

NGDRS

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&

e-Himbhoomi

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**Auto triggering of
Mutation Request after Registration
of Deed**

Step 1:-

Once the deed is endorsed by the SRO, the final step is that of scanning the Deed Documents. On final submitting of Scanned PDF of Registration Deed a request for online mutation request is automatically triggered and is made available to concerned Patwari.

Step 2:-

Welcome Pat-NICHP as Patwari												Logout
District	09	चिमला	Kanungo		Village	00		Area Unit				
Tehsil	03	चिमला(शहरी)	Patwar		Hadbast Number			Jam. Dor				
Online Mutation Requests												
Home		New Requests 1		Accepted/Rescheduled Requests 0		Rejected Requests 1						
Sno	Req No	User Name	Mobile No	District	Tehsil	Village	Request Type	Request Date	Status	Attached File	Accept	Reject
1	21122020012	Kanav Kapahi	7087001407	चिमला	चिमला(शहरी)	उप महाल सन्जौली बाजार	वरास्त	21 Dec 2020	Pending	View	Accept	Reject

Once the Patwari logs in, list of Mutation Requests will become available on the Dashboard. On seeing the request the Patwari will initiate the mutation process by entering details in the mutation register.