

Project Mandatory Beneficiary Registry & Comprehensive Field Survey

Kerala State Pottery (Manufacturing Marketing & Welfare) Development Corporation Ltd, as part of its project formulation strategy, is initiating a program for identifying the beneficiary class of pottery dependent population in the state and creating a data base of the beneficiaries. As the target pottery dependent population is found spread unevenly across the state and to contain feared escalation in cost of field survey, this project is proposed to be implemented in two stages.

To this end, the department plans to announce first a Mandatory Beneficiary Registration (MBR) process to identify the eligible & probable beneficiaries in the state. Based on the MBR data, a Comprehensive Field Survey will be carried out throughout the state making use of manpower resources available with Kudumbashree Mission and suitable agencies. Both the above two phases will be using technical support and IT tools as required, from a start-up entity recommended from your side.

The stages of project implementation will be roughly as follows.

1. Identification and mapping of required data fields by us with the help of associating start-up
2. A suitable interface will be made and our web site (www.keralapottery.org) will ensure its capability for the interfacing.
3. Design & development of a suitable user-friendly mobile app, which will help the registration process to be completed by the beneficiary individuals themselves or through the nearest Akshay Centre. In those cases where an individual is not capable of doing registration by himself/herself, nearest Akshaya Centres need to provide registration free of cost. Akshaya Centres will have to be instructed accordingly.
4. Initiation of Mandatory Beneficiary Registration (MBR) with proper trial runs as required to be fine-tuned to ensure trouble free usage
5. All probable/eligible/interested dependent individuals / entities of the pottery sector will be notified to complete mandatory registration. Necessary publicity will be given through print & visual media as required .
6. Commencement of MBR process and progress monitoring and decide on increasing the publicity.
7. A “Certificate of Bonafide Beneficiary” issued by a concerned local body is a pre-condition for acceptance of registration.
8. Stage wise “Save & Continue” option needs to be allowed and MBR will be allowed to be completed only on uploading a “Certificate of Bonafide Beneficiary”.

9. Certificates need to be issued either for individuals or for a family , having Adhaar UID and or Ration Card Number as the key ID. This needs to be decided.
10. Key ID for individuals will be Aadhaar UID and will be used to check duplicate registrations.
11. Registration whether need to be made on family basis or individual basis shall be finalised considering technicalities involved.
12. MBR data collected will be used to identify the population spread and to complete the cluster mapping. This data will be suitably organized to identify the demographic matrix features of the population and report to be generated
13. Based on cluster mapping reports , a second stage comprehensive filed survey will be conducted in personnel interview mode of survey using IT tools developed.
14. Survey data need to be fed to the system, if possible on a real time basis or as feasible and practical, to be retrieved for report generation.
15. Based on the data input from both the above stages, ready to use Beneficiary data need to be created allowing data access & management for multiple functional uses at different user levels with permission restrictions.
16. Required functional activities and options are shown separately to be discussed and finalised.

Specific Requirements of Support and Technical Assistances

1. Design, Develop and Run a user-friendly hybrid IT tool for Registration & Survey process having both web and mobile phone accessibility.
2. Ensure Interface Compatibility of Our Web Site and improve as required for linkage of tools developed and data base management.
3. Provide necessary advice and support on related technical aspects of the project right from initiation to completion.
4. Help prepare the technical part of the project report and obtain necessary approvals.
5. Required data fields need to be identified and finalised.
6. Functional capabilities of software application shall be as per Annexure- II attached.
7. Mobile app shall have MALAYALAM VERSION & shall also have English version if cost permits.



The Kerala State Pottery Manufacturing Marketing and
Welfare Development Corporation Ltd. (KSPMMWDC)

(A Government of Kerala Undertaking)

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ANNEXURE-I

Data Fields for Beneficiary Registry & Service Management Portal

A. BENEFICIARY FAMILY DETAILS (Unique ID Will be Beneficiary Family Code -BFC)

a. Beneficiary Family Identification Details (Key Field for Family will be Ration Card No.)

District		Local Body Name	
Taluk		Ward Name & No.	
Village		House No./ Building IDNo.	
Category (APL/BPL)		Ration Card No> BFC	
Religion Cast		Voters ID Card No.	
Family Annual Income		Contact Mobile No	

B. BENEFICIARY INDIVIDUAL MEMBER DETAILS (Unique ID Will be Beneficiary Person Code -BPC)

a. Individual Beneficiary Family Member Details ((Asper Ration card & key Field will be Aadhaar UID)

#	Name of Members	Aadhaar UID No	Sex	Age	Date of Birth	Education	Occupation	Monthly Income	Photo	BPC
1										
2										
3										

C. SOCIO ECONOMIC STATUS

a. BPC based Economic Status Details (whether recipient of Pension/Insurance Cover etc)

	Name of Members	Welfare Pension	Service Pension	Other Pension If Any	Life Insurance Cover If any	Medical Insurance If Any
1						
2						
3						

b. BFC Based Property Statement of Beneficiary

	Land Property	Extent	Survey No	Village	T P Number	Valuation
	Immovable – House	Roof Type	Floor Area	No. of Stories	Flooring Type	Cost
	Movable - Vehicles	Type	Brand	Capacity	Model Year	Value
	Gold & Valuables	Weight	Source			Value

c. BPC Based Educational Status

	Name of Member	Course	Duration	Annual Fee	10 th Score %	Edu Loan Details

d. BFC Based Beneficiary Member Health Details

	Name of Member	Chronic Illness	Since When	Monthly Cost of Medicines	Treat Charges Annual	Remarks
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e. BFC Based Beneficiary members' Physical Challenges If Any

	Name of Member	Body Part	% of PC	Since When	Cause	Remarks
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f. BFC Based Beneficiary member Mental Challenges If Any						
	Name of Member	Since When	Whether Admitted at Asylum or Not	Monthly Cost of Medicines	Treat Charges Annual	Remarks
D. DETAILS OF POTTERY ACTIVITIES UNDERTAKEN						
	a) Whether Certificate of Bonafide Beneficiary is uploaded ☐ YES / ☐ NO, If Yes save and continue to step (d)					
	b) If No, confirm whether you want hold further proceedings till receive the certificate? If YES Save & Exit					
	c) If No, Registration process will be stopped without saving you data for further processing & Exit					
	d) Does any family member is engaged in pottery activity ☐ YES / ☐ NO					
	e) Is there anyone in the family having expertise in Pottery Artifacts and Pottery Art Works					
	f) If Yes, Furnish Details of Such Family Members engaged in Pottery activities					
#	Name of Members	Period of Engagement	Nature of Engagement			Monthly Income
1			☐ Own Production ☐ Labor ☐ Trading ☐ Artifacts ☐ Others			
2			☐ Own Production ☐ Labor ☐ Trading ☐ Artifacts ☐ Others			
3			☐ Own Production ☐ Labor ☐ Trading ☐ Artifacts ☐ Others			
4			☐ Own Production ☐ Labor ☐ Trading ☐ Artifacts ☐ Others			
5			☐ Own Production ☐ Labor ☐ Trading ☐ Artifacts ☐ Others			
6			☐ Own Production ☐ Labor ☐ Trading ☐ Artifacts ☐ Others			
	g) If Yes, Give Pottery related activities / details as shown below.					
	Source of Clay	☐ Own Land ☐ Data Bank Land ☐ Other Sources (Specify)				
	Types of Products	☐ Plant Pots ☐ Cooking wares ☐ Utility Items ☐ Art & Jewelry ☐ Others (Specify)				
	Current Mode of Sales	☐ Own Outlet ☐ Through Agents ☐ Corporation ☐ Others (Specify)				
	Infrastructure Facilities	☐ Pakka Mill ☐ Wheel ☐ Fire House ☐ Workshop ☐ Storage ☐ Trans. Vehicle				
	Source of Power	☐ Electricity ☐ Fire Wood ☐ Furnace Oil ☐ Gas ☐ Manual ☐ Others (Specify)				
	Source of Pottery Skill	☐ Traditional Practice ☐ Acquired Practice ☐ Third-party Expertise				
	h) If No, does any family member wish to pursue pottery activity for a living					☐ YES / ☐ NO
	i) If yes, does he or she like to learn and practice pottery value added products					☐ YES / ☐ NO
	j) If yes, Type of assistance required, to help pursue pottery activities		☐ Training ☐ Finance ☐ Infrastructure ☐ Market Support ☐ Others			
E. COMMENTS & REMARKS IF ANY (IN SHORT)						

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ANNEXURE-II

USER LEVEL MENU OPTIONS

Portal Functional Utilities	User Levels Permission Levels to be decided			
	Level-1	Level-2	Level-3	Level-4
	Beneficiary User	Transaction Level Sub Staff User	Supervisory Verification Level Officer	Managerial Approval Level
1) Personal Data for Beneficiary Registry /BFC & BPC				
2) Category Affiliations				
3) Beneficiary ID Number-BFC & BPC				
4) ID card (Only for BFC)				
5) Loan Applications				
6) Certificate Service Request				
7) Misc Service Request				
8) Vendor Registration				
9) Loan DCB Statement				
10) Payments				
11) Training Request & Schedules				
12) Renewal Requests				
13) Change Requests				
14) Registration Cancellation				