STEP WISE PROCESS FOR UPLOADING DOCUMENTS FOR ONLINE DOCUMENT VERIFICATION PROCESS

Pre-requisites for the process.

- 1. Scan and and keep all your documents ready as per the claims applied in the online application in the pdf format.
- 2. If any of your document is not available in the digilocker, keep a copy of the same in pdf format not exceeding 200 KB

Manual for Online Document Verification for various posts in

ಕರ್ನಾಟಕ ವಿದ್ಯುತ್ ಪ್ರಸರಣ ನಿಗಮ ನಿಯಮಿತ				TRA	ATAKA POWER NSMISSION RATION LIMITED
	A Application Id* Date Of Birth*	Enter id Day V	Mon v	[Year V]	

Step 1: Enter your **Application ID and Date of Birth**. Step 2: Click on **Generate OTP button**

The below screen will appear for **not shortlisted candidates**



Application Id* Date Of 11 V May 1995 V Birth*
are not shortlisted, Better Luck next time. For cut-off percentage visit KPTCL website.

The below screen will appear for shortlisted candidates



Application Id*	KPJAXXXXXX
Date Of Birth*	20 ~ July ~ 1992
Enter OTP	Enter OTP
Enter OTP	Enter OTP

Step 3: Enter the OTP and click on the **submit** Button to proceed further. OTP would be delivered to the mobile registered by the candidate during the online application submission.

After successful login, the below screen will Appear



Step 4: Click on **click here to continue** button to proceed further. The control will be transferred to Digi locker portal .The candidate has to enter his/her aadhar number as shown in the below screen.



Step 5: Enter your Aadhaar Number, Enter the given captcha and click on next button

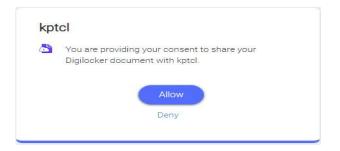
(et
prary OTP to your mobile valid for 10 mins).
Ø
ne OTP, e!

Step 6: Enter the OTP Sent to mobile Number registered in the Aadhaar portal.

To view the prerequisites to use digilocker, please see the document published in the KPTCL website.



Step 7: Enter your 6 digit Digi Locker Security PIN and click **continue** to proceed further



Step 8: Select **Allow** button. The relevant document details from the Digi locker will be visible in the candidate login. Please note that even though the candidate has many documents available in digilocker account, only those which are relevant for the document verification are only visible here.

Apart from Digi locker documents, the documents as per the claims have to be uploaded by the candidates under the Upload Document option.

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Documents From DigiLocker	Upload Document	E-Sign D	eves No	ID : KPJAXXXXXXX	Lo
	Are you shortlisted	for multiple post applied?	●Yes ONo		
	Only P		lowing Certificate: e should be less than 200KB in size	e.	
SSL	C Certificate:	Choose File No file cho	sen Upload	Uploaded Document	
BE Electrical	& Electronics marksheet	Choose File No file cho	upload	Uploaded Document	
KM	S Certificate:	Choose File No file chose	upload	Uploaded Document	
нк	R Certificate:	Choose File No file cho	sen Upload	Uploaded Document	
	Option Form:	Choose File No file cho	sen Upload	Uploaded Document	

KMS – Kannada Medium certificate

HKR – 371(J) Claim certificate

Caste : Caste cum income certificate issued by Government of Karnataka

Option form has to be submitted by the candidates who are shortlisted in multiple posts

Step 9: To upload the document click on Upload Document button

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Documents From DigiLocker	Upload Doc	ument	E-Sign Document		ID: KPACXXXXXX	Logou
	Only		e Upload Following Co owed and file should b	rtificate: e less than 200KB in size		
BE	Civil marksheet	Choose file	No file chosen	Upload		
BE	Civil certificate	Choose file	No file chosen	Upload		
Ca	aste Certificate:	Choose file	No file chosen	Upload		
к	MS Certificate:	Choose file	No file chosen	Upload		
	KR Certificate:	Choose file	No file chosen	Upload		

Step 10: Upload relevant documents of type PDF and file size lesser then 200KB

Step 9 and Step 10 are only for documents which are being uploaded by the candidate and not applicable to one which are already applicable in Digilocker. The documents which are in digilocker are automatically uploaded in the application once the candidate gives the consent as in step 7

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Documents From DigiLocker	Upload Doc	ument	E-Sign Document		ID:KPACXXXXXXX	Logout
	Only		e Upload Following Cert owed and file should be		ize.	
	SSLC Certificate:	Choose file	No file chosen	Upload	Uploaded Document	
E	BE Civil marksheet	Choose file	No file chosen	Upload		
	BE Civil certificate	Choose file	No file chosen	Upload		
	Caste Certificate:	Choose file	No file chosen	Upload		
	KMS Certificate:	Choose file	No file chosen	Upload		
	HKR Certificate:	Choose file	No file chosen	Upload		
		1189		_		
		Continue for e	-signing View Up	loaded Documents	0	

Step 11: After each upload of documents it can be viewed by clicking on **Uploaded Documents** link

If candidate wishes to make any changes with regard to the uploaded documents, he/she can do so before proceeding to step 12.

Step 12: After uploading all the documents click on **continue for e-signing** button to Proceed further

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Documents From DigiLocker	Upload Document	E-Sign Document	ID: KPACXXXXXXX	Logout
		View PDF		

Step 13: To view your upload documents click on View PDF Button.



Step 14: To do e-sign please click on **Proceed to E-sign** button **Note**: After e signing the document, candidates will not be able to edit/update any document.

Cher.	Please check the box to provide your consent to the below option.
Content	I hereby state that i have no objection in authenticating myself with Aadhaar based authentication system and coisent to providing my Aadhaar number. Biometric and/or
	One Time Pin(DTP) data for Aadhaar based authentication for the purposes of availing of the Documents e Sign Service from RPNCL I understand that the Biometric and/er
	OTP I provide for authentication shall be used only for authenticating my identity through the Avdhaar Authentication system. for obtaining my e-KVC through Avdhaar e-KVC service and for the issuance of Digital Signature Certificate(DSC) for the specific transaction and for no other purpose. For the creation of DSC, Lunderstand that the option
	service and to the search of bighter signature commandization to be provide my conservation one of no outer purposes, nor the cleaned of Cox, i understand and the population of the cleaned of the clean
	Be DSC generated by the CA are mandately and I give my content for using the Auditar provided 4-KPC information to populate the composing fields in the DSC.
	Common Name (stame as obtained from e-KVC)
	Unique Identifier (baih of Aadbaar number)
	 Pseudonym (unique code sent by UIDAT in ±-KYC response)
	 State or Province (state as obtained from e-KNG)
	 Postal Code (postal code as obtained from a-KYC)
	Talipphone Number (bash of phone as obtained from a KNC)
	I understand that RPTCL shall ensure security and confidentiality of my personal identity data provided for the purpose of Aailhaar based authentication
	I agree with above user consent and e Sign terms and conditions.

Step 15: Click on the checkbox I agree with above user consent and e sign terms and conditions

to complete the e-sign process

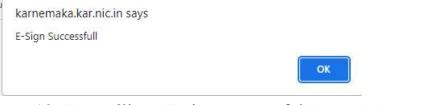
NS	DL Electronic Signature Service
ASP Name Transaction ID	Centre for e-Governance, Government of Karnataka
Date & Time	5fffd00d-2881-4a68-8ca0-c42e91714a5a 2023-03-02T14:46:25
I hereby authorize NSDL e-Governance Infrastru	cture Limited (NSDL e-Gov) to -
Government of Karnataka and authenticate my ide UIDAI) in accordance with the provisions of the Aa 2016 and the allied rules and regulations notified th	12 0
system for obtaining my e-KYC through Aadhaar	DTP or Biometric for authenticating my identity through the Aadhaar Authentication pased e-KYC services of UIDAI and use my Photo and Demographic details (Name, se of digitally signing documents for/with Centre for e-Governance, Government of
	personal identity data provided, for the purpose of Aadhaar based authentication is d by NSDL e-Gov till such time as mentioned in guidelines from UIDAL from time to
VID/Aadhaar:	Send OTP Cancel
Click Here to generate Virtual ID. Download Instructions to generate Virtual ID in lieu	of Aadhaar.

Step 16: Check checkbox I hereby authorize NSDL e-Governance Infrastructure limited (NSDL e-Gov)

to-, Enter VID/Aadhaar number and click on Send OTP button

	NSDL Electro	nic Signature Service
	P Name saction ID	Centre for e-Governance, Government of Karnataka 1509f8ad-e76a-4859-9f66-a46b370d3c53
	te & Time	2023-03-02T14:35:10
I hereby authorize NS	DL e-Governance Infrastructure Limite	d (NSDL e-Gov) to -
Government of Karnatak UIDA1) in accordance wil 2016 and the allied rules 2. Authenticate my Aadi system for obtaining my Gender, Date of Birth ar Karnataka. 3. I understand that Sec	a and authenticate my identity throug the provisions of the Aadhaar (Targe and regulations notified thereunder ar haar / Virtual ID through OTP or Biom e-KYC through Aadhaar based e-KYC dd Address) for the purpose of digital urity and confidentiality of personal id	purpose of digitally signing documents for/with Centre for e-Governance, the Aadhar Atuthetication system (Aadhar based e-KYC services of ted Delivery of Financial and other Subsidies, Benefits and Services) Act, d for no other purpose. Lettic for authenticating my identity through the Aadhaar Authentication services of UIDA1 and use my Photo and Demographic details (Name, ly signing documents for/with Centre for e-Governance, Government of entity data provided, for the purpose of Aadhaar based authentication is efood till such time as mentioned in guidelines from UIDA1 from time to
Enter OTP Success! otp sent on re	Segistered mobile/email id.	Verify OTP Cancel
Click Here to generate Vi	rtual ID. generate Virtual ID in lieu of Aadhaar.	

Step 17: Enter OTP and click on Verify OTP button.



Step 18: You will get E-sign Successful Popup Message, click on ok button

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		Logout
	Documents signed successfully.	
	Download Signed PDF	

Step 19: You can view your signed documents by clicking on Download Signed PDF.