From

     Director
     Higher Education, Haryana, Panchkula

To

     The Principals
     Government Colleges of Haryana

     Memo No.: DHE-010009/108/2022-Coordination-DHE
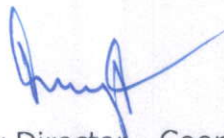     Dated, Panchkula, the 15.12.2022

**Sub: Regarding Data Tagging on CRID Portal w.r.t. Occupation Status, Date of Birth.**

     This is in reference on the subject cited above, I have been directed to inform you that the data of citizens of age group 18-24 years is to be tagged on PPP Portal w.r.t. Status/Occupation, Date of Birth.

     The data tagging is to be done by the Nodal Officer nominated by the College for Transport Facility work. All these concerned have to update the data collected from the citizen on CRID portal https://cridverify.edisha.gov.in. Login credentials for this portal is mobile number of Nodal Officer and OTP based. The employee will be able to see the data pertaining to the villages allocated to each college, as per the mapping of villages with the College.

     Further, college may involve the NSS Volunteers/Youth Red Cross Club Students or any other student society/club for door to door survey, as per their mandate. All the Principals/Heads of Govt. Colleges are directed to initiate the data tagging process on CRID portal.

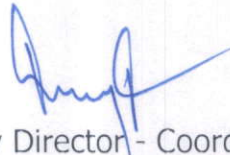     The matter may be accorded the highest priority.

                          Deputy Director - Coordination
                          Department of Higher Education,
                          Haryana, Panchkula

Encls: User manual for the data tagging is attached herewith.

A copy is forwarded to the following for the information and necessary action:-

1. IT Cell, Higher Education for necessary action and uploading on department website.

                          Deputy Director - Coordination
                          Department of Higher Education,
                          Haryana, Panchkula

# User manual for the Data Tagging

## STATUS/ OCCPATION TAGGING AND DOB TAGGING

1. Login to the Intra Haryana Portal https://cridverify.edisha.gov.in using Mobile Number (of nominated Assistant/Associate Professor by the College) and OTP.

2. This will lead you to the PPP Data Verification Portal for Status/ Occupation Tagging, DOB Tagging

3. Select 'Status Tagging' from the 'Tag Data' option :

4. You will be able to see the records pertaining to your allocated villages for which the status/ occupation is to betagged:

5. Under the Pending Data, the details of citizens are given. You have to check the details and tag the status/ Occupation of that person from the drop down list.

6. For updation of status as 'Student', the details like College Name, Institute Code and Student Registration No.(Registration No.) are to provided:

7. After adding details of College Name, College code and Registration no., tick the box 'I confirm that the data verified by me is authentic' and Click on Confirm Button. After that the record will be saved/ updated:

8. For all other occupations/ Status, only the confirmation box is to be selected. For example:

## FOR DOB TAGGING (Date of Birth)

1. Select the 'DOB Tagging' option from the 'Tag Data' Tab:

2. Under 'Tag DoB' Column, select the date of birth of the citizen and confirm and submit the details. For this, select the available document i.e. Birth Certificate or School Leaving Certificate for verifying the DOB and upload a copy of the same in .jpg format or .pdf format. and confirm.

# THANK YOU