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- What's New**
- Revised MIS/REGA-IVSI convergence guidelines  
Date: 01/08/2014
  - Amendment in the Prop document for convergence  
Date: 02/03/2014

- Circular/ Guideline**
- Review of Convergence activities  
Date: 04/08/2014
  - Convergence Guideline MIS/REGA & PMDSY  
Date: 02/14/2013
  - Guidelines for convergence i MIS/REGA with Cataly Development Prog of the MoT.  
Date: 08/04/2013

- Reports**
- St. No. Of Works Under Convergence
  - Ra. Work Category wise No. C Works Under Convergence

- SCP**
- SCP for FY 2014-2015



Abstract of State Convergence Plans received so far by the Ministry for FY 2014-15 (Rs. In Cr.)

State/Territory	Number of convergence projects (Dept)	Contribution from MIS/REGA	Contribution from Line Dept	Total Project Cost	% contribution from Dept
ANDHRA PRADESH	11	12.24	0.56	12.8	4.38
CHHATTISGARH	13	505	380.85	975.85	39.03
GUJARAT	11	281.81	507.49	789.3	64.3
MADHYA PRADESH	14	124.02	74.62	199.54	37.4
MAHARASHTRA	8	85.76	123.31	209.07	59.98
MHARASHTRA	10	806.63	452.28	1258.91	35.93
MIZORAM	7	8965	1564	10529	14.85
MAHARASHTRA	10	307.84	1130.17	1438.01	78.99
MIZORAM	9	56.56	125.56	182.12	68.94
NEPAL	4	56.79	25.53	82.32	31.01
ODISHA	10	941.29	224.83	1166.12	19.28
PUNJAB	8	408.12	339.87	747.99	45.44
TAMIL NADU	7	1321.05	443.99	1765.04	25.15
TELANGANA	10	340.4	226.94	567.34	40
UTTARANCHAL	19	65.03	37.03	102.06	36.28
WEST BENGAL	6	1315.09	2843.97	4159.06	68.38
<b>Total</b>		<b>15683.53</b>	<b>8501</b>	<b>24184.53</b>	<b>35</b>

Note: The line departments include Agriculture, Animal Husbandry, Irrigation, Horticulture, Poultry,

# Convergence

## MIS USER MANNUAL

# Content

1. About Convergence MIS
2. Convergence home page
  - 2.1 States/ Union territory
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  - 2.4 Reports
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3. Upload Document
4. State's Home Page
  - 4.1 State Administrator
  - 4.2 State Login
    - 4.2.1 SCP entry by State
    - 4.2.2 Line Department expenditure entry
    - 4.2.3 Upload work progress photo

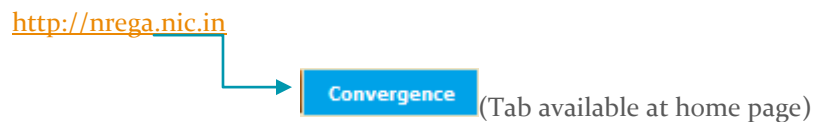
# 1. About Convergence MIS

MIS provides the option to capture the SCP details and expenditure incurred by Line department. Following option are available

- 1 Upload circular/guideline or photographs.
- 2 SCP abstract at a glance
- 3 Monitoring and analytical reports
- 4 Upload Approved SCP
- 5 SCP entry
- 6 Line department expenditure entry

## 2. Convergence home page

Go to



Click on “Convergence” button to visit Convergence home page.

Home page contains following section

- 1) States/Union Territory
- 2) What’s New
- 3) Circular/Guideline
- 4) Reports
- 5) SCP
- 6) Photo Gallery
- 7) Upload Document

**2.1 States/ Union Territory** :States/Union Territory names are available under this section. Click on State name to visit State specific page.

**2.2 What’s New:** Under this section latest circular/Guideline will be available released by MoRD.

**2.3 Circular/Guideline** : Latest three document uploaded by MoRD will be available and rest in more section.

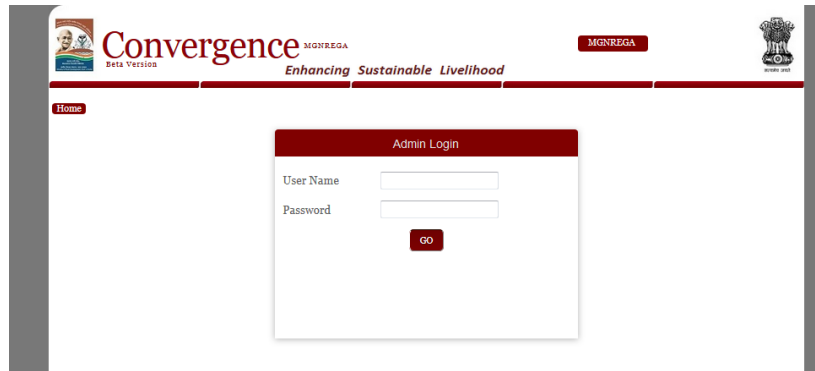
**2.4 Reports:** Monitoring Reports will be available under this section.

**2.5 SCP:** User can view the approved SCP .

**2.6 Photo Gallery** : Uploaded photo by MoRD under four different category.

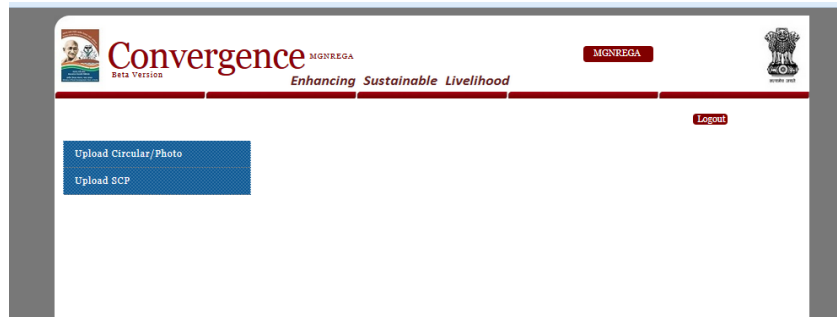
### 3. Upload Document

Separate login is available for MoRD to upload circular, guideline and photographs.



The screenshot shows the 'Admin Login' interface. At the top, there is a header with the 'Convergence MGNREGA' logo, the tagline 'Enhancing Sustainable Livelihood', and the text 'Beta Version' and 'MGNREGA'. A 'Home' link is visible in the top left. The main content area contains a form with two input fields: 'User Name' and 'Password', followed by a 'GO' button.

After successful login following screen will be shown




The screenshot shows the dashboard after successful login. The header is identical to the previous screenshot. On the left side, there is a blue menu with two options: 'Upload Circular/Photo' and 'Upload SCP'. A 'Logout' link is visible in the top right corner.

Two options are available

- 1 Upload Circular/Photo
- 2 Upload SCP

## 3.1 Upload Circular/Photo





# Convergence

Beta Version

MGNREGA

Enhancing Sustainable Livelihood

[Home](#) [Logout](#)

### Upload Document/Photo

Upload Item:	<input checked="" type="radio"/> Circular/Guidelines <input type="radio"/> Photo
Document Type :	--Select-- <input style="width: 100px;" type="text"/>
Do You want to place it in Whatsnew	<input type="checkbox"/>
Issue Date	<input style="width: 100px;" type="text"/> (DD/MM/YYYY)
Title	<input style="width: 100px;" type="text"/>
Description	<input style="width: 100%; height: 40px;" type="text"/>
Upload :	<input type="button" value="Browse..."/> No file selected. <span style="color: red; font-size: small;">PDF format only</span>
<input type="button" value="Upload"/>	

S.No.	Field Name	Description	Values
1	Upload item	Document to be uploaded	a) Circular/guideline b) Photo
2	Document Type*	Type of document is to be selected if Upload item "Circular/Guideline" is selected by user	a) Circular b) Guideline
3	Photo Category**	Category of photo to which it belongs	a) Agriculture b) Water c) Forest d) Infrastructure(Individual) e) Infrastructure(Community)
4	Do You want to place it in What's new	If user what to show the document in what's new section	Yes/No
5	Issue Date	Document Issue date	Date must be in DD/MM/YYYY format and should not be future date.

6	Title	Text to be displayed in what's new or circular/guideline section	
7	Description	Description about the document	
8	Select Document	Select the document to be uploaded	Document must be in PDF format .If photo, photo in JPG format only and size not more than 100 KB
9	Upload	Click upload button to save detail and document on server	Document will be appear in Convergence home page immediately under respective section

\* Option available if Upload Item is "Circular/Guidelines"

\*\*Option available if Upload Item is "Photo"

## 3.2 Upload SCP

S.No.	Field Name	Description	Values
1	SCP Financial Year	Select Financial year for which SCP belongs	
2	Select State	State to which SCP belongs	
3	No. of convergence Partner	No. of Line Departments involved in SCP.	Numeric Value only
4	Contribution from MGNREGA	Contribution amount from MGNREGA	Amount in Crore

5	Contribution from Line department	Contribution amount from Line Department	Amount in Crore
6	Total project cost	Total cost of project( MGNREGA + Line department )	Auto calculated
7	% Contribution by Line Department	Percentage contribution from Line Department	Auto calculated
8	Select Document	Select SCP to upload	Document must be in PDF format only
9	Upload	Click upload button to upload the document on server	

## 4. State's Home Page

State Home page contains following section

- 1) What's New
- 2) Circular/Guideline
- 3) Photo Gallery
- 4) SCP
- 5) State Administrator

**What's New:** Under this section latest circular/Guideline will be available released by respective State.

**Circular/Guideline:** Latest document uploaded by State will be available.

**SCP:** SCP of State will be available.

**Photo Gallery:** Uploaded photo by State under four different category.

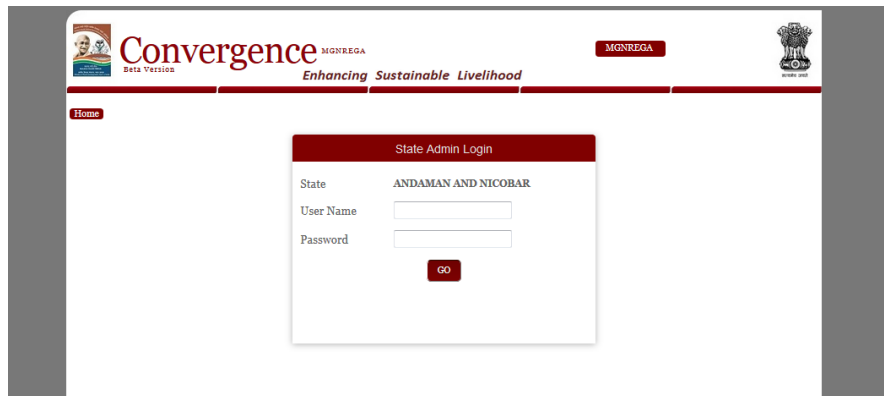
**State Administrator:** Under this option upload Document option is available to upload state specific circulars and photos.

**Login:** Login to enter SCP detail, Line Department expenditure and work progress photo.

## 4.1 State Administrator

### State Admin Login

In State Admin login upload document and photo option are available



The screenshot shows the 'State Admin Login' interface. At the top, there is a header with the 'Convergence MGNREGA' logo, the tagline 'Enhancing Sustainable Livelihood', and the Indian national emblem. Below the header, a 'Home' link is visible. The main content area features a login form with the following fields: 'State' (pre-filled with 'ANDAMAN AND NICOBAR'), 'User Name' (with an empty input field), and 'Password' (with an empty input field). A red 'GO' button is positioned below the password field.

## 4.2 State Login

**Financial year:** Select financial year for which data entry is to be done.

**Login As:** User can login as an Agency (Line Department) or District (DPC).

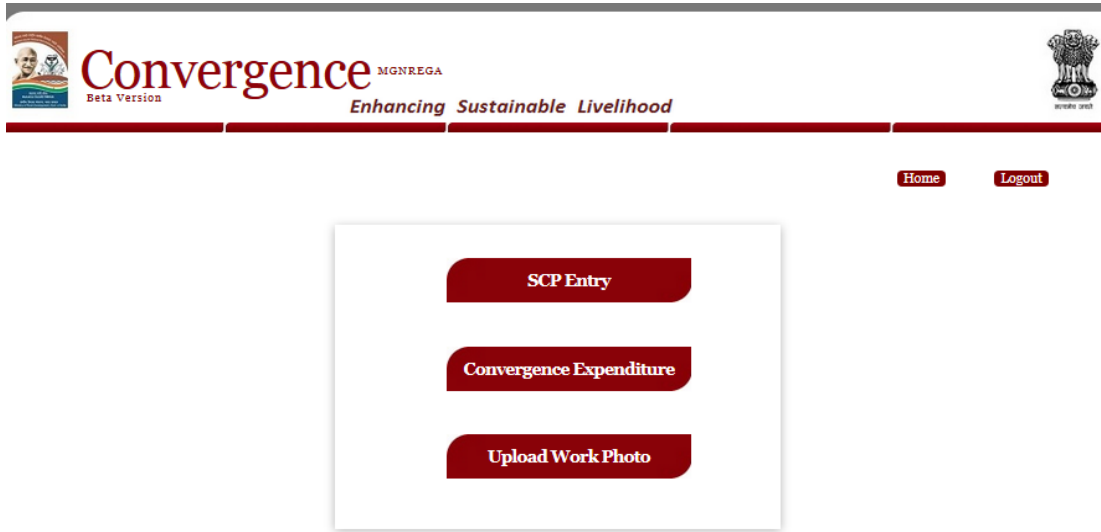
**District:** Select district to which agency belongs.



**Department:** Select department to which scheme belongs. This option will be available if user login as an agency.

**Password:** Enter password as per selection.

Click on “Go” button, if login successful then below screen will be shown.



Three option available

- 1) **SCP entry**
- 2) **Convergence Expenditure**
- 3) **UploadWork Photo**

## 4.2.1 SCP Entry



**Convergence** MGNREGA  
Beta Version

Enhancing Sustainable Livelihood



[Home](#)

[Logout](#)

### SCP Data Entry

\* field are mandatory

State Name : ANDAMAN AND NICOBAR		District Name : NICOBARS	
Department : Agriculture		Scheme : --Select--	
Work Category : --Select--		Work Type : --Select--	
Contribution from	Line Department(in Rs.) :	MGNREGA(in Rs.) :	
Type of Convergence	Financial	Technical	Livelihood
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="radio"/> Measurable <input type="radio"/> Verifiable			
Expected Outcome :		Unit : --Select--	

SUBMIT

S.No	District Name	Package ID	Work Category	Work Type	Contribution from Line Department	Type of Convergence	Expected Outcome	Unit	Unit Type
1	NICOBARS	AN010201_1	AV	AWC	125	Financial Technical Livelihood Capacity Building	125	KM	Measurable
2	NICOBARS	AN010201_4	LD	Boulder removal	10000	Financial Technical Livelihood Capacity Building	0		Measurable

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S.No.	Field Name	Description	Remark
1	Scheme	Select convergence scheme of the selected department	Mandatory
2	Work category	Select work category	Mandatory
3	Work type	Select work type of selected category	Mandatory
3	Contribution from	Enter Contribution amount from MGNREGA and Line Department	Mandatory
3	Type of convergence	Select type of convergence can be involved in SCP	Mandatory

4	Expected Outcome	Enter the expected outcome of the SCP	Not Mandatory
5	Unit	Select unit of expected output	Not Mandatory
6	Measurable/Verifiable	Select whether expected outcome is measurable or verifiable	Mandatory
7	Submit	Click on to save SCP. This will generate package no. to identify the SCP	

## 4.2.2 Convergence Expenditure Entry(Except MGNREGA)

**Convergence MGNREGA**  
Enhancing Sustainable Livelihood

**Convergence Expenditure Detail**

State Name : ANDHRA PRADESH District Name : NICOBARS

Department : Agriculture Scheme : Borewell recharge

Select Work Category : Land Development Work Type : Boulder removal

Search Work Code : Nrega Work Code : 5102/LD/(name work)

Select Package : AN010201\_4 Convergence Type(As per SCP): Financial , Technical , Livelihood , Capacity Building

Agency Contribution for selected Package(In Rs.) : 10000 Agency Total Available Balance for selected Package(In Rs.) : 10000

Work Start Date: (DD/MM/YYYY) Mode of Convergence(with Nrega Work) : --Select--

Expenditure Period: (DD/MM/YYYY) From : To :

**Financial**

Labour(In Rs.) : 0

Material(In Rs.) : 0

**Technical**

Technical :  Yes  No

**Livelihood**

S.no	Type	Quantity	Total Cost
1	--Select--		
2	--Select--		
3	--Select--		
4	--Select--		
5	--Select--		

**Building Capacity**

S.no	Type	Total Cost
1	--Select--	
2	--Select--	
3	--Select--	
4	--Select--	
5	--Select--	

Do you want to upload Photo :  Yes  No

Select Photo :  No file selected.

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S.No.	Field Name	Description	Remark
1	Scheme	Select convergence scheme of the selected department	Mandatory
2	Work category	Select work category	Mandatory
3	Work type	Select work type of selected category	Mandatory

3	Search Work Code	Enter some part of work code to search the matched work code	Optional
3	Nrega Work Code	Select MGNREGA work code ,converged with Line Department	Mandatory
4	Select Package	According to district,department,scheme and Work type, package ID(SCP) will be loaded. Package Id represents the SCP	Mandatory
5	Convergence Type(As per SCP)	Convergence type will be shown as per the package id selected. This is same as user entered during SCP entry	Readonly
6	Agency Contribution for selected Package(In Rs.)	Amount of Agency contribution under selected package will be displayed.	Read only
7	Agency Total Available Balance for selected Package(In Rs.)	Agency contribution under package reduces as soon as expenditure is booked .This field shows the balance amount. Expenditure cannot be more than balance amount	Read only
8	Work Start Date: (DD/MM/YYYY)	Line Department's work start date. It may differ from MGNREGA work start date.	Mandatory and one time entry. After filling first time it will be read only for next time
9	Mode of Convergence(with Nrega Work)	This field indicates that when agency work started, 1) Ongoing (with nrega work) 2) Completed (after completion of MGNREGA work) 3) Agency takeup abandoned MGNREGA work	Mandatory and one time entry. After filling first time it will be read only for next time
10	Expenditure Period: (DD/MM/YYYY)	User has to mention the period of expenditure, from and to date. In DD/MM/YYYY format	Mandatory
11	Convergence expenditure	Convergence expenditure is divided into four category 1) Financial 2) Technical 3) Livelihood 4) Capacity Building These section will be visible according to selected package. During filling of SCP(Pakage) whichever types were selected ,will only be available .	Atleast one type must be filled in expenditure period
12	Financial	Financial contains Labour and material expenditure amount in Rs.	Not mandatory
13	Technical	No fund is involved in this type.	Not mandatory
14	Livelihood	Under this type user has to select type, quantity and total cost.	Not Mandatory

15	<b>Building Capacity</b>	User has to enter type and total cost	Not mandatory
15	<b>Do you want to upload Photo?</b>	To upload photo ,select Yes else No If Yes is selected then select photo option will be shown and user has to choose the photo to be uploaded. Only three photo can be uploaded from start to end of work.	Mandatory
16	<b>SUBMIT</b>	Click on submit button to save expenditure under convergence by Line department	

**Note:Line department and Agency is used interchangeably**

### 4.2.3 Upload Work Photo

**Select Work:** Select work for which photo is to be uploaded

**Select photo:** Select photo to upload

**Upload:** Click “Upload” button to upload photo to server.

Maximum three photo can be uploaded for one work and each should not be more than 100 KB each .Photo must be in JPG format only