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# GO - SUGAM

Handout Document for Citizen

## 1 OVERVIEW

To avail the benefits of Government schemes and services from the agriculture and allied sectors, the department of Agriculture & Farmer Empowerment and Fisheries and Animal Resource Development created the Beneficiary Facing Portal in the name of GO-SUGAM which will help farmers to avail financial subsidies or benefits in kind of set-up agricultural units.

## 2 NEW BENEFICIARY REGISTRATION

For a new registration, go to the website home page and click on the **Apply** button (Refer Fig 2-1).

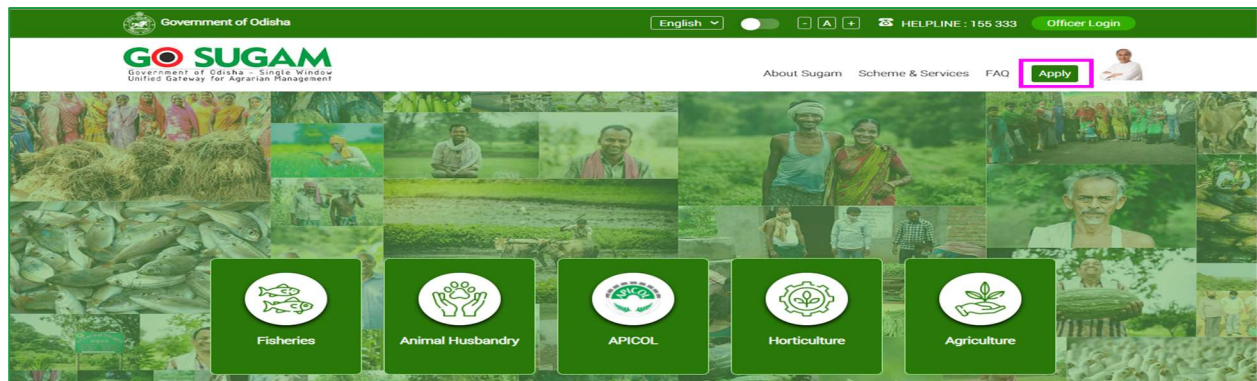


Figure 2-1 Home Screen

System will navigate you to the **Beneficiary Login** section.

Figure 2-2 Beneficiary Login Screen

Click on the **Register Now** option.

**Figure 2-3 Beneficiary Registration Screen**

1. In the Beneficiary Registration, enter the Name, Email ID, Mobile Number, Address of Communication. Enter a Password. Re-enter the Password and click on the **Register** button.
2. On clicking, an OTP is sent to the registered mobile number.

**Figure 2-4 Verify Phone Number Screen**

- Validate the OTP. On successful verification, the Beneficiary Registration is completed successfully.

### 3 LOGIN

To login into the portal as Farmer User, click on **Apply** button in the home page and get navigated to **Beneficiary Login** section.

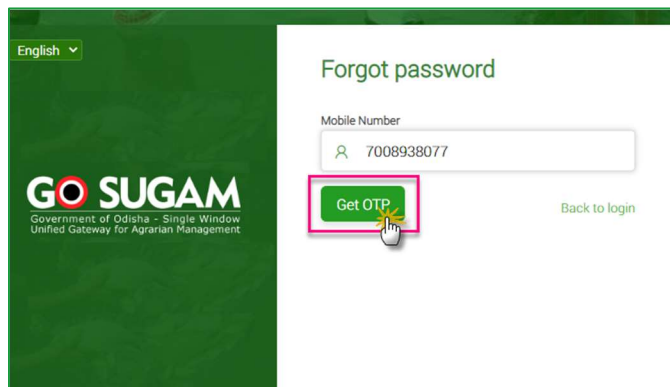


**Figure 3-1 Beneficiary Login Screen**

1. Enter the registered Mobile Number, password, Captcha Code and click on **Login** button.

With the successful login, system will navigate the user to the application dashboard.

If the password is forgotten, then click on the **Forgot Password** button in the login page.



**Figure 3-2 Forgot Password Screen**

1. Enter the registered Mobile Number and click on **Get OTP** button.



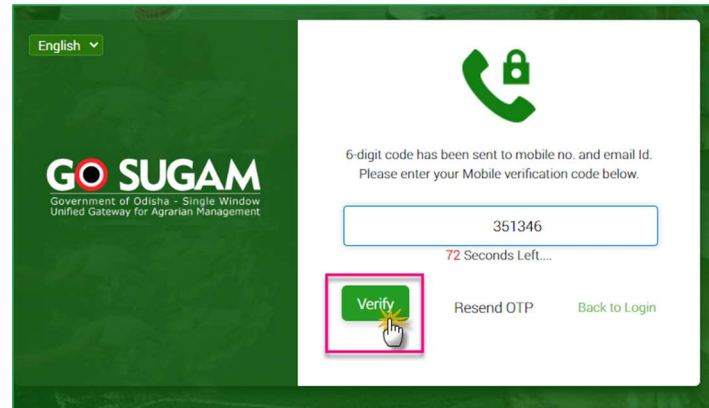


Figure 3-3 Verify OTP Screen

2. Enter the Code and click on **Verify** button. On validation only, the Farmer can enter into the portal.

## 4 DASHBOARD

With the successful login, system will navigate user to the application **Dashboard**.

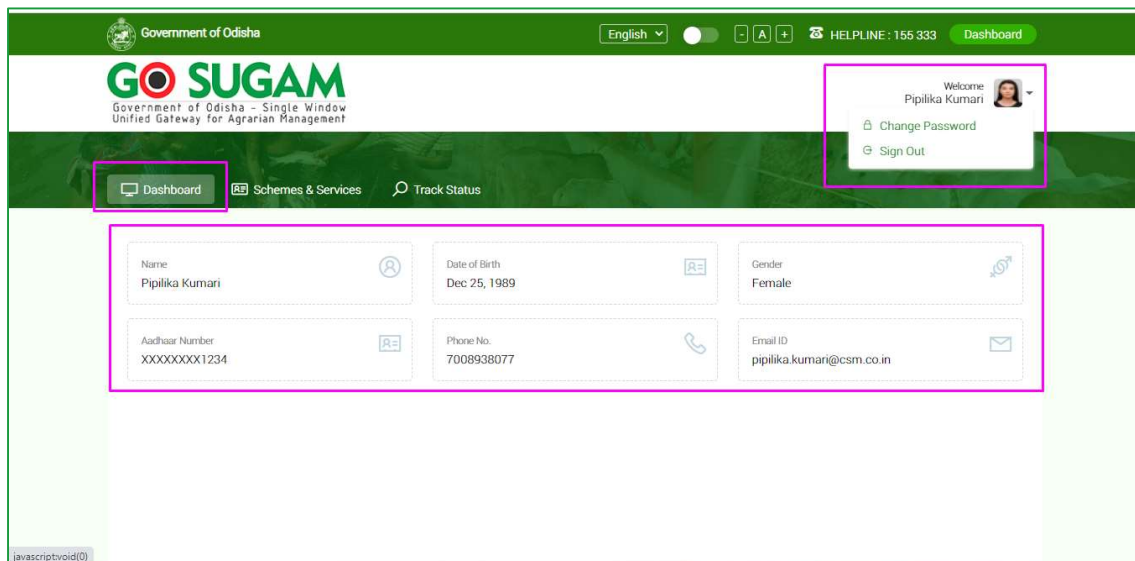


Figure 4-1 Dashboard Screen

## 5 SCHEMES & SERVICES

To view the schemes and services per directorate wise, click on **Schemes & Services** link.

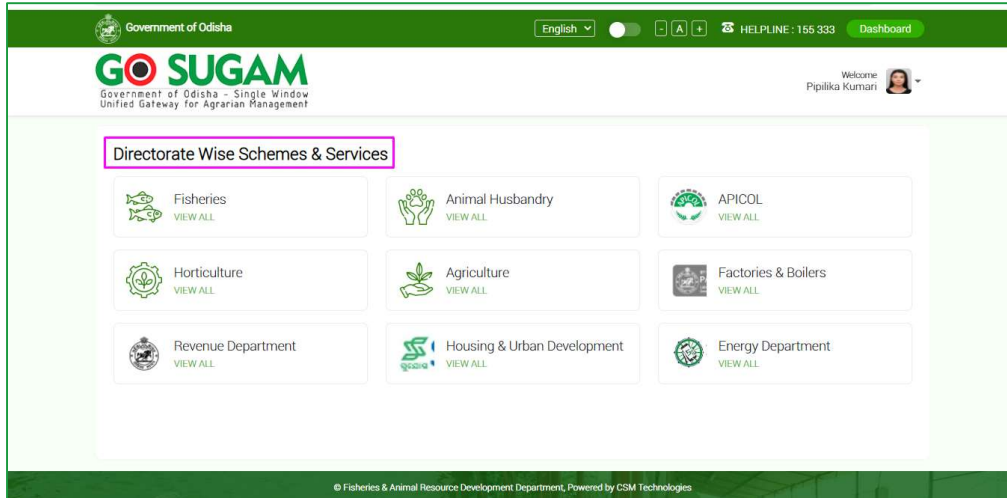


Figure 5-1 Directorate Wise Schemes & Services Screen

- Click on the **View All** link.

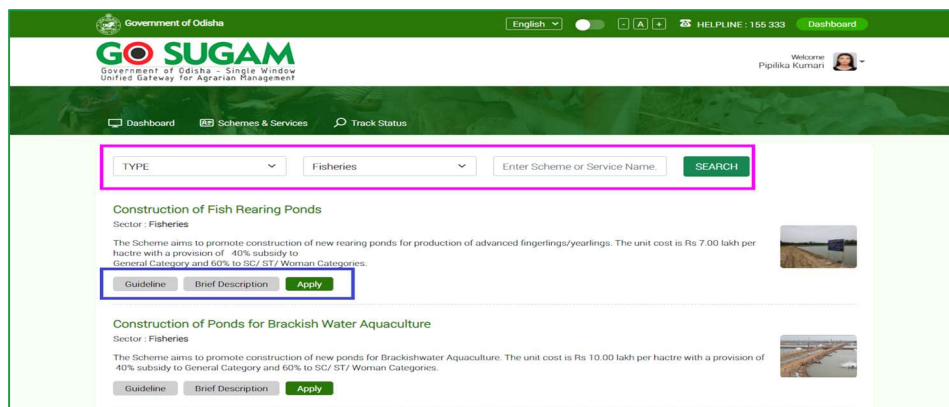


Figure 5-2 Schemes Under Fishery Department Screen

1. To apply for the scheme, click on the **Apply** button for the respective Scheme and get directed to the Farmer's Information Page.

**Figure 5-3 Add Basic Information Screen (1)**

1. Select the Gender type, Date of Birth, Category Type. Upload an image of the Farmer. Add the Aadhaar Number and Father's or Husband's Name.

**Figure 5-4 Add Address Details Screen**

2. Add the address details and Click on the **Save & Next** button.

Government of Odisha

English HELPLINE : 155 333 Dashboard

**GO SUGAM**  
Government of Odisha - Single Window  
Unified Gateway for Agrarian Management

Welcome Pipilika Kumari

Dashboard Schemes & Services Track Status

Scheme : Fish Transport Vehicles - Insulated Vehicles, Motorcycle with Ice Box, Autorickshaw with Ice Box

Farmer Information **Scheme Information** Documents

Address where unit has to be set-up

\* District \* Block / ULB \* GP / Ward \* Village

JAGATSINGHAPUR BIRIDI MANGULI Manguli

**Figure 5-5 Add Scheme Information Screen**

1. Add the address details of the unit set up location.
2. Add the scheme specific details for the relevant scheme.

Vehicle details

\* Type of transport vehicle \* Capacity of Icebox proposed to be purchased \* Model No. of the vehicle

Insulated vehicle 50 Litres TR89234

\* Made by \* Approximate cost of the vehicle \* Name of empaneled manufacturer or authorized dealer

Mahindra 200000 Mahindra

**Figure 5-6 Add Scheme Specific information Screen**

3. Add Bank Account Information, required for Subsidy Release. Add the IFSC code of the Bank, Enter the account number, account holder's name.

Bank Details for Subsidy Release

\* IFSC Code \* Bank Name \* Branch Name

SBIN003313 Get IFSC code STATE BANK OF INDIA BHUBANESWAR INDUSTRIAL ESTATE

\* Account Number \* Account Holder Name

31045282629 Pipilika Kumari

Back Save As Draft Save & Next

**Figure 5-7 Submit Form Screen**

4. Click one **Save & Next** button and navigate to the add document section.



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Welcome Pipilika Kumari

\* Photo ID Card  
Aadhaar Card Choose File Dummy.pdf  
Only PDF max size 1 MB

\* Land Rights of Record or Electricity Bill  
Choose File Dummy.pdf  
Only PDF max size 1 MB

\* First Page of Bank Passbook  
Choose File Dummy.pdf  
Only PDF max size 1 MB

\* MFID  
Choose File Dummy.pdf  
Only PDF max size 1 MB

Back Save As Draft **Save & Next**

**Figure 5-8 Add Documents Screen**

5. Upload the relevant document and Click on **Save & Next** button.

Government of Odisha English HELPLINE: 155 333 Dashboard

**GO SUGAM**  
Government of Odisha - Single Window  
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Welcome Pipilika Kumari

Dashboard Schemes & Services Track Status

Click here to take a print out of the Form.

**Preview Details**

Scheme : Fish Transport Vehicles - Insulated Vehicles, Motorcycle with Ice Box, Autorickshaw with Ice Box

**Farmer Information**

**Basic Information**

Name Pipilika Kumari	Email Id pipilika.kumari@csm.co.in	Mobile Number 7008938077	
Gender Female	Date of Birth 25-Dec-1989	Category General	
Father's/ Husband's Name Ashish Kumar	Aadhaar Number XXXXXXXX1234		

**Address Details**

Village Bhubaneswar (M Corp.) - Ward No.19	GP/ Ward Bhubaneswar (M Corp.) - Ward No.19	Block/ ULB Bhubaneswar MC	District KHORDHA
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Communication Address  
ocac to

Scheme Information

Documents

I hereby declare that the information given in this application is true and correct to the best of my knowledge and belief. In case any information given in this application proves to be false or incorrect, I shall be responsible for the consequences.

Modify **Submit**

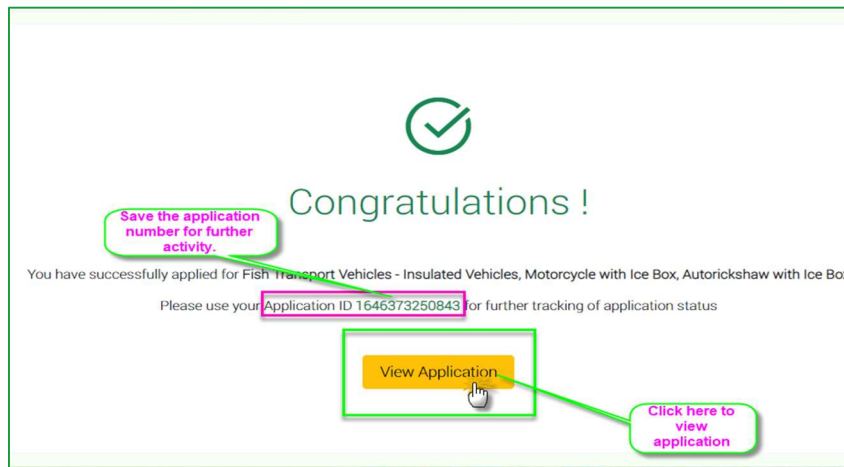
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**Figure 5-9 Preview Details Screen**

- To update any changes, click on **Modify** button.

- To submit the form, tick the checkbox of the self-declaration and click on the **Submit** button.

The application is submitted successfully and an Application Number is generated by the system.



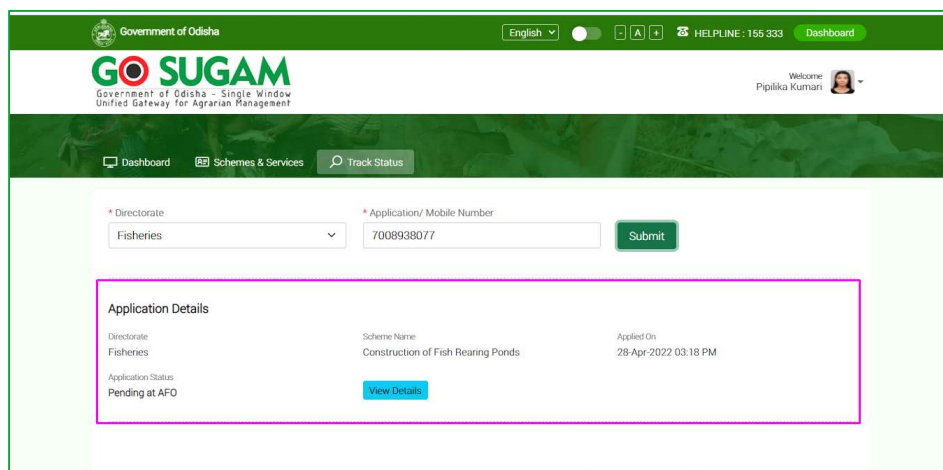
**Figure 5-10 Application Confirmation Screen**

Note down the application number for future references.

## 6 TRACK STATUS

To check the status of the Farmer's application, click on **Track Status**.

- Select the directorate type, enter the registered Mobile Number and click on **Submit** button.



**Figure 6-1 Track Status Screen**

Track down the Application and its current status in the Dashboard.

The dashboard displays user profile information and a table of application statuses. The profile information includes:

- Name: Pipilika Kumari
- Date of Birth: Dec 25, 1989
- Gender: Female
- Aadhaar No.: XXXXXXXX1234
- Phone No.: 7008938077
- Email Id: pipilika.kumari@csm.co.in

The table below shows the application statuses:

Sl#	Application Number	Scheme/Services Name	Status	Action
1	HOT/00000051	Directorate: Horticulture NFSM-oil palm	Pending at HO Applied On: 21-Apr-2022 09:07 AM	<a href="#">View</a>
2	HOT/00000050	Directorate: Horticulture Horticulture Program in Non-Mission District	Subsidy 1 Released Applied On: 21-Apr-2022 08:31 AM	<a href="#">View</a>
3	HOT/00000039	Directorate: Horticulture Development of Potato, Vegetable and Spices	Subsidy 1 Released Applied On: 20-Apr-2022 09:42 AM	<a href="#">View</a>
4	FSH/00000027	Directorate: Fisheries Construction of Ponds for Freshwater Aquaculture	Phase-1 Completed Applied On: 19-Apr-2022 07:27 PM	<a href="#">View</a>
5	1650006544214	Directorate: Fisheries Construction of Ponds for Brackish Water Aquaculture	Subsidy 2 Released Applied On: 15-Apr-2022 12:40 PM	<a href="#">View</a>
6	1649930417976	Directorate: Fisheries Construction of Fish Rearing Ponds	Go-Ahead letter Issued Applied On: 14-Apr-2022 03:34 PM	<a href="#">View</a>

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**Figure 6-2 View Application Status on Dashboard Screen**

To view the updated details, click on the **View** button.

The 'Application Details' screen shows the following information:

- Application Title:** Construction of Ponds for Brackish Water Aquaculture
- Application Id:** 1650006544214
- Applied On:** 15-Apr-2022 12:40 PM
- Status:** Subsidy 2 Released

On the right side, there is a 'Letters' section with the following items:

- > DLSC Report
- > Go Ahead Letter

At the bottom, there are three buttons: 'View Application', 'View Phase - 1 Activities', and 'View Phase - 2 Activities'.

**Figure 6-3 View Application Details Screen**

- To view activities updated by the Farmer in first stage click on the View Phase 1 Activities ( [View Phase - 1 Activities](#) ) button.
- To view in the details of the activities updated by the Farmer in second phase click on the View Phase 2 Activities ( [View Phase - 2 Activities](#) ) button.

## 7 CHANGE PASSWORD & SIGN OUT

To change or update the Password, click the **Change Password** option in the drop-down.

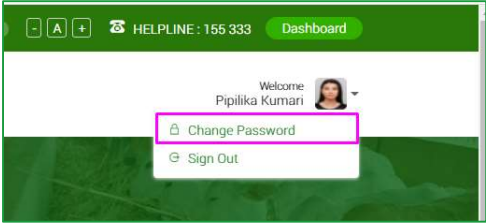


Figure 7-1 Change Password Screen

To log out of the application, click on the **Sign Out** option, as highlighted in the Figure below.



Figure 7-2 Sign Out Screen