

Online Appointment by Visitor himself

- Visit website <http://mpcz.swagatam.gov.in> and register yourself with your mobile number or email id.
- On registration, the user gets a One-Time Password (OTP) on his / her Mobile phone. The OTP allows the user to confirm the registration;
- Log in using registration details and select Office and officer with whom appointment is sought. Also input your preferred slots for date and time;
- The request for meeting is submitted to the concerned officer. The concerned officer will schedule the appointment based on his engagements. The visitor gets email and SMS alert on his mobile phone as soon as the appointment is fixed;
- Visitor logs into the system and prints his Gate Pass;
- Visit the office at the appointed time. The Visitor may kindly take the entered Digital ID for his / her identification purposes; and
- In the event of change of appointment timing, the Visitor gets SMS and email alert

Open Swagatam application in any browser using URL <http://mpcz.swagatam.gov.in> Below Landing page of Swagatam will display. Click on Visit Registration



SWAGATAM
Gateway to Visit Government

Visit Registration

Officer Login

Organization Onboarding

Contact Swagatam

About Swagatam

No Waiting, No Queues, No Delays...

MAKE AN APPOINTMENT WITH GOVERNMENT

Swagatam

Visitor Registration link

Login



Mobile with OTP



Email with Password

Enter your Mobile Number

Generate OTP

if not registered? [Registration](#)

Fill in the visitor's profile details and click on Next button Duplicate mobile won't be register Password must be of 8 characters with one lower case, one upper case and one special character

Name*

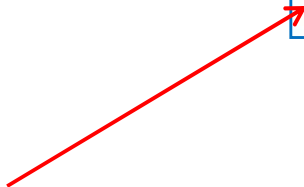
Gender*

Mobile No*

eMail-ID*

Set Password* **Confirm Password***

Next



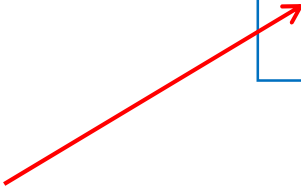
Once the registration complete visitor can login using either using mobile OTP or email with password

Login

Mobile with OTP Email with Password

Enter your Mobile Number

Generate OTP



As soon as user OTP is verified, user can login in to the Swagatam application and Visitor Dashboard will be visible .

Home / Visitor Dashboard

Please select your pass type Daily Passes Periodic Passes

UPCOMING VISITS	PENDING VISITS	PAST VISITS	TOTAL VISITS
0	0	0	0

[+ Apply for Appointment](#)

Enter any Keyword

Upcoming Approved Pending Rejected Cancelled Completed Expired

On home page, click on Apply for Daily Visit Pass button

The screenshot shows a web interface for a visitor dashboard. At the top left, there is a breadcrumb trail: Home / Visitor Dashboard. Below this, a heading reads "Please select your pass type" followed by two radio button options: "Daily Passes" (which is selected) and "Periodic Passes". A red arrow points from the text "Apply for Daily Visit Pass button" in the main heading to the "Daily Passes" radio button. Below the pass type selection are four summary cards: "UPCOMING VISITS" (blue icon, value 0), "PENDING VISITS" (red icon, value 0), "PAST VISITS" (green icon, value 0), and "TOTAL VISITS" (orange icon, value 0). At the bottom left, there is a blue button with a green plus sign and the text "Apply for Appointment". A red arrow points from the main heading to this button. To the right of the button is a search bar with the placeholder text "Enter any Keyword" and a magnifying glass icon. Below the search bar is a row of seven checkboxes: "Upcoming" (checked), "Approved", "Pending", "Rejected", "Cancelled", "Completed", and "Expired".

1. Fill in the details and submit the form
2. Specify the meeting date and time.
3. User will also receive an acknowledgement message on his/her registered mobile number.

MADHYA PRADESH MADHYA KSHETRA VIDYUT VITARANA COMP, Corporate Office Nishtha Parisar

*** Authority/Officer**

Namrata Deshmukh(Manager - IT Cell O/o MD Office)

*** Visiting Officer Name**

NAMRATA DESHMUKH

Visit Date **Preferred Time** **Hr** **Min**

08/09/2021 Any Time 11 00

Any Additional Visitor?

Vehicle

Electronic Gadgets

Laptop Storage Device Mobile Remote Key Camera

*** Purpose (Max 100 char)**

Official

Enter Your Purpose of Visit(Maximum 150 Characters)

Submit **Cancel**

1. After submission acknowledgement will be Generated,
2. Sms will also sent to Visitor


Your visit request to _____ has been successfully received. Your
visit registration number is _____ kindly keep this number to
know your visit status.


OK


Visitor Dashboard


[Home](#) / [Visitor Dashboard](#)


Please select your pass type Daily Passes Periodic Passes

 **UPCOMING VISI...**
0

 **PENDING VISITS**
1

 **PAST VISITS**
0

 **TOTAL VISITS**
1

[+ Apply for Appointment](#) 

Upcoming Approved Pending Rejected Cancelled Completed Expired

Visit Reg.No	Meeting With	Office Address	Visit Date	Visit Status
I/0001/0001/282/2019	PAUL JAGADESH	National Informatics Centre BRKR Bhawan	26/09/2019	Pending

Edit

Cancel

Print

Print Visitor Slip



Print Visitor Slip



भारत सरकार
Government of India

Visitor Pass Slip

Registration No.

Visit Status

pending

Visitor Detail :

Name :

Gender / Age :

M /

Father / Husband Name :

Visit Date :

26/09/2019

Address :

Mobile No :

eMail :

Officer Detail :

Name :

Meeting Time :

13:00

Location :

Approved Visitor Pass

Visitor Pass Slip

Visit Registration No	I/0012/0023/127
Meeting Date and Time	26/07/2019 16:30
Visit Status	approved

Meeting with

Thanks