

## **PROCEDURE FOR UNDER GROUND DRAINAGE APPLICATION**

- The applicant has to visit the online CDMA website <http://125.18.179.59:8081/UGD/> for applying UGD.
- To open the application by clicking the left side menu [UGD Application](#) after click form will be open .
- Applicant fill the form carefully with valid details and click on **submit** button.
- After submit the form applicant will get Acknowledgement with 17 digit application number and also applicant get the SMS on mobile with application details, below are the sample SMS.

Dear Applicant Your Under Ground Drainage Application Request is received with Request Number **77771580718554078**.It will verify by RO/RI with in 15 days. 2:00 PM

- After submit application you will get **UGD Application Acknowledgment** download link. Applicant can download the acknowledgment for future use. Below are the sample screen.

Dated on : Mon Feb 03 13:59:13 IST 2020  
This is to acknowledge that the UGD application has been received from Mr/Mrs/Miss : **rahul.kumar**  
Having Application No. : **77771580718554078**  
[Print Acknowledgment](#) [Download Acknowledgment](#)

- Within 15 days AE/ME will verify your application, if all information provided by you are correct then your application are Accepted/Approved. once your UGD application approved immediately you got the alert message on your given mobile to do the UGD Payment. Below are the sample SMS.

Dear Applicant Your Under Ground Drainage Application has been Verified  
Please pay the Amount 1.0/- with Request Number 77771579780694824

- To do the UGD payment, first search the application status by 17 digit Request Number then you will got your basic details with UGD amount and also **Pay Now** button. By clicking on **Pay Now** button you can pay the UGD amount through online (**Credit Card/Net Banking**).Below are the sample details.

Enter Request Number  
(17 Digit Request No)

Search Application Status

Application Information: 7771557658151289

**Name :** Cheedalla Mukesh

**Relation Name:** Cheedalla Keshaiah

**Door Number :** 7-174

**Mobile Number:** 9177415131

**Application Submit Date:** 2019-05-12  
00:00:00.0

**Verification Status:** Verificatoin Accepted

**Application Status:** Under Payment

**Amount:** 2000.0

Pay Now

- After done the payment application goes to next verification level i.e. commissioner verification. If all information are correct then your application are approved for UGD.