గ్రామ–వార్డు సచివాలయము
ఆంధ్రప్రదేశ్ ప్రభుత్వం

User Manual for
Village & Ward Secretariat Department

Service Name	:	YSR Rythubharosa (Agriculture)
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Introduction

The Government of Andhra Pradesh has brought up a system of Grama Ward Sachivalayam which is nowhere in the country. Hon'ble Chief Minister YS Jagan Mohan Reddy said that this new system will work with the main intention of making the administration more accessible to the people, not to give in to corruption or discrimination. In the previous governments, citizens were facing difficulty in drawing pensions, ration, getting caste and other certificates. This new Grama Ward Sachivalayam along with Grama Ward Volunteers will strengthen the public delivery system of welfare schemes. The Grama Ward Sachivalayam, will deliver about 500 services to citizens.

"Gram Swarajyam was the centerpiece of Mahatma Gandhiji's vision for rural empowerment and economic development in India."

This document will explain you, step by step on how to submit an **YSR Rythubharosa** through Grama Ward Sachivalayam portal.

Contents

1. Login to Grama Ward Sachivalayam portal

1.1. Open an Internet Browser (Google Chrome)

1.2. Enter the following URL

https://gramawardsachivalayam.ap.gov.in/GSWS/Home/Main

1.3. Once the above portal is opened, from the right hand side corner,
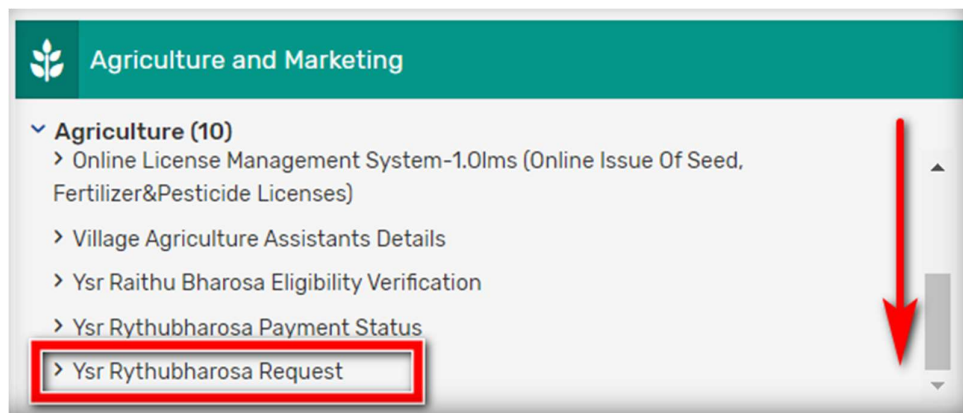click on **LOGIN**

1.4. Login screen will be displayed as shown below

1.5. Enter **Username**, **Password** and **Captcha** value

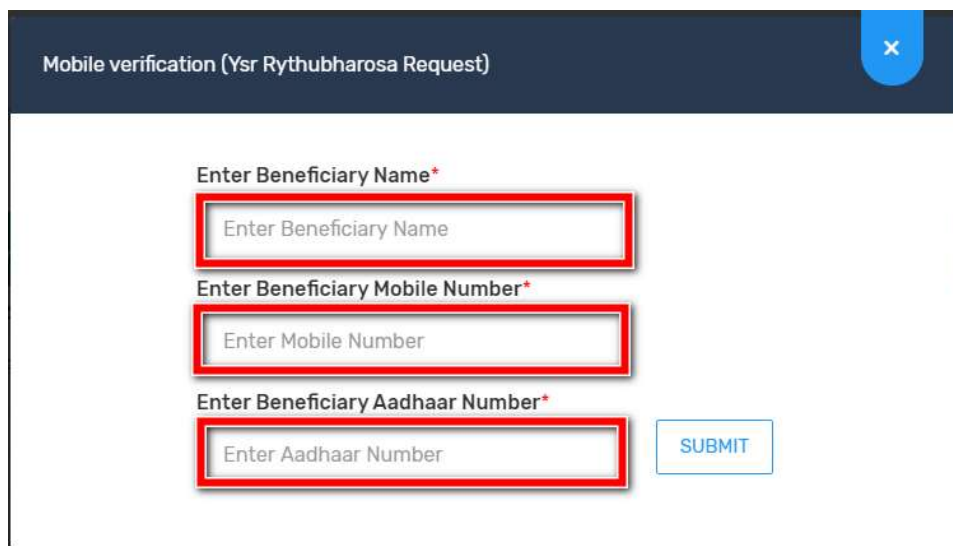1.6. Click on **Login Now**

2. Navigating to YSR Rythubharosa

2.1. Once you login to Grama Ward Sachivalayam portal, navigate towards the Agriculture and Marketing

2.1.1. On Scrolling down to "YSR Rythubharosa Request"

3. Providing Beneficiary information

3.1. On Clicking on "YSR Rythubharosa Request", a popup window will be shown.

3.1.1. **Enter Beneficiary Name:** Enter farmer Name

3.1.2. **Enter Beneficiary Mobile Number:** Enter farmer Mobile Number

3.1.3. **Enter Beneficiary Aadhaar Number:** Enter farmer Aadhaar Number

4. Filling Land Holding Details - (When Khatha No is available in Web Land)

4.1. On filling the details in the above screen, you will be navigated to another page where the details of farmer will be captured.

4.1.1. Select **District Name** from the dropdown list of values.

4.1.2. Select **Mandal Name** from the dropdown list of values.

4.1.3. Select **Village Name** from the dropdown list of values.

4.1.4. Enter the **Khata no** of the farmer

4.1.5. On Clicking on "**GetLandData**", the Farmer details will be displayed.

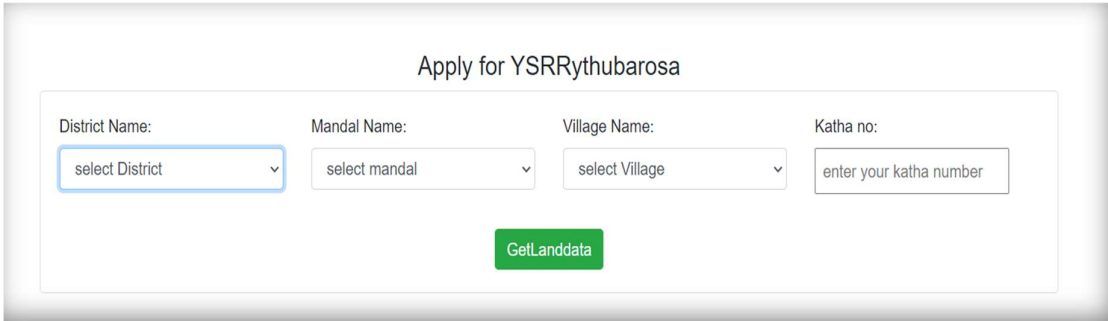4.1.6. On clicking "**Submit**", the data will be submitted and the following Confirmation will be displayed.

5. Filling Land Holding Details - (When Khatha No is NOT available in Web Land)

5.1. On filling the details in the above screen (3.1), you will be navigated to another page where the details of farmer will be captured.

5.1.1. Select **District Name** from the dropdown list of values.

5.1.2. Select **Mandal Name** from the dropdown list of values.

5.1.3. Select **Village Name** from the dropdown list of values.

5.1.4. Enter the **Khata no** of the farmer

5.1.5. On Clicking on "**GetLandData**".

5.1.6. If the farmer details are not available in Webland, the error message will be displayed
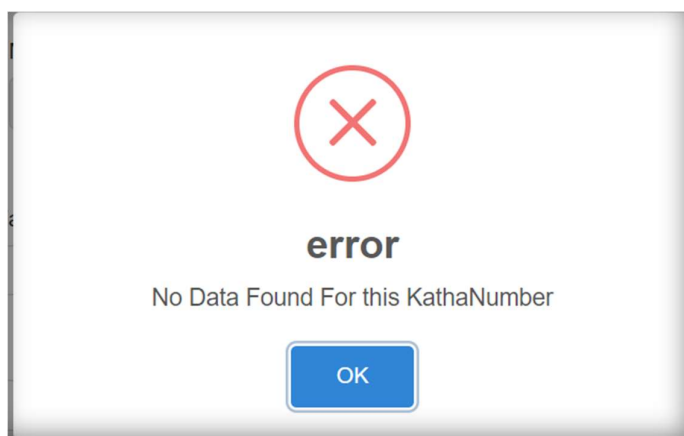
5.1.7. On Clicking on "OK", the screen for capturing the farmer details will be displayed

5.1.8. Enter the farmer details and click on "Submit".

5.1.9. The farmer details will be displayed for Confirmation.

5.1.10.   Click on "Submit".

5.1.11.   Confirmation Message will be displayed.
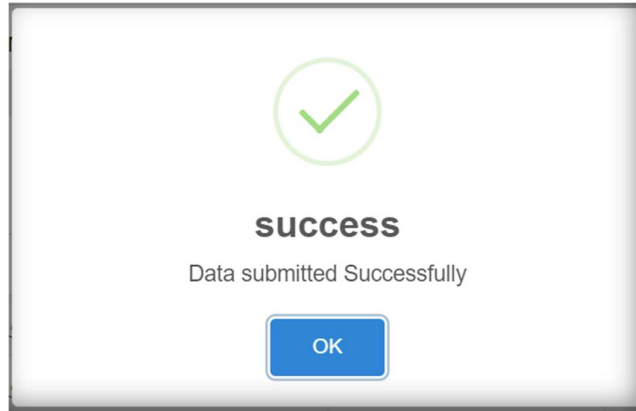
End of YSR Rythubharosa Service