User Manual for e-Gazette Services

Step 1 ::: Enter URL : dgps.maharashtra.gov.in

🗎 https://dgps.maharashtra.gov.in/1035/मुख्य-पृष्ठ	₩ 90% C Q S	earch	☆ 🖻	
येथे शोधा 🔎	प्रशासन लॉगिन लॉग इन मुख्य पृष्ठ संपर्क दिशादर्शकाक्त्रे जा विषयाक्त्रे जा अ अ-	ਤਾ ਤ+ ਤ++ <mark>ਤ</mark> ਾ ਤ English		
	सन मुद्रण, लेखनसामग्री व काशन संचालनालय, मुंबई	राजपत्र 🥥		
मुख्य पृष्ठ आमच्याविष	। शासकीय मुद्रणावय जेखन सामबी भांडारे भूमिका आणि जबाबदाऱ्या शासकीय प्रकाशने राजपत्र निविदा नेहमीचे प्रासकीय फोटोसिको मदणालय व पंथागार, पणे	(प्रश्न) 		
संवाजनाजयाची माहिती 🕂 विभागाची संरचना		मान्यवर 🎒 श्री. देवेंद्र फडणवीस		
🔷 द्रध्वनी निर्देशिका		माननीय मुख्यमंत्री		
🛑 माहितीचा अधिकार		औ. सुआव देसाई माननीय उद्योग मंत्री		
💩 नागरिकांची सनद		🕵 श्री. अपूर्व चंद्रा माननीय प्रधान सचिव		
ऑनलाईन सेवा	शासकीय फोटोझिको मुद्रणालय व चंद्यागार,पुणे	ताज्या घडामोडी		
📄 नावात बदल करणे		10 Mar 2015 महाराष्ट्र शासन राजपत्र आग		
📄 धर्म बदलणे				
📄 जन्मतारीख बदलण	Note » รุ-เสนร์สุดอาสุนชา สามา กลุ่มหุ สเฉขา. รองเอาส.manaonine.gov.in 🔳 🕷 🍽	<u> अधिक ताज्या घडासोडी</u>		
📄 आग दोन(संकीर्ण)	शासन मुद्रण, लेखनसामग्री व प्रकाशन संचालनालय, महाराष्ट्र,आरत, आपले स्वागत			
📮 वापरकर्ता पुस्तिका	જરાત ગ્રાहત.			
📄 सी एस सी सूची	मुद्रण व लखनसामग्रा विभाग हा महाराष्ट्र शासनाच्या उद्याग, ऊजा व कामगार विभागाच्या प्रशासकीय नियंत्रणाखाली आहे.			
महत्वाचे दुवे	मुद्रण व लेखनसामग्री विभाग हा मूलत: सेवा विभाग असून तो शासनाच्या कामकाजाच्या	राजपत्र		
> आरत सरकार	सर्वसाधारण परिचालनासाठी आवश्यक असलेल्या व त्याचाच एक भाग असलेल्या विभागांट्या प्रकारत सोहतो तथापि शामकीय सटणावयांना जास्तीत जास्त घ्यायेग करू पेण्याच्या तथीने व	राजपत्र स्थिता		
महाराष्ट्र शासन	शामकीय सटणालयांकरे सटणामाठी साहित्य पाठवणाऱ्या शामकीय विधानांचा सर्वधान	त्यसम्भाषक शासकीय फोटोलिको		

<u>File Edit View History Bookmarks Tools H</u>elp - 0 शासन मुद्रण, लेखनसाम... C Q Search 🗲) 🛈 🖀 🛛 https://dgps.maharashtra.gov.in/1035/मुख्य-पृष्ठ ☆自 ♥ 90% 1 येथे शोधा प्रशासन लॉगिन लॉग इन | मुख्य पृष्ठ | संपर्क | दिशादर्शकाकडे जा | विषयाकडे जा | अ-- | अ- | अ | अ+ | अ++ शासन मुद्रण, लेखनसामग्री व महाराष्ट्र शासन राजपत्र प्रकाशन[°]संचालनालय, मुंबई आसच्याविषयी शासकीय सुद्रणावय लेखन सामबी भांडारे भूमिका आणि जनानदाऱ्या शासकीय प्रकाशने राजपत्र निविदा नेहमीचे प्रभन शासकीय फोटोझिंको मुद्रणालय व ग्रंथागार, पुणे 🖁 विभागाची संरचना श्री. देवेंद्र फडणवीस माननीय मुख्यमंत्री 🙆 दूरधवनी निर्देशिका औ. सुभाष देसाई 💼 माहितीचा अधिकार माननीय उद्योग मंत्री 🍰 नागरिकांची सनद श्री. अपूर्व चंद्रा साननीय प्रधान सचिव ॉनलाईन सेवा ज्या घडामोडी शासकीय फोटोझिको मुद्रणालय व ग्रंथागार,पुणे 📄 नावात बदल करणे 10 Mar 2015 <> 11 000000000 महाराष्ट्र शासन राजपत्र आग... 📄 धर्म बदलणे Note » ई-राजपत्रासाठी संपर्क साधा तकार नॉदणी: suvidha.mahaonline.gov.in अधिक ताज्या घडामोडी 📄 जन्मतारीख बदलणे 📄 भाग दोन(संकीर्ण) शासन मुद्रण, लेखनसामग्री व प्रकाशन संचालनालय, महाराष्ट्र, भारत, आपले स्वागत करीत आहेत. 📮 वापरकर्ता पुस्तिका मुद्रण व लेखनसामग्री विभाग हा महाराष्ट्र शासनाच्या उद्योग, ऊर्जा व कामगार विभागाच्या 📄 सी एस सी सूची प्रशासकीय नियंत्रणाखाली आहे. मुद्रण व लेखनसामग्री विभाग हा मलत: सेवा विभाग असन तो शासनाच्या कामकाजाच्या े राजपत्र स्थिती सर्वसाधारण परिचालनासाठी आवश्यक असलेल्या व त्याचाच एक भाग असलेल्या विभागांच्या > भारत सरकार प्रकारात मोडतों. तथापि, शासकीय मुद्रणालयांचा जास्तीत जास्त उपयोग करुन घेण्याच्या दृष्टीने व > महाराष्ट्र शासन शासकीय मुद्रणालयांकडे मुद्रणासाठी साहित्य पाठवणाज्या शासकीय विभागांना खर्चाच्या संबंधात व्यवस्थापक शासकीय फोटोझिंको

Step 2 :: To view Website in "English" click on highlighted link.

To view application in "Marathi" click on highlighted link.



To apply **Online**, click on respective link for **Change in Name/ Change in Religion/Change in Date of Birth**. Below links will redirect to web application "gazette.mahaonline.gov.in"



Step 3 : For First Time User – click the link "Create New Account"



(Follow below steps for registration) A. click the link "<u>Create Employer User Profile</u>"

SERV	# HOME	* RIGHT TO SERVICE ACT	▲ DEPARTMENT NOTIFIED SERVICES Know Your Benefits	EASE OF DOING BUSINESS	CONTACT US	æ DASHBOARD		
ଧ ଧ	lick below service	es for details		C Toggle auto scrolling	Create your profile with	n this portal to apply		LOGIN
Re	evenue Depai	rtment		1 1	online for notified servic	es Register Here	Q	SEARCH SERVICE
Age	e Nationality Dom	icile	Income Certificate					TRACK YOUR APPLICATION
Ter	mporary Residenc	ce Certificate	Senior Citizen Certificate		Already Registered? Lo	gin Here		VERIFY YOUR AUTHENTICATE
Sol	lvency Certificate		Cultural Programme Permission		A Password		~	CALL CENTER
Ce	rtified Copy		Small Land Holder Farmer Certifi	cate	•Your District	- 7	32.5	ST.
Lar	ndLess Certificate	•	Agriculturist Certificate		LOGIN Forgot Password?	Forgot UserName		
Ge	neral Affidavit		Certificate of Residence in Hilly A	vrea		An American Intel States Adda at		

B. Select any one mode from below given options to create user name and password i.e. User ID and Password by verifying UID or Create own user profile using OTP verification on your mobile number.

CREATE YOUR PROFILE WITH THIS PORTAL TO APPLY ONLINE FOR NOTIFIED SERVICES UNDER MAHARASHTRA RIGHT TO PUBLIC SERVICES ACT 2015

- Information entered on this page will be used as base for most certificates that will be issued by the Government. Please take your time and patiently fill up all the details. Please take special care to recheck spellings in all information that you enter. You can also later modify and alter information on this page.
- For Marathi KeyBoard Press CTRL + Y.
- Kindly double click on typed word to get options.

SELECT ANY ONE FROM BELOW GIVEN OPTIONS TO APPLY ON THIS PORTAL.



C. Please fill below mention information to create User Name and Password through detail profile using OTP verification on your mobile number.

Fill **Aaple Sarkar** Registration form in 6 steps i.e.

- 1. Applicant Detail
- 2. Applicant's Address [As per document]
- 3. Mobile No. & Username Verification
- 4. Upload Photograph
- 5. Proof Of Identity (Any -1)
- 6. Proof Of Address (Any -1)

🦊 Applicant [Detail				
Salutation *	Full Name	(English) *		Full Name(Marathi) *	
Mr.	Ameya S	arvankar		अमेय सरवणकर	
Father's Salutation *	Father's N	Name(English) *		Father's Name(Marathi)	*
Mr.	M Sarvar	nkar		एम सरवणकर	
Date of Birth *	Age *	Gender *	Occupation		
21/03/1988	28	М	▼ Government Empl ▼		
Address (English) *		Address (Marathi) *	Street (E	nalish)	
A -1		Address (Maratin)			Street (Marathi)
		ए - १	Ward A	ngiisti)	Street (Marathi) वार्ड ए
Section (English)		ए -१ Section (Marathi)	Ward A Building	(English)	Street (Marathi) वार्ड ए Building (Marathi)
Section (English) vashi		ए -१ Section (Marathi) वाशी	Ward A Building Navi Mu	(English) mbai	Street (Marathi) वार्ड ए Building (Marathi) नवी मुंबई
Section (English) vashi Landmark (English)		ए -৭ Section (Marathi) बाज्ञी Landmark (Marathi)	Ward A Building (Navi Mu District *	(English) mbai	Street (Marathi) वार्ड ए Building (Marathi) नवी मुंबई Taluka *
Section (English) vashi Landmark (English)		ए -१ Section (Marathi) बाशी Landmark (Marathi)	Ward A Building (Navi Mu District *	(English) mbai	Street (Marathi) वार्ड ए Building (Marathi) नवी मुंबई Taluka * Ward ABCD
Section (English) vashi Landmark (English) Village *		ए -१ Section (Marathi) वाशी Landmark (Marathi) Pincode *	Ward A Building (Navi Mu District * Mumba	(English) mbai	Street (Marathi) वार्ड ए Building (Marathi) नवी मुंबई Taluka * Ward ABCD

D. After login with User Name & Password, on left side user can see Department names like Agriculture, Home Department, Industries Energy and Labour Department.

Contact Us	•	(@) SEA	ARCH SERVICE	Type h will be	ere initial let displaved. Ye	tters of des ou can click	sired service. on desired s	Services, matchin ervice and procee	g with the ir d ahead.	nitials,					
Agriculture															
DEPARTMENT OF ANIMAL HUSBANDRY,DAIRYING & FISHERIES	=	0 YO	UR TRANSAC	TION HISTO	DRY										
Department of Co-Operation Marketing and Textiles		Sr.No	Application ID		Service Name	Payment Date	Current Status	Pending User Action	Payment Receipt	Maximum Days For Issuing Certificate	Expected Service Delivery Date	Actual Service Delivery Date	Appeal	Rejection Status	Down Certif
Director of Insurance		1	165013991247	6200492626	Birth		Not	Make Payement	Download	5			Appeal	Rejection Reason	Down
Finance Department					Certificate		Completed								
Food & Public Distribution System (PDS)		•	Total Re	ecords 1			Page: 1 of 1	III							•
Higher And Technical Education Department									First	Previous	Next	Last	5		
Home Department															
Industries, Energy and Labour Department															
Inspector General of Registration		Copyrigh Best View	t © 2015 MahaOn ved on internet ex	line Ltd., Joint \ plorer 9+, firefo	/enture betwee	en Maharash isclaimer and	ntra State & TCS	, All Rights Reserved	c			Mal	ha	nline	

e. Click of Industries, Energy and Labour Department User can see Sub Department. Select Directorate of Govt. Printing & Stationery for Service of Name Change/ Religion/ DOB/Part Two Sankirn and Proceed.



f. Select any one service from dept. Directorate of Govt. Printing & Stationery

- i. Part 2- Change in Name
- ii. Part 2- Change in DOC
- iii. Part 2- Change in Religion

🤨 aaplesarkar.mahaonline.gov.in 🗙 🕂	
↔ → ♂ ☆	🛈 🔒 https://aaplesarkar.mahaonline.gov.in/en/Department/NotifiedServices?str=2F09BF67795D3D874F709BF6644642113D2888 🚥 🛇 🏠 📃 🛓
() Government of Maharashtra	Welcome, RIDDHI DHURI 🖋 Edit Profile 🗹 Change Password 🔴 Logout
आपले 🏝 🚵 सरकार	MAHARASHTRA RIGHT TO PUBLIC SERVICES ACT
Home	Department = Industries, Energy and Labour Department
Right To Service Act	
DEPARTMENT NOTIFIED	Sub Department * Directorate of Government Printing and Stationar Proceed
Contact Us	Gazzette Part 2 for Change in Religion Gazzette Part 2 for Change in Name Gazzette Part 2 for Change in DOB
Agriculture	
DEPARTMENT OF ANIMAL HUSBANDRY,DAIRYING & FISHERIES	O Part Two - Sankirna Information and Advertising
Department of Co- Operation Marketing and Textiles	
Director of Insurance	
Finance Department	
Food & Public Distribution System (PDS)	
Forest Department	
Higher And Technical Education Department	Copyright © 2015 MahaOnline Ltd., Joint Venture between Maharashtra State & TCS, All Rights Reserved C Maha Online Ltd., Joint Venture between Maharashtra State & TCS, All Rights Reserved C Limited Limited (A Joint Venture between Govt. of Maharashtra & TCS)
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Step 4 : Select service to apply Change In Name/Change In Religion/Change In Date of Birth

Note : Transaction History helps to find Past Transactions and Receipts



Step 5: Read instructions carefully for **Change in Name/Change in Date of Birth or Change in Religion. Step 6:** Download form, take its print out, fill up the form with proper details, now scan this form which will be used further as attached documents.

Step 7: Click on Next tab to view Online application form.



Step 8: Select proper option for Caste Category OPEN /BACKWARD in Online application form (If IsBackward option is selected, then user has to attach Caste Certificate with Old Name) Note : Open Category Application form fees = Rs. 523/- + GST & Backward Category Application form fees = Rs. 273/- + GST

Gazette Advertizement (Chang	e Of Name) / राजपत्र जाहिरात (नाव	ात बदल)	
Applicant Details / अर्जदाराची स्तिथी * 📝 Open Category / अर्जदार सामान्य आहे का?	🔲 Backward / अर्जदार मागसवर्गी आहे व	ग? 🔲 Minor / अर्जवा	र अल्पवयीन आहे का?
Applicant Personal Details / अजेदाराचे तपशोल			
Salutation / संबोधन *	Full Name / पूर्ण नाव *	Full Name (Marathi) / पूर्ण नाव (मराठी) '	Birth Date / जन्मतारीख •
Mr.	AMEYA MANOHAR SARVANKAR	अमेय मनोहर सरवणकर	21/03/1988
Age / वय '	Gender / लिंग *	Mobile No.(संपर्क क्रमांक): "	LandLine No. / दूरध्वनी क.
30	Male	7100 (0770)	
Address / पत्ता • 45 characters remaining		Emall ID (ईमेल): *	UID / आधार क्रमांक
Shiv Shakti CHS. E-7, 21:03, Vashi, Navi Mumbai 4	00704.	carwankaramau?I@rmail.com	
The Above Address Information Display on Gazettes in Englis	h.		
District / जिल्हा *	Taluka / ताजुका '	Village / गाव '	Pincode / पिनकोड *
Mumbai City	Mumbai City	Mumbai City	400705

Step 9: If user is Minor, (below 18 age), click on IsMinor check box.

Gazette Advertizement (Chang	e Of Name) / राजपत्र जाहिरात (नाव	ात बदल)	
Applicant Details / अजेदाराची स्तिथी *	🔲 Backward / अर्जदार मागसवर्गी आहे र	का? 🗹 Minor / अर्जदा	र अल्पवयीन आहे का?
Applicant Personal Details / अजेदाराचे तपशील			
Salutation / संनोधन • Mr. Age / वय •	Full Name / पूर्ण नाव * AMEYA MANOHAR SARVANKAR Gender / लिंग *	Full Name (Marathi) / पूर्ण नाव (मराठी) * अमेय मनोहर सरवणकर Mobile No.(संपर्क क्रमांक): *	Birth Date / जन्मतारीख * LandLine No. / दूरध्वनी क.
So Address / पत्ता * 45 characters remaining Shiv <u>Shakti CHS</u> . E-7, 21:03, <u>Vashi</u> , <u>Navi</u> Mumbai 44 The Above Address Information Display on Gazettes in Englis	00704.	f400423321 Emall ID (ईमैन): • sarwankaramay21@gmail.com	UID / आधार क्रमांक
District / जिल्हा •	Taluka / ताबुका *	VIIIage / गाव *	Pincode / पिनकोड *
Mumbai City 💌	Mumbai City 🔻	Mumbai City	400705

Step 10: Enter correct information required to be displayed in Gazette such as OLD NAME, NEW NAME & ADDRESS

Note : User willing to add **District**, **Taluka** and **Village** in Gazette, same should be added in Address field.

Address / पत्ता * 45 characters remaining		Email ID (ईमेन): *	UID / आधार कमांक
Shiv <u>Shakti CHS</u> . E-7, 21:03, <u>Vashi</u> , <u>Navi</u> Mumbai	400704.	sarwankaramay21@gmail.com	
The Above Address Information Display on Gazettes in Eng	lish		
District / जिल्हा *	Taluka / ताजुका "	Village / गाव •	PIncode / पिनकोड *
Mumbai City	Mumbai City 🗸	Mumbai City	400705
From Name / जुने नाव			
First Name / पहिले नाव •	Middle Name / मधले नाव	Last Name / आडनाव	
Ameya	М	Sarvankar	
To Name / नवे नाव			
First Name / पहिले नाव •	Middle Name / मधले नाव	Last Name / आडनाव	Reason for change of name / नावाल बदल करण्याचे
Ameya	М	Sarwankar	कारण *
			Spell Mistake in Last Name
Aggrement / कराराचे तपशील			
i solemniy affirm that the above mentioned informatio later date. / सी शपथपूर्वक प्रसाणित करतो की सी वर नमूद केलेल	on submitted by me is true and correct to my knowledge i माहिती माझ्या माहितीनुसार सत्य आणि अचूक आहे. मी इथे कबूल करतो	and bellef. I hereby agree to be llable for legal consequenc की ही माहिती नंतर कथी जर चुकीची किंवा खोटी आदळली तर पुटील कायदे	es for any information found incorrect or untrue at a शीर कार्यवाही साठी मी जबाबदार आहे.
Accept			
Descent / UZ T			

Step 11: PopUp Window will appear displaying Old Name, New Name & Address filled in the application form.
Confirm the details are correct & click on "OK" button
Step 12: Click on "I Accept" Checkbox and Proceed button to continue

District / जिल्हा * Mumbai City	Taluka / तालुका * Mumbai City ▼	VIIlage / गाव * Mumbai City	Pincode / पिनकोड * 400705
From Name / जुने नाव First Name / पहिले नाव * Ameya	Gazette Details OLD NAME FIRST NAME : Ameya MIDDLE NAME : M LAST NAME : Sarvankar		
To Name / नवे नाव First Name / पहिले नाव * Ameya	NEW NAME FIRST NAME : Ameya MIDDLE NAME : M LAST NAME : Sarwankar		E ason for change of name / नावात बदल करण्याचे एग * Spell Mistake in Last Name
Aggrement / कराराचे तपशील I solemnly affirm that the above mentioned inform later date. / मी शपथपूर्वक प्रमाणित करतों की मी वर नमूद वे ØAccept	ADDRESS : Shiv Shakti CHS. E-7, 21:03, Vashi, Navi Mumbai 400	0704. Ok	र r any Information found incorrect or untrue at a नर्यवाही साठी भी जबाबदार आहे.
Proceed / पुदे जा Reset / पुनस्थित Back	< / मागे Example / उदाहरण		

Step 13: Attach required documents (Mandatory doc. are **Photo**, **Photo id proof**, **Address Proof** & **Downloaded Application Form**, furnished with required details.) & click to **Upload Document** for online payment

(Note: Mandatory to attach CASTE CERTIFICATE, if applied in Backward category, Age Proof(In Case of Minor) Legal Document in case of Middle name change, adoption, divorce)

4(2)	The height of the photograph should fail between 200 to 212 pixels. Instructions for Upload Documents Document Format should be JPEG/ PDE	The height of the photograph should fail between 200 to 212 pixels. Instructions for Upload Documents Document Format should be JPEG/ PDF. The size of the JPEG documents upto 100 KB. The size of the PDF documents upto 500 KB.	The height of the photograph should fall between 200 to 212 pixels. Instructions for Upload Documents Document Format should be JPEG/ PDF. The size of the JPEG documents upto 100 KB. The size of the PDF documents upto 500 KB. Photo Proof Druing licence Druin	The size of the photograph should fail between 5KB to 20	Upload Photo / vhich ard → tind 960 (Pather → tind 960 (Pather	तोव करा	
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Step 16: User can pay the fees through Online Payment Gateway



Step 17: Payment Details are displayed with Amount. Click on **"Proceed for Payment"** Option Receipt will be Generated after Payment.



Follow the Steps To View Status and Download Online E-Gazette Step 18: Click On "Rajpatra Status" Click Service Change in Name/Religion/Date of Birth for View and Download E-Gazette



Step 19: User can search for Change in Name/Religion/Date of Birth status with Application ID Or Registration Number

Step 20: View Gazette link will be available to download the gazette after receiving **Registration Number** Click of **View Gazette** will open the E-gazette file to download



Step 21: Click On "View Gazette"



Step 22: User can download the Gazette, using various searches like Division, Section, From Date To Date and Gazette Type



User can download E-Gazette in PDF format



THANK YOU!!!