

ಕುಶಾನ್ಯ ಕರ್ನಾಟಕ ರಸ್ತೆ ಸಾರಿಗೆ ನಿಗಮ  
North Eastern Karnataka Road Transport Corporation  
ಶಾಲಾ ಮಕ್ಕಳಿಗೆ ಬಸ್ ಪಾಸ್ ನೀಡುವಿಕೆ  
Issue of Bus Passes to School Children

Step 1: Enter the login details

Apply for Service

Mobile No

OTP/Password

4bF7d5 Type here

Forgot Password | New user? Register here

Submit

Check Your Application Status

Select Department

Select Service

Enter your Application ID

Check Status Now

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Step 2 : Citizen Login will be displayed

Menu

Apply for services

View Status of Application

Messages & Alerts

ABOUT SERVICE PLUS

Welcome to Service Plus

ServicePlus is a generic application to provide an electronic delivery for all the services provided by The Government to The citizen. The Government of India, State Governments and Local Governments are providing various services to benefit the citizens at Centre, State or Local level primarily Government to Citizen (G2C) and Government to Business (G2B). The services provided are either demand driven or mandated by the legislation. The services provided by Government can be categorized as:

1. Regulatory Services: Regulatory services are services like trade licence, permit for construction of a building etc that can be denied by the Government.
2. Statutory Services: Statutory services are services like Issuance of Birth/Death certificate which cannot be refused by Government.
3. Developmental Services: Developmental Services are services or schemes provided by Government for the benefit of citizens like NREGS, IAY, Old age Pension etc.

The following are the salient features of the software -

1. Service(s) will be created online
2. Citizens will be submitting applications online
3. Service units will be able to receive application online
4. Service units will be able to verify documents and application fee online
5. Service units will be able to escalate application to some other person, in the case of absence of dealing authority, online
6. Citizens will be monitoring Application status online
7. Private Service Access Providers will be participating in the application receipt/submission and service delivery process online message.ekyc.add.mapping=Please add atleast one mapping

Application for Departmental Examination conducted by KP

Inukurthi Kalyan Teja

ENG 13:24 06-08-2020

### Step 3 : Search the required service and click to open

The screenshot shows the 'Apply For Services' page on the Seva Sindhu portal. The user is logged in as 'Inukurthi Kalyan Teja'. The page displays a table of services available for application in Karnataka. The table has columns for Sl.No., Service Name, Department Name, and State.

Sl.No.	Service Name	Department Name	State
1	Accident Relief Fund-KSRTC	Karnataka State Road Transport Corporation	KARNATAKA
2	Accident Relief Fund - NEKRTC	NEKRTC	KARNATAKA
3	Accident Relief Fund-NWKRTC	NWKRTC	KARNATAKA
4	Acid Victim Pension	Directorate of Social Security and Pensions	KARNATAKA
5	Admission for Morarji Desai Residential school - Minority Welfare Department	Minority Welfare Department	KARNATAKA
6	Admission for Pre and Post matric hostels - Minority Welfare Department	Minority Welfare Department	KARNATAKA
7	Agricultural Family Member Certificate / ವ್ಯವಸಾಯಕಾರರ ಕುಟುಂಬದ ವ್ಯಕ್ತಿಗಳಿಗೂ ಪ್ರಮಾಣ ಪತ್ರ	Revenue Department	KARNATAKA
8	Amendment of Bye Laws of Souharda co-operative society	Registrar of Cooperative Societies	KARNATAKA
9	Amendment of License to Manufacture Insecticides	Agriculture Department	KARNATAKA
10	Amendment of Manufacturing License for Mixed Multi-grade Mixtures Fertilizer	Agriculture Department	KARNATAKA

### Step 4 : Click Proceed to Apply

The screenshot shows the 'Issue of Bus Passes to School Children - NEKRTC' service page. A modal window titled 'DOWNLOAD PRE-DEFINED FORM/TEMPLATE' is open, providing instructions and a table of documents to be downloaded.

To submit this application, you need to download the following document(s) and upload the filled-in/signed form/template in 'Attach Enclosures' screen. Please download the form/template by clicking on the link provided below:

Sl.No.	Document Name	Action
1	Confirmation letter draft from educational Institution	Download

Buttons: Proceed to apply, Cancel

## Step 5 : Fill the Applicant Details & Photocopies details

The screenshot shows the 'Application Form for Bus Pass for School Children' on the Seva Sindhu portal. The form is titled 'ಈಶಾನ್ಯ ಕರ್ನಾಟಕ ರಸ್ತೆ ಸಾರಿಗೆ ನಿಗಮ' (North Eastern Karnataka Road Transport Corporation) and 'ಶಾಲಾ ಮಕ್ಕಳಿಗೆ ಬಸ್ ಪಾಸ್ ನೀಡುವಿಕೆ' (Issue of Bus Passes to School Children). The form fields are as follows:

ಅರ್ಜಿದಾರರ ಹೆಸರು / Applicant Name *	Nagesh NM
ಹುಟ್ಟಿದ ದಿನಾಂಕ / Date of Birth *	03/09/2007
ಆಧಾರ್ ಸಂಖ್ಯೆ/Aadhaar Number / Virtual Id:	
ವಯಸ್ಸು / Age *	13
ತಂದೆ ಹೆಸರು / Father Name *	dstds
ಲಿಂಗ/Gender *	<input checked="" type="radio"/> ಗಂಡು / Male <input type="radio"/> ಹೆಣ್ಣು / Female
ಮೊಬೈಲ್ ಸಂಖ್ಯೆ / Mobile Number *	9956236522
ಜಾತಿ ವರ್ಗ / Caste Category *	General/ಸಾಮಾನ್ಯ
ಇ-ಮೇಲ್ ಐಡಿ/E-Mail ID	govindgowda6@gmail.com

Below the form, there is a section for 'ವಿಳಾಸ / Address Details'.

## Step 6 : Click on I agree checkbox and fill the Captcha Code as given & Submit

The screenshot shows the 'Parent's / Guardian's signature' section of the application form. It contains the following text and elements:

ಮೇಲೆ ನೀಡಲಾದ ಮಾಹಿತಿ / ವಿವರಗಳು ನನ್ನ ಜ್ಞಾನದ ಅತ್ಯುತ್ತಮವಾದವುಗಳಾಗಿವೆ. ನಾನು ಈ ಪಾಸ್ ಅನ್ನು ದುರುಪಯೋಗಿಸುವುದಿಲ್ಲ. (The information/ details provided above are true to the best of my knowledge. I will not misuse this pass.)

I Agree \*

PLEASE TAKE A PRINTOUT OF FORM PREVIEW TO GET SIGNATURE AND STAMP OF PARENTS AND SCHOOL REPRESENTATIVE. COPY OF ATTESTED FORM MUST BE INCLUDED IN ENCLOSURES.

**Additional Details**

Apply to the Office \*

**Word verification**

674322

Please enter the characters shown above

Buttons: Draft, Submit, Close, Reset

Footer: MINISTRY OF PANCHAYATI RAJ, Digital India, data.gov.in, india.gov.in, Deity, PMINDIA

## Step 7: Click on Attach Annexure

The screenshot shows a web browser window with multiple tabs. The active tab is 'Seva Sindhu'. The URL is [http://serviceonline.gov.in/karnataka/applyPageForm.do?OWASP\\_CSRFTOKEN=DVVY-P2IA-ETU4-STZ2-8KJ7-4VK7-ZG64-V0FF&UID=94aa1a39-35ed-4dda-bcb7-75dfde8ce307](http://serviceonline.gov.in/karnataka/applyPageForm.do?OWASP_CSRFTOKEN=DVVY-P2IA-ETU4-STZ2-8KJ7-4VK7-ZG64-V0FF&UID=94aa1a39-35ed-4dda-bcb7-75dfde8ce307). The form contains the following fields:

- ಡಿಪೋಟ್ ಆಯ್ಕೆ ಮಾಡಿ / Select the depot :** Ballary-1
- ಕೌಂಟರ್ ಆಯ್ಕೆ ಮಾಡಿ / Select the counter :** Ballary-1
- ಘೋಷಣೆ / Declaration**
  - Parent's / Guardian's signature
  - Principal's / Head master/ Headmistress' Signature and Seal
  - ಮಾಹಿತಿ / Information details provided above are true to the best of my knowledge. I will not misuse this pass.
  - I Agree : Yes
- Additional Details**
  - Apply to the Office: NEKRTC Counter Office(NEKRTC Counters- Ballary-1 )
  - Draft Reference No: Draft\_NE0015/2020/0006

At the bottom of the form, there are buttons for **Attach Annexure**, **Edit**, **Cancel**, and **Click here to initiate new application**. The footer includes logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeITY, and PMINDIA.

## Step 8: Attach the annexures and save them

The screenshot shows the 'Attach Annexure' step of the application form. The URL is [http://serviceonline.gov.in/karnataka/editViewAnnexure.do?OWASP\\_CSRFTOKEN=DVVY-P2IA-ETU4-STZ2-8KJ7-4VK7-ZG64-V0FF&coverageLocationId=47323&serviceId=8500001&citizenId=14476506&applId=11167...](http://serviceonline.gov.in/karnataka/editViewAnnexure.do?OWASP_CSRFTOKEN=DVVY-P2IA-ETU4-STZ2-8KJ7-4VK7-ZG64-V0FF&coverageLocationId=47323&serviceId=8500001&citizenId=14476506&applId=11167...). The form lists the following annexures to be attached:

- Tuition fee paid receipt :** Document Format (sample.pdf)
- Passport size photo :** Document Format (download.jpg)
- Id Card (School or college) or Fee paid receipt :** Document Format (sample.pdf)
- Aadhar Card :** Document Format (sample.pdf)
- Caste certificate :** Document Format (sample.pdf)
- Copy of Previous pass :** Document Format (sample.pdf)

Each item has a 'Choose File' button, a 'Scan' button, and a 'Fetch from DigLocker' button. At the bottom of the form, there are buttons for **Save Annexure**, **Cancel**, and **Back**. The footer includes logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeITY, and PMINDIA.

## Step 9: Saved annexures will be displayed

The screenshot shows a web browser window with the URL [https://serviceonline.gov.in/karnataka/editSaveAnnexure.do?OWASP\\_CSRFTOKEN=DVVY-P2IA-ETU4-STZ2-8KJ7-4VK7-ZG64-V0FF&appId=11167287&citizenId=14476506&directSubmitCheck=N](https://serviceonline.gov.in/karnataka/editSaveAnnexure.do?OWASP_CSRFTOKEN=DVVY-P2IA-ETU4-STZ2-8KJ7-4VK7-ZG64-V0FF&appId=11167287&citizenId=14476506&directSubmitCheck=N). The page displays the 'Annexure List' section with the following items:

Sl. No.	Annexure Name	Link
1)	Application form attested by the Head of the Educational Institution and parents signature	<a href="#">Application form attested by the Head of the Educational Institution and parents signature</a>
2)	Proof of Residential Address	<a href="#">Proof of Residential Address</a>
3)	Tuition fee paid receipt	<a href="#">Tuition fee paid receipt</a>
4)	Passport size photo	<a href="#">Passport size Photo</a>
5)	Id Card (School or college) or Fee paid receipt	<a href="#">Id Card (School or college) or Fee paid receipt</a>
6)	Aadhar Card	<a href="#">Aadhaar card</a>
7)	Caste certificate	<a href="#">Caste Certificate</a>
8)	Copy of Previous pass	<a href="#">Copy of Previous pass</a>
9)	Predefined Template	<a href="#">Confirmation letter draft from educational Institution</a>

Below the Annexure List, the 'Additional Details' section shows:

Apply to the Office: NEKRTC Counter Office(NEKRTC Counters- Ballary-1)

Draft Reference No: NE001S20000002

At the bottom right, there are two buttons: 'eSign and Submit' (green) and 'Cancel' (red).

## Step 10 : Click on e-Sign and proceed

The screenshot shows the same web browser window with the URL [https://serviceonline.gov.in/karnataka/editSaveAnnexure.do?OWASP\\_CSRFTOKEN=JEVP-F6YO-7C95-C2Z7-2JKU-NKTE-OIGT-GBEO&appId=10444](https://serviceonline.gov.in/karnataka/editSaveAnnexure.do?OWASP_CSRFTOKEN=JEVP-F6YO-7C95-C2Z7-2JKU-NKTE-OIGT-GBEO&appId=10444). The page displays the 'Consent Authentication Form' dialog box with the following text:

Consent Authentication Form

I HAVE READEN ARE THE WHICH ARE GENERATED BY THE CA AND I PROVIDE MY CONSENT FOR THE SAME. I ALSO UNDERSTAND THAT THE FOLLOWING FIELDS IN THE DSC GENERATED BY THE CA ARE MANDATORY AND I GIVE MY CONSENT FOR USING THE AADHAR PROVIDED E-KYC INFORMATION TO POPULATE THE CORRESPONDING FIELDS IN THE DSC.

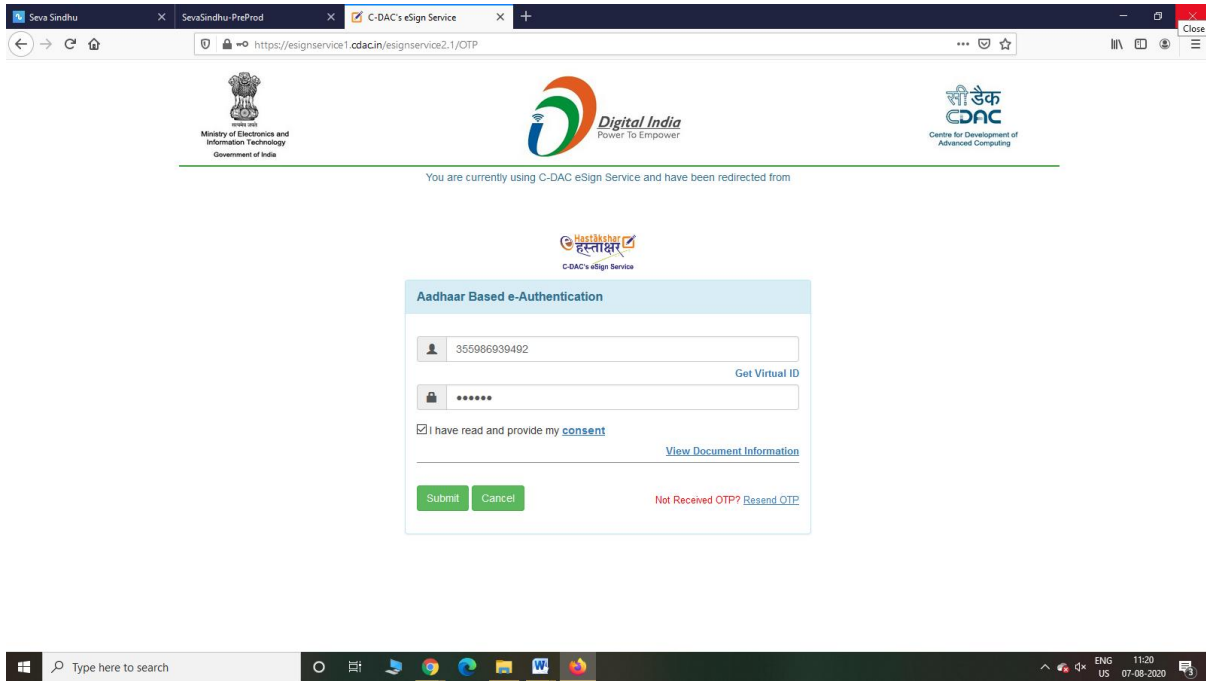
1. Common Name (name as obtained from e-KYC)
2. Unique Identifier (hash of Aadhaar number)
3. Pseudonym (unique code sent by UIDAI in e-KYC response)
4. State or Province (state as obtained from e-KYC)
5. Postal Code (postal code as obtained from e-KYC)
6. Telephone Number (hash of phone as obtained from e-KYC)

I understand that ServicePlus shall ensure security and confidentiality of my personal identity data provided for the purpose of Aadhaar based authentication.

I agree with above user consent and eSign terms and conditions

At the bottom of the dialog box, there are two buttons: 'Proceed' (black) and 'Download Document' (black).

Step 11: eSign page will be displayed. Fill Aadhar number to get OTP and Submit



Step 12: After Submit, Sakala acknowledgement will be generated

