



Tamil Nadu e-District Application

Training Manual for

**Claim Application- Transfer
TWB-244**

**Tamil Nadu Unorganized
Workers Welfare Board**



राष्ट्रीय इ-गवर्नेस योजना
National e-Governance Plan

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E-DISTRICT TAMIL NADU USER MANUAL

(Government of Tamil Nadu)

1. Project Overview

Districts are the de facto front-end of government where most Government-to-Consumer or G2C interaction takes place.

The e-District project was conceptualized to improve this experience by creating an automated workflow system for the district administration and help in providing the citizen efficient department services through Common Service Centers (CSCs), the primary front end channels envisaged under the National e-Governance Plan by Department of Information Technology (DIT), Ministry of Communication and Information Technology (MCIT), Government of India.

2. General Information

Let's Start!!


2.1. Tools Required



You will be provided with the following basic infrastructure:


- Computer (CPU, Monitor, Keyboard & Mouse)
- Network Connection (as per requirement)
- Peripherals (as per requirement)
- Browser (Google chrome, Version 37)
- Uninterrupted Power Supply (UPS)

2.2. Starting your Computer

Steps

1. Ensure all cables are connected between the computer, network connection, peripherals & UPS
2. Plug the UPS to the electrical socket
3. Switch 'ON' the electrical socket
4. Switch 'ON' the UPS
5. Press the  (power button) on the computer
6. Allow the system to boot up.

	<ol style="list-style-type: none">1. Switch 'ON' the UPS only after you have switched 'ON' the power socket2. Switch 'ON' the computer only after you have switched 'ON' the UPS3. Switch 'OFF' the power socket in there is an electrical spark in the socket
	<ol style="list-style-type: none">4. Do not start the computer in case the UPS is not fully charged5. Do not start the computer in case any of the wires are in contact with water

	sources / moisture
	6. In case you are not sure whether the computer is connected in the right way - please contact the system engineer

3. Purpose

This document is an integral part of e-District application user manuals. The objective of this document is to provide step-by-step assistance to the user on how to apply for 'Claim Application-Transfer' through the e-District Portal.

4. Scope

The scope of this document covers the 'Claim Application- Transfer' service offered under the **Tamil Nadu Unorganized Workers Welfare Board**.

5. Getting Started

Following points and guidelines may be referred while accessing the e-Sevai/e-District application:

- User must have valid username and password
- Make relevant and correct entries only
- Recheck the entries before clicking on Submit button
- Mandatory fields cannot be left blank
- Mandatory/Optional documents should be attached as per requirement
- Do not make false entries

6. Services Offered under Tamil Nadu Unorganized Workers Welfare Board

Following services are offered under the Revenue Department:

1. TWB-201 Claim Registration
2. TWB-202 Claim Renewal
3. TWB-203 Claim Updation
4. TWB-204 Claim Application- Construction Board - Accident Death at worksite
5. TWB-205 Claim Application-Construction Board-Compensation for accidental death and disability
6. TWB-206 Claim Application-Construction Board-Disability Pension
7. TWB-207 Claim Application-Construction Board-Education Assistance for 10th /12th Standard pass
8. TWB-208 Claim Application-Construction Board-Educational Assistance for girl children studying 10th / 11th / 12th

9. TWB-209 Claim Application-Construction Board-Educational Assistance for Higher Education
10. TWB-210 Claim Application-Construction Board-Educational Assistance for studying in 6th/7th/8th/9th
11. TWB-211 Claim Application-Construction Board-Family pension
12. TWB-212 Claim Application-Construction Board-Funeral Expenses / Natural Death
13. TWB-213 Claim Application-Construction Board-Marriage Assistance
14. TWB-214 Claim Application-Construction Board-Maternity / Miscarriage / Termination of Pregnancy
15. TWB-215 Claim Application-Construction Board-Pension
16. TWB-216 Claim Application-Construction Board-Reimbursement of purchase of spectacles
17. TWB-217 Claim Application-Manual Board-Compensation for accidental death and disability
18. TWB-218 Claim Application-Manual Board-Disability Pension
19. TWB-219 Claim Application-Manual Board-Education Assistance for 10th /12th Standard pass
20. TWB-220 Claim Application-Manual Board-Educational Assistance for girl children studying 10th / 11th / 12th
21. TWB-221 Claim Application-Manual Board-Educational Assistance for Higher Education
22. TWB-222 Claim Application-Manual Board-Educational Assistance for studying in 6th/7th/8th/9th
23. TWB-224 Claim Application-Manual Board-Funeral Expenses / Natural Death
24. TWB-225 Claim Application-Manual Board-Marriage Assistance
25. TWB-226 Claim Application-Manual Board-Maternity / Miscarriage / Termination of Pregnancy
26. TWB-227 Claim Application-Manual Board-Pension
27. TWB-228 Claim Application-Manual Board-Reimbursement of purchase of spectacles
28. TWB-229 Claim Application-Driver Board-Compensation for accidental death and disability
29. TWB-230 Claim Application-Driver Board-Disability Pension
30. TWB-231 Claim Application-Driver Board-Education Assistance for 10th /12th Standard pass
31. TWB-232 Claim Application-Driver Board-Educational Assistance for girl children studying 10th / 11th / 12th
32. TWB-233 Claim Application-Driver Board-Educational Assistance for Higher Education
33. TWB-234 Claim Application-Driver Board-Educational Assistance for studying in 6th/7th/8th/9th
34. TWB-236 Claim Application-Driver Board-Funeral Expenses / Natural Death
35. TWB-237 Claim Application-Driver Board-Marriage Assistance
36. TWB-238 Claim Application-Driver Board-Maternity / Miscarriage / Termination of Pregnancy
37. TWB-239 Claim Application-Driver Board-Pension

- 38. TWB-240 Claim Application-Driver Board-Reimbursement of purchase of spectacles
- 39. TWB-241 Claim Application - Return
- 40. TWB-242 ID Card Download
- 41. TWB-243 Claim Application - Amendment
- 42. TWB-244 Claim Application - Transfer
- 43. TWB-245 Housing Scheme
- 44. TWB-246 Live certificate for Pensioner

7. TWB-244 Claim Application - Transfer

Following steps describe how to apply for Claim Application -Transfer through the e-District Portal:

- STEP 1:** Go to the e-Sevai (Government of Tamil Nadu) Web Portal.
- STEP 2:** Enter the login credentials.
- STEP 3:** Enter Captcha code.
- STEP 4:** Click on Login.

e-Sevai Dashboard will appear.



The screenshot shows the e-Sevai Dashboard for the Government of Tamil Nadu. The dashboard features a green header with the TNeGA logo and navigation links: Home, About e-Sevai, Government Orders, e-Sevai, Contact Us, and Help. Below the header, there are four main sections: TNeGA (with a map of Tamil Nadu), Important Links (Government Orders, Tenders, Documents, Job Opportunities, Maps), Latest News (Locate your near by e-Sevai, List of Services Offered in e-Sevai Centres, List of Services offered through Institution), and Sign In. The Sign In section includes a text input field for the login ID (tnelcchn010-01), a password field, a captcha field (ZNRJ2), and a dropdown menu for Operator Type. There are also Login and Reset buttons, and a link for Forgot Password. Three callouts highlight the login steps: 'Enter Login ID and Password' points to the login ID field, 'Enter Captcha' points to the captcha field, and 'Click on Login' points to the Login button. At the bottom of the dashboard, there is a banner that says 'Welcome to eSevai' and a footer with the text 'eSevai — தமிழ்நாடு அரசின் இ-சேவை வலைதளம் உங்களை'.

STEP 5: Click on Services on the left panel.

The screenshot shows the TNeGA dashboard for the Government of Tamil Nadu. The left sidebar contains a navigation menu with items: DASHBOARD, REPORTS, WALLET RECHARGE, SERVICES, WALLET RECHARGE RECEIPT REPRINT, and ANNA UNIVERSITY-GENERATE RECEIPT. The main content area displays five statistics cards: Today (1), Current Week (1), Current Month (6), Last Week (1), and Last Month (17). A callout bubble with the text 'Click on Services' points to the 'SERVICES' menu item in the sidebar.

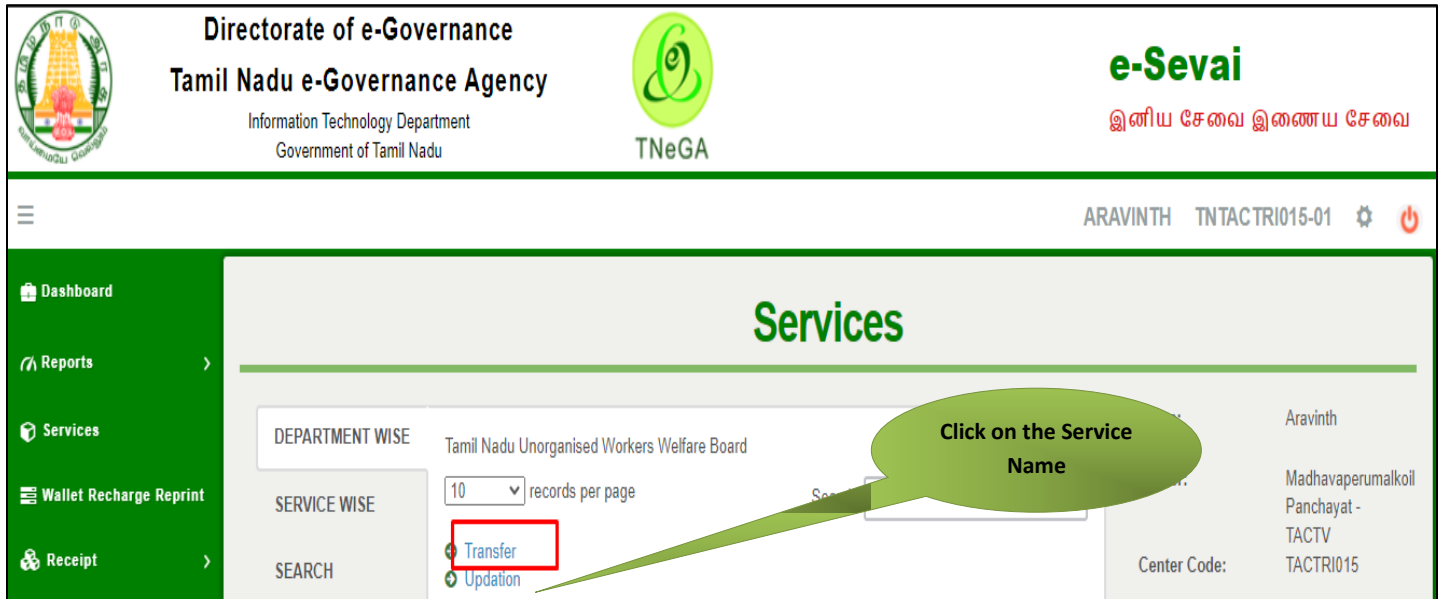
Department Wise service listing will appear.

STEP 6: Click on Tamil Nadu Unorganized Workers welfare Board

You can also switch to the Service Wise listing, or switch to Search and search a particular service using keywords.

The screenshot shows the 'Services' page in the TNeGA application. The left sidebar has 'Services' selected. The main content area is titled 'Services' and has three tabs: 'DEPARTMENT WISE', 'SERVICE WISE', and 'SEARCH'. The 'DEPARTMENT WISE' tab is active, displaying a list of departments. A callout bubble with the text 'Department Name' points to the 'Tamil Nadu Unorganised Workers Welfare Board' entry, which is highlighted with a red box. On the right side, there is a user profile summary for 'Aravinth' with details like Center, Counter, Wallet Type, and Amount.

STEP 7: Click on **Claim Application - Transfer**



Directorate of e-Governance
Tamil Nadu e-Governance Agency
Information Technology Department
Government of Tamil Nadu

TNeGA

e-Sevai
இனிய சேவை இணைய சேவை

ARAVINTH TNTACTRI015-01

Services


DEPARTMENT WISE	Tamil Nadu Unorganised Workers Welfare Board	Aravinth
SERVICE WISE	10 records per page	Madhavaperumalkoil Panchayat - TACTV
SEARCH	Transfer Updation	Center Code: TACTRI015

You will be redirected to the service page on the Tamil Nadu Unorganized Workers Welfare Board Web Portal.

7.1 Applying for Claim Application - Transfer

SECTION1: Applicant New address update.

Applicant should enter the old and new address details in the below form.



தமிழ்நாடு அமைப்புசாரா தொழிலாளர்கள் நலவாரியம்
Tamil Nadu Unorganised Workers Welfare Board

Welcome, BALAJI User Profile Renewal Claims Services Change Password Logout

TRANSFER - CHANGE OF ADDRESS

OLD ADDRESS	NEW ADDRESS
House / Door No. / கதவு எண் <input type="text" value="23"/>	House / Door No. / கதவு எண் * <input type="text"/>
Address Line 1 <input type="text" value="test 1"/>	Address Line 1 * <input type="text"/>
முகவரி 1 <input type="text" value="முகவரி 2"/>	முகவரி 1 * <input type="text"/>
Address Line 2 <input type="text" value="test address 1"/>	Address Line 2 * <input type="text"/>
முகவரி 2 <input type="text" value="முகவரி 1"/>	முகவரி 2 * <input type="text"/>
State / மாநிலம் <input type="text" value="Tamil Nadu"/>	State / மாநிலம் * <input type="text" value="Select"/>

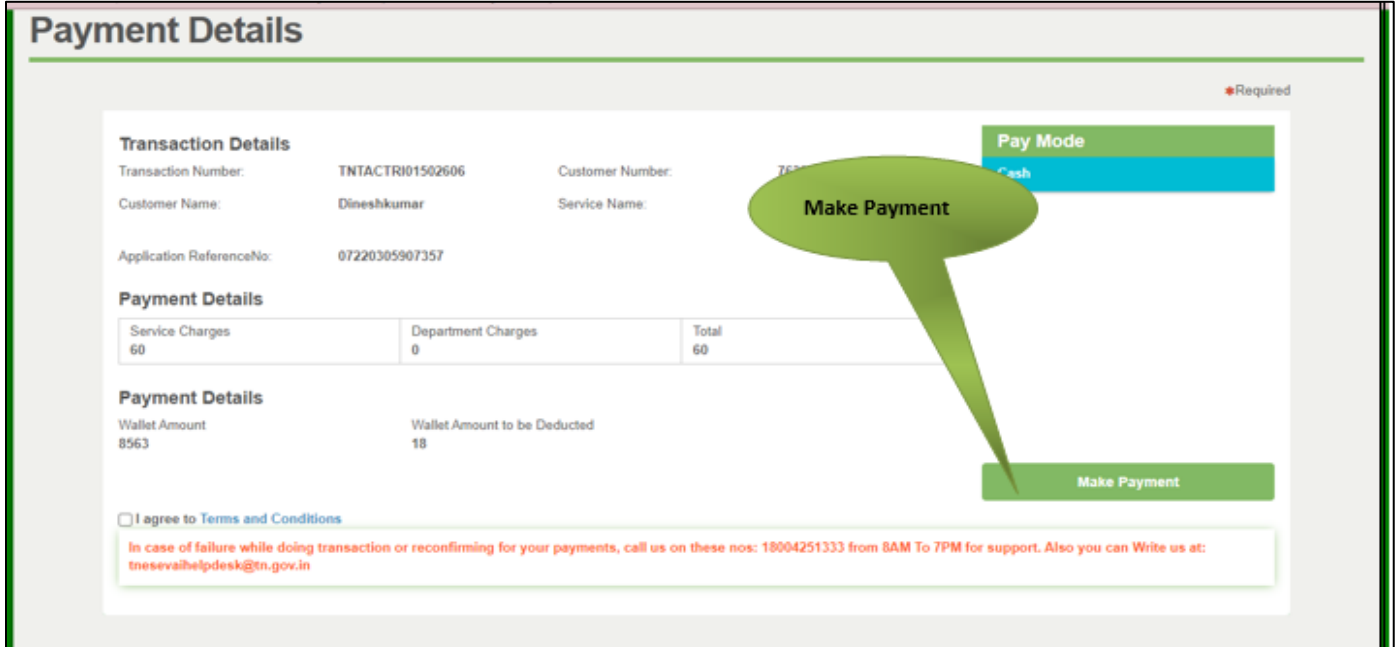
SECTION 2: Documents for Transfer

Applicants should upload the needed document in the specified format.

District / மாவட்டம் <input type="text" value="Chennai / சென்னை"/>	District / மாவட்டம் * <input type="text" value="Select"/>
Taluk / வட்டம் <input type="text" value="Egmore"/>	Taluk / வட்டம் * <input type="text" value="Select"/>
Village / Town / City / கிராமம் / நகரம் <input type="text" value="Egmore (part 1) / எழும்பூர் பகுதி 1"/>	Village / Town / City / கிராமம் / நகரம் * <input type="text"/>
Pincode / அஞ்சல் குறியீடு <input type="text" value="600006"/>	Pincode / அஞ்சல் குறியீடு * <input type="text"/>
DOCUMENT UPLOAD / ஆவண ஏற்றல்	
Document (Ration card) / குடும்ப அட்டை <input type="text"/>	Document (Ration card) / குடும்ப அட்டை பதிவேற்றவும் * <input type="text" value="Choose File No file chosen"/> <small>Note: (தரவர்த்தக அட்டை) க்குள் உள்ள jpeg, jpg, png, pdf கோப்பையை பதிவேற்றம் செய்யலாம்)</small>
Verification Certificate / சரிபார்ப்பு சான்றிதழ் <input type="text"/>	Verification Certificate / சரிபார்ப்பு சான்றிதழ் * <input type="text" value="Choose File No file chosen"/> <small>Note: (தரவர்த்தக அட்டை) க்குள் உள்ள jpeg, jpg, png, pdf கோப்பையை பதிவேற்றம் செய்யலாம்)</small>
<input type="button" value="Submit"/>	

SECTION 5: Make payment

After uploading the documents, click on 'Make Payment'.



Payment Details

*Required

Transaction Details

Transaction Number: TNTACTRI01502606 Customer Number: 763
Customer Name: Dineshkumar Service Name:
Application ReferenceNo: 07220305907357

Payment Details

Service Charges 60	Department Charges 0	Total 60
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Payment Details

Wallet Amount: 8563 Wallet Amount to be Deducted: 18

I agree to [Terms and Conditions](#)

In case of failure while doing transaction or reconfirming for your payments, call us on these nos: 18004251333 from 8AM To 7PM for support. Also you can Write us at: tnesevaihlpdesk@tn.gov.in

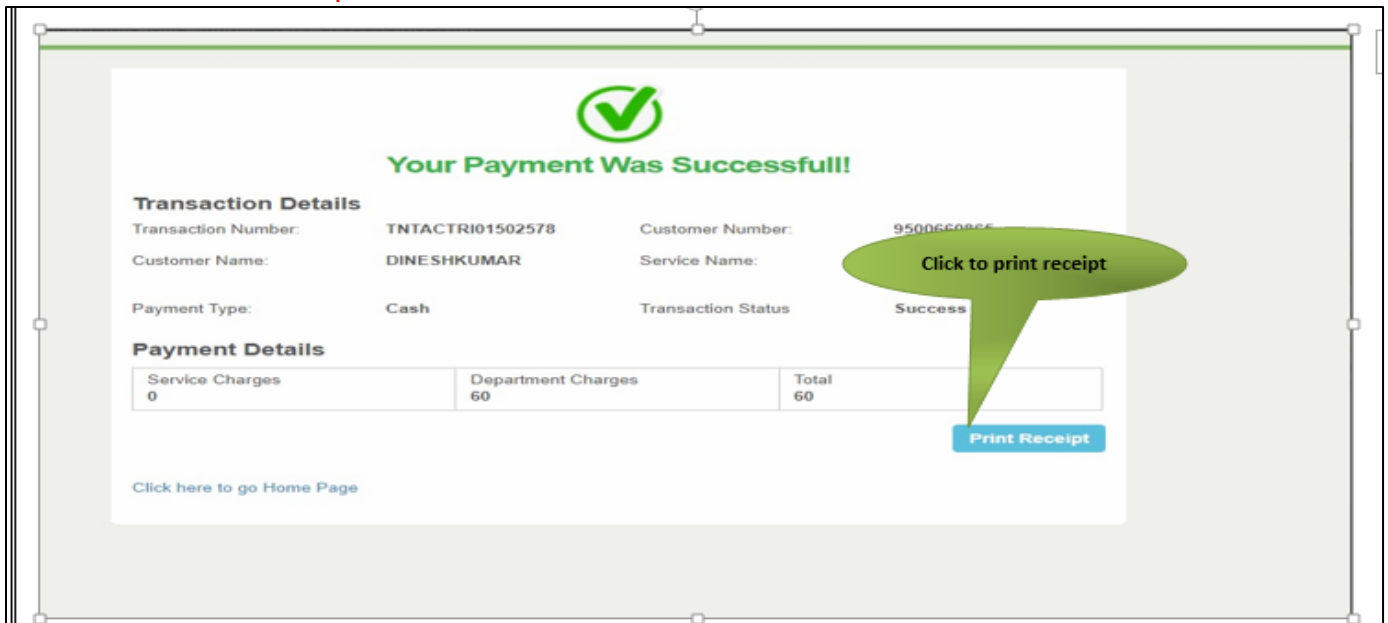
Make Payment


SECTION 6: Acknowledgement receipt

Acknowledgement receipt will be shown.

Click on **Print Receipt** to download/print the receipt.

Screenshot 1: Print Receipt




Your Payment Was Successful!

Transaction Details

Transaction Number: TNTACTRI01502578 Customer Number: 950060885
Customer Name: DINESHKUMAR Service Name:
Payment Type: Cash Transaction Status: Success

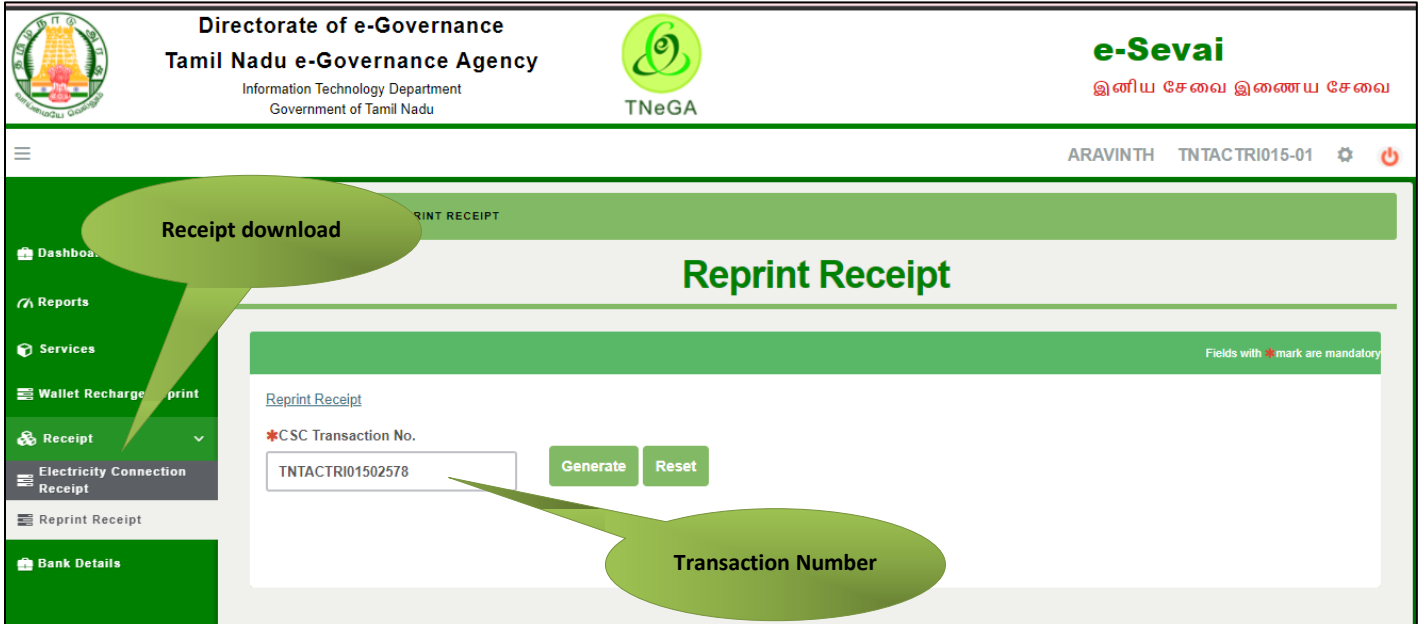
Payment Details


Service Charges 0	Department Charges 60	Total 60
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[Click here to go Home Page](#)

Print Receipt

Applicant has to download the receipt by using Transaction number.



 தமிழ்நாடு அரசு/ Government of Tamil Nadu ஈசேவை மையம்/ e-Sevai Centre		
ரசீது / RECEIPT		
ரசீது எண் / Receipt No: TN-30920220702000 விண்ணப்பதாரர் பெயர் / Applicant Name: <u>Dineshkumar</u> துறை பெயர் / Department Name: தமிழ்நாடு அமைப்புசாரா தொழிலாளர் நல வாரியம் / <u>Tamilnadu Unorganized Worker welfare</u> board	பரிவர்த்தனை எண்/ Transaction No: TNELCCHN009000000630 விண்ணப்ப தேதி / Application date : 02-07-2022 17:43:32 சேவைக்கு விண்ணப்பித்தார் / Applied for Service : TWB-244_CLaim_Application_Transfer	
கட்டண விவரங்கள் / Payment Details		
விவரங்கள் / Particulars	கட்டண முறை / Payment Mode	பணம் செலுத்தப்பட்டது () / Amount Paid (Rs)
பில் தொகை / Bill Amount	Cash	0.00
இ-சேவை மையம் & கட்டண / e-Sevai Centre Charges		60.00
வார்த்தைகளில் அளவு / Amount in words (Rs): Sixty only.		மொத்தம்/ Total:60.00
மையத்தின் பெயர் & குறியீடு / Centre Name & Code : Corporation of Chennai Thiru-Vi-Ka Nagar(Zone VI)-ELCOT-ELCCHN009		மைய ஆபரேட்டரின் கையொப்பம் / Signature of the Centre Operator

8. Disclaimer

This User manual is prepared as per the existing application; however actual screen shots may vary for few cases.