

User Guide for AWO/Gaushala for Seeking Board's Recognition

1. SIGN UP -

- Visit the URL: <http://awbi.gov.in>
- Click "Sign up" Button available at the Home Page
- Select "Type of Association" as Animal Welfare Organization/ Gaushala.
- Enter the PAN No. and NITI Ayog reg. No. using underscore(_).
- The Organization name and Address will be auto filled.
- Enter the Pin code, State and District.
- To verify the mobile no., enter the Mobile no. and click on Send OTP.
- Enter the OTP received on Mobile and click on Verify OTP.
- Similarly, verify the email id also.
- For setting up the password, enter the desired password in the required format.
- Enter the Captcha and click Sign Up button to complete the signup process.

2. SIGN IN –

- Visit the URL: <http://awbi.gov.in>
- Click "Sign In" Button available at the Home Page.
- Enter your registered email Id and Password entered at the time of Signup.
- Enter the captcha and hit the Sign In button to login into your account.

3. PROFILE UPDATE –

- The user needs to update his profile first by clicking on "Profile".
- Fill the required details for "Personal Details", "Organisation Details" and "Id Proof details" etc.
- Click "Update" button to update the profile.

4. APPLY FOR RECOGNITION –

- Click on Recognition Menu at the left to view the Recognition Dash Board.
- At the Dashboard, click the "Apply Recognition" button.
- Fill the complete Application form (7 steps) and submit it.
- After submission, you will be redirected to the online payment gateway.
- Pay the online Application fee (*Rs. 1100 for Gaushala and Rs. 5000 for AWO*) to complete the Application Submission.