



# MISSION SHAKTI- SHAKTI SADAN

Mission  
**shakti**

**National Informatics Centre  
Ministry of Electronics &  
Information Technology  
Government of India**

Shakti Sadan- User Manual  
**User Manual**

## 1. Login

To access the Mission Shakti Portal, follow these steps:

1. Open your web browser.
2. Type in the URL: <http://www.missionshakti.wcd.gov.in/>.
3. You will be directed to the homepage of the Mission Shakti Portal

Skip to Main Content

MINISTRY OF WOMEN & CHILD DEVELOPMENT

Home | About | Resource | Contact Us | User Manual | Login

### LOGIN

**Login for Field Functionary Scheme-wise**

Login for State Nodal Officer and District Nodal Officer

Login for GoI Officials Scheme-wise

Login for Sankalp : HEWs - National, State, District

Scheme

SelectScheme

SelectScheme

Anganwadi Cum Creche-Palna

One Stop Centre (OSC)

Sakhi Niwas

Shakti Sadan

Standalone Creche-Palna

.....

6cag3

LOGIN

- To select the "Shakti Sadan" scheme from the available options, follow these steps:
- Navigate to the "Schemes" section on the Mission Shakti Portal.
- Locate and click on the "Shakti Sadan" option from the list of schemes.
- To proceed with logging in, please follow these steps:
  - (i) Enter your ID, password, and captcha in the respective fields.
  - (ii) Click on the "Login" button to access your account

## 2. Fill in the Infrastructure Details

To access the infrastructure details, follow these instructions:

- Navigate to the "Infrastructure Details" section.
- Click on the "Add/Edit Infrastructure Details" option.

**Overall Information**

State Name\* DELHI Department\* dwf Funded By\* State Government

**Location Wise Information:**

District Name\* CENTRAL Ward Address\* village Dakora tehsil Hodal Distst Palwal haryana Run By\*  Government  Agency Agency Name\* gh

Latitude \* 28.6113157 Longitude \* 77.2060128 Building Type\* Constructed Building

**Shakti Sadan Incharge**

Name\* jitender singh Email Id\* jeetch799@gmail.com Mobile \* 9729953991 No Of Manpower Present \* 33

Date Of Operationalization\* 02-05-2024

**Physical Infrastructure**

- Make sure you fill all the '\*' marked fields as they are mandatory
- Number of Vacancy will be auto calculated.

**Physical Infrastructure**

Total Rooms\* 33 No of Dormitories\* 33 No of Common Washroom\* 33 Dining Room\* Yes

Facilities for Children\* Yes Complaint Box\* Yes Kitchen Facility\* Yes Fire Safety norms\* Yes

Provision Of Security\* No

**Occupancy Status**

Total Capacity\* 33 Number of Beneficiaries\* 23 Number of Vacancy\* 10 No of Children\* 33

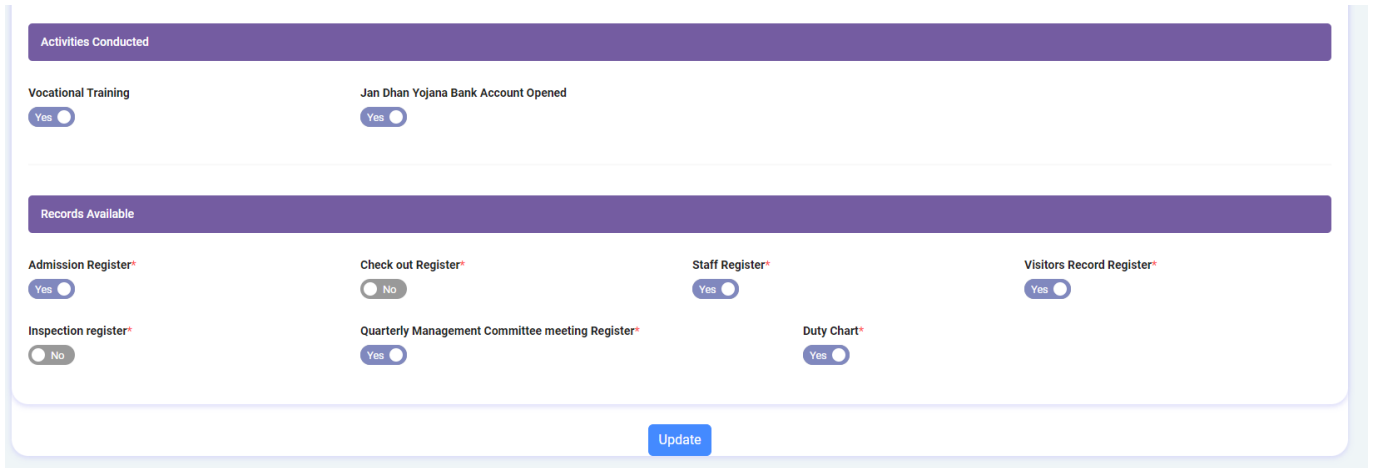
**ICT Infrastructure**

CCTV Yes No of Functional CCTV\* 33

**Facilities Available for the Residents**

Residential Facilities Yes Food/Clothing/First Aid/Etc. Yes Legal Aid Yes Psycho Social Counselling(Through OSC) Yes

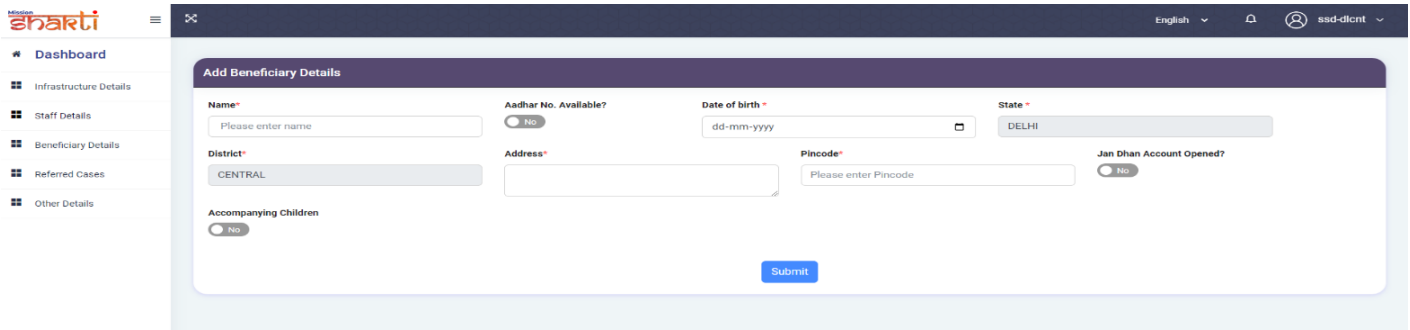
- Click on Update after filling all the information



### 3. Fill in the Beneficiary Details

To access the Beneficiary Details, follow these steps:

1. Navigate to the "Beneficiary Details" section.
2. Click on the "Add Beneficiary Details" option.
3. If Aadhaar Number is available, please update the Aadhaar number.



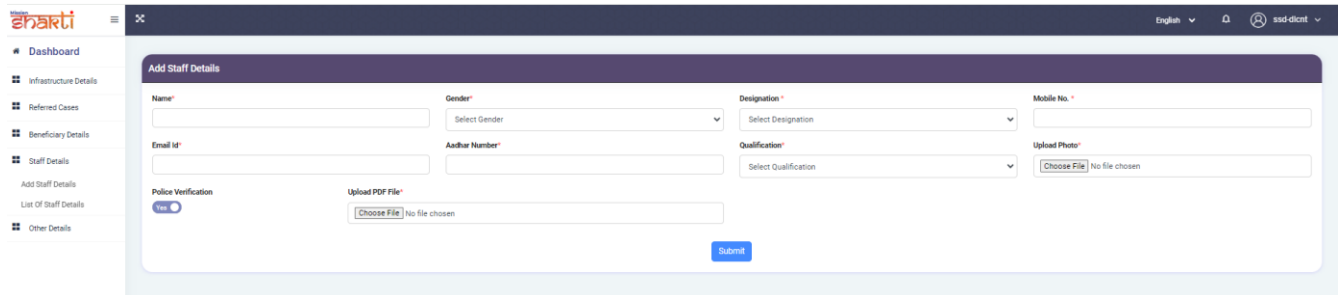
4. Click on Submit after filling all the information

Make sure you fill all the '\*' marked fields as they are mandatory

## 4. Fill in the Staff Details

To add staff information, follow these steps:

1. Navigate to the "Staff Details" section.
2. Click on the "Add Staff Details" option.

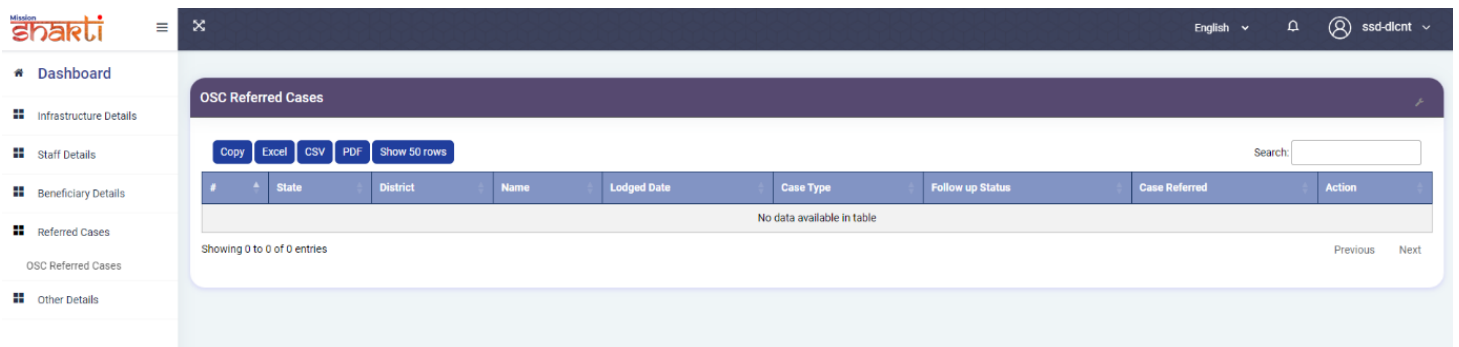


Make sure you fill all the '\*' marked fields as they are mandatory

## 5. Referred Cases

To check referred cases, follow these steps:

1. Navigate to the OSC Referred Cases.
2. A list of OSC referred cases will be displayed.



#	State	District	Name	Lodged Date	Case Type	Follow up Status	Case Referred	Action
No data available in table								