



**GOVERNMENT OF ANDHRA PRADESH**

**GVWV & VSWS DEPARTMENT**

**Auto Nagar, Vijayawada**

# **Jagananna Ammavodi 2023-24**

## **Field Verification Data**

**User Manual**

**May 2023**

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## 1. Introduction:

The following scenarios have been identified in the Jagananna Ammavodi data for 2023-2024 which require field verification. Scenario wise action to be taken

Scenario	Action to be taken
Child Aadhaar number invalid but Mother Aadhaar in Household.	Based on field verification, add child to Mother's household through PS login.  Then, update the Child Aadhaar number in NBM Portal
Mother Aadhaar number invalid but Child Aadhaar in Household.	Based on field verification, add Mother to child's household through Volunteer/PS login.  Then, update the Mother Aadhaar number in NBM Portal
Child and Mother Aadhaar in Household but in different Household	Based on field verification, decide if mother has to migrate to child's HH or child has to migrate to mother's HH and mark in NBM portal accordingly.
Same Aadhaar for Mother and Child	Identify and mark to whom the Aadhaar corresponds to and based on field verification enter the missing Child/Mother's Aadhaar
Child Aadhaar in Household but Mother Aadhaar not in Household	No action needs to be taken in the NBM portal. Based on field verification, add the missing child or mother to in the Household database through PS login or volunteer app.
Child Aadhaar not in Household but Mother Aadhaar in Household	

To address the queries received from the field, the NBM Ammavodi Filed verification Data Module has modified.

The 'Mother' dropdown has been provided in the "Invalid Mother Aadhaar" and "Child and Mother are in Different Households" Scenarios.

The Mother dropdown consists of the following 6 options for which the appropriate action needs to be taken:

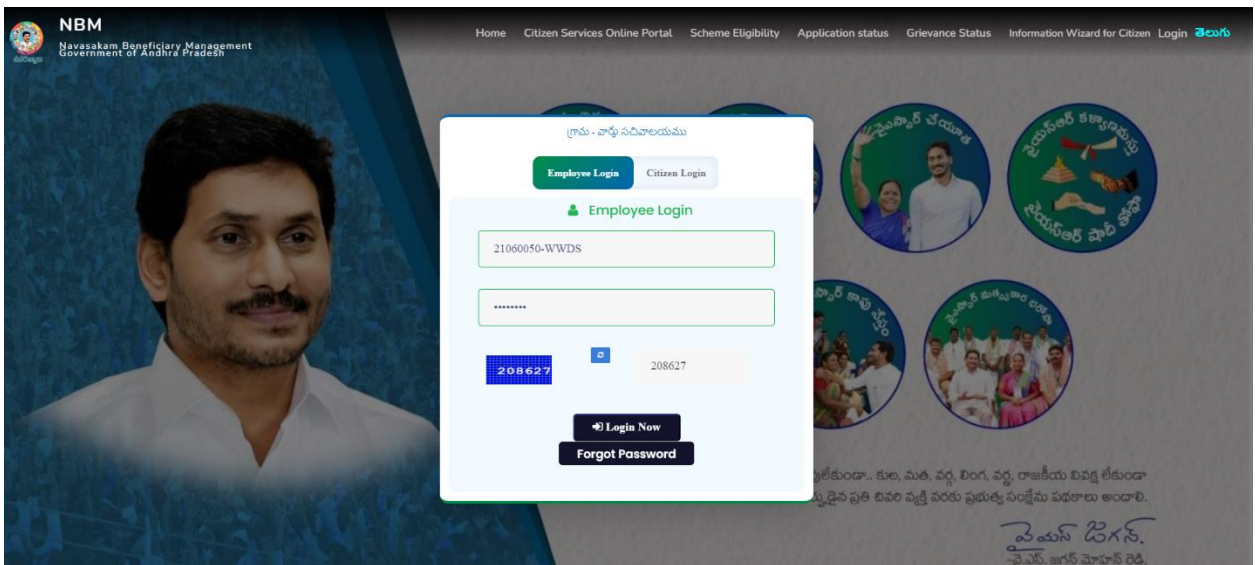
- a. Mother Alive:** This means mother is alive and available. Child and Mother must be in the same Household before updating mother's Aadhaar in the NBM module. (In case mother and child are not in same Household migrate child to parent's Household through "Migrate child" option in PS login)
- b. Mother deceased:** This means that the mother is dead. So, either the father or the Guardian must be selected. Based on selection the father/guardian and the child must be in the same Household. (In case father/Guardian and child are not in same Household migrate child to father/guradian Household through "Migrate child" option in PS login)

- c. **Mother and Father deceased:** This means that both the Parents are dead. So automatically guardian is selected. Guardian and child must be in the same Household, if not migrate child to guardian's Household through "Migrate child" option in PS login.
- d. **Mother in Other Country:** This means that the mother is not available as she is working out of country. So, either the father or the guardian can be selected. Based on selection, the father/guardian and the child must be in the same Household. (In case father/guardian and child are not in same Household migrate child to father/guardian Household through "Migrate child" option in PS login)
- e. **Mother and Father are both out of country:** This means that both the Parents are unavailable as they are working out of country. So automatically guardian is selected. Guardian and child must be in the same Household, if not migrate child to guardian's Household through "Migrate child" option in PS login.
- f. **Divorce:** In case the parents of the child are divorced or separated, and the child is not living with the mother, select whether the child is living with Father/guardian. (In case the child is living with mother only select "Mother Alive" option). Based on selection the father/guardian and the child must be in the same Household. (In case father/guardian and child are not in same Household migrate child to father/guardian Household through "Migrate child" option in PS login)

## 2. NBM Schemes Module:

### 2.1 Login to NBM

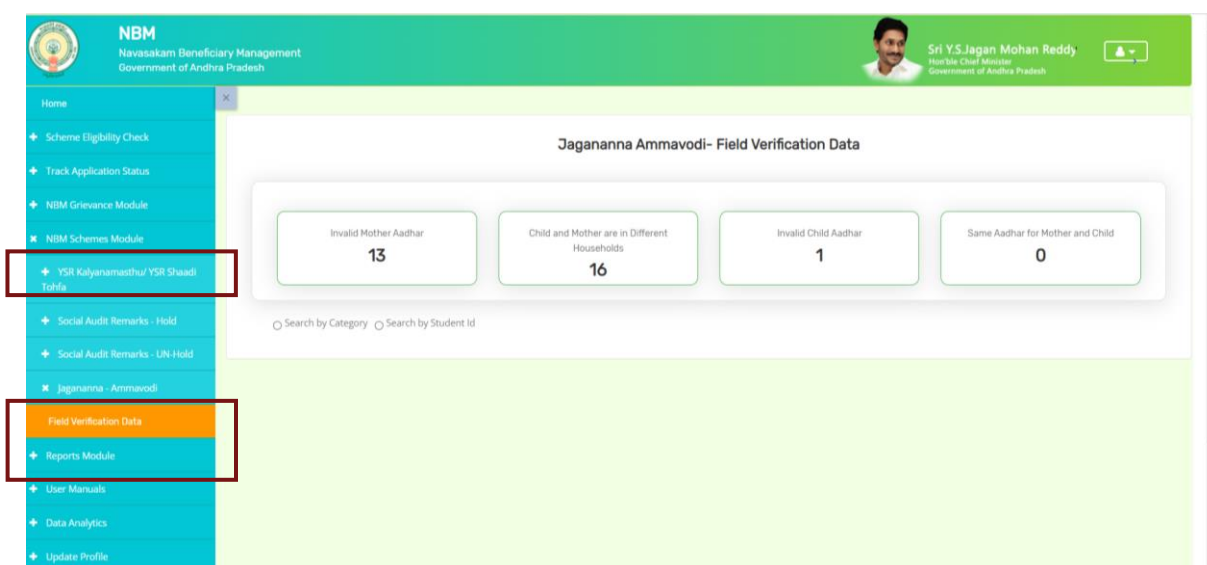
- When user clicks on the link below, user is directed to NBM Landing page which is as shown below. <https://gsws-nbm.ap.gov.in/NBM/Home/Main>. User can enter the login credentials and login to the NBM Portal.



After logging in the screen is as shown below.



- In the “NBM Schemes Module” click on “Jagananna Ammavodi” and then click on “Field Verification Data”. The Field verification dashboard is as shown as follows.



## 2.2 Search by Category Scenarios

- When you click on “**Search by Category**” dropdown the following scenarios are displayed:
  - a. Invalid Mother Aadhaar
  - b. Child Aadhaar in Household but Mother Aadhaar not in Household
  - c. Child and Mother are in different Household
  - d. Child Aadhaar not in Household but Mother Aadhaar in Household
  - e. Invalid Child Aadhaar
  - f. Same Aadhaar for Mother and Child.

**Scenario 1:** Invalid Mother Aadhar.  
The screen is as shown below.

S.No	Child ID	Child Name (Last 4 digits Aadhar)	Child Household ID	Cluster ID	Mother
1	1805024759	SABBARAPU PRUDHVI SAI TEJA (0208)	...3564090208	10590268011	-Select-
2	202112770579	KATTA PRUDHVI NAG (8532)	...5941568532	10590268005	-Select-
3	1505640184	JAKKAMSETTI VEERA VENKATA ANJANEYA ABIRAM (4832)	...6175514832	10590268005	-Select-
4	1505367174	VASAMSETTI VISHNU VARDHAN (7104)	...3120007104	10590268006	-Select-
5	1605035760	PECHETTI DHANASRI (7988)	...6761597988	10590268001	-Select-

Click on “Edit”. Based on field verification, in the Mother column select appropriate action from the dropdown:

1. **Mother Alive:** Enter Mother’s Aadhaar Number
2. **Mother deceased:** Select Relation as “Father”/ “Guardian” and enter the respective Aadhaar number.
3. **Mother and Father deceased:** Enter Guardian’s Aadhaar Number
4. **Mother in Other Country:** Select Relation as “Father”/ “Guardian” and enter the respective Aadhaar number.
5. **Mother and Father are both out of country:** Enter Guardian’s Aadhaar Number
6. **Divorce:** Select Relation as “Father”/ “Guardian” and enter the respective Aadhaar number

19 0

Search by Category  Select Category: Invalid Mother Aadhar

Search by Student Id

Search here No of records per page 5 50

arj	Child Household ID	Cluster ID	Mother	Relation	Aadhar	
JA	...3564090208	10590268011	-Select-	-Select-	Enter Aadhar	Cancel Submit
	...5941568532	10590268005	-Select-	-Select-		Edit
A	...6175514832	10590268005	-Select-	-Select-	NULL	Edit
IN	...3120007104	10590268006	-Select-	-Select-	NULL	Edit
	...6761597988	10590268001	-Select-	-Select-	NULL	Edit

Mother/Father/Guardian Aadhaar number entered will be validated whether it belongs to the household of the child. It will be accepted only if child and Parent/guardian belong to the same household.

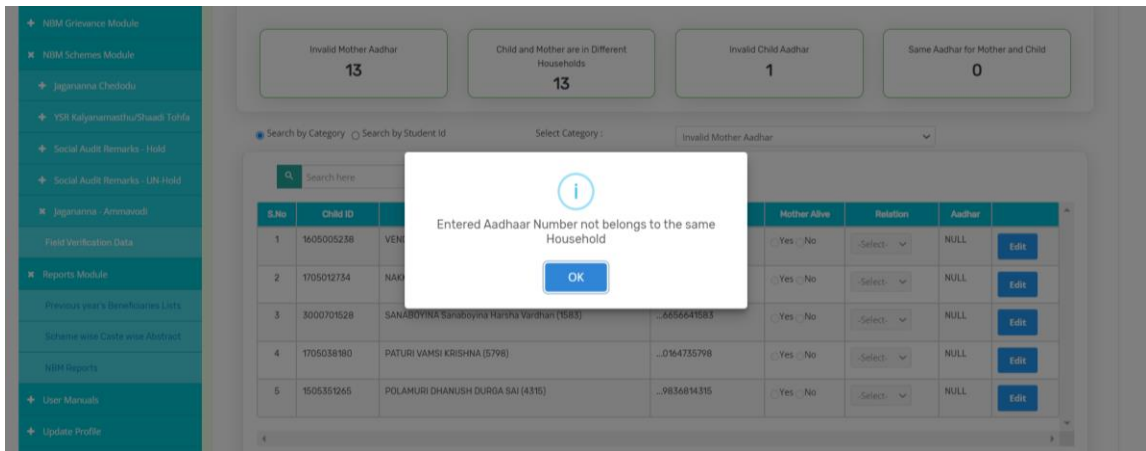
Search by Category  Select Category: Invalid Mother Aadhar

Search by Student Id

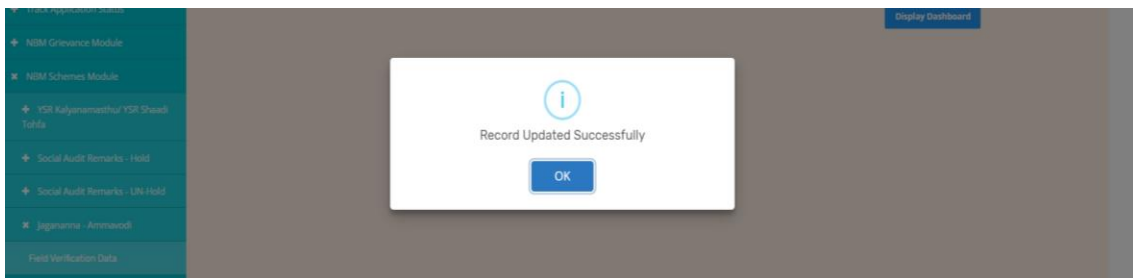
Search here No of records per page 5 50

arj	Child Household ID	Cluster ID	Mother	Relation	Aadhar	
JA	...3564090208	10590268011	Mother alive	Mother	Enter Aadhar	Cancel Submit
	...5941568532	10590268005	-Select-	-Select-		Edit
A	...6175514832	10590268005	-Select-	-Select-	NULL	Edit
IN	...3120007104	10590268006	-Select-	-Select-	NULL	Edit
	...6761597988	10590268001	-Select-	-Select-	NULL	Edit

If the mother/father/Guardian does not belong to the same household. The following message is displayed.

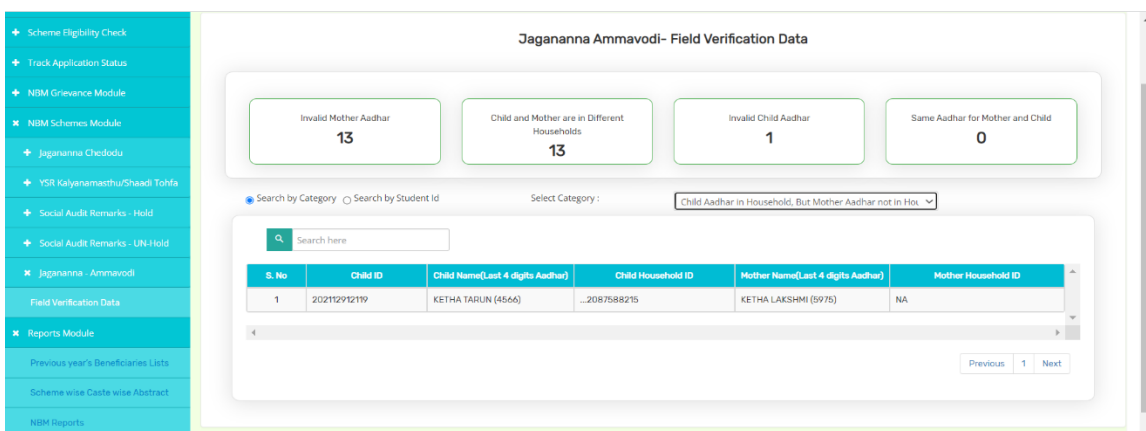


If the validation is correct the record will be updated as shown below.



**Scenario 2:** Child Aadhaar in Household but Mother Aadhaar not in Household

In this scenario no action needs to be taken in NBM portal. Based on the list, the WEA/WWDS concerned must ensure that the mother is added to child's Household through volunteer or PS login.





### Scenario 3: Child and Mother are in different Households.

The screen is as shown below.

The screenshot shows the NBM Schemes Module interface. On the left is a navigation menu with options like 'NBM Grievance Module', 'NBM Schemes Module', 'Jagananna Chedodu', 'YSR Kalyanamasthu/Shaaadi Tohfa', 'Social Audit Remarks - Hold', 'Social Audit Remarks - UN-Hold', 'Jagananna - Amravodi', 'Field Verification Data', 'Reports Module', 'User Manuals', and 'Update Profile'. The main content area displays four summary cards: 'Invalid Mother Aadhar' (5), 'Child and Mother are in Different Households' (19), 'Invalid Child Aadhar' (1), and 'Same Aadhar for Mother and Child' (0). Below these is a search section with 'Search by Category' and 'Search by Student Id' options, and a 'Select Category' dropdown set to 'Child and Mother are in Different Hous'. A table with 5 records is shown, with columns for S. No, Child ID, Child Name, Child Household ID, Mother Name, and Mother Household ID.

S. No	Child ID	Child Name(Last 4 digits Aadhar)	Child Household ID	Mother Name(Last 4 digits Aadhar)	Mother Household ID
1	2013042048	PUCHHAKAYALA ADITYA (1509)	...6045528710	Puchchakayala Jayalakshmi (6137)	...0115014290
2	2034140344	REESU RAMAKRISHNA (0788)	...5021401420	Reesu Durga (8787)	...3023438838
3	3000943318	REESU VEERA VENKATA SIVA GANESH (7423)	...5021401420	Reesu Durga (8787)	...3023438838
4	3000997772	PILLI ESWAR VENKATA SRI ABHIRAM (9889)	...6040132075	Pilli Vidya (7071)	...6040048762
5	2013042097	KANAPALA YAMINI SRI (9532)	...4124548483	Kanapala Seshamma (3300)	...4064721885

In this scenario, click on “Edit”. Based on field verification, check if the Aadhaar number provided in the “Mother Name (Last 4 digits Aadhaar)” column belongs to correct mother/father/guardian mapped to the child. If yes, mark “Yes” to the ‘Is Mother Aadhaar Number Correct’ question. In other cases, mark “No”.

The screenshot shows a detailed view of a record for field verification. The search section is the same as in the previous screenshot. The table has columns for 'Child ID', 'Mother Name(Last 4 digits Aadhar)', 'Mother Household ID', 'Cluster ID', and 'Is mother Aadhaar number correct?'. The first row is highlighted, and the 'Is mother Aadhaar number correct?' column contains radio buttons for 'Yes' and 'No'. There are 'Cancel' and 'Submit' buttons to the right of the table.

Child ID	Mother Name(Last 4 digits Aadhar)	Mother Household ID	Cluster ID	Is mother Aadhaar number correct?
10	Puchchakayala Jayalakshmi (6137)	...0115014290	10590268009	<input type="radio"/> Yes <input type="radio"/> No
20	Reesu Durga (8787)	...3023438838	10590268005	
20	Reesu Durga (8787)	...3023438838	10590268005	
175	Pilli Vidya (7071)	...6040048762	10590268005	
83	Kanapala Seshamma (3300)	...4064721885	10590268003	

If “Yes” is selected, in the “Migration Category” dropdown, based on field verification, select one of the following 2 options:

- “Migrate child to Parent/Guardian Household” or
- “Migrate Parent/Guardian” to child household”

**No need to perform any migration in PS login, based on the selection, migration will be done from backed.**

Search by Category  Select Category: Child and Mother are in Different Hous

Search by Student Id

Search here No of records per page 5 50

Last 4 digits Aadhar	Mother Household ID	Cluster ID	Is mother Aadhaar number correct?	Migration Category
a Jayalakshmi (6137)	...0115014290	10590268009	<input checked="" type="radio"/> Yes <input type="radio"/> No	Select
8787)	...3023438838	10590268005		
8787)	...3023438838	10590268005		
'1)	...6040048762	10590268005		
amma (3300)	...4064721885	10590268003		

Previous 1 2 3 4 Next

If “No” is selected, based on field verification, in the mother column select appropriate action from the dropdown:

1. **Mother Alive:** Enter Mother’s Aadhaar Number
2. **Mother deceased:** Select Relation as “Father”/ “Guardian” and enter the respective Aadhaar number.
3. **Mother and Father deceased:** Enter Guardian’s Aadhaar Number
4. **Mother in Other Country:** Select Relation as “Father”/ “Guardian” and enter the respective Aadhaar number.
5. **Mother and Father are both out of country:** Enter Guardian’s Aadhaar Number
6. **Divorce:** Select Relation as “Father”/ “Guardian” and enter the respective Aadhaar number.

Invalid Mother Aadhar 5

Child and Mother are in Different Households 19

Invalid Child Aadhar 1

Same Aadhar for Mother and Child 0

Search by Category  Select Category: Child and Mother are in Different Hous

Search by Student Id

Search here No of records per page 5 50

Is mother Aadhaar number correct?	Mother	Relation	Parent/Guardian Aadhaar
<input type="radio"/> Yes <input checked="" type="radio"/> No	-Select-	-Select-	
	-Select-		
	Mother alive		
	Mother deceased		
	Mother and Father deceased		
	Mother in other country		
	Mother and Father in other country		
	Divorce		

Cancel Submit

Once you click on submit the record is updated successfully.

#### Scenario 4: Child Aadhaar not in Household but Mother Aadhaar in Household.

In this scenario no action needs to be taken in NBM portal. Based on the list, the WEA/WWDS concerned must ensure that the child is added to mother's Household through volunteer or PS login.

S.No	Child ID	Child Name (Last 4 digits Aadhar)	Child Household ID	Mother Name (Last 4 digits Aadhar)	Mother Household ID
1	1805057102	K SRI LAKSHMI (7263)	NA	Kalidindi Vijaya (7690)	...9104529233
2	1505396436	PIDAKALA MAHIMA SANKHEERTANA (5927)	NA	Udimudi Sivamma (8026)	...3092259724
3	2035123441	MALLULA VARUN PRABHU (4175)	NA	MALLULA NAGESWARI (5585)	...6031529353
4	1505427979	ADAPA TEJESWANI (7624)	NA	Adapa Radha (1662)	...8758105664
5	3000939334	VENDRA RENISHA (2173)	NA	Katta Ramadevi (0639)	...5052042341

#### Scenario 5: Invalid Child Aadhaar.

In this scenario, click on “Edit” and based on field verification enter the correct child Aadhaar number.

S.No	Child ID	Child Name	Child Aadhar	Mother Name (Last 4 digits Aadhar)	Mother Household ID
1	3001027937	JOGI PRANAV TEJA	[Redacted]	JOGI DURGA (9647)	...R022114897

Click on submit and the record is updated successfully.

## Scenario 6: Same Aadhaar for Mother and Child.

The screen is shown below.

The screenshot displays the 'Jagananna Ammavodi- Field Verification Data' interface. At the top, there are four summary boxes: 'Invalid Mother Aadhar' (4), 'Child and Mother are in Different Households' (16), 'Invalid Child Aadhar' (3), and 'Same Aadhaar for Mother and Child' (1). Below these, a search bar and a 'Select Category' dropdown (set to 'Same Aadhaar for Mother and Child') are visible. A table lists the records:

S.No	Child ID	Child Name	Child Aadhar	Mother Name	Mother Aadhar	Change Category	
1	202113170252	CHINNAREDDY SAI SIVA REDDY	XXXXXXXX0978	CHINNAREDDY VENKATA LAKSHMI	XXXXXXXX0978	Select	Edit

Click on “Edit”. In the “Change Category” there are two options:

- Change Mother/Father/Guardian Aadhaar – This implies that the Aadhaar shown corresponds to the child and the Aadhaar of the mother/father/guardian has to be entered in the “New Aadhaar” Column.
- Change Child Aadhaar – This implies that the Aadhaar shown belong to the mother/father/Guardian and the Child’s Aadhaar has to entered in in the “New Aadhaar” Column.

The screenshot shows the 'Edit' modal for the record. The 'Change Category' dropdown is open, showing two options: 'Change Mother/Father/Guardian Aadhaar' and 'Change Child Aadhaar'. The 'New Aadhaar' field is empty, and there are 'Cancel' and 'Submit' buttons.

S.No	Child ID	Child Name	Child Aadhar	Mother Name	Mother Aadhar	Change Category	New Aadhar	
1	202113170252	CHINNAREDDY SAI SIVA REDDY	XXXXXXXX0978	CHINNAREDDY VENKATA LAKSHMI	XXXXXXXX0978	Change		Cancel Submit

Click on submit and the record is updated successfully.

## 2.3 Search by Student ID

- Additionally for the scenarios identified, the “**Search by Student ID**” option is also provided. The user can enter the Student ID of the child and take necessary action according to the above scenarios.

In case the mother or child belonging to different secretariat approach the WEA/WWDS this option can be availed.

S. No	Child ID	Child Name (Last 4 digits Aadhar)	Child Household ID	Mother Name (Last 4 digits Aadhar)	Mother Household ID	Relation	Migration Category	
1	20221915599	KOVVURI DEEPTHI NAVYA SRI (5643)	...6013930431	KOVVURI RAMA TULASI (4002)	...5050701780	Select	Select	Edit

## 3. NBM Schemes Module

### 3.1 Ammavodi Tagging Report

After logging in to NBM Portal, in the NBM Reports page, click on “R.1.5 Ammavodi Tagging Report”.

**R1. Application Dashboard**

- R1.1 Application Status Report
- R1.2 Household Abstract Report
- **R1.5 Ammavodi Tagging Report**
- R1.6 Ammavodi Discrepancy Reports

**R2. Social Audit Reports**

- R2.1 Provisional Eligible List
- R2.2 Re-verification List

**R3. Final Reports**

- R3.1 Final Eligible List
- R3.2 Final Ineligible List

**R4. Consolidated Report**

**R5. eKYC Reports**

- R5.1 Social Audit eKYC Report
- R5.2 Payment Acknowledgement

The Amnavodi Tagging Report is available in all logins. In the report the pending number of Amnavodi data discrepancies can be viewed scenario wise.

#### Ammavodi Tagging Report

[Excel Download](#)

S.No	District	Child UID in Household, But Invalid Mother UID	Child UID in Household, But Mother UID not in Household	Both Child & Mother UID's are not in Same Household	Child UID not in Household, But Mother UID in Household	Invalid Child UID, But Mother UID in Household	Both Mother and Child UIDs are the same	Action was taken by WEA/wWDS
1	KRISHNA	1633	641	3239	8943	761	103	7530
2	GUNTUR	4865	954	6833	15298	1414	291	8737
3	SRI SATHYA SAI	3013	1010	7702	10794	1078	172	8800
4	ANNAMAYYA	3308	1771	10035	13742	2361	181	11959
5	TIRUPATI	3980	1230	7120	16210	4076	196	12090
6	SRI POTTI SRIRAMULU NELLORE	5427	1298	9180	21780	3675	354	11723
7	VIZIANAGARAM	2961	939	6835	9405	594	246	7382
8	KURNOOL	5617	1653	17788	16386	1377	554	10856
9	DR.B.R.AMBEDKAR KONASEEMA	747	704	2753	6466	419	47	8797
10	NTR	3989	1028	4989	13956	1070	191	12130
11	KAKINADA	2434	707	6164	12588	1407	133	8811
12	ALLURI SITHARAMA RAJU	2655	1127	6687	18608	1316	312	7741

The district wise report can be drilled down to secretariat level as shown below.

#### Mandal Level Amnavodi Tagging Report

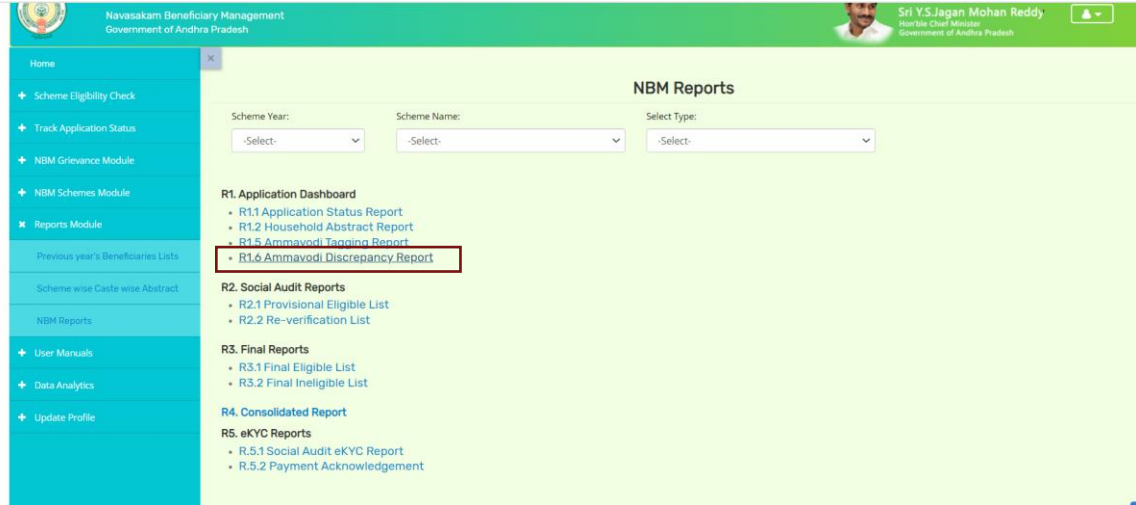
District : KRISHNA × Mandal : KODURU ×

[Excel Download](#)

S.No	Secretariat	Child UID in Household, But Invalid Mother UID	Child UID in Household, But Mother UID not in Household	Both Child & Mother UID's are not in Same Household	Child UID not in Household, But Mother UID in Household	Invalid Child UID, But Mother UID in Household	Both Mother and Child UIDs are the same	Action was taken by WEA/wWDS
1	RAMAKRISHNAPURAM(R)	3	0	8	23	4	0	20
2	KODURU1(R)	8	1	28	16	7	1	0
3	SALEPALEM(R)	0	2	0	13	3	0	16
4	KODURU2(R)	4	2	12	8	1	0	5
5	VKOTHAPALEM(R)	0	4	11	9	1	1	15
6	PITTALANKA(R)	0	4	2	15	0	0	9
7	KODURU3(R)	0	0	10	8	6	1	4
8	MANDAPAKALA(R)	4	2	0	13	1	0	17
9	ULLIPALEM(R)	5	1	18	14	5	0	6
10	VISWANATHAPALLI(R)	0	2	1	9	0	0	25

### 3.2 Ammavodi Discrepancy Report

After logging in to NBM Portal, in the NBM Reports page, click on “R.1.6 Ammavodi Discrepancy Report”.



List of Ammavodi discrepancy data specific to the login secretariat can be downloaded.



SL No.	Child ID	Student Name	Student Aadhar	Studying Class	Mother/Guardian Mobile Number	Mother/Guardian Aadhar Number	Mother/Guardian Name	School Code	Village Name	Cluster ID	CATEGORY
1	3001170674	CHINTA AARUSH	XXXXXXXX9155	1	9100599174	XXXXXXXX6047	Kumari Nagendra Chinta	28161791074	VIJAYAWADA (CORP)-4	10590269007	CHILD NOT IN HOUSEHOLD and MOTHER IN HOUSEHOLD
2	202112912119	KETHA TARUN	XXXXXXXX4566	12	9505123379	XXXXXXXX05975	KETHA LAKSHMI	10040	PENUMANTRA	10590269022	CHILD IN HOUSEHOLD and MOTHERUID NOT IN HOUSEHOLD
3	202113183741	NILAGIRI DIVYA DURGA	XXXXXXXX8426	12	7893961696	XXXXXXXX07595	NILAGIRI CHINNI	16286	PIPPARA	10590269030	CHILD IN HOUSEHOLD and MOTHER IN HOUSEHOLD BUT DIFFERENT HOUSEHOLD
4	202200175388	SEELABOYINA BHASKARA RAO	XXXXXXXX9726	11	9505886035	XXXXXXXX02143	VENKATA RAMANA	32819	MANCHILI	10590269015	CHILD IN HOUSEHOLD and MOTHER IN HOUSEHOLD BUT DIFFERENT HOUSEHOLD
5	1605053281	KANBIBOYENA NIKHIL CHAITANYA	XXXXXXXX8551	6	NULL	XXXXXXXX		28153900606	MAMUDURU	10590269017	CHILD IN HOUSEHOLD and NOT VALID MOTHERUID
6	1605040236	JONNADA REVATHI	XXXXXXXX9142	7	NULL	XXXXXXXX		28153900606	MAMUDURU	10590269010	CHILD IN HOUSEHOLD and NOT VALID MOTHERUID
7	1505396436	PIDAKALA MAHIMA	XXXXXXXX5927	9	9550500872	XXXXXXXX08026	Udimudi Sivamma	28154301103	SIVADEVUNICKKALA	10590269009	CHILD NOT IN HOUSEHOLD and