

## SOP to submit application for Mouza Map

Step-1:-Visit website [www.banglarbhumigov.in](http://www.banglarbhumigov.in)



Step-2:-Click on Sign In



Step-3:-Put USER ID and Password and log into account.

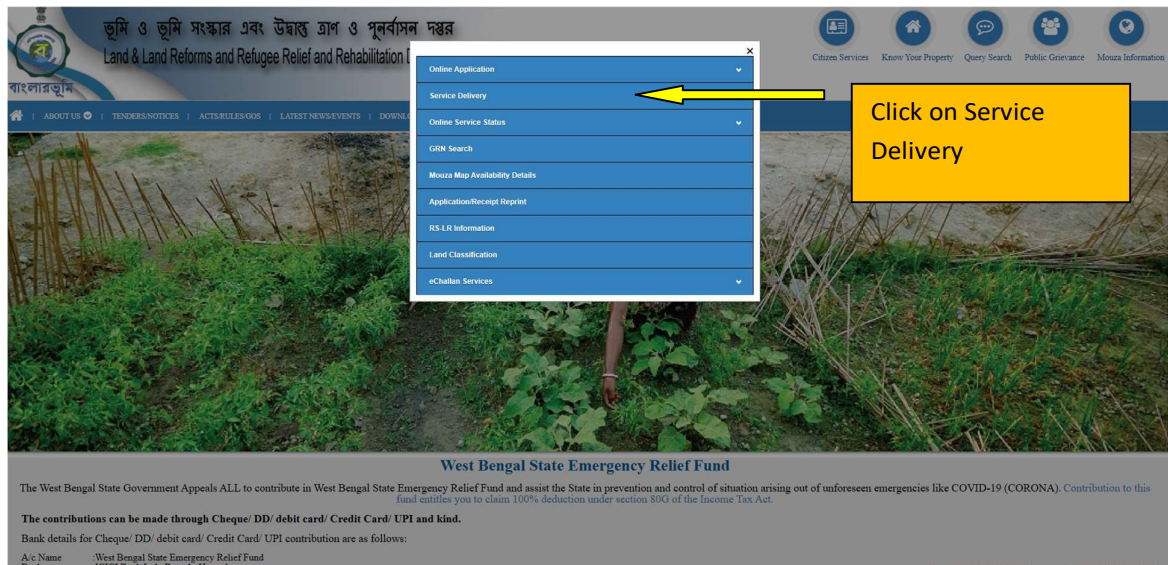


Step-4:-Click on Citizen Services.

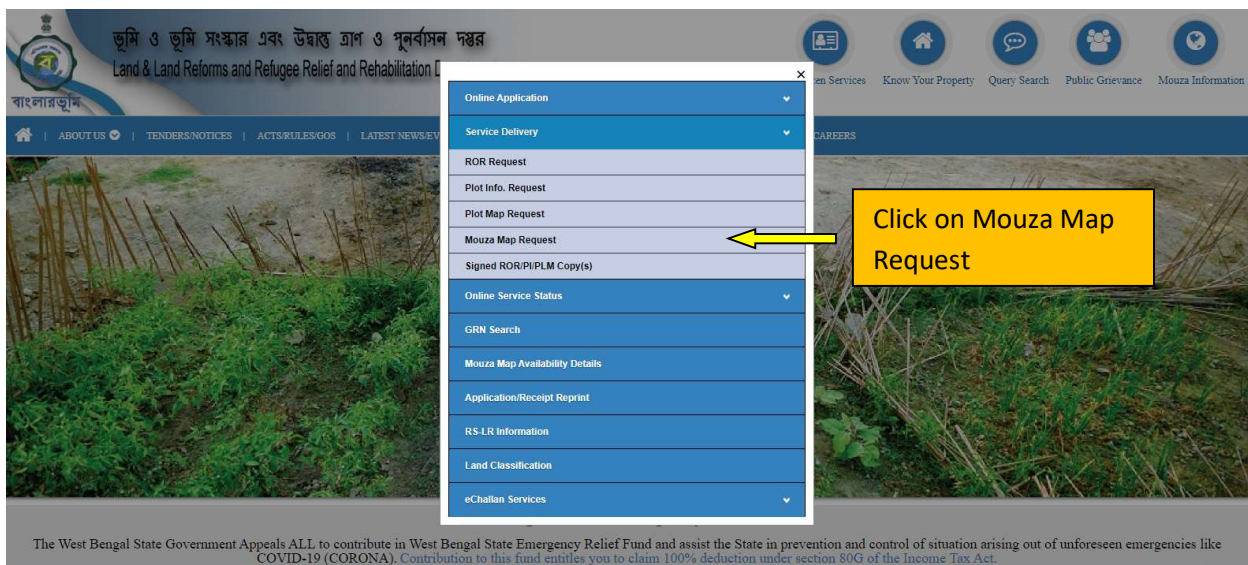




Step-5:-Click on Service Delivery



Step-6:- Click on Mouza Map Request



Step-7:-Select District, Block,Mouza, Map type (LR),Sheet No. Fill personal Details. Put Captcha. Then Click On Submit.

**MOUZA MAP REQUEST DETAIL**

District:\* [ 01 ] BANKURA Block:\* [ 01 ] BANKURA - I Mouza:\* [ 056 ] achuri

Map Type:\* LR Sheet No:\* 1 [View Mouza Map](#)

First Name:\* Bidesh Last Name: Das ☒ Father ☐ Husband ☐ Others :\* Alok DAs

Address:\* Bakura Address 2 Address 3

Type The Characters Shown:\* 9P6LJK 9P-6LJK

[Submit](#) **Click on Submit**

Step-8:- Application Number will be generated.Keep note for future use.Select Payment option.Click on Continue.

First Name:\* Bidesh Last Name: Das ☒ Father ☐ Husband ☐ Others :\* Alok DAs

Address:\* Bakura Address 2

Type The Characters Shown:\* TV TQ9R

**Application No**

Application No:\* MMP2023010100785 No. of Pages:\* 1 Process Fee:\* 150

Proceed Payment through GRIPS: ☐ netBanking ☐ Counter Payment ☒ Debit Card ☐ SBI Epay

[Continue](#) **Click on Continue**

**Fees to be paid**

### Step-9:-Click on Continue

**PAYMENT THROUGH GRIPS**

Dept. Reference No.	0512023010150541
Head Of Account	0029-00-800-005-14
Amount	150
Period From	Mon Oct 09 11:16:14 IST 2023
Period To	Mon Oct 09 11:16:14 IST 2023

**Click on Continue**

**Note:**  
Please note down Transaction ID (GRN) from GRIPS Portal before proceeding towards actual Payment.  
In Case of any Online Payment (Extending Bank Card), if no response returns to banglarbhum website, refer the following steps:  
**For Any Service:**  
Please use "Citizen Service"-> "GRN Search" Menu  
Provide GRN No. and Application No.(Transaction Id of GRIPS) to verify your payment.  
**Also Note That:**  
GRN search will be available for a particular GRN upto expiry of one month only from the date of application.  
[ In Case of any Transaction failure between Bank and GRIPS, please refer to instructions at GRIPS Portal ]

### Step-10:- Tick Check Box "Checked & Verified" and Click on Next.

**Department Details**

Organization Type	Organization Name	User Type	5
Government	Land & Land Reforms and Refugee Relief & Rehabilitation		
Debit Card Payment	Ref. No.	Identification No.	Frequency of Payment
	0512023010150541	MMP2023010100785	
Period From	Period To	Remarks	In Favour Of
09/10/2023	09/10/2023	ROR/Plot Info/PLot Map/Mouza Map/RS Map Request Fee Paid Online Through GRIPS	Land Records

**Service and Tax Details**

Subservice Name	HoA Description	Head of Account	Amount
Fees Receipt for Mouza Map	Fees Receipt for Mouza Map	0029-00-800-005-14	150

**TOTAL** ₹150

Rupees One Hundred Fifty only

**Tick here** → ☒ Verified and checked

**NEXT** ← **Click on Next**

Step-11:- Select Payment mode and click on Next

The screenshot shows the GRIPS 2.0 Payment interface. At the top, there is a header with the GRIPS 2.0 logo, a search bar, a LOGIN button, and the Finance Department Government of West Bengal logo. Below the header, the page is titled "Payment". A progress bar indicates three steps: 1. Review and Confirmation, 2. Payment Mode and Bank Selection (current step), and 3. Transaction Details. A purple banner states: "You must complete this step in 4 minutes 52 seconds." Below this, there are two dropdown menus: "Payment Mode \*" with "Debit Card Payment" selected, and "Bank \*" with "State Bank of India" selected. At the bottom, there are "BACK" and "NEXT" buttons. A yellow callout box with an arrow points to the "NEXT" button, containing the text "Click on Next".

Step-12:-Note GRN No for future use and Click on OK.

The screenshot shows the GRIPS 2.0 Payment interface with a success message dialog box. The dialog box has a green checkmark icon and the title "Success". The text inside the dialog box reads: "Your transaction has been processed. Please note the following details for future reference: GRIPS Payment ID: 091020232025101776 Government Reference Number (GRN) for individual payments within transaction: 1. 192023240251017775 You can dismiss this dialog and review these details before paying. Registered users will also find these details in their transaction history upon login." Below the text, there is a yellow callout box with an arrow pointing to the GRN number, containing the text "GRN No". At the bottom right of the dialog box, there is an "OK" button. A yellow callout box with an arrow points to the "OK" button, containing the text "Click on OK". In the background, the "Payment" page is visible, showing the "Transaction Details" section with fields for Depositor Name, Mobile No., Phone No., Email, and Address. The Depositor Name is "Bidish Das", Mobile No. is "9836641206", and Address is partially visible.

### Step-13:- Click on Next

GRN Details			
GRN	Organization Type	Organization Name	User Type
192023240251017775	Government	Land & Land Reforms and Refugee Relief & Rehabilitation	
5	Debit Card Payment	Ref. No.	Identification No.
		0512023010150541	MMP2023010100785
Frequency of Payment	Period From	Period To	Remarks
	09/10/2023	09/10/2023	ROR/Plot Info/PLot Map/Mouza Map/RS Map Request Fee Paid Online Through GRIPS
In Favour Of			
Land Records			

Service and Tax Details			
Subservice Name	HoA Description	Head of Account	Amount
Fees Receipt for Mouza Map	Fees Receipt for Mouza Map	0029-00-800-005-14	150

TOTAL


₹150

Rupees One Hundred Fifty only

Click on Next

You must complete this step in **2 minutes 4 seconds**.

### Step-14:-Validate account no and click on Proceed to make payment.



Welcome to **SBI ePay Lite** (formerly SBMOPS)

Your site visit: 161

Account Number Validation


Enter Account Number\*

Enter the text as shown in the image\*

E9DF2

PROCEED

CANCEL



Mandatory fields are marked with asterisk(\*)

Click on Proceed

Step-15:- Go to Citizen Service and Click on GRN Search

The screenshot shows the website interface with a dropdown menu open under the 'Citizen Services' tab. The dropdown menu lists several options: Online Application, Service Delivery, Online Service Status, GRN Search, Mouza Map Availability Details, Application/Receipt Reprint, RSIR Information, Land Classification, and eChallan Services. A yellow arrow points to the 'GRN Search' option, and a yellow box with the text 'Click on GRN Search' is positioned next to it. The background shows the 'GRIPS PAYMENT DETAILS' form with fields for Request Type, Enter GRN No., Application No., and Enter Captcha.

Step-16:-Select Request type “ PI/ROR/MAP” .Put GRN No,Application No,Captcha and Click on Submit and download copy of paid Challan.

The screenshot shows the 'GRIPS PAYMENT DETAILS' form with the following fields filled: Request Type (ROR.PI/ MAP), Enter GRN No. (192023240251017775), Application No. (MMP202301010100785), and Enter Captcha (VNYJWE). A yellow arrow points to the 'Request Type MAP' field, and a yellow box with the text 'Request Type MAP' is positioned next to it. Another yellow arrow points to the 'Enter GRN No.' field, and a yellow box with the text 'GRN No' is positioned next to it. A third yellow arrow points to the 'Application No' field, and a yellow box with the text 'Application No' is positioned next to it. A fourth yellow arrow points to the 'Submit' button, and a yellow box with the text 'Click on Submit' is positioned next to it. The background shows the website header with the department name and various navigation links.

With a copy of paid Challan visit concerned DL&LRO office to collect copy of Mouza Map.