

A decorative graphic consisting of blue circuit-like lines with small circles at the ends, extending horizontally from the left and right sides of the central text box.

EDIT - USER MANUAL  
(BRANCH HEAD)


## 1. FOR RABI SEASON, “EDIT” OPTION IS GIVEN IN :-

*LOANEE> PENDING LIST*  
*LOANEE> SUBMITTED LIST.*  
*LOANEE>UTR APPROVED LIST.*

2. EDIT OPTION CAN BE AVAILED BEFORE FINAL APPROVAL.

3. IT IS ALSO GIVEN TO THE PACS, FROM THEIR RESPECTIVE “*REVERT*” LIST.

LET'S START WITH EDIT OPTION FROM THE **PENDING** OPTION.  
LOGIN INTO BRANCH HEAD ACCOUNT. DIRECTLY CLICK ON THE “PENDING” UNDER THE  
“LOANEE” TAB.

**Bangla Shasya Bima**  
Department of Agriculture, Govt. of West Bengal

HomeProfileUserNon LoaneeLoaneeReportDownloadRevert

WEST BENGAL STATE COOPERATIVE BANK LTD  
Srijan Kumar Pahar ( BRANCH HEAD ), DIAMOND HARBOUR

UTR Approved List  
Bank Rejected List  
New Registration  
**Pending**  
Submitted  
Approved List

Year: **2019-2020**Season: **RABI**

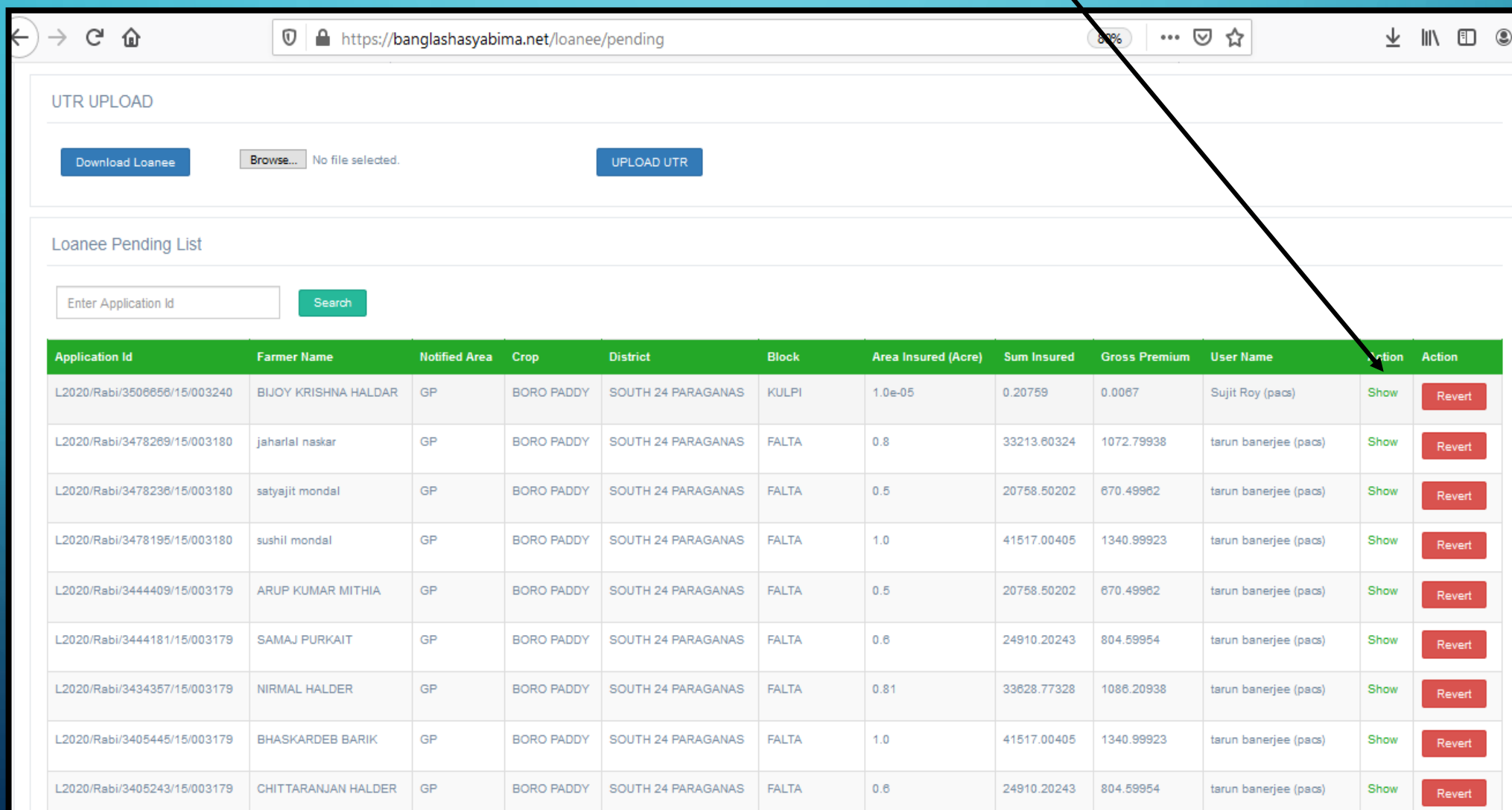
Total	513	195	1	0
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Branch Name	Loanee	UTR Uploaded(Loanee)	Non Loanee	UTR Uploaded(Non Loanee)
DIAMOND HARBOUR	513	195	1	0

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THE **PENDING** WINDOW OPENS. CLICK ON THE **SHOW** BUTTON BESIDE ANY INDIVIDUAL APPLICATION THAT IS TO BE EDITED.



UTR UPLOAD

Download Loanee Browse... No file selected. UPLOAD UTR

Loanee Pending List

Enter Application Id Search

Application Id	Farmer Name	Notified Area	Crop	District	Block	Area Insured (Acre)	Sum Insured	Gross Premium	User Name	Action	Action
L2020/Rabi/3506656/15/003240	BIJOY KRISHNA HALDAR	GP	BORO PADDY	SOUTH 24 PARAGANAS	KULPI	1.0e-05	0.20759	0.0067	Sujit Roy (pacs)	Show	Revert
L2020/Rabi/3478269/15/003180	jaharlal naskar	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	0.8	33213.60324	1072.79938	tarun banerjee (pacs)	Show	Revert
L2020/Rabi/3478236/15/003180	satyajit mondal	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	0.5	20758.50202	670.49962	tarun banerjee (pacs)	Show	Revert
L2020/Rabi/3478195/15/003180	sushil mondal	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	1.0	41517.00405	1340.99923	tarun banerjee (pacs)	Show	Revert
L2020/Rabi/3444409/15/003179	ARUP KUMAR MITHIA	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	0.5	20758.50202	670.49962	tarun banerjee (pacs)	Show	Revert
L2020/Rabi/3444181/15/003179	SAMAJ PURKAIT	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	0.6	24910.20243	804.59954	tarun banerjee (pacs)	Show	Revert
L2020/Rabi/3434357/15/003179	NIRMAL HALDER	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	0.81	33628.77328	1086.20938	tarun banerjee (pacs)	Show	Revert
L2020/Rabi/3405445/15/003179	BHASKARDEB BARIK	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	1.0	41517.00405	1340.99923	tarun banerjee (pacs)	Show	Revert
L2020/Rabi/3405243/15/003179	CHITTARANJAN HALDER	GP	BORO PADDY	SOUTH 24 PARAGANAS	FALTA	0.6	24910.20243	804.59954	tarun banerjee (pacs)	Show	Revert

THE **EDIT BUTTON** WILL BE PRESENT NEAR THE **CROP DETAILS** SECTION NEAR THE CASE.  
CLICK ON IT.

Application Id L2020/Rabi/3506656	Voter Card JZJ1231554	KCC Card
Name BIJOY KRISHNA HALDAR	Father's/ Husband's Name BHUSAN	Relation with the Farmer SON
Age 39	Gender MALE	Caste SC
Mobile No. 9874883022	Farmer Category MARGINAL	Relation with Nominee BROTHER
<b>Farmer's Residential Address</b>		
Address VILL-KAUTALA, P.O- D/GANGADHARPUR,P.S-DHOLAHAT, PIN-743399	District SOUTH 24 PARAGANAS	Block KULPI
Gram Panchayat DHOLA	Village KAUTALA	Pin Code 743399
<b>Farmer's Bank Details</b>		
Account Holder's Name BIJOY KRISHNA HALDAR	Account No. 101009885513	Account Type SAVINGS
IFS Code WBSC0000016	Bank Name WEST BENGAL STATE CO-OPERATIVE BANK	Branch Name DIAMOND HARBOUR BRANCH
Bank Document Proof		
<b>Crop Details</b>		
District SOUTH 24 PARAGANAS	Status submit	<a href="#">Edit</a>
Notified Unit GP	Block KULPI	Crop BORO PADDY
JI No 178	Gram Panchayat DHOLA( 3240 )	Mouza (178) SHIMULBERIYA
Area(in Decimal) 0.0005	Plot number 181	Nature of Farmer OWNER
Sum insured 0.20759	Area(in Acre) 1.0e-05	Area(in Ha) 0.0
	Gross Premium 0.0067	Farmer Premium Amount 0.0

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THE **EDIT PAGE** OPENS. IT APPEARS SOMEHOW LIKE THIS.  
NOW, THIS EDIT PAGE HAS BEEN DIVIDED INTO **4 SEPARATE SECTIONS** FOR BETTER CONVENIENCE.

Farmer Details

Address Details

Bank Details

Cultivable Land Details

<div>Voter Card Number(Compulsory) *</div> <div>JZJ1231554</div> <div>Voter Card number must be in capital</div>	<div>KB Number</div> <div></div>	<div>KCC Number(Optional)</div> <div></div>
<div>Name *</div> <div>BUOY KRISHNA HALDAR</div>	<div>Father's/ Husband's Name *</div> <div>BHUSAN</div>	<div>Relation with the Farmer *</div> <div>Son</div>
<div>Age *</div> <div>39</div>	<div>Gender *</div> <div>Male</div>	<div>Caste *</div> <div>SC</div>
<div>Mobile No. *</div> <div>9674883022</div>	<div>Farmer Category *</div> <div>Marginal</div>	<div>Nominee Name</div> <div>DHANANJOY HALDER</div>
<div>Relation with Nominee</div> <div>Brother</div>	<div>Identity Card Type(Not Compulsory)</div> <div>Select Identity Card Type</div>	<div>Identity Card No.(Not Compulsory)</div> <div></div>

Upload Voter ID Proof Document

Browse...

No file selected.

Update Farmer

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LET'S COME TO THE VERY FIRST SECTION, VIZ. **THE FARMER DETAILS SECTION**. HERE THE NAME, PH NO., ALONG WITH OTHER PERSONAL DETAILS OF THE FARMER CAN BE EDITED.

[THE VOTER ID FIELD HAS BEEN KEPT FROZEN SINCE IT'S THE UNIQUE ID DETAILS OF THE FARMER USED IN THIS SCHEME. HENCE, IT CANNOT BE CHANGED.]


**Farmer Details** Address Details Bank Details Cultivable Land Details

Voter Card Number(Compulsory) *	KB Number	KCC Number(Optional)
JZJ1231554		
Voter Card number must be in capital		
Name *	Father's/ Husband's Name *	Relation with the Farmer *
BIJOY KRISHNA HALDAR	BHUSAN	Son
Age *	Gender *	Caste *
39	Male	SC
Mobile No. *	Farmer Category *	Nominee Name
9674883022	Marginal	DHANANJOY HALDER
Relation with Nominee	Identity Card Type(Not Compulsory)	Identity Card No.(Not Compulsory)
Brother	Select Identity Card Type	
Upload Voter ID Proof Document		
Browse... No file selected.		
Update Farmer		

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Click here to save the changes you made while editing.

NOW LET'S COME TO THE "ADDRESS DETAILS" PART. MAKE THE NECESSARY CHANGES AND CLICK ON "UPDATE FARMER" BUTTON AT THE BASE.



**Bangla Shasya Bima**  
 Department of Agriculture, Govt. of West Bengal

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**WEST BENGAL STATE COOPERATIVE BANK LTD**  
 Srijan Kumar Pahar ( BRANCH HEAD ), DIAMOND HARBOUR

Year: **2019-2020**
 Season: **RABI**

Farmer Details
 Address Details
 Bank Details
 Cultivable Land Details

**Address \***  
 VILL-KAUTALA, P.O- D/GANGADHARPUR,S-DHOLAHAT, PIN-743399

**Gram Panchayat \***  
 DHOLA

Update Farmer

**District \***

SOUTH 24 PARAGANAS  
 BANKURA  
 BIRBHUM  
 COOCHBEHAR  
**DAKSHIN DINAJPUR**  
 DARJEELING  
 HOOGHLY  
 HOWRAH  
 JALPAIGURI  
 JHARGRAM  
 KALIMPUNG  
 MALDAH  
 MURSHIDABAD  
 NADIA  
 NORTH 24 PARAGANAS  
 PASCHIM BARDHAMAN  
 PASCHIM MEDINIPUR  
 PURBA BARDHAMAN  
 PURBA MEDINIPUR  
 PURULIA  
 SOUTH 24 PARAGANAS

**Block \***  
 KULPI

**Pin Code \***  
 743399



IN SIMILAR WAYS, “**BANK DETAILS**” CAN BE CHANGED.

Farmer Details Address Details Bank Details Cultivable Land Details

Account Holders Name \*

BUJOY KRISHNA HALDAR

Account No. \*

101009685513

Account Type \*

Savings

Savings

Current

Cash

Credit

Loan

Overdraft

IFS Code \*

WBS00000016

Bank Name \*

West Bengal State Co-operative Bank

Upload Bank Document Proof

Browse...

No file selected.

Update Farmer

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IN SIMILAR WAYS, FARMER “CROP- DETAILS” & ASSOCIATED LAND DETAILS CAN BE CHANGED.  
ONE CAN ADD OR REMOVE NEW MOUZA- [ADD LAND] & NEW G.P- [ADD CROP] FROM THIS SECTION.

Farmer Details		Address Details		Bank Details		Cultivable Land Details	
District name		Block name		Crop *			
SOUTH 24 PARAGANAS		KULPI		BORO PADDY			
Notified unit		Gram Panchayat *					
GP		DHOLA					
Gram PanChayat *		Mouza *		JI no		Plot Number*	
DHOLA		(178) SHIMULBERIYA		178		181	
Area Insure(In Decimal) *		(147) MOLLARDANGA		Name of owner		Relationship owner	
0.0005		(148) ANDULDOHOGOPALPUR					
Non Owner Cultivator Certificate(Annexure IX)		(149) ATJUNGRI					
Browse... No file selected.		(150) GOBINDAPUR					
Remove Land		(151) PATPUKURIYA					
Add land+		(152) JUNGRI					
Area(in Decimal) *		(153) BAMONPARA					
0.0005		(166) KRISHNABALLAVPUR					
Sum insured(₹)		(167) KATULIYARKRISHNAMPUR					
0.207585020242915		(168) NANDAKISORPUR					
Instrument type		(169) KISORPUR					
		(170) BAJERAMKRISHNAPUR					
Bank name		(171) KALICHARANPUR					
		(172) HARINKHOLA					
		(173) BAIRABITOLA					
		(174) LAKHIPUR					
		(175) BHAIKABINAGAR					
		(176) CHTRANAGAR					
		(177) NAKALI					
		(178) SHIMULBERIYA					
Land Document Proof				Area(in Ha)		Farmer premium amount(₹)	
Browse... No file selected.				2.0242914979757085e-06		0.0	
Update Farmer				Instrument amount			

Click here to  
save the changes  
you made while  
editing.

The background is a blue gradient with decorative white circuit-like lines in the corners. The text is centered and reads: 

**THE *EDITING PROCEDURE* THUS GETS COMPLETED HERE.** The same can also be done from both submitted list & UTR approved list. Let's see how.

# EDITING FROM SUBMITTED LIST OF BRANCH HEAD LOGIN

Editing from the branch head login will follow the following steps:-

1. Go to **LOANEE>Submitted List**.
  2. The “Submitted list” window opens.
  3. Click on the “EDIT” button near the crop details section.
  4. Editing will follow the same steps as mentioned before in the previous slides.
  5. Click “Update” button to save whatever changes are made.
- **N.B: Submitted List is the list that contains those forms filled by the branch head itself.**

**Bangla Sniasya Bima**  
Department of Agriculture, Govt. of West Bengal

Home Profile User Non Loanee Loanee Report Download Revert

WEST BENGAL STATE COOPERATIVE BANK LTD  
Srijan Kumar Pahar ( BRANCH HEAD ), DIAMOND HARBOUR

Year: 2019-2020

### Farmer Details

Application Id L2020/Rabi/3508856	Voter Card JZJ1231554	KCC Card
Name BIJOY KRISHNA HALDAR	Father's/ Husband's Name BHUSAN	Relation with the Farmer SON
Age 39	Gender MALE	Caste SC
Mobile No. 9874883022	Farmer Category MARGINAL	Relation with Nominee BROTHER
	Nominee Name DHANANJOY HALDER	

### Farmer's Residential Address

Address VILL-KAUTALA, P.O- D/GANGADHARPUR,P.S-DHOLAHAT, PIN 743399	District SOUTH 24 PARAGANAS	Block KULPI
Gram Panchayat DHOLA	Village KAUTALA	Pin Code 743399

### Farmer's Bank Details

Account Holder's Name BIJOY KRISHNA HALDAR	Account No. 101009685513	Account Type SAVINGS
IFS Code WBS0000016	Bank Name WEST BENGAL STATE CO-OPERATIVE BANK	Branch Name DIAMOND HARBOUR BRANCH
Bank Document Proof		

### Crop Details

District SOUTH 24 PARAGANAS	Status submit	Block KULPI	Edit
Notified Unit GP		Gram Panchayat DHOLA( 3240 )	Crop BORO PADDY
			Mouza (178) SHIMULBERIYA

# EDITING FROM UTR APPROVED LIST OF BRANCH HEAD LOGIN

Application Id

UTR Number

Search

UTR approved List

Application Id	Farmer Name	Notified Area	Crop	District	Block	Account No	UTR No	Area Insured (Acre)	Sum Insured	Gross Premium	User Name	<input type="checkbox"/> Select All	Approve	Action	Action	Action
L2020/Rabi/3208813 /15/003176	TAPAN DAS	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101004294588	WBSCN20060986783	1.5	62275.50607	2011.49885	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3206794 /15/003176	SWAPNA JANA	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101004294422	WBSCN20065128087	1.5	62275.50607	2011.49885	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3206776 /15/003176	HASANAT JAMADAR	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101004563598	WBSCN20065128086	1.4	58123.80567	1877.39892	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3206008 /15/003176	NOOR SELIM MIR	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	60205227229	WBSCN20065128085	1.7	70578.90688	2279.69869	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205976 /15/003176	SUJATA NASKAR	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101004294579	WBSCN20065128084	2.0	83034.0081	2681.99846	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205572 /15/003176	MONORANJAN KARMAKAR	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101004563600	WBSCN20065128082	1.0	41517.00405	1340.99923	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205565 /15/003176	ANIMA NASKAR	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101004294591	WBSCN20065128080	1.0	41517.00405	1340.99923	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205550 /15/003176	SARAMA NASKAR	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101004294670	WBSCN20065128079	1.0	41517.00405	1340.99923	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205540 /15/003176	TINKU CHAKRABORTY	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101005121048	WBSCN20065128077	1.0	41517.00405	1340.99923	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205523 /15/003176	MITA HALDER	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101005121559	WBSCN20065128071	1.48	61445.16599	1984.67886	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205515 /15/003176	TINKU BHANGI	GP	BORO PADDY	SOUTH 24 PARAGANAS	DIAMOND HARBOUR - II	101005123715	WBSCN20065128070	1.68	69748.5668	2252.87871	Avijit mondal (pacs)	<input type="checkbox"/>	Approve	Reject	Show	Revert
L2020/Rabi/3205504	OHAIDA BIBI	GP	BORO	SOUTH 24	DIAMOND	10105121264	WBSCN20065128069	1.1	45688.70445	1475.09915	Avijit mondal	<input type="checkbox"/>	Approve	Reject	Show	Revert

Step 1: Login→LOANEE→UTR APPROVED LIST.

Step 2: Click on SHOW Button.

Note: [Also, Now even “**REVERT**” is present in “UTR APPROVED LIST”]

← → ↺ 🏠 <https://banglashasyabima.net/loanees/2390024> 80% ⋮ 🛡️ ⭐

### Farmer Details

Application Id L2020/Rabi/3206813	Voter Card FLL3418318	KCC Card
Name TAPAN DAS	Father's/ Husband's Name SHIBU DAS	Relation with the Farmer SON
Age 52	Gender MALE	Caste SC
Mobile No. 9732704182	Farmer Category SMALL	

### Farmer's Residential Address

Address SARISHA	District SOUTH 24 PARAGANAS	Block DIAMOND HARBOUR - II
Gram Panchayat SARISHA	Village SARISHA	Pin Code 743368

### Farmer's Bank Details

Account Holder's Name TAPAN DAS	Account No. 101004294568	Account Type LOAN
IFS Code WBSC0000016	Bank Name WEST BENGAL STATE CO-OPERATIVE BANK	Branch Name DIAMOND HARBOUR BRANCH
Bank Document Proof		

### Crop Details

District SOUTH 24 PARAGANAS	Status submit	<a href="#">Edit</a>
Notified Unit GP	Block DIAMOND HARBOUR - II	Crop BORO PADDY
JI No 108, 108	Gram Panchayat SARISHA( 3176 )	Mouza (108) SARISHA
Area(in Decimal) 150.0	Plot number 858, 871	Nature of Farmer OWNER
Sum insured 62275.50607	Area(in Acre) 1.5	Area(in Ha) 0.60729
	Gross Premium 2011.49885	Farmer Premium Amount 0.0

**Step 3: Click on the **edit** button.**

**Step 4: Follow the editing process as shown before & click “update farmer details” to save the changes.**



The image features a central corkboard with a teal border. On the corkboard, a yellow sticky note is pinned with a red pushpin. The note contains the handwritten text 'Thank you' in red ink. The background is a blue gradient with white circuit-like line art in the corners.

Thank you