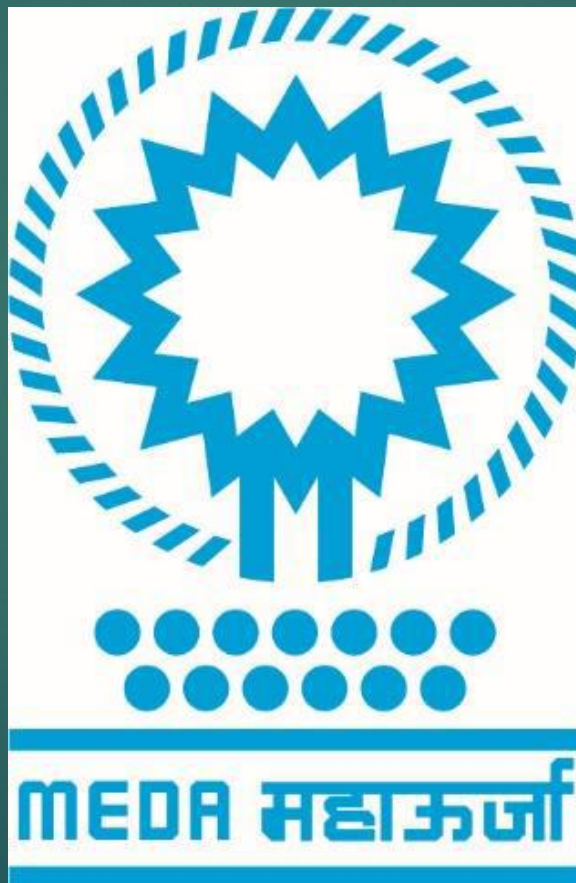
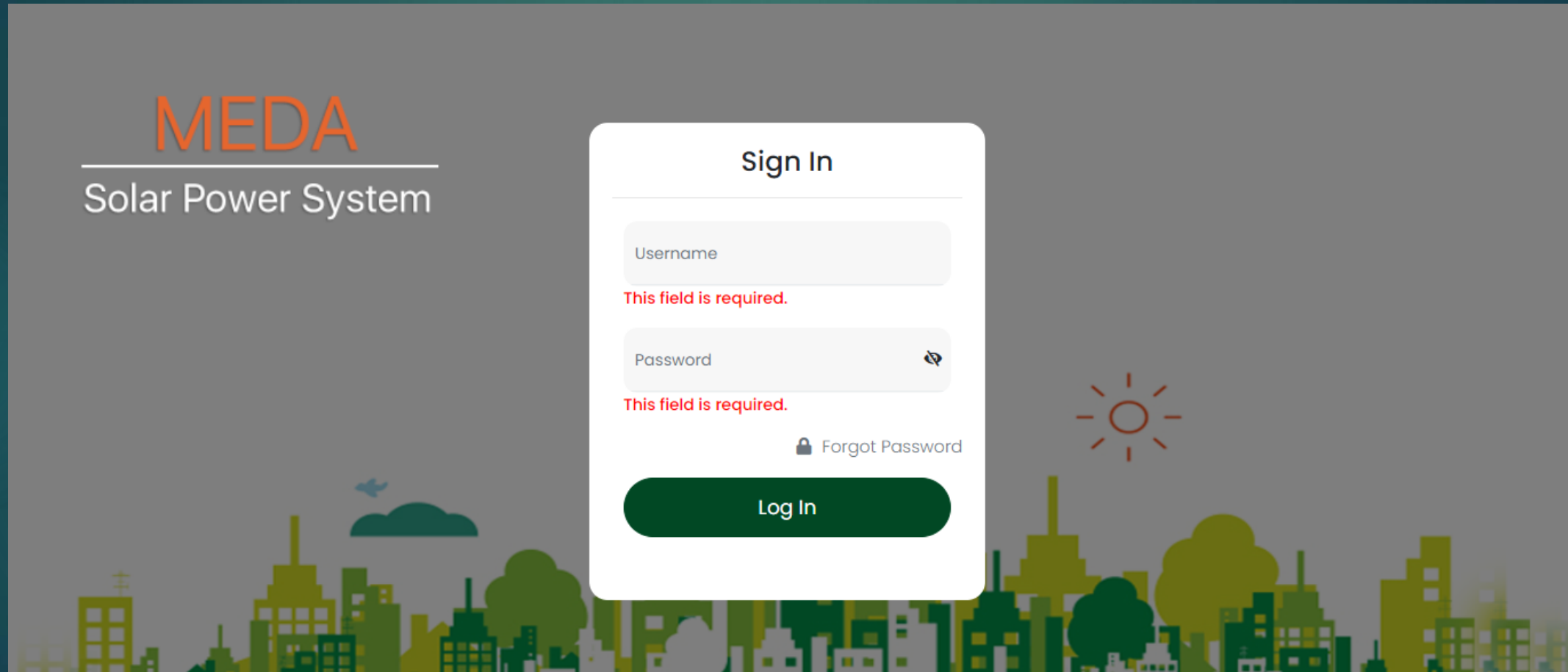


# Super admin User Manual



# ❖ Valid User credentials



The image shows a login interface for the MEDA Solar Power System. On the left, the logo 'MEDA' is in orange, with 'Solar Power System' in white below it. On the right, a white 'Sign In' form is centered. The form has two input fields: 'Username' and 'Password'. Both fields have a red error message 'This field is required.' below them. The 'Password' field has a toggle icon on the right. Below the password field is a link 'Forgot Password' with a lock icon. At the bottom of the form is a green 'Log In' button. The background features a stylized city skyline with green buildings and a sun icon.

**MEDA**  
Solar Power System

**Sign In**

Username  
This field is required.

Password  
This field is required.


[Forgot Password](#)



**Log In**









# ❖ Super Admin login Process

- ▶ [https://kusum.mahaurja.com/meda\\_vendor/](https://kusum.mahaurja.com/meda_vendor/)
- ▶ User has to hit the above mentioned URL for Vendor login
- ▶ Super admin must enter the valid user credentials in order to login to panel.
- ▶ Click On Submit button.
- ▶ In case of password forget given the provision to reset the password click on forget password the authorize code will be sent to registered mail ID.
- ▶ From there user can reset the password and login to panel successfully.

# ❖ Home page for Super Admin


 Super Admin

  Akshay Solar ▾

 Home  Site Engineer  Staff  Work Order  Payment Progress  Grievance  Procurement Management  Policy Management

Dashboard

Maha Krushi Urja Abhiyan -PM Kusum Yojana ▾

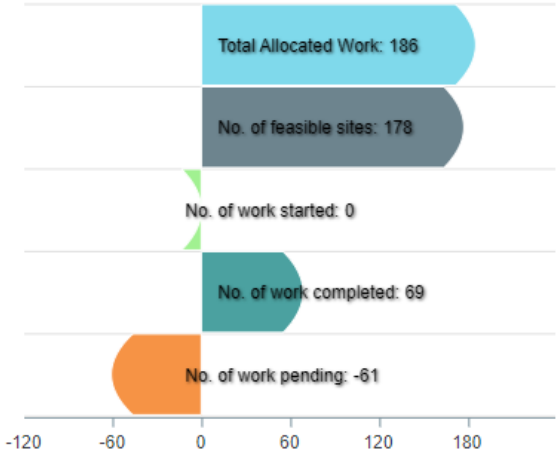
 **Maha Krushi Urja Abhiyan -PM Kusum Yojana (KYP0001)**  
me -Register On : 06/11/2020  
Logo

|                     |   |
|---------------------|---|
| Scheme Type         | State Central Beneficiary   |
| Scheme Category     | Off-Grid  |
| Scheme Sub-Category | AG Pump   |
| Description         | Maha Krushi Urja Abhiyan -PM Kusum yojana scheme was initiated by Government of India to increase the income of farmers and provide source for irrigation and de-dieselize the farm sector. |

District Wise Allocated Work

| # | District | Allocated Work | Applications Received | Site Engineer allocated | Site Engineer not allocated | No. of feasible sites | Action |
|---|----------|----------------|-----------------------|-------------------------|-----------------------------|-----------------------|--------|
|---|----------|----------------|-----------------------|-------------------------|-----------------------------|-----------------------|--------|

Statistics Report



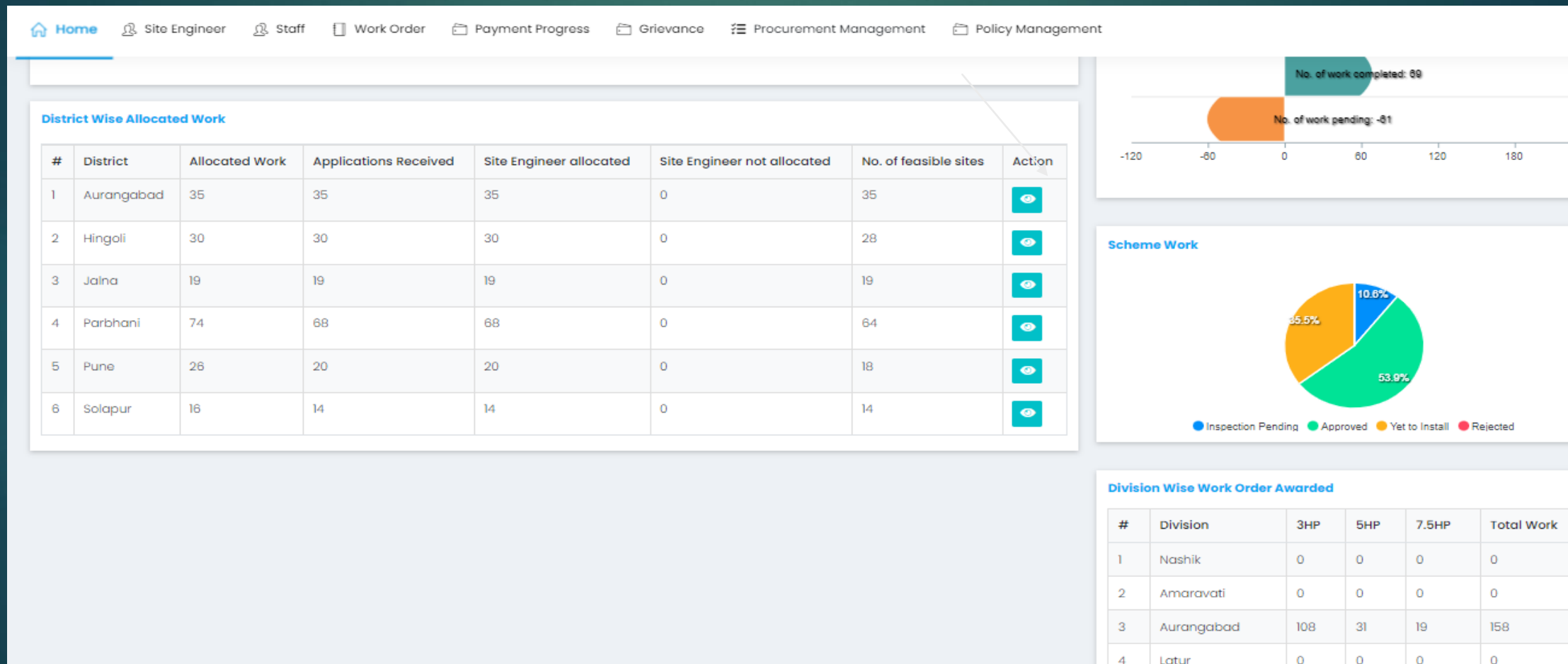
A horizontal bar chart showing the progress of the Maha Krushi Urja Abhiyan -PM Kusum Yojana. The x-axis ranges from -120 to 180. The bars represent: Total Allocated Work (186, light blue), No. of feasible sites (178, dark grey), No. of work started (0, green), No. of work completed (69, teal), and No. of work pending (-61, orange).

|                            |
|----------------------------|
| Total Allocated Work: 186  |
| No. of feasible sites: 178 |
| No. of work started: 0     |
| No. of work completed: 69  |
| No. of work pending: -61   |

# ❖ Vendor Functional Module

- ▶ Functionalities incorporated on dashboard.
- ▶ Home
- ▶ Site Engineer
- ▶ Staff
- ▶ Work order
- ▶ Payment Progress
- ▶ Grievance
- ▶ Procurement Management
- ▶ Policy Management


# ❖ Work allocation bifurcation District & Division



# ❖ Work Allocation

- ▶ After allocation of work from GM solar for Kusum Scheme with respect to district and division for respective vendor will reflect on Vendor panel.
- ▶ District wise bifurcation is implemented on dashboard with all required parameters for accurate display of allocated work.
- ▶ Allocated work for the particular district, upon the application received from particular district based upon beneficiaries registration.
- ▶ Site engineer allocation count and not allocated count.
- ▶ No. Of feasible sites in that particular district.
- ▶ Action tab details for allocation of site engineer.

# ❖ Action Tab –Navigation from District wise allocated work

 Super Admin 🔔 👤 Akshay Solar

[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Scheme : Maha Krushi Urja Abhiyan –PM Kusum yojana Dashboard > [Beneficiary List](#)

Site Engineer  

Select Site Engineer

District  

Aurangabad

Taluka  

All

Village  

All

Status  

All

Payment Status  

All

Search By Beneficiary  

Beneficiary Name

Search By Beneficiary ID  

Beneficiary ID

Allocated Work : 35 | Applications Received : 35 📄 Download Beneficiary

| Sr. No. | Beneficiary Id | Name                 | Application No. | Aadhar No.   | Mobile     | Land Address | District   | Taluka   | Village | Division Name | Pump Capacity | Vendor Selection Date |
|---------|----------------|----------------------|-----------------|--------------|------------|--------------|------------|----------|---------|---------------|---------------|-----------------------|
| 1       | KM1500505      | Amol Navnath Sonwane | MK150711739     | 458736150803 | 8766408132 | Bhadali      | Aurangabad | Vaijapur | Bhadali | Aurangabad    | 3HP-DC        | 2021-09-19            |
| 2       | KM1500553      | Ankush               | MK150912631     | 233912054751 | 9823241703 |              | Aurangabad | Paithan  | Ektuni  | Aurangabad    | 7.5HP-DC      | 2021-09-              |




## ❖ Action tab –View beneficiary

- ▶ Super admin can track the progress of JSR , Installation for unloading of material and inspection done reports for respective beneficiary.
- ▶ Super admin can further track the work of site engineer for allocated beneficiary from given 'site engineer tab'.
- ▶ Super admin can use the mentioned parameters for convenient use of allocated work.
- ▶ Provisioned with 'Download functionality ' super admin can download the work process for all beneficiary from respective districts in bulk.

## ❖ Division wise work allocation































- ▶ Once the work allocation is declared from GM solar for respective vendor aligned with pump type will be reflected on dashboard.
- ▶ In division wise bifurcation all the pump types are displayed.
- ▶ Based upon the allocation of work from GM solar for 3HP-DC, 5HP-DC, 7.5HP-DC division wise work are also displayed with the count.
- ▶ Total work count for particular division is mentioned combined with all the pump types.
- ▶ With 'Statistic Report' ,Graphical representation of data is also incorporated on panel.

# ❖ Site allocation to Site Engineer


 Super Admin 🔔 👤 Akshay Solar



[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Site Engineer List Dashboard > Site Engineer List

| Sr. No. | Name                    | Contact    | Email                          | Address         | Total Allotted Beneficiary | Status | Action  |
|---------|-------------------------|------------|--------------------------------|-----------------|----------------------------|--------|---|
| 1       | Pandurang Kisawe        | 9763215372 | Pandurangbkisawe4086@gmail.com | Solapur Pune    | 28                         | Active |                |
| 2       | Pawan Aswar             | 8766749897 | pawanaswar16@gmail.com         | Jalana          | 19                         | Active |                |
| 3       | Ram Motade              | 8669177033 | rammotade5@gmail.com           | Hingoli         | 30                         | Active |                |
| 4       | Sandesh Zade            | 9890534222 | sandeshzade58@gmail.com        | Solapur         | 6                          | Active |                |
| 5       | Sham Jawalge            | 9822444617 | shamjawalge1920@gmail.com      | Aurangabad Pune | 35                         | Active |                |
| 6       | Vishnudas Nagnath Katke | 9822160405 | iamvishnudaskatke@gmail.com    | Parbhani        | 68                         | Active |      |

# ❖ Site engineer allocation

 Super Admin

  Akshay Solar ▾

[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Allocate Work : **Pandurang Kisawe** [Home](#) > [Site Engineer](#) > [Allocate Work](#)

Scheme

Select Scheme ▾

Type

--Select Type-- ▾

District

Select District ▾

Taluka

All Taluka ▾

Total Work

Total Work

Pending Assign Work

Pending Work


Submit



Cancel

# ❖ Allocation of Site From Super admin

- ▶ Super admin can allocate the work to already created site engineer .
- ▶ Navigation –Site Engineer tab from dashboard.
- ▶ Click on 'site engineer tab'.
- ▶ A screen will appear with required parameters.
- ▶ Provisioned with 'Edit' ,Delete, View, 'Plus (+)' to allocate site engineer.
- ▶ Super admin has to click on plus sign as mentioned in the HTML artifact.
- ▶ After selecting allocate work a screen will appear where super admin can allocate the work to engineer.
- ▶ Select scheme type from the drop down filter aligned with district and taluka filter total allocated work will be displayed from that particular district.
- ▶ Click on 'submit button' site will be allocated successfully to site engineer.


# ❖ Creating Staff- Staff tab





 Super Admin

  Akshay Solar ▾

[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Staff List Dashboard > Staff List






|  | Role             | Name                    | Contact    | Email                       | Address | District                                       | Added By     | Added On            | Status | Action  |
|--|------------------|-------------------------|------------|-----------------------------|---------|--|--------------|---------------------|--------|---|
|  | District Manager | District Manager Nashik | 9658745874 | dm@nashik.com               | Nashik  | Aurangabad                                     | Akshay Solar | 28-05-2021 12:26 PM | Active |       |
|  | District Manager | Kalyan Desai            | 8459707052 | sales_west@akshayasolar.com | Pune    | Aurangabad,Hingoli,Jalna,Parbhani,Pune,Solapur | Akshay Solar | 16-10-2021 03:46 PM | Active |   |

## ❖ Add tab

- ▶ Super admin provisioned with 'Add button' in staff for creating a representative for managing the work allocation process.
- ▶ Super admin can appoint a 'District manager' for a particular district or multiple district based upon super admin allocation.
- ▶ Once the 'District manager ' has been appointed district manager can appoint site engineer's for those allocated district.
- ▶ Note-Districts which are allocated to 'District manager' only those districts can be allocated to the site engineer under that 'District manager' .

# Add staff- Navigation click on add button

 Super Admin

  Akshay Solar ▾

[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Add Staff Home > Staff > [Add Staff](#)

User Type

Select User Type ▾

Name

Name

Contact

Contact

Email

Email

Is Active

☐ Yes ☐ No

Address

Address

Submit


Cancel





# ❖ Policy Management

- ▶ In policy management super admin has to upload the insurance copy against the installed pump and benefited beneficiary .
- ▶ Firstly select the ' standard fire & special perils policy ' from the drop down filter.
- ▶ Enter the details for company , policy period , policy number .
- ▶ For policy period between 1 to 4 vendor has to upload undertaking along with insurance copy in single PDF file.
- ▶ For policy period of five years it will not ask for undertaking.
- ▶ Select the date from to till date.
- ▶ Upload the file for the insurance copy.
- ▶ Select the beneficiary from the tab multi select or single select for the benefited beneficiary with check box against whom we have to raise payment.
- ▶ Click on submit button.

# Policy Management

 Super Admin

  Akshay Solar ▾

[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Policy Management - Insurance Verification

Dashboard > [Policy Management List](#)


Policy



Select Policy ▾

Submit

Cancel

# Policy Management

 Super Admin

  TATA\_POWER\_SOLAR ▾

[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Policy Management - Insurance Verification Dashboard > [Policy Management List](#)

Policy

Standard fire & special perils policy ▾

Insurance Company Name

Company Name


Policy Number

Policy Number


Policy period

5 ▾

From Date

dd-mm-yyyy 

To Date

dd-mm-yyyy 

Upload File

Choose File

No file chosen

Select Beneficiary

Submit

Cancel

# Policy Management

**Beneficiary List :**

Scheme

Maha Krushi Urja Abhiyan

District

Select District

Taluka

Village

Submit

Show 10 entries


Search:



| Sr.No.                              | Application No. | Name                             | Mobile     | District   | Taluka     | Village       |
|-------------------------------------|-----------------|----------------------------------|------------|------------|------------|---------------|
| <input checked="" type="checkbox"/> | MK14013335      | Kaushalyabai Eknath Chaudhary    | 8390419542 | Jalna      | Bhokardan  | Anwa          |
| <input checked="" type="checkbox"/> | MK22084611      | Gorakhnath Ramnath Awhad         | 9764454880 | Ahmednagar | Pathardi   | Kasarwadi     |
| <input checked="" type="checkbox"/> | MK26066151      | Bharat Ranganath Vibhute         | 8983245112 | Solapur    | Pandharpur | Shevate       |
| <input type="checkbox"/>            | MK31077686      | Devgonda Tatoba Patil            | 9561702700 | Sangli     | Miraj      | Mouje Digraj  |
| <input type="checkbox"/>            | MK15077691      | Nashimabi Rauf Syed              | 9421417556 | Aurangabad | Vaijapur   | Loni Kh.      |
| <input type="checkbox"/>            | MK15077693      | Baburao Tukaram Patare           | 8275321457 | Aurangabad | Vaijapur   | Wakti         |
| <input type="checkbox"/>            | MK150710773     | Ajju Rauf Syed                   | 7620017777 | Aurangabad | Vaijapur   | Loni Kh.      |
| <input type="checkbox"/>            | MK150911827     | Shrikant Ghadge Bhausahab Ghadge | 9604227329 | Aurangabad | Paithan    | Dhorkin       |
| <input type="checkbox"/>            | MK150915127     | Parasram Natha Hazare            | 9423725041 | Aurangabad | Paithan    | Dadegaon Bk.  |
| <input type="checkbox"/>            | MK150715676     | Ranjanabai Kailas Jagtap         | 7620133451 | Aurangabad | Vaijapur   | Ballali Sagaj |

## ❖ Payment progress

- ▶ After completing policy management for uploading the insurance copy.
- ▶ Vendor has to raise the payment for the Inspection done beneficiary.
- ▶ Select the scheme , District, status, pump installed & eligible for payment.
- ▶ Click on raise payment tab.
- ▶ After navigating to raise payment tab vendor has to provide the Invoice No. Date format .
- ▶ Provided the upload functionality to upload the invoice for the beneficiary list .
- ▶ Note : Only the inspection done beneficiary are pulled in the payment progress tab.
- ▶ Against which payment can be raised.

# Payment progress

 Super Admin






















  TATA\_POWER\_SOLAR ▾

[Home](#) [Site Engineer](#) [Staff](#) [Work Order](#) [Payment Progress](#) [Grievance](#) [Procurement Management](#) [Policy Management](#)

Payment Progress Report Dashboard > [Progress Report](#)

| Scheme          | District          | Status          |
|-----------------|-------------------|-----------------|
| Select Scheme ▾ | Select District ▾ | Select Status ▾ |

# Payment progress

| <div>Home Site Engineer Staff Work Order <b>Payment Progress</b> Grievance Procurement Management Policy Management PDI</div> |                          |             |                                     |                       |            |            |           |                      |   |
|---|--------------------------|-------------|-------------------------------------|-----------------------|------------|------------|-----------|----------------------|---|
|   | 14                       | MK21042691  | Swapnil Suresh Ranapise             | 9405806006            | 3HP-DC     | Pune       | Khed      | Pimpalgaon Tarf Khed |    |
|   | 15                       | MK14012818  | Akshay Ganesh Sonwane               | 8830928473            | 3HP-DC     | Jalna      | Bhokardan | Pimpalgaon Thot      |   |
|   | 16                       | MK15012887  | Bhikan Hari Pawar                   | 9791064809            | 3HP-DC     | Aurangabad | Kannad    | Makranpur            |   |
|   | 17                       | MK15073723  | Shantaram Sukhdev Jagtap            | 9420953151            | 3HP-DC     | Aurangabad | Vaijapur  | Ballali Sagaj        |   |
|   | 18                       | MK15073743  | Vaibhav Panditrao Jagtap            | 9370854526            | 3HP-DC     | Aurangabad | Vaijapur  | Ekodi Sagaj          |   |
|   | 19                       | MK15074285  | UMESH ABASAHEB JAGTAP Abarao Jagtap | 7028110068            | 3HP-DC     | Aurangabad | Vaijapur  | Ballali Sagaj        |   |
|   | 20                       | MK15074456  | Raghunath Bhanudas Gaikwad          | 9881027713            | 5HP-DC     | Aurangabad | Vaijapur  | GADHEPIMPALGAON      |   |
|    | <input type="checkbox"/> | 21          | MK23054866                          | Savita Hanuman Badade | 9075594555 | 7.5HP-DC   | Beed      | Manjlegaon           |    |
|   | 22                       | MK11105922  | Lokdoba Satwaji Puppies             | 9545232944            | 3HP-DC     | Aurangabad | Gangapur  | Sasht Pimpalgaon     |   |
|   | 23                       | MK12026639  | Gajanan Yashvanta Ghyar             | 9405807292            | 3HP-DC     | Aurangabad | Hingoli   | Jamthi Kh.           |    |
|   | 24                       | MK220711567 | Arjun Manikrao Daspute              | 9921707505            | 3HP-DC     | Ahmednagar | Shevgaon  | Mungi                |    |
|   | 25                       | MK220816007 | Ankush Kisan Gosavi                 | 9421557571            | 3HP-DC     | Ahmednagar | Pathardi  | Dulechandgaon        |    |
|   | 26                       | MK220716920 | Aman Madhukar Navgire               | 9960914495            | 3HP-DC     | Ahmednagar | Shevgaon  | Amarapur             |    |
|   | 27                       | MK130218482 | Anusayabai Vinayak More             | 9834266821            | 3HP-DC     | Aurangabad | Jintur    | Marwadi              |   |
|   | 28                       | MK220716720 | Arjun Chakraborty Gollwad           | 7730900787            | 3HP-DC     | Ahmednagar | Shevgaon  | Mungi                |    |

Insurance Copy

Invoice Copy



# Payment progress.

Payment Raise

Invoice No. Date

Invoice No dd-mm-yyyy

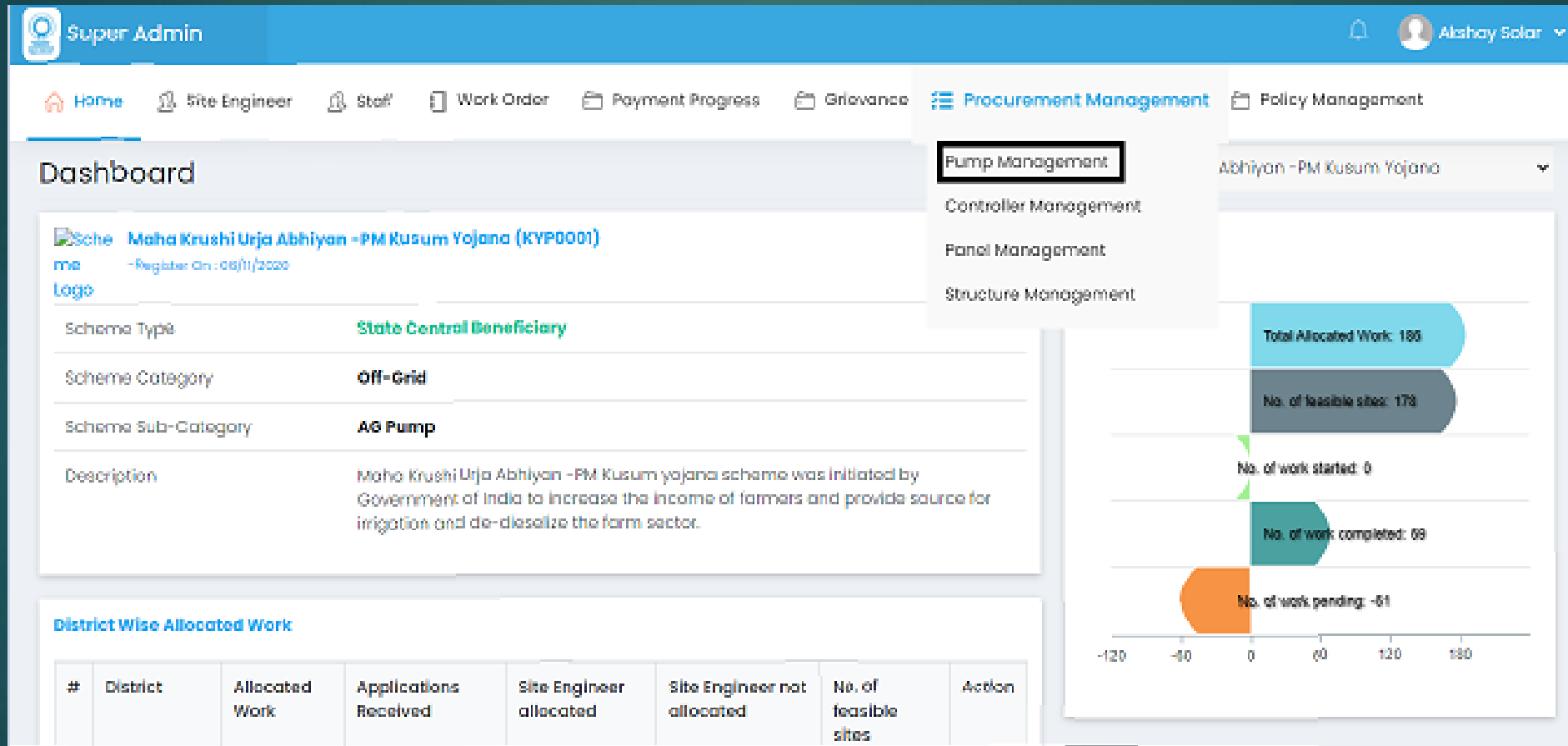
Upload Invoice

Choose File No file chosen

Raise Payment



# ❖ Procurement Management



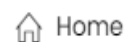
# ❖ Pump Management



Super Admin



Akshay Solar ▾



Home



Site Engineer



Staff



Work Order



Payment Progress



Grievance



Procurement Management



Policy Management

## Pump Management

Dashboard > [Pump Management List](#)

Scheme

Select Scheme ▾

OEM Name

Select OEM Name ▾

Pump Type

Select pump Type ▾

Pump Sub Type

Select Pump Sub Type ▾

Pump Capacity

Select pump capacity ▾

Quantity

Add Quantity

Pump Category

Select Pump Category ▾

Source of Pump

Select Source of Pump ▾

Upload Id's

Choose File

No file chosen

Submit


Cancel



[Download Sample CSV Format](#)


# ❖ Pump management


- ▶ In Super admin for pump management user has navigate first to procurement management .
- ▶ From the given drop down list select the 'Pump management '
- ▶ In pump management select the scheme filter aligned with OEM name.
- ▶ Pump type filter for option AC /DC
- ▶ Pump sub type- for submersible and surface water .
- ▶ Pump capacity 3HP-DC , 5HP-DC, 7.5HP-DC from the drop down list.
- ▶ Quantity all the required parameters are mandatory in order to submit the details.
- ▶ Upload a CSV file for pump management given the format for CSV upload
- ▶ Same pump type details has to be filed in Site engineer app while unloading of material.
- ▶ All the parameters inside the CSV will be stored in the database and validated from site engineer app.


# ❖ Controller Management


 Super Admin


  Alshay Solar


 Home


 Site Engineer


 Staff

 Work Order


 Payment Progress

 Grievance

 Procurement Management

 Policy Management

Dashboard

 **Maha Krushi Urja Abhiyan -PM Kusum Yojana (KYP0001)**  
me -Register On : 08/11/2020  
Logo

|                     |   |
|---------------------|---|
| Schema Type         | State Central Beneficiary   |
| Scheme Category     | Off-Grid  |
| Scheme Sub-Category | AG Pump   |
| Description         | Maha Krushi Urja Abhiyan -PM Kusum yojana scheme was initiated by Government of India to increase the income of farmers and provide source for irrigation and de-dieselize the farm sector. |

District Wise Allocated Work

| # | District | Allocated Work | Applications Received | Site Engineer allocated | Site Engineer not allocated | No. of feasible sites | Action |
|---|----------|----------------|-----------------------|-------------------------|-----------------------------|-----------------------|--------|
|---|----------|----------------|-----------------------|-------------------------|-----------------------------|-----------------------|--------|

Pump Management

**Controller Management**

Panel Management

Structure Management

Abhiyan -PM Kusum Yojana

Total Allocated Work: 188

No. of feasible sites: 179

No. of work started: 0

No. of work completed: 69

No. of work pending: -61

-120

-60

0

60

120

180

# ❖ Controller Management

- ▶ We have designed controller management in order to implement the device configuration with IMEI number against which super admin will be provided with User credentials.
- ▶ User Credential file will only last for 7 days on portal from the date of creation.
- ▶ We have provided 'Test RMS data option for the vendor to test or check the push periodic controller data and RMS heart beat data.
- ▶ On demand option is used for the communication with server to device . Use of this management is to send message or instruction to device like restart/change interval etc.
- ▶ Super admin has to upload the CSV file along with IMEI number.

# ❖ Panel Management

- ▶ In Super admin for panel management user has navigate first to procurement management .
- ▶ From the given drop down list select the 'Panel management '
- ▶ In panel management select the scheme filter aligned with OEM name.
- ▶ Panel type , Panel capacity in (W)
- ▶ Size of panel
- ▶ IEC certificate
- ▶ Upload a CSV file for panel management given the format for CSV upload
- ▶ Same panel type details has to be filed in Site engineer app while unloading of material.
- ▶ All the parameters inside the CSV will be stored in the database and validated from site engineer app.

# ❖ Grievance Tab

- ▶ In case of any grievance form beneficiary end can be tackled from the this tab
- ▶ Super admin can allocate site engineer for the grievance of the beneficiary and resolve the comments.

Thank You !

