

Online Membership Registration System (OMRS)

Registration Manual





Online Membership Registration System (OMRS)

FOLLOW THE STEPS for UNIT REGISTRATION

- GROUP REGISTRATION
- MY SCOUTS
- NEW UNIT REGISTRATION (CURRENT FISCAL YEAR)
- RENEW UNITS
- PAYMENT (REGISTRATION FEE)



<https://online.nepalscouts.org>

(Sign Up/Master Registration to get the system access)



Step 1

GROUPS

Group (School/Institute)

- Add your Group by new users.
- If you are already added by your colleague (for e.g. Male scout master registered the group where you are involved, female scout master will be already added in the group), you do not require to register.
- If you have registered your Group in previous year, it's not required to add again.
- If Group has to be transferred in case of users have left or with any other condition, contact Province Scout office.



Step 2

MY SCOUTS

- Add all the Scout members details as per their respective Group (School/Institute).
- If scout members are already listed in My Scouts, you do not require to add again because every Scout will get only once Identification code i.e. ID Card number.
- Registered scout member's personal details can be edited if required.



Step 3

NEW UNIT REGISTRATION

- After adding all your Scouts details in My Scouts section, you can start filling the New Unit Registration.
- As per the Registration Renewal Manual, male Scout Leaders are only allowed to register only male scouts (for eg. BTC holder Scout Master is only allow to register Boy Scouts NOT Girl Scouts). Same things applies to female Scout Leaders as well.
- Male (Female) Scout master will have access to register only male (Female) scouts, whereas Female (male) scout master will have access to register female (Male) scouts only.



Step 4

RENEW UNITS

- Renew your unit will be enable if you have registered (units) in previous year.
- While renewing, Scout Master can edit details (like, Ranking, Position, add or minus patrol members)
- In renewal process you may need to change the Ranking and Position of scouts in their patrol, in this case editing is enable.



Step 5

PAYMENT

- After successful Unit Registration (New/Renew) and approval by Local/Province Scout Office, payment panel will be activate where online (esewa/bank transfer) or bank deposit payment can be made.
- Only after first (filled) unit payment, system will allow to fill the another unit registration.





Step 1

Group (School/Institute)

Click: > Group
> Add (Plus + button)

 <https://online.nepalscouts.org/groups/all>





Where and how to view/add Groups (School/Institute)?

Dashboard

My Scouts

Unit (Registration)

Units

Groups

Groups(School/Institute)

Patrol

Program

Phone	Email	Address	Creator Name	Created at	Actions
0571111111	[REDACTED]	Bagmati Province, Makwanpur, Hetauda Sub-Metropolitan City, 5, bal jyoti school road	[REDACTED]	2023-10-13 12:16:19	[Eye icon] [Add icon]
9841000000	[REDACTED]	Bagmati Province, Lalitpur, Lalitpur Metropolitan City, 1, Lainchaur	[REDACTED]	2022-11-11 12:19:17	[Eye icon] [Add icon]
014419001	[REDACTED]	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	[REDACTED]	2022-09-25 10:33:35	[Eye icon] [Add icon]

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<- Follow instruction and see the number also indicated in left screenshot.

1. Groups > Groups (School/Institute):
Click here to add/create new Groups.

2. Add Group: Click here to add new Groups (School/Institute).

Note:

- If you are already added by your colleague (for e.g. Male scout master registered the group where your involved, female scout master will be already added in the group), you do not require to register.
- If you have registered your Group in previous year, it's not required to add again.
- If Group has be to transferred incase of users have left or with any other condition, contact Province Scout office



How to fill the Groups (School/Intitute) Application?

<- Follow instruction and see the number also indicated in left screenshot.

3. Add Group > Application: Fill all the required details of groups

Note:

- **Name:** Write the name of the School/Institute/Club or Open Troop/Crew. (For e.g. if your School name is United Academy, write only United Academy NOT Troop name.)
- **Minute:** Upload the minute. Minute should be in presence of Chairperson, appointing 5 five Group committee and agreement to run the Units.
- **Group Type:** Choose the type of your group (i.e. Sponsored or Open)
- **Group Affiliation:** Choose the type of affiliation. (i.e. School/Institute, INGO/NGO, Club, Open Troop/Crew)
- **Office:** Choose your respective contact Province Scout Office.
- **Address Details:** Write the Groups' address details including Primary & Secondary phone and email id.

Application for Unit(Group) Registration

Note: Purpose of application for Institute/Organization Registration is to register the group in Province/Local scout office and receive the Organization/Institute/School registration number

Name (Write the Institute/Organization Name. E.g. United Academy) *
United Academy
(Write the Institute/Organization Name. E.g. United Academy)

Minute institute/Organization
Minute 080_081.pdf
(Write the minute mentioning formation of Committee)

Group Type *
Sponsored

Group Affiliation *
School/Institute

Office *
Sudurpaschim Province Scout Headquarters

CANCEL SUBMIT

#	Number	Name
1	0329-0011	Test (SA)
2	0323-0021	Test Higher School
3	0299-0029	Test (NHQ) Secondary School





How to fill the Groups (School/Intitute) Application? Continue....

<- Follow instruction and see the number also indicated in left screenshot.

3. Add Group > Application: Fill all the required details of groups

Note:

- o Committee Details:
- o Group (Dal) Committee is composition of five members where Principal/Chairperson of Institute/Club will be the Chairperson of the Committee.

4. Member Secretary: Scout Master (male or female choose one only) will be the Member Secretary of the Group Committee.

5. **Condition apply: If male Member Secretary is listed in Group (Dal) Committee, female scout master should be written and vice-versa. So that, both scout master will get the online access to register the scouts (boys scout by Male Scout Master and girls scout by Female Scout Master only) in their respective Units.

6. Submit: After filling the all the details for the application of Groups, click SUBMIT. Local/Province will check the details and send the approval or rejection.

Application for Unit(Group) Registration
Note: Purpose of application for Institute/Organization Registration is to register the group in Province/Local scout office and receive the Organization/Institute/School registration number

Teacher Name (Name of Teacher nominated by Chairperson)
Mukesh Jha

Guardian Name (Guardian Name nominated by Chairperson)
Rupmaya Basnet

Guardian Name (Guardian Name nominated by Chairperson)
Bal Bahadur Gurung

Member Secretary (Scout Masters' Name nominated by Chairperson recommended by Scouts) *
[Redacted]

(Gender wise restriction) member secretary is restricted to register female-only units.

Scout Master (he/she will have access to register the Unit)
Test ([Redacted])

(Gender wise restriction) assistant member secretary is restricted to register male-only units.

[CANCEL] [SUBMIT]

#	Number	Name
1	0329-0011	Test (SA)
2	0323-0021	Test Higher School
3	0299-0029	Test (NHQ) Secondary School

Creator Name	Created at	Actions
[Redacted]	2023-10-13 12:16:19	[Icons]
[Redacted]	2022-11-11 12:19:17	[Icons]
[Redacted]	2022-09-25 10:33:35	[Icons]

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How to fill the Groups (School/Intitute) Application? Continue....

#	Number	Name	Phone	Email	Address	Creator Name	Created at	Actions
1	0329-0011	Test (SA)	0571111111	bagmati@nepalscouts.org	Bagmati Province, Makwanpur, Hetauda Sub-Metropolitan City, 5, bal jyoti school road	Sujit Mahajan	2023-10-13 12:16:19	[View] [Print]
2	0323-0021	Test Higher School	9841000000	sujitmahajan@gmail.com	Bagmati Province, Lalitpur, Lalitpur Metropolitan City, 1, Lainchaur	Sujit Mahajan	2022-11-11 12:19:17	[View] [Print]
3	0299-0029	Test (NHQ) Secondary School	014419001	scoutnepal@gmail.com	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	Sujit Mahajan	2022-09-25 10:33:35	[View] [Print]

<- Follow instruction and see the number also indicated in left screenshot.

7. Group Number: Once Local/Province approve the application, all the registered groups will get the Group Number (i.e. in format of 0001-0001).

Note:

- As per the Uniform and badge manual, all the registered scouts and leader will wear the group scouts badge in this format: **Pick only last two digit [for e.g. if given group number is 0329-0011, pick 11 (last back two digit only)]

8. View Registered Group: Click here to view the details of registered group, click here. If you need to change group details, contact Province Scout Office via email.

9. Certificate of Approved Group: Approved group will receive the certificate of evidence electronically which is viewable and also can be printed by clicking here.





Step 2

MY SCOUTS

Click: > My Scouts
> Add (Plus + button)

 <https://online.nepalscouts.org/scouts/my-scouts>



Where and how to view/add My Scouts?

MY SCOUTS section is the place to create (add) your Scouts profile to be registered or already been registered.

<- Follow instruction and see the number also indicated in left screenshot.

10. My Scouts: Click here to view your Scouts profile.

11. Add My Scouts: Click here to add/Create new Scouts profile

Note:

- Add all the Scout members details as per their respective Group (School/Institute).
- If scout members are already listed in My Scouts, you do not required to add again because every Scout will get only once Identification code i.e. ID Card number.
- Registered scout member's personal details can be edited if required.

Photo	Full Name	Date of birth	Age	Gender	Joined Date	Group	Actions
	[REDACTED]	[REDACTED]	15 years	Male	2080-06-02	Test (SA)	
	[REDACTED]	[REDACTED]	16 years	Male	2080-06-03	Test (SA)	
	[REDACTED]	[REDACTED]	16 years	Male	2080-06-05	Test (SA)	
	[REDACTED]	[REDACTED]	15 years	Male	2080-06-03	Test (SA)	
	[REDACTED]	[REDACTED]	16 years	Male	2080-06-04	Test (SA)	
	[REDACTED]	[REDACTED]	14 years	Male	2080-06-04	Test (SA)	
	[REDACTED]	[REDACTED]	16 years	Male	2080-06-10	Test (SA)	





Where and how to view/add My Scouts?

<- Follow instruction and see the number also indicated in left screenshot.

12. Scout Registration: Fill all (*mandatory) the detail of Scouts to create their profile as per their Group.

Note:

- **Full Name:** Write full legal name.
- **Gender:** While male or female creating the scouts' profile gender will shown automatically. Please note that Female Scouts are allowed to create female profile only and vice-versa.
- **Mobile & Email:** If scouts or his/her guardian have mobile number/email id it can be inserted, otherwise leave blank.
- **Date of Birth:** Click correct BOD.
- **Joined Date:** Click scout joined date.
- **Father's & Mother Name:** Insert the name of parents.
- **Photo:** Insert Scout Uniform size of 35 X 45 mm only. NO SELFIE or GROUP Photo.
- **Group (School/Institute):** Select his/her group to be registered in Unit.
- **Submit**

11. Actions: Click here to edit Scouts' profile.

The screenshot shows the 'Nepal Scouts' web application. On the left, a sidebar contains navigation icons. The main area displays a 'My Scouts' table with columns for '#', 'Identification Code', 'Photo', 'Group', and 'Actions'. A 'Scout Registration' modal form is open over the table, containing fields for Full Name, Gender, Mobile, Email, Date of Birth, Joined Date, Father's Name, Mother's Name, Photo, and Groups. A 'CANCEL' button and a 'SUBMIT' button are at the bottom of the form. Red boxes with numbers 12 and 13 highlight the registration form and the edit icons in the table's 'Actions' column, respectively.

#	Identification Code	Photo	Group	Actions
1	NS-2677-00081		Test (SA)	
2	NS-2677-00080		Test (SA)	
3	NS-2677-00079		Test (SA)	
4	NS-2677-00078		Test (SA)	
5	NS-2677-00077		Test (SA)	
6	NS-2677-00076		Test (SA)	
7	NS-2677-00075		Test (SA)	





Step 3

NEW UNIT REGISTRATION

Click: > New Unit Registration

 <https://online.nepalscouts.org/units/registration>



How to register New Unit Registration?

NEW UNIT REGISTRATION is the place to REGISTER (TROOP DARTA) your UNITS.

<- Follow instruction and see the number also indicated in left screenshot.

14. Unit (Registration): Click here to register your Units.

Nepal Scouts

New Unit Registration

Note: Before filling the New Unit Registration Form, please collect the following details from your Scout Members:

- Bring all your scouts members in My Scouts section.
- Group/School/Institute) if you have not registered in the OMRS system.
- Group (Dal) Committee have approved to register the Unit for the present fiscal year.
- Group (Dal) Committee have approved to register the Unit for the present fiscal year.

Units > Unit (Registered) at left bar. View your registered unit in rows and at right hand-side click green arrow bottom to RENEW your Units.

Groups(School/Institute)

Scout Master

Assistant Scout Master

DELETE UNIT



How to register New Unit Registration?

NEW UNIT REGISTRATION is the place to REGISTER (TROOP DARTA) your UNITS.

<- Follow instruction and see the number also indicated in left screenshot.

15. Create Unit Details: Insert all the details of your respective Units

Note:

- **Name:** Write the name of the Unit (Pack/Troop/Crew). For e.g. United Scout Troop.
- **Group (School/Institute):** Choose the group of Units which you are going to register.
- **Unit Type:** Choose the type of Unit. (for e.g. Pack, Troop or Crew)
- **Scout Master:** Insert the Scout Master of Unit.
- **Assistant Scout Master:** Insert the Assistant Scout Master of Unit.
- **Minute:** Insert the jpeg, pdf version for the minute mentioning that Units registration is proposed and approved to register for the current fiscal year.

16. SAVE & CONTINUE: Click here to continue and insert the Patrol details.

17. DELETE UNIT: Click here to delete the registered Unit.

New Unit Registration

Note: Before filling the New Unit Registration Form, please collect the following details from your Scout Members:

My Scouts: Register by adding all your scouts members in My Scouts section.
 Group: Add your Group (School/Institute) if you have not registered in the OMRS system.
 Minute: Please upload the minute mentioning Group (Dal) Committee have approved to register the Unit for the present fiscal year.
 Renew Registration: Click Units > Unit (Registered) at left bar. View your registered unit in rows and at right hand-side click green arrow bottom to RENEW your Units.

15

Create Unit Details Add Patrol Details

Name (Write the Pack/Troop/Crew Name) *
 Test (SA) Scout Troop

Groups(School/Institute)
 Test (SA)(0329-0011)

(Write the Pack/Troop/Crew Name. E.g. United Scout Troop)

Unit Type
 Troop (Boy/Girl Scouts) (11years - 16 years)

Scout Master
 [Redacted]

Assistant Scout Master

Minute *
 Minute 080_081.pdf

Attach the minute mentioning Unit (Troop) Registration is approved to register in current fiscal year by the Group (Dal) Committee

16 **SAVE & CONTINUE** **17** **DELETE UNIT**



How to register New Unit Registration?

NEW UNIT REGISTRATION is the place to REGISTER (TROOP DARTA) your UNITS.

<- Follow instruction and see the number also indicated in left screenshot.

18. Create Unit Details: View and Start inserting all the patrol details.

19. Patrol name: Write patrol name as mentioned in Youth Program (section wise).

20. Details (Name) : Insert name with drop down menu inserted in My Scouts Section.

21. Details (Rank): Insert rank details.

22. Details (Position): Insert position details (badges).

Details	Scout Name	Rank	Position
Details : 1 *	Sa 1 - 2066-06-01 (NS-2677-00068)	Troop Leader	Everest
Details : 2 *	Sa 11 - 2064-06-08 (NS-2677-00079)	Patrol Leader	Annapurna
Details : 3 *	Sa 10 - 2065-06-09 (NS-2677-00078)	Member	Annapurna
Details : 4 *	Sa 12 - 2064-06-09 (NS-2677-00080)	Member	Annapurna
Details : 5 *	Sa 2 - 2066-06-08 (NS-2677-00071)	Member	Annapurna
Details : 6 *	Sa 2 - 2065-06-15 (NS-2677-00070)	Member	Annapurna
Details : 7	Sa 3 - 2065-06-01 (NS-2677-00081)	Member	Annapurna
Details : 8	Sa 4 - 2065-06-08 (NS-2677-00072)	Assistant Patrol Leader	Annapurna



How to register New Unit Registration?

NEW UNIT REGISTRATION is the place to REGISTER (TROOP DARTA) your UNITS.

<- Follow instruction and see the number also indicated in left screenshot.

23. +Add Patrol: Click here to add Patrol upto four patrols only in each Units (Pack/Troop/Crew).

24. Go Back: Click here to go back and edit the Unit details or delete.

25. Finish & Submit: Click here after completing all the details of Patrol then Unit.

The screenshot shows the 'Nepal Scouts' online membership registration system. The main section is titled '2. Six/Patrol/Team :'. Below this, there is a form with several rows for adding patrol details. Each row includes a 'Name *' field (with 'Lion' entered), a 'Gender *' dropdown (with 'Male' selected), and a 'Details' section. The 'Details' section contains three dropdown menus: 'Scout Name', 'Rank', and 'Position'. The first six rows are populated with data, while the last two are empty. A red box labeled '23' highlights the '+ ADD PATROL' button at the bottom left. At the bottom, there are three buttons: '24 < GO BACK', 'FINISH & SUBMIT', and '25'. The Nepal Scouts logo is visible in the top left corner of the interface.

Details	Scout Name	Rank	Position
Details : 1 *	Sa 6 - 2066-06-09 (NS-2677-00074)	Patrol Leader	Annapurna
Details : 2 *	Sa 7 - 2064-06-10 (NS-2677-00075)	Member	Membership
Details : 3 *	Sa 8 - 2066-06-08 (NS-2677-00076)	Member	Membership
Details : 4 *	Sa 9 - 2064-06-15 (NS-2677-00077)	Member	Membership
Details : 5 *	Sa 3 - 2065-06-01 (NS-2677-00081)	Member	Membership
Details : 6 *	Sa 4 - 2065-06-08 (NS-2677-00072)	Assistant Patrol Leader	Membership
Details : 7	Scout Name	Rank	Position
Details : 8	Scout Name	Rank	Position





Step 4

RENEW UNIT REGISTRATION

Click: > Units
> Unit (Registered)

 <https://online.nepalscouts.org/units/all/status>



How to Renew Unit Registration?

RENEW UNIT REGISTRATION is the place to **RENEW** your **UNITs** registered in previous fiscal year.

<- Follow instruction and see the number also indicated in left screenshot.

26. Unit (Registered): Click here to view your registered Units in same or previous year.

27. Renew Unit: Click here (green button arrow) to renew your registered Units in previous fiscal year.

28. Renew Unit (edit): Click here (button edit icon button) appear in top of Unit (Registered).

Note:

- Renew your unit will be enable if you have registered (units) in previous year.

The screenshot shows the 'Nepal Scouts' dashboard with a sidebar menu on the left and a main table of units. The sidebar menu has 'Unit (Registered)' highlighted with a red box and the number '26'. The main table has a red box around the first row, which is 'Test (NHQ) Secondary School' with a status of 'Registered'. In the 'Actions' column of this row, there is a blue eye icon (labeled '28') and a blue pencil icon (labeled '28'). In the 'Actions' column of the last two rows, there is a green arrow icon (labeled '27') and a blue eye icon (labeled '27').

Group	Type	Address	Status	Deposited Slip	Created at	Actions
Test (NHQ) Secondary School	Troop (Boy/Girl Scouts)	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	Registered	N/A	2023-10-14 14:37:06	28
Test Higher School	Crew (Rover/Ranger)	Bagmati Province, Lalitpur, Lalitpur Metropolitan City, 1, Lainchaur	Payment Success		2023-10-10 21:38:56	28
Test Higher School	Troop (Boy/Girl Scouts)	Bagmati Province, Lalitpur, Lalitpur Metropolitan City, 1, Lainchaur	Payment Success		2023-10-10 19:43:10	27
TEST SUJIT ACADEMY	Troop (Boy/Girl Scouts)	Bagmati Province, Bhaktapur, Changanarayan Municipality, 1, 1	Incomplete	N/A	2023-03-26 13:52:17	27
Test (NHQ) Secondary School	Troop (Boy/Girl Scouts)	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	Payment Success	Esewa	2023-01-24 14:11:03	27
Test (NHQ) Secondary School	Troop (Boy/Girl Scouts)	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	Payment Success		2022-11-10 19:30:19	27

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How to Renew Unit Registration?

RENEW UNIT REGISTRATION is the place to **RENEW** your **UNITs** registered in previous fiscal year.

<- Follow instruction and see the number also indicated in left screenshot.

29. Renew Unit (edit): Edit Rank or Position and adding/deleting Scouts in Patrol.

Note:

- While renewing, Scout Master can edit details (like, Ranking, Position, add or minus patrol members)
- In renewal process you may need to change the Ranking and Position of scouts in their patrol, in this case editing is enable.

1, Six/Patrol/Team :

Name *	Gender *
test	Male

Details : 1 *	Scout Name	Rank *	Position *
		Troop Leader	Membership

Details : 2 *	Scout Name	Rank *	Position *
		Member	Membership

Details : 3 *	Scout Name	Rank *	Position *
		Member	Membership

Details : 4 *	Scout Name	Rank *	Position *
		Member	Membership

Details : 5 *	Scout Name	Rank *	Position *
		Member	Membership

Details : 6 *	Scout Name	Rank *	Position *
		Member	Membership

Details : 7	Scout Name	Rank	Position





Step 5

UNIT REGISTRATION PAYMENT

Click: > *Payment details*

 <https://online.nepalscouts.org/units/all/status>



How to pay New or Renew Unit Registration?

NEW OR RENEW UNIT REGISTRATION is the portal to pay the Unit Registration fee.

<- Follow instruction and see the number also indicated in left screenshot.

30. Pay Detail: Click here to enter the payment portal.

Note:

- After successful Unit Registration (New/Renew) and approval by Local/Province Scout Office, payment panel will be activate where online (esewa/bank transfer) or bank deposit payment can be made.

#	Name	Group	Type	Address	Status	Deposited Slip	Created at	Actions
1	Test Test Scout Troop	Test (W/M) Secondary School	Troop (Boy/Girl Scouts)	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	Approved	N/A	2023-10-14 14:37:06	30
2	Testing Rover Crew	Test Higher School	Crew (Rover/Ranger)	Bagmati Province, Lalitpur, Lalitpur Metropolitan City, 1, Lainchaur	Payment Success		2023-10-10 21:38:56	
3	Testing Scout Troop	Test Higher School	Troop (Boy/Girl Scouts)	Bagmati Province, Lalitpur, Lalitpur Metropolitan City, 1, Lainchaur	Payment Success		2023-10-10 19:43:10	
4			Troop (Boy/Girl Scouts)	Bagmati Province, Bhaktapur, Changunarayan Municipality, 1, 1	Incomplete	N/A	2023-03-26 13:52:17	
5			Troop (Boy/Girl Scouts)	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	Payment Success	Esewa	2023-01-24 14:11:03	
6			Troop (Boy/Girl Scouts)	Bagmati Province, Kathmandu, Kathmandu Metropolitan City, 01, Lainchaur	Payment Success		2022-11-10 19:30:19	

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How to pay New or Renew Unit Registration?

NEW OR RENEW UNIT REGISTRATION is the portal to pay the Unit Registration fee.

<- Follow instruction and see the number also indicated in left screenshot.

31. Unit (Registered) > Payment Details: View the registration fee calculation of your approved Unit.

32. Pay with Eeswa: Click here to pay the registration fee via esewa platform.

33. Bank Detail: You will view the bank details, if your are transferring fee via e-banking or bank deposit. After successful transfer or bank deposit, upload the screenshot of bank transfer or bank voucher in Deposit slip section. Finally click the SUBMIT. And Unit registration will be accomplished.

Note:

- Only after first (filled) unit payment, system will allow to fill the another unit registration.

The screenshot displays the 'Unit (Registered)' page for 'Test Test Scout Troop' with 18 members. It shows a payment detail table with a total of 780. A 'PAY WITH ESEWA' button is visible, along with a 'BANK DETAIL' section for Nepal Scouts Province Scouts Office. A 'SUBMIT' button is at the bottom right.

Payment Type	Amount	Quantity	Total
UnitCommitteeCost	50	5	250
UnitMemberCost	10	18	180
UnitTypeCost	300	1	300
UnitScoutLeaderCost	50	1	50
Total			780

BANK DETAIL
 Bank Name : Nepal Scouts Province Scouts Office
 A/C No : 15001050252607
 Location : Nepal Investment Mega Bank Limited, Hetauda-II

Deposited Slip

31 (next to Unit (Registered))
32 (next to PAY WITH ESEWA)
33 (next to SUBMIT)





How to pay New or Renew Unit Registration?

The screenshot shows the eSewa payment interface. At the top left is the 'eSewa | ePay' logo. Below it is a green banner with the text 'Please login to make your payment'. The main content is divided into two columns. The left column, titled 'Transaction Details', lists the following items:

Transaction Details	
Nepal Scouts Province 3 NPR	
Product Amount:	710.00
Tax Amount:	0.00
Service Charge:	0.00
Delivery Charge:	0.00
Total Amount:	710.00

The right column, titled 'Login', contains the following fields and buttons:

- Login**
- eSewa ID: [Redacted]
- Password: [Redacted]
- LOGIN** button
- CANCEL** button

NEW OR RENEW UNIT REGISTRATION is the portal to pay the Unit Registration fee.

<- Follow instruction and see the number also indicated in left screenshot.

Note:

- Payment via esewa demo.





Support

Where to get the materials?

Darta Nabikaran Nirdesika. : <https://bit.ly/34Cm7rE>

Online Registration Manual : <https://bit.ly/3DjNBzI>

Online Registration Portal : <https://online.nepalscouts.org>



Support

Online Membership Registration System (OMRS)

Darta Nabikaran Nirdesika. : <https://bit.ly/34Cm7rE>

Online Registration Manual : <https://bit.ly/3DjNBzI>

Online Registration Portal : <https://online.nepalscouts.org/dashboard>

Registration Tutorial Video : <https://bit.ly/3uWXcs8>

Scout Master

- Create Login
- Warrant Card Application
- Unit (Group)/Institute Registration
- My Scouts
- Unit Renew/Registration

Province Scout Office

- Endorse & Verification for Approval
- Support to all the Scout Masters at OMRS

National Headquarters

- Membership Database Support to Province Scout Officer

