NOC for Non-Forest Land

User Manual

Table of Contents

List of Figures

1. Overview

The GIS based system is developed by MAP_IT for the Department and for the applicant user to apply for Non-Forest NOC Certificate. The system verifies the Khasra details of the respective NOC application and issue the NOC through the develop system. This GIS web application facilitates user to download NOC Certificate. The Department module is provided to view its NOC applications and mark status manually for buffer land. The system also shows Rejection Certificate or send application to DFO, as per the case applied on the respective Khasra. The front end of this web application is in Hindi. The administrative and user module are in English. The features of this web application are explained in detailed as below.

2. Features of Application

1. There are two types of users of this web application as below:

    1.1. Applicant user

    1.2. Department user

2. This web application, has below functions:

    2.1. Login for Applicant

    2.2. Login for Department

    2.3. Apply for Non-Forest Land NOC Certificate

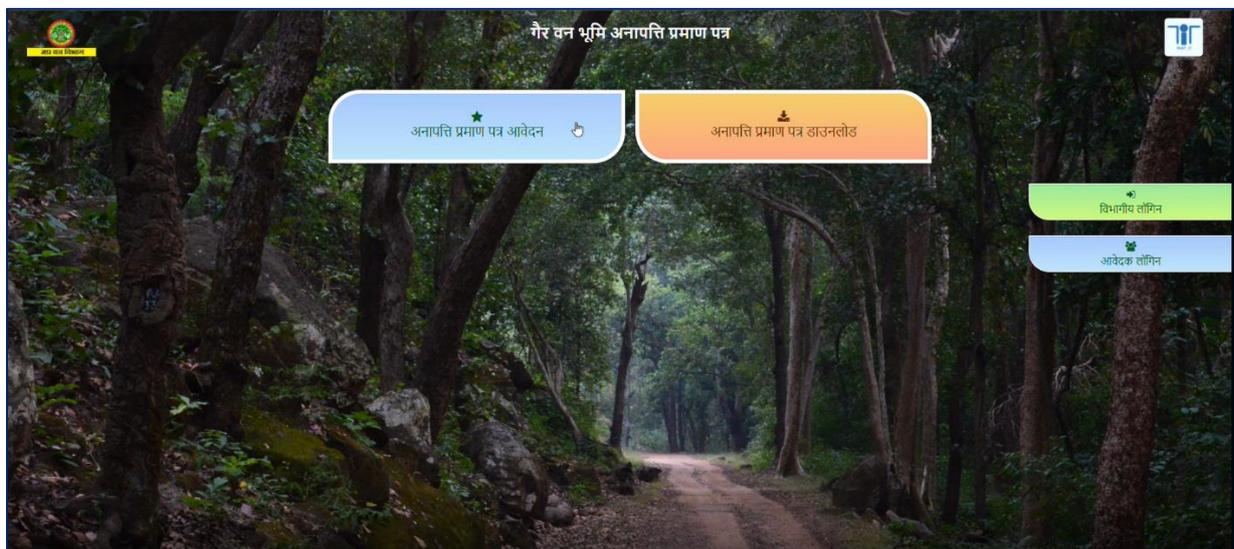   2.4. Download NOC Certificate

Figure 1: Home Page - Non-Forest Land NOC Certificate Application

3. The system is configured with Department DFO Territorial and Production users

4. There is a "Mobile OTP verification" applied before login, for both Applicant and Department user

5. There are "62"Divisions in the Forest Department of MP and based on these divisions, the administrative hierarchy of the forest data is configured in the system

6. The system has been configured with three categories and its primary rules set as:

    6.1. For "Forest Land" will show Rejection NOC

    6.2. For "Non-Forest Land" will show Non-Forest Land NOC Certificate

    6.3. For "Buffer Land" will show status as send to department to verify

7. User messages are shown in Hindi language to the user on the front-end application

2.1Features for Applicant

For Applicant, below listed features are provided in this GIS web application as following -

1. There are two main criteria of Non-Forest Land NOC Certificate generation, as below:

    1.1. Non-Forest Land NOC will be generated immediately

    1.2. Non-Forest Land NOC will take 15 days processing

2. The auto-generated application number will be shown to the applicant user and the number will be in alpha numeric character

Functions are further described as shown in following headings.

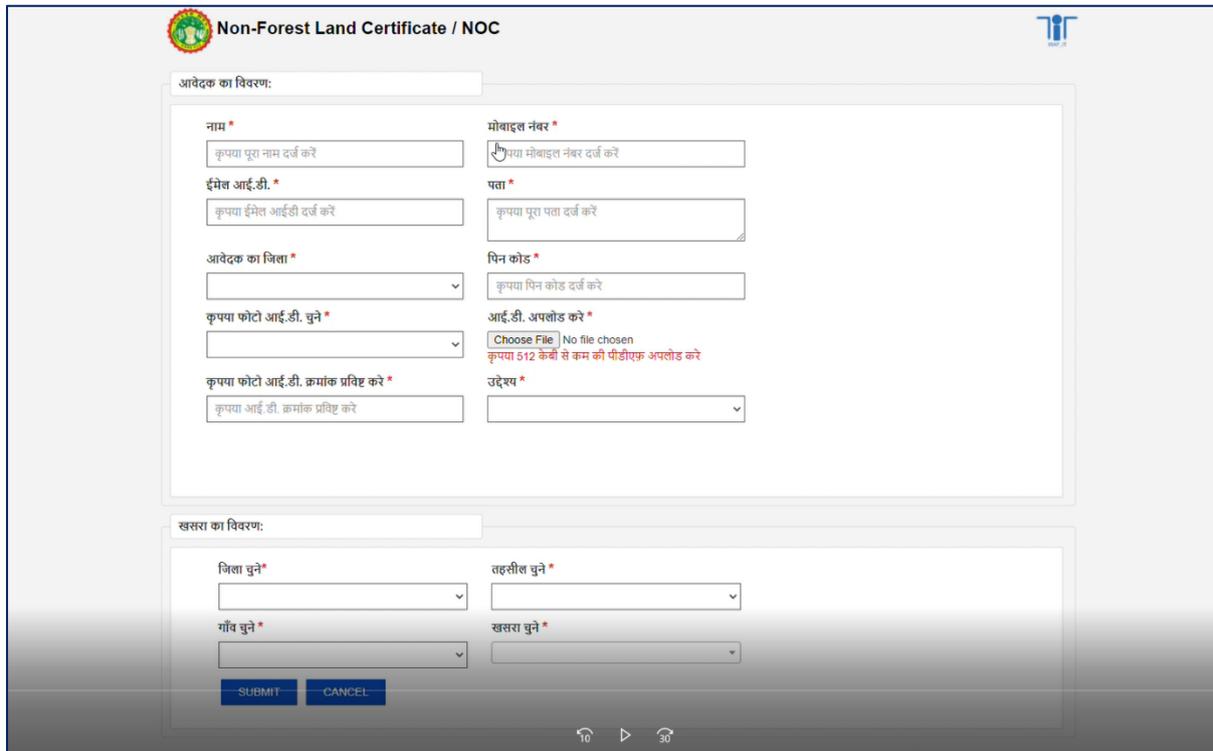## 2.1.1Apply for Non-Forest Land NOC Certificate

Figure 2: Apply for Non-Forest Land NOC Certificate

Without Login, Applicant user is allowed to access the application form on clicking link "Apply for Non-Forest Land NOC Certificate" / अनापत्ति प्रमाण पत्र आवेदन and is allowed to submit the form with necessary details. This function has associated sub-features as below:

1. Applicant is required to "add Photo ID". For this, there is a list provided and applicant can select any one, such as from Pancard, Voter ID Passport or Samagra ID. Applicant can enter number of ID and upload scan copy of the document to use as a ID proof

2. There is a feature provided in the application of validate Khasra and view Khasra on map. Before submitting the "Non-Forest NOC Form", the pre-validation check on Khasra category and its status are as per Forest norms. If the category and status of Khasra qualifies the department norms, then user is allowed to proceed otherwise user will be shown respective message

3. The application will display the selected Khasra along with adjoining Khasra on top of Google image

Figure 3: Displaying Khasra on Map

4. After the result of pre-validation check is displayed, the system will show next step of fees payment link applied for the NOC Certificate

Figure 4: After verification, displaying option to proceed

5. Once fees is paid successfully by the user, the system will show button as "View NOC" for the respective application
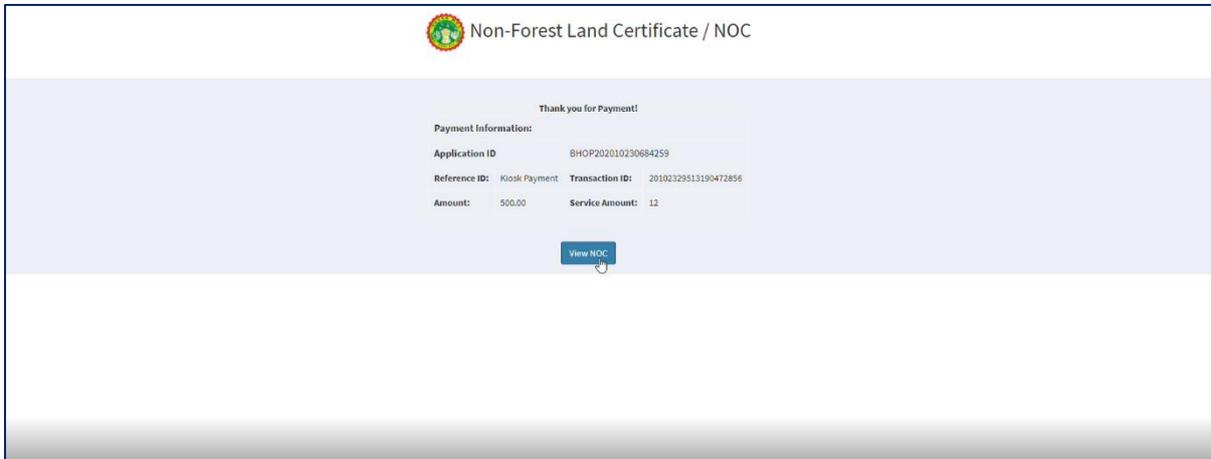

Figure 5: Acknowledgement of successful fees payment

6. On clicking "View NOC" it will show the Non-Forest NOC Land Certificate

7. The generated NOC Certificate will have QR code along with the Khasra and user details

Figure 6: Generated Non-Forest Land NOC Certificate with QR Code

8. In case of "Khasra not found", there is an option provided to add Khasra manually with district and tehsil dropdown selection facility. On submitting, system will acknowledge user with the message that the application has been forwarded to DFO for validation

    8.1. In this case of NOC Processing, applicant user will have to come back later and login using mobile OTP verification code and can view associated details

9. Applicant user is NOT allowed to enter multiple Khasra and the process will take place only for single Khasra at a time

2.1.2 Login for Applicant

Applicant user can click on the link shown for the Applicant Login as "आवेदक लॉगिन". On clicking the link, it will show the sign in popup and will ask user enter following details as –

- Email id
- Mobile number
- Security Code
- Send OTP and Enter OTP
- Login

As shown in below figures, the OTP is sent at user's mobile and on entering valid OTP code, the system will allow user to enter into the application.
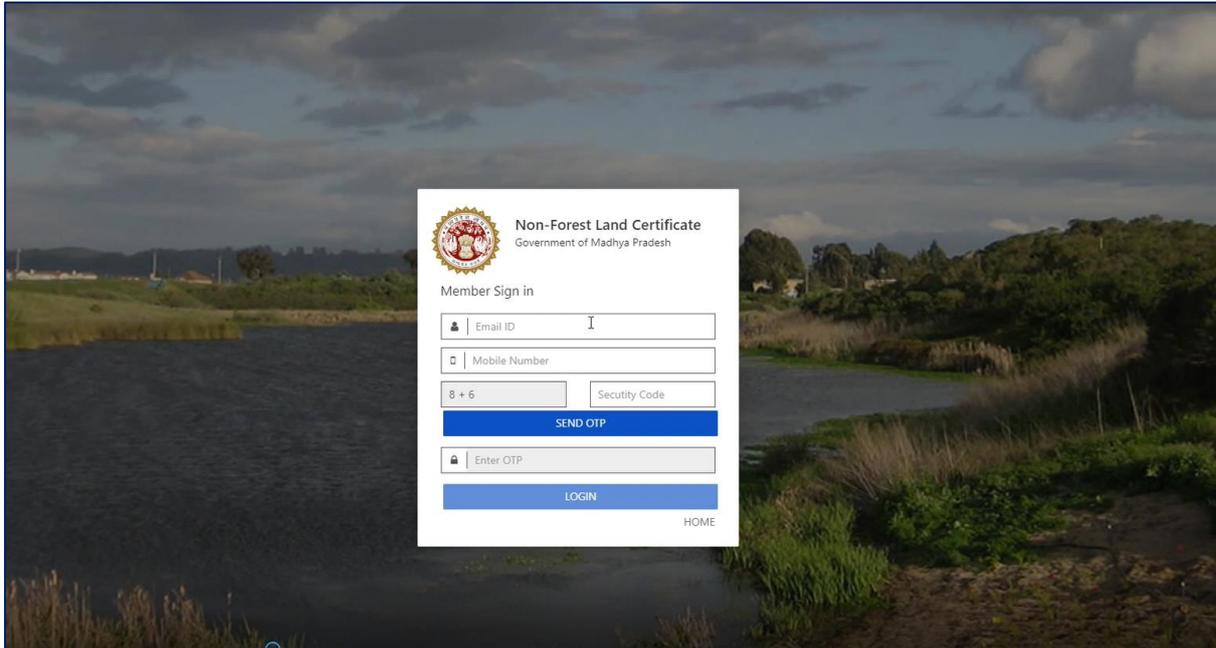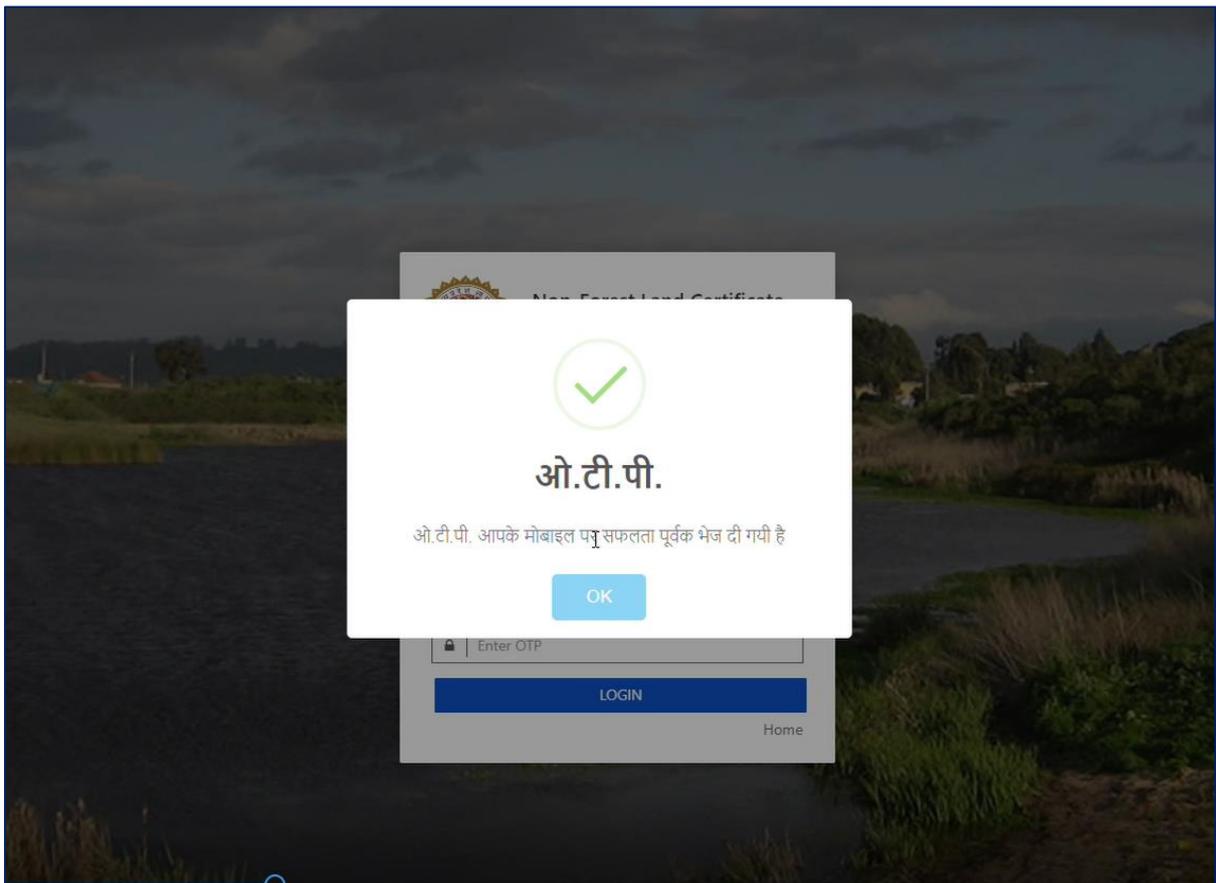
Figure 7: Applicant Sign In

Figure 8: Mobile OTP send at user's mobile for verification

2.1.3 After Login, the features provided to Applicant

1. After login, the links displayed on left panel for the applicant user are as below:

   1.1. DFO Query

   1.2. View Details

   1.3. Logout

2. DFO Query, will allow Applicant user to answer or reply back to the query raised by the Department in respect to the NOC application
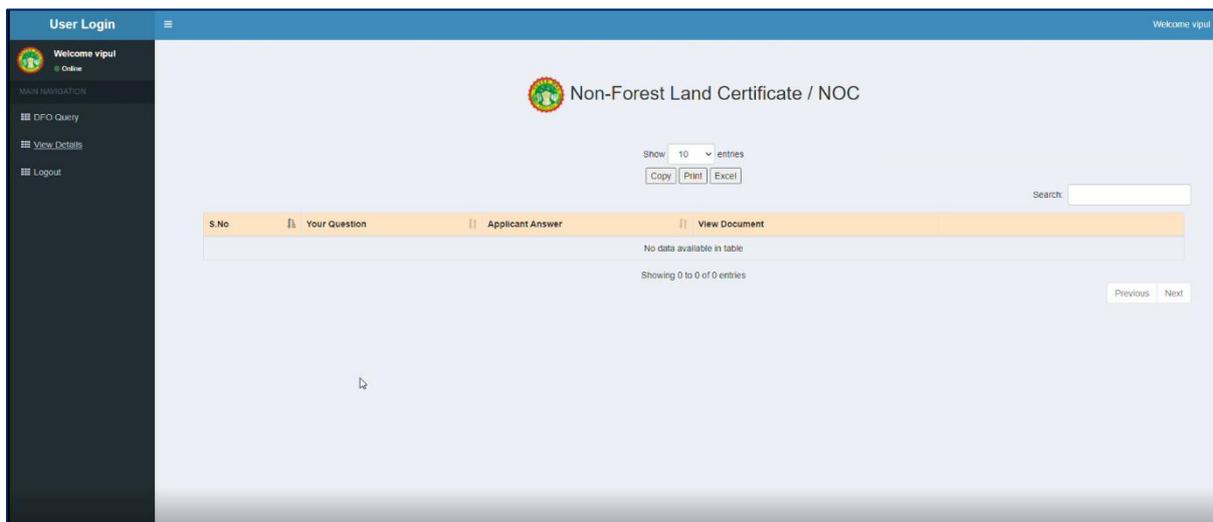

Figure 9: List view, after applicant user login in the application

3. In following figures, it is displayed that when Applicant receives the Query from the department
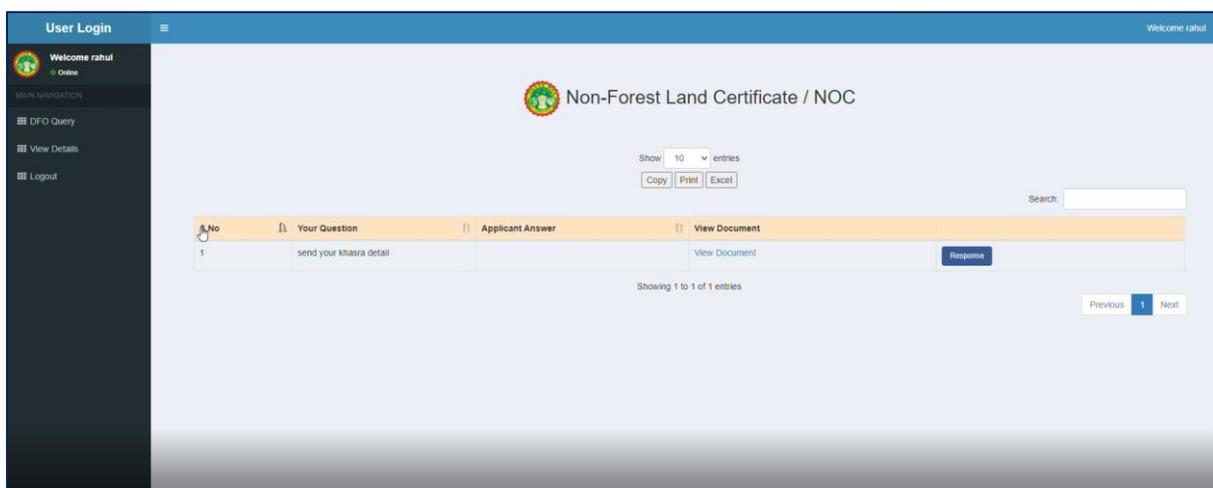

Figure 10: Applicant receives the Query raised by Department

4. In following figures, it is displayed that Applicant has to reply to the query. Applicant has to add necessary details and submit details
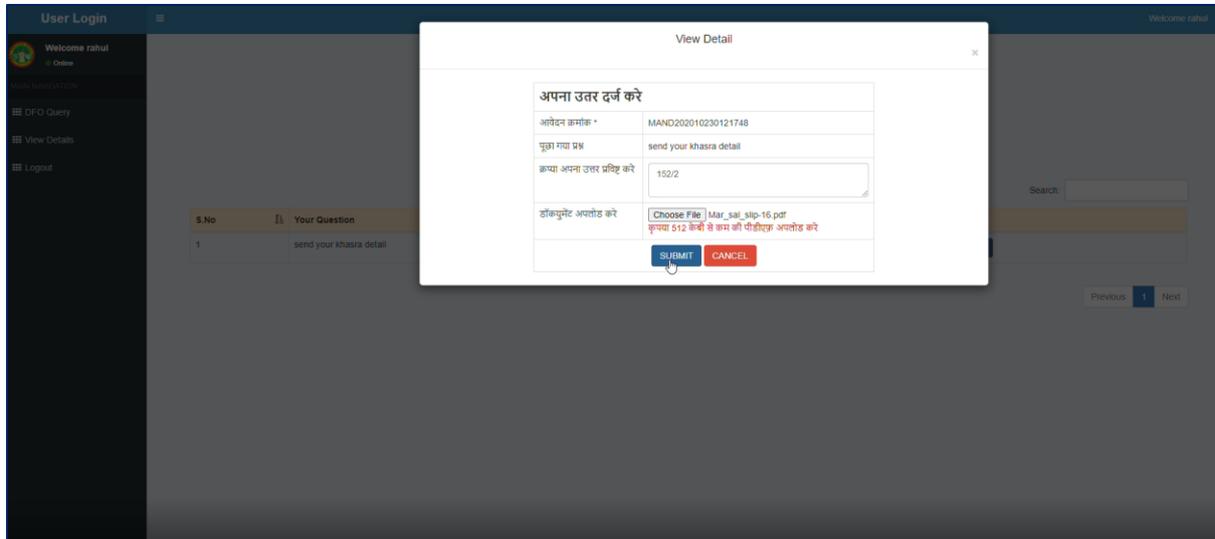

Figure 11: Applicant replies to the Query raised by the Department

5. View Details, will allow Applicant user to view details of the raised application

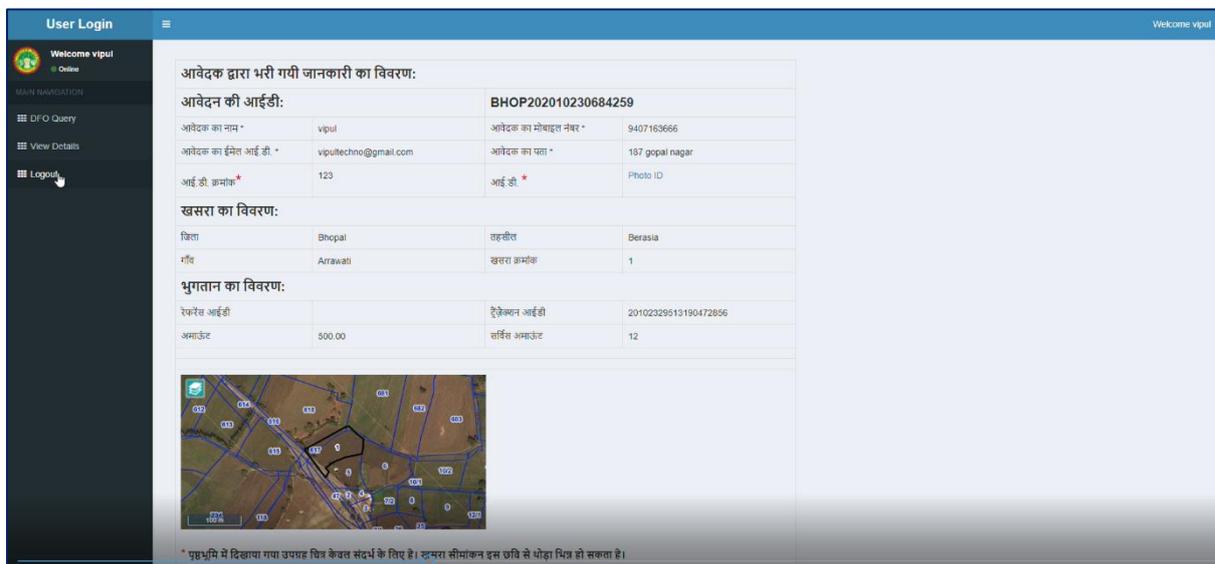6. Logout, will allow user to move out successfully from the application

Figure 12: Detailed view of the application

7. The system will send notification to the applicant user over email or mobile for the respective activity made, i.e. for Mobile OTP login, Forest NOC Application, etc.

2.1.4Download Certificate

On home page, the link to Download NOC Certificate is provided as "अनापत्ति प्रमाण पत्र डऔंलोद". On clicking the link, it show the page to enter NOC number. As shown in following figures, the system will display NOC in the new tab.
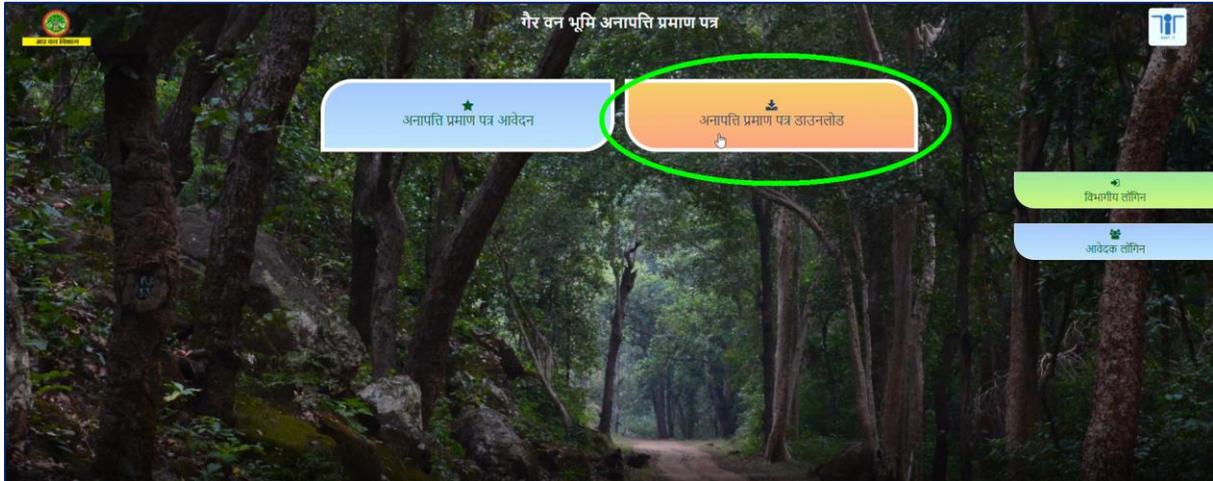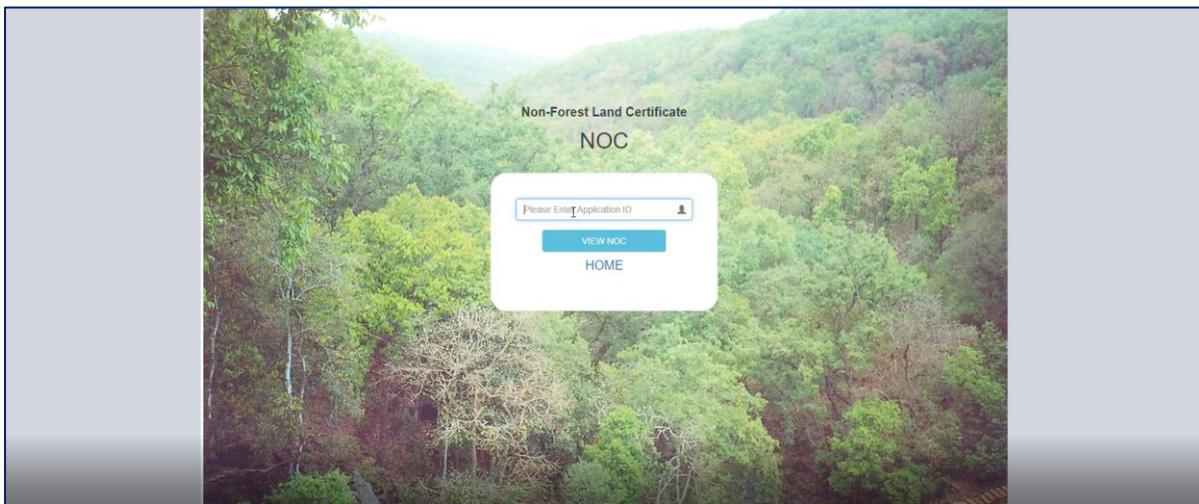

Figure 13: On Home page, Download NOC Certificate Link

Figure 14: Enter NOC number

Figure 15: System displayed NOC in new as titled "View NOC"

2.2 Features for Department User

For Department User, features are described as following
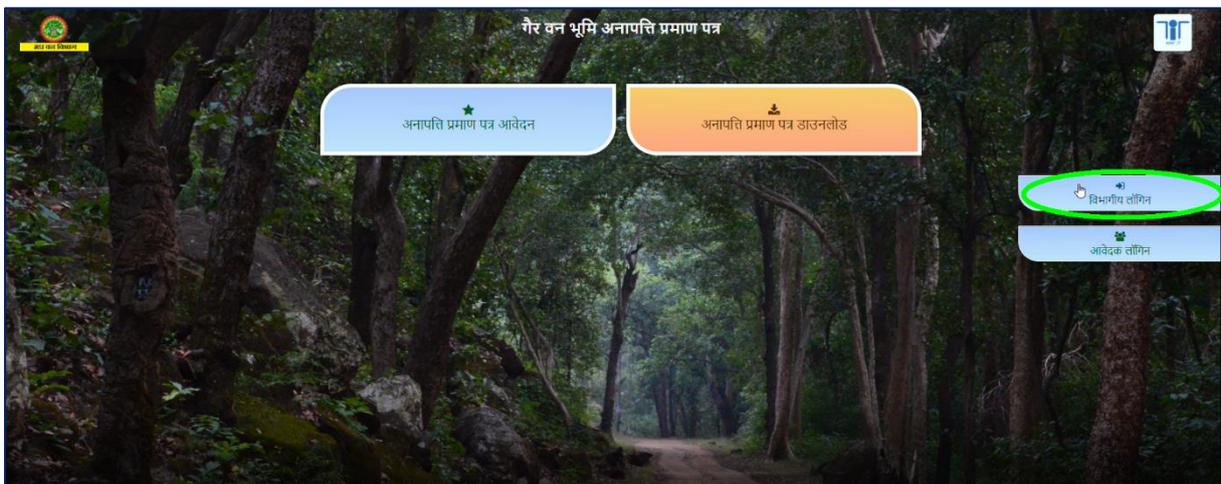
2.2.1 Login for Department User

Figure 16: Department Login link

Department user can click on the link provided for the Department Login as "विभागीय लॉगिन". On clicking the link, it will show the sign in popup and will ask user to enter following details as –

- Email id

- Mobile number

- Security Code

- Send OTP and Enter OTP

- Login

As shown in below figures, the OTP is sent at user's mobile and on entering valid OTP code, the system will allow department user to enter into the application.
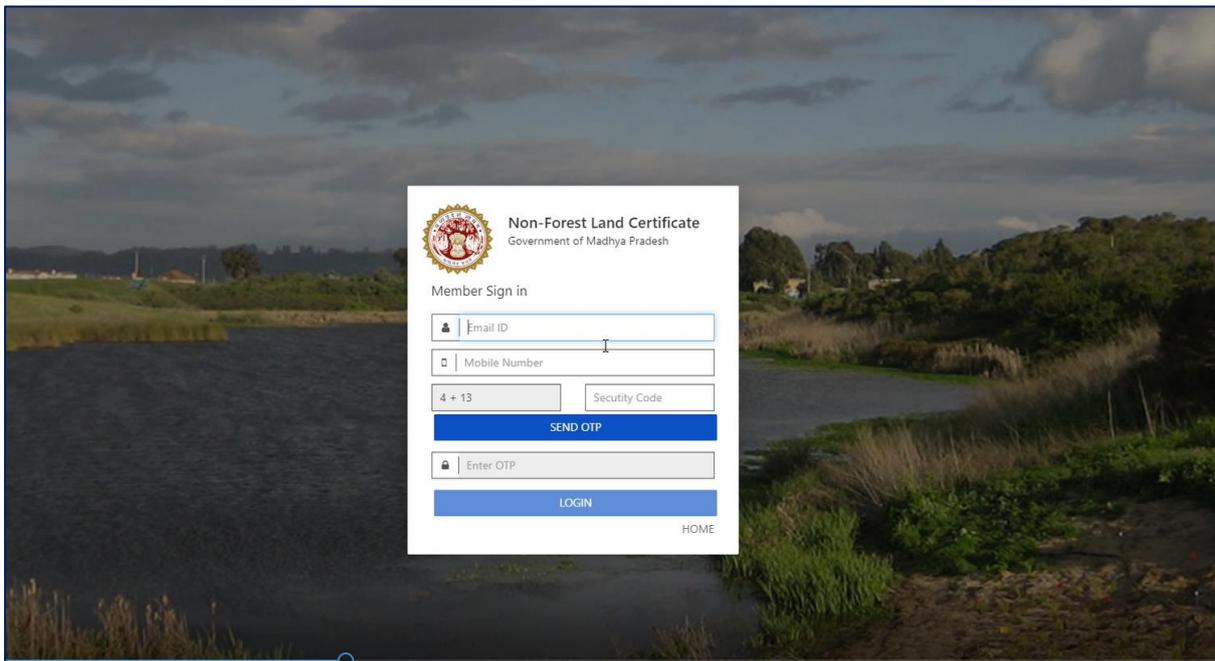
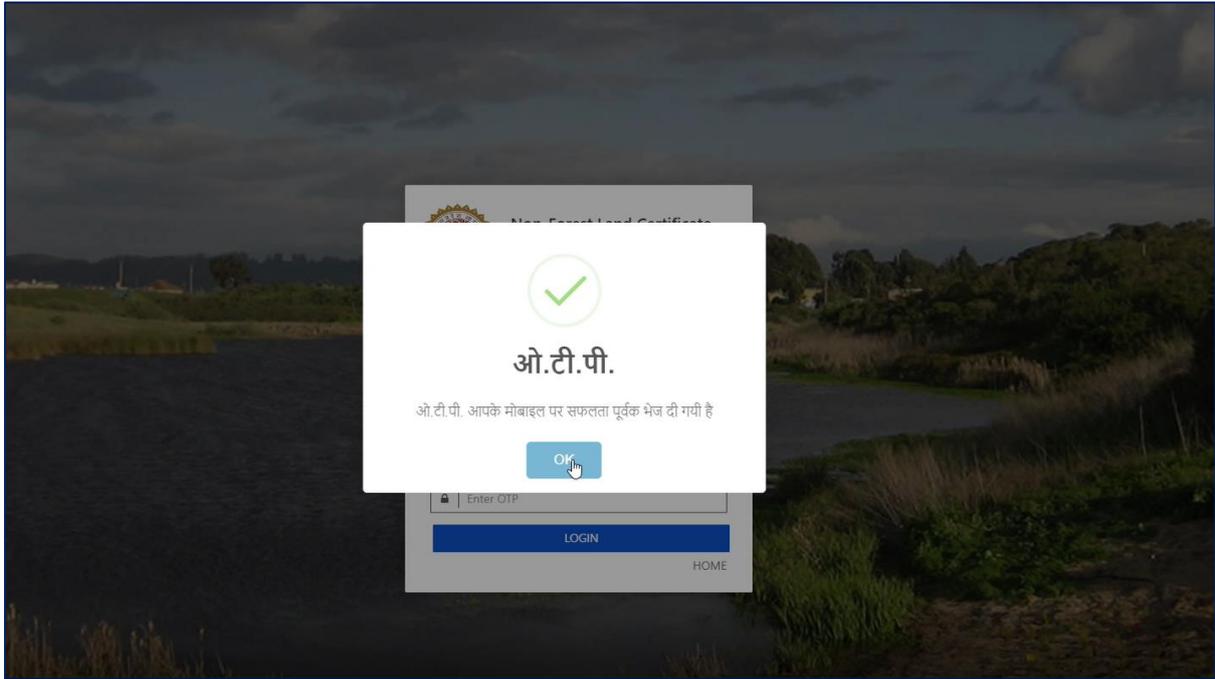

Figure 17: Login window for Department User

Figure 18: OTP sent at respective user's mobile

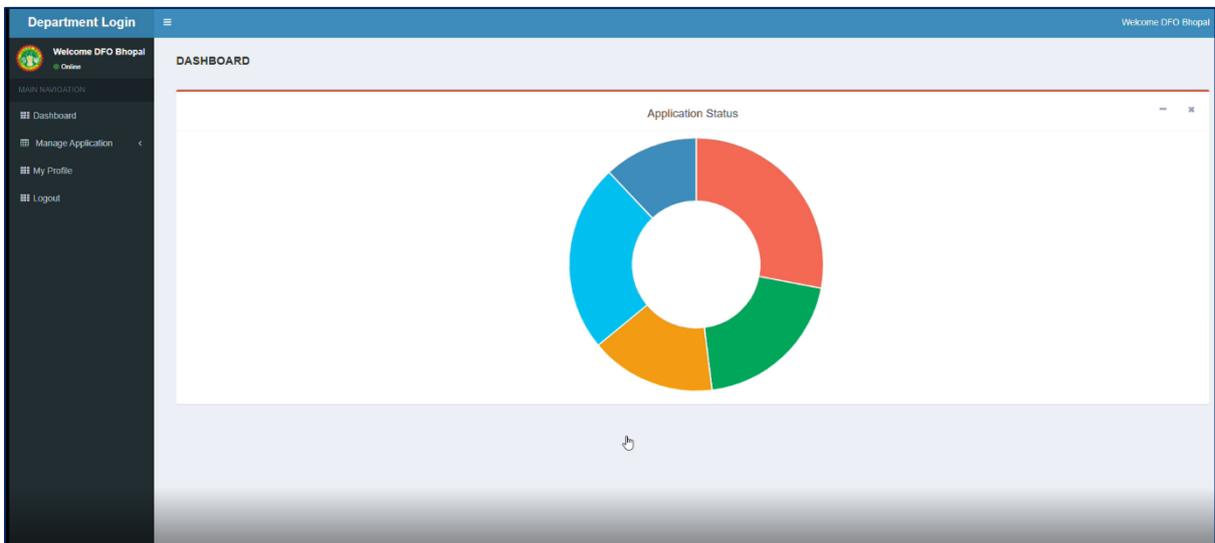## 2.2.2After login, features provided to Department User

Figure 19: Showing Dashboard, after Department user login

1. After login, Department user is shown Dashboard page to show the quick status of all applications

2. On the left panel, links shown to the department user are following:

   2.1. Dashboard

   2.2. Manage Application

2.3. My Profile

2.4. Logout

3. Manage Application, allows Department user to view the application list and in detailed view also, as shown in following figures

4. Department user is allowed to mark approval to issue Non-Forest Land NOC Certificate

Figure 20: Application list

Figure 21: Detailed view of the application

5. Through this application, Department user can verify Khasra details of the respective Non-Forest Land NOC application and mark action accordingly to issue either "Non-Forest Land NOC Certificate" or "Rejection Certificate"

6. Department user will receive notification over email and mobile for a case when any application is forwarded

7. In Manage Applications, Department user is allowed to perform functions as– Search and view record , "Download KML" file, Export to Excel, Print, Sorting, Set view records per page, etc.

8. Department user is allowed to raise any "Query to the Applicant" to seek answer from the applicant in respect to the associated application to verify details

9. For any application if Department user mark "Query to application" and then system will notify to the respective Applicant user over their email & mobile
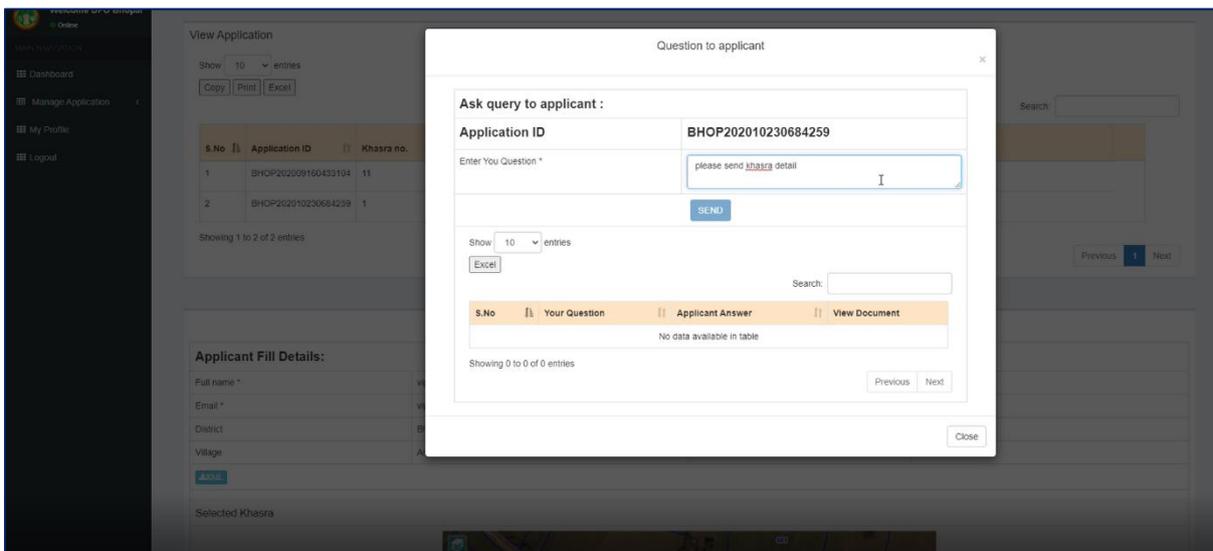

Figure 22: Query to applicant

10. When Applicant replies to the raised query, it appears as shown in below
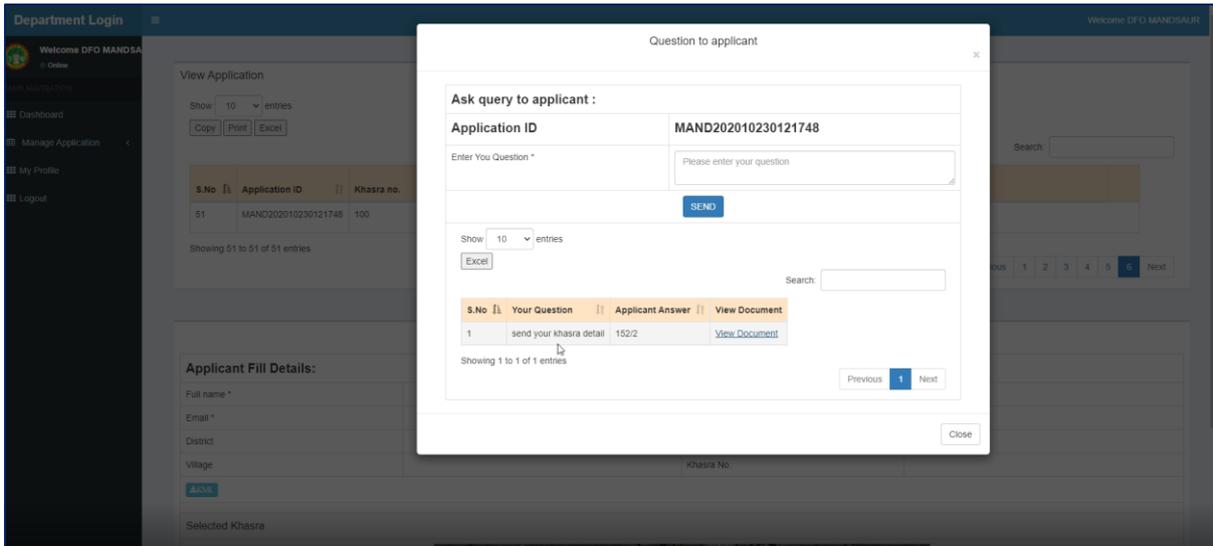
Figure 23: Applicant replied to the query

11. As per the case applied in reviewing and verifying the details, Department user can set respective action, as Approve, Reject or Query. Whereas , in the case of "Rejection", Department user have to mention the reason as shown in below figure
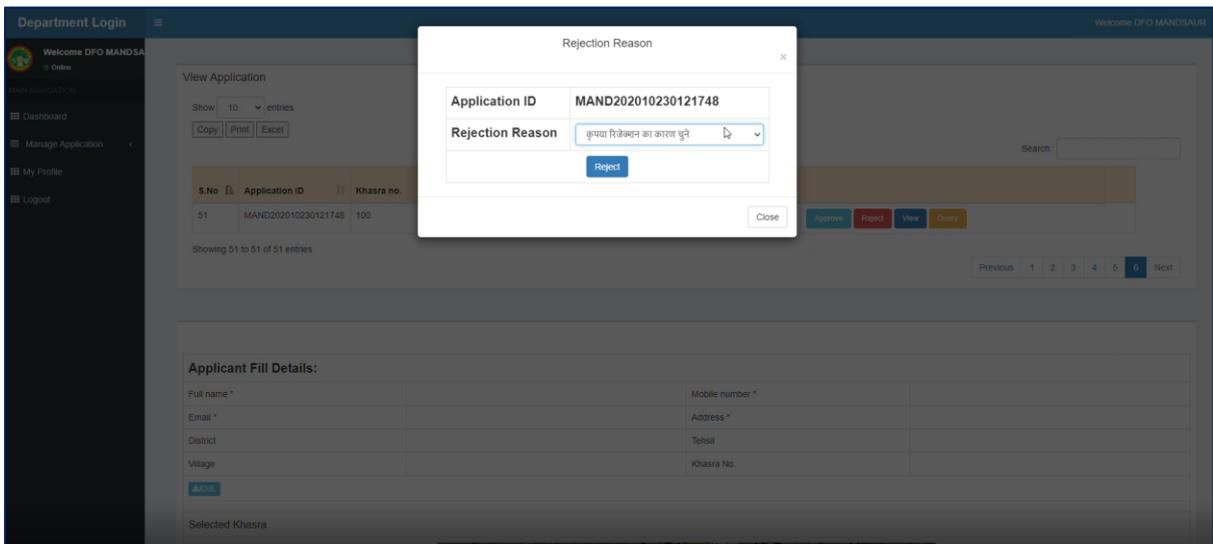

Figure 24: For Rejection, mention reason

12. As shown in below figure, the system is acknowledging of the respective status of "Reject" marked on the application
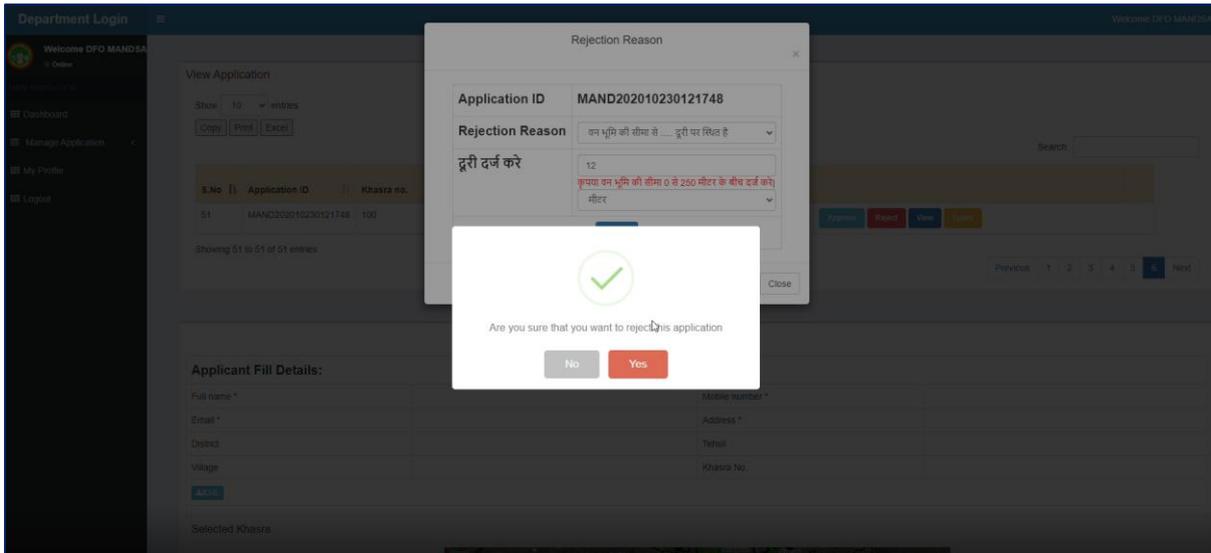
Figure 25: Rejection Status applied

13. The system will also send email notification for the generated NOC to below listed users, along with the DFO user:

    13.1. District mining officer

    13.2. District collector

    13.3. District industries officer

14. "My Profile", will show Department user's profile details as:
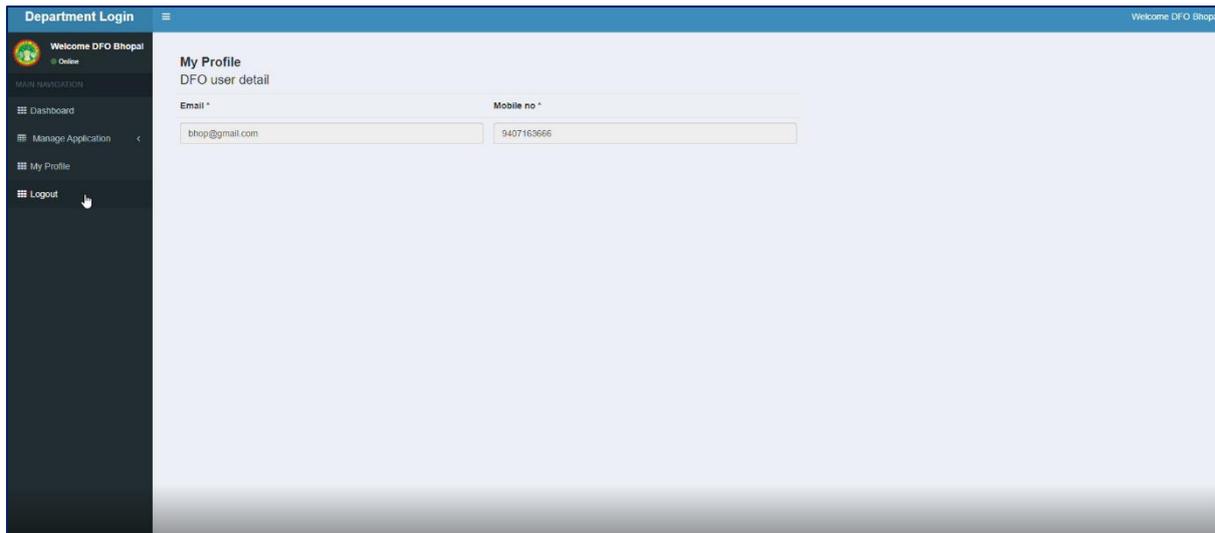
    14.1. Email ID

    14.2. Mobile number

Figure 26: "My Profile" page of the department user

15. Logout, will allow Department user to move out successfully from the application

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