

NAGAR DARSHAN

Help Manual for Citizens

Department of Urban Local Bodies,
Haryana

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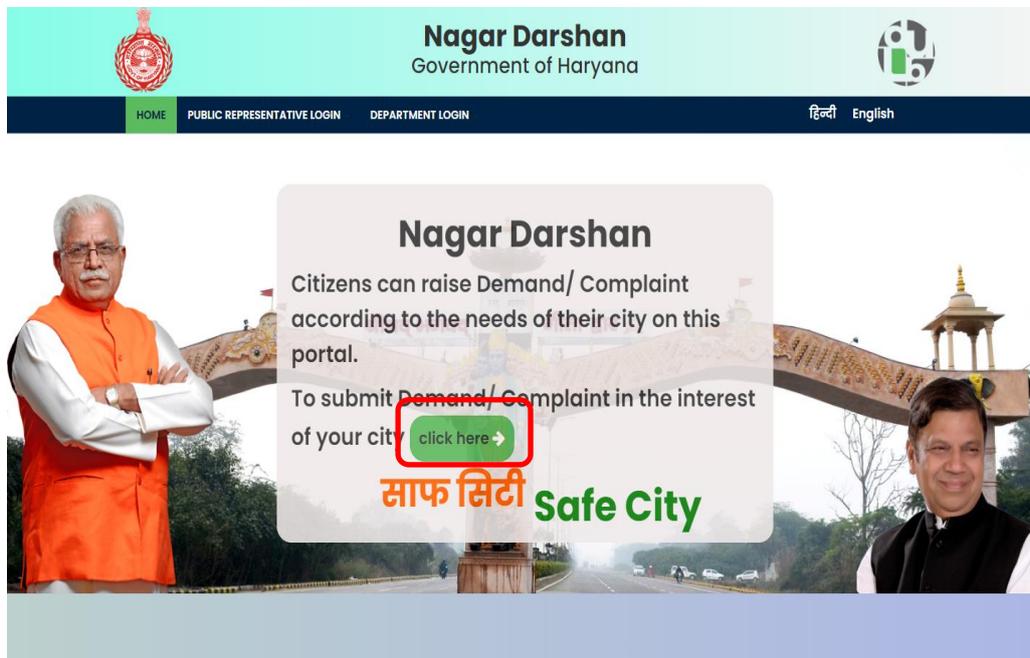
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1. LOGIN

- i. Open Nagar Darshan Portal <https://nagardarshan.ulbharyana.gov.in/>
- ii. To submit Demand/Complaint in the interest of your city click on “click here” button.



Following page will open:

Choose city (Place for which the Request/Complaint is to be made)

District *

अंबाला (AMBALA)

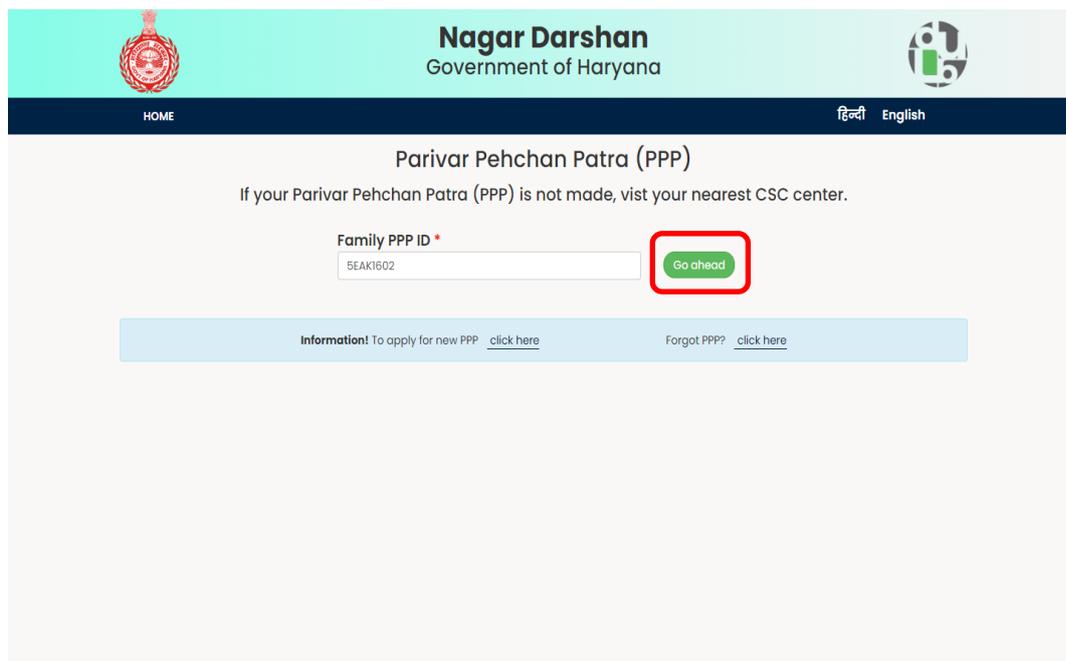
Town *

नगर निगम-अम्बाला (Municipal Corporation-Am...

Go ahead

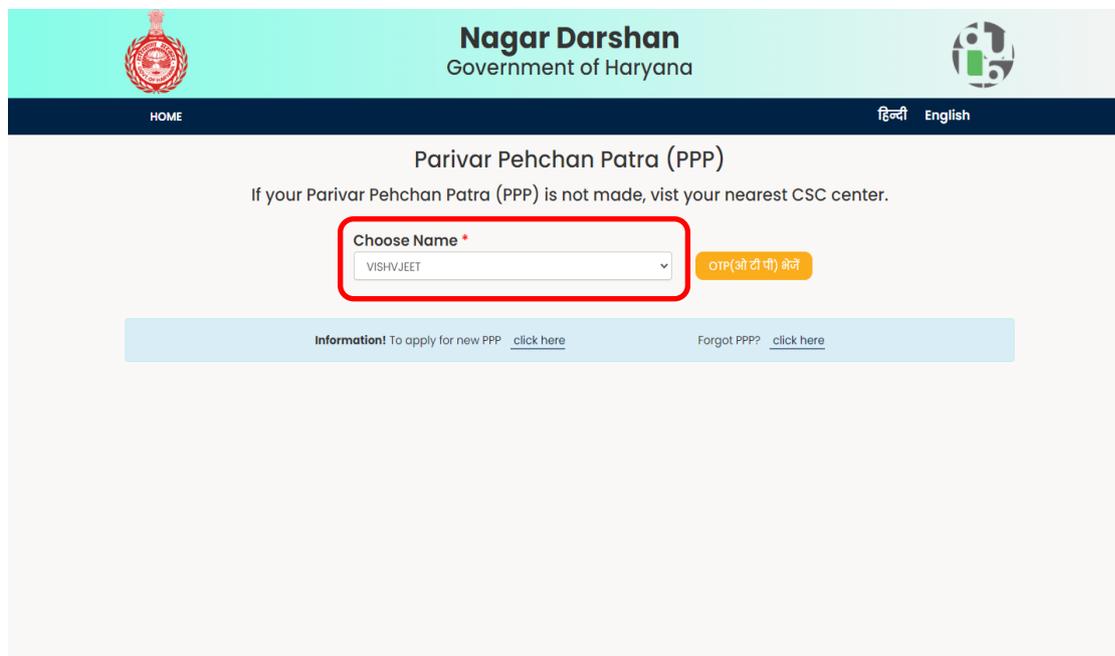
- iii. On the above page, select “District” and then “Town” for which the demand/Complaint is to be made.

- iv. Click on “Go ahead” button. Following page will open:



The screenshot shows the Nagar Darshan website interface for the Parivar Pehchan Patra (PPP) service. The header includes the Nagar Darshan logo and the Government of Haryana emblem. The main heading is "Parivar Pehchan Patra (PPP)" with a sub-heading "If your Parivar Pehchan Patra (PPP) is not made, vist your nearest CSC center." Below this, there is a text input field labeled "Family PPP ID *" containing the value "5EAK1602". To the right of this field is a green button labeled "Go ahead", which is highlighted with a red rectangular box. At the bottom of the form area, there are two links: "Information! To apply for new PPP [click here](#)" and "Forgot PPP? [click here](#)".

- v. **Family ID** is mandatory for proceeding.
vi. On the above page, enter your **Family ID** in “Family PPP ID” text field and then click on “Go ahead” button. Following page will open:



The screenshot shows the Nagar Darshan website interface for the Parivar Pehchan Patra (PPP) service. The header includes the Nagar Darshan logo and the Government of Haryana emblem. The main heading is "Parivar Pehchan Patra (PPP)" with a sub-heading "If your Parivar Pehchan Patra (PPP) is not made, vist your nearest CSC center." Below this, there is a dropdown menu labeled "Choose Name *" with the value "VISHVJEET" selected. To the right of this dropdown is an orange button labeled "OTP(ओ टी पी) भेजे". At the bottom of the form area, there are two links: "Information! To apply for new PPP [click here](#)" and "Forgot PPP? [click here](#)".

- vii. On the above page, choose name of the person who is submitting the complaint.
viii. After that, click on “OTP” button.
ix. An OTP will be sent on the Mobile number registered with PPP.

- x. Enter the OTP and click on “Go ahead” button.

2. RAISING DEMAND

There are two tabs available on the page - “Development Work” to submit any demand related to work and “Complaint” to lodge complaint against work.

To raise Demand click on “Development Work” tab:



Following page will open.



Nagar Darshan
Government of Haryana



HOME LOGOUT
हिन्दी English

Demand for Development work

Applicant details

Name of applicant	Father's / Husband's name	Address	City	Mobile
VISHVJEET	SURESH KUMAR/	11 00 Durga Colony 133005	Ward 13, AMBALA CITY MC,AMBALA	9671896833

Details of Demand

Issue related to *

Select Sub Category *

Select Department *

Location * (Specify location where service/facility is required)

The address of the place for which the request is made is the same as that mentioned in the Parivar Pehchan Card.
 Yes No

Ward Number *

Colony name *

House/Shop/Unit Number

Street

Landmark *

Estimated Rough Cost According to You(₹) *

Six Lakhs Fifty Four Thousand Four Hundred and Thirty Three Rupees Only

Upload document related to Demand (5 MB, pdf or jpeg)

 Road Street.jpg

Upload photo related to Demand (5 MB, pdf or jpeg)

 Road Street.jpg

Portal developed and maintained by Directorate of Urban Local Bodies, Haryana

On the above page, citizen can fill details of demand related to development work.

- i. Select the “Category” of the Demand to be raised.
The categories includes: Parks, Roads / Streets, Canals, Electricity, Education, Health etc.
- ii. For each Category there are multiple Sub Categories. Select the Sub-category from the drop down.
- iii. Now select the related Department.
- iv. Now specify the Location / specific details for the Demand raised.

Details of Demand

Issue related to *

Select Sub Category *

Select Department *

Location * (Specify location where service/facility is required)

- v. Specify that whether the address for which the demand is being made is same as the address mentioned in the PPP record.
- If address is same, select “Yes”.
 - If user selects “No”, then the address of the place for which the request is being made is required to be entered.

The address of the place for which the request is made is the same as that mentioned in the Parivar Pehchan Card.
 Yes No

Ward Number * Colony name * House/Shop/Unit Number

Street Landmark *

- vi. Now enter the estimated rough cost for the development work
- vii. Upload related documents.
- viii. Click on “Submit” button to save the details.

Estimated Rough Cost According to You (₹) *
Six Lakhs Fifty Four Thousand Four Hundred and Thirty Three Rupees Only

Upload document related to Demand (5 MB, pdf or jpeg) Road Street.jpg

Upload photo related to Demand (5 MB, pdf or jpeg) Road Street.jpg

- ix. Acknowledgement for the submission of the demand will be given on-screen as shown below

 **Nagar Darshan**
Government of Haryana 

HOME LOGOUT हिन्दी English

✓ आपकी मांग पोर्टल में सफलतापूर्वक दर्ज कर ली गई है (Your Request has been successfully registered on the portal)

3. SUBMITTING COMPLAINT

- i. Click on Complaint tab in the page given below:



- ii. Following page will open (CM Window Haryana). Now, fill all the details and click on “Submit” button to submit the complaint.



CM Window Haryana

CM Grievances Redressal & Monitoring System



* द्वारा चिह्नित फ़ील्ड आवश्यक हैं/ Entries Prefixed with - are Mandatory!

Department/Office: Urban Local Bodies

मोबाईल नंबर / Mobile No.: 9671896833

अन्य मोबाईल नंबर / Alternate Mobile No.: 9914354657

Received Date: 09-05-2022

नाम/Name: VISHVJEET

अकेला अथवा सामूहिक शिकायतकर्ता / Individual or Group Complainant(s): अकेला / Individual

Parivar Pehchan Patra (Family ID): 5EAK1602

पता / Address: #123 pkl

Enter Address Line 2

Enter Address Line 3

पिनकोड / Pincode: 134112

ई-मेल / E-Mail Id.: abc@gmail.com

Location of Problem

जिला / District: AMBALA

विधानसभा निर्वाचन क्षेत्र / Assembly Constituency: 04-Ambala Cantt

Area: Urban

Town/Block: AMBALA CITY

अपनी शिकायत यहाँ लिखें/ Please Enter Specific Details about Your Grievance here (3878 Characters Left):

There is bulk of garbage in front of my house. therefore requested you to look into the matter and resolve on urgent basis

आप क्या चाहते हैं ? / What do you want? (940 Characters Left):

Kindly take action and resolve the issue as soon as possible

अपलोड करें (संबन्धित दस्तावेज़) / Upload(Relevant Document): Choose file | Road Street.jpg

केवल पी.डी.एफ़. फ़ाइलें ही लें / only (.pdf) upto 1MB

कृपया दिखाया सुरक्षा कोड दर्ज करें / Enter Security Code as Shown: yfNz9v

✔

जमा करें / Submit
रीसेट करें/ Reset

Department/Office:

मोबाईल नंबर / Mobile No.:

अन्य मोबाईल नंबर / Alternate Mobile No.:

Received Date:

नाम/Name:

अकेला अथवा सामूहिक शिकायतकर्ता / Individual or Group Complainant(s): अकेला / Individual

Parivar Pehchan Patra (Family ID):

पता / Address:

Enter Address Line 2

Enter Address Line 3

पिनकोड / Pincode:

ई-मेल / E-Mail Id.:

जिला / District:

विधानसभा निर्वाचन क्षेत्र / Assembly Constituency:

Area: Urban

Town/Block:

अपनी शिकायत यहाँ लिखें/ Please Enter Specific Details about Your Grievance here (3878 Characters Left):

There is bulk of garbage in front of my house. therefore requested you to look into the matter and resolve on urgent basis

आप क्या चाहते हैं ? / What do you want? (940 Characters Left):

Kindly take action and resolve the issue as soon as possible

अपलोड करें (संबन्धित दस्तावेज़) / Upload(Relevant Document):

केवल पी.डी.एफ़. फ़ाइलें ही लें / only (.pdf) upto 1MB

कृपया दिखाया सुरक्षा कोड दर्ज करें / Enter Security Code as Shown:

✔

जमा करें / Submit
रीसेट करें/ Reset

Designed, Developed and Hosted by: NIC.