



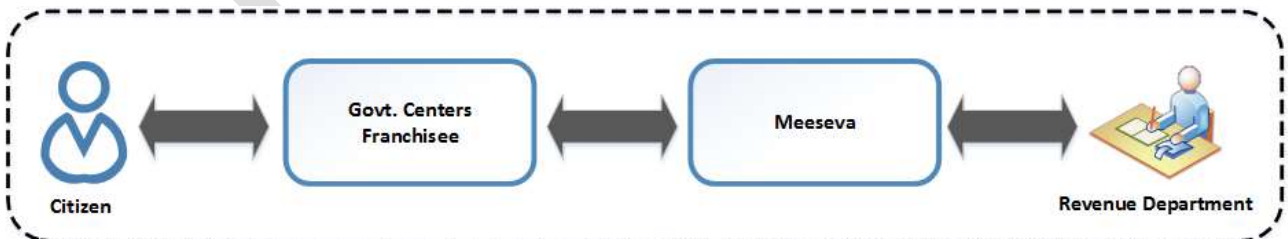
1. Service Description

MeeSeva Introduces 'CASTE CERTIFICATE TO BRAHMIN COMMUNITY' citizen, which is under Revenue Department. The main objective of service is to issue cast certificate to the citizen who are under Brahmin Castes. The citizen needs to approach Meeseva Franchise for applying this service.

2. Service Details

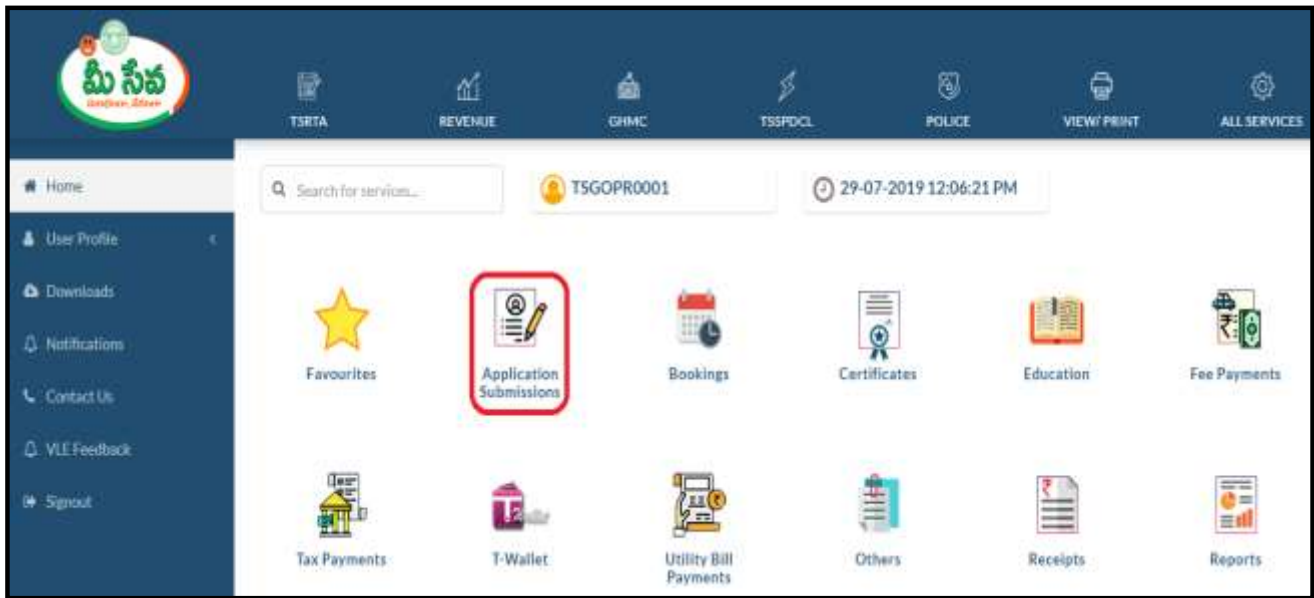
| Issue of Cast Certificate to Brahmin Community | | |
|---|---------------------------------|---|
| S.No | Description | Information |
| 1 | Service Category | B |
| 2 | Service Type | Regular |
| 3 | User Charges | 45 |
| 4 | Service Level Agreement (SLA) | 30 Days |
| 5 | Documents Required | 1) Application Form * 2) Ration card /EPIC Card/AADHAR Card * 3) SSC Marks memo or DOB Extract or Transfer Certificate 4) 1 to 10th study Certificates or DOB Certificate Issued by Municipality/Gram Panchayath * |
| 6 | Service Delivery Channels | <ul style="list-style-type: none"> • Franchisee Centers • Govt Centers |
| 7 | Available Time | <ul style="list-style-type: none"> • Franchisee & Govt Centers: 8:00 AM to 8:00 PM |
| 8 | Payment Modes | Franchisee: Cash Govt Centers: Cash / Cheque / DD / Card Payments / T-Wallet |

3. Service Process Flow



4. Procedure:

- A) After User Logged into the application, user's need to click on the **"Application Submission"** icon or enter the service name in **"Search for Service"**.



List of all individual department services will be shown. Click on **"Revenue Department"** icon.

Screen 1: List of services will be shown and click on **"Issue of Caste Certificate to Brahmin Community"** icon.



Application Form:

| REVENUE - ISSUE OF CASTE CERTIFICATE TO BRAHMIN COMMUNITY | | | |
|--|--|-----------------------|---|
| Applicant Details | | | |
| Application Number: | BCC022000001447 | Aadhaar No: | 99999999999 |
| Applicant Name: | Laxman | Gender: | Male |
| Father Name: | Rajesh | Mother Name: | Laxmi |
| Date of Birth/ Year: | <input checked="" type="radio"/> Date of Birth <input type="radio"/> Year | Date of Birth/ Year: | 01/01/1999 |
| Age: | 21 | | |
| Present Address | | | |
| Door No: | 10 | Locality / Land Mark: | MG Market |
| District: | ADILABAD | Mandal: | ADILABAD (URBAN) |
| Village / Ward: | ADILABAD | PinCode: | 566034 |
| Mobile No: | 8029566565 | Email ID: | |
| Delivery Type: | Manual | | |
| Place of Birth <input checked="" type="checkbox"/> Place of Birth Address is same as Present Address | | | |
| Sub Caste And Gothram Details | | | |
| Applicant Sub Caste: | SRI VAISHNAVA | Applicant Gothram: | Auparniyanava |
| Whether the applicant is: | <input checked="" type="radio"/> A Natural Born Son / Daughter of His / Her Parents <input type="radio"/> An Adopted Son / Daughter of His / Her Parents | | |
| Documents List : (All Uploaded Documents should be in PDF format only and accept upto 3 MB) | | | |
| <input checked="" type="checkbox"/> Application Form : | File Browse: | Choose File | 01_01_2.pdf |
| <input type="checkbox"/> SSC Marks memo or DOB Extract or Transfer Certificate : | File Browse: | Choose File | No file chosen |
| <input checked="" type="checkbox"/> 1 to 10th study Certificates or DOB Certificate issued by Municipality/Gram Panchayath : | File Browse: | Choose File | 01_01_2.pdf |
| <input checked="" type="checkbox"/> Ration Card / Aadhaar Card / EPIC Card : | File Browse: | Choose File | 01_01_2.pdf |
| <input type="checkbox"/> Applicant Passport Size Photo : (Photo in JPG format only size between 3kb-20kb) | File Browse: | Choose File | No file chosen (Height : 3.5 cm , Width : 3.5 cm) |
| Show Payment | | | |

Operator has to fill all the required information related to application and upload mandatory documents. Non mandatory documents as optional and click on "Show Payment". Details of payment will be shown and click on "Confirm Payment".

| Receive Payment | | | |
|------------------------|---|---------------|----|
| Challan Amount: | 0 | User Charges: | 45 |
| Courier Charges: | 0 | Total Amount: | 45 |
| Confirm Payment | | | |

Note: If delivery type is post-local/non local then, postal details panel is generated and you must enter postal details.

Note: Based on the customer request, the delivery option (either through Manual or Speed Post - Local or Speed Post - Non Local) franchisee has to be selected. The courier charges for Postal (Local) is Rs. 37/- and for Postal Non Local is Rs. 52/-.

Operator has to click on "Confirm Payment" system will redirect to "Payment Details Page". Operator has choice to choose "Mode of Payment Options" like PAYTM/CASH/TWALLET. If the operator has chosen PAYTM/TWALLET system will redirect to "Payment Gateway" and payment can be made. Incase if Cash is selected amount will be debited from operator's wallet.

| PAYMENT DETAILS | | PAYMENT OPTIONS | | | | |
|-----------------|-----------------|------------------------------|------------------------|----|--------|-------------------|
| Payment Ref No | 1800A0000051112 | | | | | |
| SCA Ref No | NVC021900055814 | CASH | TWALLET | DB | CHEQUE | CREDIT/DEBIT CARD |
| Consumer Name | RANGA | | | | | |
| Centre Code | ESEVA-KHB | | | | | |
| Staff Code | TSGOPR0001 | | | | | |
| Payable Amount | 45 | | | | | |
| Cash Details | | | | | | |
| Cash Amount | 45 | | | | | |
| | | Make Payment | Cancel | | | |

For Citizen portal payment details:

| PAYMENT DETAILS | | SERVICE CHARGES | | | | | | | | |
|-----------------|-----------------|------------------------------|------------------------|------------|------------|-------|--------------|--------------|-----------|--------------|
| Payment Ref No | 896A0004110825 | | HDFC PG | TWALLET PG | AXIS ICICI | BANKS | PNB PG | SBIPAY | PAYGOV | |
| SCA Ref No | CCP922800045243 | NET BANKING | ₹ 17 +GST | ₹ 0 | ₹ 0 | ₹ 0 | ₹ 4 +GST | ₹ 2 +GST | ₹ 10 +GST | ₹ 5 +GST |
| Consumer Name | Ranga | DEBIT CARD BELOW 2000 | ₹ 0 | NA | NA | NA | ₹ 0 | ₹ 0 | NA | ₹ 0.45% +GST |
| Centre Code | NET | DEBIT CARD ABOVE 2000 | ₹ 0.50% +GST | NA | NA | NA | ₹ 1% +GST | ₹ 0.50% +GST | NA | ₹ 0.50% +GST |
| Staff Code | HVTH430 | CREDIT CARD | ₹ 0.85% +GST | NA | NA | NA | ₹ 0.55% +GST | ₹ 0.55% +GST | NA | ₹ 0.55% +GST |
| Payable Amount | ₹ 210.8 | BHIM UPI | ₹ 0 | NA | NA | NA | ₹ 0 | NA | ₹ 0 | ₹ 0 |
| PAYMENT OPTIONS | | | | | | | | | | |
| | | | | | | | | | | |
| | | Make Payment | Cancel | | | | | | | |

After successful payment "Receipt" will be generated.

REVENUE - ISSUE OF CASTE CERTIFICATE TO BRAHMIN COMMUNITY RECEIPT

| | | | |
|------------------|--|-------------------|-------------------|
| Date of Payment: | 08/21/2019 | Authorized Agent: | ESEVA-HYD |
| Application No : | BCC021900001217 | Transaction ID: | TTBCC021900001217 |
| Applicant Name: | RAMESH | Father Name: | SURESH |
| Sub Caste: | KARANAM | Gothram: | Galavasaya |
| POB District: | ADILABAD | POB Mandal: | Adilabad (Urban) |
| POB Village: | Adilabad | Amount Paid Rs/-: | 45 |
| Delivered in: | Within 30 working days from requested date . | | |

To know the application status, please visit www.meeseva.gov.in

Sd/
ESEVA HYDERABAD

Print

ISSUE OF CASTE CERTIFICATE TO BRAHMIN COMMUNITY

On submission, the request will go to respective Department Officials workflow for further processing. Once the request is approved, Citizen can collect certificate from franchisee where applied incase if delivery is "Manual" or certificate will be dispatched through courier to the citizen's address if delivery type is "Speed Post Local/Non Local".

5. Contact Us

For any queries please reach us at

Call: 040-48560012 | Email: meesevasupport@telangana.gov.in