

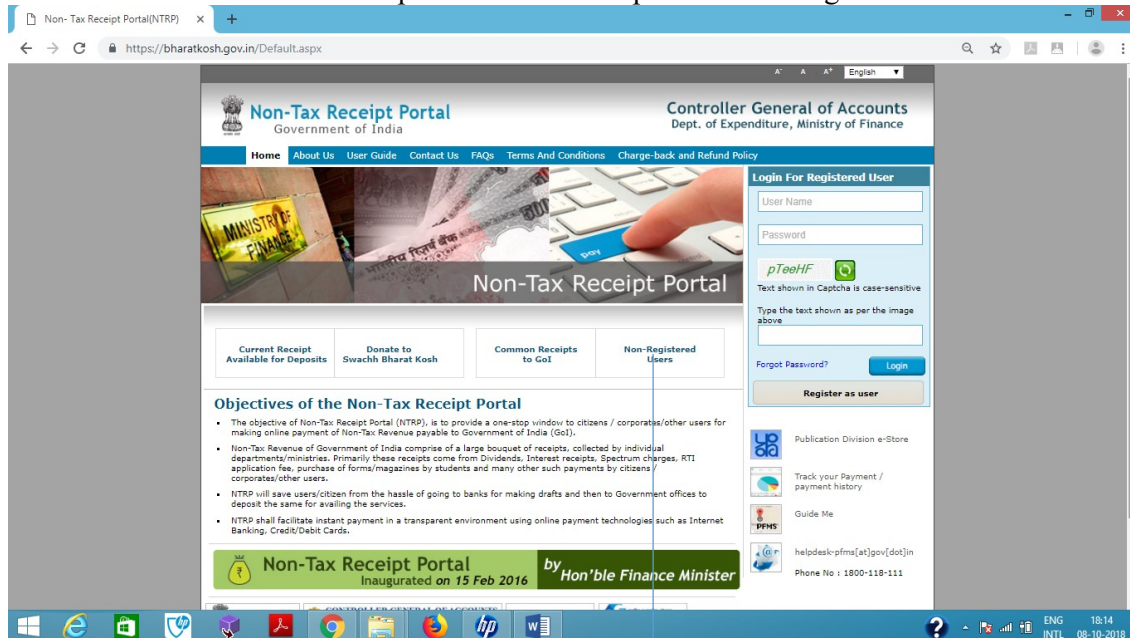
Procedure for Online payment of Examination Fees

USER GUIDE FOR ONLINE PAYMENT IN BHARATKOSH (NON –TAX RECEIPT PORTAL)

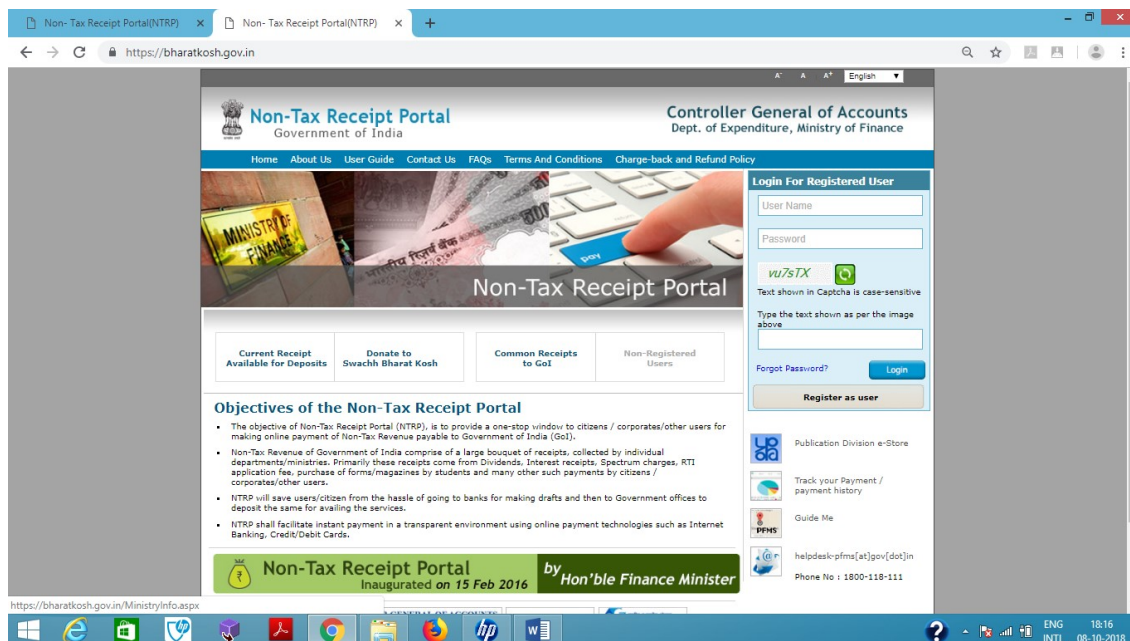
भारतकोष में ऑनलाइन भुगतान के लिए यूजर मार्गदर्शिका (गैर-टैक्स रिसीप्ट पोर्टल)

OPEN A WEB BROWSER AND ENTER / एक वेब ब्राउजर खोलें और दर्ज करें
<https://bharatkosh.gov.in/>

Open the website: <https://bharatkosh.gov.in>



Click on - Non-Registered Users
गैर-पंजीकृत यूजर्स पर क्लिक करें



The following screen will appear- PAYMENT PURPOSE PAGE / भुगतान उद्देश्य पेज

Non-Tax Receipt Portal
Government of India
Controller General of Accounts
Dept. of Expenditure, Ministry of Finance

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Make your payment

1 Payment Purpose 2 Depositor's Details 3 Confirm Info 4 Pay

Payment Purpose

Depositor's category: Individual

Purpose:

Amount:

Payment Frequency / Period: 2018-19

Remarks:

Add

Click on Search symbol on the right hand side of "Purpose"

CLICK ON SEARCH TO SELECT MINISTRY / मंत्रालय चुनने के लिए सर्च पर क्लिक करें

The following screen will appear–

SELECT LABOUR AND EMPLOYMENT / श्रम और रोजगार चुनें

Non-Tax Receipt Portal
Government of India
Controller General of Accounts
Dept. of Expenditure, Ministry of Finance

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Search Purpose

Purpose:

Ministry:

Function Head:

Please select the appropriate Ministry of your choice

Purpose	Payment
0075-OTHER MISC RECEIPTS	None
0451 - SALE OF MANURES AND FERTILISERS	None
0451- INSPECTION FEE	None
0451- OTHER RECEIPT	None
0451- OTHER RECEIPT FROM PLANT PROTECTION SERVICES	None

LABOUR AND EMPLOYMENT

0401001070000000-RECEIPTS FROM PLANT PROTECTION SERVICES

AGRICULTURE

1 2 3 4 5 6 7 8

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To be viewed in 1024x768 resolution and 16.9 and above. Chrome and Mozilla.

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After selecting Ministry: “LABOUR AND EMPLOYMENT”-

CLICK SEARCH BUTTON TO SELECT PURPOSE/ उद्देश्य चुनने के लिए सर्च बटन पर क्लिक करें
Select PURPOSE – “Examination fees for mining competency exam” / खनन सक्षमता परीक्षा के परीक्षा शुल्क चुने

The screenshot shows the Non-Tax Receipt Portal interface. A search window is open, displaying a table of results for the selected Ministry (LABOUR AND EMPLOYMENT). The table lists various purposes, payment types, function heads, and ministries. The user has selected the purpose 'Examination fees for mining competency exam'.

Purpose	Payment Type	Function Head	Ministry
cess on lime stone/dolomite	receipts	003804112000000-CESS ON LIMESTONE AND DOLOMITE	LABOUR AND EMPLOYMENT
Examination fees for mining competency exam	None	023000105000000-EXAMINATION FEES UNDER MINES ACT	LABOUR AND EMPLOYMENT
Examination Fee reimbursed by State Govts for conducting all India Trade Tests	None	023000800060000-OTHER MISC ITEMS	LABOUR AND EMPLOYMENT
Fee for Common Entrance Examination	None	023000800060000-OTHER MISC ITEMS	LABOUR AND EMPLOYMENT

The following screen will appear:

The screenshot shows the Non-Tax Receipt Portal interface. The 'Payment Purpose' form is displayed, showing the details of the selected purpose. The form includes fields for Depositor's category, Purpose, Payment Type, Function Head, Ministry, Pay & Account Office (PAO), Drawing & Disbursing Office (DDO), Amount, Payment Frequency / Period, and Remarks.

Field	Value
Depositor's category	Individual
Purpose	Examination fees for mining competency exam
Payment Type	None
Function Head	023000105000000-EXAMINATION FEES UNDER MINES ACT
Ministry	LABOUR AND EMPLOYMENT
Pay & Account Office (PAO)	030352 - PAO(DGMS), Dhanbad
Drawing & Disbursing Office (DDO)	230353 - DIRECTOR GENERAL MINES SAFETY (INCLUDING REG)
Amount	INR
Payment Frequency / Period	No Restriction
Remarks	

The following fields are auto populated and should not be changed/ निम्नलिखित फ़िल्ड्स स्वतः भरे हुए होंगे और इन्हें बदला नहीं जाना चाहिए:

Pay & Account Office (PAO):

Drawing & Disbursing Office (DDO):

Payment Frequency/ Period:

निम्नलिखित फ़िल्ड्स को भरा जाना है /Please enter -

ENTER AMOUNT AND REMARK/राशि और रिमार्क दर्ज करें

“Amount” in the Amount Field and

“Name of Examination” in the Remarks Field

and then click on **ADD** BUTTON TO GET SUMMARY PAGE OF PURPOSE / उद्देश्य के समरी पेज प्राप्त करने के लिए बटन ऐड करें

The screenshot shows a web browser window with the URL <https://bharatkosh.gov.in/MinistryInfo.aspx>. The page is titled 'NTRP - Ministry Info' and features a navigation bar with links: Home, About Us, User Guide, Contact Us, FAQs, Terms And Conditions, and Charge-back and Refund Policy. The main content area is titled 'Make your payment' and displays a progress bar with four steps: 1. Payment Purpose, 2. Depositor's Details, 3. Confirm Info, and 4. Pay. The 'Payment Purpose' form includes the following fields:

Depositor's category:	Individual
Purpose:	Examination fees for mining competency exam
Payment Type:	None
Function Head:	023000105000000-EXAMINATION FEES UNDER MINES ACT
Ministry:	LABOUR AND EMPLOYMENT
Pay & Account Office (PAO):	030352 - PAO(DGMS), Dhanbad
Drawing & Disbursing Office (DDO):	230353 - DIRECTOR GENERAL MINES SAFETY (INCLUDING REG)
Amount:	INR 1000
Payment Frequency / Period:	No Restriction
Remarks:	Foreman Unrestricted

The 'Add' button is located at the bottom right of the form.

Fees details:

- For Gas Testing Certificate examination: Rs. 300 /-
- For I class, II class, Surveyor, Overman, Sirdar & Winding Engine Certificates (Exemption/ examination) under CMR, 2017: Please refer to the Bye-Laws notified in the Official Gazette (also uploaded in DGMS website 'www.dgms.gov.in') on 24-09-2018.
- For I class, II class, Surveyor, Mine Foreman, Mining Mate, Blaster & Winding Engine (I & II Class) Certificates (Exemption/ examination) under MMR, 1961: Please refer to the Metalliferous Mines Regulations, 1961.

IN THE REMARK:

Please enter the name of Certificate on exemption basis OR name of the examination along with relevant Statute as follows:

GAS TESTING EXAMINATION, Mines Act, 1952

SECOND CLASS CERTIFICATE (EXEMPTION) **RESTRICTED**, CMR, 2017

SECOND CLASS CERTIFICATE (EXEMPTION) **UNRESTRICTED**, CMR, 2017

OVERMAN (EXEMPTION) **UNRESTRICTED**, CMR 2017

OVERMAN (EXEMPTION) **RESTRICTED**, CMR 2017

OVERMAN EXAMINATION (**UNRESTRICTED**), CMR 2017

OVERMAN EXAMINATION (**RESTRICTED**), CMR 2017

SURVEYOR EXAMINATION (**UNRESTRICTED**), CMR 2017

SURVEYOR EXAMINATION (**RESTRICTED**), CMR 2017

SIRDAR EXAMINATION (**UNRESTRICTED**), CMR 2017

SIRDAR EXAMINATION (**RESTRICTED**), CMR 2017

WINDING ENGINE EXAMINATION, CMR 2017

FOREMAN EXAMINATION (**UNRESTRICTED**), MMR 1961

FOREMAN EXAMINATION (**RESTRICTED**), MMR 1961

FOREMAN (EXEMPTION) **UNRESTRICTED**, MMR 1961

FOREMAN (EXEMPTION) **RESTRICTED**, MMR 1961

SURVEYOR EXAMINATION (**UNRESTRICTED**), MMR, 1961

SURVEYOR EXAMINATION (**RESTRICTED**), MMR, 1961

The following screen will appear –SUMMARY PAGE – PURPOSE/ समरी पेज - उद्देश्य
Then, click on **CLICK NEXT** BUTTON TO GET DEPOSITOR'S DETAILS/ जमाकर्ता के विवरण प्राप्त करने के लिए अगला बटन क्लिक करें

Make your payment

1 Payment Purpose — 2 Depositor's Details — 3 Confirm Info — 4 Pay

Payment Purpose

Depositor's category: Individual

Purpose: Examination fees for mining competency exam

Amount: 1000 INR

Payment Frequency / Period: No Restriction

Remarks:

Add

Ministry	Purpose	PAO	DDO	Amount	Payment Period	Delete
LABOUR AND EMPLOYMENT	Examination fees for mining competency exam	030352 - PAO(DGMS), Dhanbad	230353 - DIRECTOR GENERAL MINES SAFETY (INCLUDING REGIONAL OFFICES AT KODARMA, CHAIBASA AND BHUBANESHWAR) ADMINISTRATIVE OFFICER	1000(INR) (INR)	No Restriction	

Next

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The following screen will appear:
FILL THE DEPOSITOR'S DETAILS AND **CLICK NEXT** TO GET CONFIRMATION PAGE/
जमाकर्ता के विवरण भरें और कन्फर्म पेज प्राप्त करने के लिए नेक्स्ट क्लिक करें/ आगे क्लिक करें

Non-Tax Receipt Portal
Government of India

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1 Payment Purpose — 2 Depositor's Details — 3 Confirm Info — 4 Pay

Depositor's Details

Name: *

Address Line 1: *

Address Line 2: *

Country: INDIA

State: *

District: *

City: *

Pincode/ Zipcode: *

TAN: *

TIN: *

PAN: *

Aadhaar: *

Mobile No: INDIA(+91) *

Email: *

Next

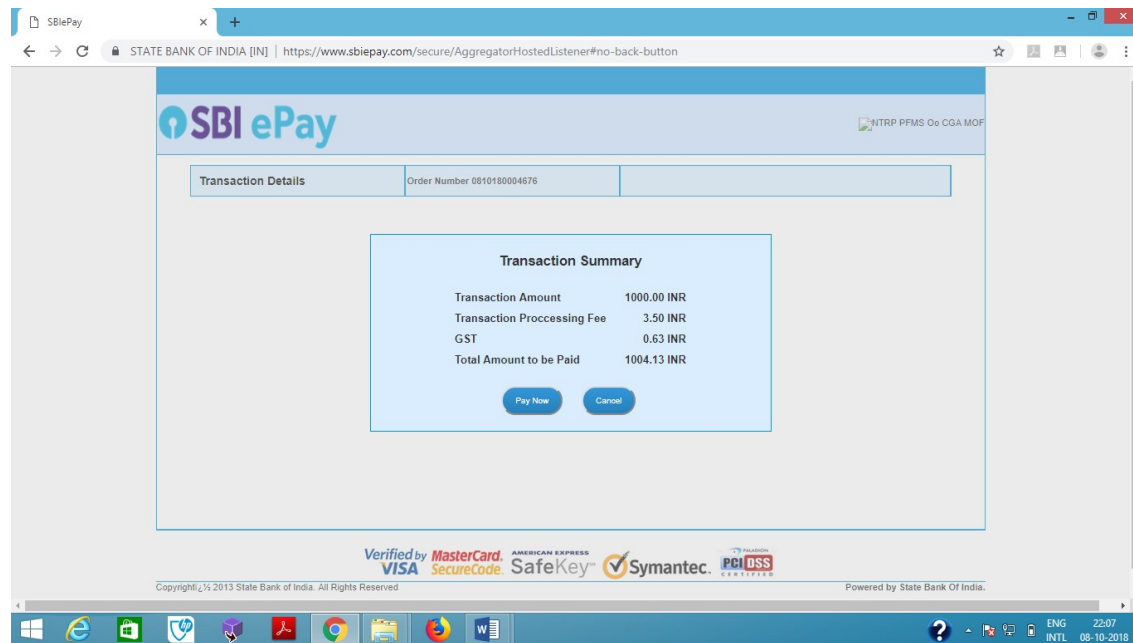
Enter the fields which are displayed/ दर्शाए गए सभी जानकारी भरें :
Name, Address, City, District, PAN, Aadhaar, Mobile No., Email etc.
Field marked * should be entered compulsorily/ * द्वारा चिन्हित जानकारी भरना अनिवार्य
After entering the fields, Click on Next button/ नेक्स्ट क्लिक करें

CONFIRMATION PAGE/कन्फर्मेशन पेज –Check the details,If the details are correct click on **CONFIRM** to get payment page/ पेमेंट पेज प्राप्त करने के लिए कन्फर्म पर क्लिक करें
Otherwise/ अन्यथा – Click on **BACK** and correct the details in the previous window/ बक बटन को क्लिक करें और सही जानकारी भरें

If you click on Confirm-The following screen will appear/ कन्फर्म करने पर – निम्नलिखित पेज प्रस्तुत होगा:

Select the desired Payment Gateway and the desired mode to complete the payment/ भुगतान पृष्ठ
भुगतान और पूरा करने के लिए बैंक का चयन करें
Enter the “**CAPTCHA**” as shown and acknowledge and confirm that you have read and agree to the
Terms and Conditions. After that click on PAY button / दर्शाए गए “**CAPTCHA**” को भरें, स्वीकार
करें और पुष्टि करें कि, आपने नियम और शर्तों को पढ़ लिया है और उससे सहमत हैं, तत्पश्चात **PAY**
बटन को क्लिक करें

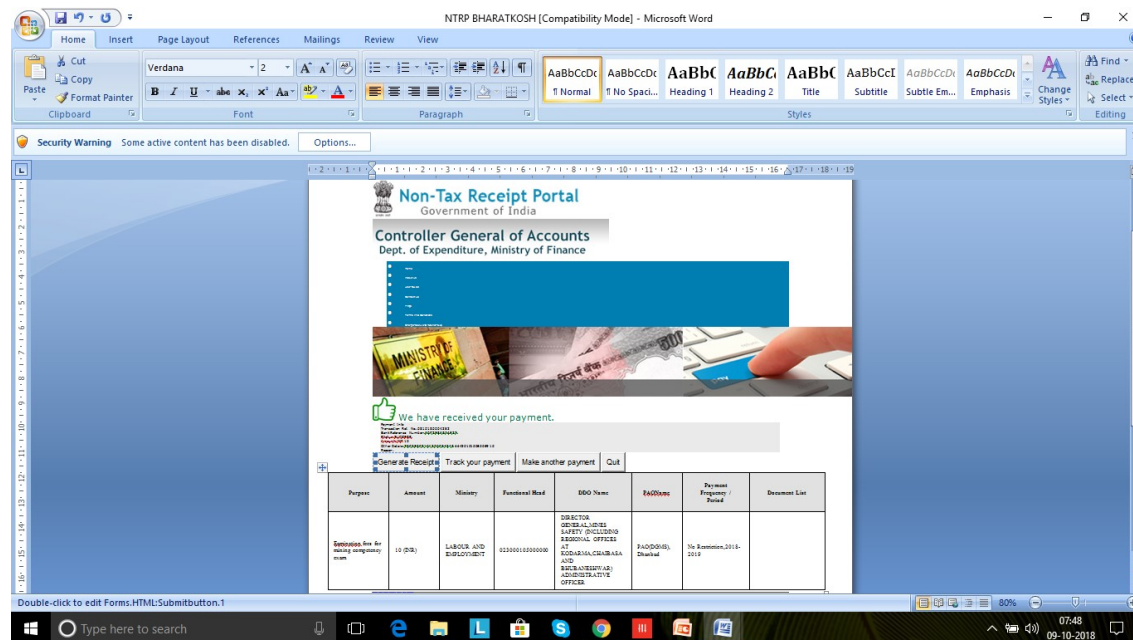
The following screen will appear/ निम्नलिखित पेज प्रस्तुत होगा:



If you click on Pay Now button you will be redirected to the website related to your “Net-banking” or “Debit Card” or “Credit Card” as per the option chosen by you.

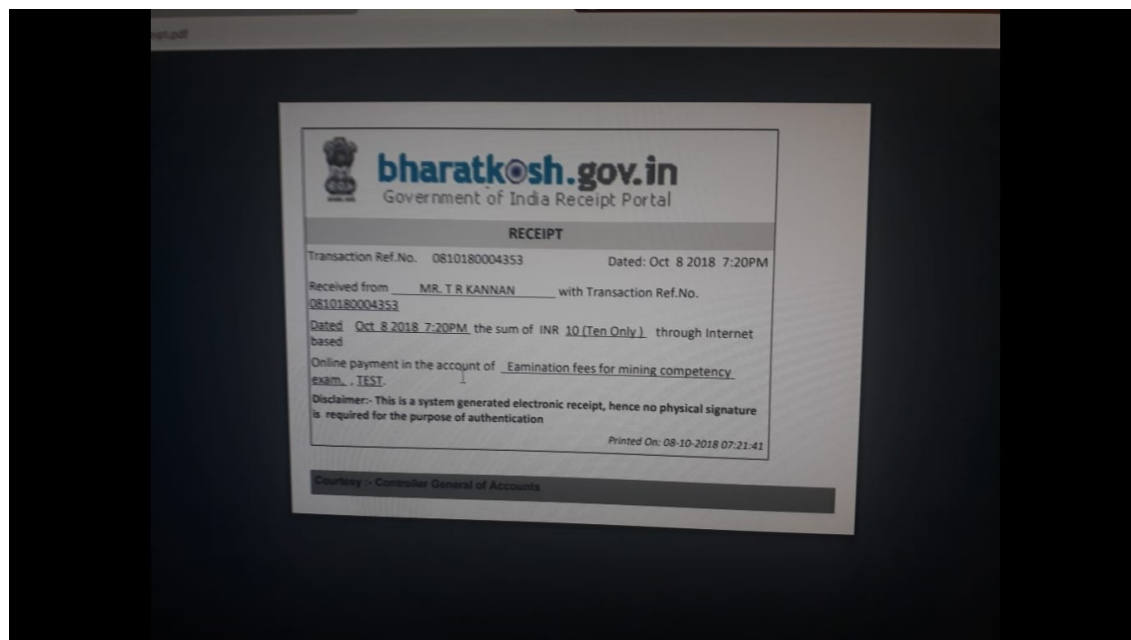
Fill the desired information for payment of the fees and take out a printout of the receipt, which should be signed and attached with the application for the examination.

GENERATE RECEIPT/ रिसिप्ट उत्पन्न करें



SAMPLE OF RECEIPT

रिसिप्ट का नमूना



SUBMISSION OF RECEIPT

रिसिप्ट जमा करना

ENCLOSE THE RECEIPT (SELF ATTESTED) WITH THE APPLICATION ALONG WITH OTHER REQUIRED DOCUMENTS.

अन्य आवश्यक दस्तावेजों के साथ आवेदन रिसिप्ट (SELF ATTESTED) संलग्न करें।