



# **User Manual for Green Climate Fund (GCF)**

## **Geo Tagging of Assets using Mobile Application**

*Modules: User Management, Tank/ Project List, Invoice, Contract, Tank/ Project GIS Survey, GCF GIS Map Page*

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## Table of Contents

<b><i>Android Application:</i></b> .....	<b>2</b>
<b>1. Login</b> .....	<b>3</b>
<b>2. Landing Page</b> .....	<b>4</b>
<b>3. Data Sync</b> .....	<b>5</b>
<b>4. Assets – Tank Survey</b> .....	<b>6</b>
<b>5. Asset Edit</b> .....	<b>8</b>
<b>6. Profile &amp; Settings</b> .....	<b>9</b>
<b>7. Asset Cam</b> .....	<b>10</b>
<b><i>Web Application:</i></b> .....	<b>12</b>
<b>1. Login</b> .....	<b>12</b>
<b>2. Forgot Password</b> .....	<b>13</b>
<b>3. Dashboard</b> .....	<b>14</b>
<b>4. User Management</b> .....	<b>14</b>
4.1 Add User.....	15
<b>5. Tank Management</b> .....	<b>16</b>
5.1 Tank Details .....	16
5.2 View on Map .....	17
<b>6. Contract</b> .....	<b>18</b>
6.1 Contract List.....	18
6.2 View Contract.....	18
6.3 Add Contract.....	19
<b>7. Invoice</b> .....	<b>20</b>
<b>8. GIS</b> .....	<b>24</b>



## Android Application:

The Android application is named as GCF and present in Google Play Store under the link <https://play.google.com/store/apps/details?id=com.orsac.gef>.

The Application is designed to cater to GIS Survey of Tanks coming under GCF project (DoWR (MIPs) and PR&DW) using Geo Tagged Images and locations on a fully Offline mode.

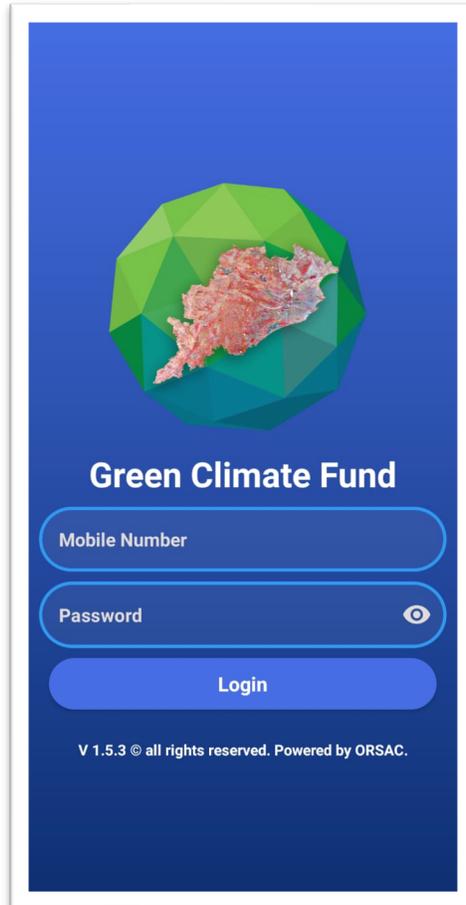
The Application has the current modules as below:

1. Login
2. Landing Page
3. Data Sync
4. Assets
5. Profile
6. Settings
7. Asset Cam
8. Asset Edit

The details of the same are mentioned below

## 1. Login

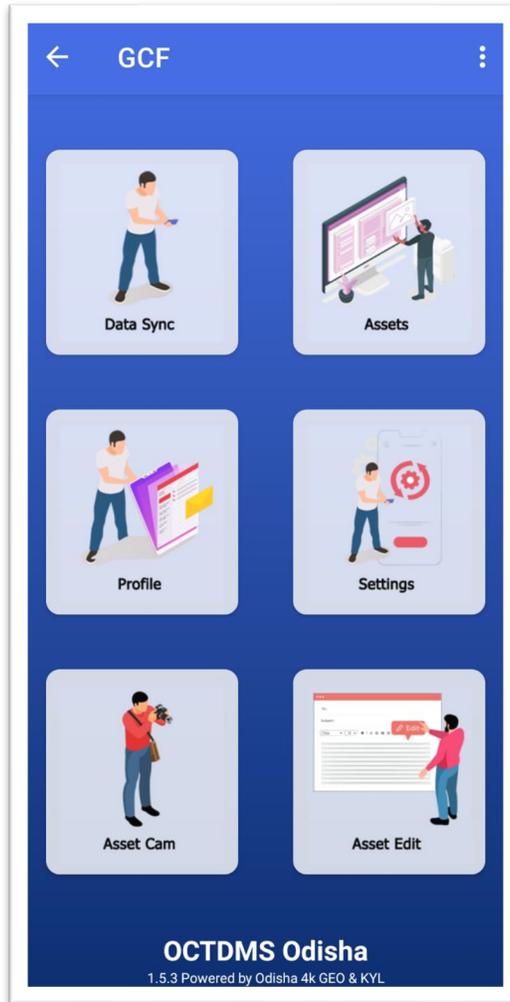
User after opening GCF application would require to login into the application using mobile number and password which is registered into the system by the admin.



## 2. Landing Page

After login the user would be navigated to the mobile application home page which contains the options as Data Sync, Assets, Profile, Settings, Asset Cam, Asset Edit.

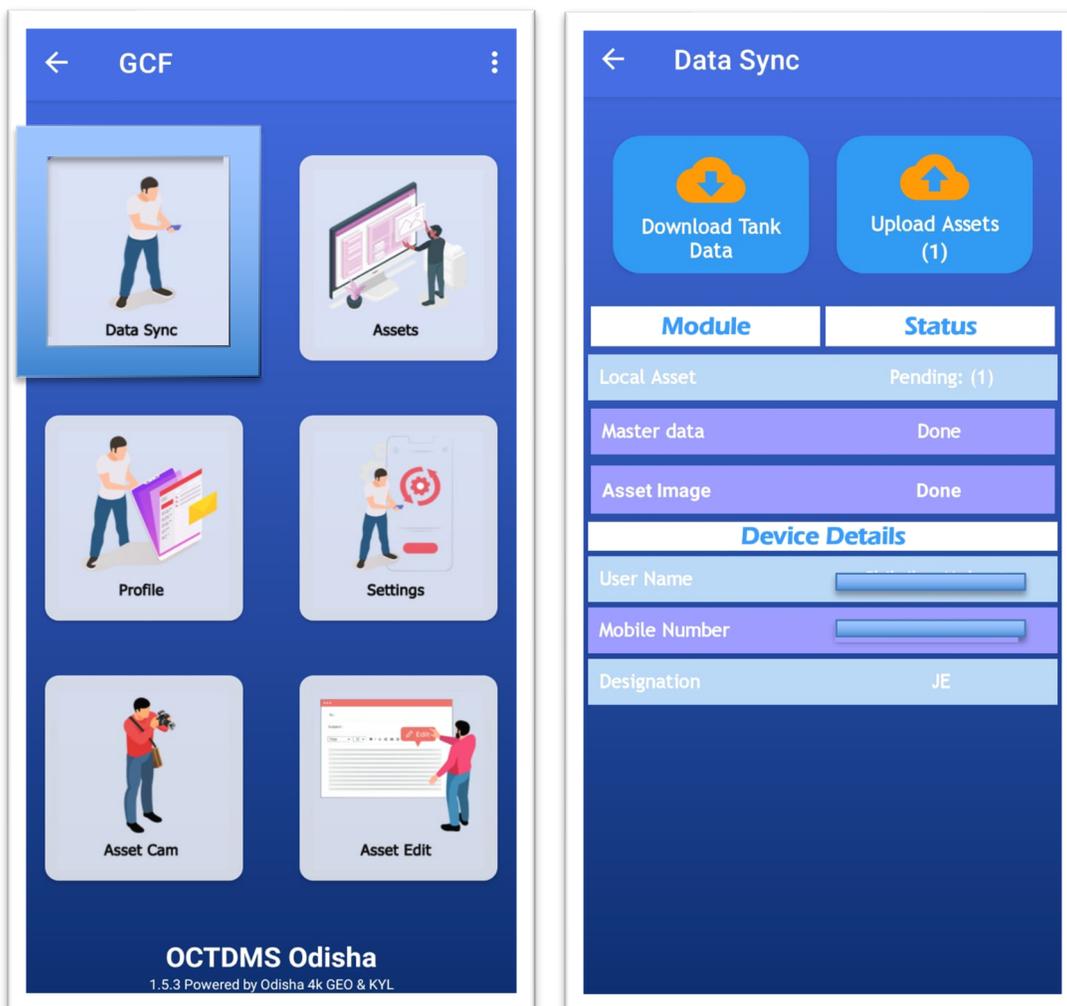
The option for Log out from the application is present at the top right option button.



### 3. Data Sync

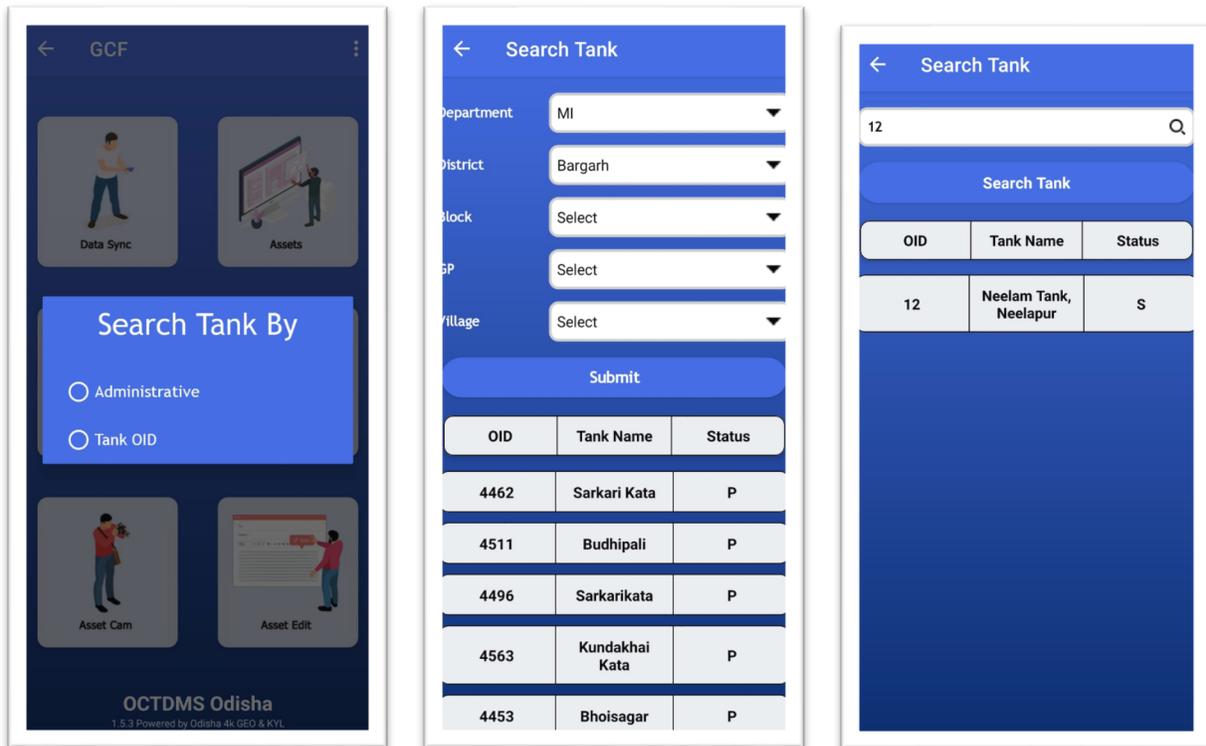
Data Sync option is the menu which is required to download the tank data and other master data offline. Also, it is required to upload all data which has been stored locally in the mobile in no internet zones. Once the user logs into the system, before doing any operations, it is required to do data sync for tank survey module of the application to work properly.

- **Download Data:** Users can download the data before starting the survey process as the data are required to be stored in local storage by clicking on the **Download Tank Data** button.
- **Upload Data:** After surveying users need to upload the surveyed data from local storage to the server so they need to click **Upload Assets** button.



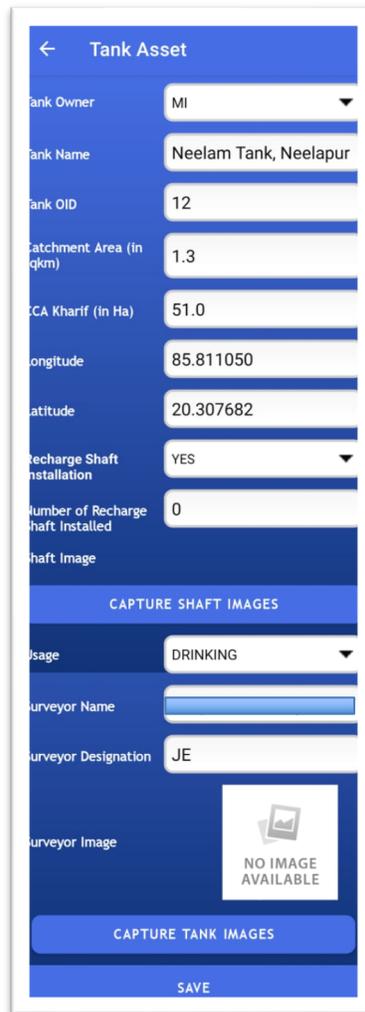
## 4. Assets – Tank Survey

Once the user clicks on the Assets option, the user gets options to search tank either by Administrative Boundary or Tank OID. After clicking on any of the options and providing the required filters, the list of tanks comes up based on the filter criteria.



**\*N.B.:** The status column in the list represents status of the tanks. P stands for **In-Progress**, S stands for **Submitted**. In case of tank has been surveyed but not synced the status would be **Pending** and if the user wants to survey then need to upload the tank data then can survey the particular tank again.

On click of any tank/MIP from the list, the survey form opens up where the user needs to take their picture as the Surveyor Image, and to take geo tagged tank pictures for geo tagging the tank.

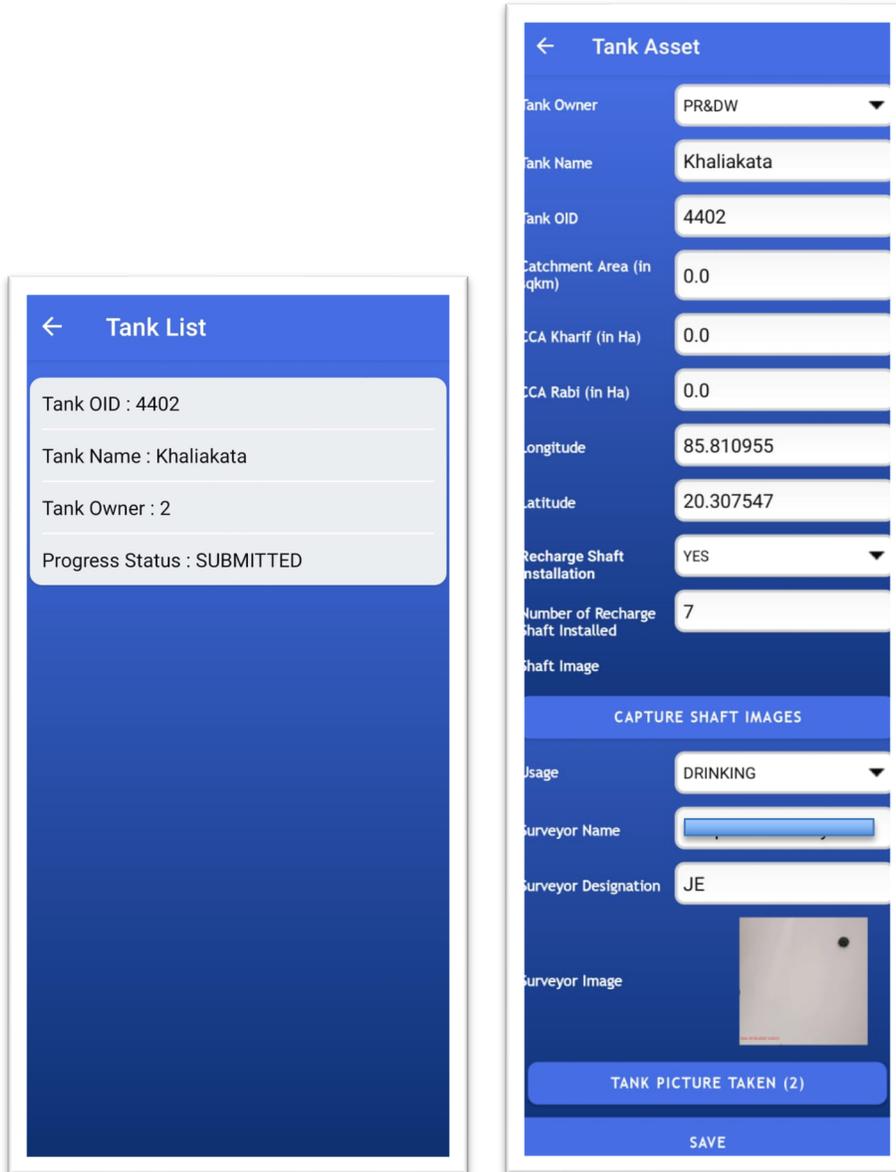


The screenshot shows a mobile application interface for a 'Tank Asset' survey. The form is titled 'Tank Asset' and contains the following fields and buttons:

- Tank Owner:** MI (dropdown menu)
- Tank Name:** Neelam Tank, Neelapur
- Tank OID:** 12
- Catchment Area (in sqkm):** 1.3
- CCA Kharif (in Ha):** 51.0
- Longitude:** 85.811050
- Latitude:** 20.307682
- Recharge Shaft Installation:** YES (dropdown menu)
- Number of Recharge Shaft Installed:** 0
- Shaft Image:** A button labeled 'CAPTURE SHAFT IMAGES' is positioned below this field.
- Usage:** DRINKING (dropdown menu)
- Surveyor Name:** An empty text input field.
- Surveyor Designation:** JE
- Surveyor Image:** A placeholder box with a camera icon and the text 'NO IMAGE AVAILABLE'.
- Buttons:** 'CAPTURE TANK IMAGES' and 'SAVE' are located at the bottom of the form.

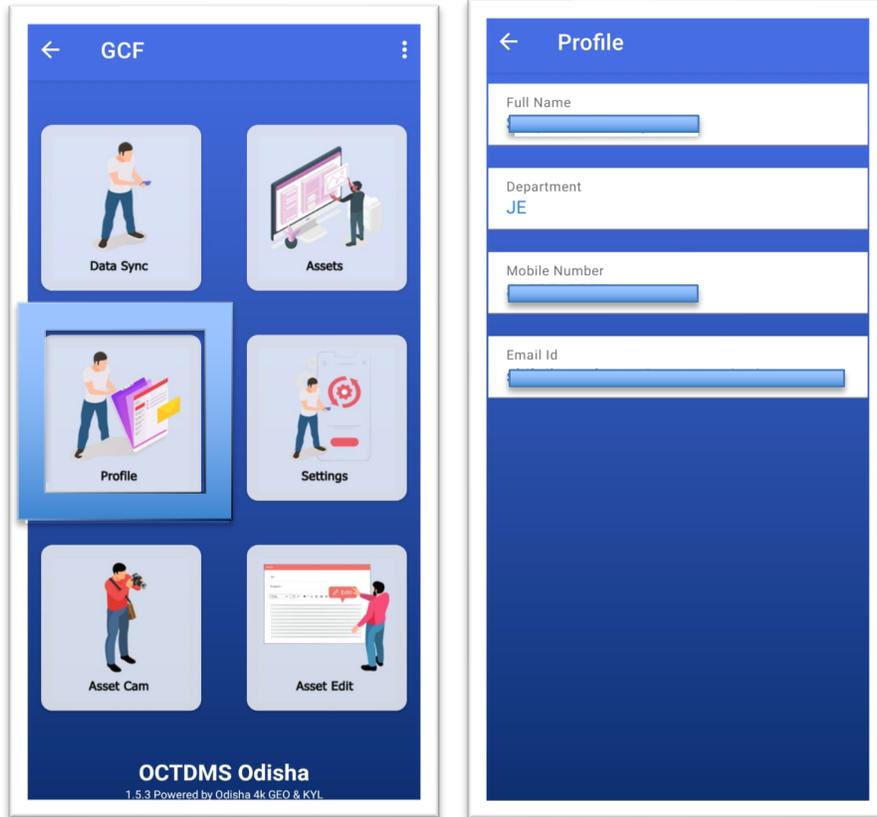
## 5. Asset Edit

After tank survey users can edit if required by clicking on “Asset Edit” option from landing page.



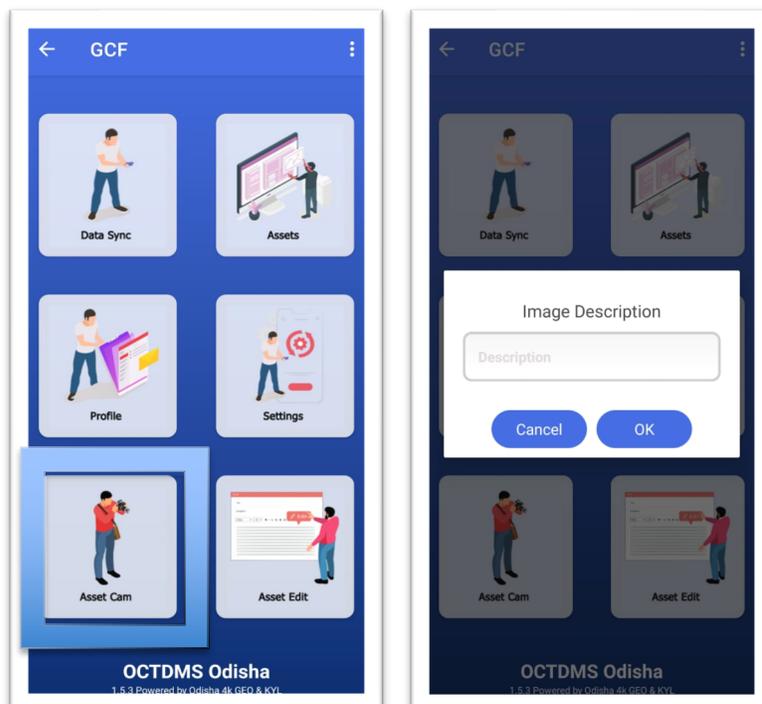
## 6. Profile & Settings

Users can check their details in Profile by clicking on the Profile option in the landing page. If needed Users can change their password by providing old password and new password.

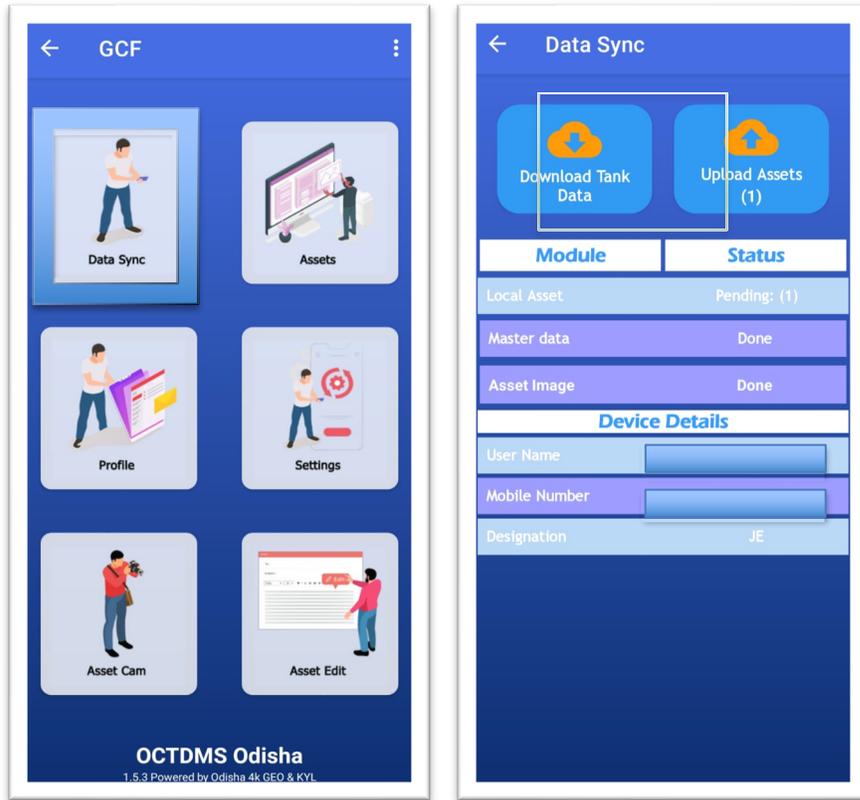


## 7. Asset Cam

If needed User can add Geo tagged Tank Images using Asset Cam option.



\*After collecting asset data user need to click on **Upload Asset** button, present in data sync page. Then as per the alert dialog user need to download data by clicking on **Download Tank Data** button to get updated tank details.



All data surveyed are viewed at <https://gcf.octdms.in/> website with the same login credentials for the users.

## Web Application:

The web application for GCF is available on the public domain on the link <https://gcf.octdms.in/>

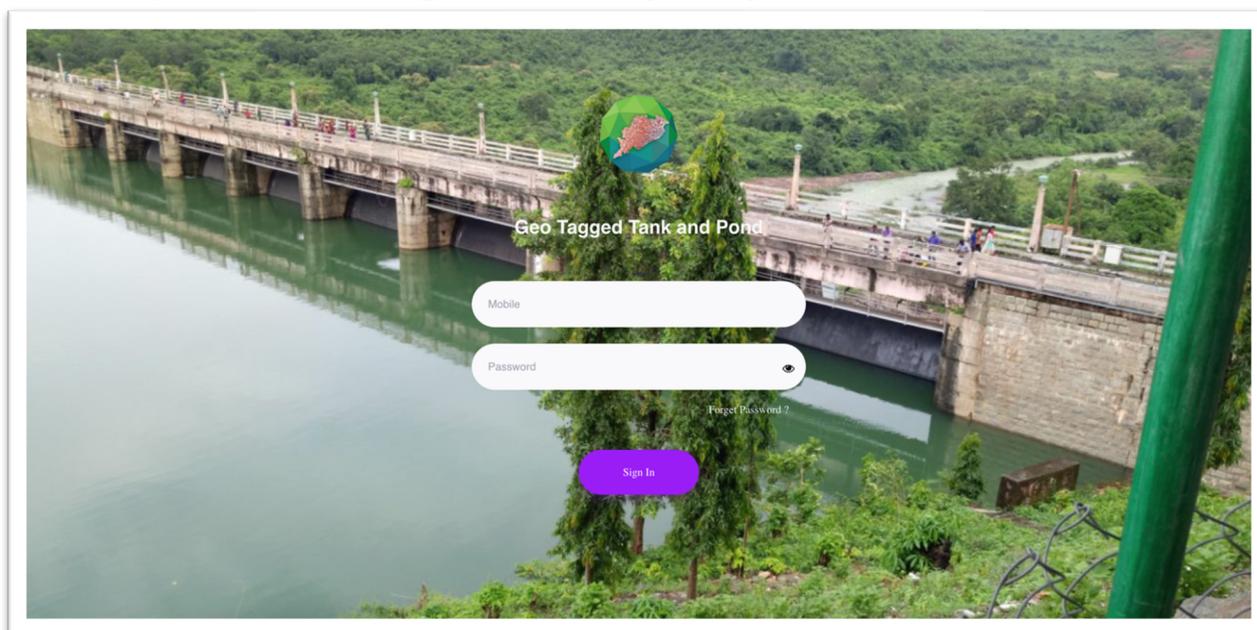
The web application has the following options/ modules as below

1. Login
2. Forget Password
3. Dashboard
4. User Management
5. Tank Management
6. Contract
7. Invoice
8. GIS

The details of which are mentioned below

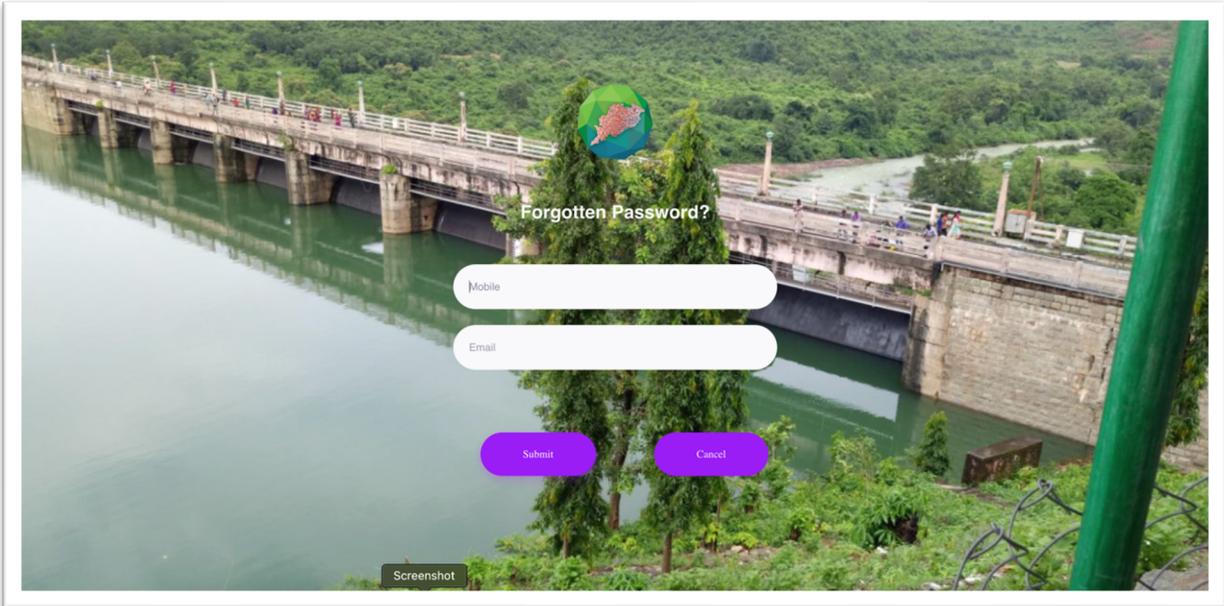
### 1. Login

User after opening GCF application would require to login into the application using mobile number and password which is registered into the system by the admin.



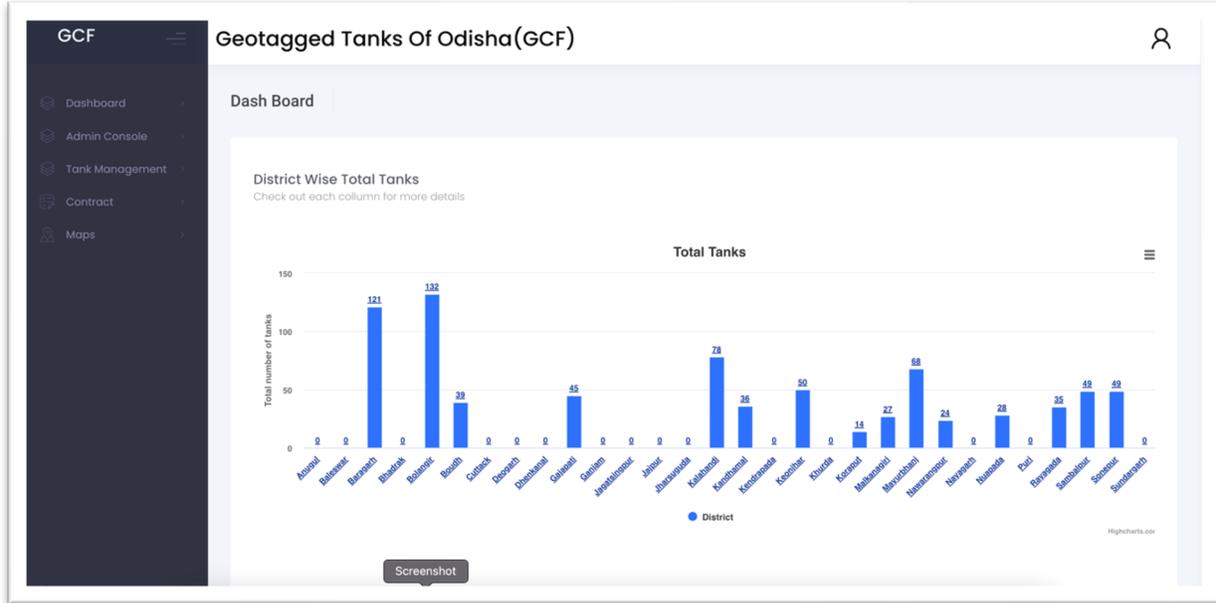
## 2. Forgot Password

In case the user forgets the password; they can click on the Forgot Password button and the page opens up with the option to enter their registered Mobile Number and Email Id. After entering an OTP would be sent to their email which can be used to reset the password with new password.



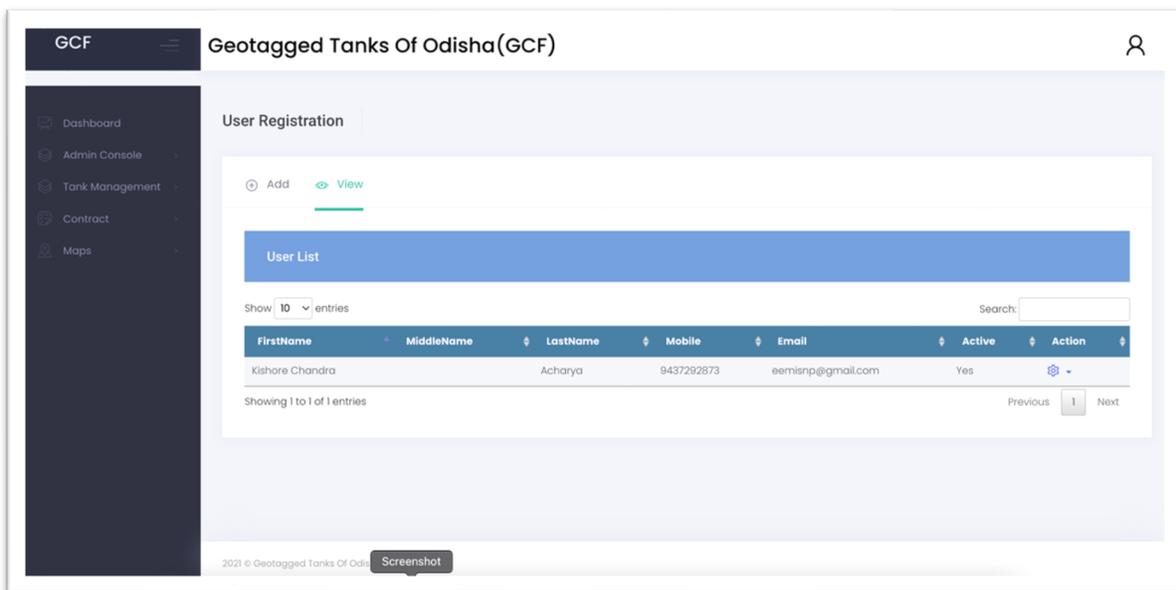
### 3. Dashboard

In this page user can view Total available Tanks, total surveyed tanks and total tanks which is present in contracts in the chart.



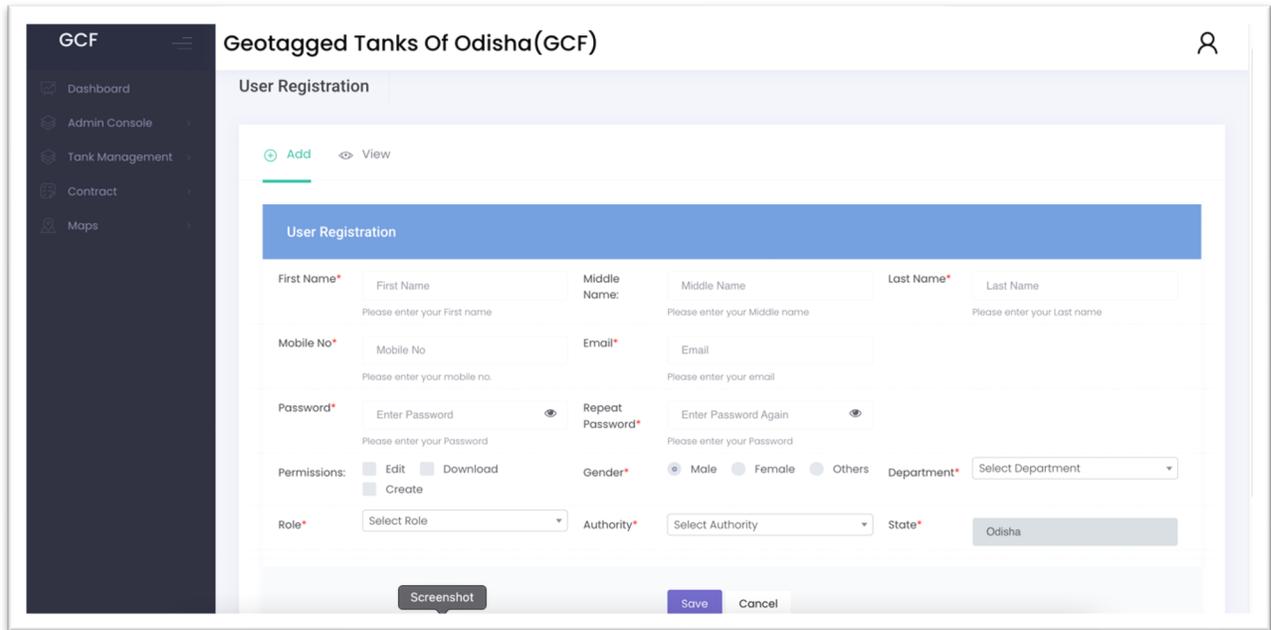
### 4. User Management

The admin can create users using the menu. The users can be either at same level or lower level to the admin user while creating. The user mobile number would be required to be unique for logging into the system.



### 4.1 Add User

User can be added using the add user option



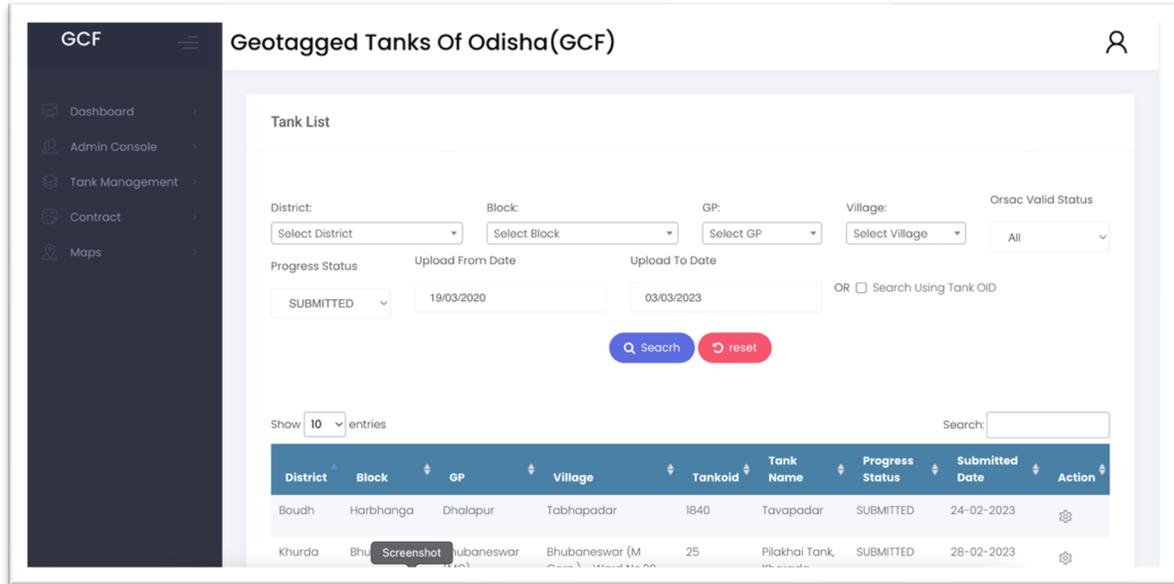
The screenshot shows the 'User Registration' form within the 'Geotagged Tanks Of Odisha (GCF)' application. The form is titled 'User Registration' and includes the following fields and options:

- First Name\***: Input field with placeholder 'Please enter your First name'
- Middle Name\***: Input field with placeholder 'Please enter your Middle name'
- Last Name\***: Input field with placeholder 'Please enter your Last name'
- Mobile No\***: Input field with placeholder 'Please enter your mobile no.'
- Email\***: Input field with placeholder 'Please enter your email'
- Password\***: Input field with placeholder 'Please enter your Password' and an eye icon to toggle visibility.
- Repeat Password\***: Input field with placeholder 'Please enter your Password' and an eye icon to toggle visibility.
- Permissions**: Radio buttons for 'Edit', 'Download', and 'Create'.
- Gender\***: Radio buttons for 'Male', 'Female', and 'Others'.
- Department\***: Dropdown menu with 'Select Department'.
- Role\***: Dropdown menu with 'Select Role'.
- Authority\***: Dropdown menu with 'Select Authority'.
- State\***: Input field with 'Odisha'.

At the bottom of the form, there are buttons for 'Screenshot', 'Save', and 'Cancel'.

## 5. Tank Management

The list of GCF tanks as sourced and validated from RS GIS data is shown in the Tank option. User can view each individual detail and also view the location of the tank/ MIP on map with other layers.

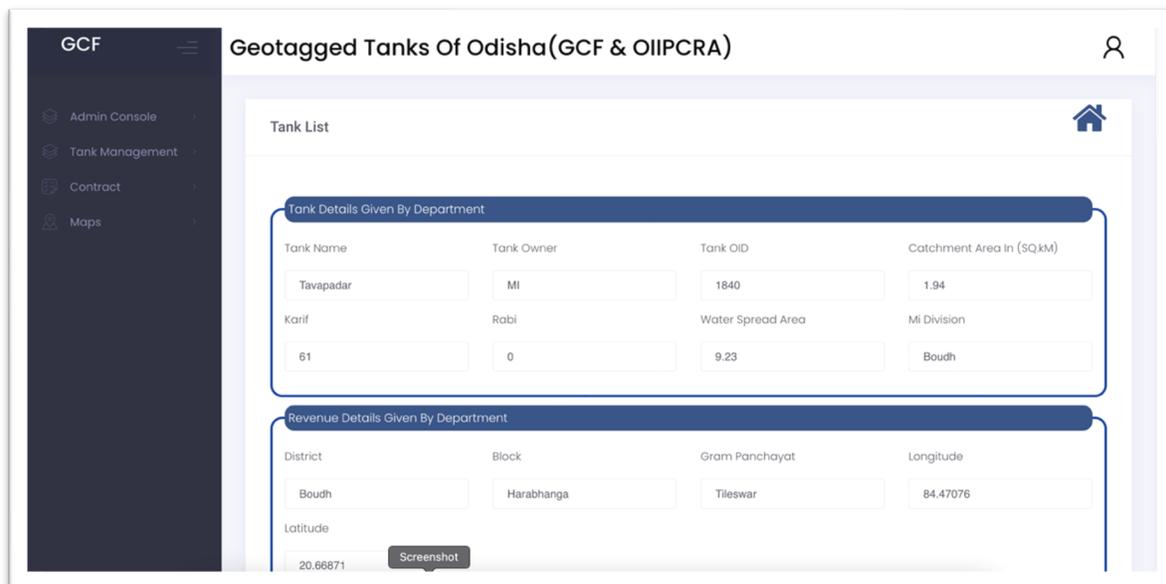


The screenshot shows the 'Geotagged Tanks Of Odisha(GCF)' interface. It includes a sidebar with navigation options: Dashboard, Admin Console, Tank Management, Contract, and Maps. The main content area features a search filter with dropdowns for District, Block, GP, and Village, and a radio button for 'Orsac Valid Status' set to 'All'. There are also input fields for 'Upload From Date' (19/03/2020) and 'Upload To Date' (03/03/2023), along with 'Search' and 'reset' buttons. Below the filter is a table with columns: District, Block, GP, Village, Tankoid, Tank Name, Progress Status, Submitted Date, and Action. The table contains two rows of data.

District	Block	GP	Village	Tankoid	Tank Name	Progress Status	Submitted Date	Action
Boudh	Harbhanga	Dhalapur	Tabhapadar	1840	Tavapadar	SUBMITTED	24-02-2023	
Khurda	Bhubaneswar	Bhubaneswar (M...)	Bhubaneswar (M...)	25	Pilakhai Tank, Bhubaneswar	SUBMITTED	28-02-2023	

### 5.1 Tank Details

You can View Details of Tank here



The screenshot shows the 'Geotagged Tanks Of Odisha(GCF & OIIPCRA)' interface. It includes a sidebar with navigation options: Admin Console, Tank Management, Contract, and Maps. The main content area features a search filter and a table of tank details. The table is divided into two sections: 'Tank Details Given By Department' and 'Revenue Details Given By Department'.

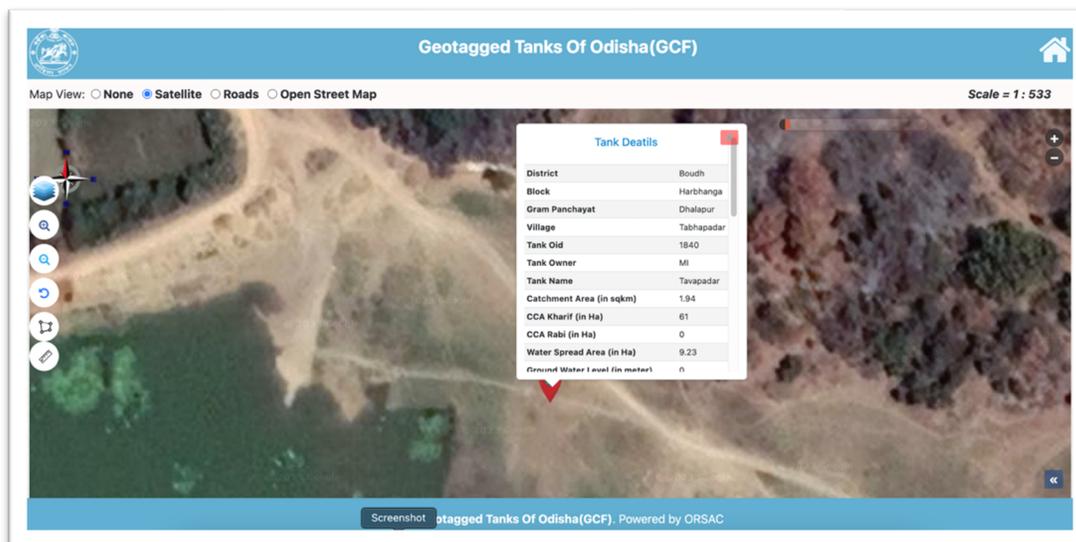
Tank Name	Tank Owner	Tank OID	Catchment Area in (SQkm)
Tavapadar	MI	1840	1.94
Karif	Rabi	Water Spread Area	MI Division
61	0	9.23	Boudh

District	Block	Gram Panchayat	Longitude
Boudh	Harabhanga	Tileswar	84.47076
Latitude			20.66871

## 5.2 View on Map

The surveyed tank can be viewed on Map with other layers for GIS validation and analysis.

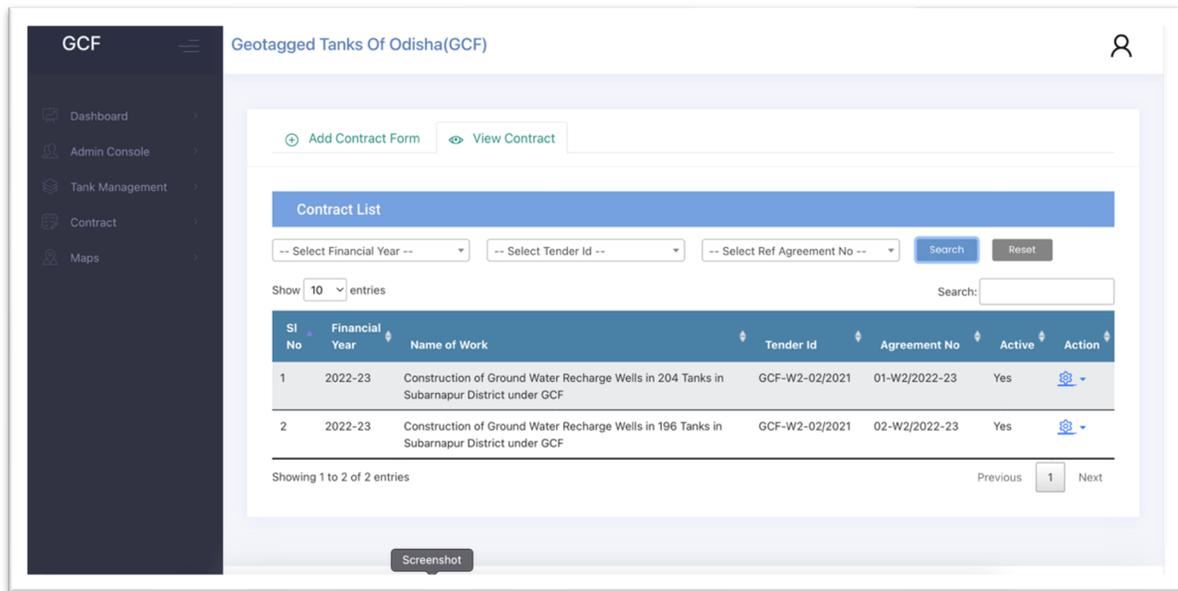


## 6. Contract

Contract module allows the user to add and manage contracts for different MiPs.

### 6.1 Contract List

User can view list of contracts created by them/ under their jurisdiction.



**Contract List**

-- Select Financial Year --    -- Select Tender Id --    -- Select Ref Agreement No --    Search    Reset

Show 10 entries    Search:

Sl No	Financial Year	Name of Work	Tender Id	Agreement No	Active	Action
1	2022-23	Construction of Ground Water Recharge Wells in 204 Tanks in Subarnapur District under GCF	GCF-W2-02/2021	01-W2/2022-23	Yes	<a href="#">View</a>
2	2022-23	Construction of Ground Water Recharge Wells in 196 Tanks in Subarnapur District under GCF	GCF-W2-02/2021	02-W2/2022-23	Yes	<a href="#">View</a>

Showing 1 to 2 of 2 entries    Previous    1    Next

Screenshot

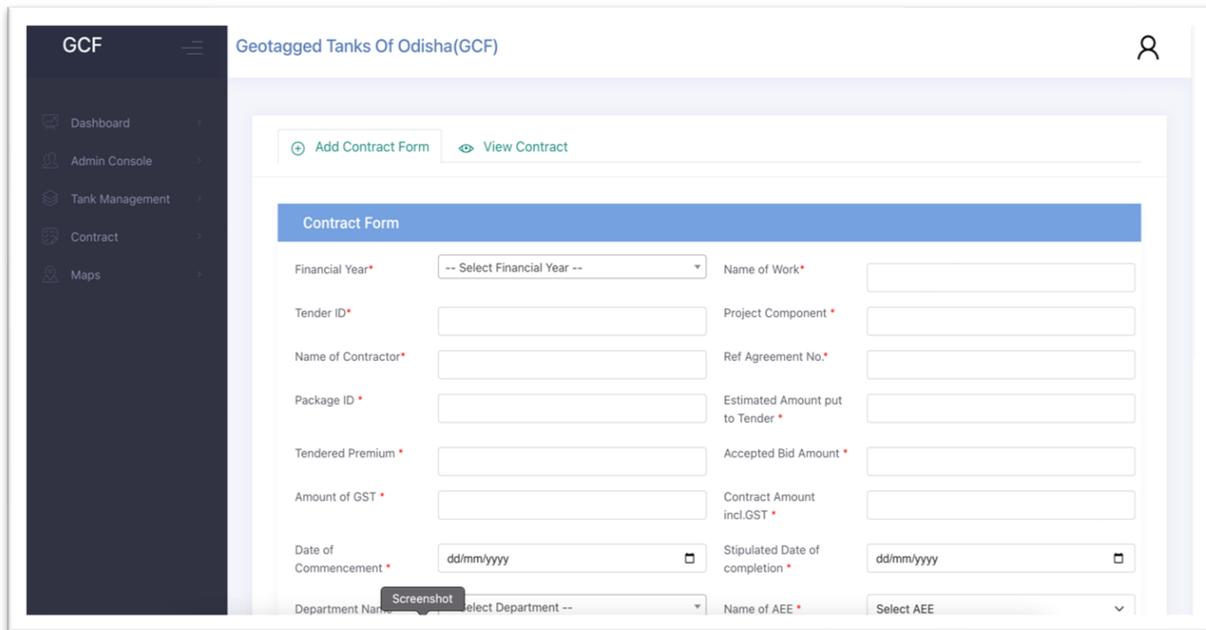
### 6.2 View Contract

You can view the details of contract here



### 6.3 Add Contract

Users can Add new contract by providing the details and uploading the excel for list of MiPs in the specified format



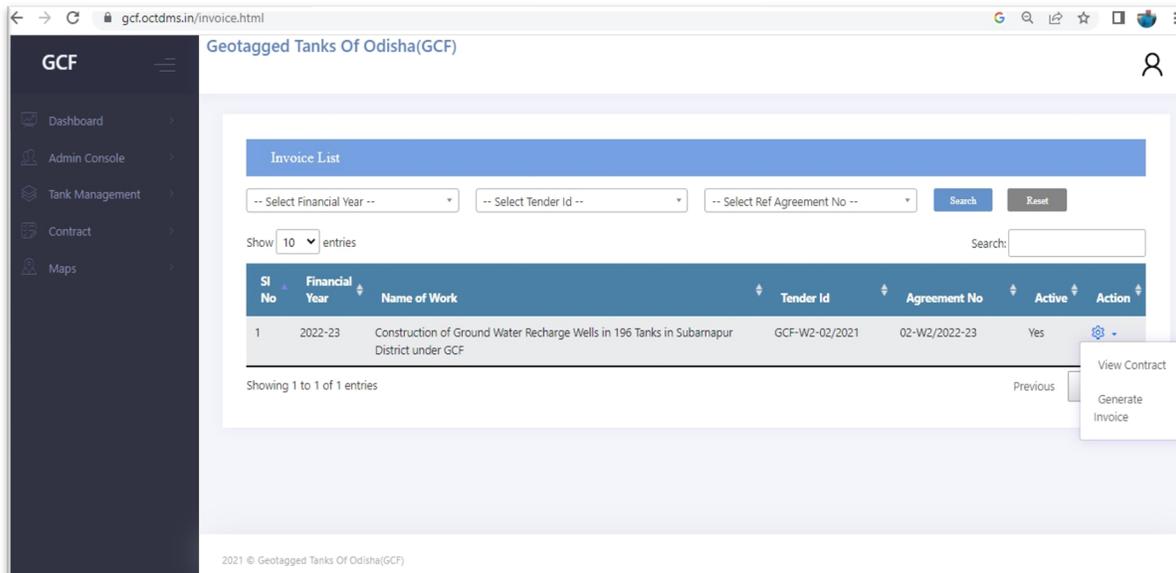
## 7. Invoice

User has the option to generate Form A, B and C for invoice as per their jurisdiction.

After logging in, a Junior Engineer (JE) can generate Form A by following the steps as below

1. Navigate to the menu Contract -> Invoice. Once invoice is opened, the user can view list of all invoices as per their jurisdiction.
2. Click on Action-> Generate Invoice. The invoice will be generated and user can check the details of the invoice generated.
3. After validation of the invoice, user would have the option to submit or cancel the invoice.
4. Once invoice is submitted, “Download Invoice” would be available under action.

Note: Monthly once invoice can be submitted which would be available for download till month end.



The screenshot displays the 'Invoice List' page within the 'Geotagged Tanks Of Odisha (GCF)' application. The interface includes a sidebar menu with options like Dashboard, Admin Console, Tank Management, Contract, and Maps. The main content area features a search bar with filters for Financial Year, Tender Id, and Ref Agreement No. Below the search bar, there is a table listing invoices. The table has columns for SI No, Financial Year, Name of Work, Tender Id, Agreement No, Active status, and Action. A single entry is visible in the table. A context menu is open over the 'Action' column of the first entry, showing options for 'View Contract' and 'Generate Invoice'.

SI No	Financial Year	Name of Work	Tender Id	Agreement No	Active	Action
1	2022-23	Construction of Ground Water Recharge Wells in 196 Tanks in Subarnapur District under GCF	GCF-W2-02/2021	02-W2/2022-23	Yes	View Contract Generate Invoice

Showing 1 to 1 of 1 entries

2021 © Geotagged Tanks Of Odisha(GCF)

**INVOICE**



**GOVERNMENT OF ODISHA**  
 Department of Water Resources  
**Odisha Community Tank Developments and Management Society**  
 7th Floor Rajiv Bhawan, Bhubaneswar-751001  
 Ph: 0674-2512421, E-mail: spuoipcra.od@gov.in



**Ground Water Recharge and Solar Micro Irrigation to Ensure Food Security and Enhance Resilience in Vulnerable Tribal Areas of Odisha(Funded Activity: GCF-PP045)**

**CERTIFICATE OF INSTALLATION OF GROUND WATER RECHARGE WELL(GWRW)** **A**

Date of Certificate:	<b>21-04-2023</b>	Certificate ID.	<b>MIA- SNP - 2304,2306,2302 - 0423 -001</b>
Work Executing Office:	<b>Minor Irrigation Division, Sonepur</b>		
Name of Block:	<b>Binika-2304,Ullunda-2306,Dunguripali-2302</b>		
Name of Contractor / Agency:	<b>PM Contractors Pvt. Ltd.</b>		
Ref Agreement No.	<b>02-W2/2022-23</b>	Package ID:	<b>SNP-1</b>
Name of Work:	<b>Construction of Ground Water Recharge Wells in 196 Tanks in Subarnapur District under GCF</b>		
Date of Commencement:	<b>20-04-2022</b>	Stipulated Date of completion:	<b>19-07-2023</b>
Name of the officer issuing this certificate:	<b>Dr. K. K. Patra, IAS</b>		

After logging in, a Assistant Executive Engineer (AEE) can generate Form B by following the steps as below

1. Navigate to the menu Contract -> Invoice. Once invoice is opened, the user can view list of all invoices as per their jurisdiction.
2. Click on Action-> Generate Invoice. The invoice will be generated and user can check the details of the invoice generated.
3. After validation of the invoice, user would have the option to submit or cancel the invoice.
4. Once invoice is submitted, “Download Invoice” would be available under action.

Note:

1. Form B invoice can be generated only tanks whose Form A invoice have been submitted by JE for that particular month.
2. Monthly once invoice can be submitted which would be available for download till month end.

INVOICE

Page 1 of 2



**GOVERNMENT OF ODISHA**  
 Department of Water Resources  
 Odisha Community Tank Developments and Management Society  
 7th Floor Rajiv Bhawan, Bhubaneswar-751001  
 Ph: 0674-2512421, E-mail: spuoipcra.od@gov.in



**Ground Water Recharge and Solar Micro Irrigation to Ensure Food Security and Enhance Resilience in Vulnerable Tribal Areas of Odisha(Funded Activity: GCF-FP045)**

**CERTIFICATE OF INSTALLATION OF GROUND WATER RECHARGE WELL(GWRW)** **B**

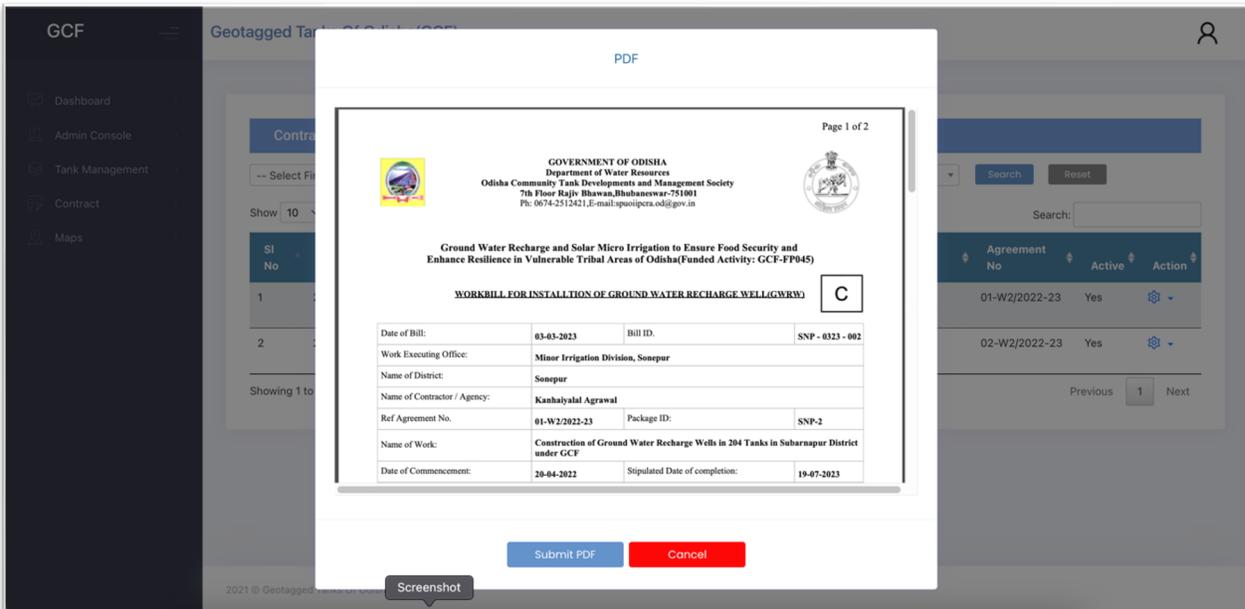
Date of Certificate:	21-04-2023	Certificate ID.	MIB- SNP - 2304,2306,2302 - 0423 - 004
Work Executing Office:	Minor Irrigation Division, Sonepur		
Name of Block:	Binika-2304,Ullunda-2306,Dunguripali-2302		
Name of Contractor / Agency:	PM Contractors Pvt. Ltd.		
Ref Agreement No.	02-W2/2022-23	Package ID:	SNP-1
Name of Work:	Construction of Ground Water Recharge Wells in 196 Tanks in Subarnapur District under GCF		
Date of Commencement:	20-04-2022	Stipulated Date of completion:	19-07-2023

After logging in, a Executive Engineer (EE) can generate Form C by following the steps as below

1. Navigate to the menu Contract -> Invoice. Once invoice is opened, the user can view list of all invoices as per their jurisdiction.
2. Click on Action-> Generate Invoice. The invoice will be generated and user can check the details of the invoice generated.
3. After validation of the invoice, user would have the option to submit or cancel the invoice.
4. Once invoice is submitted, “Download Invoice” would be available under action.

Note:

1. Form C invoice can be generated only tanks whose Form B invoice have been submitted by AEE for that particular month.
2. Monthly once invoice can be submitted which would be available for download till month end.



The screenshot displays a PDF form titled "WORKBILL FOR INSTALLTION OF GROUND WATER RECHARGE WELL (GWRW) C". The form is generated by the Government of Odisha, Department of Water Resources, Odisha Community Tank Developments and Management Society. The form includes the following details:

GOVERNMENT OF ODISHA Department of Water Resources Odisha Community Tank Developments and Management Society 7th Floor Rajiv Bhawan, Bhubaneswar-751001 Ph: 0674-2512421, E-mail: spuoi@pcra.odg.gov.in			
Ground Water Recharge and Solar Micro Irrigation to Ensure Food Security and Enhance Resilience in Vulnerable Tribal Areas of Odisha(Funded Activity: GCF-FP045)			
<b>WORKBILL FOR INSTALLTION OF GROUND WATER RECHARGE WELL (GWRW) C</b>			
Date of Bill:	03-03-2023	Bill ID:	SNP - 0323 - 002
Work Executing Office:	Minor Irrigation Division, Sonapur		
Name of District:	Sonapur		
Name of Contractor / Agency:	Kanhayalal Agrawal		
Ref Agreement No.	01-W2/2023-23	Package ID:	SNP-2
Name of Work:	Construction of Ground Water Recharge Wells in 204 Tanks in Subarnapur District under GCF		
Date of Commencement:	20-04-2023	Stipulated Date of completion:	19-07-2023

At the bottom of the form, there are two buttons: "Submit PDF" (blue) and "Cancel" (red). The background shows the GCF application interface with a sidebar menu and a table of invoices.

## 8. GIS

The GIS page is the Map page to show all spatial data and perform analysis on the data collected from the system. The different layers contained in the module are

- ➔ Administrative Layers
- ➔ Social Infra
- ➔ Network Infra
- ➔ NR Layers
- ➔ GCF
- ➔ GCF Error Status
- ➔ Waterbody

The Map also contains tools like measure distance and measure area on the top right part of the page.

