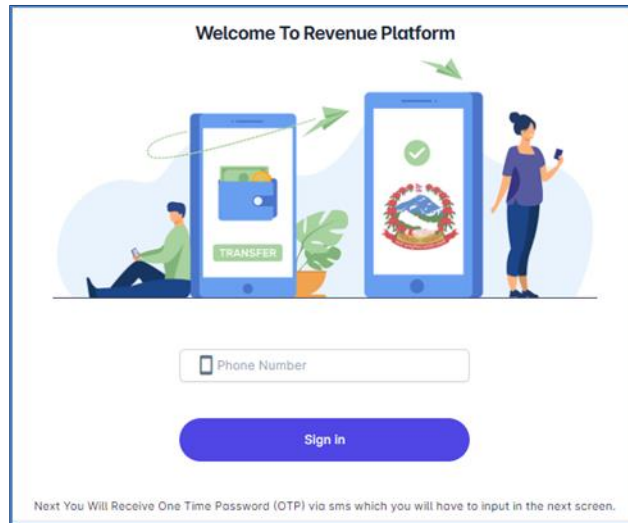




Government of Nepal  
Department of Hydrology and Meteorology

**Online Payment Procedure (For PAN Users)**

- 1) Please open Nepal government revenue portal (<https://revenue.fcgo.gov.np>) from your internet browser (Google Chrome, Mozilla firefox, Microsoft Edge etc...).

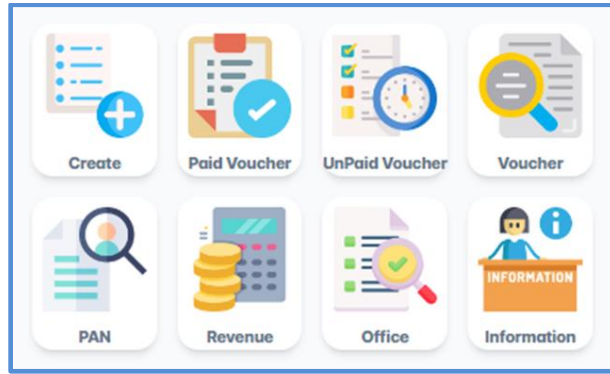


- 2) Please login the account using your mobile phone number. Please type your mobile number and get the OTP code to enter the revenue portal. If you are using the revenue portal for the first time, please fill up your details and press save button.

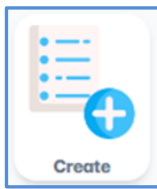
### User Detail

<b>Mobile No*</b>	<b>Province*</b>
<input type="text"/>	<input type="text"/>
<b>District*</b>	<b>Pan No</b>
<input type="text"/>	<input type="text" value="Your Pan"/>
<b>Name*</b>	<b>Nepali Name*</b>
<input type="text" value="Name in English"/>	<input type="text" value="Name in Nepali"/>
<b>Email*</b>	<b>Address*</b>
<input type="text" value="Your Email Address"/>	<input type="text" value="Address"/>

3) Now, you will see the dashboard as below.



4) Please choose following option to create revenue voucher.



Federal Government (संघीय सरकार)

District (जिल्ला): Kathmandu (काठमाडौं)

Office (कार्यालय): Department of Hydrology and Meteorology (जल तथा मौसम विज्ञान विभाग)

In case of difficulty to search office, please select “Department of Hydrology and Meteorology” using the keyword 308023501

### New Revenue Payment

kath  308023501

Code	District Name	Select	Code	Office Name	Select
35	Kathmandu	<input checked="" type="radio"/>	308023501	308023501-Department of hydrology and meteorology	<input checked="" type="radio"/>

Please press new button once completed.

5) Now, you will see the box as below.

### Reciept Entry

<b>Receipt Details</b>		<b>Payers Details</b>	
English Date *	Nepali Date *	Payers Code	Pan
<input type="text" value="2023-08-16"/>	<input type="text" value="2080-4-31"/>	<input type="text"/>	<input type="text"/>
Bank *	Revenue Office *	English Name *	Nepali Name *
<input type="text" value="11002-राष्ट्रिय वाणिज्य बैंक"/>	<input type="text" value="308023501-Department of hydrology and me"/>	<input type="text" value="REDACTED"/>	<input type="text" value="REDACTED"/>
		Address *	Phone Number
		<input type="text" value="REDACTED"/>	<input type="text" value="REDACTED"/>

S.NO.	PURPOSE*	REVENUE HEAD*	DESCRIPTION	AMOUNT*	TAX YEAR	ADVANCE DEDUCT	
1	<input type="text" value="अन्य"/>	<input type="text" value="14213-अन्यविश्रीबाट ..."/>	<input type="text" value="Data cost"/>	<input type="text" value="15376"/>	<input type="text" value="2080/81"/>	<input type="checkbox"/>	<input type="button" value=""/>

पन्ध्र हजार तीन सय छहत्तर रुपैया मात्र Total Amount: 15,376.00

Please choose following details as,

Purpose: अन्य, Revenue Head: 14213- अन्य विक्रीबाट प्राप्त रकम, Description: Data Cost, Amount: Required amount, Tax year: Current fiscal year, Adv. Deduct: Left it blank

Then, press next bottom below.

6) Now, your Voucher is ready as below. Please press Save & Proceed To Payment button.

**Preview**

Government Revenue System  
308023501- जल तथा मौसम विज्ञान विभाग

Payer Detail  
[Redacted]  
[Redacted]  
[Redacted]  
राष्ट्रिय वाणिज्य बैंक

Back Save & Proceed To Payment

Nepali Date २०८०-४-२१  
English Date २०२३-०८-१६  
Total Amount Rs.१५,३७६

S.No.	Agency Name	Description	Amount	Tax Year	Total Amount
1	अन्यविक्रीबाट प्राप्त रकम	Data Cost	१५,३७६	२०८०/८१	१५,३७६

7) You can see the success message. You can pay the data cost now or latter. If you proceed further, you will see the payment option on the right side. Please choose any one of the option for the payment.



8) Please download your Voucher after payment and submit to [metdatadhm@gmail.com](mailto:metdatadhm@gmail.com) for Meteorological data and [datasection2018@gmail.com](mailto:datasection2018@gmail.com) for Hydrological data. Data will be provided by mail after confirmation your voucher.