# User Manual
# For
# Land Acquisition

Version: 1.0
January 2017

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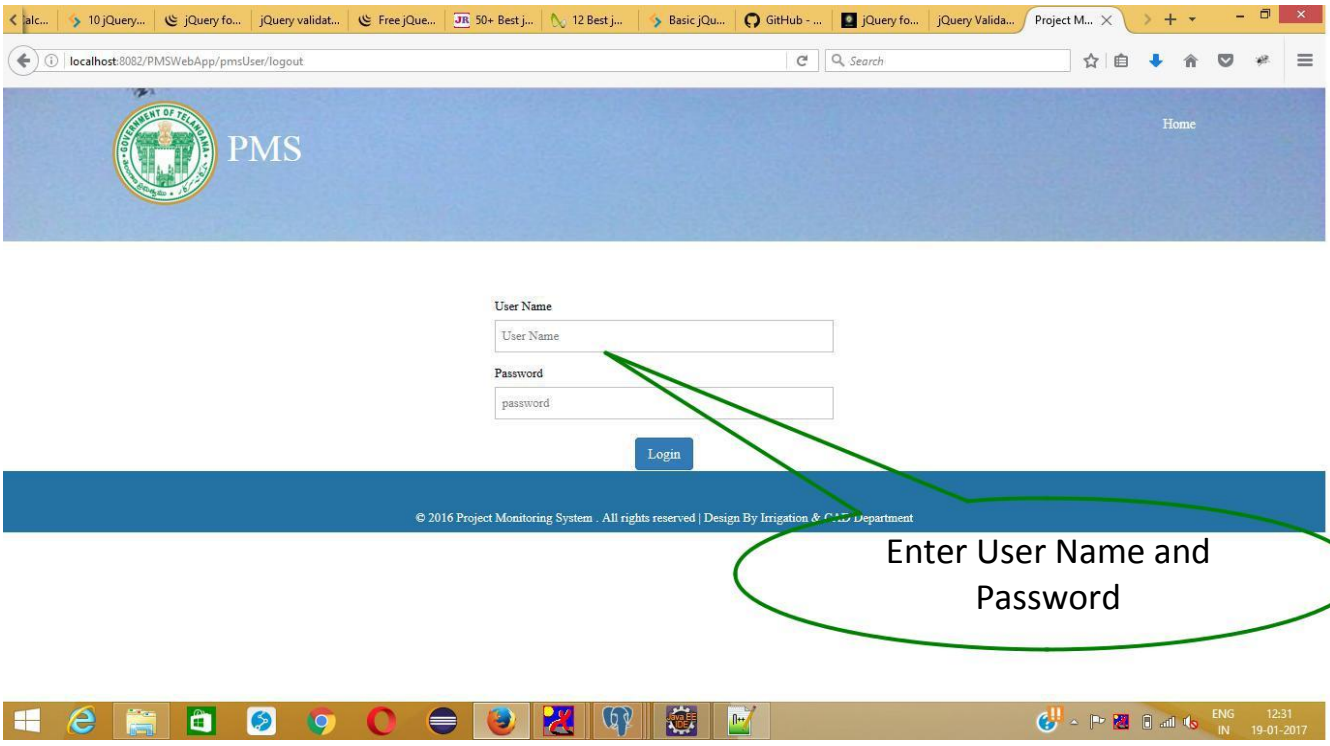
## 1. INTRODUCTION:

The objectives of the Land Acquisition module which facilitates the Department for better decision making are:

- Real time information on LA of the each Project for accelerate and accurate decision making.
- LA Module shall ensure to automate the LA Requisition, Proposal for Acquisition, and Payment processes for Acquisition/Procurement/Ex-gratia
- Data synchronization and avoid duplicity
- Provide integration with other modules like BMS Module

## 2. PROCESS FLOW OF LA PROPOSAL AND ACQUISITION

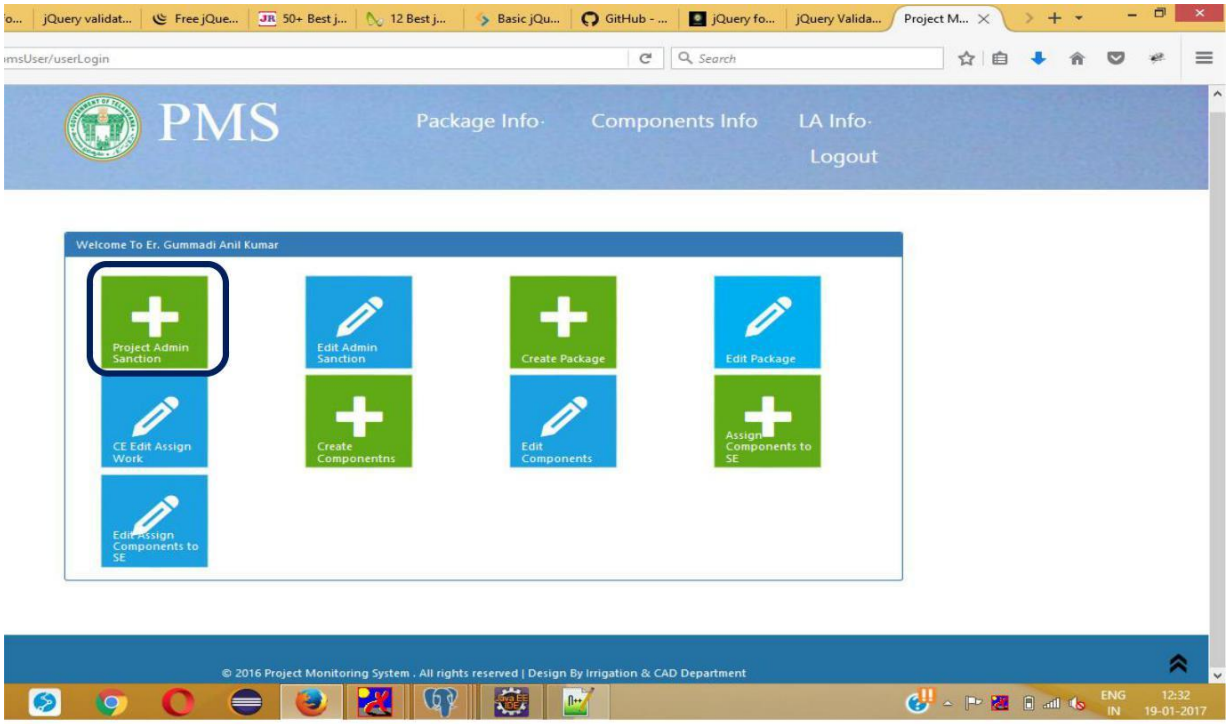
To access the application, user must log on to the Portal using the URL: http://irrigationpms.cgg.gov.in/pms/home : It can Display Home Page of Project Monitoring System (PMS) and then navigate through the services provided in the application. On the homepage User need to enter valid Login & Password (i.e. HRMS Credentials) and click on Log in button to enter into the Application. The Role of the CE, SE, EE and DEEs are Explained below

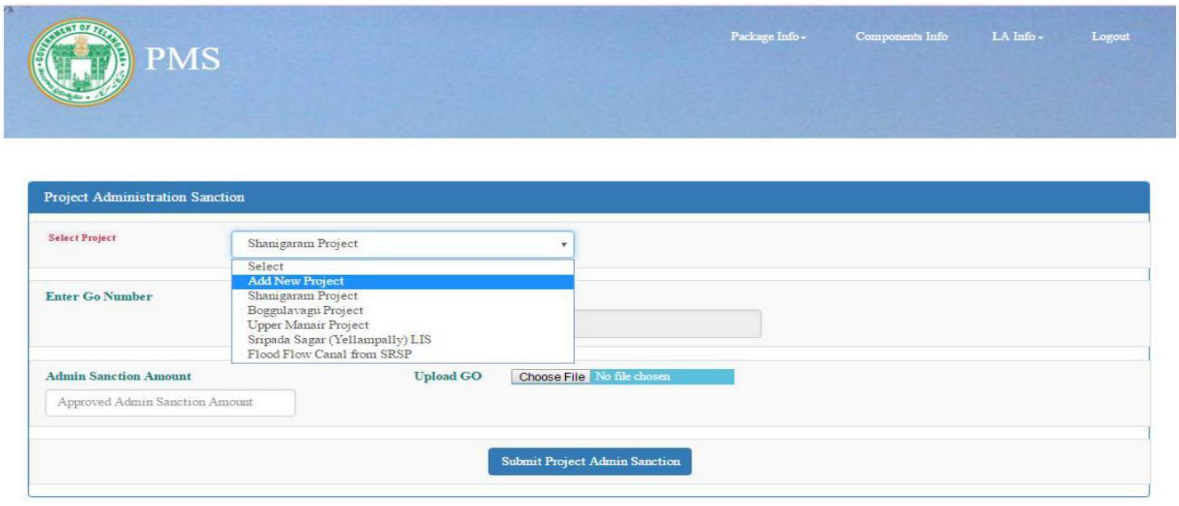


# 3. CE DASH BOARD:

## 3.1. Project Admn Sanction details for Existing Projects

After his Login a Dash board will be displayed as shown in the below screen shot, from which, he has to select his desired service by click on that tab.

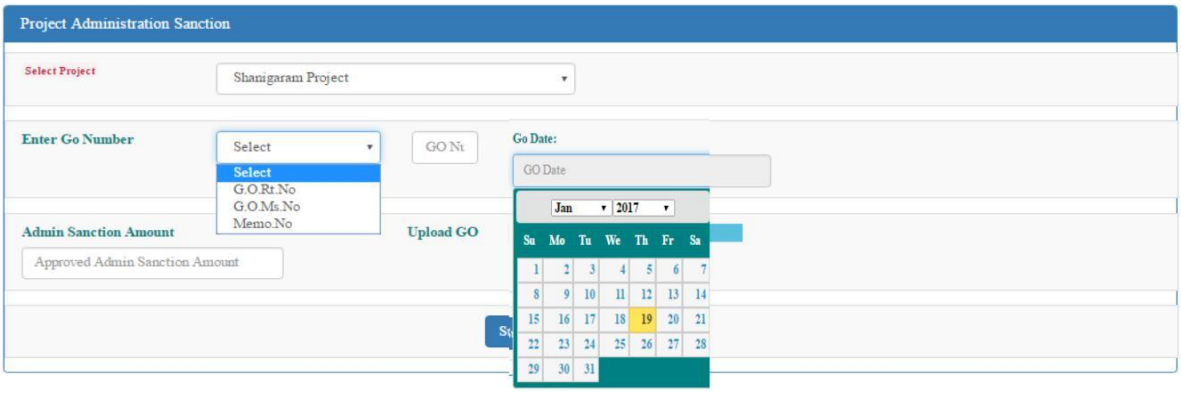



After Login CE clicks on Project Admn Sanction tab ➡ It Open a New Screen as Project Administration Sanction

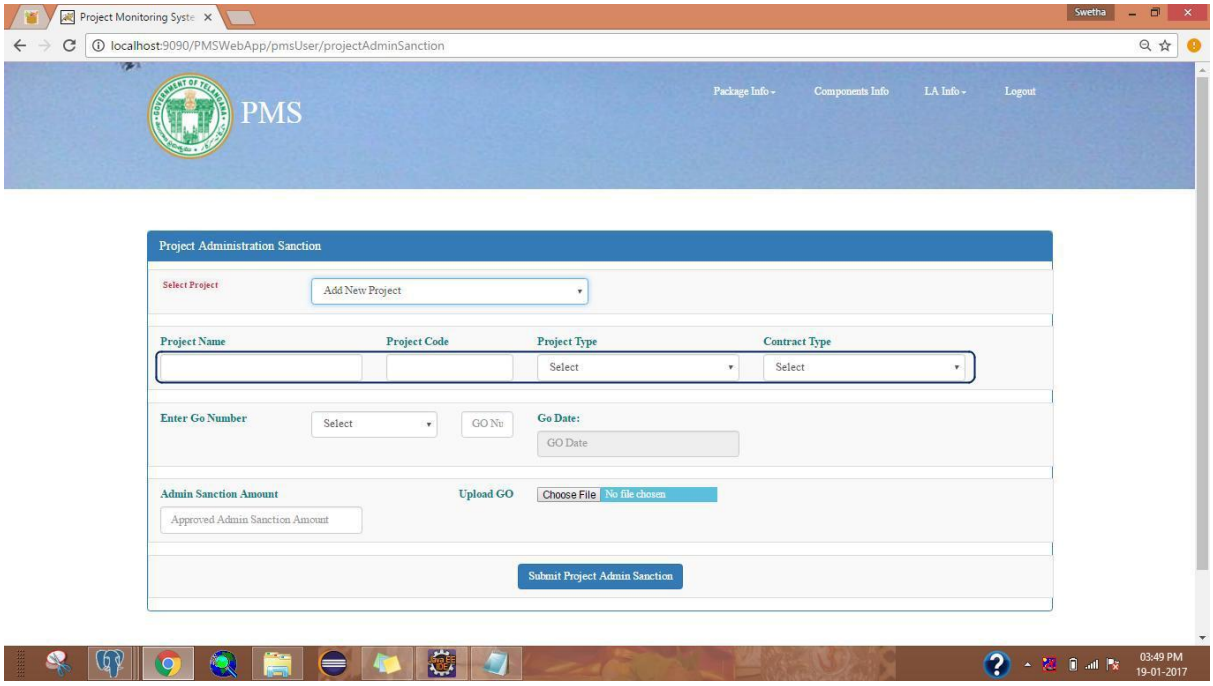
- ✓ In this service list of Existing Projects under his Jurisdiction will be populates under dropdown box for selection.

- ✓ He has to select a particular Project for which he wants to Enter Administrative Approval Details
- ✓ Enter GO. No., Date, Amount and Upload a copy of GO Scand/ PDF file and click on Submit Project Admn Sanction Button.



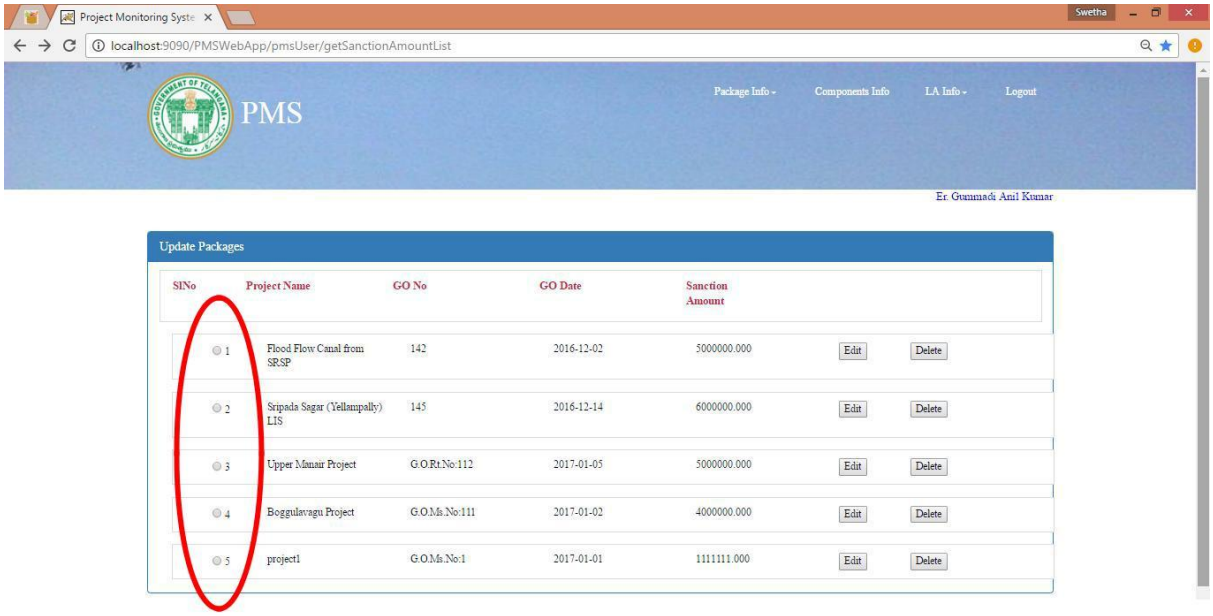

### 3.2. Project Admn Sanction details for New Projects

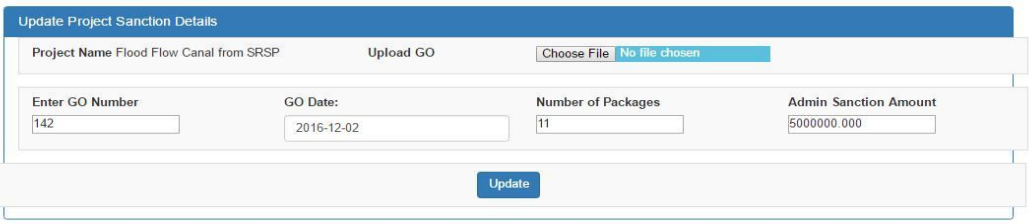
- ✓ If he wants to ADD A NEW PROJECT to his existing list, then he can enter Project Name, Project Code and type of Project & type of Contract and remaining details are same as earlier screen.



### 3.3. Modify Project Admn Sanction details

- ✓ If he wants to Modify his existing details of his existing list, then he click on the Edit Sanction Detail Tab
- ✓ It will show the List of Projects under his Jurisdiction, then he mark a tick against which Project he wants to be edit and click on Edit button, then it opens a new page duly showing the Particulars of that Project in Edit mode
- ✓ The CE can edit the Particulars wherever the corrections are necessary or if he satisfied he can simply click on the Update Button.

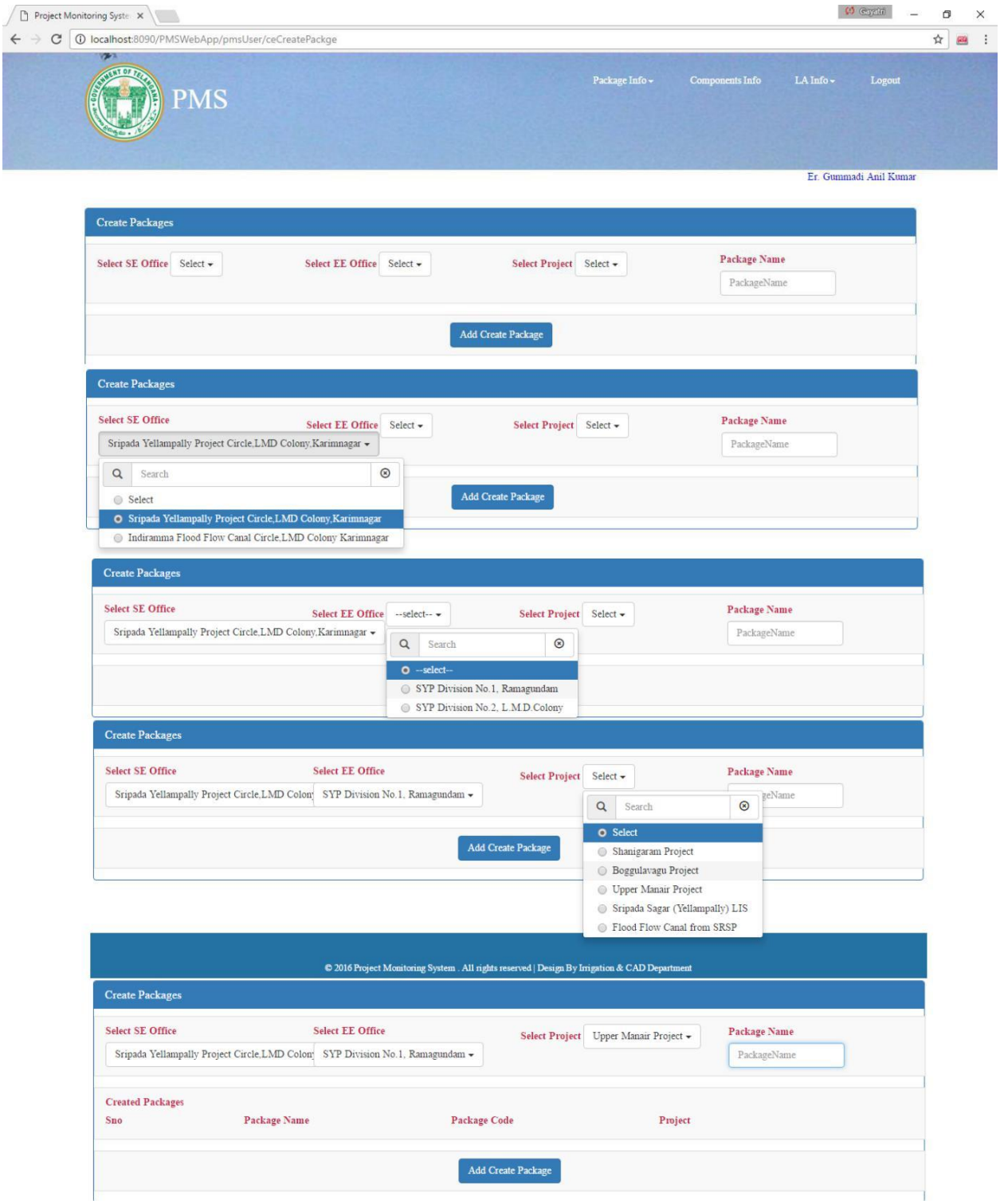


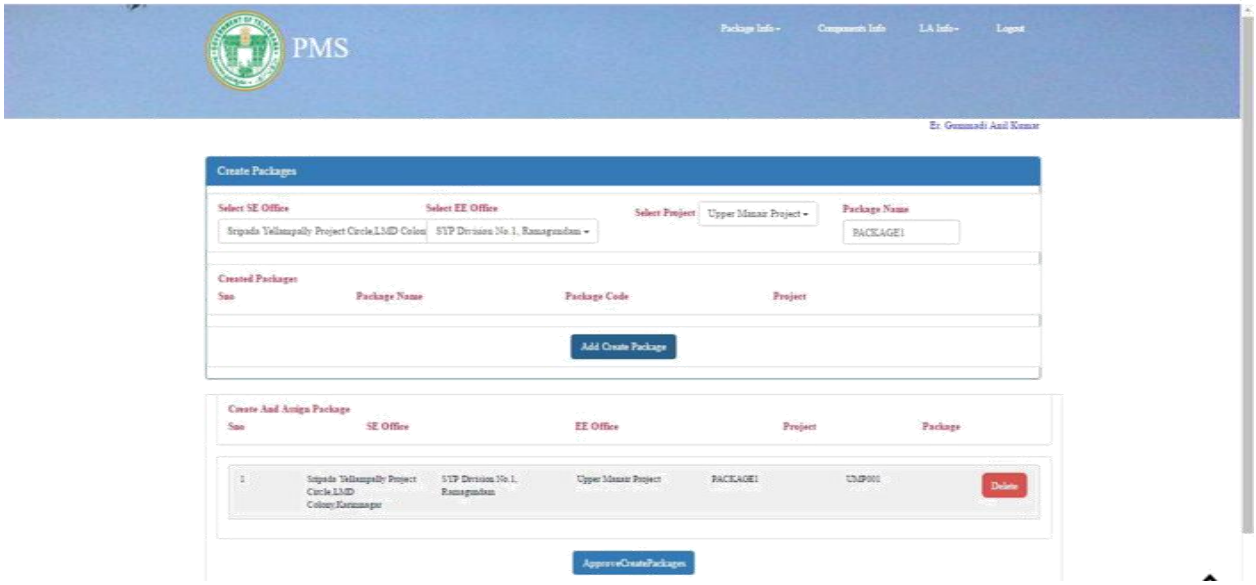



### 3.4. Create Package

After Login CE clicks on Create Package tab it will open a New Screen as shown below

- ✓ In this service list of Existing SEs and their Corresponding EEs under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a SE, EE and Project for which he wants to create Packages
- ✓ He has to Enter Name of the Packages, then click on Add Create Package Button



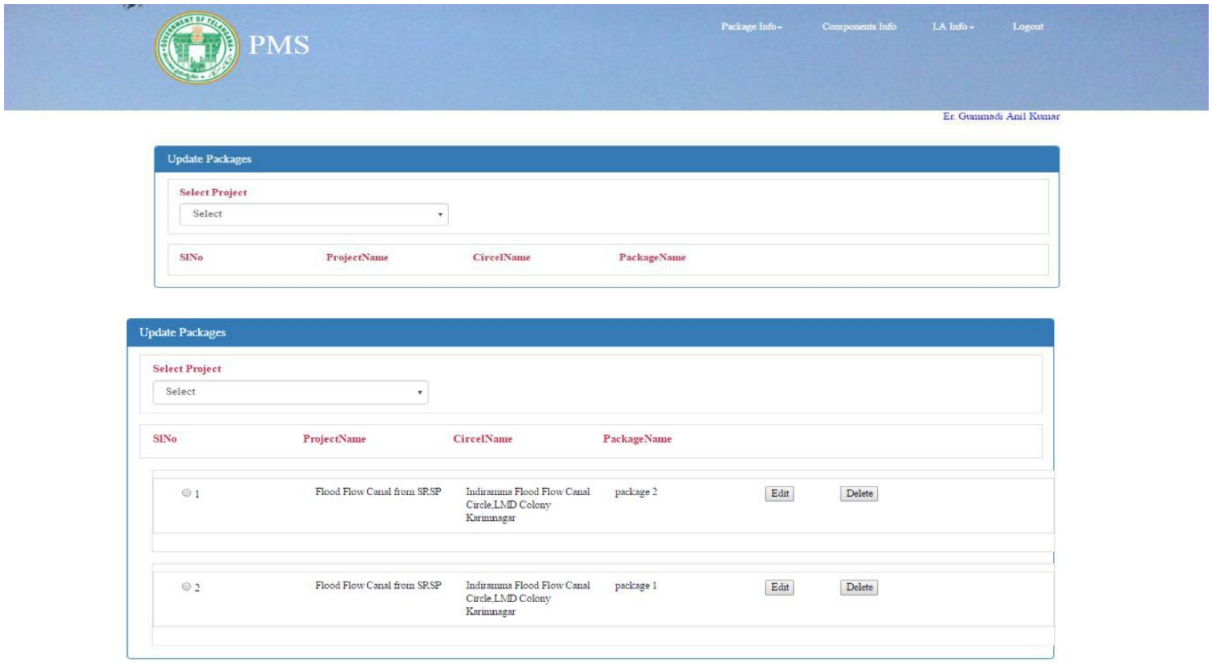



- ✓ After that the list of Packages cteated by him shown, there he can Approve Packages by clicking Approve Create Packages Button or He can simply delete by clicking delete button

### 3.5. Edit Package

After Login CE clicks on Edit Package tab it will open a New Screen as shown below

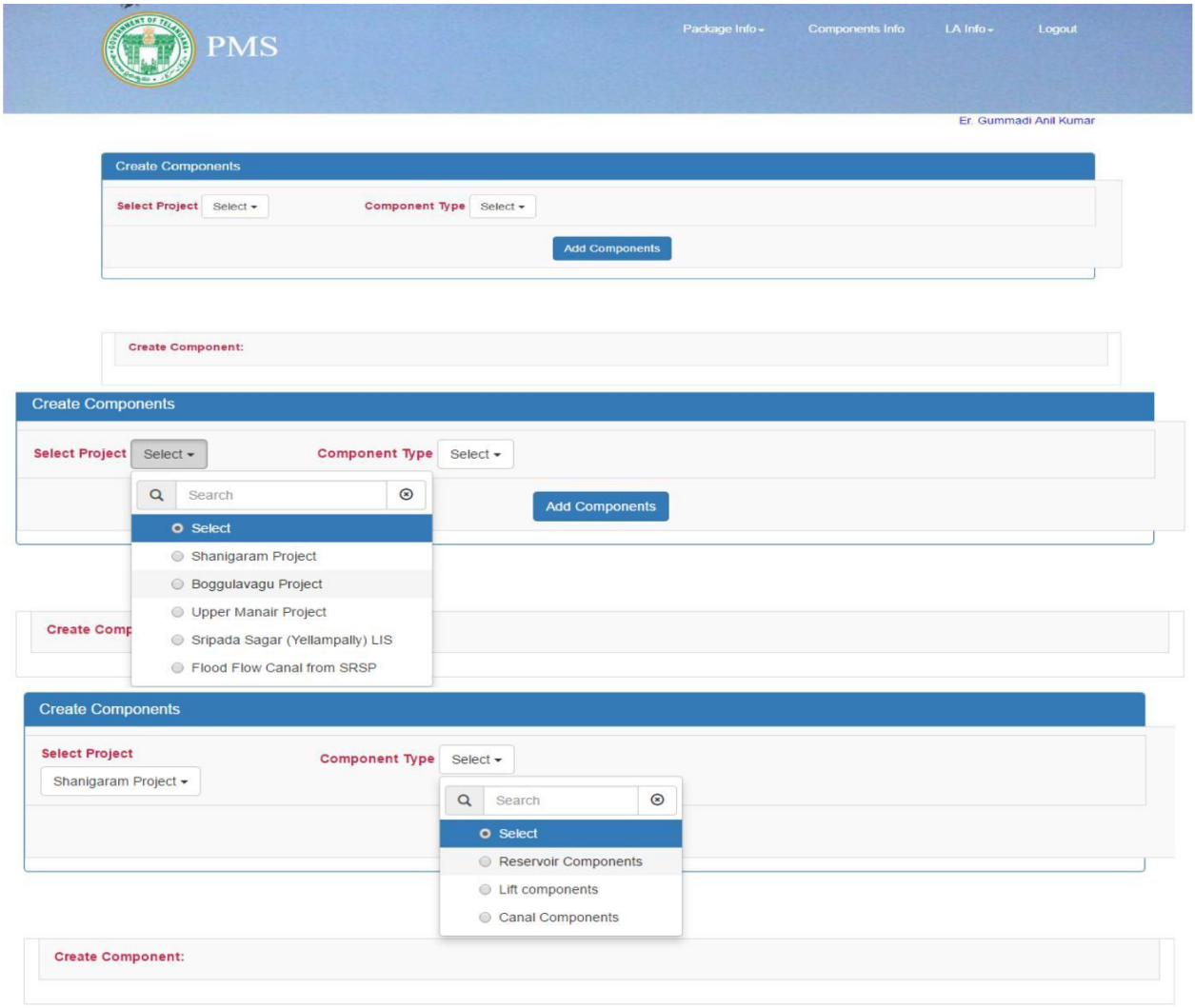
- ✓ In this service list of Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Project for which he wants to Edit Packages
- ✓ He mark a tick against which Project he wants to be edit and click on Edit button, then it opens a new page duly showing the Package No. in Edit mode
- ✓ The CE can edit the Package No and click on the Update Button.



### 3.6. Create Component

After Login CE clicks on Create Component tab it will open a New Screen as shown below

- ✓ In this service list of Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Project and Component type under that Project for which he wants to create Component, and then click on Add Component Button.

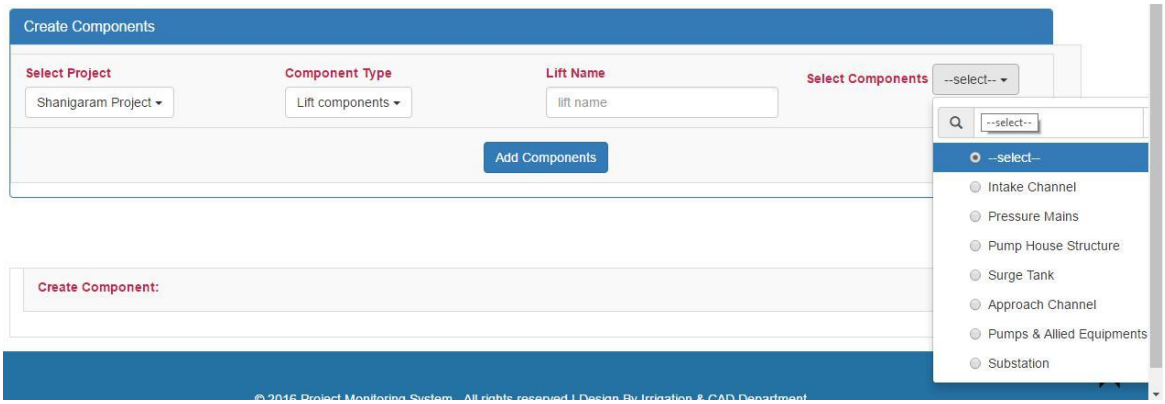



3.6.1. SCREEN FOR RESERVOIR TYPE

- ✓ If Component type is Reservoir, He has to Enter the Reservoir Name and select its Sub component

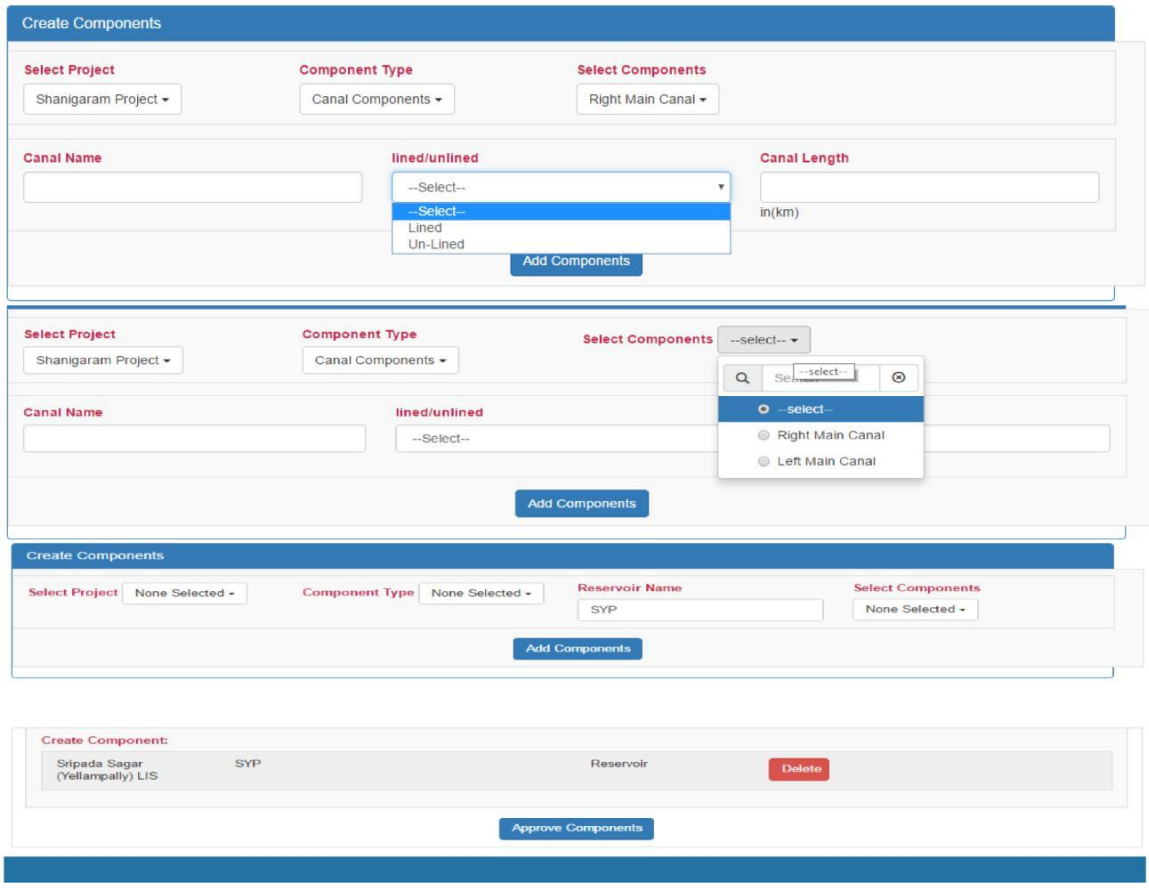
### 3.6.2. SCREEN FOR LIFT COMPONENT

- ✓ If Component type is Lift, He has to Enter the Lift Name and select its Sub component




### 3.6.3. SCREEN FOR CANAL COMPONENT

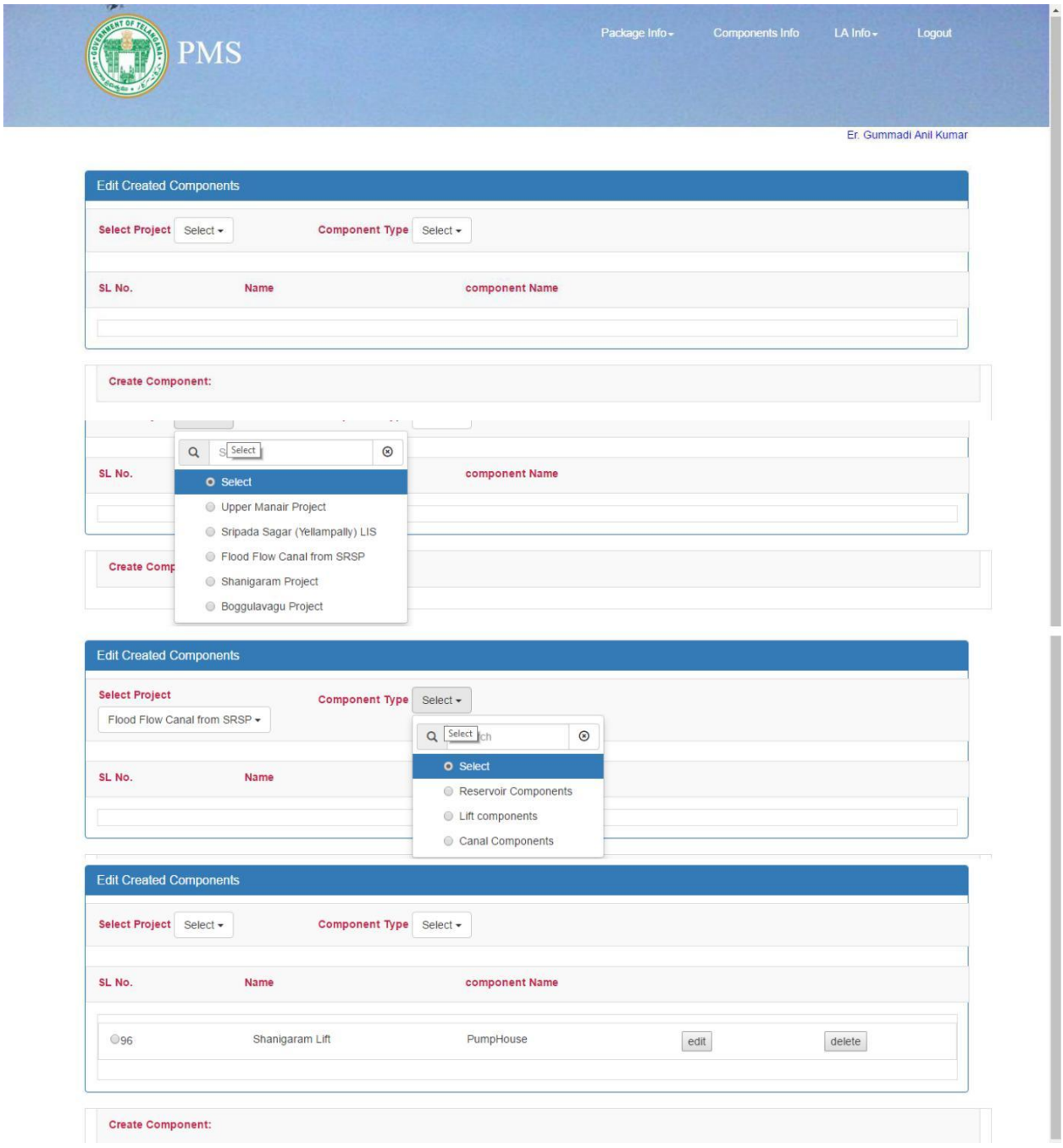
- ✓ If Component type is Canal, He has to Select either it is Right Main Canal or Left Main Canal and then He enter Canal Name, Select whether it is Lined or Unlined, Enter Canal length and then click on Add Component Button, it will show the list of components under that project, after that he has to click on Approve Component button for approval



### 3.7. Edit Create Component

After Login CE clicks on Edit Create Component tab it will open a New Screen as shown below

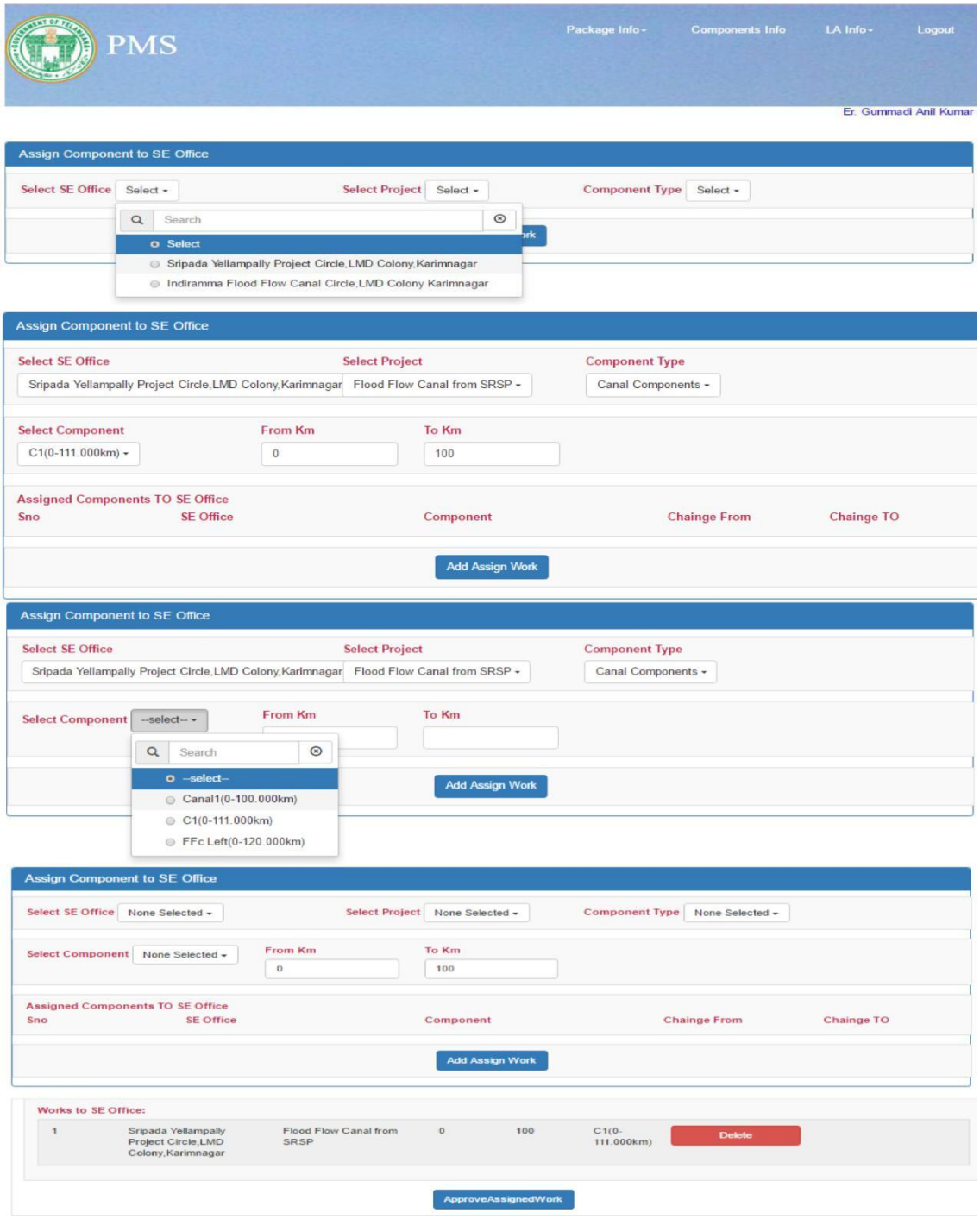
- ✓ In this service list of Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Project for which he wants to Edit Component
- ✓ He mark a tick against which Project he wants to be edit and click on Edit button, then it opens a new page duly showing the Particulars of that Project in Edit mode
- ✓ The CE can edit the Particulars wherever the corrections are necessary or if he satisfied he can simply click on the Update Button.



### 3.8. ASSIGN COMPONENT TO SE

After Login CE clicks on Assign Component tab it will open a New Screen as shown below

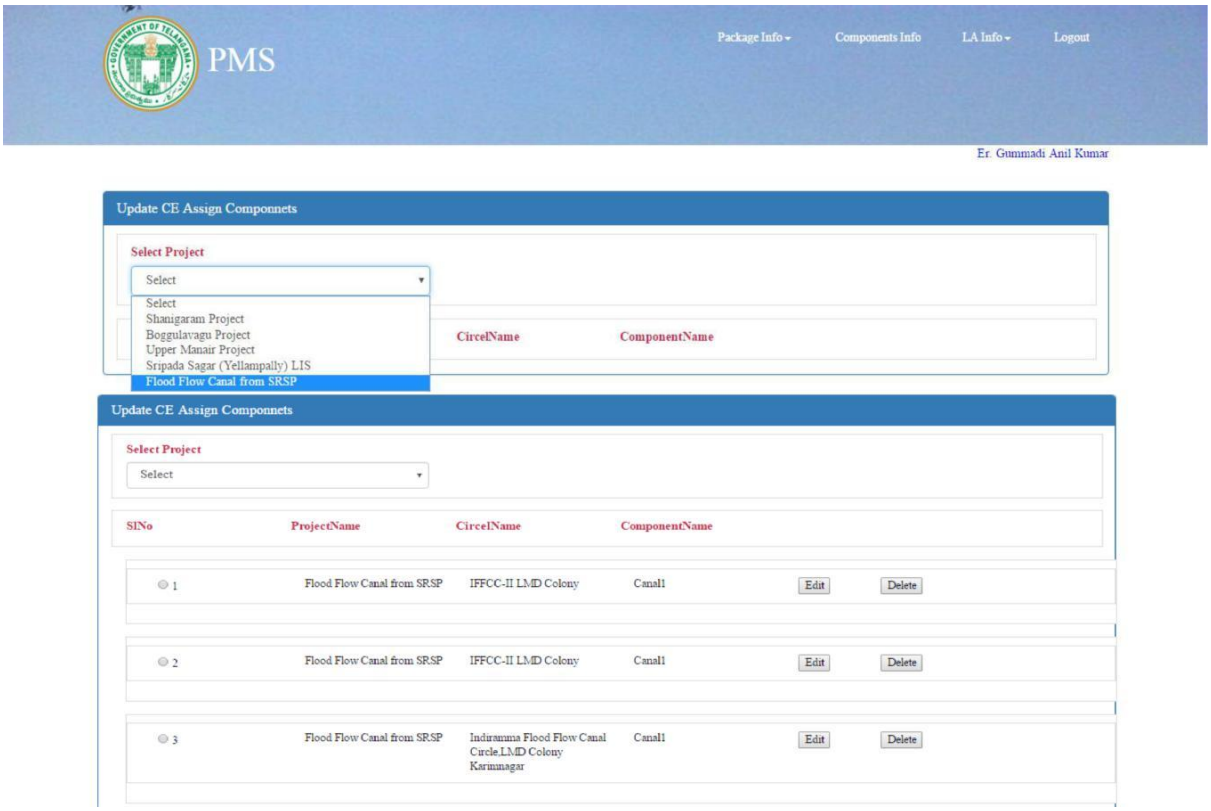
- ✓ In this service list of Existing SEs and Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a SE, Project and Component type for which he wants to Assign Components to that particular SE
- ✓ In case of Canal Component He has to Enter the Length of Canal which Chain age to which chain age He assigned for that SE, then click on Add Assign Button
- ✓ After Clicking on Approve Assign Button it will allocate that Component to SE



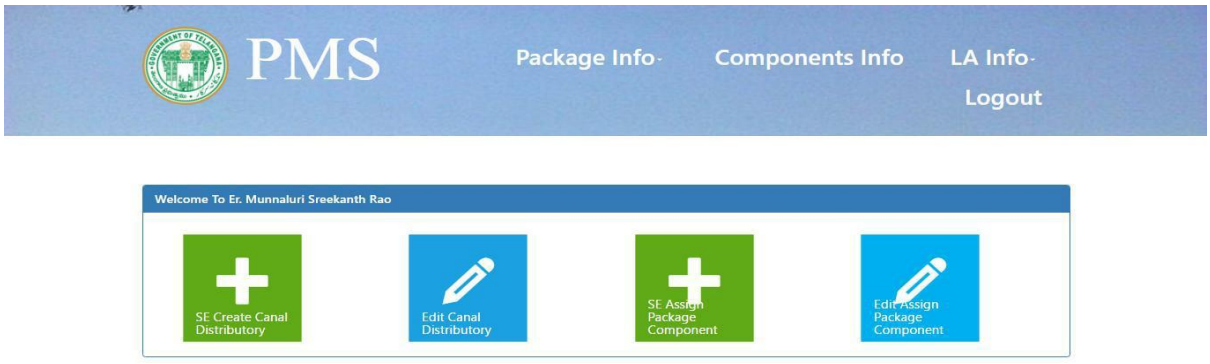
### 3.9. EDIT ASSIGN COMPONENT TO SE

After Login CE clicks on Edit Assign Component tab, it will open a New Screen as shown below

- ✓ In this service list of Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Project for which he wants to Edit Assign Component
- ✓ He mark a tick against which Project he wants to be edit and click on Edit button, then it opens a new page duly showing the Particulars of that Project in Edit mode
- ✓ The CE can edit the Particulars wherever the corrections are necessary or if he satisfied he can simply click on the Update Button



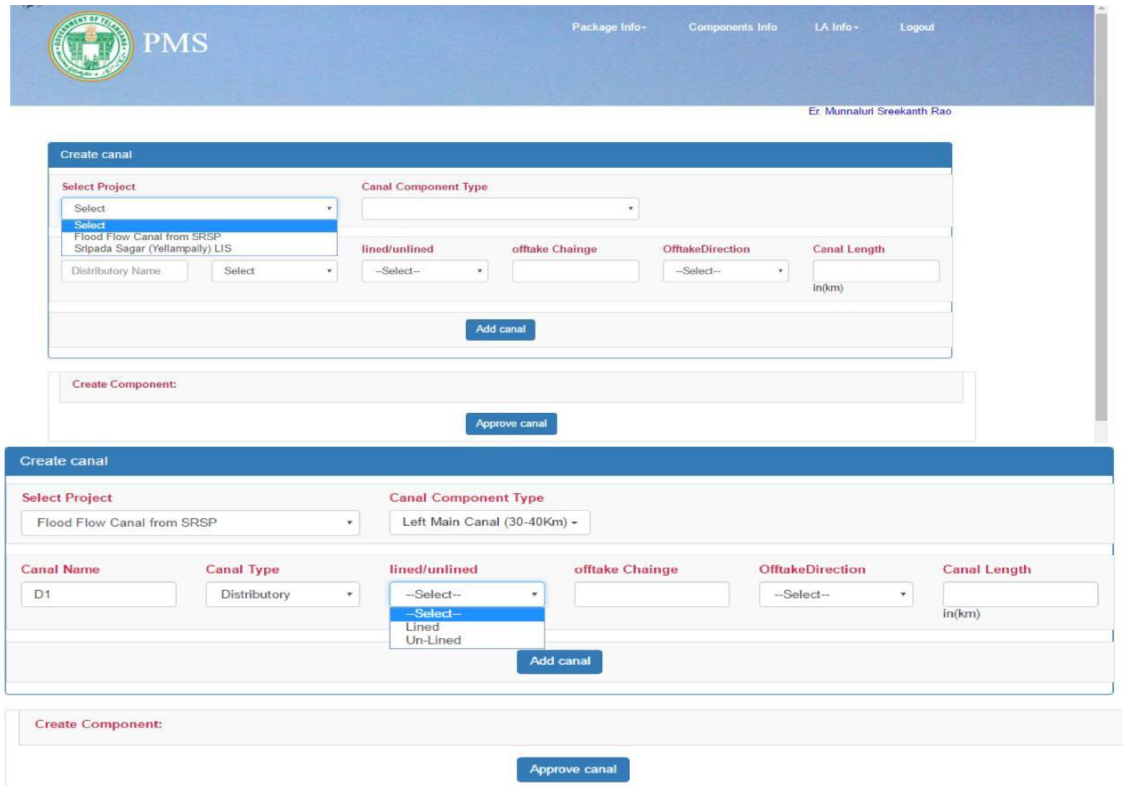
# 4. SE DASH BOARD




## 4.1. SE Create Canal Distributory

After Login SE clicks on Create Canal Distributory tab it will open a New Screen as Create Canal shown below

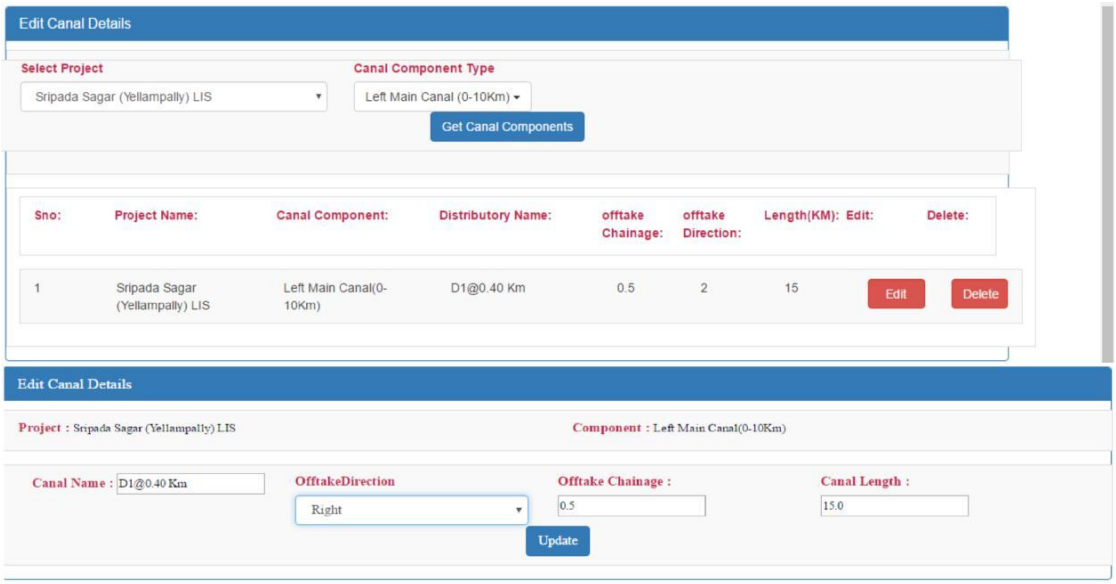
- ✓ In this service list of Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Project; select either it is Right Main Canal or Left Main Canal under Canal Component Type Drop down box and he has to enter Canal Name and its type and he has to select whether it is lined/unlined, enter Off take point if any its direction and length then click on Add Button.
- ✓ After entering the all the Level-2 canals under his Jurisdiction, then click on Approval Canal Button



### 4.2. Edit Canal Distributory

After Login SE clicks on Edit Canal Distributory tab it will open a New Screen as shown below

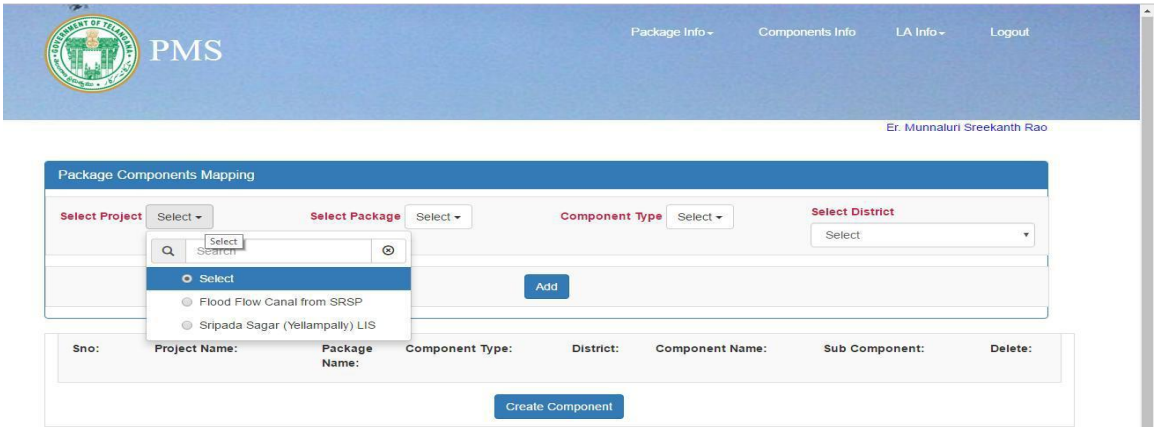
- ✓ In this service list of Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Project for which he wants to Edit Component
- ✓ He click on Edit button against that project then it opens a new page duly showing the Particulars of that Project in Edit mode
- ✓ The SE can edit the Particulars wherever the corrections are necessary or if he satisfied he can simply click on the Update Button.

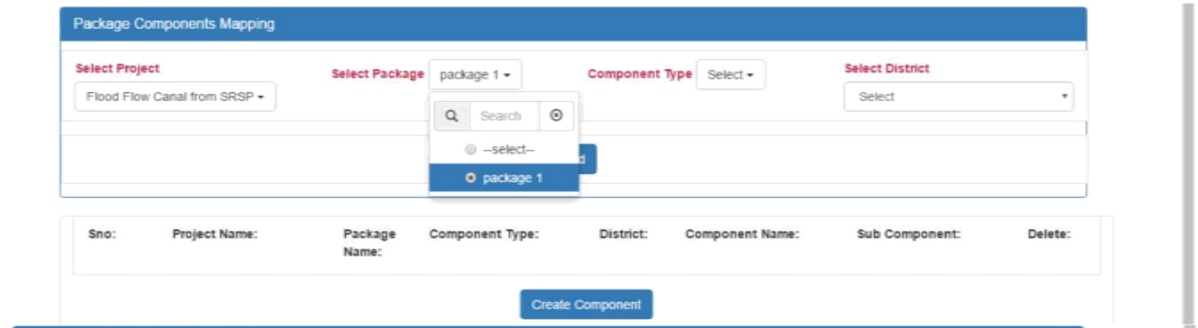


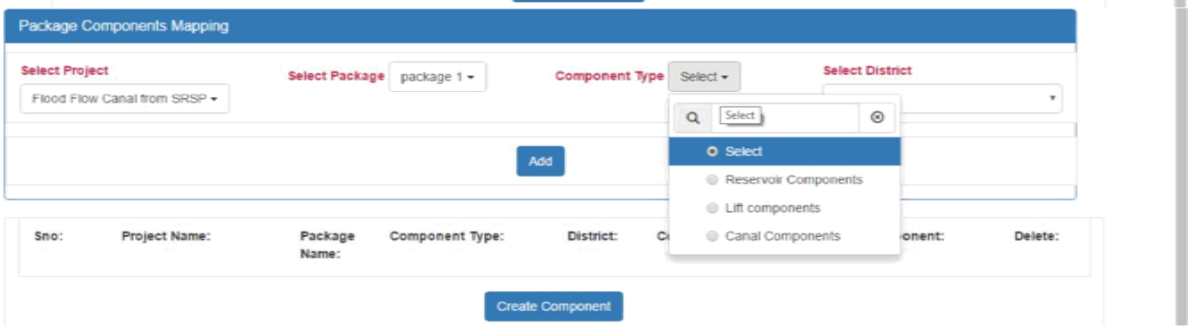

### 4.3. SE Assign Package Component

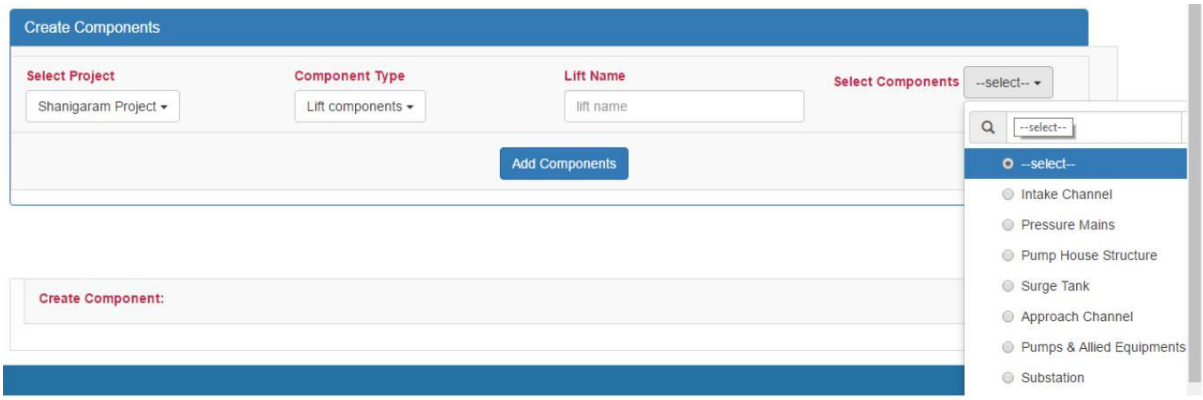
After Login SE clicks on SE Assign Package Component tab it will open a New Screen as Package Component Mapping shown below

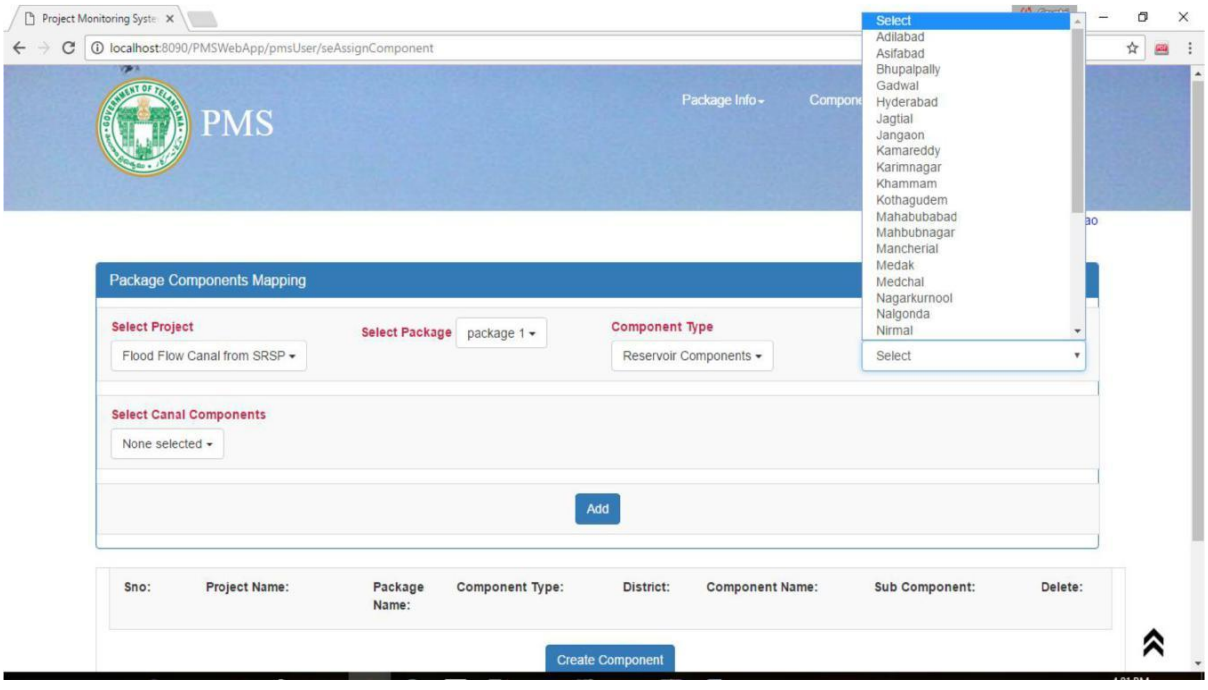
- ✓ In this service list of Projects under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Project, Package, Component and District that Project is located from dropdown box for which he wants to Map Components to a Particular Package, and add sub components of the main components click on Add Button.




Package Components Mapping
Select Project
Flood Flow Canal from SRSP
Select Package
package 1
Component Type
Select
Select District
Select
Search
--select--
package 1
Sno:
Project Name:
Package Name:
Component Type:
District:
Component Name:
Sub Component:
Delete:
Create Component

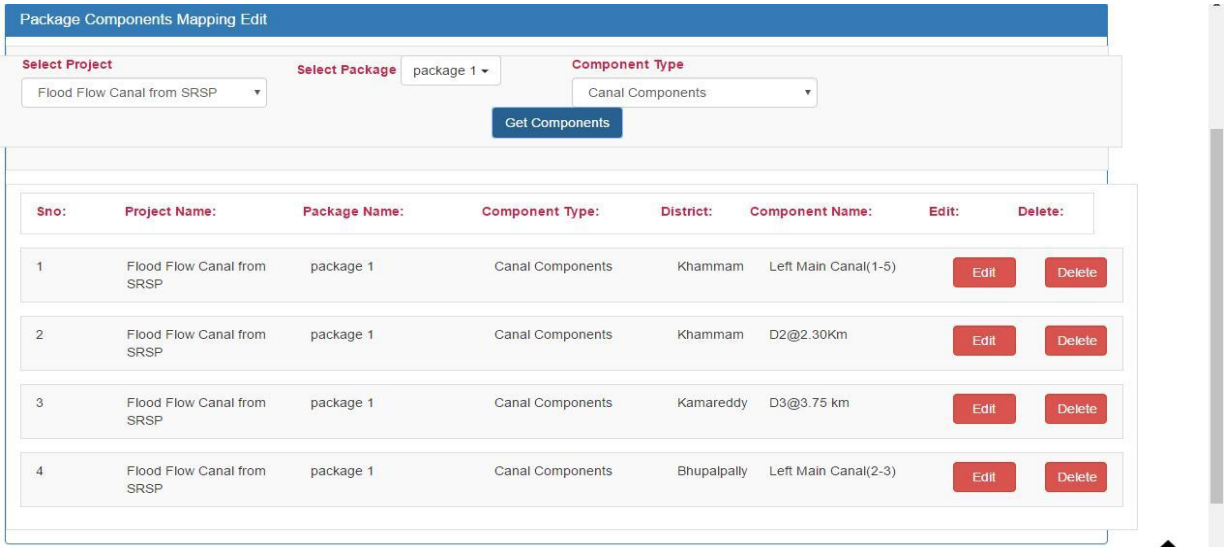

Package Components Mapping
Select Project
Flood Flow Canal from SRSP
Select Package
package 1
Component Type
Select
Select District
Add
Select
Reservoir Components
Lift components
Canal Components
Sno:
Project Name:
Package Name:
Component Type:
District:
Delete:
Create Component


Create Components
Select Project
Shanigaram Project
Component Type
Lift components
Lift Name
lift name
Select Components
--select--
Add Components
Create Component:
--select--
Intake Channel
Pressure Mains
Pump House Structure
Surge Tank
Approach Channel
Pumps & Allied Equipments
Substation

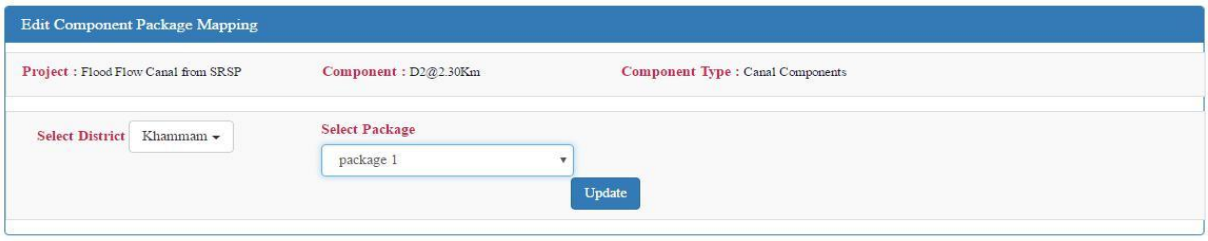

Project Monitoring Syste
localhost:8090/PMSWebApp/pmsUser/seAssignComponent
PMS
Package Info
Select
Adilabad
Asifabad
Bhupalpally
Gadwal
Hyderabad
Jagtial
Jangaon
Kamareddy
Karimnagar
Khammam
Kothagudem
Mahabubabad
Mahbubnagar
Mancherial
Medak
Medchal
Nagarkurnool
Nalgonda
Nirmal
Package Components Mapping
Select Project
Flood Flow Canal from SRSP
Select Package
package 1
Component Type
Reservoir Components
Select
Select Canal Components
None selected
Add
Sno:
Project Name:
Package Name:
Component Type:
District:
Component Name:
Sub Component:
Delete:
Create Component

### 4.4. SE Edit Assign Package Component

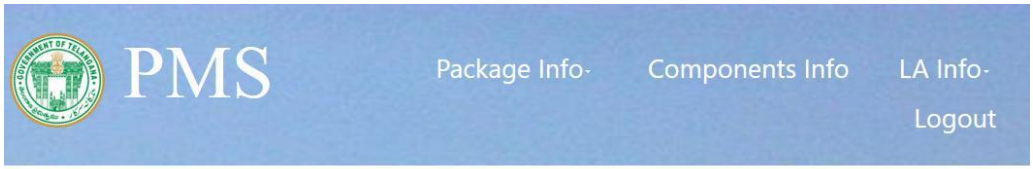
After Login clicks on SE Edit Assign Package Component tab it will open a New Screen as Package Component Mapping shown below

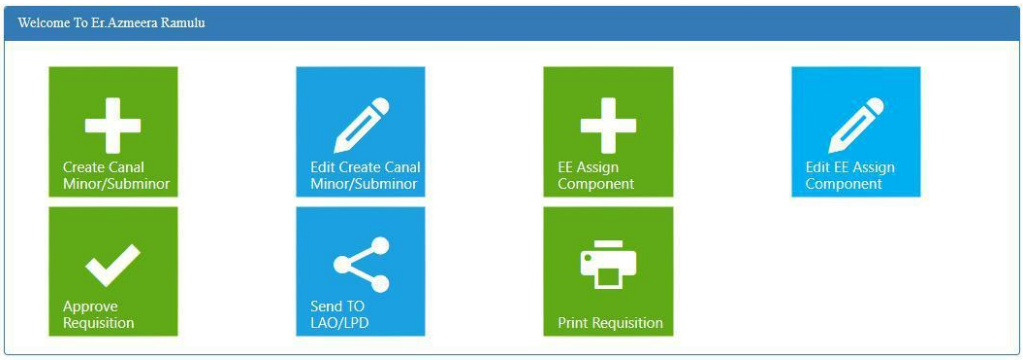



- ✓ In this service list of Projects under his Jurisdiction will be populates
- ✓ He click on Edit button against that project then it opens a new page duly showing the Particulars of that Project in Edit mode



# 5. EE DASH BOARD

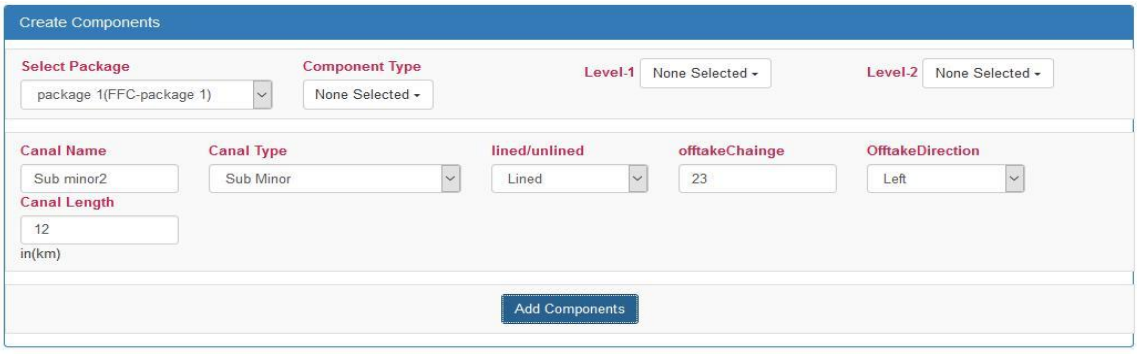


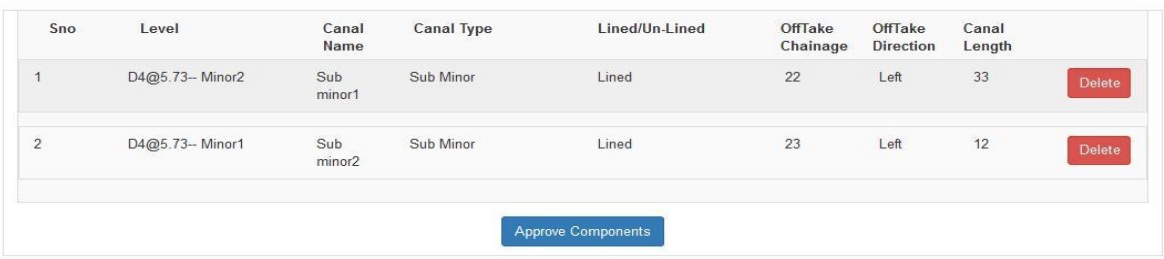




## 5.1. Create Canal Minor/Sub minor

After Login EE clicks on Create Canal Minor/Sub minor tab it will open a New Screen Create Component as shown below

- ✓ In this service list of Packages under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Package, Component type, Level-1 Canal and Level-2 Canal from dropdown box for which he wants to create Minor/Sub minors
- ✓ He has to Enter Minor/Sub minors Names if any and Canal type whether it is a Minor/Sub minors, Lined/Unlined, Off take Chainage, Off take Direction and its length and click on Add Component Button.
- ✓ It will display Added Components (Minor/Sub minors) list, then once again he can go through it, if he satisfy he can click on Approve Component Button for Approval or he can simply click on Delete Button for re enter.

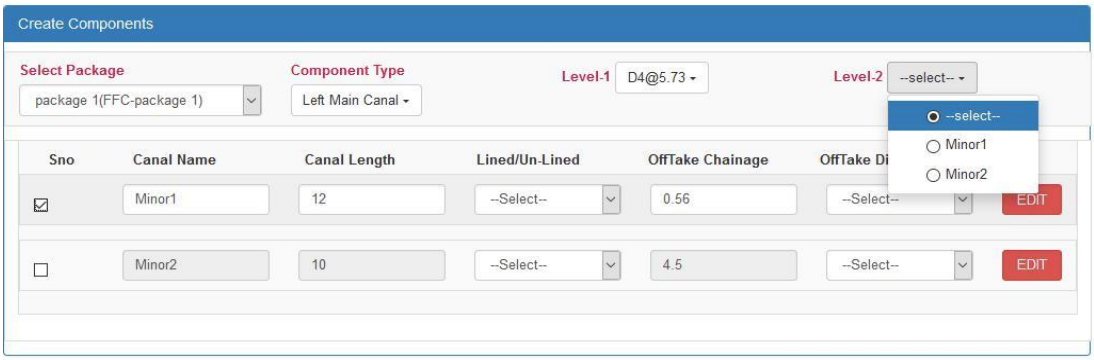


## 5.2. Edit Create canal Minor/Sub minor

After Login EE clicks on Create canal Minor/Sub minor tab it will open a New Screen Edit Component as shown below

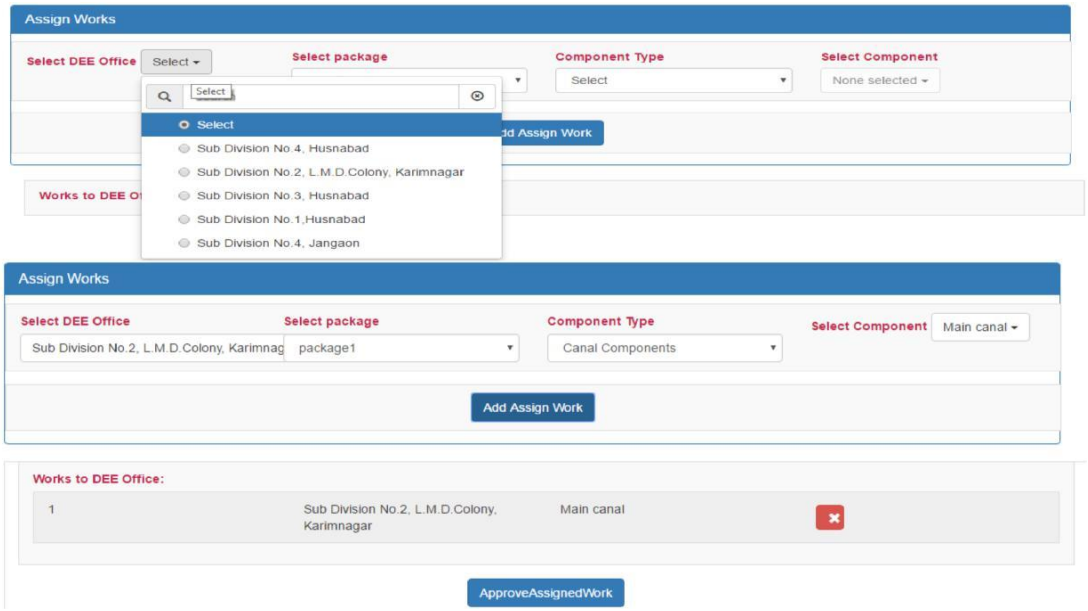
- ✓ In this service list of Packages under his Jurisdiction will be populates under dropdown box for selection.
- ✓ After Selection of Package List of components will be displayed. The EE has to mark a tick mark in the check box against, which he wants to be edit/modify and click on Edit Button
- ✓ Component Particulars like Minor/Sub minors Names, Lined/Unlined, Off take Chainage, Off take Direction and its length will be displayed in edit mode, he can Edit/Modify the Particulars wherever the corrections are necessary or if he satisfied he can simply click on the Update Button.




## 5.3. EE ASSIGN COMPONENT

After Login EE clicks on EE Assign work tab it will open a New Screen as Assign work shown below

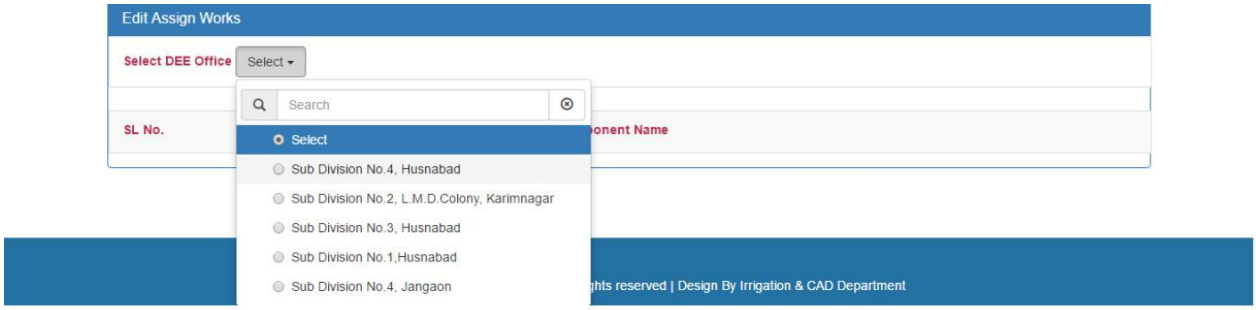
- ✓ In this service list of Sub-divisions under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Package, Component type and Component from dropdown box for which he wants to assign to a Sub-division, and click on Add Assign Work Button.

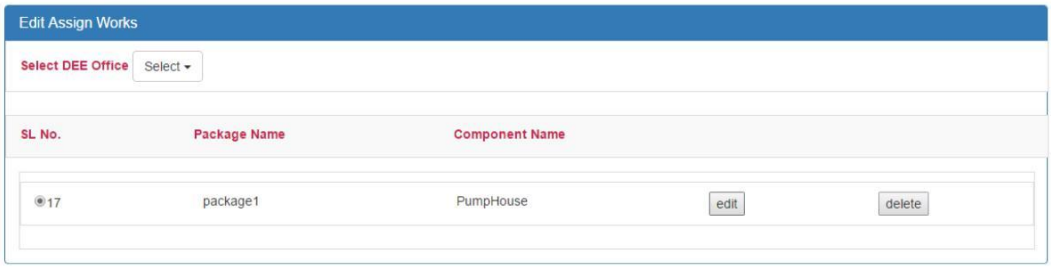


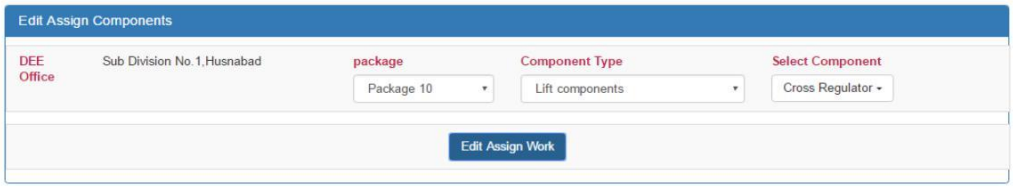
## 5.4. EE EDIT ASSIGN COMPONENT

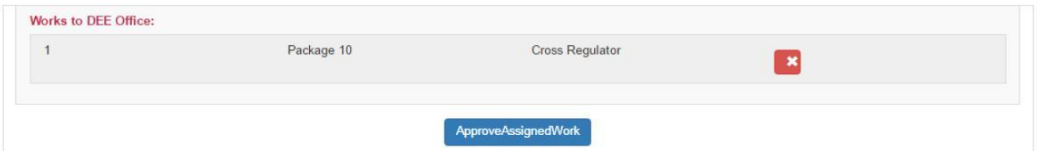
After Login EE clicks on EE Edit Assign work tab it will open a New Screen as Edit Assign work shown below

- ✓ In this service list of Sub-divisions under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Subdivision from dropdown box for which he wants to Edit assign work, and mark a tick mark in the check box against which he wants edit and click on Edit Button
- ✓ EE can modify the Assigned a Component whatever he wants to assign a particular Component to a Particular Sub-division or Entire Components of one Sub-division to another Sub-division by click on the Approve Assign Work Button.



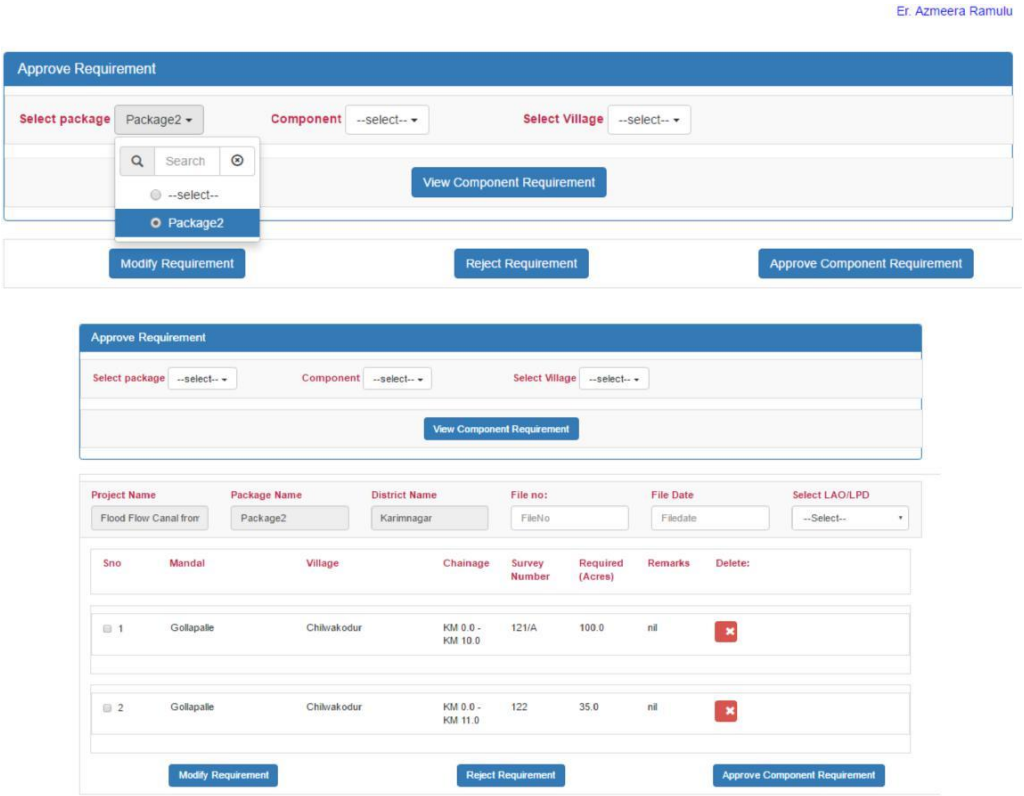



## 5.5. EE APPROVE REQUISTION

After Login EE clicks on Approve Requirement tab it will open a New Screen as Approve Requirement shown below

- ✓ In this service list of Packages under his Jurisdiction will be populates under dropdown box for selection.
- ✓ He has to select a Package, Component and Village from dropdown box for which he wants to Approve LA Requirement, and click on View Requirement Button
- ✓ List of Requisition will be displayed, if he satisfied he can simply approve Component Requirement duly clicking on Approve Component Requirement Button
- ✓ If EE wants modify the Requisition Particulars wherever the corrections are necessary duly click on the Modify Requirement Button.
- ✓ If EE wants complete modification of the Requisition Particulars he can simply reject the Proposal duly click on the Reject Requirement Button for resubmission

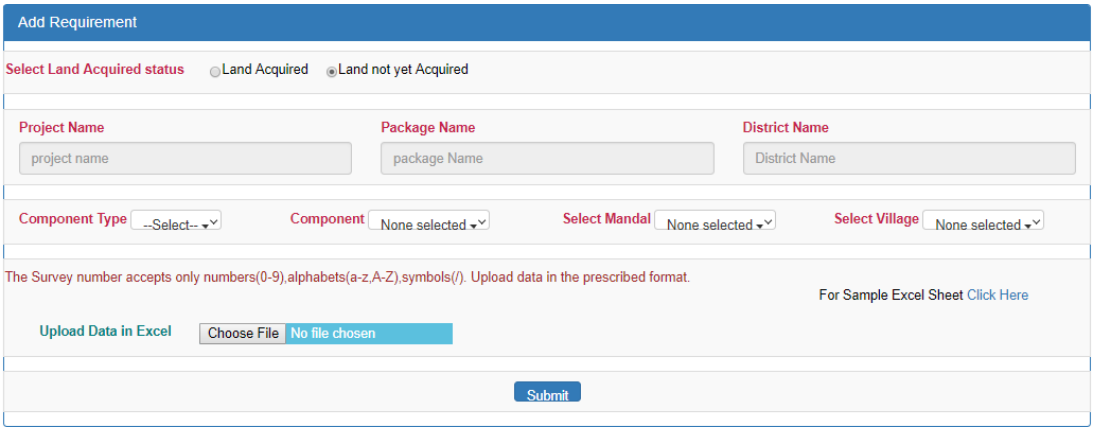


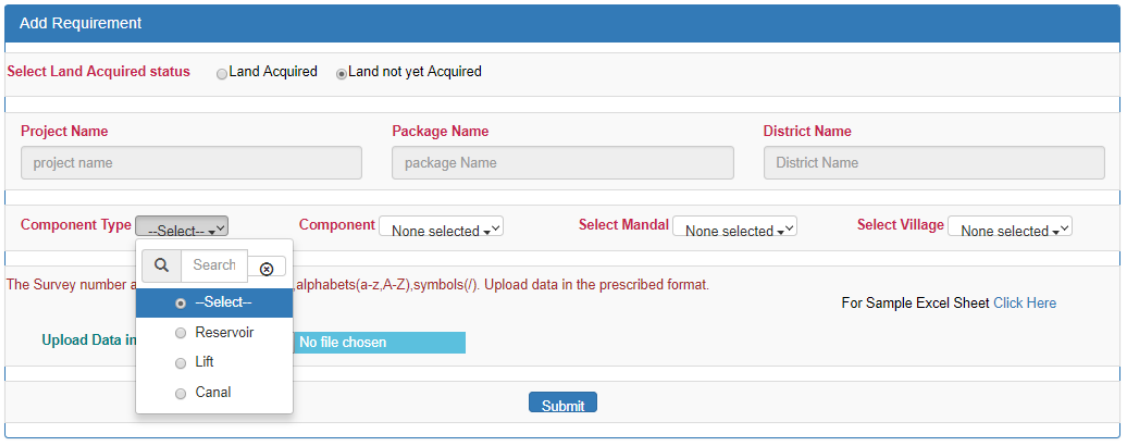
# 6. DEE DASH BOARD

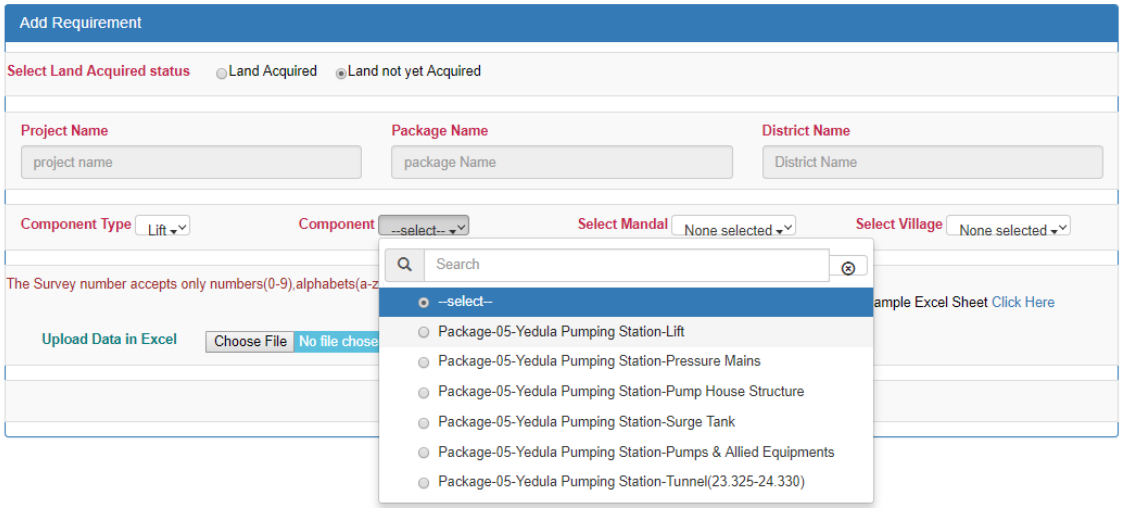
## 6.1. Enter LA Requisition

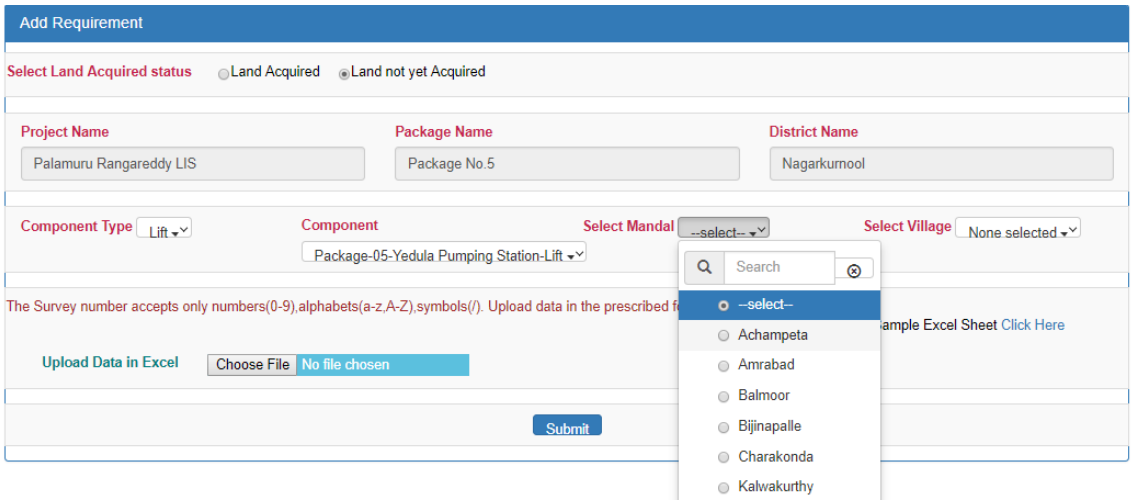
After Login DEE clicks on Enter Requisition tab it will open a New Screen Add Requisition as shown below

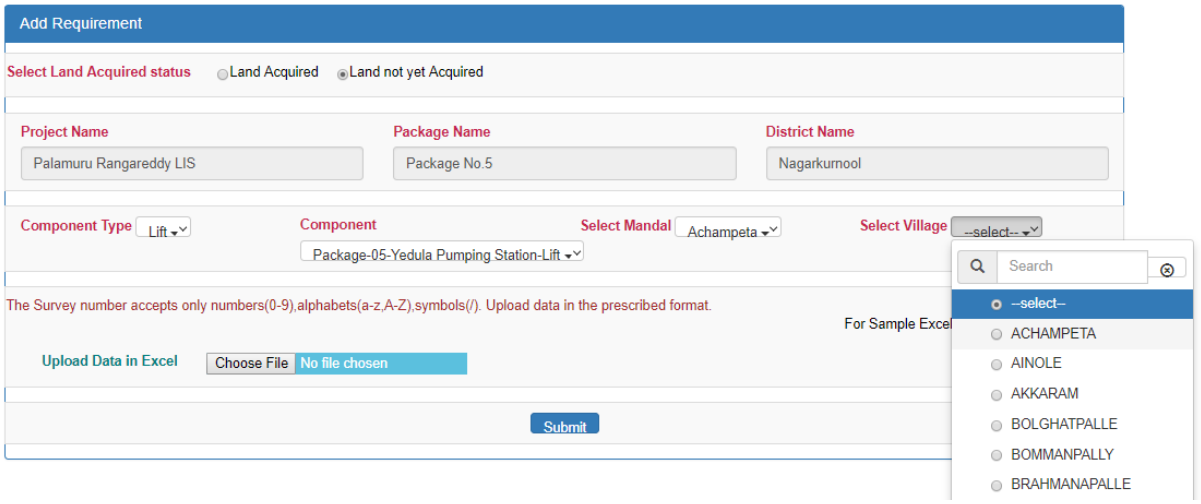
- ✓ In this Screen first he has to select land Acquired Status radio button for Land Acquired and Land Not Yet Acquired.
- ✓ His assigned Project Name, Package Name and District Name will be shown in Freeze Mode.
- ✓ He has to select Component type, in case of Canal Level-1 Canal, Level-2 Canal and Minor/Sub minors from dropdown box for which he wants to Add LA Requisition
- ✓ He has to select Mandal and Village Name from Drop down box. In Case of land Acquired had select LAO also from Drop down.
- ✓ Upload respective Data filled Excel in required format for Land Acquired or Land Not Yet Acquired.
- ✓ Sample Excel file format also available in respective screens for Land Acquired and Land Not Yet Acquired.

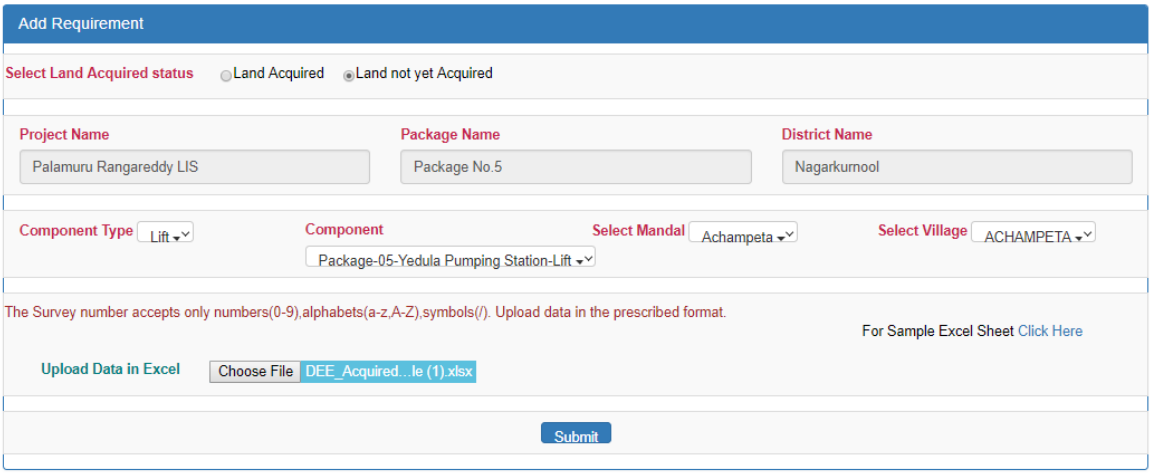


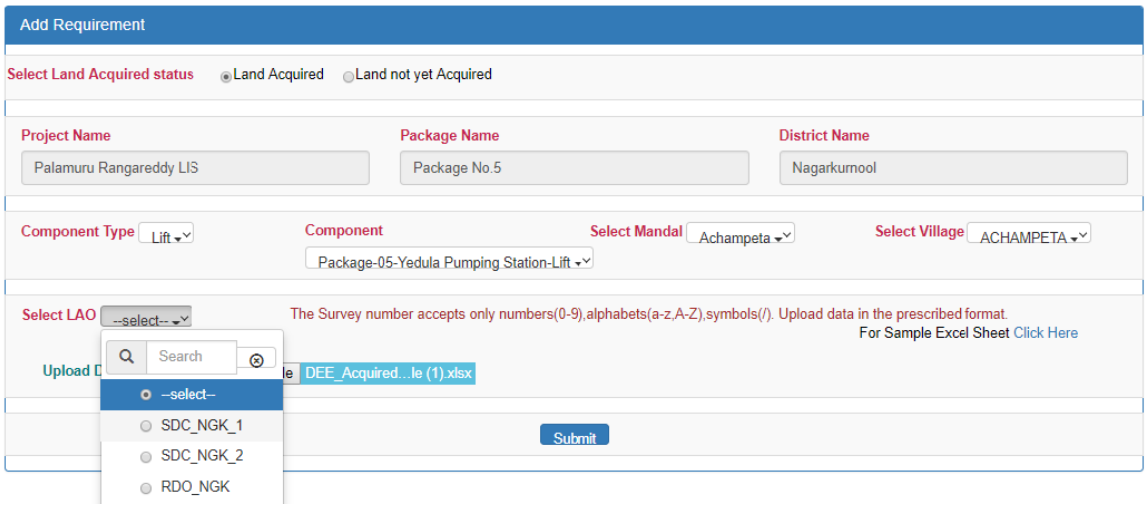

Add Requirement
Select Land Acquired status
Land Acquired
Land not yet Acquired
Project Name
project name
Package Name
package Name
District Name
District Name
Component Type
--Select--
Component
None selected
Select Mandal
None selected
Select Village
None selected
Search
--Select--
Reservoir
Lift
Canal
alphabets(a-z,A-Z),symbols(/). Upload data in the prescribed format.
For Sample Excel Sheet Click Here
Upload Data in
No file chosen
Submit


Add Requirement
Select Land Acquired status
Land Acquired
Land not yet Acquired
Project Name
project name
Package Name
package Name
District Name
District Name
Component Type
Lift
Component
--select--
Select Mandal
None selected
Select Village
None selected
Search
--select--
Package-05-Yedula Pumping Station-Lift
Package-05-Yedula Pumping Station-Pressure Mains
Package-05-Yedula Pumping Station-Pump House Structure
Package-05-Yedula Pumping Station-Surge Tank
Package-05-Yedula Pumping Station-Pumps & Allied Equipments
Package-05-Yedula Pumping Station-Tunnel(23.325-24.330)
The Survey number accepts only numbers(0-9),alphabets(a-z
ample Excel Sheet Click Here
Upload Data in Excel
Choose File
No file chose

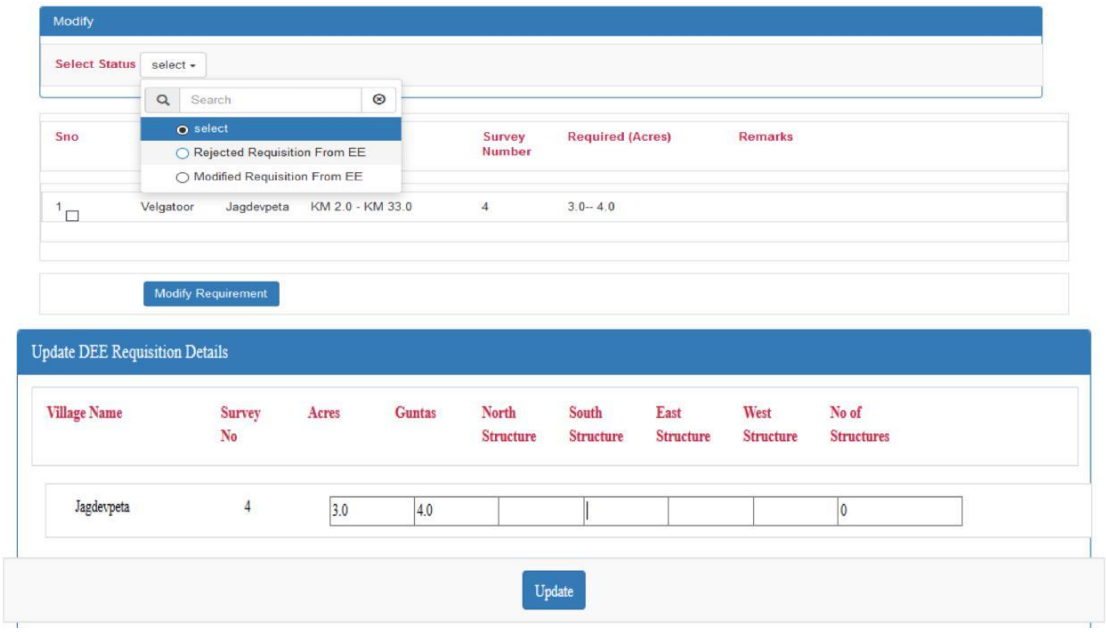

Add Requirement
Select Land Acquired status
Land Acquired
Land not yet Acquired
Project Name
Palamuru Rangareddy LIS
Package Name
Package No.5
District Name
Nagarkurnool
Component Type
Lift
Component
Package-05-Yedula Pumping Station-Lift
Select Mandal
--select--
Select Village
None selected
Search
--select--
Achampeta
Amrabad
Balmoor
Bijinapalle
Charakonda
Kalwakurthy
The Survey number accepts only numbers(0-9),alphabets(a-z,A-Z),symbols(/). Upload data in the prescribed f
ample Excel Sheet Click Here
Upload Data in Excel
Choose File
No file chosen
Submit


Add Requirement
Select Land Acquired status
Land Acquired
Land not yet Acquired
Project Name
Palamuru Rangareddy LIS
Package Name
Package No.5
District Name
Nagarkurnool
Component Type
Lift
Component
Package-05-Yedula Pumping Station-Lift
Select Mandal
Achampeta
Select Village
--select--
The Survey number accepts only numbers(0-9),alphabets(a-z,A-Z),symbols(/). Upload data in the prescribed format.
For Sample Excel
Upload Data in Excel
Choose File
No file chosen
Submit
Search
--select--
ACHAMPETA
AINOLE
AKKARAM
BOLGHATPALLE
BOMMANPALLY
BRAHMANAPALLE


Add Requirement
Select Land Acquired status
Land Acquired
Land not yet Acquired
Project Name
Palamuru Rangareddy LIS
Package Name
Package No.5
District Name
Nagarkurnool
Component Type
Lift
Component
Package-05-Yedula Pumping Station-Lift
Select Mandal
Achampeta
Select Village
ACHAMPETA
The Survey number accepts only numbers(0-9),alphabets(a-z,A-Z),symbols(/). Upload data in the prescribed format.
For Sample Excel Sheet Click Here
Upload Data in Excel
Choose File
DEE_Acquired...le (1).xlsx
Submit


Add Requirement
Select Land Acquired status
Land Acquired
Land not yet Acquired
Project Name
Palamuru Rangareddy LIS
Package Name
Package No.5
District Name
Nagarkurnool
Component Type
Lift
Component
Package-05-Yedula Pumping Station-Lift
Select Mandal
Achampeta
Select Village
ACHAMPETA
Select LAO
--select--
The Survey number accepts only numbers(0-9),alphabets(a-z,A-Z),symbols(/). Upload data in the prescribed format.
For Sample Excel Sheet Click Here
DEE_Acquired...le (1).xlsx
Submit
Search
--select--
SDC_NGK_1
SDC_NGK_2
RDO_NGK

## 6.2. EDIT LA Requisition

After Login DEE clicks on EDIT Requisition tab it will open a New Screen Modify as shown below

- ✓ In this service He can Choose and Open a Requisition file whether it is Modified by the EE or Rejected by the EE for resubmission in the drop down box
- ✓ It will show a list of files retuned by the EE. The DEE can made a tick mark against the file which he wants to modify, then he click on Modify requirement Button
- ✓ It will open a New screen as Update requisition details duly showing the previous LA details on Edit mode
- ✓ The DEE can edit the Particulars wherever the corrections are necessary or if he satisfied he can simply click on the Update Button.