



DEPARTMENT OF DRINKING WATER AND SANITATION
MINISTRY OF JAL SHAKTI
GOVERNMENT OF INDIA



NATIONAL
INFORMATICS
CENTRE

User Manual
ODF Plus in Rural India-Version 2.0
Mobile Application
Department of Drinking Water and Sanitation
Ministry of Jal Shakti
(Last Updated on: 21st August, 2019)



Prepared by
National Informatics Centre
Ministry of Electronics and Information Technology
Government of India

Contents

Revision History	3
1. Introduction	4
2. Registration	4
3. User Approval (By District).....	4
a. Allocation of ODF Villages for approved users (By District).....	6
4. How to Download the app.....	9
5. How to install the app	9
6. Logging to the application.....	9
7. ODF+ Messages (4+1).....	11
7.1 Photo Updation prior to final upload	14
8. ODF+ Baseline	15
8.1 Capture ODF+ Baseline Data.....	16
8.2 Upload ODF+ Baseline Data.....	18
9. CSC'S Image Geotag.....	20
Annexure-I: Data Upload.....	22
Annexure-II: Capture ODF+ Baseline Data	23
Annexure-III: ODF Plus Mobile App Workflow	24

Revision History

S. No.	Date	Version	Description
1.	24 th April, 2019	1.0	Initial
2.	7 th June, 2019	1.1	Bugs fixed.
3.	19 th June, 2019	1.2	UI enhancements.
4.	24 th June, 2019	1.3	Minor bugs resolution and changes in the name due to the formation of new ministry. (Ministry -> Department, MDWS -> DDWS)
5.	10 th July, 2019	1.4	New Validation added under ODF+ Baseline category.
6.	21 st August, 2019	2.0	Addition of New Category namely, CSC's Image Geotag.

1. Introduction

Department of Drinking Water & Sanitation, Ministry of Jal Shakti, Government of India, is the nodal Department for monitoring progress under the Swachh Bharat Mission, at the central level. The **ODF plus** application has been developed by the Department in technical collaboration with NIC. The primary focus of this app is to update the data and images for the ODF + Baseline and ODF + Messages parameters.

2. Registration

The user can access the app only when the registration has been done. District performs the user registration. Figure below shows the **[M 10] User registration for ODF Plus Mobile App**:

The screenshot shows the user registration interface for the ODF Plus mobile app. The page header includes the Department of Drinking Water and Sanitation, Ministry of Jal Shakti, Swachh Bharat Mission-Gramin logo and navigation links. The main content area is titled "[M 10] User Registration for Odf Plus mobile app" and contains a registration form with the following fields:

State Name *	Select State	District Name *	Select District
Block Name *	--Select Block--	Panchayat Name *	--Select GramPanchayat--
Village Name *	--Select Village--	New Entry <input checked="" type="radio"/>	Update <input type="radio"/>
Name *	<input type="text"/>	Gender *	--Select--
Designation *	<input type="text"/>	Address *	<input type="text"/>
Mobile Number *	<input type="text"/>	Verify <input type="button" value="Verify"/>	Email Id <input type="text"/>

Below the form, there is a note: "Click 'Verify' button for verification of new Mobile no. (New Entry)". At the bottom of the page, there is a "Back to Menu" link.

3. User Approval (By District)

The steps to perform the approval process for the registered users are as follows:

1. Login to **SBM-MIS**.
2. Select the **[M09] Approve user of ODF+** module under the *Entry/Update menu for Mobile Application*.

Figure below shows the **[M09] Approve user of ODF+** module:

3. Select **Block** name.
4. Select **Grampanchayat** name.
5. Click **Submit** button.

The list of users that have registered on the mobile application will appear on the screen, as shown in the Figure below:

List of Users for Approve (For ODF Village)								
Sr. No.	Village Name	Name	Designation	Mobile	Email	IsApproved	ApprovedOn	Check For Approve
1	JAKUA PARA	ABC	DEO	9650341342	abc1@gmail.com	N		<input type="checkbox"/>

6. Select **Check for Approve** checkbox.
7. Click **Approve** button, as circled in the Figure below:

Data Entry Management Menu >> [M 09] Approve User of ODF +

[M 09] Approve User of ODF +

State Name: Assam District Name: BARPETA

Select Block: CHAKCHAKA (PART) Select Grampanchayat: MADULIJAR

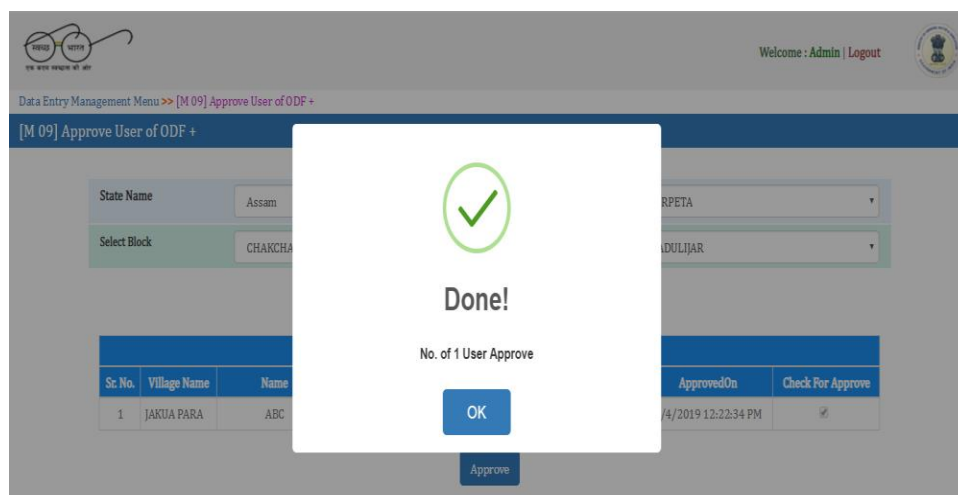
Submit

List of Users for Approve (For ODF Village)								
Sr. No.	Village Name	Name	Designation	Mobile	Email	IsApproved	ApprovedOn	Check For Approve
1	JAKUA PARA	ABC	DEO	9650341342	abc1@gmail.com	N		<input checked="" type="checkbox"/>

Approve

Select Checkbox

On successful approval of the user, system displays a success **message**, as shown in the Figure below:



8. Click **OK** button to proceed.

a. Allocation of ODF Villages for approved users (By District)

The steps to perform the approval process for the registered users are as follows:

1. Login to **SBM-MIS**.
2. Select the **[M08] Allocation of ODF Villages for ODF+ Messages** module under the *Entry/Update menu for Mobile Application*.

Figure below shows the **[M08] Allocation of ODF Villages for ODF+ Messages** module:

State Name: Assam | District Name: BARPETA
Select Type: Villages Allocation | Select User: Select User
Select Block: Select Block | Select Grampanchayat: Select GP

Submit

3. Select Type as **Villages Allocation**.
4. Select the **user's name** to be allocated with the villages, as shown in the figure below:

State Name: Assam | District Name: BARPETA
Select Type: Villages Allocation | Select User: ABC
Select Block: --Select Block-- | Select Grampanchayat: ABC

Submit

5. Select **Block** name.
6. Select **Grampanchayat** name.
7. Click **Submit** button.
System displays the list of **ODF declared** and **ODF verified** villages along with their dates.
8. Select **Is Allocate** checkbox against the village name that needs to be allocated to the approved user. A user can also select multiple checkboxes, if required.
9. Click **Allocate** button, as shown in the Figure below:

Data Entry Management Menu >> [M 08] Allocation of ODF +

[M 08] Allocation of ODF +

State Name	Assam	District Name	BARPETA
Select Type	Villages Allocation	Select User	ABC
Select Block	BHAWANIPUR	Select Grampanchayat	BAHMURA

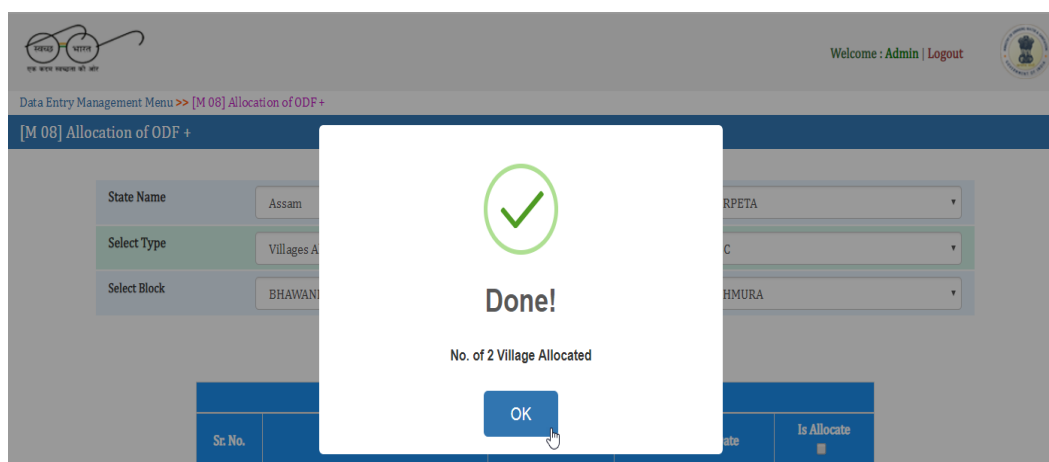
Submit

List of Beneficiaries for Allocation (For ODF Village)				
Sr. No.	Village Name	ODF Declare Date	ODF Verified Date	Is Allocate
1	DHAN BANDHA	09-15-2018	02-18-2019	<input checked="" type="checkbox"/>
2	BAHMURA	02-19-2018	03-03-2018	<input checked="" type="checkbox"/>
3	DEURI KUCHI	04-29-2018	08-09-2018	<input type="checkbox"/>
4	DANGARKUCHI	10-01-2018	02-18-2019	<input type="checkbox"/>
5	JAHER PAM (JOHAR PAM)	10-01-2018	02-18-2019	<input type="checkbox"/>

Allocate

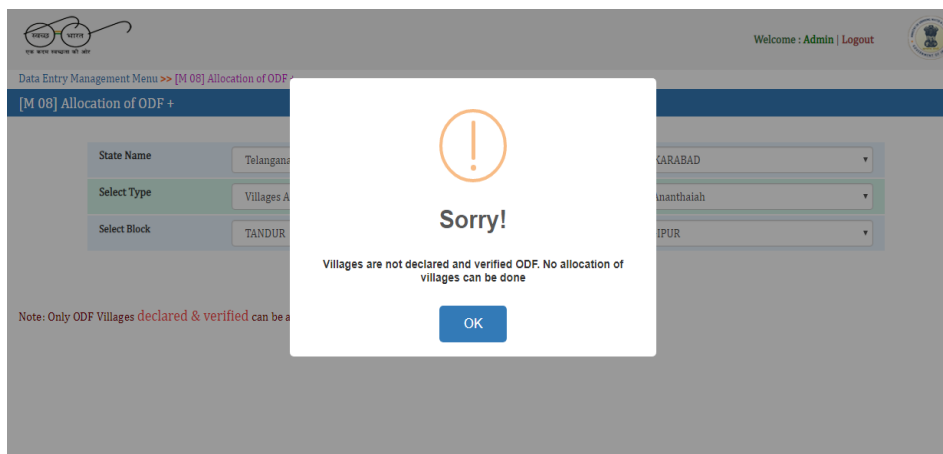
Back to Menu

On successful allocation of the villages, system displays a success **message**, as shown in the Figure below:



9. Click **OK** button to proceed.

Kindly note that that only ODF Declared and Verified villages can be allocated to the approved users. If the user is trying to allocate non-ODF declared and verified village, the page shows the following error message:



4. How to Download the app

1. Go to <https://sbm.gov.in/ODFPlus>
2. Download the application **APK file** from “Download ODF Plus App”.
3. The file will be downloaded as “*ODF Plus App.apk*”.

5. How to install the app

1. If the application is downloaded on the computer, then it is required to transfer it to the smartphone using USB cable. Once transferred, the application can be installed.
2. It is necessary to enable the **Unknown sources** option. This option is used to perform the installation of the applications that are not the part of android market.
3. Once the installation is done, you can access the application.

6. Logging to the application

The steps to start the application are given as follows:

1. Click the **ODF plus** icon in application menu.
The home screen of the application is as follows:



Mobile Number

9XXXXXXXXX

Login

REGISTER



2. Enter the **mobile number**.
3. Click the **Login** button.
App sends an **OTP** to the entered mobile number.
4. Enter the **OTP**.
5. Click **Verify OTP** button, as shown in Figure below:



Enter one time password (OTP), sent on
your Mobile Number

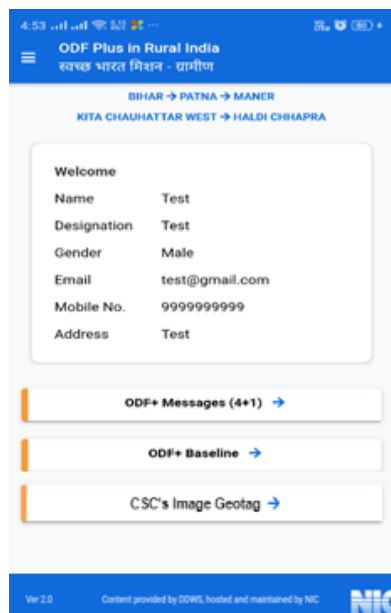
Verify OTP

RESEND OTP



On first login, the user is prompted with the **master data download message**.

6. Click **Ok** to proceed.
The user dashboard in the app is shown in the Figure below:



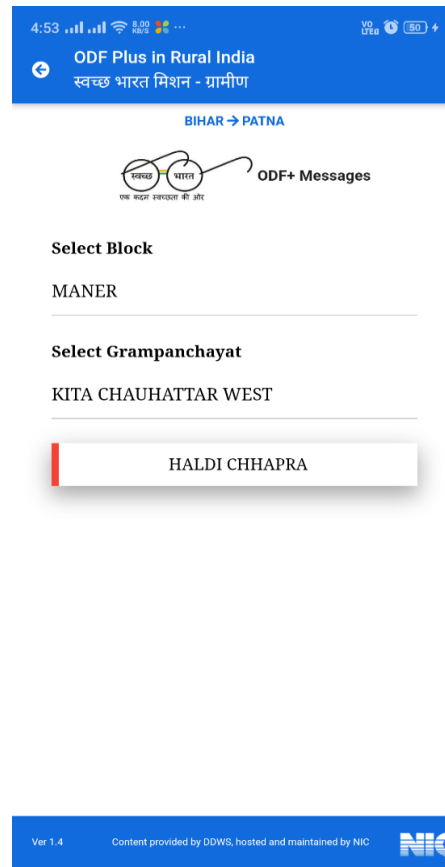
The user dashboard displays the following two **major parameters** of ODF plus application:

- *ODF+ Messages (4+1)*
- *ODF+ Baseline*
- *CSC's Image Geotag*

7. ODF+ Messages (4+1)

The steps involved in completing the operations related to **ODF+ Messages** are as follows:

1. Select **ODF+ Messages (4+1)** option. Application displays the select menus for **Block** and **Grampanchayat**.
2. Select **Block** and **Grampanchayat** name. On selecting **block** and **grampanchayat name**, application displays the village name (the number of allocated villages).
3. Select the **Village name** for which the photographs needs to be uploaded, as shown in the Figure below:



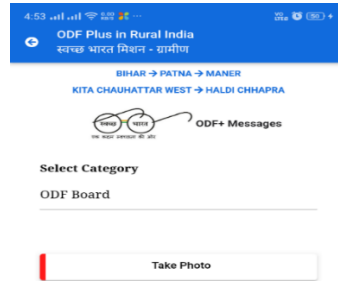
Then, application displays a select category page.

4. Select the **category name (one by one)**.

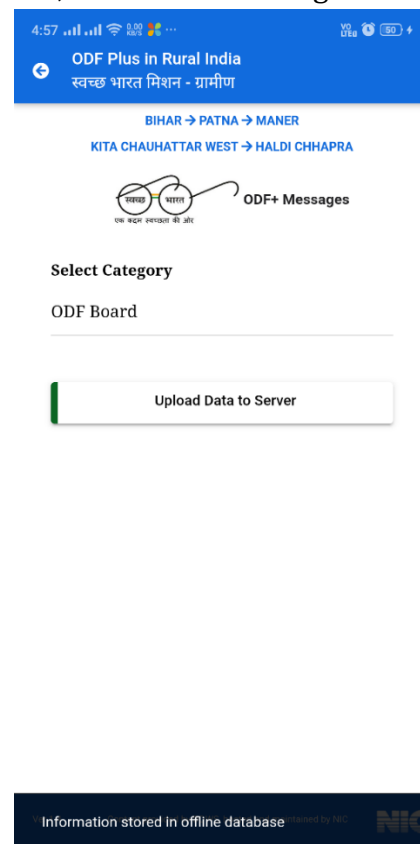
It comprises the following categories:

- ODF Board
- Wall Painting on Uses 1
- Wall Painting on Uses 2
- Wall Painting on Compost Pit
- Wall Painting on Safe disposal of child faeces

On selecting a category, application displays a **Take Photo** button, as shown in the Figure below:

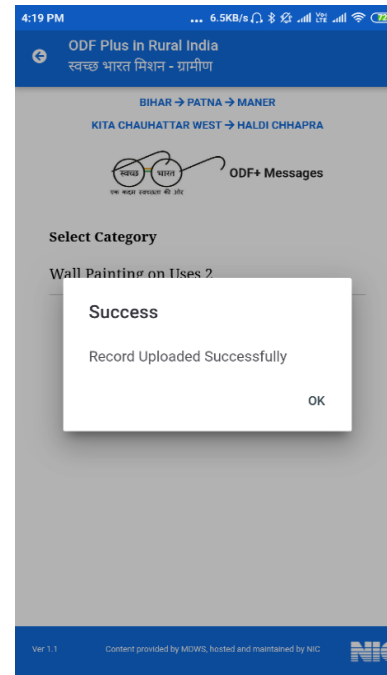
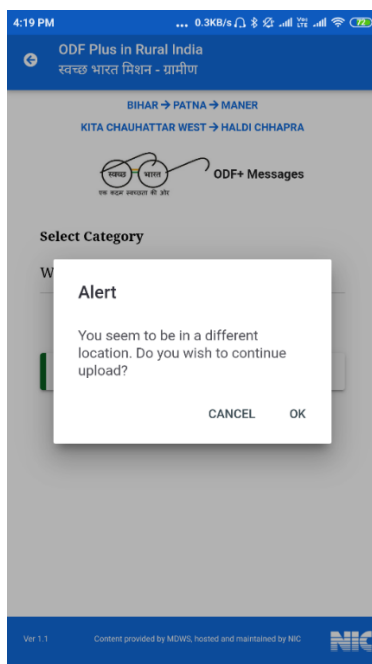


5. Grant the permission to take the photo. Application opens the device's camera.
6. Capture the **image**. The captured image is displayed in the application.
7. Click **Save Data** option and then Upload Data to Server, as shown in the Figure below:



In case, the user is not present in the specified location, application prompts with the **message**.

8. Click **OK** to proceed. Then, the application prompts with the success message, as shown in the Figure below:

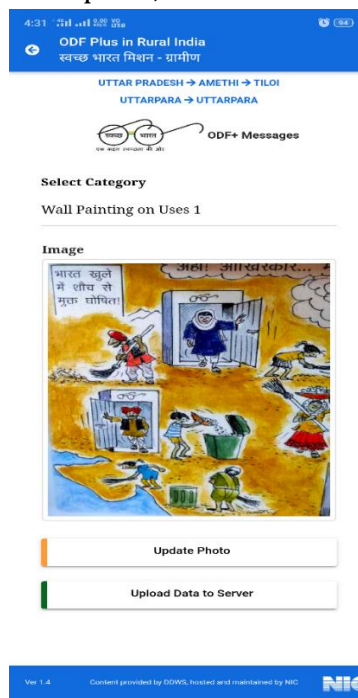


Important: Follow the **Steps 5 to 9** for each category under the **ODF+ Messages** option.

7.1 Photo Updation prior to final upload

The steps to update the photo are as follows:

1. The user needs to go back to the previous screen.
2. Select the **category** for which the photo needs to be updated.
3. Select the **Update photo** option, as shown in the Figure below:

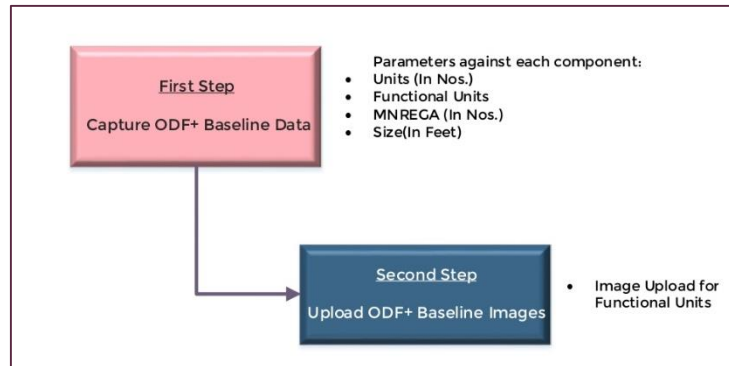


- Capture new image to be uploaded.
- Click **Upload Data to Server** option.

Important: Update Photo option is available when the data has not been uploaded to the server.

8. ODF+ Baseline

This section is divided in two categories, as shown in the Figure below:



The steps involved in completing the operations related to **ODF+ Baseline** are as follows:

- Select **ODF+ Baseline** option.
- Select **Block name**.
- Select **Grampanchayat name**.

On selecting **block** and **grampanchayat name**, application displays the village name (the number of allocated villages).

- Select the **Village name** for which the data needs to be entered, as shown in the Figure below:



8.1 Capture ODF+ Baseline Data

The steps to capture ODF+ Baseline data are as follows:

1. Select **Capture ODF+ Baseline data**.

Application displays the **components name** along with its related parameters as shown in Figure below:

2:54 PM 0.0KB/s 4G LTE 68

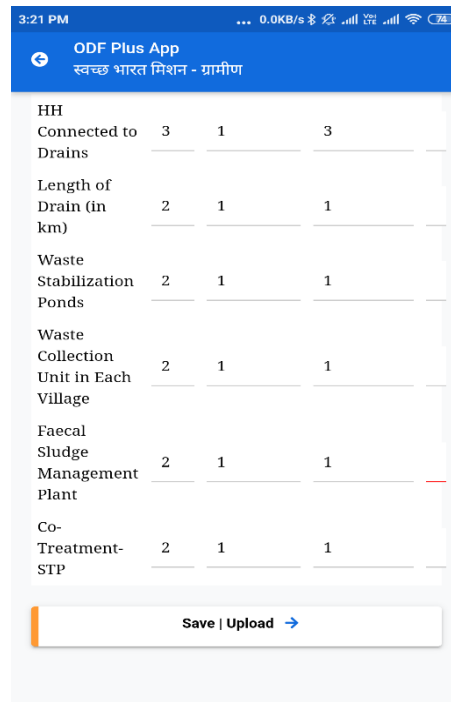
ODF Plus App
स्वच्छ भारत मिशन - ग्रामीण

ASSAM → BARPETA → BHAWANIPUR
BAHMURA → DHAN BANDHA

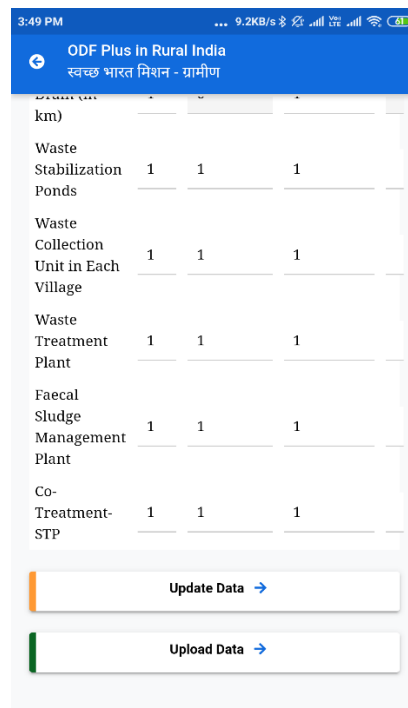
105 Total Households

Component Name	Units (in Nos)	How many functional?	Constructed under MNREGA?	length	breadth	height
Individual Compost Pit						
Community Compost Pit						
Individual						

2. Start entering the values against each **component (one by one)**.
3. Enter the **Units (In Nos.)**. This value cannot be greater than total households as being displayed on the top of the table.
4. Enter the value under the **how many functional** column. This value cannot be greater than the total units entered previously.
5. Enter the value under the **Constructed under MNREGA** column. This value cannot be greater than the total units entered previously.
6. Enter the **Size (L → B → H)** against each component name. The value for size must be specified in *feet*.
7. Once all the values have been specified, Click **Save | Upload button**, as shown in the Figure below:



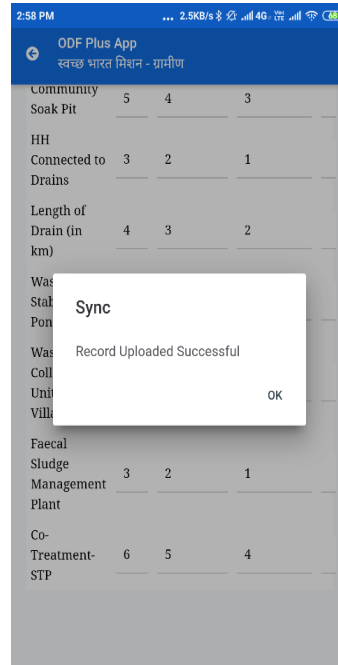
Application displays **Update Data** and **Upload Data** button, as shown in Figure below:



In case, user wants to update the data, select **update data** button. Otherwise, upload the data using **upload data** button.

8. Click **Upload Data** button for finally uploading the data.

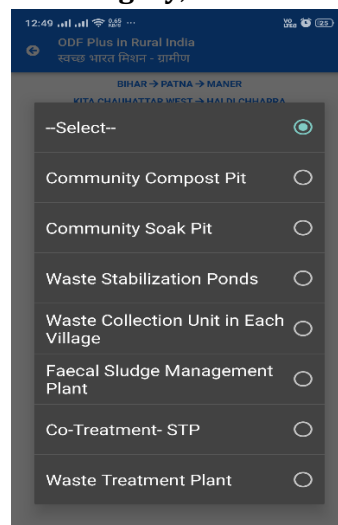
Application shows the following **success message**, as shown in the Figure below:



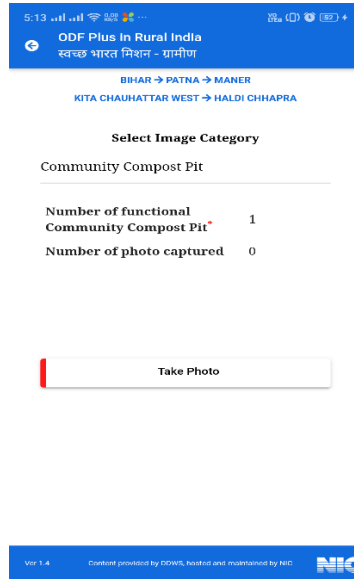
8.2 Upload ODF+ Baseline Data

The steps to **upload ODF+ Baseline data** are as follows:

1. Select **Upload ODF+ Baseline data**.
Application displays the **Select Image category** menu.
2. Select the required **category**, as shown in the Figure below:

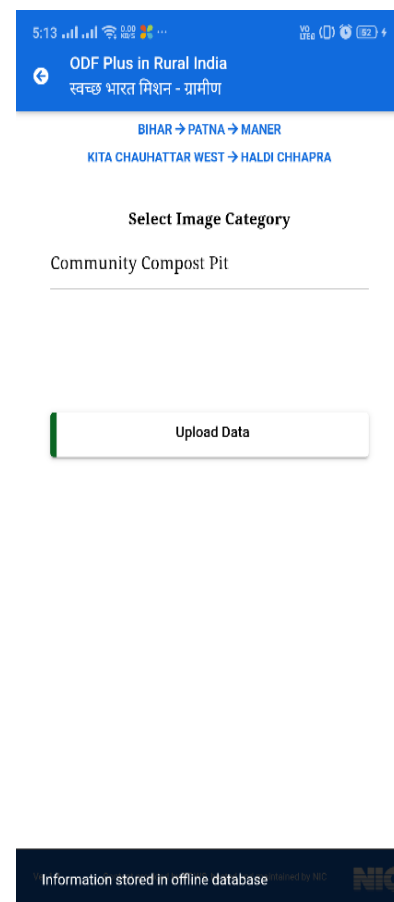
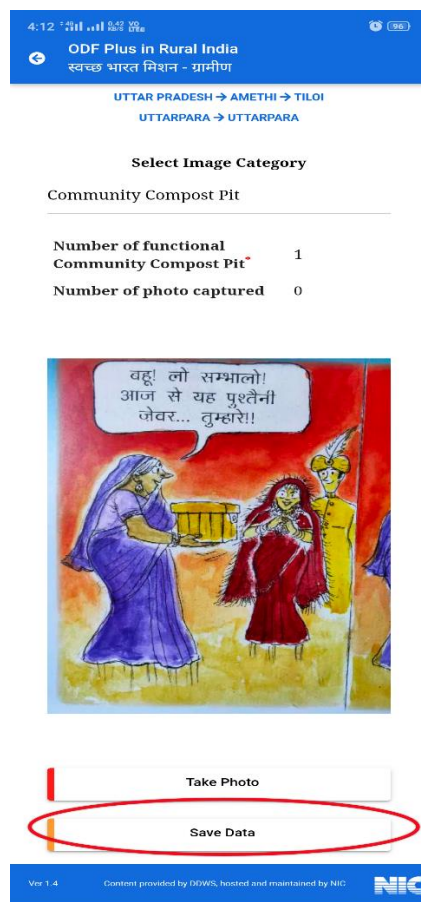


3. Click **Take Photo** button, as shown in the Figure below:



Application opens the smartphone's camera.

- Capture the **image**.
- Click **Save Data** and then **Upload Data** button, as shown in Figure below:

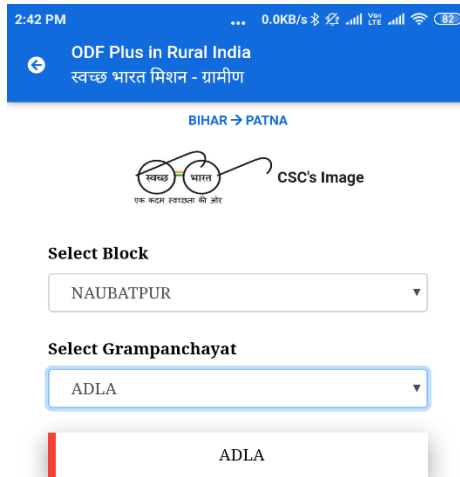


Important: Follow the same procedure for other categories as well.

9. CSC'S Image Geotag

This option is used to update the Community Sanitary Complex's (CSC's) Image Geotagging process. The steps to complete the CSC's Image Geotag are as follows:

1. Select **Block** → **Grampanchayat** name.
2. Click **Village** name.
3. Select **CSC's** name.
4. Click **Take Photo** button.



2:42 PM 0.0KB/s

ODF Plus in Rural India
स्वच्छ भारत मिशन - ग्रामीण

BIHAR → PATNA

CSC's Image

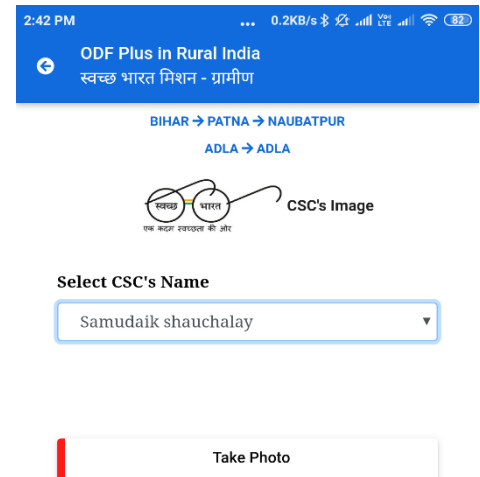
Select Block

NAUBATPUR

Select Grampanchayat

ADLA

ADLA



2:42 PM 0.2KB/s

ODF Plus in Rural India
स्वच्छ भारत मिशन - ग्रामीण

BIHAR → PATNA → NAUBATPUR
ADLA → ADLA

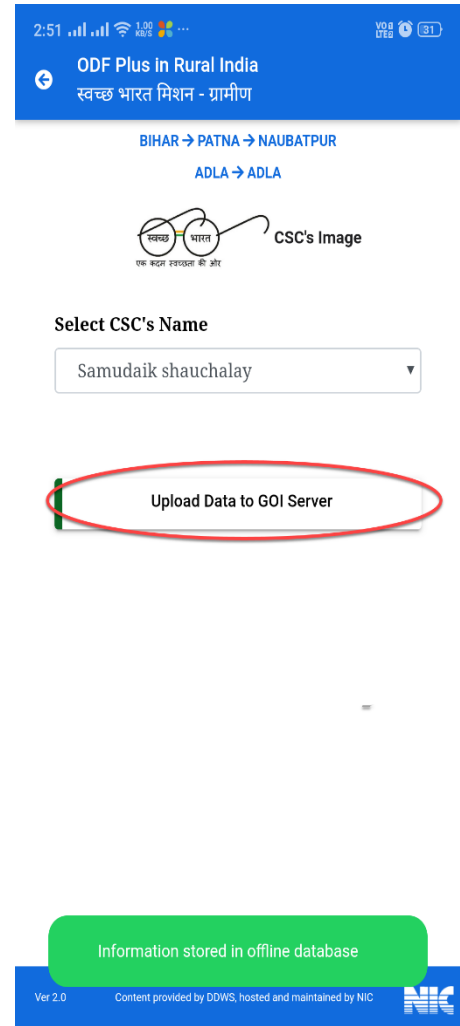
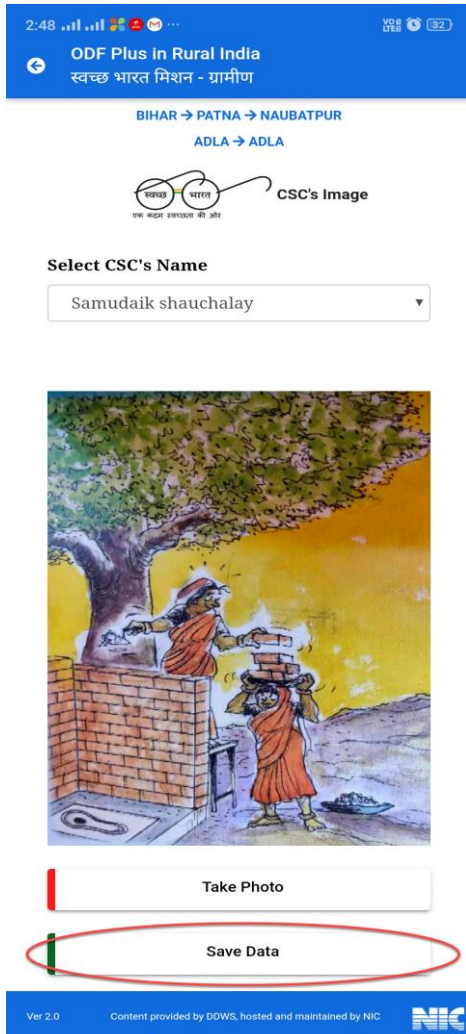
CSC's Image

Select CSC's Name

Samudaik shauchalay

Take Photo

5. Capture and save the **photo**.
6. Upload data to **GOI Server**.



Please note that data once uploaded to GOI Server could not be further updated.

Annexure-I: Data Upload

This annexure gives the details pertaining to the data upload scenarios.

- The user should maintain the **correctness of the data** while uploading it. The data once submitted cannot be modified.
- Kindly note that, in case, there is **no internet** connectivity or low internet speed, the app allows the user to save the data in an offline mode as well.
- In such scenarios, the application prompts with the **message**,
“You are currently working in offline mode.”
- However, it is mandatory to upload the **final data** to server once the internet connectivity is available.
- The number of images to be uploaded is equal to the number of functional units entered against that components.
- Some cases related to data upload are explained below:
 - The default values for capturing the data for various parameters against each component is set as 0.
 - **Case 1 (Capture ODF+ Baseline Data):** If the entered functional unit value(s) is greater than the total units, the app displays the alert,
“The functional unit cannot be greater than total units.”
 - **Case 2 (Upload ODF+ Baseline Data):** If the **functional unit value** for the selected category is not entered, the app displays the alert,
“The value for functional units against this component is zero (0). Please update this value for proceeding with the image upload.”
 - For each component, the value for functional units cannot be greater than the total units.

Annexure-II: Capture ODF+ Baseline Data

This annexure gives the details related to the maximum functional unit value against each component to capture the baseline data.

Functional Unit Name	Maximum Value
Individual Compost Pit	Less than total no. of households
Community Compost Pit	5
Community Soak Pit	5
Waste Stabilization Ponds	5
Waste Collection Unit in Each Village	5
Waste Treatment Plant	3
Faecal Sludge Management Plant	3
Co-Treatment STP	3

- **Size (in feet)** parameter is disabled for **HH Connected to Drains** and **Length of Drain (in km)** components.

Annexure-III: ODF Plus Mobile App Workflow

