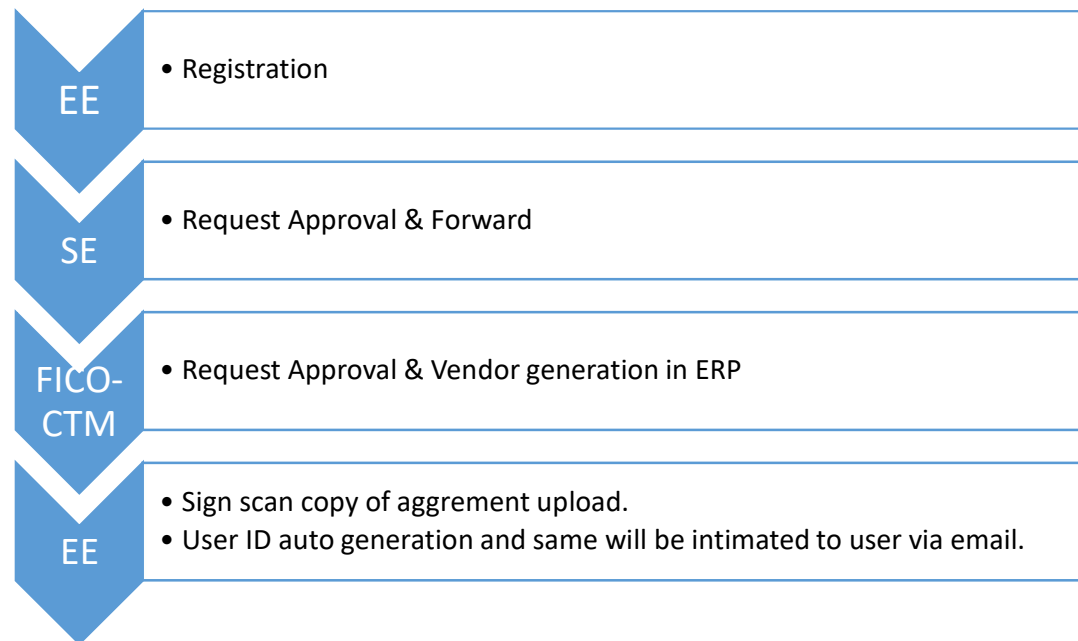




AG Policy 2020 Payment at Authorized Collection Agency

User Manual

Part A: Collection Center Registration Process Flow



AG Policy 2020 Payment at Authorized Collection Agency-User Manual

1. Registration:

- a. Login to OCCS website by EE's credentials.
- b. Ag policy Registration menu available for registration form.

The screenshot displays the 'Online Cash Collection System' interface. At the top, there is a header with the MAHAVITARAN logo and the text 'Online Cash Collection System Version 2.3.25'. Below the header, a navigation bar includes links for 'Manage', 'Reports', 'AG Policy Registration', and 'Search Consumer'. The main content area is titled 'Report Request Generation'. It features a 'Report:' dropdown menu with 'Select Report' as the current selection. To the right of the dropdown are 'From Date:' and 'To Date:' input fields, both showing '02/02/2021'. A green 'Generate Report Request' button is positioned below the dropdown. A note states: 'Note: Reports from 01-Apr-19 now available all the time.' Below this, the 'Requested Reports' section shows a table with 2 entries. The table has columns for 'Request ID', 'Creation Time', 'Report', 'Parameters', and 'Status'. The first two entries are '1004' and '1003', both with a status of 'Complete'. At the bottom of the table, it says 'Showing 1 to 2 of 2 entries' and there are pagination controls: 'First', 'Previous', '1', 'Next', and 'Last'.

Request ID	Creation Time	Report	Parameters	Status
1004	09-Jul-20 04:43:11 PM	Cheque UnRealised Report	Period[09/07/2020 - 09/07/2020] D 553 Bu:4655	Complete
1003	09-Jul-20 04:42:59 PM	Cheque Detailed Report	Period[09/07/2020 - 09/07/2020] D 553 Bu:3559	Complete

c. Fill up information.


- a. Select agency and enter name of organisation.
- b. Personal details
 - i. Chairman
 - ii. Address of organisation.

AG Policy 2020 Payment at Authorized Collection Agency-User Manual

- c. MSEDCL Bill details: Organization energy bill consumer number.
- d. Bank Details: Organization bank details.
- e. Upload Documents:
 - i. Pan card of Chairman.
 - ii. Aadhar of Chairman.
 - iii. Cancel cheque of organization.
 - iv. Latest energy bill of organization.
 - v. Address proof of organization.
- f. Submit the form.

AG Policy 2020 Payment at Authorized Collection Agency-User Manual

Registration form Screen



Maharashtra State Electricity Distribution Company Ltd.
Agriculture Policy-2020 Registration

मराठी

Instructions

1. Following agencies are eligible for registration for Agriculture collection under Agriculture policy-2020

- Sugar Factories
- Soot Girani
- Agriculture Co-Op Society
- Urja Mitra

Registration Form

Agency Type
Select

Organisation Name
Organisation Name

Personal Details

Name
Name

Mobile no
Mobile No

Email
Email

Address
Address(House No, Building, Street, Area)

Taluka
Taluka

District
District

State
State

PIN Code
Pin Code

PAN no
Pan No

Aadhar
Aadhar

☐ GST Applicable

GSTIN
GSTIN

MSEDCL Bill Details Organisation

Consumer Number
Consumer No

Consumer Name
Consumer Name

BU
BU

Bank Details Organisation

Account No
Account NO

Account Holders Name
Account Name

IFSC
IFSC

Bank
Bank

Branch
Branch

Documents

Note: File size must be between 80Kb to 120kb. File format JPG, JPEG and PNG allow only.

PAN Card

Choose File

No file chosen

Aadhar Card

Choose File

No file chosen

Cancelled cheque Organisation

Choose File

No file chosen

MSEDCL Energy Bill Organisation

Choose File

No file chosen

Address Proof Organisation

Choose File

No file chosen

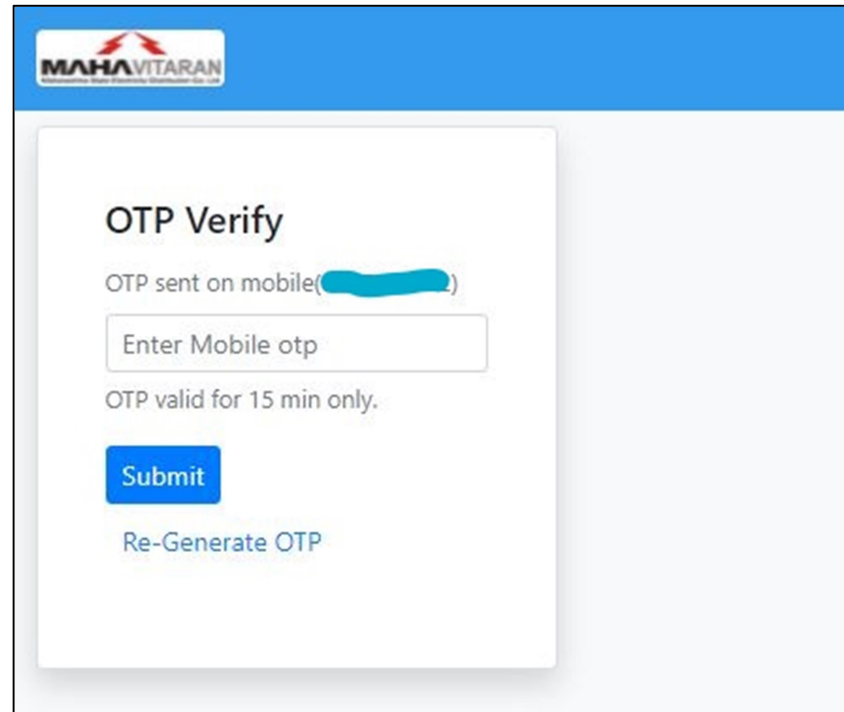
Submit

© 2020 MSEDCL

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1. Registration OTP

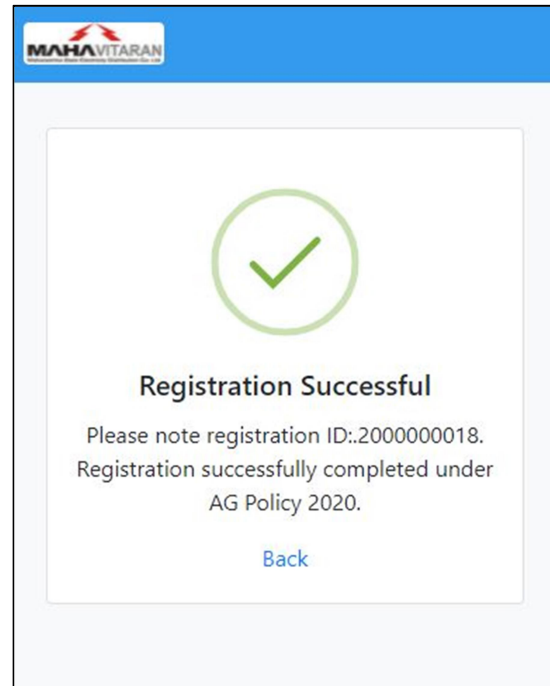
- a. Registration OTP will be sent Chairman's mobile number.
- b. Enter OTP received on SMS.



The screenshot shows a web interface for MAHAVITARAN. At the top is a blue header with the MAHAVITARAN logo. Below the header is a white box with a light blue border. Inside this box, the title "OTP Verify" is displayed. Below the title, it says "OTP sent on mobile(" followed by a redacted mobile number in a blue box and a closing parenthesis. There is a text input field with the placeholder text "Enter Mobile otp". Below the input field, it says "OTP valid for 15 min only." There is a blue button labeled "Submit". Below the button is a link labeled "Re-Generate OTP".

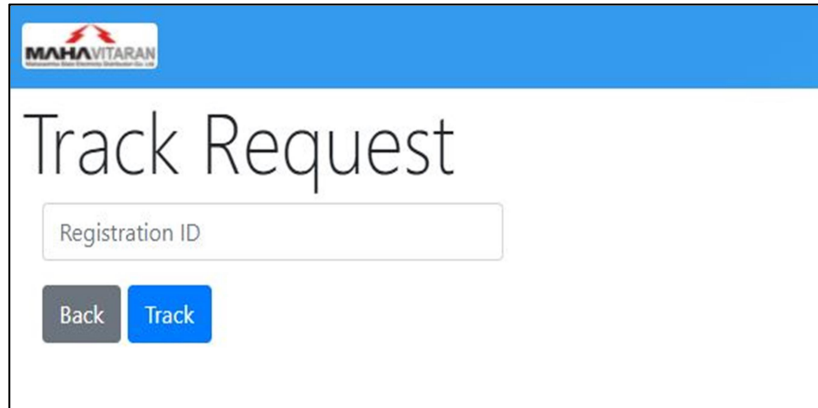
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1. **Registration successful:** please note down registration id for further communication.

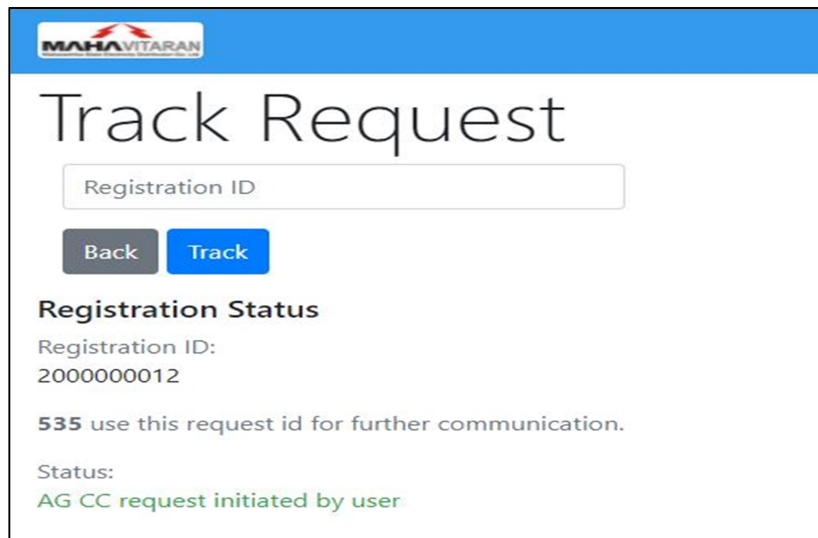


AG Policy 2020 Payment at Authorized Collection Agency-User Manual

2. Track Request:
 - a. Enter registration id.
 - b.



The screenshot shows the MAHAVITARAN logo at the top left. Below it, the title "Track Request" is displayed in a large, black, sans-serif font. Underneath the title is a text input field with the placeholder text "Registration ID". At the bottom of the form are two buttons: a grey "Back" button and a blue "Track" button.




This screenshot shows the same MAHAVITARAN "Track Request" form, but with additional information displayed below the buttons. The "Registration ID" field now contains the value "2000000012". Below the buttons, the section "Registration Status" is shown. It includes the text "Registration ID: 2000000012", followed by the instruction "535 use this request id for further communication." and the status "Status: AG CC request initiated by user" in green text.

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After FICO-CTM Approval

1. By EE's login agreement download and upload scan copy of same.
2. User ID and password will be generated and mailed to user via email.

**MAHAVITARAN**
Maharashtra State Electricity Distribution Co. Ltd.

Online Cash Collection System
Version 2.3.25

Manage Reports AG Policy Registration Search Consumer

Collection Center Manage New Collection Center Request

AG CC Requests Pending Resubmitted Rejected Pending at others Processed

New Wallet Requests For Approval

Sr. No	Request Id	Applicant Id	Registration Id	Billing Unit	Name	Agency Code	Requested On
1	434	63064	1800000155	4540	101-101Test Shop Name	20	21-Aug-2019
2	525	63066	1800000194	4540	101-101Dec Sale	20	14-Oct-2020
3	529	63082	2000000006	4540	120-SAKIRWADI	20	09-Dec-2020
4	533	63085	2000000010	4540	1628-Andeshe	20	14-Dec-2020
5	534	63086	2000000011	4540	Test14 Sakhar Karkhana	21	14-Dec-2020
6	536	63088	2000000013	4540	223-KUMBHEPHAL	20	15-Dec-2020
7	538	63090	2000000015	4540	Urja Mitra	23	15-Dec-2020
8	539	63091	2000000016	4540	1215-Takalghat	20	16-Dec-2020
9	540	63092	2000000017	4540	BKC Sutgiri	25	16-Dec-2020
10	542	63094	2000000019	4540	19-Kathora	20	17-Dec-2020
11	543	63095	2000000020	4540	1215-Takalghat	22	21-Dec-2020
12	545	63098	2000000022	4540	Wonder Women	24	22-Dec-2020
13	546	63099	2000000023	4540	Urja Center	23	24-Dec-2020
14	547	63100	2000000024	4540	Soot Girani	25	24-Dec-2020
15	548	63101	2000000025	4540	Ag Co-Op Society	21	24-Dec-2020
16	549	63103	2000000026	4540	Ag Co-Op Society	21	24-Dec-2020
17	553	63108	2000000030	4540	Ag Co-Op Society	21	30-Dec-2020

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Request for agreement upload.

Registration of collection center under AG-policy-2020

Registration

Registration for
Grampanchayat

Collection Centre Name
120-SAKIRWADI

Personal Details

Name
Prashant Gawali

Mobile no
8657455442

Email
test34@gmail.com

Address
Road No 9

Taluka
Thane

District
Thane

State
Maharashtra

PIN Code
400605

PAN no
AAAAH1234A

Aadhar
123456989856

GSTIN
Not applicable

MSEDCL Bill Details Organisation

Consumer Number
000018589737

Consumer Name
Prashant Gawali

BU
4540

Bank Details Organisation

Account No
00000000000013

Account Holders Name
Prashant Gawali

IFSC
BARB0EHIYAP

Bank
BANK OF BARODA

Branch
EHIYAPUR, BIHAR

Security Deposit Details

SD Amount
Security Deposit

Receipt Number
Receipt number

Receipt date
dd-mm-yyyy

Documents

PAN Card
View

Aadhar Card
View

Cancelled cheque Organisation
View

MSEDCL Energy Bill Organisation
View

Address Proof Organisation
View

Generate Agreement

Choose File No file chosen

Please select signed agreement.

Upload Press here to upload the file!

Part B: Collection Center Login and Payment Process

1. Register Sugar Factory/Sahakari Sakhar Karkhana in MSEDCL OCCS System for Collection Counter
2. After Successful Registration, collection counter agency data will be fetched in Online portal and agency can make login using Mobile No. and OTP.
(Validation of Mobile No. for One collection counter agency)
3. After entering correct OTP, agency can see own registered details.
4. Consumer details can be entered on the screen.
5. Enter Consumer No.

The screenshot displays the MSEDCL online payment portal. The header includes the MAHAVITARAN logo and the company name. The navigation bar contains links for Welcome, AG Policy 2020, Day End Invoice, Agency Details, Consumer Paid Report, Transaction Report, FAQs, and Logout. The main content area shows the title 'ONLINE PAYMENT FOR AG Policy 2020' and the agency name 'JIDAU MAASAHEB MULTISTATE CO-OP CREDIT SOC. LTD., NAGAR NAKA(022518010)'. Below this, the agency user type is listed as 'Sugar Factories'. A search bar is present with the label 'Search' and a text input field for 'Consumer Number' containing the value '112027009207'. There are 'Search Consumer' and 'Clear' buttons. An orange arrow points from the search bar to a box labeled 'Enter Consumer No.'.

6. Click on search button.

AG Policy 2020 Payment at Authorized Collection Agency-User Manual

7. It will display Consumer details.

Details

Consumer Number: 442780004668

Address: 129 PARSODI

Consumer Type: LT

Bill Month: September 20

Email Id:

[Click here to update Mobile number / email Id](#)

Consumer Name: SEWAKRAM NAGO BAHEKAR

Subdivision: 4811 SADAK ARJUNI S/DN.

Tariff: 80-LT-IV Ag metered

Mobile No:

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8. Payable Amount calculations and Arrears details are displayed as below

Payable Amount

Year	Revised Payable Arrears	Current bill from Sep 2020	Amount to be paid	If column IV amount is paid then Additional Benefit	Current Bill amount paid during scheme	Arrears amount paid during scheme	Total amount paid during scheme	Additional benefits received by consumer
I	II	III	IV	V	VI	VII	VIII	IX
If paid upto 31-Mar-2022, then additional 50% waiver	8887.41	7180.65	11624.36	4443.71	0.00	0.00	0.00	0.00

[More Details](#)

Amount to be paid: [Calculate Incentive](#)

"Pay Now" Button will be enabled after clicking on "Calculate Incentive" Button

Current Bill Amount Paid:	Arrears Amount Paid:	Total Incentive Amount (including all taxes):	Current Bill Incentive Amount:	Arrears Incentive Amount:	SGST Amount:	CGST Amount:	Total GST Amount:	SGST TDS:	CGST TDS:	Incometax TDS:
7180.65	4439.35	443.94	0	443.94	33.86	33.86	67.72	3.76	3.76	18.81

Actual Transaction Amount: Amount to be retained by collection agency:

[Pay Now](#)


Click on Pay Now for online payment

Amount to be paid. (Amount can be changed i.e. partial payment can be done)

Incentive amount is displayed as per circular.

AG Policy 2020 Payment at Authorized Collection Agency-User Manual

9. Consumer can select any online payment mode and payment gateway and pay the amount.



Consumer Number : 442780004668
Name : SEWAKRAM NAGO BAHEKAR
Bill Month : Sep-20
Due Date : 01-12-2020

You have selected to pay **Rs. 11210.0** to MSEDCL as **Energy Bill**

Please note that a convenience fee will be applicable for credit card payments exceeding Rs. 500
No extra charges for Net banking, Debit card, UPI, Digital Wallet & cash card transactions.
Convenience fees 1% of transaction value is applicable for PayTM mobile wallet.

Please click on the appropriate payment mode that you wish to pay with:

Internet Banking

Credit Cards

Debit Cards

Digital Wallets

Cash Cards

UPI

Please select your bank and click on "Submit":


HDFC Bank

☐ Paytm ☐ Billdesk ☐ BillJunction

Submit

AG Policy 2020 Payment at Authorized Collection Agency-User Manual

10. After Successful Transaction; Transaction receipt to Vendor will be displayed as below



Maharashtra State Electricity Distribution Co. Ltd.
Receipt of AG Policy 2020 LT Bill Payment

<i>Consumer Number:</i>	112027009207
<i>Billing Unit:</i>	0639
<i>Receipt Amount:</i>	Rs. 10.00
<i>Transaction Number:</i>	VUT19712082196
<i>Receipt Date:</i>	02-FEB-2021 11:28:55
<i>Bank Reference No.:</i>	801105663

[Print Consumer Receipt](#)[Close](#)

AG Policy 2020 Payment at Authorized Collection Agency-User Manual

11. Vendor/User has to click to print consumer receipt to issue Actual Paid Amount receipt to consumer.

12. Below is sample Consumer paid receipt format.


CIN: U40109MH2005SGC153645
RECEIPT

Date : 02-Feb-2021 05:39:02 PM
Receipt No. : 0000065

Consumer Details

Consumer No. : 112027009207
BU/PC : 0639/7
Name : SHRI SURESH PURUSHOTTAM
CHAUDHARI

Receipt Type	Amount
ENERGY BILL :	10.00 /-
AG ARRS Receipt :	0.00 /-
Total:	10 /-
In Words:	Ten Only
Mode Of Payment:	Cash

Thanks for the Payment.

ग्राहकांच्या माहितीसाठी:

- कृषी वीज धोरण - २०२० योजनेअंतर्गत आपण भरणा केलेल्या रकमेपेकी ३ (३३%) रक्कम हि आपल्याच ग्राम पंचायत क्षेत्रामधील विजेच्या पायाभूत सुविधा सक्षमीकरणासाठी आहे
- तसेच, आपल्या भरणा रकमेपेकी आणखी ३ (३३%) रक्कम हि आपल्या जिल्ह्यातील विजेच्या पायाभूत सुविधा सक्षमीकरणासाठी वापरली जाणार आहे.

Print Receipt

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13. Day End process: At the end of the day, Vendor/User needs to click on Day End process Menu.
14. At Day End Process Screen, User needs to generate Day End Invoice and Input GSTIN Incentive Invoice No.
15. Total Summary of No of Receipts Processed in a day, Total Incentive Retained by user etc. details are displayed on Day END Process Screen

MahaVitaran Maharashtra State Electricity Distribution Company Limited

Welcome AG Policy 2020 Day End Invoice Agency Details Consumer Paid Report Transaction Report FAQs Logout

UPLOAD DAYEND AGENCY INVOICE FOR AG POLICY 2020 COLLECTION

Upload Invoice

Vendor Id: 022518010
Collection Center Code: 022518010
Collection Center Name: JIOAU MAASAHEB MULTISTATE CO-OP CREDIT SOC. LTD, NAGAR NAKA
Is GSTN Registered: Yes
GSTIN: 27AABA31441L22P
Date Of Transaction: 22-JAN-2021 00:00:00
Total Receipt: 1
Current Bill Incentive Amount: 0.00
Arrears Bill Incentive Amount: 0.00
Total Incentive Amount: 0.00
Actual Transaction Amount Rounded: 10.00
Actual Transaction Amount Fraction: 5.00
GSTIN Incentive Invoice No:
Incentive Invoice Remark:
Incentive Invoice Date:
Upload Incentive Invoice: No file chosen
Date Of Dayend: 02-Feb-2021

16. Please note, Once Day End Done, Vendor/User will not be able to process any payment further on that day.
17. Also, Day End process is Compulsory, If Day End is not processed, User/Vendor will not be able to accept consumer payment on next day till last day day end processed.
18. Separate Report is made available to Vendor/User with all details of consumer paid details, Incentive Details, GST/TDS etc. Details.