

# PROCEDURE FOR GRAM PRADHANS AND ULB TO VERIFY ARTISANS ON PM VISHWAKARMA WEBSITE



सूक्ष्म , लघु और मध्यम उद्यम मंत्रालय

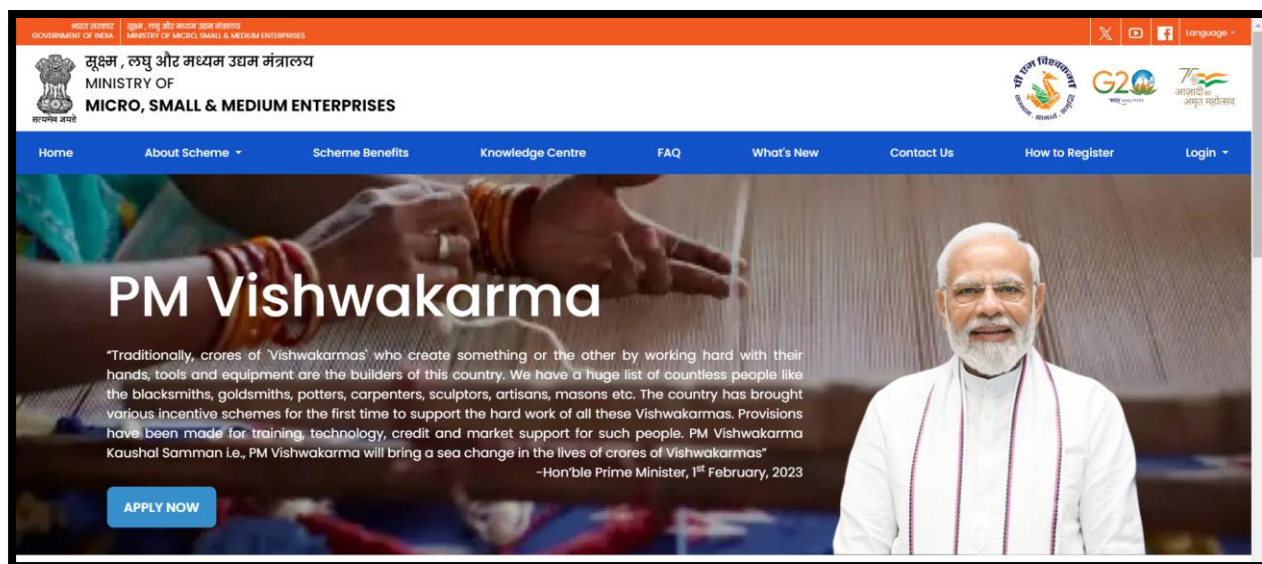
MINISTRY OF

**MICRO, SMALL & MEDIUM ENTERPRISES**

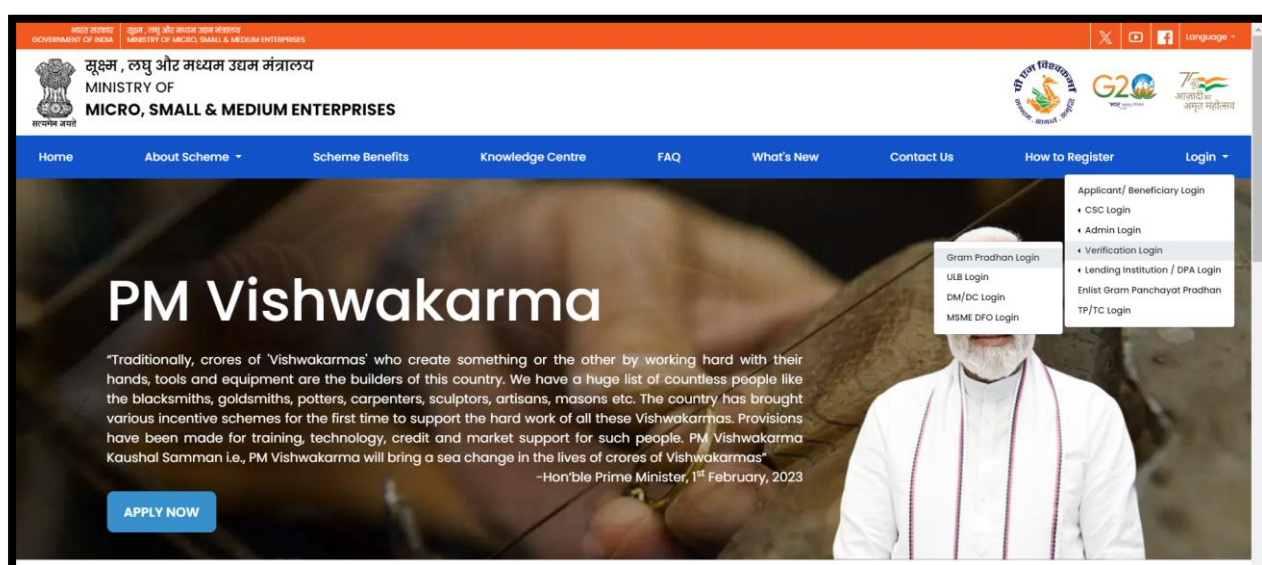
## STEP-BY-STEP GUIDE FOR GRAM PRADHANS OR ULB TO VERIFY ARTISANS ON PM VISHWAKARMA WEBSITE

### PROCEDURE FOR GRAM PRADHANS TO VERIFY ARTISANS

Step-1: Open the website <https://pmvishwakarma.gov.in/> and click on the “login” drop down.



Step-2: From the Login dropdown menu, select the “Gram Pradhan Login” under Verification Login option.



**Step 3: Select User role as Gram Panchayat and Enter Gram Pradhans UserName and Password.**

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय  
MINISTRY OF  
MICRO, SMALL & MEDIUM ENTERPRISES

Sign in to start your session

Gram Panchayat

User Name

Password

☐ Remember Me Sign in

[Forgot Password](#)

**Step 4: Enter OTP received on Gram Pradhan Aadhaar Linked Mobile Number and Click on "Submit" Button.**

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय  
MINISTRY OF  
MICRO, SMALL & MEDIUM ENTERPRISES

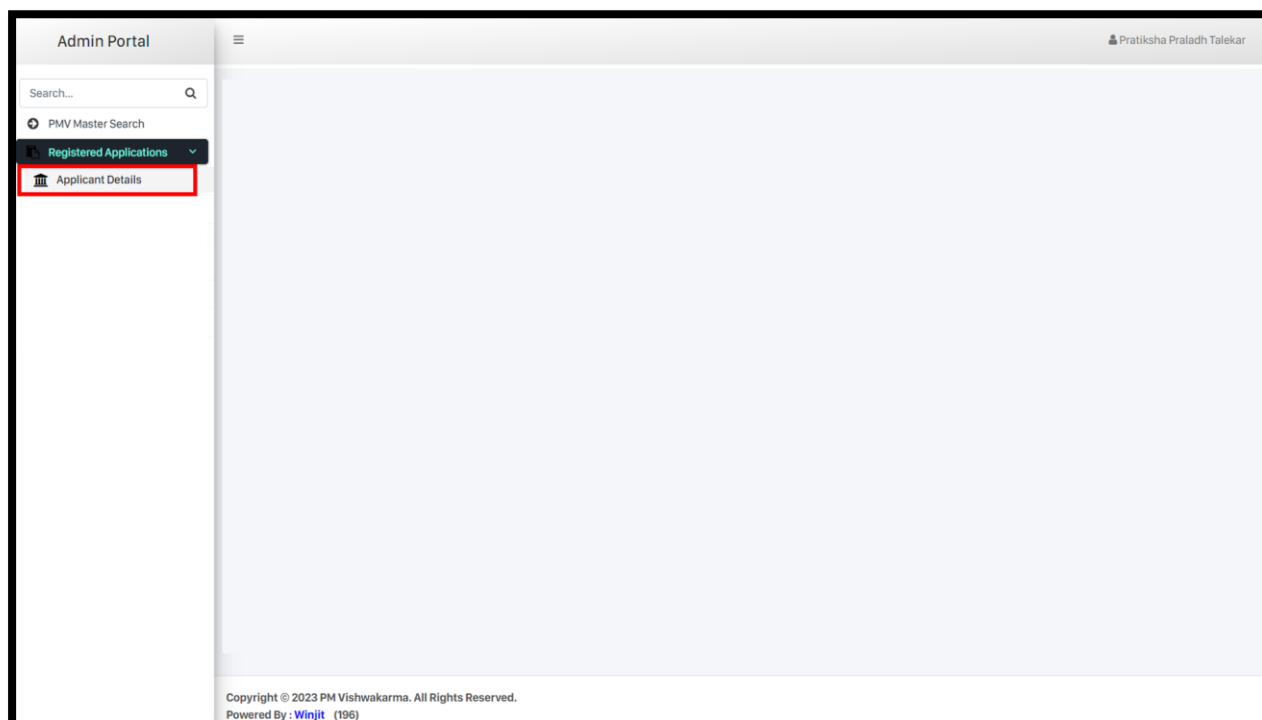
Please enter OTP sent on Mobile No. 81XXXXXX13

Enter OTP

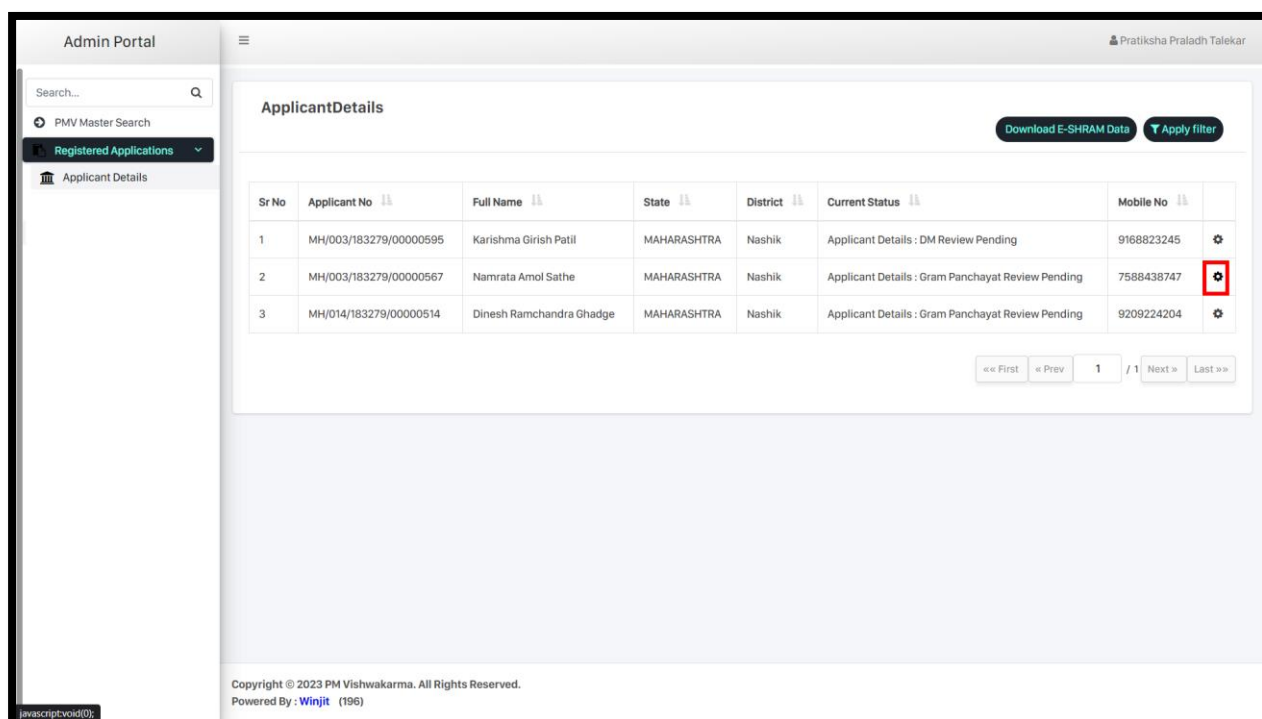
02:36 Submit

[Resend OTP](#)

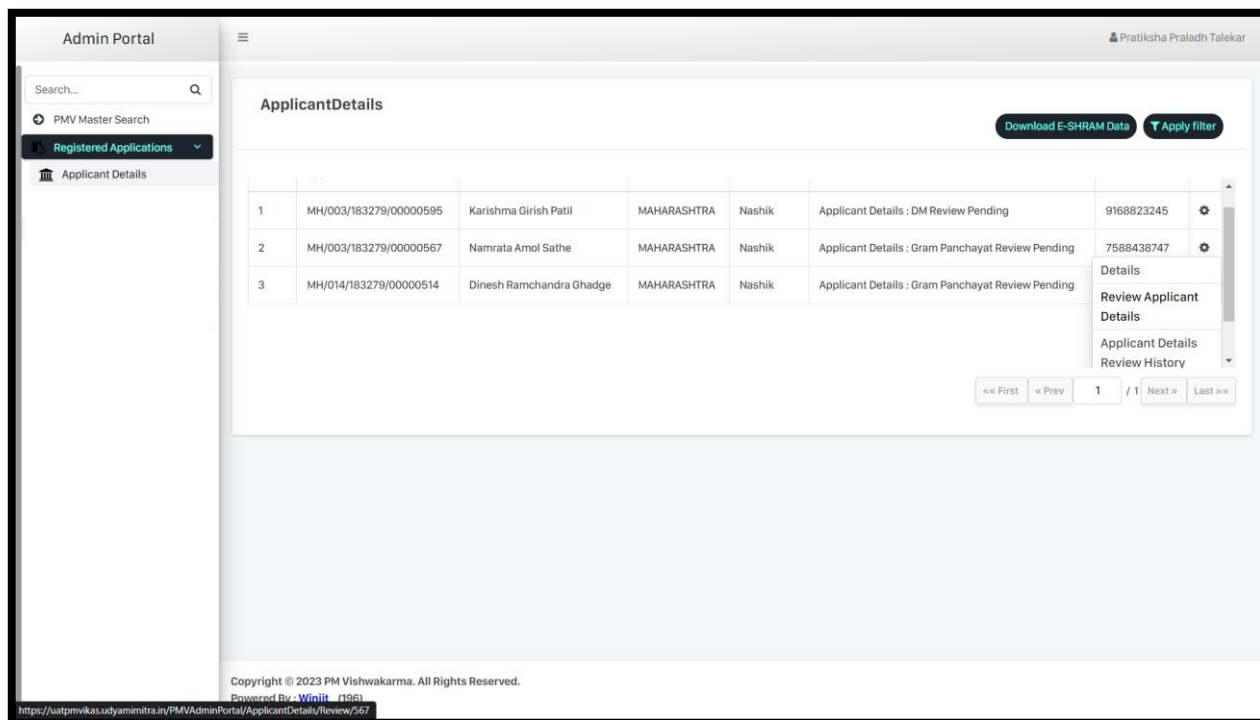
**Step 5: Click on “Applicant Details” to see enrolled Artisans.**



**Step 6: Click on Gear Icon to Applications which have “Review Pending” Status.**



## Step 7: Select “Review Applicant Details” from the drop down.



Admin Portal

Search...

PMV Master Search

Registered Applications

Applicant Details

ApplicantDetails

Download E-SHRAM Data Apply filter

Sr No	Application ID	Name	State	City	Details	Mobile No	Action
1	MH/003/183279/00000595	Karishma Girish Patil	MAHARASHTRA	Nashik	Applicant Details : DM Review Pending	9168823245	
2	MH/003/183279/00000567	Namrata Amol Sathe	MAHARASHTRA	Nashik	Applicant Details : Gram Panchayat Review Pending	7588438747	
3	MH/014/183279/00000514	Dinesh Ramchandra Ghadge	MAHARASHTRA	Nashik	Applicant Details : Gram Panchayat Review Pending		

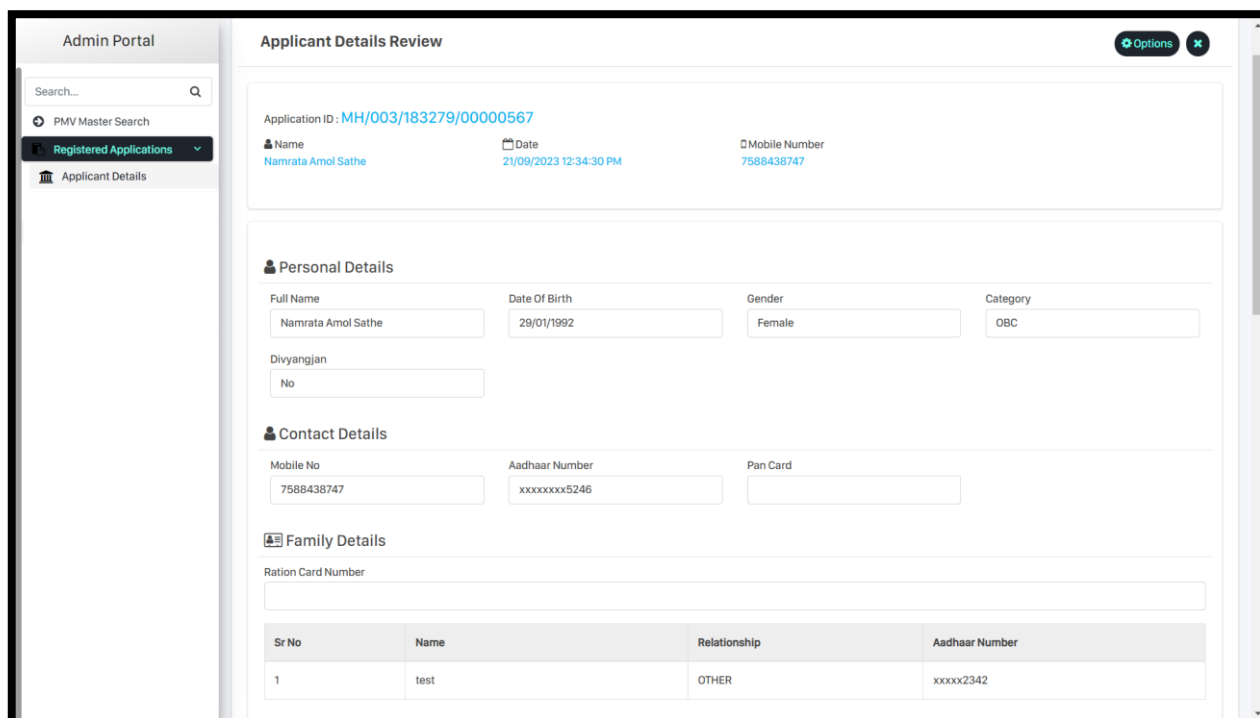
Details  
Review Applicant Details  
Applicant Details  
Review History

« First « Prev 1 / 1 Next » Last »

Copyright © 2023 PM Vishwakarma. All Rights Reserved.  
Powered By - Winit (196)

https://uatpmvikas.udyamimitra.in/PMVAdminPortal/ApplicantDetails/Review/567

## Step 8: Gram Panchayat can see complete details of the including artisans, Personal Details, Contact Details, Family Details, Address details and Profession/ Trade Details.



Admin Portal

Search...

PMV Master Search

Registered Applications

Applicant Details

Applicant Details Review

Options

Application ID: MH/003/183279/00000567

Name: Namrata Amol Sathe Date: 21/09/2023 12:34:30 PM Mobile Number: 7588438747

Personal Details

Full Name: Namrata Amol Sathe Date Of Birth: 29/01/1992 Gender: Female Category: OBC

Divyangjan: No

Contact Details

Mobile No: 7588438747 Aadhaar Number: xxxxxxxx5246 Pan Card:

Family Details

Ration Card Number:

Sr No	Name	Relationship	Aadhaar Number
1	test	OTHER	xxxxx2342

**Step 9: To recommend application Gram Pradhan's need to Select "Recommend" from Review Status drop down.**

The screenshot shows the 'Admin Portal' interface. On the left, there is a sidebar with a search bar and navigation links: 'PMV Master Search', 'Registered Applications' (highlighted), and 'Applicant Details'. The main content area is titled 'Profession / Trade Details' and contains several form fields. The 'Trade Name' field is filled with 'Armourer'. Below it, the 'Profession / Trade Address' section includes an 'Address' field with a multi-line text input containing 'C/o: W/O: Amol SatheHouse: Devi Mangal B - Flat No 8Loc: Chetana Nagarvtc: NashikStreet: pathardi'. To the right of the address are 'State' and 'District' dropdowns, both set to 'MAHARASHTRA' and 'Nashik' respectively. The 'Review Status' dropdown is open, showing options: 'Select Value', 'Recommend' (highlighted in blue), and 'Not Recommend'. Below the dropdown is a 'VerifyDate' field. To the right of the 'Review Status' dropdown is a 'Rejection Reason' dropdown and a 'Remarks' text area. At the bottom right, there are 'Save' and 'Cancel' buttons. The footer contains copyright information: 'Copyright © 2023 PM Vishwakarma. All Rights Reserved. Powered By : Winjit (196)'.

**Step 10: Select "Date of Verification" and Click on "Save" button to Recommend the Artisans from Stage -1 Verification Stage.**

The screenshot shows the same 'Admin Portal' interface as in Step 9. The 'Review Status' dropdown is now closed, and a calendar is displayed. The calendar is for September 2023, with the date '25' selected. The 'VerifyDate' field is now populated with '25-Sep-2023'. The 'Save' and 'Cancel' buttons remain at the bottom right. The footer contains the same copyright information: 'Copyright © 2023 PM Vishwakarma. All Rights Reserved. Powered By : Winjit (196)'.

**Step 11: To Not Recommend Application Gram Pradhan's need to Select "Not Recommend" from Review Status drop down.**

The screenshot shows the 'Admin Portal' interface. On the left, there is a sidebar with a search bar and navigation links: 'PMV Master Search', 'Registered Applications' (highlighted), and 'Applicant Details'. The main content area is titled 'Profession / Trade Details' and contains a 'Trade Name' field with the value 'Armourer'. Below this is the 'Profession / Trade Address' section, which includes an 'Address' field with a multi-line text input, a 'State' dropdown set to 'MAHARASHTRA', and a 'District' dropdown set to 'Nashik'. The 'Review Status' dropdown is open, showing options: 'Select Value', 'Recommend', and 'Not Recommend' (which is highlighted in blue). Below the dropdown is a 'VerifyDate' field. To the right of the 'Review Status' dropdown is a 'Rejection Reason' dropdown (set to 'Select Value') and a 'Remarks' text area. At the bottom right, there are 'Save' and 'Cancel' buttons. The footer contains copyright information: 'Copyright © 2023 PM Vishwakarma. All Rights Reserved. Powered By : Winjit (196)'.

**Step 12: Select "Rejection Reason" and Click on "Save" button to Not Recommend the Artisans.**

The screenshot shows the 'Admin Portal' interface. The 'Review Status' dropdown is now set to 'Not Recommend'. Below it, a list of reasons for not recommending is displayed: 'Personal Details are correct', 'Professional Details are correct', 'Family Details are correct', and 'Not a government servant / No other family member has applied for this scheme'. The 'Rejection Reason' dropdown is open, showing options: 'Select Value', 'Another family member has already applied' (highlighted in blue), 'Applicant does not belong to this area', 'Applicant does not belong to this trade', and 'Applicant has a government employee in the family'. The 'VerifyDate' field is still empty. The 'Save' and 'Cancel' buttons are at the bottom right. The footer contains the same copyright information: 'Copyright © 2023 PM Vishwakarma. All Rights Reserved. Powered By : Winjit (196)'.

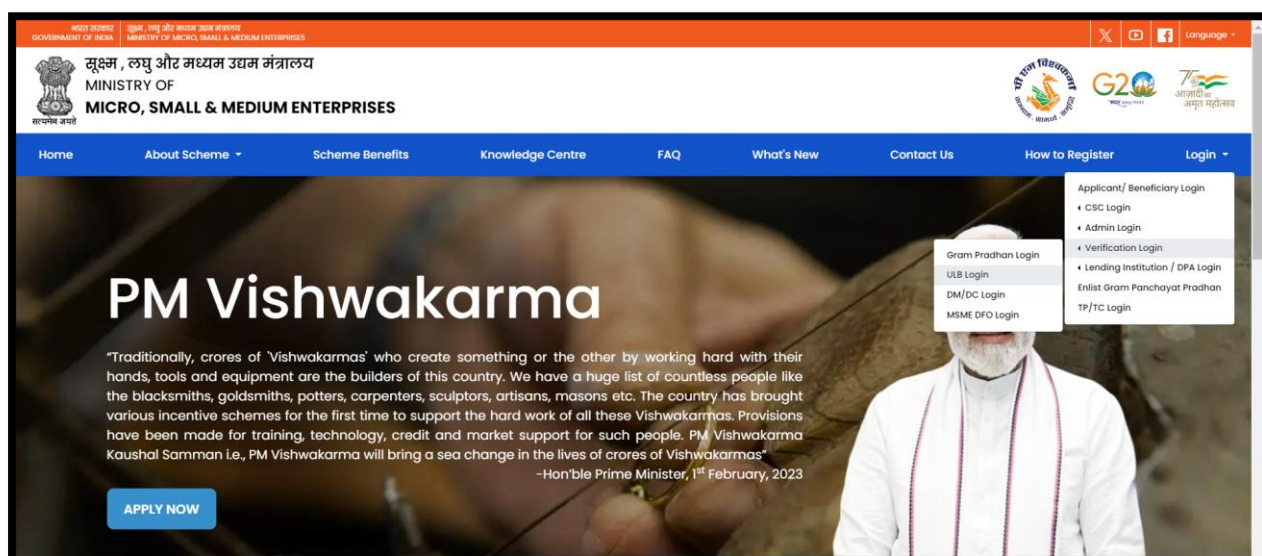


## PROCEDURE FOR ULB TO VERIFY ARTISANS

Step-1: Open the website <https://pmvishwakarma.gov.in/> and click on the “login” drop down.




Step-2: From the Login dropdown menu, select the “ULB Login” under Verification Login option.



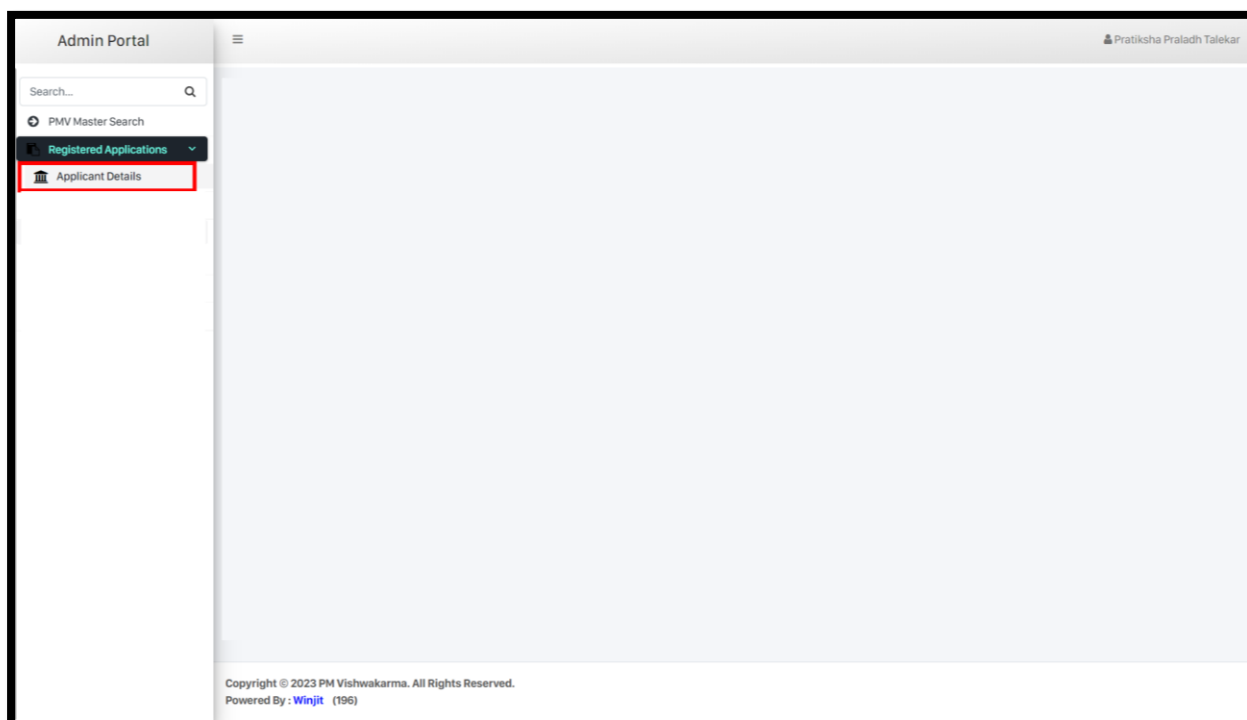


**Step 3: Select User role as ULB Login and ULB User have to enter their “Swacchh Bharat Mission” UserName and Password and click on “Submit” button.**



The login form is titled "सूक्ष्म , लघु और मध्यम उद्यम मंत्रालय" (Ministry of Micro, Small & Medium Enterprises) and "MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES". It includes a "Sign in to start your session" instruction. The form has a dropdown menu for "ULB", input fields for "User Name" and "Password", a "Remember Me" checkbox, a "Sign in" button, and a "Forgot Password" link.

**Step 4: Click on “Applicant Details” to see enrolled Artisans.**



## Step 5: Click on Gear Icon to Applications which have Review Pending Status.

Admin Portal

Search...

PMV Master Search

Registered Applications

Applicant Details

ApplicantDetails

Apply filter

Sr No	Applicant No	Full Name	State	District	Current Status	Mobile No
1	MH/003/183279/00000595	Karishma Girish Patil	MAHARASHTRA	Nashik	Applicant Details : DM Review Pending	9168823245
2	MH/003/183279/00000567	Namrata Amol Sathe	MAHARASHTRA	Nashik	Applicant Details: ULB Review Pending	7588438747
3	MH/014/183279/00000514	Dinesh Ramchandra Ghadge	MAHARASHTRA	Nashik	Applicant Details: ULB Review Pending	9209224204

First Prev 1 / 1 Next Last

Copyright © 2023 PM Vishwakarma. All Rights Reserved.  
Powered By : Winjit (196)

## Step 6: Select “Review Applicant Details” from the drop down.

Admin Portal

Search...

PMV Master Search

Registered Applications

Applicant Details

ApplicantDetails

Download E-SHRAM Data Apply filter

Sr No	Applicant No	Full Name	State	District	Current Status	Mobile No
1	MH/003/183279/00000595	Karishma Girish Patil	MAHARASHTRA	Nashik	Applicant Details : DM Review Pending	9168823245
2	MH/003/183279/00000567	Namrata Amol Sathe	MAHARASHTRA	Nashik	Applicant Details: ULB Review Pending	7588438747
3	MH/014/183279/00000514	Dinesh Ramchandra Ghadge	MAHARASHTRA	Nashik	Applicant Details: ULB Review Pending	9209224204

Details  
Review Applicant Details  
Applicant Details  
Review History

First Prev 1 / 1 Next Last

Copyright © 2023 PM Vishwakarma. All Rights Reserved.  
Powered By : Winjit (196)

https://uatpmvikas.udamimtra.in/PMVAdminPortal/ApplicantDetails/Review/567

**Step 7: ULB can see complete details of the including artisans, Personal Details, Contact Details, Family Details, Address details and Profession/ Trade Details.**

**Admin Portal**

Search...

PMV Master Search

Registered Applications

Applicant Details

**Applicant Details Review**

Application ID: MH/003/183279/00000567

Name: Namrata Amol Sathe | Date: 21/09/2023 12:34:30 PM | Mobile Number: 7588438747

**Personal Details**

Full Name: Namrata Amol Sathe | Date Of Birth: 29/01/1992 | Gender: Female | Category: OBC

Divyangjan: No

**Contact Details**

Mobile No: 7588438747 | Aadhaar Number: xxxxxxxx5246 | Pan Card:

**Family Details**

Ration Card Number:

Sr No	Name	Relationship	Aadhaar Number
1	test	OTHER	xxxxxx2342

**Step 8: To recommend application ULBs need to Select “Recommend” from Review Status drop down.**

**Admin Portal**

Search...

PMV Master Search

Registered Applications

Applicant Details

**Profession / Trade Details**

Trade Name: Armourer

**Profession / Trade Address**

Address: C/o: W/O: Amol SatheHouse: Devi Mangal B - Flat No 8Loc: Chetana Nagarvtc: NashikStreet: pathardi | State: MAHARASHTRA | District: Nashik

Review Status \*  
 Select Value  
 Select Value  
**Recommend**  
 Not Recommend  
 approved for this scheme

Rejection Reason: Select Value

Remarks:

VerifyDate:

Save Cancel

Copyright © 2023 PM Vishwakarma. All Rights Reserved.  
 Powered By : Winjit (196)

**Step 9: Select “Date of Verification” and Click on “Save” button to Recommend the Artisans from Stage -1 Verification Stage.**

**Admin Portal**

Search...

PMV Master Search

**Registered Applications**

Applicant Details

**Profession / Trade Details**

Trade Name  
Armourer

**Profession / Trade Address**

Address  
C/o: W/O: Amol SatheHouse: Devil  
Mangal B - Flat No 8Loc: Chetana  
Nagarvtc: NashikStreet: pathardi

State  
MAHARASHTRA

District  
Nashik

Sep 2023

Su Mo Tu We Th Fr Sa

3 4 5 6 7 8 9

10 11 12 13 14 15 16

17 18 19 20 21 22 23

24 25 26 27 28 29 30

ily member has

Rejection Reason  
Select Value

Remarks

Save Cancel

Copyright © 2023 PM Vishwakarma. All Rights Reserved.  
Powered By : Winjit (196)

# THANK YOU