

WELCOME

TO

ALL

AN OVERVIEW FOR REGISTRATION
PROCESS OF CONTROLLER, STATE
IMPLEMENTING AGENCIE

PRESENTED BY
PFMS TECHNICAL TEAM LUCKNOW

Structure of Presentation

- ▶ What is PFMS?
- ▶ Objectives of PFMS
- ▶ Process flow for use of PFMS
- ▶ Main module of PFMS
- ▶ Agency Registration
- ▶ Expenditure filling

What is PFMS?

- ▶ Public Financial Management System is a Central Sector Plan Scheme of the M/o Finance, Deptt. of expenditure.
- ▶ PFMS is being implemented by the Office of Controller General of Accounts which is the apex accounting authority of the Government of India under Ministry of Finance with the name-”CPSMS” w.e.f 1.4.2008.& renamed “PFMS” w.e.f 1.4.2014
- ▶ The complete technical support viz. application development, database administration, hosting of portal etc has been entrusted to NIC.

Objectives OF PFMS

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- Tracking of flow of funds from Centre to the lowest level of implementation- both under Treasury route & SPV route.
- Registration of all agencies receiving plan funds with their bank accounts at all tiers of operation.
- Payment to ultimate beneficiaries through banking channel
- Capturing component-wise expenditure on real time basis at all tiers of implementation, including Panchayats and villages.
- Decision Support System (DSS) to all levels of programme administration (Centre, State, District & Local Government, i.e. Panchayat / Municipality)
- Enhance transparency & accountability in public expenditure.

Process flow for use of PFMS

- ▶ All Ministries/Departments are required to register their grantee agencies/institutions with bank account on PFMS portal.
- ▶ On approval of agency by the PD/Super Admin, bank account travels to CBS and hit there and if it is correct it get validated.
- ▶ Sanction-IDs and Sanction Orders in favor of grantee institutions are generated on the portal.
- ▶ The detail of releases are captured by the system on a real time basis after payment has been released.

Main modules of PFMS

1. Agency registration module:

- Agencies get mapped in scheme hierarchy.
- Level wise bank account balances & daily transactions available.

2. Expenditure filing module:

- Component-wise Fund Utilization available - Expenditure/Advances/Transfers.
- Cheque validation facility for ensuring exp. filing.


3. e-Payment module:

- Direct credit to beneficiaries (scheme & bank independent).
- e-transfers to vendors, employees & other institutions.

State level will be registered outside-register agency

Central Plan Scheme Mon x

https://pfms.nic.in/Users/LoginDetails/Login.aspx?ReturnUrl=%2f

 **Public Financial Management System-PFMS**
(formerly CPSMS)
D/o Controller General of Accounts, Ministry of Finance

03/Aug/2015 03:34 PM

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Bank/Post Office
Direct Benefit Transfer
Bulletin Board
Know Your Payments
NMMS Payments
User Guide
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Register/Track Issue
Disclaimer
Know MGNREGA FTO Status

Establish a web-based online transaction system for fund management and e-payment to implementing agencies and beneficiaries. The primary objective of PFMS is to establish an efficient fund flow system and expenditure network. PFMS also provides various stakeholders with a reliable and meaningful management information system and an effective decision support system.

Toll Free No. 1800 118 111 Ext. (202,204,206,208,215,216) Email: pfms.helpdesk@gmail.com , email.cpsms-cga@nic.in , cpsms-mof@nic.in , cpsmsproject@gmail.com


Reports related complaints/query may be sent on reports.pfms@gmail.com

Request for Training/Workshop on PFMS may be sent on training.pfms@gmail.com To Download Training Requisition Request Form, please click [Download Form.](#)

Scholarship Portal DBT Through PFMS Orders & Circulars User Guide Media News User Support

Please Do Not Share the Password for Security Reasons.

Citizens can know the status of Aadhaar based benefits transferred through PFMS by using "Know Your Payments" link on left side panel



[Log In](#)

FinancialYr: 2015-2016

Login ID:

Password:

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REGISTERING AGENCIES PLEASE CHECK HERE IF AGENCY IS ALREADY REGISTERED

GET LOGIN DETAILS PLEASE CHECK HERE IF AGENCY IS ALREADY REGISTERED

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NEWS & EVENTS

Contact Us
Central Help Desk

https://pfms.nic.in/Static/AgencyRegistrationInstructions.htm

15:36
03-08-2015


Click on register agency

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The screenshot shows a web browser window displaying the PFMS website. The address bar shows the URL: <https://pfms.nic.in/Users/LoginDetails/Login.aspx?ReturnUrl=%2f>. The page header includes the PFMS logo and the text "Public Financial Management System-PFMS (formerly CPSMS) O/o Controller General of Accounts, Ministry of Finance". The main content area is titled "Please ensure that following information is available with you before starting Registration:-" and contains a list of 9 registration requirements. A "Continue" button is visible at the bottom of the instructions. On the right side, there is a "Log In" section with a dropdown menu for "FinancialYr" set to "2015-2016", and input fields for "Login ID" and "Password". Below the login section, there are links for "Log In", "Register Agency", and other user-related actions. At the bottom right, there is a "NEWS & EVENTS" section with a list of recent updates.

Central Plan Scheme Mon x

https://pfms.nic.in/Users/LoginDetails/Login.aspx?ReturnUrl=%2f

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Please ensure that following information is available with you before starting Registration:-

1. **Registration Number** is case of NGO, Registered Society Trusts, companies, cooperative societies.
2. The Act/Registration through which you organization was Registered (in case of Statutory Bodies, PSUS, State PSUS).
3. Agency Name is the name of you organization. Please keep ready full name of your organization. System will not accept abbreviations.
4. City is the town/city where the organization is located.
5. Keep ready TIN/TAN/PAN (Any one of these three) ready before starting registration.
6. Unique Agency Code: Unique Agency code is the code given to your organization by you only in the Central Plan Scheme Monitoring System (CPSMS). This Unique code is decided by the use of agency itself. The Unique code may be abbreviation of you agency name. Purpose is to give a code to agency by the user of agency, so that he remembers it for further references easily. Please keep the unique code with you.
7. Please provide mobile number which may be used in Scheme to customized SMS for your information.
8. Please ensure that correct E-mail ID is available at the time of registration and same is filled in. The user ID and Password will be sent on your E-mail ID.
9. Please keep ready the information related with the bank. The information required in the system in.
 - Bank Name.
 - Scheme Name (The Scheme under which funds will be received by you. Increase of any doubt please contact the concerned ministry from where you are receiving funds).
 - Branch Address.
 - Bank A/C Number (Please ensure that you have complete Bank A/C number as per you passbook).
 - Please try to follow the scheme guidelines, and where ever mentioned, please provide the scheme specific Bank A/C Number in this system.

Log In

FinancialYr: 2015-2016

Login ID:

Password:

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[Get Password By Unique Agency Code](#)
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[Register DBT Beneficiary Mgmt Checker](#)
[Register Treasury Users](#)

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GET LOGIN DETAILS PLEASE CHECK HERE IF AGENCY IS ALREADY REGISTERED

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NEWS & EVENTS

Sr.AO/AO, AAOs of Civil Account Organisation being assigned the work of DBT through CPSMS
List of District Nodal Officers-3
List of Consultants (OMs & OAs) in DBT Distt. Phase I
Update in User Guide
DBT Payment process User Manual
Daily Activity log for Consultants User Manual
MPF Annual Action Plan User Manual
Digital Signature Enrolment User Manual

https://pfms.nic.in/Static/AgencyRegistrationInstructions.htm

15:37
03-08-2015

Enter required fields and click on next

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Central Plan Scheme Mon x

https://pfms.nic.in/Users/LoginDetails/Login.aspx?ReturnUrl=%2f

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Visitor Count
22705995

Instructions

All fields are mandatory. Please contact the concerned person in Ministry/Department from where funds are being released to you for necessary approval. In case any mandatory information is not available with you or registration please contract the concerned Ministry/Department. Unique Agency code is required for Agency communication with Program Division. This will be Agency Identity in system. Unique Code will be required for generating sanction ID, which is mandatory for release of funds to agency.

Agency Details

Type of Registration: -- Select --

Agency Name:

Act/Registration No:

Date of Registration(DD/MM/YYYY):

Registering Authority:

State of Registration: --Select--

TIN Number:

TAN Number:

Block No/Building/Village/Name Of Premises:

Road/Street/Post Office:

Area/Locatlity:

City:

State: --Select--

District: -- Select --

Pin Code:

Contact Person:

Phone No:
(Maximum 100 charaters with comma separated allowed.)

Alternate Phone/Mobile No:
(Maximum 100 charaters with comma separated allowed.)

Email:

Unique Agency Code:
(Unique Agency Code minimum 4 and maximum 15 characters.)

Word Verification:
Enter the letters as they are shown in the image above (Letters are not case-sensitive)

Log In

FinancialYr: 2015-2016

Login ID:

Password:

Log In

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NEWS & EVENTS

Enter scheme name bank details

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Central Plan Scheme Mon x

164.100.129.32/Demo/Users/LoginDetails/Login.aspx?ReturnUrl=%2fdemo

Know Your Payments

NMMS Payments

Location Search Detail

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Know MGNREGA FTO Status

Visitor Count
17365110

Email: fuduram@gmail.com

Unique Agency Code: fudu
(Unique Agency Code minimum 4 and maximum 15 characters.)

Word Verification: 92c4bb
Enter the letters as they are shown in the image above (Letters are not case-sensitive)

Scheme Bank Details

Scheme: Select Scheme

Select Funding Agency:

- I will receive funds directly from central government:
- I will receive funds from this agency: Search

Bank Name: Select Bank
(Enter minimum 4 characters to search Bank)

Branch Address: Search Select Branch
Branch list will show only 50 branches in List, you can search your branch by address)

Branch Name:

Account No:

Agency Name as per Branch:

I Accept [Terms and conditions.](#)

For any problem in registratoin, please [Contact Us](#)

Log In

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- List of District Operational Managers
- List of District Nodal Officers
- List of State Nodal Officers
- Update in Orders & Circulars
- Roles and Responsibilities of District Nodal Officers
- Roles and Responsibilities of State Nodal Officers
- List of District Nodal Officer-5
- List of District Nodal Officer-4

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Enter bank details and submit

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Central Plan Scheme Mon x

164.100.129.32/Demo/Users/LoginDetails/Login.aspx?ReturnUrl=%2fdemo

Word Verification: 92c4bb
Enter the letters as they are shown in the image above (Letters are not case-sensitive)

Scheme Bank Details

Scheme: 1 result is available, use up and down arrow keys to navigate.
SWACHHL BHARAT ABHIYAN [9151] [Select Scheme](#)

Select Funding Agency:
 I will receive funds directly from central government:
 I will receive funds from this agency: [Search](#)

Bank Name: 10 results are available, use up and down arrow keys to navigate.
STATE BANK OF INDIA [Select Bank](#)
(Enter minimum 4 characters to search Bank)

Branch Address: mandir marg [Search](#) [Select Branch](#)
Branch list will show only 50 branches in List, you can search your branch by address)

Branch Name: RAILMAGRA [CHAWNDA MATA MANDIR MARG] { CBS }
RAILMAGRA [CHAWNDA MATA MANDIR MARG] { CBS }

Account Attribute - Numeric Size 11 digit Decimal none First digit from left is 1/2/3/5/6/7 Right most digit is Rulecheck digit and is not part of account database.

Account No: 31868250902

Agency Name as per Branch: DHG

[Add Bank/ Scheme](#)

Action	Scheme Name	Bank Name	Account No	Agency Name as per Branch
✗	SWACHHL BHARAT ABHIYAN [9151]	STATE BANK OF INDIA RAILMAGRA [CHAWNDA MATA MANDIR MARG] { CBS }	31868250902	DHG

I Accept [Terms and conditions.](#)

[Submit](#) [Cancel](#)

For any problem in registratoin, please [Contact Us](#)

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[Get Password By Unique Agency Code](#)
[Register State Govt. DDO](#)
[Register Treasury Users](#)

REGISTERING AGENCIES PLEASE CHECK HERE IF AGENCY IS ALREADY REGISTERED

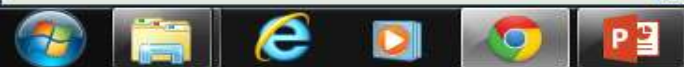
GET LOGIN DETAILS PLEASE CHECK HERE IF AGENCY IS ALREADY REGISTERED

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Accept terms & condition and submit-following message will appear

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Central Plan Scheme Mon x

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Instructions

All fields are mandatory. Please contact the concerned person in Ministry/Department from where funds are being released to you for necessary approval. In case any mandatory information is not available with you or registration please contact the concerned Ministry/Department. Unique Agency code is required for Agency communication with Program Division. This will be Agency Identity in system. Unique Code will be required for generating sanction ID, which is mandatory for release of funds to agency.

Agency Details

Agency saved successfully. For further information contact the fund sanctioning authority in the central ministry

Type of Registration: Registered Societies (Govt.,Autonomous Bodies) ▼

Agency Name: DHG

Act/Registration No: 48a

Date of Registration(DD/MM/YYYY): 08/06/2015

Registering Authority: registrar

State of Registration: DELHI ▼

TIN Number: na

TAN Number:

Block No/Building/Village/Name Of Premises: DV Buidlg.

Road/Street/Post Office: mandir mar

Area/Locality: panchkuan road

City: delhi

State: DELHI ▼

District: CENTRAL ▼

Pin Code: 110001

Contact Person: DG

Phone No: 23366859
(Maximum 100 charaters with comma separated allowed.)

Alternate Phone/Mobile No: 9869552000
(Maximum 100 charaters with comma separated allowed.)

Log In

FinancialYr: 2015-2016 ▼

Login ID:

Password:

Log In

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GET LOGIN DETAILS PLEASE CHECK HERE IF AGENCY IS ALREADY REGISTERED

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NEWS & EVENTS

Expenditure Filing User Manual

Visitor Count 13365110



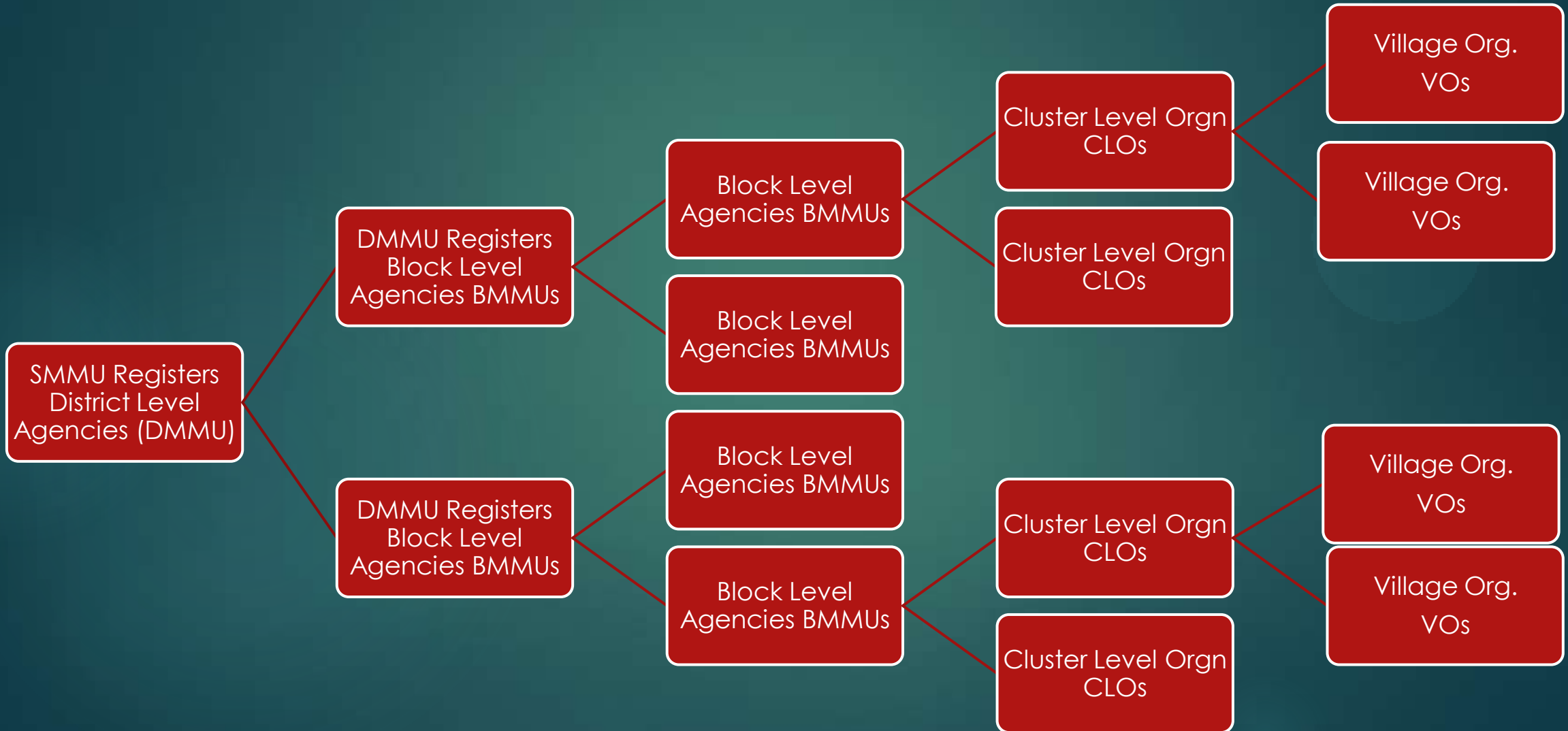
Know Your Payments

Approval of state level agency

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- ▶ State level agency has been created and submitted for approval.
- ▶ The message “agency saved successfully. For further information contact the fund sanctioning authority in the Central Ministry” will appear.
- ▶ Agency has to request Program Division in the ministry to approve the created agency.
- ▶ PD will approve the agency by unique code.
- ▶ After approval by PD, log id and password will be sent to registered email.

REGISTRATION PROCESS



Role of Agency Administrator

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- Creates credentials (username, password) for Agency Maker and Agency Checker.
- Agency Administrator can perform all functions of Agency Maker and Agency Checker.
- Can add scheme as per requirement.

Scheme Addition

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Central Plan Scheme Mon x Agency User Details x Create Agency User x Central Plan Scheme Mon x

164.100.129.32/UAT/Default.aspx

Public Financial Management System-PFMS
(formerly CPSMS)
O/o Controller General of Accounts, Ministry of Finance

Welcome:
User Type: AGENCYADM
Agency: DISTRICT HEALTH DEPARTMENT-BIHAR
Financial Year: 2016-2017

[dhdb] Logout
Change Password

01:29:11 PM

BharatKosh Report ▾
Home
Dashboard
HM Reports
E-Payment ▾
Health Module ▾
Reports
Implementing Agency ▾
Agency Master Data ▾
Agency Schemes ▾
Other Agencies ▾
Multiple DBT DSC Signatory
Funds ▾
Fund Transfers ▾
Fund Advances ▾
Scheme Allocation ▾
Fund Expenditures ▾
Bank ▾
Register/ Track Issue
Tax Deduction Filing ▾
Utilisation Certificate ▾
Accounting System Integration ▾

The following table shows the summary of Agency according to status and type. To find out what a particular status means, take your mouse over the status name. To find the details of Agency in a status, Click on the corresponding status.

No record found

Agency Bank Account Validation Status

164.100.129.32/UAT/ImplementingAgency/Agency/RegisterScheme.aspx

Search the web and Windows

ENG INTL 13:46 18/08/2016



- BharatKosh Report
- Home
- Dashboard
- HM Reports
- E-Payment
- Health Module
- Reports
- Implementing Agency
- Agency Master Data
- Agency Schemes
- Other Agencies
- Multiple DBT DSC Signatory
- Funds
- Fund Transfers
- Fund Advances
- Scheme Allocation
- Fund Expenditures
- Bank
- Register/ Track Issue
- Tax Deduction Filing
- Utilisation Certificate
- Accounting System Integration
- Bank Printing Templates

Register New Scheme /Bank Account

Scheme: AGRICULTURAL ENGINEERING [0088] Select Scheme

Select Funding Agency:
I will receive funds directly from central government:
I will receive funds from this agency: Search

Bank Name: STATE BANK OF INDIA Select Bank Required

(Enter minimum 4 characters to search Bank)

Branch Address: residential Search Select Branch

Branch list will show only 50 branches in List, you can search your branch by address)

Branch Name: PATNA-K.BAGH RES.COLONY [KANKARBAGH RESIDENTIAL COLONY,PATNA-20] { CBS }

PATNA-K.BAGH RES.COLONY [KANKARBAGH RESIDENTIAL COLONY,PATNA-20] { CBS }

Account Attribute - Numeric Size 11 digit Decimal none First digit from left is 1/2/3/5/6/7 . In case of 17 digit numbers First 6 digits have been padded with 0.

Account No.: 31592840104

Agency Name As Per Bank: district health department bihar

Agency Account Scheme Component Mapping

Save Cancel

New scheme will be approved by PD

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- ▶ PD will login in PFMS
- ▶ Go to agency menu
- ▶ Click on approve
- ▶ Search agency by Unique code
- ▶ Click on name of agency appearing in red
- ▶ Agency profile will open
- ▶ Check in box on left hand of scheme name and approve

Role of Agency Maker (Data Operator)

- Enters and Submits UC – An agency maker can enter Utilisation Certificate details of current financial year as well as previous financial year's for the various schemes mapped to him.
- Can View UC and Modify Submitted UC.
- Digitally Sign the UC (Optional)/ Manually sign the UC.
- Upload UC (In case of manual sign)



Public Financial Management System-PFMS (formerly CPSMS) O/o Controller General of Accounts, Ministry of Finance

Welcome:
User Type: AGENCYADM
Agency: DISTRICT HEALTH DEPARTMENT-BIHAR
Financial Year: 2016-2017



[dhdb] Logo
Change Passwo

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- Home
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- Scheme Allocation
- Fund Expenditures
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- Register/ Track Issue
- Tax Deduction Filing
- Utilisation Certificate
- Accounting System Integration

The following table shows the summary of Agency according to status and type. To find out what a particular status means, take your mouse over the status name. To find the details of Agency in a status, Click on the corresponding status.

No record found

- Agency Users
- Bulk Customization
- Beneficiary Management
- DSC Management
- Add Master Project
- Agency Vendors/ Beneficiaries

- Manage Agency Users
- Create New Agency User

Agency Bank Account Validation Status



- BharatKosh Report >
- Home
- Dashboard
- HM Reports
- E-Payment >
- Health Module >
- Reports
- Implementing Agency >
- Agency Master Data >
- Agency Schemes >
- Other Agencies >
- Multiple DBT DSC Signatory
- Funds >
- Fund Transfers >
- Fund Advances >
- Scheme Allocation >
- Fund Expenditures >
- Bank >
- Register/ Track Issue
- Tax Deduction Filing >
- Utilisation Certificate >
- Accounting System Integration >
- Bank Printing Templates >

Create Agency User

Type of User:

First Name:

Last Name:

Email:

Phone No:

Mobile No:

Login ID:
(Login ID minimum 4 characters).



- BharatKosh Report >
- Home
- Dashboard
- HM Reports
- E-Payment >
- Health Module >
- Reports
- Implementing Agency >
- Agency Master Data >
- Agency Schemes >
- Other Agencies >
- Multiple DBT DSC Signatory
- Funds >
- Fund Transfers >
- Fund Advances >
- Scheme Allocation >
- Fund Expenditures >
- Bank >
- Register/ Track Issue
- Tax Deduction Filing >
- Utilisation Certificate >
- Accounting System Integration >
- Bank Printing Templates >

Agency Users Mapping

Record saved successfully, your password has be sent on your email address

Login Id: ss001

User Type: Agency Data Operator

First Name: sachin

Last Name: singh

Phone: 7599410013

Mobile:

Email: sksachin2209@gmail.com

Status: Enabled

Created By: dhdb

Created Time: 18/08/2016

Modified By:

Change Scheme(s): All

Change Location(s): All

Role of Agency Checker (Data Approver)

- Approves UC – approves the UC that has been uploaded by the agency maker.
- Counter sign UC that has been digitally signed by agency maker.



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- BharatKosh Report
- Home
- Dashboard
- HM Reports
- E-Payment
- Health Module
- Reports
- Implementing Agency
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- Tax Deduction Filing
- Utilisation Certificate
- Accounting System Integration
- Bank Printing Templates

Create Agency User

Type of User: Agency Data Approver

Level of Approver: Level_1

First Name: sandy

Last Name: kumar

Email: sandeepkumarravi4@gmail.com

Phone No: 8257891540

Mobile No:

Login ID: sandy001

(Login ID minimum 4 characters).

Submit

Cancel

HIERARCHY

26

04:28:56 PM

Manage Scheme Hierarchy Level

Scheme Code/Name :

9178-NATIONAL RURAL EMPLOYMENT GUARANTEE SCHEME(MGNREG ▼)

Hierarchy Name :

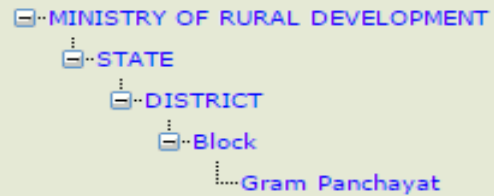
NREGA Hierarchy

State Name :

--Select-- ▼

Hierarchy Structure :

Scheme Fund Flow Hierarchy



Level Name	Master Level Type	No. of Mapped Agency	DELETE
<u>MINISTRY OF RURAL DEVELOPMENT</u>	Central Government	0	X
<u>STATE</u>	State	38	X
<u>DISTRICT</u>	District	648	X
<u>Block</u>	Block	5739	X
<u>Gram Panchayat</u>	Panchayat	97353	X

Customize State Wise

Add Scheme Hierarchy Level

Back

Example : Scheme Components (Cont.)

View Disabled Components Scheme Components (NRLM)



Scheme Short Code: 9002

Scheme Name: Scholarship to Children of Beed Workers

Scheme Component Code Format: X

Instructions

- Right click one of the Node in the Tree to open the context menu. You can then click Add New, Edit or Delete.
- Blue Components, are created by Project cell user.
- Green Components, are created by Logged in Admin Agency user.
- Red Components are disabled components.

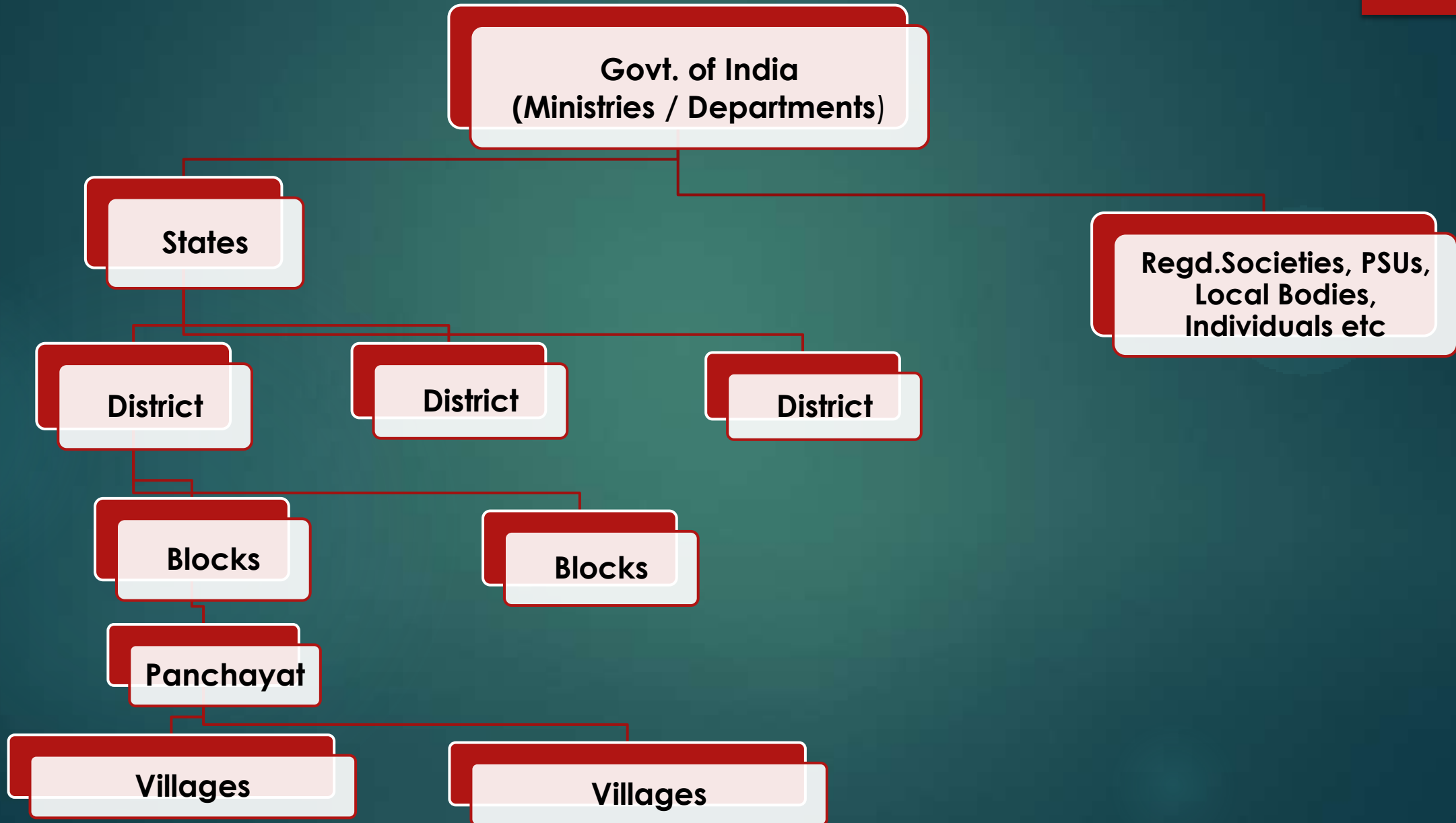
View Disabled Components

Bulk

[1]Scholarship

Flow of funds

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Expenditure filing

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- ▶ The process of feeding the day to day transactions as recorded in the cash book on the PFMS portal by an agency registered on PFMS, is called expenditure filing.

Modules

Expenditure filing contains the following modules/menus:-

1. Opening Balance
2. Receipt of Funds
3. Transfer
4. Advance

2. Receipt of Funds

- ▶ Funds are received by the agency from different sources such as :
 - ▶ Central Government
 - ▶ Other Agency such as State Society, District Agency, etc
 - ▶ Returned by other agencies
 - ▶ State Government
 - ▶ Interest Income
 - ▶ Income from other sources **MINISTRY**

3. Transfer of Funds

- ▶ Funds can be transferred to an agency through the PFMS portal.
- ▶ State Level Agency can transfer fund to the lower level agencies through PFMS if all the child agencies are registered through the parent agency(for automatic mapping)

4. Advance Payment

- ▶ Advance payment is made to a vendor or supplier for getting a service or product. An advance is also given to an official for getting a work done.
- ▶ Once the intended work is completed, the beneficiary/vendor/supplier will submit the voucher and the advance is settled.

BENEFITS OF EXPENDITURE FILING

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- Tracking of flow of funds from Centre to the lowest level of implementation- both under SPV & Treasury route.
- On line information on bank balances to facilitate “Just in time” provision of funds to implementing agencies.
- Real time data on fund utilization : bank reconciled & transaction based
- Decision Support System (DSS) for all levels of program administration
- Enhance transparency & accountability in public expenditure.
- Dissemination of financial information to citizens.

THANK YOU