

GOVERNMENT OF ANDHRA PRADESH GVWV & VSWS DEPARTMENT AutoNagar, Vijayawada

User Manual for Aadhaar-challan-generation

February 2024

Service Name- Aadhaar-challan-generation

1. Open APSEVA Portal, After login with the credentials, the below screen will be displayed, as shown click on "Aadhaar Services Challan".



2. After clicking on Aadhaar Services challan, as shown below application will be opened.

💿 AP เ้งอ ฮส	ාරූත්			Sri YS Jagan Mohan Reddy Hornble Chief Minister of Andrea Pradesh
Profile Update PAN Details	Hello, Mahesh ewtewt - Panchayat Secretary Grade-VI (D.			St Stroker PM Log Out
 Utilization Certificate Upload 	GSWS / Application Submission	/ Digital Services / Crwillin Payment		
Dashboard View Transactions	Select Category :*	Select	~	
Challan Payment Request Tracking System	Service Raised Date ** Type of Service **	dd/mm/35597 Select	~	
> Reports	No of Services Provided *			
	Amount :*			
	Add Service			

- 3. Click on Select Category and choose type of service from drop down and enter the no of services raised and date of service and after entering details click on submit.
- 4. If you want to add other type of services, click on add service and follow the procedure shown above.

5. After clicking on "Submit button a successful alert will come as shown below.

🌀 AP ີ່ ຈໍລ໌ ສ	ෘර්ට	Alert	Sri YS Jagan Michan Reddy Hantle Chief Minister of Andrie Predesh
Profile Update PAN Details	Hello, Mahesh ewtewt ~ Panchayat Secretary Grade-VI (DA)	Data Submitted Successfully . TransactionId= ACG240131154	053 CS-41C4 PM BT January 2024 WED Log Out
 Utilization Certificate Upload 	GSWS / Application Submasion / Digital Se	10	Ok C
Dashboard View Transactions	Select Category /*	ect 🗸	
← Challan Payment	Service Raised Date #	l/mm/swy	
 GSWS Grallan 	Type of Service :" Se	ect 👻	
> OTS Services Challan	No of Services Provided #		
Request Tracking System Reports	Amount		
	And Service		

6. If the user wants to check the transaction details entered they can view the transaction by clicking on "Go to View Transaction" as shown below.

← → C ଲ = vsws	online.ap.gov.in/#/view-transactions				x 🗉 🧒
🌀 AP ້ຳລົ ສ	ෂිර්ල			Ģ	Sri YS Jagan Mohan Reddy Hon'ble Chief Minister of Andhra Pradesh
 > Profile Update > PAN Details 	Hello, RAVI ~ Panchayat Secretary Grade-VI (DA)				2 11:20:14 AM 09 February 2024 FRI Log Out
 Utilization Certificate Upload 	GSWS / Application Submission / Re	venue Department / View Transactions			
> Dashboard			VIEW TRANSACTIONS		
> Reports	2				
> View Transaction	Search Criteria 1	To Doto - *	Considered Management		Department Name
Challan Payment	09/02/2024 E	00/02/2024			
Request Tracking System	05/02/2024	05/02/2024	All	•	All
List Of Services	OR Search Criteria 2				
 Application Submission 	User Name :	Kiran			
Consumer Affairs, Food and Civil Supplies	Transaction Id / Requisition Id:				
GSWS Services					

7. Provide Transaction Id / Requisition Id: ACG240131154053 and click on View Transaction Button. Corresponding Transaction will be shown in TRANSACTION LIST as shown below.

🌀 AP సేవ చె	ෘර්ත						G Sa	i YS Jagan N on'ble Chief M	Aohan Redd Inister of And	y Ira Pradesi
> Profile Update										
> PAN Details	OR Se	arch Criteria 2								
 Utilization Certificate Upload 	User Na	me :		Karlapudi Sowjanya						
> Dashboard	Transact	ion Id / Requisition	n ld:	ACG240131154053						
> Reports	OR Se	arch Criteria 3								
> View Transaction	Token N	0								
✓ Challan Payment										
GSWS Challan				View1	fransactions					
 OTS Services Challan 										
 Request Tracking System 	TRA	INSACTION LI	ST				Search Tr	ansaction		int
List Of Services	Serial	Transaction	Token	Service Name	Citizen Name	Transaction Date	Payment	Amount	Status Appl	ication
Application Submission Consumer Affairs, Food and Civil Supplies	1	ID ID	- No	Mandatory Biometric update along with Demographic updates(Age > 7 && > 17)		05/01/2024 12:00:00 AM	Cash	300	- NA	wew
+ GSWS Services + Health and Family Welfare Department	Request	s per page:						εc	c 📘 >	22

8. Challan Payment:

As shown below click on Challan Payment, select GSWS challan and select required Transaction ID as shown below.

🌀 AP เว้อ ฮส	රුන්					s i	iri YS Jagan Mohan Reddy Ion ¹ ble Chief Minister of Andhra P
Profile Update	GSWS /	Application	Submission / Revenue Departm	ent / Challan Payment			
PAN Details							
Utilization Certificate Dad	CHAL	LAN TRAN	SACTION HISTORY GSWS		CHALLAN PAYMENT GSWS		
ashboard	Service	e Transac	tion Details			Prin	t Table Download Excel
leports							
/iew Transaction	IIA II	Sr.No.	TransactionID		Service Name	Transaction Date	Transaction Amount
nallan Payme <u>nt</u>		942	TFPSR2402094220145	FP Shop Renewal		09/02/2024 9:30:15 PM	100
SWS Challan		943	TFPSR2402094220147	FP Shop Renewal		09/02/2024 10:49:51 PM	100
TS Services Challan		944	TFPSR2402094220148	FP Shop Renewal		09/02/2024 10:50:29 PM	100
		945	TFPSR2402104220149	FP Shop Renewal Others		10/02/2024 10:54:49 AM	100
adhaar Services Challan		946	TFPSR2402104220150	FP Shop Renewal Others		10/02/2024 10:58:07 AM	100
quest Tracking System	`	947	ACG240212154099	Biometric Update with or without [Demographic update	12/02/2024 12:00:00 AM	100
Of Services	٣	948	ACG240212154100	E-Aadhaar Download and color pr	int on A4 Sheet	11/02/2024 12:00:00 AM	120
pplication Submission nsumer Affairs, Food and Civil pplies	Request:	s per page:	~			«« « 1 2	3 4 <mark>5</mark> » »»
WS Services			Select Payment Mode :		Total Amount :	Total Selected Transa	action Count :
ith and Family Welfare artment			Select	~	0 /-	0	

As shown Select Payment Mode and click on New Challan/ UPI Payment.

🗆 Ali	Sr.No.	TransactionID		Service Name	Transaction Date	Transaction Amount
	541	11 P 3K2402034220143	те эпор кенеман		05/02/2024 5.27.25 FW	100
	942	TFPSR2402094220146	FP Shop Renewal		09/02/2024 9:30:15 PM	100
	943	TFPSR2402094220147	FP Shop Renewal		09/02/2024 10:49:51 PM	100
	944	TFPSR2402094220148	FP Shop Renewal		09/02/2024 10:50:29 PM	100
	945	TFPSR2402104220149	FP Shop Renewal Others		10/02/2024 10:54:49 AM	100
	946	TFPSR2402104220150	FP Shop Renewal Others		10/02/2024 10:58:07 AM	100
~	947	ACG240212154099	Biometric Update with or without D	emographic update	12/02/2024 12:00:00 AM	100
~	948	ACG240212154100	E-Aadhaar Download and color prir	nt on A4 Sheet	11/02/2024 12:00:00 AM	120
equest:	s per page:	~			«« « 1 <u>2</u>	3 4 5
		Select Payment Mode :		Total Amount :	Total Selected Transi	action Count :
		Select	~	220 /-	2	
		Select				
		ICICI Challan Payment				
		PAY IM UPI Payment				

Now will be redirected to respective payment page.

9. <u>You can check the reports from inception to till date at Apseva dash board</u> <u>reports.</u>

	⇒ C 😑 vswsor	nline.ap.gov.in/#/csp-se	rvice-report				Q	& ☆	🔲 🖨 Incogn	nito New	r Chrome availab
0	AP ්බික් ඔබ්ර්ල්								Ģ	Sri YS Jagan I Hor/ble Chief N	Mohan Reddy finister of Andhra Pradesh
rict : *			Revenue Mandal:				Rural/Urban				
			✓ All			~	All				
dal/M	unicipality: "		Village/Ward/Secr	etariat: *			Department				
			✓ All			~	Aadhaar				
ice: *			From Date: *				To Date: *				
			✔ 01/06/2021				16/02/20	24			
	District Wise	Department Wise	• Si	ervice Wise	RevenueMandal Wise		Ma	ndal Wise	Sect Home	retariat Wise Download Exc	el Get Reports
	District Wise	Department Wise	• Si	AP SEVA Services Dashboard from	RevenueMandal Wise		Ma	ndal Wise	Sec Home	retariat Wise Download Exc	el Get Reports
	District Wise	Department Wise	• 5	pruice Wise AP SEVA Services Dashboard from	RevenueMandal Wise n 1-6-2021 to 16-2-2024 Closed Beyond SLA Re	equests	Ma Closed Within SL	ndal Wise	Sec	retariat Wise Download Exc	el Get Reports
lo	District Wise District ©	Department Wise	Copen Beyond SLA Requests #	anice Wise AP SIVA Services Daubboard from Open Within SLA Requests @	RevenueMandal Wise n 1-6-2021 to 16-2-2024 Closed Beyond SLA Re Approved R	rquests lejected € A¢	Closed Within SL oproved ¢	ndal Wise A Requests Rejected 9	Sec Home Lapsing Within 24 Hours 9	Download Exc	el Get Reports Within 48 Hours 🕈
Чo	District Wise Desnict ● ALLURI STIHARAMA RAJU	Department Wis	• So Standing SLA Requests • O	nice Wise AP SIVA Services Daubtoard from Open Within SLA Requests #	Revenue/Mandai Wise n 1-6-2021 to 16-2-2024 Closed Beyond SLA Re Approved A 0	rquests lejected \$ Ap 0	Closed Within SL oproved \$ 131379	A Requests Rejected P	Sec Home Lapsing Within 24 Hours Ф	Download Exc	el Get Reports
No	District Wise District © ALLUSI STHARAMA RAJU ANACARLLI	Department Was	Open Beyond SLA Kequests O	nice Wite AP SEVA Services Dashboard from Open Within SLA Requests # 0 0	RevenueMandal Wise n 1-6-2021 to 16-2-2024 Closed Beyond SLA Re Approved	equests Ap kejected \$ Ap 0	Ne Closed Within SL oproved e 131379 101574	A Requests Rejected \$ 0 0	Sec More Home 100 Lapsing Within 24 Hours #	Download Exc Lapsing 0 0	el Get Reports
No	District Wise District © ALLUS STHARBANA RAJU AHARARBALU ANANTHARUR	Experiment Wat	Open Beyond SLA Requests O	anice Wite AP SCVA Services Dashboard free Open Within SLA Requests # 0 0 0 0 0	RevenueMandal Wise	squests kjected \$ Ap 0 0 0	Na Closed Within SL oproved e 131379 101574 160219	A Requests Rejected • 0 0 0	Sec Home	Petariat Wise Download Exc Lapsing 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	ei Get Reports
No	District Wee Dosrect ● ALLUNE STMARBARA RAJU ANAKAPALLI ANAKATHARP R ANEMANTAR	Department War Total No Of Requests 0 13/379 0/0574 100374 10039	Cipen Report SLA Reports #	ntide Wite AP SIVIA Services Dashboard from Open Within SLA Requests • 0 0 0 0 0 0 0 0 0 0 0	RevenueMandal Wise n 1-6-2021 to 16-2-2024 Closed Beyond SLA Re Approved	nquests Applied Applie	Ma Closed Within SL pproved \$ 131379 101574 160219 155659	A Requests Rejected 9 0 0 0 0	Sec Home Lepsing Within 24 Hours ●	retariat Wise Download Exc Lapsing O O O O O O O O O O O O O O O O O O O	ei Get Reports Within 48 Hours 9
No	Dend Was Dound & ALLUR STRABANA RAJJ ANACRAELL ANACRAELL BARTA BARTA	Equativest Wat	Cosen Beyond SLA Repuests # 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	white Write AP SEVA Services Chatholoard free Open Within SLA Requests	RevenueMandal Wise n 1-6-2021 to 16-2-2024 Closed Bryond SLA Re Approved 9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	rquests lejected Ap O O O O O O O O O O O O O O O O O O	Closed Within SL oproved 131379 101574 160219 155659 150344 160229	A Requests Rejected • 0 0 0 0 0	Sec Home Lepsing Within 24 Hours &	retanat Wise Download Exc Lapsing 0 0 0 0 0 0 0 0 0 0 0 0 0	el Get Reports
No	Dend Was Dend Was ALLUR (Th-RAMA RAJ) ANAKARAJ ANAKARAJ ANAKARAJ ANAKARAJ ANAKARAJ ANAKARAJ ANAKARAJ ANAKARAJ ANAKARAJ ANAKARAJ	Capatheet War Total No. Of Reguests & 19179 19172 19279 19569 19569 19569 19569	Open Beyond SLA Requests Open Control of SLA Requests	India Wite AP SIVA Services Dashboard free Open Within SIA Requests	Re-enu-klandal Wse n 1-6-2021 to 16-2-2024 Closed Bryond SLA R	rquests App lejected \$ Ap 0 0 0 0 0	Me Closed Within SL pproved	A Requests Rejected 9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Fee Home Lapsing Within 24 Hours Ø	retanat Wise	el Get Reports Within 48 Hours &
No	Danka Was Danka & ALLURI STHARAMA RAJI ANAMINARU ANAMINARU BARTA A CHITODR DIRI AINABARIA DIRI AINABARIA STATI COMUNIS	Department War Total No. 07 Repuests 4 10/075 10/00	Copien Bryond SLA Repress #	erice Wite AP SDVA Services Dashboard fore Open Within SLA Requests 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	RecenterMandal Wise	rquests	Na Closed Within SL aproved @ 101379 101574 105219 155659 150344 109387 215572 15572	A Requests Rejected 9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Fee Home Lepting Within 24 Hours Ø	retariat Wise	el Get Reports
No	Dend Was Donnel & ALLUR STMARAMA RAJJ ANACHANUR ANACHANUR BARCIA GATTOO CHITOO CHITOO CHITOO SANdelar Konseens SANT COURSE Santa	Capanneet Wat Total NorOf Requests 0 19379 10174 19329 19399 15044 19389 15044 19389 15044 19389 15044 19389 15044 19389 15044 19389 15044	Green Reyond SLA Anyuests Green Reyond SLA Anyuests George Reyond SLA Anyuests	AP SEVA Services Chabboard from Open Within SLA Requests 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Recerved Marcial Was an 1-6-2021 to 16-2-2024 Clicated Bryoned SLA IA Argeneved	nguests Ag Exjected P Ag 0 0 0 0 0 0 0 0 0 0	Ide Ide Closed Within SI SI sproved ● 131379 101574 156569 133272 133272 133272	A Requests Rejected	Fee Home	estrict Wie Download Exe C C C C C C C C C C C C C	ei Get Reports Within 48 Hours #
No	Dent We Dent We ALURI STHARMA RAJJ ANAKATALI ANAKATALI ANAKATA ANAKATA Diff J. Order Diff J. Order Diff J. Order Diff J. Order ALURI CHITOOR CHITOOR ELURY COUNTIN ELURY COUNTIN CHITOOR	Expansion Water Total No. Of Requests 9 19239 19229 19289 19299 19299 19299 19299 19299 19299 19292	Open Bryond SLA Requests Open Bryond SLA Requests	Incide Wite AP SIVA Services Dashboard free Open Within SIA Requests	Recenctifiandal Was n 1-6-2021 to 16-2-2024 Cloced Bryond SLA R Agenored B 0 0 0 0 0 0 0 0 0 0 0 0 0	rquests Aq kjected Aq C C C C C C C C C C C C C	Closed Within 51. pproved 13/1379 10/1574 10/0574 10/0574 10/0574 10/0577 2/15/72 138773 8/975 10/027	A Requests Rejected 9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Fee Home Lepsing Within 24 Hours &	restrict Wise	el Get Reports Within 48 Hours Ø
S.No	Danna Wee Danna Wee ALLURI STH-ARAMA RAJU ANAMINARU ANAMININARU ANAMINININARU ANAMINININARU ANAMININININININININININININININININININ	Department Wat Total No. CP Requests 4 10/075 10/00	Copien Engrand SLA Registral Copien Engrand SLA Registral Copien Engrand Copien Engrand	noise Wite AP SDVA Services Dashbased fore Open Within SLA Requests	Recenctifiends Was a 16-3021 to 16-3-2024 Closed Byoerd SLA A Approved 9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	rquests Applicated Applicated	Closed Within SL pproved @ 101379 100374 100374 100374 100374 100374 100374 100374 100374 100374 100375 100375 100375 100275	A Request A Rejected 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Fee Home Lepsing Within 24 Hours ®	restrict Wise	et Get Reports