

Memo: 1410/17017/1/2023

Dated 11.04.2025

Merging of individuals/families below 18 Years Age

Requirement:

- Many individuals/families below 18 years age have been found to exist in RCMS
- It is highly unlikely that such families exist on ground and live separately from their actual families
- GOI has also shared such reports recently with us highlighting the issue
- We have already dealt with many such cases through single member AAY verification exercise
- But it seems many single member AAY who were aged below 18 yrs. were left active in that exercise
- As a result the single member AAY count in our state is still above 300000 which is abnormally high.
- Therefore this verification exercise will be done to either merge these individuals or if they cannot be traced then they have to be deactivated.
- Presently we are providing only NFSA list. Later on the exercise shall be extended to RKSJ.

Area inspector logs into his RCMS login & selects menu “**Below 18 yrs. verification**”. The screen below appears:

The screenshot displays the RCMS interface for merging below 18 years ration card beneficiaries. The page title is "Merging Of Below 18 Years Ration Card Beneficiaries". The user is logged in as "sghosh BlockInspector". The page shows a count of 73 beneficiaries. A search bar for RC NUMBER and a "Search" button are present. A green "Export To Excel (Details)" button is also visible. The table below lists the beneficiaries with their details and action buttons.

SL.No.	FAMILY ID	RC NO	RCCATEGORY	NAME	FPS NAME	MOBILE NO	DOB	ACTION	ACTION
1	11191901400150000009300153	1214885617	PHH	UMA PRAMANIK	AMIYA MANNA(134500800013)	7479125423	28/11/2018	KEEP ACTIVE	DEACTIVATE
2	131919014000100000003174	0539906934	PHH	SRABANI DAS	SANJIB KUMAR DAS(WB0345465349)	9635299674	20/11/2011	KEEP ACTIVE	DEACTIVATE
3	131919014000100000003174	0539906935	PHH	SRABANTI DAS	SANJIB KUMAR DAS(WB0345465349)		20/11/2011	KEEP ACTIVE	DEACTIVATE
4	13191901400020000000700101	0019776574	SPHH	SUDEVIKA SHEE	PANCHANAN DAS(134500800009)		13/01/2011	KEEP ACTIVE	DEACTIVATE
5	13191901400020000001020107	0019776621	AAV	ANKITA BHATTACHARYA	PANCHANAN DAS(134500800009)		28/10/2009	KEEP ACTIVE	DEACTIVATE
6	17191901400100000005210027	2002916935	SPHH	SEKH TASNIM	HENA DAS(134500800011)	9641292098	20/03/2020	KEEP ACTIVE	DEACTIVATE
7	17191901400100000005210027	1203658925	SPHH	SIMRAN NAIMA	HENA DAS(134500800011)		05/08/2012	KEEP ACTIVE	DEACTIVATE
8	17191901400180000010910103	0020014517	AAV	MAHADEB PAL	KALLOL KUMAR DAS(WB0345465372)	7384679481	22/08/2010	KEEP ACTIVE	DEACTIVATE
9	17191901400200000011710078	0020014635	PHH	SABINA KHATUN	PRANABESH DAS(134500800005)		01/10/2007	KEEP ACTIVE	DEACTIVATE
		0020014636	PHH	SABERA KHATUN	PRANABESH		28/10/2009	KEEP ACTIVE	DEACTIVATE

The Area Inspector can download the list in excel and do his/her preparatory work prior to proceeding online. For every such member below 18 years there are two options .The Area inspector can “**Deactivate** “ the card if he/she cannot trace the card holder at their address or has another card. He/she can also “**Keep it Active**”.

Merging Of Below 18 Years Ration Card Beneficiaries Home / Digital card

COUNT: 73

RC NUMBER

Search

Export To Excel (Details)

Sl.No.	FAMILY ID	RC NO	RCCATEGORY	NAME	FPS NAME	MOBILE NO	DOB	ACTION	ACTION
1	1119190140015000009300153	1214885617	PHH	UMA PRAMANIK	AMIYA MANNA(134500800013)	7479125423	28/11/2018	KEEP ACTIVE	DEACTIVATE
2	131919014000100000003174	0539906934	PHH	SRABANI DAS	SANJIB KUMAR DAS(WB0345465349)	9635299674	20/11/2011	KEEP ACTIVE	DEACTIVATE
3	131919014000100000003174	0539906935	PHH	SRABANTI DAS	SANJIB KUMAR DAS(WB0345465349)		20/11/2011	KEEP ACTIVE	DEACTIVATE
4	13191901400020000000700101	0019776574	SPHH	SUDEVIKA SHEE	PANCHANAN DAS(134500800009)		13/01/2011	KEEP ACTIVE	DEACTIVATE
5	13191901400020000001020107	0019776621	AAY	ANKITA BHATTACHARYA	PANCHANAN DAS(134500800009)		28/10/2009	KEEP ACTIVE	DEACTIVATE
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8	17191901400180000010910103	0020014517	AAY	MAHADEB PAL	KALLOL KUMAR DAS(WB0345465372)	7384679481	22/08/2010	KEEP ACTIVE	DEACTIVATE
9	17191901400200000011710078	0020014635	PHH	SABINA KHATUN	PRANABESH DAS(134500800005)		01/10/2007	KEEP ACTIVE	DEACTIVATE

If the Area inspector cannot trace the card holder at their address or finds out that the card holder has another card, he/she shall select the **Deactivate** button. On selecting the same he/she shall be requested to select the reason for deactivating.

sgshosh Blockinspector Please Select Logout

Merging Of Below 18 Years Ration Card

Home / Digital card

COUNT: 73

RC NUMBER Search

Export To Excel (Details)

Message

Select Deactivation Reason

Select One Reason

Select One Reason

The person already has another Ration Card

The person could not be traced inspite of best efforts

Sl.No.	FAMILY ID	RC NO	RCCATEGORY	NAME	FPS NAME	MOBILE NO	DOB	ACTION	ACTION
1	1119190140015000009300153	1214885617	PHH	UMA PRAMANIK	AMIYA MANNA(134500800013)	7479125423	28/11/2018	KEEP ACTIVE	DEACTIVATE
2	131919014000100000003174	0539906934	PHH	SRABANI DAS	SANJIB KUMAR DAS(WB0345465349)	9635299674	20/11/2011	KEEP ACTIVE	DEACTIVATE
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8	17191901400180000010910103	0020014517	AAY	MAHADEB PAL	KALLOL KUMAR DAS(WB0345465372)	7384679481	22/08/2010	KEEP ACTIVE	DEACTIVATE

On selecting the reason the card shall get **Deactivated** and a message confirming the same shall be shown

The screenshot displays a web application interface. At the top left, there is a hamburger menu icon. The main header area contains the text "localhost:51285 says" and "CARD DEACTIVED SUCCESSFULLY!". On the right side of the header, there is a user profile icon labeled "sghosh Blockinspector" and a "Logout" button. Below the header, the main content area features a large heading "Merging Of Below 18 Years" on the left and a breadcrumb trail "Home / Digital card" on the right. A white modal dialog box is centered on the screen, containing a green checkmark icon and the text "OK".

In case the Card holder and his /her actual family has been traced then the card can be “Kept Active”.

Merging Of Below 18 Years Ration Card Beneficiaries

[Home](#) / Digital card

COUNT: 73

Search

Export To Excel (Details)

Sl.No.	FAMILY ID	RC NO	RCCATEGORY	NAME	FPS NAME	MOBILE NO	DOB	ACTION	ACTION
1	1119190140015000009300153	1214885617	PHH	UMA PRAMANIK	AMIYA MANNA(134500800013)	7479125423	28/11/2018	KEEP ACTIVE	DEACTIVATE
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4	13191901400020000000700101	0019776574	SPHH	SUDEVIKA SHEE	PANCHANAN DAS(134500800009)		13/01/2011	KEEP ACTIVE	DEACTIVATE
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9	17191901400200000011710078	0020014635	PHH	SABINA KHATUN	PRANABESH DAS(134500800005)		01/10/2007	KEEP ACTIVE	DEACTIVATE

System then asks the Inspector to enter Ration Card number of any member of the target family. Once entered and search button is pressed, details of both the source and target family is visible.

Existing Member Details

SL.No.	NAME	RCCATEGORY	RCNO	DOB	FPS DETAILS	MOBILE NUMBER
1	UMA PRAMANIK	PHH	1214885617	28/11/2018	AMIYA MANNA(134500800013)	7479125423

Please Select Category You want to keep

RKS-I

PHH

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Version 2.0

Enter Ration Card number of the targer family. *

0019658219

Search

BACK

New Family Details

SL.No.	NAME	RCCATEGORY	RCNO	GENDER	DOB	FPS DETAILS	AADHAAR CARD NO	MOBILE NUMBER	Card Status
1	ANINDITA SAMANTA	RKS-I	2000356330	Female	16/10/2019	AMIYA MANNA(134500800013)	*****1587	7384838424	Active
2	CHANDAN SAMANTA	RKS-I	0100405740	Male	06/11/1975	AMIYA MANNA(134500800013)	*****7682	7384838424	Active
3	KABITA SAMANTA	RKS-I	0100405741	Female	09/10/1983	AMIYA MANNA(134500800013)	*****2776	7384838424	Active
4	PURNACHANDRA SAMANTA	RKS-I	0100405743	Male	02/12/1998	AMIYA MANNA(134500800013)	*****0716	7384838424	Active
5	ASMITA SAMANTA	RKS-I	2017137106	Female	26/02/2024	AMIYA MANNA(134500800013)		7384838424	Active
6	RINA BHUIYA	RKS-I	0019658219	Female	15/03/2003	AMIYA MANNA(134500800013)	*****4299	7384838424	Active

Area Inspector after discussing with the family **can chose category of either the Source or the Target family**.All members of the merged family will be converted to the chosen category.

Please Select Category You want to keep

PHH

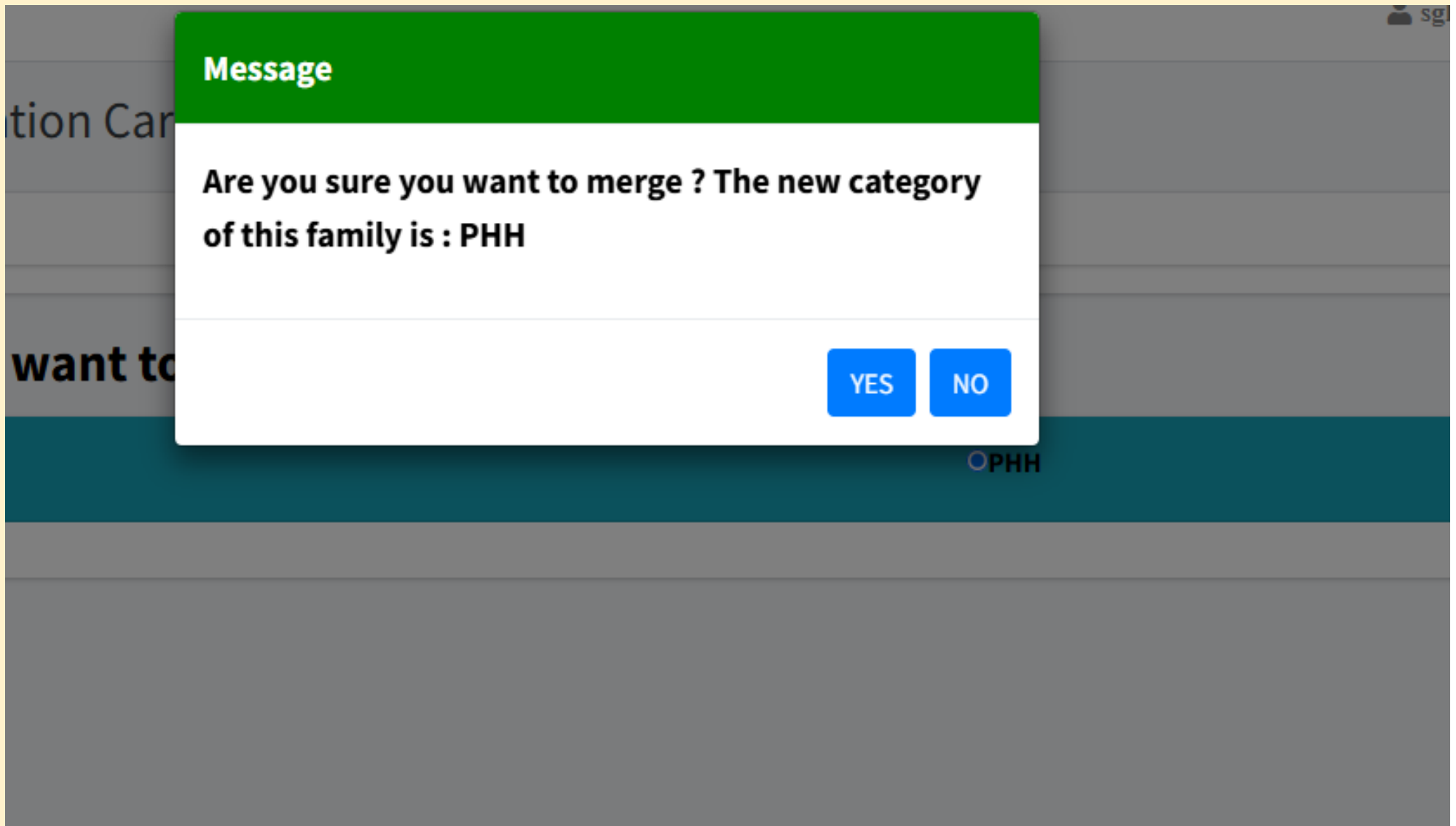
AAY

PHH

Cancel

Merge

System asks for confirmation .Once confirmed Data is consumed for merging the system



On successful submission the following pop up will appear.

The screenshot shows a web application interface with a sidebar menu on the left and a main content area. A green message pop-up is centered on the screen, displaying the text: "Message: Your data successfully merged, please check after 24 hours". Below the message is an "OK" button. The background interface includes a header with a logo and the text "BELOW 18 YEARS NF", a search bar with the text "Enter any Ration Card number", and a table titled "New family details". The table has columns for SL.No., NAME, RCCATEGORY, RCNO, GENDER, DOB, FPS DETAILS, AADHAAR CARD NO, MOBILE NUMBER, and Card Status. The table contains three rows of data for family members.

SL.No.	NAME	RCCATEGORY	RCNO	GENDER	DOB	FPS DETAILS	AADHAAR CARD NO	MOBILE NUMBER	Card Status
1	ANUPAM GHOSH	RKSY-I	0125595027	Male	19/01/1960	BILLAMONGAL KUNDU(WB0335118397)	*****3943		1
2	RITA GHOSH	RKSY-I	0125595028	Female	20/02/1970	BILLAMONGAL KUNDU(WB0335118397)	*****4112		1
3	SOMA GHOSH	RKSY-I	0125595029	Female	01/01/1900	BILLAMONGAL KUNDU(WB0335118397)	*****4577		1

Thank You