From: Secretary to the Government of West Bengal

To:
(1-19) District Magistrates, Cooch Behar/Darjeeling/Jalpaiguri/Alipurduar/Malda/Uttar Dinajpur/ Dakshin Dinajpur/ Murshidabad/ Nadia/ Purulia/ Bankura/ Birbhum/ Burdwan/ Paschim Medinipur/Purba Medinipur/ Howrah/Hooghly/North 24 Pgs/South 24 Pgs

(20) Director of Social Welfare, GoWB
Sub: Some important aspects of data processing under Kanyashree Prakalpa

Madam/Sir,

After careful observation I would like to draw your personal attention to the following issues:

1. **Verification in PFMS:** Files should immediately be sent to PFMS portal for verification of data so that correct data can be sent later to PFMS for payment.

2. **Duplicate Entry:** At the moment the portal has 1098 duplicate entries throughout the state having all fields common except the bank account number. The district wise figures are given at the DPMU login and are also attached with this letter. Or verification All duplicate entries have to be removed and double payment should be avoided.

3. **Institution:** Only districts namely Dakshin Dinajpur, Purba Medinipur, and Birbhum have submitted validated list of institutions under the signature of the DM while others have still not done that. A total of 1980 institutions have been identified which have not uploaded a single application since the launching of the scheme and as such they have been removed from the portal. This list is available at the DPMU login and also enclosed herewith. Validation of the institution must be submitted immediately by all districts.

4. **Utilisation Certificate & DMF:** DPMUs are quite irregular in uploading DMFs, also the status of UC is not satisfactory. Henceforth fund will be released only after getting up to date UC and DMF. The position of DMF and UC is attached for ready reference. UCs must be submitted immediately.

5. **OTP:** The contact details of HOF (mobile number and email id) must be submitted by all districts for implementation of OTP immediately. Only districts namely Purba Medinipur, Kolkata, Murshidabad and Alipurduar.

6. **Aadhaar Integration:** It is noticed that very few applicants have mentioned their aadhar no. in the Kanyashree application forms. Moreover many aadhar nos given by them are wrong. Effort must be taken so that correct aadhar numbers are given in application forms and more aadhar nos are given with the consent of the applicants so that a sizable database has valid aadhar nos.

7. **Unclear Photos:** Some of the applications in portal have unclear photographs. Before sanctioning an application each photograph must be checked for clarity.

Yours Faithfully,

Roshni Sen
Secretary

No. SW/P/IK-03/16


Copy forwarded for information to:
1. Joint Secretary, Kanyashree, WD & SW Department.
2. Sub-divisional Officer, Siliguri.
3. PS to MoS, WCD & SW Department with a request to keep her informed.