

**Ministry of Finance
Department of Expenditure
Controller General of Accounts
Public Financial Management System
GIFMIS Vertical**

File No. I-15036/1/2022-CGA-Part(1)/e-11151/161

Date:04/06/2024

OFFICE MEMORANDUM

Subject:- Processing of GeM bills in e-Bill module- Universal roll out.

The undersigned is directed to refer to the subject above and state that in continuation of this office OM No I-15036/1/2022-CGA-Part(1)/e-11151/707 dated 23.02.2024 regarding pilot run of bill processing through GeM - e-bill integration in 29 PAOs stationed at Delhi in different Ministries/Departments, it is proposed to be extended further in all remaining PAOs in two phases:

- a) PAOs stationed at Delhi w.e.f. 14th June, 2024,
- b) PAOs stationed outside Delhi w.e.f 28th June, 2024 as per list annexed at "A" & "B" respectively.

2. The readiness of the Ministries/Departments with regards to putting in place the pre-requisites of e-bill may be ensured as advised by this OM No.I-15036/1/2023-CGA/e-12496/156 dated 28.05.2024. (copy enclosed).

3. The bills through e-bill-GeM integration will be available under "e-Sanction Menu" instead of "Sanction Menu" **at DDO user for further processing by DDO/Bill Distributor/DH/A AO/PAO users**. For viewing and verifying, the documents uploaded and generated in GeM portal (including e-claim in RPR-49 & e-sanction) will be available under the hyperlink "View Documents" and the documents generated at PFMS portal (bill etc.) will be available under the hyperlink "e-Document".

4. A user guide for processing the GeM bills in ebill scenario in PFMS is enclosed for this purpose. All Pr.CCAs/CCAs/CAs with independent charge are, requested to closely monitor the implementation of processing of GeM bills in e-bill module. It is requested to circulate this OM and the enclosed user guide among all PDs, DDOs, PAOs in your Ministry/Departments.

This issues with the approval of Additional CGA (PFMS).

Encl: As Above.



(Anupam Raj)

**Dy. Controller General of Accounts
(GIFMIS)**

To:

All Pr.CCAs/CCAs/CAs (with independent charge)

Copy for information to:

1. PPS to CGA, O/o CGA
2. PS to Addl.CGA (PFMS), O/o CGA
3. PS to Additional CGA (A & FR)
4. Joint CGA (TA and GBA)
5. All Jt. CGAs (PFMS)
6. Joint CGA (Administration), O/o CGA
7. Sr. Accounts officer, GIFMIS, O/o CGA for uploading on the website of CGA

ANNEXURE A- LIST OF SELECTED PAOS FOR IMPLEMENTATION OF GEM BILL PROCESSING IN E-BILL SCENARIO- W.E.F. 14.06.2024

S.No	Cont. Code	Controller Name	Ministry	Department	PAO Code	PAO Name
1	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000001	PAO(Sectt)-I
2	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000743	PAO(Sectt)-II, New Delhi
3	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000162	PAO(Directorate of Extension),New Delhi
4	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Consumer Affairs	071504	PAO(Consumer Affairs), New Delhi
5	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Food and Public Distribution	003433	PAO(Food), New Delhi
6	005	CHEMICAL AND FERTILIZERS	Ministry of Chemicals and Fertilizers	Department of Fertilisers	005942	PrAO-(Fert-I), New Delhi
7	006	COMMERCE	Ministry of Commerce and Industry	Department of Commerce	006953	CPAO(Commerce), New Delhi
8	006	COMMERCE	Ministry of Commerce and Industry	Department of Commerce	007032	CPAO (DGFT), New Delhi
9	007	HIGHER EDUCATION	Ministry of Education	Department of Higher Education	011751	PAO (Secondary Education & Higher Education)
10	008	SCHOOL EDUCATION AND LITERACY	Ministry of Education	Department of School Education and Literacy	011700	PAO (Deptt. of Elementary Education & Literacy)
11	009	SOCIAL JUSTICE AND EMPOWERMENT	Ministry of Social Justice and Empowerment	Department of Social Justice and Empowerment	012435	PAO(Min. Of SJ & E),New Delhi
12	009	SOCIAL JUSTICE AND EMPOWERMENT	Ministry of Social Justice and Empowerment	Department of Empowerment of Persons with Disabilities	005782	PAO, Department of Disability Affairs, New Delhi
13	011	COAL	Ministry of Coal	Ministry of Coal	014775	PAO(Coal), New Delhi
14	012	TRIBAL AFFAIRS	Ministry of Tribal Affairs	Ministry of Tribal Affairs	015200	PrAO Cum PAO (M/O Tribal Affairs)
15	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	016977	PAO(Sectt.), Economic Affairs, Min of Finance, New Delhi
16	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021186	PAO(NICD), Delhi
17	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021721	PAO(LHMC & Hospital), New Delhi
18	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	020866	PAO(Sectt.), Ministry of Health & FW, New Delhi

S.No	Cont. Code	Controller Name	Ministry	Department	PAO Code	PAO Name
19	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021642	PAO(RML Hospital), New Delhi
20	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021108	PAO(Safdarjung Hospital), New Delhi
21	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	020946	PAO(DGHS), New Delhi
22	017	Health And Family Welfare	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021029	PAO(CGHS), New Delhi
23	017	Health And Family Welfare	Ministry of Health and Family Welfare	Department of Health and Family Welfare	017618	Pay and Accounts Office CGHS II, New Delhi
24	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	022984	PAO(Census), New Delhi
25	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	023093	PAO(DCPW), New Delhi
26	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	003266	Pay & Accounts Office, NATGRID
27	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	022744	PAO (Sectt.), New Delhi
28	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	024450	PAO, National Security Gaurd.
29	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	025301	Shashastra Seema Bal, New Delhi
30	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	023184	PAO, ITBP, New Delhi
31	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	024055	PAO-BSF-5 New Delhi
32	018	Home Affairs	Ministry of Home Affairs	Ministry of Home Affairs	004009	PAO, Delhi Police Headquarter (DPH)
33	018	Home Affairs	Ministry of Home Affairs	Ministry of Home Affairs	024650	PAO (Pension & Misc.)
34	018	Home Affairs	Ministry of Home Affairs	Ministry of Home Affairs	068447	PAO No. IV (Delhi Police Tiz Hazari)
35	018	Home Affairs	Ministry of Home Affairs	Ministry of Home Affairs	070332	PAO No. XVI (Delhi Police Man Singh Road)
36	018	Home Affairs	Ministry of Home Affairs	Ministry of Home Affairs	023283	PAO-CISF, New Delhi
37	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	025591	PAO(SSI), New Delhi
38	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	025426	PAO(Industrial Development), New Delhi
39	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	026281	PAO(Hi & PE), New Delhi
40	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	027667	PAO(Main Sectt.), Ministry of Information & Broadcasting, New Delhi
41	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	027973	PAO(DAVP), New Delhi

S.No	Cont. Code	Controller Name	Ministry	Department	PAO Code	PAO Name
42	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	028062	PAO(IRLA), New Delhi
43	022	LAW & JUSTICE	Ministry of Law and Justice	Department of Legal Affairs	031438	PAO(Legal Affairs), New Delhi
44	022	LAW & JUSTICE	Ministry of Law and Justice	Legislative Department	031545	PAO(Legislative Department), New Delhi
45	022	LAW & JUSTICE	Ministry of Law and Justice	Department of Justice	031626	PAO(Electoral Office), New Delhi
46	023	PLANNING STATISTICS AND PROGRAM IMPLEMENTATION	Ministry of Planning	Ministry of Planning	032714	PAO(Planning), New Delhi
47	023	PLANNING STATISTICS AND PROGRAM IMPLEMENTATION	Ministry of Planning	Ministry of Statistics and Programme Implementation	033500	PAO(PI),New Delhi
48	023	PLANNING STATISTICS AND PROGRAM IMPLEMENTATION	Ministry of Planning	Ministry of Statistics and Programme Implementation	032800	PAO(Statistics), New Delhi
49	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034050	PAO(Sectt.), Road Transport, New Delhi
50	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034415	PAO(NH), New Delhi
51	025	STEEL	Ministry of Steel	Ministry of Steel	035521	PAO(Steel), New Delhi
52	026	MINES	Ministry of Mines	Ministry of Mines	036617	PAO(Mines), New Delhi
53	027	SUPPLY	Ministry of Commerce and Industry	Department for Promotion of Industry and Internal Trade	038363	PAO(Supply), New Delhi
54	028	CULTURE	Ministry of Culture	Ministry of Culture	011120	PAO(Culture), New Delhi
55	028	CULTURE	Ministry of Culture	Ministry of Culture	011210	PAO(Archeological Survey of India), New Delhi
56	029	CIVIL AVIATION & TOURISM	Ministry of Civil Aviation	Ministry of Tourism	040951	PAO (Tourism) New Delhi
57	030	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Ministry of Housing and Urban Affairs	Ministry of Housing and Urban Affairs	042709	PAY AND ACCOUNTS OFFICE (PTG.)
58	030	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Ministry of Housing and Urban Affairs	Ministry of Housing and Urban Affairs	043053	PAO (DGW) New Delhi

S.No	Cont. Code	Controller Name	Ministry	Department	PAO Code	PAO Name
59	030	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Ministry of Housing and Urban Affairs	Ministry of Housing and Urban Affairs	043810	PAO (NEZ) New Delhi
60	030	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Ministry of Housing and Urban Affairs	Ministry of Housing and Urban Affairs	043884	PAO(Sectt.), Ministry of Urban Development, New Delhi
61	032	INFORMATION TECHNOLOGY	Ministry of Electronics and Information Technology	Ministry of Electronics and Information Technology	047315	Pr. cum PAO(DIT), New Delhi
62	033	PRESIDENT S SECRETARIAT	President's Secretariat	President's Secretariat	048406	PrAO cum PAO(President Sectt.), New Delhi
63	034	PERSONNEL, P.G. & P.	Ministry of Personnel, Public Grievances and Pensions	Cabinet Secretariate	049634	PAO(Cabinet Affairs), New Delhi
64	035	CBEC	Ministry of Finance	Department of Revenue	050672	PAO Hq. (CBEC), New Delhi
65	035	CBEC	Ministry of Finance	Department of Revenue	053245	PAO(Dirc.of Stat. & Intl. C&CE), N.Delhi
66	035	CBEC	Ministry of Finance	Department of Revenue	054700	PAO (Commissionerate of Customs) New Dehi
67	035	CBEC	Ministry of Finance	Department of Revenue	051493	PAO(Collec. of Central Excise), New Delhi
68	035	CBEC	Ministry of Finance	Department of Revenue	053161	PAO(Dirc.of Inspec. & Audit, C&CE), N.Delhi
69	036	CBDT	Ministry of Finance	Department of Revenue	057288	ZAO(CBDT), New Delhi
70	037	SCIENCE AND TECHNOLOGY	Ministry of Science and Technology	Department of Science and Technology	058296	PAO(DST), New Delhi
71	037	SCIENCE AND TECHNOLOGY	Ministry of Science and Technology	Department of Scientific and Industrial Research	059161	PAO(DSIR), New Delhi
72	037	SCIENCE AND TECHNOLOGY	Ministry of Science and Technology	Department of Biotechnology	059241	PAO Bio-technology)
73	039	PRINCIPAL PAO PAG AUDIT DELHI	Ministry of Finance	Department of Expenditure	062376	PAO, O/O THE PR.AG (AUDIT)DELHI
74	044	YOUTH AFFAIRS & SPORTS	Ministry of Youth Affairs and Sports	Department of Youth Affairs	010648	PAO(Youth Affairs & Sports), New Delhi
75	047	WOMEN AND CHILD DEVELOPMENT	Ministry of Women and Child Development	Ministry of Women and Child Development	011450	PAO(Women & Child Development), New Delhi

S.No	Cont. Code	Controller Name	Ministry	Department	PAO Code	PAO Name
76	077	NEW AND RENEWABLE ENERGY	Ministry of New and Renewable Energy	Ministry of New and Renewable Energy	072539	PrAO cum PAO(MNRE), New Delhi
77	078	Ministry of External Affairs	Ministry of External Affairs	Ministry of External Affairs	073544	Pr.AO cum PAO, Ministry of External Affairs.
78	079	ENVIRONMENT and FORESTS	Ministry of Environment, Forest and Climate Change	Ministry of Environment, Forests and Climate Change	075126	PAO(Environment), New Delhi
79	080	FOOD PROCESSING INDUSTRIES	Ministry of Food Processing Industries	Ministry of Food Processing Industries	075501	PrAO_Cum_PAO(FPI) Delhi
80	081	EARTH SCIENCES	Ministry of Earth Sciences	Ministry of Earth Sciences	075211	PAO (Ocean Development) New Delhi
81	081	EARTH SCIENCES	Ministry of Earth Sciences	Ministry of Earth Sciences	000110	PAO, IMD, M/o Earth Science, NEW DELHI
82	083	CHEMICALS and PETROCHEMICALS	Ministry of Chemicals and Fertilizers	Department of Chemicals and Petro-Chemicals	003479	Pay & Accounts Office, Department of Pharmaceuticals
83	083	CHEMICALS and PETROCHEMICALS	Ministry of Chemicals and Fertilizers	Department of Chemicals and Petro-Chemicals	075691	Pr.A.O-cum-PAO, Chemical & Petrochemicals
84	084	ELECTION COMMISSION	Ministry of Law and Justice	Legislative Department	084001	PAO(Election Commission)
85	086	CORPORATE AFFAIRS	Ministry of Corporate Affairs	Ministry of Corporate Affairs	086000	PAO Corporate Affairs, New Delhi
86	088	SHIPPING	Ministry of Ports, Shipping and Waterways	Ministry of Ports, Shipping and Waterways	088200	PAO (Shipping), New Delhi
87	088	SHIPPING	Ministry of Ports, Shipping and Waterways	Ministry of Ports, Shipping and Waterways	088000	Pr.A.O.-cum-P.A.O., Shipping, New Delhi
88	089	PANCHAYATI RAJ	Ministry of Panchayati Raj	Ministry of Panchayati Raj	089001	PAO PANCHAYATI RAJ, KRISHI BHAWAN, NEW DELHI
89	092	MINISTRY OF MINORITY AFFAIRS	Ministry of Minority Affairs	Ministry of Minority Affairs	092001	PAO, MINISTRY OF MINORITY AFFAIRS, SHASTRI BAHWAN, NEW DELHI
90	093	PETROLEUM AND NATURAL GAS	Ministry of Petroleum and Natural Gas	Ministry of Petroleum and Natural Gas	005865	PrAO-Cum-PAO (Petroleum) New Delhi
91	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077177	CONTROLLER OF COMMUNICATION ACCOUNTS, NEW DELHI
92	098	Ministry of Development of North Eastern Region	Ministry of Development of North Eastern Region	Ministry of Development of North Eastern Region	003240	Pr.AO cum PAO, Ministry of Development of North Eastern Region

S.No	Cont. Code	Controller Name	Ministry	Department	PAO Code	PAO Name
93	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008737	PAO (Sectt-II), New Delhi
94	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008738	PAO (Sectt-I), New Delhi
95	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008739	PAO (DMS), Delhi
96	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008740	PAO, Extension, Delhi
97	122	Ministry of Cooperation	Ministry of Cooperation	Ministry of Cooperation	016990	PAO Secretariat 1, Ministry of Cooperation, New Delhi
98	123	Ministry of Textiles	Ministry of Textiles	Ministry of Textiles	017174	Central Pay and Accounts Office, DC (Handicraft) , New Delhi
99	123	Ministry of Textiles	Ministry of Textiles	Ministry of Textiles	017187	Central Pay & Accounts Office, Ministry of Textiles New Delhi
100	123	Ministry of Textiles	Ministry of Textiles	Ministry of Textiles	017186	Regional Pay & Accounts Office, Ministry of Textiles, Mumbai

ANNEXURE B- LIST OF SELECTED PAOS FOR IMPLEMENTATION OF GEM BILL PROCESSING IN E-BILL SCENARIO- W.E.F. 28.06.2024

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
1	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000824	PAO(Agri-Coop), Kolkata
2	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	075602	PAO AHD and Fisheries, Mumbai
3	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000264	PAO(Agri-Coop), Mumbai
4	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	004797	PAO(DMI), Nagpur
5	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000569	PAO(Plant Protection & Misc), Faridabad
6	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000365	PAO(Agri-Coop), Chennai
7	001	AGRICULTURE	Ministry of Agriculture and Farmers Welfare	Department of Agriculture and Farmer Welfare	000476	PAO(Agri-Coop), Cochin
8	002	WATER RESOURCES	Ministry of Jal Shakti	Ministry of Jal Shakti	002338	PAO(CGWB), Faridabad
9	002	WATER RESOURCES	Ministry of Jal Shakti	Ministry of Jal Shakti	001954	PAO(CWPRS), Pune
10	002	WATER RESOURCES	Ministry of Jal Shakti	Ministry of Jal Shakti	002032	PAO (FBP) Farraka.
11	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Food and Public Distribution	003603	PAO(Food), Kolkata
12	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Consumer Affairs	003710	PAO (Consumer Affairs) Kolkata
13	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Consumer Affairs	003810	PAO (Consumer Affairs) Mumbai
14	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Food and Public Distribution	003521	PAO(Food), Mumbai
15	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Food and Public Distribution	003687	PAO(Food), Chennai
16	003	CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	Ministry of Consumer Affairs, Food and Public Distribution	Department of Consumer Affairs	003850	PAO (Consumer Affairs) Chennai
17	006	COMMERCE	Ministry of Commerce and Industry	Department of Commerce	007115	RPAO(Commerce), Kolkata
18	006	COMMERCE	Ministry of Commerce and Industry	Department of Commerce	007202	RPAO(Commerce), Mumbai
19	006	COMMERCE	Ministry of Commerce and Industry	Department of Commerce	007290	RPAO(Commerce), Chennai
20	010	POWER	Ministry of Power	Ministry of Power	013617	PAO(CEA), Bangalore
21	011	COAL	Ministry of Coal	Ministry of Coal	014859	RPAO(Coal), Dhanbad
22	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017940	PAO(New Mint Project), NOIDA
23	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017242	PAO(I.G Mint), Kolkata
24	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017398	PAO(I.G. Mint), Mumbai
25	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017136	PAO(NSO), Nagpur
26	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017476	PAO(ISP), Nasik Road
27	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017859	PAO(CNP), Nasik Road
28	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017555	PAO(BNP), Dewas
29	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017632	PAO (SPM), Hoshangabad
30	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017320	Asst Dir(Cost)& PAO(I.G. Mint), Hyderabad
31	014	ECONOMIC AFFAIRS	Ministry of Finance	Department of Economic Affairs	017784	Asstt Dir.(Cost) & PAO(SPP), Hyderabad

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
32	016	REVENUE	Ministry of Finance	Department of Revenue	019795	PAO(Revenue), New Delhi
33	016	REVENUE	Ministry of Finance	Department of Revenue	053401	PAO(CBN), Gwalior
34	016	REVENUE	Ministry of Finance	Department of Revenue	053509	PAO(GOAW), Ghazipur
35	016	REVENUE	Ministry of Finance	Department of Revenue	053586	PAO(GOAW), Neemuch
36	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021371	PAO(H & FW), Kolkata
37	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021277	PAO(MSD), Mumbai
38	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021468	PAO(H & FW), Pondicherry
39	017	HEALTH and FAMILY WELFARE	Ministry of Health and Family Welfare	Department of Health and Family Welfare	021545	PAO(H & FW), Chennai
40	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	023498	PAO-Assam Rifle, Shillong
41	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	002183	PAO-BSF 1
42	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	002184	PAO-BSF 2
43	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	002185	PAO-BSF 3
44	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	002186	PAO-BSF 4
45	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	002187	PAO, BSF 6
46	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	001761	RPAO, NSG, Kolkata
47	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	024876	Shashastra Seema Bal, Patna
48	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	003237	Pay & Accounts Office, SSB, Guwahati
49	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	001759	PAO, ITBP, Shillong
50	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	004945	PAO, ITBP, Patna
51	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	023608	PAO-CISF, Kolkata
52	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	023704	PAO, CISF, Ranchi
53	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	001754	PAO-BSF, Shillong
54	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	001807	PAO, National Investigation Agency, NIA
55	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	001818	Pay & Accounts Office, National Disaster Management Authority, NDMA
56	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	024886	Shashastra Seema Bal, Lucknow
57	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	001760	PAO, ITBP, Dehradun
58	018	Home	Ministry of Home Affairs	Ministry of Home Affairs	001753	PAO-BSF, Jammu
59	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	001762	RPAO, NSG, HYD
60	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	016949	PAO, CRPF, MHA, Bengaluru
61	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	005060	PAO-CISF, Mumbai
62	018	Home Affairs	Ministry of Home Affairs	Ministry of Home Affairs	023801	PAO-CISF, Chennai
63	018	HOME AFFAIRS	Ministry of Home Affairs	Ministry of Home Affairs	002179	PAO CRPF 2
64	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	026005	PAO(Salt), Jaipur
65	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	025791	PAO(SSI), Kolkata
66	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	025695	PAO(SSI), Mumbai
67	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	026103	PAO(PD & TM), Mumbai
68	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	026190	PAO(Explosives), Nagpur
69	019	INDUSTRY	Ministry of Micro, Small and Medium Enterprises	Ministry of Micro, Small and Medium Enterprises	025898	PAO(SSI), Chennai

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
70	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	028750	PAO(Doordarshan), Kolkata
71	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	028875	PAO(Doordarshan), Guwahati.
72	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	028825	PAO(Films Division), Mumbai
73	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	029100	PAO(Doordarshan), Nagpur.
74	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	028660	PAO(Doordarshan), Chennai
75	020	INFORMATION and BROADCASTING	Ministry of Information and Broadcasting	Ministry of Information and Broadcasting	028139	PAO(All India Radio), Lucknow
76	021	LABOUR AND EMPLOYMENT	Ministry of Labour and Employment	Ministry of Labour and Employment	030263	PAO(DGFASLI), Mumbai
77	021	LABOUR AND EMPLOYMENT	Ministry of Labour and Employment	Ministry of Labour and Employment	030352	PAO(DGMS), Dhanbad
78	021	LABOUR AND EMPLOYMENT	Ministry of Labour and Employment	Ministry of Labour and Employment	030181	PAO(Labour Bureau), Chandigarh
79	021	LABOUR AND EMPLOYMENT	Ministry of Labour and Employment	Ministry of Labour and Employment	030461	PAO, DGE&T-II, Chennai
80	023	PLANNING STATISTICS AND PROGRAM IMPLEMENTATION	Ministry of Planning	Ministry of Statistics and Programme Implementation	032991	PAO(Statistics), Kolkata
81	023	PLANNING STATISTICS AND PROGRAM IMPLEMENTATION	Ministry of Planning	Ministry of Statistics and Programme Implementation	032895	PAO(Statistics), Nagpur
82	023	PLANNING STATISTICS AND PROGRAM IMPLEMENTATION	Ministry of Planning	Ministry of Statistics and Programme Implementation	008934	PAO Statistics Bangalore
83	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034756	PAO(NH), Kolkata
84	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034921	RPAO(NH), Guwahati
85	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034650	PAO(NH), Mumbai
86	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	006484	Regional Pay & Accounts Office (RPAO), National Highways, Patna (Additional Charge to PAO, CBDT Patna till 31.3.2017)
87	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	002192	Regional Pay & Accounts Office, (NH), Bhopal
88	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	035036	RPAO(NH), Lucknow
89	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034807	PAO(NH), Bangalore

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
90	024	ROAD TRANSPORT & HIGHWAYS	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	002193	Regional Pay & Accounts Office (NH), Hyderabad
91	024	Road Transport & Highways	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034862	RPAO(NH), Chandigarh
92	024	Road Transport & Highways	Ministry of Road Transport and Highways	Ministry of Road Transport and Highways	034975	PAO(NH), Jaipur
93	026	MINES	Ministry of Mines	Ministry of Mines	036879	PAO(GSI), Jaipur
94	026	MINES	Ministry of Mines	Ministry of Mines	036699	PAO(GSI), Kolkata-
95	026	MINES	Ministry of Mines	Ministry of Mines	037224	PAO(GSI) N.E. Region, Shillong
96	026	MINES	Ministry of Mines	Ministry of Mines	036794	PAO(GSI) Central Region, Nagpur
97	026	MINES	Ministry of Mines	Ministry of Mines	037307	PAO Indian Buearu of Mines, Nagpur
98	026	MINES	Ministry of Mines	Ministry of Mines	036963	PAO(GSI), Lucknow
99	026	MINES	Ministry of Mines	Ministry of Mines	037141	PAO(GSI), Bangalore
100	026	MINES	Ministry of Mines	Ministry of Mines	037055	PAO(GSI), Hyderabad
101	027	SUPPLY	Ministry of Commerce and Industry	Department for Promotion of Industry and Internal Trade	038447	PAO(Supply), Kolkata
102	028	CULTURE	Ministry of Culture	Ministry of Culture	011397	PAO(Culture), Kolkata
103	028	CULTURE	Ministry of Culture	Ministry of Culture	011309	PAO(Archeological Survey of India), Hyderabad
104	029	CIVIL AVIATION & TOURISM	Ministry of Civil Aviation	Ministry of Civil Aviation	041490	PAO(CAD), Kolkata
105	029	CIVIL AVIATION & TOURISM	Ministry of Civil Aviation	Ministry of Civil Aviation	041255	PAO(CAD), Mumbai
106	029	CIVIL AVIATION & TOURISM	Ministry of Civil Aviation	Ministry of Civil Aviation	041386	PAO(CAD), Chennai
107	030	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Ministry of Housing and Urban Affairs	Ministry of Housing and Urban Affairs	042805	PAO, Printing, Kolkata
108	030	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Ministry of Housing and Urban Affairs	Ministry of Housing and Urban Affairs	042890	PAO, Printing, Nasik
109	030	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Ministry of Housing and Urban Affairs	Ministry of Housing and Urban Affairs	042972	PAO, Printing, Chennai
110	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046550	VECC
111	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046380	RRCAT
112	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	045298	HWP, TUTICORIN
113	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	045375	HWP, TALCHER
114	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046390	HWP, MANUGURU
115	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046228	AMD
116	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046151	NFC
117	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046630	AERB
118	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046400	BRIT
119	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	046295	DAE
120	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	045067	HWB
121	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	045144	HWP, BARODA

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
122	031	Atomic Energy	Department of Atomic Energy	Department of Atomic Energy	045221	HWP, KOTA
123	035	CBEC	Ministry of Finance	Department of Revenue	050240	PAO, CUSTOMS, AMRITSAR
124	035	CBEC	Ministry of Finance	Department of Revenue	051323	PAO(Collec.of Central Excise),Chandigarh
125	035	CBEC	Ministry of Finance	Department of Revenue	051917	PAO(Collec. of Central Excise), Jaipur
126	035	CBEC	Ministry of Finance	Department of Revenue	051237	PAO(Collec.of Central Excise-I),Kolkata
127	035	CBEC	Ministry of Finance	Department of Revenue	052679	PAO(Collec.of Central ExciseII),Kolkata
128	035	CBEC	Ministry of Finance	Department of Revenue	052775	PAO(Collectorate of Customs), Kolkata
129	035	CBEC	Ministry of Finance	Department of Revenue	052512	PAO(Collectorate of C&CE), Shillong
130	035	CBEC	Ministry of Finance	Department of Revenue	050005	PAO, CEX IV, Thane, Mumbai
131	035	CBEC	Ministry of Finance	Department of Revenue	050090	PAO, CUSTOMS (PREV.), MUMBAI
132	035	CBEC	Ministry of Finance	Department of Revenue	052598	PAO(Collectorate of Customs), Mumbai
133	035	CBEC	Ministry of Finance	Department of Revenue	053755	PAO(Collec. of Central Excise-II),Mumbai
134	035	CBEC	Ministry of Finance	Department of Revenue	054263	PAO(Collec.of Central Excise-III),Mumbai
135	035	CBEC	Ministry of Finance	Department of Revenue	051151	PAO(Collec. of Central Excise-I),Mumbai
136	035	CBEC	Ministry of Finance	Department of Revenue	052257	PAO(Collec. of Central Excise), Nagpur
137	035	CBEC	Ministry of Finance	Department of Revenue	054515	PAO (Jawahar Customs House),Nhava Sheva
138	035	CBEC	Ministry of Finance	Department of Revenue	050170	PAO, CENTRAL EXCISE, BHAVNAGAR
139	035	CBEC	Ministry of Finance	Department of Revenue	051581	PAO(Collectorate of C&CE), Goa-Panaji
140	035	CBEC	Ministry of Finance	Department of Revenue	052425	PAO(Collec. of Central Excise), Pune
141	035	CBEC	Ministry of Finance	Department of Revenue	054975	PAO CEX & CUSTOMS, NASIK
142	035	CBEC	Ministry of Finance	Department of Revenue	054725	PAO,CEX & Customs, NOIDA
143	035	CBEC	Ministry of Finance	Department of Revenue	054432	PAO(Collec.of Central Excise),Bolpur(WB)
144	035	CBEC	Ministry of Finance	Department of Revenue	054851	PAO CEX KOLKATA-III
145	035	CBEC	Ministry of Finance	Department of Revenue	054951	PAO C. EX IV, KOLKATA
146	035	CBEC	Ministry of Finance	Department of Revenue	050045	PAO, CENTRAL EXCISE & CUSTOMS, BELAPUR & RAIGARH
147	035	CBEC	Ministry of Finance	Department of Revenue	051070	PAO(Central Excise Collec.), Bhubneshwar
148	035	CBEC	Ministry of Finance	Department of Revenue	052338	PAO(Collectorate of C&CE), Patna
149	035	CBEC	Ministry of Finance	Department of Revenue	054876	PAO(Central Excise & Customs), JAMSHEDPUR
150	035	CBEC	Ministry of Finance	Department of Revenue	055140	PAO,CEX & Customs Ranchi
151	035	CBEC	Ministry of Finance	Department of Revenue	055210	PAO,CEX & Customs Surat
152	035	CBEC	Ministry of Finance	Department of Revenue	050205	PAO, CENTRAL EXCISE, DIBRUGARH
153	035	CBEC	Ministry of Finance	Department of Revenue	055185	PAO,CEX & Customs Siliguri
154	035	CBEC	Ministry of Finance	Department of Revenue	054800	PAO,CEX & Customs,Ghaziabad
155	035	CBEC	Ministry of Finance	Department of Revenue	054775	PAO,CEX & Customs,Rohtak
156	035	CBEC	Ministry of Finance	Department of Revenue	055005	PAO, CEX & Customs CHANDIGARH
157	035	CBEC	Ministry of Finance	Department of Revenue	055055	PAO,CEX & Customs Ludhiana
158	035	CBEC	Ministry of Finance	Department of Revenue	050135	PAO, CENTRAL EXCISE & CUSTOMS, BHOPAL
159	035	CBEC	Ministry of Finance	Department of Revenue	050812	PAO(Collec. of Central Excise),Allahabad

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
160	035	CBEC	Ministry of Finance	Department of Revenue	051830	PAO(Collectorate of C&CE), Indore
161	035	CBEC	Ministry of Finance	Department of Revenue	052000	PAO(Collec. of Central Excise), Kanpur
162	035	CBEC	Ministry of Finance	Department of Revenue	053844	PAO(Collectorate of C&CE), Merrut
163	035	CBEC	Ministry of Finance	Department of Revenue	054565	PAO (Comm. of Central Excise & Customs) Raipur
164	035	CBEC	Ministry of Finance	Department of Revenue	054825	PAO,CEX & Customs,Lucknow
165	035	CBEC	Ministry of Finance	Department of Revenue	052170	PAO(Collec. of Central Excise), Madurai
166	035	CBEC	Ministry of Finance	Department of Revenue	055105	PAO,CEX & Customs Pondicherry
167	035	CBEC	Ministry of Finance	Department of Revenue	050896	PAO(Collec. of Central Excise),Bangalore
168	035	CBEC	Ministry of Finance	Department of Revenue	052084	PAO(Collec. of Central Excise),Chennai
169	035	CBEC	Ministry of Finance	Department of Revenue	052930	PAO(Collectorate of customs), Chennai
170	035	CBEC	Ministry of Finance	Department of Revenue	053929	PAO(Collec.of Central Excise),Coimbatore
171	035	CBEC	Ministry of Finance	Department of Revenue	054014	PAO(Collectorate of C&CE),Tiruchirapalli
172	035	CBEC	Ministry of Finance	Department of Revenue	054097	PAO(Collec. of Central Excise), Belgaum
173	035	CBEC	Ministry of Finance	Department of Revenue	054901	PAO,C EX, MANGALORE
174	035	CBEC	Ministry of Finance	Department of Revenue	051408	PAO(Collec. of Central Excise), Cochin
175	035	CBEC	Ministry of Finance	Department of Revenue	051659	PAO(Collec. of Central Excise), Guntur
176	035	CBEC	Ministry of Finance	Department of Revenue	051743	PAO(Collec. of Central Excise),Hyderabad
177	035	CBEC	Ministry of Finance	Department of Revenue	052853	PAO(Collectorate of Customs), Cochin
178	035	CBEC	Ministry of Finance	Department of Revenue	054926	PAO CBEC, TRIVANDRUM
179	035	CBEC	Ministry of Finance	Department of Revenue	055310	PAO,CEX & Customs Tuticorin
180	035	CBEC	Ministry of Finance	Department of Revenue	055340	PAO,CEX & Customs Salem
181	035	CBEC	Ministry of Finance	Department of Revenue	055275	PAO,CEX & Customs Tirunelveli
182	035	CBEC	Ministry of Finance	Department of Revenue	055370	PAO,CEX & Customs Mysore
183	035	CBEC	Ministry of Finance	Department of Revenue	053084	PAO(Collec. of customs), Visakhapatnam
184	035	CBEC	Ministry of Finance	Department of Revenue	054750	PAO,CEX & Customs Calicut
185	035	CBEC	Ministry of Finance	Department of Revenue	055240	PAO,CEX & Customs Tirupati
186	035	CBEC	Ministry of Finance	Department of Revenue	050275	PAO, CUSTOMS (PREV), JAMNAGAR
187	035	CBEC	Ministry of Finance	Department of Revenue	050725	PAO(Collectorate of C&CE), Ahmedabad
188	035	CBEC	Ministry of Finance	Department of Revenue	050982	PAO(Central Excise Collectorate), VADODRA
189	035	CBEC	Ministry of Finance	Department of Revenue	053007	PAO(Collec. of customs), Kandla(Gujrat)
190	035	CBEC	Ministry of Finance	Department of Revenue	054180	PAO(Collec.of Central Excise),Aurangabad
191	035	CBEC	Ministry of Finance	Department of Revenue	054347	PAO(Collec. of Central Excise), Rajkot
192	035	CBEC	Ministry of Finance	Department of Revenue	055405	PAO,CEX & Customs Vapi
193	036	CBDT	Ministry of Finance	Department of Revenue	004166	ZAO, CBDT, Ludhiana
194	036	CBDT	Ministry of Finance	Department of Revenue	004168	ZAO, CBDT, Chandigarh
195	036	CBDT	Ministry of Finance	Department of Revenue	004169	ZAO, CBDT, Panchkula
196	036	CBDT	Ministry of Finance	Department of Revenue	004170	ZAO, CBDT, Udaipur
197	036	CBDT	Ministry of Finance	Department of Revenue	004171	ZAO, CBDT, Jodhpur
198	036	CBDT	Ministry of Finance	Department of Revenue	056099	ZAO(CBDT), Jaipur

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
199	036	CBDT	Ministry of Finance	Department of Revenue	056418	ZAO(CBDT), Amritsar
200	036	CBDT	Ministry of Finance	Department of Revenue	004163	ZAO, CBDT, Bareilly
201	036	CBDT	Ministry of Finance	Department of Revenue	056496	ZAO(CBDT), Meerut
202	036	CBDT	Ministry of Finance	Department of Revenue	056971	ZAO(CBDT), Kolkata
203	036	CBDT	Ministry of Finance	Department of Revenue	056339	ZAO(CBDT), Shillong
204	036	CBDT	Ministry of Finance	Department of Revenue	004181	ZAO, CBDT, Thane
205	036	CBDT	Ministry of Finance	Department of Revenue	055862	ZAO(CBDT), Nagpur
206	036	CBDT	Ministry of Finance	Department of Revenue	057050	ZAO(CBDT), Mumbai
207	036	CBDT	Ministry of Finance	Department of Revenue	004180	ZAO, CBDT, Nasik
208	036	CBDT	Ministry of Finance	Department of Revenue	004182	ZAO, CBDT, Panaji
209	036	CBDT	Ministry of Finance	Department of Revenue	055461	ZAO(CBDT), Pune
210	036	CBDT	Ministry of Finance	Department of Revenue	004187	ZAO, CBDT, Durgapur
211	036	CBDT	Ministry of Finance	Department of Revenue	004189	ZAO, CBDT, Bhagalpur
212	036	CBDT	Ministry of Finance	Department of Revenue	004190	ZAO, CBDT, Ranchi
213	036	CBDT	Ministry of Finance	Department of Revenue	055623	ZAO(CBDT), Patna
214	036	CBDT	Ministry of Finance	Department of Revenue	056180	ZAO(CBDT), Bhubaneswar
215	036	CBDT	Ministry of Finance	Department of Revenue	004186	ZAO, CBDT, Jalpaiguri
216	036	CBDT	Ministry of Finance	Department of Revenue	004188	ZAO, CBDT, Guwahati
217	036	CBDT	Ministry of Finance	Department of Revenue	056892	ZAO(CBDT), Rohtak (Haryana)
218	036	CBDT	Ministry of Finance	Department of Revenue	004167	ZAO, CBDT, Shimla
219	036	CBDT	Ministry of Finance	Department of Revenue	055784	ZAO(CBDT), Patiala
220	036	CBDT	Ministry of Finance	Department of Revenue	056737	ZAO(CBDT), Jalandhar
221	036	CBDT	Ministry of Finance	Department of Revenue	004164	ZAO, CBDT, Dehradun
222	036	CBDT	Ministry of Finance	Department of Revenue	004165	ZAO, CBDT, Jammu
223	036	CBDT	Ministry of Finance	Department of Revenue	004172	ZAO, CBDT, Raipur
224	036	CBDT	Ministry of Finance	Department of Revenue	004173	ZAO, CBDT, Indore
225	036	CBDT	Ministry of Finance	Department of Revenue	055703	ZAO(CBDT), Bhopal
226	036	CBDT	Ministry of Finance	Department of Revenue	055940	ZAO(CBDT), Kanpur
227	036	CBDT	Ministry of Finance	Department of Revenue	056260	ZAO(CBDT), Lucknow
228	036	CBDT	Ministry of Finance	Department of Revenue	056658	ZAO(CBDT), Allahabad
229	036	CBDT	Ministry of Finance	Department of Revenue	056815	ZAO(CBDT), Agra
230	036	CBDT	Ministry of Finance	Department of Revenue	004174	ZAO, CBDT, Coimbatore
231	036	CBDT	Ministry of Finance	Department of Revenue	004175	ZAO, CBDT, Madurai
232	036	CBDT	Ministry of Finance	Department of Revenue	004176	ZAO, CBDT, Trichi
233	036	CBDT	Ministry of Finance	Department of Revenue	055542	ZAO(CBDT), Bangalore
234	036	CBDT	Ministry of Finance	Department of Revenue	057127	ZAO(CBDT), Chennai
235	036	CBDT	Ministry of Finance	Department of Revenue	004178	ZAO, CBDT, Trivandrum
236	036	CBDT	Ministry of Finance	Department of Revenue	056576	ZAO(CBDT), Hyderabad
237	036	CBDT	Ministry of Finance	Department of Revenue	057208	ZAO(CBDT), Cochin
238	036	CBDT	Ministry of Finance	Department of Revenue	004177	ZAO, CBDT, Hubli
239	036	CBDT	Ministry of Finance	Department of Revenue	004179	ZAO, CBDT, Vishakapatnam
240	036	CBDT	Ministry of Finance	Department of Revenue	004183	ZAO, CBDT, Baroda
241	036	CBDT	Ministry of Finance	Department of Revenue	004184	ZAO, CBDT, Surat
242	036	CBDT	Ministry of Finance	Department of Revenue	004185	ZAO, CBDT, Rajkot
243	036	CBDT	Ministry of Finance	Department of Revenue	056017	ZAO(CBDT), Ahmedabad
244	037	SCIENCE AND TECHNOLOGY	Ministry of Science and Technology	Department of Science and Technology	058743	RPAO(Survey of India), Jaipur
245	037	SCIENCE AND TECHNOLOGY	Ministry of Science and Technology	Department of Science and Technology	058374	CPAO(Survey of India), Dehradun

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
246	037	SCIENCE AND TECHNOLOGY	Ministry of Science and Technology	Department of Science and Technology	058606	RPAO(Survey of India), Kolkata
247	037	SCIENCE AND TECHNOLOGY	Ministry of Science and Technology	Department of Science and Technology	058490	RPAO(Survey of India), Hyderabad
248	038	SPACE	Department of Space	Department of Space	060412	PAO(Department of Space), Bangalore
249	038	Space	Department of Space	Department of Space	017562	Deputy Director (F&A),Ahmedabad Gujrat
250	039	PRINCIPAL PAO PAG AUDIT DELHI	Ministry of Finance	Department of Expenditure-Indian Audit and Accounts Department	008644	AG, Vijaywada, Andhra Pradesh
251	041	RAJYA SABHA	RAJYA SABHA	RAJYA SABHA	065820	PAO (Rajya Sabha)
252	047	WOMEN AND CHILD DEVELOPMENT	Ministry of Women and Child Development	Ministry of Women and Child Development	011601	PAO (WCD) Kolkata
253	047	WOMEN AND CHILD DEVELOPMENT	Ministry of Women and Child Development	Ministry of Women and Child Development	011525	PAO(WCD),Mumbai
254	047	WOMEN AND CHILD DEVELOPMENT	Ministry of Women and Child Development	Ministry of Women and Child Development	011676	PAO (WCD),Chennai
255	051	AG, UT, CHANDIGARH	Ministry of Home Affairs	Ministry of Home Affairs	070855	A.G. U.T. Chandigarh
256	075	UT, Andaman & Nicobar	Ministry of Home Affairs	Ministry of Home Affairs	071383	PAO(A &N)
257	075	UT, Andaman & Nicobar	Ministry of Home Affairs	Ministry of Home Affairs	071405	PAO(Car Nicobar)
258	075	UT, Andaman & Nicobar	Ministry of Home Affairs	Ministry of Home Affairs	071427	PAO(Rangat)
259	079	ENVIRONMENT and FORESTS	Ministry of Environment, Forest and Climate Change	Ministry of Environment, Forests and Climate Change	075020	PAO(BSI/ZSI), Kolkata
260	081	EARTH SCIENCES	Ministry of Earth Sciences	Ministry of Earth Sciences	000111	PAO, IMD, M/o Earth Science, KOLKATA
261	081	EARTH SCIENCES	Ministry of Earth Sciences	Ministry of Earth Sciences	000113	PAO, IMD, M/o Earth Science, PUNE
262	081	EARTH SCIENCES	Ministry of Earth Sciences	Ministry of Earth Sciences	000112	RPAO, IMD
263	083	CHEMICALS and PETROCHEMICALS	Ministry of Chemicals and Fertilizers	Department of Chemicals and Petro-Chemicals	075800	PAO Bhopal
264	085	UT, LAKSHWADWEEP	Ministry of Home Affairs	Ministry of Home Affairs	085001	PrPAO Accounts Office Kavaratti, Lakhsdweep.
265	086	CORPORATE AFFAIRS	Ministry of Corporate Affairs	Ministry of Corporate Affairs	086400	PAO Corporate Affairs, Calcutta
266	086	CORPORATE AFFAIRS	Ministry of Corporate Affairs	Ministry of Corporate Affairs	086200	PAO Corporate Affairs, Mumbai
267	086	CORPORATE AFFAIRS	Ministry of Corporate Affairs	Ministry of Corporate Affairs	086600	PAO Corporate Affairs, Chennai
268	088	SHIPPING	Ministry of Ports, Shipping and Waterways	Ministry of Ports, Shipping and Waterways	088300	PAO (LHLS), Noida
269	088	SHIPPING	Ministry of Ports, Shipping and Waterways	Ministry of Ports, Shipping and Waterways	088500	PAO (Shipping), Kolkata
270	088	SHIPPING	Ministry of Ports, Shipping and Waterways	Ministry of Ports, Shipping and Waterways	088400	PAO (Shipping), Mumbai
271	088	SHIPPING	Ministry of Ports, Shipping and Waterways	Ministry of Ports, Shipping and Waterways	088100	PAO, Andaman Lakshadweep Harbour Words (ALHW),Port Blair
272	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077188	CONTROLLER OF COMMUNICATION ACCOUNTS, PAO HEADQUARTER
273	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077110	CONTROLLER OF COMMUNICATION ACCOUNTS, ASSAM
274	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077133	CONTROLLER OF COMMUNICATION ACCOUNTS, KOLKATA PHONES
275	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077141	CONTROLLER OF COMMUNICATION ACCOUNTS, ANDHRA PRADESH

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
276	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077142	CONTROLLER OF COMMUNICATION ACCOUNTS, BIHAR
277	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077143	CONTROLLER OF COMMUNICATION ACCOUNTS, GUJRAT
278	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077144	CONTROLLER OF COMMUNICATION ACCOUNTS, JAMMU & KASHMIR
279	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077145	CONTROLLER OF COMMUNICATION ACCOUNTS, KARNATAKA
280	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077146	CONTROLLER OF COMMUNICATION ACCOUNTS, KERALA
281	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077147	CONTROLLER OF COMMUNICATION ACCOUNTS, MADHYA PRADESH
282	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077148	CONTROLLER OF COMMUNICATION ACCOUNTS, MAHARASHTRA
283	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077149	CONTROLLER OF COMMUNICATION ACCOUNTS, N.E. 1
284	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077150	CONTROLLER OF COMMUNICATION ACCOUNTS, PUNJAB
285	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077151	CONTROLLER OF COMMUNICATION ACCOUNTS, ORISSA
286	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077152	CONTROLLER OF COMMUNICATION ACCOUNTS, RAJASTHAN
287	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077153	CONTROLLER OF COMMUNICATION ACCOUNTS, TAMIL NADU
288	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077154	CONTROLLER OF COMMUNICATION ACCOUNTS, U.P. EAST
289	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077155	CONTROLLER OF COMMUNICATION ACCOUNTS, WEST BENGAL
290	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077156	CONTROLLER OF COMMUNICATION ACCOUNTS, HARYANA
291	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077157	CONTROLLER OF COMMUNICATION ACCOUNTS, HIMACHAL PRADESH
292	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077158	CONTROLLER OF COMMUNICATION ACCOUNTS, U.P. WEST
293	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077184	CONTROLLER OF COMMUNICATION ACCOUNTS, TEC, NEW DELHI
294	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077196	CONTROLLER OF COMMUNICATION ACCOUNTS, CHATTISGARH
295	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077197	CONTROLLER OF COMMUNICATION ACCOUNTS, UTTARANCHAL
296	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077198	CONTROLLER OF COMMUNICATION ACCOUNTS, JHARKHAND
297	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077199	PAO, National Institute of Communication Finance
298	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077194	Telecom Dispute Settlement and Appellate Tribunal
299	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077193	PAO (A & N) Circle

S.No	Controller Code	Controller Name	Ministry	Department	PAO Code	PAO Name
300	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	008604	PAO, CCA, Mumbai
301	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	008301	PAO, CCA, Telengana Circle.
302	095	TELECOMMUNICATIONS	Ministry of Communications	Department of Telecommunications	077195	CCA, NE-II, Circle, Dimapur
303	098	Ministry of Development of North Eastern Region	Ministry of Development of North Eastern Region	Ministry of Development of North Eastern Region	003683	PAO, NEC, Shillong
304	116	Finance-DFS	Ministry of Finance	Department of Financial Services	006701	PAO (DFS) Nagpur
305	117	Ministry of Skill Development & Entrepreneurship	Ministry of Skill Development and Entrepreneurship	Ministry of Skill Development and Entrepreneurship	006529	Pay & Accounts Office (MSDE), Guindy, Chennai
306	117	Ministry of Skill Development & Entrepreneurship	Ministry of Skill Development and Entrepreneurship	Ministry of Skill Development and Entrepreneurship	006542	Pay & Accounts Office (MSDE), Mumbai, Maharashtra
307	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008741	PAO, PPM, Faridabad
308	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008742	PAO, F & AHD, Kolkata
309	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008745	PAO, DMI, Nagpur
310	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008746	PAO, AHD, Mumbai
311	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008743	PAO, F & AHD, Chennai.
312	118	M/o Fishries, AH & D	Ministry of Fisheries, Animal Husbandry and Dairying	Ministry of Fisheries, Animal Husbandry and Dairying	008744	PAO, F & AHD, Cochin
313	119	UT Ladakh	Ministry of Home Affairs	Ministry of Home Affairs	009030	District Treasury Leh
314	119	UT Ladakh	Ministry of Home Affairs	Ministry of Home Affairs	009031	District Treasury Officer Kargil
315	120	UT Dadar Nagar Haweli & Daman Diu	Ministry of Home Affairs	Ministry of Home Affairs	008998	Pay and Accounts Office Daman
316	120	UT Dadar Nagar Haweli & Daman Diu	Ministry of Home Affairs	Ministry of Home Affairs	009002	Pay and Accounts Office Diu
317	120	UT Dadara Nagar Haweli & Daman Diu	Ministry of Home Affairs	Ministry of Home Affairs	009007	Pay and Accounts Office Dadar Nagar Haweli
318	123	Ministry of Textiles	Ministry of Textiles	Ministry of Textiles	017135	RPAO (Textile), Kolkata
319	123	Ministry of Textiles	Ministry of Textiles	Ministry of Textiles	017185	Regional Pay and Accounts Office, Ministry of Textiles, Chennai

**Ministry of Finance
Department of Expenditure
Controller General of Accounts
Public Financial Management System
GIFMIS Vertical**

File No. I-15036/1/2023-CGA/e-12496/156

Date: 28/05/2024

OFFICE MEMORANDUM


Subject:- Compliance of completion of pre-requisites for eBill usage in PFMS.

In pursuance of the Digital India Initiative, a system was developed in the Public Financial Management System (PFMS) for the use in all Civil Ministries and Departments to enable end to end digital processing of bills and claims from vendors, suppliers, contractors and all other types of payees of Government. The launch of ebill system was announced in the budget speech of 2022-2023 and was launched by Hon'ble Finance Minister on 2nd March, 2022. Currently, it has been implemented across various PAOs in Civil Ministries/Departments.

Keeping in view the proposed universal roll out of e-bill for PAOs and for all types of payments, all PrCCAs/CCAs/CAs with independent charge are requested to review the compliance of the revised check list (enclosed) for eBill implementation with reference to this office OM No.I-15036/1/2023-CGA/12496/016 dated 02.04.2024 as pre-requisites for e-Bills usage in PFMS. It is requested that all pre-requisites may be arranged so as to enable universal roll out of e-bill module.

This issues with approval of Additional CGA.

Encl: As Above.


(Anupam Raj)
Dy. CGA (GIFMIS-PFMS)

To:

All Pr.CCAs/CCAs/CAs (with independent charge)

Copy to:

1. PPS to CGA,
2. All Joint CGAs, PFMS Division
3. Sr. Accounts officer, GIFMIS, O/o CGA for uploading on the website of CGA

Revised Check List for ebill implementation

To be indicated in respect of each sanctioning authority/DDO/PAO

Status as on :-

Controller Code & Description :-		
PAO Code & Description:-		
S.No	Particulars	Status
Status in respect of each sanctioning authority office		
1.	Total Number of sanctioning Authority Code opened as per CAM Reports→Master→MST-04-Sanctioning Authority Code Details.	
2.	Total number of sanctioning authorities/sanction Conveying authorities Registered as PD Checker in PFMS.	
3.	Total number of PD maker Registered in PFMS.	
4.	Whether DSC is available with all identified users going to work as sanction maker and sanction checker in respect of each sanctioning authority above?	
5.	Whether document scanner is available with each sanctioning authority indicated above?	
6.	Whether minimum system requirement (64 bit, 8GB RAM, Window 10 & above operating system, Microsoft Dot Net Framework 4.6.1. etc) is available in all the PCs from where ebill related activity is to be performed in respect of each user level viz. Sanction Maker & Sanction Checker.	
7.	Availability of moderate to high speed bandwidth broadband connection at each user level viz. Sanction Maker & Sanction Checker.	
Status in respect of each Drawing & Disbursing Office (DDO)		
8.	Total Number of DDO (Code Starting with 2).	
9.	Whether DSC is available with all the DDOs as indicated at above?	
10.	Whether minimum system requirement (64 bit, 8GB RAM, Window 10 & above operating system, Microsoft Dot Net Framework 4.6.1. etc) is available in all the PCs from where ebill related activity is to be performed in respect of each DDO indicated at 8 above?	
11.	Availability of moderate to high speed bandwidth broadband connection at each DDO.	
Status in respect of each Pay & Accounts Office (PAO)		
12.	Total number of users who are registered as Bill Distributor.	
13.	Total number of users who are registered as Bill Dealing hand (DH).	
14.	Total number of users who are registered as Assistant Accounts Officer (AAOs)	
15.	Total number of users who are registered as Pay and Accounts Officer (PAOs)	
16.	Whether DSC is available with all the dealing hands (DHs), Asstt Accounts Officers (AAOs) and Pay & Accounts Officer (PAOs)?	
17.	Whether minimum system requirement (64 bit, 8GB RAM, Window 10 & above operating system, Microsoft Dot Net Framework 4.6.1. etc) is available in all the PCs from where ebill related activity is to be performed in respect of all users viz. Bill Distributor/DH/AAP/PAO	
18.	Availability of moderate to high speed bandwidth broadband connection at all user levels viz. Bill Distributor/DH/AAP/PAO.	

Signature

Name:

Designation:

Date :

Phone :

No. I-15036/1/2023-CGA/12496/ 016
Government of India
Ministry of Finance,
Department of Expenditure
Office of the Controller General of Accounts
PFMS -GIFMIS

3rd Floor, MLN Bhawan,
'E' Block, GPO Complex, INA Colony
New Delhi-110023
Dated:02.04.2024

Office Memorandum

Subject: Reiteration of the instructions related to pre-requisites for eBills Usage in PFMS.

It has been observed that some field offices while making use of eBills module of PFMS for treasury operations, report the system to be slow and face issues with system responsiveness. This was particularly during the days leading up to the closure of FY 2023-24. In this regard, reference is drawn to pre-requisites for eBills usage issued vide OM number MF-I-17008/4/2020-CGA/153 dated 16.09.2021, reiterated vide OM No.I-17008/4/2021-CGA(8128)376 dated 30.03.2022 and the Check list for eBill implementation circulated with the training links (copies enclosed).

2. It is once again requested to all Pr. CCAs / CCAs / CAs (IC) to please ensure that the computer systems being used by various users across Program Divisions, Drawing & Disbursing Offices and Pay & Accounts Offices are in line with minimum requirements for computer system configuration as prescribed by aforementioned OMs to avoid facing any performance issues in eBills.

3. Furthermore, it has also been noticed that the bandwidth of the internet connection being used for Treasury operations on PFMS by various Ministries / Departments are sub-optimal / shared across large number of users / used for buffering or other high bandwidth requirement tasks. In this regard, it is advisable for all treasury users operating eBills to ensure a moderate to high speed bandwidth broadband connection to avoid any performance issues on eBills.

This issues with the approval of competent authority.

Enclosure(s) : As above



(Anupam Raj)
Dy . CGA, PFMS Division,
O/o CGA, Ministry of Finance

To-

1. All Pr CCAs / CCAs / CAs (IC) of all Ministries and departments

Copy to -

1. PPS to Finance Secretary and Secretary Expenditure
2. PPS to Controller General of Accounts
3. PPS to Additional CGA, PFMS
4. PPS to Additional Secretary PF-States, Department of Expenditure
5. All Joint CGAs, PFMS Division

Date: 30/03/2022

OFFICE MEMORANDUM

Subject: Implementation of e-bill module for end to end digitization of bill processing in PFMS.

Reference: This office OM No. MF-I-17008/4/2020-CGA/153 dated 16/09/2021 on the subject above. (Copy Attached).

It is planned to roll out e-Bill in all the Civil Ministries/Departments in the financial year 2022-23 in a phased manner. Currently, the pilot is running in 9 PAOs of selected Ministries and Departments.

2. The roll out of e-bill requires a set of pre-requisites. These are detailed below -

A. Hardware Requirements:-

I System Related

- (i) Computers 64 bit with Windows 10 and above operating system.
- (ii) Minimum 8 GB RAM and i3 processor, AMD Ryzen 3 or similar
- (iii) Microsoft Dot Net Framework 4.6.1 in every system where PFMS is operated
- (iv) Window DSC Utility (to be downloaded from PFMS & installed on all systems)

II Document Scanner The document scanner should be capable of scanning **at least 72 dpi resolution** and should be able to support the page sizes required to be uploaded in e-bill with the following attributes.

	If its only text (irrespective of colour)	If the pdf document is combination of image and text	If the pdf document contains only image to be printed
Preferred dpi of PDF document	72 dpi	100-150 dpi (for computer digital screen display)	Minimum 300 dpi
Estimated number of pages covered in 2 MB document	200 pages approx	5-10 pages	1-2 pages

The system requires upload of scanned invoices/claims by vendors/suppliers on PFMS through digital signature. However, an option of upload by HoD Authorized (Sanction Maker) user is also configured in the system. Necessary communication in this regard to HoD Authorized (Sanction Maker) users of respective Ministry/Department may also be sent.

III. **Digital Signature Certificates (DSC):-** The DSCs can be of same specification as used currently by various PAOs on PFMS. The users already having DSC need not procure the same again. In e-bill model, DSC shall be required for the following users -

- (a) Claimant
- (b) HoD Authorized (Sanction Maker)
- (c) HoD Authorized (Sanction Checker)
- (d) DDO
- (e) NCDDO
- (f) CDDO- Maker, Checker and Admin
- (g) NCDDO attached to CDDO – Maker, checker and Admin
- (h) One each for Dealing hand, AAO, PAO, Signatory-1 and Signatory-2
- (i) One each for Pr AO – Dealing hand, Pr.AO-AAO, Pr.AO (for Inter Government Adjustment Advice purpose).

Digital signatures may be obtained from **the Certifying Authority, authorized by the Controller of Certifying Authority of India-<https://cca.gov.in/>**. The OM No. V-12025/1/2021-PFMS/Cyber Security/CN-6609/2781-2834 dated 16/09/2021 and subsequent corrigendum V-12025/1/2021-PFMS/Cyber Security/CN-6609/4630-83 dated 27/10/2021 may also be referred in this regard. (copy enclosed)

In addition to above the facility of e-signing to the vendors is also being provided in e-Bill Module.

IV. **Codification of Program Division in PFMS:-**In lines of PAO Codes and DDO Codes in accounting organization, authorized HOD users are also required to be codified. The detailed guidelines for the codification process are being issued separately

3. **General Instructions for E-Bill Pilot:-** Keeping in view of the proposed rollout out as above, OM No. TA-2-17002(01)/17/2020-TA-II/(e-4426)/39 dated 01/02/2022 may also be referred for general instructions annexed with Standard Operating Procedure(SOP), Hardware requirements and process flow of E-Bill.
4. **Training:-** This office shall hold comprehensive training in the new e-bill process for all types of users in INGAF/RTCs etc. The calendar in this regard shall be communicated soon. It may be ensured that all concerned officials attend the training
5. All Pr. CCAs/CCAs/CAs with independent charges are, therefore, requested to complete the preparatory work as indicated above and arrange for the readiness to begin pilot roll out in their respective PAOs. They are requested to closely review the preparedness at the level of DDOs and PDs. The communication regarding the selection of PAOs shall be issued soon.

This issues with the approval of Additional CGA (PFMS).

Encl:- As Above



(Anupam Raj)
Assistant Controller General of Accounts,
GIFMIS, PFMS Division

To

All Pr CCAs / CCAs/ CAs (IC) (Through Website)

Copy for information to:-

1. All Additional CGAs , O/o CGA (including PFMS)
2. All Joint CGAs, O/o CGA (including PFMS)
3. All Dy CGAs, O/o CGA (including PFMS)
4. PPS to CGA
5. Sr AO, GIFMIS (to upload on CGA website)



(Anupam Raj)
**Assistant Controller General of Accounts,
GIFMIS, PFMS Division**

No.-MF-I-17008/4/2020-CGA/153

Ministry of Finance
 Department of expenditure
 Controller General of Accounts
 GIFMIS (PFMS Division)

Date: 14-09-2021

16

OFFICE MEMORANDUM**Subject: Implementation of e-bill module in PFMS.**

The undersigned is directed to refer to the subject above and state that a module (e-bill) for end to end digitisation of bill processing is under development and would be rolled out soon. The new system would entail processing of digital form of bills/claims from the HoD Authorized user up to PAO users.

2. The roll out of the e - bill module would require following activities to be completed in all field accounting units:

1. **Codification of Program Division in PFMS:** TA Section has circulated an OM No. TA-2-17002(01)/15/2020-TA-CGA/368 Dated 19th April 2021 in this regard. The requisite information sought by this OM may be provided and Pr. AOs may coordinate with TA Section to ensure completion of the codification for respective Ministry/Department.
2. **Procurement of Hardware and Digital signature:** The system requires upload of scanned invoices/claims by vendors/suppliers on PFMS through digital signature. However, an option of upload by HoD Authorized (Sanction Maker) user is also configured in the system. Accordingly, the HoD Authorized (Sanction Maker) user would require a good quality scanners for this purpose. Necessary communication in this regard to HoD Authorized (Sanction Maker) user of respective Ministry/Department may be sent. Digital Signature Certificates (DSC) shall be required for the following users
 - I. HoD Authorized (Sanction Maker)
 - II. HoD Authorized (Sanction Checker)
 - III. DDO
 1. NCDDO
 2. CDDO- Maker, Checker and Admin
 3. NCDDO attached to CDDO - Maker, checker and Admin
 - IV. One each for Dealing hand, AAO, PAO
 - V. One each for Pr.AO - Dealing hand, Pr.AO-AAO, Pr.AO (for Inter Government Adjustment Advice purpose)

The DSCs can be of same specification as used currently by various PAOs on PFMS. It should be as per guidelines of MEITY. The users already having DSC need not procure the same again.

42495/2021/CGA. You are requested to arrange for completion of the preparatory work as indicated above.

This issues with the approval of Additional CGA (PFMS).



Anupam Raj, ICAS
Assistant Controller General of Accounts,
GIFMIS, PFMS Division

To.

1. All Pr CCAs / CCAs/ CAs (IC)

Copy for information to

1. All Additional CGAs , O/o CGA (including PFMS)
2. All Joint CGAs, O/o CGA (including PFMS)
3. All Dy CGAs, O/o CGA (including PFMS)
4. PPS to CGA
5. Sr AO, GIFMIS (to upload on CGA website)

Check List for ebill implementation

To be indicated in respect of each sanctioning authority/DDO/PAO

S.No	Particulars	Status
1.	Total number of sanctioning authorities under pilot PAO entity.	
2.	Total number of DDOs under pilot PAO entity.	
3.	Total number of users who are going to work as dealing hand (DH), Asstt Accounts Officer (AAOs) and Pay and Accounts Officer (PAOs) in PFMS under pilot PAO entity.	
Status in respect of each sanctioning authority office		
4.	Whether DSC is available with all identified users going to work as sanction maker and sanction checker in respect of each sanctioning authority indicated at 1 above?	
5.	Whether document scanner is available with each sanctioning authority indicated at 1 above?	
6.	Whether minimum system requirement (64 bit, 8GB RAM, Window 10 & above operating system, Microsoft Dot Net Framework 4.6.1. etc) is available in all the PCs from where ebill related activity is to be performed in respect of each sanctioning authority indicated at 1 above?	
Status in respect of each Drawing & Disbursing Office (DDO)		
7.	Whether DSC is available with all the DDOs as indicated at 2 above?	
8.	Whether minimum system requirement (64 bit, 8GB RAM, Window 10 & above operating system, Microsoft Dot Net Framework 4.6.1. etc) is available in all the PCs from where ebill related activity is to be performed in respect of each DDO indicated at 2 above?	
Status in respect of each Pay & Accounts Office (PAO)		
9.	Whether DSC is available with all the dealing hands (DHs), Asstt Accounts Officers (AAOs) and Pay & Accounts Officer (PAOs) as indicated at 3 above?	
10.	Whether minimum system requirement (64 bit, 8GB RAM, Window 10 & above operating system, Microsoft Dot Net Framework 4.6.1. etc) is available in all the PCs from where ebill related activity is to be performed in respect of pilot PAO?	

Signature

Name:

Designation:

PUBLIC FINANCIAL MANAGEMENT SYSTEM(PFMS)

Website: www.pfms.nic.in



USER MANUAL ON Payment through GeM-PFMS Integration in eBill Scenario

**CONTROLLER GENERAL OF ACCOUNTS
DEPARTMENT OF EXPENDITURE
MINISTRY OF FINANCE
NEW DELHI**

February, 2024

PREFACE

The Public Financial Management System (PFMS) is a web-based application for payment, accounting and reconciliation of Government transactions and integrates various existing standalone system. The PFMS software application has been programmed in user friendly manner. The user of PFMS will find onscreen information to run the various modules.

This User Manual presents step-wise guide of sanctions landing at DDO level in PFMS through integration via web services with respect to e-Bill. Claims are being submitted in GeM and relevant data is being transferred in PFMS for payments via e-Bill. All the bills of GeM land at DDO level for e-bill generation and further processing.

e-Bill is an online bill generation system where bills are generated online in PFMS, payment is being done through a process flow. Claims are generated by claimants in e-Bill and payment is being done against the claims via e-Bill. At each level in the process of e-Bill orders (pass order , return order e-Sanction return order) will be generated in the PDF format and will be digitally signed by the authorities.

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A. GLOSSARY OF IMPORTANT TERMS

Unless there is something averse in the subject or context, the terms defined in this section are used in this Manual in the sense hereunder explained:

S. No.	Abbreviations	Definitions
1	AAO	Assistant Accounts Officer
2	Checker	Signifies approving Authority
3	Claimants	Vendor, denotes payee (To whom payment is to be made)
4	CPSMS	Central Plan Scheme Monitoring System
5	DDO	Drawing & Disbursing Officer
6	DH	Dealing Hand
7	DSC	Digital Signature Certificate
8	FY	Financial Year
9	Maker	Denotes data entry operator/Dealing hand
10	Sanctioning Authority	Program Division User in Ministry/ Department to whom the vendor/claimant would submit claims
11	PAO	Pay & Accounts Officer
12	PD	Program Division (Administrative Division
13	PFMS	Public Financial Management System
14	Vendor Code	Denotes the PFMS unique code generated by system against the Bank Account Number of claimant. It may one to many but not many to one.

B. INTRODUCTION, OBJECTIVES AND PAYMENT PROCESS FLOW

INTRODUCTION

Gem-PFMS Integration is being done via web services. In GeM-PFMS integration bills are created in GeM by DDO and pushed to PFMS along with the relevant documents through integration mode. The bills will land at DDO level in PFMS for processing and payment. The DDO will generate the bill after viewing the transferred documents and apply deduction (if required) followed by three levels (DH, AAO & PAO) passing/returning in PFMS.

OBJECTIVES

The primary objective of this guide is to provide directions and detailed instructions to generate a bill online in PFMS which are pushed from GeM through integration mode via webs services and payments can be done consistently and efficiently.

C. REQUIREMENT

A) SYSTEM RELATED

- (i) Up gradation of all computers to 64 bit and Windows 10 and above operating system.
- (ii) Minimum 8 GB RAM and i3 processor, AMD ryzen 3 or similar.
- (iii) Window DSC Utility (to be downloaded from PFMS), in case DSC is to be used.

B) DOCUMENT SCANNER

The document scanner should be capable of scanning at least 72 dpi resolution and should be able to support the page sizes required to be uploaded in e-bill. Document Scanner is required for Sanction/PD Maker-Its attributes are as under:

	If its only text (irrespective of colour)	If the pdf document is combination of image and text	If the pdf document contains only image to be printed
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GeM-PFMS INTEGRATION

Preferred dpi of PDF document	72 dpi	100-150 dpi (for computer digital screen display)	Minimum 300 dpi
Estimated number of pages covered in 2 MB document	200 pages approx	5-10 pages	1-2pages

c) **DIGITAL SIGNATURE**

Digital signatures (obtained from the Certifying Authority, authorized by the Controller of Certifying Authority of India-<https://cca.gov.in/>) for Claimant/Vendor

D. GeM-PFMS PROCESS FLOW

- Gem push the sanction details along with bill details including bill number, bill date and deductions(if any)to PFMS through integration mode via Web Service.
- Claim data will be pushed from GeM to PFMS against the CRN. If CRN does not exists, the claim data will not be pushed.
- Sanction details against the specific CRN will be pushed to PFMS for e-bill activated DDO's.
- Sanction will land at DDO level in PFMS where DDO will generates the e-Bill. Generated e-Bill will be digitally signed by DDO.
- Token number will be generated after DDO generates and digitally signed the e-bill. All the digitally signed e-Bills will be available to Bill Distributor. Bill distributor will assign/re-assign the e-bill to the designated Dealing Hand.
- After passing/returning of a bill by DH, pass/return order will be generated in PDF format and will be digitally signed by the DH and forward the bill to respective AAO.
- After passing/returning of a bill by AAO, pass/return order will be generated in PDF format and forward the bill to respective PAO.
- The e-bill will be presented to PAO for returning/Passing the bills.
- **If PAO passes the e-Bill**, pass order will be generated in PDF format which would be digitally signed by the PAO.
- **If PAO returns the e-Bill**, the return memo will be generated and will be digitally signed by the PAO and the sanction will be return to DDO.
- e-Bill will be available to Signatory1 for batch creation.
- Digital Sign batch order will be generated on batch creation and will be digitally signed by Signatory1.
- If e-Bill is returned by signatory1, return memo will be generated which will be digitally signed by signatory1 and e-Bill will be returned to DDO for further action.
- If sanction amount > 10L, Digital Sign batch order will be generated and will be forwarded to Signatory 2 for digital signature.
- If Signatory2 returns the batch, Digital return order will be generated and e-Bill will be returned to Signatory1 for further action.
- After digital signing by the signatories, voucher will be generated and payment file will be sent to bank for payment to claimant through Bank integration channel.
- The UTR payment details will be updated in the system against the e-Bill number.

Sharing of reverse information with GeM

- PFMS will share each and every status with GeM i.e. from landing of Bill from DDO Level to receipt of scroll from bank.
- The Gem portal will show the status on its portal to buyers and sellers (Vendor/beneficiary).
- PFMS will send SMS to seller after receipt of transaction status from Bank.
- In case of return of bill by PAO in PFMS, it will be returned to DDO and in case if DDO return the bill, it will be marked as 'Cancelled' and the same will be intimated to Gem through integration. Further if Gem want to reprocess the same bill then Gem will push the sanction again in PFMS with Bill status as 'R' (i.e. reprocess) along with the modified details.
- The permanent cancellation/reissue will be handled on PFMS.

Viewing of Document

- User of PFMS can view all the documents sent via Gem related to the claim/sanction under a hyperlink 'View Documents (External Source)' provided at the interface. User on PFMS can also download the documents of GeM as per requirement.

E. E- BILL GENERATION AT DDO

1. All the sanctions will land at DDO level in PFMS.
2. DDO will login and follow the below path to view sanctions pushed from GeM.

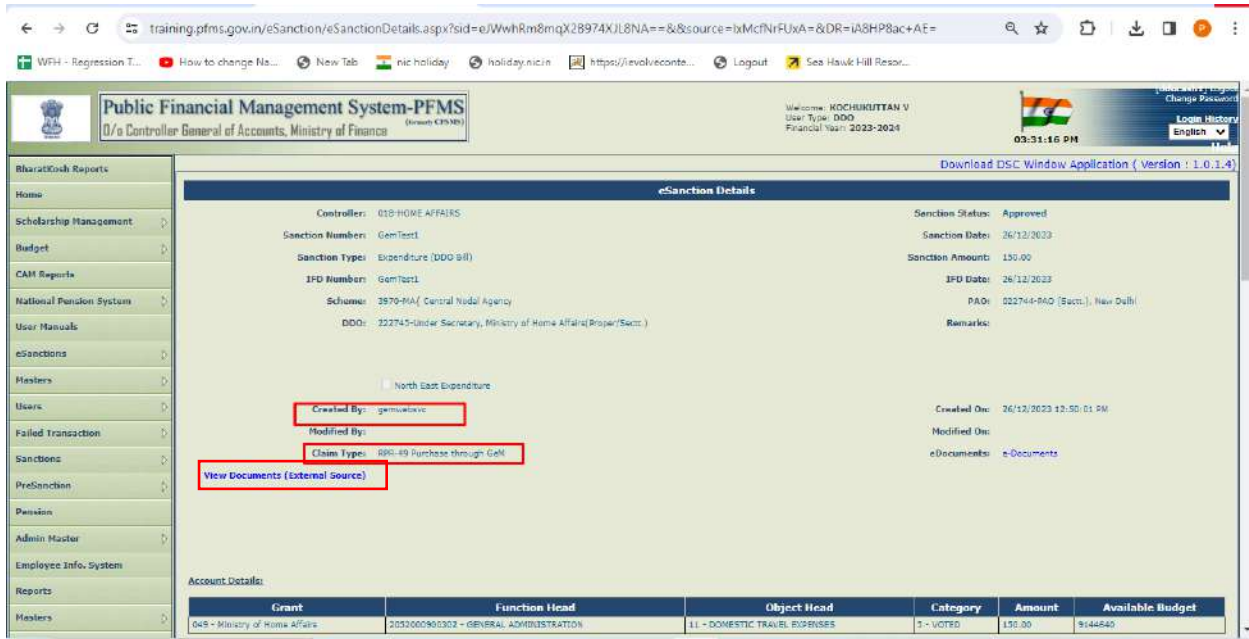
eSanctions → Manage Sanctions

3. Sanctions received from GeM will be highlighted with orange color as displayed in the below screenshot.
4. Click on the hyperlink of sanction no. for bill generation.

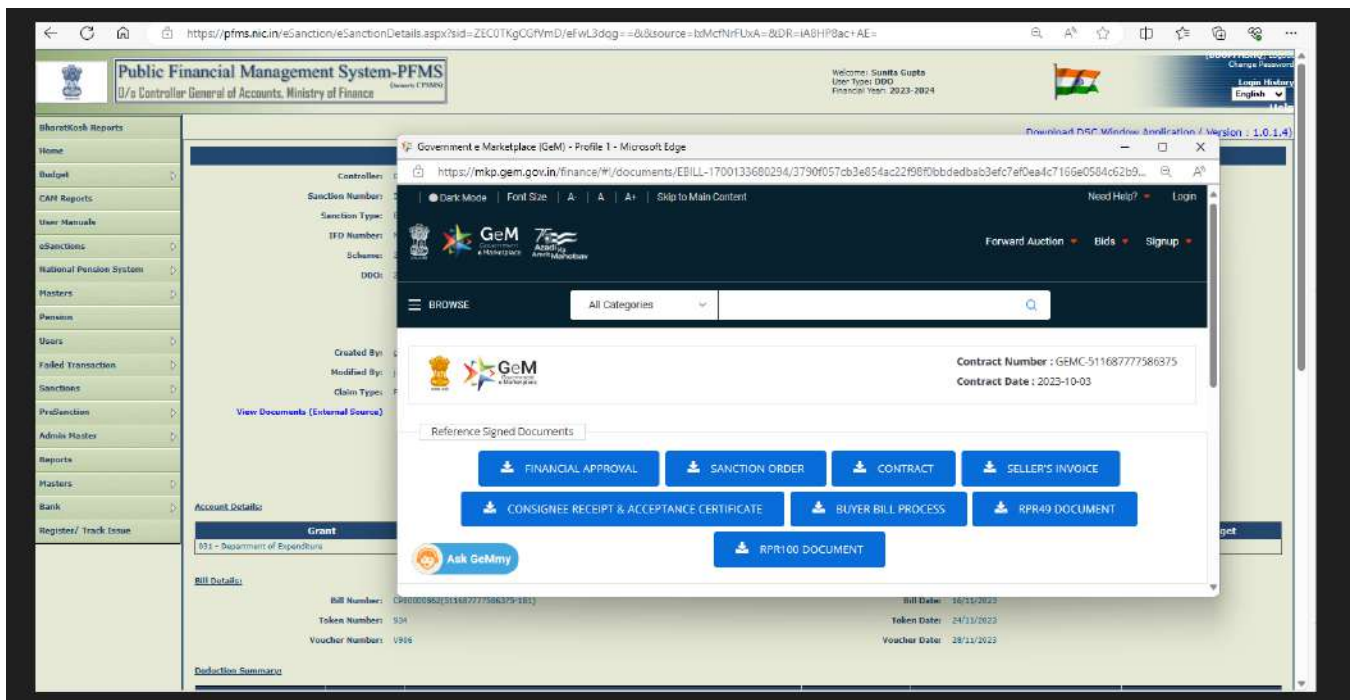
SanctionNumber	Type	Scheme	DDO Name	Bill Type Description	PAO Name	Amount	Date	Current Status	Bill Number	Token Date
San3214	Expenditure	2020 - HM Central Road Agency	322712 - Under Secretary, Ministry of Home Affairs(Punjab/Secy.)	RPR - 49 Purchase from GeM	022714 - PAO (Secy.), New Delhi	138.00	26/11/2023	Approved	016022616	26/11/2023
San3215	Expenditure	2020 - HM Central Road Agency	322713 - Under Secretary, Ministry of Home Affairs(Punjab/Secy.)	RPR - 49 Purchase from GeM	022714 - PAO (Secy.), New Delhi	120.00	27/01/2023	PendingDDOSEC	016022616	26/11/2023
San3216	Expenditure	2020 - HM Central Road Agency	322715 - Under Secretary, Ministry of Home Affairs(Punjab/Secy.)	RPR - 49 Purchase from GeM	022714 - PAO (Secy.), New Delhi	150.00	27/11/2023	DigitalySignedByDDO	016022616	27/11/2023
San3217	Procurement	2020 - HM Central Road Agency	322715 - Under Secretary, Ministry of Home Affairs(Punjab/Secy.)	RPR - 49 Purchase from GeM	022714 - PAO (Secy.), New Delhi	138.00	04/11/2023	Open	016022617	
San3218	Procurement	2020 - HM Central Road Agency	322715 - Under Secretary, Ministry of Home Affairs(Punjab/Secy.)	RPR - 49 Purchase from GeM	022714 - PAO (Secy.), New Delhi	120.00	10/11/2023	Open	016022618	
San3219	Procurement	2020 - HM Central Road Agency	322712 - Under Secretary, Ministry of Home Affairs(Punjab/Secy.)	RPR - 49 Purchase from GeM	022714 - PAO (Secy.), New Delhi	138.00	10/11/2023	DigitalySignedByDDO	016022619	26/11/2023

5. After clicking the hyperlink of sanction no. below screen will appear.
6. Claim Type will show the type of claim pushed from GeM i.e. RPR-49 Purchase through GeM.
7. Click on 'View Documents (External Source)' link to view the documents of claim.

GeM-PFMS INTEGRATION



8. The link will redirect to the GeM portal where documents will be visible and downloaded as shown in the below screenshot.



9. Click on 'Vendor Details' link to view the details as shown in the below screenshot.

GeM-PFMS INTEGRATION

The screenshot shows a web application interface for GeM-PFMS integration. A central popup window titled "Vendor Details" is open, displaying a table of vendor information. The table has the following columns: Vendor Name, Account Number, IFSC Code, Gross/Sanctioned Amount, Deduction Amount, Net Amount, Payee Remark, Not Payable Before, CRN / Amount / Date, and Account Head. A red box highlights the first row of data in the table.

Vendor Name	Account Number	IFSC Code	Gross/Sanctioned Amount	Deduction Amount	Net Amount	Payee Remark	Not Payable Before	CRN / Amount / Date	Account Head
premiu	112213119566788	60000000111	150.00	25	125.00	premiu121		202210018 / 130.00 / 20/12/2022	View List 36 View Account Head Details
Total			150.00	25	125.00				

Below the table, there is a "Close" button. The background interface shows a "Vendor Details" label in a red box and a "Deduction Amount" table with values 30 and 15.

10. Click on the link of deduction amount to view the deduction details as shown in the below screenshot.

Vendor Details

Sr.No	Vendor Name	Account Number	IFSC Code	Gross/Sanctioned Amount	Deduction Amount	Net Amount	Payee Remarks	Not Payable Before	CRN / Amount / Date
1	premanv	1122334455667888	SBIN0000234	150.00	10	140.00	Prema123		202321 / 150.0 / 26/12/2023
Total				150.00	10	140.00			

Deduction Summary

Grant	Department (For UT Grants Only)	Function Head	Objetc Head	Category	Deduction Amount
049-Ministry of Home Affairs		2052000900302-GENERAL ADMINISTRATION	11-DOMESTIC TRAVEL EXPENSES	5-VOTED	10.00

Close

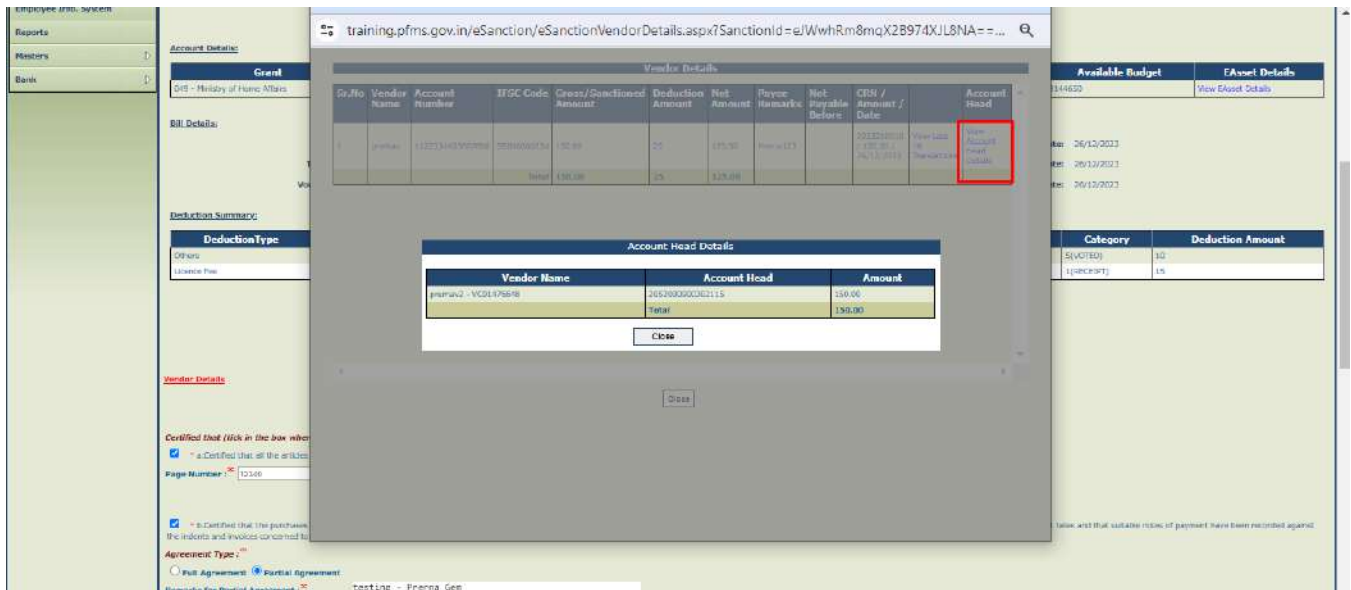
11. Click on 'View Last 10 Transactions' hyperlink to view the last 10 transactions of the vendor.

Last 10 Transactions Of Vendor Premanv Having Account Number 1122334455667888

Credit CPMS Transaction ID	Voucher No	Voucher Date	Net Amount
S082081067756	V11	26/12/2023	2885.00
S082081067757	V11	26/12/2023	5475.00
		01/01/0001	11.00
S082081067852	V6	26/12/2023	650.00
S082081067853	V6	26/12/2023	860.00
S082081067850	V5	26/12/2023	600.00
S082081067554	V4	26/09/2023	105.00
S082081067287	V1	01/06/2023	1380.00
		01/01/0001	105.00

Close

12. Click on 'View Account Head Details' to view the account head details of the vendor.



13. Select the mandatory certificates before generating bill.

14. If user does not select the mandatory certificate and generates bill, system will throw an error 'Please select certificates' as shown in the below screenshot.



15. Click on 'Generate Bill Number (Without Deduction)' to generate the bill no. or click on 'Generate Bill (with deductions)' to add the deductions based on the requirement.

16. Click on 'Return Sanction to PD Checker' to return the bill. On returning sanction will be marked as cancelled and same will be intimated to GeM through integration.

DeductionType	Grant	Function Head	Object Head	Category	Deduction Amount
Others	049(Ministry of Home Affairs)	20520090302(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	5(VOTED)	10

Vendor Details

Certified that (tick in the box wherever applicable)


* a. Certified that all the articles detailed in the vouchers attached to the Bill have been accounted for in the stock Register/Asset Register.

* b. Certified that the purchases billed for have been received in good order, that their quantities are correct and their quality good and according to specifications; that the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the indents and invoices concerned to prevent double payments.

Accounting Head Balance Summary:

Accounting Head	Appropriation for the current year	Expenditure	Amount of work bill annexed	Available Balance
20520090302115	10200000.00	1725.00	150.00	10198115.00

17. Clicking on ‘Generate Bill(with Deduction)’ , below screen will appear.
18. The existing deductions of the GeM sanction can be edited. DDO can delete the existing deduction by selecting the deduction and clicking on ‘Remove’ button.
19. DDO can add more deductions by filling the deduction and clicking on ‘Add Deduction’.



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

Welcome: KIDCHIRUTTAN V
 User Type: DDO
 Financial Year: 2023-2024

03:43:26 PM

Logout
Change Password
Login History
English

Generate Bill

Contoller: 015-HOME AFFAIRS Sanction Number: GemTest Sanction Type: Expenditure (DDO Bill) IFD Number: GemTest Scheme: 3970-MA (Central Nodal Agency) DDO: 222745-Under Secretary, Ministry of Home Affairs(Proper/Sectt.)	Sanction Status: Approved Sanction Date: 26/12/2023 Sanction Amount: 150.00 IFD Date: 26/12/2023 PAO: 022744-PAO (Sectt.), New Delhi Remarks:
--	--

North East Expenditure

Account Details

Grant	Function Head	Object Head	Category	Amount	Available Budget
049 - Ministry of Home Affairs	20520090302 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	5 - VOTED	150.00	9144640

Bill Details

Bill Number: CP0000196(0111000154) Bill Date: 26/12/2023

Deduction Summary:

DeductionType	Grant	Function Head	Object Head	Category	Deduction Amount
Others	049(Ministry of Home Affairs)	20520090302(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	5(VOTED)	10

Vendor Details:

Sr.No	Vendor Name	Account Number	Gross Amount	Deduction Amount	Net Amount	Payee Remarks
1	prerna gen	312219455647968	130	20	110	Prerna Gen

Deduction Details:

Favoring: primaryVC01475648 (CRN No : 2022) | Select Deduction Type: License Fee

Grant: 202 | Function Head: 0215511302302 | Object Head: 00 | Category: 1 | Amount: 15

Add Deduction

Deduction Type	Favoring	Grant	Function Head	Object Head	Category	Amount	
<input type="checkbox"/>	Others	primaryVC01475648 (CRN No : 20221218018)	049(Ministry of Home Affairs)	202200900302(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	3(VOTED)	20

Sanction Amount: 130.00 (Rupees one hundred thirty only)
 Deduction: 20.00 (Rupees twenty only)
 Balance Amount: 110.00 (Rupees one hundred ten only)

Certified that (tick in the box wherever applicable)

* I, Certified that all the articles detailed in the vouchers attached to the Bill have been accounted for in the stock Register/Asset Register

* I, Certified that the purchases billed for have been received in good order, that their quantities are correct and their quality good and according to specifications, that the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the vouchers and invoices concerned to prevent double payments

Accounting Head Balance Summary:

20. Check the mandatory certificates and fill the page no. mentioned in the stock register as shown in the below screenshot.
21. Select the agreement type 'Full Agreement' or 'Partial Agreement' based on the requirement as shown in the below screenshot.
22. Click on 'Generate e-Bill' button to generate an e-Bill.

License reference not set to an instance of an object.

Deduction Type	Favoring	Grant	Function Head	Object Head	Category	Amount	
<input type="checkbox"/>	Others	primaryVC01475648 (CRN No : 20221218018)	049(Ministry of Home Affairs)	202200900302(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	3(VOTED)	20
<input type="checkbox"/>	License Fee	primaryVC01475648 (CRN No : 20221218018)	900(Rupees)	0016011060300(RENT, LICENSE FEE)	00(DEFAULT)	1(RECEIPT)	15

Remove

Sanction Amount: 150.00 (Rupees one hundred fifty only)
 Deduction: 25.00 (Rupees twenty five only)
 Balance Amount: 125.00 (Rupees one hundred twenty five only)

Please select Certificates

Certified that (tick in the box wherever applicable)

* I, Certified that all the articles detailed in the vouchers attached to the Bill have been accounted for in the stock Register/Asset Register

Page Number: 1230

* I, Certified that the purchases billed for have been received in good order, that their quantities are correct and their quality good and according to specifications, that the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the vouchers and invoices concerned to prevent double payments

Agreement Type: Full Agreement Partial Agreement

Remarks for Partial Agreement: testing - prerna gen

Accounting Head Balance Summary:

Accounting Head	Appropriation for the current year	Expenditure	Amount of work bill assessed	Available Balance
202200900302111	1020000.00	1735.00	150.00	10185115.00

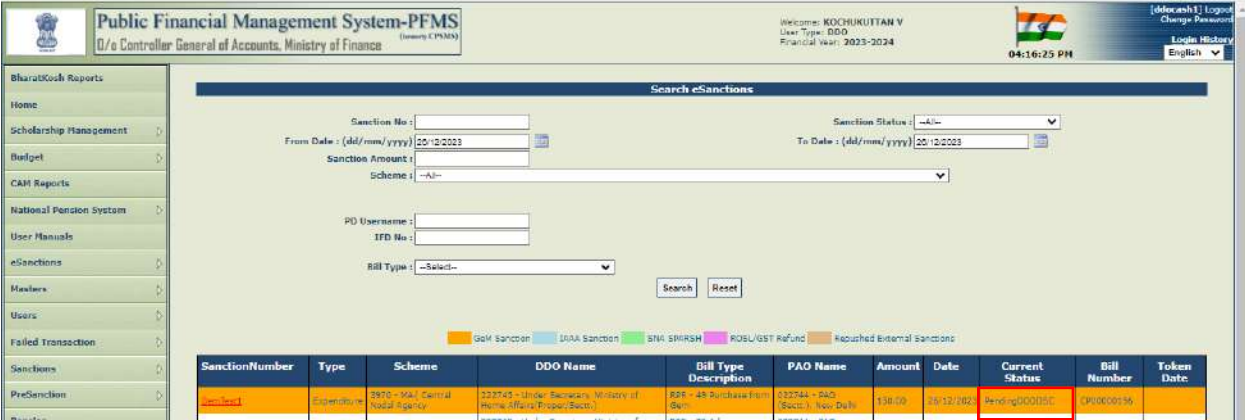
Generate e-Bill | Cancel | Back

23. Bill No. will be generated and success message will be shown on the interface as shown in the below screenshot.

GeM-PFMS INTEGRATION



24. Status will be updated to **'PendingDDODSC'** as shown in the below screenshot and bill will be available for digital signature.



- 25. Click on the Sanction No. hyperlink to view and digitally sign the e-Bill PDF.
- 26. Click on **'View File To Be Digitally Sign'** button to view the e-Bill PDF.

Public Financial Management System-PFMS
 D/o Controller General of Accounts, Ministry of Finance

Welcome: KOCHUKUTAN V
 User Type: DDO
 Financial Year: 2023-2024

04:17:33 PM

Download DSC Window Application (Version : 1.0.1.4)

eSanction Details

Controller: 018-HOME AFFAIRS
 Sanction Number: GemTest1
 Sanction Type: Expenditure (DDO Bill)
 IPD Number: GemTest
 Scheme: 3570-PA4 Central Nodal Agency
 DDO: 222745-Under Secretary, Ministry of Home Affairs(Proper/Sect.)

Sanction Status: PendingDDOOSC
 Sanction Date: 26/12/2023
 Sanction Amount: 130.00
 IPD Date: 26/12/2023
 PAO: 022744-PAO (Sect.), New Delhi
 Remarks:

Created By: gemuebov
 Modified By: ddccash1
 Claim Type: RPR-49 Purchase through GeM

Created On: 26/12/2023 12:50:01 PM
 Modified On: 26/12/2023 04:12:26 PM
 eDocuments: e-Documents

[View Documents \(External Source\)](#)

Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget
949 - Ministry of Home Affairs	205200090302 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	3 - VOTED	130.00	9144640

Employee Info. System

Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget
949 - Ministry of Home Affairs	205200090302 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	3 - VOTED	130.00	9144640

Bill Details:

Bill Number: CP00006194(BILL1000154)
 Bill Date: 26/12/2023

Deduction Summary:

Deduction Type	Grant	Function Head	Object Head	Category	Deduction Amount
Others	049(Ministry of Home Affairs)	205200090302(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	3(VOTED)	10
Licence Fee	900(Receipt)	0216011060200(RENT/LICENSE FEE)	06(DEFAULT)	1(RECEIPT)	15

Vendor Details

Return Sanction To PD Checker

eBill RPR-49_Purchasethro...

R.P.R. 49
 [See para 2.24(19) of Subsidiary Instructions]
e-Bill - for purchase through GeM

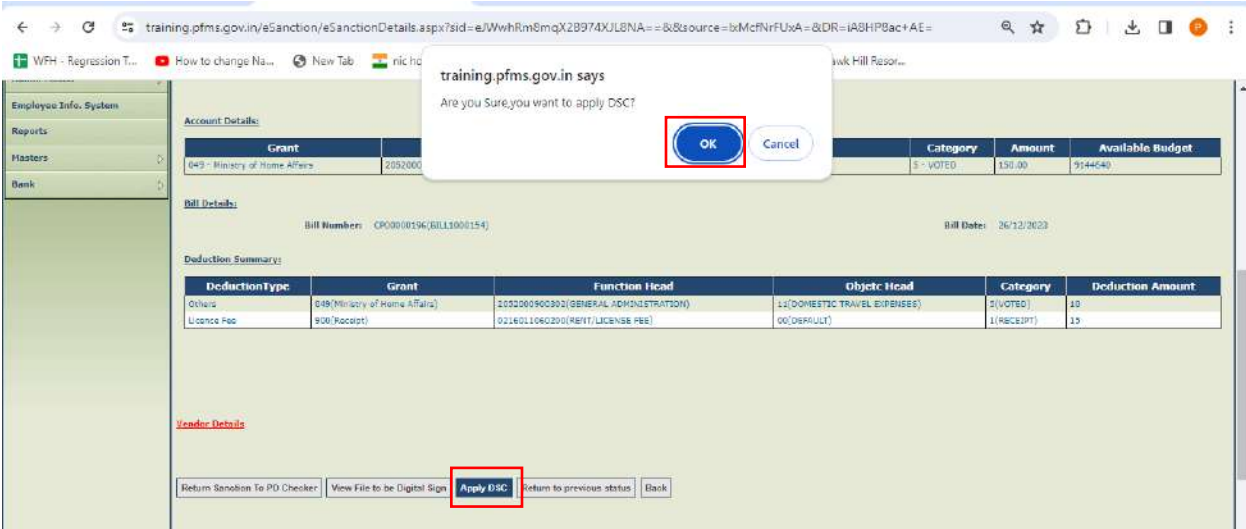
(A) DDO Details

1	Organisation Ministry/ Department	018 - HOME AFFAIRS	2	Organisation Type	Central
3	Organisation Name	40000641 - prerna-test	4	DDO Code	222745
5	DDO Name	Under Secretary, Ministry of Home Affairs(Proper/Sect.)	6	Login ID	ddccash1

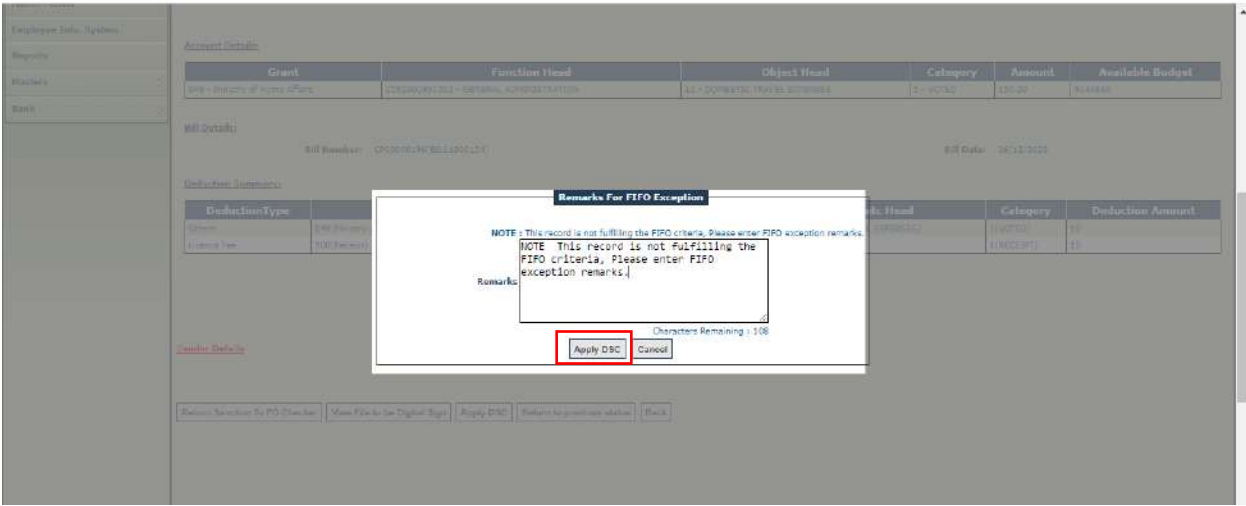
Return Sanction To PD Checker

27. Click on 'Apply DSC' to DSC an e-Bill.

- 28. A confirmation message 'Are you sure you want to apply DSC' will appear on the interface as shown in the below screenshot.
- 29. Click on 'OK' button to apply DSC.

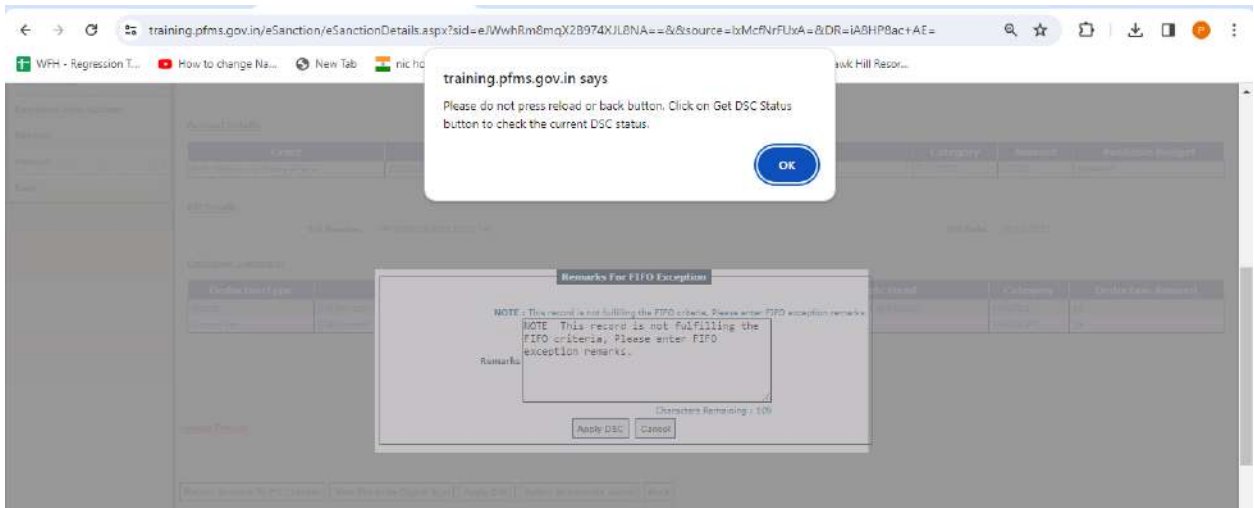


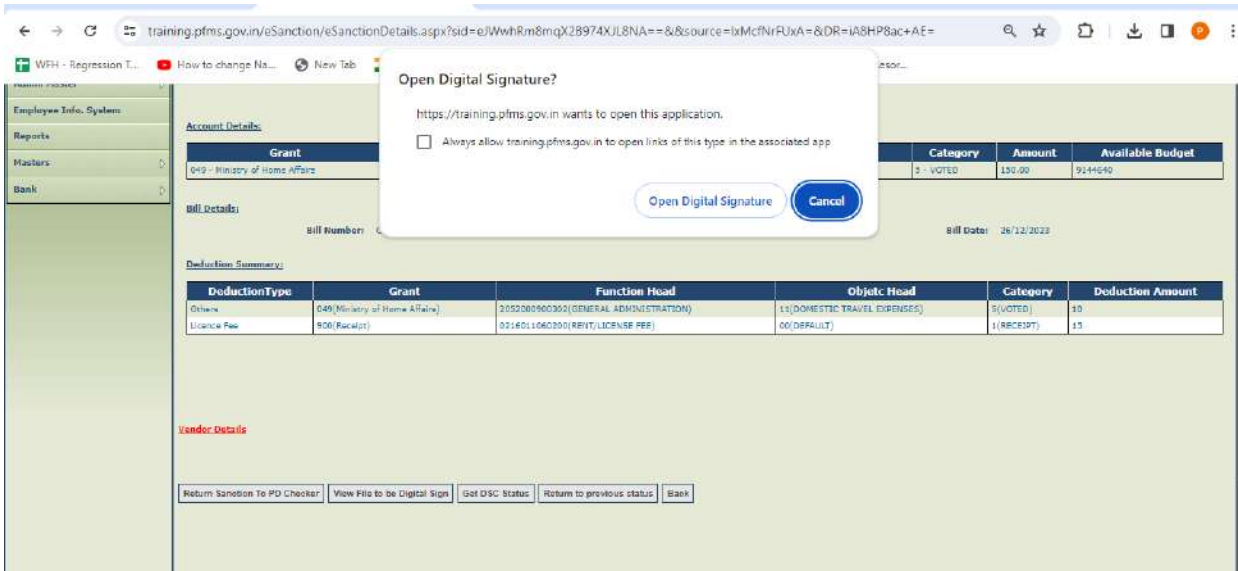
- 30. System will prompt the user to enter FIFO remarks before applying DSC as shown in the below screenshot.
- 31. Enter the FIFO remarks and click on 'Apply DSC' button.



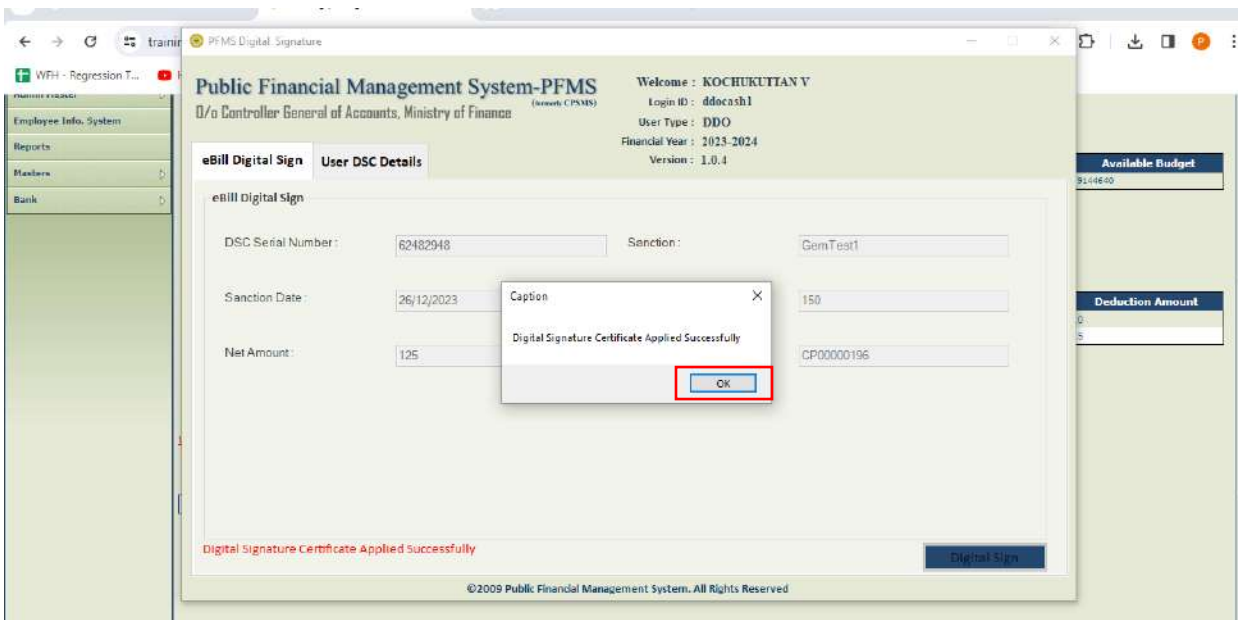
- 32. A confirmation message 'Are you sure you want to submit this record' will appear on the interface as shown in the below screenshot.
- 33. Click on 'OK' button to proceed further.

GeM-PFMS INTEGRATION



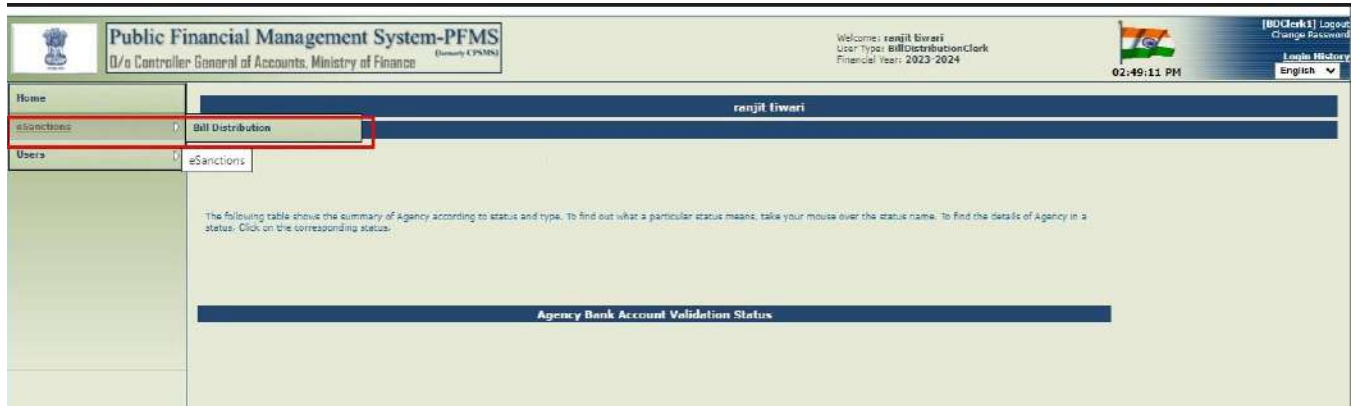


- 34. After successful DSC, success message will be displayed in a popup 'Digital Signature Certificate Applied Successfully' as shown in the below screenshot.
- 35. Click on 'OK' button.

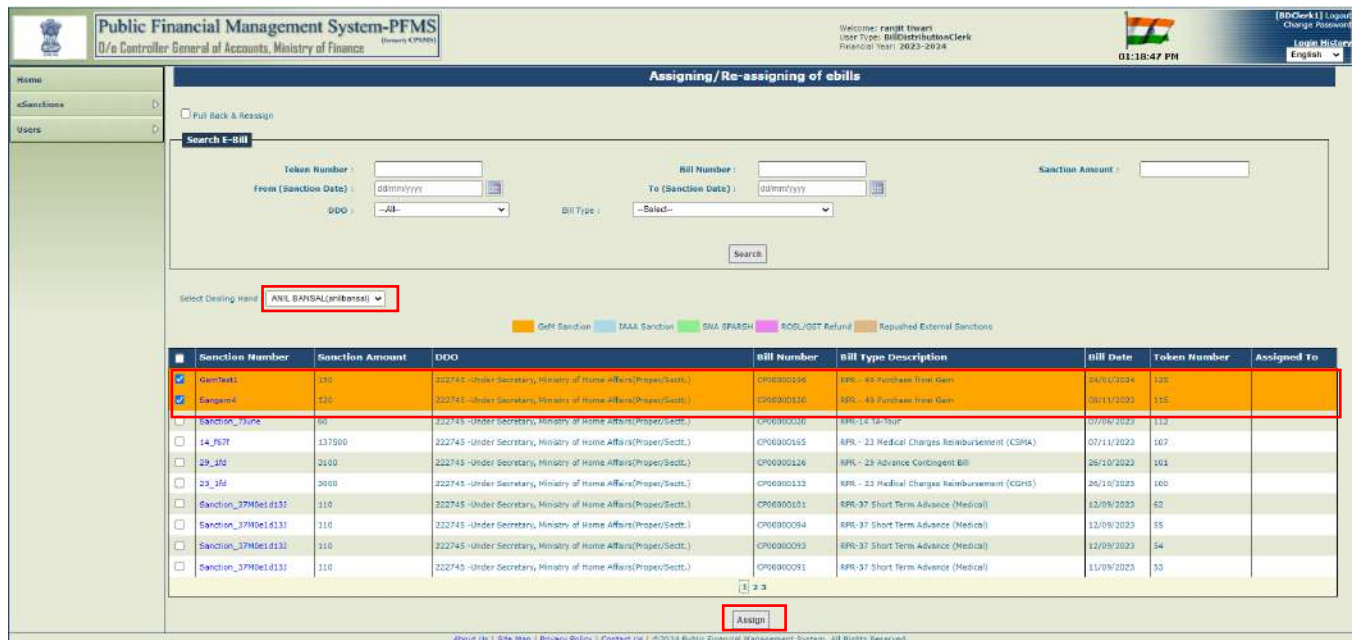


F. BILL(S) DISTRIBUTION

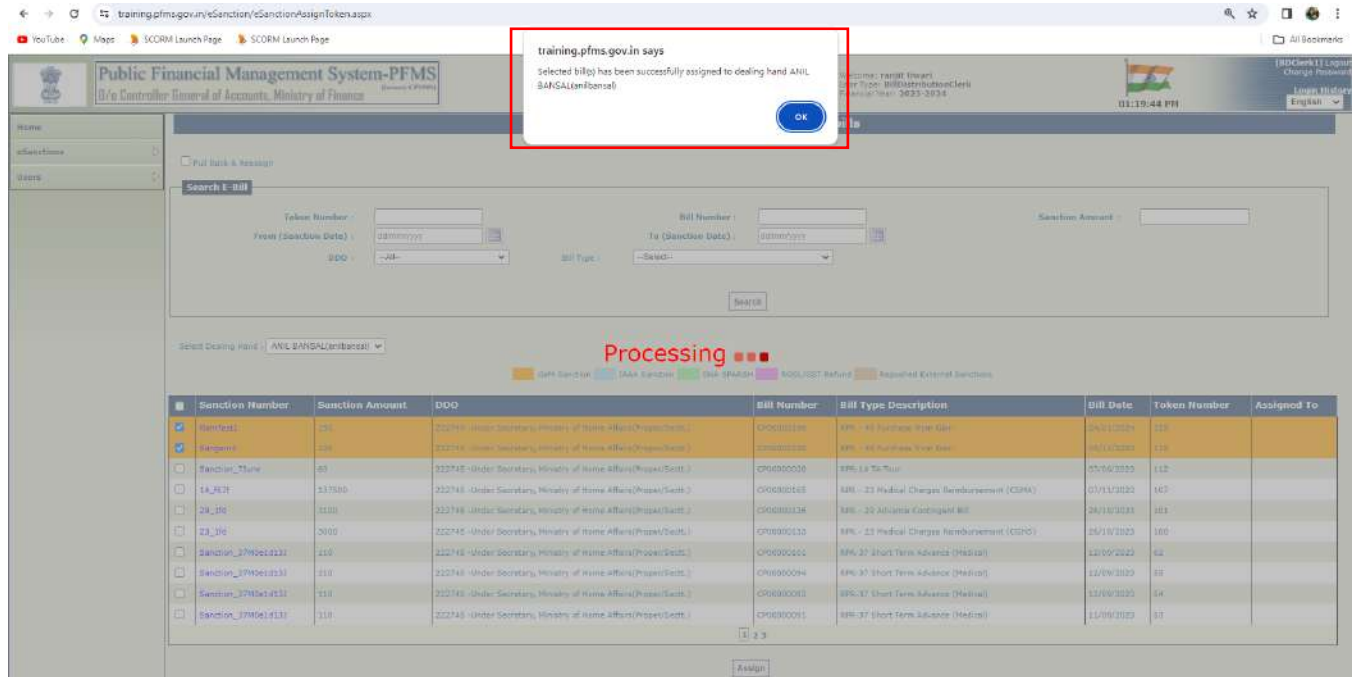
39. Bill Distributor will login and follow the below path as shown in the below screenshot.
eSanctions-> Bill Distribution



40. Bill Distributor will select the Dealing Hand from the drop down and select the sanctions by clicking on the check box to assign Bill(s) to respective Dealing Hand.
 41. Single/multiple bill(s) can be assigned to DH by clicking on the multiple check boxes as shown in the below screenshot.
 42. Bill Distributor will click on Assign button.

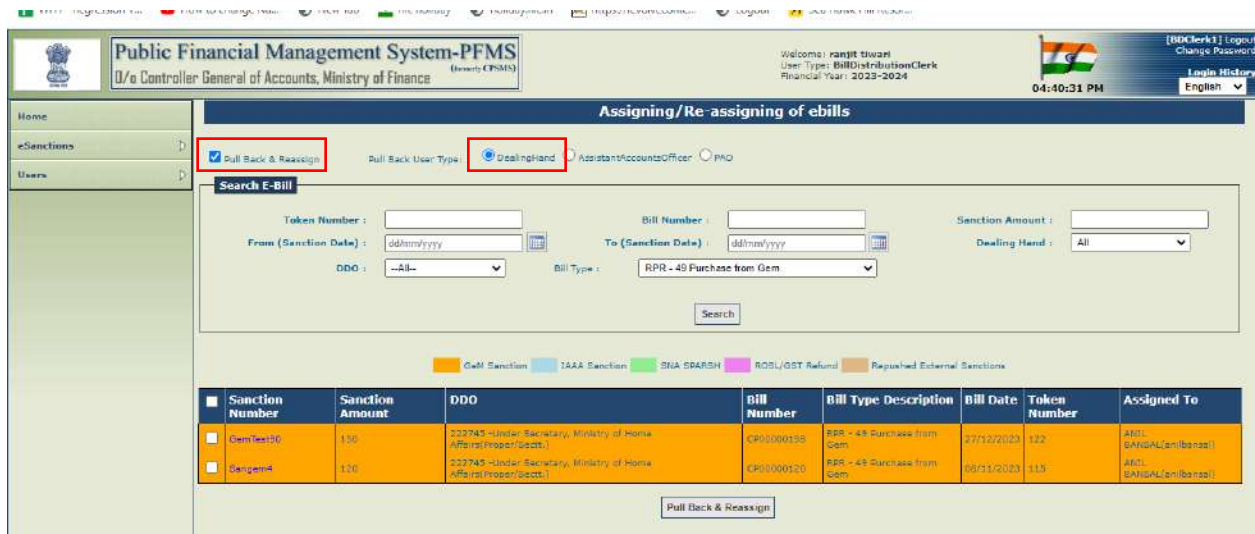


43. On successful assigning the bill(s), success message will be displayed on the interface as shown on the below screenshot.
 44. Click on 'OK' button.



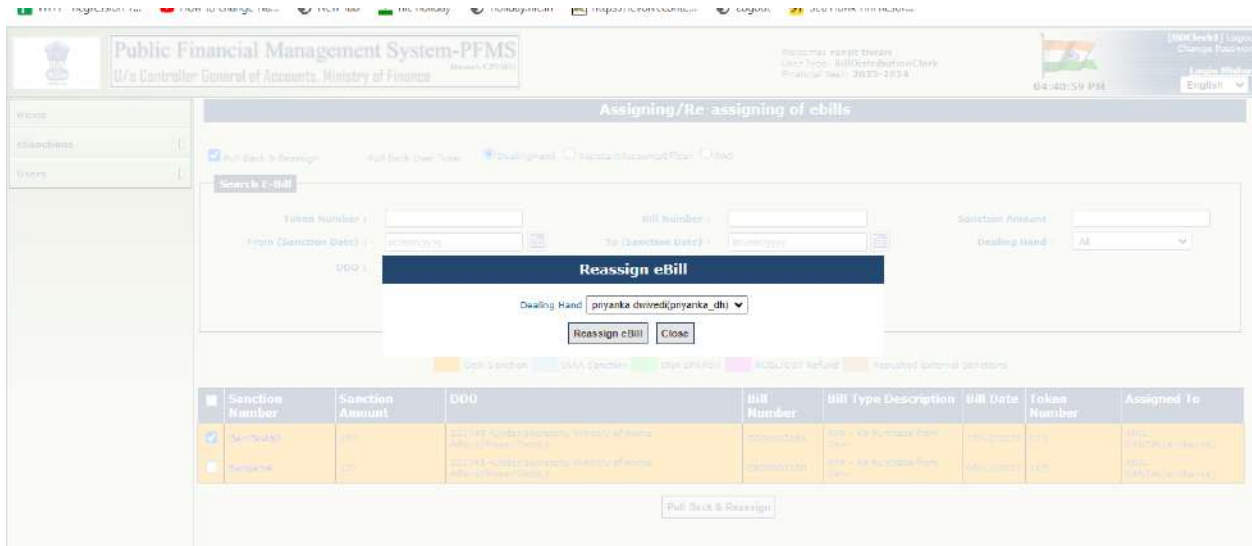
G. PULL BACK AND RE-ASSIGN BILLS

- 45. Bill Distributor can pull back and re-assign bills by clicking on the check box **'Pull Back & Re-Assign'**.
- 46. Select the user (DH, AAO ,PAO) from the radio button(s) and select the sanctions from the list by ticking the check box(s).

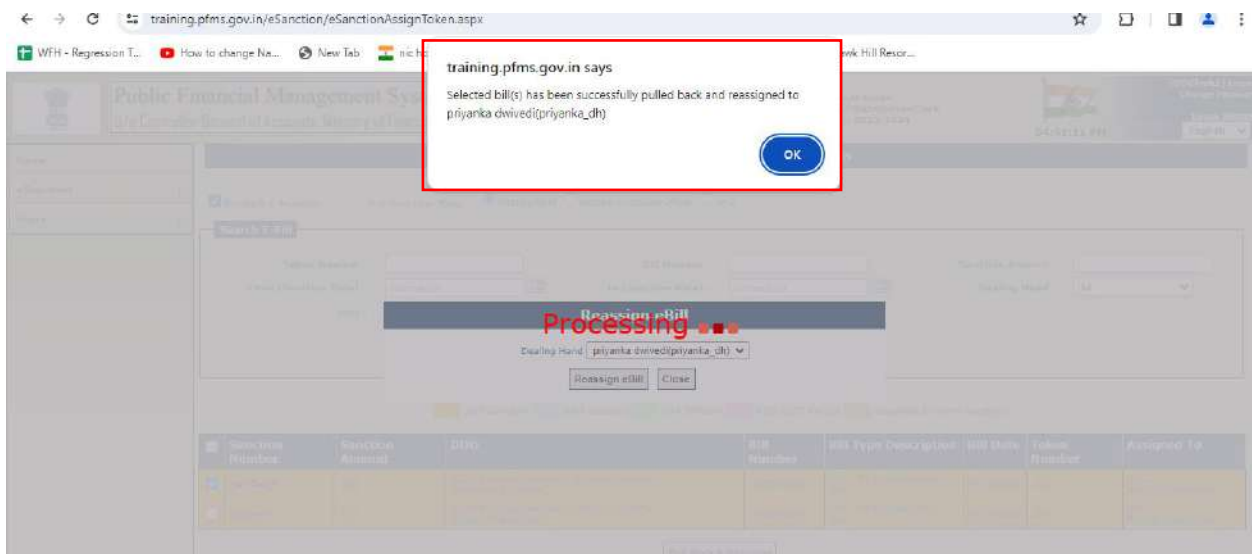


- 47. Click on **'Pull Back and Reassign'** button. Clicking on the button a popup will appear.
- 48. Select the name of the selected user from the drop down and click on **'Reassign Bill'**.

GeM-PFMS INTEGRATION



49. Success message will be displayed as shown in the below screenshot. Click on 'OK' button.



H. PASS/RETURN BILLS BY DH, AAO

50. Dealing Hand will login and follow the below path to view/pass bill.

eSanctions-> Manage eSanctions

51. Click on sanction number hyperlink as shown in the below screenshot.

Public Financial Management System-PFMS
D/o Controller General of Accounts, Ministry of Finance

Welcome: ANIL BANSAL
User Type: DealingHand
Financial Year: 2023-2024

04:58:21 PM

Search eSanctions

Sanction No.: Sanction Status:

From Date: (dd/mm/yyyy) 26/12/2023 To Date: (dd/mm/yyyy) 26/12/2023

Sanction Amount:

Scheme:

DDO:

Bill No.:

IFO No.:

Token:

Bill Type:

Legend: ■ GeM Sanction ■ JAAA Sanction ■ SMA SP/AFGH ■ ROSL/GST Refund ■ Repushed External Sanctions

SanctionNumber	Type	Scheme	DDO Name	Bill Type Description	PAO Name	Amount	Date	Current Status	Bill Number	Token Number	Token Date
GEM7001	Expenditure	2970 - NAJ (Central Nodal Agency)	222745 - Under Secretary, Ministry of Home Affairs (Proper/Secct.)	RSP - 45 Purchase from GeM	022745 - PAO (Secct.) New Delhi	130.00	26/12/2023	DigitallySignedByDDO	0700970196	120	26/12/2023

52. Click on 'e-Documents' hyperlink to view the documents.

Public Financial Management System-PFMS
D/o Controller General of Accounts, Ministry of Finance

Welcome: ANIL BANSAL
User Type: DealingHand
Financial Year: 2023-2024

05:00:14 PM

eSanction Details

Controller: 018-HOME AFFAIRS

Sanction Number: GEM7001

Sanction Type: Expenditure (DDO Bill)

IFO Number: GEM7001

Scheme: 2970-NAJ (Central Nodal Agency)

DDO: 222745-Under Secretary, Ministry of Home Affairs (Proper/Secct.)

Sanction Status: DigitallySignedByDDO

Sanction Date: 26/12/2023

Sanction Amount: 130.00

IFO Date: 26/12/2023

PAO: 022745-PAO (Secct.), New Delhi

Remark:

Created By: gemveboc

Modified By: ddocash1

Claim Type: RSP-45 Purchase through GeM

Created On: 26/12/2023 12:50:01 PM

Modified On: 26/12/2023 04:58:44 PM

eDocuments: [e-Documents](#)

[View Documents \(External Source\)](#)

Account Details

Grant	Function Head	Object Head	Category	Amount	Available Budget
049 - Ministry of Home Affairs	2652000901002 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	5 - VOTED	130.00	9188145

Bill Details:

53. Clicking on 'e-Documents' hyperlink below screen will appear which will show the digitally signed PDF of generated e-Bill.

54. Click on the 'Digitally Signed By DDO(eBill)' hyperlink to view the digitally signed e-Bill PDF document.



- 55. Select AAO from the drop down, certify the certificate and click on 'Forward To AAO(Pass)' button.
- 56. To return the bill click on 'Forward To AAO(Return)' button. On returning, bill will be returned to AAO and return order will be generated in the PDF format. Further it will be digitally signed by DH.
- 57. System will prompt with the confirmation message on the interface as shown in the below screenshot.
- 58. Click on 'OK' button.

The screenshot displays the 'Bill Details' section of the GeM-PFMS integration interface. It includes a navigation menu on the left, a header with user and document information, and several data tables. A confirmation dialog box is overlaid on the screen, asking the user to confirm passing the bill further.

Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget
049 - Ministry of Home Affairs	20520090202 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	5 - VOTED	150.00	9188245

Bill Details:

Bill Number: CP0000196/BILL1000124
 Token Number: 120
 Bill Date: 26/12/2023
 Token Date: 26/12/2023

Deduction Summary:

DeductionType	Grant	Function Head	Object Head	Category	Deduction Amount
Others	049(Ministry of Home Affairs)	20520090202(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	5(VOTED)	30
License Fee	900(Receipt)	0216011060200(RENT/LICENSE FEE)	00(DEFAULT)	1(RECEIPT)	15

Confirmation Dialog:

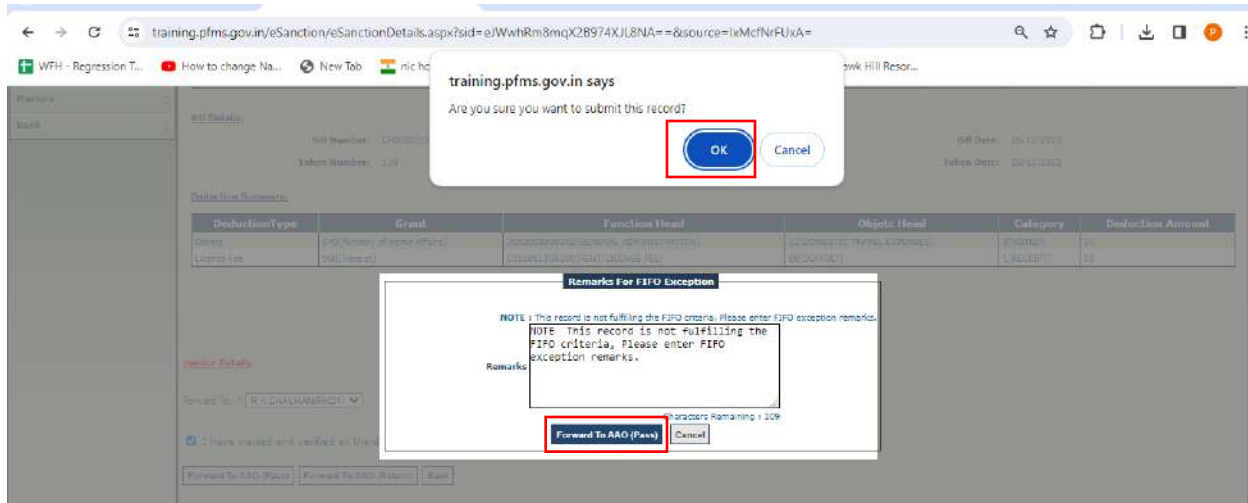
training.pfms.gov.in says
 Are you sure, you want to pass this Sanction/Bill further?
 [OK] [Cancel]

Forwarding Options:

Forward To: R.K.CHALHAN(R/KC1) ▼
 I have viewed and verified all the details of e-bill along with all the PDF documents available under e-documents.

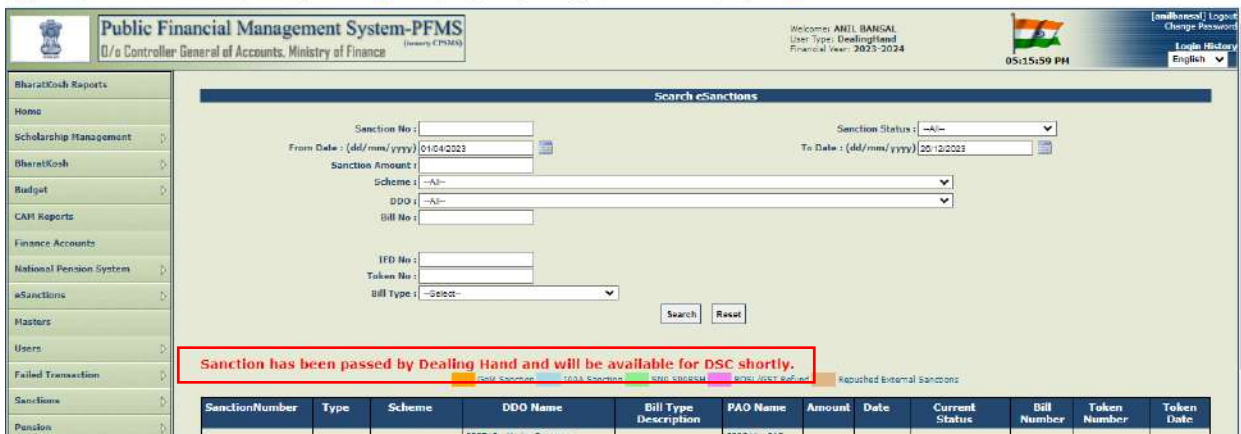
59. System will prompt the user to enter the FIFO remarks before passing the bill to AAO.

60. Enter the FIFO remarks and click on 'Forward To AAO(pass)' button.



61. After passing to AAO success message will be shown on the interface as shown in the below screenshot.

62. Pass order will be generated in PDF format and will be available for digitally signing at the same level.

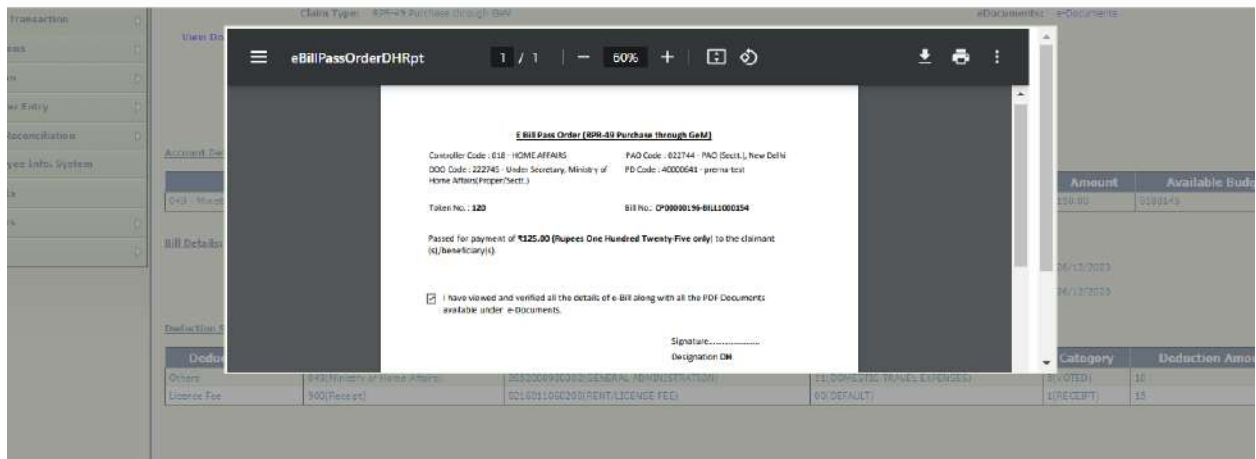


63. AAO will login and follow the below path to view/pass bill.

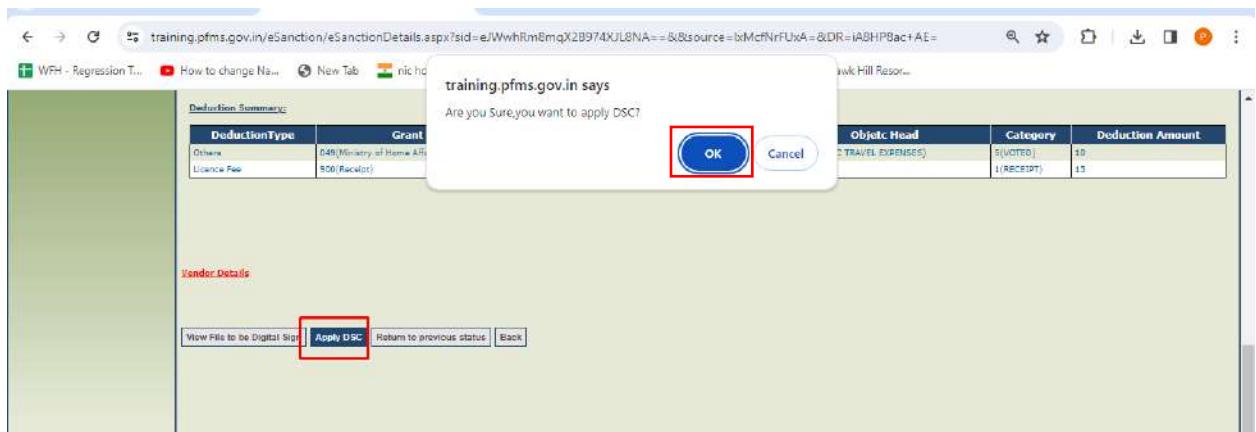
eSanctions-> Manage eSanctions

64. Click on sanction number hyperlink to pass/return bill.

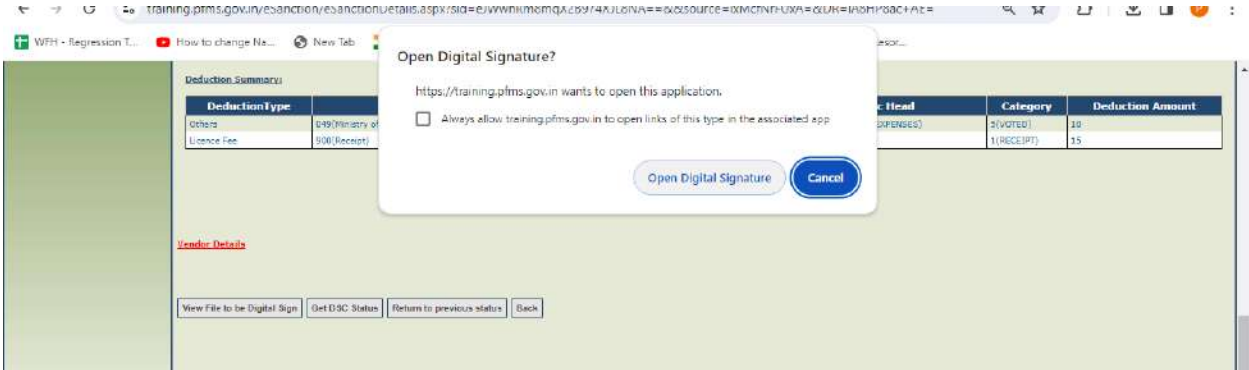
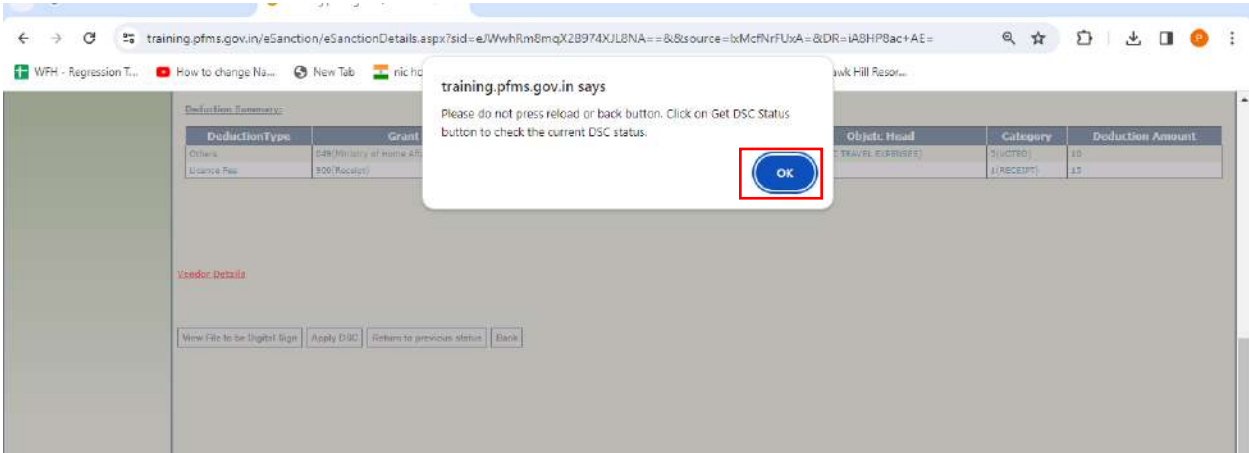
65. Click on '**View File To Be Digitally Signed**' button to view the pass order in the PDF format.



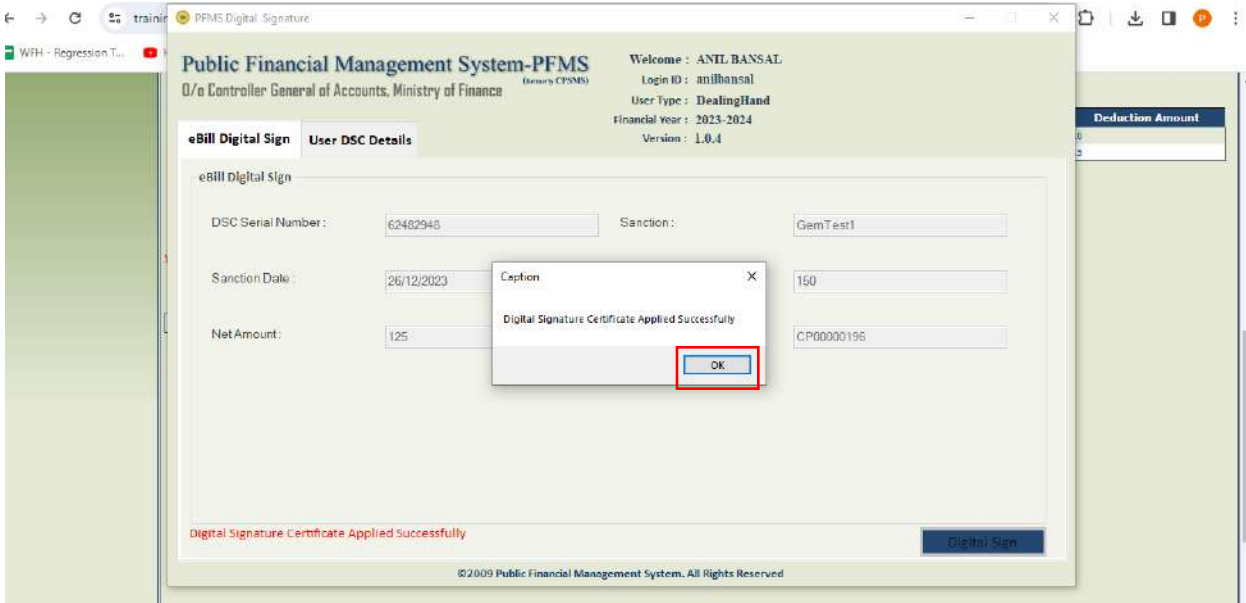
- 66. Click on **'Apply DSC'** to DSC an e-Bill.
- 67. A confirmation message **'Are you sure you want to apply DSC'** will appear on the interface as shown in the below screenshot.
- 68. Click on **'OK'** button to apply DSC.



69. System will prompt with the confirmation message in a popup. Click on 'OK' .



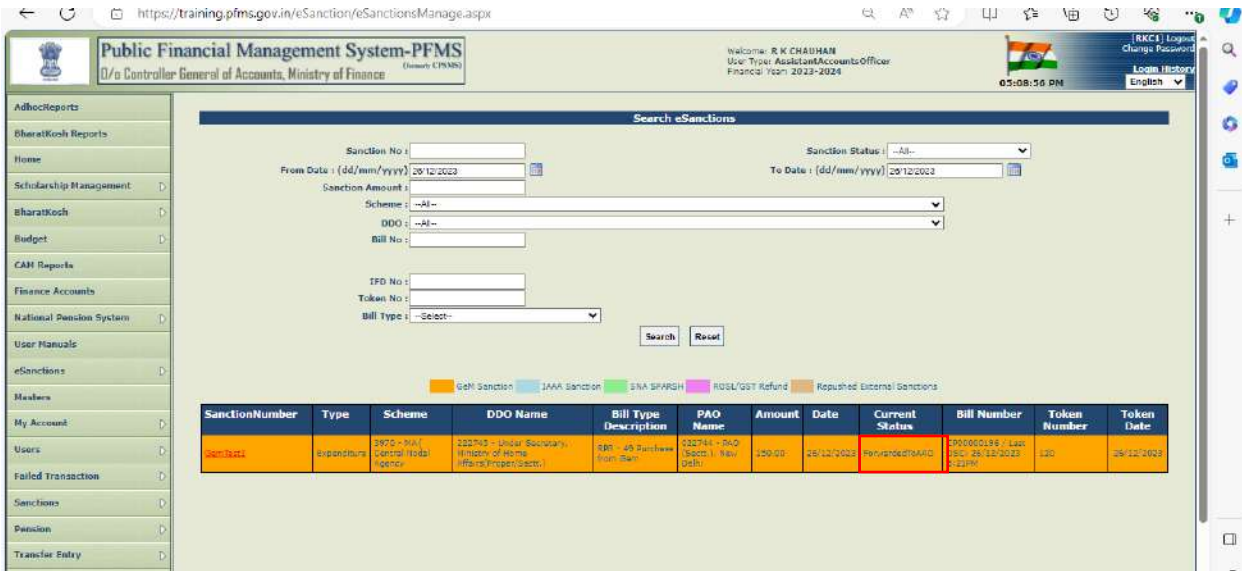
70. After successful DSC, success message will be displayed in a popup 'Digital Signature Certificate Applied Successfully' as shown in the below screenshot.



71. After successfully digital signing of the e-Bill by DH, status will be updated to 'ForwardToAAO' as shown in the below screenshot and e-bill will be available at AAO level for passing/returning.
72. AAO will login and follow the below path as shown in the below screenshot.

eSanctions-> Manage Sanctions

73. Click on the hyperlink of sanction number.



Public Financial Management System-PFMS
Ministry of Finance

Welcome: R. K. CHAUHAN
User Type: AssistantAccountsOfficer
Financial Year: 2023-2024

05:22:54 PM

Download DSC Window Application (Version : 1.0.1.4)

eSanction Details

Controller: 018-HOME AFFAIRS
Sanction Number: GemTest1
Sanction Type: Expenditure (DDO Bill)
IFD Number: GemTest1
Scheme: 3970-MA (Central Nodal Agency)
DDO: 222745 (Under Secretary, Ministry of Home Affairs(Proper/Sect.))

Sanction Status: Forwarded To AAO
Sanction Date: 26/12/2023
Sanction Amount: 150.00
IFD Date: 26/12/2023
PAO: 022744-PAO (Sect.), New Delhi
Remarks:

Created By: gemuserbc
Modified By: anibansal
Claim Type: R99-49 Purchase through GeM

Created On: 26/12/2023 10:50:01 PM
Modified On: 26/12/2023 03:21:19 PM
eDocuments: eDocuments

Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget
043 - Ministry of Home Affairs	2852000500102 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	S - VOTED	150.00	9186015

Bill Details:

74. Pass Order digitally signed by DH will be visible under e-Documents.

Public Financial Management System-PFMS
Ministry of Finance

Welcome: R. K. CHAUHAN
User Type: AssistantAccountsOfficer
Financial Year: 2023-2024

05:23:53 PM

e-Documents

Claim Documents

CRN	eClaim	Supporting document 1	Supporting document 2	Supporting document 3	Supporting document 4	Supporting document 5
No documents found.						

Contract Documents

CRN	Contract Document 1	Contract Document 2	Contract Document 3	Contract Document 4	Contract Document 5
No contract documents found.					

Settlement Documents

No Data found.

Sanction Documents

Budget Overriding Assurance Document	Copy of Approved Note	Other Documents	eSanction

Bill Documents

Description	Date
Pass Order By Dealing Hand	26/12/2023 05:15 PM
Digitally Signed By DDO/w81	26/12/2023 04:12 PM

Download All Documents | Back

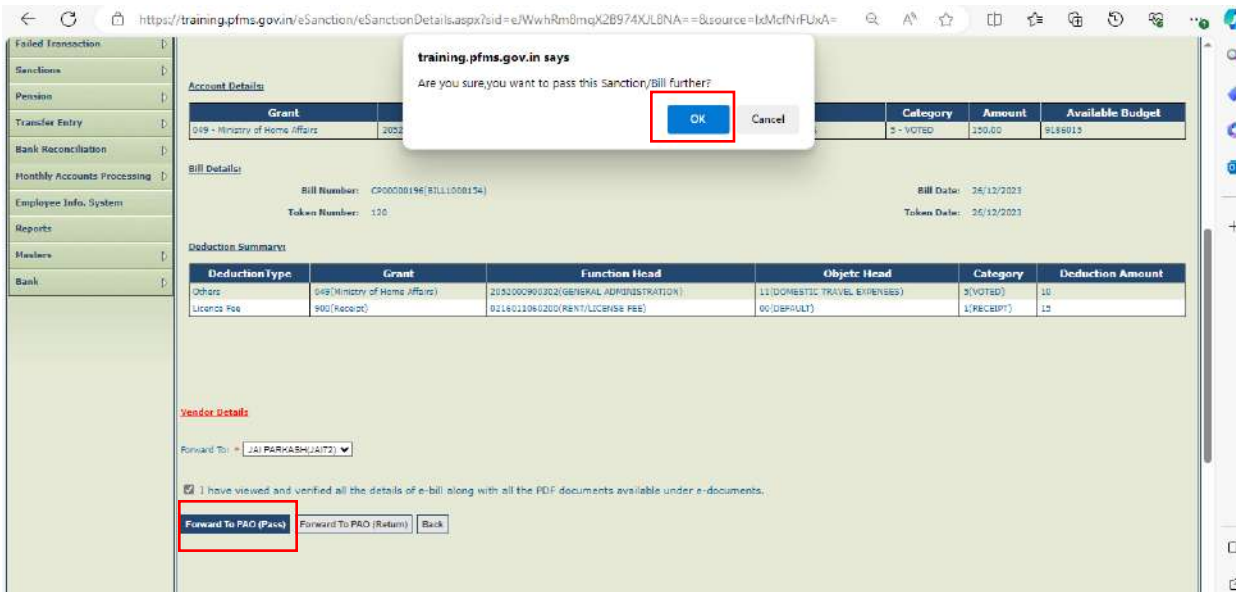
About Us | Site Map | Privacy Policy | Contact Us | ©2009 Public Financial Management System. All Rights Reserved.

75. Select PAO from the drop down, certify the certificate and click on **'Forward To PAO(Pass)'** button.

76. To return the bill click on **'Forward To PAO(Return)'** button. On returning, bill will be returned to PAO and return order will be generated in the PDF format. Further it will be digitally signed by AAO.

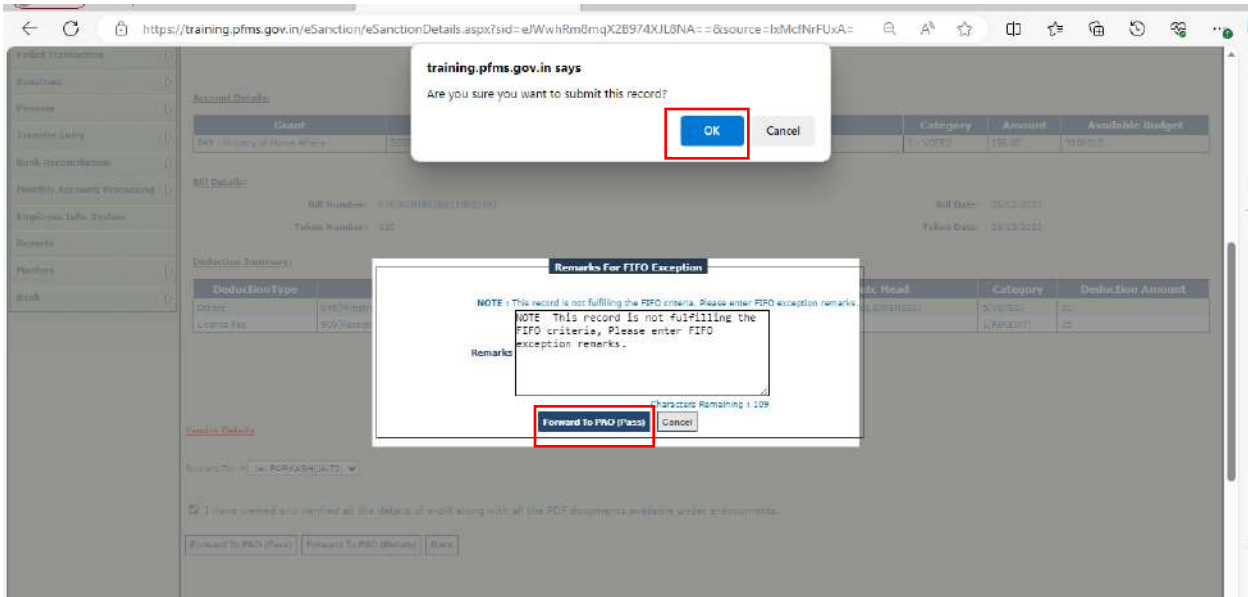
77. System will prompt with the confirmation message on the interface as shown in the below screenshot.

78. Click on **'OK'** button.

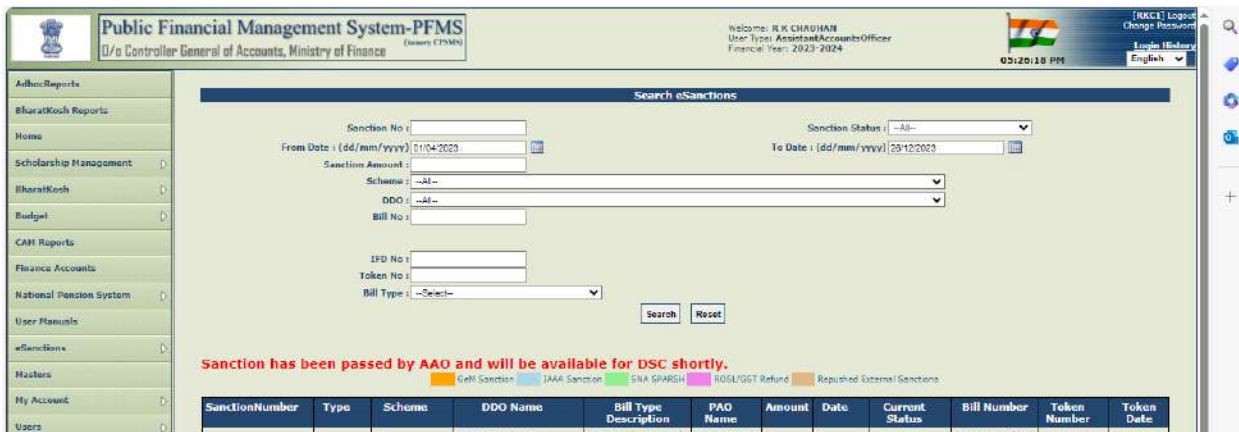


79. System will prompt the user to enter the FIFO remarks before passing the bill to PAO.

80. Enter the FIFO remarks and click on **'Forward To PAO(pass)'** button.



- 81. After passing to PAO success message will be shown on the interface as shown in the below screenshot.
- 82. Pass order will be generated in PDF format and will be available for digitally signing at the same level.

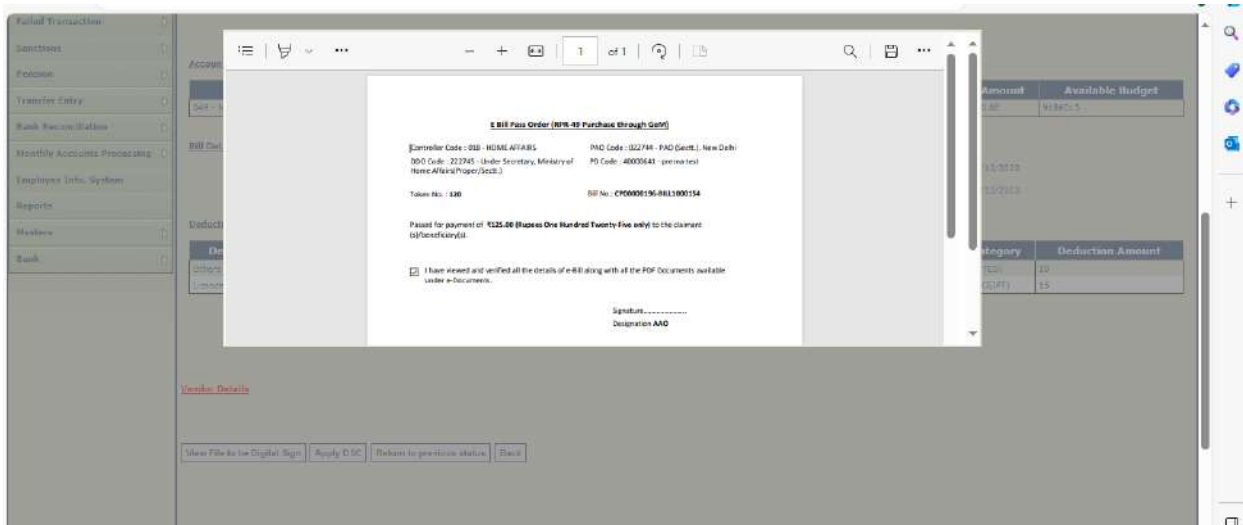


- 83. AAO will login and follow the below path to view/pass bill.

eSanctions-> Manage eSanctions

- 84. Click on sanction number hyperlink to pass/return bill.
- 85. Click on 'View File To Be Digitally Signed' button to view the pass order in the PDF format.

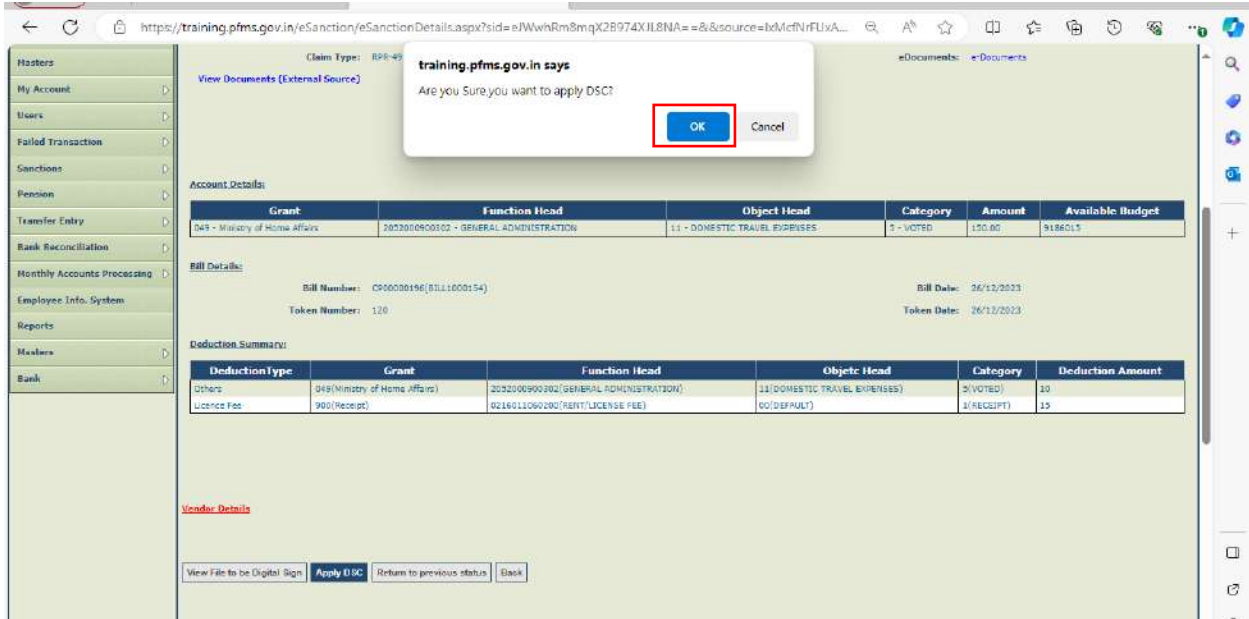
GeM-PFMS INTEGRATION



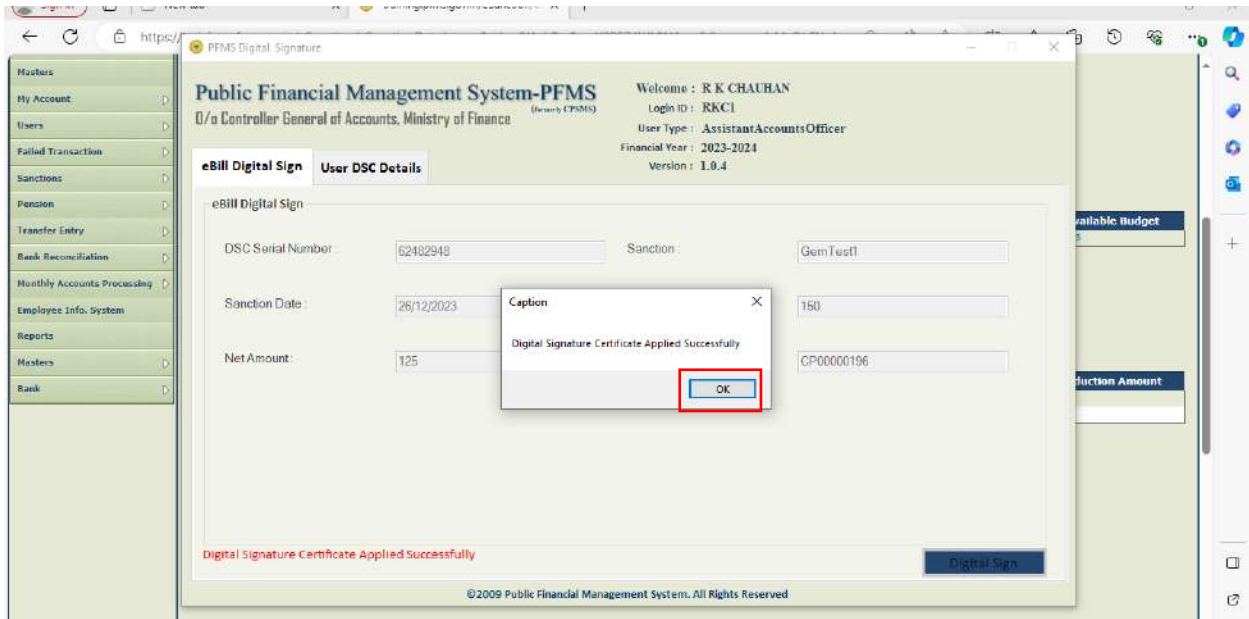
86. Click on **'Apply DSC'** to DSC an e-Bill.

87. A confirmation message **'Are you sure you want to apply DSC'** will appear on the interface as shown in the below screenshot.

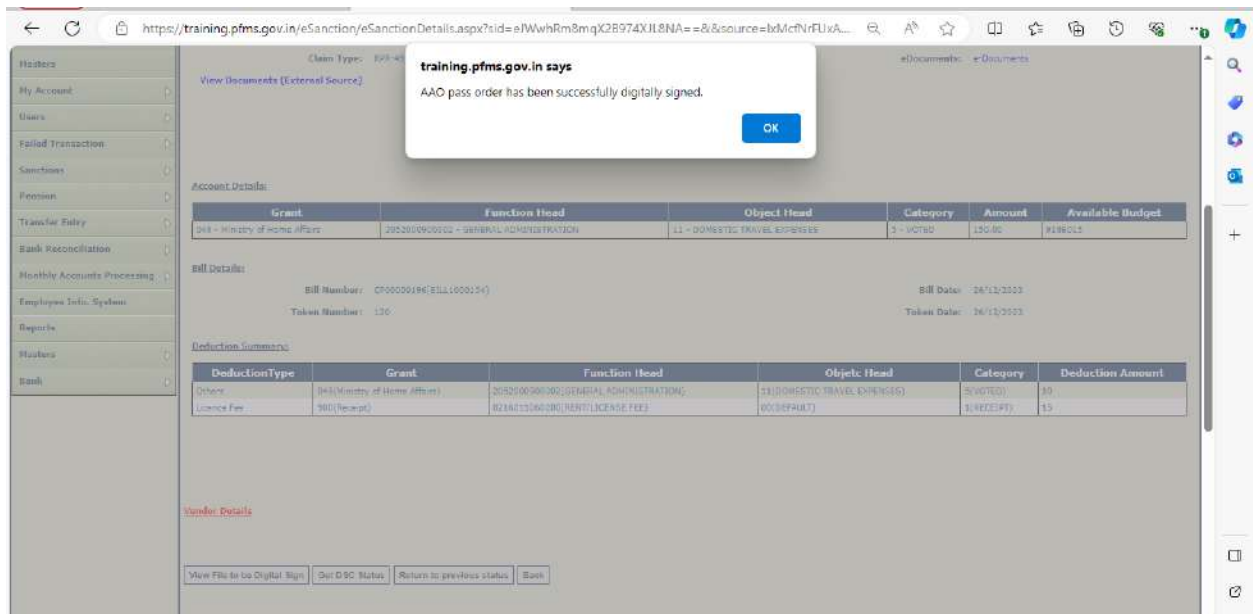
88. Click on **'OK'** button to apply DSC.



89. System will prompt with the confirmation message in a popup. Click on 'OK'.



90. Clicking on 'Get DSC Status' button to check the DSC status, success message will be displayed on the interface as shown in the below screenshot.



91. After successful DSC, success message will be displayed in a popup 'Digital Signature Certificate Applied Successfully' as shown in the below screenshot.

92. After successfully digital signing of the e-Bill by DH, status will be updated to 'ForwardToPAO' as shown in the below screenshot and ebill will be available at PAO level for passing/returning.

I. PASSBILL(S) BY PAO

93. PAO will login and follow the below path as shown in the below screenshot.

eSanctions-> Manage Sanctions

94. Click on the hyperlink of sanction number.

GeM-PFMS INTEGRATION

The screenshot shows the PFMS search interface for eSanctions. The header includes the PFMS logo, user information for JAI PARKASH (PAO), and the financial year 2023-2024. The search form contains the following fields:

- Sanction No: []
- Sanction Status: [All]
- From Date: (dd/mm/yyyy) 26/12/2023
- To Date: (dd/mm/yyyy) 26/12/2023
- Sanction Amount: []
- Scheme: [All]
- DDO: [All]
- Bill No: []
- IFD No: []
- Token No: []
- Bill Type: [Select]

Buttons for Search and Reset are present. Below the form is a legend for sanction types: GeM Sanction (orange), IAA Sanction (light blue), SNA SPARSH (green), ROGLU/GST Refund (pink), and Requested External Sanctions (light orange).

SanctionNumber	Type	Scheme	DDO Name	Bill Type Description	PAO Name	Amount	Date	Current Status	Bill Number	Token Number	Token Date
32873923	Bid order	2970 - IAA/ Central Social Agency	222745 - Under Secretary, Ministry of Home Affairs (Proper Sectt.)	RFR - 49 Purchase from GeM	022744 - PAO (Sectt.) New Delhi	150.00	26/12/2023	Forwarded To IAO	CP00000196 / Last Date: 26/12/2023 20:59PM	139	26/12/2023
			222745 - Under Secretary,		022744 - PAO						

The screenshot shows the eSanction Details view for the selected sanction. The header includes the PFMS logo, user information for JAI PARKASH (PAO), and the financial year 2023-2024. The details are as follows:

- Controller: 015-HOME AFFAIRS
- Sanction Number: GemTest1
- Sanction Type: Expenditure (DDO Bill)
- IFD Number: GemTest1
- Scheme: 2970-IAA/ Central Social Agency
- DDO: 222745-Under Secretary, Ministry of Home Affairs(Proper/Sectt.)
- Sanction Status: ForwardedToPAO
- Sanction Date: 26/12/2023
- Sanction Amount: 150.00
- IFD Date: 26/12/2023
- PAO: 022744-PAO (Sectt.), New Delhi
- Remarks: []

Additional information includes: Created By: gemtest036, Modified By: RKCL, Claim Type: RFR-49 Purchase through GeM, Created On: 26/12/2023 12:00:01 PM, Modified On: 26/12/2023 03:34:12 AM. A link for View Documents (External Source) is provided.

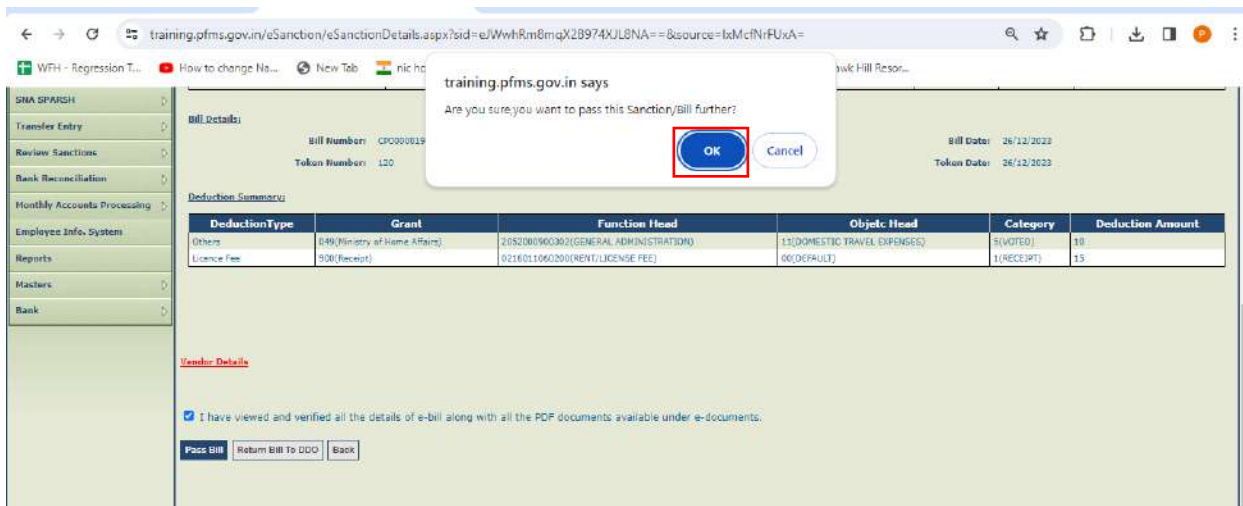
Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget
049 - Ministry of Home Affairs	203200090302 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	3 - VOTED	150.00	918655

95. Pass Order digitally signed by AAO will be visible under e-Documents.



96. Click on 'Pass Bill' button to pass the sanction/bill.



97. System will prompt the user enter FIFO remarks. Enter the FIFO remarks and click on 'OK' button to proceed further.

Public Financial Management System-PFMS
D/o Controller General of Accounts, Ministry of Finance

Welcome! JAI PARKASH
User Type: PAO
Finance Year: 2023-2024
05/12/23 PM

Download DSC Window Application (Version : 1.0.1.4)

eSanction Details

Controller: 016-HOME AFFAIRS
Sanction Number: GenTact1
Sanction Type: Expenditure (DDO Bill)
ITD Number: GenTact1
Scheme: 3570-MAA Central Nodal Agency
DDO: 222745-Under Secretary, Ministry of Home Affairs(Proper/Sect.)

Sanction Status: PendingPAOSSPassOrder
Sanction Date: 26/12/2023
Sanction Amount: 150.00
ITD Date: 26/12/2023
PAO: 022744-PAO (Sect.), New Delhi
Remarks:

Created By: gpmvcbdc
Modified By: 24372
Claim Type: RFR-19 Purchase through GeM

Created On: 26/12/2023 12:50:01 PM
Modified On: 26/12/2023 05:40:19 PM
eDocuments: e-Documents

Account Details

Grant	Function Head	Object Head	Category	Amount	Available Budget
643 - Ministry of Home Affairs	235200901002 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	S - VOTED	150.00	9186555

eBillPassOrderPAORpt 1 / 1 60%

e Bill Pass Order (RFR_19 Purchase through GeM)

Controller Code - 016 - HOME AFFAIRS PAO Code - 022744 - PAO (Sect.), New Delhi
DDO Code - 222745 - Under Secretary, Ministry of Home Affairs(Proper/Sect.) PD Code - 8000044 - prima-act

Token No.: 128 Bill No.: CP00000196-BILL000054

Proceed for payment of **₹125.00 (Rupees One Hundred Twenty-Five only)** to the contractor (if/where/whom applicable).

I have viewed and verified all the details of e-Bill along with all the PDF Documents available under e-Documents.

Signature: _____
Designation: PAO

Amount Available Budget

Amount	Available Budget
150.00	9186555

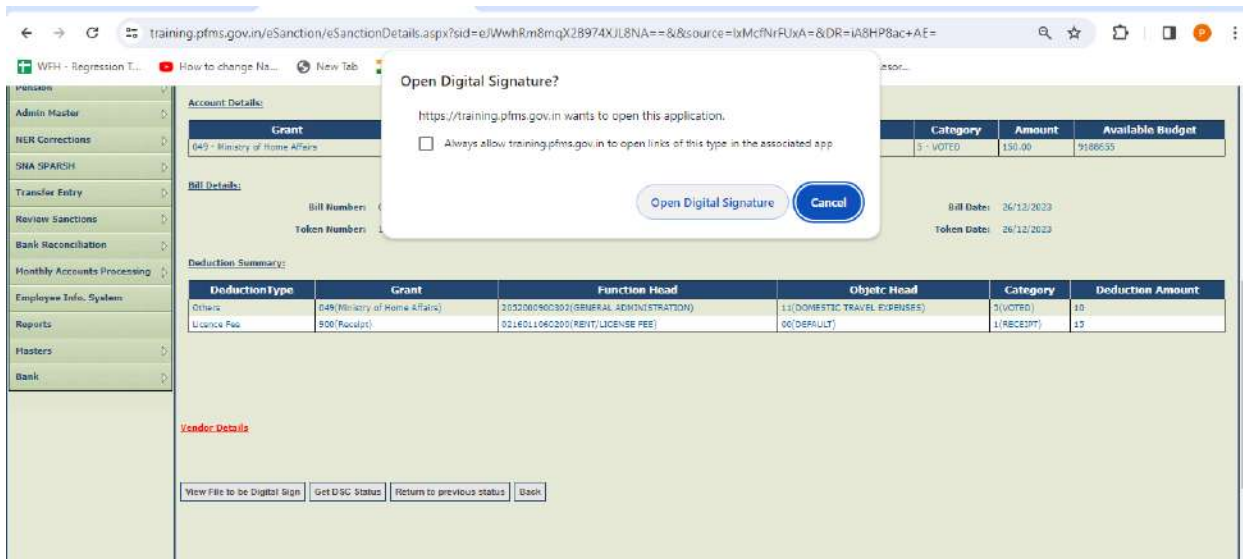
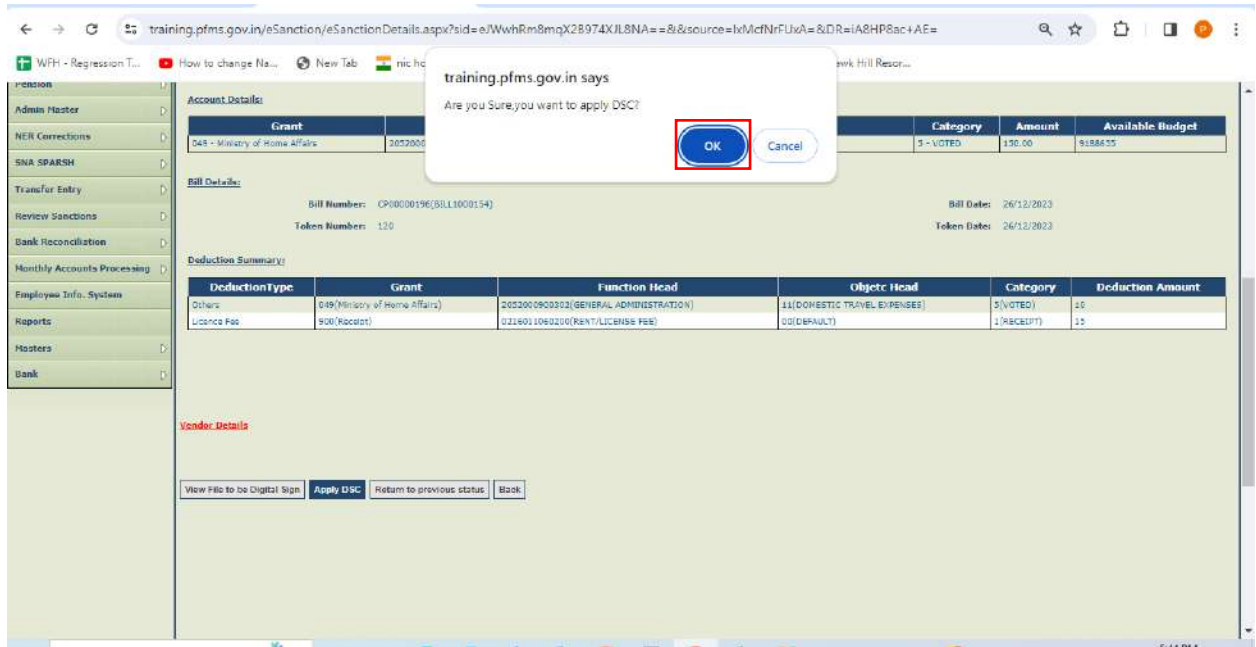
Category Deduction Amount

Category	Deduction Amount
VOTED	150
RECEIPT	15

Vendor Details

View File to be Digital Sign Apply DSC Return to previous status Back

101. Click on 'Apply DSC' to DSC an e-Bill.
102. A confirmation message 'Are you sure you want to apply DSC' will appear on the interface as shown in the below screenshot.
103. Click on 'OK' button to apply DSC.
104. System will prompt with the confirmation message in a popup. Click on 'OK'.



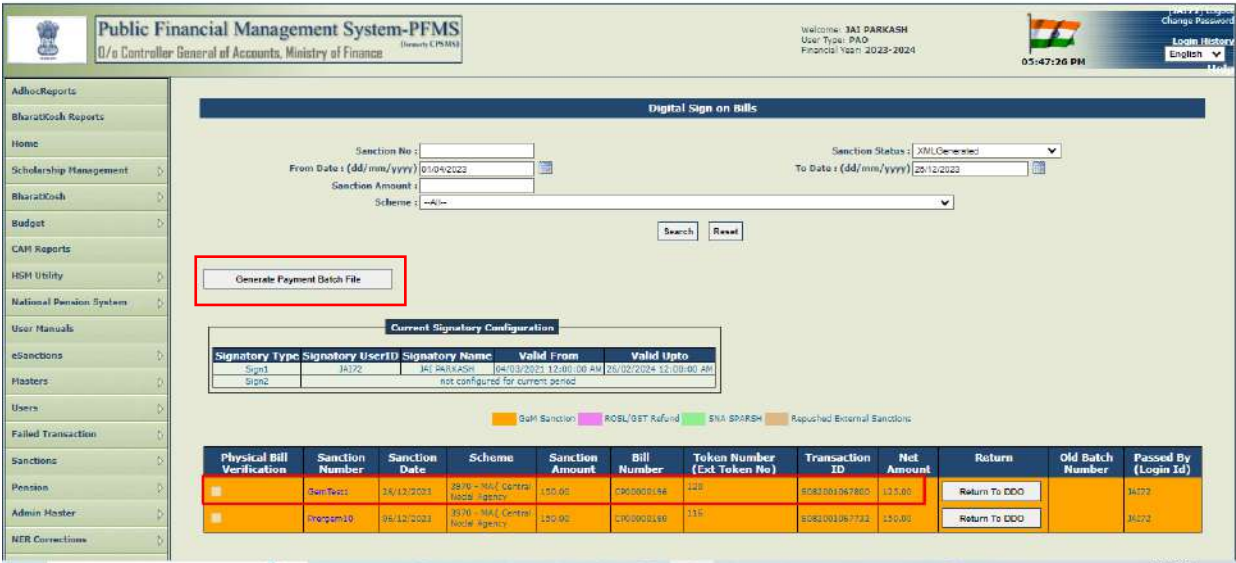
105. After successful DSC, success message will be displayed in a popup ‘**Digital Signature Certificate Applied Successfully**’.

106. After successfully digital signing of an e-Bill by PAO, it will be available to Signatory1 for batch Generation.

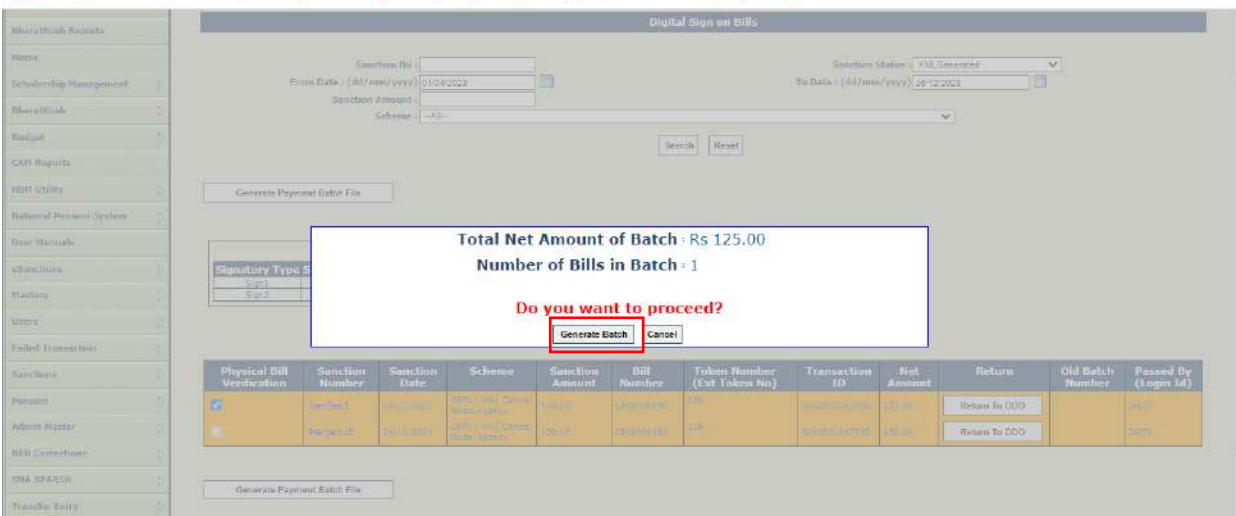
107. Signatory 1 will login and follow the below path.

eSanctions->Batch Generation for DSC

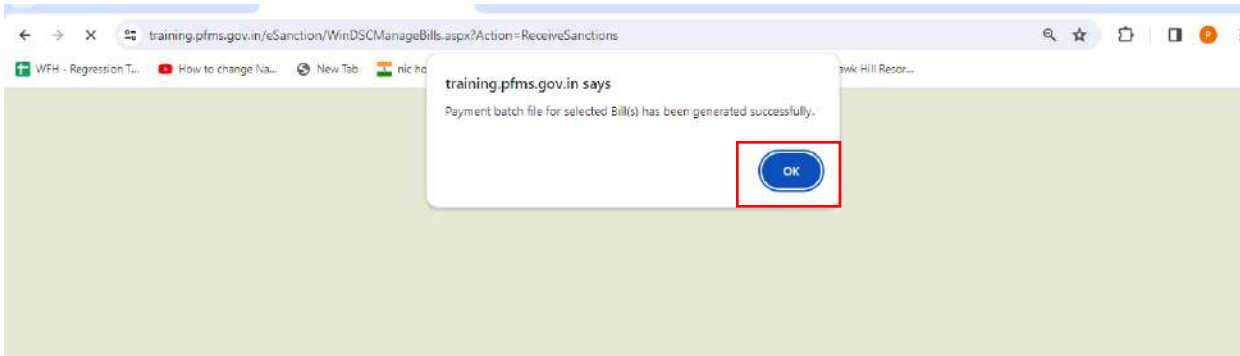
108. Tick the sanctions and click on ‘**Payment Batch File**’ to create a batch.



- 109. Confirmation message will be displayed on the interface in a popup as shown in the below screenshot.
- 110. Click on 'Generate Batch' button.

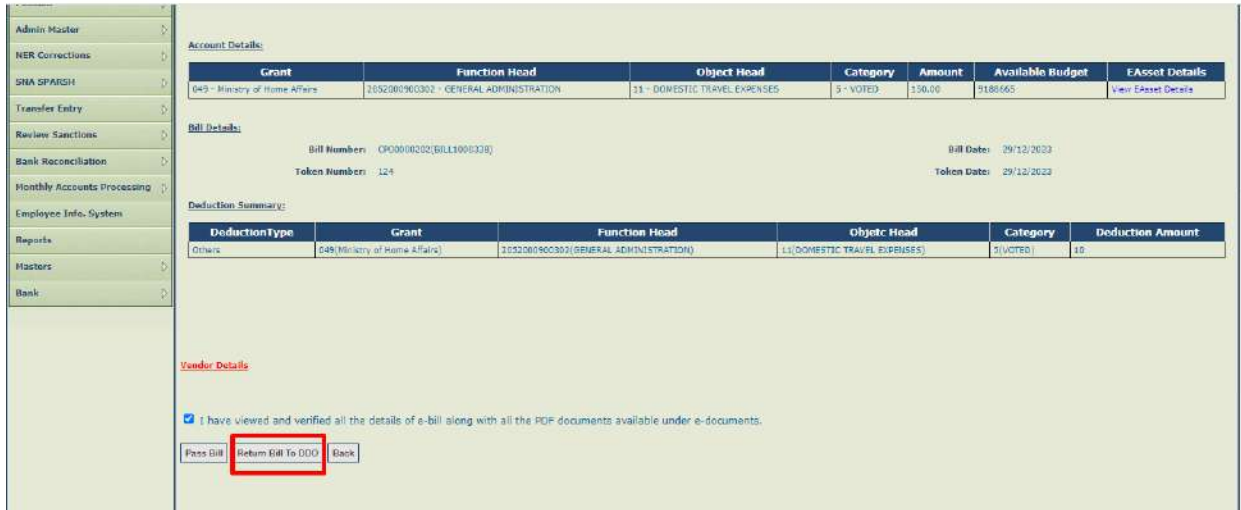


- 111. Success message will be displayed on the interface as shown in the below screenshot.
- 112. Click on 'OK' button to proceed further. Batch order will be created in a PDF file and will be available for digital signature at the same level.

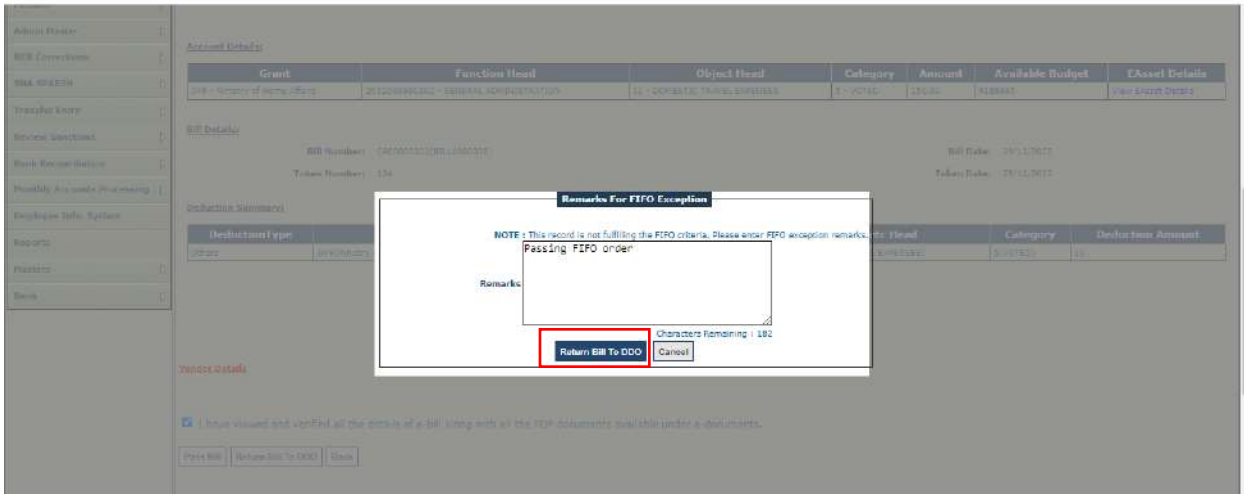


J. RETURN BILL(S) BY PAO

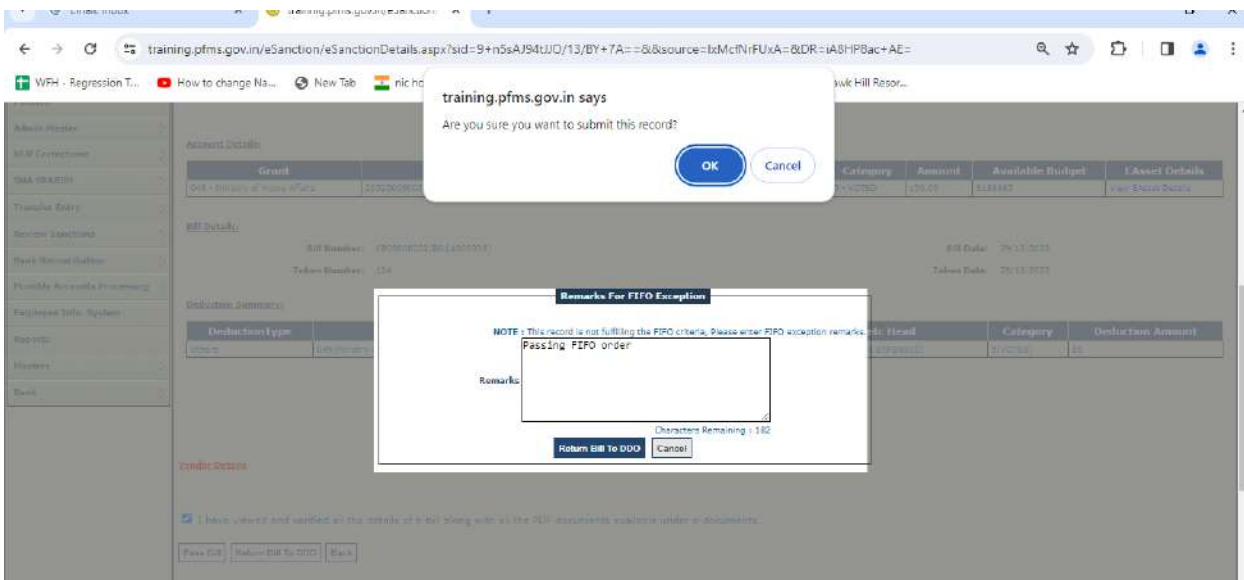
113. Click on 'Return on To DDO' button to return the bill to DDO. On returning, bill will be returned to DDO and return order will be generated in the PDF format. Further it will be digitally signed by PAO.



114. System will prompt the user to enter FIFO remarks. Enter the FIFO remarks and click on 'Return Bill To DDO' button to proceed further.



115. Confirmation message will be displayed as shown in the below screenshot. Click on 'OK' button.



116. Select the return reasons as shown in the below screenshot and click on 'OK' button.

117. On returning, return memo will be generated at PAO level and will be available for DSC at the same level.



118. Success message will be displayed on the screen as shown in the below screenshot.



119. Go to Manage Sanctions interface and search the sanction.

120. Status will be updated to 'PendingPAODSCReturnOrder' as shown in the below screenshot.

121. Click on sanction no. to view the return memo.



122. Click on Click on 'View File To Be Digitally Signed' button to view the return memo in the PDF format.

The screenshot displays the PFMS interface with the following sections:

- Header:** Public Financial Management System-PFMS (Version: CPSMS), D/o Controller General of Accounts, Ministry of Finance. User: JAT PARKASH, User Type: PAO, Financial Year: 2023-2024. Time: 03:53:41 PM.
- Left Navigation Menu:** Adhoc Reports, BharatKosh Reports, Home, BharatKosh, Budget, CAM Reports, HSN Utility, National Pension System, User Manuals, eSanctions, Masters, Users, Failed Transactions, Sanctions, Pension, Admin Master, NER Corrections, SNA SPARSH.
- eSanction Details:**
 - Controller: 010-HOME AFFAIRS
 - Sanction Number: GemTsr902
 - Sanction Type: Expenditure (DDO Bill)
 - JFD Number: GemTsr902
 - Scheme: 3970-PA (Central Nodal Agency)
 - DDO: 222745-Under Secretary, Ministry of Home Affairs(Proper/Sect.)
 - Sanction Status: PendingPAODSOReturnOrder
 - Sanction Date: 29/12/2023
 - Sanction Amount: 150.00
 - JFD Date: 29/12/2023
 - PAO: 022744-PAO (Sect.), New Delhi
 - Remarks: Returned with Return Reason
 - Created By: gemtsrabcvc
 - Modified By: JAT72
 - Claim Type: BDR-49 Purchase through GeM
 - Created On: 29/12/2023 03:36:00 PM
 - Modified On: 19/01/2024 03:52:14 PM
- Account Details Table:**

Grant	Function Head	Object Head	Category	Amount	Available Budget	EAsset Details
049 - Ministry of Home Affairs	20520090202 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	5 - VOTED	150.00	9188665	View EAsset Details
- Bill Details:**
 - Bill Number: CP00000202(BILL1000338)
 - Token Number: 104
 - Bill Date: 29/12/2023
 - Token Date: 29/12/2023
- Deduction Summary Table:**

Deduction Type	Grant	Function Head	Object Head	Category	Deduction Amount
Other	049(Ministry of Home Affairs)	20520090202(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	5(VOTED)	10
- Vendor Details:**
 - [View File to be Digital Sign](#) (highlighted with a red box)
 - [Apply DSC](#)
 - [Return to previous status](#)
 - [Back](#)

The PDF document, titled 'eBillReturnorderPAORpt', contains the following text:

eBill Return memo (BDR-49 Purchase through GeM)

Controller Code: 010 - HOME AFFAIRS PAO Code: 022744 - PAO (Sect.), New Delhi
 DDO Code: 222745 - Under Secretary, Ministry of Home Affairs(Proper/Sect.) PG Code: 4000446 - 0919-001

Token No: 104

Bill No. 0990000202 for ₹150.00 (Purchase through GeM) is returned for the reason(s) stated below with the request that you will kindly remedy the defect pointed out before re-submission and return your office stamped sanction order or intimation in future.

Reason(s) of Defective

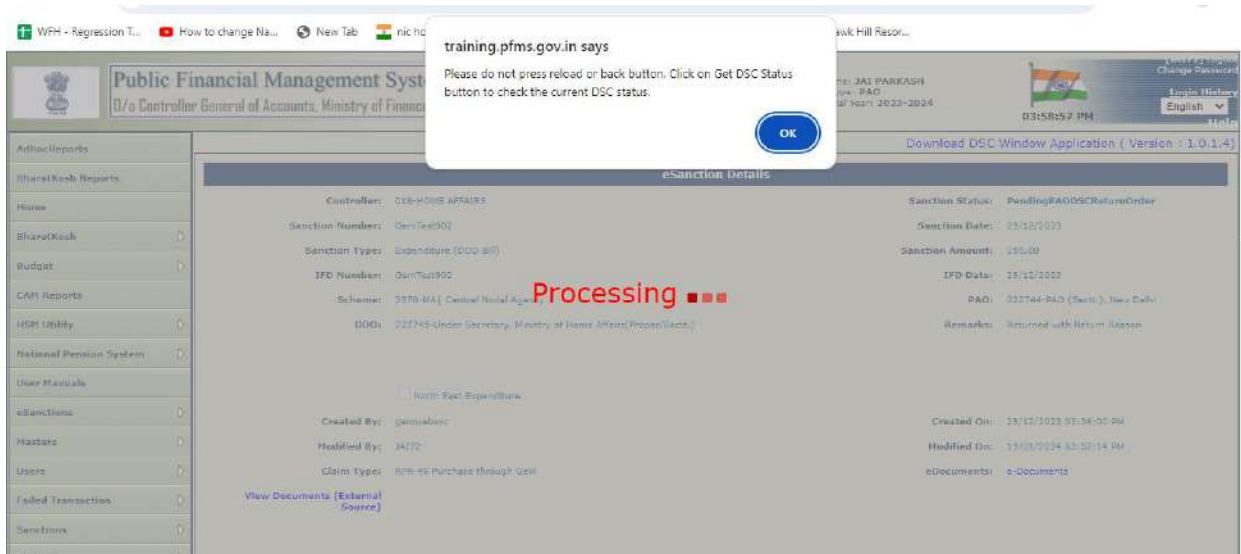
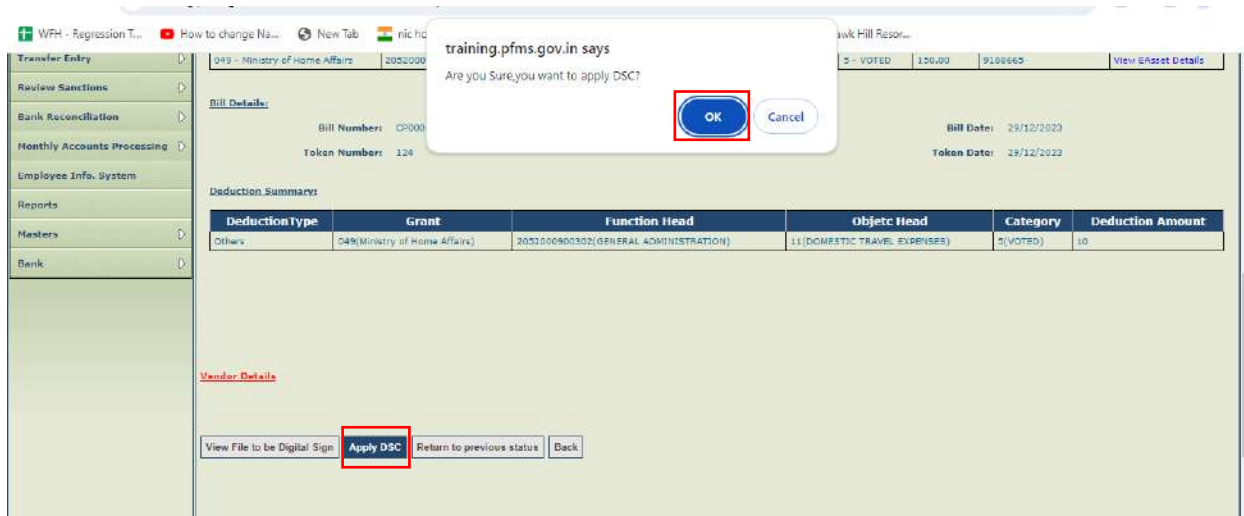
- BILL IS RETURNED FOR WANT OF FUNDS
- INCORRECT DETAILS OF SUBSCRIPTION CLASS APPLIED
- A CERTIFICATE TO THE EFFECT THAT WORK HAS BEEN CARRIED OVER SATISFACTORILY MAY BE SUBMITTED
- A certificate is required that charges on account of alleged current assessment in the residence or residential quarters of Capt. Arvind have been used for occupancy by the residents concerned and that no portion of such charges beyond what has been specially allowed by Govt. has been debited.

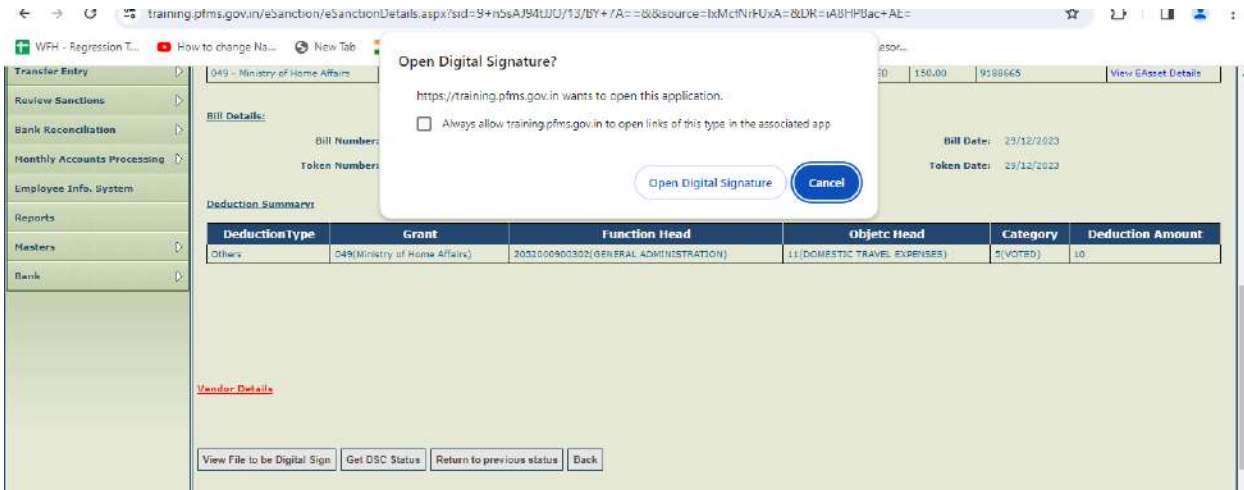
I have viewed and verified all the details of a Bill along with all the PDF Documents available under enclosures.

123. Click on 'Apply DSC' to DSC return order.

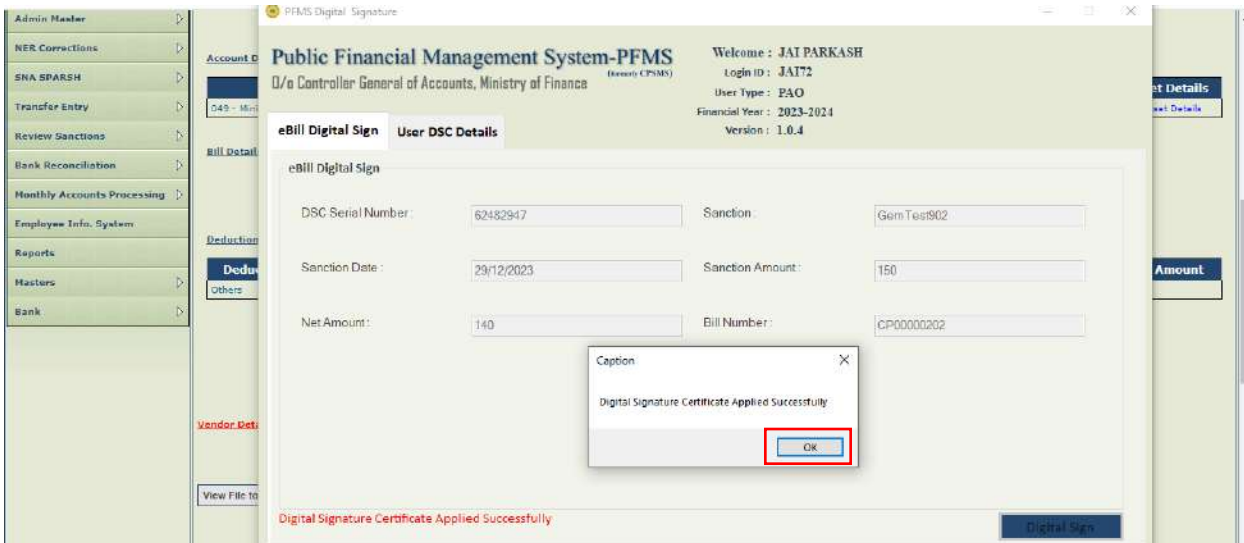
124. A confirmation message 'Are you sure you want to apply DSC' will appear on the interface as shown in the below screenshot.

125. Click on 'OK' button to apply DSC.





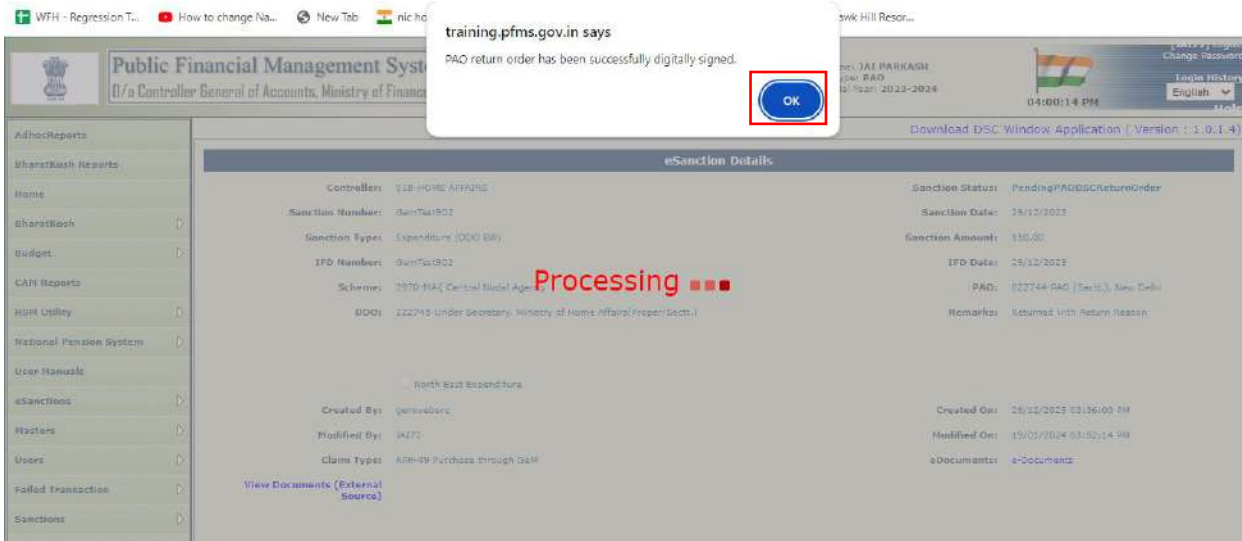
126. System will prompt with the confirmation message in a popup. Click on 'OK'.



127. After successful DSC, success message will be displayed in a popup 'PAO Return Order has been successfully digitally signed' as shown in the below screenshot.

128. After successfully digital signing of return memo by PAO, it will be available to DDO for returning.

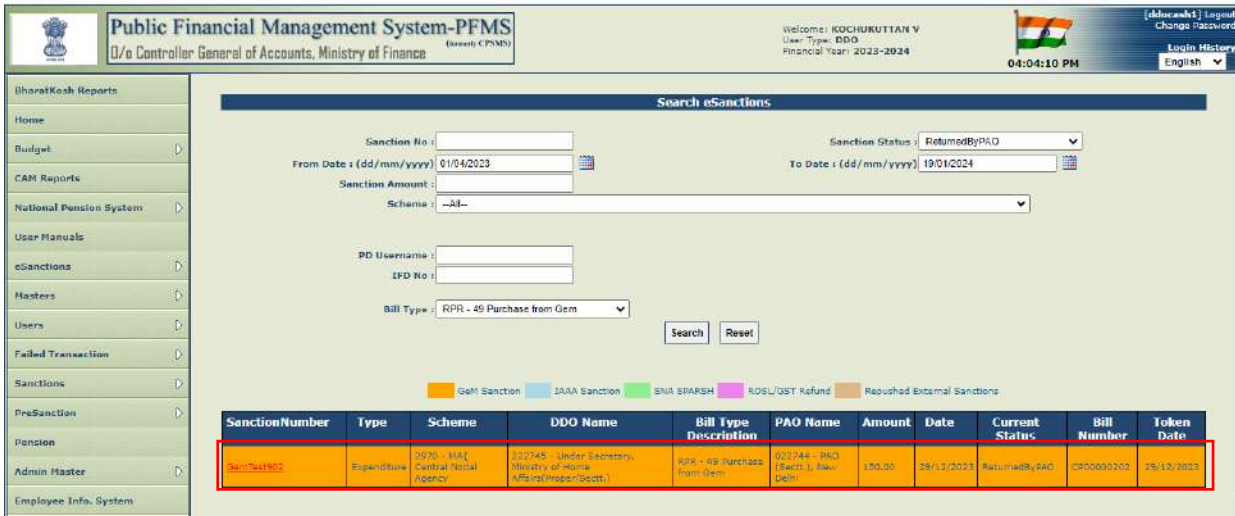
GeM-PFMS INTEGRATION



129. DDO will login and follow the below path.

e-Sanctions->Manage Sanctions

130. Click on Sanction no.



131. Tick the certificates and click on 'Return Sanction to PD Checker'.

The screenshot displays the PFMS interface. The top header includes the system name, user information for KOCHUKUTTAN V, and the date 04:07:49 PM. The main content area is titled 'eSanction Details' and contains the following information:

- Controller: OIS-HOME AFFAIRS
- Sanction Number: Gem7eaf902
- Sanction Type: Expenditure (DDO Bill)
- IFD Number: Gem7eaf902
- Scheme: 3970-MA(Central Nodal Agency)
- DDG: 222743-Under Secretary, Ministry of Home Affairs(Proper/Sectt.)
- Sanction Status: ReturnedByPAO
- Sanction Date: 29/12/2023
- Sanction Amount: 150.00
- TFD Date: 29/12/2023
- PAO: 022744-PAO (Sectt.), New Delhi
- Remarks By PAO: [Click here to see remarks by PAO](#)
- Created By: gamvebvc
- Created On: 29/12/2023 03:06:00 PM
- Modified By: 34172
- Modified On: 19/01/2024 04:00:28 PM
- Claim Type: RPR-AY Purchase through Gem
- eDocuments: e-Documents

Below the eSanction details is the 'Vendor Details' section. It includes a certification statement: 'Certified that (tick in the box wherever applicable)'. Two checkboxes are present, both of which are checked:

- a. Certified that all the articles detailed in the vouchers attached to the Bill have been accounted for in the stock Register/Asset Register.
- b. Certified that the purchases billed for have been received in good order, that their quantities are correct and their quality good and according to specifications, that the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the indents and invoices concerned to prevent double payments.

The 'Agreement Type' is set to 'Full Agreement'. Below this is an 'Accounting Head Balance Summary' table:

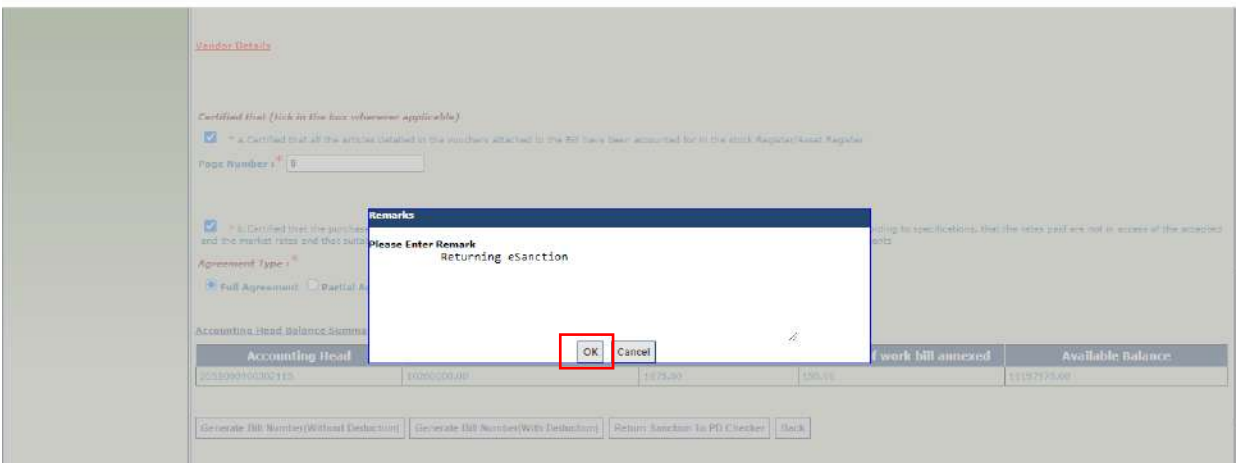
Accounting Head	Appropriation for the current year	Expenditure	Amount of work bill annexed	Available Balance
222200990202115	10200000.00	1875.00	150.00	10197925.00

At the bottom of the Vendor Details section, there are four buttons: 'Generate Bill Number(Without Deduction)', 'Generate Bill Number(With Deduction)', 'Return Sanction To PD Checker', and 'Back'. The 'Return Sanction To PD Checker' button is highlighted with a red box.

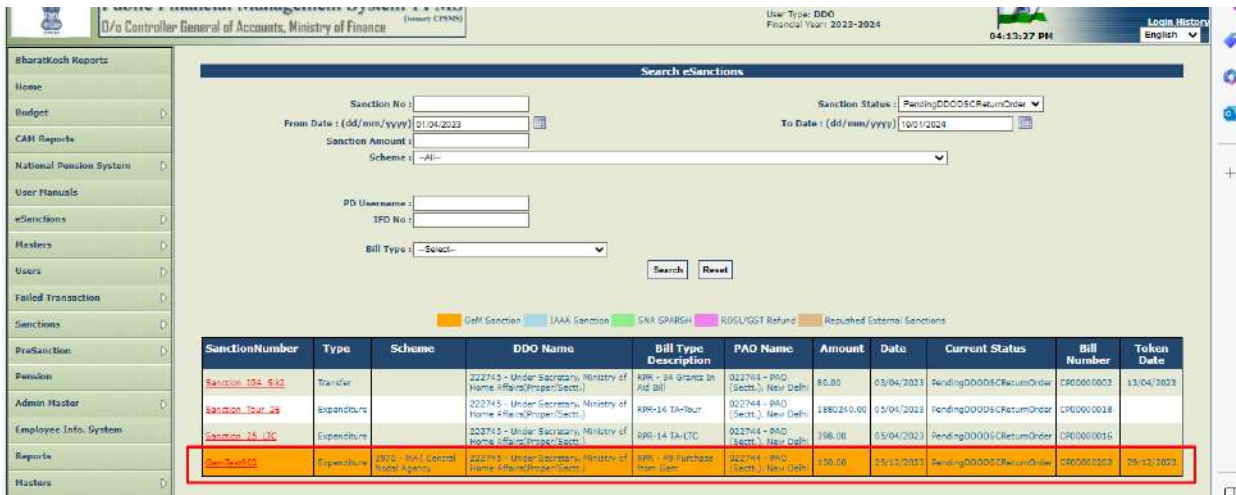
132. System will prompt with the confirmation message as shown in the below screenshot. Click on 'OK' button.



133. Enter the returning remarks and click on 'OK' button.



134. On returning sanction return order will be generated, status will be changed to 'PendingDDODSCReturnOrder' and will be available for digital signing at DDO level.



135. Click on Sanction no. and click on '**View File To Be Digitally Sign**' button to view the sanction return order.

Public Financial Management System-PFMS
 D/o Controller General of Accounts, Ministry of Finance

Welcome: KOCIRUKITTAN V
 User Type: DDO
 Financial Year: 2023-2024

04:14:00 PM

Download DSC Window Application (Version : 1.0.1.4)

eSanction Details

Controller: 018-HOME AFFAIRS Sanction Status: PendingDD005CefurnasOrder
 Sanction Number: GemTest902 Sanction Date: 29/12/2023
 Sanction Type: Expenditure (DDO Bill) Sanction Amount: 150.00
 IFD Number: GemTest902 IFD Date: 29/12/2023
 Scheme: 2970-ML(Central Nodal Agency) PAO: 022744-PAO (Sect.), New Delhi
 DDO: 222745-Under Secretary, Ministry of Home Affairs(Proper/Sect.)

Remarks By PAO: [Click here to see remarks by PAO](#)

North East Expenditure

Created By: gemtest902 Created On: 29/12/2023 09:06:00 PM
 Modified By: ddoctest1 Modified On: 19/01/2024 04:05:34 PM
 Claim Type: RFR-49 Purchase through GeM eDocuments: e-Documents

[View Documents \(External Source\)](#)

Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget	EAsset Details
049 - Ministry of Home Affairs	203200990202 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	3 - VOTED	150.00	9144650	View Asset Details

Claim Type: RFR-49 Purchase through GeM eDocuments: e-Documents

[View Documents \(External Source\)](#)

Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget	EAsset Details
049 - Ministry of Home Affairs	203200990202 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	3 - VOTED	150.00	9144650	View Asset Details

Bill Details:

Bill Number: CP00060202(BILL1006338) Bill Date: 29/12/2023
 Token Number: 124 Token Date: 29/12/2023

Deduction Summary:

Deduction Type	Grant	Function Head	Object Head	Category	Deduction Amount
Others	049 (Ministry of Home Affairs)	203200990202(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	3(VOTED)	10

Vendor Details

[View File to be Digital Sign](#) [Return Sanction with DSC](#) [Return to previous status](#) [Back](#)

Public Financial Management System-PFMS
 D/o Controller General of Accounts, Ministry of Finance

Welcome: KOCIRUKITTAN V
 User Type: DDO
 Financial Year: 2023-2024

04:14:54 PM

Download DSC Window Application (Version : 1.0.1.4)

eSanction Return Order (RFR-49 Purchase through GeM)

Controller Code: 018 - HOME AFFAIRS PAO Code: 022744 - PAO (Sect.), New Delhi
 DDO Code: 222745 - Under Secretary, Ministry of Home Affairs(Proper/Sect.) PD Code: 4000049 - gemtest
 of Home Affairs(Proper/Sect.)
 Bill No.: CP00060202

I-Sanction No. GemTest902 of 1540.00 (Rupees One Hundred Forty with) is returned herewith for the reasons stated below with the request that you will kindly remedy the defect pointed out before re-submission and forward your office to avoid similar erroneous submission in future.

Reason(s) of Return:

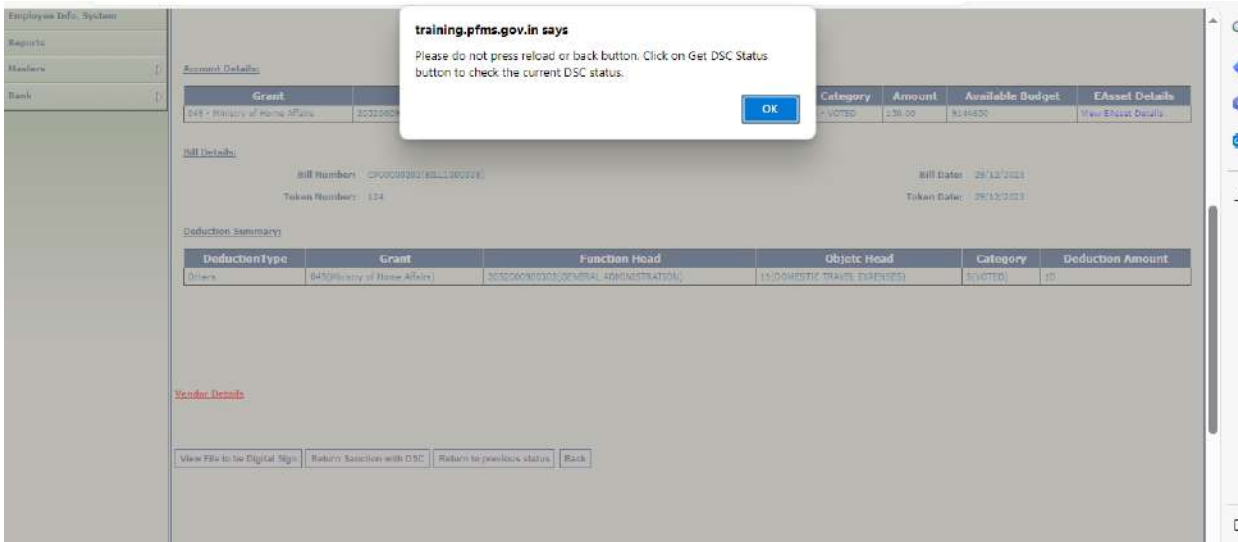
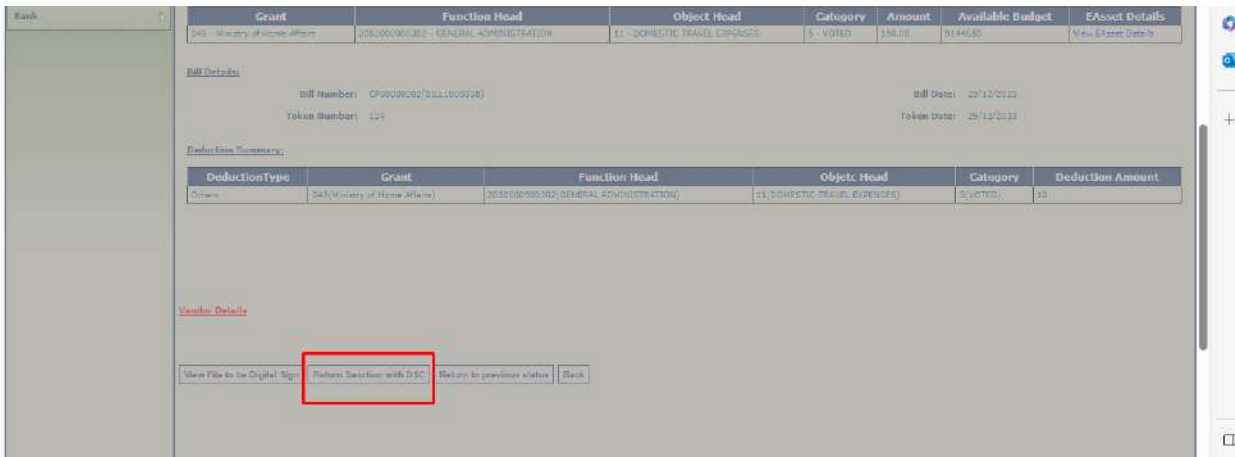
Returning sanction

I have checked and verified all the details of a Sanction along with all the PDF documents available under e-Document.

Created By: gemtest902 Created On: 29/12/2023 09:06:00 PM
 Modified By: ddoctest1 Modified On: 29/12/2024 04:05:34 PM
 Claim Type: RFR-49 Purchase through GeM eDocuments: e-Documents

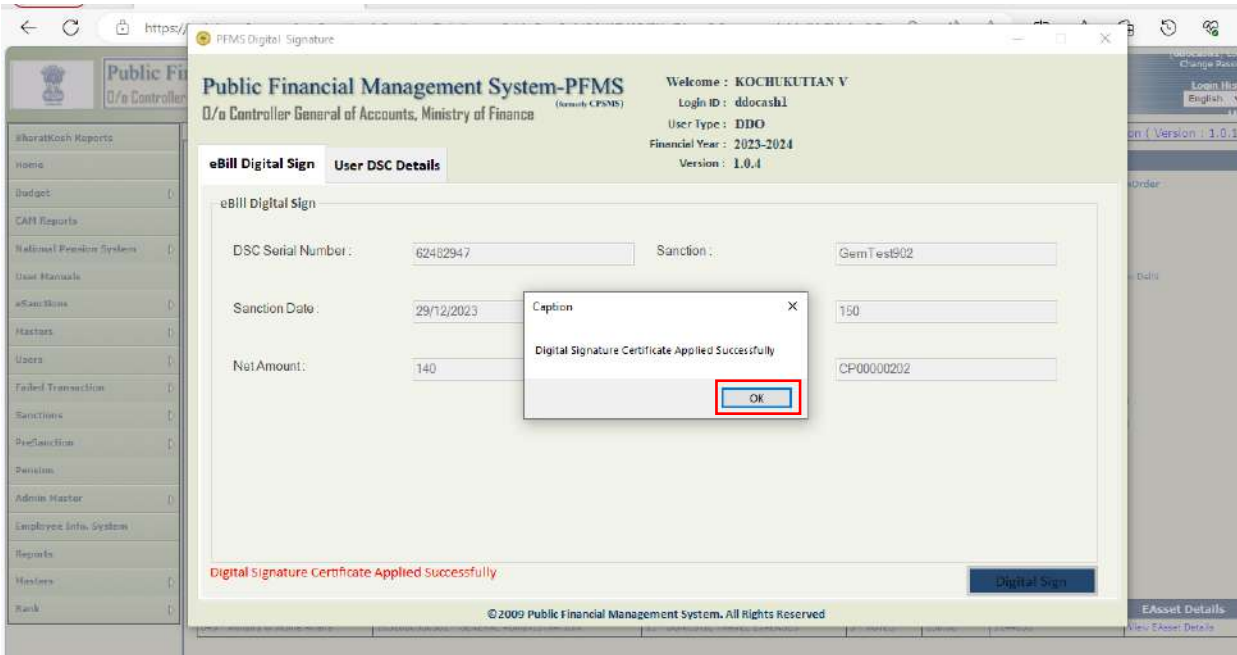
[View Documents \(External Source\)](#)

136. Click on 'Return Sanction with DSC' to digitally sign the sanction return order.

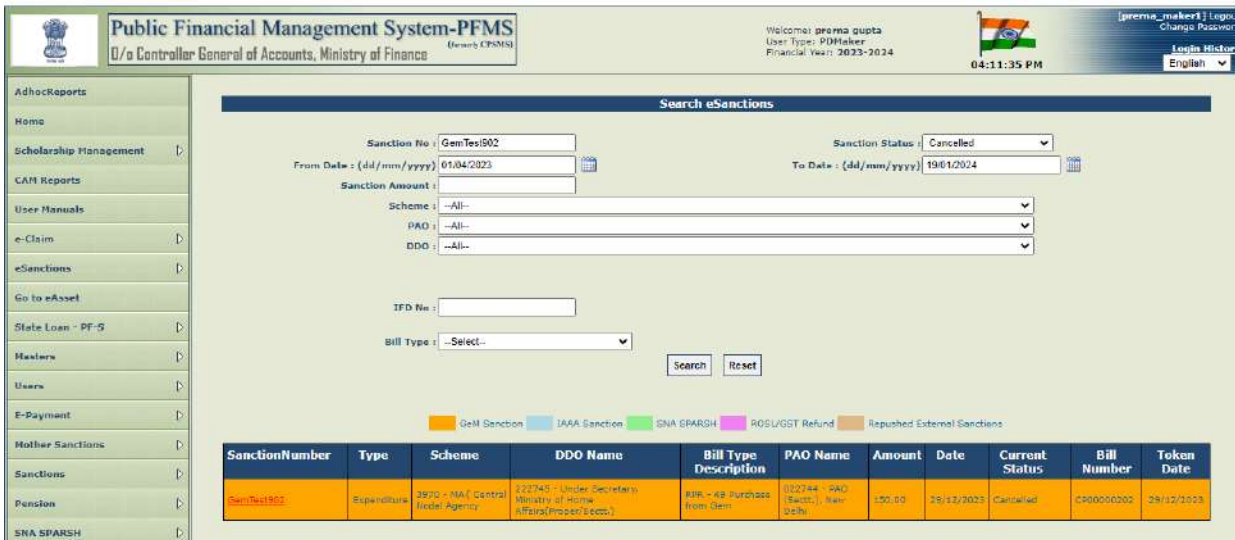


137. After successful DSC, success message will be displayed in a popup 'Digital Signature Certificate Applied Successfully'.

138. Click on 'OK' button.



139. After successfully digital signing of e-Sanction return order by DDO, sanction will be cancelled and will be available at PD Maker level as shown in the below screenshot.



140. The documents i.e. e-Sanction return order , return order by PAO will be visible under e-Documents.

Public Financial Management System-PFMS
 U/o Controller General of Accounts, Ministry of Finance
 (through CTSNS)

Welcome: pramje gupta
 User Type: PDMaker
 Financial Year: 2023-2024

04:23:15 PM

Download DSC Window Application (Version : 1.0.1.4)

eSanction Details

Controller: 018-HOME AFFAIRS
Sanction Status: **Cancelled**
Sanction Number: GemTest902
Sanction Date: 29/12/2023
Sanction Type: Expenditure (DDO Bill)
Sanction Amount: 150.00
IFD Number: GemTest902
IFD Date: 29/12/2023
Scheme: 3970-MA(Central Nodal Agency)
PAO: 022744-PAO (Sect.), New Delhi
DDO: 222745-Under Secretary, Ministry of Home Affairs(Proper/Sect.)
Remarks: Returning eSanction
 North East Expenditure
Created By: qtmvebovc
Created On: 29/12/2023 03:36:00 PM
Modified By: ddccash1
Modified On: 19/01/2024 04:23:15 PM
Claim Type: RDR-49 Purchase through GeM
eDocuments: **eDocuments**
[View Documents \(External Source\)](#)

Account Details:

Grant	Function Head	Object Head	Category	Amount	Available Budget	ESAsset Details
049 - Ministry of Home Affairs	2032000900302 - GENERAL ADMINISTRATION	11 - DOMESTIC TRAVEL EXPENSES	3 - VOTED	150.00	7217997	View ESAsset Details

Bill Details:

Bill Number: CP00000202(BILL000338)
Bill Date: 29/12/2023
Token Number: 124
Token Date: 29/12/2023

Reduction Summary:

Deduction Type	Grant	Function Head	Object Head	Category	Deduction Amount
Others	049(Ministry of Home Affairs)	2032000900302(GENERAL ADMINISTRATION)	11(DOMESTIC TRAVEL EXPENSES)	3(VOTED)	10

Claim Documents

CRN	eClaim	Supporting document 1	Supporting document 2	Supporting document 3	Supporting document 4	Supporting document 5
No documents found.						

Contract Documents

CRN	Contract Document 1	Contract Document 2	Contract Document 3	Contract Document 4	Contract Document 5
No contract documents found.					

Settlement Documents

No Data found.

Sanction Documents

Budget Overriding Assurance Document	Copy of Approved Note	Other Documents	eSanction

Bill Documents

Description	Date
Return Order By DDO	19/01/2024 04:09 PM
Return Order By PAO	19/01/2024 03:52 PM
Pass Order By Assistant Account Officer	29/12/2023 04:51 PM
Pass Order By Dealing Hand	29/12/2023 04:01 PM
Digitally Signed By DDO(eBill)	29/12/2023 03:45 PM

[Download All Documents](#) [Back](#)

K. BATCH GENERATION

1. Signatory 1 will login and follow the below path.

eSanctions->Digital Sign Batch

2. Click on 'View DSC Batch Order' to view the batch order in PDF format.

Current Signatory Configuration

Signatory Type	Signatory UserID	Signatory Name	Valid From	Valid Upto
Sign1	JA172	JAI PARKASH	04/03/2023 12:00:00 AM	25/02/2024 11:09:00 AM
Sign2			not configured for current period	

Batch Number	Number of Bills	Batch Date	Total Net Amount	DSC Preview	Digital Sign	Return Remarks By Signatory 2	Delete Batch	Batch Generated By (Login Id)
939	8	02/11/2023	9620.00	View DSC Batch Order	Digital Sign	N/A	Delete Batch	JA172
940	10	02/11/2023	17365.00	View DSC Batch Order	Digital Sign	N/A	Delete Batch	JA172
946	1	26/12/2023	125.00	View DSC Batch Order	Digital Sign	N/A	Delete Batch	JA172

3. Click on 'Close' button.

Digital Sign Batch Order Signatory 1

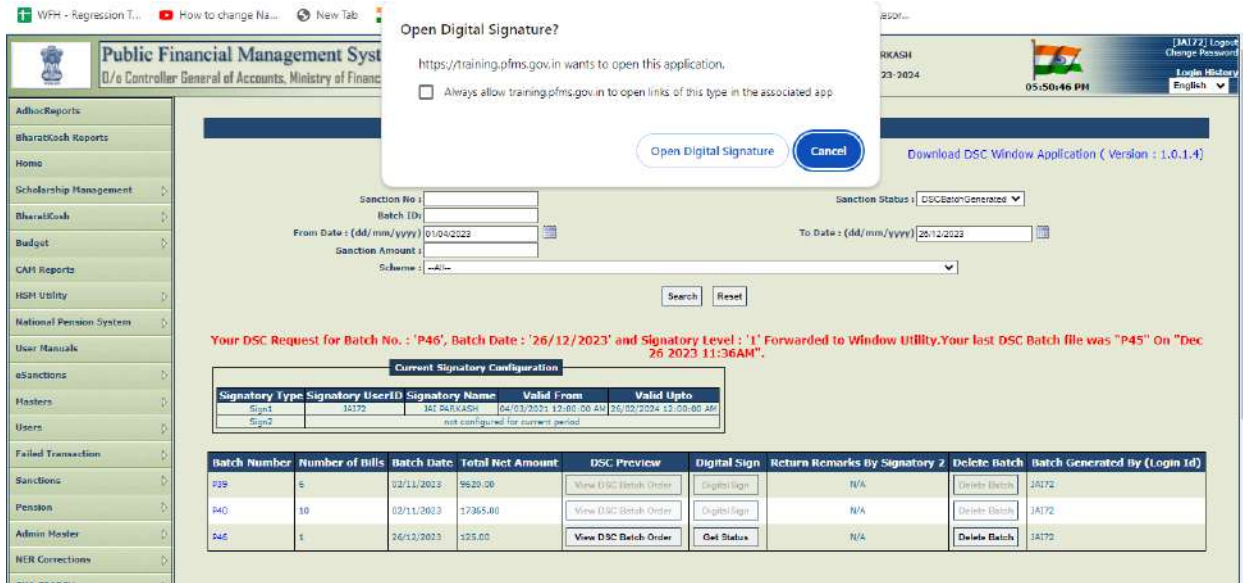
Controller Code : 018 - HCRP-09485 PAO Code : 03330 - PAO (Secret), New Delhi
 DDO Code : 32785 - Under Secretary, Ministry of Home Affairs (Secret.) PD Code : 8000643 - prena-test
 Batch No. : 946 Batch Date : 26-12-2023
 Batch Amount : ₹125.00 (Rupees One Hundred Twenty-Five only)
 Total no. of tokens : 1 (100)
 Total Amount of Batch : ₹125.00 (Rupees One Hundred Twenty-Five only)

Signatory 1

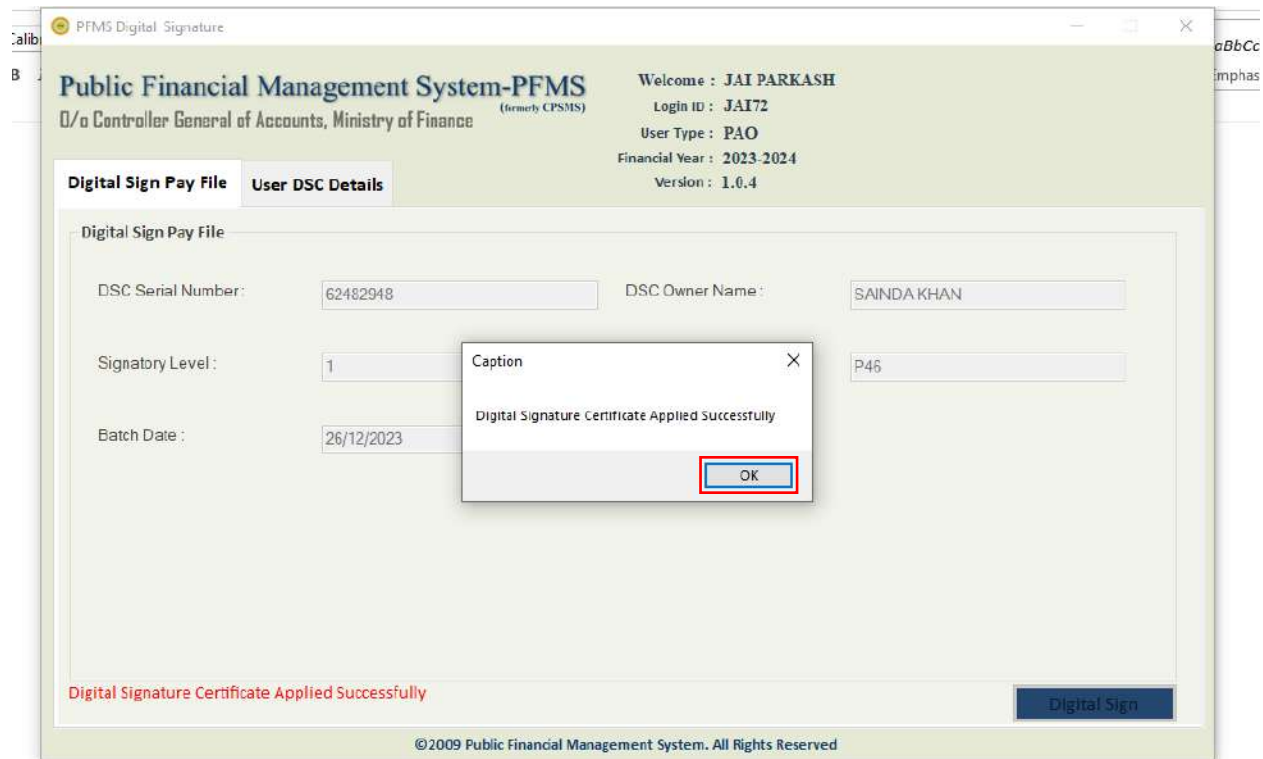
Close

Batch No	Batch	Batch Generated By (Login Id)
939		JA172
940		JA172
946		JA172

4. Click on 'DigitalSign' button to digitally sign the PDF.



- After successful DSC, success message will be displayed in a popup 'Digital Signature Certificate Applied Successfully' as shown in the below screenshot.



- After successfully digital signing of the batch order status will be updated to 'DigitalSignatoryLast' as shown in the below screenshot.
- The batch order PDF will be visible under e-Documents.

Public Financial Management System-PFMS
D/o Controller General of Accounts, Ministry of Finance

Welcome: JAI PARKASH
User Type: PAO
Financial Year: 2023-2024

05:51:47 PM

13A172: Logout
Change Password

Login History
English

Search eSanctions

Sanction No:
Sanction Status: --All--
From Date: (dd/mm/yyyy) 25/12/2023
To Date: (dd/mm/yyyy) 25/12/2023
Sanction Amount:
Scheme: --All--
DDO: --All--
Bill No:
IFD No:
Token No:
Bill Type: RPR - 49 Purchase from Gem

Search Reset

■ GeM Sanction
 ■ AAA Sanction
 ■ SNA SPARSH
 ■ ROSU/GST Refund
 ■ Reputed External Sanctions

SanctionNumber	Type	Scheme	DDO Name	Bill Type Description	PAO Name	Amount	Date	Current Status	Bill Number	Token Number	Token Date
Sanction	Expenditure	2575 - MAJ Central Road Repair	222742 - Under Secretary, Ministry of Home Affairs (Prop. Sect.)	RPR - 49 Purchase from Gem	222742 - PAO (Genl. Secy)	135.00	25/12/2023	Digitally Signed	090000096	120	26/12/2023

8. If the If sanction amount > 10L, pay order along with e-bill, e-claim, e-sanction will be forwarded to Signatory 2 for digital signature.
9. After digital signing by the signatories, voucher will be generated and payment file will be sent to bank for payment to claimant through Bank integration channel.
10. The UTR payment details will be updated in the system against the e-Bill number.