



SWAGATAM
Gateway to Visit Government

Introduction

Swagatam is an initiative by the Government of India to facilitate the common man. Swagatam facility enables the citizens to have a smooth and simple process of making an appointment. It will bridge the gap between the Government and the common man and will enhance the opportunity of a common man to meet a government officer, hassle free.

It is a cloud based application software developed by NIC with an easy to use graphical interface and embedded with comprehensive security features. This is a unified and centralized application and can be easily implemented in any Government offices / Ministries / Bhawans with some configuration efforts. It assists in maintaining all-relevant information about the visitor, which is automatically saved in a database.

Website - <http://mpcz.swagatam.gov.in>

Key Features

- Solution for all Central, State and Public sectors offices.
- Cloud based
- Highly scalable.
- SMS and email alerts for the visitors.
- Allows Reception registering of visitors directly also.
- Query and reports to support management.

Pass Registration at Reception



Pass at reception

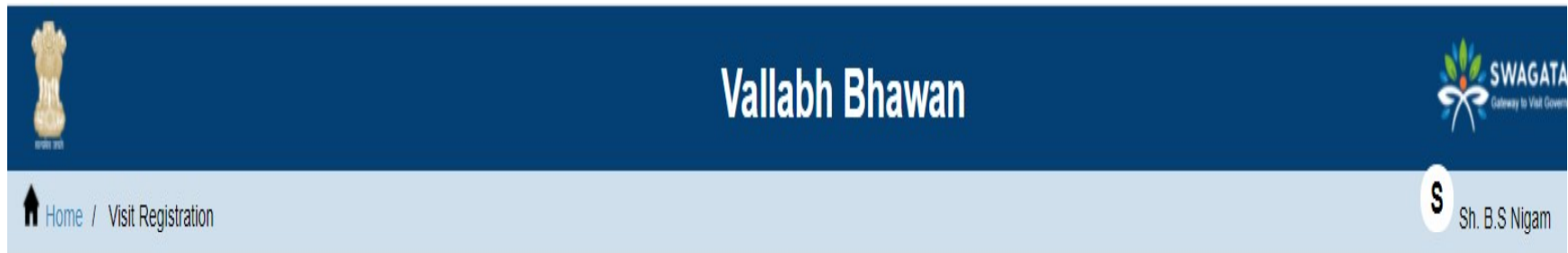
Visit the reception of the office to get your visitor pass.

After Reception officer login, Dashboard will be available.

The screenshot shows a web browser window with the URL `swagatam.gov.in/MIS/Secure/PRO/Default.aspx`. The page header includes the Indian national emblem and the text "Vallabh Bhawan". Below the header is a navigation bar with "Home /". The main content area features four large icons with labels: "New Visit Registration" (with a red arrow pointing to it), "Advance Search", "Debarred Visitors", and "Gate Management". At the bottom, there are four summary cards with statistics and "View Details" buttons.

Category	Value	Action
Pre-Approved Visits	1	View Details
Currently Inside Visitors	47	View Details
Active Periodic Pass	0	View Details
Total Officers	85	View Details

Operator doing Gate Pass Entry will first enter visitor mobile no., if visitor already visited earlier then his details will be prefilled and operator will only enter officer to be visited details.




Home / Visit Registration S Sh. B.S Nigam

Add / Update Registration Details

Mobile No*	<input type="text" value="9301575183"/>	Pre-Booked VisRN	<input type="text"/>	<input type="button" value="Get Details"/>
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New Visit Registration Option at Reception



Vallabh Bhawan

Home / Visit Registration

Add / Update Registration Details

Mobile No* Pre-Booked VisRN

Visitor details does not exists. Kindly consider as a new visitor and enter all details.

Name	<input type="text"/> *	Visit Date	03/08/2021
Email Id	<input type="text"/>	Visitor's Gender / Age	SELECT <input type="text"/> *
Father/ Spouse Name	<input type="text"/>	Ministry	General Administration De...*
Address	<input type="text"/>	Approving Officer	SELECT*
Country	INDIA	Officer to be visited	<input type="text"/> *
Identity Proof	SELECT*	Visit Type	Official
Id Card No.:	<input type="text"/> *	Visit Purpose	<input type="text"/> (Max 50 Chars.)
Vehicle Type/No.	<input type="text"/>	Remarks	<input type="text"/> (Max 50 Chars.)
Gadgets/Items	<input type="checkbox"/> Laptop <input type="checkbox"/> Storage Device <input type="checkbox"/> Mobile <input type="checkbox"/> Remote Key <input type="checkbox"/> Camera		

Pass Generated for Printing



General Administration Department (Vallabh Bhawan), MADHYA PRADESH



Meeting Time : 17:00 Printed On 02/08/2021 17:23

Reg No पंजीकरण संख्या : I/0037/0023/

Reg Date पंजीकरण तिथि: 02/08/2021

Visitor Details आगंतुक विवरण

Name :	MANISH	Address :	BHOPAL
नाम :		पता :	
F/S Name :	SH	Mobile No.	
पिता/पति का नाम :		मोबाइल नंबर :	
Age / Gender :	22 / M	ID Details :	GOV. ID CARD
उम्र और लिंग :		पहचान विवरण :	



To Meet मिलने को

Officer Name :	SH	MALVIYA
अधिकारी का नाम :		
Approving Officer :	Sh. Manish .	
अनुमोदन अधिकारी:		
Address :	527,	
पता :		

Vehicle No. / वाहन संख्या:

Meeting Venue: / VB
बैठक स्थल :

Gadgets: / गैजेट :
Purpose: / उद्देश्य : purpose
Remark: / टिप्पणी :



Valid Date 02/08/2021
वैध तिथि :

Sr. Reception/ Reception Officer
वरिष्ठ स्वागत/ स्वागत अधिकारी :

EJA6SWAP-SWA110.131.47.35

View inside visitors details



New Visit Registration



Advance Search



Debarred Visitors



Gate Management

Pre-Approved Visits

0

[View Details](#)

Currently Inside Visitors

48

[View Details](#)

Active Periodic Pass

0

[View Details](#)

Total Officers

85


[View Details](#)

Vis Req No	Name	Gender	MobileNumber	Last IN Time	Meeting with	Approved By	Meeting Venue
0037/0023/39739/2021	NARENDRA KUMAR YADUWANSHI	M	9630550651	2:10PM	Ms. Deepti Gour Mukharjee	Ms. Deepti Gour Mukharjee, Principal Secretary	4th-F/VB2, General Administration Department, Vallabh Bhawan
0037/0023/39746/2021	VIPIN TIWARI KAMLESH KUMAR	M	8126711885	2:15PM	Sh. S.N. Mishra	Sh. S.N. Mishra, Additional Chief Secy.	D-104/VB3, General Administration Department, Vallabh Bhawan
0037/0023/39748/2021	MO. SIRAJ AALAM	M	9826098820	2:18PM	Sh. M. Selvendran	Sh. M. Selvendran, SECRETARY	5th-F / VB2, General Administration Department, Vallabh Bhawan
0037/0023/39752/2021	PREM RAM CHANDANI SUNIL GUREJA SURENDRA SINGH THAK	M	9993535800	2:23PM	Sh. Vivek Kumar Porwal	Sh. Vivek Kumar Porwal, SECRETARY	F201/VB3, General Administration Department, Vallabh Bhawan
0037/0023/39755/2021	APURVA BHITE	M	8889888878	2:26PM	Ms. Kalpana Shrivastava	Ms. Kalpana Shrivastava, Principal Secretary	C-310/VB1, General Administration Department, Vallabh Bhawan
0037/0023/39756/2021	SURENDRA DIVEDI SHAILENDRA GOSWAMI	M	9425856275	2:28PM	Ms. Alka Shrivastava	Ms. Alka Shrivastava, SECRETARY	144/VB1, General Administration Department, Vallabh Bhawan
0037/0023/39758/2021	DERRICK TEAH	M	9704936953	2:29PM	Sh. Anupam Rajan	Sh. Anupam Rajan, Principal Secretary	D-247/VB3, General Administration Department, Vallabh Bhawan
0037/0023/39759/2021	MANMOHAN MATHUR	M	9893010041	2:30PM	Ms. Alka Shrivastava	Ms. Alka Shrivastava, SECRETARY	144/VB1, General Administration Department, Vallabh Bhawan
0037/0023/39760/2021	MNISH NAMDEV	M	7987776399	2:33PM	Sh. Ajeet Kesari	Sh. Ajeet Kesari, Principal Secretary	II-F/VB1, General Administration Department, Vallabh Bhawan
0037/0023/39766/2021	SUSHEEL MALVIYA	M	9584960901	2:42PM	Sh. M.K Agarwal	Sh. M.K Agarwal, SECRETARY	F303/VB3, General Administration Department, Vallabh Bhawan
0037/0023/39768/2021	SANTOSH KUMAR PATLE R.K. KHATARKAR	M	9826695325	2:44PM	Sh. Sukhveer Singh	Sh. Sukhveer Singh, SECRETARY	C-004/VB2, General Administration Department, Vallabh Bhawan


Search option


Swagatam System v.190813 x +


swagatam.gov.in/MIS/Secure/PRO/Default.aspx


 Vallabh Bhawan

Home /

 New Visit Registration

 Advance Search

 Debarred Visitors

 Gate Management

Pre-Approved Visits
1 [View Details](#)

Currently Inside Visitors
47 [View Details](#)

Active Periodic Pass
0 [View Details](#)

Total Officers
85 [View Details](#)

Advance Search option

Swagatam System v.190813 x +

swagatam.gov.in/MIS/Secure/PRO/genqueryvis.aspx



Vallabh Bhawan

Home / Advance Search


Visitor Advance Search

Visitor name	<input type="text"/>	Fathers / Spouse Name	<input type="text"/>	Visitor Mob/Phone	<input type="text"/>
Address	<input type="text"/>	Visit Date	<input type="text"/> To <input type="text"/>	Visitor Age	<input type="text"/> To <input type="text"/>
Gender	SELECT ▾	Registration No.	<input type="text"/>	Print Status	SELECT ▾
Carrying Items	<input type="text"/>	Vehical	<input type="text"/>	Visit Type	SELECT ▾
Bhawan	Vallabh Bhawan ▾	Ministry	SELECT ▾	Visited Officer	SELECT ▾


Gate Pass Management for marking exit time. This is Optional.


Swagatam System v.190813 x +


swagatam.gov.in/MIS/Secure/PRO/Default.aspx


 Vallabh Bhawan

Home /

 New Visit Registration

 Advance Search

 Debarred Visitors

 Gate Management

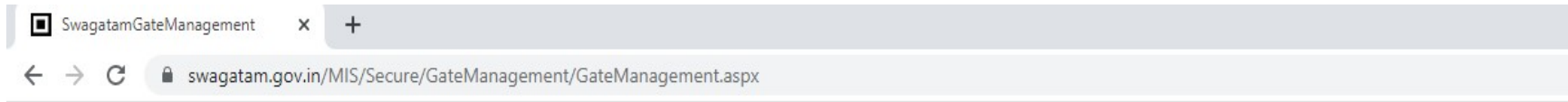
Pre-Approved Visits
1 [View Details](#)

Currently Inside Visitors
47 [View Details](#)

Active Periodic Pass
0 [View Details](#)

Total Officers
85 [View Details](#)

Gate Pass Management(Optional)



Important Instructions for Visitor's Movement Recording

1. Visitor's entry/out time can be recorded using this functionality or Swagatam App can be used.
2. Visitor's pass consist of high security QRcode, Scanning this QRcode will deterring the authenticity of pass as well as movement time will be recorded.
3. Passes can be scanned one by one in case of multiple passes is to be scanned.
4. Please set your webcam at specific place so that pass QRcode can be scanned easily.
5. All visit passes should be scanned on every exit/entry of the visitor.
6. First time, entry time automatically recorded when visitor pass issued at reception.
7. QRcode area of the pass should not be bend/distorted.


Proceed to Scan

Cancel

Debarred Visitors(Optional)

Swagatam System v.190813 x +

swagatam.gov.in/MIS/Secure/PRO/Default.aspx

 Vallabh Bhawan

Home /

New Visit Registration Advance Search Debarred Visitors Gate Management


Pre-Approved Visits 1 View Details

Currently Inside Visitors 47 View Details

Active Periodic Pass 0 View Details

Total Officers 85 View Details

Debarred Visitors(Optional)



Vallabh Bhawan

Home /

Debarred / Barred Visitor Entry

Visitor Search | Add Debarred Visitors

Visitors Details

Primary Details

Name	<input type="text" value="TEST"/>	Father / Spouse Name	<input type="text"/>
Visitor's Gender	<input type="text" value="Male"/>	Mobile Number	<input type="text" value="9301575183"/>

Additional Details


Debarred Reason	<div><input type="text" value="SELECT"/><ul style="list-style-type: none">AbusiveFalse ImpersonationHarrashmentMisbehavingNot Returning Visitor SlipPeeping of other FilesStaying Beyond Permissible Limit</div>	Remarks	<input type="text"/>
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Upload any document


Pre-Approved Visit


Swagatam System v.190813 x +


swagatam.gov.in/MIS/Secure/PRO/Default.aspx


 Vallabh Bhawan

Home /

 New Visit Registration

 Advance Search

 Debarred Visitors

 Gate Management

Pre-Approved Visits: 1 [View Details](#)

Currently Inside Visitors: 47 [View Details](#)

Active Periodic Pass: 0 [View Details](#)

Total Officers: 85 [View Details](#)

Pre-Approved Visit

Pre-Approved Visits

1

[View Details](#)

Currently Inside Visitors

14

[View Details](#)

Active Periodic Pass

0

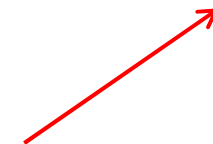
[View Details](#)

Total Officers


85

[View Details](#)

Vis Req No	Name	Gender	MobileNumber	Meeting with	Approved By	Approved Visit Date	Meeting Time	Meeting Venue	Action
A/0037/0023/39867/2021	TEST	M	6267482102	(Sh. Manish Malviya)		03/08/2021	10:00		Select



Pre-Approved Visit

Mobile No*	6267482102	Pre-Booked VisRN		Get Details
Name	TEST *	Visit Date	03/08/2021	
Email Id		Visitor's Gender / Age	Male 35 *	
Father/ Spouse Name	NA	Ministry	General Administration De... *	
Address	NA	Approving Officer	Scientist C [NIC] , 527 [...] *	
Country	INDIA	Officer to be visited	Sh. Manish Malviya *	
Identity Proof	SELECT *	Visit Type	Other	
Id Card No.:		Visit Purpose	(Max 50 Chars.)	
Vehicle Type/No.		Remarks	(Max 50 Chars.)	
Gadgets/Items	<input type="checkbox"/> Laptop <input type="checkbox"/> Storage Device <input type="checkbox"/> Mobile <input type="checkbox"/> Remote Key <input type="checkbox"/> Camera			
Visit (Ref No. # A/0037/0023/39867/2021) is Approved by Officer.				
* Please take a photo and generate a visitor pass.				
				Capture New Photo

Hardware & Other Requirements

- One System with Minimum Processor Intel Core i-5 2GHz and Minimum 4 GB RAM
- One Printer
- One Webcam
- One QR Code/Bar Code Scanner(Optional)
- Wired Internet Connectivity
- Stabilized Power for Computer

Thanks