



**Grama Volunteers/Ward Volunteers &
Village Secretariats/Ward Secretariats Department**

User Manual for Household Migration on Marriage Grounds

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1.0 Introduction

Household migration on Marriage grounds refers to the migration of women after Marriage from Parents Household to In-laws Household in Household database. All the Schemes are based on the Economic condition of a Household. So, after Marriage Wife will be migrated to the Household of In-laws so that Schemes can be availed as per the economic condition and location of In-laws Household.

Scope of the Document

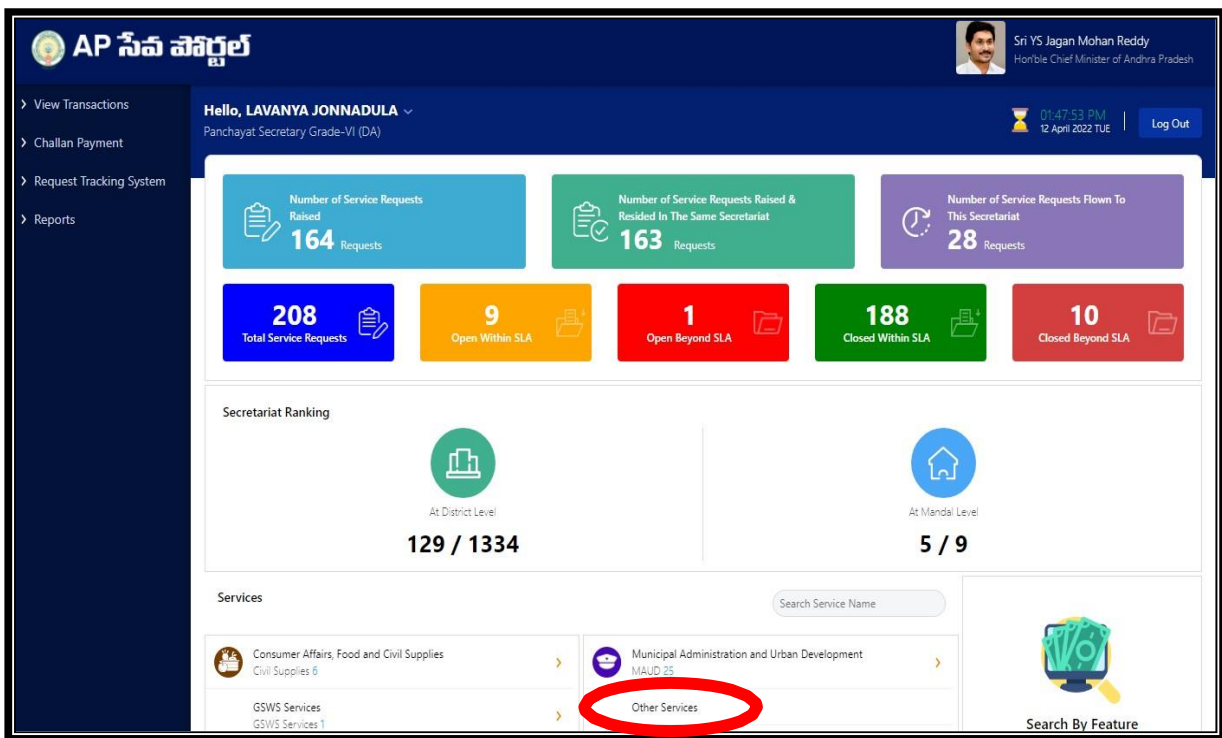
The document captures the application process and the approval flow for the service “ Household migration on Marriage grounds” in DA/WEDPS,PS/WAS and MPDO/MC Logins

2.0 DAWEDPS Login and Application Screen

Step 1: - Open VSWS new portal at the link www.vswsonline.ap.gov.in. Click on login on the top-right corner of the Home page

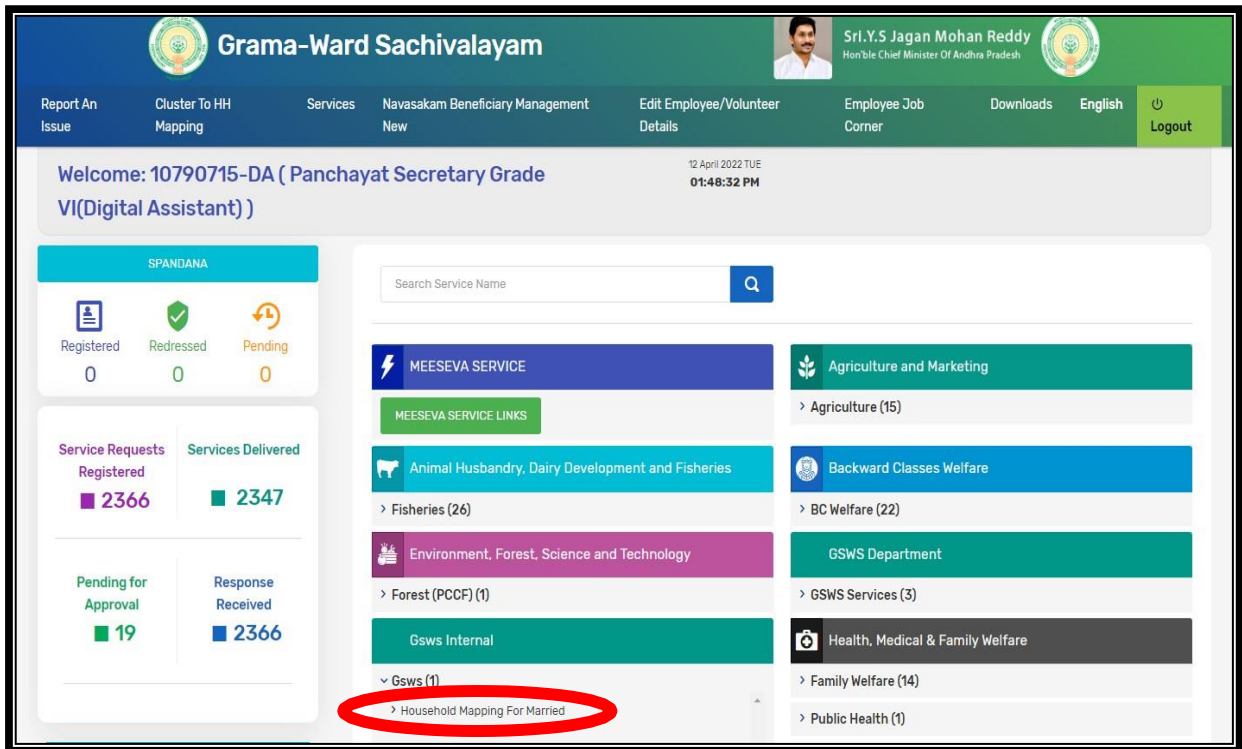


Step 2: - After logging in, screen looks like the following. Click on “Other Services” at the bottom and the page will be redirected to old portal

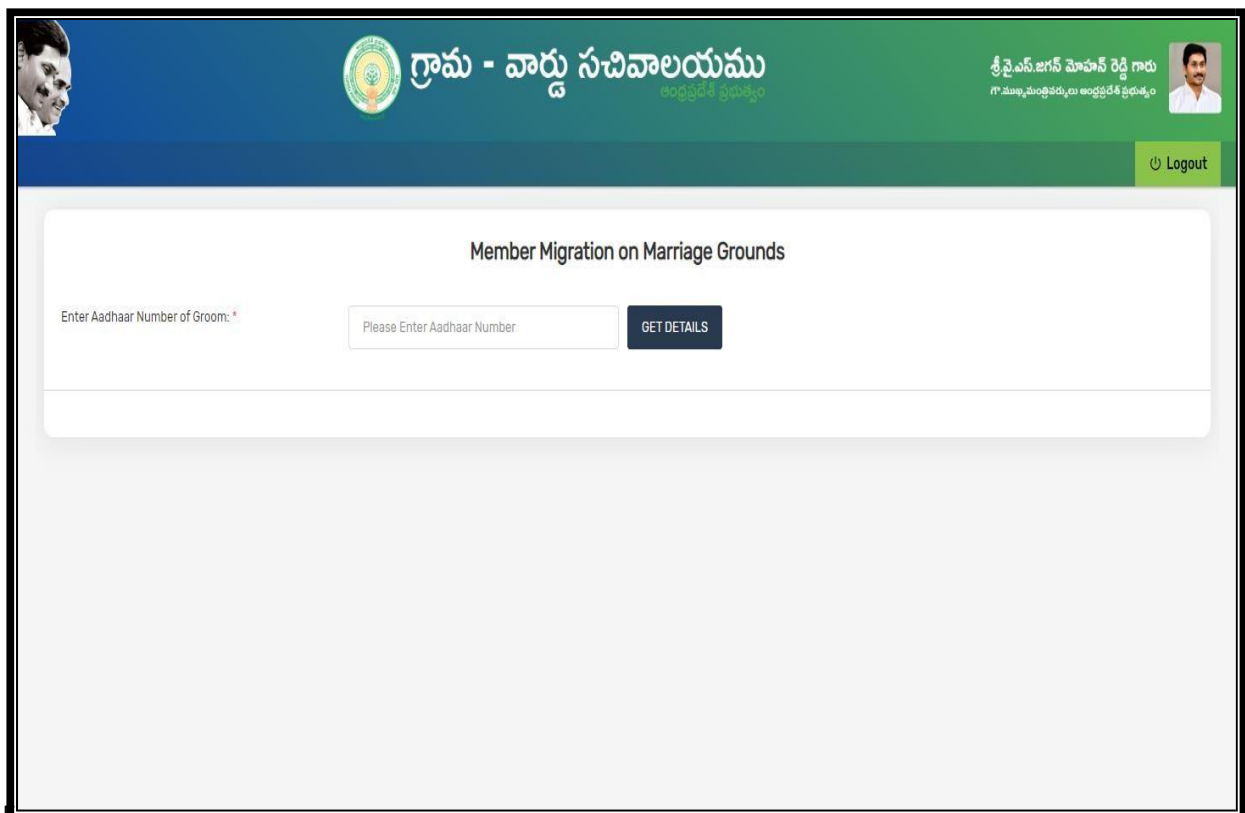


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Step 3: - In the Old portal screen, in order to avail the service of migration due to marriage in the Household database click on “Household Mapping for Married” under “GSWS Internal” header.



Step 4: -User has to enter Aadhar number of groom (వరుడు)/Husband and click on “Get details” to fetch the details of Groom’s Household



Step 5: - Age, Gender and Name of members belonging to the Household ID of Groom/husband are displayed as follows

Member Migration on Marriage Grounds

Enter Aadhaar Number of Groom: *

Groom Household Details

Sno	HouseHold ID	Name of the Citizen	Age	Gender
1	HH322057872612021091120148218	Saja Venkata Lakshmi	54	FEMALE
2	HH322057872612021091120148218	Saja Kankavath	60	MALE
3	HH322057872612021091120148218	Saja Rambabu	32	MALE
4	HH322057872612021091120148218	Saja Rama Krishna	30	MALE
5	HH322057872612021091120148218	Saja Sumathi	29	FEMALE

Enter Aadhaar Number of Bride: *

Step 6: User needs to enter Aadhar number of Bride (వధువు)/Wife who has to be migrated and click on get details. Then details of all members belonging to that Household are displayed as follows

Enter Aadhaar Number of Bride: *

Bride Household Details

Sno	HouseHold ID	Name of the Citizen	Age	Gender
1	HH3220578726120210803054555678	Ala Venkata Ramana	30	MALE
2	HH3220578726120210803054555678	Ala Nagalakshmi	29	FEMALE
3	HH3220578726120210803054555678	Ala Tulasi	45	FEMALE
4	HH3220578726120210803054555678	Ala Venkata Durga	25	FEMALE
5	HH3220578726120210803054555678	Ala Venkateswararao	50	MALE

Do you want to migrate the bride from Parents Household to in-laws Household? Yes No

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User need to check if the Household ID of Husband and Wife are different and then proceed to click button “Yes” for the question “Do you want to migrate the bride from Parents Household to In-laws Household?”. Following details will be displayed on clicking “Yes”

Step 7:- Click on Capture Grooms e-KYC for authentication of the Groom

Do you want to migrate the bride from Parents Household to In-laws Household? Yes No

Migration Details

Groom Name	Sajja Rama Krishna	Bride Name	Alla Nagalakshmi
Groom Age	30	Bride Age	29
Groom Gender	MALE	Bride Gender	FEMALE
Groom EKYC*	<input type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC CAPTURE GROOM'S EKYC	Bride EKYC*	<input type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC CAPTURE BRIDE'S EKYC
Marriage Date*	<input type="text" value="mm/dd/yyyy"/>	Marriage Place*	<input type="text"/>
Marriage Certificate(MC) SI.No*	<input type="text"/>	Marriage Certificate (MC) Issued Date*	<input type="text" value="mm/dd/yyyy"/>
MC issuing authority*	<input type="text"/>	Upload Marriage Certificate*	<input type="text" value="Choose file No file chosen"/> <small>Upload only pdf format</small>
Upload Groom's Residential Proof*	<input type="text" value="Choose file No file chosen"/> <small>Upload Aadhar/Passport/Driving License/Voter Id(pdf)</small>	Remarks*	<input type="text"/>

PROCEED

Step 8:- Click twice on Capture Finger as two fingers need to be captured for biometric authentication

Migration Details

Groom Name	Nagababu Manepalli	Bride Name	Jonnadula Lavanya
Groom Age	34	Bride Age	27
Groom Gender	MALE	Bride Gender	FEMALE
Groom EKYC*		Bride EKYC*	<input checked="" type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC CAPTURE BRIDE'S EKYC
Marriage Date*	<input type="text"/>	Marriage Place*	<input type="text" value="vijayawada"/>
Marriage Certificate(MC) SI.No*	<input type="text" value="1234"/>	Marriage Certificate (MC) Issued Date*	<input type="text" value="01/03/2022"/>
MC issuing authority*	<input type="text" value="test"/>	Upload Marriage Certificate*	<input type="text" value="Choose file Mrg form.pdf"/> <small>Upload only pdf format</small>
Upload Groom's Residential Proof*	<input type="text" value="Choose file Mrg form.pdf"/> <small>Upload Aadhar/Passport/Driving License/Voter Id(pdf)</small>	Remarks*	<input type="text" value="testing"/>

PROCEED

If the Grooms e-KYC has been done and fingers captured properly, a pop-up will be shown as “Biometric Captured Successfully” as below

gramawardsachivalayam.ap.gov.in says
Biometric Captured Successfully

Groom Name	Nagababu Manepalli	Jonnadula Lavanya	
Groom Age	34	Bride Age	27
Groom Gender	MALE	Bride Gender	FEMALE
Groom EKYC*	<input checked="" type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC <input type="button" value="CAPTURE GROOM'S EKYC"/>	Bride EKYC*	<input checked="" type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC <input type="button" value="CAPTURE BRIDE'S EKYC"/>
Marriage Date*	01/01/2022	Marriage Place*	vijayawada
Marriage Certificate(MC) SI.No*	1234	Marriage Certificate (MC) Issued Date*	01/03/2022
MC issuing authority*	test	Upload Marriage Certificate*	<input type="button" value="Choose file"/> Mrg form.pdf <small>Upload only pdf format</small>
Upload Groom's Residential Proof*	<input type="button" value="Choose file"/> Mrg form.pdf <small>Upload Aadhar/Passport/Driving License/Voter Id(pdf)</small>	Remarks*	testing

Step 9: - Similarly e-KYC of the bride has to be completed capturing any 2 fingers till the pop-up “Biometric Captured Successfully” is displayed

gramawardsachivalayam.ap.gov.in says
Biometric Captured Successfully

Groom Name	Nagababu Manepalli	Jonnadula Lavanya	
Groom Age	34	Bride Age	27
Groom Gender	MALE	Bride Gender	FEMALE
Groom EKYC*	<input checked="" type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC <input type="button" value="CAPTURE GROOM'S EKYC"/>	Bride EKYC*	<input checked="" type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC <input type="button" value="CAPTURE BRIDE'S EKYC"/>
Marriage Date*	01/01/2022	Marriage Place*	vijayawada
Marriage Certificate(MC) SI.No*	1234	Marriage Certificate (MC) Issued Date*	01/03/2022
MC issuing authority*	test	Upload Marriage Certificate*	<input type="button" value="Choose file"/> Mrg form.pdf <small>Upload only pdf format</small>
Upload Groom's Residential Proof*	<input type="button" value="Choose file"/> Mrg form.pdf <small>Upload Aadhar/Passport/Driving License/Voter Id(pdf)</small>	Remarks*	testing

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After the e-KYC of Bride and Groom are captured successfully, details of their Marriage have to be entered as shown below

Step 10: - User need to enter Marriage date, Marriage Place, Marriage Certificate (MC) SI.No, MC issued Date, MC issuing authority, Upload Marriage Certificate and Residential proof of Groom. Remarks if there are any need to be entered and then click on “Proceed”

Do you want to migrate the bride from Parents Household to In-laws Household? Yes No

Migration Details

Groom Name	Nagababu Manepalli	Bride Name	Jonnadula Lavanya
Groom Age	34	Bride Age	27
Groom Gender	MALE	Bride Gender	FEMALE
Groom EKYC*	<input checked="" type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC <input type="button" value="CAPTURE GROOM'S EKYC"/>	Bride EKYC*	<input checked="" type="radio"/> BIO EKYC <input type="radio"/> IRIS EKYC <input type="button" value="CAPTURE BRIDE'S EKYC"/>
Marriage Date*	01/01/2022	Marriage Place*	vijayawada
Marriage Certificate(MC) SI.No*	1234	Marriage Certificate (MC) Issued Date*	01/03/2022
MC issuing authority*	test	Upload Marriage Certificate*	<input type="button" value="Choose file"/> Mrg form.pdf <small>Upload only pdf format</small>
Upload Groom's Residential Proof*	<input type="button" value="Choose file"/> Mrg form.pdf <small>Upload Aadhar/Passport/Driving License/Voter Id(pdf)</small>	Remarks*	testing

Step 11: - On clicking Proceed, following summary of the entered details will be displayed to verify. If all the details are correct, User can click on “Submit” to forward the application to PS/WAS Login

Migration Details

Household Migration Details Preview

Date: Tue Apr 12 2022

Groom Name	: Nagababu Manepalli	Bride Name	: Jonnadula Lavanya
Groom Age	: 34	Bride Age	: 27
Groom Gender	: MALE	Bride Gender	: FEMALE
Marriage Date	: Jan 1, 2022	Marriage Place	: kakinada
Marriage Certificate(MC) SI.No	: 1234	Marriage Certificate (MC) Issued Date	: Jan 3, 2022
MC issuing authority	: test		

User Manual for member Migration

On clicking submit, PDF of the summary can be downloaded and a print of the same can be taken as below.

Household Migration Details				Date: Tue Apr 12, 2022
Transaction ID	: 1079071522041217286332	District	: GUNTUR	Print 1 sheet of paper Date: Tue Apr 12, 2022
Mandal	: TADEPALLI	Secretariat/ Ward	: CHIRRAVURU	
Groom Name	: Nagababu Manepalli	Bride Name	: Jomradula Lavanya	
Groom Age	: 34	Bride Age	: 27	
Groom Gender	: MALE	Bride Gender	: FEMALE	
Marriage Date	: Jan 1, 2022	Marriage Place	: kakirada	
Marriage Certificate(MC) SI.No	: 1234	Marriage Certificate (MC) issued Date	: Jan 3, 2022	
MC issuing authority	: test			

Print		1 sheet of paper	Date: Tue Apr 12, 2022
Destination	: EPSON M200 Series		
Pages	: All		NTUR
Copies	: 1		IRRAVURU
Colour	: Black and white		onadula Lavanya
More settings			MALE
			inada
			3, 2022

3.0 PS/WAS Login

Step 1:- Open GSWS old portal www.gramawardsachivalayam.ap.gov.in. Click on login and enter PS/WAS login details. Dashboard of existing applications will be displayed as below. Click on Verify to proceed further

The screenshot shows the 'MEMBER MIGRATION DASHBOARD (PS)' with the following summary statistics:

- TOTAL: 1
- PENDING: 1
- COMPLETED: 0

The 'DETAILS' table contains the following data:

Transaction ID	Date	Groom Name	Groom Age	Bride Name	Bride Age	Marriage Date	Action
1079071522041217286332	12-04-2022	Nagababu Manepalli	34	Jonnadula Lavanya	27	31-12-2021	VERIFY

The screenshot shows the 'Member Migration on Marriage Grounds Verification (PS)' page. It is divided into two main sections:

- Migration Details:**
 - GROOM NAME : Nagababu Manepalli
 - BRIDE NAME : Jonnadula Lavanya
 - GROOM AGE : 34
 - BRIDE AGE : 27
 - MARRIAGE DATE : Dec 31, 2021
 - MARRIAGE PLACE : kakinada
 - MARRIAGE CERTIFICATE NO. : 1234
 - MARRIAGE CERTIFICATE ISSUED AUTHORITY : test
 - DA/WEDS REMARKS : test
- Certificate View:**
 - Displays a 'MARRIAGE CERTIFICATE APPLICATION FORM' with a list of items and their costs:
 - MARRIAGE CERTIFICATE: 144.00
 - REGISTRATION FEE: 144.00
 - MARRIAGE CERTIFICATE: 118.00
 - Includes a 'NEXT' button at the bottom right.

Step 2: - Enter any Observations/Remarks in field verification. Upload the Field verification Report. If all the details submitted are verified then click on Recommendation “Yes” and Forward the application to MPDO/MC.

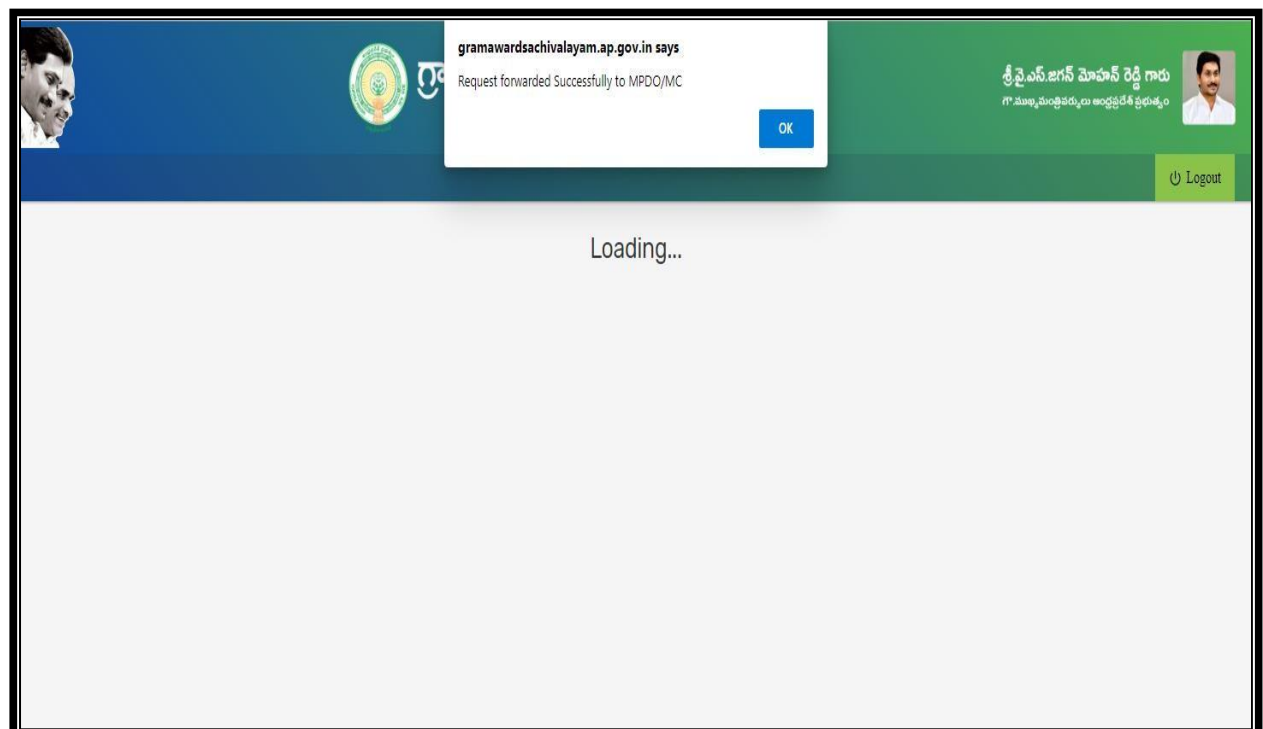
BRIDE AGE	: 27
MARRIAGE DATE	: Dec 31, 2021
MARRIAGE PLACE	: kakinada
MARRIAGE CERTIFICATE NO.	: 1234
MARRIAGE CERTIFICATE ISSUED AUTHORITY	: test
DA/WEDS REMARKS	: test

Check List

1. Observation / Remarks*
2. PS/WAS verification report* Mrg form.pdf
3. Recommendation* Yes No

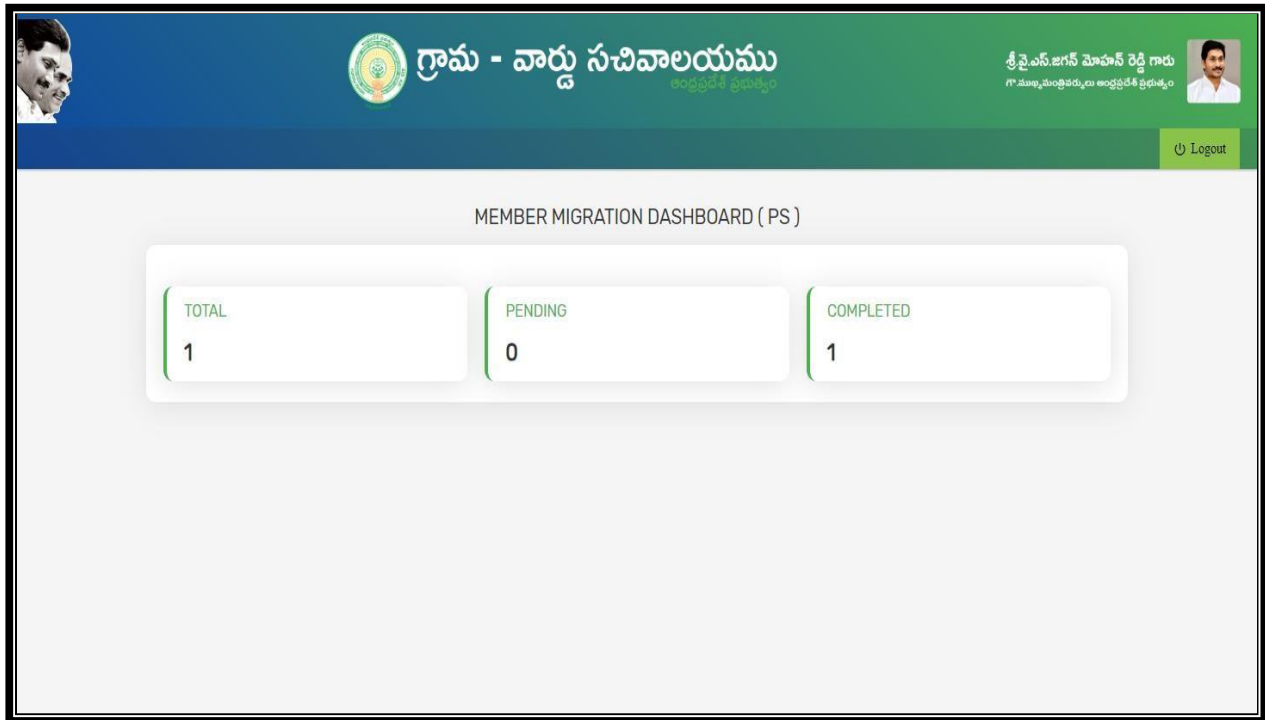
FORWARD

Pop-up “Request forwarded successfully to MPDO/MC will be displayed after the application has been successfully forwarded.



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After Successful submission, PS/WAS Login Screen will be shown as below



The screenshot displays the 'MEMBER MIGRATION DASHBOARD (PS)' interface. The header features the organization's logo and name in Telugu: 'గ్రామ - వార్డు సచివాలయము' (Gram - Ward Sachivalayam) with the tagline 'ఆంధ్రప్రదేశ్ ప్రభుత్వం' (Andhra Pradesh Government). On the right, it shows the user's name 'శ్రీ.పి.ఎస్.బి.గోన్ మోహన్ రెడ్డి గారు' (Shri. P.S. B. Goni Mohan Reddy) and a 'Logout' button. The main content area contains three summary cards: 'TOTAL' with a value of 1, 'PENDING' with a value of 0, and 'COMPLETED' with a value of 1.

Category	Count
TOTAL	1
PENDING	0
COMPLETED	1

Step 2: - Enter Observations/Remarks any after the verification. Click on “Capture Biometric” to capture the Biometric details of respective MPDO/MC.

BRIDE NAME	: Jonnadula Lavanya
GROOM AGE	: 34
BRIDE AGE	: 27
MARRIAGE DATE	: Dec 31, 2021
MARRIAGE PLACE	: kakinada
MARRIAGE CERTIFICATE NO.	: 1234
MARRIAGE CERTIFICATE ISSUED AUTHORITY	: test
DA/WEDS REMARKS	: test
PS/WAS REMARKS	: test
PS/WAS RECOMMENDATION	: Yes

NEXT

Check List

1. Observation / Remarks*

testing

Note: Please capture biometric before proceeding further.

CAPTURE BIOMETRIC

Step 3: - Click on “APPROVE” to approve the application

MARRIAGE DATE	: Dec 31, 2021
MARRIAGE PLACE	: kakinada
MARRIAGE CERTIFICATE NO.	: 1234
MARRIAGE CERTIFICATE ISSUED AUTHORITY	: test
DA/WEDS REMARKS	: test
PS/WAS REMARKS	: test
PS/WAS RECOMMENDATION	: Yes

NEXT

Check List

1. Observation / Remarks*

tested

Note: Please capture biometric before proceeding further.

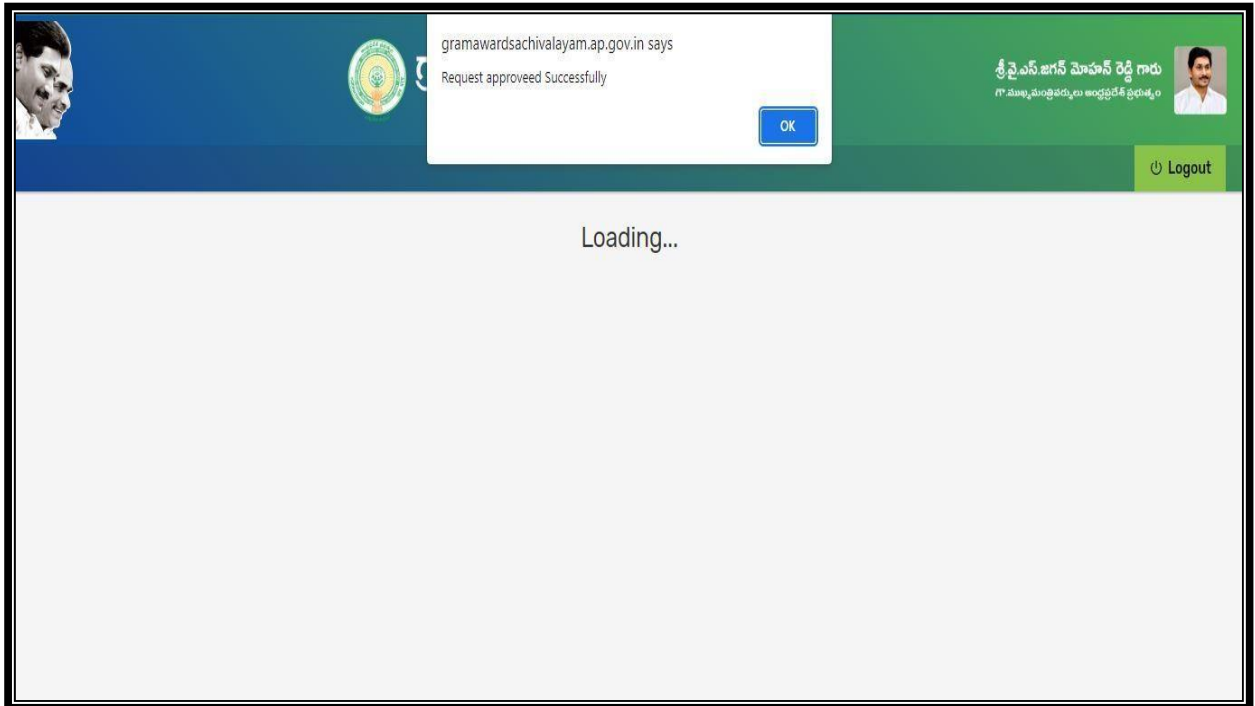
Captured Successfully

APPROVE

REJECT

↑

Step 4:- Once the application has been approved, “Request approved successfully” pop up will be shown



After successful submission MPDO/MC login screen will be shown as below.

