



# NATIONAL AUTHORITY, CAMPA FUNDED SCHEMES MONITORING AND EVALUATION SYSTEM PORTAL

<https://nationalcampa.nic.in/Schemes/login>

## USER MANUAL



## About Scheme MIS

The Compensatory Afforestation Fund (CAF) Act, 2016, along with the CAF Rules, 2018, provides a robust statutory framework to ensure ecological restoration, afforestation, and conservation interventions across the country. The Act operationalized two dedicated, non-lapsable and interest-bearing funds: the National Compensatory Afforestation Fund (National Fund) under the Public Account of India, and the State Compensatory Afforestation Funds (State Funds) under the Public Accounts of the respective States/UTs.

These funds are meant for compensatory afforestation, restoration of degraded forests, wildlife habitat improvement, and other activities that compensate for the loss of forest land diverted for non-forest purposes.

The CAF Act, 2016 also mandated the establishment of the National Compensatory Afforestation Fund Management and Planning Authority (National CAMPA or National Authority) at the Centre and corresponding State CAMPA bodies across States and Union Territories.

The National Authority is entrusted with the management, oversight, and strategic utilization of the National Fund. It ensures that compensatory afforestation and conservation activities are carried out effectively, transparently, and in alignment with the ecological priorities of the country. These funds are non-lapsable and accrue interest based on rates declared annually by the Central Government. In accordance with Section 5(b)(iii) of the CAF Act, 2016, the National Authority also supports national-level schemes and programmes related to forestry, wildlife conservation, ecosystem restoration, capacity building, research, and other activities aligned with the objectives of environmental sustainability.

To strengthen governance and streamline the lifecycle of schemes supported under the National Fund, the National Authority has developed a dedicated Management Information System (MIS) Portal.

This digital platform enables end-to-end management of scheme proposals—from submission and appraisal to approval, monitoring, and reporting. It brings together three key stakeholders: Implementing Agencies, who propose schemes Programme Divisions, who appraise and evaluate proposals National Authority, CAMPA, which considers and approves schemes The MIS Portal enhances transparency, ensures accountability, improves decision-making through real-time data, and reduces processing time through automated workflows and digital documentation. It is a step toward more efficient, technology-driven environmental governance, aligning with the country's commitment to safeguarding and restoring its forest ecosystems.

# User Categories in the Portal

The portal comprises four types of users, each with specific roles and functionalities. These user categories are as follows:

- A) Implementing Agency
- B) Programme Division
- C) National Authority CAMPA
- D) Head of Division (HoD)

Since each user type has distinct responsibilities and access permissions within the system, a **separate step-by-step User Manual section** shall be provided for each category.

This approach ensures clarity in understanding the workflow, roles and system functionalities applicable to each user.

## A. User Registration Process – Implementing Agency

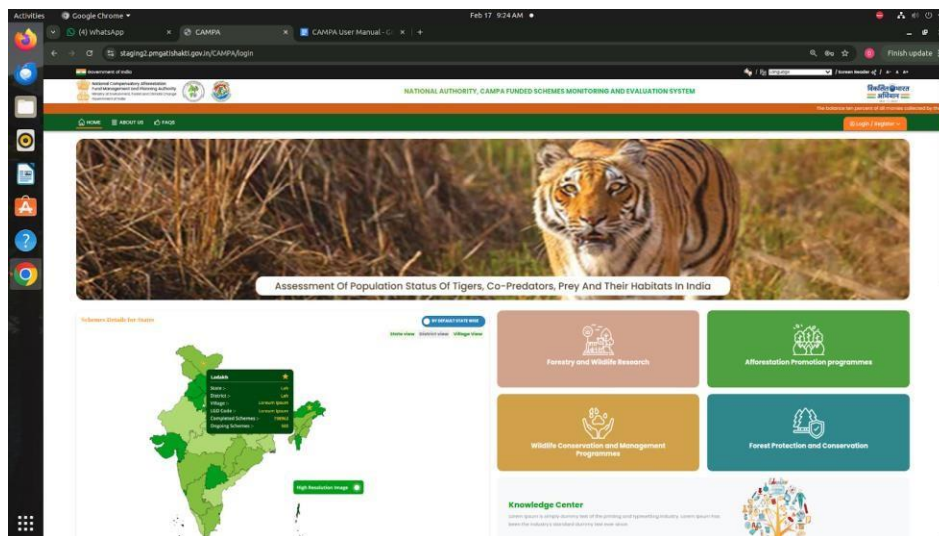
### 1. Introduction

This user manual provides step-by-step instructions for Implementing Agencies to register, log in, submit schemes, track application status, download approval letters, and manage installment details through the portal.

### 2. Registration Process

#### Step 1: Access the Website

Open the official website in your web browser. Upon accessing the website, the homepage will be displayed.

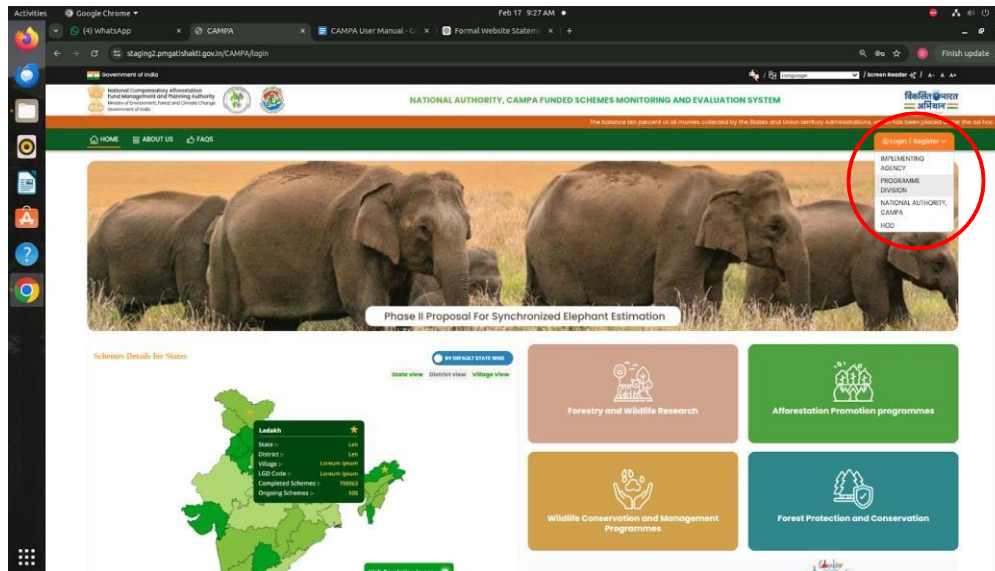


## Step 2: Navigate to Login/Register

Click on the 'Login/Register' icon available on the homepage.

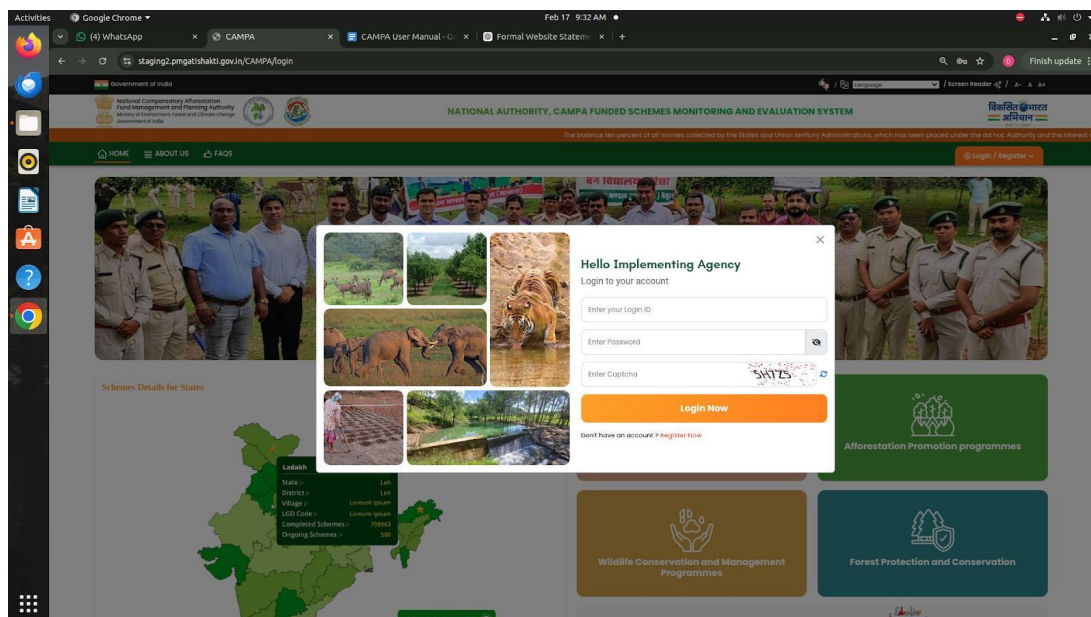
## Step 3: Select User Type

After clicking on the Login/Register icon, four user categories will be displayed. Select 'Implementing Agency' from the available options.



## Step 4: Open Registration Page

Upon selecting 'Implementing Agency,' the corresponding login page will appear. Click on the **Register Now** option to proceed with registration.

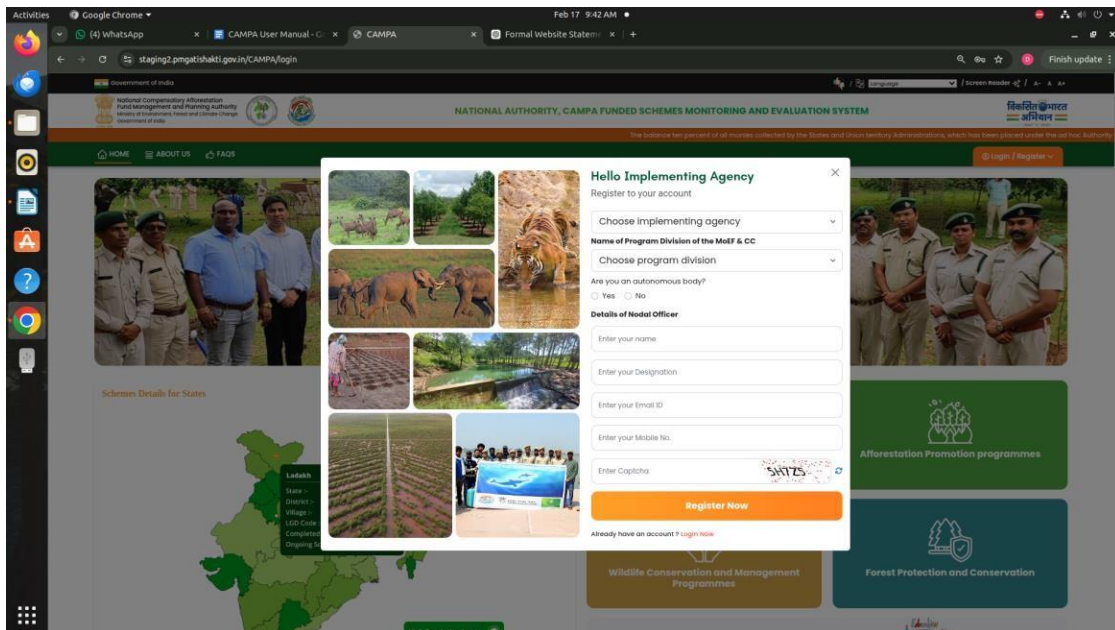


## Step 5: Fill Registration Details

After clicking on ‘Register Now,’ a registration pop-up window will appear. In this pop-up, fill in all the required details carefully, including:

- Selection of **Implementing Agency**
- Name of the concerned **Programme Division of MoEF&CC**
- **Details of the Nodal Officer**
  - Name
  - Designation
  - Contact Number
  - Email ID
- Any other mandatory fields as required

Ensure that all information is entered accurately and completely.



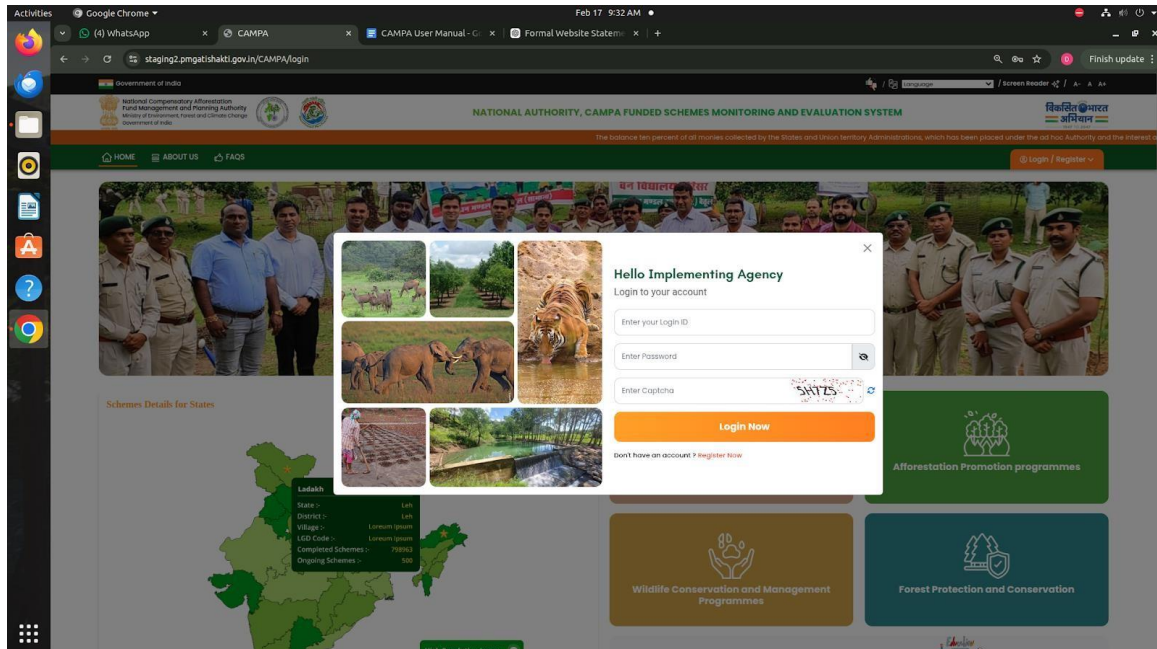
## Step 6: Submit the Registration Form

After verifying the entered details, click on the **Register Now** button to complete the registration process.

**Note:** Upon successful completion of the registration process, a confirmation email will be sent to the registered email address. The **username** will be the registered **mobile number** and the password will initially be the same as the registered mobile number.

### 3. Login Process

Open the login page and enter your username, password, and the displayed CAPTCHA code in the respective fields. After entering the required credentials, click on the ‘Login’ button to access the portal.



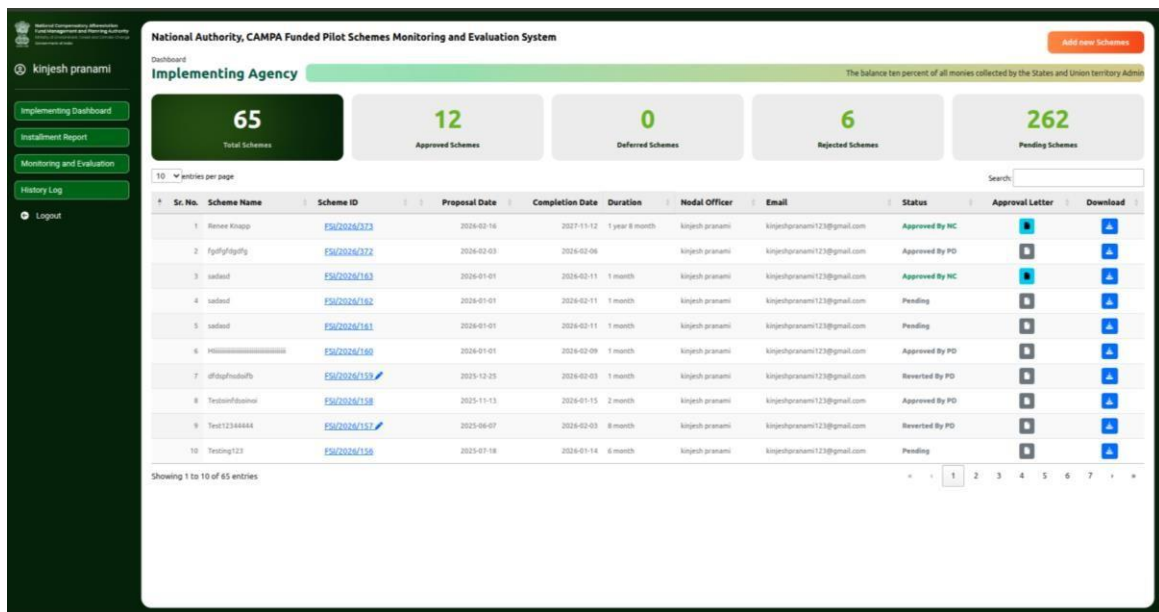
### 4. Implementing Agency Dashboard

Upon successful login, the **Implementing Agency Dashboard** will be displayed. The dashboard provides a consolidated overview of all schemes associated with the respective agency. The following scheme categories are visible:

- **Total Schemes**  
Displays the total number of schemes submitted or associated with the Implementing Agency.
- **Approved Schemes**  
Indicates the number of schemes that have been reviewed and formally approved by the competent authority.
- **Deferred Schemes**  
Shows the schemes that have been temporarily put on hold or returned for modifications or additional clarifications.
- **Rejected Schemes**  
Reflects the number of schemes that have been reviewed and not approved due to non-compliance or other specified reasons.

- **Pending Schemes**

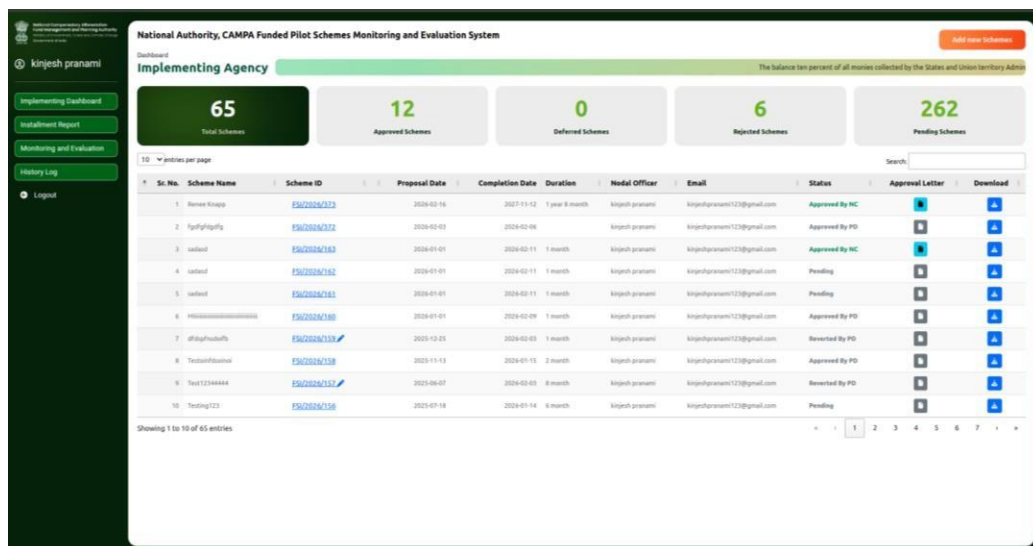
Displays schemes that are currently under review and awaiting approval, rejection, or further action.



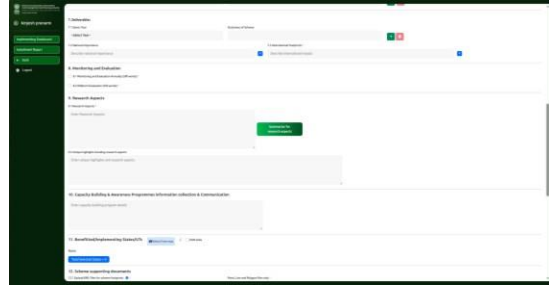
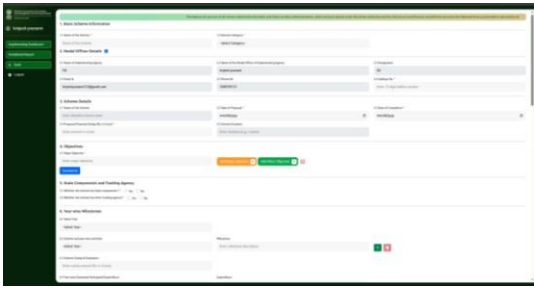
This dashboard enables the Implementing Agency to efficiently monitor the status and progress of all submitted schemes.

## 5. Adding a New Scheme

To add a new scheme, the Implementing Agency must click on the **Add New Scheme** option available on the dashboard.



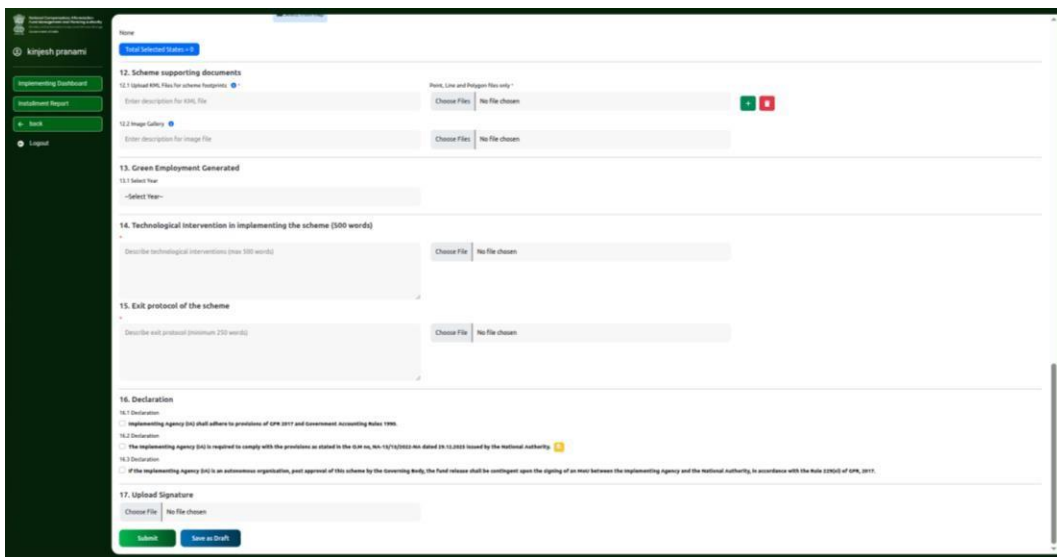
Upon clicking the **Add New Scheme** option, the Scheme Application Form will be displayed.



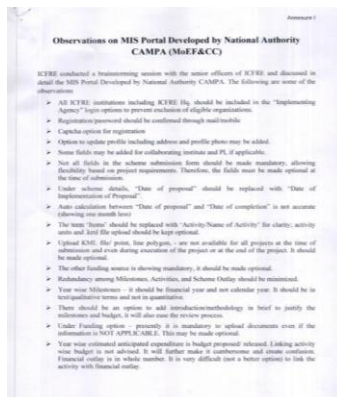
The Implementing Agency is required to fill in all the necessary information in the respective fields and upload the required supporting documents as specified in the form.

If the form is not fully completed, the **Save as Draft** option may be used to save the entered details and continue the submission process at a later time.

Before submitting the application, carefully read the **Declaration** section and ensure that all provided information is accurate, complete and in accordance with the applicable guidelines.



A download icon is provided alongside the Declaration section. Click on the designated icon to download the Declaration document. Upon clicking the icon, the Declaration document will open, allowing the Implementing Agency to review its contents before proceeding with submission.



After completing all mandatory fields and uploading the required documents, click on the **Submit** button to successfully submit the scheme application.

**Note:** The proposal submitted by the Implementing Agency is first examined and reviewed by the **Programme Division**. Upon satisfactory review and recommendation by the Programme Division, the proposal is forwarded to the **National Authority, CAMPA** for further consideration and approval as per the prescribed process.

## 6. Checking Scheme Application Status

The Implementing Agency can monitor the status of their submitted applications through the **Dashboard**.

If a scheme is marked as **Deferred**, the Implementing Agency may review the conditions and remarks provided by the concerned **Programme Division**. The agency is required to fulfill the specified conditions, make the necessary corrections or modifications as per the remarks, and upload any additional documents if required. After addressing all observations, the Implementing Agency must resubmit the application through the portal for further review and approval.

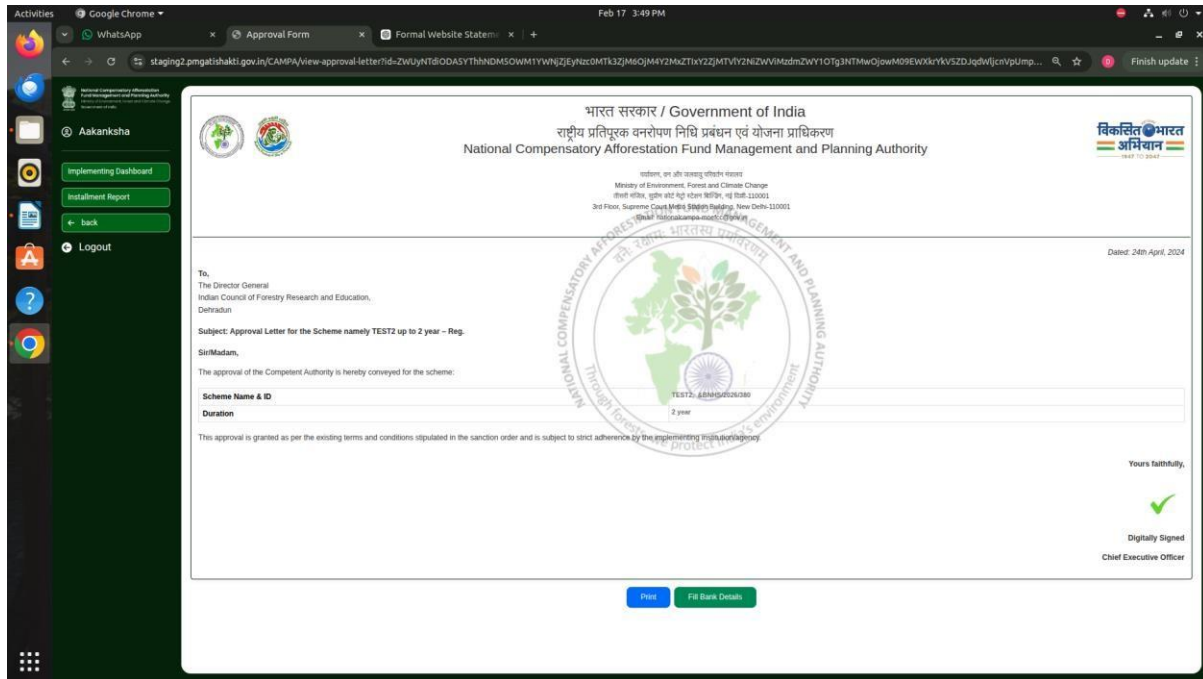
If the scheme is approved by the competent authority, an **Approval Letter** will be issued. The Implementing Agency can view and download the Approval Letter from the **Dashboard** under the respective scheme details.

### Viewing and Downloading the Approval Letter

To access the Approval Letter, click on the **Approval Letter** option available under the respective approved scheme.

Sr. No.	Scheme Name	Scheme ID	Proposal Date	Completion Date	Duration	Nodal Officer	Email	Status	Approval Letter	Sanction Letter	Apply Extension	Download
1	Renee Khapp	FSI/2026/273	2026-02-16	2027-11-12	1 year 8 month	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		-	Apply For Extension	
2	sadard	FSI/2026/163	2026-01-01	2026-02-11	1 month	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		-	Apply For Extension	
3	Scheme MIGHTI 2312	FSI/2025/95	2025-12-01	2027-09-07	1 year 9 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		-	Apply For Extension	
4	Test 2212	FSI/2025/93	2025-12-16	2027-08-24	1 year 8 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC			Apply For Extension	
5	Test 1612	FSI/2025/92	2025-01-16	2027-12-16	2 years 11 months	Disha	disha@gmail.com	Approved By NC		-	Apply For Extension	
6	Test 0925	FSI/2025/91	2025-12-01	2026-12-09	1 year	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC			Apply For Extension	
7	New Scheme 0412	FSI/2025/89	2025-12-01	2026-12-04	1 year	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		-	Apply For Extension	
8	test scheme	FSI/2025/86	2025-12-01	2026-06-08	6 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		-	Apply For Extension	
9	New scheme 123	FSI/2025/84	1977-12-14	2010-04-10	32 years 3 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		-	Apply For Extension	
10	Fritz Robertson	FSI/2025/78	2025-11-28	2026-10-29	11 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		-	Apply For Extension	

Upon clicking, the Approval Letter page will open. The Implementing Agency can view the letter.



To download or obtain a hard copy of the letter, click on the **Print** button. The letter can then be saved as a PDF or printed for official use.

## Filling Bank Details

The Implementing Agency shall click on the **Fill Bank Details** option available in the Approval Letter page.

Upon clicking this option, the Bank Details page will open. The Agency can then enter the required banking information and related financial details as prescribed. And add installments implementing

On the Bank Details page, the Implementing Agency is required to enter the following information:

- Total Amount
- Number of Installments
- Duration (as per the approved financial plan)

Ensure that all details are entered accurately and in accordance with the approved scheme provisions.

**Bank Details**

**Installments**

Total Amount (in Lakh.)	Financial Year	Installment No.	Duration	Select No. of Installments	Amount (in Lakh.)
188.0	2025-26	Installment 1	1 month	2	33.5
Remaining Amount (in Lakh.)		Installment 2			33.5
0.0	2026-27	Installment 3	1 year	1	45
	2027-28	Installment 4	10 month	1	56

**Scheme Details**

Name of the Scheme:  Approving Agency:

Sanction Amount:  Installment No.:

**Bank Details**

Account Name:  Bank Name:

Enter account name:  Enter bank name:

Bank Branch Name & Address:  IFSC Code:

Enter branch name and address:  Enter IFSC code:

Account Number:  Confirm Account Number:

Enter account number:  Enter confirm account number:

**Submit Form**

After completing all mandatory fields, click on the Submit Form button to successfully submit the bank and installment details.

## 7. Applying for Installment

When the Implementing Agency intends to apply for an installment, it shall click on the **Installment Report** option available on the left side panel of the window.

**National Authority, CAMPA Funded Pilot Schemes Monitoring and Evaluation System**

Dashboard

**Implementing Agency** The balance ten percent of all monies collected by the States and Union territory Administrations, which has been placed under the ad hoc Authority and the

**66**

Total Schemes

**12**

Approved Schemes

**0**

Deferred Schemes

**6**

Rejected Schemes

**263**

Pending Schemes

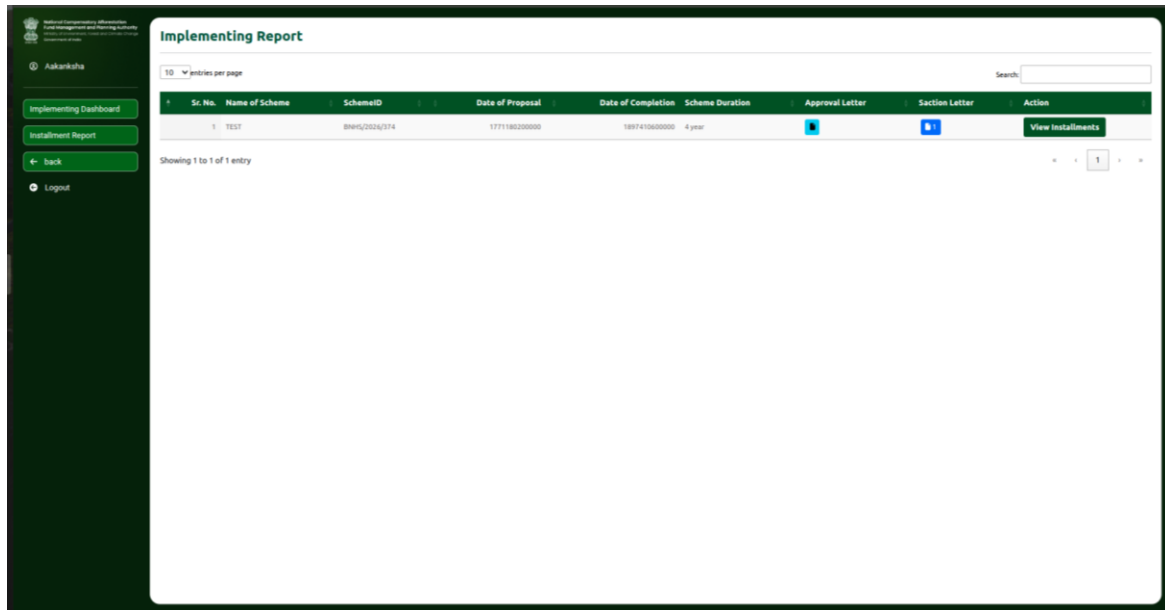
10 entries per page

Sr. No.	Scheme Name	Scheme ID	Proposal Date	Completion Date	Duration	Nodal Officer	Email	Status	Approval Letter	Download
1	Fritz Robertson	FSI/2026/125	2026-02-17	2027-02-26	1 year	kinjesh pranami	kinjeshpranami123@gmail.com	Pending		
2	Renée Knapp	FSI/2026/173	2026-02-16	2027-11-12	1 year 8 month	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		
3	fgdfghdfgh	FSI/2026/172	2026-02-03	2026-02-06		kinjesh pranami	kinjeshpranami123@gmail.com	Approved By PD		
4	sadsad	FSI/2026/163	2026-01-01	2026-02-11	1 month	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC		
5	sadsad	FSI/2026/162	2026-01-01	2026-02-11	1 month	kinjesh pranami	kinjeshpranami123@gmail.com	Pending		
6	sadsad	FSI/2026/161	2026-01-01	2026-02-11	1 month	kinjesh pranami	kinjeshpranami123@gmail.com	Pending		
7	Hisxxxxxxxxxxxxxxxx	FSI/2026/160	2026-01-01	2026-02-09	1 month	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By PD		
8	dfdfghdfgh	FSI/2026/159	2025-12-25	2026-02-03	1 month	kinjesh pranami	kinjeshpranami123@gmail.com	Reverted By PD		
9	Testsofbsosoi	FSI/2026/158	2025-11-13	2026-01-15	2 month	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By PD		
10	Test12344444	FSI/2026/157	2025-06-07	2026-02-03	8 month	kinjesh pranami	kinjeshpranami123@gmail.com	Reverted By PD		

Showing 1 to 10 of 66 entries

Upon clicking this option, the relevant Installment page will be displayed, enabling the Agency to proceed with the installment application process.

Thereafter, click on the **View Installments** option.



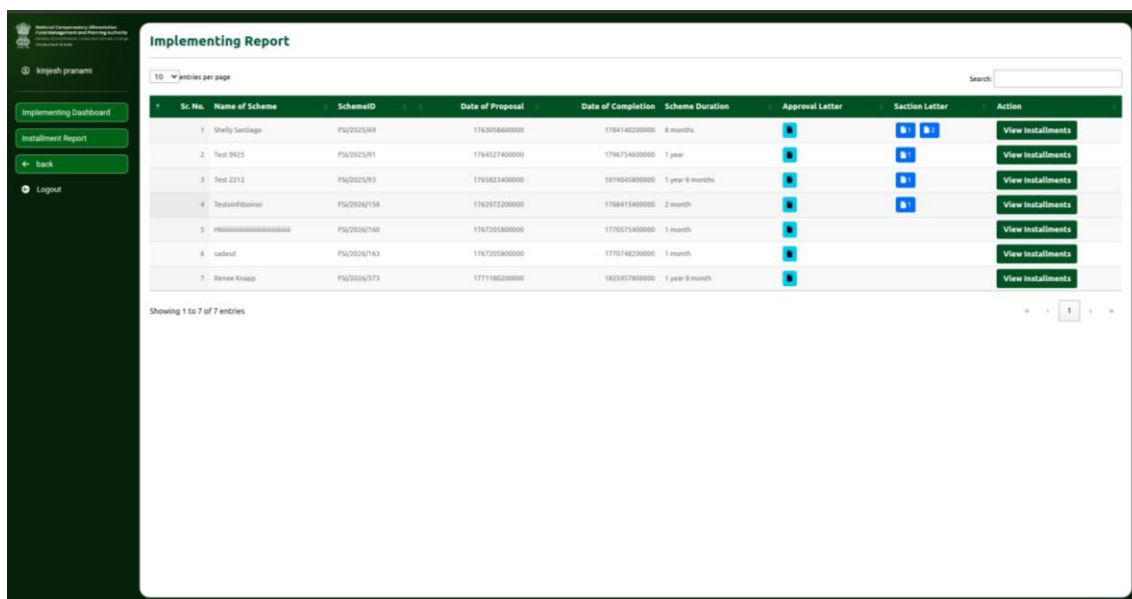
Upon clicking this option, the Installment Details page will open, from where the Agency can proceed with filling in the required information. Ensure that all details are entered accurately and in accordance with the approved scheme provisions.

**Note:** All installment-related details submitted by the Implementing Agency shall be forwarded directly to **CAMPA** for review and approval.

## 8. Issuance of Sanction Letter – Installment

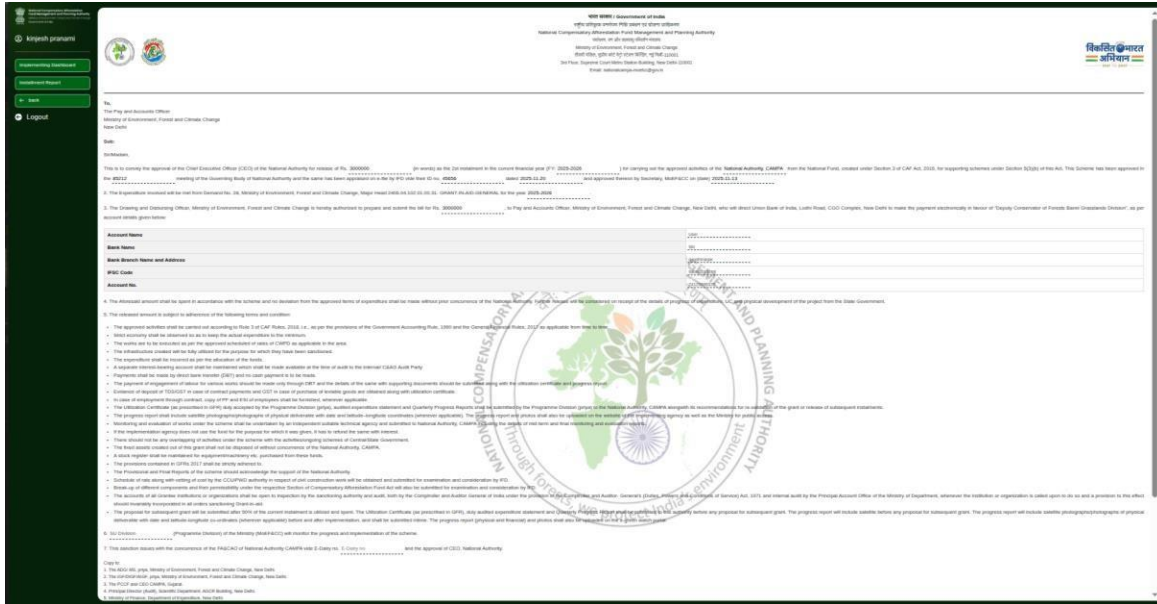
Upon approval of the **Installment** by the competent authority, a **Sanction Letter** will be issued.

The Implementing Agency can view and download the Sanction Letter from the portal under the respective scheme details.



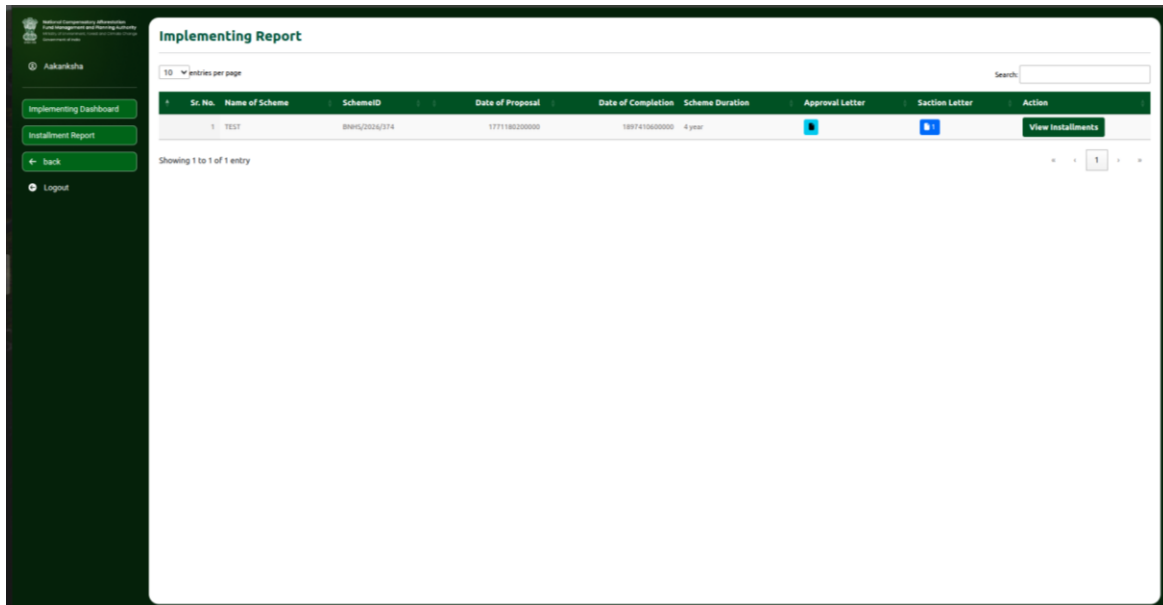
Click on the **Sanction Letter** option available under the respective approved installment.

Upon clicking this option, the Sanction Letter page will open. The Implementing Agency can view the letter online and download or print it for official use, if required.



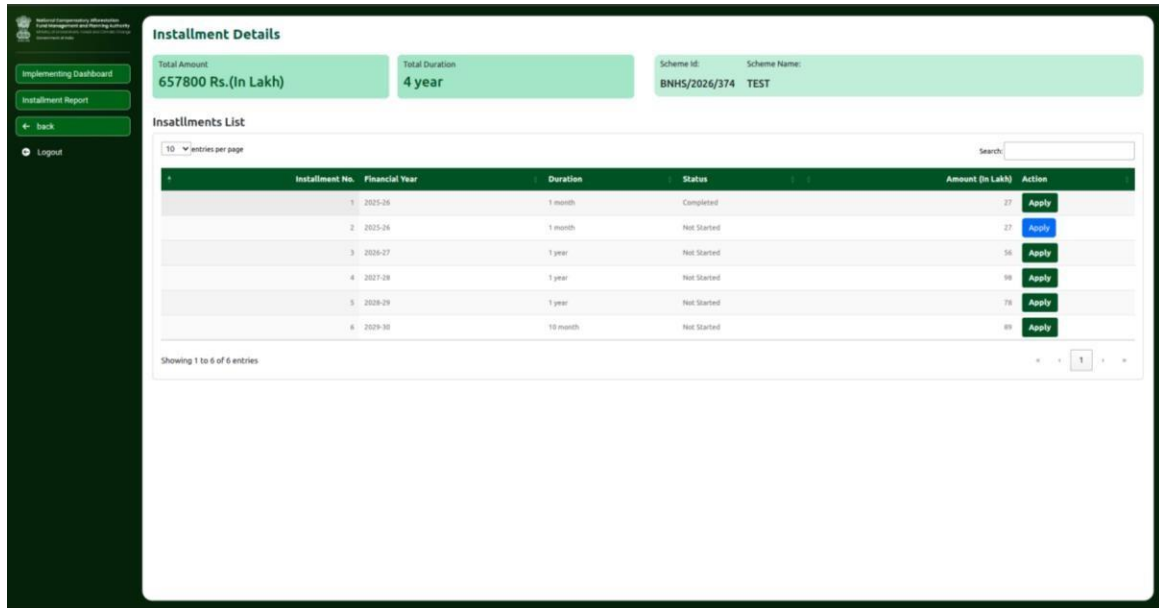
## 9. Applying for Subsequent Installments

To apply for any subsequent installment, the Implementing Agency shall click on the **Installment Report** option available.

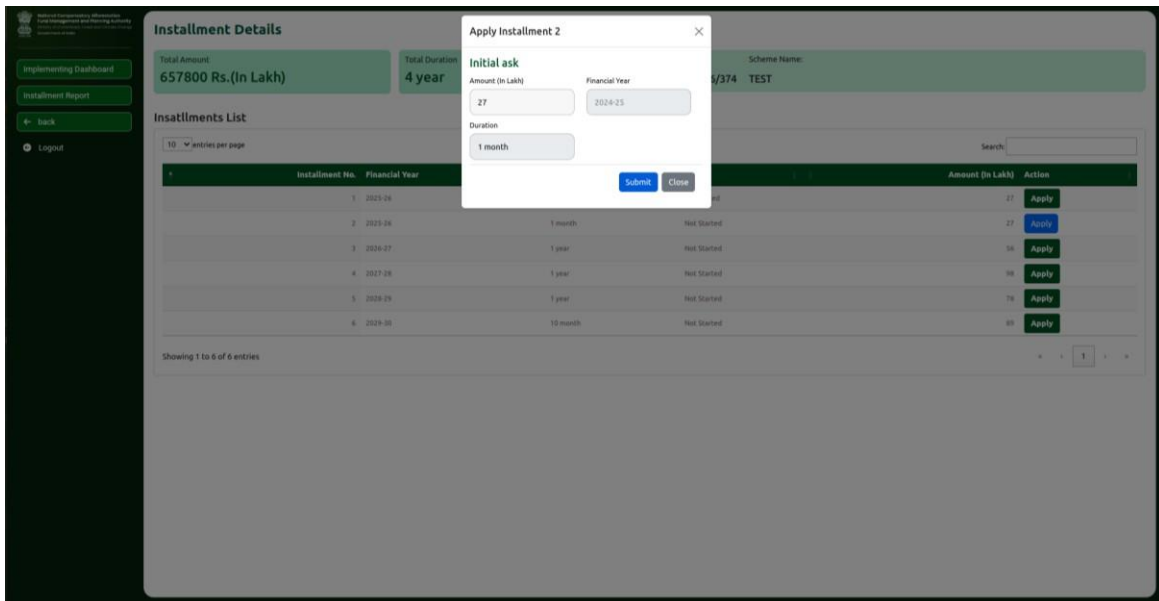


Thereafter, click on the **View Installments** option.

Upon clicking this option, the Installment Details page will open, from where the Agency can proceed with filling in the required information.



When the Implementing Agency clicks on the **Apply** button for the Second Installment, a pop-up window will appear.



In the pop-up, the Agency is required to enter the following details:

- Installment Amount
- Duration (as applicable)

After entering the required information, click on the **Submit** button.

**Previous Ask**

Scheme ID: BNS/2026/374 | Previous Ask Amount: \$4 | Duration: 1 month

Release Previous Amount Installment (In Lakh): 27 | Utilized Amount (In Lakh): amount | Remaining Amount (In Lakh): amount

**2 Installment Proposal (2025-26) Year**

Installment Amount (In Lakh): 27 | Revaluation Amount (In Lakh): 0 | Final Amount (In Lakh): 0 | Duration: 1 month

**Submission/ Receipt of UCS at the end of each Financial year**

Sr No	UC No.	UC Date	Financial Year	Amount Released	Amount Utilized	Balance Amount	UC Certificate Uploaded
1		mm/dd/yyyy	Select				Choose File   No file chosen

**Details of Interest Receipt**

Sr No	Date	Amount	Date of deposition to P&O	Upload Document
1	mm/dd/yyyy		mm/dd/yyyy	Choose File   No file chosen

**Progress Report**

Sr No	Year	Quarter	Date of receiving	Physical Achievement	Financial Achievement	Progress Report
1	2025/2026		mm/dd/yyyy			Choose File   No file chosen

**Monitoring and Evaluation**

Sr No	Date of Visit of Team	Date of M&E Committee Meeting	Decision	Upload KML	Upload Images
1	mm/dd/yyyy	mm/dd/yyyy		Choose File   No file chosen	Choose File   No file chosen

Submit

Upon submission, the detailed Second Installment application form will open, where the Agency must complete the remaining required fields and upload necessary documents before final submission.

In this form, the Agency is required to:

- Submit the **Progress Report** detailing the physical and financial progress of the scheme.
- Provide complete **Fund Utilization Details** of the First Installment.
- Upload supporting documents, if required.

The Agency must ensure that all information furnished is accurate, complete, and consistent with the approved scheme and financial guidelines.

After filling in all required fields and uploading the necessary documents, click on the Submit button to forward the application for review and approval.

## Approval and Issuance of Sanction Letter for any Subsequent Installments

Upon approval of **any Subsequent Installment** by the competent authority, a **Sanction Letter** will be issued through the portal.

The Implementing Agency can access the Sanction Letter by clicking on the **Sanction Letter** option under the respective installment details.

The same process shall be followed for all subsequent installments. For each installment:

- The Agency must submit the required documents and reports.
- The proposal will undergo review and approval by the competent authority.
- Upon approval, a Sanction Letter will be issued and made available on the portal for viewing and download.

## 10. Monitoring and Evaluation

Click on **Monitoring and Evaluation** option then select scheme.

**Monitoring And Evaluation**

Select Scheme: [Text Field]

Select Scheme: [Text Field]

Scheme Name: Shelly Santiago

Submission/ Receipt of UCS at the end of each Financial year

Sr No	UC No.	UC Date	Financial Year	Amount Released	Amount Utilised	Balance Amount	UC Certificate Upload
1		mm/00/yyyy	Select Year				Choose File   No file chosen

Details of Interest Receipt

Sr No	Date	Amount	Date of deposition to PND	Upload Document
1	mm/00/yyyy		mm/00/yyyy	Choose File   No file chosen

Progress Report

Sr No	Year	Quarter	Date of receiving	Physical Achievement	Financial Achievement	Progress Report
1	Select Year		mm/00/yyyy			Choose File   No file chosen

Monitoring and Evaluation

Sr No	Date of Visit of Team	Date of M&E Committee Meeting	Decision	Upload EML	Upload Images
1	mm/00/yyyy	mm/00/yyyy		Choose File   No file chosen	Choose File   No file chosen

Submit

In this form, the Agency is required to:

- Submit the **Progress Report** detailing the physical and financial progress of the scheme.
- Provide complete **Fund Utilization Details** of the First Installment.
- Upload supporting documents, if required.

The Agency must ensure that all information furnished is accurate, complete, and consistent with the approved scheme and financial guidelines.

After filling in all required fields and uploading the necessary documents, click on the **Submit** button to forward the application for review.

## 11. Request for Scheme Extension

If the sanctioned time duration of the scheme has expired while the sanctioned funds remain available, and the Implementing Agency requires additional time for completion of the approved activities, the Agency may submit a request for extension through the portal.

The **Extension** option becomes visible only after the approved time duration of the scheme has elapsed. The Implementing Agency may then initiate the extension request by selecting this option and submitting the required details and justification.

To initiate the process:

1. Click on the **Extension** option available under the respective scheme.

National Authority, CAMPA Funded Pilot Schemes Monitoring and Evaluation System

Dashboard

Implementing Agency: [Dropdown]

The balance ten percent of all monies collected by the States and U

67 Total Schemes | 12 Approved Schemes | 0 Deferred Schemes | 6 Rejected Schemes | 266 Pending Schemes

10 entries per page

Sr. No.	Scheme Name	Scheme ID	Proposal Date	Completion Date	Duration	Nodal Officer	Email	Status	Approval Letter	Sanction Letter	Apply Extension	Download
1	Renew Knapp	ES/2026/373	2026-03-16	2027-11-12	1 year 8 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]
2	ladef	ES/2026/143	2024-01-01	2026-02-11	1 month	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]
3	Scheme MSH71 2212	ES/2025/95	2025-12-01	2027-09-07	1 year 9 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]
4	Test 2212	ES/2025/93	2025-12-16	2027-08-24	1 year 8 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	[Icon]	Apply For Extension	[Icon]
5	Test 1612	ES/2025/92	2025-01-16	2027-12-16	2 years 11 months	Disha	disha@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]
6	Test 0925	ES/2025/91	2025-12-01	2026-12-09	1 year	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	[Icon]	Apply For Extension	[Icon]
7	New Scheme 0412	ES/2025/89	2025-12-01	2026-12-04	1 year	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]
8	test scheme	ES/2025/86	2025-12-01	2026-06-08	6 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]
9	New scheme 123	ES/2025/84	1977-12-14	2010-04-10	32 years 3 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]
10	Fritz Robertson	ES/2025/78	2023-11-28	2026-10-29	11 months	kinjesh pranami	kinjeshpranami123@gmail.com	Approved By NC	[Icon]	-	Apply For Extension	[Icon]

Showing 1 to 10 of 12 entries

2. Upon clicking this option, the Extension Application page will open.
3. Enter the required details, including justification for seeking the extension and the proposed revised timeline.
4. Upload any supporting documents, if required.
5. Click on the **Submit** button to forward the extension request for review and approval.

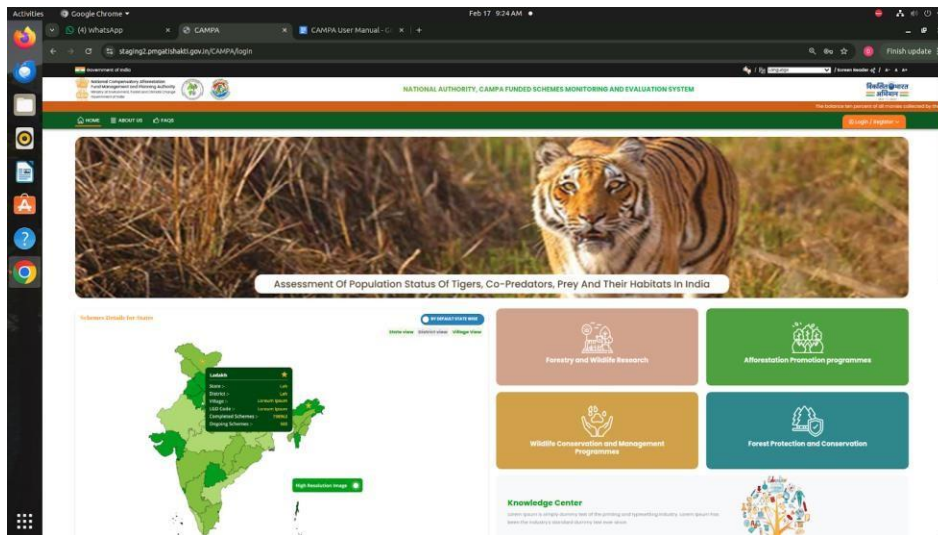
The extension request will be examined by the competent authority, and the decision will be communicated through the portal.

## B. User Registration Process – Programme Division

### 1. Registration Process

#### Step 1: Access the Website

Open the official website in your web browser. Upon accessing the website, the homepage will be displayed.

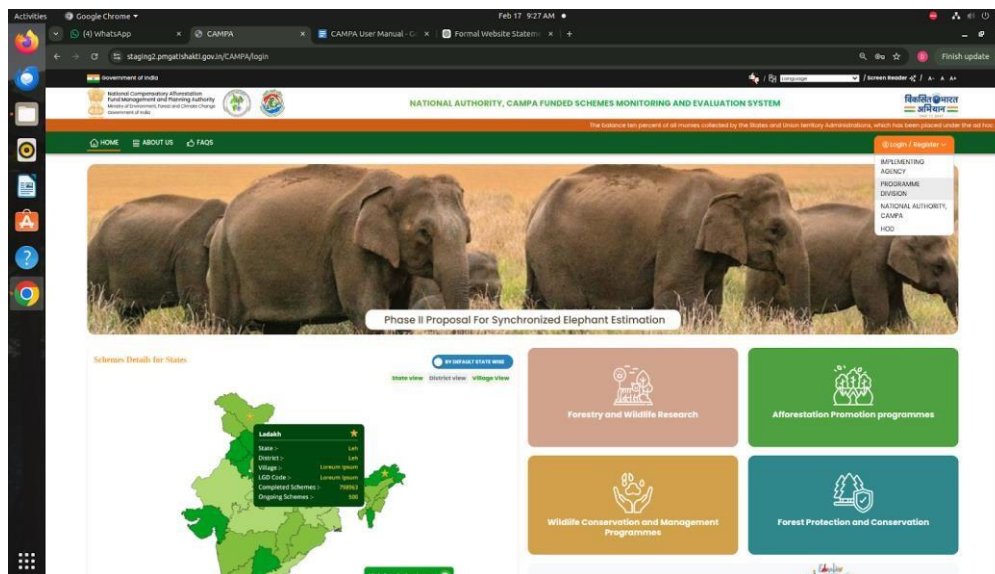


#### Step 2: Navigate to Login/Register

Click on the 'Login/Register' icon available on the homepage.

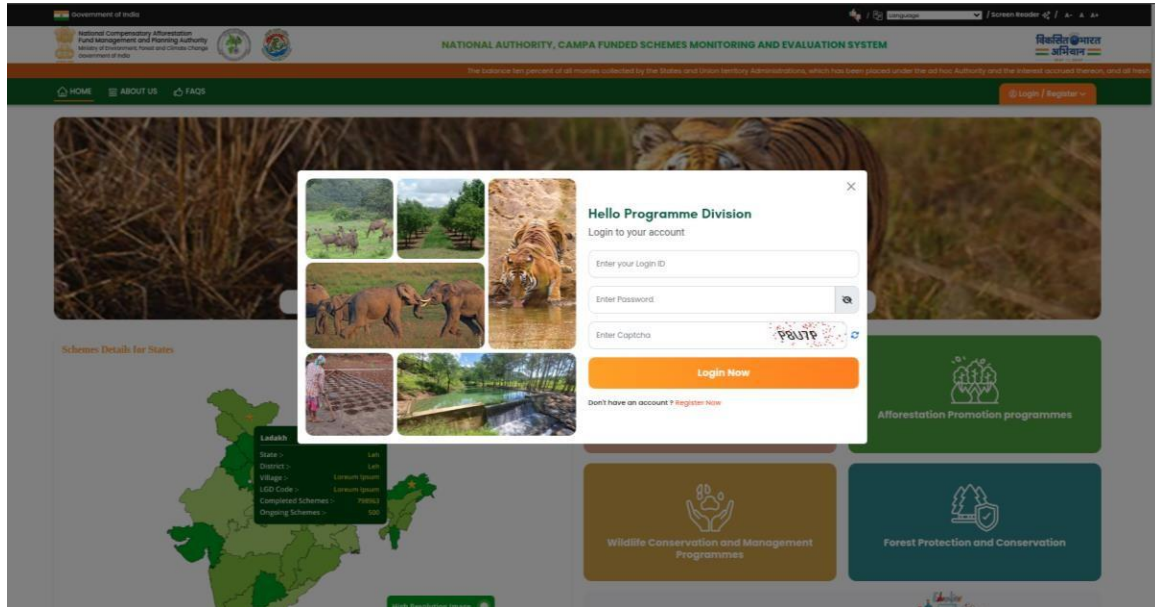
#### Step 3: Select User Type

After clicking on the Login/Register icon, four user categories will be displayed. Select 'Programme Division' from the available options.



## Step 4: Open Registration Page

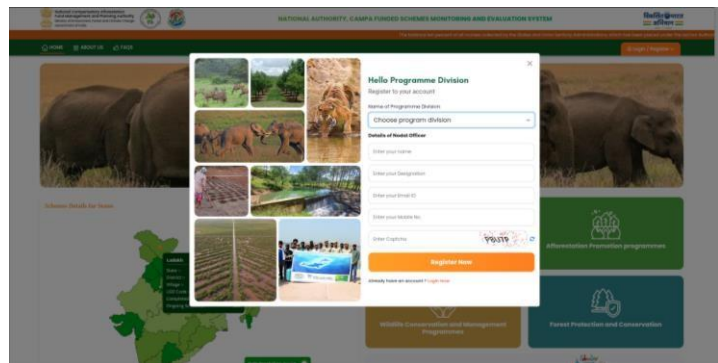
Upon selecting ‘Implementing Agency,’ the corresponding login page will appear. Click on the ‘**Register Now**’ option to proceed with registration.



## Step 5: Fill Registration Details

After clicking on ‘Register Now,’ a registration pop-up window will appear. In this pop-up, fill in all the required details carefully, including:

- Select Name of the concerned **Programme Division**
- **Details of the Nodal Officer**
  - Name
  - Designation
  - Contact Number
  - Email ID
- Any other mandatory fields as required



Ensure that all information is entered accurately and completely.

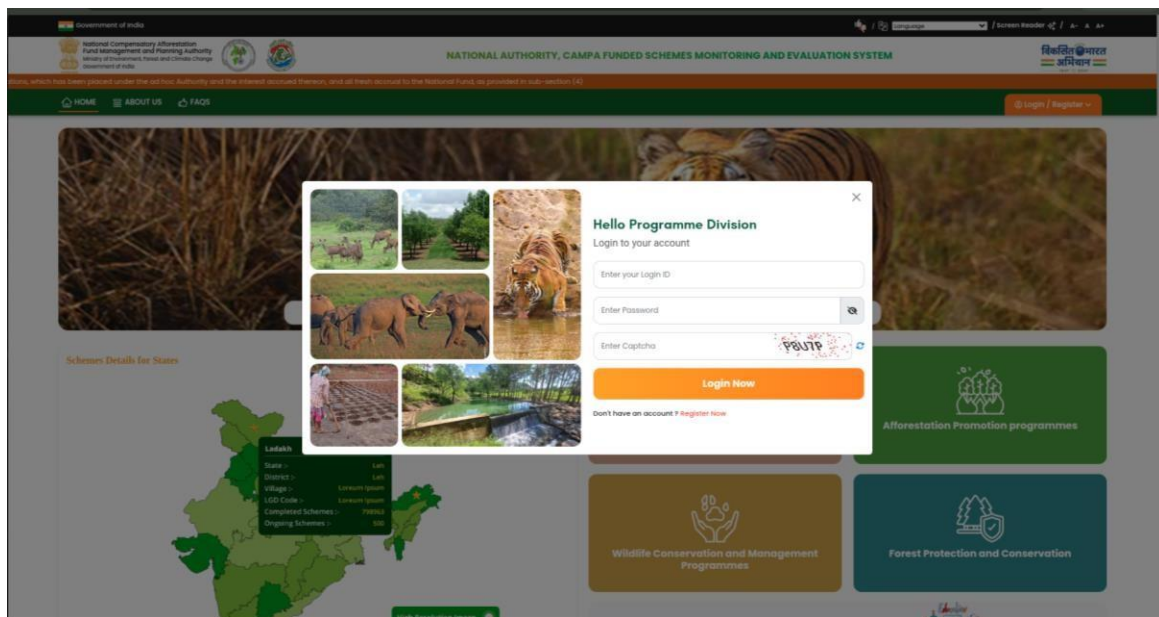
## Step 6: Submit the Registration Form

After verifying the entered details, click on the **Register Now** button to complete the registration process.

**Note:** Upon successful completion of the registration process, a confirmation email will be sent to the registered email address. The **username** will be the registered **mobile number** and the password will initially be the same as the registered mobile number.

## 2. Login Process

Open the login page and enter your username, password, and the displayed CAPTCHA code in the respective fields. After entering the required credentials, click on the ‘Login’ button to access the portal.



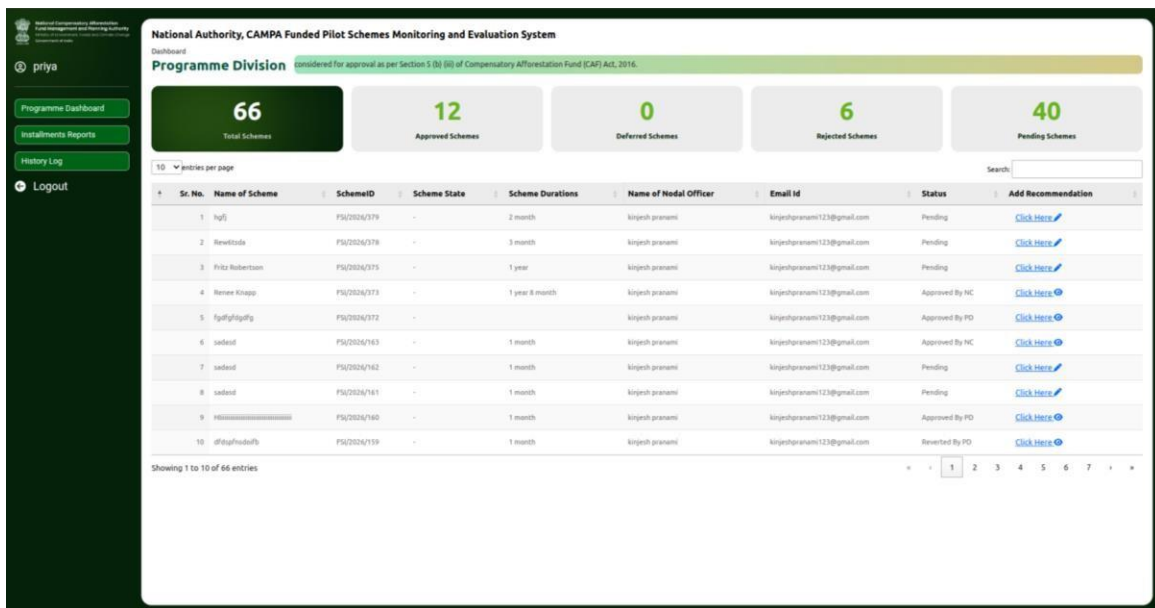
## 3. Programme Division Dashboard

Upon successful login, the **Programme Division Dashboard** will be displayed. The dashboard provides a consolidated overview of all schemes. The following scheme categories are visible:

- **Total Schemes**  
Displays the total number of schemes submitted
- **Approved Schemes**  
Indicates the number of schemes that have been reviewed and formally approved by the competent authority.
- **Deferred Schemes**  
Shows the schemes that have been temporarily put on hold or returned for modifications or additional clarifications.
- **Rejected Schemes**  
Reflects the number of schemes that have been reviewed and not approved due to non-compliance or other specified reasons.

- **Pending Schemes**

Displays schemes that are currently under review and awaiting approval, rejection, or further action.



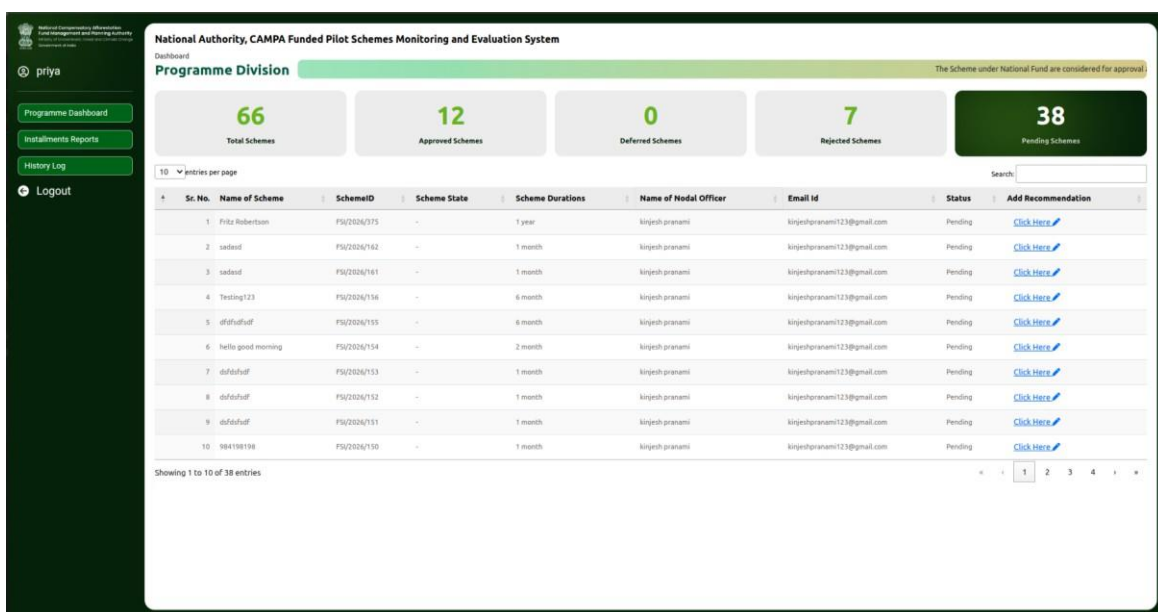
This dashboard enables the Programme Division to efficiently monitor the status and progress of all schemes.

## 4. Reviewing Pending Schemes

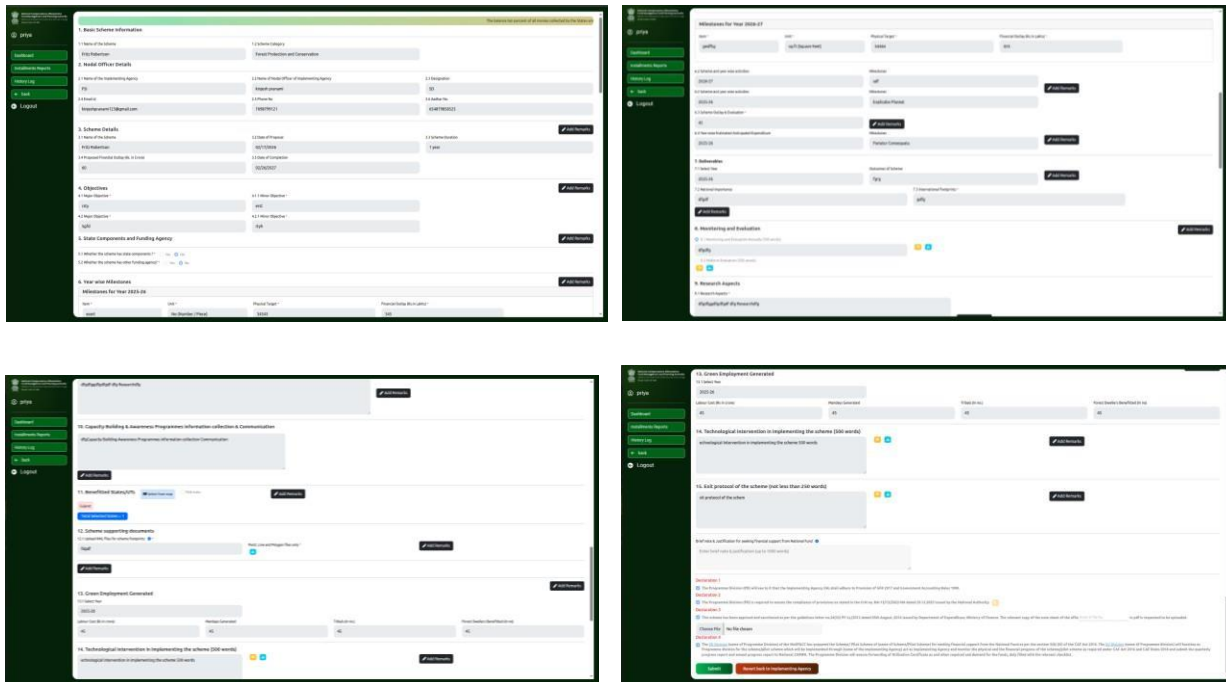
The Programme Division shall log in to the portal using official credentials.

To review newly submitted proposals, click on the **Pending Schemes** option available on the dashboard.

Upon clicking this option, the list of pending scheme applications will be displayed.



To proceed with the review, click on the **Add Recommendation** option available against the respective scheme. Upon clicking this option, the Form will open, enabling the Programme Division to enter remarks and provide its recommendation for further action in every section.



After reviewing the proposal and the submitted documents, if the Programme Division is satisfied with the information provided, it shall click on the **Submit** button to forward its recommendation for **National Authority CAMPA**.

In case any discrepancies, deficiencies, or additional clarifications are identified, the Programme Division may click on the **Revert Back to Implementing Agency** option. This will return the proposal to the Implementing Agency for necessary corrections or improvements in accordance with the observations and recommendations provided.

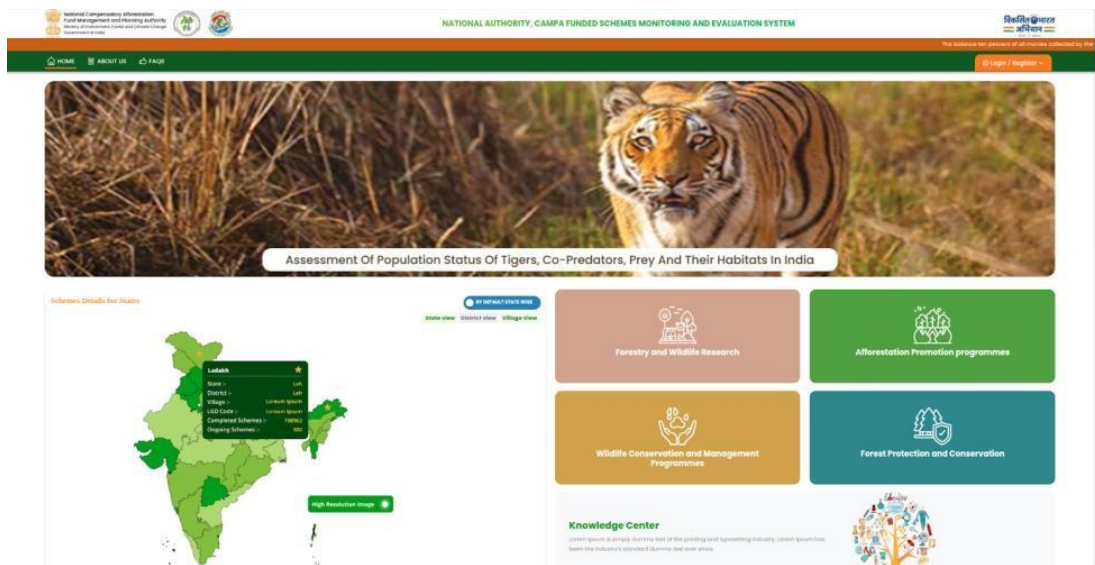
The Implementing Agency shall review the remarks, make the required modifications and resubmit the proposal through the portal for further consideration.

## C. User Registration Process: National Authority CAMPA

### 1. Registration Process

#### Step 1: Access the Website

Open the official website in your web browser. Upon accessing the website, the homepage will be displayed.

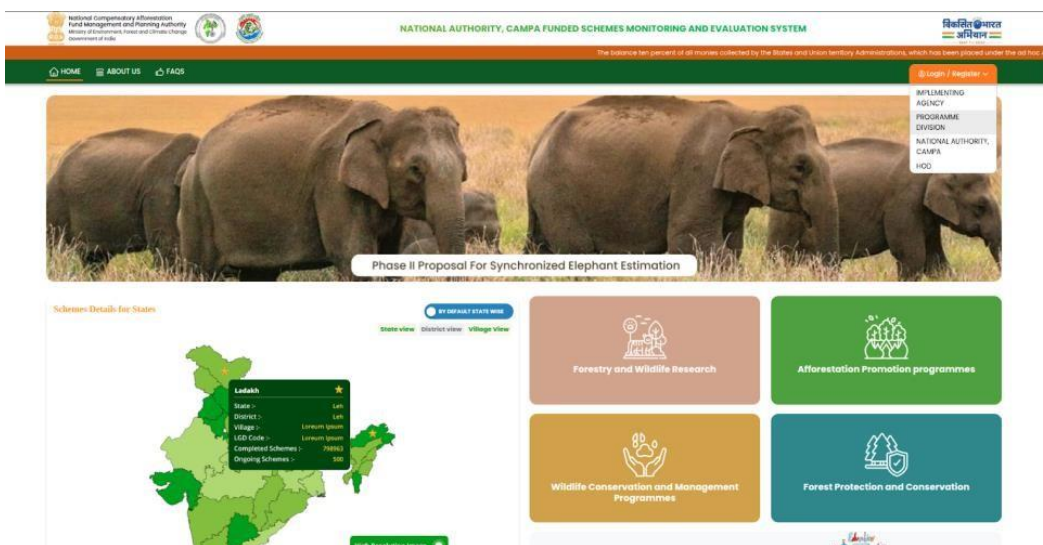


#### Step 2: Navigate to Login/Register

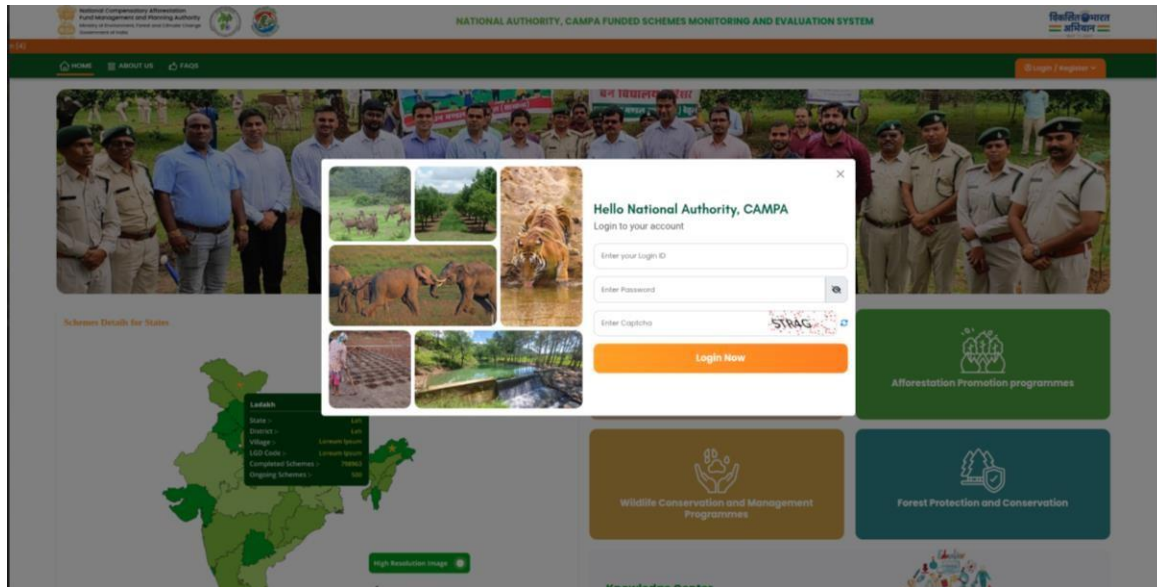
Click on the 'Login/Register' icon available on the homepage.

#### Step 3: Select User Type

After clicking on the Login/Register icon, four user categories will be displayed. Select 'National Authority, CAMPA' from the available options.



Open the login page and enter your username, password, and the displayed CAPTCHA code in the respective fields. After entering the required credentials, click on the 'Login' button to access the portal.



### 3. National Authority, CAMPA Dashboard

Upon successful login, the **National Authority, CAMPA Dashboard** will be displayed. The dashboard provides a consolidated overview of all schemes. The following scheme categories are visible:

- **Total Schemes**  
Displays the total number of schemes received.
- **Approved Schemes**  
Indicates the number of schemes that have been reviewed and formally approved by the competent authority.
- **Deferred Schemes**  
Shows the schemes that have been temporarily put on hold or returned for modifications or additional clarifications.
- **Rejected Schemes**  
Reflects the number of schemes that have been reviewed and not approved due to non-compliance or other specified reasons.
- **Pending Schemes**  
Displays schemes that are currently under review and awaiting approval, rejection, or further action.

Sr. No.	Name of Scheme	SchemeID	State	Date of Proposal	Date of receipt of proposal in National Authority	Scheme Durations	Name of Nodal Officer	Name of Programme Division	Email Id	Action	Status
1	Forest Save	RCHQ/2024/705	Arunchal Pradesh	2024-01-01	2024-02-05	5 month	RCHQ Arunchal	NAEB User	arunchalrhd@gmail.com		Approved By NC
2	JAKSB	ICFR/2025/96	-	2025-04-01	2025-12-23	3 years 11 months	Jawaid Ashraf	Sunil	jawaid@cfre.org		Approved By NC
3	hgl	FS/2024/379	-	2025-12-12	2024-02-17	2 month	kinjesh pransmi	prjya	kinjeshpransmi123@gmail.com	<a href="#">Click Here</a>	Approved By PD
4	Renee Knapp	FS/2024/373	-	2024-02-16	2024-02-16	1 year 8 month	kinjesh pransmi	prjya	kinjeshpransmi123@gmail.com		Approved By NC
5	fgfjgfgjg	FS/2024/372	-	2024-02-03	2024-02-16		kinjesh pransmi	prjya	kinjeshpransmi123@gmail.com	<a href="#">Click Here</a>	Approved By PD
6	sadad	FS/2024/143	-	2024-01-01	2024-02-09	1 month	kinjesh pransmi	prjya	kinjeshpransmi123@gmail.com		Approved By NC
7	HS	FS/2024/140	-	2024-01-01	2024-02-10	1 month	kinjesh pransmi	prjya	kinjeshpransmi123@gmail.com	<a href="#">Click Here</a>	Approved By PD
8	TestinRbainal	FS/2024/138	-	2025-11-13	2024-02-10	2 month	kinjesh pransmi	rjngal	kinjeshpransmi123@gmail.com	<a href="#">Click Here</a>	Approved By PD
9	Scheme MSHWTI 2212	FS/2025/95	24	2025-12-01	2024-02-03	1 year 9 months	kinjesh pransmi	Rjngal	kinjeshpransmi123@gmail.com		Approved By NC
10	Test 2212	FS/2025/93	-	2025-12-16	2025-12-22	1 year 8 months	kinjesh pransmi	prjya	kinjeshpransmi123@gmail.com		Approved By NC

This dashboard enables the National Authority, CAMPA to efficiently monitor the status and progress of all schemes.

## National Authority, CAMPA – Review Process

When the National Authority, CAMPA reviews the submitted proposal, the concerned officer shall click on the **Action** button available against the respective scheme.

Upon clicking the **Action** button, the detailed review form will open for examination.

The screenshot displays a web browser window with the CAMPA Form application. The page is titled 'Formal Website State...' and shows a form with several sections:

- 1. Basic Scheme Information:** Includes fields for Scheme ID (FS/2026/379), Name of the Scheme (ngf), Date of receipt of proposal (02/12/2026), Name of the Implementing Agency (FS), Name of the Programme Division (prje), and Name of the Scheme State (Enter).
- 2. Details of the Nodal Officer of Implementing Agency:** Includes Name of the Nodal Officer (FS), Designation (SD), Email id (kijeshpranai72@gmail.com), Phone No. (7698799121), and Author No. (4554856565).
- 3. Details of Nodal officer of the Programme Division:** Includes Name of the Programme Division (prje), Designation (soft), and Email id (prje@gmail.com).
- 4. Yearwise milestones and objectives of the scheme:** Includes a selected year (2025-26), a table for items with columns for Item, Unit, Physical Target, and Financial Outlay (Rs. in Lakhs), and a field for the Proposed Financial Outlay of the scheme (12).
- 5. Proposal for approval Executive Committee of National Authority, CAMPA:** Includes a field for the Approval/Recommendation of Executive Committee and a prominent green 'Download' button.

For the purpose of consideration by the **Executive Committee of the National Authority, CAMPA** during its physical meeting, a **Download** button is provided on the page. This option enables the authority to download the complete application form and supporting documents for detailed review and deliberation.

This close-up view shows the '5. Proposal for approval Executive Committee of National Authority, CAMPA' section. It includes a 'Download' button and several input fields:

- 5.1 Executive Committee meeting No.:** A text input field with the placeholder 'Enter'.
- 5.2 Agenda Item Date:** A date input field with the format 'mm/dd/yyyy' and a calendar icon.
- 5.3 Agenda item no.:** A text input field with the placeholder 'Enter'.
- 5.4 Programme Outcome:** A text input field with the placeholder 'Enter'.
- 5.5 Uploading the minutes of Executive Committee meeting:** A file upload area with a 'Choose File' button and the text 'No file chosen'.
- 5.6 Decision/Recommendation of Executive Committee:** A text input field with the placeholder 'Enter'.

After the review of the proposal in the meeting of the **Executive Committee of the National Authority, CAMPA**, the concerned officer shall update all relevant meeting details in the portal, including the proceedings and Minutes of the Meeting (MoM).

The officer shall ensure that all decisions, observations, and recommendations of the Executive Committee are accurately recorded in the system.

Upon completion of the required updates, the proposal shall be forwarded to the next stage for consideration in the meeting of the **Governing Body of the National Authority, CAMPA**, in accordance with the prescribed approval process.

For the purpose of consideration by the Governing Body of the National Authority, CAMPA during its physical meeting, a Download button is provided on the page. This option enables the authority to download the complete application form and supporting documents for detailed review and deliberation.

The concerned officer shall update all relevant meeting details in the portal. The **Minutes of the Meeting (MoM)** shall also be uploaded in the portal to ensure proper documentation and record maintenance. The officer must ensure that all information entered and documents uploaded accurately reflect the decisions and deliberations of the meeting.

After completing the review of the application form and verifying the Declaration, the National Authority, CAMPA shall take an appropriate decision on the proposal.

- If the proposal is found satisfactory in all respects, the authority shall click on the **Approve** button to grant approval.
- If any deficiencies, discrepancies, or clarifications are required, the authority may mark the proposal as **Deferred** and return it to the Implementing Agency for necessary corrections and resubmission.
- If the proposal does not meet the prescribed criteria or is found unsuitable, the authority may mark it as **Rejected**. In such cases, the scheme shall stand rejected and no further processing will take place.