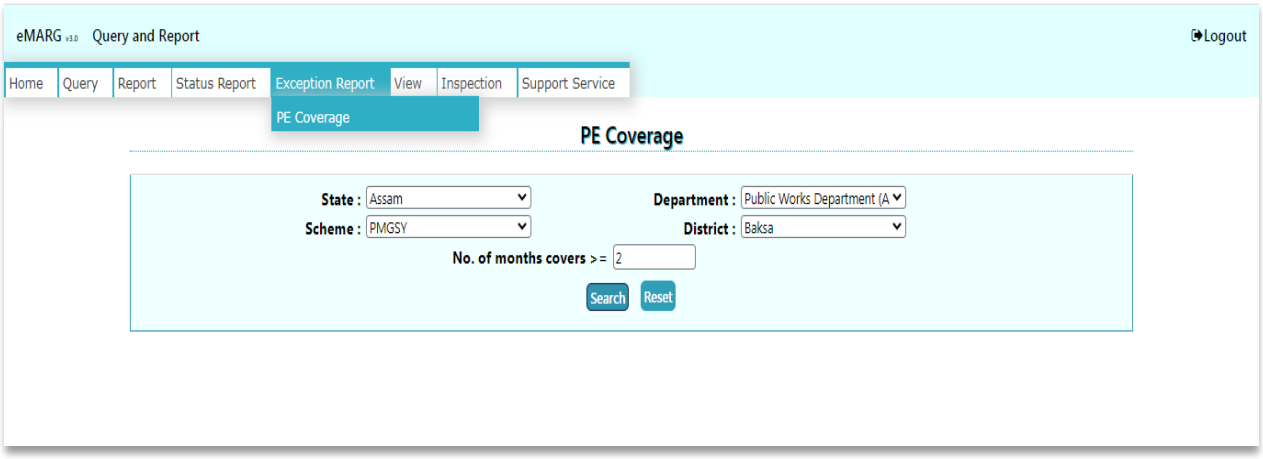
Department may check the BT and CC road Length state wise.



		Total (In Km)	BT (In Km)	CC (In Km)
		173,216.42	151,863.95 (87.67 %)	21,352.48 (12.33 %)
		1625.51	1470.20(90.45%)	155.31(9.55%)
		833.82	833.82(100.00%)	0.00(0%)
		7219.97	4770.58(66.07%)	2449.39(33.93%)
4	Bihar	19752.18	16031.54(81.16%)	3720.64(18.84%)
5	Chhattisgarh	7232.20	6314.43(87.31%)	917.77(12.69%)
6	Gujarat	1052.00	991.19(94.22%)	60.81(5.78%)
7	Haryana	990.51	899.24(90.79%)	91.27(9.21%)
8	Himachal Pradesh	2847.03	2745.05(96.42%)	101.99(3.58%)
9	Jammu And Kashmir	2466.40	2466.34(100.00%)	0.06(0.00%)
10	Jharkhand	10279.62	8565.70(83.33%)	1713.92(16.67%)
11	Karnataka	2038.38	1909.13(93.66%)	129.25(6.34%)
12	Kerala	1220.96	1209.73(99.08%)	11.23(0.92%)
13	Ladakh	221.65	221.65(100.00%)	0.00(0%)
14	Madhya Pradesh	28044.02	24062.38(85.80%)	3981.64(14.20%)

QR15. Query and Report >>Exceptional Report >> PE for more than 2 months >> Query by Parameters (State-Wise).

Give the input then click on submit button.



eMARG

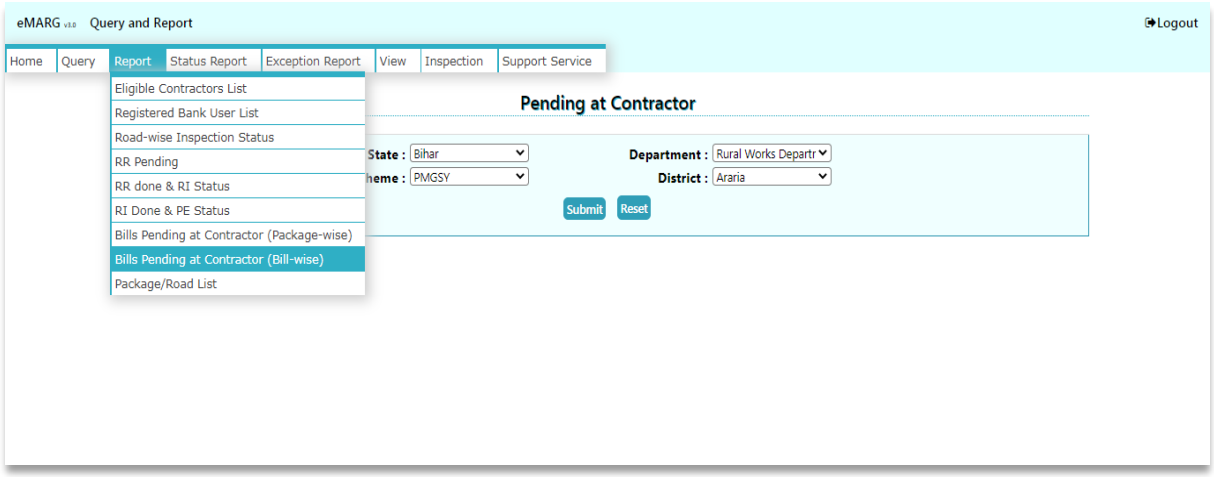
Public Works Department (Assam)

PE covers more than 2 months

Dated : 16/03/2021

S. No	Approval Date	Package No	Block	Road Name	No of months covered
District: Baksa					
1	30-12-2020	AS2432	Goreswar	Bhogpur - Ouguri (4.300)	60
2	02-11-2020	AS2459C	Jalah	Duwagaon - Bhumkirp (0.350)	60
3	01-01-2021	AS2473	Baksa	Karemura - Nikashi Namati Masalpur (3.800)	56
4	18-11-2020	AS2496	Nagrijuli	L021-Singrabari Road (2.550)	4
5	27-07-2020	AS2496	Nagrijuli	L021-Singrabari Road (2.550)	22
6	07-11-2020	AS24131	Nagrijuli	L022-Pukhuripar Road (1.100)	7
7	04-10-2020	AS24112	Goreswar	L023-Jalthangpara Nidhua Bazar Road (2.000)	8
8	01-01-2021	AS24101	Nagrijuli	L023-Kalipur no 1 to Kalipur No2 (2.200)	38
9	10-01-2021	AS2499	Dhamdhama	L023-Naya basti MV school to Simlabari (4.150)	30
10	03-03-2021	AS24174	Baksa	L023-Road from Mutipur to Dighaldong Road (2.065)	16
11	31-12-2020	AS24185	Baksa	L024-Road from Amarabati to Kati gaon1 (1.883)	6
12	02-01-2021	AS2485	Jalah	L025-Golagoan to Dawdhara road (1.581)	4
13	06-09-2020	AS2485	Jalah	L025-Golagoan to Dawdhara road (1.581)	9
14	04-10-2020	AS2490	Goreswar	L025-Ramgaon Bhergaon Road (2.000)	9
15	03-01-2021	AS24172	Baksa	L025-Road from Chaibari to Ailla (3.375)	3
16	21-10-2020	AS24172	Baksa	L025-Road from Chaibari to Ailla (3.375)	15
17	06-10-2020	AS2487	Tamulpur	L025-Ulubari Banguri (1.800)	3

QR16. Query and Report>> Report >> Bills pending at contractor (Bills-wise). Screenshot is shown below.



Rural Works Department (Bihar), Bihar

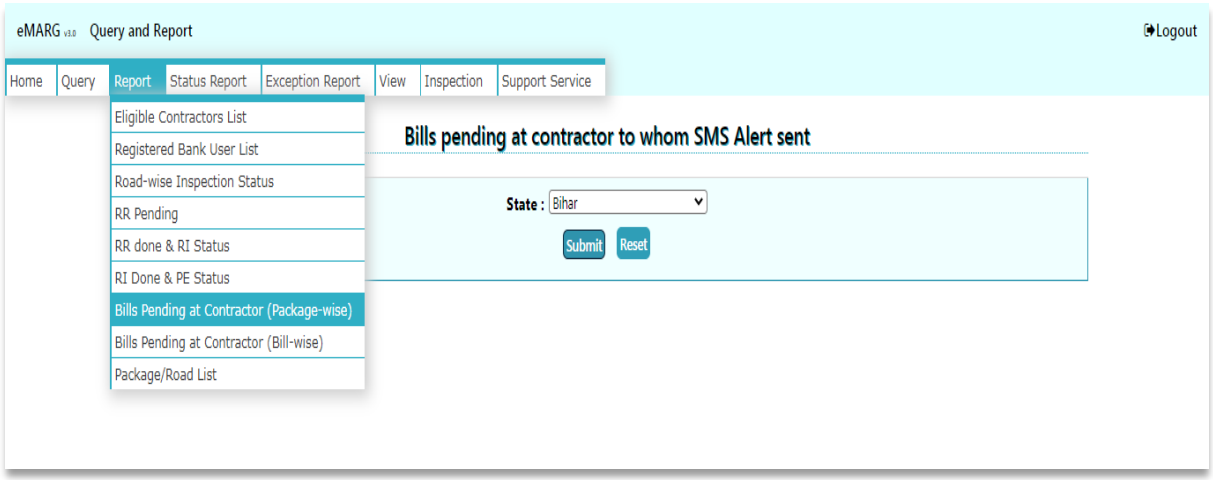
Bills Pending at Contractor for Submission

As on 16-03-2021

S.No.	District Name	Package No.	Contractor	Maintenance Start Date	Bill Year	Bill Month	Bill Period	Expected Date of Submission
1	Araria	BR-01R-068	Baba Construction	16-06-2015	II	1	16-06-2016 to 15-07-2016	26-07-2016
2					II	2	16-07-2016 to 15-08-2016	26-08-2016
3					II	3	16-08-2016 to 15-09-2016	26-09-2016
4					II	4	16-09-2016 to 15-10-2016	26-10-2016
5					II	5	16-10-2016 to 15-11-2016	26-11-2016
6					II	6	16-11-2016 to 15-12-2016	26-12-2016
7					II	7	16-12-2016 to 15-01-2017	26-01-2017
8					II	8	16-01-2017 to 15-02-2017	26-02-2017
9					II	9	16-02-2017 to 15-03-2017	26-03-2017
10					II	10	16-03-2017 to 15-04-2017	26-04-2017
11					II	11	16-04-2017 to 15-05-2017	26-05-2017

eMARG 1 NIC

QR17. Query and report >> Report >> Bills pending at contractor (Package-wise). Screenshot is shown below.



eMARG

Bills pending at contractor to whom SMS Alert sent

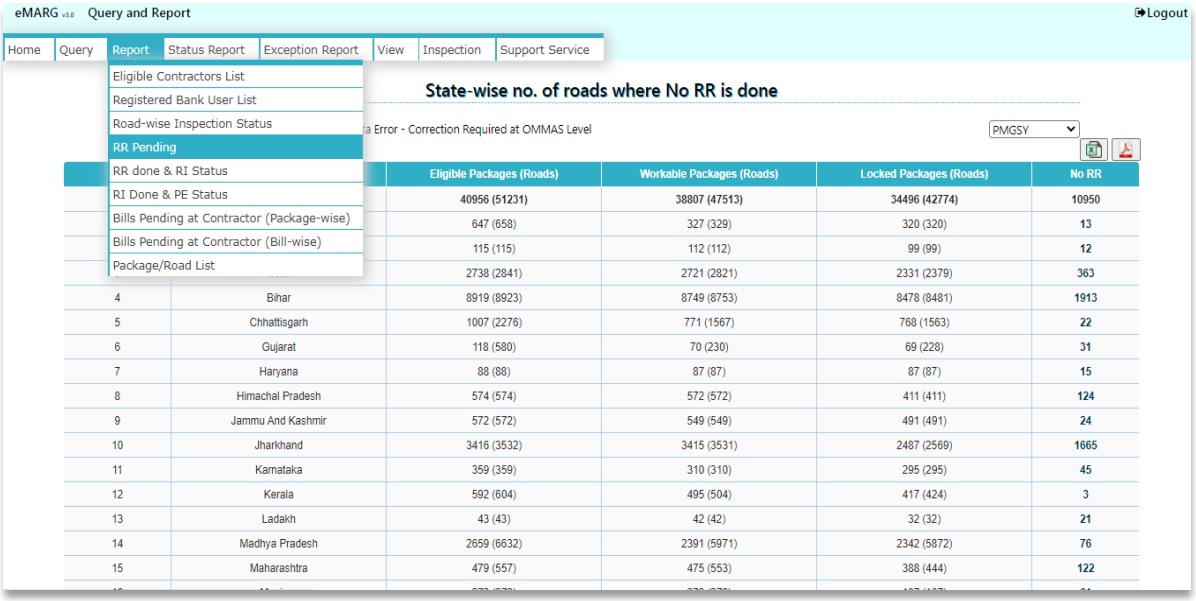
Dated : 16/03/2021

State Name: Bihar

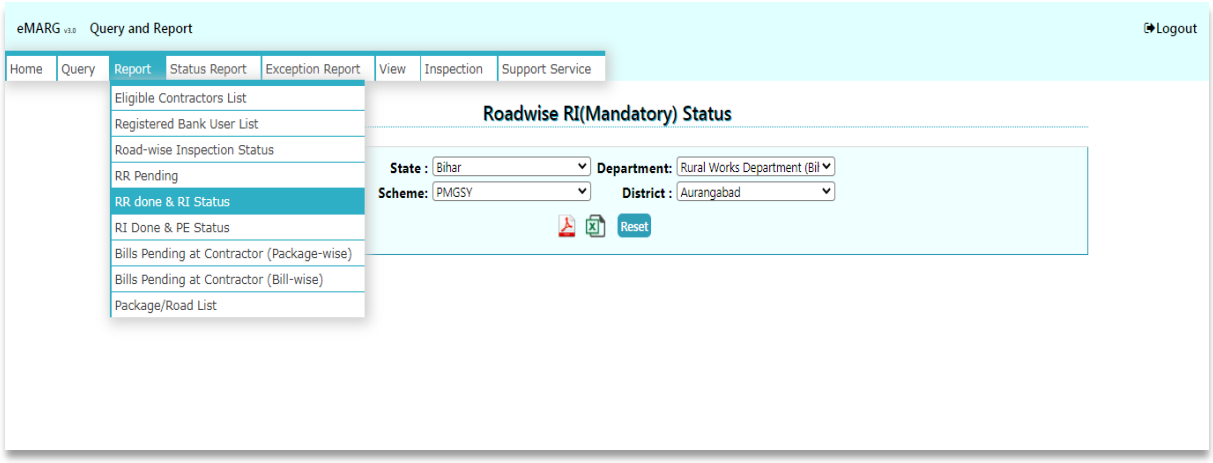
S. No	Name of Contractor	Package	Pending Bills
1	M/S AADARSH CONSTRUCTION	12PMGSY06_A	2
2	M/S AADARSH CONSTRUCTION	12PMGSY06_B	2
3	M/S AADARSH CONSTRUCTION	12PMGSY06_C	2
4	M/S AADARSH CONSTRUCTION	12PMGSY06_D	2
5	DHIRENDRA KUMAR SINGH	12PMGSY07_A	3
6	DHIRENDRA KUMAR SINGH	12PMGSY07_B	3
7	DHIRENDRA KUMAR SINGH	12PMGSY07_C	3
8	UMESH KUMAR	12PMGSY08_A	8
9	UMESH KUMAR	12PMGSY08_B	8
10	Raja Bharat construction Pvt. Ltd.	12PMGSY10	20
11	Arvind Kumar	12PMGSY11_A	2
12	Arvind Kumar	12PMGSY11_B	2
13	M/S Manisha Construction	12PMGSY17_A	24
14	M/S Manisha Construction	12PMGSY17_B	11
15	M/S Manisha Construction	12PMGSY18_A	12
16	M/S Manisha Construction	12PMGSY18_B	11
17	M/S Manisha Construction	12PMGSY18_C	12
18	M/S Manisha Construction	12PMGSY19_A	12
19	M/S Manisha Construction	12PMGSY19_B	11
20	M/S Manisha Construction	12PMGSY20_A	12
21	M/S Manisha Construction	12PMGSY20_B	9

QR 18. Query and Report >> Report>>RR (Road Registration) Pending State wise.

This facility is provided to the dept. user screenshot is shown below.



QR19. Query and Report >> RR done & RI Status



eMARG

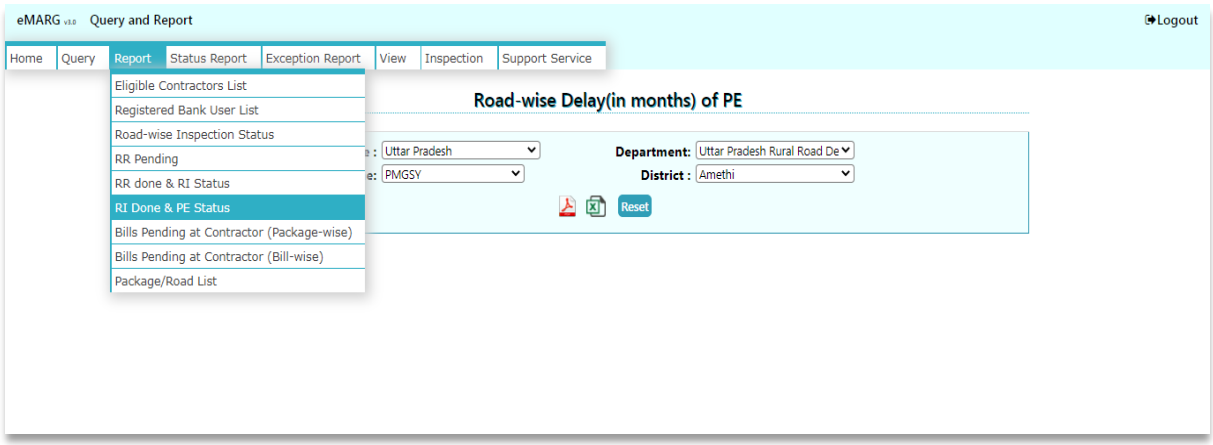
Rural Works Department (Bihar)

Roadwise RI (Mandatory) Status

Dated : 16/03/2021

S. No	District / Block	Package (Roads)	Road Name	Road Registration Date	No. of RIs	Last RI	Days Delay
1	Aurangabad / Daudnagar	BR-02R-121 (1)	NH-98 AHAMDABAD PATNA RD - PASMA	29-12-2020	1	29-12-2020	16
2	Aurangabad / Deo	BR-02R-131 (1)	Deo Jeeva Bigha Road - Sargawan (1.504	06-03-2021	1	06-03-2021	-
3	Aurangabad / Haspura	BR-02R-144 (1)	TETARAHI - PRANPURA (0.773 km)	29-12-2020	1	29-12-2020	16
4	Aurangabad / Kutumba	BR-02R-154 (1)	AMBA CHAKUA ROAD - CHANKAP (1.010	26-12-2020	1	26-12-2020	18
5	Aurangabad / Madanpur	BR-02R-162 (1)	Khairiawan Pirthu Road - Tetaria (2.631 km)	10-12-2020	1	10-02-2021	-
6	Aurangabad / Obra	BR-02R-195 (1)	Daudnagar - Bhatoliya (3.216 km)	21-12-2020	1	21-12-2020	23
7	Aurangabad / Obra	BR-02R-198 (1)	Dhira - Labadana (3.943 km)	27-12-2020	1	27-12-2020	17
8	Aurangabad / Obra	BR-02R-201 (1)	Dihra More - Ghataro via Lalaro (7.034 km)	27-12-2020	1	27-12-2020	17
9	Aurangabad / Rafiganj	BR-02R-202 (1)	RAFIGANJ RD - KARMAHUSAIN (1.617 km)	20-12-2020	1	20-12-2020	24
10	Aurangabad / Rafiganj	BR-02R-203 (1)	AKAUNI RD. - GOPALPUR (2.755 km)	09-10-2020	1	09-10-2020	97
11	Aurangabad / Rafiganj	BR-02R-210 (1)	PONTHU RD. - LUKA (5.047 km)	20-12-2020	1	20-12-2020	24
12	Aurangabad / Rafiganj	BR-02R-218 (1)	Kasma Road - Chiraila (5.774 km)	21-02-2021	1	21-02-2021	-
13	Aurangabad / Nabinagar	BR-02R-542 (1)	L102-T02 AMBA NABINGAR NEAR BLOCK	26-02-2021	1	26-02-2021	-
14	Aurangabad / Barun	BR02R-248 (1)	L051-T02 TO SIMARA KALAN (TRACK51)	26-12-2020	1	26-12-2020	18
15	Aurangabad / Aurangabad	BR02R-728 (1)	L101-L101-T03 TO BADRIBIGHA (2.000 km)	26-11-2020	1	26-11-2020	49
16	Aurangabad / Aurangabad	BR02R-729 (1)	L107-L047 TO NONIA BIGHA (1.300 km)	26-11-2020	1	26-11-2020	49
17	Aurangabad / Aurangabad	BR02R-730 (1)	L106-L048 TO DABURA KALAN (1.600 km)	09-12-2020	1	09-12-2020	35
18	Aurangabad / Aurangabad	BR02R-731 (1)	L103-T01 TO SONBARSA (1.200 km)	29-11-2020	1	29-11-2020	46
19	Aurangabad / Aurangabad	BR02R-732 (1)	L102-T03 TO BIGHAPAR (1.500 km)	27-12-2020	1	27-12-2020	17
20	Aurangabad / Aurangabad	BR02R-733 (1)	L059-BAKAN RD. T05 TO MADARPUR	25-12-2020	1	25-12-2020	19

QR20. Query and Report >>Report >> RI done & PE status



eMARG

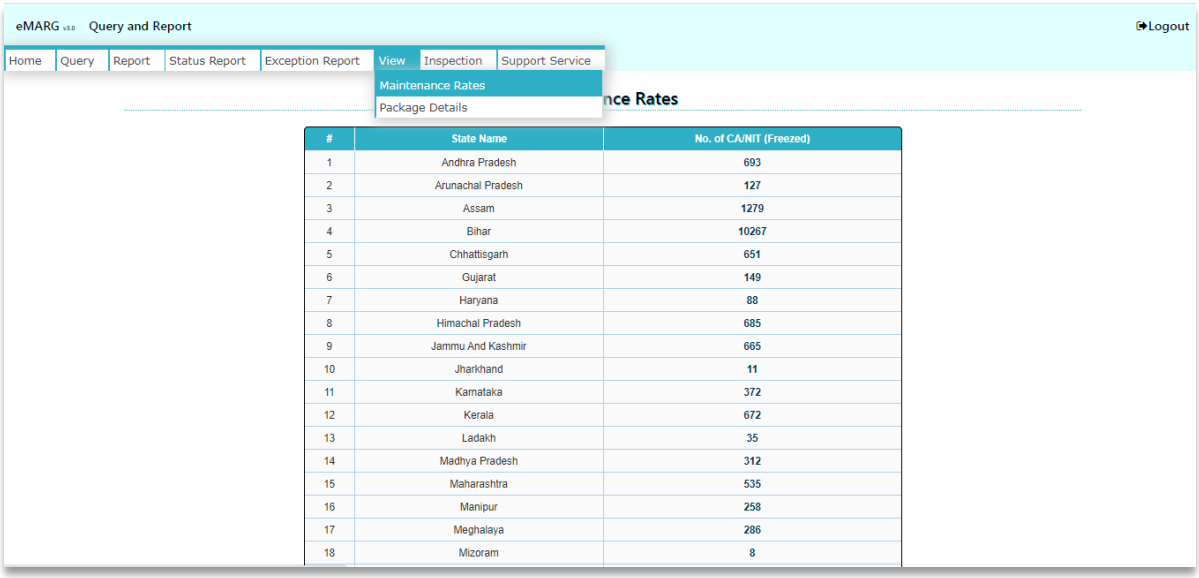
Uttar Pradesh Rural Road Development Agency (Uttar Pradesh)

Roadwise Delay(in months) of PE

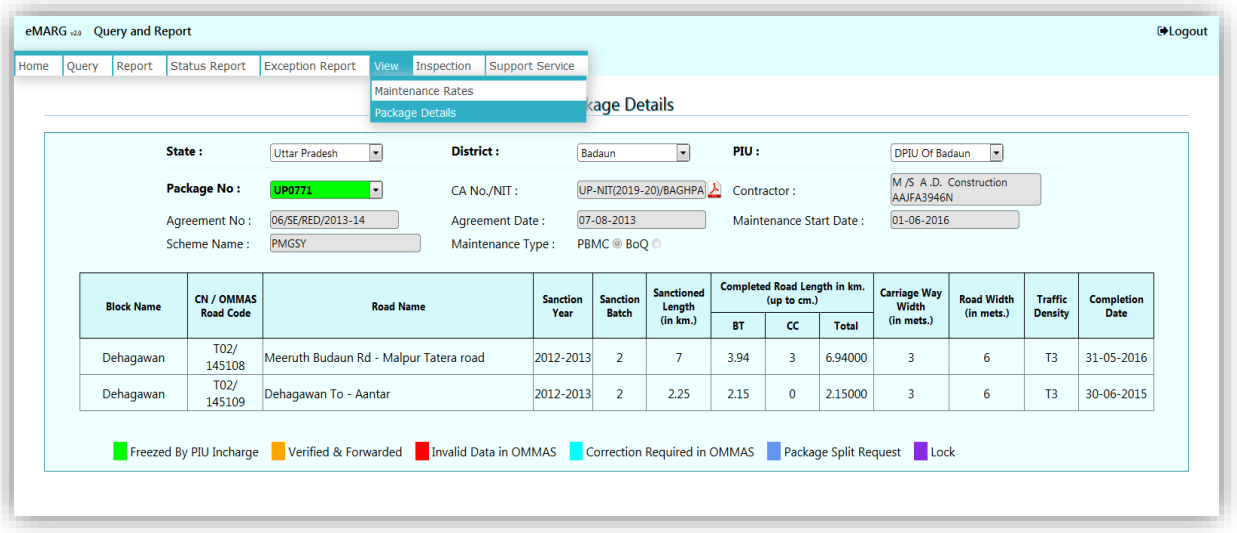
Dated : 16/03/2021

S. No	District / Block	Package (Roads)	Road Name	Last RI	Delay(in months)
1	Amethi / Amethi	UP68158 (1)	T03-Amethi Saibari road Korari Girdharshah to	08-01-2021	2
2	Amethi / Bahadurpur	UP58101 (1)	T-01 - T-07 (Nasirabad) (7.500 km)	28-01-2021	0
3	Amethi / Bahadurpur	UP58102 (1)	T-01 - Tekari (8.000 km)	28-01-2021	0
4	Amethi / Bahadurpur	UP7511A (1)	T02-RBL. SLN. (FURSATGANJ) TO BIBIYPUR	29-01-2021	4
5	Amethi / Bazar Shukla	UP68119 (4)	Inhauna Rudauli Road - Kalanarhdar Garh (2.300	28-01-2021	2
6	Amethi / Bazar Shukla	UP68160 (1)	MRL01-Jagdishpur Bajar Sukul to Fundanpur Via	07-10-2020	5
7	Amethi / Bazar Shukla	UP68157 (1)	MRL02-Bazar Sukul Raniganj to Para	28-01-2021	2
8	Amethi / Bazar Shukla	UP7508A (1)	T03-BzrShukal Jgdpr rd Sindurawa poitriform	28-01-2021	1
9	Amethi / Bazar Shukla	UP68143 (1)	Unchgaon - Para Makdoompur (8.625 km)	08-10-2020	0
10	Amethi / Bhadar	UP68153 (1)	Bhadar - Parsoiya (9.000 km)	07-01-2021	2
11	Amethi / Bhadar	UP68116 (2)	Piperpur Kalyanpur Road - Rawaniapur (1.500	07-01-2021	0
12	Amethi / Bhadar	UP68116 (2)	Piperpur Kalyanpur Road - Rewradhagupurd	07-01-2021	0
13	Amethi / Bhetua	UP68117 (2)	Munshganj Korari Saintha Road -	07-01-2021	0
14	Amethi / Bhetua	UP68117 (2)	Thaura Bhatua Gurha Road - Gangahua (1.000	07-01-2021	0
15	Amethi / Gauriganj	UP68118 (5)	J.G.A.P.Road - Pure Lonia (1.100 km)	20-10-2020	2
16	Amethi / Gauriganj	UP68118 (5)	M.G.Road - Pure Kanak (1.150 km)	20-10-2020	2
17	Amethi / Gauriganj	UP68118 (5)	Pathak Ka Purva - Oripur (0.800 km)	20-10-2020	2
18	Amethi / Gauriganj	UP68118 (5)	Pure Fajil Road - Paiga (0.550 km)	20-10-2020	2
19	Amethi / Jagdishpur	UP68119 (4)	Faizabad Raibareli Road - Dadupur (1.030 km)	28-01-2021	2

QR21. View >> Maintenance rates >> Query by Parameters (State-Wise).

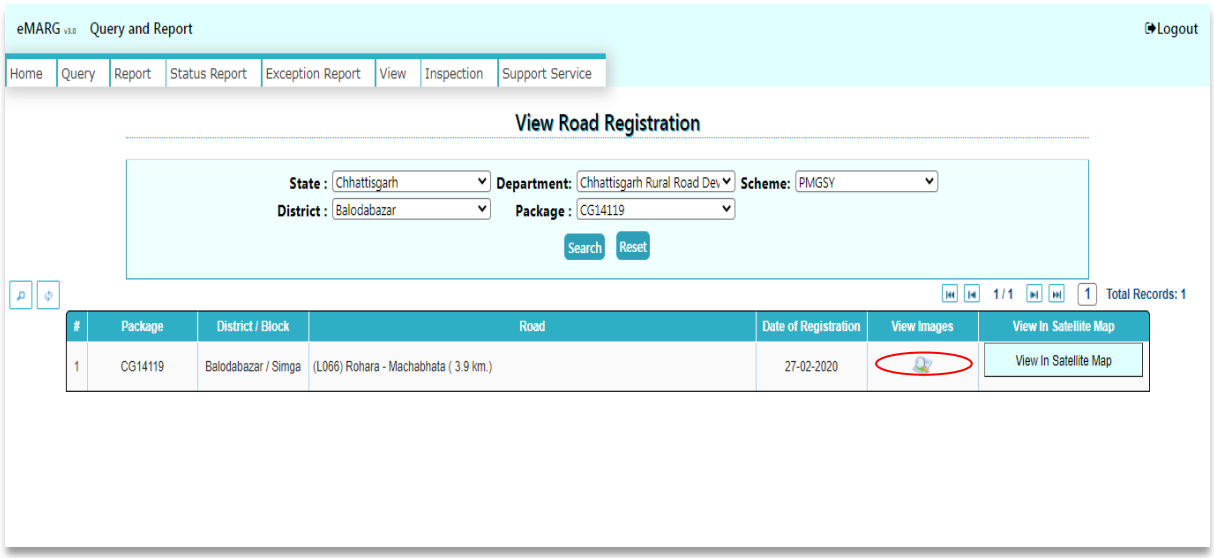


QR22. View >> Package Details >> Query by Parameters (State-Wise).

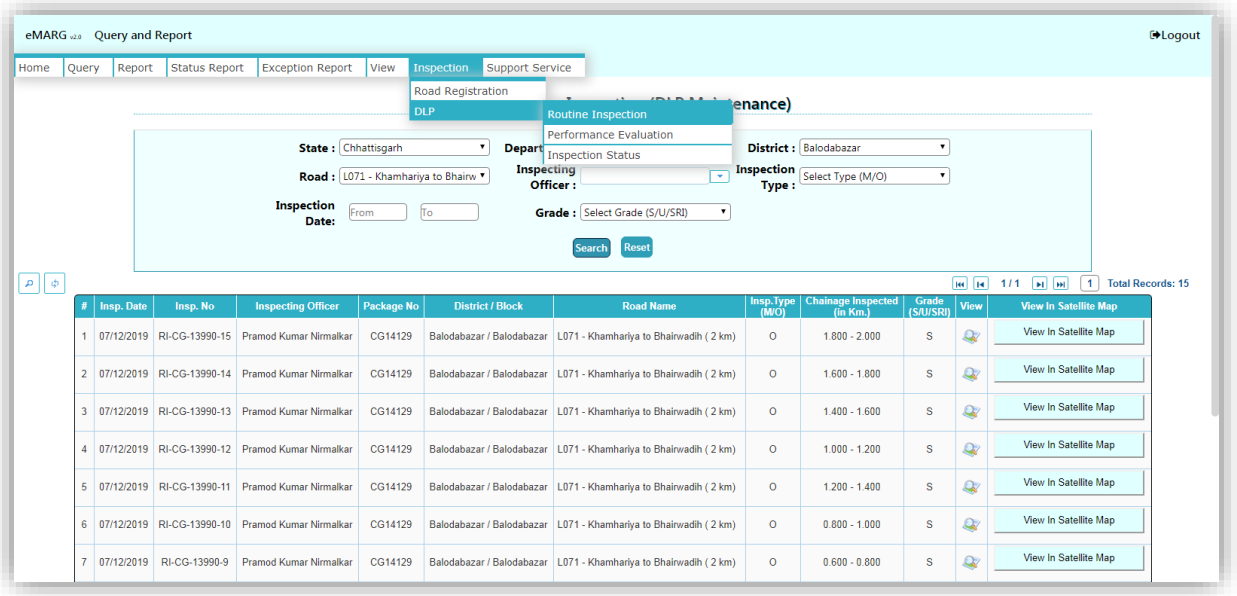


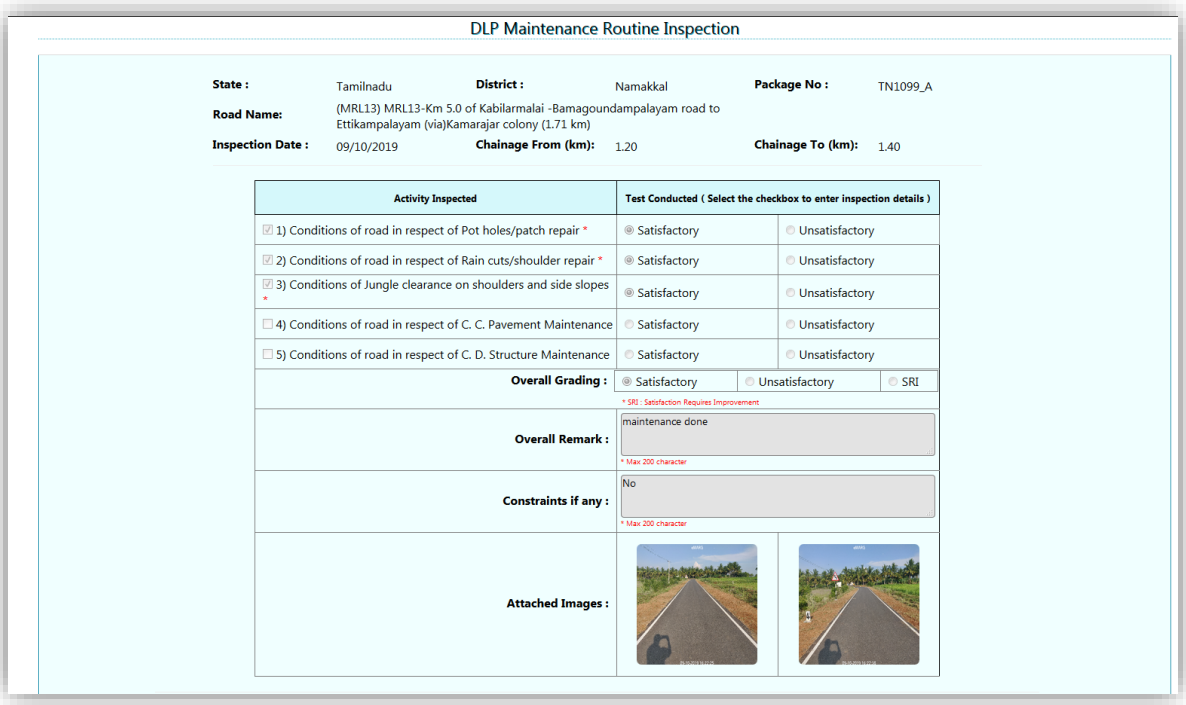
QR23. Inspection>>Road Registration>>Query by Parameters.

Click on view >> They can see the photos below screen.

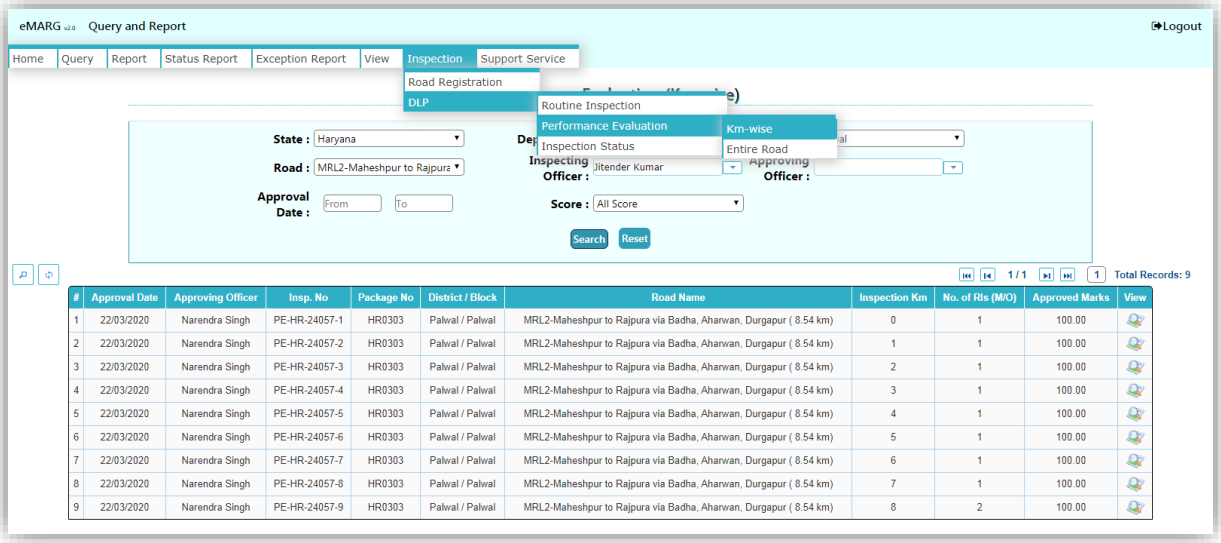


QR24. Inspection>>DLP>>Routine Inspection>>Query by Parameters.

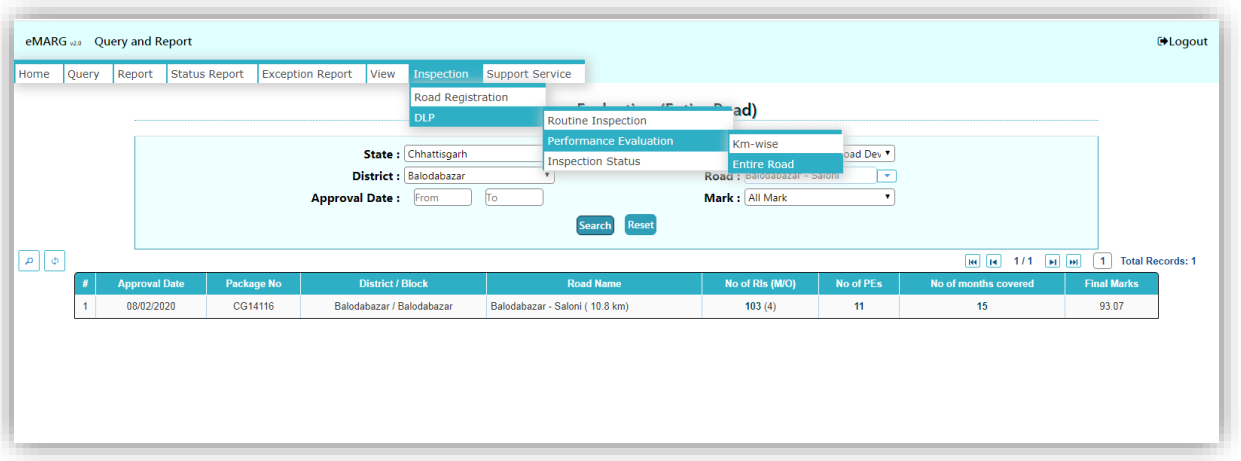




QR25. Inspection>>DLP>>Performance Evaluation>>Km-wise>>Query by Parameters.

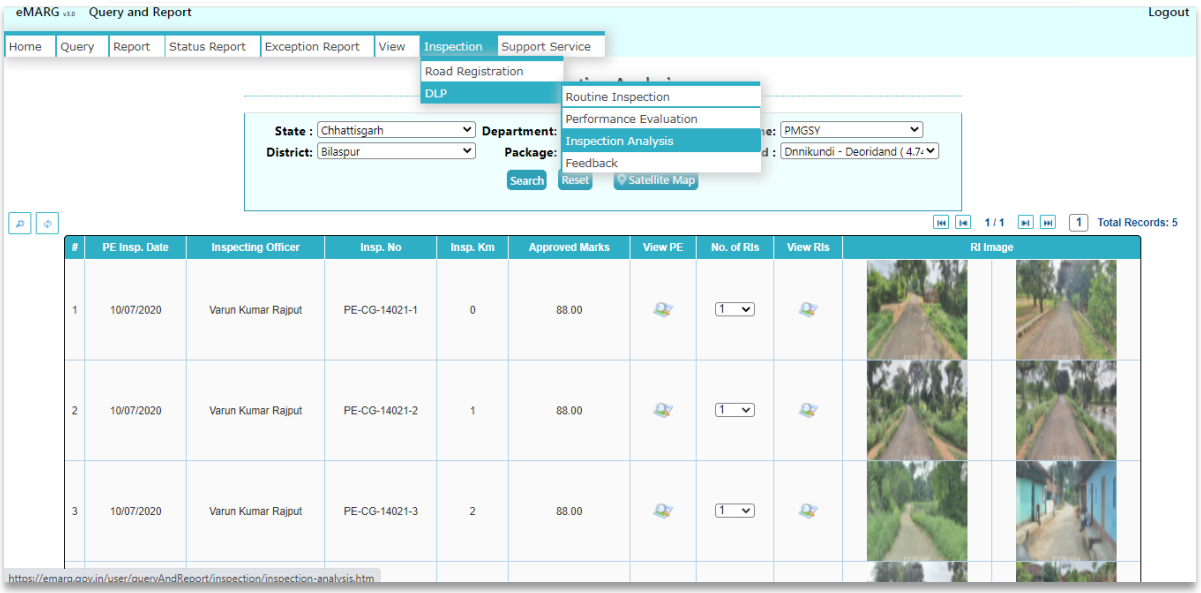


QR26. Inspection>>DLP>>Performance Evaluation>>Entire Road>>Query by Parameters.

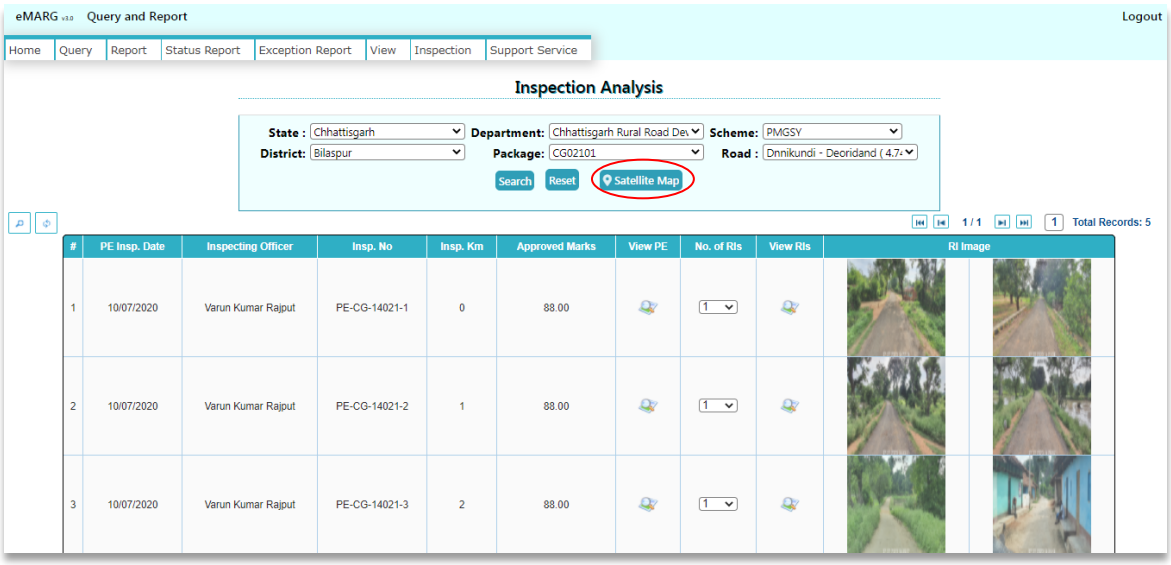


QR27. Inspection>>DLP>>Inspection Analysis>>Query by Parameters.

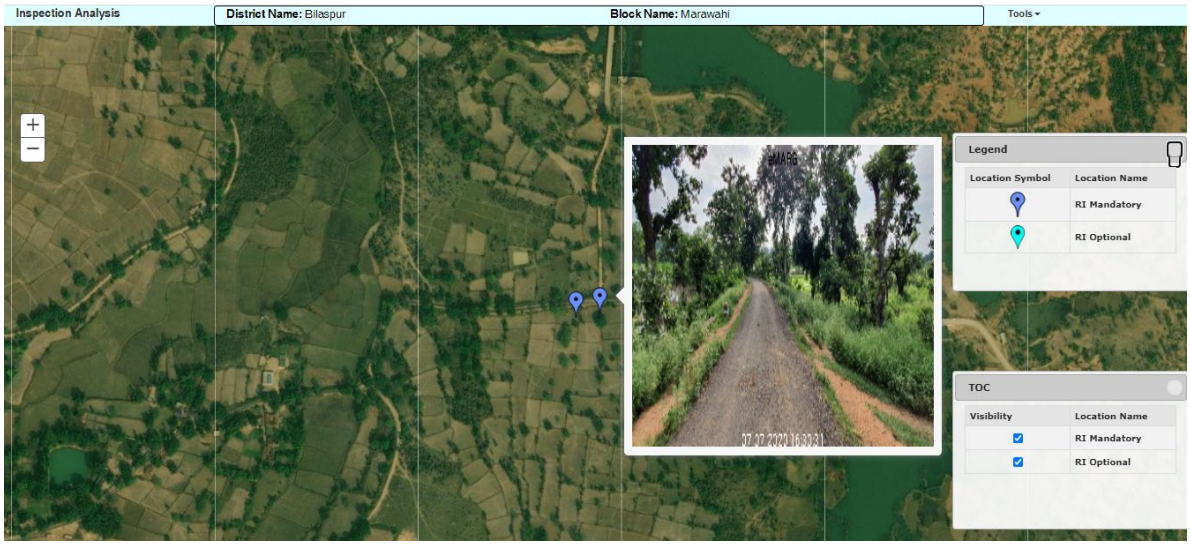
They can view the inspection images and PE. click on View Bills along with View PE.



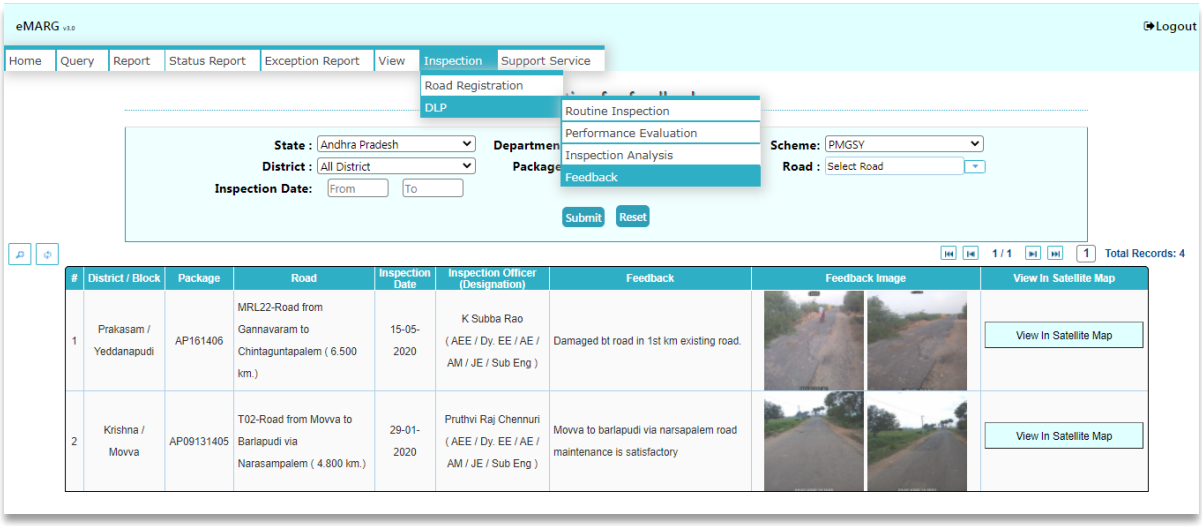
Click on Satellite Map which is shown in circle.



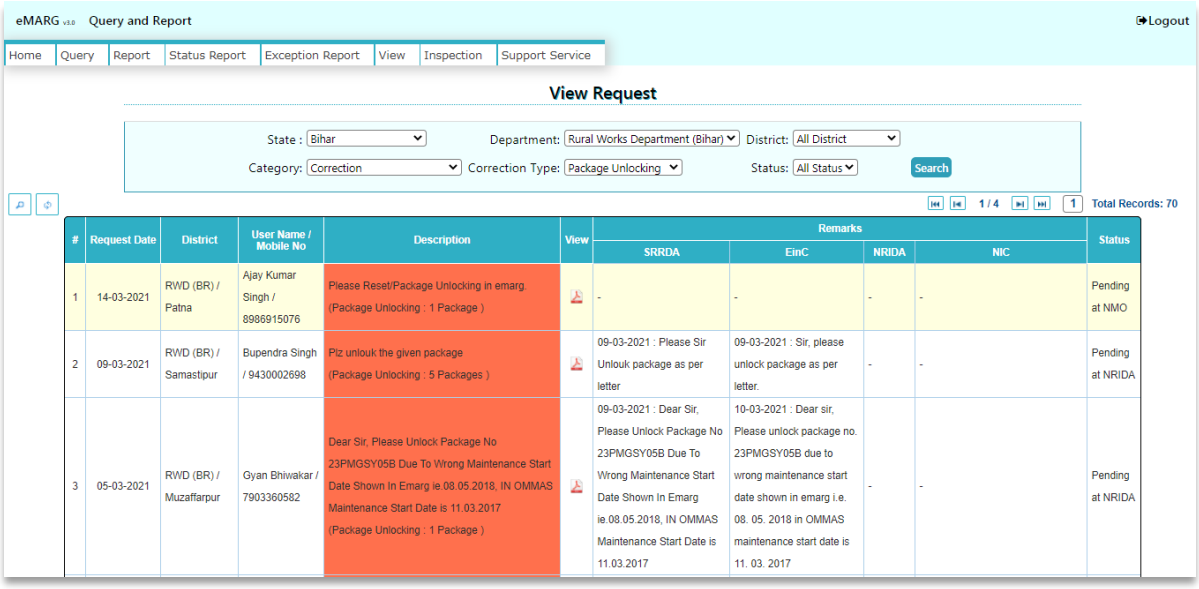
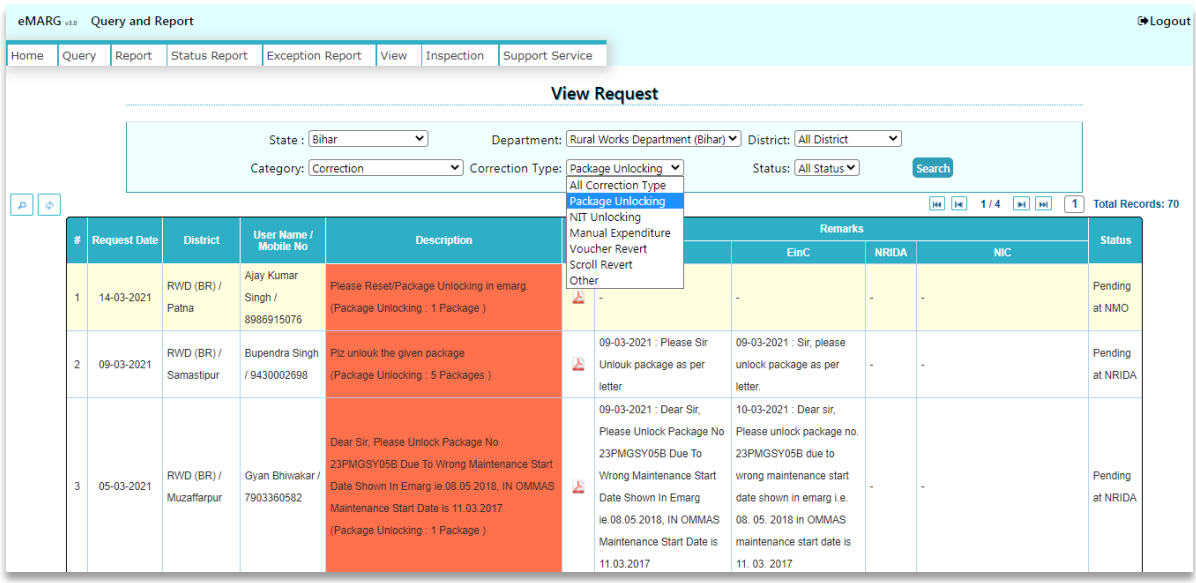
Satellite Map View



QR 28. Query and Report >> Inspection >> DLP >>Feedback



Click on Feedback Image >> They may check the View image.

4.21. Support Service>>Query by Parameters (State/District wise).

For Viewing report >> They can check the status selecting the category and correction type.