# Orientations Details

Standard Operating Procedure

V1.0

### **Add Orientation Details:**

Provision for entering orientations for various themes happening at different levels (Center, State, District Panchayats, Block Panchayats and Gram Panchayats) is available at below levels:

#### Center Level

Center level user will add orientations details on 9 themes happening at the States level

# **❖** State Level

State Admin user will add orientations details on 9 themes happening at the district panchayat level of their logged in State.

#### District Level

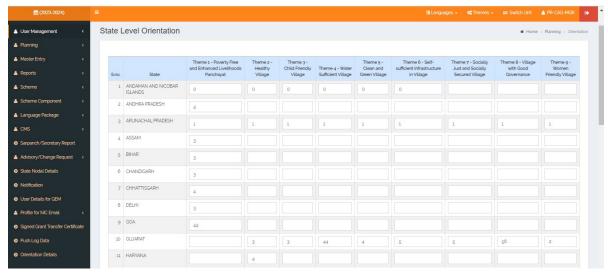
District Admin users will add orientations details on 9 themes happening at the Block panchayat level of their logged in District.

For the financial year 2023-2024 panchayats will not be able to approve the plans without the completion of orientation by them.

# **Add/Modify Orientation Details Form**

Below steps in order to add/modify orientation details for an entity (State/District Panchayats/Block Panchayats):

- 1. Logged into the eGramSwaraj application with the admin level credentials. URL of application is https://egramswaraj.gov.in/
- 2. Click on the "Orientation Details" menu link available in the "Menu list"



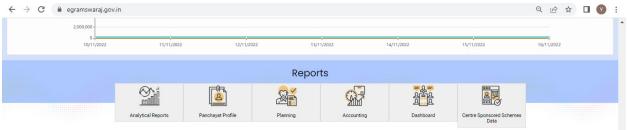
- 3. Enter/Update the Total number of orientations done against each theme for the respective entity.
- 4. Click on the Save button.

# **View Orientation Details-Report**

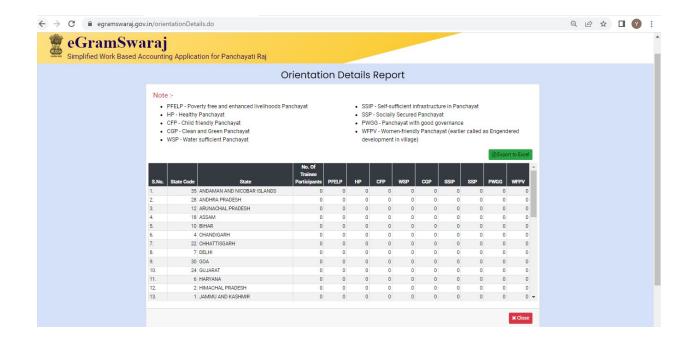
Orientation details report is available in the "Planning" section reports on the home page of eGramSwaraj Portal.

How to access the "Orientation Details Report"?

- Open the eGramSwaraj Portal
- Click on the "Planning" tab of "Reports Section"



• Click on the "Orientation Details Report" link under the "Orientation Details tab"



#### List of themes-

- Theme 1 Poverty Free and Enhanced Livelihoods Village
- Theme 2 Healthy Village
- Theme 3 Child Friendly Village
- Theme 4 Water Sufficient Village
- Theme 5 Clean and Green Village
- Theme 6 Self-sufficient Infrastructure in Village
- Theme 7 Socially Secured Village
- Theme 8 Village with Good Governance
- Theme 9 Engendered Development in Village