KSHEERASREE

FARMER REGISTRATION

USER MANUAL

**Department
of
Dairy Development
Government of Kerala**

Contents

1. Introduction

KSHEERASREE is a Unified Web Enabled framework in bilingual interoperable collaborative open-source system with comprehensive One-Stop-Shop for all citizen related information and services, providing unified access to multiple services and facilitating electronic payments for remitting all service fee defined by Government.

The main features of the portal

- Unique **SMART ID** to farmers

- Bi-lingual Farmer portal with mobile APP

- Quality based Milk Price Chart

- Real-time Data Capture of Sales and Procurement of Milk /Cattle Feed/ Mineral Mixture and all other products

- Electronic Accounting System in Dairy Cooperatives aiming for Paperless Offices

- Grievance redressal

- On-time settlement Analysis & Reports

- On boarding schemes without filing application
- Avail services by single click without submitting application with Self declaration
- Work flow engine

- Role based dashboard

- E-dbt and Integration with Treasury system for DBT

- Portlet for all stakeholders

- DSC, BAR CODE, QR CODE, Hand Held Device, NIC e-SIGN   Integration

- Self Registration facility for farmer

- Declaration of land, livestock and fodder Cultivation details by Farmers

- Digitally Signed Certificates

- Alerts on Pending Task and Delayed Task for officers

- Transparency, cashless, paperless

The objective of this document is to provide a guideline for dairy farmer on registration and profile creation process.

Prerequisites
- ➢ Internet connectivity
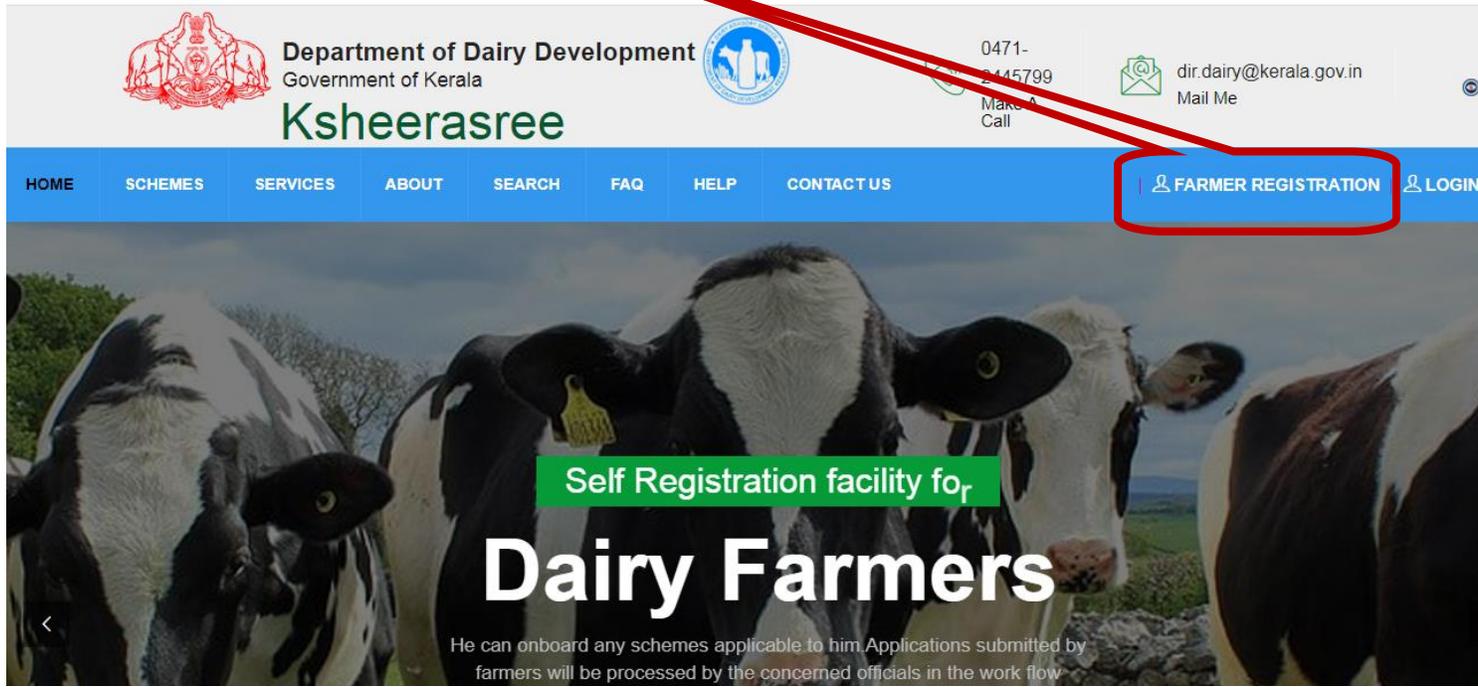- ➢ Valid Aadhaar number

2. How to Access Portal

The backbone of the Ksheerasree application is the registered farmer's data. It can be created by the Self- registration by Farmers.

3. How To Do Registration

- **Click on the FARMER REGISTRATION option on the top right corner of the home page.**

(Figure 2: Home screen Farmer Regisration Button)

- While clicking the farmer registration, the following login interface will be displayed

for Login/Sign Up into the Ksheerasree portal as shown below.

SIGN UP

On Successful registration of a Farmer, a **SMART ID** will be generated by system which can be used by the Farmer to Login to the Ksheerasree.

In order to generate the **SMART ID**, the Farmer has to Sign up into the system with his Aadhaar No. and Mobile No. and complete the Profile entry.

After completion of the Profile entry, the details are submitted to the system to generate the **SMART ID**. Till the **SMART ID** is generated the farmer can use his/her Aadhaar No. & Mobile No. to Sign Up and complete the registration process.

For new registration, farmer has to click the <Farmer registration> button in the login page above (Figure 2), and the user will be redirected to a page as shown in the figure 3 below:
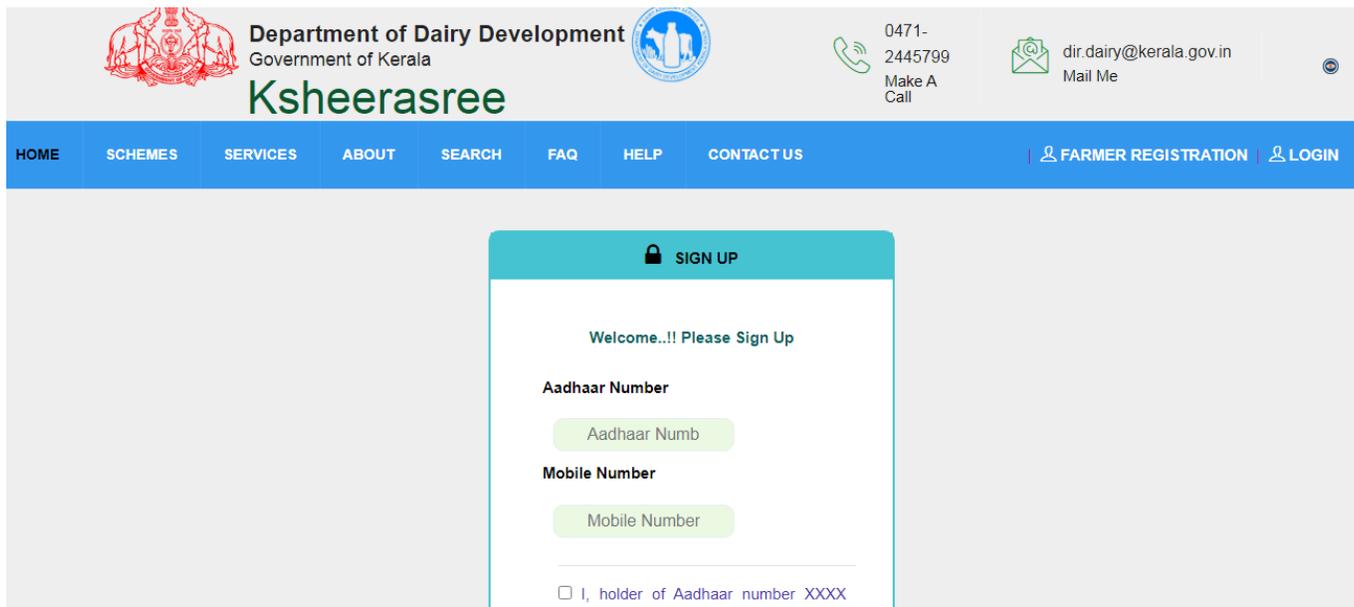
(Figure 3: Farmer Sign up Page)

A user can register only once using the same Aadhaar number. One Time Passcode is sent to the farmer's registered mobile number. User has to enter the OTP and press verify button.
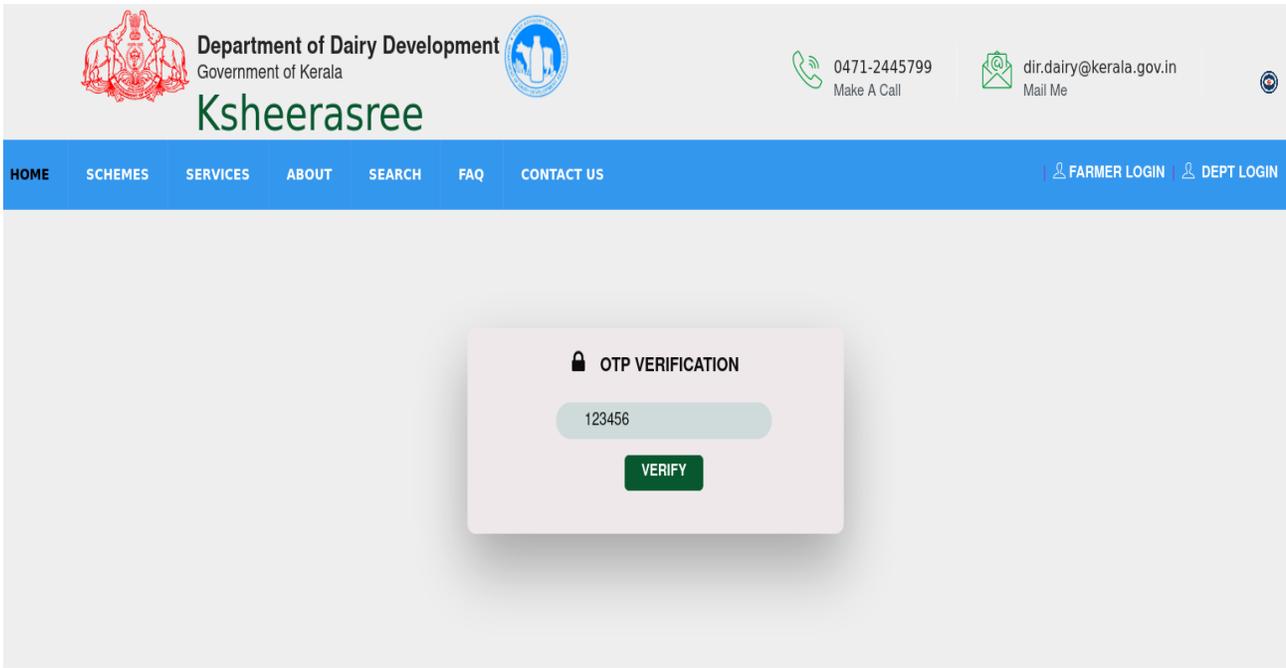
(Figure 5: OTP entry)

If the user has entered a wrong OTP, the system will ask to click resend OTP button for the user to proceed with the registration process.
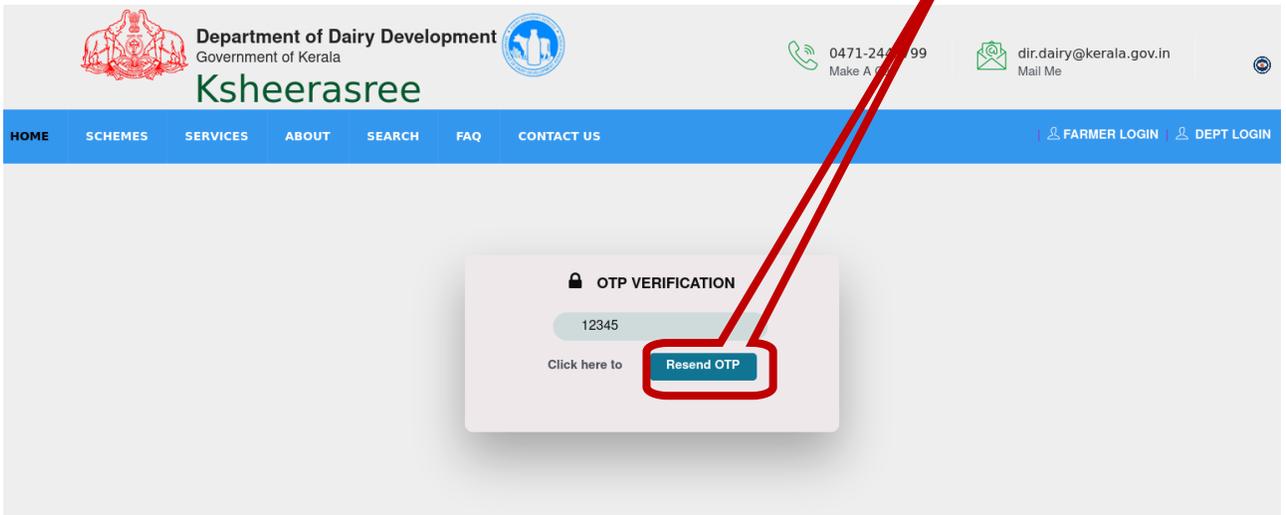
(Figure 6: Resend OTP)

After entering the valid OTP, the following screen will be displayed. Then press the OK button.
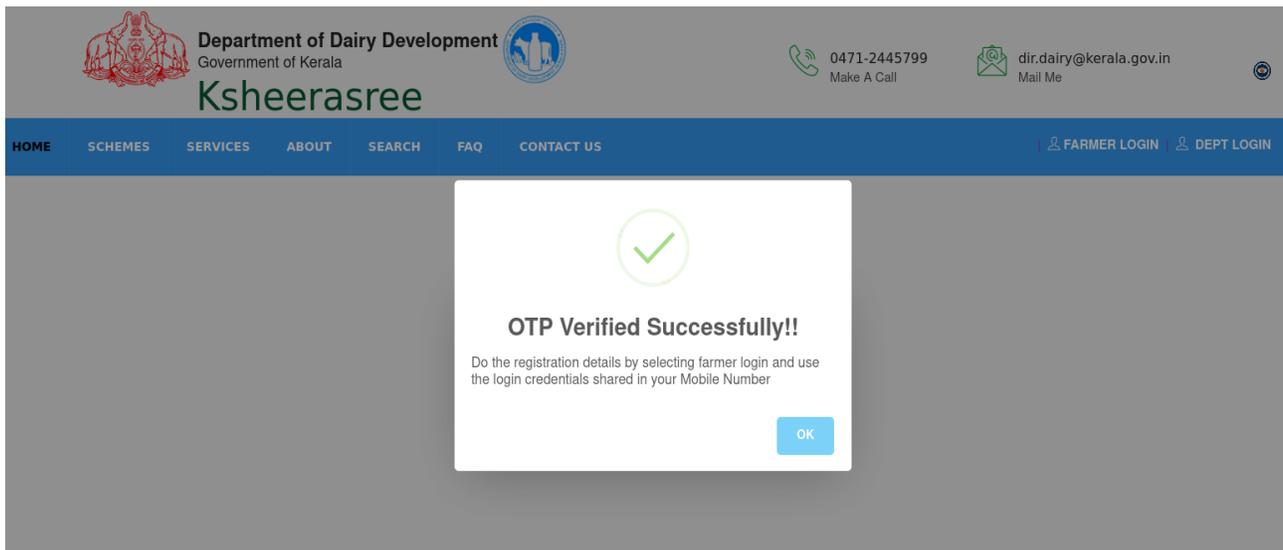
(Figure 7: Successful OTP Verification)

(If the OTP validation fails then only show the alert. Otherwise proceed directly to Profile entry page till the **SMART ID** is generated.)

Once successfully verified, user will be redirected to the farmer profile page for creating his profile.

(Figure 8: Farmer Profile Creation)

The farmer can create his profile with minimum mandatory parameters like Gender, Monthly income, Bank account details and Communication details etc. The user is expected to enter all the parameters marked as **"*"**. Also, farmer can chose whether he would like to become the member of a Dairy cooperative society or not.

When giving DBT Code and ok , farmer details will be fetched and shown in the registration form.

While clicking 'fetch from POS', Family details and Monthly income will be fetched from the ration card.
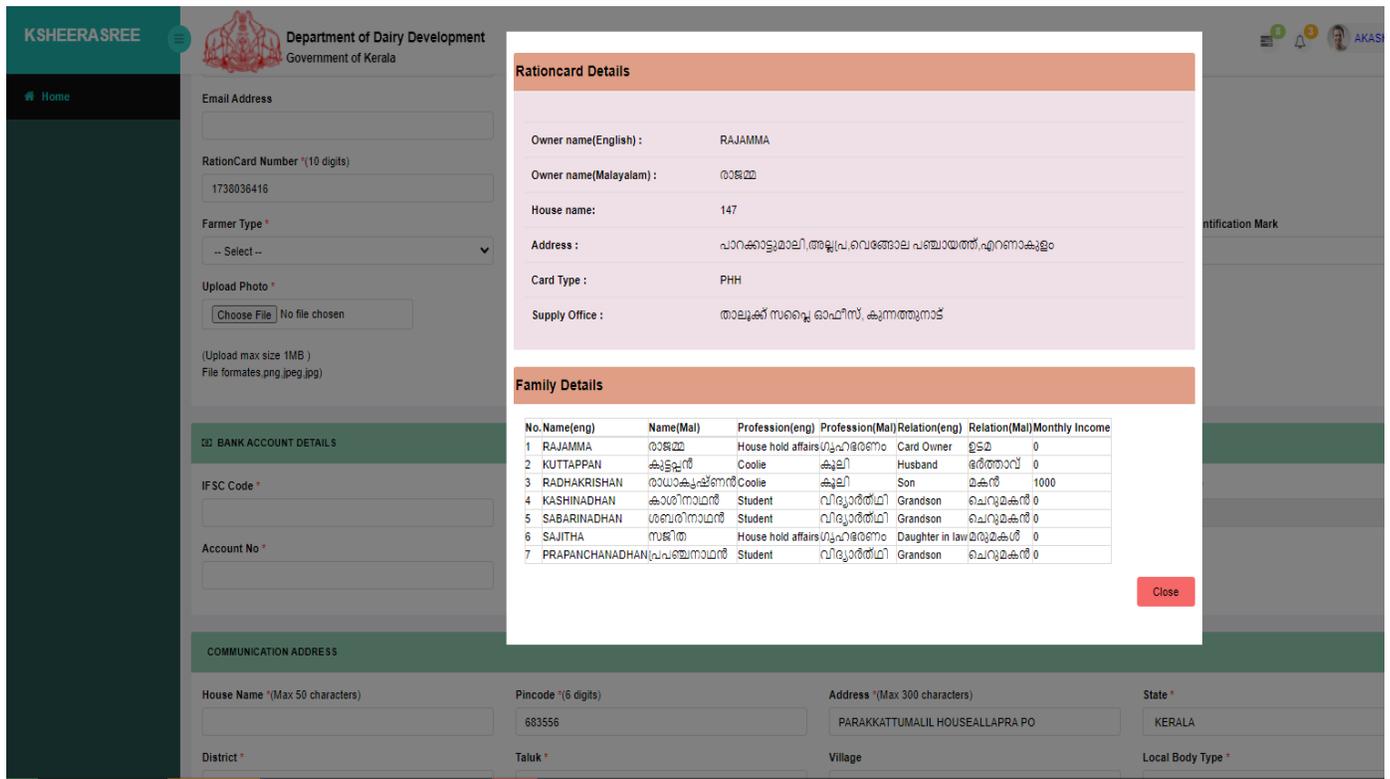
 After entering the details, he can press submit button for creating **SMART ID** for availing Government benefits. Once submitted, system will generate and display **SMART ID** as shown in following screen.
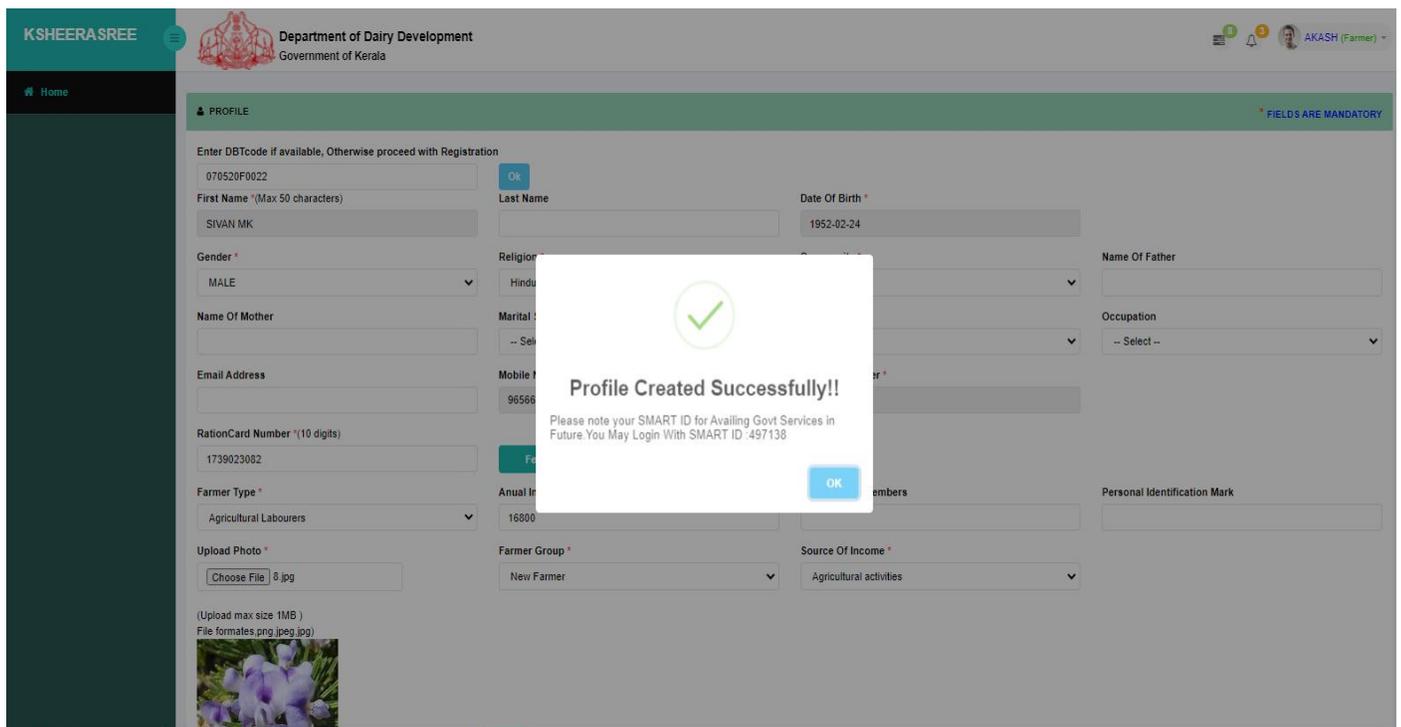
(Figure 9: SMARTID generated)

Once **SMART ID** is created, user can logout and again login using the system generated **SMART ID** as username and password for entering his accessory profile details like affidavit, family details, nominee details, field knowledge and details about his assets.

4. How To Sign In

- **Click on the LOGIN option on the top right corner of the home page.**

- While clicking the Login, the following login interface will be displayed
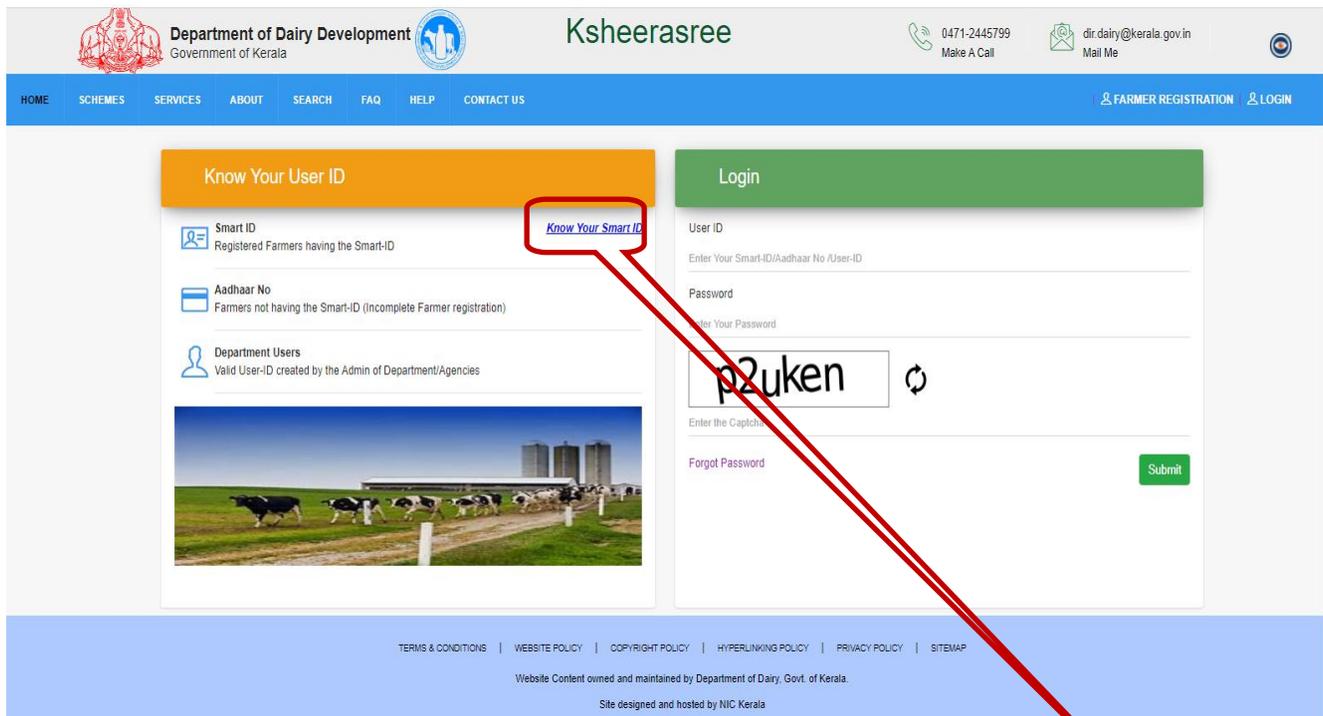
The user can login using the **SMART ID** and password.

If the user forgot his smart id he can get the smart id by clicking on **Know Your Smart Id** option on the left of login page.

- While clicking the Know Your Smart Id, the following login interface will be displayed
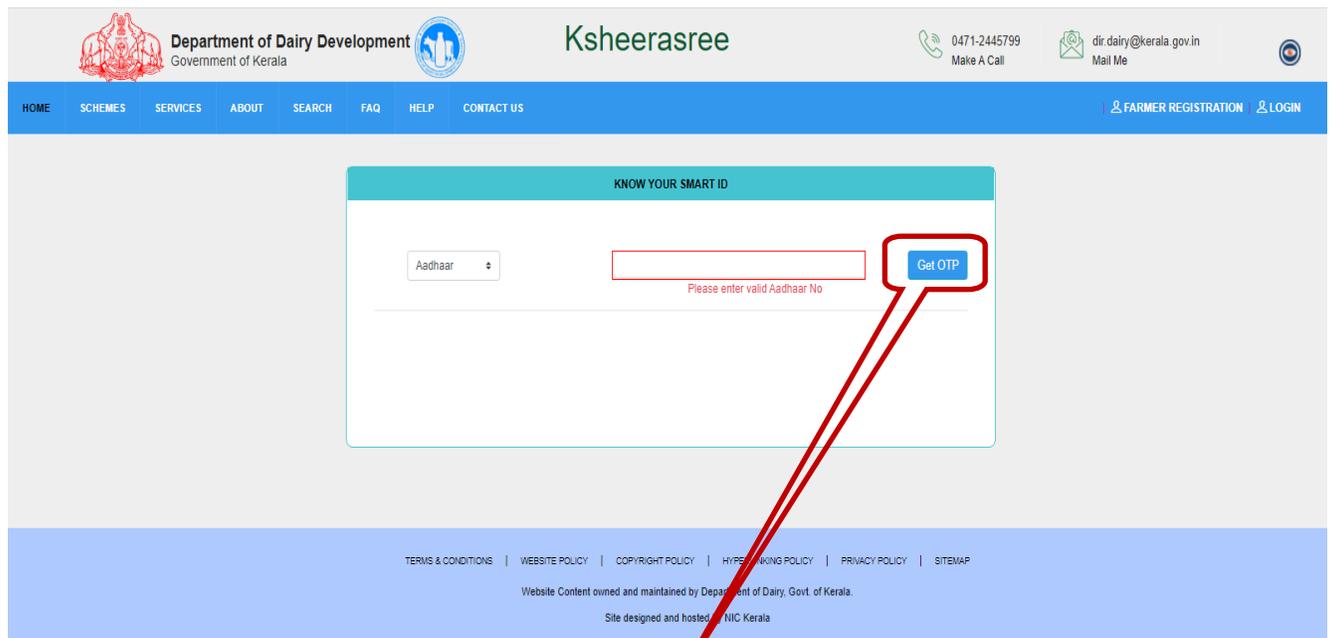
While clicking on Get OTP, A new interface will be shown as follows
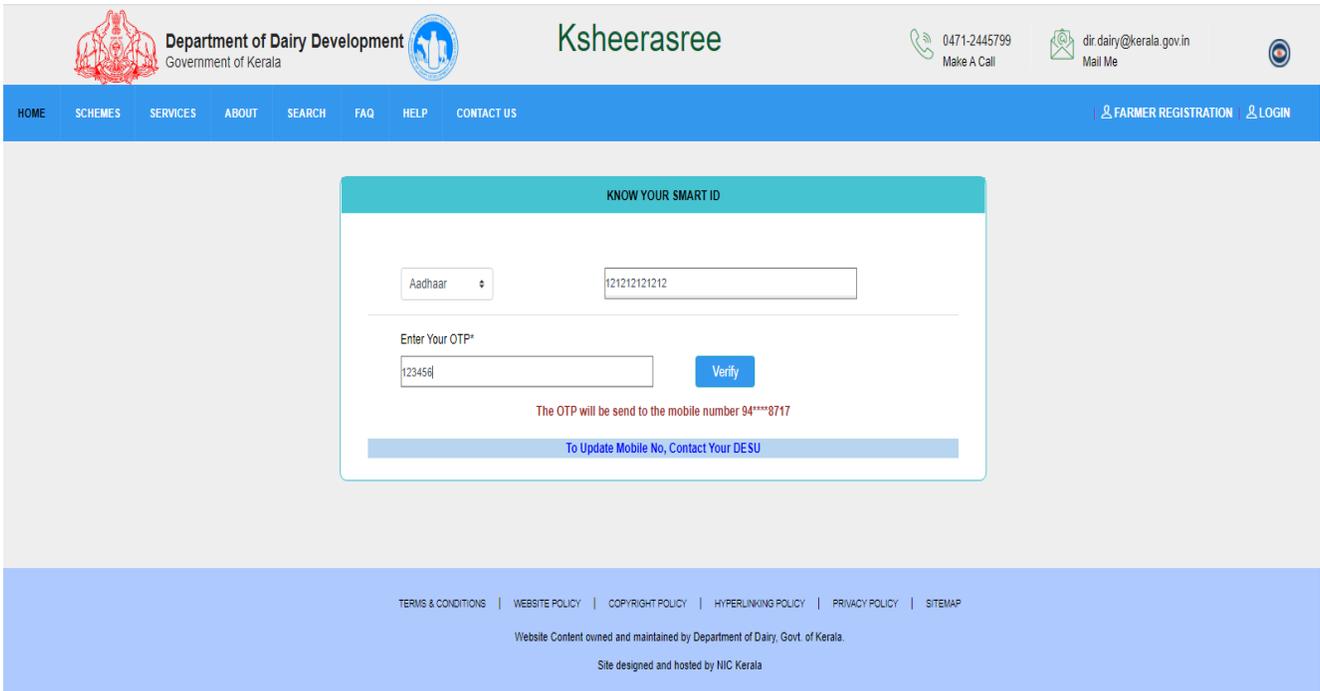
If the user forgot his password, he can generate new password by clicking on forgot password option in the login page.
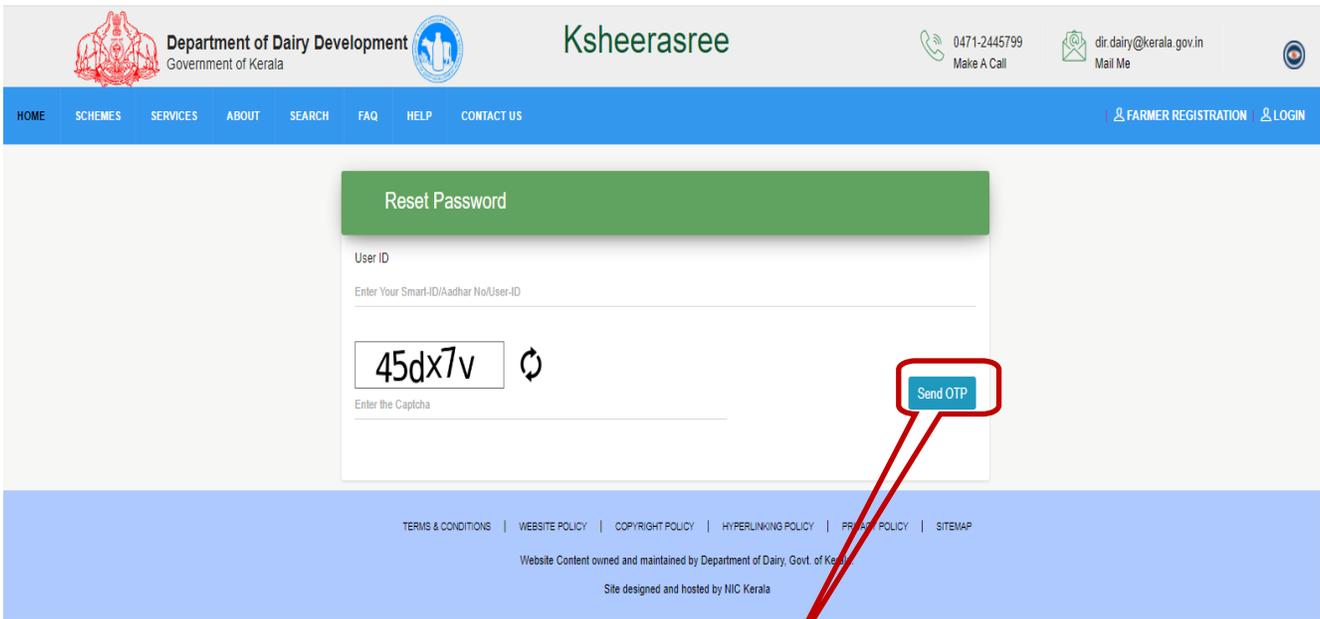
While clicking on Send Otp button , an otp will send to the corresponding mobile number and a new interface for create new password is opened.
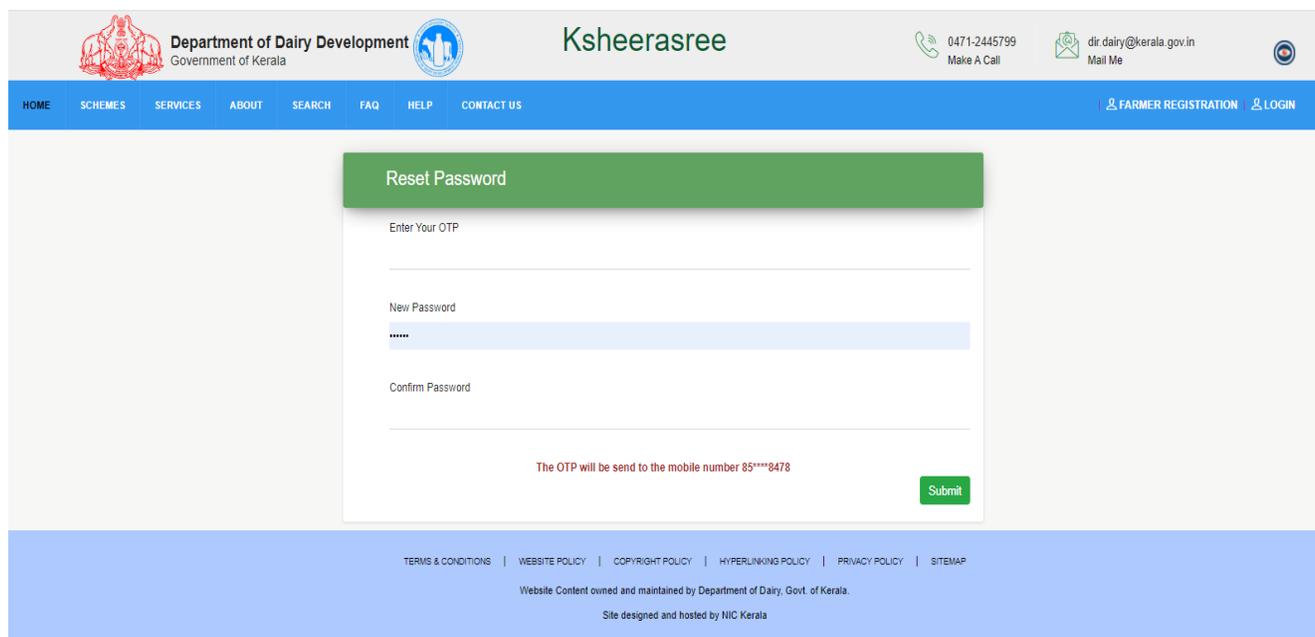
Here your can reset their new password.

After logging in using **SMART ID** as username, farmer can access his services.

The following is the landing page of farmer portal.
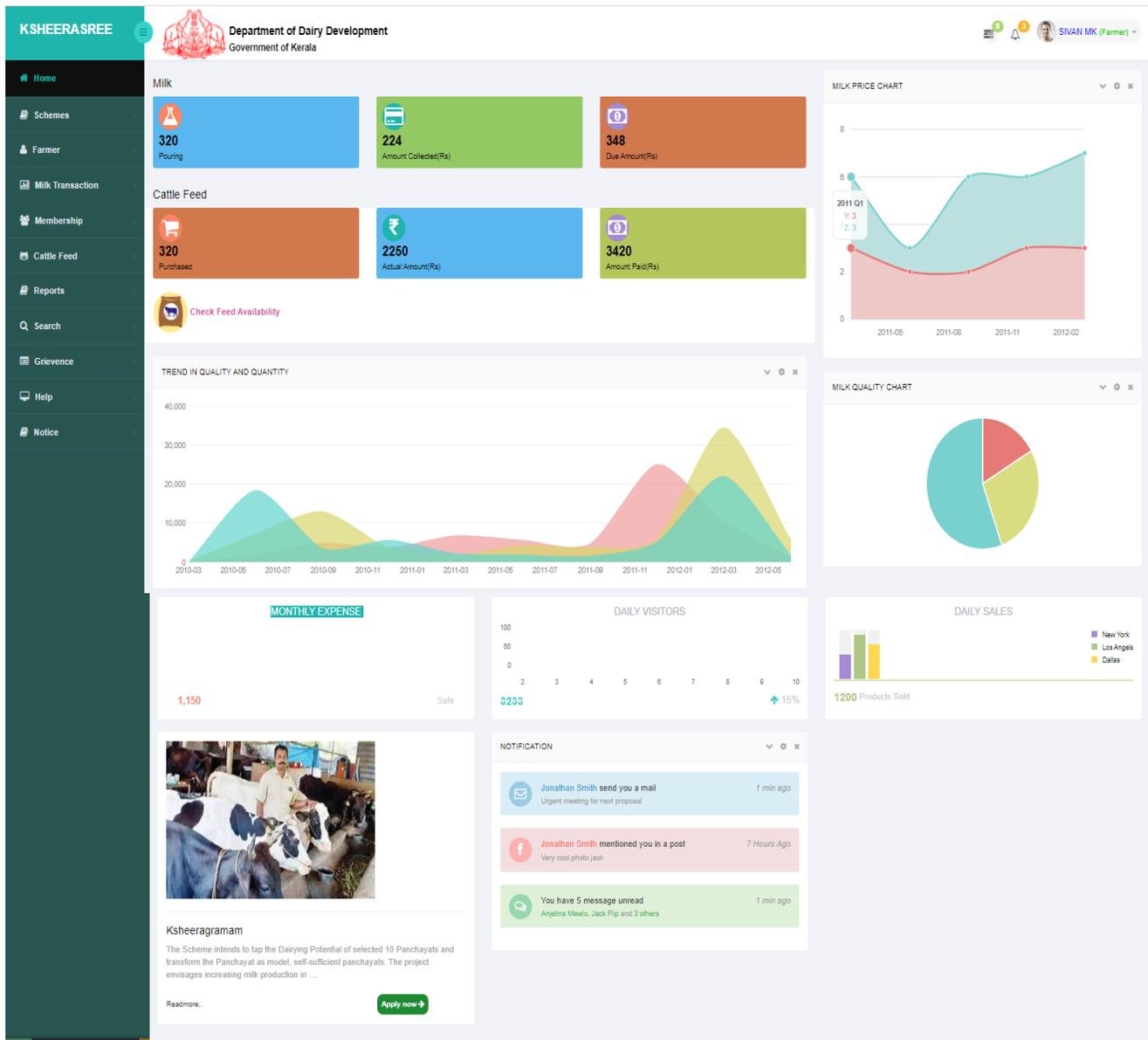
(Figure 10: Farmer Centric Dashboard)

5. Farmer

5.1 My Profile

For creating his profile, he has to select my profile from the farmer menu.

While clicking the **My profile**, the following functionalities will be displayed as tabs.

a. Profile

While clicking the profile tab, the following interface will be displayed to capture the details

(Figure 11: Farmer My Profile)

b. Affidavit

(Figure 12: Affidavit)

While clicking the affidavit, the farmer is asked the following questions:

- Whether **already member of a society.**
- If farmer chooses yes, then questions such as whether he would like to **pour milk, become a fund board member, is willing to comply byelaw**, are asked.
- If farmer chooses No, then he is asked whether he is a member of any other society.

If Yes, society details including membership number is asked and system will prompt that the user can only become a nominal member of the society

After answering the affidavit questions, then user can click on the save button to save the affidavit declaration form. If farmer is willing to become a **nominal member**, then he should pay the nominal fee as per Govt order by clicking the button **Click To Pay'.**

(Figure 13: Affidavit Nominal Fee Payment)

c. Loan

(Figure 14: Farmer Loan Details)
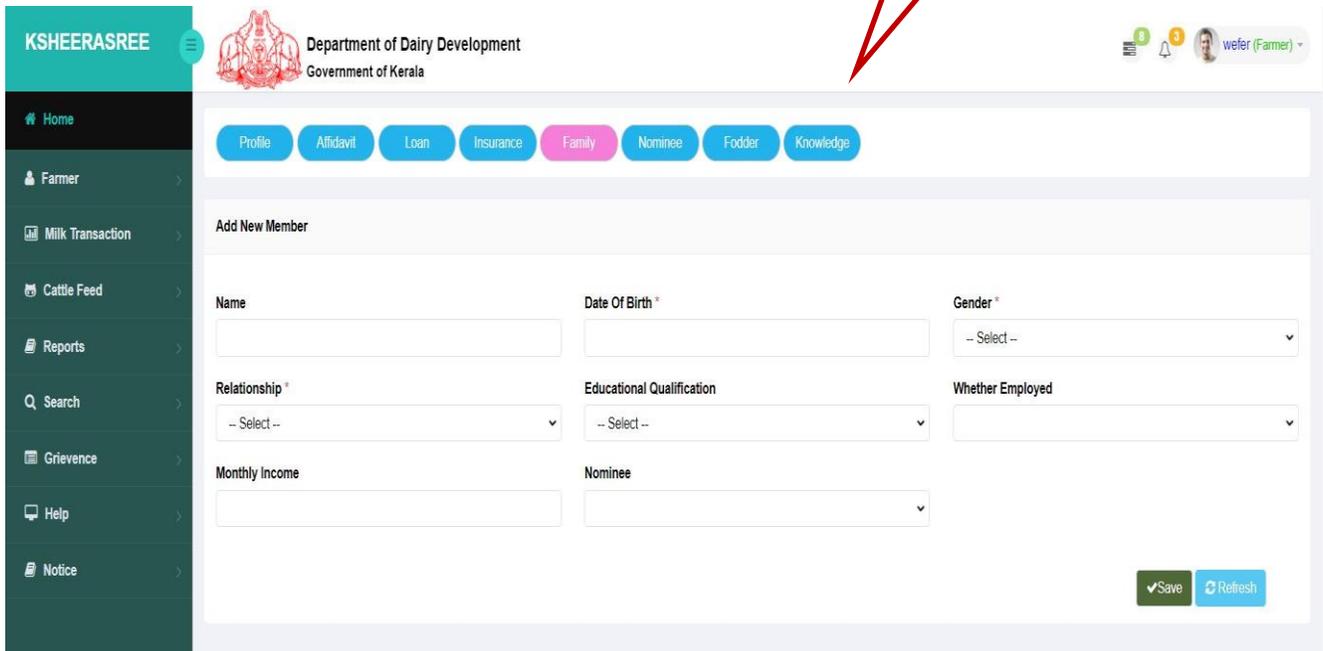
d. Insurance

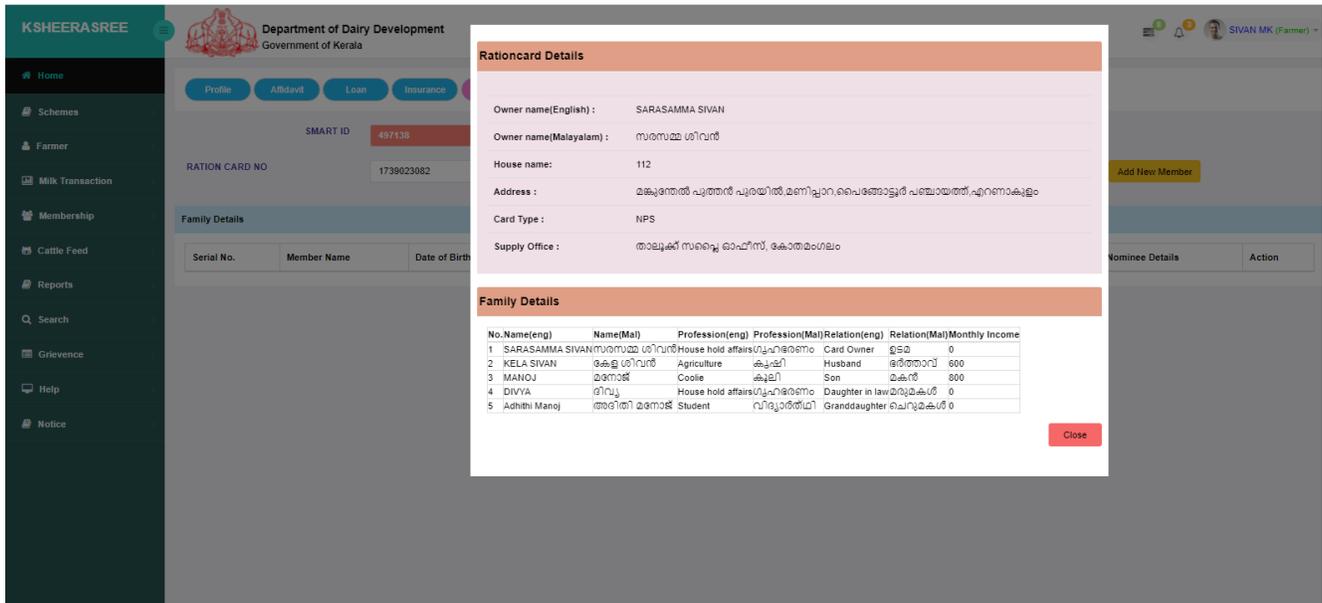

(Figure 15: Insurance Details)

e. Family
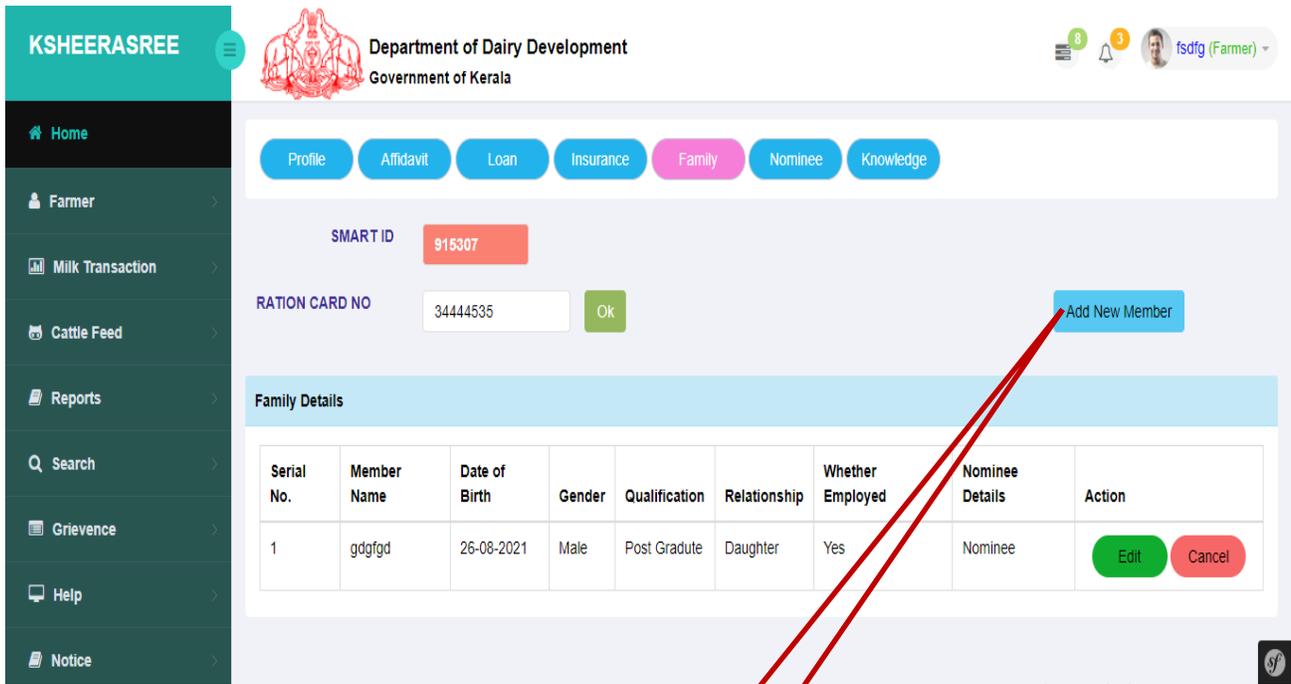
(Figure 16: Family details)

Family details can be captured by using the option either using open API to fetch data from the PDS system or by clicking Add new member button, the following interface will be displayed.
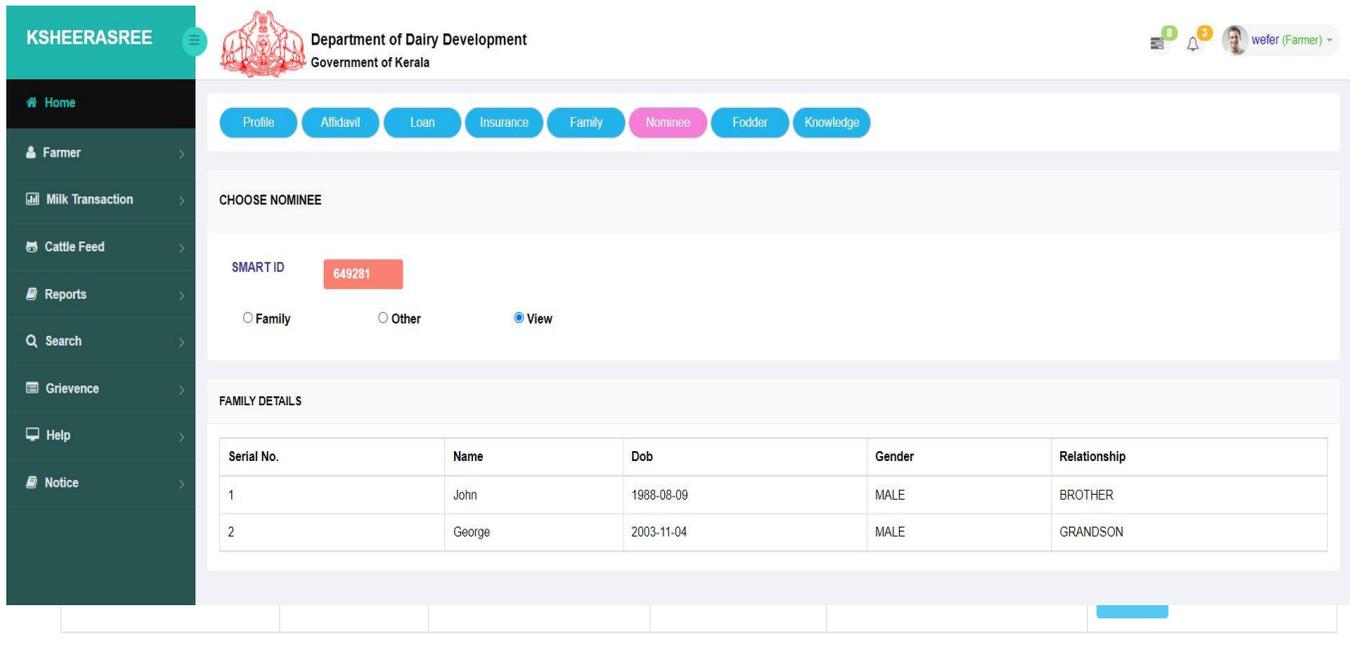
While giving ration card number family details will be shown as popup.

(Figure 17: Add new member)
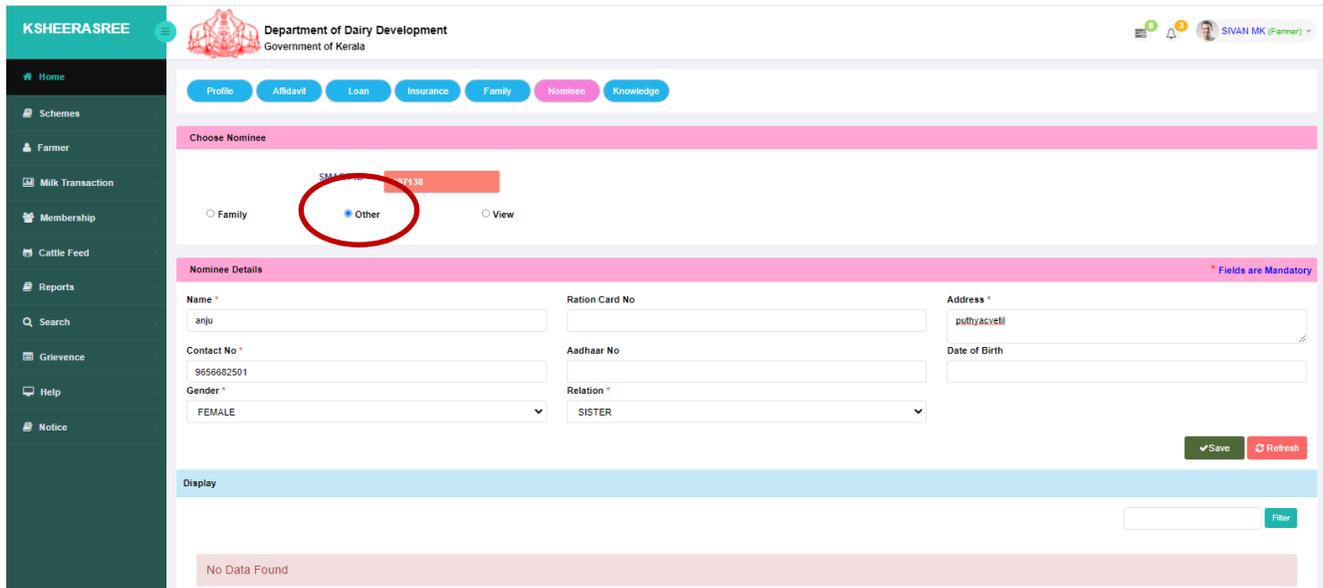

(Figure 18: View Family Nominee Members)

f.Nominee

While clicking the nomineee button , the following options will be displayed.

(Figure 19: Add Nominee Members)

Family – viewing family members with nominee.

Other - for adding nominee other than family members

View – view all nominee members

(Figure 20: View Nominee Members)

g. Knowledge

This option is updating the field experience / knowledge.
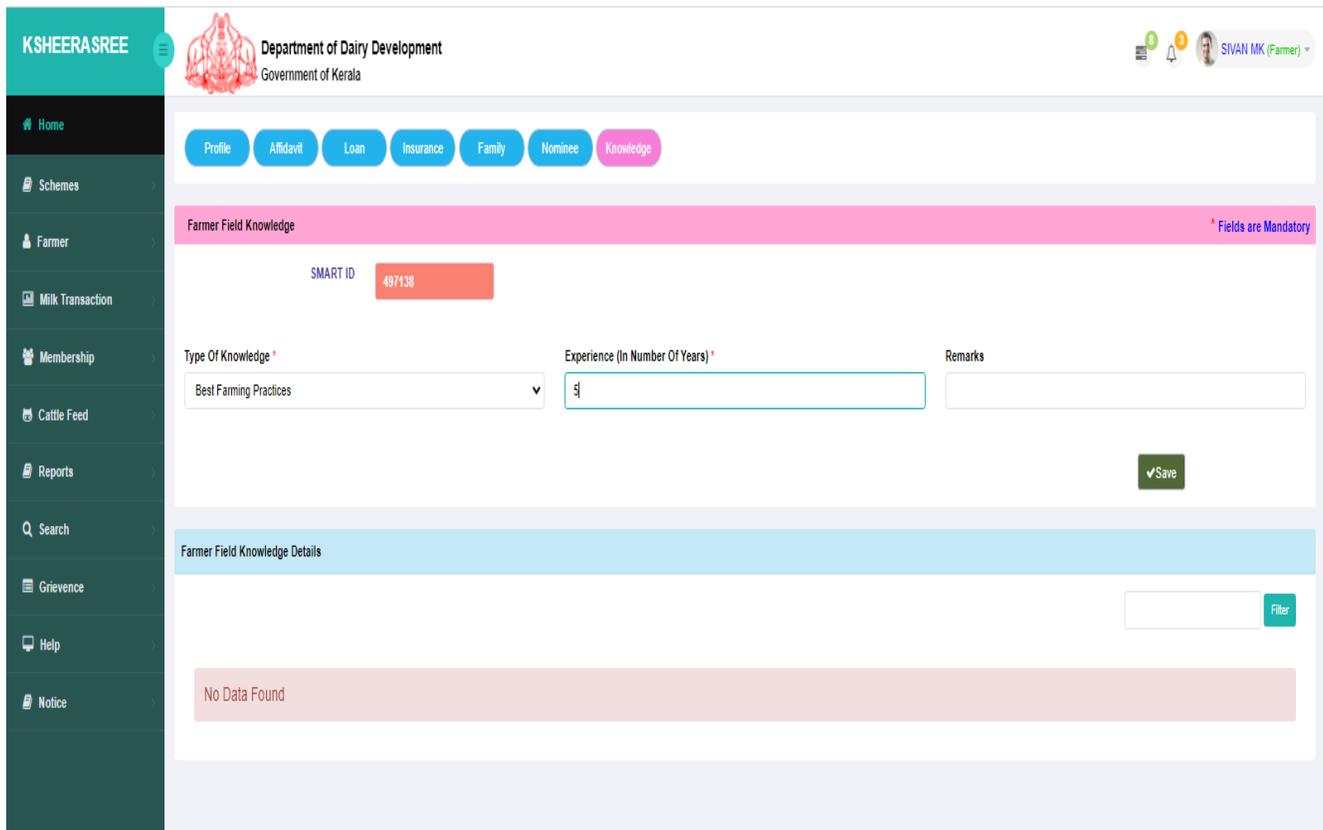
(Figure 21: Field Knowledge)

5.2 My Assets

While clicking, the My Assets, the following interface will be displayed.

a. Land

(Figure 22: Farmer Assets)

System will do validation of survey no and sub survey no. with land record system

b. Fodder

This option will add fodder details by adding land owned type ,fodder type and area of cultivation.

(Figure 22: Fodder Cultivation Details)

c. Livestock

This option will add livestock details by adding species type, species name, Breed and number of livestock.
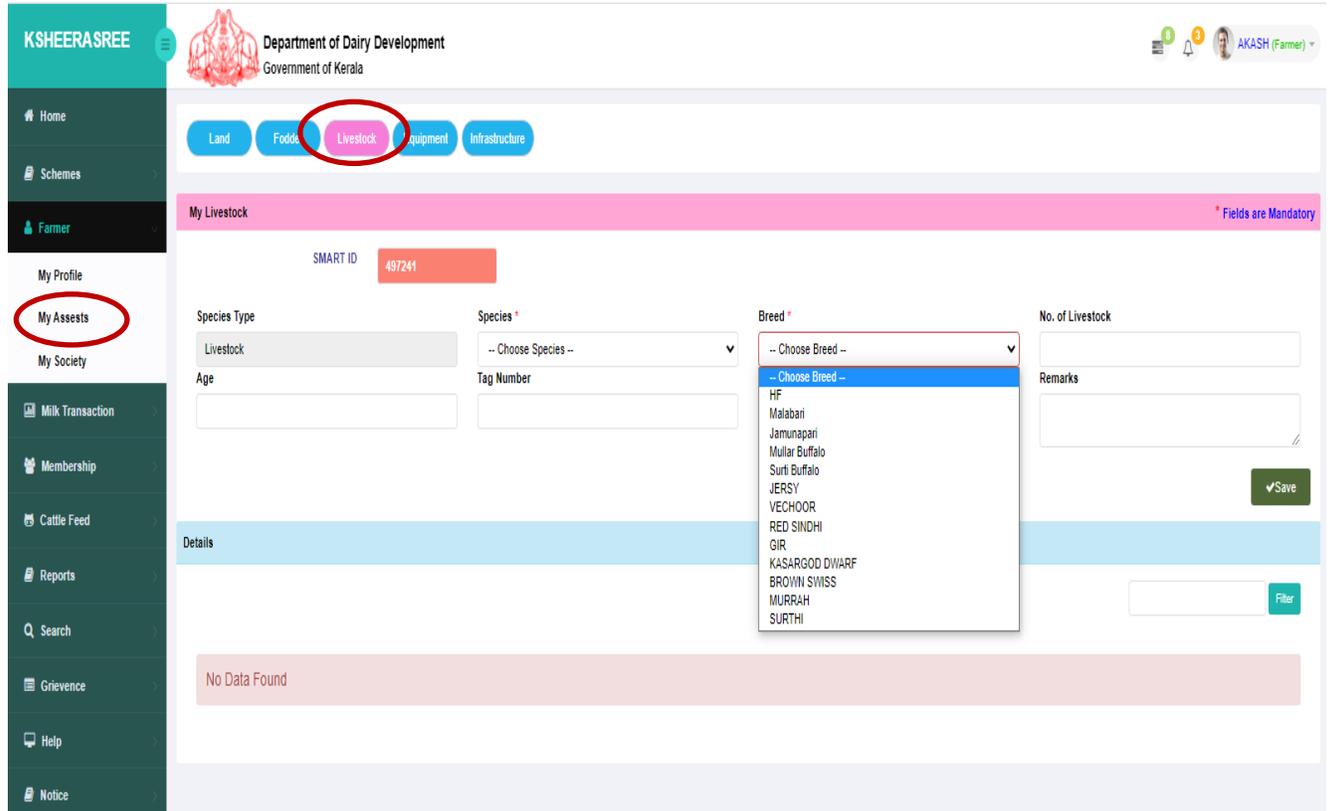
(Figure 23: Livestock details)

d. Equipment

This option add equipment details by adding equipment type, no of equipment's, purchase amount etc.
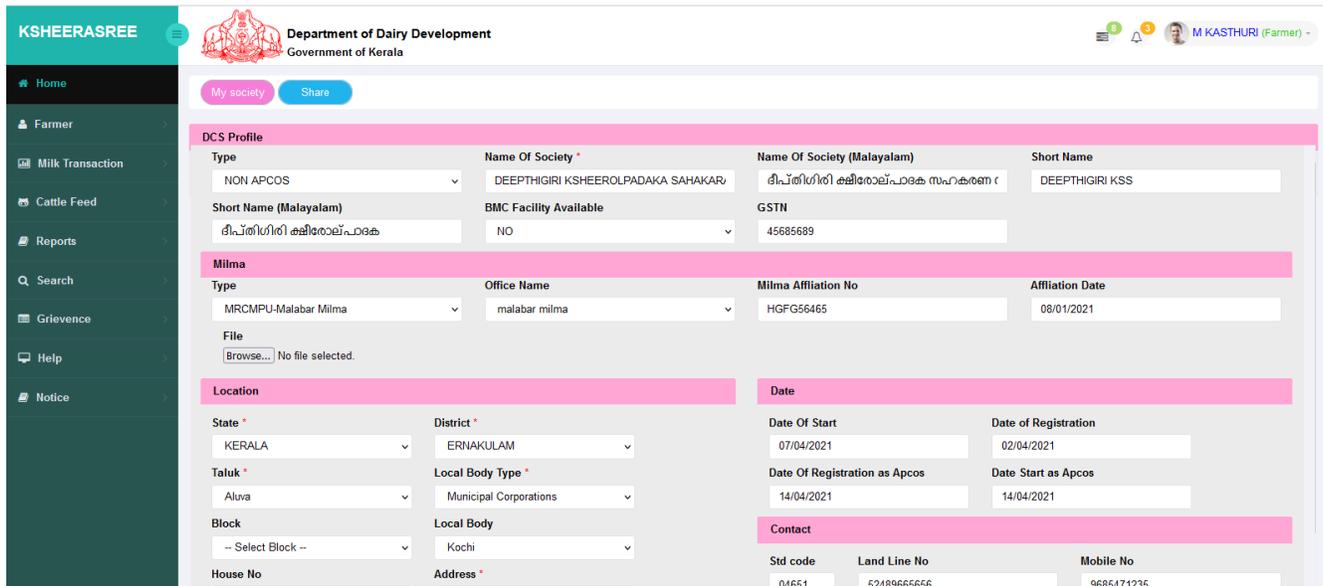

(Figure 24: Equipment Details)

e. Infrastructure

Farmers can insert infrastructure details by entering infrastructure type, total area and number.
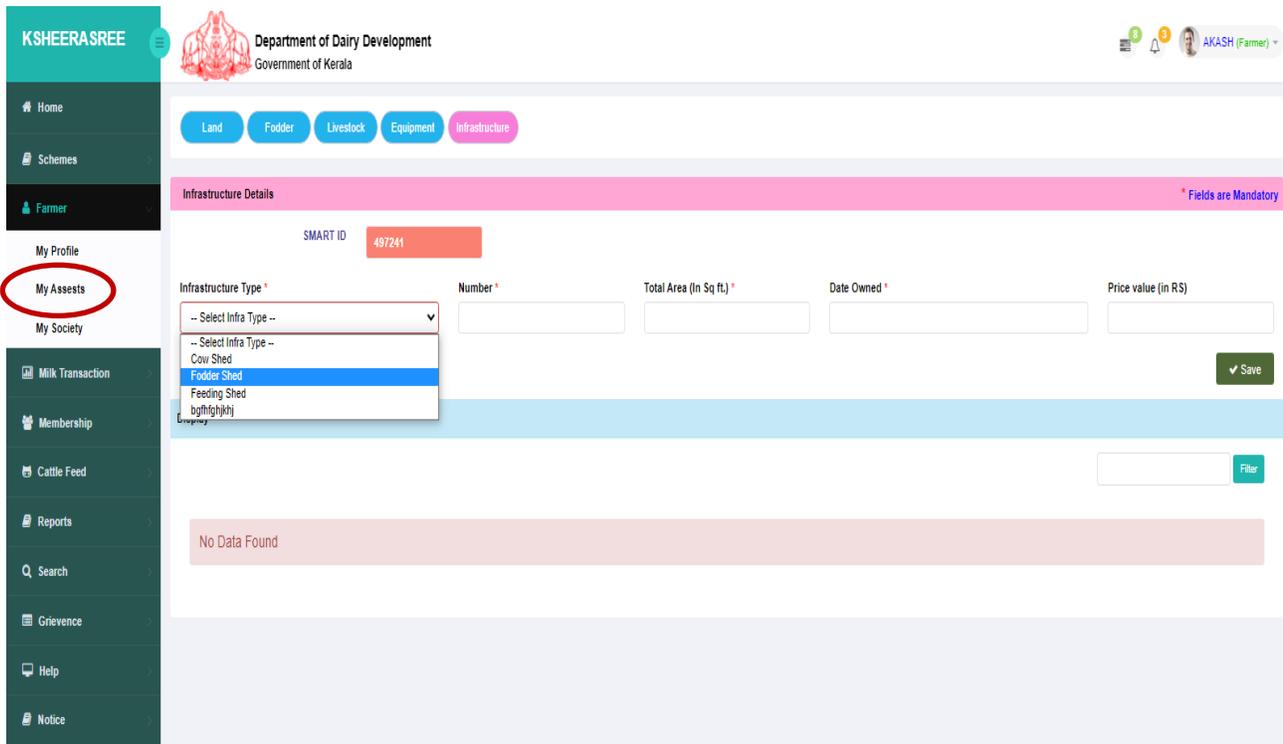
(Figure 25: Infrastructure Details)

5.3 My Society

a. My society - Farmer can view his society profile.

(Figure 26: My Society)

   b. Share

The farmer can view the share details while updated at the time of becoming member.

(Figure 27: Farmer Share Details)

6. Schemes

After success full completion of farmer registration, Farmers can apply the for scheme.

Farmer has to choose **NEW from scheme menu**, the farmer can apply for the schemes.

6.1 New Scheme
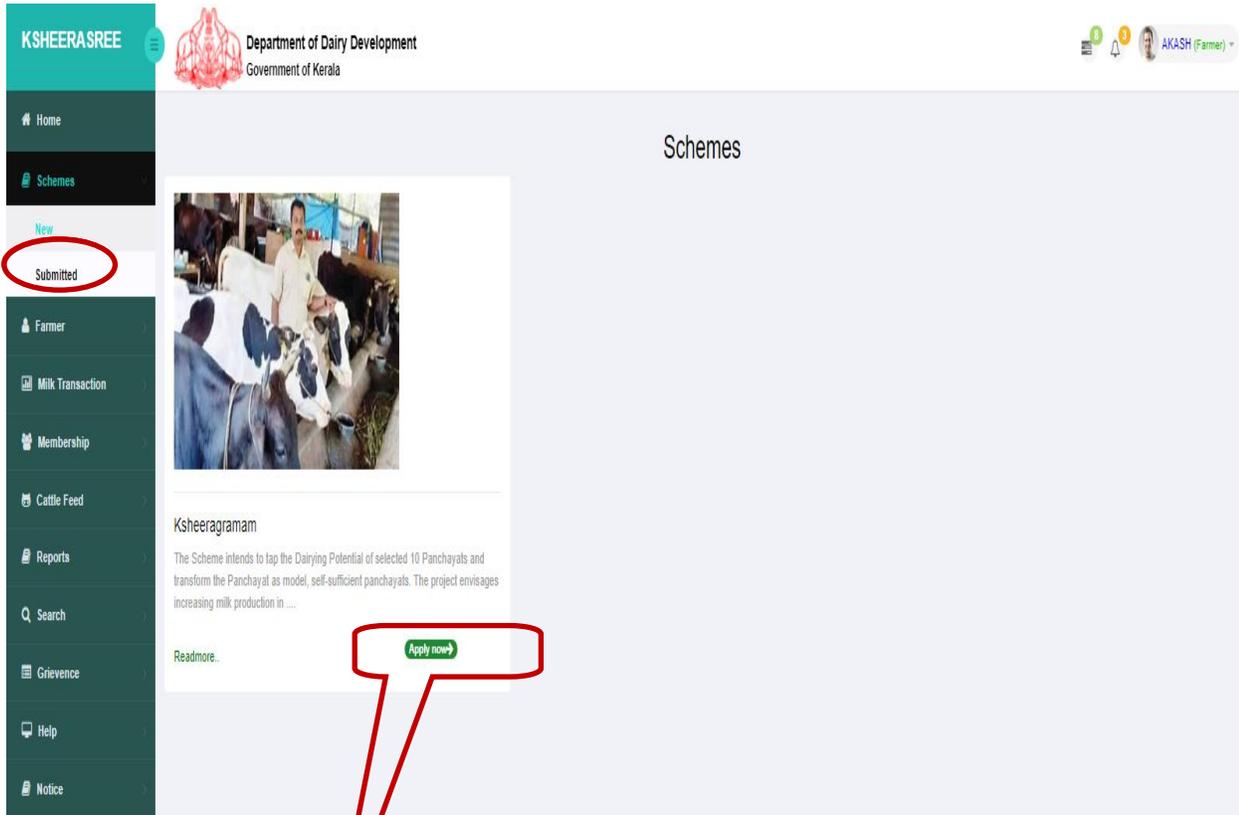
(Figure 28: Apply for scheme)

While clicking on Apply now Button, the following interface will be displayed for the farmer to apply for the available services.

(Figure 27: show list of services)

While clicking on Apply button, a popup window will come displaying the scheme parameters and the amount required to be spent against each parameter. If the farmer is ready to spend the amount he will choose I agree option and click on proceed button, where he will be re-directed to the application of corresponding service.
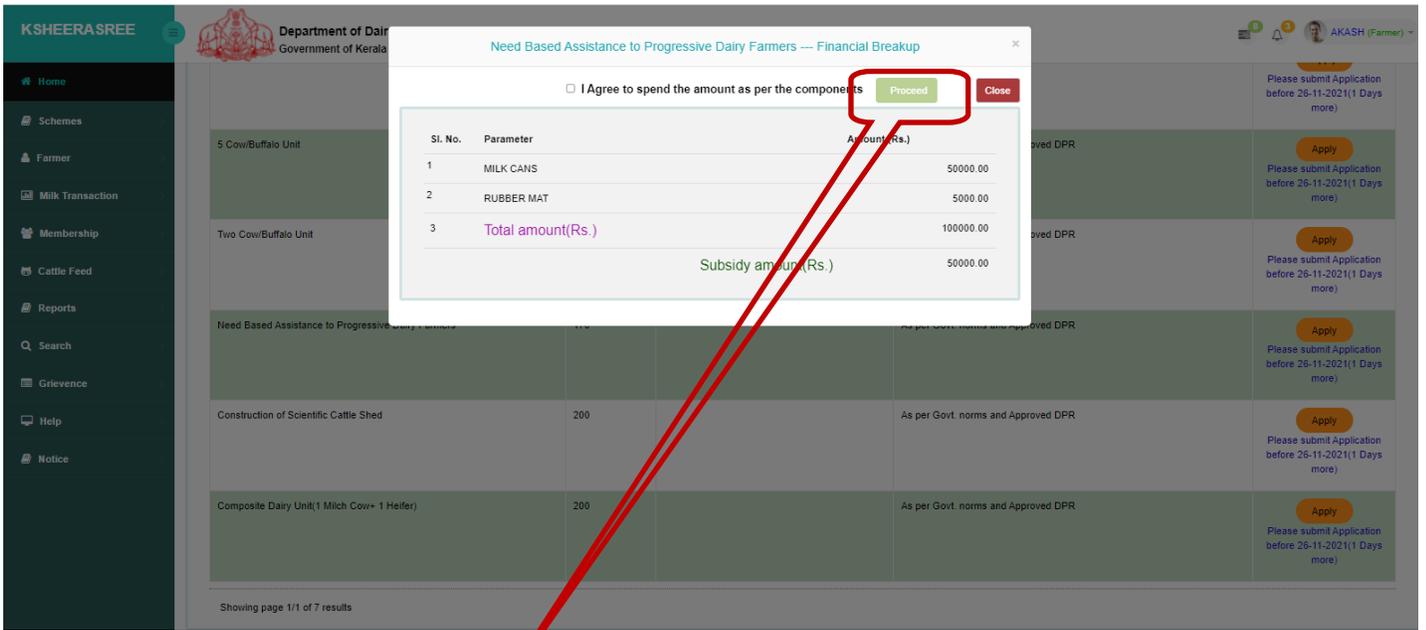
Schemes may not be available in the following cases

1. Target for the service related to the scheme is not set.
2. Area of allocation of the service related to the scheme is different from the area of the farmer
3. Application date for the scheme has passed

If the scheme is not available an alert message will be popup as shown below while clicking on the Apply button.

After clicking proceed button he will be redirected to the page for applying services.

The application form shows the farmer details at the time of farmer registration.
The farmer will confirm Bank details, Land details and Livestock details before submitting the application.
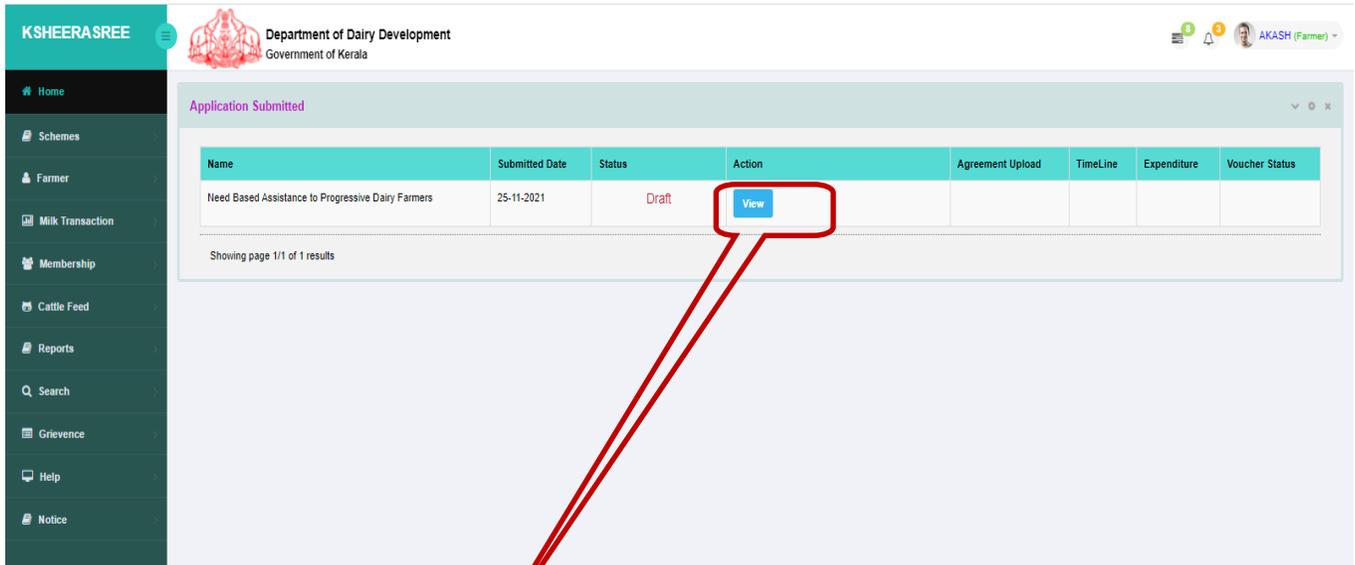In upload document section there are mandatory and optional documents. The farmer must upload mandatory documents before submit.
The mandatory confirmations should be given before submit.

The farmer must also confirm the mandatory declaration in the declaration section

6.2 Submitted

After successful completion of application entry, the application will be shown in submitted option in the scheme menu.

Clicking on the view button shows the saved application details.

Please Note:
• FARMER can register only once with the **AADHAAR CARD NUMBER**
• All the status details would be sent to the user immediately through the Message on your registered mobile number and Email Id.

Farmer Registration Process Flow

Scheme Registration Process flow

Update profile	Select scheme from list	Give consent for full filling the service component condition	Confirm bank, land and live stock details	upload mandatory documents	Giving mandatory confirm,ation and submit application	View submitted application
1	2	3	4	5	6	7