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***User Manual (MNSSBY Application) for KYP  
Account Correction***

## Introduction

AMS will get the privilege to modify KYP applicant bank details such as account number and IFSC in case of refund amount transaction getting failed by MKCL

For this, AMS has to download the file named as “KYP\_Correction\_Account\_AM\_DISTRICTNAME\_DD-MM-YYYY” of which bank details need to be changed for successful refund further AMS has to download Sample file for making the correction in CSV and then AMS has to upload the **Corrected CSV** to be send to the MKCL

### Note\*

- For uploading the CSV, File name format should be “KYP\_Corrected\_Account\_AM\_DISTRICTNAME\_DD-MM-YYYY.csv”
- AMS will be only allowed to modify the bank details of KYP applicant whose registration id have listed in downloaded file which has been sent by MKCL

**Process Flow:**

**AMS Screen for KYP Account correction**

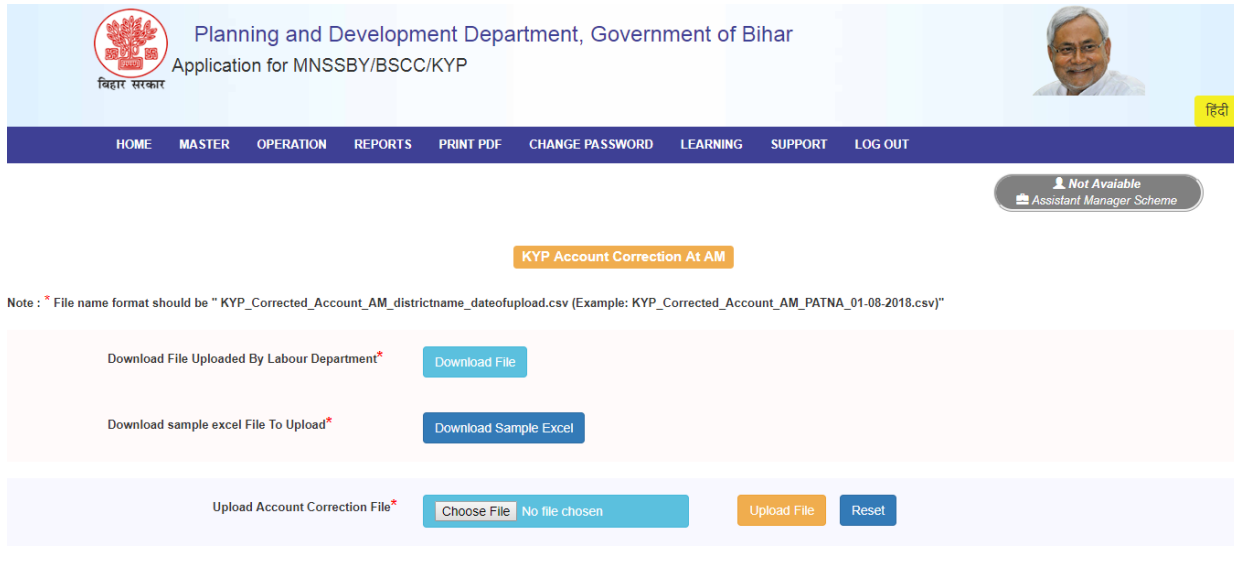
1) Login with AMS user credential



2) Click on Operation → “KYP Account Correction” with view option



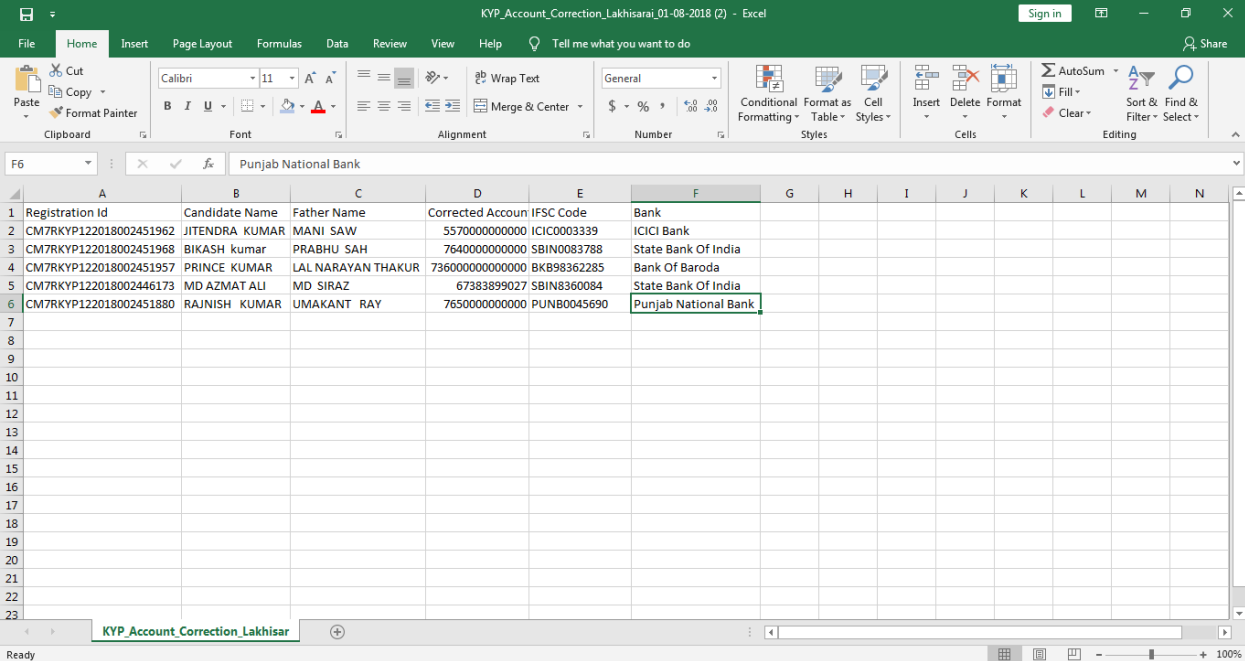
3) System will display the KYP Account Correction Screen shown as below:



4) Click on **Download File** link which is uploaded by MKCL of which AMS has to modify the Applicant bank details

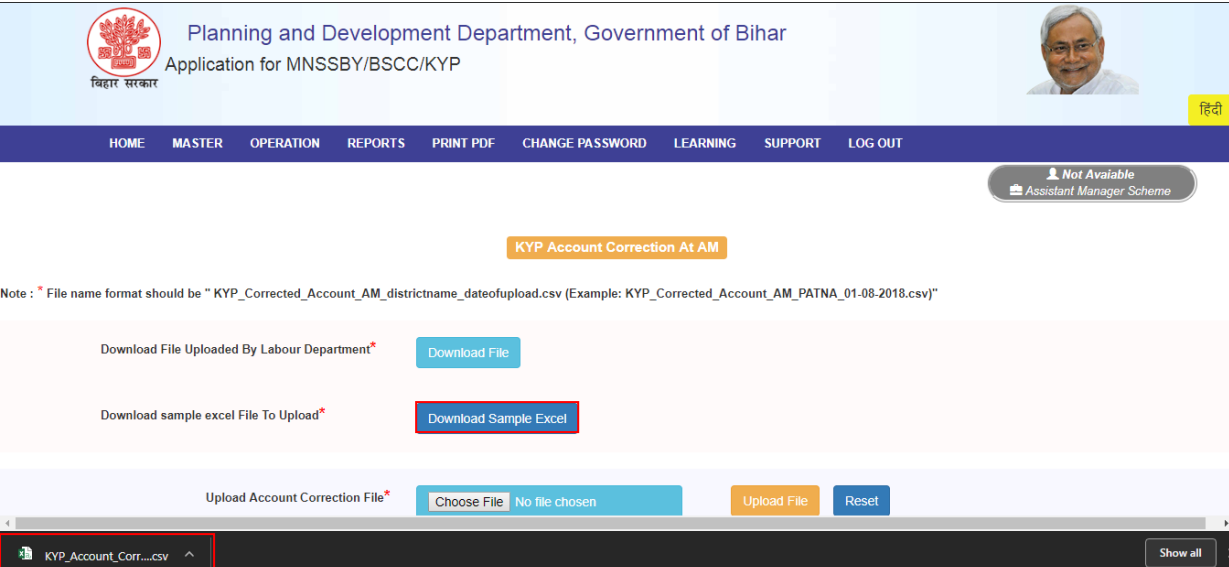


5) Open the downloaded file which has been uploaded by Labor Department as below:



Registration Id	Candidate Name	Father Name	Corrected Account IFSC Code	Bank
CM7RKYP122018002451962	JITENDRA KUMAR	MANI SAW	5570000000000 ICIC0003339	ICICI Bank
CM7RKYP122018002451968	BIKASH kumar	PRABHU SAH	7640000000000 SBIN0083788	State Bank Of India
CM7RKYP122018002451957	PRINCE KUMAR	LAL NARAYAN THAKUR	7360000000000000 BKB98362285	Bank Of Baroda
CM7RKYP122018002446173	MD AZMAT ALI	MD SIRAZ	67383899027 SBIN8360084	State Bank Of India
CM7RKYP122018002451880	RAJNISH KUMAR	UMAKANT RAY	7650000000000 PUNB0045690	Punjab National Bank

6) Click on **Download Sample Excel** where AMS has to enter the details of Correction



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**KYP Account Correction At AM**

Note : \* File name format should be " KYP\_Corrected\_Account\_AM\_districtname\_dateofupload.csv (Example: KYP\_Corrected\_Account\_AM\_PATNA\_01-08-2018.csv)"

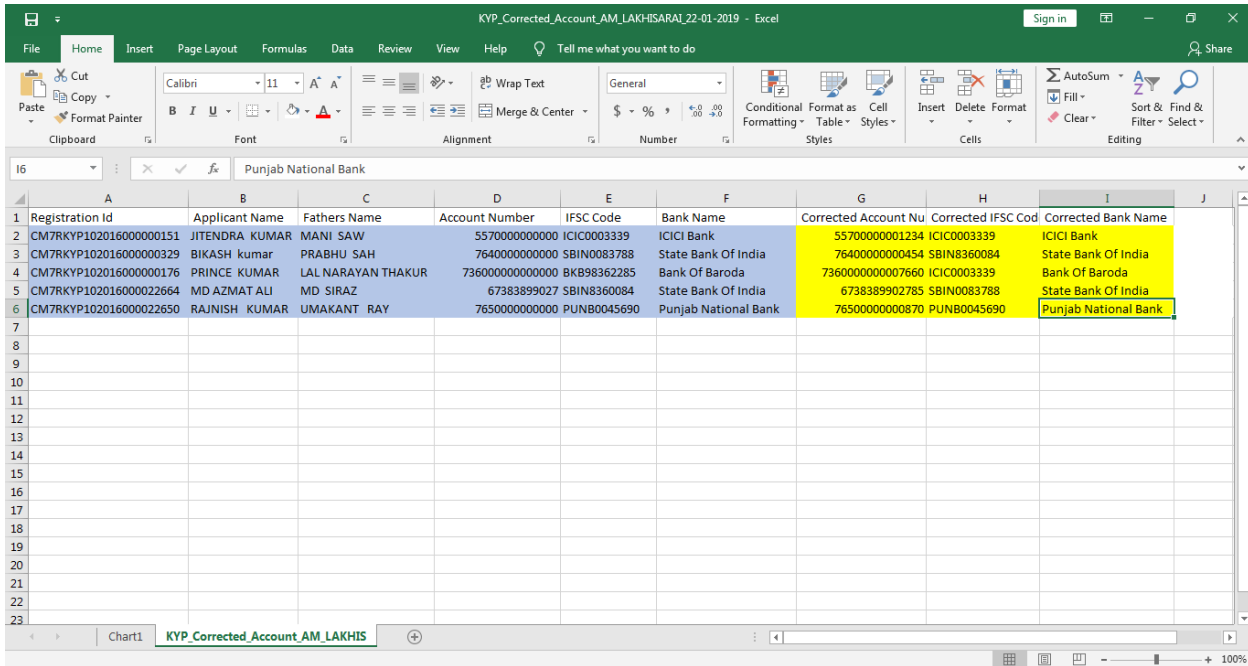
Download File Uploaded By Labour Department\* [Download File](#)

Download sample excel File To Upload\* [Download Sample Excel](#)

Upload Account Correction File\* [Choose File](#) No file chosen [Upload File](#) [Reset](#)

KYP\_Account\_Corr....csv [Show all](#)

7) Open the downloaded sample CSV for making the correction in CSV as below:



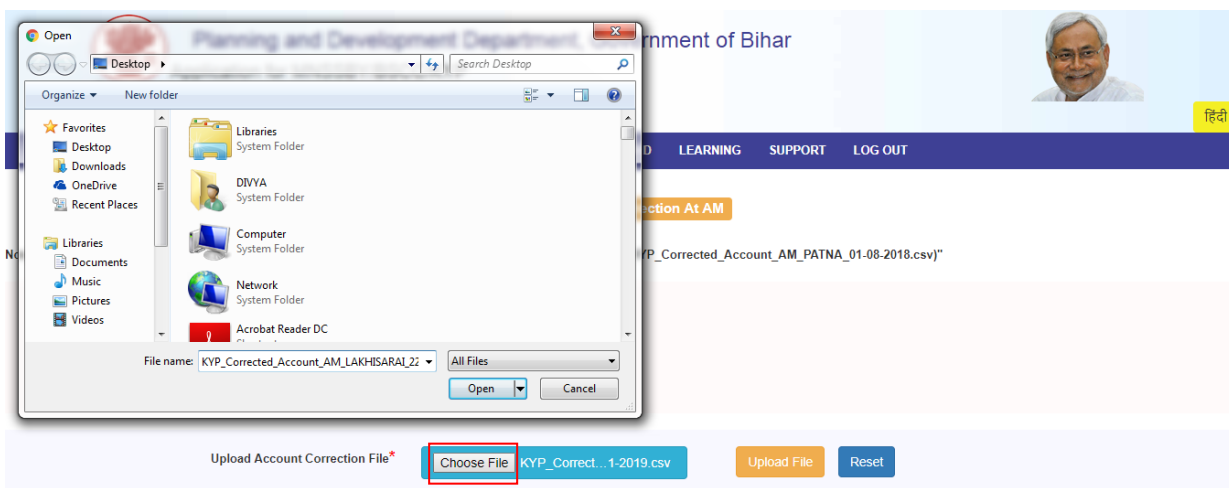
Registration Id	Applicant Name	Fathers Name	Account Number	IFSC Code	Bank Name	Corrected Account Nu	Corrected IFSC Cod	Corrected Bank Name
CM7RKY10201600000151	JITENDRA KUMAR	MANI SAW	5570000000000	ICIC0003339	ICICI Bank	55700000001234	ICIC0003339	ICICI Bank
CM7RKY10201600000329	BIKASH kumar	PRABHU SAH	7640000000000	SBIN0083788	State Bank Of India	76400000000454	SBIN8360084	State Bank Of India
CM7RKY10201600000176	PRINCE KUMAR	LAL NARAYAN THAKUR	7360000000000	BKB8362285	Bank Of Baroda	736000000007660	ICIC0003339	Bank Of Baroda
CM7RKY102016000022664	MD AZMAT ALI	MD SIRAZ	67383899027	SBIN8360084	State Bank Of India	6738389902785	SBIN0083788	State Bank Of India
CM7RKY102016000022650	RAJNISH KUMAR	UMAKANT RAY	7650000000000	PUNB0045690	Punjab National Bank	76500000000870	PUNB0045690	Punjab National Bank

**Note\***

**Blue color represents Incorrect data sent by MKCL**

**Yellow color represents Corrected data to be send to the MKCL**

8) After making the correction, **Save** the CSV file in your system and then click on **Choose File** for uploading the CSV

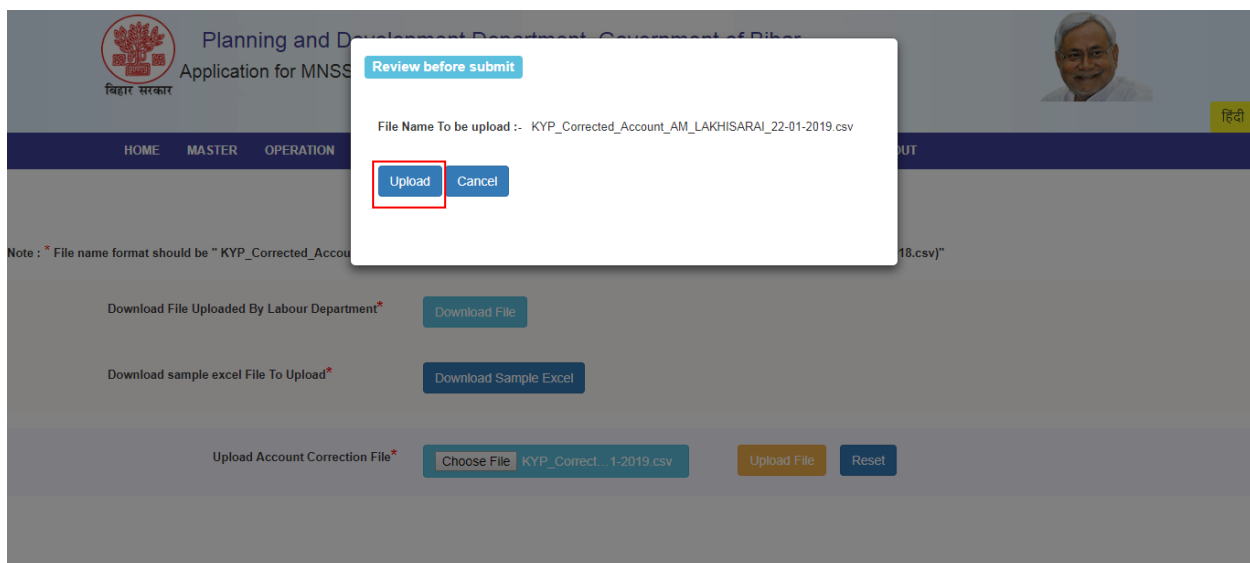


9) Click on **Upload File**



The screenshot shows the MNSSBY application interface. At the top, there is a header with the Bihar Government logo and the text 'Planning and Development Department, Government of Bihar' and 'Application for MNSSBY/BSCC/KYP'. A navigation menu includes 'HOME', 'MASTER', 'OPERATION', 'REPORTS', 'PRINT PDF', 'CHANGE PASSWORD', 'LEARNING', 'SUPPORT', and 'LOG OUT'. A user profile section shows a photo and the name 'हिंदी'. A status bar indicates 'Not Available' for the 'Assistant Manager Scheme'. A central banner reads 'KYP Account Correction At AM'. Below this, a note specifies the file name format: '\* File name format should be " KYP\_Corrected\_Account\_AM\_districtname\_dateofupload.csv (Example: KYP\_Corrected\_Account\_AM\_PATNA\_01-08-2018.csv)".' There are three main sections: 'Download File Uploaded By Labour Department\*' with a 'Download File' button; 'Download sample excel File To Upload\*' with a 'Download Sample Excel' button; and 'Upload Account Correction File\*' with a 'Choose File' button (showing 'KYP\_Correct... 1-2019.csv'), a highlighted 'Upload File' button, and a 'Reset' button.

10) System will display an alert pop-up before final submission so now click on **Upload** for data to be send to the MKCL



The screenshot shows the same MNSSBY application interface as above, but with a 'Review before submit' pop-up dialog box overlaid. The dialog box has a title bar 'Review before submit' and contains the text 'File Name To be upload :- KYP\_Corrected\_Account\_AM\_LAKHISARAI\_22-01-2019.csv'. At the bottom of the dialog, there are two buttons: 'Upload' (highlighted with a red box) and 'Cancel'.

11) System will display the successful message as “**File Uploaded Successfully**”



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KYP Account Correction At AM

Note : \* File name format should be " KYP\_Corrected\_Account\_AM\_districtname\_dateofupload.csv (Example: KYP\_Corrected\_Account\_AM\_PATNA\_01-08-2018.csv)"

Download File Uploaded By Labour Department\*

Download File

Download sample excel File To Upload\*

Download Sample Excel

Upload Account Correction File\*

Choose File

No file chosen

Upload File
Reset

File uploaded successfully

Successful Applications		
Serial Number	Registration Number	Application Status
1	CM7RKYP122018002451968	data successfully recorded
2	CM7RKYP122018002451957	data successfully recorded
3	CM7RKYP122018002451880	data successfully recorded
4	CM7RKYP122018002446173	data successfully recorded
5	CM7RKYP122018002451962	data successfully recorded





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3i Infotech is a global Information Technology company committed to Empowering Business Transformation.

With a comprehensive set of IP based software solutions and a wide range of IT services, 3i Infotech has successfully transformed business operations of customers globally. The Company has a very strong foothold in geographies like North America, India, Asia Pacific, Middle East and Africa and South Asia. The Company's products and services address the dynamic requirements of BFSI, Government, Manufacturing, Retail, Distribution, Telecom and Healthcare.

The flagship products include Amlock®, Kastle®, MFund®, Orion® and Premia®. A robust capability in the services domain is evident through consulting services, business optimization services and an extensive expertise in mobility, data analytics, big data, testing and application development services.

The Company has over 4800 employees in 18 offices across 11 countries and over 1000+ customers

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