



## **REQUEST FOR SADAREM CERTIFICATE**

Disability certificate is most important for the person with disability to access any government schemes either central or state. Generally, the Disability certificates are issued by the local medical board manually and there was no central data repository of PWDs. Whenever Government or NGO's wants to do any rehabilitation programmes, again they need to arrange for new assessment camps to indentify the needy groups. This leads more time consumption/ cost and also professionals/ person with disability will get dissatisfaction.

Government of Andhra Pradesh have been exploring the possibility of introducing a transparent mechanism for screening and assessing the degree of disability which requires an assessment software that is objective, scientific, verifiable and based on parameters that doctors measure and compute to generate the percentage of disability accurately. The Department of Rural Development in close collaboration with Women Development, Child Welfare, Disabled Welfare & Welfare of Senior Citizens Dept., have evolved a scientific computer aided disability assessment strategy.

Using this software, Doctors assess the PWDs and issues the computer generated Disability Certificate with unique ID along with Identity Card.

Objective:

Objective of the Project is Development of Dynamic Web enable system for comprehensive access, rehabilitation and empowerment, through automation, capacity building, assessment of persons with disabilities PWDs and maintaining Decision Support System (DSS).

SADAREM ICT solution is designed to cover the following features:

- Scientific assessment of degree of the disability is done on the basis of methods and formulas prescribed in the Gazette 2001 issued by the Ministry of Social Justice and Empowerment, Govt. of India
- Generation of a computer based Disability Certificate with unique ID along with Identity Card.
- Assessment of needs and maintaining the centralized data base. Software will also generate all the details including the support services that the disabled persons are entitled, based on the need assessment and a record of the services provided from time to time.
- The database thus generated will be hosted in the Public Domain to enable service providers to reach out to the disabled persons.

1.Physical Impairment/ Locomotor disability/ OH



2. Visual Impairment
3. Hearing Impairment
4. Mental Retardation/ Mental Illness
5. Multiple Disabilities

The features of the software called SADAREM (Software for assessment of Disabled for access rehabilitation and empowerment) are:

1. Scientific assessment of degree of the disability is done on the basis of methods and formulas prescribed in the Gazette 2001 issued by the Ministry of Social Justice and Empowerment, Govt. of India.
2. Generation of a computer based Disability Certificate with unique ID along with Identity Card.
3. Assessment of needs and maintaining the centralized data base. Software will also generate all the details including the support services that the disabled persons are entitled, based on the need assessment and a record of the services provided from time to time.
4. The database thus generated will be hosted in the Public Domain to enable service providers to reach out to the disabled persons.

#### Aim & Objectives of the Project:

- 100% coverage (All disabilities, all Age/ all genders.)
- Disability evaluation and Certification
- Providing Access of PWD Database to various Govt. programs, schemes
- Rehabilitation (Full Life Cycle Needs, Holistic Development)
- Empowerment (Rights, full participation, independent living, DPOs )
- Creating Centralized Database of PWDs
- Process Development & Improvement

Inputs taken to Develop the Project: During the initial stages of requirement collection, department has taken various legal support and Government acts to build the software. Few of them are given below.

- Persons With Disability Act- 1995
- Rehabilitation Council of India Act – 1992
- National Trust Act – 1999
- Disability Evaluation, Gazette of India – June, 2001 is using for the disability evaluation and percentage calculation



Informed Beneficiary- From various professional in each disabilities were helped to form and restructured the formats and software

Category Type	A
Service Charges	NA
User Charges	INR 25/-
Postal Charges	NA
	NA
Documents Required	NA

**Note:** The asterisk (\*) denotes mandatory requirement of documents.

Apply for Request for SADAREM Certificate :

This section contains instructions for the operators of the Meeseva web application to apply for Request for SADAREM Certificate .

1) In Meeseva home screen, under **List of Services**, select **Rural Development Department** as depicted in Figure 1.



View Transactions Reports Home Log Off

Username : TCS TEST CHANNEL  
User ID : OPERATOR  
Last Login : Feb 17 2014 8:59PM


Key Contacts of GO.A.P Media Releases Helpline Numbers Govt. Sites

Dear All,  
Now onwards All General Income, Integrated and Residence certificate Services are made as part of ISES Services. For all new Requests for these services, Please check the data availability in ISES Services and IF the data is not available in ISES Services, you can go to General Services link given in the ISES Services page.  
Important Communication:  
As per the G.O. Ms. No.29, the revised Meeseva Services user charges will be effective from tomorrow(i.e. 27/07/2012) onwards  
Revised Charges:  
Category A - Rs.25/-  
Category B - Rs.35/-


Meeseva Updates

- Guidelines to Meeseva Centers
- Citizen's Charter for Citizens
- Physical Forms

Help Desk

	All APOnline Operators for support on Meeseva :- 040-66675268, 66675612	Call Center :- 1100
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User Manuals

  
www.meeseva.gov.in  
Click on Book Icon to Download UserManuals

SSDG Services  
[Meeseva Request Tracking System\(MRTS\)](#)  
[Agent Center Identity](#)  
[User Name/Location Change Request](#)  
[Meeseva Training Details](#)

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Figure 1: RURAL DEVELOPMENT Department

2) Select **Request for SADAREM Certificate** Service in **RURAL DEVELOPMENT** Department as depicted in Figure 2.



View Transactions Reports Home Log Off

**List of Services**

- Application Submission
  - Revenue Department
    - DISTRICT COLLECTRATE
    - DISTRICT ADMIN
    - Prajavani
    - Aadhaar
    - APTRANSCO
    - AGRICULTURE
    - INDUSTRIAL
    - ITC
    - MINES AND GEOLOGY DEPARTMENT
    - GHMC
    - SOCIAL WELFARE DEPARTMENT
    - EPDCL
  - CPDCL
  - COLLEGIATE EDUCATION
  - HEALTH AND FAMILY WELFARE DEPARTMENT
  - RURAL DEVELOPMENT
    - Request for AIDS & Appliances
    - Request for SADAREM Certificate**
  - SPDCL
  - DEPARTMENT OF INTERMEDIATE
  - TECHNICAL DEPARTMENT
  - Registration Department
  - SCA
  - FACTORY
  - AROgyASRI
  - EDUCATION
  - HEALTH DEPARTMENT
  - CDMA
  - CivilSupplies

**SSDG Services**

- Meeseva Request Tracking System(MRTS)
- Agent Center Identity
- User Name/Location Change Request
- Meeseva Training Details

Username : TCS TEST CHANNEL  
User ID : OPERATOR  
Last Login : Feb 17 2014 8:59PM

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040-66675268, 66675612      1100

**User Manuals**

Meeseva User Manuals Complete Book  
(Agriculture Income, FMB, OBC, EBC, NFBS, NO Earning, Income, Residence, Caste, Mutation...)  
www.meeseva.gov.in

Click on Book Icon to Download UserManuals

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Figure 2: Request for SADAREM Certificate Service Selection under RURAL DEVELOPMENT Department

3) Now Request for SADAREM Certificate Request Screen will be displayed as depicted in Figure 3.



SADAREM New Certificate Registration Through MEESEVA	
Please select Below Criteria	
With Pension Number*	<input type="radio"/> Yes <input type="radio"/> No

Figure 3: Request for SADAREM Certificate request screen

Here Pension Number

4) Select Pension Number (either Yes/No) as depicted in Figure 4.

Case 1:- (YES) Required Pension Number for Registration of SADAREM Certificate

SADAREM New Certificate Registration Through MEESEVA	
Please Enter Pension Number	
PensionCard No.*	<input type="text"/>
District*	-- SELECT --

Figure 4: Pension Details Entry Screen in SADAREM New Certificate Registration

5) Enter Pension Number, Select District and Click Submit button as depicted in Figure 5.

SADAREM New Certificate Registration Through MEESEVA	
Please Enter Pension Number	
PensionCard No.*	<input type="text" value="A267367"/>
District*	<input type="text" value="Srikakulam"/>



Figure 5: Pension Details Entry Screen in SADAREM New Certificate Registration

5) It displays Member Personal details, Address and Amount as depicted in Figure 5.

Note:- Here all Details are Prefilled with the help of Pension Number

<b>SADAREM New Certificate Registration Through MEESEVA</b>	
<b>Personal Details</b>	
Surname	Kola
Name*	Chinna Rao
Father/ Mother/ Husband/ Guardian's Name*	Kola Ramulu
Relation*	-- SELECT --
Age *	28
Gender*	Male
Phone No*	
House No.	
<b>Address:</b>	
District	Srikakulam
Mandal	L.n.peta
Town/Village	Peddakota
Habitation/Ward No	Peddakota
<b>Payment Details:</b>	
Payment charges (Rs.):*	25

Figure 5: Personal and Address Details in SADAREM New Certificate Registration

6) Select Relation, Enter Phone Number and Click Submit Button as depicted in figure 6.




SADAREM New Certificate Registration Through MEESEVA	
<b>Personal Details</b>	
Surname	Kola
Name*	Chinna Rao
Father/ Mother/ Husband/ Guardian's Name*	Kola Ramulu
Relation*	Brother
Age *	28
Gender*	Male
Phone No*	XXXXXXXXXXXX
House No.	
<b>Address:</b>	
District	Srikakulam
Mandal	L.n.peta
Town/Village	Peddakota
Habitation/Ward No	Peddakota
<b>Payment Details:</b>	
Payment charges (Rs.):*	25
 Submit <input type="button" value="Back"/>	

Figure 6: Personal & Address Details in Request for SADAREM Certificate request Screen

**Note:** All the mandatory fields have to be filled in; otherwise request will not be accepted by the system.

On confirmation, a receipt will be generated as depicted in the following figure. The receipt will contain the Status.

**Note:** Ensure that you have sufficient balance with your service provider (SCA), else the system will not accept the request.





Date of Payment : 20/02/2014

SADAREM New Certificate Registration Acknowledgment			
Transaction Id :	-	Authorised Agent:	OPERATOR
Applicant Name :	Chinna Rao	Application No :	SDRM02000367
Document District :	Srikakulam	Document Mandal :	L.n.peta
Document Village :	Peddakota	Delivery Type :	Manual
Amount Paid (in Rs.) :	25		
Status :	Pending for Document Verification. Please Contact District Project Manager		

Figure 7: Request for SADAREM Certificate Receipt

**Note:** - On submission of the request, Citizen Receives Message. Like your Request for Request for SADAREM Certificate has been entered vide Application Number, Transaction Id and sent to Dept.

8) On submission, the request will be sent to the work flow of the respective Department for further processing.

**Case 2:-** (NO) In this Case below screen displayed.

Note:- Here Applicant need to Provide all Details for Registering New Certificate as depicted in Figure 10.



SADAREM New Certificate Registration Through MEESEVA	
<b>Personal Details</b>	
Surname*	<input type="text"/>
Name*	<input type="text"/>
Father/ Mother/ Husband/ Guardian's Name*	<input type="text"/>
Relation*	-- SELECT --
Age *	<input type="text"/>
Gender*	-- SELECT --
Phone No*	<input type="text"/>
House No.	<input type="text"/>
<b>Address:</b>	
District*	-- SELECT --
Mandal*	-- SELECT --
Panchayat*	-- SELECT --
Town/Village*	-- SELECT --
Habitation/Ward No*	-- SELECT --
<b>Proof Of Document:</b>	
Proof Type:*	-- SELECT --
Proof ID:*	<input type="text"/>
Upload Documents*	<input type="text"/> <input type="button" value="Browse..."/> (Max size:100 Kb, Only jpg file)
<b>Payment Details:</b>	
Payment charges (Rs.):*	25 <input type="text"/>

Figure 10: Pension Details Entry Screen in SADAREM New Certificate Registration

11) Enter Personal details such as Sur Name, Name, Father/ Mother/ Husband/ Guardian's Name, Relation, Age, Gender, Phone no and House No as depicted in figure 11.



Personal Details	
Surname *	PODA
Name *	RAKESH
Father/ Mother/ Husband/ Guardian's Name *	PRASADARAO PODA
Relation *	Father
Age *	27
Gender *	Male
Phone No *	XXXXXXXXXX
House No.	3-100

*Figure 11: Pension Details Entry Screen in SADAREM New Certificate Registration*

12) Select Address details such as District, Mandal, Panchayat, Town/Village, Habitation/Ward No as depicted in figure 12.

Address:	
District *	Chittoor
Mandal *	VADAMALAPETA
Panchayat *	Vadamala
Town/Village *	Vadamala
Habitation/Ward No *	Bhagathsingh Col

*Figure 12: Address Details Entry Screen in SADAREM New Certificate Registration*

13) Select Proof Document, Enter Selected Proof Document No and upload Selected Proof Document as depicted in figure 13.

Proof Of Document:	
Proof Type: *	Bank Passbook
Proof ID: *	XXXXXXXXXXXX
Upload Documents *	C:\Users\525498\Desktop Browse... (Max size: 100 Kb, Only jpg file)

*Figure 13: Proof Document Details Entry Screen in SADAREM New Certificate Registration*



13) Click Submit button for Request Submission as depicted in figure 13.

Proof Of Document:	
Proof Type: *	Bank Passbook
Proof ID: *	XXXXXXXXXXXX
Upload Documents *	C:\Users\525498\Desktop Browse... (Max size: 100 Kb, Only jpg file)
Payment Details:	
Payment charges (Rs.): *	25
<input type="button" value="Submit"/> <input type="button" value="Back"/>	

Figure 14: Request Submission in SADAREM New Certificate Registration screen

**Note:** All the mandatory fields have to be filled in; otherwise request will not be accepted by the system.

On confirmation, a receipt will be generated as depicted in the following figure. The receipt will contain the Status.

**Note:** Ensure that you have sufficient balance with your service provider (SCA), else the system will not accept the request.

**Date of Payment : 20/02/2014**

SADAREM New Certificate Registration Acknowledgment			
<b>Transaction Id :</b>	-	<b>Authorised Agent:</b>	OPERATOR
<b>Applicant Name :</b>	Chinna Rao	<b>Application No :</b>	SDRM02000367
<b>Document District :</b>	Srikakulam	<b>Document Mandal :</b>	L.n.peta
<b>Document Village :</b>	Peddakota	<b>Delivery Type :</b>	Manual
<b>Amount Paid (in Rs.) :</b>	25		
<b>Status :</b>	Pending for Document Verification. Please Contact District Project Manager		

Figure 15: Request for SADAREM Certificate Receipt

**Note:** - On submission of the request, Citizen Receives Message. Like your Request for Request for SADAREM Certificate has been entered vide Application Number, Transaction Id and sent to Dept.

8) On submission, the Registered Date will sent to the respective Department.