



MICRO, SMALL & MEDIUM ENTERPRISES

सूक्ष्म, लघु एवं मध्यम उद्यम

OUR STRENGTH • हमारी शक्ति

Ministry of MSME, Govt. of India

# Prime Minister Employment Generation Programme(PMEGP) Scheme

User Manual for  
Implementing Agency

Prepared By



Trust Fintech Limited

Powered By



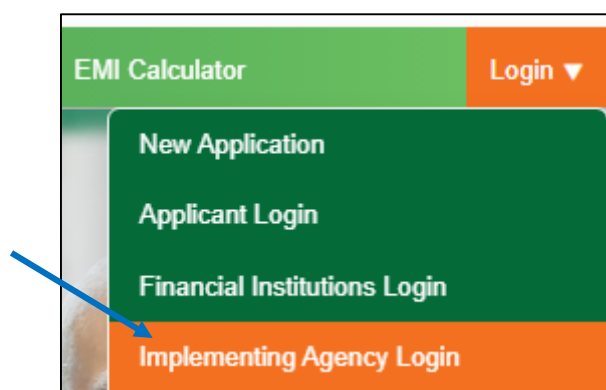
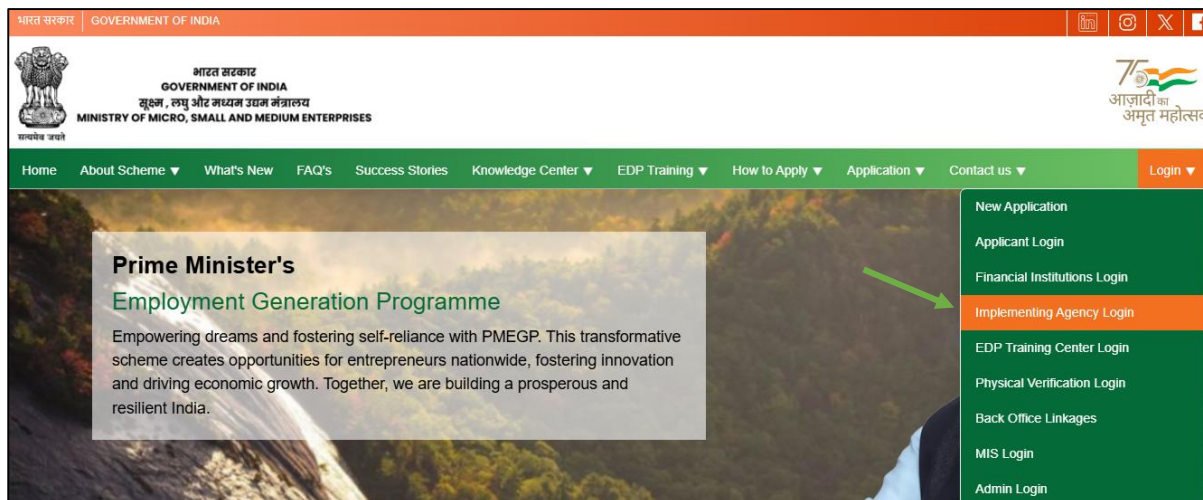
आपका अपना बैंक, हर कदम आपके साथ  
YOUR OWN BANK, ALWAYS WITH YOU

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## 1. Login:

**Step 1:** Click on the “Implementing Agency Login” option to login using the Implementing Agency user details.



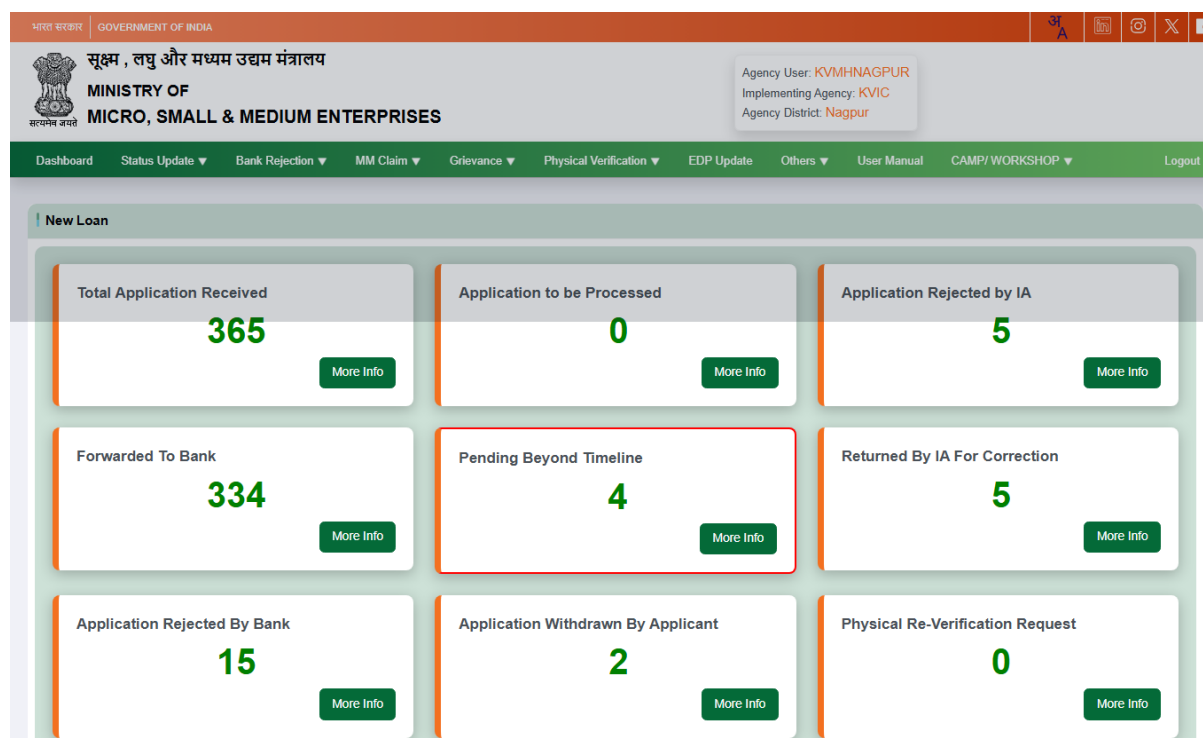
**Step 2:** Enter the login id and password of the Implementing Agency user.

The image shows the 'Implementing Agency' login form. It has a title 'Implementing Agency' at the top. Below it is a section titled 'Agency Official Login'. There are three input fields: 'User ID', 'Password', and a 'Captcha Input' field. The 'Captcha Input' field contains a captcha image with the characters '9 0 D 4 J Q' and a refresh button. There is a 'Forgot password?' link and a 'Login' button at the bottom right.

## 2. Dashboard:

**Step 3:** Valid credentials will lead to the Dashboard, where multiple application wise details can be listed.

1. **Total Application Received:** List of total applications received at the Implementing Agency user login.
2. **Application to be Processed:** The applications which are kept under processing by the logged in user.
3. **Application Rejected by IA:** The applications which are rejected by the Implementing Agency.
4. **Forwarded to Bank:** List of applications which are Forwarded to Bank for further processing at Bank level.
5. **Pending Beyond Timeline:** List of Applications which are pending beyond 26 days after status updated to Under Process.
6. **Returned by IA for Correction:** list of applications where the Application has been send back to the application for modifications in the Application Form, Score Card details or Documents.
7. **Application Rejected by Bank:** List of applications rejected by the Bank.
8. **Application Withdrawn by Applicant:** List of applications which were withdrawn by the application as no action was taken by IA.
9. **Physical Re-Verification Request:** The applications which have been marked as Defunct or Non-Traceable, the applicant can apply for re-verification.



### 3. Status Update-> New Loan:

**Step 4:** Click on the “Status Update” Menu and under the menu and select the “New Loan” Sub-menu to get the list of all the applications available with the logged in user.



 This screenshot shows the application list table after clicking on 'New Loan'. The table has columns for Sr No, Applicant Code, Name, Date of Submission, Current Status, and View Details. There are 5 entries in the table. A search bar is located at the top right of the table.
 

| Sr No | Applicant Code  | Name         | Date of Submission | Current Status            | View Details         |
|-------|-----------------|--------------|--------------------|---------------------------|----------------------|
| 1     | KVMH-2024000004 | Abhishek Deo | 28-10-2024         | Application Submitted     | <a href="#">View</a> |
| 2     | KVMH-2024000001 | Abhishek Deo | 23-10-2024         | Forwarded To Primary Bank | <a href="#">View</a> |
| 3     | APP123-3532     | Abhishek Deo | 21-10-2024         | Further Process           | <a href="#">View</a> |
| 4     | APP123-5302     | Abhishek Deo | 21-10-2024         | Application Submitted     | <a href="#">View</a> |
| 5     | APP123-9657     | Abhishek Deo | 20-10-2024         | Rejected / Return         | <a href="#">View</a> |

**Step 5:** From the application list the user can click “View” button to display the details of the application. This grid will show the Application Code, Applicant’s Name, Date of Submission of application to the Implementing Agency, Current status of the Application and View button to check the details of the application like Application form, Score Card and Documents.

 This screenshot shows the application status update details for the first entry in the list. The 'View Details' button is highlighted with a red arrow. The table has columns for Sr No, Applicant Code, Name, Date of Submission, Current Status, and View Details.
 

| Sr No | Applicant Code  | Name         | Date of Submission | Current Status            | View Details         |
|-------|-----------------|--------------|--------------------|---------------------------|----------------------|
| 1     | KVMH-2024000004 | Abhishek Deo | 28-10-2024         | Application Submitted     | <a href="#">View</a> |
| 2     | KVMH-2024000001 | Abhishek Deo | 23-10-2024         | Forwarded To Primary Bank | <a href="#">View</a> |

**Step 6: “Application Form”** option will display the Non-Editable format of the Applicant Form filled by the Applicant.

The screenshot shows the PMEGP Portal interface. At the top, there is a header with the Government of India logo and the Ministry of Micro, Small and Medium Enterprises. The user is logged in as KVMHNAGPUR, implementing agency KVIC, Nagpur. The main content area displays the applicant's profile for Abhishek Deo (Applicant ID: KVMH-2024000004). The profile includes personal details, contact information, and application details. Below the profile, there are tabs for Applicant Form, Documents, Score Card, Interaction Detail, and Applicant Status.

| Field                           | Value                   |
|---------------------------------|-------------------------|
| Aadhaar Card No.                | ***** 1944              |
| PAN No.                         | ***** 888Q              |
| Date of Birth                   | 08-07-1982              |
| Online Submission Date and Time | 28-10-2024 11:55:28     |
| Gender                          | Male                    |
| Unit Location                   | Rural                   |
| Category                        | OBC                     |
| Special Category                | Physically Challenged   |
| Mobile No.                      | 6357464354 / 3413584635 |
| eMail                           | mrunal@gmail.com        |
| Education                       | Diploma                 |
| EDP Training                    | -NA-                    |

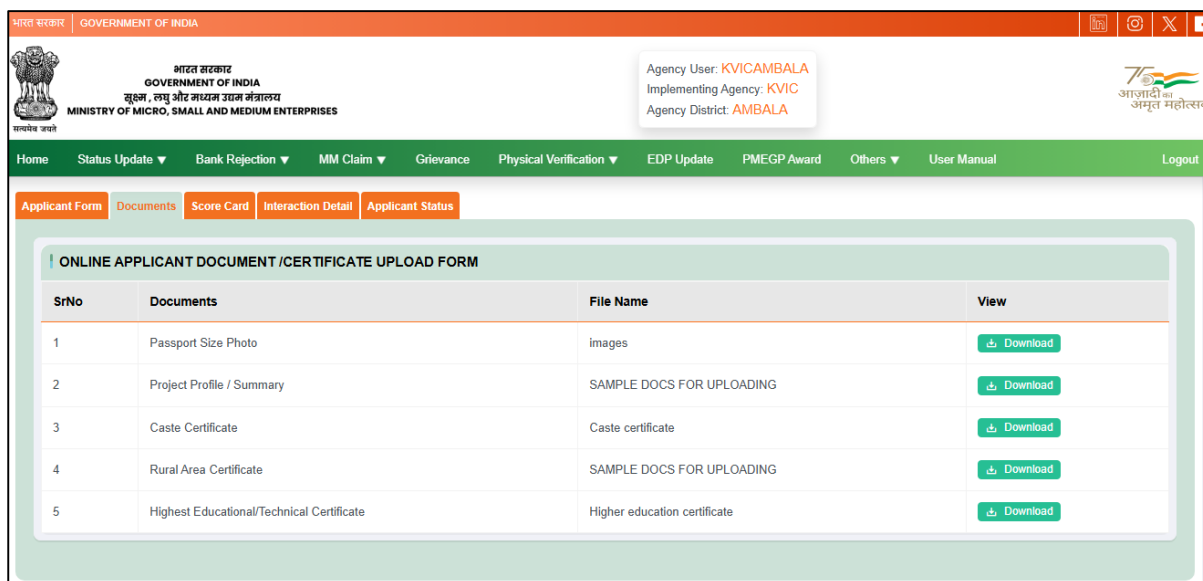
The screenshot shows the PMEGP ONLINE APPLICATION FOR INDIVIDUAL APPLICANT form. The form is filled with the following details:

| Field                                      | Value                                                                                                                                                 |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Aadhaar Card No / आधार नंबर *              | 740505211944                                                                                                                                          |
| PAN NO / पैन नंबर *                        | AGPPT9888Q                                                                                                                                            |
| Title                                      | Shri                                                                                                                                                  |
| Name of Applicant / आवेदक का नाम *         | Abhishek Deo                                                                                                                                          |
| Date of Birth / जन्म तिथि (dd-mm-yyyy) *   | 1982-07-08                                                                                                                                            |
| Age/आयु:                                   | 42                                                                                                                                                    |
| Gender / लिंग*                             | Male                                                                                                                                                  |
| Implementing Agency / कार्यान्वयन एजेंसी * | KVIC (Khadi and Village Industries Commission)                                                                                                        |
| State / राज्य*                             | MAHARASHTRA                                                                                                                                           |
| District / जिला*                           | Nagpur                                                                                                                                                |
| Implementing Agency/प्रयोक्ता कार्यालय*    | <input checked="" type="checkbox"/> Khadi and Village Industries Commission<br>1st Floor, Mytri Willows, Sir Bazonji Mehta Road, Gandhi Sagar, Nagpur |
| District                                   | Nagpur                                                                                                                                                |
| Ph No                                      | 8968576456                                                                                                                                            |
| Pin                                        |                                                                                                                                                       |
| eMail                                      | demo@gmail.com                                                                                                                                        |
| State                                      | MAHARASHTRA                                                                                                                                           |

Click on the Check box for “**Verified Application form by Implementing Agency**” and click on the **Save** button to proceed further.

The screenshot shows the bottom section of the application form. It contains a checkbox labeled “Verified Application Form by Implementing Agency” and a green “Save” button.

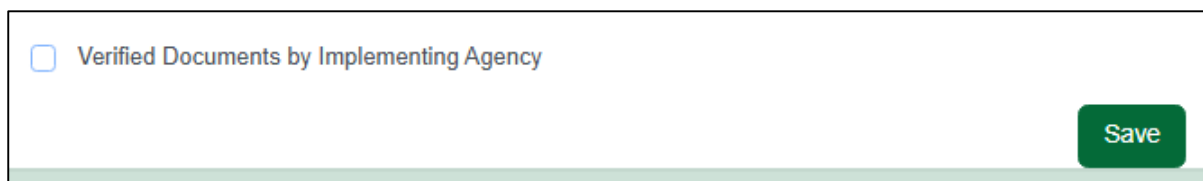
**Step 7: “Documents”** option will display the list of Documents uploaded by the applicant.



The screenshot shows the 'Documents' tab selected in the PMEGP Portal. The header includes the Government of India logo and the Ministry of Micro, Small and Medium Enterprises. The user information is displayed as: Agency User: KVICAMBALA, Implementing Agency: KVIC, Agency District: AMBALA. The navigation bar includes links for Home, Status Update, Bank Rejection, MM Claim, Grievance, Physical Verification, EDP Update, PMEGP Award, Others, User Manual, and Logout. The 'Documents' tab is active, showing the 'ONLINE APPLICANT DOCUMENT /CERTIFICATE UPLOAD FORM'.

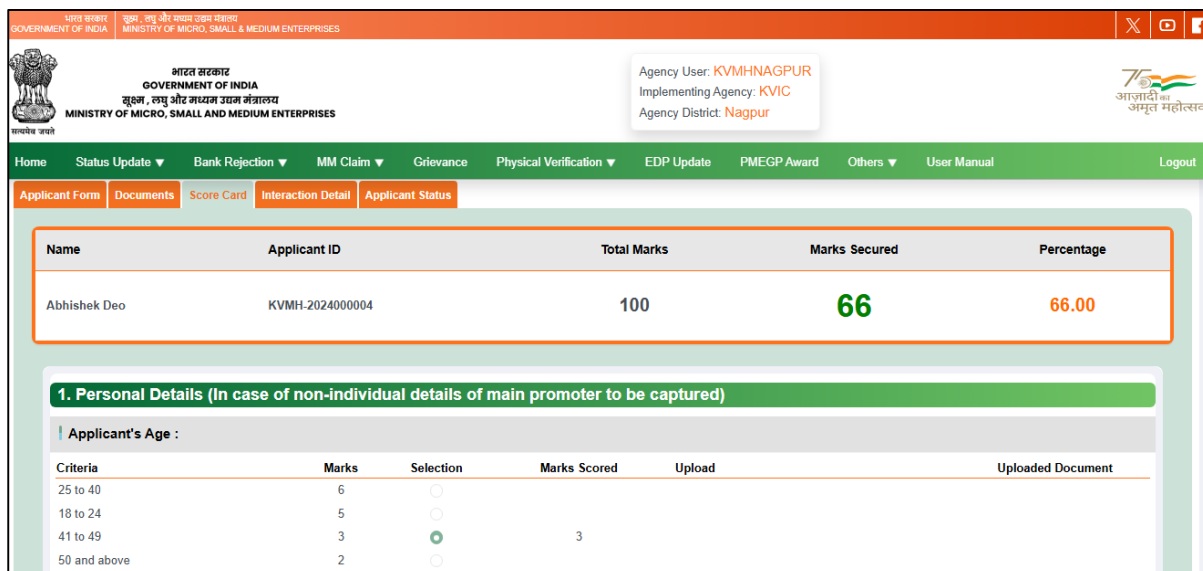
| SrNo | Documents                                 | File Name                    | View                     |
|------|-------------------------------------------|------------------------------|--------------------------|
| 1    | Passport Size Photo                       | images                       | <a href="#">Download</a> |
| 2    | Project Profile / Summary                 | SAMPLE DOCS FOR UPLOADING    | <a href="#">Download</a> |
| 3    | Caste Certificate                         | Caste certificate            | <a href="#">Download</a> |
| 4    | Rural Area Certificate                    | SAMPLE DOCS FOR UPLOADING    | <a href="#">Download</a> |
| 5    | Highest Educational/Technical Certificate | Higher education certificate | <a href="#">Download</a> |

Click on the Check box for “**Verified Documents by Implementing Agency**” and click on the **Save** button to proceed further.



The screenshot shows a checkbox labeled 'Verified Documents by Implementing Agency' and a green 'Save' button.

**Step 8: “Score Card”** option will display the list of checklist items updated by the Applicant with the required documents.



The screenshot shows the 'Score Card' tab selected in the PMEGP Portal. The header includes the Government of India logo and the Ministry of Micro, Small and Medium Enterprises. The user information is displayed as: Agency User: KVMHNAGPUR, Implementing Agency: KVIC, Agency District: Nagpur. The navigation bar includes links for Home, Status Update, Bank Rejection, MM Claim, Grievance, Physical Verification, EDP Update, PMEGP Award, Others, User Manual, and Logout. The 'Score Card' tab is active, showing the applicant's score and the '1. Personal Details' section.

| Name         | Applicant ID    | Total Marks | Marks Secured | Percentage |
|--------------|-----------------|-------------|---------------|------------|
| Abhishek Deo | KVMH-2024000004 | 100         | 66            | 66.00      |

**1. Personal Details (In case of non-individual details of main promoter to be captured)**

Applicant's Age :

| Criteria     | Marks | Selection                        | Marks Scored | Upload | Uploaded Document |
|--------------|-------|----------------------------------|--------------|--------|-------------------|
| 25 to 40     | 6     | <input type="radio"/>            |              |        |                   |
| 18 to 24     | 5     | <input type="radio"/>            |              |        |                   |
| 41 to 49     | 3     | <input checked="" type="radio"/> | 3            |        |                   |
| 50 and above | 2     | <input type="radio"/>            |              |        |                   |

The screenshot shows the PMEGP Portal interface. At the top, there's a header with the Government of India logo and the Ministry of Micro, Small and Medium Enterprises. A user information box displays: Agency User: KVICAMBALA, Implementing Agency: KVIC, Agency District: AMBALA. The navigation bar includes links like Home, Status Update, Bank Rejection, MM Claim, Grievance, Physical Verification, EDP Update, PMEGP Award, Others, User Manual, and Logout.

**No. Of Dependencies**

| Criteria    | Marks | Selection                        | Marks Scored | Uploaded Document              |
|-------------|-------|----------------------------------|--------------|--------------------------------|
| Upto 3      | 2     | <input checked="" type="radio"/> | 2            | <a href="#">Download</a>       |
| more than 3 | 0     | <input type="radio"/>            |              | SAMPLE DOCS FOR UPLOADING.docx |

**Owning A House/Parental House**

| Criteria | Marks | Selection                        | Marks Scored | Uploaded Document              |
|----------|-------|----------------------------------|--------------|--------------------------------|
| Yes      | 5     | <input checked="" type="radio"/> | 5            | <a href="#">Download</a>       |
| No       | 2     | <input type="radio"/>            |              | SAMPLE DOCS FOR UPLOADING.docx |

Click on the Check box for “**Verified and Finalized Marks by Implementing Agency**” and click on the **Save** button to proceed further.

This screenshot shows a form element with a checkbox labeled “Verified and finalised Marks by Implementing Agency”. To the right of the checkbox is a green button labeled “Save”.

**Step 9:** “**Interaction Details**” option will display the interactions done by the Implementing Agency user with the Applicant. The logged in user can Update the Interaction done with the applicant via email, phone or by other mode of communication.

The screenshot shows the “INTERACTION WITH APPLICANT” form. At the top, a note states: “Note: Interaction by Nodal Officer with Applicant must be recorded within 5 working days of submission of the application”. The form includes an “Interaction Mode” section with radio buttons for “By Email”, “By Mobile” (selected), and “By Other Mode”. Below this, there are fields for “Primary Mobile No: 6357464354”, “Secondary Mobile No: 3413584635”, “Nodal Officer Name \*” (Pranay), “Designation \*” (District Coordinator), and “Interaction Date and Time \*” (28-10-2024 12:15). A text area for “Interaction Details in brief \*” contains the text: “Call with Mr. Abhishek for updates in Project Report details.” At the bottom, there are “Save Records” and “Cancel” buttons.

**Step 10:** The application status can be updated from the “**Applicant Status**” Menu.

- Select the status as “**Under Process**” if the user wants to work further on the application, user will have to add remarks for keeping the application Under Process and then click on the “Save Record” button.



APPLICANT CURRENT STATUS UPDATE FORM BY AGENCY

Note: Score Card Marks Implemented For The Y

Marks Secured

82

Select Current Status \*

☒ Under Process ☐ Action Required from Applicant ☐ Rejected by Agency ☐ Score Card Verified and to be forwarded to Bank

Agency Remarks \*

Under Process

Save Records Cancel

- Select the status as **“Action Required from Applicant”** if the user wants some inputs/ updates from the applicant. Clicking on the Action Required from Applicant option, and first select the appropriate tab where the updates are required from: 1. **“Application Form”**, 2. **“Detail Project Report”**, 3. **“Score Card and Documents”** and 4. **“DPR and other Documents”**. Secondly, Select the field for correction to be suggested to the applicant. Add the relevant remarks for the specific updates which are required from applicant and then click on Save Records button to forward the application to the applicant.

APPLICATION CURRENT STATUS UPDATE FORM BY AGENCY

Marks Secured

67

Select Current Status \*

☐ Under Process ☒ Action Required from Applicant ☐ Rejected by Agency ☐ Score Card Verified and to be forwarded to Bank

Select Reason \*

Rectification in Detailed Project Report(DPR)

Select the form for Correction

Detailed Project Report

Select the field for Correction

Building Details Raw Materials

Agency Remarks \*

Details of Building and Raw Material are incorrect.

Save Records Cancel

- Select the status as **“Rejected by Agency”**, if the user wants to reject the application and the reason can be selected from the dropdown.
- Once the Application is rejected the Applicant can apply for the new loan with updated details and then click on the **“Save Record”** button.

APPLICANT CURRENT STATUS UPDATE FORM BY AGENCY

Note: Score Card Marks Implemented

Marks Secured

82

Select Current Status \*

☐ Under Process
 ☐ Action Required from Applicant
 ☒ Rejected by Agency
 ☐ Score Card Verified and to be forwarded to Bank

Select Rejection Reason

Improper / Incomplete Score Card documents

Agency Remarks \*

Application Rejected due to attached document flaws.

Save Records

Cancel

- Select the status as “**Score Card Verified and to be forwarded to Bank**” in case the user wants to Forward the application to Financing Bank. Add the remarks to be forwarded to the Bank and click on the “**Save Records**” button. Once the status is selected and Save Record button is clicked the application will be forwarded to the First Financing Bank selected by the application/ updated by the Implementing Agency user.

APPLICANT CURRENT STATUS UPDATE FORM BY AGENCY

Note: Score Card Marks Implemented For The Y

Marks Secured

81

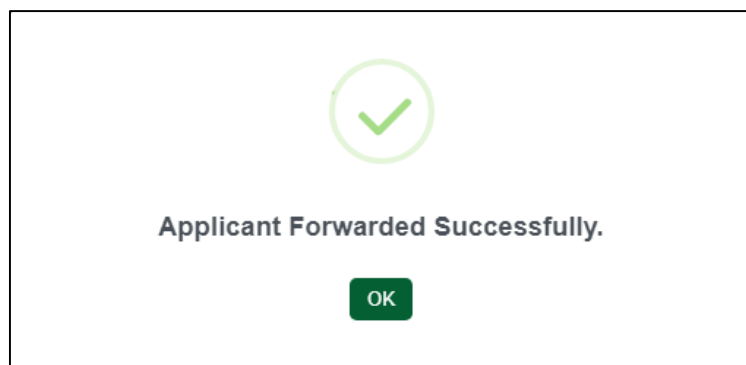
Select Current Status \*

☐ Under Process
 ☐ Action Required from Applicant
 ☐ Rejected by Agency
 ☒ Score Card Verified and to be forwarded to Bank

Agency Remarks \*

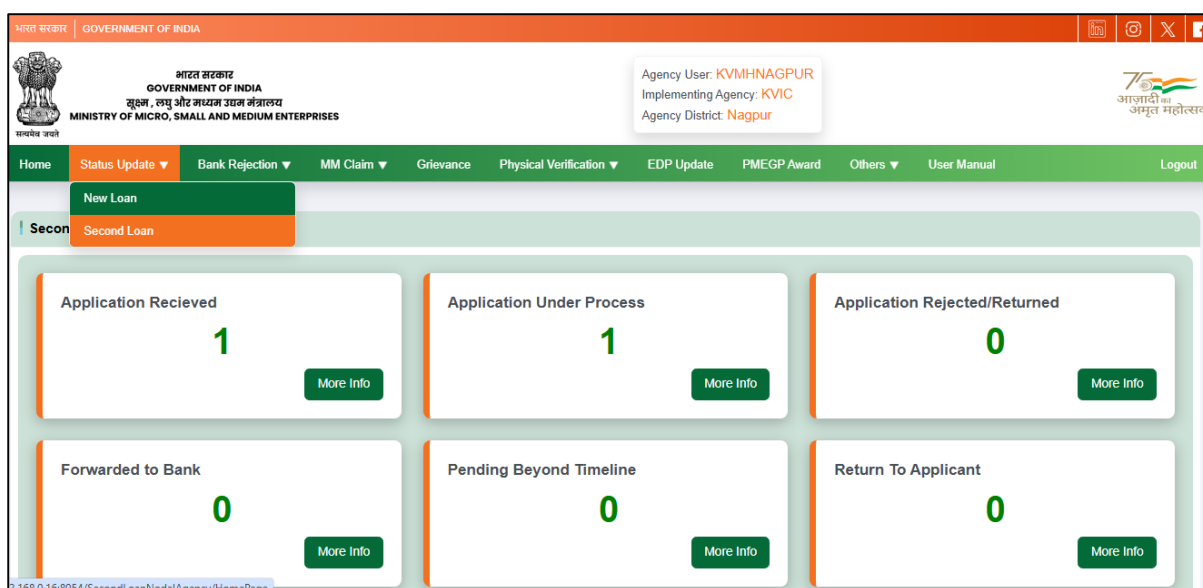
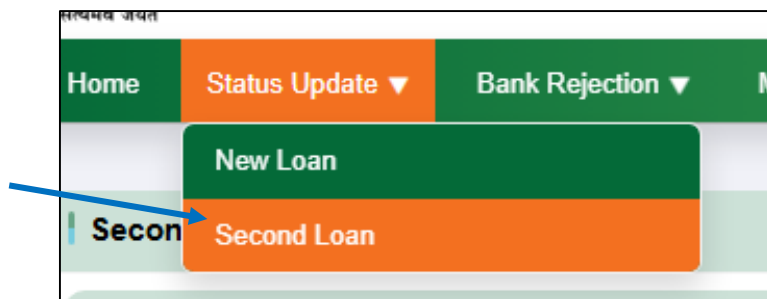
Save Records

Cancel

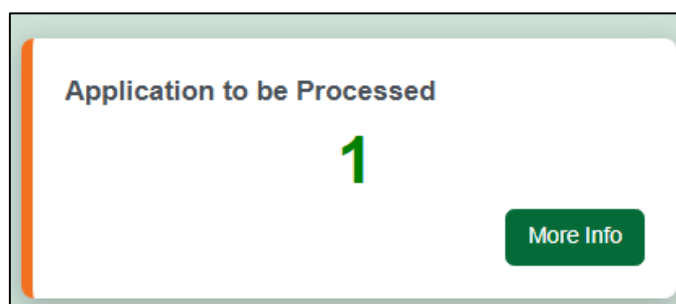


## 4. Status Update-> Second Loan:

**Step 11:** Click on the Status update menu and click on the Second Loan sub-menu. This will show the Dashboard with the updates for all the Second loan applications.



**Step 12:** Click on the more info option of **Application Under Process** to get the list of application where action from the Implementing Agency user is required.



The list of application where the action is pending from the user are listed here.

भारत सरकार

GOVERNMENT OF INDIA

भारत सरकार  
GOVERNMENT OF INDIA  
सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय  
MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES

Agency User: KVMHNAGPUR

Implementing Agency: KVIC

Agency District: Nagpur

75  
आज़ादी का  
अमृत महोत्सव

Home
Status Update
Bank Rejection
MM Claim
Grievance
Physical Verification
EDP Update
PMEGP Award
Others
User Manual
Logout

Application Status Update

Show 10 entries
Search:

| Sr No | Applicant Code  | Name         | Date of Submission | Current Status        | View Details         |
|-------|-----------------|--------------|--------------------|-----------------------|----------------------|
| 1     | KVMH-2024000010 | Abhishek Deo | 27-11-2024         | Application Submitted | <a href="#">View</a> |

Showing 1 to 1 of 1 entries
Previous
1
Next

**Step 13:** Click on the **View** button to open the application details.

RP

RINABEN PATEL

Applicant ID : 1

Applicant Photo

Aadhaar Card No: \*\*\*\*\*5798

PAN No: \*\*\*\*\*444p

Online Submission Date and Time: 28-11-2024 18:54:03

Unit Location: Rural

Mobile No: 8529637458

eMail: abhishek@gmail.com

Applicant Form

Documents

Interaction Detail

Applicant Status

PMEGP ONLINE APPLICATION FOR INDIVIDUAL APPLICANT/व्यक्तिगत आवेदन के लिए पीएमईजीपी ऑनलाइन आवेदन

Aadhaar Card No / आधार नंबर \*

PAN NO / पैन नंबर \*

Title

Name of Applicant / आवेदक का नाम \*

Date of Birth / जन्म तिथि (dd-mm-yyyy) \*

Age/आयु:

Gender / लिंग\*

Implementing Agency / कार्यान्वयन एजेंसी \*

State / राज्य\*

District / जिला\*

☒ Khadi and Village Industries Commission

1st Floor, Mytri Willows, Sir Bazonji Mehta Road, Gandhi Sagar, Nagpur

District : Nagpur
Pin :
State : MAHARASHTRA

Ph No : 8968576456
eMail : demo@gmail.com

Social Category / सामाजिक श्रेणी \*

Special Category (if any) / विशेष श्रेणी (यदि कोई हो)

Qualification/शैक्षणिक योग्यता\*

Communication Address

Communication Address/पत्राचार हेतु पता \*

Taluka / Block / तालुका / ब्लॉक \*

District / जिला\*

Pin / पिन कोड \*

Primary Mobile No / मोबाइल नंबर \*

Secondary Mobile No / मोबाइल नंबर

eMail/ई-मेल

Click on the Check box for “**Verified Application form by Implementing Agency**” and click on the **Save** button to proceed further.

☐ Verified Application Form by Implementing Agency

Save

**Step 14:** Click on the **Documents** tab to view all the documents uploaded by the applicant for the Second loan.

Application Form

Documents

Interaction Detail

Application Status

ONLINE APPLICANT DOCUMENT /CERTIFICATE UPLOAD FORM

| SrNo | Documents                                | File Name                                   | Uploaded Date | View |
|------|------------------------------------------|---------------------------------------------|---------------|------|
| 1    | Passport Size Photo                      | images (1)                                  | 02/01/2026    | View |
| 2    | Previous Sanction Letter issued by Bank  | LoanSanctionLetter_KVMH-2024000041_4056.pdf | 28/07/2025    | View |
| 3    | PMEGP Sign Board of the Unit             | pan_card sample                             | 02/01/2026    | View |
| 4    | Bank certificate For Full Loan Repayment | Bank Document 2                             | 02/01/2026    | View |

Click on the Check box for “**Verified Documents by Implementing Agency**” and click on the **Save** button to proceed further.

☐ Verified Documents by Implementing Agency

Save

**Step 15:** “**Interaction Details**” option will display the interactions done by the Implementing Agency user with the Applicant. The logged in user can Update the Interaction done with the applicant via email, phone or by other mode of communication.

Application Form

Documents

Interaction Detail

Applicant Status

INTERACTION WITH APPLICANT

Note: Interaction by Nodal Officer with Applicant must be recorded within 5 working days of s

Interaction Mode

☒ By Email ☐ By Mobile ☐ By Other Mode

eMail:

abhishek@gmail.com

Nodal Officer Name \*

Mrunal Tikle

Designation \*

District Coordinator

Interaction Date and Time \*

29-11-2024 16:40

Interaction Details in brief \*

Discussion with Applicant for updates in the Project Report.

Save Records

Cancel

| Show                        | 10               | entries                 | Search: <input type="text"/> |                      |                         |                                                              |
|-----------------------------|------------------|-------------------------|------------------------------|----------------------|-------------------------|--------------------------------------------------------------|
| Sr. No.                     | Interaction Mode | Interaction Mode Detail | Nodal Officer Name           | Designation          | Interaction Date & Time | Interaction Details(In brief)                                |
| 1                           | By Email         | abhishek@gmail.com      | Mrunal Tikde                 | District Coordinator | 29-11-2024 16:50:00     | Discussion with Applicant for updates in the Project Report. |
| Showing 1 to 1 of 1 entries |                  |                         |                              |                      |                         | Previous 1 Next                                              |

**Step 16:** The application status can be updated from the “**Applicant Status**” Menu.

- Select the status as “**Under Process**” if the user wants to work further on the application, user will have to add remarks for keeping the application Under Process and then click on the “Save Record” button.

### APPLICATION CURRENT STATUS UPDATE FORM BY AGENCY

Marks Secured

91

Select Current Status \*

☒ Under Process
 ☐ Action Required from Applicant
 ☐ Rejected by Agency

Agency Remarks \*

Application under Review at Implementing Agency.

Save Records

Cancel

- Select the status as “**Action Required from Applicant**” if the user wants some inputs/ updates from the applicant. Clicking on the Action Required from Applicant option, and select the appropriate tab where the updates are required from: 1. “**Application form**”, 2. “**DPR and other Documents**” and 3. **Others**, add the relevant remarks for the specific updates which are required from applicant and then click on Save Records button to forward the application to the applicant.

Application Form Documents Interaction Detail **Application Status**

APPLICATION CURRENT STATUS UPDATE FORM BY AGENCY

Marks Secured  
**67**

Select Current Status \*

☐ Under Process ☒ **Action Required from Applicant** ☐ Rejected by Agency ☐ Score Card Verified and to be forwarded to Bank

Select Reason \*  
Rectification in Detailed Project Report(DPR)

Select the form for Correction  
Detailed Project Report

Select the field for Correction  
Building Details Raw Materials

Agency Remarks \*  
Details of Building and Raw Material are incorrect.

Save Records Cancel

- Select the status as “**Rejected by Agency**” if the user wants to reject the application and the reason can be selected from the dropdown. Once the Application is rejected the Applicant can apply for the new loan with updated details and then click on the “Save Record” button.

Applicant Form Documents Interaction Detail **Applicant Status**

APPLICANT CURRENT STATUS UPDATE FORM BY AGENCY

Select Current Status \*

☐ Under Process ☐ Action Required from Applicant ☒ **Rejected by Agency** ☐ Forwarded to Bank

Select Rejection Reason  
Applicant request to return

Agency Remarks \*  
Applicant no longer wants to establish the business setup.

Save Records Cancel

**Action Required from Applicant** ☒ **Rejected by Agency**

Select Rejection Reason

--Select an Option--

--Select an Option--

Applicant is Govt. employee

Existing Unit

Govt. subsidy already availed by family member

Incorrect documents

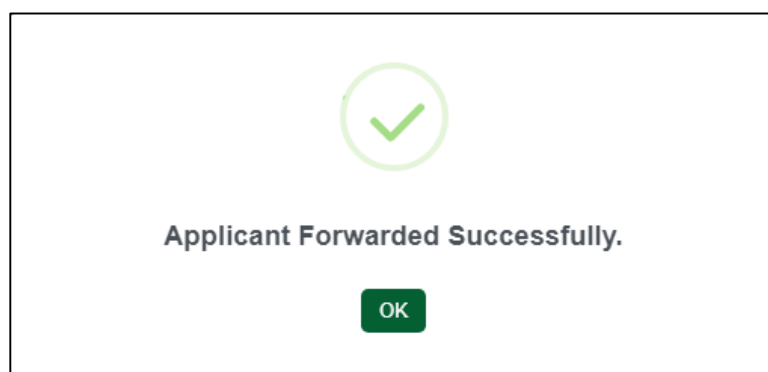
Mismatch in Personal Detail

Incorrect selection in Score Card

Other reasons

- Select the status as “**Forwarded to Bank**”, add the remarks to be forwarded to the Bank and click on the “Save Record” button. Once the status is selected and Save Record button is clicked the application will be forwarded to the Financing Bank selected by the application/ updated by the Implementing Agency user.

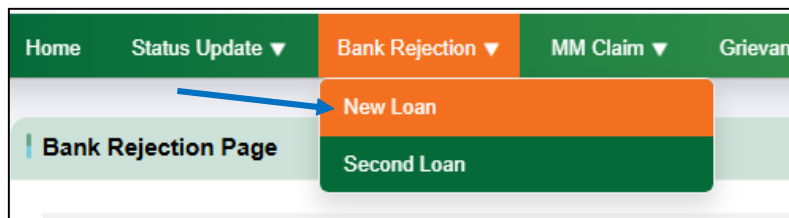
The screenshot displays a web form titled "APPLICANT CURRENT STATUS UPDATE FORM BY AGENCY". At the top, there are four tabs: "Applicant Form", "Documents", "Interaction Detail", and "Applicant Status", with the last one being active. The form contains a section "Select Current Status \*" with four radio button options: "Under Process", "Action Required from Applicant", "Rejected by Agency", and "Forwarded to Bank". The "Forwarded to Bank" option is selected. Below this is a text field labeled "Agency Remarks \*" containing the text "Application Approved and forwarded to Bank.". At the bottom right of the form are two buttons: "Save Records" and "Cancel".





## 5. Bank Rejection-> New Loan:

**Step 17:** The applications rejected by the Banks will be available in the “Bank Rejection – New Loan” option where the user can check the applications rejected by the Banks. These applications might be rejected by the Primary Bank or the Alternate Bank.



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|------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------|--------------------|---------------------------------|-----------------------|
| Home                                                                                                                         | Status Update  | Bank Rejection                                                                  | MM Claim           | Grievance                       | Physical Verification |
| Bank Rejection Page                                                                                                          |                | New Loan                                                                        | Second Loan        |                                 |                       |
| Sr No                                                                                                                        | Applicant Code | Name                                                                            | Date of Submission | Current Status                  | View Details          |
| 1                                                                                                                            | APP123-5439    | Abhishek Deo                                                                    | 15/10/2024         | Rejected / Return               | <a href="#">View</a>  |
| 2                                                                                                                            | APP123-6087    | Abhishek Deo                                                                    | 15/10/2024         | Rejected / Return               | <a href="#">View</a>  |

**Step 18:** Click on any of the application shown in the list onto the “View” button. The grid will view the Application Code, Applicant Name, Date of Application submission, Application Current Status and the View details button.

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|------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------|--------------------|---------------------------------|-----------------------|
| Home                                                                                                                         | Status Update  | Bank Rejection                                                                  | MM Claim           | Grievance                       | Physical Verification |
| Bank Rejection Page                                                                                                          |                | New Loan                                                                        | Second Loan        |                                 |                       |
| Sr No                                                                                                                        | Applicant Code | Name                                                                            | Date of Submission | Current Status                  | View Details          |
| 1                                                                                                                            | APP123-5439    | Abhishek Deo                                                                    | 15/10/2024         | Rejected / Return               | <a href="#">View</a>  |
| 2                                                                                                                            | APP123-6087    | Abhishek Deo                                                                    | 15/10/2024         | Rejected / Return               | <a href="#">View</a>  |

**Step 19:** After clicking on the View button the application details will be shown and the Primary Financing Bank and Alternate Financing Bank details will be shown to the user.

Home Status Update ▼ Bank Rejection ▼ MM Claim ▼ Grievance Physical Verification ▼ EDP Update PMEGP Award Others ▼

AD Abhishek Deo  
Applicant ID: APP123-5439

**Primary Financing Bank Details (Rejected By Primary Financing Bank)**

|                                                                                                                                              |                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Primary Bank Name<br>ICICI BANK LTD                                                                                                          | Primary Bank IFSC Code<br>ICIC0003350          |
| Primary Bank Address<br>ICICI Bank Ltd., Morya Appartment, 1 Shree Ganesh Nagari, Nr HP Petrol Pump, Koradi Road, Nagpur, Maharashtra.441111 |                                                |
| Primary Bank District<br>NAGPUR                                                                                                              | Primary Bank Branch Name<br>KORADI ROAD NAGPUR |

**Step 20:** The user will be able to see the status as Rejected for the Primary Financing Bank with the Rejection Reason selected by the Bank.

AD Abhishek Deo  
Applicant ID: APP123-9657

**Primary Financing Bank Details (Rejected By Primary Financing Bank)**

|                                                                                                                                |                                       |
|--------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| Primary Bank Name<br>HDFC BANK                                                                                                 | Primary Bank IFSC Code<br>HDFC0002452 |
| Primary Bank Address<br>HDFC BANK LTD. SHARMA COMPLEX GANDHI CHOWK, OPP. PREM FASHION MALL, KAMPTÉE, NAGPUR MAHARASHTRA 441002 |                                       |
| Primary Bank District<br>KAMPTÉE                                                                                               | Primary Bank Branch Name<br>KAMPTÉE   |
| Rejected Reason                                                                                                                | Rejected Remark                       |

**Step 21:** The user can then as per discussion with the Applicant forward the application to the previously selected Alternate Bank or Other Bank can be selected from the dropdown (Other than the Primary Bank) and user can forward the case to Alternate Bank by clicking on the “Forwarded to Alternate Bank” button.

**Alternate Financing Bank Details**

|                                                                                                           |                                             |                                 |
|-----------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------|
| Alternate Bank Name<br>AXIS BANK                                                                          | Alternate Bank IFSC Code<br>UTIB0000004     | Select Alternate Bank IFSC Code |
| Alternate Bank Address<br>UNIVERSAL INSURANCE BUILDING,GROUND FLOOR SIR P M ROAD, FORT,MAHARASHTRA,400001 |                                             |                                 |
| Alternate Bank District<br>GREATER MUMBAI                                                                 | Alternate Bank Branch Name<br>MUMBAI BRANCH |                                 |
| Forwarded To Alternate Bank Rejected / Return                                                             |                                             |                                 |

**Step 22:** The user can also reject the application and return the application to the applicant's id if the application is to be rejected, by clicking on the “**Rejected/ Return**” button. The Reason should be added while Rejecting the application.

**Alternate Financing Bank Details**

**Alternate Bank Name**  
AXIS BANK

**Alternate Bank IFSC Code**  
UTIB0000004

Select Alternate Bank IFSC Code

**Alternate Bank Address**  
UNIVERSAL INSURANCE BUILDING,GROUND FLOOR SIR P M ROAD, FORT,MAHARASHTRA,400001

**Alternate Bank District**  
GREATER MUMBAI

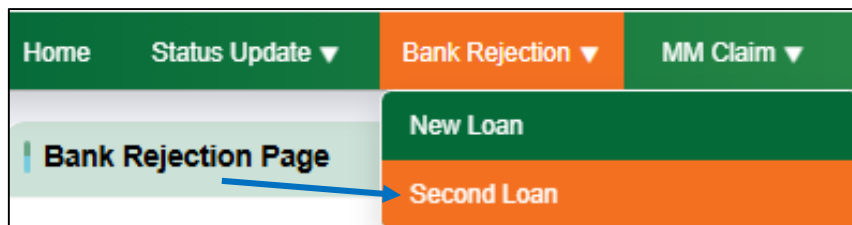
**Alternate Bank Branch Name**  
MUMBAI BRANCH

Forwarded To Alternate Bank

Rejected / Return

## 6. Bank Rejection-> Second Loan:

**Step 23:** The applications rejected by the Banks will be available in the “Bank Rejection – Second Loan” option where the user can check the applications rejected by the Banks.



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Agency User: KVMHNAGPUR  
Implementing Agency: KVIC  
Agency District: Nagpur

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Home Status Update ▼ Bank Rejection ▼ MM Claim ▼ Grievance Physical Verification ▼ EDP Update PMEGP Award Others ▼ User Manual Logout

Bank Rejection Page

New Loan  
Second Loan

Show 10 entries

| Sr No | Applicant Code | Name            | Date of Submission | Current Status                                   | View Details         |
|-------|----------------|-----------------|--------------------|--------------------------------------------------|----------------------|
| 1     | KVMH-202400001 | MAHADEV RAJPARA | 11/11/2024         | Forward To Nodal / Bank Officials / MM Disbursed | <a href="#">View</a> |
| 2     | KVMH-202400004 | MEERA KAPOOR    | 13/11/2024         | Forward To Nodal / Bank Officials / MM Disbursed | <a href="#">View</a> |
| 3     | KVMH-202500037 | Patrick Wilson  | 24/01/2025         | Rejected / Return                                | <a href="#">View</a> |
| 4     | KVMH-202400027 | Vikrant Jaiswal | 10/12/2024         | Bank Proposal Rejected by Applicant              | <a href="#">View</a> |

Showing 1 to 4 of 4 entries

Previous 1 Next

**Step 24:** Click on any of the application shown in the list onto the “View” button. The grid will view the Application Code, Applicant Name, Date of Application submission, Application Current Status and the View details button.

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Agency User: KVMHNAGPUR  
Implementing Agency: KVIC  
Agency District: Nagpur

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Home Status Update ▼ Bank Rejection ▼ MM Claim ▼ Grievance Physical Verification ▼ EDP Update PMEGP Award Others ▼ User Manual Logout

Bank Rejection Page

| Sr No | Applicant Code | Name         | Date of Submission | Current Status    | View Details         |
|-------|----------------|--------------|--------------------|-------------------|----------------------|
| 1     | APP123-5439    | Abhishek Deo | 15/10/2024         | Rejected / Return | <a href="#">View</a> |
| 2     | APP123-6087    | Abhishek Deo | 15/10/2024         | Rejected / Return | <a href="#">View</a> |

**Step 25:** After clicking on the View button the application details will be shown and the Primary Financing Bank details will be shown to the user.

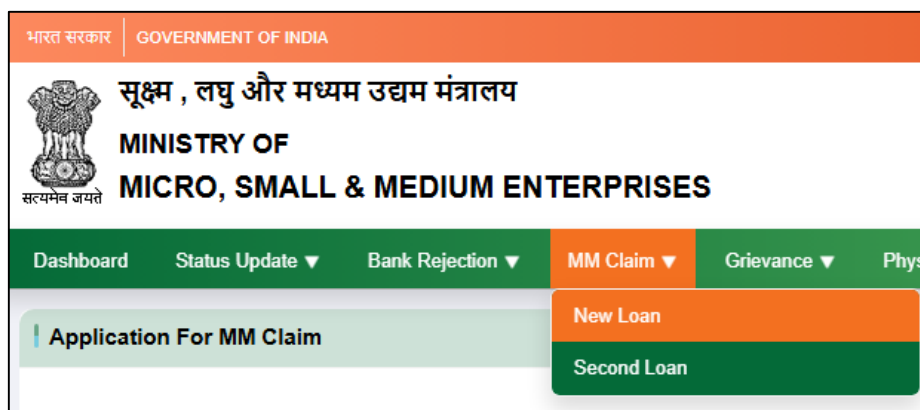
| Primary Financing Bank Details (Rejected By Primary Financing Bank)                                                                          |                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Primary Bank Name<br>ICICI BANK LTD                                                                                                          | Primary Bank IFSC Code<br>ICIC0003350          |
| Primary Bank Address<br>ICICI Bank Ltd., Morya Appartment, 1 Shree Ganesh Nagari, Nr HP Petrol Pump, Koradi Road, Nagpur, Maharashtra.441111 |                                                |
| Primary Bank District<br>NAGPUR                                                                                                              | Primary Bank Branch Name<br>KORADI ROAD NAGPUR |

**Step 26:** The user will be able to see the status as Rejected for the Primary Financing Bank with the Rejection Reason selected by the Bank.

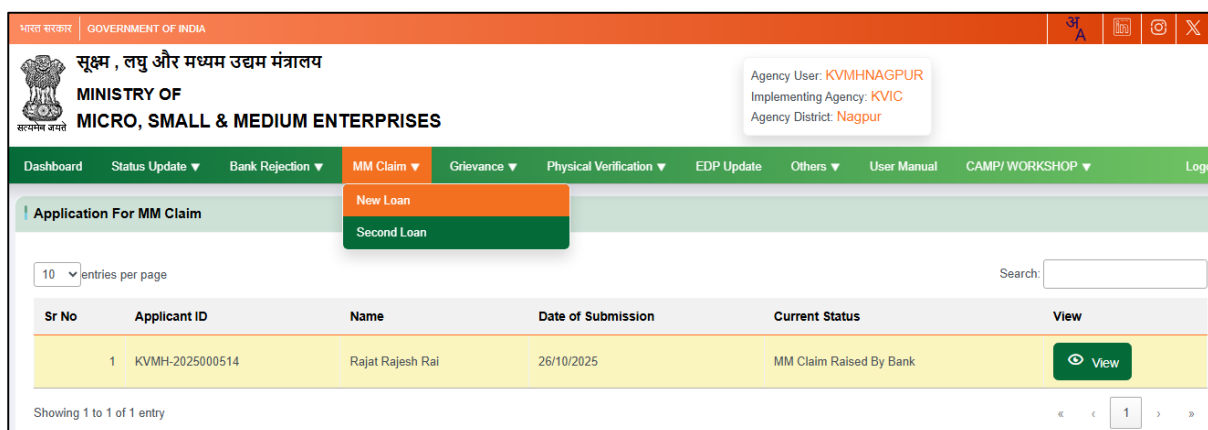
| Primary Financing Bank Details (Rejected By Primary Financing Bank)                                                            |                                       |
|--------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| Primary Bank Name<br>HDFC BANK                                                                                                 | Primary Bank IFSC Code<br>HDFC0002452 |
| Primary Bank Address<br>HDFC BANK LTD. SHARMA COMPLEX GANDHI CHOWK, OPP. PREM FASHION MALL, KAMPTEE, NAGPUR MAHARASHTRA 441002 |                                       |
| Primary Bank District<br>KAMPTEE                                                                                               | Primary Bank Branch Name<br>KAMPTEE   |
| Rejected Reason                                                                                                                | Rejected Remark                       |

## 7. MM Claim – New Loan:

**Step 27:** Click on the **MM Claim-> New Loan** menu to get the list of applications which have been sent back by the Central Agency user to reply to the queries for Margin Money approval. IA user needs to reply to the queries with the updated documents required for MM Approval.



**Step 28:** Click on the New Loan option to get the list of Applications pending for Clarifications from Central Agency.



**Step 29:** Click on the View button to view the application details and IA user can reply to the queries raised from Central Agency team. The User can view the Application Form, Documents uploaded (by the Applicant, Bank and IA if any), Score Card data and Application status.

Tab 1: Application form will display the form filled by the applicant.

The screenshot shows the PMEGP Application form. The form is titled 'PMEGP Application / पीएमईजीपी आवेदन'. It contains several fields for the applicant's details:

- Aadhaar Card No / आधार नंबर \***: XXXX XXXX 2019
- PAN NO / पैन नंबर \***: DLOPR6442B
- Title**: Shri
- Name of Applicant / आवेदक का नाम \***: Rajat Rajesh Rai
- Date of Birth / जन्म तिथि (dd-mm-yyyy) \***: 1999-07-23
- Age/आयु:**: 26
- Gender / लिंग**: Male
- Social Category / सामाजिक श्रेणी \***: General
- Special Category (if any) / विशेष श्रेणी (यदि कोई हो)**: Not Applicable
- Qualification/शैक्षणिक योग्यता**: Under 8th Pass

Tab 2: Documents uploaded by Applicant, Bank and Implementing Agency will be listed in the documents tab.

Applicant Form

Documents

Score Card

Applicant Status

APPLICANT DOCUMENT /CERTIFICATE

| SrNo | Documents           | File Name                                                                     | Uploaded Date | View |
|------|---------------------|-------------------------------------------------------------------------------|---------------|------|
| 1    | Sanction Letter     | Providing of Details of Awareness Programmes organized under PMEGP-1_9192.pdf | 03/11/2025    | View |
| 2    | EDP Certificate     | Providing of Details of Awareness Programmes organized under PMEGP-1_4105.pdf | 03/11/2025    | View |
| 3    | Loan Statement      | Loan statement_8063.pdf                                                       | 20/11/2025    | View |
| 4    | Passport Size Photo | images1                                                                       | 26/10/2025    | View |

Tab 3: Score card filled by the Applicant will be displayed in the below given tab.

Applicant Form

Documents

Score Card

Applicant Status

| Name             | Applicant ID    | Total Marks | Marks Secured | Percentage |
|------------------|-----------------|-------------|---------------|------------|
| Rajat Rajesh Rai | KVMH-2025000514 | 100         | 72            | 72.00      |

1. Personal Details (In case of non-individual details of main promoter to be captured)

Applicant's Age :

| Criteria | Marks | Selection                        | Marks Scored | Uploaded Document |
|----------|-------|----------------------------------|--------------|-------------------|
| 25 to 40 | 6     | <input checked="" type="radio"/> | 6            |                   |
| 18 to 24 | 5     | <input type="radio"/>            |              |                   |
| 41 to 49 | 3     | <input type="radio"/>            |              |                   |

Tab 4: Application Status will show the options to upload document based on the queries raised by the Central Agency user. Queries will be displayed at the end of the documents. Select the document and click on Upload button and then click on the Submit button as shown in the below image.

| Applicant Form                                                                                                                                                  | Documents           | Score Card                                                                    | Applicant Status |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------------------------------------------------------|------------------|----------|
| APPLICANT DOCUMENT /CERTIFICATE UPLOAD FORM                                                                                                                     |                     |                                                                               |                  |          |
| Document Name* <input type="text"/> Choose File <input type="text"/> No file chosen <input type="button" value="Upload"/> file size should not be more than 1MB |                     |                                                                               |                  |          |
| Sr. No.                                                                                                                                                         | Documents           | File Name                                                                     | Uploaded Date    | View     |
| 1                                                                                                                                                               | Sanction Letter     | Providing of Details of Awareness Programmes organized under PMEGP-1_9192.pdf | 03/11/2025       | Download |
| 2                                                                                                                                                               | EDP Certificate     | Providing of Details of Awareness Programmes organized under PMEGP-1_4105.pdf | 03/11/2025       | Download |
| 3                                                                                                                                                               | Loan Statement      | Loan statement_8063.pdf                                                       | 20/11/2025       | Download |
| 4                                                                                                                                                               | Passport Size Photo | images1                                                                       | 26/10/2025       | Download |

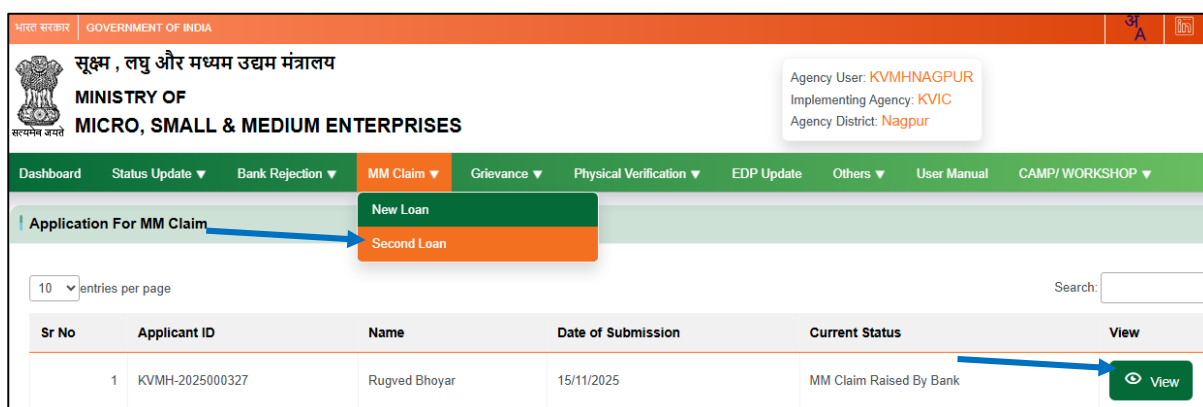
| Sr. No. | Nodal Officer | Action                                                       | Interaction Date & Time | Interaction Details(In brief) |
|---------|---------------|--------------------------------------------------------------|-------------------------|-------------------------------|
| 1       | CEVAL_NOD     | Referred Back to Implementing Agency/Bank by Validation Team | 20/11/2025 6:39:47 PM   | yyyyyyyyyyyy                  |

## 8. MM Claim – Second Loan:

**Step 27:** Click on the **MM Claim-> Second Loan** menu to get the list of applications which have been sent back by the Central Agency user to reply to the queries for Margin Money approval. IA user needs to reply to the queries with the updated documents required for MM Approval.



**Step 28:** Click on the New Loan option to get the list of Applications pending for Clarifications from Central Agency.



**Step 29:** Click on the View button to view the application details and IA user can reply to the queries raised from Central Agency team. The User can view the Application Form, Documents uploaded (by the Applicant, Bank and IA if any), Score Card data and Application status.

Tab 1: Application form will display the form filled by the applicant.

The screenshot shows the PMEGP Application form. At the top, there are tabs: 'Applicant Form', 'Documents', and 'Applicant Status'. The 'Applicant Form' tab is selected. The form is titled 'PMEGP Application / पीएमईजीपी आवेदन'. It contains the following fields: 'Aadhaar Card No / आधार नंबर \*' (XXXX XXXX 2019), 'PAN NO / पैन नंबर \*' (DLOPR6442B), 'Title' (Shri), 'Name of Applicant / आवेदक का नाम \*' (Rajat Rajesh Rai), 'Date of Birth / जन्म तिथि (dd-mm-yyyy) \*' (1999-07-23), 'Age/आयु:' (26), 'Gender / लिंग\*' (Male), 'Social Category / सामाजिक श्रेणी \*' (General), 'Special Category (if any) / विशेष श्रेणी (यदि कोई हो)' (Not Applicable), and 'Qualification/शैक्षणिक योग्यता\*' (Under 8th Pass).



Tab 2: Documents uploaded by Applicant, Bank and Implementing Agency will be listed in the documents tab.

Applicant Form

Documents

Applicant Status

APPLICANT DOCUMENT /CERTIFICATE

| SrNo | Documents           | File Name                                                                     | Uploaded Date | View            |
|------|---------------------|-------------------------------------------------------------------------------|---------------|-----------------|
| 1    | Sanction Letter     | Providing of Details of Awareness Programmes organized under PMEGP-1_9192.pdf | 03/11/2025    | <div>View</div> |
| 2    | EDP Certificate     | Providing of Details of Awareness Programmes organized under PMEGP-1_4105.pdf | 03/11/2025    | <div>View</div> |
| 3    | Loan Statement      | Loan statement_8063.pdf                                                       | 20/11/2025    | <div>View</div> |
| 4    | Passport Size Photo | images1                                                                       | 26/10/2025    | <div>View</div> |

Tab 3: Application Status will show the options to upload document based on the queries raised by the Central Agency user. Queries will be displayed at the end of the documents. Select the document and click on Upload button and then click on the Submit button as shown in the below image.

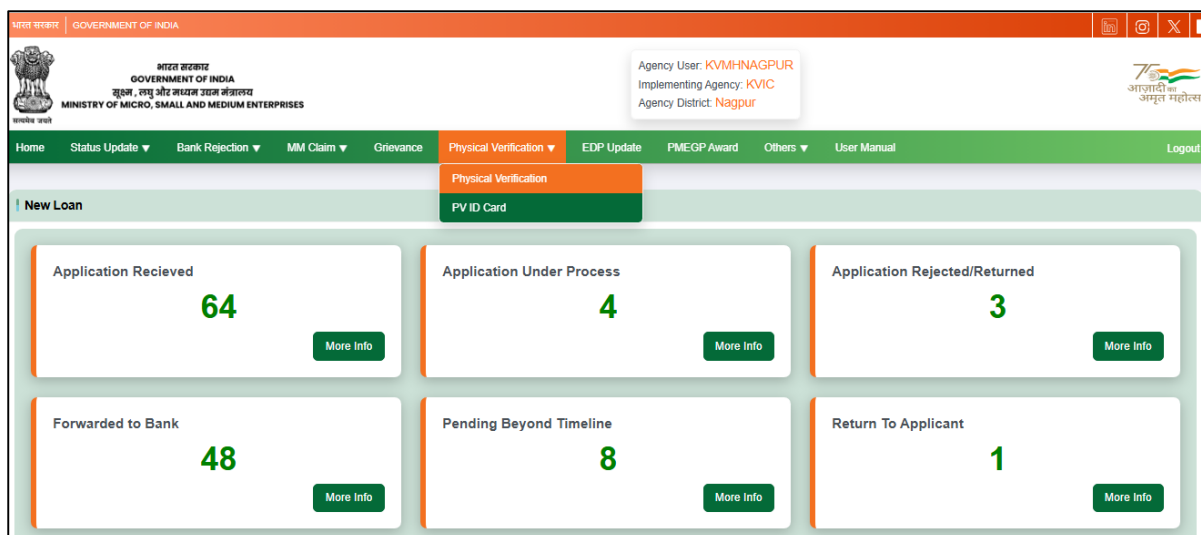
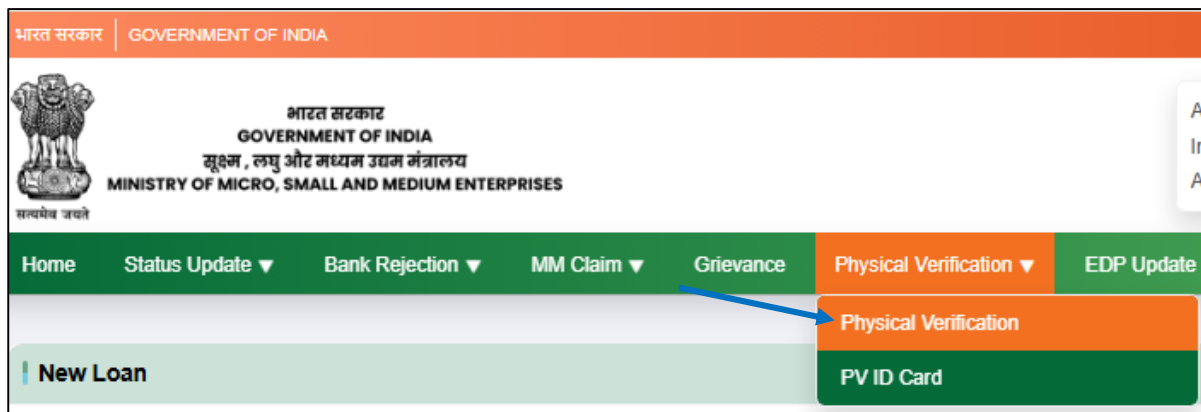
| Applicant Form                                                                                                            | Documents       | Applicant Status                                                              |               |                          |
|---------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------------------------|---------------|--------------------------|
| APPLICANT DOCUMENT /CERTIFICATE UPLOAD FORM                                                                               |                 |                                                                               |               |                          |
| Document Name* <input type="text"/> Choose File <input type="text"/> No file chosen <input type="button" value="Upload"/> |                 |                                                                               |               |                          |
| file size should not be more than 1MB                                                                                     |                 |                                                                               |               |                          |
| Sr. No.                                                                                                                   | Documents       | File Name                                                                     | Uploaded Date | View                     |
| 1                                                                                                                         | Sanction Letter | Providing of Details of Awareness Programmes organized under PMEGP-1_9192.pdf | 03/11/2025    | <a href="#">Download</a> |
| 2                                                                                                                         | EDP Certificate | Providing of Details of Awareness Programmes organized under PMEGP-1_4105.pdf | 03/11/2025    | <a href="#">Download</a> |
| 3                                                                                                                         | Loan Statement  | Loan statement_8063.pdf                                                       | 20/11/2025    | <a href="#">Download</a> |

| <input type="button" value="Submit"/> |               |                                                              |                         |                               |
|---------------------------------------|---------------|--------------------------------------------------------------|-------------------------|-------------------------------|
| Sr. No.                               | Nodal Officer | Action                                                       | Interaction Date & Time | Interaction Details(In brief) |
| 1                                     | CEVAL_NOD     | Referred Back to Implementing Agency/Bank by Validation Team | 20/11/2025 6:39:47 PM   | yyyyyyyyyyyy                  |

## 9. Physical Verification:

**Step 30:** Click on **Physical Verification** menu and select the Physical Verification option to get the list of applications for which the Physical Verification is completed by the India Post.



**Step 31:** Click on the option to get the list of applications where the Physical Verification is completed.

| Sr No | Applicant ID   | Name         | Verification Date | Verification Status | Current Status | MM Release Amount | MM Adjustment | 3 Yrs Completed | Action               | Geoloc               |
|-------|----------------|--------------|-------------------|---------------------|----------------|-------------------|---------------|-----------------|----------------------|----------------------|
| 1     | KVMH-202400014 | Abhishek Deo | 09-12-2024        | WR                  | 1              | 1750000.0000      | 2395750.0000  | Yes             | <a href="#">View</a> | <a href="#">Show</a> |
| 2     | KVMH-202400020 | Abhishek Deo | 19-12-2024        | WR                  | 1              | 1762250.0000      | 1762000.0000  | Yes             | <a href="#">View</a> | <a href="#">Show</a> |
| 3     | KVMH-202400052 | Abhishek Deo | 27-12-2024        | WR                  | 1              | 199500.0000       | 199500.0000   | Yes             | <a href="#">View</a> | <a href="#">Show</a> |
| 4     | KVMH-202400053 | Yash Guleria | 01-11-2023        | WR                  | --             | 108000.0000       | 108000.0000   | Yes             | <a href="#">View</a> | <a href="#">Show</a> |

**Step 32:** Click on the “View” button under the “Action” option to view the application details filled in by the Physical Verification Agency user.

AD

Abhishek Deo  
Applicant ID: KVMH-2024000014



Aadhaar Card No:  
XXXX XXXX 3213

PAN No.  
XXXX XX 644E

Date of Birth:  
06-07-1982

Online Submission Date and Time:  
27-11-2024 10:31:46

Gender:  
Male

Unit Location  
Rural

Category  
OBC

Special Category  
Agni Veers

Mobile No:  
7020727271 / 5468435435

eMail:  
mrunalta@softtrust.com

Education  
Diploma

EDP Training  
--NA--

Bank Verification

Margin Money Release Amount\*  
1750000.00

First Installment Date\*  
27-11-2024

Balance Loan to be released as on PV Date\*  
0

Rate of Interest on Loan \*  
8.5

TDR Amount\*  
2395750.00

TDR Number\*  
1001584354353

TDR Date\*  
03-12-2024

Whether Repayment of Loan is regular?\*

NPA Period (Year)\*  
0

CGTME Coverage ☒ Yes ☐ No

Collateral Security Obtained? ☒ Yes ☐ No

List Of Bank Docuemnts Uploaded

| Sr No. | Name        | View                          |
|--------|-------------|-------------------------------|
| 1      | Bank Photo  | <a href="#">View Document</a> |
| 2      | Bank Letter | <a href="#">View Document</a> |
| 3      | Selfie      | <a href="#">View Document</a> |

Employment Details

Male  
5

Female  
0

Transgender  
0

General  
4

SC  
0

ST  
0

OBC  
1

Minority

Total number of employees  
5

Average wages paid employee per month  
4500.00

Verification Details

Verification Status  
1

Verification Date  
09-12-2024

Verification Agency Name  
Indian Post

Enumerator Remarks  
Unit Working Fine.

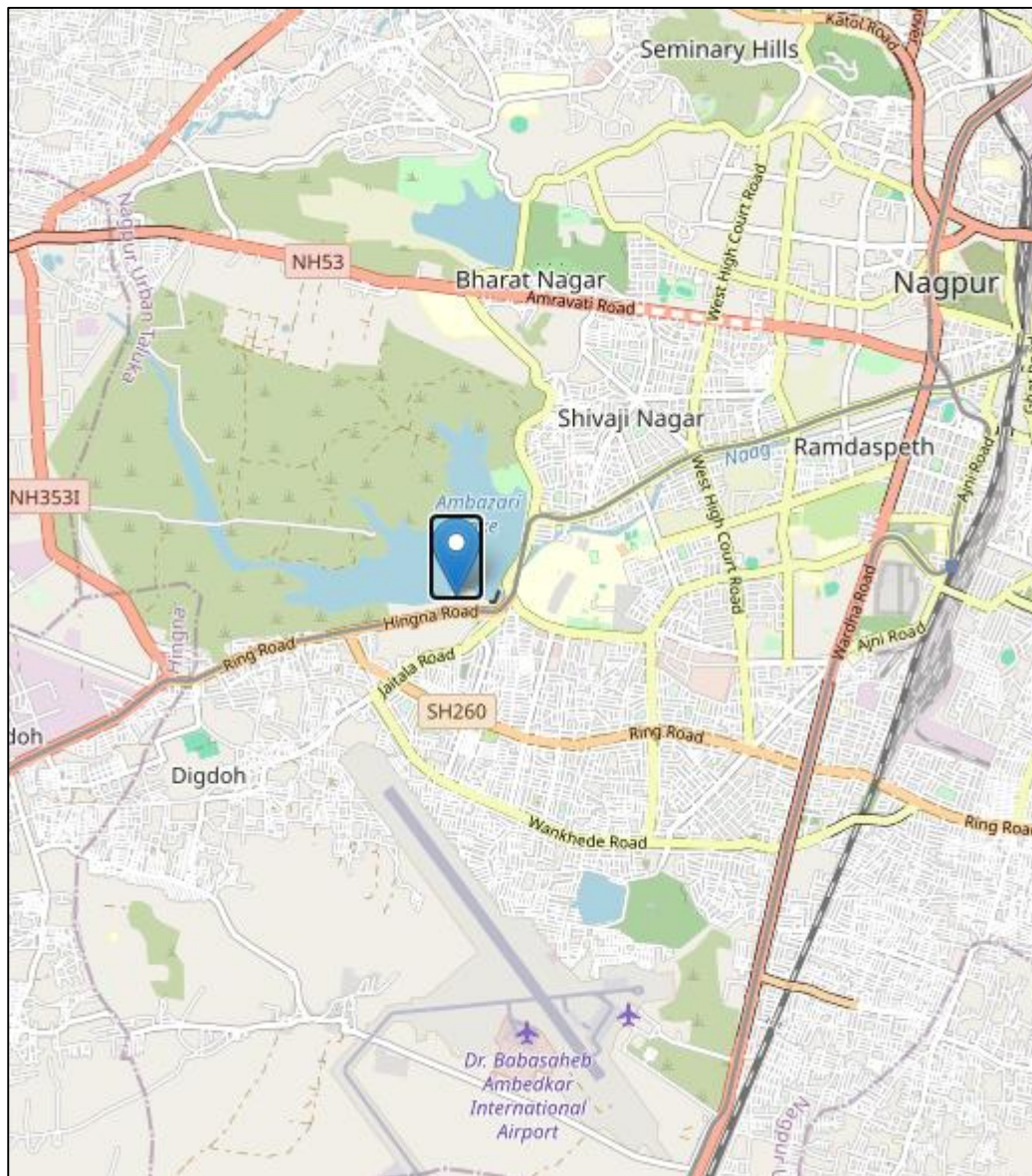
Prominent Sign Board installed ☒ Yes ☐ No

List Of Unit Document Uploaded

| Sr No. | Name  | View                          |
|--------|-------|-------------------------------|
| 1      | Photo | <a href="#">View Document</a> |

Back

**Step 33:** Click on the “Show” button under the “Geo Location” option to view the exact location of the applicant’s unit.



## 10. EDP Updates:

**Step 34:** Click on the **EDP Update** option to view the list of applicant's where the EDP details are pending to be updated by the applicant.

| भारत सरकार   GOVERNMENT OF INDIA                                                                                                                                                                               |                 |                                                                                 |                    |                           |                                                                                                                     |            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------|--------------------|---------------------------|---------------------------------------------------------------------------------------------------------------------|------------|
|  भारत सरकार<br>GOVERNMENT OF INDIA<br>सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय<br>MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES |                 | Agency User: KVMHNAGPUR<br>Implementing Agency: KVIC<br>Agency District: Nagpur |                    |                           |  75<br>आज़ादी का<br>अमृत महोत्सव |            |
| Home                                                                                                                                                                                                           | Status Update   | Bank Rejection                                                                  | MM Claim           | Grievance                 | Physical Verification                                                                                               | EDP Update |
| Home                                                                                                                                                                                                           | Status Update   | Bank Rejection                                                                  | MM Claim           | Grievance                 | Physical Verification                                                                                               | EDP Update |
| EDP Update                                                                                                                                                                                                     |                 |                                                                                 |                    |                           |                                                                                                                     |            |
| Show                                                                                                                                                                                                           | 10              | entries                                                                         | Search:            |                           |                                                                                                                     |            |
| Sr No                                                                                                                                                                                                          | Applicant ID    | Name                                                                            | Date of Submission | Current Status            | View Details                                                                                                        |            |
| 1                                                                                                                                                                                                              | KVMH-2025000001 | Abhishek Deo                                                                    | 01-01-2025         | Forwarded To Primary Bank |                                                                                                                     |            |
| 2                                                                                                                                                                                                              | KVMH-2024000054 | Babu Bhalya                                                                     | 31-12-2024         | Forwarded To Primary Bank |                                                                                                                     |            |
| 3                                                                                                                                                                                                              | KVMH-2024000047 | Abhishek Deo                                                                    | 21-12-2024         | Application Submitted     |                                                                                                                     |            |
| 4                                                                                                                                                                                                              | KVMH-2024000045 | Abhishek Deo                                                                    | 20-12-2024         | Application Submitted     |                                                                                                                     |            |
| 5                                                                                                                                                                                                              | KVMH-2024000017 | Abhishek Deo                                                                    | 02-12-2024         | Rejected / Return         |                                                                                                                     |            |
| 6                                                                                                                                                                                                              | KVMH-2024000007 | ASHA MERJA                                                                      | 15-11-2024         | Loan Sanction By Bank     |                                                                                                                     |            |

**Step 35:** For any application available in the list, click on the “View” button under the “View details” option to open the application.

### APPLICANT EDP DETAILS

Mrunal Anantrao Tike  
KVMH-2025000067

Online EDP  
<https://www.udyami.org.in>

Contact Detail  
 07526000333/07526000555

Email  
[helpdesk@udyami.org.in](mailto:helpdesk@udyami.org.in)

For Project Cost Within 2 Lakh, EDP Is Not Mandatory ...

**Select EDP Training Mode:\***  
☒ Online EDP ☐ Offline EDP

**Select Type of EDP Training:\***  
☒ Pre Sanction (before Bank Sanction) ☐ Post Sanction (after Bank Sanction)

Note: Cost of training to be borne by the applicant

**Training Center Name\***  
 UDYAMI- Samadhan Portal

**Training Date From \***  
 15-12-2025

**Training Date To\***  
 20-12-2025

**No. of Training Days\***  
 6

**Certificate Issue Date\***  
 24-12-2025

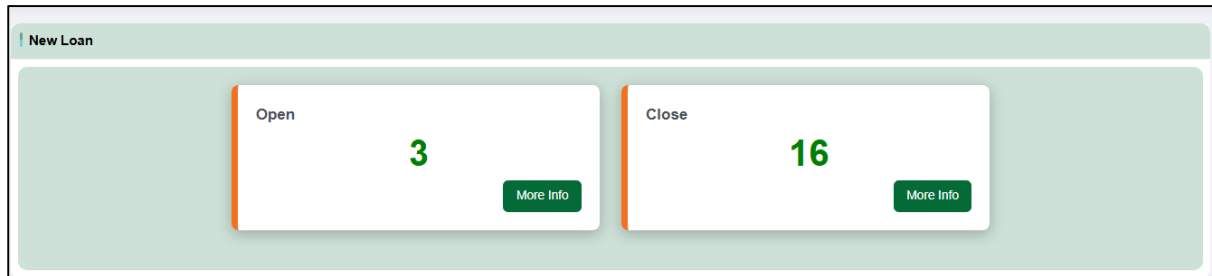
**Upload EDP Certificate \* file size should not be more than 1MB**  
 Education Certificate.png

Once EDP Details Submitted It Cannot Be Modified.....Kindly Contact Agency For Any Modification

**Step 36:** The IA user can update the Training Mode details, Training conducted Pre Sanction / Post Sanction, Training Center Name, Training Dates, Certificate Issue date and Certificate Copy.

## 11. Grievance:

**Step 37:** “Grievance” menu can be used by the user to reply to the queries raised by the Applicant’s for their application.



| <div> <div>भारत सरकार</div> <div>GOVERNMENT OF INDIA</div> <div> <div> <div>सूक्ष्म , लघु और मध्यम उद्यम मंत्रालय</div> <div>MINISTRY OF</div> <div>MICRO, SMALL &amp; MEDIUM ENTERPRISES</div> </div> </div> <div> <div>Agency User: KVMHNAGPUR</div> <div>Implementing Agency: KVIC</div> <div>Agency District: Nagpur</div> </div> </div> |                 |                  |                    |                      |          |                |                  |  |       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------|--------------------|----------------------|----------|----------------|------------------|--|-------|
| <div> <div>Dashboard</div> <div>Status Update</div> <div>Bank Rejection</div> <div>MM Claim</div> <div>Grievance</div> <div>Physical Verification</div> <div>EDP Update</div> <div>Others</div> <div>User Manual</div> <div>CAMP/ WORKSHOP</div> <div>Log</div> </div>                                                                       |                 |                  |                    |                      |          |                |                  |  |       |
| <div> <div>Grievance Form</div> <div>Back</div> </div>                                                                                                                                                                                                                                                                                       |                 |                  |                    |                      |          |                |                  |  |       |
| <div> <div>10 entries per page</div> <div>Search:</div> </div>                                                                                                                                                                                                                                                                               |                 |                  |                    |                      |          |                |                  |  |       |
| Sr No                                                                                                                                                                                                                                                                                                                                        | Applicant ID    | Request From     | Date of Submission | Reason               | Remarks  | Current Status | View Application |  | Reply |
| 1                                                                                                                                                                                                                                                                                                                                            | KVMH-2025000489 | Rajat Rajesh Rai | 30/09/2025         | Margin Money Related | csasdc   | Open           | View Application |  | Reply |
| 2                                                                                                                                                                                                                                                                                                                                            | KVMH-2025000049 | Vaibhav Pandit   | 01/10/2025         | --                   | sdicdtdf | Open           | View Application |  | Reply |
| 3                                                                                                                                                                                                                                                                                                                                            | KVMH-2025000498 | Rajat Rajesh Rai | 01/10/2025         | Portal Related       | fg       | Open           | View Application |  | Reply |

Grievance Resolution Form

Applicant Query

Where is my application

Agency Reply

Application is kept on hold as the Project Report needs to be updated.

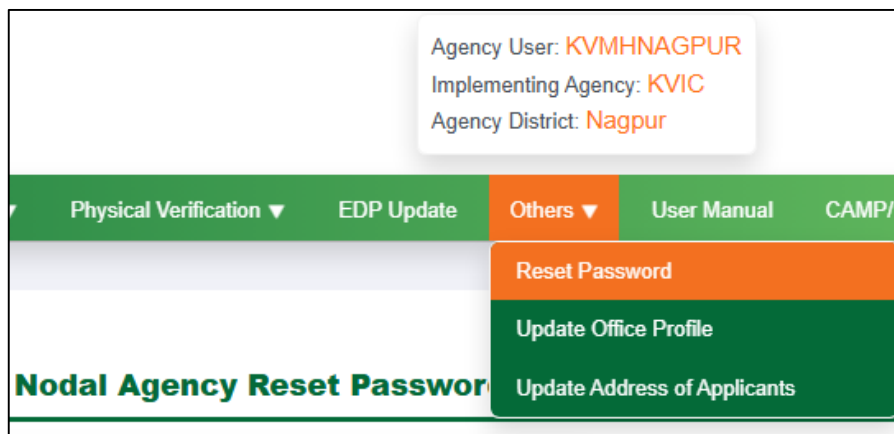
Send Reply

Close Ticket

## 12. Others-> Reset Password:

**Step 38: “Others-> Reset Password”** menu can be used by the user to change the existing password.

Enter the Old Password and update the New password two times and then click on the Reset Password button to reset the password.

A screenshot of the 'Official Nodal Agency Reset Password' form. The form is titled 'Reset Password' and contains three input fields: 'Old Password', 'New Password', and 'Confirm New Password'. Each field has a password icon (a lock) on the right. Below the input fields is a green 'Reset Password' button. The form is set against a white background with a green border. The top of the page features the Government of India logo, the Ministry of Micro, Small and Medium Enterprises, and the 75th Anniversary logo. The navigation bar includes links for Home, Status Update, Bank Rejection, MM Claim, Grievance, Physical Verification, EDP Update, PMEGP Award, Others, User Manual, and Logout.

## 13. Others-> Update Profile:

**Step 39:** “Others-> Update Profile menu can be used by the user to change the existing details of the Implementing Agency.

The screenshot shows the PMEGP Portal dashboard. At the top, there is a header with the Government of India logo and the Ministry of Micro, Small and Medium Enterprises. The user is logged in as KVMHNAGPUR, Implementing Agency: KVIC, Agency District: Nagpur. The dashboard has a navigation bar with options: Home, Status Update, Bank Rejection, MM Claim, Grievance, Physical Verification, EDP Update, PMEGP Award, Others, User Manual, and Logout. The 'Others' menu is expanded, showing options: Reset Password, Update Office Profile (highlighted), Update Applicant Mobile, and Report. Below the navigation bar, there is a 'New Loan' section with three cards: 'Application Received' (64), 'Application Under Process' (4), and 'Report' (3). Each card has a 'More Info' button.

The screenshot shows the 'AGENCY PROFILE UPDATE FORM'. The form is for the 'Khadi and Village Industries Commission' (KVIC) in Nagpur. The form fields are as follows:

- Agency Name:** Khadi and Village Industries Commission
- Agency Type:** KVIC
- Jurisdiction District:** Nagpur
- Office Name:** Khadi and Village Industries Commission
- Office Address:** 1st Floor, Mytri Willows, Sir Bazonji Mehta Road, Gandhi
- Office State:** MAHARASHTRA
- Office District:** Nagpur
- TELEPHONE-NO:** 8968576456
- FAX-NO:**
- PINCODE:**
- EMAIL ADDRESS:** demo@gmail.com

Below the form fields, there is a 'Contact Person Details' section with a table:

| SrNo | Name&Designation | Telephone (STD)/ Mobile No | Email                |
|------|------------------|----------------------------|----------------------|
| 1    | Mrunal Tikle     | 7020727271                 | mrunal@softtrust.com |

At the bottom of the form, there is a 'Save Record' button.

The screenshot shows a success message box with a green checkmark icon and the text: 'Agency Office details updated successfully.' Below the message is an 'OK' button.



## 14. Others- Update Address of Applicant:

**Step 40:** Enter the application number into the search box and click on the search. It will give the details of the application and the Update button to change the applicant's address.

Update Address

Back

Search Clear

| Sr No | Appl Code       | Appl Name             | Sub District Name | District Name | Action |
|-------|-----------------|-----------------------|-------------------|---------------|--------|
| 1     | KVMH-2025000607 | Mrunal Anantrao Tikle | Kalameshwar       | Nagpur        | Update |

Update Details

×

State / राज्य\*

MAHARASHTRA

▼

District / जिला\*

Nagpur

▼

Sub District / उप जिला \*

Kalameshwar

▼

Village / गाँव \*

Dahegaon

▼

LGD Code / एलजीडी कोड \*

535185

Pin / पिन कोड \*

441501

Unit Address / पत्राचार हेतु पता \*

Manish Nagar

Unit Location / इकाई का स्थान

Rural

▼

Close

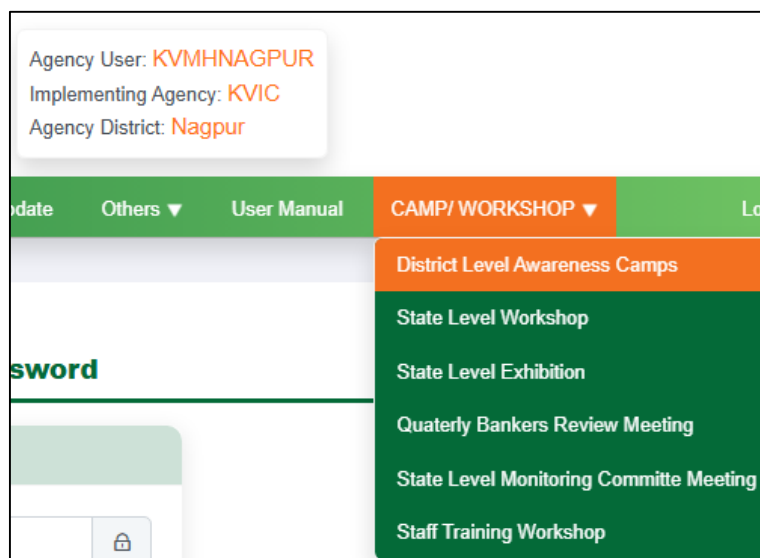
Save Changes

## 16. User Manual:

**Step 41:** Click on the user manual option to view the PDF copy of the User Manual.

## 17. Camp/ Workshop:

**Step 42:** Click on Camp/ Workshop menu to get the list of Workshop, Meeting, Camp related forms. Select any form to enter the details of the Training/ Meeting/ Camps arranged by the Implementing Agency.



**Step 43:** Click on the **District Level Awareness Camps** sub menu to fill the form and enter all the necessary details and click on the Save button.

DISTRICT LEVEL AWARENESS CAMPS / OUTREACH PROGRAMME

Programme Date

From Date / की तिथि से \*
To Date / तारीख तक \*
No Of Days Organized\*

Venue Details

Venue Details \*
Reason for Location Selection

Incharge Details

Incharge Name \*
Contact No.

**Step 44:** Click on the **State Level Workshop** sub menu to fill the form and enter all the necessary details and click on the Save button.

**STATE LEVEL WORKSHOP**

**Programme Date**

From Date / की तिथि से \*

To Date / तारीख तक \*

No Of Days Organized\*

**Venue Details**

Venue Details \*

Reason for Location Selection

**Incharge Details**

Incharge Name \*

Contact No.

**Step 45:** Click on the **State Level Exhibition** sub menu to fill the form and enter all the necessary details and click on the Save button.

**STATE LEVEL EXHIBITION**

**Programme Date**

From Date / की तिथि से \*

To Date / तारीख तक \*

No Of Days Organized\*

**Venue Details**

Venue Details \*

Reason for Location Selection

**Incharge Details**

Incharge Name \*

Contact No.

**Step 46:** Click on the **Quarterly Bankers Review Meeting** sub menu to fill the form and enter all the necessary details and click on the Save button.

**QUATERLY BANKERS REVIEW MEETING**

**Programme Date**

From Date / की तिथि से \*

To Date / तारीख तक \*

No Of Days Organized\*

**Venue Details**

Venue Details \*

**Incharge Details**

Incharge Name \*

Contact No.

**Step 47:** Click on the **State Level Monitoring Committee Meeting** sub menu to fill the form and enter all the necessary details and click on the Save button.

**STATE LEVEL MONITORING COMMITTEE MEETING**

**Programme Date**

From Date / की तिथि से \*

To Date / तारीख तक \*

No Of Days Organized\*

**Venue Details**

Venue Details \*

**Incharge Details**

Incharge Name \*

Contact No.

**Step 48:** Click on the **Staff Training Workshops** sub menu to fill the form and enter all the necessary details and click on the Save button.

**STAFF TRAINING WORKSHOPS**

**Programme Date**

From Date / की तिथि से \*

To Date / तारीख तक \*

No Of Days Organized\*

**Venue Details**

Venue Details \*

Reason for Location Selection

**Incharge Details**

Incharge Name \*

Contact No.