

## Guidelines to reinstatement of deleted Worker/Jobcard

**Block officials, such as the APO, need to follow the instructions outlined in the table below:**

S No	Deletion Reason	Condition	Resolution
1	Duplicate Applicant	If Aadhaar is linked to a Jobcard.	<p><b>Step1:</b> Request District level Officials to Delink the Aadhaar from the Jobcard.</p> <p><b>Step2:</b> Add the name of the wage seeker as a new participant in the same Jobcard at the block level.</p>
		If Aadhaar is not linked to any Jobcard.	<p><b>Step1:</b> Add wageseeker name as a new participant in the same Jobcard.</p>
2	Duplicate Job Card		<p><b>Step1:</b> Create a new Jobcard.</p>
3	Fake Applicant	If Aadhaar is linked to a Jobcard.	<p><b>Step1:</b> Request District level Officials to Delink the Aadhaar from the Jobcard.</p> <p><b>Step2:</b> Add the name of the wage seeker as a new participant in the same Jobcard at the block level.</p>
		If Aadhaar is not linked to any Jobcard.	<p><b>Step1:</b> Add wageseeker name as a new participant in the same Jobcard</p>
4	Fake Job Card		<p><b>Step1:</b> Create a new Jobcard</p>
5	Family had been shifted		<p><b>Step1:</b> Request CRD(Commissionerate of Rural Development) to restore the wageseeker in the job card by taking the consent from PD of NREGA.</p>
6	Incorrect Job Card		<p><b>Step1:</b> Create a new Jobcard</p>

7	Non-existent in Panchayat		<b>Step1:</b> Request CRD(Commissionerate of Rural Development) to restore the wageseeker in the job card by taking the consent from PD of NREGA.
8	Not willing to work		<b>Step1:</b> Request CRD(Commissionerate of Rural Development) to restore the wageseeker in the job card by taking the consent from PD of NREGA.
9	No member in the family		<b>Step1:</b> Request CRD(Commissionerate of Rural Development) to restore the wageseeker in the job card by taking the consent from PD of NREGA.
10	Person Expired		<b>Step1:</b> Request CRD(Commissionerate of Rural Development) to restore the wageseeker in the job card by taking the consent from PD of NREGA.
11	Person shifted to a new family	If Aadhaar is linked to a Jobcard.	<b>Step1:</b> Request District level Officials to Delink the Aadhaar from the Jobcard.  <b>Step2:</b> Add the name of the wage seeker as a new participant in the same Jobcard at the block level.
		If Aadhaar is not linked to any Jobcard.	<b>Step1:</b> Add wageseeker name as a new participant in the same Jobcard
12	unwilling to work		<b>Step1:</b> Request CRD(Commissionerate of Rural Development) to restore the wageseeker in the job card by taking the consent from PD of NREGA.
13	Village becomes urban		<b>Step1:</b> Request CRD(Commissionerate of Rural Development) to restore the wageseeker in the job card by taking the consent from PD of NREGA.

**Note:** Upon job card restoration , it is recommended to verify the Aadhaar seeding status in the MIS at the block level. If any inconsistencies are detected, it is necessary to carry out the delinking process through the DPC login(district level) followed by Aadhaar linking to wageseeker at block level.

**Format for sharing deleted data to PD officials for restoring Worker/Jobcard:**

SNo	District Name	Mandal Name	Panchayat name	Village	Jobcard	Head of Household	Name	DeletionReason	Deletion Category (Fully deleted Jobcard/Partially deleted Jobcard)	Wageseeker Aadhaar

**Format for sharing deleted data to CRD officials for restoring Worker/Jobcard:**

SNo	District Name	Mandal Name	Panchayat name	Village	Jobcard	Head of Household	Name	DeletionReason	Deletion Category (Fully deleted Jobcard/Partially deleted Jobcard)

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