

USER MANUAL
FOR
JKPWDOMS

1 Contents

2	JKPWDOMS Website Address	4
2.1	How to Open the JKPWDOMS website.....	4
3	THE LOGIN PROCESS	5
3.1	How to Login	5
3.2	How to Retrieve Password.....	6
3.3	The Home Page.....	6
4	Human Resource Information System (HRIS)	7
4.1	NEED FOR HRIS.....	7
4.2	Various Tabs in HRIS.....	7
4.3	Documents required before login.....	8
4.4	HUMAN RESOURCE MODULE	8
4.5	Add New Employee.....	9
4.5.1	Entering the Basic Information	9
4.5.2	Entering the Official Information	13
4.5.3	Entering the Qualification details of an employee	14
4.5.4	Entering the Posting details of an employee	16
4.5.5	Enter the Bank Details of an Employee.....	16
4.5.6	Enter the Address details	17
4.5.7	Enter the Training Details	19
4.5.8	Enter the Nomination details.....	19
4.6	Search/ View Employee	21
4.7	Updating Personal Information	29
4.7.1	Updating Official Information	32
4.7.2	Updating Qualification Details	33
4.7.3	Updating Posting Information	34
4.7.4	Updating Bank Details.....	35
4.7.5	Updating Address Information	35
4.7.6	Updating Training Information	36
4.7.7	Updating Nomination Information	37
4.8	View Engineers of Department.....	37
5	CONTRACTOR MAGEMENT.....	40
5.1	How to Register a Contractor	40
5.2	The Contractor Management Dash board	41
5.3	Apply for a New Contractor	42
5.3.1	Entering the Basic Information	42

5.3.2	Entering Bank Account Details.....	43
5.3.3	Uploading the documents.....	44
5.4	Apply for Renew Contractor	46
5.5	Upgrading Contractor	47
5.6	Search/ View Enlisted Contractor Information.....	48
5.7	Edit the Contractor Info	51
5.8	Search /View Black Listed Contractors	53
6	INFRASTRUCTURE MANGEMENT MODULE	55
6.1	Add Existing Infrastructure	56
6.1.1	Add Existing Bridge	57
6.1.2	Add Existing Building.....	60
6.1.3	Add Existing Road.....	63
6.2	Search/View Infrastructure.....	70
6.2.1	Search/ View for Bridge	70
6.2.2	Search/ View for Building.....	72
6.2.3	Search/ View for Road	74

2 JKPWDOMS Website Address

The JKPWDOMS website address is <http://jkpworldoms.in/>

Note: Make sure that there is an Internet Connection and a Web Browser (example- Internet Explorer, Google \Chrome, etc.) on your Computer.

2.1 How to Open the JKPWDOMS website

Step 1: User will open the web browser.

Step 2: Type the address i.e. <http://jkpworldoms.in/> into the web browser's address bar.

Step 3: Then click on 'Enter' key from keyboard.



Figure : Type the address in the web browser as shown in picture.

Press the Enter Key from the Keyboard, the JKPWDOMS User Login page will appear as shown below in figure

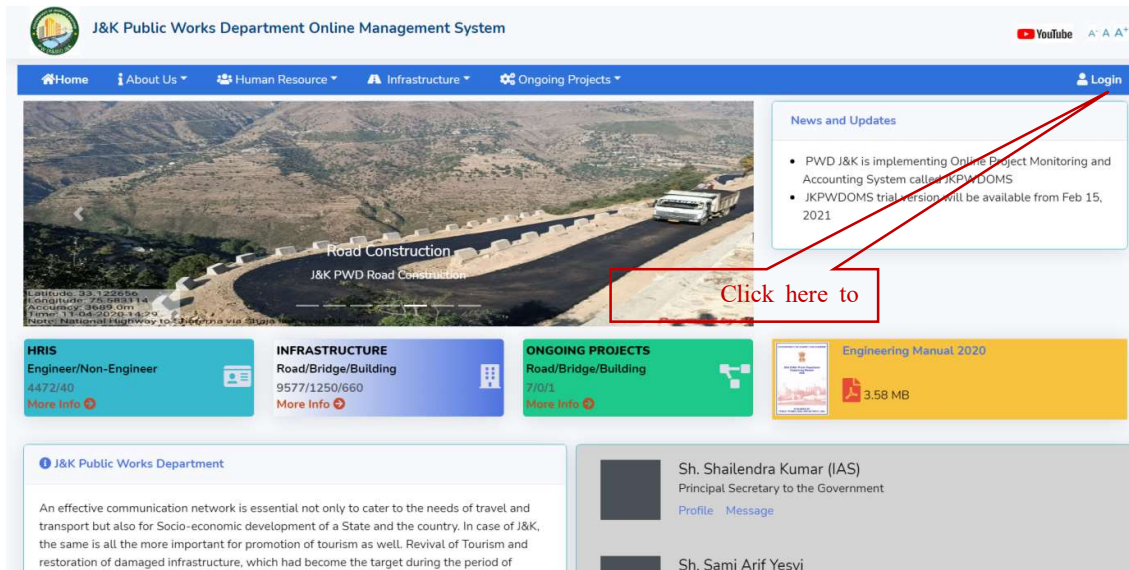


Figure: The Home page will appear as shown in this figure.

3 THE LOGIN PROCESS

The Login Process is required for the System Security. Hence every user is given an individual User Id and Password and they can gain access to the System only after they have identified and authenticate themselves by using their valid User Id and Password.

3.1 How to Login

Step 1: Click on the “Login” button as shown in above figure.

Step 2: Enter the “username” and “password”.

Step 3: Click on the “Login” button.

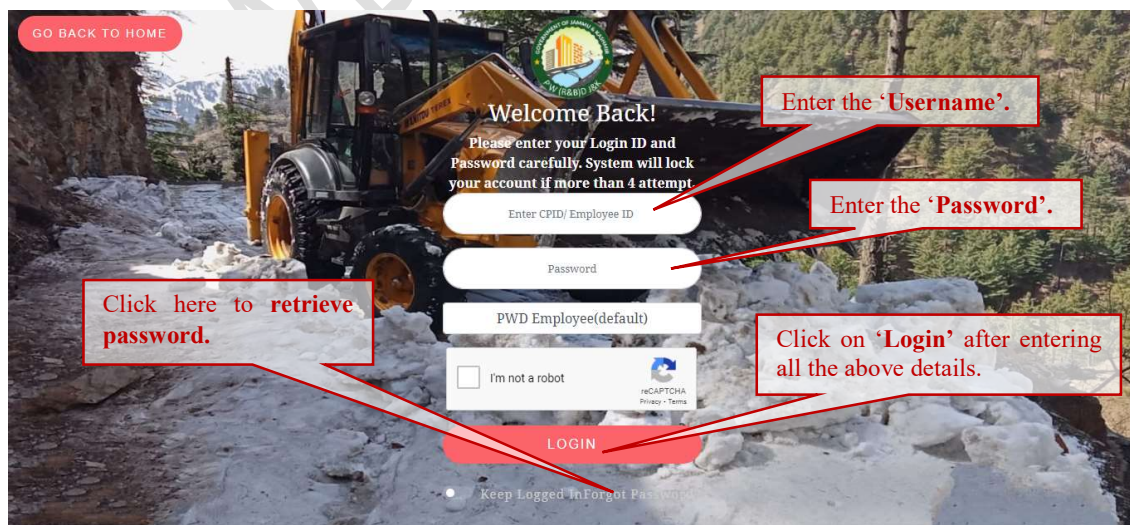


Figure: The Login page.

3.2 How to Retrieve Password

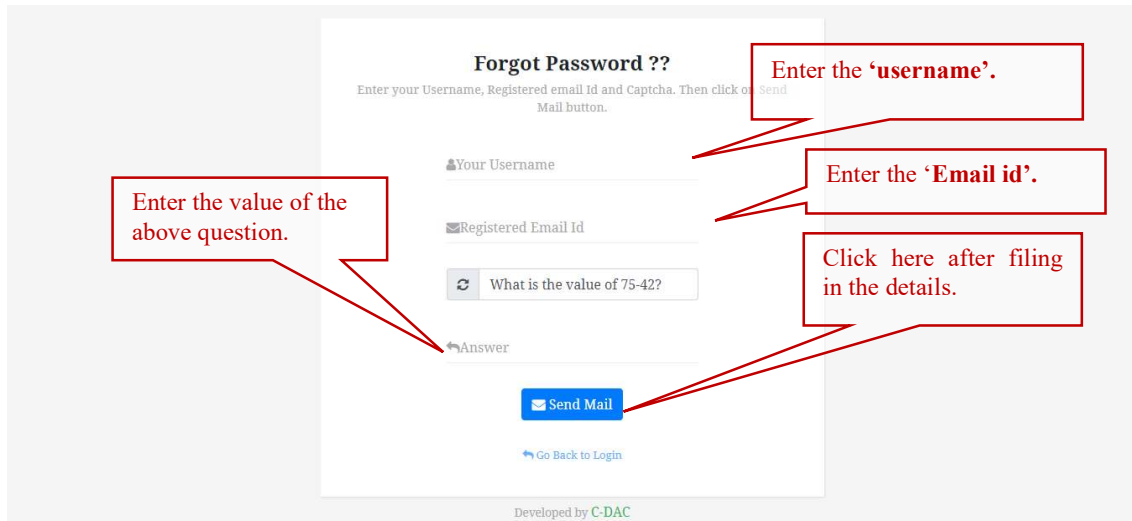
Step 1: Click on “Forgot Password” on the login page

Step 2: Enter the “User name”.

Step 3: Enter the registered “email id”.

Step 4: Enter the value of the query.

Step 5: Click on “Send Mail”.

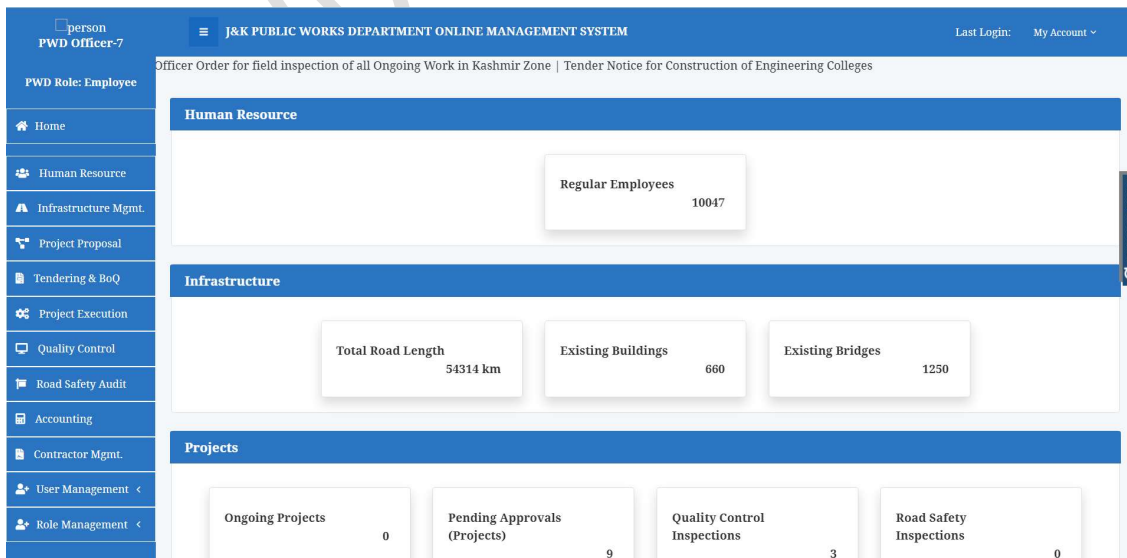


The screenshot shows a web form titled "Forgot Password ??". Below the title, it says "Enter your Username, Registered email id and Captcha. Then click on Send Mail button." The form contains four input fields: "Your Username", "Registered Email Id", a captcha field with the question "What is the value of 75-42?", and an "Answer" field. A blue "Send Mail" button is at the bottom, along with a "Go Back to Login" link. Red callout boxes point to each field with instructions: "Enter the 'username'." for the first field, "Enter the 'Email id'." for the second, "Enter the value of the above question." for the captcha, and "Click here after filing in the details." for the "Send Mail" button.

Figure: Forgot password page

3.3 The Home Page

After clicking on “Login” button, a home page will appear as shown below.



The screenshot shows the homepage of the J&K Public Works Department Online Management System (JKPWDOMS). The user is logged in as "PWD Officer-7". The dashboard displays several key metrics:

- Human Resource:** Regular Employees: 10047
- Infrastructure:**
 - Total Road Length: 54314 km
 - Existing Buildings: 660
 - Existing Bridges: 1250
- Projects:**
 - Ongoing Projects: 0
 - Pending Approvals (Projects): 9
 - Quality Control Inspections: 3
 - Road Safety Inspections: 0

A sidebar on the left contains navigation links: Home, Human Resource, Infrastructure Mgmt., Project Proposal, Tendering & BoQ, Project Execution, Quality Control, Road Safety Audit, Accounting, Contractor Mgmt., User Management, and Role Management. The top right shows "Last Login: My Account" and a "CHANGE ROLE" button.

Figure: The Homepage of JKPWDOMS

4 Human Resource Information System (HRIS)

4.1 NEED FOR HRIS

A HRIS, which is also known as a human resource information system is basically an intersection of human resources and information technology through HR software. This is a software solution for officers of PWD to automate and manage their Human resource database management.

In order to conduct personnel research and personnel audit, and human resource accounting, the personnel manager requires lots of data relating to employees working in the organisation. However, the manual records system is found inadequate and insufficient to meet the information requirements of a modern business organisation. In other words, the difficulty in maintaining and the shortcomings of manual records system can be stated as the basic reasons as the need for HRIS.

The difficulty here refers to the voluminous data on the employees which is not feasible to track manually. Not only that, data needs to be updated from time to time and this makes the clerical job quite labour-intensive and costly. The manual transfer of data from one record to another increases the chance of error which affects the accuracy and reliability of data held. Entries may be passed twice; data may be transferred to wrong documents leading to confusion. Since data/information is maintained in a fragmented manner, i.e., manual records are kept at separate locations handled by different persons in different departments, complete information of an employee is not readily available at a central place. This hampers decision making process of the organisation.

Our new HRIS is flexibly designed with integrated databases, a comprehensive array of features, and powerful reporting functions and analysis capabilities that you need to manage your workforce. This can give back hours of the HR administrator's day previously spent attending to routine employee requests. It will be necessary to customize HRIS to the unique needs of PWD so the system will remain flexible and relevant throughout the life of PWD.

4.2 Various Tabs in HRIS

The various tabs available in HRIS will be:

- **Basic Information**
- **Official Information**
- **Qualification details**
- **Posting History**
- **Training details**
- **Address**
- **Bank Details**
- **Nomination**

4.3 Documents required before login

S.no	Document required	Size	Format
1.	Passport photograph	200kb	.png, jpeg, jpg
2.	Proof of disability(if any)	200kb	Pdf
3.	Proof of alimnet(if any)	200kb	Pdf
4.	First Page of service book	200kb	Pdf
5.	Class 10 th qualification Certificate	200kb	Pdf
6.	Class 12 th qualification Certificate	200kb	Pdf
7.	Degree certificate	200kb	Pdf
8.	Diploma Certificate	200kb	Pdf
9.	Post-graduation Certificate	200kb	Pdf
10.	PhD Certificate	200kb	Pdf
11.	Address Proof	200kb	Pdf

4.4 HUMAN RESOURCE MODULE

On the left side, there is a menu bar, click on the “Human Resource” to go in the Human Resource Management module as shown in the figure.

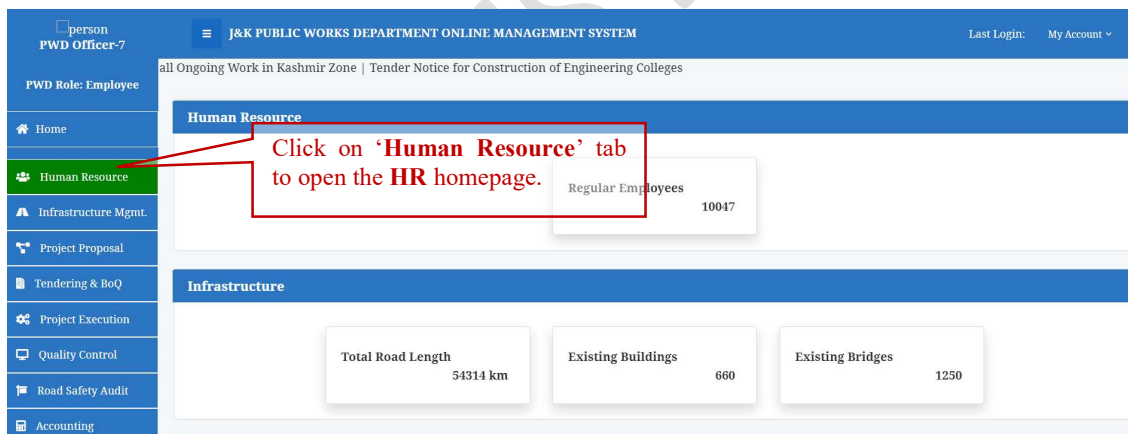


Figure: Click on the Human Resource.

The Human Resource Management dashboard will appear as shown in figure. On the dashboard, user can view his/her current service and posting details.

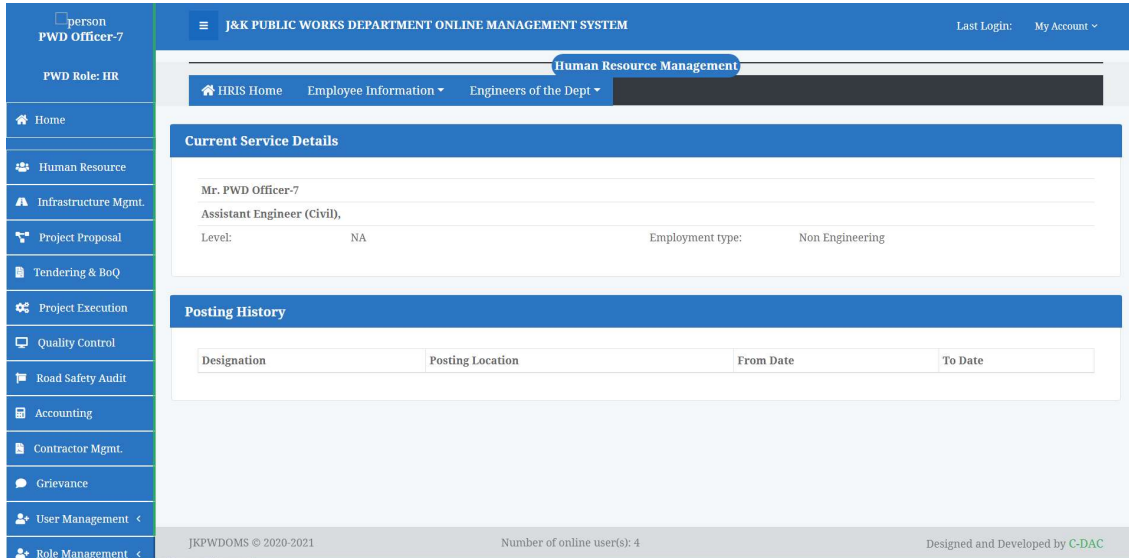


Figure: The Human Resource Management Dashboard.

4.5 Add New Employee

To add new employee, click on the “Add New Employee” in the “Employee Information” menu as shown in figure.

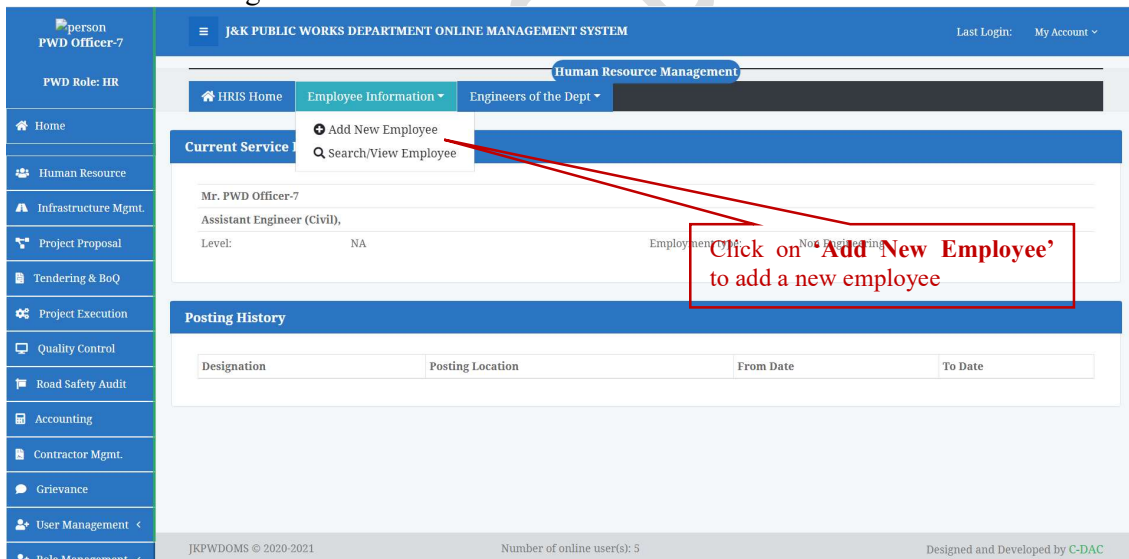


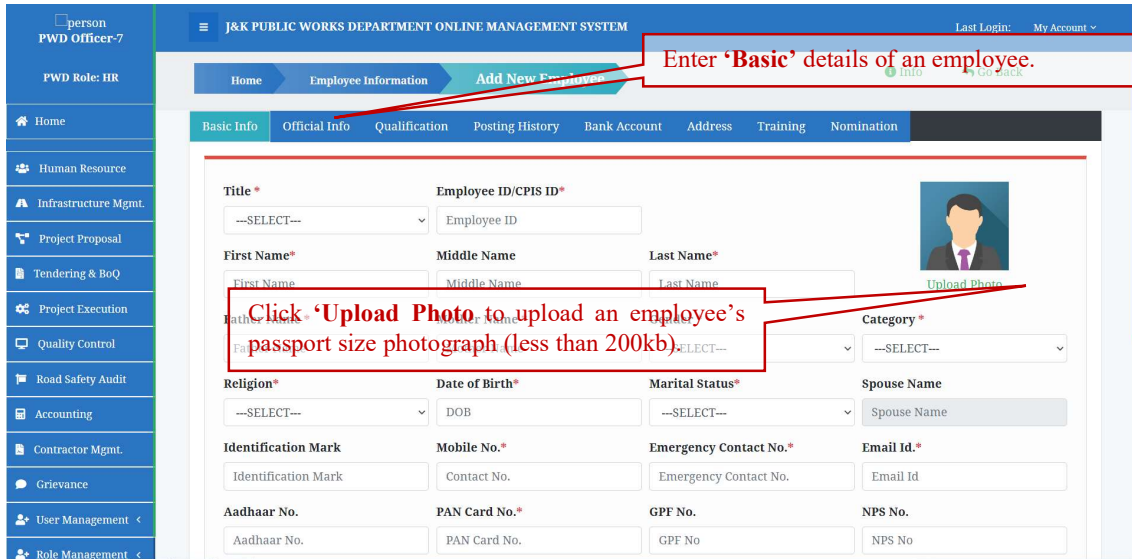
Figure: Adding new employee.

4.5.1 Entering the Basic Information

After clicking on the “Add New Employee” a form will appear to enter the personal information of the new employee. Enter the basic information in the “Basic Info” tab. User can change the photo on an employee by clicking on the “Change photo”. If the person is physically challenged, click “yes” on the “personal disability” field. Click on the “Browse” button to upload the proof of disability. An “Open file” dialog box will appear as shown in

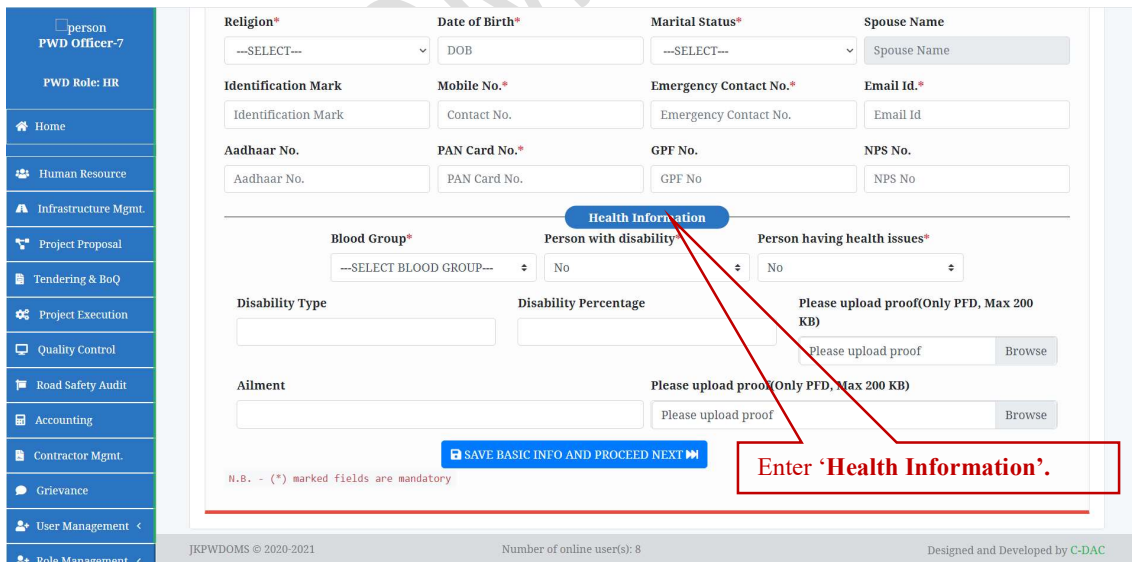
figure .Select the desired file and then click **“Open”** .Similarly, if an employee is suffering from health ailments, Click **“yes”** on the **“person having health issues”**. After entering all the details click on the **“Save Basic Info and Proceed Next”** button. Clicking on this button will open a pop up asking for confirmation. If you are sure, click on the **“Confirm”** button otherwise click **“Cancel”**.

Note: All the fields marked with “” are mandatory. If left empty, will invoke an error. The photo size of an employee should be less than 200kb.*



The screenshot shows the 'Add New Employee' form in the J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM. The form is divided into several tabs: Basic Info, Official Info, Qualification, Posting History, Bank Account, Address, Training, and Nomination. The 'Basic Info' tab is active, showing fields for Title, Employee ID/CPIS ID, First Name, Middle Name, Last Name, Religion, Date of Birth, Marital Status, Spouse Name, Identification Mark, Mobile No., Emergency Contact No., Email Id., Aadhaar No., PAN Card No., GPF No., and NPS No. A red box highlights the 'Upload Photo' button with the text 'Click 'Upload Photo' to upload an employee's passport size photograph (less than 200kb)'. Another red box highlights the 'Category' dropdown menu with the text 'Enter 'Basic' details of an employee.'

Figure: Entering the Basic Information of an employee.



The screenshot shows the 'Health Information' section of the employee form. It includes fields for Blood Group, Person with disability, Person having health issues, Disability Type, Disability Percentage, and Ailment. There are also buttons for 'Please upload proof (Only PFD, Max 200 KB)'. A red box highlights the 'SAVE BASIC INFO AND PROCEED NEXT' button with the text 'Enter 'Health Information'.'

Figure: Entering the Health information of an employee.

Religion* Date of Birth* Marital Status* Spouse Name
 --SELECT-- DOB --SELECT-- Spouse Name
 Identification Mark Mobile No.*
 Identification Mark Contact No. Emergency Contact No.* Email Id.*
 Emergency Contact No. Email Id

Aadhaar No. PAN Card No.* GPF No. NPS No.
 Aadhaar No. PAN Card No. GPF No. NPS No

Health Information

Blood Group* Person with disability* Person having health issues*
 --SELECT BLOOD GROUP-- Yes Yes

Disability Type Disability Percentage Please upload proof(Only PFD, Max 200 KB)
 Please upload proof Browse

Ailment Please upload proof(Only PFD, Max 200 KB)
 Please upload proof Browse

SAVE BASIC INFO AND PROCEED NEXT

N.B. - (*) marked fields are mandatory

JKPWDOMS © 2020-2021 Number of online users: 8 Designed and Developed by C-DAC

Figure: Uploading the disability proof of the new employee (if any)

Open

Computer > Local Disk (D:) > Users > Admin > Downloads

Name	Date modified	Type
tabula-win-1.2.1	3/7/2021 11:44 AM	File folder
Telegram Desktop	2/27/2021 11:57 PM	File folder
02-Mar	3/2/2021 7:30 PM	Chrome H
2014	2/24/2021 11:37 A.	Chrome H
Adobe Scan 02-Mar-2021 (1) (1)	3/4/2021 8:00 PM	Chrome H
Adobe Scan 02-Mar-2021 (1) (2)	3/4/2021 8:00 PM	Chrome H
Adobe Scan 02-Mar-2021 (1) (3)	3/2/2021 7:33 PM	Chrome H
Adobe Scan 02-Mar-2021 (1) (1)	3/2/2021 7:08 PM	Chrome H
CashBook	2/26/2021 9:25 AM	Chrome H
Head of Account (HoA)	3/18/2021 12:39 PM	Chrome H
hrt-new-manpw-doc	3/3/2021 12:11 AM	Chrome H
JKPWDOMS Viewinfo of SOR and Update (1)		

File name: PDF File

Open Cancel

Marital Status* Spouse Name
 --SELECT-- Spouse Name

Emergency Contact No.* Email Id.*
 Emergency Contact No. Email Id

GPF No. NPS No.
 GPF No. NPS No

Health Information

Person with disability* Person having health issues*
 Yes Yes

Disability Percentage Please upload proof(Only PFD, Max 200 KB)
 Please upload proof Browse

Ailment Please upload proof(Only PFD, Max 200 KB)
 Please upload proof Browse

SAVE BASIC INFO AND PROCEED NEXT

N.B. - (*) marked fields are mandatory

JKPWDOMS © 2020-2021 Number of online users: 8 Designed and Developed by C-DAC

Figure: Select the document and click on Open button

Figure: Click on Save Basic Info and Proceed Next

Figure: Click on Confirm to continue

The screenshot shows the 'Add New Employee' form with the 'Basic Info' tab active. The form contains several dropdown menus and text input fields. A green notification box in the bottom right corner indicates that the basic information has been added successfully.

Figure: Basic Information Successfully added

4.5.2 Entering the Official Information

After clicking on “**Confirm**” the official details form will appear as shown below. To **upload the first page of service book**, click on the “**Browse**” button. An “**Open file**” dialog box will appear. Select the document and click on the “**Open**” button. After filing all the details click on “**Save Official Information and Continue**” Button to save the updated information and continue to next form.

The screenshot shows the 'Add New Employee' form with the 'Official Info' tab selected. A red box highlights the 'Official Info' tab, and a text box with an arrow pointing to it says 'Click on 'Official Info' tab and enter the details.'

Figure: Entering the official details of an employee.

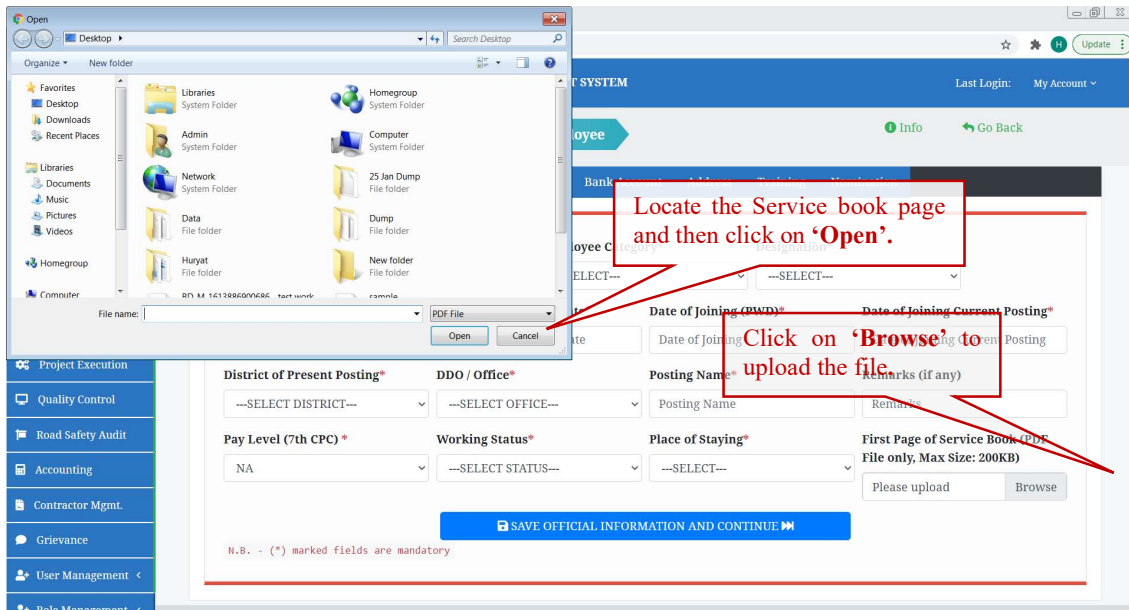


Figure: Uploading the first page of Service book

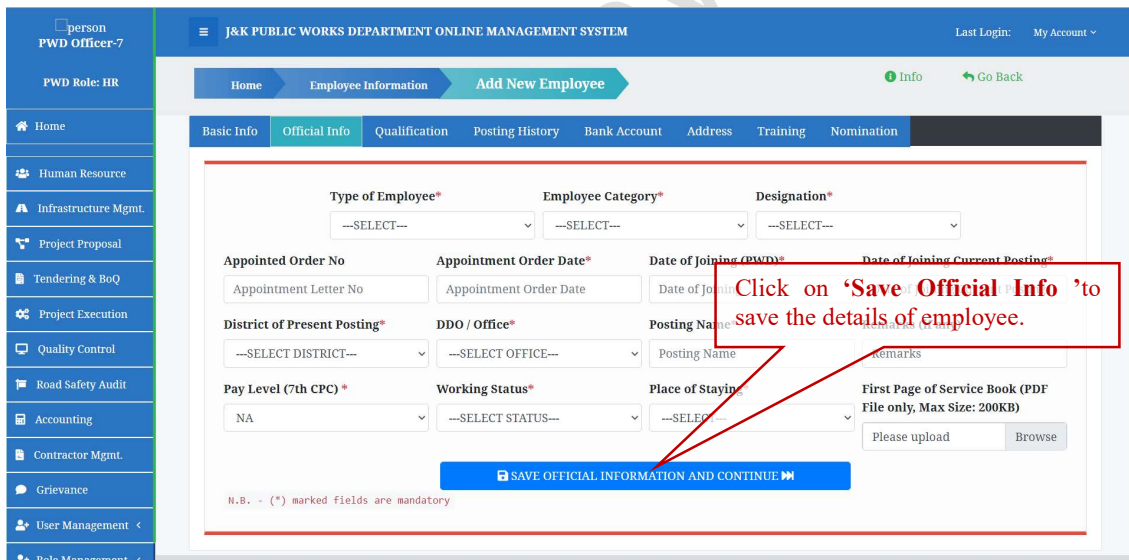
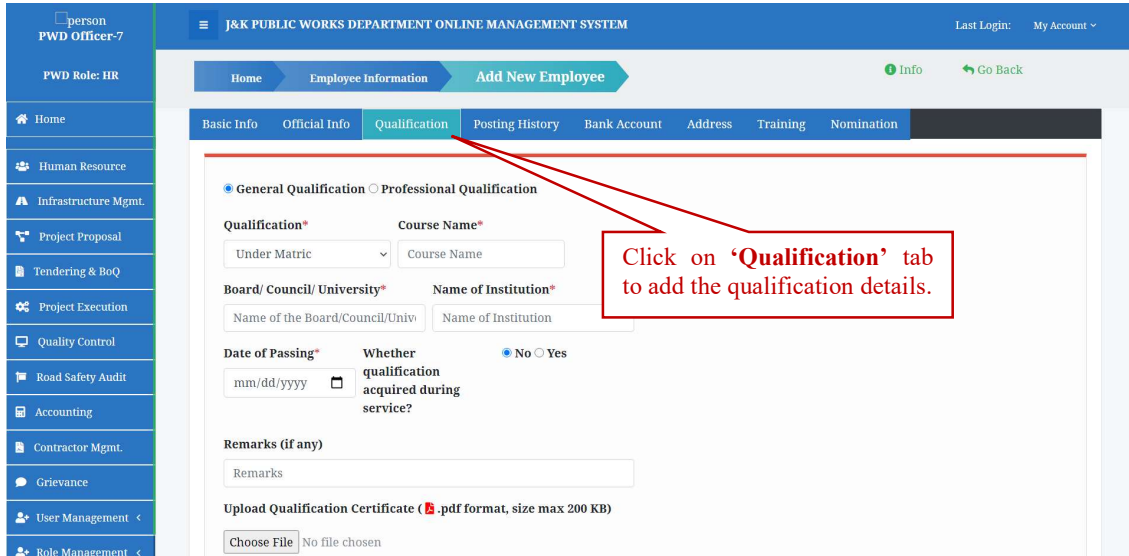


Figure: Click on the "Save official Information and Continue" to Save the details.

4.5.3 Entering the Qualification details of an employee

To enter the qualification of the employee, click on the **“Qualification”** tab. Fill in the details. The following qualification certificates needs to be uploaded: 10th, 12th, Diploma (if any), Graduation Degree (if any), Post-graduation (if any) and PhD (if any) certificates. The fields marked with **“*”** are mandatory. If these fields left empty, it will invoke an error. To upload the qualification certificates, click on the **“Browse”** button. The document should be in **pdf** format and the maximum size should be 200kb. Click on the **“Add Qualification”** button to save qualification details of the employee. The list of qualification added appears on the right side of the page.



person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Employee Information **Add New Employee** Info Go Back

Basic Info Official Info **Qualification** Posting History Bank Account Address Training Nomination

General Qualification Professional Qualification

Qualification* Course Name*

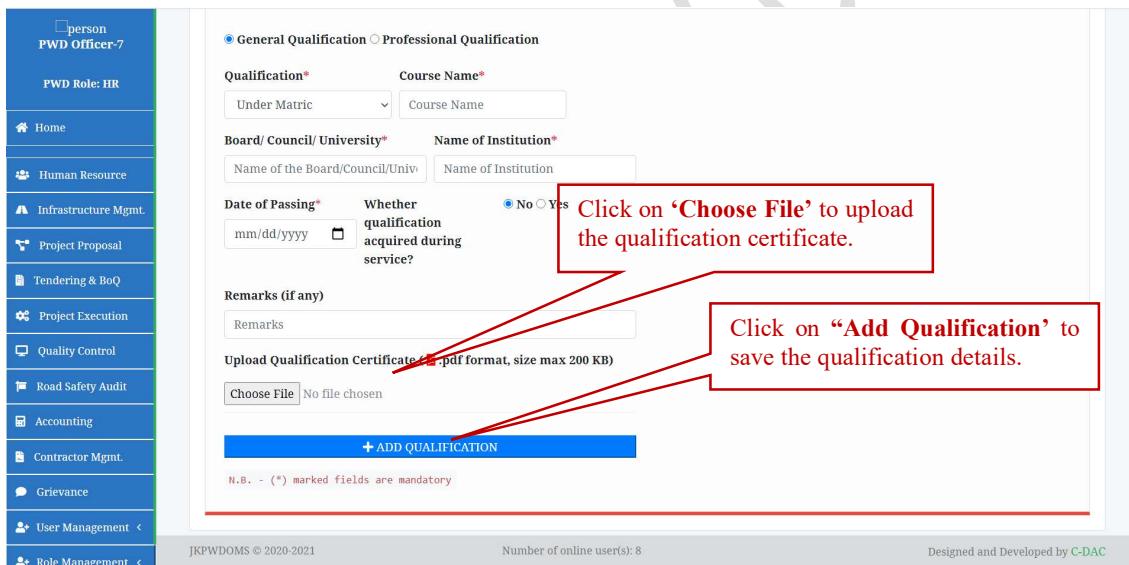
Board/ Council/ University* Name of Institution*

Date of Passing* Whether qualification acquired during service?
 No Yes

Remarks (if any)

Upload Qualification Certificate (.pdf format, size max 200 KB)
 No file chosen

Figure: Entering the qualification details of employee



person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Employee Information **Add New Employee** Info Go Back

Basic Info Official Info **Qualification** Posting History Bank Account Address Training Nomination

General Qualification Professional Qualification

Qualification* Course Name*

Board/ Council/ University* Name of Institution*

Date of Passing* Whether qualification acquired during service?
 No Yes

Remarks (if any)

Upload Qualification Certificate (.pdf format, size max 200 KB)
 No file chosen

N.B. - (*) marked fields are mandatory

JKPDOMS © 2020-2021 Number of online user(s): 8 Designed and Developed by C-DAC

Figure: Uploading the document and saving the qualification of employee

The list of qualification added appears here.

Figure: The list of qualification details added

4.5.4 Entering the Posting details of an employee

To enter the posting details of employee, click on the **“Posting history”** tab. User has to enter an employee’s posting history in his tenure. After filing the details click on the **“Add Posting”** button to save the posting details of an employee.

Click on 'Posting History' tab to enter the details.

Click 'Choose File' select and upload the 'Posting' file.

Click on 'Add Posting' to save the posting details.

Figure: Entering and saving the posting details.

4.5.5 Enter the Bank Details of an Employee

To enter the Bank details of an employee, click on the **“Bank Account”** tab. After entering the account number and **“IFSC code”**, click on **“Get Branch”** to get the **“Name of bank & branch”** which will be automatically added in the next field. After filing the details click on the **“Save Bank Account Info and Continue”** button.

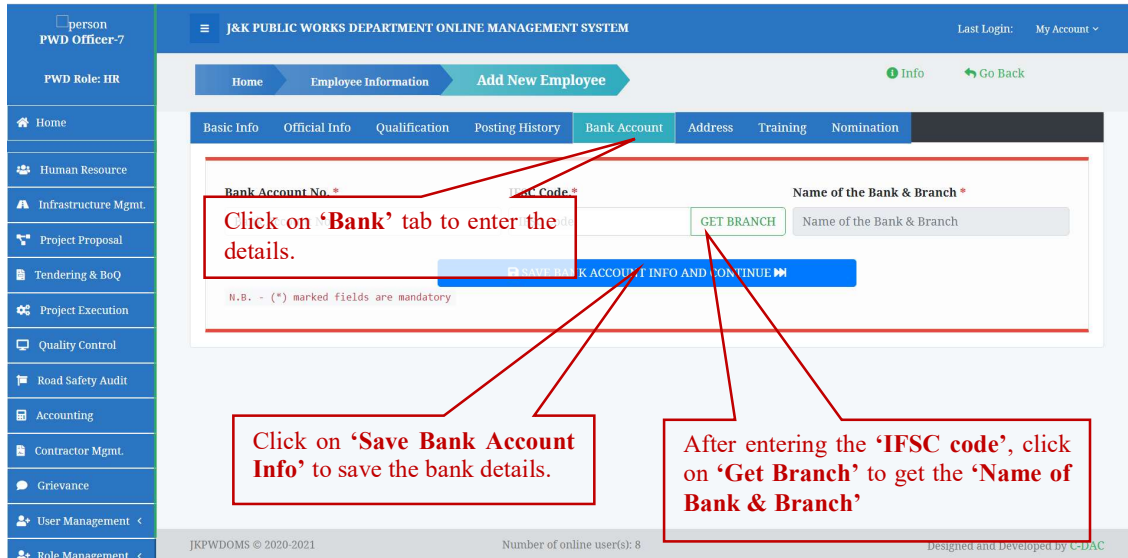


Figure: Entering and saving the bank details

4.5.6 Enter the Address details

Click on the “**Address**” tab to enter the address details of an employee. If the employees’ “**Residential Address**” is same as the “**Permanent Address**” then click on the **check box** and all the details of residential address will be copied in permanent address field boxes. All the fields marked with “*****” are mandatory and will invoke error if left empty. After filing the details, click on “**Save and continue**”. The following documents can be used as an address proof.

- Passport
- Arms License
- Driving License
- Election Commission I/Card*
- Ration Card (with address)
- CGHS/ECHS card
- Address card with photograph issued by Dept. Of Posts, Gov. of India
- Current Passbook of Post Office/any Scheduled Bank
- Photo Identity card with address (of Central Govt./PSU or State Govt./PSU only)
- Pensioner's card with address
- Freedom Fighter Card with address.
- Kisan Passbook with address.
- Income Tax Assessment Order
- Credit card statement (not older than last three months)
- Telephone Bill of fixed line (not older than last three months).
- Permanent Residency Card issued by J&K Government.
- Fresh Certificate carrying the identity and address of the person(s) concerned issued by the Lt. Colonel. (for serving officers/ jawans of the armed forces and members of their families)

- Certificate of identity and address of the person(s) concerned issued by Officer Commanding of the rank of Lt. Colonel or above. (for serving officers/ jawans of the Central paramilitary forces and members of their families)
- Tibetan Refugee Card
- Border ID Card

*Only Voter's identity cards (issued from 2008), which carry various security features such as hologram etc., are acceptable as a proof of identity and address.

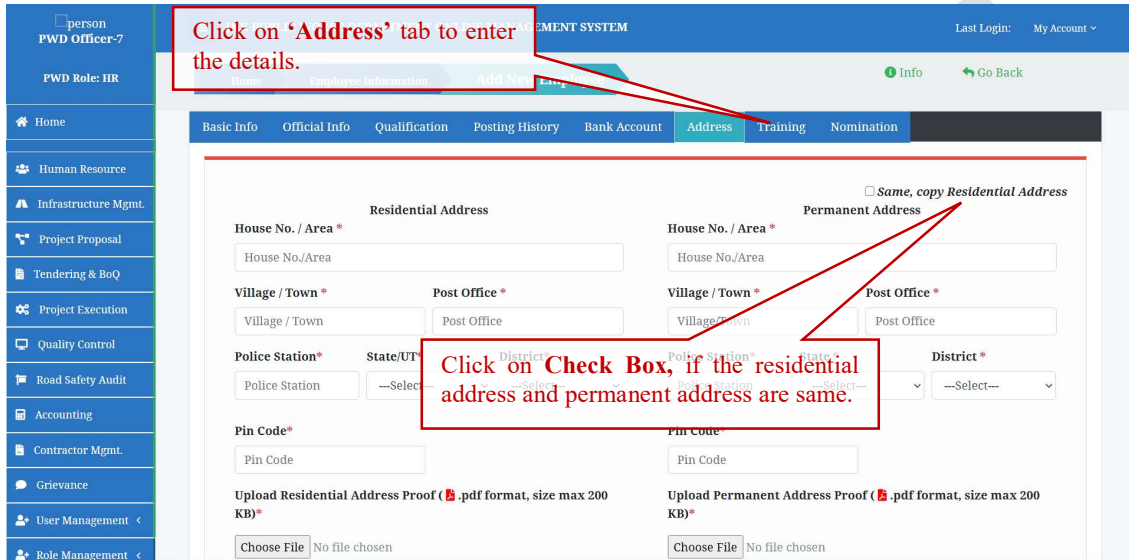


Figure: Entering the address detail of an employee

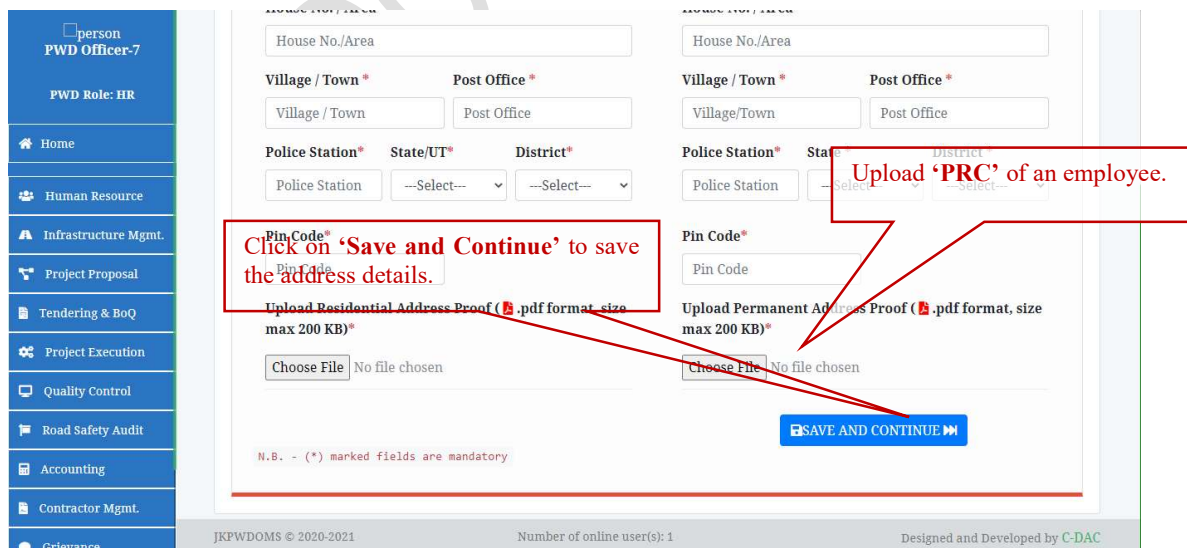


Figure: Click on Save to save the address details

4.5.7 Enter the Training Details

Click on the **“Training”** tab to enter the training details of an of an employee. If an employee has attended the training during the service, he has to fill in the training details. After filing the details, click on the **“Add training”** to save the training details.

Figure: Entering and Saving the Training details of an employee

Figure: The list of training added appears on the right side of the page.

4.5.8 Enter the Nomination details

Click on the **“Nomination”** tab to enter the nomination details of an employee. Fill in the details and click on **“Add Nominee”** button to add more nominees. After clicking on the **“Add Nominee”**, a list will appear on the right side of the form along with percentage added

and the fields will get refreshed to enter the details of the other nominees. The total added percentage should be 100. A confirmation dialog box will appear. Click on “**Confirm**” to continue or else click on “**Cancel**” to cancel the operation.

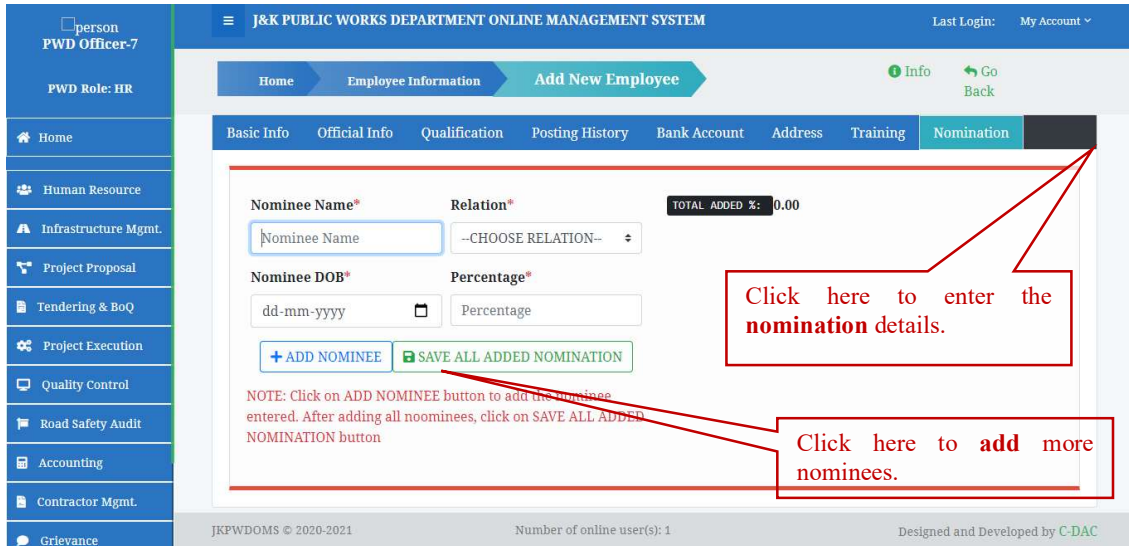


Figure: Entering the Nomination details of an employee

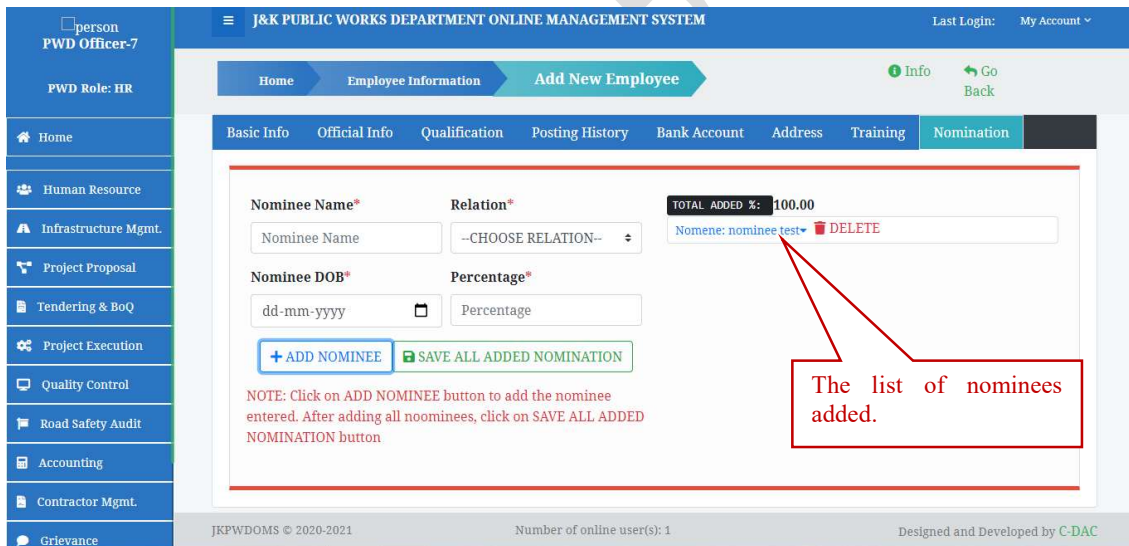


Figure: The list of Nominees added.

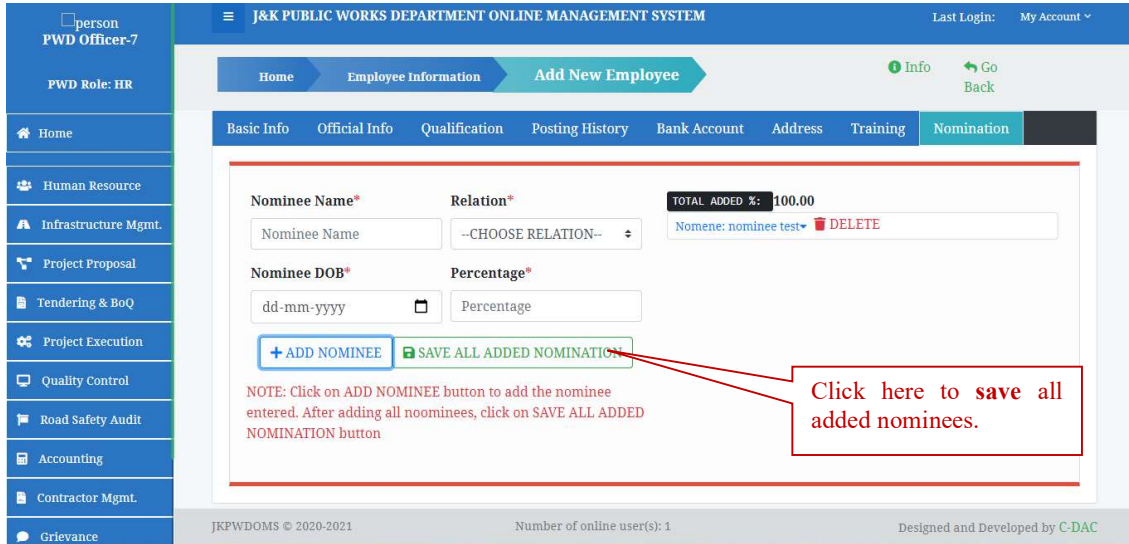


Figure: Click on Save All added Nomination

4.6 Search/ View Employee

On the menu bar, click on the “Employee Information”, a drop down list will appear as shown in figure below.

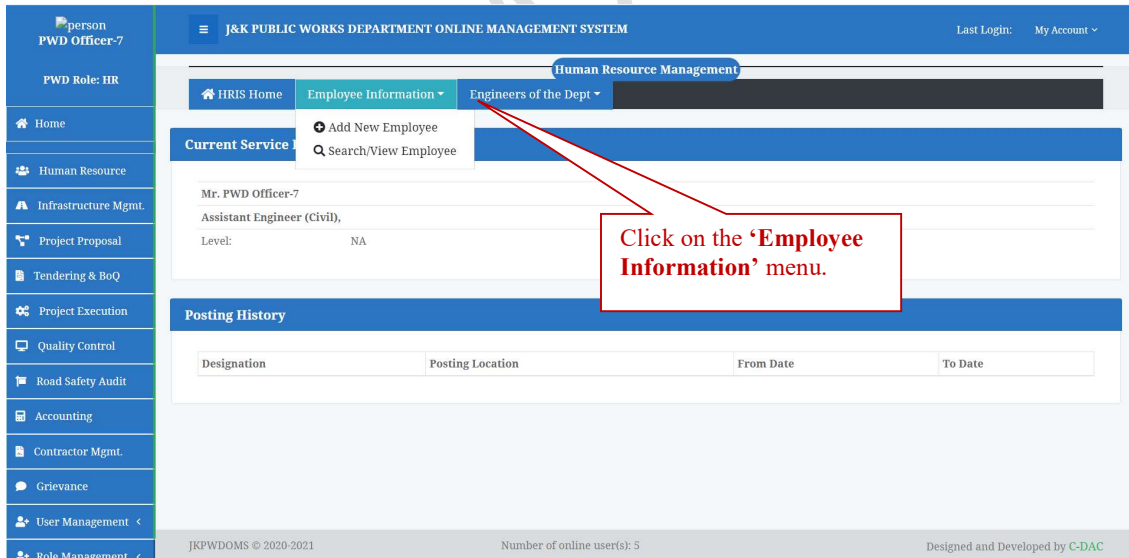


Figure: Click on Employee Information

Click on the “Search/View Employee” button to search/view employee details.

Click on 'Search/ View Employee' button to view the employee

Figure: Click on the "Search/ View Employee"

After clicking on the “Search/View Employee”, a page will appear showing the list of employees as shown in the picture below.

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB	JOINING DATE
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982	16-NOV-2000
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985	03-AUG-2002
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND	HELPER	12-MAR-1982	19-MAR-2002
4	GET DETAILS	-T000000007	GH NABI PADDER	R&B DIVISION, QAZIGUND	HELPER	01-JAN-1980	23-JAN-2000
5	GET DETAILS	-T000000013	KHURSHED AHMAD KHAN	R&B DIVISION, QAZIGUND	HELPER	05-APR-1977	20-FEB-1994

Figure: List of employees

User can search an employee by Name, Posting, Designation and Employee type by clicking on the dropdown as shown in the figure below. After selecting an item from the list, type the respective query and the list will appear.

The screenshot shows the 'Listing of Employee' page. A dropdown menu is open over the search field, listing search criteria: Employee Name, Posting, Designation, and Employee Type. A red callout box points to the 'Employee Name' option with the text: "Click here to Search an employee."

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB	JOINING DATE
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982	16-NOV-2000
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985	03-AUG-2002
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND	HELPER	12-MAR-1982	19-MAR-2002
4	GET DETAILS	-T000000007	GH NABI PADDAR	R&B DIVISION, QAZIGUND	HELPER	01-JAN-1980	23-JAN-2000
5	GET DETAILS	-T000000013	KHURSHED AHMAD KHAN	R&B DIVISION, QAZIGUND	HELPER	05-APR-1977	20-FEB-1994

Figure: Search an employee by his/her name.

The screenshot shows the search field with 'Employee Name' selected and 'HILAL AHMAD PARRY' typed in. A red callout box points to the text with the instruction: "Type the respective query."

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB	JOINING DATE
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982	16-NOV-2000
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985	03-AUG-2002
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND	HELPER	12-MAR-1982	19-MAR-2002
4	GET DETAILS	-T000000007	GH NABI PADDAR	R&B DIVISION, QAZIGUND	HELPER	01-JAN-1980	23-JAN-2000
5	GET DETAILS	-T000000013	KHURSHED AHMAD KHAN	R&B DIVISION, QAZIGUND	HELPER	05-APR-1977	20-FEB-1994

Figure: Select the item from the list and type the query as shown

User can also search a particular list of employees by clicking on **Advance Search**.

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource Listing of Employee Go Back

--select-- type your query here Q OR Advance Search

Show 5 entries

Click on 'Advance Search'.

Search: Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB	JOINING DATE
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982	16-NOV-2000
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985	03-AUG-2002
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND	HELPER	12-MAR-1982	19-MAR-2002
4	GET DETAILS	-T000000007	GH NABI PADDER	R&B DIVISION, QAZIGUND	HELPER	01-JAN-1980	23-JAN-2000
5	GET DETAILS	-T000000013	KHURSHED AHMAD KHAN	R&B DIVISION, QAZIGUND	HELPER	05-APR-1977	20-FEB-1994

Showing 1 to 5 of 13,604 entries Number of online user(s): 8

Designed and Developed by C-DAC

Figure: Click on the Filter.

A series of filters will appear as shown in figure. To select the district, click on the “**District**”, a list of districts will appear in the drop down menu. Then select the desired district. Similarly, select the desired **department, DDO office and designation** and then click on “**Filter**” to generate results.

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource Listing of Employee Go Back

--select-- type your query here Q OR Advance Search

Advance Search

--DISTRICT-- --DEPARTMENT-- --DDO/OFFICE-- --DESIGNATION-- FILTER

Show 5 entries

Click 'Filter' to show the number of employee list on the screen.

Search: Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB	JOINING DATE
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982	16-NOV-2000
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985	03-AUG-2002
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND	HELPER	12-MAR-1982	19-MAR-2002
4	GET DETAILS	-T000000007	GH NABI PADDER	R&B DIVISION, QAZIGUND	HELPER	01-JAN-1980	23-JAN-2000

Number of online user(s): 8

Designed and Developed by C-DAC

Figure : Search/View Employees

A table will appear showing your desired result. User can change the table view by clicking on the “**Show entries**”. User can select the number of entries he/she want to view in one page.

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource Listing of Employee Go Back

--select-- type your query here

OR Advance Search

Advance Search

--DISTRICT-- --DEPARTMENT-- --DDO/OFFICE-- --DESIGNATION-- FILTER

Show 5 entries

Search: Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB	JOINING DATE
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982	16-NOV-2000
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985	03-AUG-2002
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND	HELPER	12-MAR-1982	19-MAR-2002
4	GET DETAILS	-T000000007	GH NABI PADDER	R&B DIVISION, QAZIGUND	HELPER	01-JAN-1980	23-JAN-2000

Number of online user(s): 8

Designed and Developed by C-DAC

Figure: Click on the "Show entries" option to select the number of entries you want to view in one page.

User can search the employee by typing the employee id in the search box as shown below.

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource Listing of Employee Go Back

--select-- type your query here

OR Advance Search

Advance Search

Rajouri --DESIGNATION-- FILTER

Show 5 entries

Search: Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985

Number of online user(s): 2

Designed and Developed by C-DAC

Figure: Searching the employee

User can also download the excel or pdf file of the employee list by clicking on the "Excel" and "pdf" button.

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource Listing of Employee Go Back

---select--- type your query here

Advance Search

Rajouri --DEPARTMENT-- --DDO/OFFICE-- --DESIGNATIO! FILTER

Show 5 entries

Search: Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB
+	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982
+	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985

Number of online user(s): 2

Designed and Developed by C-DAC

Figure: Downloading an excel file

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource Listing of Employee Go Back

---select--- type your query here

Advance Search

Rajouri --DEPARTMENT-- --DDO/OFFICE-- --DESIGNATIO! FILTER

Show 5 entries

Search: Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO	DESIGNATION	DOB
+	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM	HELPER	10-MAR-1982
+	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND	HELPER	11-FEB-1985

Number of online user(s): 2

Designed and Developed by C-DAC

Figure: Downloading a pdf file

Click on “Next” to see the next list of employees and click on “Previous” to see the previous list of employees as shown below.

Person	GET DETAILS	EMP. ID	EMP. NAME	DDO
person PWD Officer-7	GET DETAILS	000000002	ZAMEER HUSSAIN KHAN	PMGSY DIVISION GANDEBAL
PWD Role: HR	GET DETAILS	000000003	NUSRAT NIYAZ	PMGSY DIVISION GANDEBAL
Home	GET DETAILS	0000000032	MEHRAJ DIN SHEIKH	N/A
Human Resource	GET DETAILS	0000000033	ROMANA HABIB	R&B RIGHT RIVER CIRCULAR ROAD DIVISION, SRINAGAR
Infrastructure Mgmt.	GET DETAILS	0000000035	TAHIRA AKHTAR DAJOO	R&B RIGHT RIVER CIRCULAR ROAD DIVISION, SRINAGAR
Project Proposal	GET DETAILS	000000004	SHOWKAT AHMAD KUMAR	PMGSY DIVISION GANDEBAL
Tendering & BoQ	GET DETAILS	000000005	ABDUL QAYOOM SHAH PEERZADA	PMGSY DIVISION GANDEBAL
Project Execution	GET DETAILS	000000007	SABEENA NAZIR	R&B RIGHT RIVER CIRCULAR ROAD DIVISION, SRINAGAR
Quality Control	GET DETAILS	000000009	ABDUL RASHID SHEIKH	R&B RIGHT RIVER CIRCULAR ROAD DIVISION, SRINAGAR
Road Safety Audit				
Accounting				
Contractor Mgmt.				
Grievance				

Showing 1 to 25 of 13,606 entries

Previous 1 2 3 4 5 ... 545 Next

Click here to view 'previous' list of employees.

Click here to see 'next' list of employees.

Figure: Next and Previous list of Employees

Click on the “+” sign to get additional details of the selected employee. User can also check the other details of employee by clicking on “Get details”. A Pop up will open showing the different options of the details of employee. User can click on any option he/she wants to view. Click close button after viewing the details. There is a **radio button** near the “+”. Click on that button to **edit** the employee details. A dialog box will pop up asking for confirmation to edit. Click on “Edit”, to update details otherwise click on “Cancel”.

#	DETAIL	EMP. ID	EMP. NAME	DDO
+	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM
+	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND
+	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND
+	GET DETAILS	-T000000007	GH NABI PADDER	R&B DIVISION, QAZIGUND

Number of online user(s): 2

Click 'Get Details' to get other details of employee.

Figure: Click on Get details

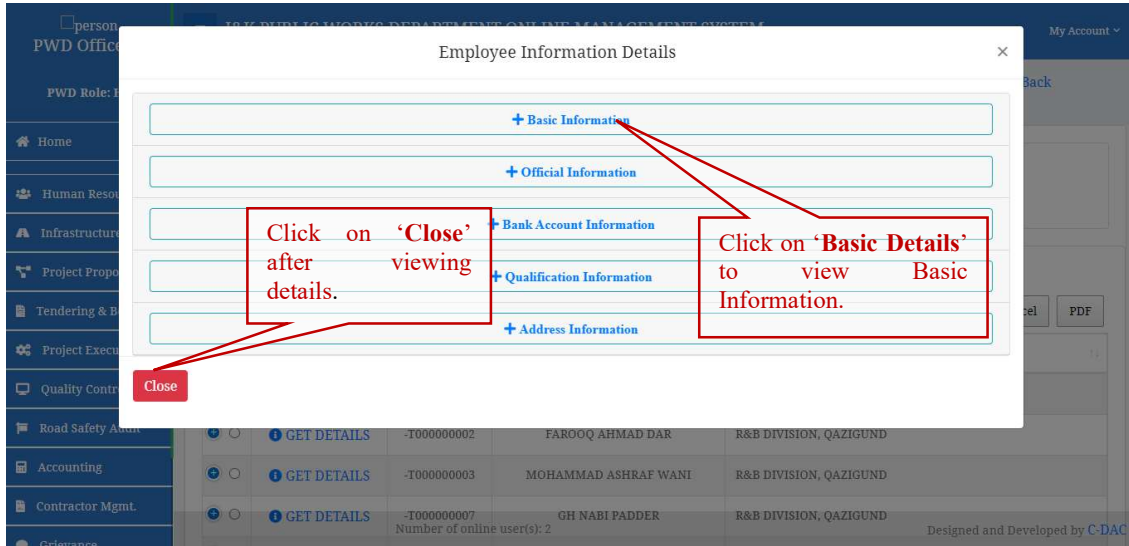


Figure: The pop up showing the Employee Information Details.

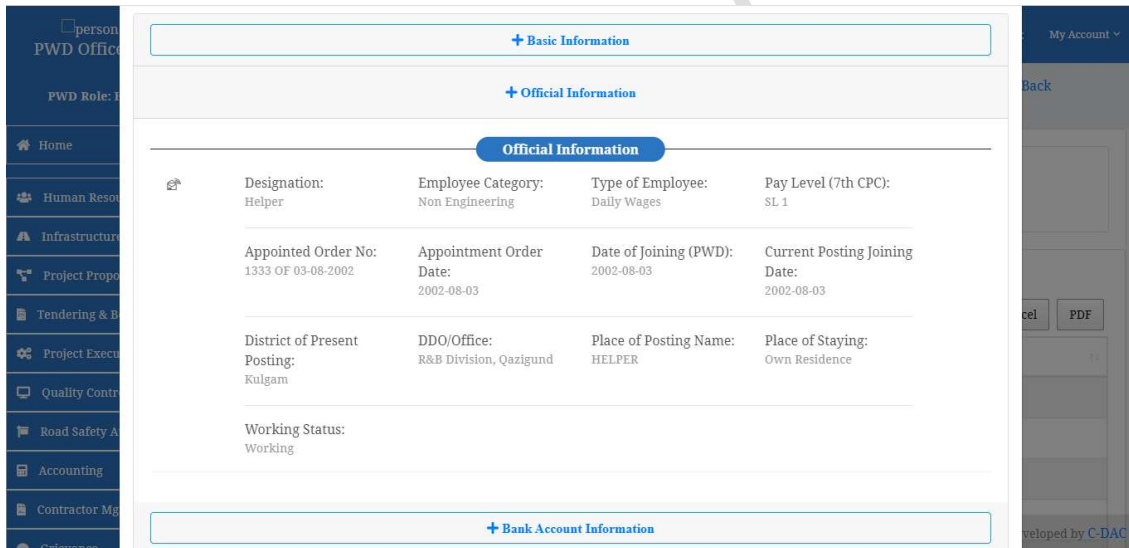


Figure Click on the option you want to view information.

---select--- type your query here Q OR Advance Search

Show 25 entries

Search: [] Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM
DESIGNATION HELPER DOB 10-MAR-1982 JOINING DATE 16-NOV-2000 CATEGORY GENERAL Number of online user(s): 2 CONTACT NO 9906405261 BLOOD GROUP B+ EMPLOYMENT TYPE DAILY WAGES				
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND

Designed and Developed by C-DAC

Figure: View additional employee details and edit.

---select--- type your query here Q OR Advance Search

Show 25 entries

Search: [] Excel PDF

#	DETAIL	EMP. ID	EMP. NAME	DDO
1	GET DETAILS	-T000000001	HILAL AHMAD PARRY	S.E CIRCLE ANANTNAG KULGAM
2	GET DETAILS	-T000000002	FAROOQ AHMAD DAR	R&B DIVISION, QAZIGUND
3	GET DETAILS	-T000000003	MOHAMMAD ASHRAF WANI	R&B DIVISION, QAZIGUND
4	GET DETAILS	-T000000007	GH NABI PADDER	R&B DIVISION, QAZIGUND
5	GET DETAILS	-T000000013	KHURSHEED AHMAD KHAN	R&B DIVISION, QAZIGUND
6	GET DETAILS	-T000000014	RAJA BEGUM	R&B DIVISION, QAZIGUND
7	GET DETAILS	-T000000015	ABDUL AZIZ SHEIKH	R&B DIVISION, QAZIGUND
8	GET DETAILS	-T0000000166	MOHD ASHRAF SHAH	R&B DIVISION, QAZIGUND

Number of online user(s): 2
Designed and Developed by C-DAC

Figure: Dialog box asking for confirmation to edit the employee details.

4.7 Updating Personal Information

Clicking on the “Edit” button will open an “Update Personal Information” form. Update the basic information in the “Basic info” tab. User can change the photo on an employee by clicking on the “Change photo”. If the person is physically challenged, click “Yes” on the “Personal disability” field. The additional fields will appear asking for the “Proof of disability”. Click on the “Browse” button to upload the proof of disability. An “Open file” dialog box will appear. Select the desired file and then click “Open”. Similarly goes for “Person having health issues”. After entering all the details click on the “Update Basic Info and Proceed Next” button. Clicking on this button will open a pop up asking for confirmation. If you are sure, click on the “Confirm” button otherwise click “Cancel”.

Note: All the fields marked with “” are mandatory. If left empty will invoke an error. The photo size of an employee should be less than 200kb.*

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource **Update Personal Information** Info Go Back

Basic Info Official Info Qualification Posting History Bank Account Address Training Nomination

Title * Miss Employee ID/CPF ID* test002 Employee Photo Upload Photo

First Name* fname Middle Name mname Last Name* lname

Father Name* fathurname Mother Name* mothurname Gender* Female Category* General

Religion* Muslim Date of Birth* 18-Mar-1990 Marital Status* Single Spouse Name Spouse Name

Identification Mark Identification Mark Mobile No.* 9999999999 Emergency Contact No.* 9999999999 Email Id.* hh@gmail.com

Update the basic details of an employee.

Figure: Update the basic information of the employee

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource **Update Personal Information** Info Go Back

Basic Info Official Info Qualification Posting History Bank Account Address Training Nomination

Father Name* fathurname Mother Name* mothurname Gender* Female Category* General

Religion* Muslim Date of Birth* 18-Mar-1990 Marital Status* Single Spouse Name Spouse Name

Identification Mark Identification Mark Mobile No.* 9999999999 Emergency Contact No.* 9999999999 Email Id.* hh@gmail.com

Aadhaar No. Aadhaar No. PAN Card No.* pan1234swe GPF No. GPF No. NPS No. NPS No.

Health information

Blood Group* A+ Person with disability* No Person having health issues* No

UPDATE BASIC INFO AND PROCEED NEXT

N.B. - (*) marked fields are mandatory

Update health related information.

Figure: Update the health related Information.

person PWD Officer-7
PWD Role: HR

Father Name * Mother Name * Gender * Category *
fathername mothername Female General

Religion * Date of Birth * Marital Status * Spouse Name
18-Mar-1990 Single Spouse Name

Identification Mark * Mobile No.* Emergency Contact No.* Email Id.*
9999999999

Aadhaar No. PAN Card No.*
Aadhaar No. pan123456789

Health Information

Blood Group * Person with disability * Person having health issues *
A+ Yes No

Disability Type * Disability Percentage * Upload Proof of Disability(Only PDF, Max 200 KB)
Please upload proof of disability Browse

UPDATE BASIC INFO AND PROCEED NEXT

N.B. - (*) marked fields are mandatory

Figure: Select yes if a person is physically challenged.

person PWD Officer-7
PWD Role: HR

Category *
General

Spouse Name
Spouse Name

Email Id.
hh@gmail.com

NPS No.
NPS No

Person having health issues *
No

Proof of Disability(Only PDF, Max 200KB)
Please upload proof of disability Browse

UPDATE BASIC INFO AND PROCEED NEXT

N.B. - (*) marked fields are mandatory

Open

File name: dummy PDF File 12.5 KB

Open Cancel

Locate the document of proof and click on 'Open' button.

Figure: Select the document and then Click Open.

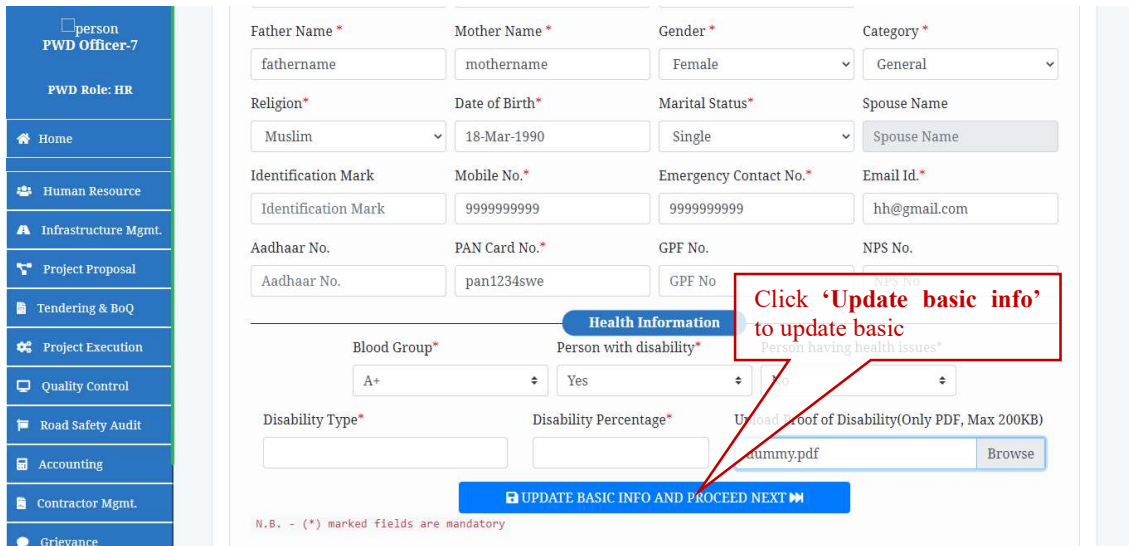


Figure: Click on the "Update basic info and Proceed Next"

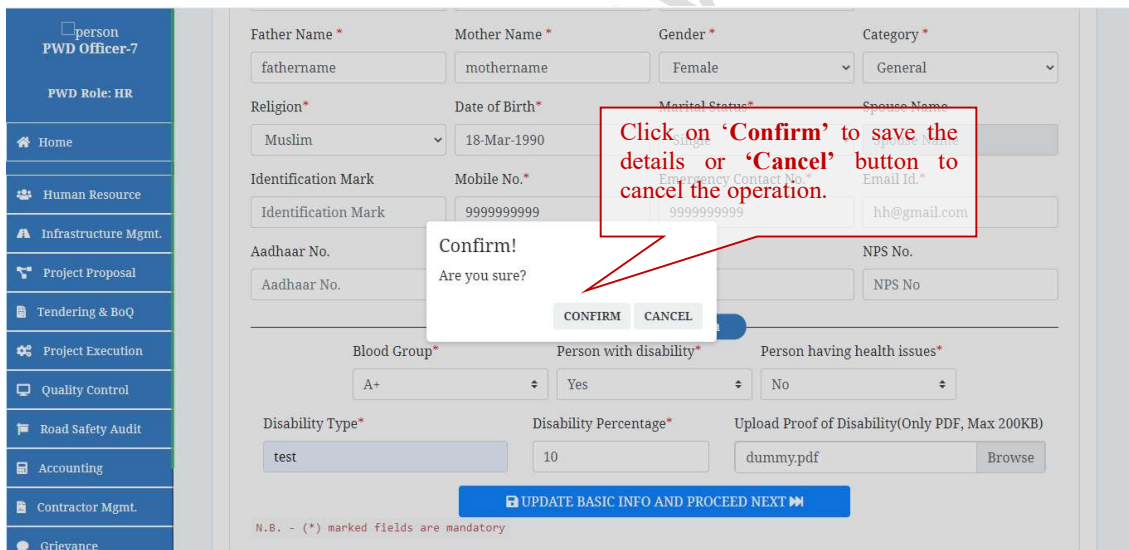
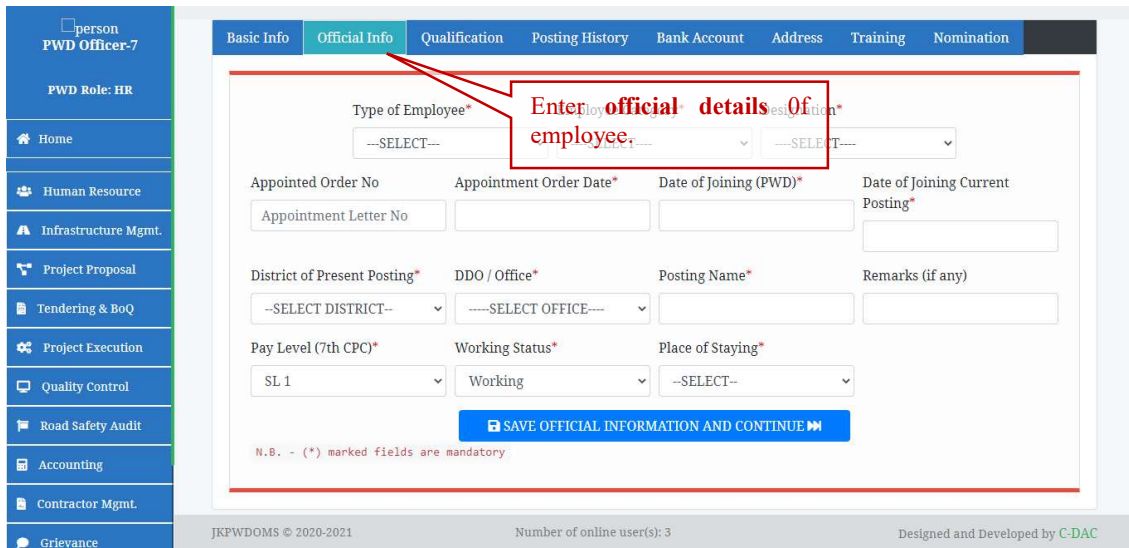


Figure: Click on Confirm to continue.

4.7.1 Updating Official Information

After clicking on “**Confirm**” the official details form will appear. After filing all the details click on “**Save Official Information and Continue**” button to save the updated information and continue to next form.



person
PWD Officer-7

PWD Role: HR

Home

Human Resource

Infrastructure Mgmt.

Project Proposal

Tendering & BoQ

Project Execution

Quality Control

Road Safety Audit

Accounting

Contractor Mgmt.

Grievance

Basic Info Official Info Qualification Posting History Bank Account Address Training Nomination

Type of Employee* Employee Category* Designation*

Appointed Order No Appointment Order Date* Date of joining (PWD)* Date of joining Current Posting*

District of Present Posting* DDO / Office* Posting Name* Remarks (if any)

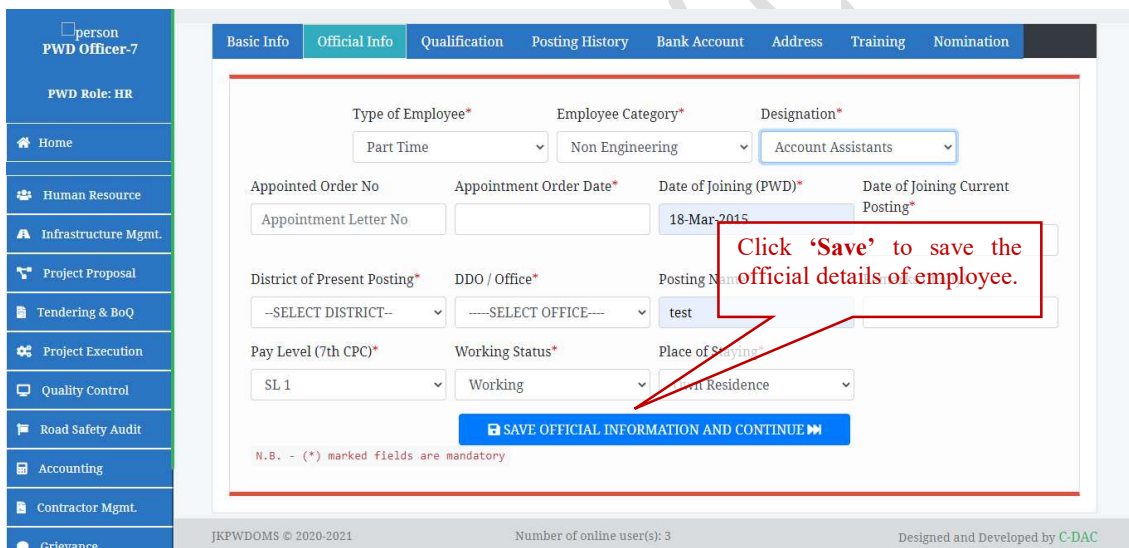
Pay Level (7th CPC)* Working Status* Place of Staying*

SAVE OFFICIAL INFORMATION AND CONTINUE

N.B. - (*) marked fields are mandatory

JKPWDOMS © 2020-2021 Number of online user(s): 3 Designed and Developed by C-DAC

Figure: Enter the official details of the employee.



person
PWD Officer-7

PWD Role: HR

Home

Human Resource

Infrastructure Mgmt.

Project Proposal

Tendering & BoQ

Project Execution

Quality Control

Road Safety Audit

Accounting

Contractor Mgmt.

Grievance

Basic Info Official Info Qualification Posting History Bank Account Address Training Nomination

Type of Employee* Employee Category* Designation*

Appointed Order No Appointment Order Date* Date of joining (PWD)* Date of joining Current Posting*

District of Present Posting* DDO / Office* Posting Name* Remarks (if any)

Pay Level (7th CPC)* Working Status* Place of Staying*

SAVE OFFICIAL INFORMATION AND CONTINUE

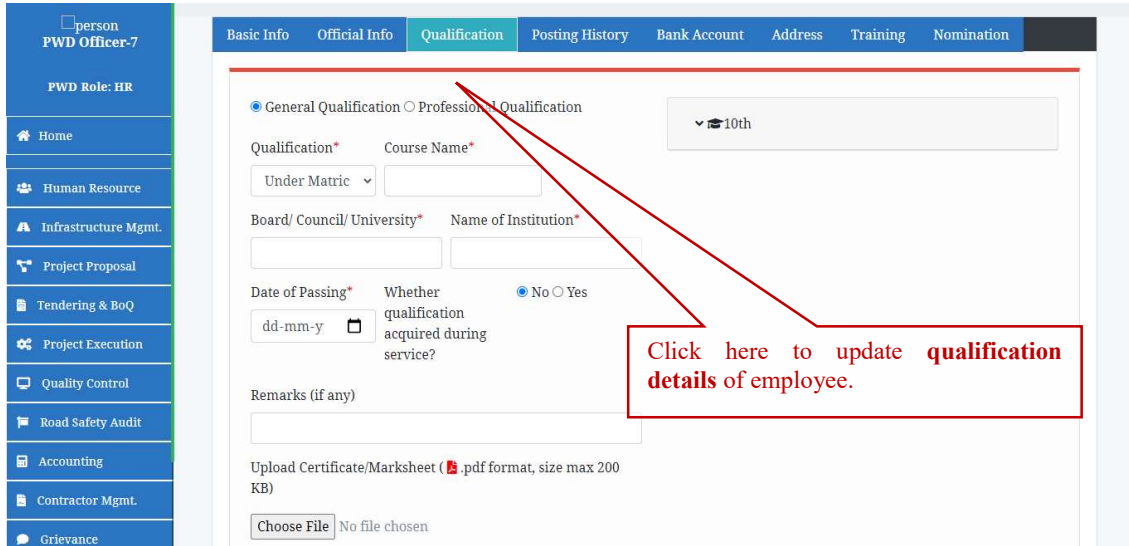
N.B. - (*) marked fields are mandatory

JKPWDOMS © 2020-2021 Number of online user(s): 3 Designed and Developed by C-DAC

Figure: Click on the "Save Official Information and Continue"

4.7.2 Updating Qualification Details

To edit the qualification of the employee, click on the **“Qualification”** tab. Fill in the details. The fields marked with **“*”** are mandatory. If these fields left empty, it will invoke an error. To upload the qualification certificates, click on the **“Choose file”** button. The document should be in pdf format and the maximum size should be 200kb. Click on the **“Add Qualification”** button to save qualification details of the employee.



person
PWD Officer-7

PWD Role: HR

Home

Human Resource

Infrastructure Mgmt.

Project Proposal

Tendering & BoQ

Project Execution

Quality Control

Road Safety Audit

Accounting

Contractor Mgmt.

Grievance

Basic Info Official Info **Qualification** Posting History Bank Account Address Training Nomination

General Qualification Professional Qualification

Qualification* Course Name* 10th

Under Matric

Board/ Council/ University* Name of Institution*

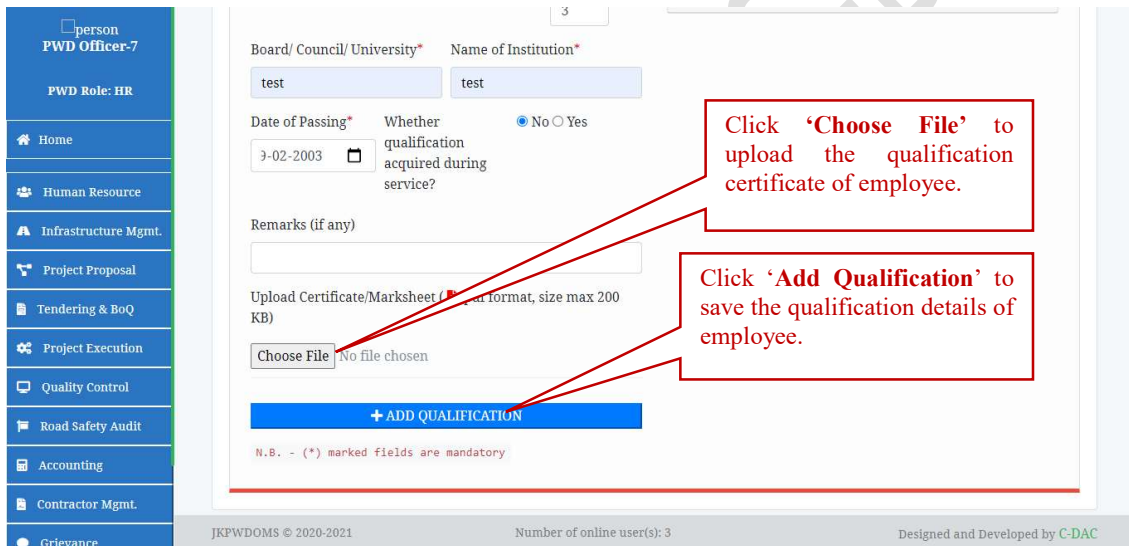
Date of Passing* Whether qualification acquired during service? No Yes

Remarks (if any)

Upload Certificate/Marksheet (pdf format, size max 200 KB)

Choose File No file chosen

Figure: Updating the Qualification details of Employee.



person
PWD Officer-7

PWD Role: HR

Home

Human Resource

Infrastructure Mgmt.

Project Proposal

Tendering & BoQ

Project Execution

Quality Control

Road Safety Audit

Accounting

Contractor Mgmt.

Grievance

Board/ Council/ University* Name of Institution*

test test

Date of Passing* Whether qualification acquired during service? No Yes

3-02-2003

Remarks (if any)

Upload Certificate/Marksheet (pdf format, size max 200 KB)

Choose File No file chosen

+ ADD QUALIFICATION

N.B. - (*) marked fields are mandatory

JRPWDOMS © 2020-2021 Number of online user(s): 3 Designed and Developed by C-DAC

Figure: The Qualification information Form

4.7.3 Updating Posting Information

To edit the posting details of employee, click on the “**Posting history**” tab. To upload the posting file of an employee, click on “**Choose File**” button. The file should be less than 200kb. After filing the details click on the “**Add Posting**” button to **save** the posting details of an employee.

Figure: Updating and saving the posting details of an employee.

4.7.4 Updating Bank Details

To update the Bank details of an employee, click on the **“Bank Account”** tab. After filing the details click on the **“Save Bank Account Info and Continue”** button as shown in figure

Figure: Updating the Bank account details.

4.7.5 Updating Address Information

Click on the **“Address”** tab to fill in the address details of an employee. All the fields marked with **“*”** are mandatory and will invoke error if left empty. After filing the details, click on **“Save and continue”** button.

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Last Login: My Account

Home Human Resource **Update Personal Information** Info Go Back

Basic Info Official Info Qualification Posting History Bank Account **Address** Training Nomination

Residential Address Same, copy Residential Address Permanent Address

House No. / Area * 101 House No. / Area * 101

Village / Town * Post Office * Village / Town * Post Office *

srinagar nowshera srinagar nowshera

Police Station* State/UT* District* Police Station* State * District *

zadibal Jammu and Srinagar zadibal Jammu and Srinagar

Pin code* Pin code*

190011 190011

Figure: Update the address details of an employee.

101 101

Village / Town * Post Office * Village / Town * Post Office *

srinagar nowshera srinagar nowshera

Police Station* State/UT* District* Police Station* State * District *

zadibal Jammu and Srinagar zadibal Jammu and Srinagar

Pin code* Pin code*

190011 190011

Update Residential Address Proof (.pdf format, size max 200 KB) Upload Permanent Address Proof (.pdf format, size max 200 KB)*

Choose File No file chosen Choose File No file chosen

View Residential Address Proof **UPDATE AND CONTINUE**

N.B. - (*) marked fields are mandatory

JRPWDOMS © 2020-2021 Number of online user(s): 11 Designed and Developed by C-DAC

Figure: Click on Update and continue to save the details.

4.7.6 Updating Training Information

Click on the **“Training”** tab to update the training details of an employee. After filing the details, click on the **“Add training”** to save the training details.

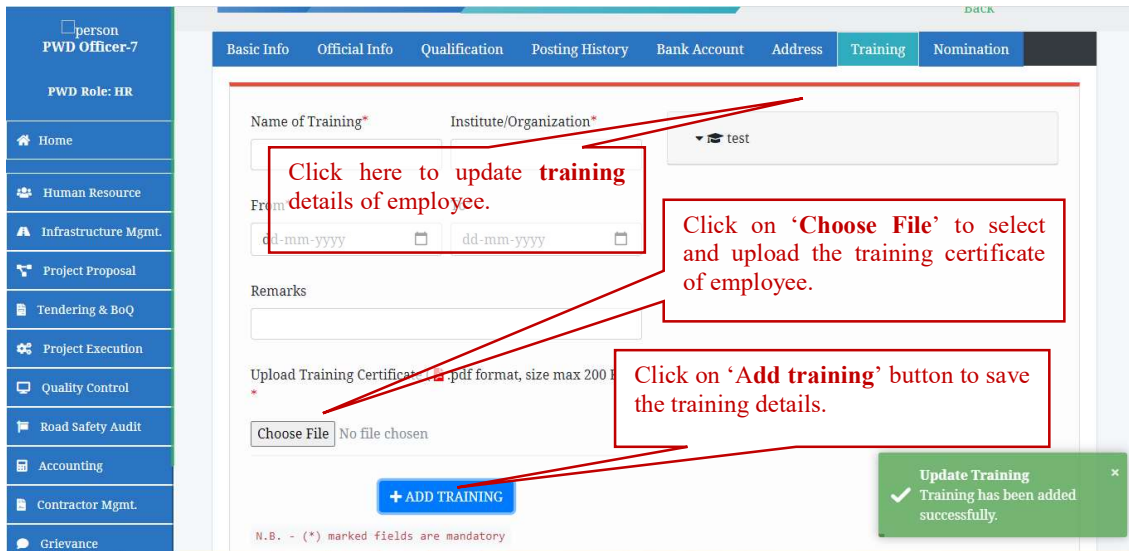


Figure: Entering and saving the training details

4.7.7 Updating Nomination Information

Click on the **“Nomination”** tab to enter the nomination details of an employee. Fill in the details and click on **“Add Nominee”** button to add more nominees (if any). The list of nominees will be shown in right side. Click on the A confirmation dialog box will appear. Click on **“Confirm”** to continue or else click on **“Cancel”** to cancel the operation.

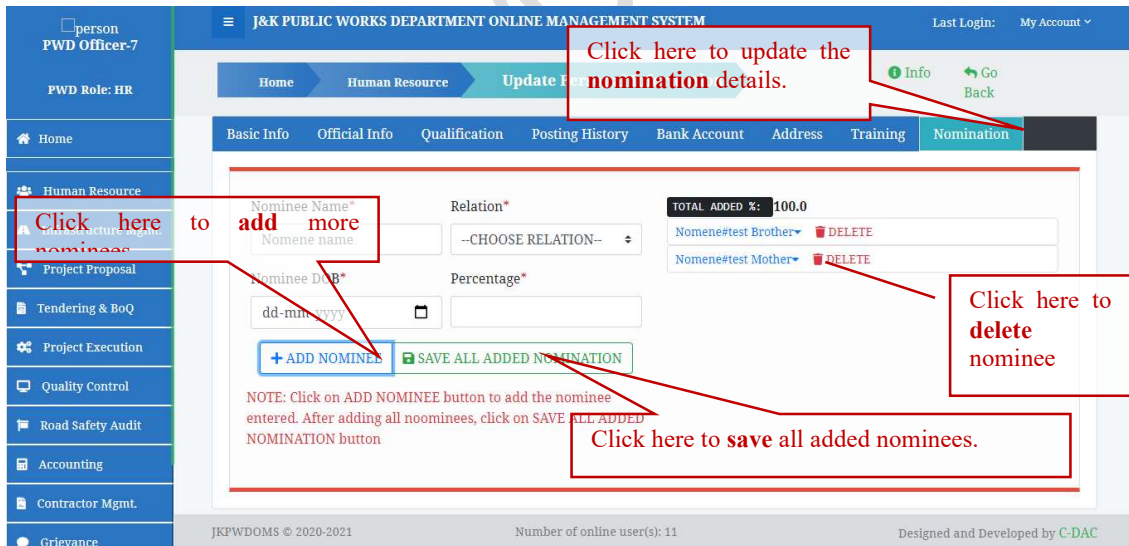


Figure: Updating and saving the nomination details of an employee

4.8 View Engineers of Department

To view the list of engineers of the department, click on the **“Engineers of Dept.”** menu in the Human Resource dash board. A drop down will appear. Click on Mechanical/Civil Wing as shown.

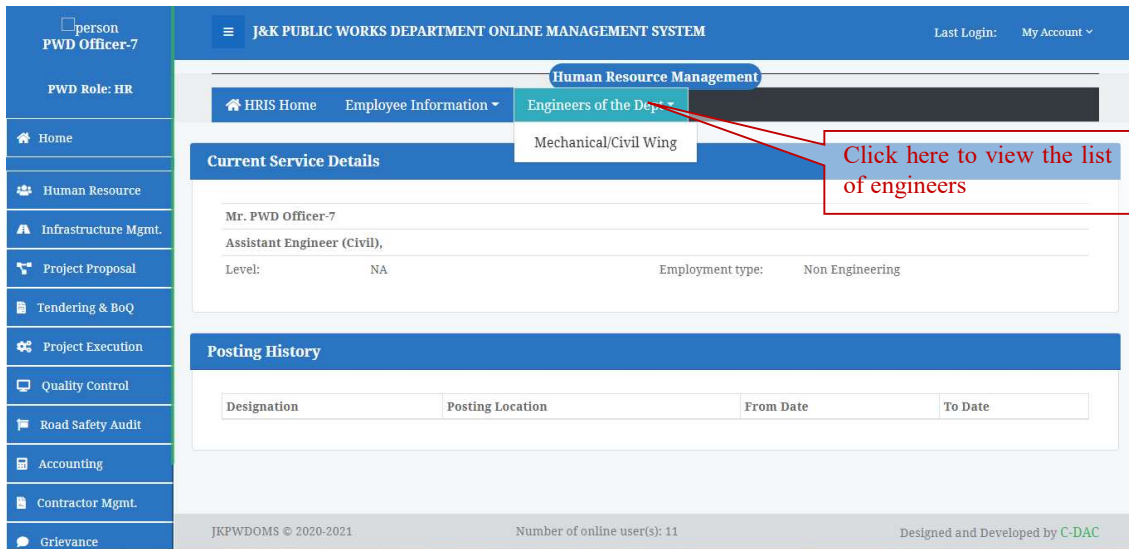


Figure: Click on Engineers of the Dept

A page will open with a list of mechanical and Civil Engineers. User can select one of the two options from **Degree** and **Diploma** to filter out the list. To View the Mechanical Wing list, click on the **Mechanical Wing** Tab and similarly to view the Civil Wing list, click on **Civil Wing** tab as shown. To search an employee by name, enter the name of the employee in the **Search** box and a list will appear. To upload the file, click on the **“Choose file”**, an open file Dialog box will appear. Select the desired file and click on **Open**. After the file has been chosen, click on **“Upload Mechanical Wing”**.

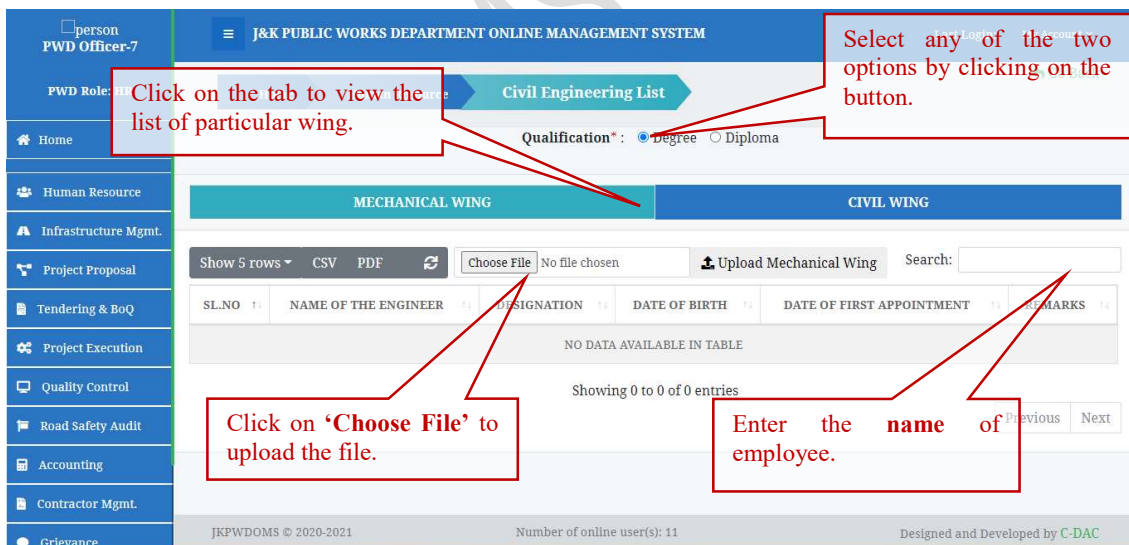


Figure: Civil/Mechanical Engineering list

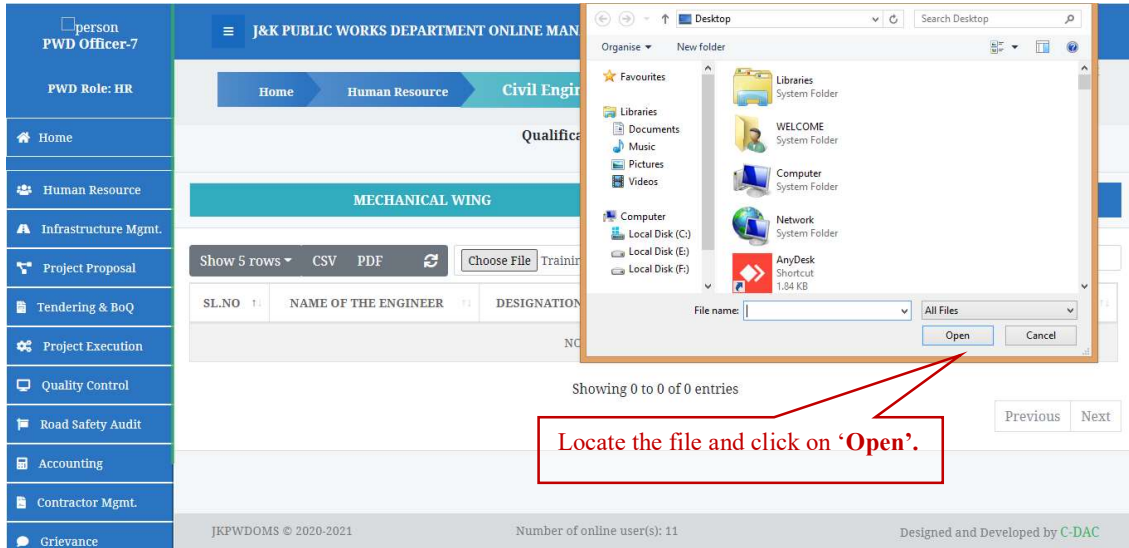


Figure: Open File dialog box.

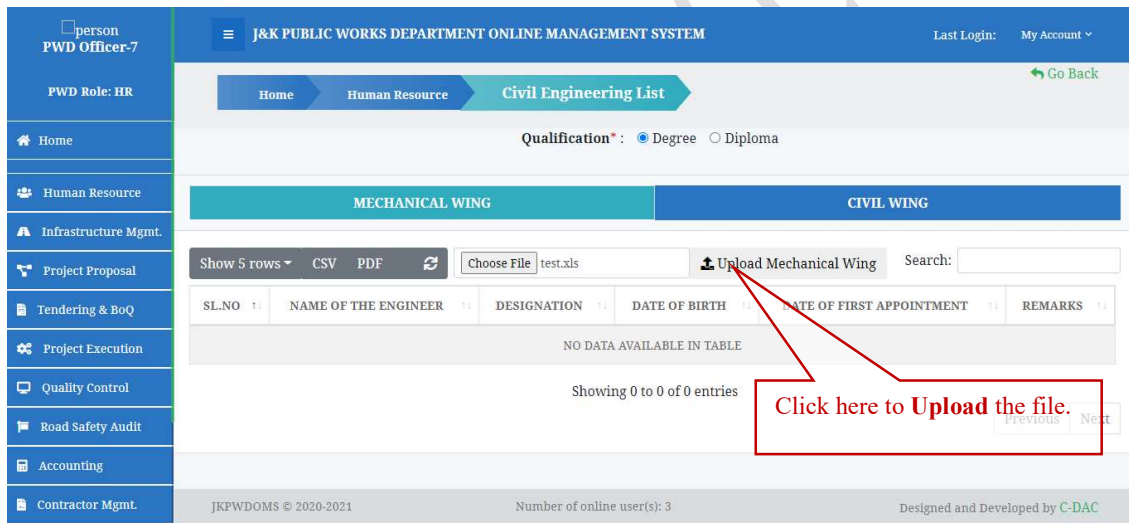


Figure: Uploading Mechanical Wing file

5 CONTRACTOR MAGEMENT

5.1 How to Register a Contractor

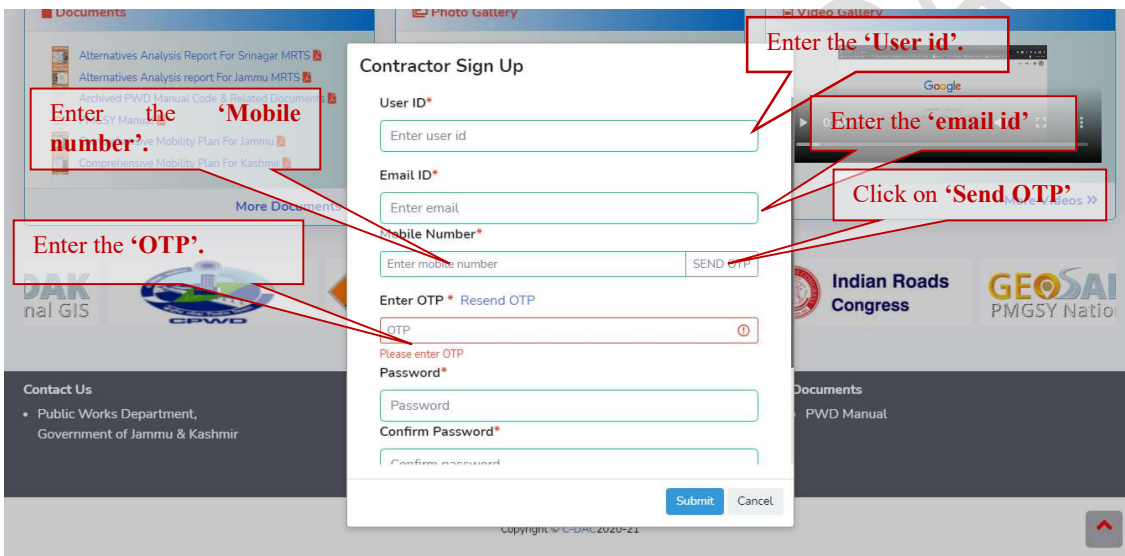
Step 1: Click on the “Contractor Sign up” at the bottom of the home-page of JKPWDOMS.

Step 2: Enter the user name, email id, password.

Step 3: Enter the mobile number and click on Send OTP button, an OTP will be generated on the number provided.

Step 4: Upload the Character Certificate by clicking on Choose File. Only Pdf with maximum size of 200 kb is allowed.

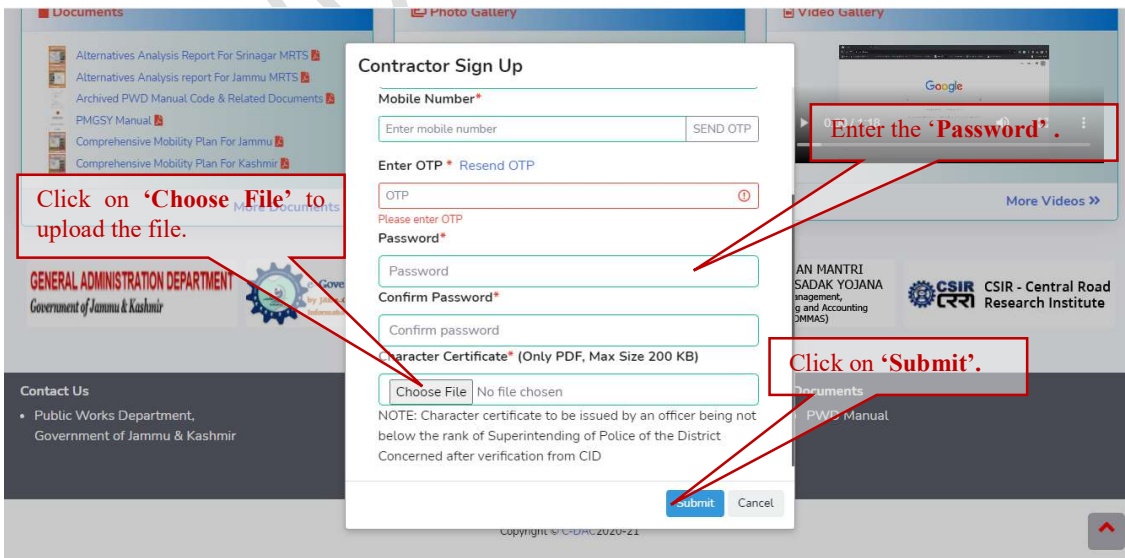
Step 5: Click on Submit button.



The screenshot shows the 'Contractor Sign Up' form with the following fields and annotations:

- User ID***: Annotated with 'Enter the 'User id''.
- Email ID***: Annotated with 'Enter the 'email id''.
- Mobile Number***: Annotated with 'Enter the 'Mobile number''.
- SEND OTP**: Annotated with 'Click on 'Send OTP''.
- Enter OTP***: Annotated with 'Enter the 'OTP''.
- Password***: Annotated with 'Enter the 'Password''.
- Confirm Password***: Annotated with 'Enter the 'Password''.

Figure: Contractor Sign up Form



The screenshot shows the 'Contractor Sign Up' form with the following fields and annotations:

- Mobile Number***: Annotated with 'Enter the 'Mobile number''.
- SEND OTP**: Annotated with 'Click on 'Send OTP''.
- Enter OTP***: Annotated with 'Enter the 'OTP''.
- Password***: Annotated with 'Enter the 'Password''.
- Confirm Password***: Annotated with 'Enter the 'Password''.
- Character Certificate* (Only PDF, Max Size 200 KB)**: Annotated with 'Click on 'Choose File' to upload the file.'.
- Choose File**: Annotated with 'Click on 'Submit''.

Figure: Contractor Sign up Form

5.2 The Contractor Management Dash board

Once the user is registered as a Contractor, he can login in the portal using the Login Button at the top of the JKPWDOMS home page. After logging in, go to the menu bar on the left side and Click on Contractor Management. A Contractor Management dashboard will appear as shown.

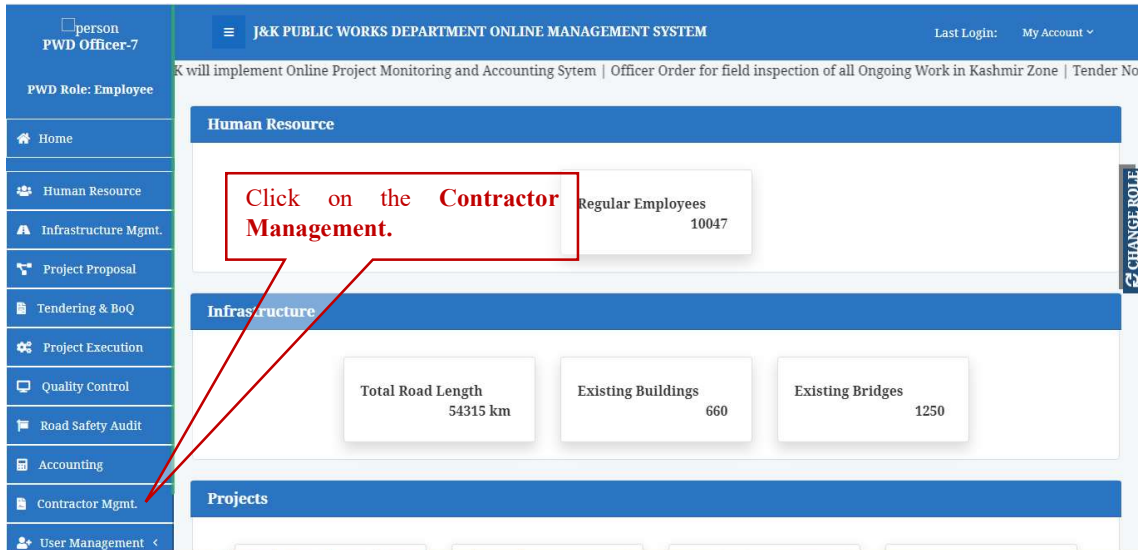


Figure: Click on the Contractor Management

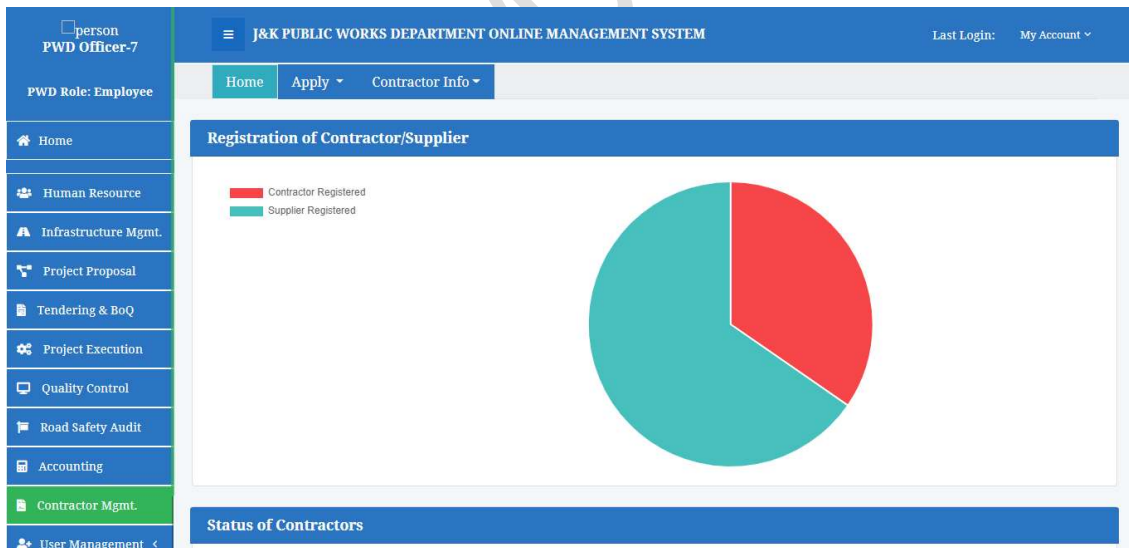


Figure: Contractor Management Dashboard

5.3 Apply for a New Contractor

To apply for a new contractor, click on the “**Apply**” menu on the Contractor Management dashboard. A drop-down menu appears, click on the “**New Contractor**” Option.



Figure: Click on the New Contractor

5.3.1 Entering the Basic Information

After clicking on the “**New Contractor**”, a form will appear. If user is a Contractor, select on the “**Contractor**” option else select the “**Supplier**” option. Enter the basic details. Select **Issuing Authority, State** and **District** from the list. The Registration number will be auto generated. After filing in all the necessary details, click on the “**Next**” button.

Note: All the fields marked with “” are mandatory. If left empty, will invoke an error.*

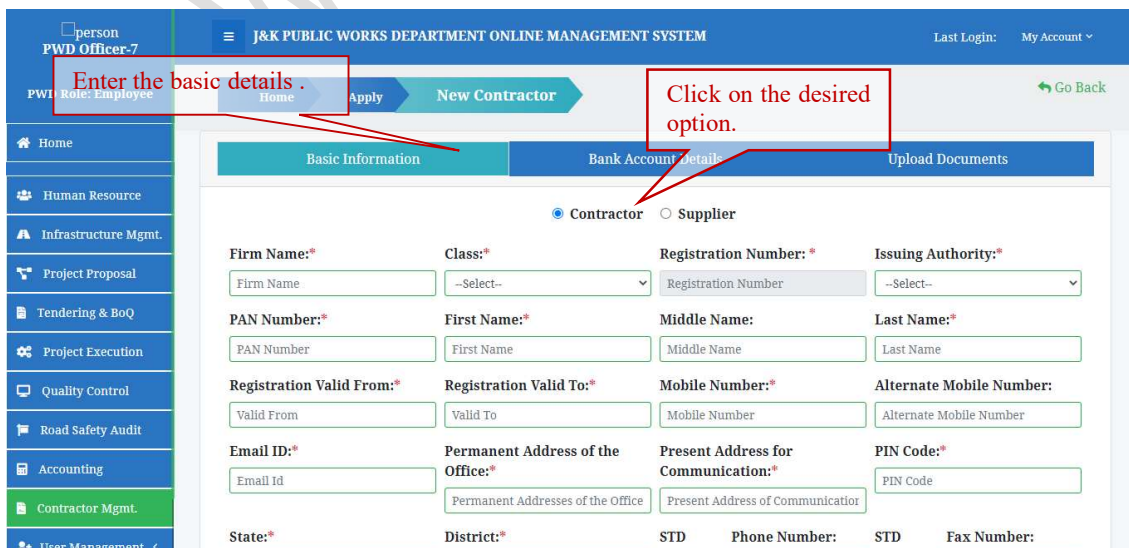


Figure: Entering the Basic Information

The screenshot shows a web form for contractor registration. On the left is a navigation menu with 'Contractor Mgmt.' highlighted. The main form contains fields for:

- Email ID:*
- Permanent Address of the Office:*
- Present Address for Communication:*
- PIN Code:*
- State:*
- District:*
- STD Code:
- Phone Number:
- STD Code:
- Fax Number:

 Below these are sections for 'DETAILS OF LEGAL HEIR' (Heir First Name, Middle Name, Last Name), 'Contact Address:*', and 'REMARKS'. A red callout box points to the 'NEXT' button with the text: 'After filing in the details, click on 'Next''.

Figure: Click on Next to continue

This screenshot shows the same form as above, but with a confirmation dialog box overlaid on the 'NEXT' button. The dialog box contains the text:

- Confirm!
- Are you sure?
- CONFIRM
- CANCEL

 A red callout box points to the 'CONFIRM' button with the text: 'Click on 'Confirm' to continue'.

Figure: Click on Confirm

5.3.2 Entering Bank Account Details

To enter the Bank details of a contractor, click on the **“Bank account”** tab. After entering the account number and **“IFSC code”**, click on **“Get Branch”** to get the **“Name of bank & branch”** which will be automatically added in the next field. Enter the **MICR Code**. After filing the details click on the **“Next”** button.

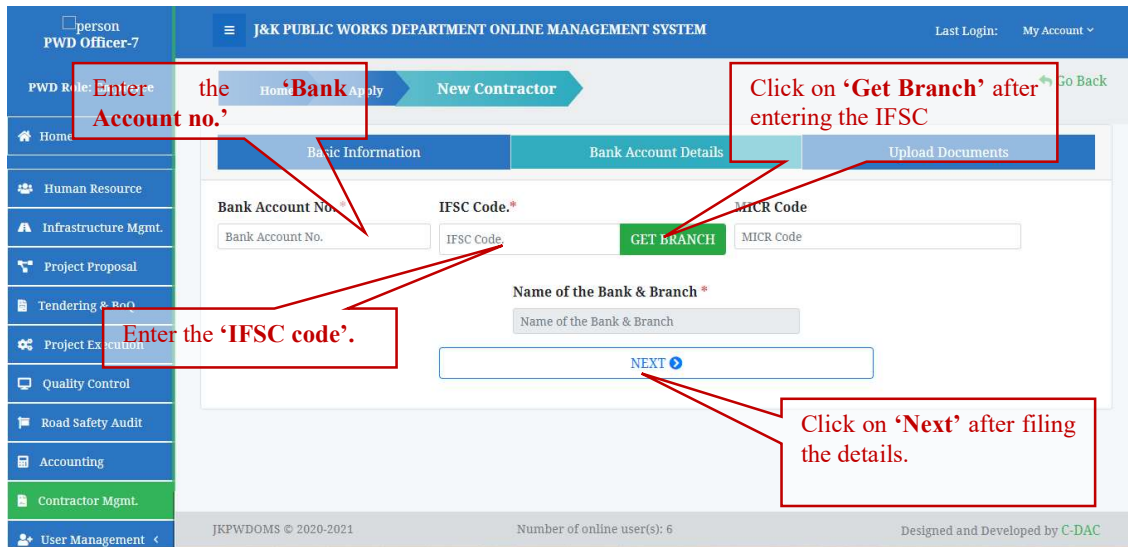


Figure: Enter the Bank Account Details

5.3.3 Uploading the documents

The following documents are required to complete the Contractors Registration. All the documents should be in a pdf format with Maximum size 500Kb. The passport size photograph should be jpg, jpeg, png format Max 200 Kb.

- Passport Size photo
- Registration Card
- Solvency certificate
- Income Tax Clearance certificate
- Legal Bond
- Character Certificate
- Certificate of Clearance
- Affidavit

To upload the files, click on **Choose File**. An open file dialog box will open. Locate the desired file from your system and Click on **Open**.

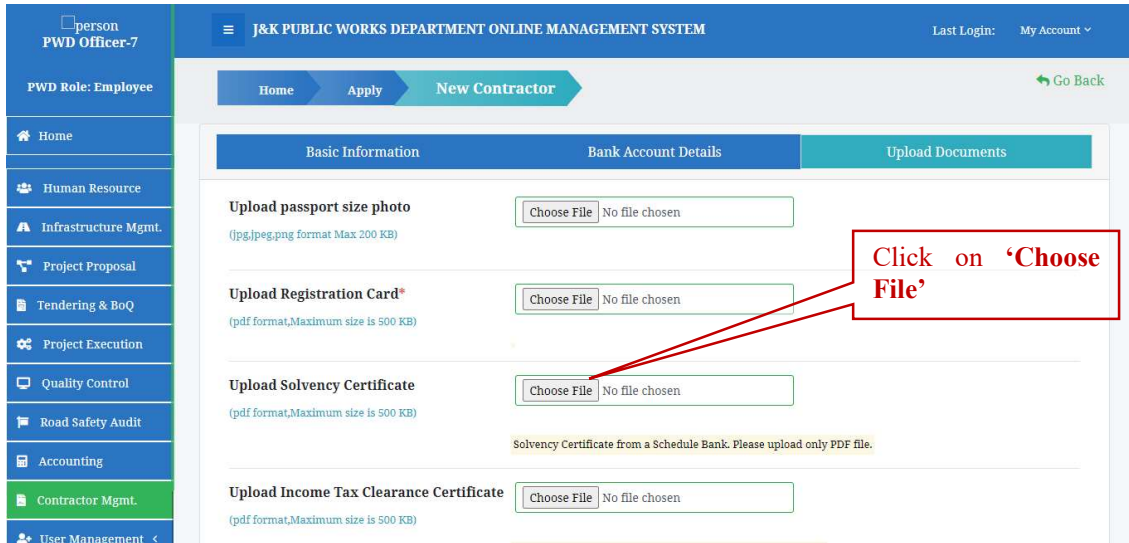


Figure: Uploading the documents.

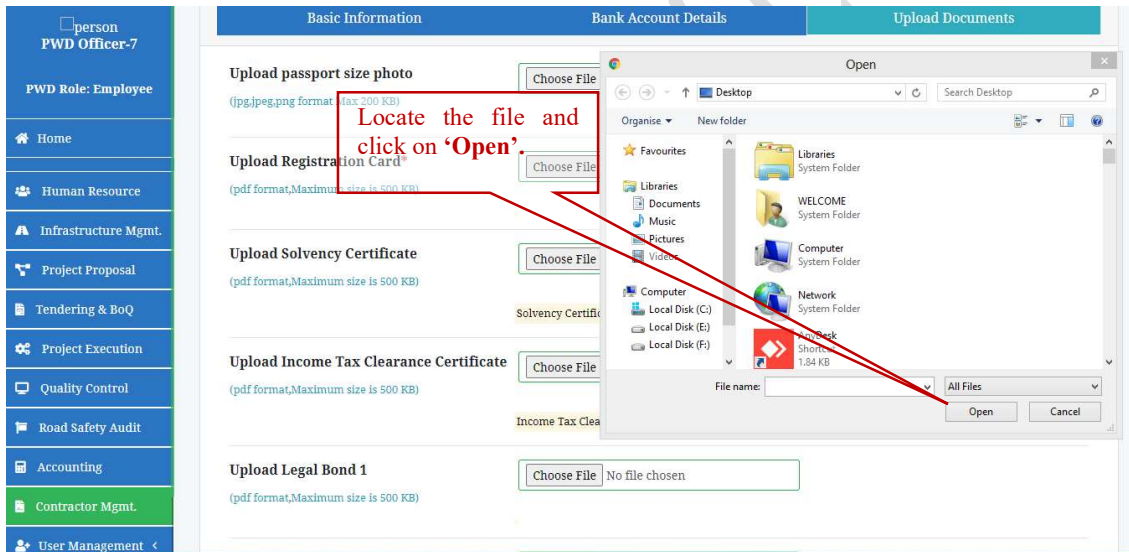


Figure: Open File Dialog Box.

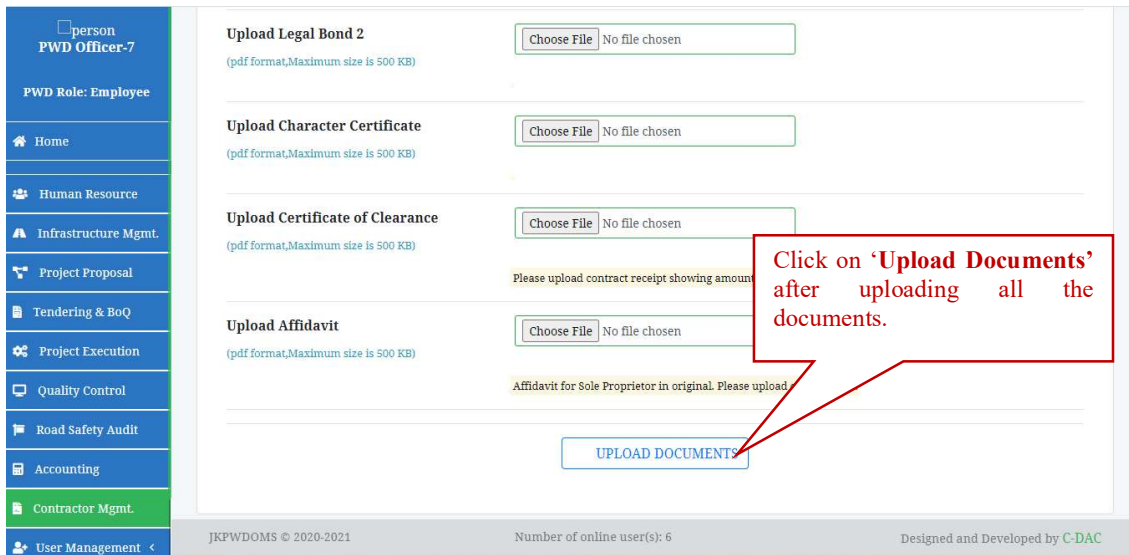


Figure: Click on Upload Documents

5.4 Apply for Renew Contractor

To renew contractor, click on **Apply** menu in the Contractor Dashboard. A dropdown menu will appear, click on **Renew Contractor** option.

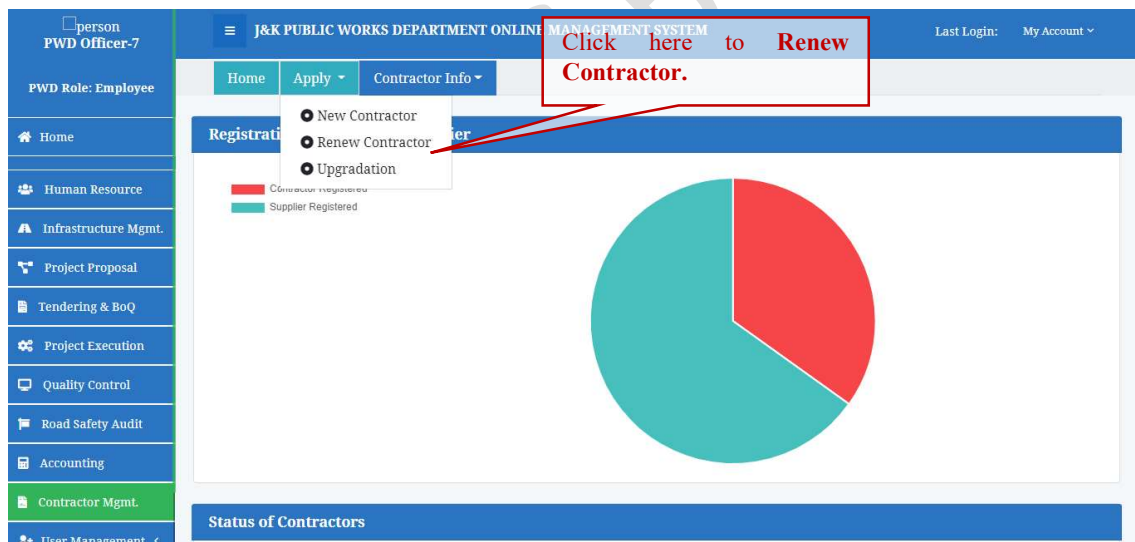


Figure 1: Click on Renew Contractor

The screenshot shows the 'Renew Contractor' form. At the top, there is a navigation bar with 'Home', 'Apply', and 'Renew Contractor' tabs. Below this, there are three input fields: 'Registration No.*' (with a sub-field 'Registration Number'), 'Email:*' (with a sub-field 'Email Id'), and 'Mobile Number:*' (with a sub-field 'Mobile Number'). A 'Get Details' button is located to the right of these fields. Below the input fields, there is a section titled 'Renew Contractor Registration' with two more input fields: 'Renew Valid From:*' and 'Renew Valid To:*'. A 'Renew' button is positioned below these fields. The footer of the page contains the text 'JKPWDOMS © 2020-2021', 'Number of online user(s): 7', and 'Designed and Developed by'.

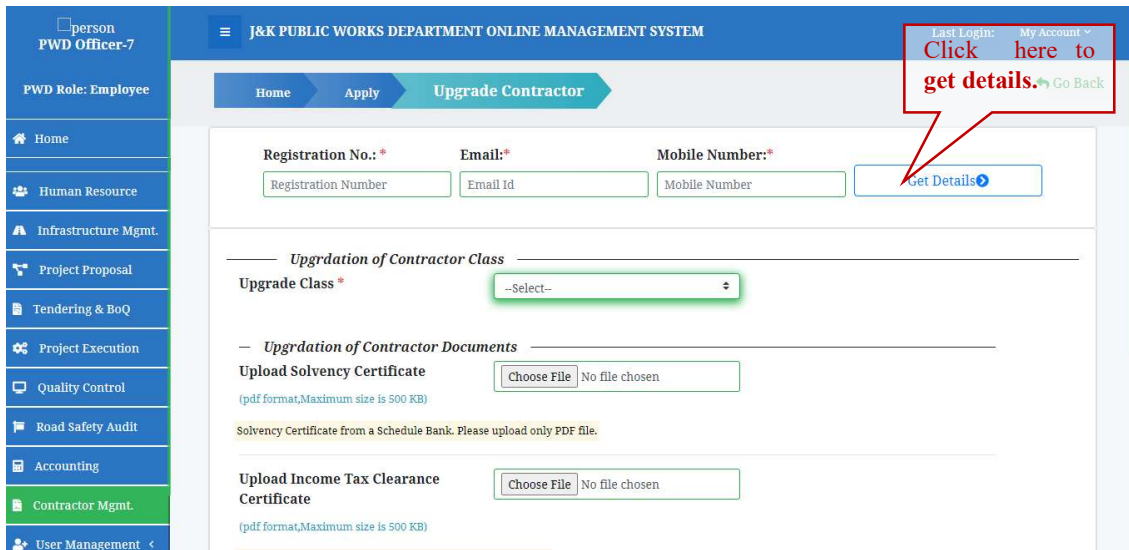
Figure: Renew Contractor form

5.5 Upgrading Contractor

To upgrade Contractor to a new class, click on **Upgrade Contractor** option in **Apply** Menu. An upgrade form appears. Enter the **Registration no., Email and Mobile number**. Click on **Get Details**

The screenshot shows the 'Contractor Info' menu. The 'Apply' menu is open, displaying three options: 'New Contractor', 'Renew Contractor', and 'Upgradation'. A red box highlights the 'Upgradation' option with the text 'Click here to Upgrade Contractor to a new class'. Below the menu, there is a pie chart showing the status of contractors. The legend indicates that the red portion represents 'Contractor Registered' and the teal portion represents 'Supplier Registered'. The chart shows that approximately 30% of contractors are registered as 'Contractor Registered' and 70% are 'Supplier Registered'. Below the chart, there is a section titled 'Status of Contractors'.

Figure: Click on Upgradation



person PWD Officer-7
PWD Role: Employee

Home Apply Upgrade Contractor

Registration No. * Email * Mobile Number *

Registration Number Email Id Mobile Number Get Details

Upgrade of Contractor Class

Upgrade Class * --Select--

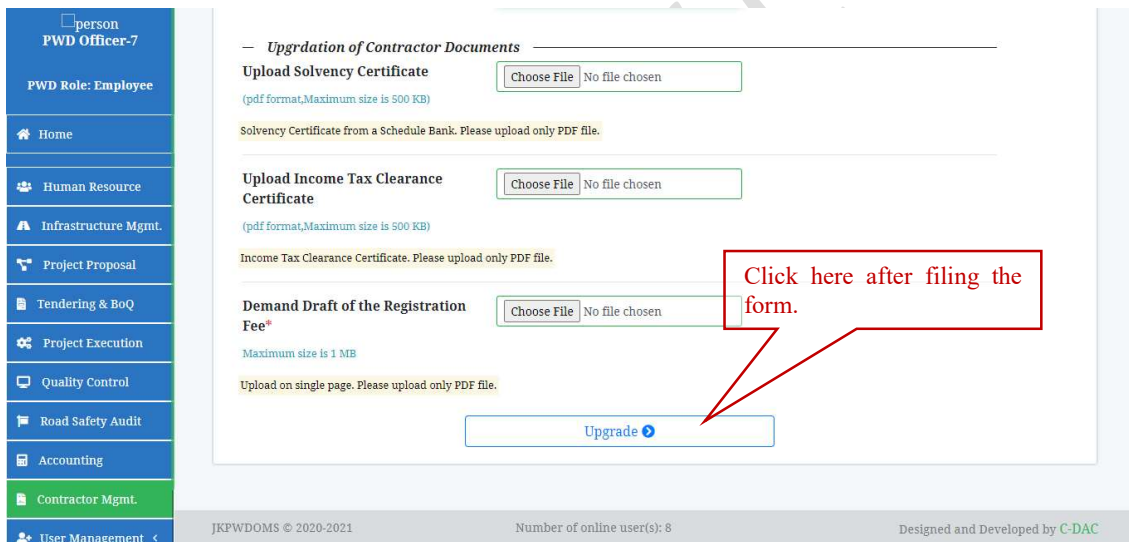
Upgrade of Contractor Documents

Upload Solvency Certificate Choose File No file chosen
(pdf format, Maximum size is 500 KB)

Solvency Certificate from a Schedule Bank. Please upload only PDF file.

Upload Income Tax Clearance Certificate Choose File No file chosen
(pdf format, Maximum size is 500 KB)

Figure: Upgrade Contractor form



person PWD Officer-7
PWD Role: Employee

Home Human Resource Infrastructure Mgmt. Project Proposal Tendering & BoQ Project Execution Quality Control Road Safety Audit Accounting Contractor Mgmt. User Management

Upgrade of Contractor Documents

Upload Solvency Certificate Choose File No file chosen
(pdf format, Maximum size is 500 KB)

Solvency Certificate from a Schedule Bank. Please upload only PDF file.

Upload Income Tax Clearance Certificate Choose File No file chosen
(pdf format, Maximum size is 500 KB)

Income Tax Clearance Certificate. Please upload only PDF file.

Demand Draft of the Registration Fee * Choose File No file chosen
Maximum size is 1 MB

Upload on single page. Please upload only PDF file.

Upgrade

Click here after filing the form.

JKPWDOMS © 2020-2021 Number of online user(s): 8 Designed and Developed by C-DAC

Figure: Click on Upgrade

5.6 Search/ View Enlisted Contractor Information

To View a list of **Enlisted contractor**, click on the **Contractor info** in the Contractor Management Dashboard, a drop-down menu will appear, Click on **Enlisted Contractor List**. A page will appear with a list of all Enlisted Contractors. Click **‘Show entries’** to show the number of employee list on the screen. To View the Basic details of the Contractor, click on **Basic Details**. A window will open showing the basic details of the Contractor. To view the other details of the Contractor, click on the **Details** of the particular item.

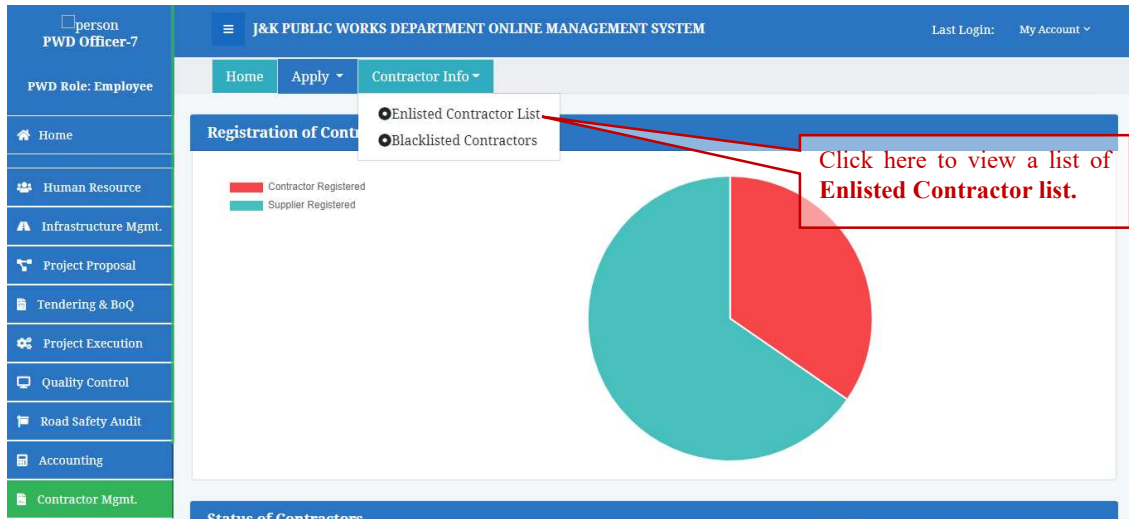


Figure: Click on Enlisted Contractor List

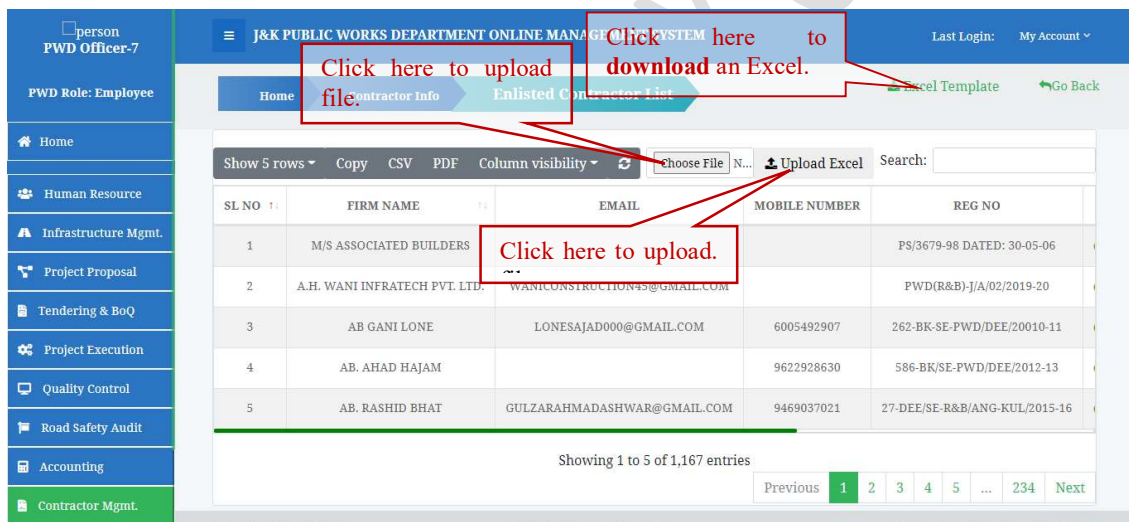


Figure: Enlisted Contractor info

Search by name

Home Contractor Info **Enlisted Contractor List** Excel Template Go Back

Show 5 rows Copy CSV PDF Column visibility Choose File N... Upload Excel Search: M/S asso

SL NO	FIRM NAME	EMAIL	MOBILE NUMBER	REG NO	BASIC DETAILS	BANK DETAILS
1	M/S ASSOCIATED BUILDERS			PS/3679-98 DATED: 30-05-06	BASIC DETAILS	DETAILS

Showing 1 to 1 of 1 entries

Previous **1** Next

Click 'Show entries' to show the number of employee list on the screen.

Click here to get the basic details.

JKPWDOMS © 2020-2021 Number of online user(s): 1 Designed and Developed by C-DAC

Figure: Enlisted Contractor List

Basic Contractor Details

Contractor ID	Firm Name	Registration NUMBER	Contractor Class	Authority	PAN Number	Valid From	Valid To	Contractor Name	Mobile Number	Email Id	PIN code	State
1258	M/S ASSOCIATED BUILDERS	PS/3679-98 Dated: 30-05-06	Class A	Others	null	2018-04-01T00:00:00	2019-03-31T00:00:00	null	null	null	null	Jammu and Kashmir

OK

JKPWDOMS © 2020-2021 Number of online user(s): 1 Designed and Developed by C-DAC

Figure: Basic Contractor Details

Home Contractor Info **Enlisted Contractor List** Excel Template Go Back

Show 5 rows Copy CSV PDF Column visibility Choose File N... Upload Excel Search:

MOBILE NUMBER	REG NO	BASIC DETAILS	BANK DETAILS	DOCUMENTS	EDIT
	PS/3679-98 DATED: 30-05-06	BASIC DETAILS	DETAILS	DETAILS	EDIT
GMAIL.COM	PWD(R&B)-J/A/02/2019-20	BASIC DETAILS	DETAILS	DETAILS	EDIT
IL.COM 6005492907	262-BK-SE-PWD/DEE/20011-11	BASIC DETAILS	DETAILS	DETAILS	EDIT
9622028630	266-BK-SE-PWD/DEE/2012-13	BASIC DETAILS	DETAILS	DETAILS	EDIT
GMAIL.COM 9469037021	27-DEE/SE-R&B/ANG-KUL/2015-16	BASIC DETAILS	DETAILS	DETAILS	EDIT

Showing 1 to 5 of 1,167 entries

Previous **1** 2 3 4 5 ... 234 Next

Click on the Details

Click on the Previous /Next to view previous/next page

JKPWDOMS © 2020-2021 Number of online user(s): 1 Designed and Developed by C-DAC

Figure: Get details of the particular items.

5.7 Edit the Contractor Info

To edit the Contractor Information, click on the **Edit** link. A confirm dialog box will appear. Click on **Edit**. A page will appear with the basic information of the Contractor. Edit the details and then click **Next**. **Similarly** Edit the bank details if u wish to change and then click on **next**.

The screenshot shows the 'Enlisted Contractor List' page. The table contains the following data:

MOBILE NUMBER	REG NO	BASIC DETAILS	BANK DETAILS	DOCUMENTS	EDIT
	PS/3679-98 DATED: 30-05-06	BASIC DETAILS	DETAILS	DETAILS	EDIT
GMAIL.COM	PWD(R&B)-J/A/02/2019-20	BASIC DETAILS	DETAILS	DETAILS	EDIT
IL.COM	6005492907 262-BK-SE-PWD/DEE/20010-11	BASIC DETAILS	DETAILS	DETAILS	EDIT
	9622928630 586-BK/SE-PWD/DEE/2012-13	BASIC DETAILS	DETAILS	DETAILS	EDIT
GMAIL.COM	9469037021 27-DEE/SE-R&B/ANG-KUL/2015-16	BASIC DETAILS	DETAILS	DETAILS	EDIT

Showing 1 to 5 of 1,167 entries

Figure : Click on Edit

The screenshot shows the 'Confirm!' dialog box with the text 'Are you sure?' and two buttons: 'EDIT' and 'CANCEL'. A red box highlights the 'EDIT' button with the text 'Click on "Edit" to edit the contractor information or else click "Cancel".'

Figure :Click on Edit

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM Last Login: My Account

Home Apply **New Contractor** Go Back

Basic Information Bank Account Details Upload Documents

Contractor Supplier

Firm Name:* M/S ASSOCIATED BUILDERS Class:* Class A Registration Number:* PS/3679-98 Dated: 30-05-06 Issuing Authority:* Others

PAN Number:* PAN Number First Name:* First Name Middle Name:* Middle Name Last Name:* Last Name

Registration Valid From:* 01-Apr-2018 Registration Valid To:* 31-Mar-2019 Mobile Number:* Mobile Number Alternate Mobile Number:* Alternate Mobile Number

Email ID:* Email Id Permanent Office Address:* Permanent Addresses of the Office Present Office Address:* Present Address of Communicator PIN Code:* PIN Code

State:* District:* Code: Phone Number: Code: Fax Number:

Figure : Editing the Basic Information

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM Last Login: My Account

Home Apply **New Contractor** Go Back

Basic Information **Bank Account Details** Upload Documents

Bank Account No.* IFSC Code.* MICR Code

Bank Account No. SBIN0000035 GET BRANCH 7703

Name of the Bank & Branch* BETLIAH State Bank of India BETLIAH

NEXT

JKPWDOMS © 2020-2021 Number of online user(s): 1 Designed and Developed by C-DAC

Click on the 'GET BRANCH' button.

Click on Next.

Figure: Edit the Bank Information

person PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM Last Login: My Account

Home Apply **New Contractor** Go Back

Basic Information Bank Account Details **Upload Documents**

Upload passport size photo (jpg, jpeg, png format Max 200 KB) Choose File No file chosen

Upload Registration Card* (pdf format, Maximum size is 500 KB) Choose File No file chosen

Upload Solvency Certificate (pdf format, Maximum size is 500 KB) Choose File No file chosen

Click on 'Choose File'

Figure: Uploading the documents

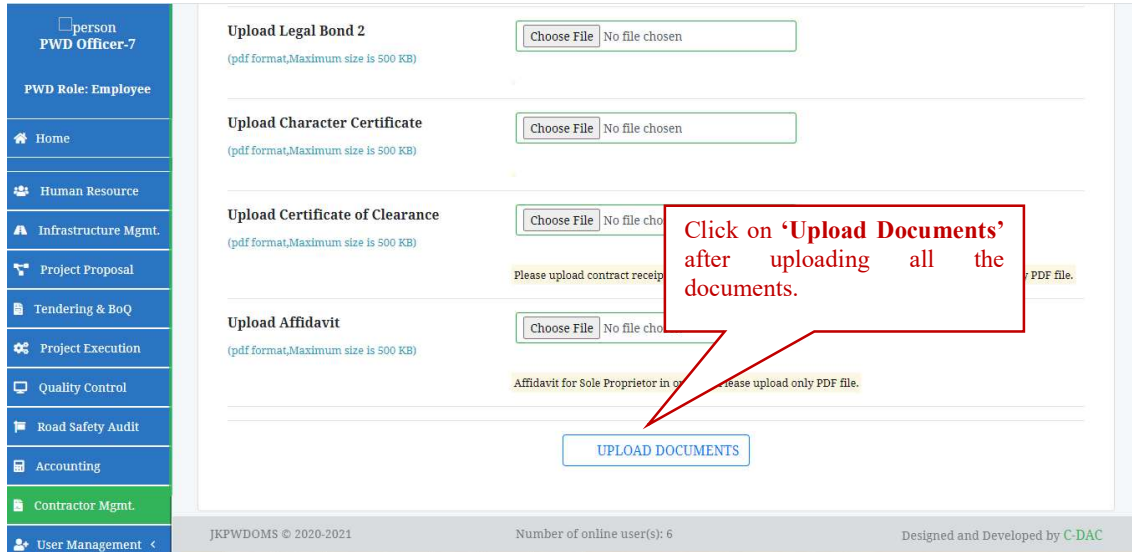


Figure: Uploading the documents

5.8 Search /View Black Listed Contractors

To Search/View Blacklisted Contractors, click on the **Contractor Info** menu in the Contractor management dashboard. A dropdown menu will appear, click on the **Blacklisted Contractors** option.

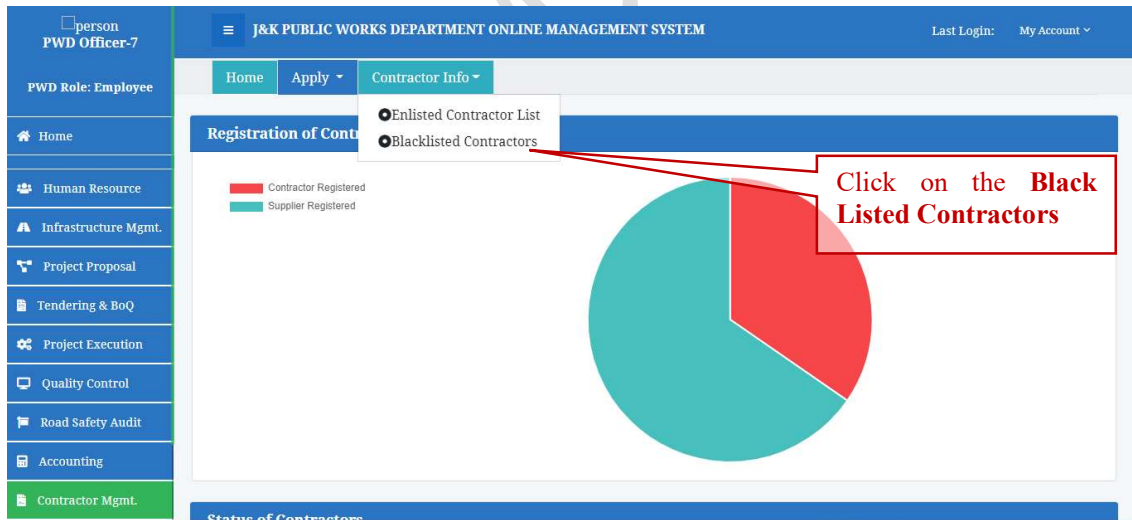
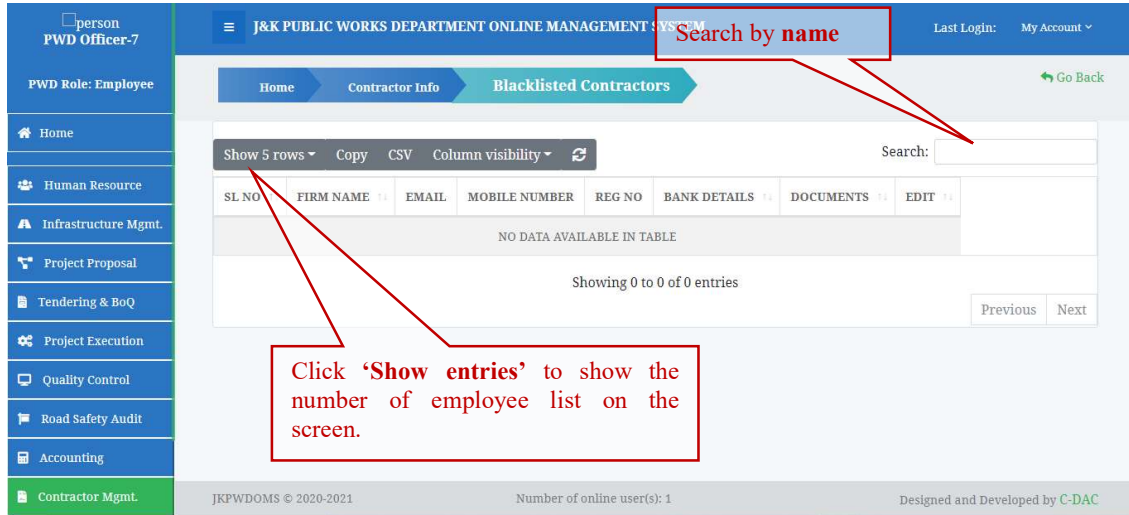


Figure: Click on the Blacklisted Contractors

A page will appear with a list of Blacklisted Contractors.



person
PWD Officer-7

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Search by name

Last Login: My Account

Home Contractor Info **Blacklisted Contractors** Go Back

Show 5 rows Copy CSV Column visibility

Search:

SL NO	FIRM NAME	EMAIL	MOBILE NUMBER	REG NO	BANK DETAILS	DOCUMENTS	EDIT
NO DATA AVAILABLE IN TABLE							

Showing 0 to 0 of 0 entries

Previous Next

Click 'Show entries' to show the number of employee list on the screen.

JKPWDOMS © 2020-2021 Number of online user(s): 1 Designed and Developed by C-DAC

Figure: Blacklisted Contractors list

6 INFRASTRUCTURE MANGEMENT MODULE

On the left side, there is a menu bar. Click on the “**Infrastructure Management**” to go in infrastructure management module as shown in the picture.

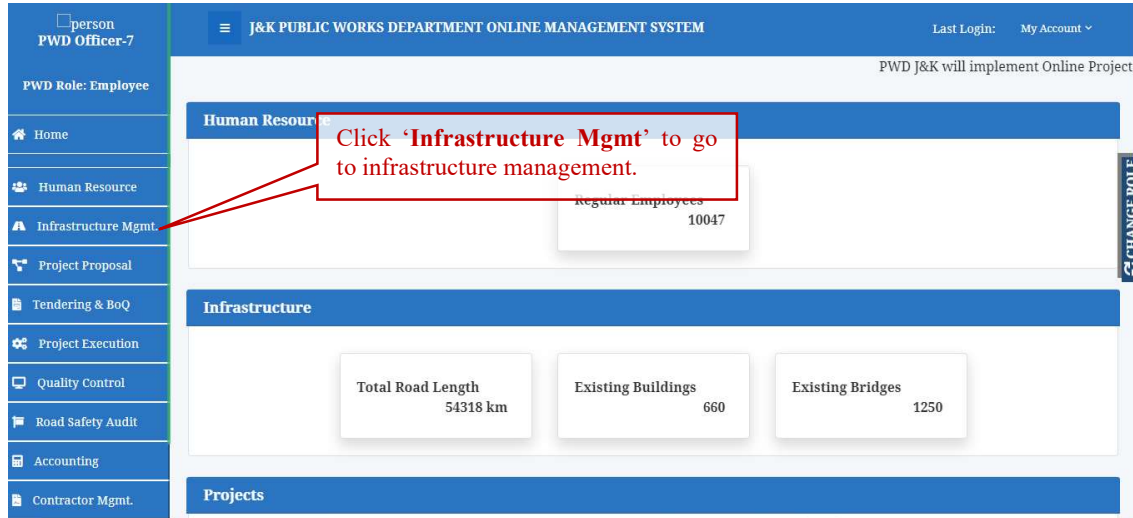


Figure: Click on Infrastructure Management

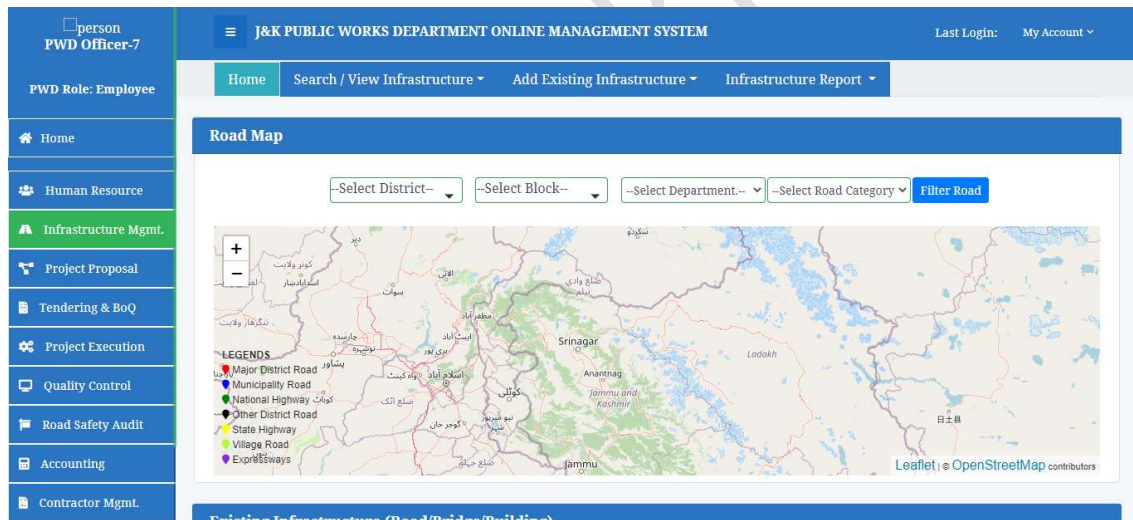


Figure: Infrastructure Management dashboard

To view roads on a map, select the **District**, **Department**, **Block** and **Road Category** and then click on **Filter Road** as shown in figure.

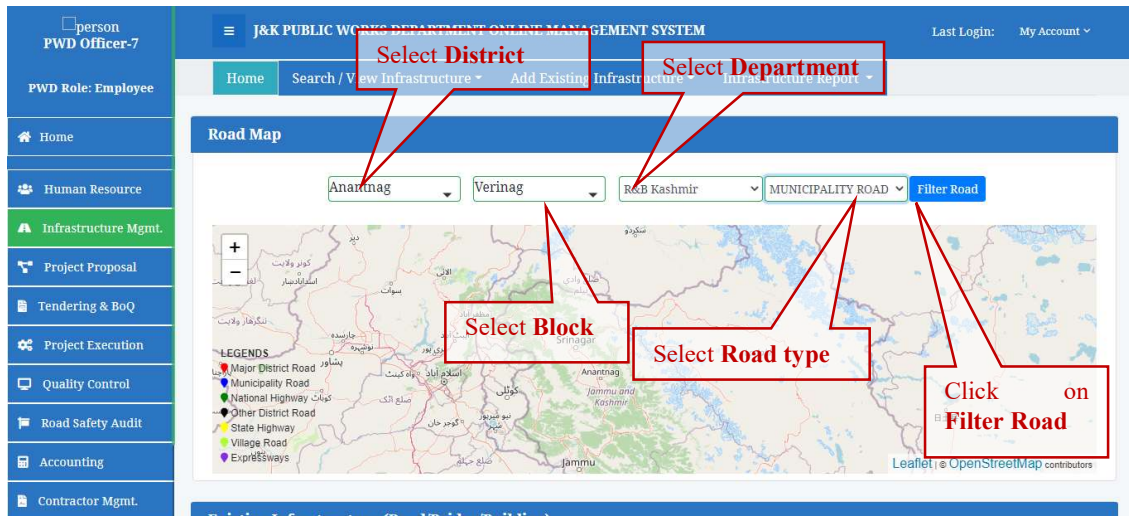
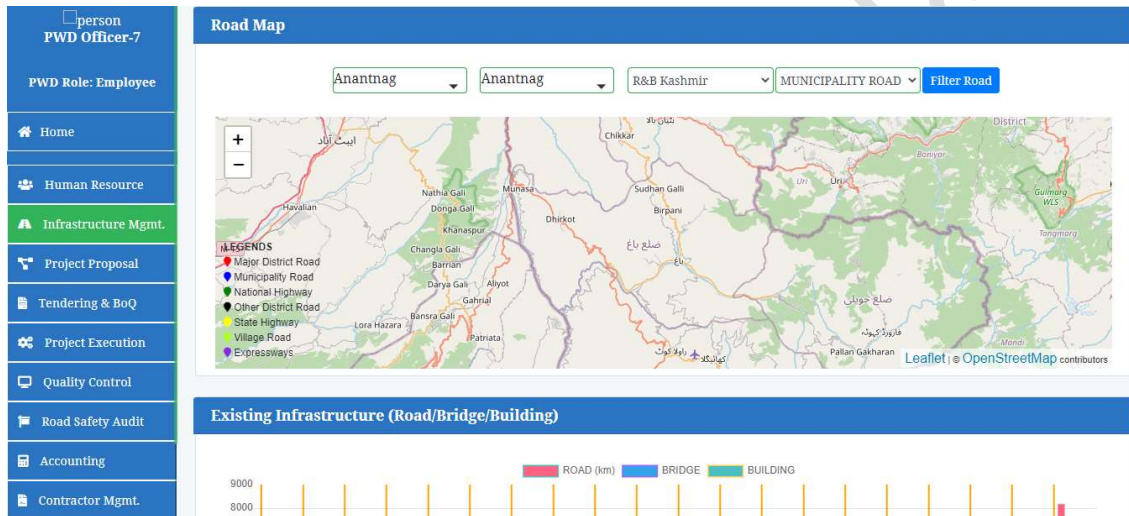


Figure : Filter Road



6.1 Add Existing Infrastructure

To add infrastructure, click on the “Add Existing Infrastructure” in the menu bar. A drop-down list will appear.

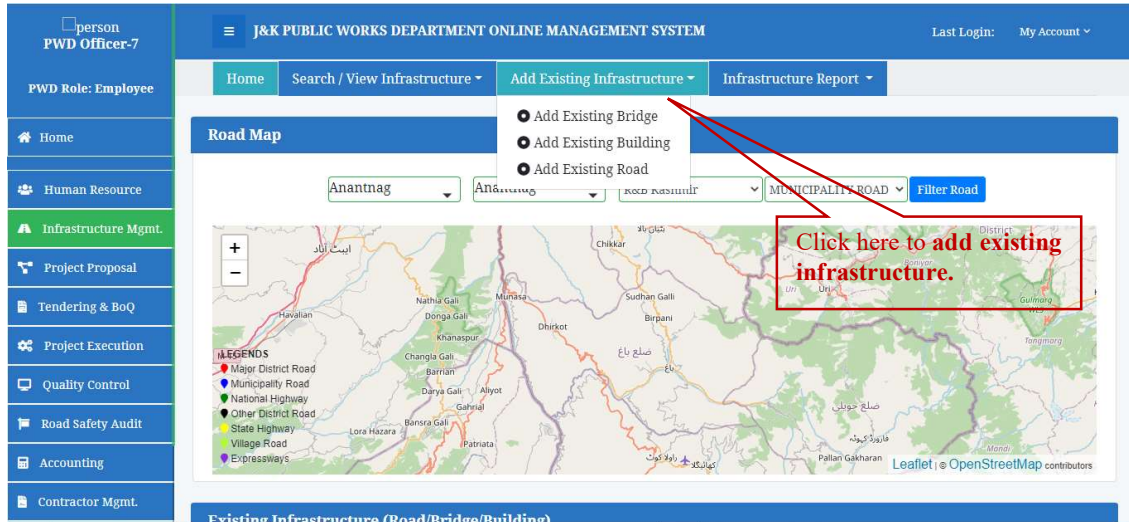


Figure: Adding new infrastructure

6.1.1 Add Existing Bridge

To add new bridge, select the “Add existing bridge” option from the “Add Infrastructure menu”. A form will appear

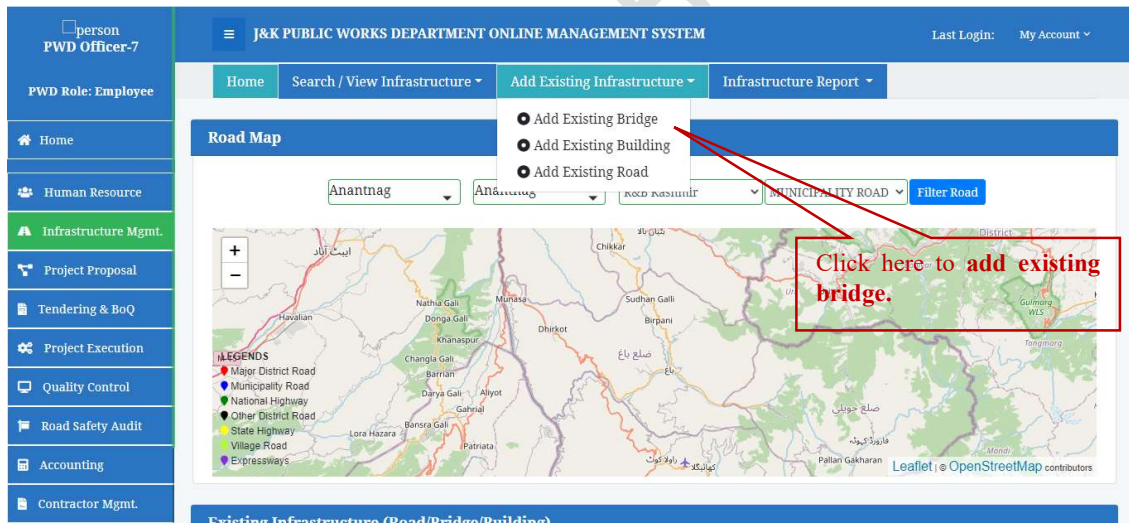


Figure: Adding existing bridge

6.1.1.1 Basic Information

In this form, all the **basic information** related to the bridge shall be entered by the user. To select a district, click on **District** and a drop down list will appear. User shall select the desired district. To select a block, click on the **block** and all the blocks of the particular district selected in previous field will appear. The **bridge number** will be auto generated by the system. If the **footpath** is present on the bridge, click “Yes” and the additional fields asking for information of the footpath will appear. After filing in all the information, click on “**Save & Continue**”. The Confirm box will appear. Click “**Confirm**” to continue. If you are not sure, then click on “**Cancel**”. After clicking on the “**Confirm**” a message pops up

showing the “New bridge added successfully”. The new form appears wherein the advance information of the bridge will be entered.

*Note: All The fields marked with * are mandatory. These fields if left empty will invoke an error message and form will not be submitted.*

J&K PUBLIC WORKS DEPARTMENT ONLINE MANAGEMENT SYSTEM

Home Add Existing Infrastructure **Add Existing Bridge** Go Back

Basic Information Maintenance

District* Block* Bridge Type* Bridge Number

IRC Bridge Number* Bridge Name* Construction Year*

Bridge Location* Starting RD Point (m)* End RD Point (m)*

Span Length (m)* No. of Span* Carriageway Width (m)* Foot Path*

SUPER-STRUCTURE SUB-STRUCTURE

Girders Deck Abutment Pier

Figure: Basic Information form

District* Block* Bridge Type* Bridge Number

IRC Bridge Number* Bridge Name* Construction Year*

Bridge Location* Starting RD Point (m)* End RD Point (m)*

Span Length (m)* No. of Span* Carriageway Width (m)* Foot Path*

SUPER-STRUCTURE SUB-STRUCTURE

Girders Deck Abutment Pier

FOUNDATION

Abutment Pier General Condition of Bridge* Utility of Bridge

REMARKS

Remarks

Figure: Click “Yes” if footpath is available on the bridge

Figure: Click on Save & Continue

6.1.1.2 Maintenance Information

After filling up the Basic Information tab, the new forms appear where in the user will enter the **Maintenance information** of the existing bridge. To select a date, click on the **Maintenance Start date**, a date box will appear, click on the desired date, month and year. To upload the **Agreement** file, click on **“Browse”**. An open file dialog box will appear. Locate the relevant file and click **“Open”**. The file should be in PDF format and the maximum size should be 200kb. After filling in all the details, click on **“Save and Finish”** button.

Figure: Maintenance form.

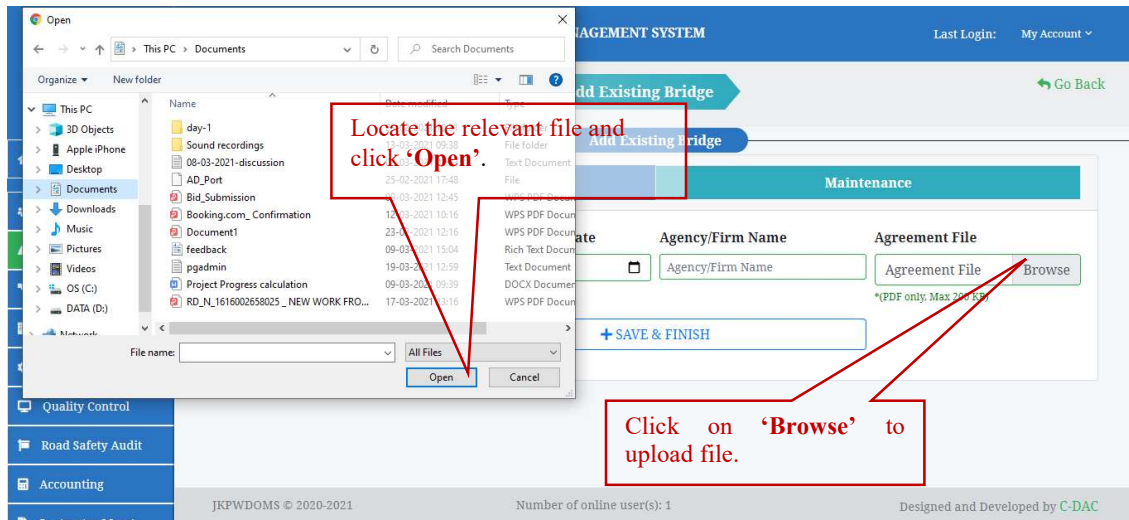


Figure: Upload Agreement file

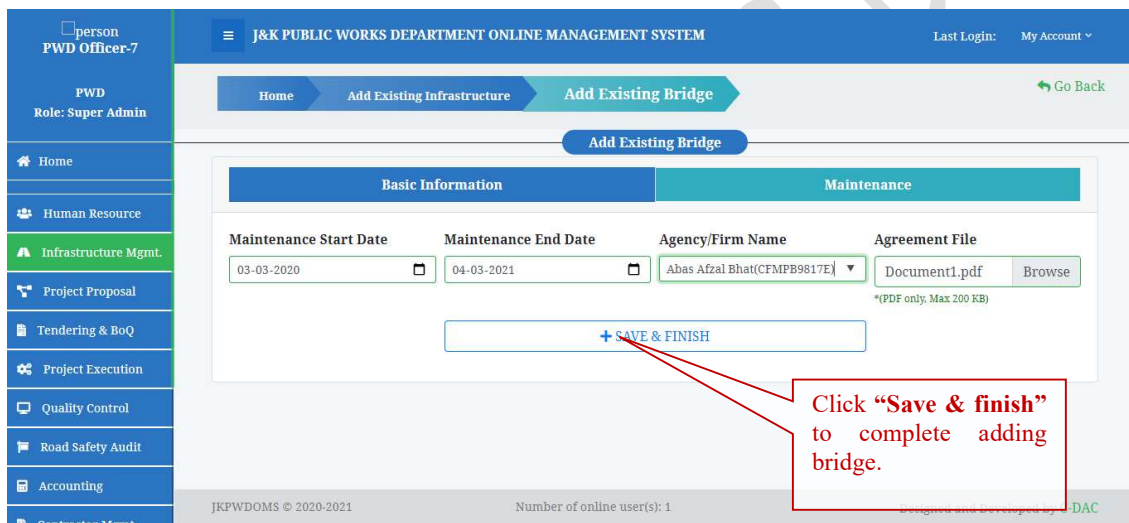


Figure: Click on the Save & Finish button.

6.1.2 Add Existing Building

To add existing building click on the “Add Existing Infrastructure”, a drop-down menu appears. Then click on the option “Add Existing Building”.

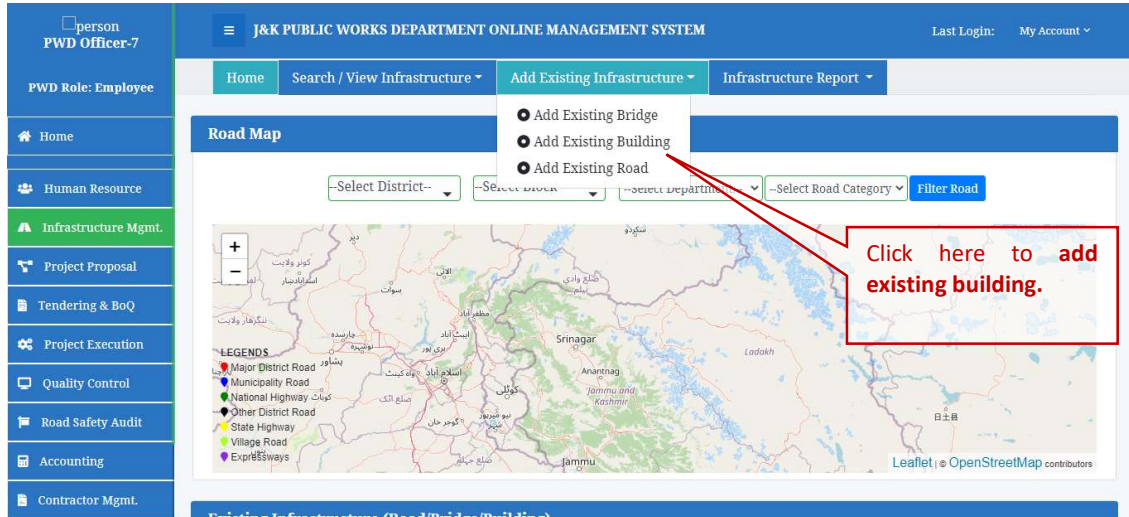


Figure: Click on the Add Existing Building

6.1.2.1 Basic Information

A form appears where in the user will enter the basic information about the building. To select the **district**, click on the district, a drop down menu will appear with list of all districts. Select the desired one. Similarly, to select a block, click on the block and all the blocks in the already selected district will appear. The **building number** will be auto generated. The **age of building** will also be auto generated by the date of completion entered by user in previous field. To enter the **features** in a building, user shall simply click on the check-boxes of the features that are available in the existing building. To upload the **Geo-tagged** photograph, click on “Browse”, an **Open file** dialog box will appear. Locate the relevant picture and click **Open**. A form will appear, Enter the image title and image description and Then click on Save as shown. After filing all the information, click on “Save & Continue”.

*Note: All The fields marked with * are mandatory. These fields if left empty will invoke an error message and form will not be submitted.*

Figure :Basic information form

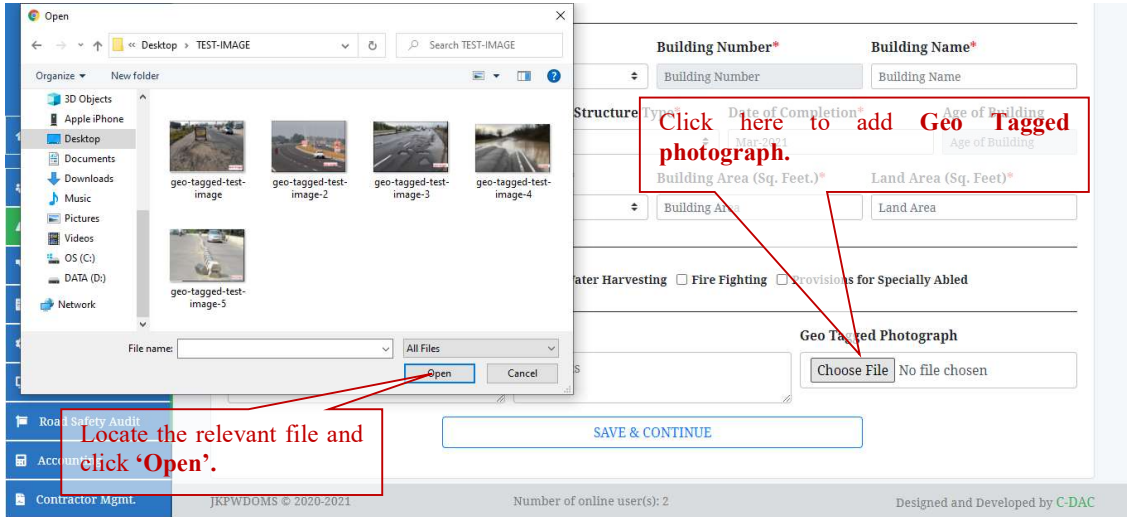


Figure :Adding Geo tagged photograph.

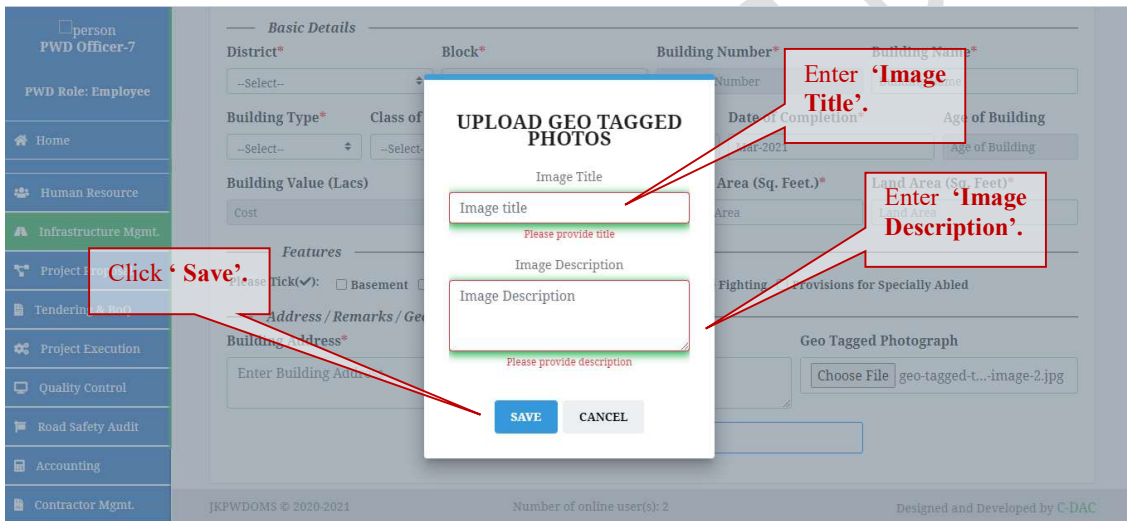


Figure:Uploading Geo Tagged photo

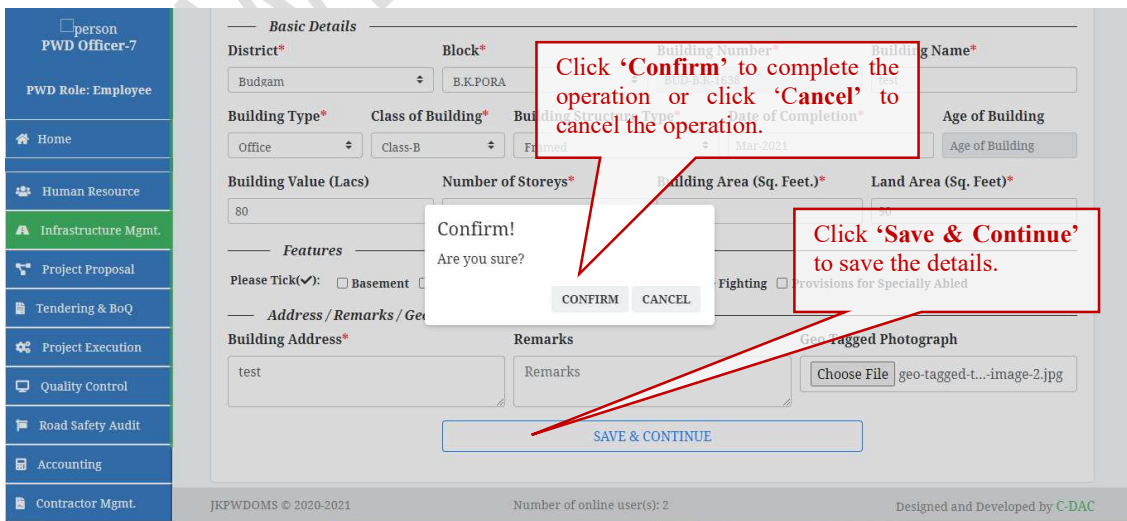


Figure: Click on Next and then click on Confirm to continue.

6.1.2.2 Valuation of Building

After filing in the basic information about the Building, a new form appears where in the user shall enter the **valuation** details of a building. The **Percentages** of the components of the building will be **auto generated** on the basis of the **Class type of Building** selected in **Basic information**. Click on ‘**Category**’ to select the desired **type** of category used in each component. Click ‘**Save & Next**’ button to save the details. A confirm dialog box will appear. Click on ‘**Confirm**’ to complete the operation otherwise click “**Cancel**” to cancel the operation.

6.1.2.3 Maintenance Information

After filing the valuation details of building, a form appears wherein the maintenance information of the building will enter by the user. To select a date, click on the **Maintenance Start date**, a date box will appear, click on the desired date, month and year. To upload the **Agreement** file, click on “**Browse**”. An **Open file** dialog box will appear. Locate the relevant file and click “**Open**”. The file should be in PDF format and the maximum size should be 200kb. After filing in all the details, click on “**Save and Finish**”.

6.1.3 Add Existing Road

To add new road, click on the “**Add Existing infrastructure**” menu. A drop-down menu appears, click on the “**Add Existing Road**”. A new Road form will appear.

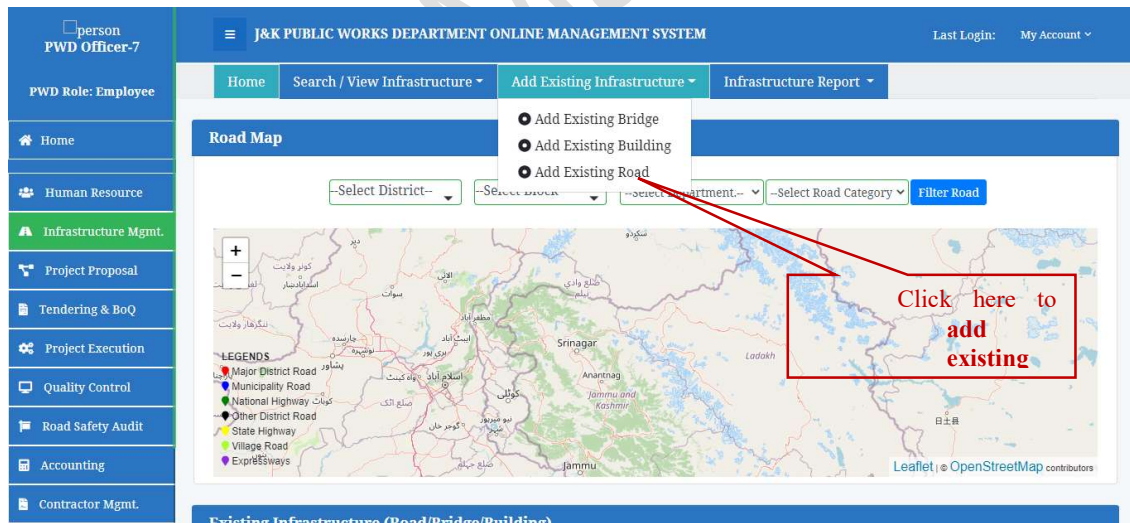
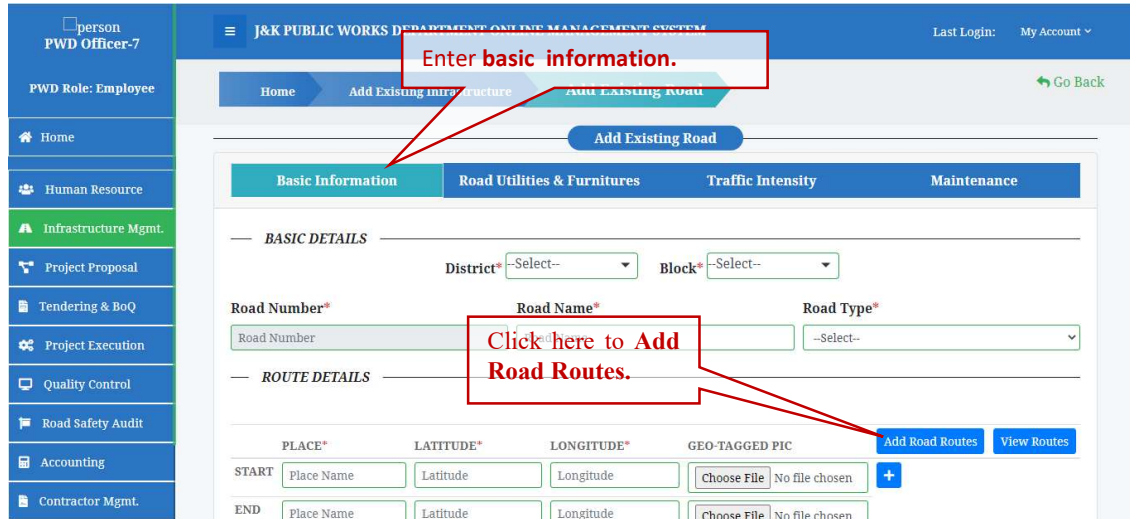


Figure :Add Existing Road.

6.1.3.1 Basic Information

The form will appear where the user will enter all the basic information of the road. To select district, click on the District, list of all the districts will appear, select the desired one. User can select more than one district. Similarly, to select block click on the Block, a list will appear, select the desired one. User can select more than one block. Road number will be

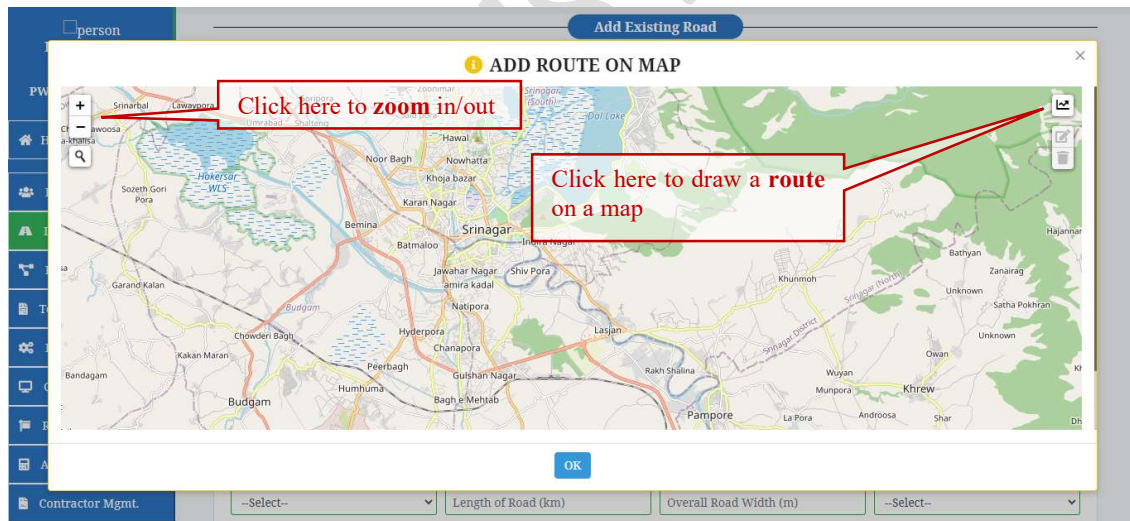
auto-generated by the system. Click on the Road type, a drop-down list will appear. Select the particular road type. To enter the route details, start with the origin of the road and enter the latitude and longitude up to 6 decimal points. Upload the geo tagged photograph by clicking on **“Choose File”** button. If user wishes to add more via points to end destination, click on the + button and more fields will appear. User can also view the Route details on Map by clicking on the **“View Routes”** button.



Enter basic information.

Click here to Add Road Routes.

Figure: Entering basic Information



Click here to zoom in/out

Click here to draw a route on a map

Figure: Adding Route details

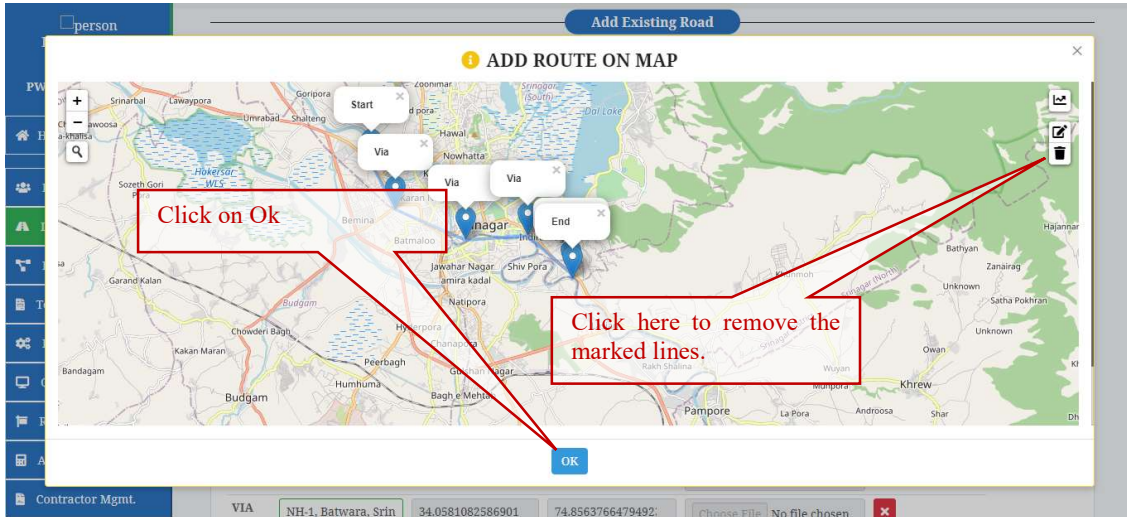


Figure: Adding Route details

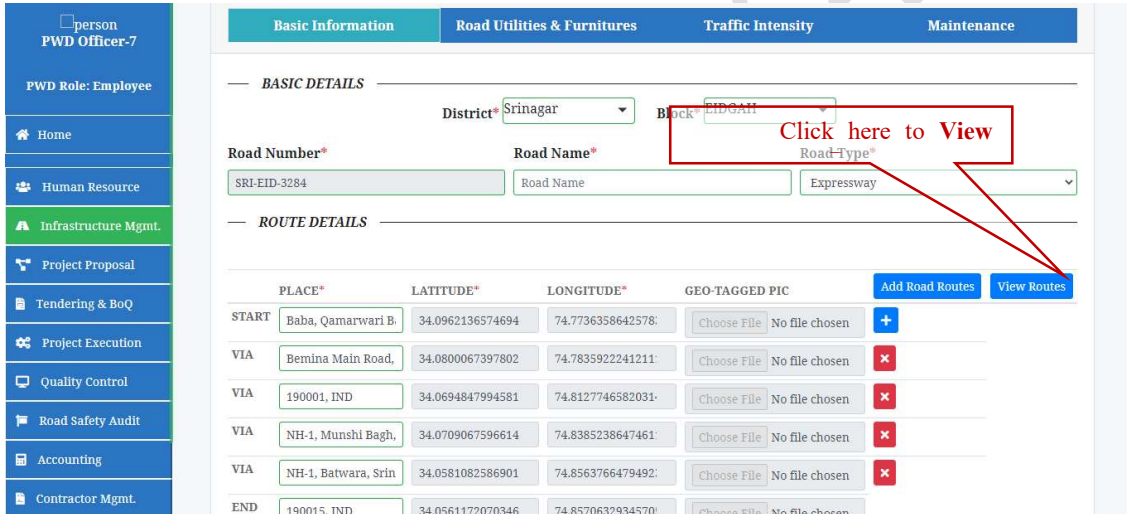


Figure: Viewing Route details

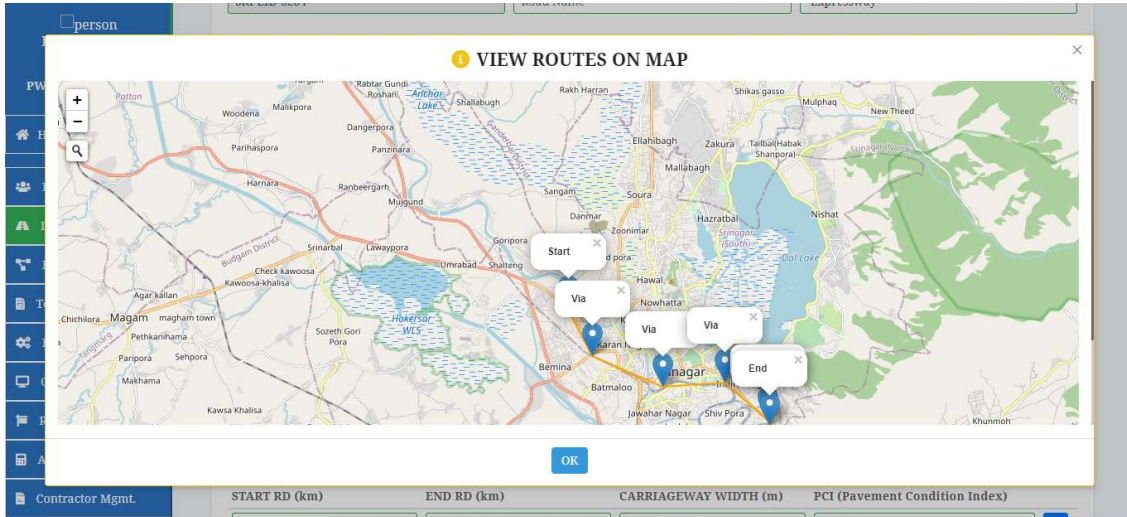


Figure: Viewing Route details

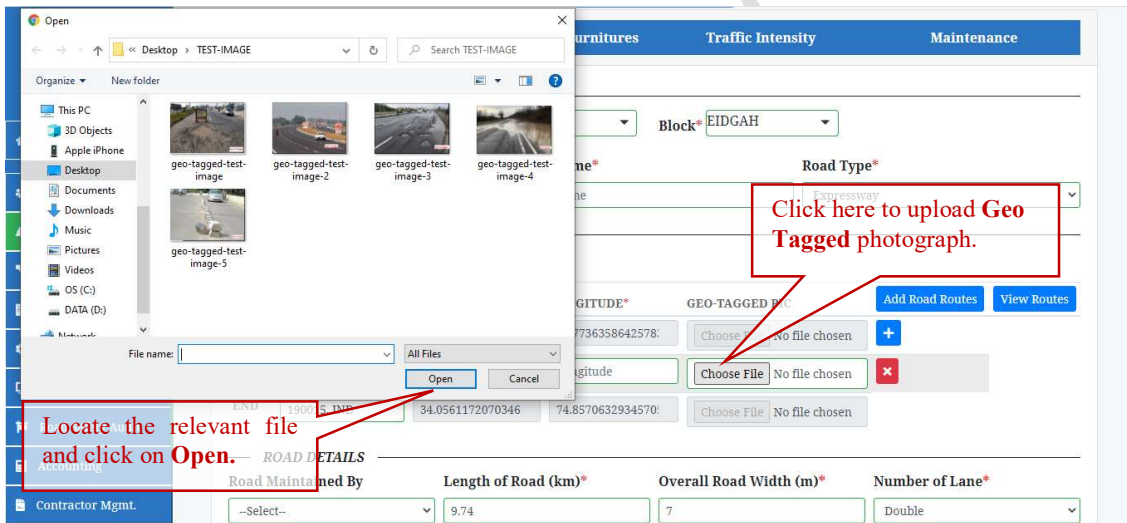


Figure: Uploading Geo-Tagged Photograph

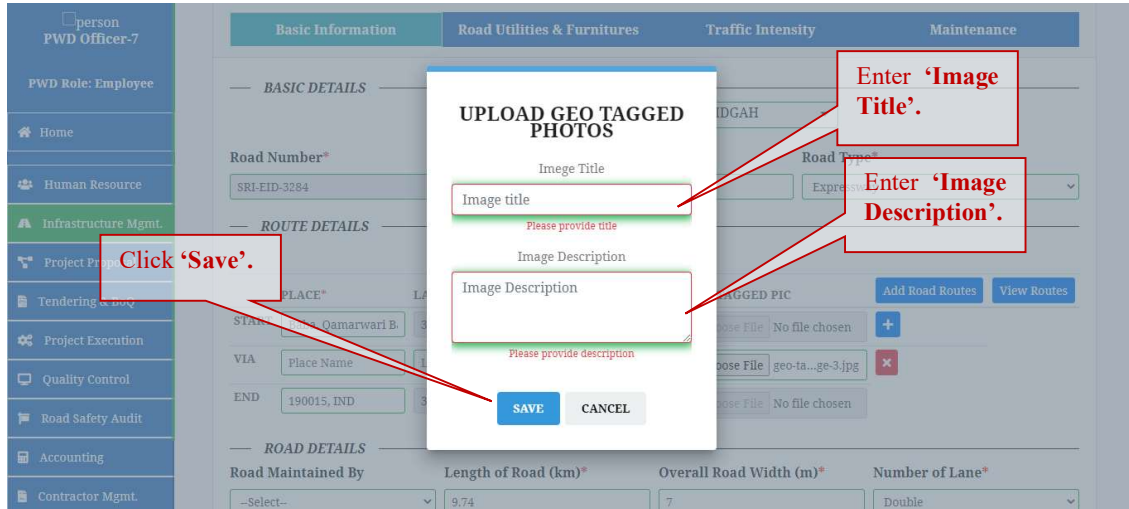


Figure: Uploading Geo-tagged photograph

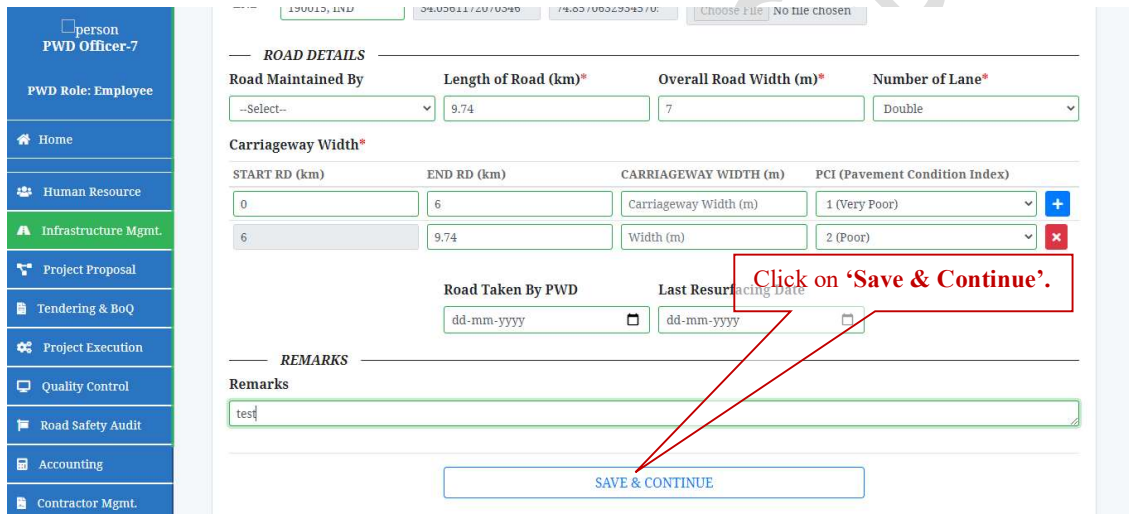


Figure: Click on Save & Continue

6.1.3.2 Road Utilities & Furniture

After filing in the Basic information of the road, a new form will appear wherein the user will enter the information related to the road like utilities, Trees and Plants and road infrastructure. Select the Category in drop-down and then select the in **Road Utility**, a list will appear, click on the type of utility present on the road and mention the **Start Road** and **End Road** details and the number of that particular utility. Repeat this process again to add more type of utilities that are present on the road. Same goes for the **“Road Trees & Plants”** and **“Road Furniture”**. After filing in all the information, click on **“Save & Continue”**.

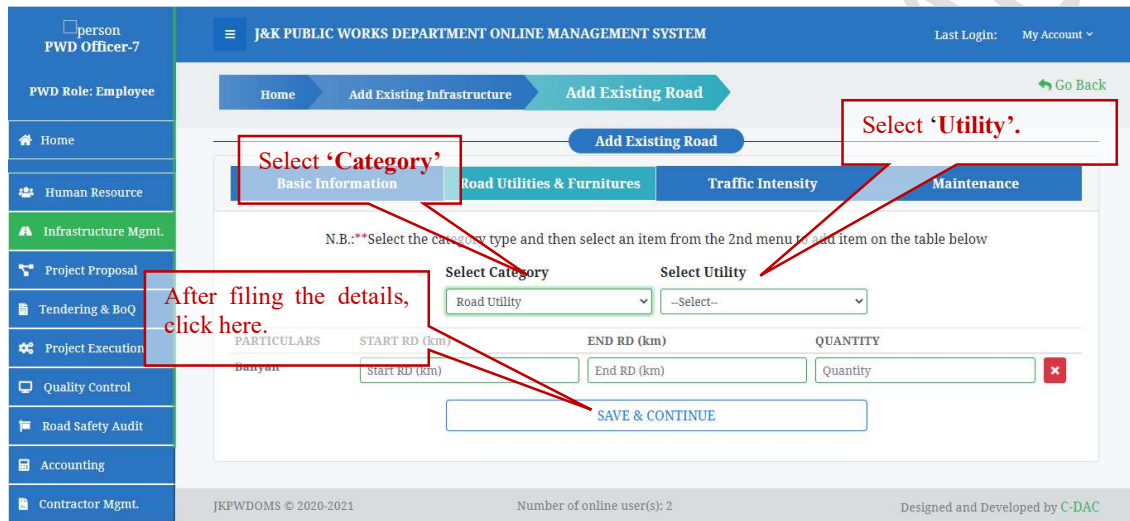


Figure: Adding Road Utilities & Furniture

6.1.3.3 Traffic Intensity

After filing the other information of the road, a new form appears where in the user will enter the Traffic details on that road. Click on the Traffic Category drop down list to select the type of traffic that runs on that road. It will automatically generate the Traffic Intensity/ESAL range of the road. To select the Sub Grade Class, click on the Sub grade class, a drop down list will appear. Select the desired option. After filing all the details, click on Continue to save information and continue to next form.

Figure: Entering Traffic Intensity details on the road.

6.1.3.4 Maintenance Information

After filing in the traffic intensity details of the road, a new form will appear where the user will enter the **Maintenance Information** of the road. Click on the “**Browse**” to upload the **Maintenance Agreement** file. Click on “**Save & Finish**” after completing all the details of the road.

Figure: Entering the Maintenance information of the road.

**Geo Tagging of Road must be updated with Mobile App. Mobile App will be released soon.

Figure: Saving the Maintenance details

6.2 Search/View Infrastructure

On the menu bar, there is an option “Search/View infrastructure”. Click on this option and a drop-down list will appear as shown.

Figure: Click on the Search/View Infrastructure.

6.2.1 Search/ View for Bridge

To Search/view bridge, click on the “Search/view for bridge” option as shown below in the picture. After clicking on the “Search/View for Bridge”, a Bridge report page will appear. Click On the “Select District” dropdown menu to select the particular district for which you want to view/search the bridge report. After selecting the district, select the particular department by clicking on the “Select Department” drop down menu. After Selecting the district and the block, click on the “Filter Bridge” button. This will give user the desired bridge report. User can also search the bridge with name or number using the “Search” box. To copy the data from here to some other place, simply click on the “Copy” option. To

download an Excel file of the data, click on the “CSV” option. To download the pdf of the same, click on the “PDF” option. The “column visibility” button provides options that can be used to very easily control the visibility of columns in a table. To add/remove columns, you need to click on the “column visibility” option and a drop-down list will appear. Select the options that you want to view/remove. To go back to Infrastructure.management dashboard, you can either click on the “Go back” option on the right side or click on the “Infrastructure Mgmt.” on the left side of home menu.

Click here to select the district.

Click here to select the department.

Click here to generate results.

SL.NO	BRIDGE NO	BRIDGE NAME	DISTRICT	DEPARTMENT
1	ANA-PAH-11722	SHESHNAG BRIDGE	ANANTNAG	R&B KASHMIR
2	ANA-KHO-11720	HAPATNAR BRIDGE	ANANTNAG	R&B KASHMIR
3	ANA-PAH-11718	SARBAL BRIDGE	ANANTNAG	R&B KASHMIR
4	ANA-PAH-11716	LANGNAI BRIDGE	ANANTNAG	R&B KASHMIR
5	ANA-PAH-11714	GANESHPOORA BRIDGE	ANANTNAG	R&B KASHMIR

Showing 1 to 5 of 1,252 entries

Previous 1 2 3 4 5 ... 251 Next

Figure: Search/View Bridge Infrastructure

Click on Copy, CSV or PDF button to download Excel or pdf report.

Click 'Previous' to go to the previous page of bridge list.

Click 'Next' to go to the next page of bridge.

SL.NO	BRIDGE NO	BRIDGE NAME	DISTRICT	DEPARTMENT
1	ANA-PAH-11722	SHESHNAG BRIDGE	ANANTNAG	R&B KASHMIR
2	ANA-KHO-11720	HAPATNAR BRIDGE	ANANTNAG	R&B KASHMIR
3	ANA-PAH-11718	SARBAL BRIDGE	ANANTNAG	R&B KASHMIR
4	ANA-PAH-11716	LANGNAI BRIDGE	ANANTNAG	R&B KASHMIR
5	ANA-PAH-11714	GANESHPOORA BRIDGE	ANANTNAG	R&B KASHMIR

Showing 1 to 5 of 1,252 entries

Previous 1 2 3 4 5 ... 251 Next

Figure: Previous and Next details of bridge

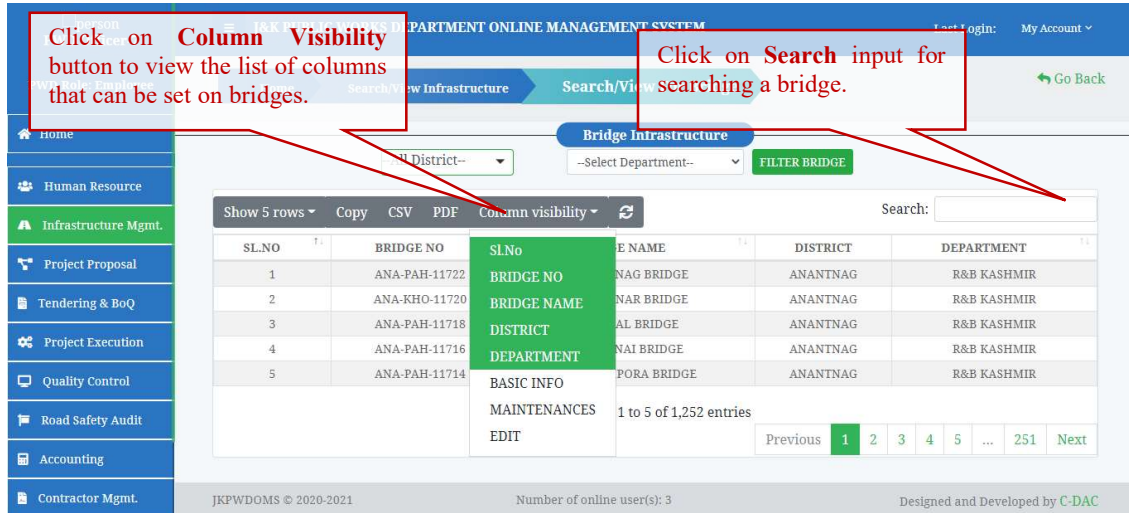


Figure: Column Visibility and Search box

6.2.2 Search/ View for Building

To search/view for building, click on the “Search/view Infrastructure”, a drop down list will appear. Click on the “Search/view for building”. A view building report page will appear. To select the district, click on the “District”. A drop-down list will appear. User can select the desired district. Similarly, to select the particular department, click on the “Department” drop down list. Then click on “Generate” button to generate the desired report. The desired building report appears as shown. To know about the maintenance details of the building, click on “Get Details”. Click on “+” sign to view additional details of the building. To view the location of building on a map, click on “G-Map”. Click on “Details” under Action tab to view the basic details of the building.

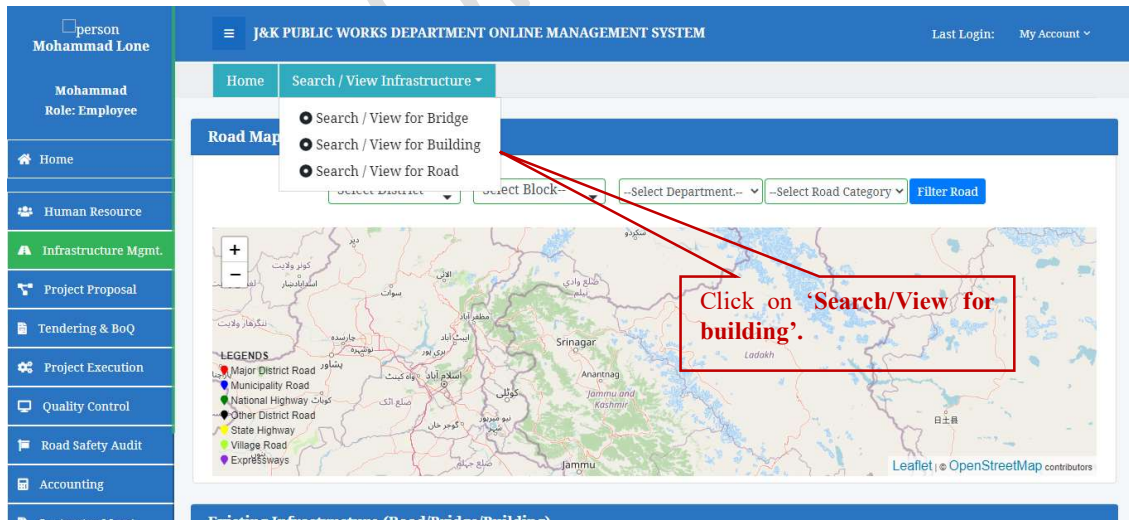


Figure: Click on Search/view for building.

Click on 'Generate' to show the list of buildings based on set options.

Click on here to view buildings from a particular district.

Click on here to view bridge report department wise.

Figure: Search/View Building

Enter the building name or number to search

Click on the 'Get Details'.

Click on G-MAP to open the location of the building on a map.

Figure: Search/View Building

Click on 'Edit' to open a form to update a building.

Figure: Edit the existing building

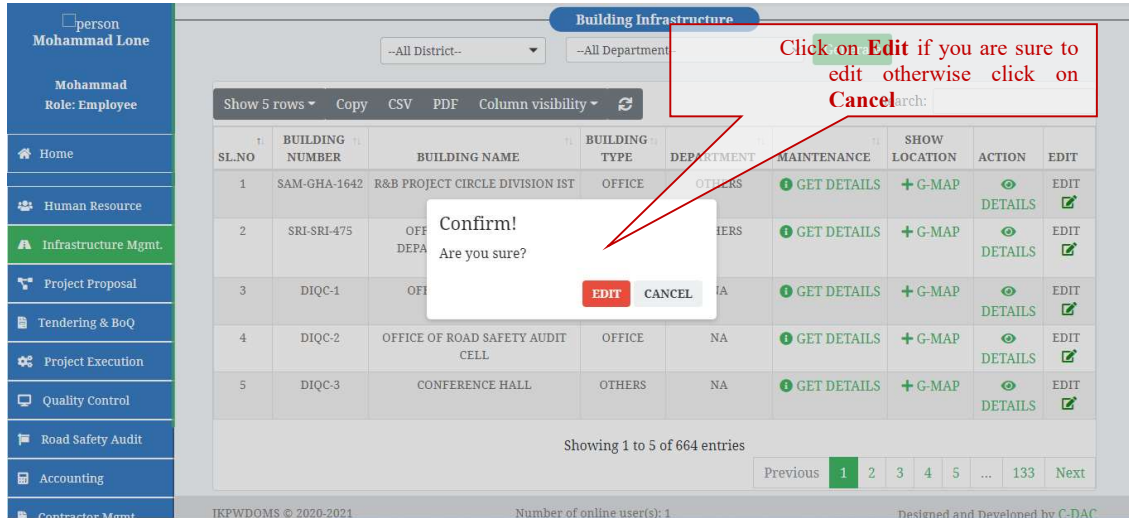


Figure: Edit confirm Dialog box!

6.2.3 Search/ View for Road

To search/view road infrastructure, click on “**Search/View for road**” from the **Search/View Infrastructure**” menu. A **View road** page will appear. Select **district, department and road** category from the **district, department, and road** category menus respectively. Click on “**List Road**” to get the desired list. To search a **road by name**, enter the road name in the **Search** box. Click on “**Get details**” under the **Other Information** column to view additional details of the road. To copy data from here to some other place, click on “**Copy**”. To download data in an excel format, click on “**CSV**”. To download data in a **PDF** format, click on “**Pdf**”. To add/remove columns, user needs to click on the “**column visibility**” option, a drop-down list will appear and then select the options to view/remove.

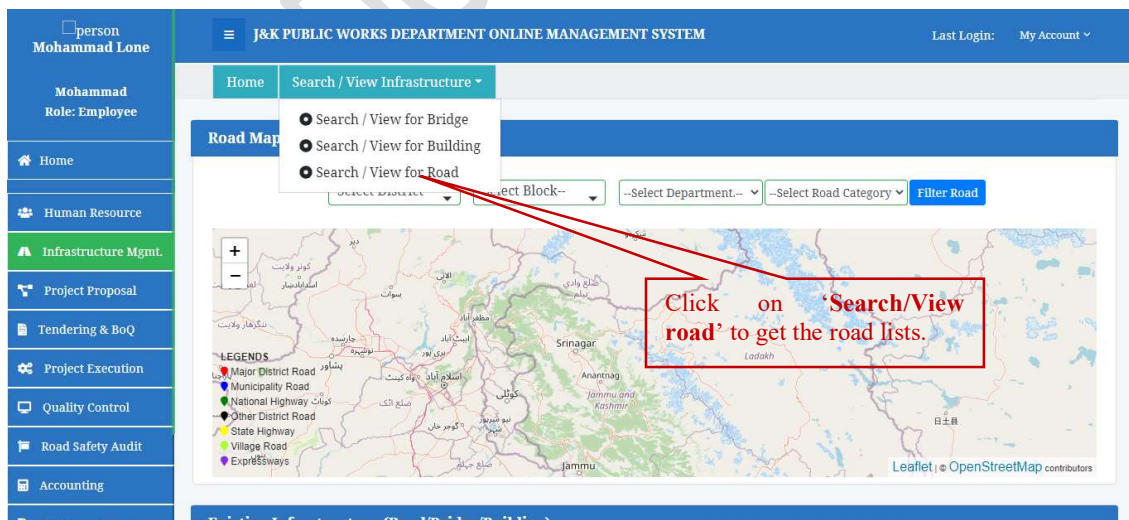


Figure: Search/View for Road

Click here to select District.

Click here to select Department.

Click here to select Road category.

Figure: Search/View Road

Click here to generate the desired result.

Enter the road name or number to search a road.

Figure: Search/View Road

Click here to copy/download excel or pdf file of the report

Click on Column Visibility button to view the list of columns that can be set on road list.

Figure: Search/View Road