

Government of Andhra Pradesh

User Manual For Pension Card Printing Details

Scenarios:

Service Name: "Pension card Printing Details" Panchayat Secretary Grade-VI (DA) / DIGITAL ASSISTANT Login: WEBSITE LINK :- https://vswsonline.ap.gov.in/#/home Step1:

Login to AP seva Portal home page as shown below and click on Login button



Step 2:

 \succ Digital Assistant need to enter their respective credentials and click on Login button as shown in the below screen.

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Step3:

 \succ After successful login, User will be redirected to login home page as shown in the below.



Step 4:

> Click on Panchayat Raj and Rural Development, as shown below.



Step 5:

≻ Click on Pension Card Printing Details, as shown below.



Step 6:

Note: Authentication shall be done based on Biometric Aadhar Authentication

Enter Pension Aadhar Card number then Click on Send OTP button. OTP Sent to register mobile no of the Aadhar number



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Step8:

Type here to search

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after Successful Validation Pensioner details will display with barcode and photo as per the below scree

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Step 9:

Click on Print Sanction Orde take a print

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Step 10 : Click on Print Card, take a print on Pension Card, Adjust Margins As Per your EPSON/CANON Printer Requirement.

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