Important Instructions for accessing MSME Support & Outreach Campaign module

1. Please click on the link https://pesurvey.nic.in or you can also visit the site in DPE website under Online applications and select '**MSME Support & Outreach Campaign' as shown below:**

2. Please use the existing PE Survey login-id for logging into the MSME Support & Outreach Campaign module.

3. The "Nodal Officer" responsible for submitting the requisite data needs to generate the new password for this application by using the **Default password** which has been sent to the respective CMDs by e-mail. The **Default password** can also be obtained by sending an e-mail request to uks@nic.in.

4. **To change the default password,** the concerned officer for this application has to login into the system for the first time using the default password provided through e-mail. After logging into the application, the officer has to submit his **Name, Mobile Number and e-mail id** as specified in the form which will emerge on the screen as shown below:

5. On submission of the data of the officer, an OTP will be sent from the application (Sender e-mail id is webupdate-dpe@gov.in) to the email-id as entered by the officer in the form previously.

6. The officer has to submit the OTP to proceed for creation of new password as

shown in the below screen:

7.

Kindly ensure that the new password entered complies to the Password Policy as provided below:

Password Policy : Password length should be between 6 to 10 Character length with the combination of alphabetic, numeric and non-alphanumeric characters.Also there should be atleast one Upper Case,one lower char and one special char (special chars ($,@,#,&) e.g. Survey#1234

8. A confirmatory e-mail will be sent to the respective CMD containing the details of Nodal Officer for the concerned application along with an intimation regarding generation of new password.

Important Instruction to submit MSME Support & Outreach data

After changing the password, please re-login to the system with the new password. You will get a screen as shown below. Please select the period (financial year) from the dropdown list for which data is to be submitted.

1. Next, you will be getting an online form in which you have to select the current week for which you need to submit the data for those seven days of the current week as shown below:

Ease of Cash Flow

Name of the CPSE :	AIR INDIA LTD.
Name of the Ministry / Department :	MINISTRY OF CIVIL AVIATION
Month :	November 2018
Select Week :	Week 4 ▼

From 24 November 2018 to 30 November 2018

I-TReDS Portal

Whether CPSE is registered on TReDs ? --Select-- ▼

2.   Note : You can modify the data if any correction during that week but cannot modify after that week.

3.   **Important Note:** *For the first time, kindly fill the cumulative data pertaining till that week*. From next time onwards, you have to enter the data pertaining to that particular week only.

4.   The submitted data will be displayed in a tabular form below the submit button. You can check and modify if any corrections are required for the data submitted for the current week only.