

## Add New Asset/Existing Asset

- User can login from GP, PO, BP, ZP and Other Implementing Agency login for work completion and Asset marking.
- Click on “Complete” link under work closure option.(Refer following screen shot for option placement)



- Select the work code which has to be marked as “completed”.

Govt. of  
Ministry of Rural Develop  
Department of Rural Develop  
23-Jun

Mahatma Gandhi National Rural Employment Guarantee Act

**Complete Work** Back Ho

State: DemoStateCHANDIGARH      District: DemoDistrictCHANDIGARH      Block: DemoBlockCHANDIGARH      Panchayat: DemoPanchayatCHANDIGARH

Note:  
All designation will shown in measured by whom dropdownlist !  
If there no any name in dropdownlist then you can add by staff detail link for that level !  
If you want add designation then send the designation name and level!  
Any maintained work completed should be treated as part of Asset!

Work Category	Drought Proofing			
Search work				
Work Code	वृक्षारोपण कार्य (0601001001/DP/3)			

Work Code 0601001001/DP/3 ~~~~ वृक्षारोपण कार्य					
Work Start Date		01/04/2015			
Labour					
Distinct Number of Master Rolls used					
S.No.	Financial Year	Muster Roll	Amount	Payment Date	
No Data To Display					
Total Expenditure on labour (in Rs.)		0			
Material					
Skilled			Bill Voucher		
S.No.	Financial Year	Payment Through	Bill No./Msr_no/Voucher_No	Amount	Payment Date
No Data To Display					
Total Expenditure on Material		25600			
Total Administrative Expenditure (in Rs.)		0			
<i>Total Expenditure(in Rs.) =25600</i>					
Work Completion Date/Asset Creation Date:		DDMM/YYYY			
Actual benefited area:		200 Ha. area will be covered			
Measured by whom:		--Select--			
Whether Completion Certificate has been issued?		<input type="radio"/> Yes <input checked="" type="radio"/> No			
Whether New Asset/Existing Asset?		<input checked="" type="radio"/> New Asset <input type="radio"/> Existing Asset			
Asset Name:					

Any completed work would either be part of existing asset, for which Asset ID has already been assigned or it would be marked as a fresh Asset and new Asset ID would be tagged –

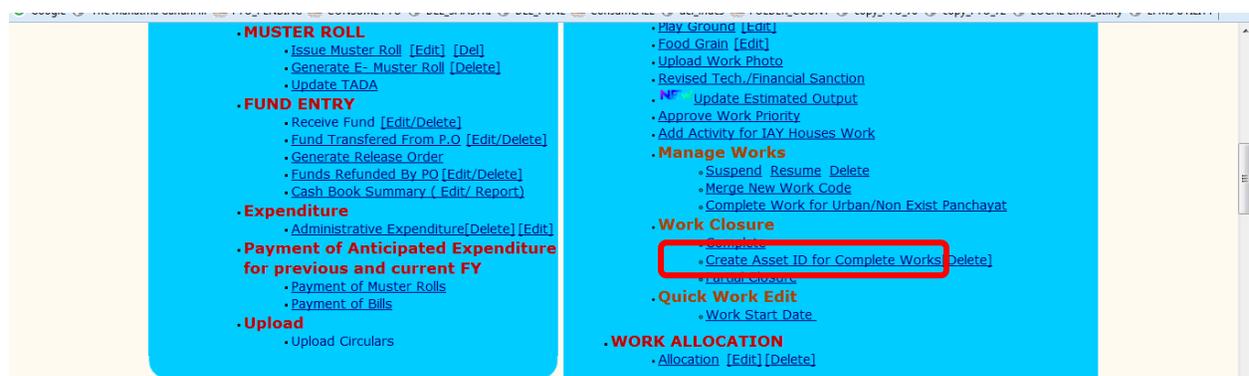
S.No	FIELD NAME	DESCRIPTION
1	<b>New Asset</b>	Choose "New asset" radio button, the work will be marked as primary asset under MGNREGA. New asset will be generated after SAVE button is opted.
2	<b>Existing Asset</b>	In this work would be treated as part of any existing primary asset and it will not be treated as primary asset. As the user select "existing asset", a list of primary assets and their IDs for the Block will be available in dropdown, and user has to select primary asset from the list. No new asset ID will be generated for secondary asset.
3	<b>Asset Name</b>	In case of "new asset", asset name will be asked. User has to fill asset name and it is a mandatory field. Asset name will not be prompt for existing asset.
4	<b>Asset description</b>	User has to fill short description about the asset (Primary/secondary).

**NOTE: Work completion date will be Asset creation date and after saving data Asset Id will Display on screen.**

### **Add asset id for the work completed in previous year**

Option to create asset id for completed works is available in all data entry login of stake holders

"Create Asset ID for Complete Works" link under work closure option.



Click in the link, below screen will appear

**Create Asset ID** [Back](#) [Home](#)

State : DemoStateCHANDIGARH      District : DemoDistrictCHANDIGARH      Block : DemoBlockCHANDIGARH      Panchayat: DemoPanchayatCHANDIGARH

Work Category :	Anganwadi/Other Rl
Search Work :	<input type="text"/>
Select work Code:	Aanganbadi/Other Rural Infrastructur
Whether New Asset/Existing Asset?	<input checked="" type="radio"/> New Asset <input type="radio"/> Existing Asset
Asset Name:	<input type="text"/>
Asset Description:	<input type="text"/>
<input type="button" value="Save"/>	

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S.No	FIELD NAME	DESCRIPTION
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3	<b>Asset Name</b>	In case of "new asset", asset name will be asked. User has to fill asset name and it is a mandatory field. Asset name will not be prompt for existing asset.
4	<b>Asset description</b>	User has to fill short description about the asset (Primary/secondary).

## Delete secondary work from asset id

Delete option of works under asset id is provide to handle any wrong association of work under an asset id. User can delete any secondary work id and allocate new asset id from the option as mention above.

Click "Delete" link under work closure option.



Click in the link, below screen will appear

Govt. of India  
 Ministry of Rural Development  
 Department of Rural Development  
 15-Jul-2016

The Mahatma Gandhi National Rural Employment Guarantee Act

**Delete Asset ID** [Back](#) [Home](#)

State : DemoStateCHANDIGARH      District : DemoDistrictCHANDIGARH      Block : DemoBlockCHANDIGARH      Panchayat: DemoPanchayatCHANDIGARH

**Note:**  
 Primary Asset Id will deleted iff all secondary work code Release/Delete associated with the asset ID!  
 If user selects 'Yes' to delete Primary Asset ID then All secondary work code will be selected to remove asset id

Search Asset ID/Work Code :

Asset ID : 0601001001/AV/8\$\$06000000073

Are you want Delete Primary asset ID?       Yes     No

Primary Work Code      0601001001/AV/8

**Select Secondary Asset ID which want to be Delete**

S.No	Work Code	Work Name	Asset ID	Asset Description	Select All
1	0601001001/AV/10	Anganbadi Other Rural Infrastructure, DemoPanchayatCHANDIGARH	06000000073	test2	<input type="checkbox"/>
2	0601001001/AV/12	Anganwadi Other Rural Infrastructure, DemoPanchayatCHANDIGARH	06000000073	test3	<input type="checkbox"/>
3	0601001001/AV/4	Anganbadi Other Rural Infrastructure, DemoBlockCHANDIGARH	06000000073	test1	<input type="checkbox"/>
4	0601001001/DP/1	Road Side plantation	06000000073	test4	<input type="checkbox"/>

[Delete](#)

<b>S.No</b>	<b>FIELD NAME</b>	<b>DESCRIPTION</b>
1	<b>Asset id</b>	User has to select the asset id from the list. Asset id can search by asset id or work code.
2	<b>Are you want Delete Primary asset ID? (YES/NO):</b>	By default "No" is selected. If "YES" will be selected, asset id from Primary work and secondary work will be removed as soon as "Delete" button will be clicked. If user selects 'Yes' to delete Primary Asset ID then All secondary work code will be selected to remove asset id. <b>As of now it is disabled.</b>
3	<b>Primary work code</b>	Asset id of primary work code cannot be deleted until all the secondary assets get deleted. User can select the option to delete the asset id from primary asset work but it will first remove the asset id of the secondary work of the asset and then primary work's asset will be removed.
4	<b>Secondary work code</b>	User can select the secondary work code to delete the asset id.