Social Justice Management System
(SJMS)

Sahyog & Upkar Scheme
(Citizen Level)
Table of Contents

1. General Information ........................................................................................................................................... 3
   1.1 System Overview .............................................................................................................................................. 3

2. Getting Started ................................................................................................................................................... 4
   2.1 Login through SJMS/ SSO ........................................................................................................................ 4

3. Process of Application ........................................................................................................................................ 7
   3.1 Applying for Scheme ..................................................................................................................................... 7
   3.2 Family Member’s Detail ............................................................................................................................. 10
   3.3 Daughter’s & Groom Detail ......................................................................................................................... 11
   3.4 Document attachment Detail ...................................................................................................................... 12
1. GENERAL INFORMATION

General Information section explains in general terms the system and the purpose for which it is intended.

1.1 SYSTEM OVERVIEW

This document provides the proper end to end flow of the procedure. It contains non-functional steps of the system’s flow. As we have three ways to enter into the system as they are: Through E-Mitra and SSO. Login through SSO to enter into the system. This document contains Sahyog & Upchar scheme process on citizen level. Sahyog & Upchar Yojna, a scheme launched in April 2005, provides financial assistance of Rs 5,000 per girl to BPL families of Scheduled Castes for marriage of their first two girls between the age group of 18 and 21 years. The scheme was amended in 2008 and 2009, when the amount of assistance was increased to Rs 10,000 for every girl having completed the age of 18 years or above. The CAG report for the year ended March 31, 2011, presented during the current assembly session, revealed that in the nine test districts, financial assistance was provided under the scheme in 35 cases where either the boy (11 cases) or the girl (24 cases) had not attained the marriageable age of 21 years and 18 years, respectively, as provided in Section 3 of the Prohibition of Child Marriage Act, 2006.

At the time of marriage, the minimum age of boy and the girl should be 21 years and 18 years, respectively. However, the audit scrutiny revealed that the district officers of nine test areas released financial aid despite the fact that the age of groom and bride was below 21 and 18 years in 10 cases. The state government stated in November 2011, the report pointed out, that the financial assistance was given without obtaining age certificates on humanitarian grounds and directions for obtaining the certificate were being issued to all the district officers.
2. **GETTING STARTED**

Pre-requisites: All Documents should be scanned clearly.

### 2.1 LOGIN THROUGH SSO

- Launch web site [https://sjms.rajasthan.gov.in/sjms/Login.aspx](https://sjms.rajasthan.gov.in/sjms/Login.aspx).

- Click “Citizen SSO Login”.

  ![SSO Login Screen](image)

  - Link forwards us to SSO page login as appearing below:-

  - Close the Message window and put your user name, password and Capcha code.
- Government web portal’s list will appear as above.

- Select SJMS portal from the list which gets open on next screen.
3. PROCESS OF APPLICATION

Pre- Requisites :- All Documents should be scanned clearly.

3.1 APPLYING FOR SCHEME

Here, on this page citizen’s personal information appears and also it shows the detail under My Application tab of scheme citizen has been applied for.

- Click on “List of Schemes”, list of schemes appears at left hand side panel.
- Click on “Sahyog & Upkar Scheme” and apply.
Application form will appear as shown below:

- This application form contains basic detail of applicant with his/her panchayat samiti number, Ward number and Nagar palika number. Fill all mandatories and submit the form.

- Personal detail of candidate appears in non-editable form.
- Fill Panchayat Samiti number and nagar palika number that is mandatory fields and also attach photograph as well.

- Click “Save & Next” button.
### 3.2 Family Member’s Detail

1. Enter family member’s detail that would be bride’s family members.

2. Click “Save & Next” button.
3.3 DAUGHTER’S & GROOM DETAIL

- Fill all mandatory fields of daughter’s detail panel then move towards Groom detail.

- Click “Save & Next” button. Attachment document page will appear.
3.4 Document attachment Detail

Only the applicant can apply for this scheme that belongs to any one category from BPL/ Astha/ Antyodaya/Widow. If applicant is BPL member then he/she does not need to show Astha or Antyodaya card and Astha/ Antyodaya/Widow. Option will not be visible over document page. If applicant does not belongs BPL category then Astha or Antyodaya/Widow. Option will appear on the document page and one of them needs to select and enter appropriate number.

If daughter(s) is orphan then parent death certificate is mandatory.
User Guide
Sahyog & Upchar Scheme

13

Astra Card/Anyodaya card Number
9876543210

Astra Card/Anyodaya certificate

Choose File: No file chosen

Upload

Family income certificate

Choose File: No file chosen

Upload

Ration card copy

Choose File: No file chosen

Upload

Non-remarriage certificate affidavit

Choose File: No file chosen

Upload

Husband's death certificate

Choose File: No file chosen

Upload

Marriage registration certificate

Choose File: No file chosen

Upload

Affidavit

Choose File: No file chosen

Upload

Declaration

I solemnly declare and affirm that:

- Particular filled in the above form by me are true to the best of my knowledge.
- Scanned copies of above attached documents are true and no alteration or forgery has been done in them.
- I fully understand if I fail or made false statement or have tried to mislead the Government in any way, Government is free to initiate criminal Proceedings against me under section 177, 197,198, 199, 200 and of Indian penal code whereby I may be imprisoned up to 3 Years on conviction. By clicking the 'Submit' button above, I understand that it is equivalent to signing the form.

By clicking the 'Submit' button above, I understand that it is equivalent to signing the form.
Fill all mandatory fields, then click submit button.

System will generate an application number and forward application to related verifier.

- To view application, click on view symbol appearing under view column.
- Application will be forwarded to verifier corresponding to application’s domicile.