

Tamil Nadu e-District Application

Training Manual for

**Claim Application- Driver
Board- Funeral Expenses /
Natural Death
TWB-236**

**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- Driver Board- Funeral Expenses/ Natural Death' through the e-District Portal.

4. Scope

The scope of this document covers the 'Claim Application- Driver Board- Funeral Expenses/ Natural Death' 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-236 Claim Application- Driver Board-Funeral Expenses / Natural Death

Following steps describe how to apply for Claim Application- Driver Board- Funeral Expenses / Natural Death 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 with the following elements:

- Header:** TNeGA logo, Government of Tamil Nadu emblem, and navigation menu (Home, About e-Sevai, Government Orders, e-Sevai, Contact Us, Help).
- Sign In Section:** Fields for Username (tnelcchn010-01), Password (*****), Operator (dropdown), and Captcha (ZNRJ2). A 'Login' button and 'Reset' button are present. A 'Forgot Password?' link is also visible.
- Important Links Section:** Government Orders, Tenders, Documents, Job Opportunities, Maps.
- Latest News Section:** Locate your near by e-Sevai, List of Services Offered in e-Sevai Centres, List of Services offered through Institution.
- Welcome to eSevai Banner:** eSevai — தமிழ்நாடு அரசின் இ-சேவை வலைதளம் உங்களை

Callouts in the image indicate the following steps:

- Enter Login ID and Password:** Points to the Username and Password fields.
- Enter Captcha:** Points to the Captcha field.
- Click on Login:** Points to the Login button.

- STEP 5:** Click on Services on the left panel.

The screenshot shows the TNeGA dashboard for the Government of Tamil Nadu. At the top right, it says 'e-Sevai' and 'இணைய சேவை இணைய சேவை'. The user is logged in as 'OPERATOR 1'. The dashboard features five summary cards: '1' (23 Jun 2016 to 23 Jun 2016), '1' (Current Week, 19 Jun 2016 to 23 Jun 2016), '6' (Current Month, 01 Jun 2016 to 23 Jun 2016), '1' (Last Week, 12 Jun 2016 to 18 Jun 2016), and '17' (Last Month, 01 May 2016 to 31 May 2016). A green callout bubble with the text 'Click on Services' points to the 'SERVICES' menu item in the left 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. The header includes the Directorate of e-Governance, Tamil Nadu e-Governance Agency, and TNeGA logos. The user is logged in as 'ARAVINTH' with ID 'TNTACTRI015-01'. The left sidebar has 'Services' selected. The main content area shows three tabs: 'DEPARTMENT WISE', 'SERVICE WISE', and 'SEARCH'. Under 'DEPARTMENT WISE', a list of departments is shown, with 'Tamil Nadu Unorganised Workers Welfare Board' highlighted in red. A green callout bubble with the text 'Department Name' points to this highlighted item. On the right, a summary table shows details for the selected department.

Name:	Aravinth
Center:	Madhavaperumalkoil Panchayat-TACTV
Center Code:	TACTRI015
Counter:	1
Wallet Type:	Prepaid
Wallet Amount:	8638.00
Share:	0.00

STEP 7: Click on ClaimApplication- Driver Board- Funeral Expenses / Natural Death



ARAVINTH TNTACTRI015-01

Services

DEPARTMENT WISE: Tamil Nadu Unorganised Workers Welfare Board

SERVICE WISE: 10 records per page

SEARCH:

- Claim Application-Driver Board-Funeral Expenses / Natural Death
- Claim Application-Driver Board-Marriage Assistance
- Claim Application-Driver Board-Maternity / Miscarriage / Termination of Pregnancy
- Claim Application-Driver Board-Pension
- Claim Application-Driver Board-Reimbursement of purchase of spectacles
- Claim Application-Manual Board-Compensation for accidental death and disability
- Claim Application-Manual Board-Disability Pension
- Claim Application-Manual Board-Education Assistance for 10th /12th Standard pass
- Claim Application-Manual Board-Educational Assistance for girl children studying 10th / 11th / 12th
- Claim Application-Manual Board-Educational Assistance for Higher Education

Click on the Service Name

Name:	Aravinth
Center:	Madhavaperumalkoil Panchayat - TACTV
Center Code:	TACTRI015
Counter:	1
Wallet Type:	Prepaid
Wallet Amount:	8638.00
Share:	0.00

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

7.1 Applying for Claim Application- Construction Board- Funeral Expenses/ Natual Death

SECTION1: Applicant Aadhaar and Registration Details

Applicant are used to fill this form with proper details

FORM - D
[See clauses 14(2) and 14-A(2)]
APPLICATION FOR GRANT OF FUNERAL EXPENSES / NATURAL DEATH ASSISTANCE / ஈமச்சடங்கு செலவுகள் / இயற்கை இறப்பு உதவி பெறுவதற்கான விண்ணப்பம்

Personal Details / தனிப்பட்ட விவரங்கள்

Board Name / வாரியத்தின் பெயர் *

Registration No / பதிவு செய்யப்பட்ட எண்*

Registration date / பதிவு செய்யப்பட்ட தேதி*

Renewal date / புதுப்பிக்கப்பட்ட தேதி*

Aadhaar No / ஆதார் எண்*

Aadhaar / ஆதார் அட்டை *
 No file chosen
Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

Name of the Worker *

தொழிலாளியின் பெயர் *

Name of the Father / Husband *

தந்தை / கணவரின் பெயர் *

Mobile Number / தொலைபேசி எண் *

Gender / பாலினம் *

SECTION 2: Personal details

Applicants are used to provide age, gender, DOB

Date of birth / பிறந்த தேதி 01-04-1988	Age / வயது 32
Age Proof / வயது சான்று (ஏதேனும் ஒன்று) Ration Card	Upload document(Evidence of Age Proof) / வயதுக்கான சான்று ஆவணம் பதிவேற்றவும் (Original/அசல்) View
Community / சாதி SC	Community Certificate / Self declaration for SC/ST / சாதி சான்றிதழ் / சய சான்றிதழ் ஆவணம் பதிவேற்றவும் View
Marital Status / திருமண நிலை Married	
Ration card / குடும்ப அட்டை எண் 213123213213213	Document (Ration card) / குடும்ப அட்டை Choose File No file chosen Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்) View
Address / முகவரி	
House / Door No. / கதவு எண் 23	
Address Line 1 villivakkam	தெரு முகவரி வில்லிவாக்கம்
Address Line 2 villivakkam	தெரு முகவரி வில்லிவக்கா

SECTION 3: Applicant Address Details

Applicant are used to fill this form with address details

State / மாநிலம் Tamil Nadu	District / மாவட்டம் Chennai
Taluk / வட்டம் Egmore	Village / Town / City villivakkam
கிராமம் / நகரம் வில்லிவாக்கம்	Pincode / அஞ்சல் குறியீடு 600049
Death Details / இறப்பு விவரங்கள்	
Registration card / பதிவு அட்டை(Original/அசல்)* Choose File No file chosen Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)	Claim Verification Certificate / நலத்திட்ட உறுதிமொழி சான்று (Original/அசல்)* Choose File No file chosen Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்) View
Place of death / இறந்த இடம்* <input type="text"/>	Date of the death / இறந்த தேதி * <input type="text"/>
Age at the time of death / இறக்கும் போது வயது * <input type="text"/>	Full address at the time of death / இறந்தவரின் முழு முகவரி (இறந்த நேரத்தில்)* <input type="text"/>

SECTION 4 : Cause of Death

Applicant are used to fill this form with details of the deceased

Upload Death Certificate / இறப்பு சான்றிதழை பதிவேற்றவும் (Original/அசல்) *

Choose File No file chosen

Note: (தாங்கள் 500 KB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

Cause of death in brief / இறப்பு சம்பத்தப்பட்ட காரணம் தெரிவிக்கவும் (Avoid indicating as "natural death" / இயற்கை மரணம் என குறிப்பிடுவதை தவிர்க்கவும்) *

Particulars of the Nominee / வாரிசுதாரர் விவரங்கள்

Sl.No	Name	Gender	Date of Birth	Relationship	New Nominee
1	balaji		29-06-2020	Son	<div style="border: 1px solid green; padding: 2px; display: inline-block;">Select</div>

Nominee / Legal Heir

Applicant / விண்ணப்பதாரர் *

Nominee ▼

Legal heir certificate/ சட்டப்படியான வாரிசு சான்றிதழ் (Original/ அசல்) *

Choose File No file chosen

Note: (தாங்கள் 2.0 MB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

Date of birth / பிறந்த தேதி *

Name / பெயர் *

Nominee/Legal heir Proof (Ration card, Aadhar Card, Voter ID, Driving Licence) / வாரிசுதாரர் / சட்ட வாரிசு ஆதாரம் (குடும்ப அட்டை, ஆதார் அட்டை, வாக்காளர் அடையாள அட்டை, ஓட்டுனர் உரிமம்) *

Choose File No file chosen

Note: (தாங்கள் 2.0 MB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

Full address / முழு முகவரி *

SECTION 5: Applicant Bank Details

Applicant used to fill with correct bank details.

Relationship / உறவுமுறை *

Select ▼

Aadhaar Proof / ஆதார் சான்று *

Choose File No file chosen

Note: (தாங்கள் 2.0 MB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

Aadhaar No / ஆதார் எண் *

Bank Details

Bank Name / வங்கியின் பெயர் *

Select ▼

Account Number / கணக்கு எண் *

MICR Code / MICR குறியீடு *

Upload Bank passbook front page / வங்கி கணக்கு புத்தகத்தின் முதல் பக்கத்தை பதிவேற்றம் செய்யவும் (Original/அசல்) *

Choose File No file chosen

Note: (தாங்கள் 2.0 MB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

Branch Name / கிளையின் பெயர் *

IFSC Code / IFSC குறியீடு *

Upload Last Transaction page of the passbook / வங்கி கணக்கு புத்தகத்தின் கடைசி பரிவர்த்தனை பக்கத்தைப் பதிவேற்றம் செய்யவும் (Original/அசல்) *

Choose File No file chosen

Note: (தாங்கள் 2.0 MB க்குள் உள்ள jpeg, jpg, png, pdf முறையில் பதிவேற்றம் செய்யலாம்)

SECTION 6: Picture Proof

After uploading a live photo the applicant can submit the application.

தொழிலாளியின் நேரடி புகைப்படம்

Your captured image will appear here...

Take Photo

Submit

SECTION 7: Make payment

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

Payment Details

Transaction Details

Transaction Number: TNTACTRI01502606 Customer Number: 767
Customer Name: Dineshkumar Service Name:
Application ReferenceNo: 07220305907357

Pay Mode
Cash

Make Payment

Payment Details

Service Charges	Department Charges	Total
60	0	60

Payment Details

Wallet Amount: 8563
Wallet Amount to be Deducted: 18

Make Payment

I agree to [Terms and Conditions](#)

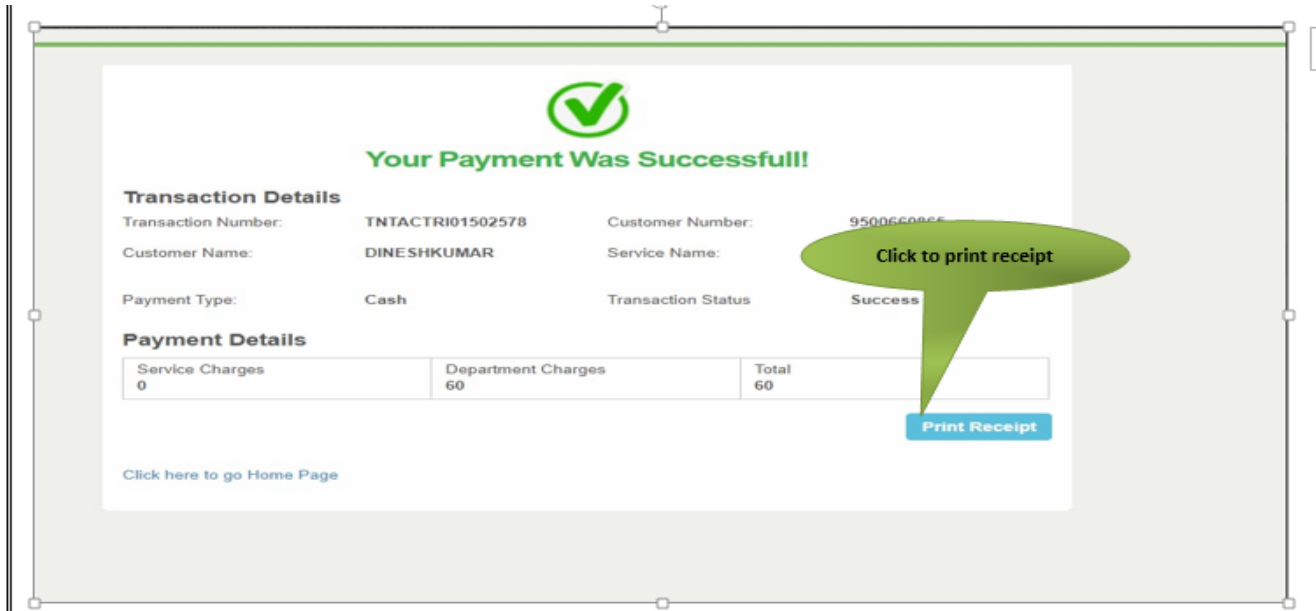
In case of failure while doing transaction or reconfirming for your payments, call us on these nos: 18004251333 from 8AM To 7PM for support. Also you can Write us at: tnesevaihelpdesk@tn.gov.in

SECTION 8: Acknowledgement receipt

Acknowledgement receipt will be shown.

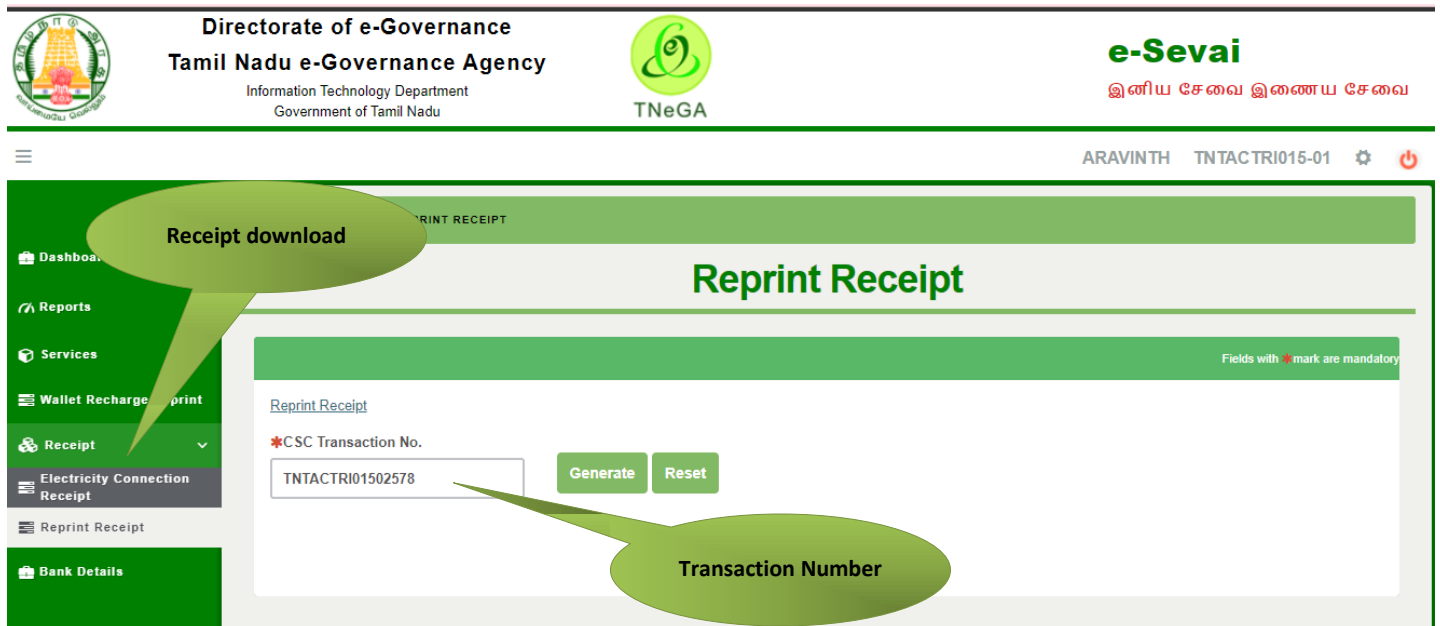
Click on **Print Receipt** to download/print the receipt.

Screenshot 1: Print Receipt



Screenshot 2: Receipt

Applicant has to download the receipt by using Transaction number.





தமிழ்நாடு அரசு / Government of Tamil Nadu
ஈசேவமையம் / e-Sevai Centre

ரசீது / RECEIPT

ரசீதுஎண்/ReceiptNo:TN-30920220702000	பரிவர்த்தனைஎண்/TransactionNo: TNELCCHN009000000630
விண்ணப்பதாரர்பெயர்/ApplicantName:Dineshkumar	விண்ணப்பதேதி/Applicationdate:02-07-202217:43:32
துறைபெயர்/DepartmentName:தமிழ்நாடுஅமைப்புசாராதொழிலாளர்நலவாரியம் / Tamilnadu Unorganized Worker welfare board	சேவைக்குவிண்ணப்பித்தார்/AppliedforService:TWB-236Renewal

கட்டணவிவரங்கள்/PaymentDetails

விவரங்கள் / Particulars	கட்டணமுறை / Payment Mode	பணம்செலுத்தப்பட்டது() / Amount Paid (Rs)
பில்தொகை / Bill Amount	Cash	0.00
இ-சேவமையம் & கட்டண / e-Sevai CentreCharges		60.00
வார்த்தைகளில் அளவு / Amount in words (Rs): Sixty only.		மொத்தம் / Total:60.00
மையத்தின்பெயர்&குறியீடு / Centre Name & Code : Corporation of Chennai Thiru-Vi-Ka Nagar(Zone VI)-ELCOT-ELCCHN009	மையஆபரேட்டரின் 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.