



GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SPORTS & PHYSICAL EDUCATION BRANCH
CHHATRASAL STADIUM: MODEL TOWN: DELHI-110009

NO.F.42(4)/DE/PE& NI/NSS/2024-25/ 1284-92

DATED: 25/3/25

Order

Subject : Release of NSS Grant for regular activities and Special Camping Programs Under National Services Scheme for session 2024-25.

The NSS grant for Regular Activities and Special Camping activities under National Services Scheme (NSS) Government of Delhi for 702 NSS Units (515 School units & 187 University/college units) functional under Delhi NSS Cell is hereby release through PFMS. The detail of NSS units is attaches as Annexure-1. NSS Grants are sanctioned @Rs.400 per volunteer per year for Regular activities and @700 per volunteer per year (for 50% of NSS Strength for Special Camping _activities). All the expenditure must be according to NSS user Manual. The steps for the expenditure are attached as Annexure-3.

The NSS units are required to render the accounts in respect of all the central grants released them regularly on year to year basis showing the actual figures of expenditure and their requirement of funds for the next year after adjustment of unspent balance or surrender the unspent balance available with them out of previous year Grants. The 1st instalment of the grants for next financial year will be released only on receipt of the following documents:

1. Certificate to the effect that all the grants sanctioned by the Central Government up to 31.03 .2025 have been utilized.
2. Number of NSS volunteers should have been actually enrolled for the year 2024-25.
3. Utilization certificate (in GFR 12-C) up to the year 2024-25.
4. Utilization certificate for revised rates for NSS Grants for the year 2024-25 in the form of GFR-12C would be submitted by the concerned State/UT Government in the 1st Quarter for next financial year.

Nirmala Devi

The pattern for Expenditure has the prior approval of the Ministry of Finance and the Grants are being released in conformity with the rules and the principles of the scheme as approved by the Ministry. The grant so sanctioned is of recurring nature.

The accounts of the grantee institutions organizations shall be open to inspection by the Ministry of Youth affairs & Sports and audit both by the comptroller and auditor General of India under provision of CAG (Duties , power and conditions of service) act 1971 and internal audit by principal Accounts office of Ministry of Human Resources Development Delhi and office of Directorate of Education: Physical Education branch Chhatrasal Stadium: Model Town whenever the institution or organizations is called upon to do so.

This issues with the prior approval of competent authority.

Encl. as above.

Nirmala Ran.
26.03-2025

(NIRMALA RANI)
ASSTT. DIRECTOR OF EDUCATION (PE&NI)
STATE NSS OFFICER (DELHI)

All the Concerned Principals/HOS of Govt. Schools of Directorate of Education (THROUGH MIS), For strict compliance of above Instructions.

NO.F.42(3)/DE/PE& NI/NSS/2024-25/

DATED:

Copy forwarded to:-

1. PS to Secretary, (Education) Old Sect, Delhi
2. PA to Director (Education) Dte. of Education, Old Sect, Delhi
3. All the Addl. Director of Education Old Sect, Delhi
4. All the RDEs' Dte. of Education Delhi
5. The Dy. Director Sports, Chhatrasal Stadium, Model Town, Delhi.
6. All DDE Districts & Zones with the request to circulate the same among all the Govt./Govt. Aided/Pvt. Schools of Directorate of Education.
7. All the SPE's Zones for strict compliance.
8. All the Program Coordinators/Officers of Universities/Colleges/ Schools as per list of Annexure-1
9. OS (IT) with the request to place the circular on website.

Nirmala Ran.
26.03-2025

(NIRMALA RANI)
ASSTT. DIRECTOR OF EDUCATION (PE&NI)
STATE NSS OFFICER (DELHI)

| Sl. No. | District | University/ Council | Name of University/College/School | No. of GIA Units |
|---------|----------|------------------------|--|---------------------|
| 1 | South | DU | Acharya Narendra Dev College | 1 |
| 2 | North | DU | Aditi Mahavidyalaya | 1 |
| 3 | South | DU | Aryabhatta College' | 1 |
| 4 | South | DU | Atma Ram Sanatan Dharam College' | 1 |
| 5 | West | DU | Bhagini Nivedita College | 1 |
| 6 | West | DU | Bharati College | 1 |
| 7 | West | DU | Bhaskaracharya College of Applied Sciences | 1 |
| 8 | East | DU | Bhim Rao Ambedkar College | 1 |
| 9 | South | DU | College of Vocational Studies | 1 |
| 10 | North | DU | Daulat Ram College | 1 |
| 11 | West | DU | Deen Dayal Upadhyaya College | 1 |
| 12 | South | DU | Delhi College of Arts & Commerce | 1 |
| 13 | South | DU | Deshbandhu College' | 1 |
| 14 | South | DU | Dyal Singh College | 1 |
| 15 | South | DU | Dyal Singh College (Evening) | 1 |
| 16 | South | DU | Gargi College | 1 |
| 17 | North | DU | Hans Raj College | 1 |
| 18 | North | DU | Hindu College | 1 |
| 19 | West | DU | IGIPSS | 1 |
| 20 | North | DU | Indraprastha College for Women | 1 |
| 21 | South | DU | Institute of Home Economics | 1 |
| 22 | North | DU | Janki Devi Memorial College | 1 |
| 23 | South | DU | Jesus & Mary College | 1 |
| 24 | North | DU | Kalindi College | 1 |
| 25 | South | DU | Kamala Nehru College | 1 |
| 26 | North | DU | Keshav Mahavidyalaya | 1 |
| 27 | North | DU | Kirori Mal College | 1 |
| 28 | North | DU | Lady Irwin College | 1 |
| 29 | South | DU | Lady Shri Ram College for Women | 1 |
| 30 | North | DU | Lakshmbai College | 1 |
| 31 | East | DU | Maharaja Agrasen College | 1 |
| 32 | South | DU | Maitreyi College | 1 |
| 33 | North | DU | Mata Sundri College for Women | 1 |
| 34 | North | DU | Miranda House | 1 |
| 35 | South | DU | Motilal Nehru College | 1 |
| 36 | South | DU | Motilal Nehru College (Evening) | 1 |
| 37 | South | DU | P.G.D.A.V. College | 1 |
| 38 | South | DU | P.G.D.A.V. College (Evening) | 1 |
| 39 | West | DU | Rajdhani College | 1 |
| 40 | South | DU | Ram Lal Anand College | 1 |
| 41 | South | DU | Ramanujan College | 1 |
| 42 | North | DU | Ramjas College | 1 |
| 43 | North | DU | Satyawati College | 1 |
| 44 | North | DU | Satyawati College (Evening) | 1 |
| 45 | South | DU | Shaheed Bhagat Singh College' | 1 |

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| | | | | |
|----|---------------|---------|--|----|
| 46 | South | DU | Shaheed Bhagat Singh College (Evening) | 1 |
| 47 | East | DU | Shaheed Rajguru College of Applied Sciences for Women | 1 |
| 48 | East | DU | Shaheed Sukhdev College of Business Studies | 1 |
| 49 | West | DU | Shivaji College | 1 |
| 50 | North | DU | Shri Ram College of Commerce | 1 |
| 51 | East | DU | Shyam Lal College | 1 |
| 52 | East | DU | Shyam Lal College (Evening) | 1 |
| 53 | West | DU | Shyama Prasad Mukherji College for Women | 1 |
| 54 | South | DU | Sri Aurobindo College | 1 |
| 55 | South | DU | Sri Aurobindo College (Evening) | 1 |
| 56 | North | DU | Sri Guru Gobind Singh College of Commerce | 1 |
| 57 | North | DU | Sri Guru Nanak Dev Khalsa College' | 1 |
| 58 | North | DU | Sri Guru Teg Bahadur Khalsa College | 1 |
| 59 | South | DU | Sri Venkateswara College | 1 |
| 60 | North | DU | Swami Shraddhanand College | 1 |
| 61 | East | DU | Vivekanand College' | 1 |
| 62 | North | DU | Zakir Husain Delhi College' | 1 |
| 63 | North | DU | Zakir Husain Delhi College Evening ' | 1 |
| 64 | North | DU | Law Faculty Centre-I | 1 |
| 65 | North | DU | Law Faculty Centre-II | 1 |
| 66 | North | DU | Campus Law Centre | 1 |
| 67 | South | JHU | Jamia Hamdard University | 1 |
| 68 | South | JMIU | Jamia Millia Islamia University | 44 |
| 69 | South | JNU | Jawaharlal Nehru University | 5 |
| 70 | South | AIIMS | AIIMS | 1 |
| 71 | South West | SLBSNSU | Shri Lal Bahadur Shastri National Sanskrit University | 1 |
| 72 | South | IIT | Indian Institute of Technology Delhi | 1 |
| 73 | South West | GGSIPI | Army Institute of Education, Greater Noida | 1 |
| 74 | South West | GGSIPI | Army Institute of Management And Technology, Greater Noida | 1 |
| 75 | South West | GGSIPI | Banarsidas Chandiwalla Institute of Professional Studies (Bcips), Dwarka | 2 |
| 76 | South West | GGSIPI | Bhagwan Parshuram Institute of Technology, Rohini | 3 |
| 77 | South West | GGSIPI | Bharati Vidyapeeth'S College of Engineering, Pashchim Vihar | 2 |
| 78 | South West | GGSIPI | Bhavan'S Leelavati Munshi College of Education, Kg Marg | 1 |
| 79 | South West | GGSIPI | Chanderprabhu Jain College of Higher Studies & School of Law, Narela | 1 |
| 80 | South West | GGSIPI | Delhi School of Professional Studies And Research, Rohini | 1 |
| 81 | South West | GGSIPI | Delhi Technical Campus, Greater Noida | 2 |

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|-----|------------|---------|---|----|
| 82 | South West | GGSIPIU | Fairfield Institute of Management & Tachnology- Fimt, Kapashera | 2 |
| 83 | South West | GGSIPIU | Ggsipu Nss Cell, Dwarka Main Campus | 10 |
| 84 | South West | GGSIPIU | Gitarattan International Business School, Rohini | 2 |
| 85 | South West | GGSIPIU | Greater Noida Institute of Technology, Gretaer Noida | 1 |
| 86 | South West | GGSIPIU | Guru Nanak College of Education, West Punjabi Bagh | 1 |
| 87 | South West | GGSIPIU | Guru Nanak Dev Institute of Technology, Rohini | 1 |
| 88 | South West | GGSIPIU | Jagannath Institute of Management Studies Vasant Kunj | 1 |
| 89 | South West | GGSIPIU | Jagannath Institute of Management Studies, Kalkaji | 1 |
| 90 | South West | GGSIPIU | Jagannath Institute of Management Studies, Rohini | 1 |
| 91 | South West | GGSIPIU | Kamal Institute of Higher Education & Technology, Mohan Garden | 1 |
| 92 | South West | GGSIPIU | Kcc Institute of Legal & Higher Education, Greater Noida | 2 |
| 93 | South West | GGSIPIU | Lingaya'S Lalita Devi Institute of Management & Sciences,Mandi | 1 |
| 94 | South West | GGSIPIU | Maharaja Agrasen Institute of Management Studies, Rohini | 1 |
| 95 | South West | GGSIPIU | Maharaja Agrasen Institute of Technology, Rohini | 1 |
| 96 | South West | GGSIPIU | Maharaja Surajmal Institute of Technology, Janakpuri | 2 |
| 97 | South West | GGSIPIU | Maharaja Surajmal Institute, Janakpuri | 2 |
| 98 | South West | GGSIPIU | Management Education & Research Institute College, Janakpuri | 1 |
| 99 | South West | GGSIPIU | New Delhi Institute of Management, Tughlakabad | 2 |
| 100 | South West | GGSIPIU | Tecnia Institute of Advanced Studies, Rohini | 1 |
| 101 | South West | GGSIPIU | Trinity Institute of Innovations In Professional Studies, Greater Noida | 1 |
| 102 | South West | GGSIPIU | Trinity Institute of Professional Studies, Dwarka | 4 |
| 103 | South West | GGSIPIU | Vivekananda Institute of Professional Studies, Pitampura | 3 |
| 104 | South West | GGSIPIU | Sri Guru Teg Bahadur Institute of Management & Information Technology | 1 |

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| | | | | |
|-----|--|-------|---|-----|
| 105 | South West | GGSIU | Ggsipu East Campus, Suraj Mal Vihar | 3 |
| 106 | South West | NSUT | Netaji Subhas University of Technology | 3 |
| 107 | North West | NIT | National Institute of Technology, Delhi | 1 |
| 108 | South | IIIT | Indraprastha Institute of Information Technology, Delhi | 1 |
| 109 | South West | DSEU | DSEU, Dwarka Campus | 1 |
| 110 | South West | DSEU | DSEU, Meerabai Campus | 1 |
| 111 | South West | DSEU | DSEU, G.B.Pant Okhla-I Campus | 1 |
| 112 | South West | DSEU | DSEU, G.B.Pant Okhla-II Campus | 1 |
| 113 | South West | DSEU | DSEU, G.B.Pant Okhla-III Campus | 1 |
| 114 | South West | DSEU | DSEU, CHMAPS-Okhla-II Campus | 1 |
| 115 | South West | DSEU | DSEU, Pusa-I Campus | 1 |
| 116 | South West | DSEU | DSEU, Pusa-II Campus | 1 |
| 117 | South West | DSEU | DSEU, Rajokri Campus | 1 |
| 118 | South West | DSEU | DSEU, GND Rohini Campus | 1 |
| 119 | South West | DSEU | DSEU, BPIBS Shakarpur-II Campus | 1 |
| 120 | South West | DSEU | DSEU, Vivek Campus | 1 |
| 121 | Directorate of Education Govt. Schools | | | 515 |

Nirmala Rani

Steps for Expenditure/User IDs/E-Payment/Vendor uploading data (In PFMS)

1. Login with ADMN ID i.e. DL..... Or School ID
2. Check the account status first.

The screenshot displays the PFMS interface for managing schemes. The header includes the PFMS logo, the user's name (DLNW00001641), user type (AGENCYADM), agency name (PTASBV KESHAVPURAM), agency unique code (DLNW00001641), and financial year (2022-2023). The main content area is titled 'Manage Scheme / Bank Account' and contains a form for adding or editing a scheme. The form fields include Scheme (with a 'Select Scheme' button), Approval Status, Component Mapped, Account Number, Funding Agency, Bank Name, and Bank Status. A 'Search' button and 'Get No. of Records per Page' field are also present. A 'Register New Scheme' button is located at the bottom right of the form.

| Scheme | Bank Details | Agency Name In Bank | Status | AccountNo | Bank Status | Branch Status | Receiving Funds from | Account Type | Component Mapping |
|--|--|---|----------|-------------|-------------|---------------|----------------------|--------------|-------------------|
| National Service Scheme - [9230] | STATE BANK OF INDIA [SBIN0070817] WAZIRPUR R.G.CITY CENTRE, LOCAL SHOPPING CENTRE,B-BLOCK, LAWRENCE ROAD,KESHAVAPURAM P.O | SARVODAYA BAL VIDYALAYA KESHAV PURAM (NSS GRANT AC) | Approved | 41413294010 | ✓ | ✓ | Delhi NSS Cell | CZBA | YES |
| | | | | Cash | ₹ | ₹ | | | |

The left navigation menu includes options such as AdhocReports, BharatKosh Reports, Home, User Manuals, Masters, E-Payment, Health Module, Agency, Reports, My Details, Masters, My Schemes (circled in red), Agencies, EAT MIS Process, My Funds, Transfers, Advances, Scheme Allocation, Expenditures, and Bank. The 'My Schemes' option is further divided into 'Manage' (circled in red) and 'Register New Scheme'.

3. Then Go to Master =>User=>Manage and check the IDs of Data operator /Data Approver

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

Welcome: NIRMALA RANI
User Type: AGENCYADM
Agency: Delhi NSS Cell
Agency Unique Code: DLNO00000399
Financial Year: 2022-2023

[DLNO00000399] Logout
Change Password
Login History
English

Manage Agency Users

Login Id: (Please provide at least 4 characters)
User Type: --Select--
First Name:
Last Name:
Status: --All--

Search

| User Name | First Name | Last Name | Email | Status | User Type | Created On |
|--------------|------------|-----------|-----------------------|----------|-----------|------------|
| DA12339 | NIRMALA | RANI | delhiddenss@gmail.com | Enabled | AGENCYDA | 27/06/2022 |
| Dabasdo | Neha | Neha | Ddenssdelhi@gmail.com | Disabled | AGENCYDO | 21/03/2019 |
| DASATYA1 | SATYA PAL | SINGH | delhiddenss@gmail.com | Disabled | AGENCYDA | 29/01/2021 |
| DLNO00000399 | NIRMALA | RANI | delhiddenss@gmail.com | Enabled | AGENCYADM | 17/03/2017 |
| DO12314 | SUMIT | KUMAR | SUMITKMR363@GMAIL.COM | Enabled | AGENCYDO | 7/09/2020 |
| RomiDA | Romi | Johri | Ddenssdelhi@gmail.com | Disabled | AGENCYDA | 21/03/2019 |

only enable three IDs 1. AGENCYADM 2. AGENCYDA 3. AGENCYDO
Disable all others if any
Reset password if required

4. If you do not have Data operator or Data Approver ID or want to create new, then (only one time process)
Master=> User => Add new

Follow this video : <https://youtu.be/KNdE1Vl0oh8> or

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

Welcome: NIRMALA RANI
User Type: AGENCYADM
Agency: Delhi NSS Cell
Agency Unique Code: DLNO00000399
Financial Year: 2022-2023

[DLNO00000399] Logout
Change Password
Login History
English

AdhocReports
BharatKosh Reports
Home
User Manuals
Masters
E-Payment
Health Module
Agency
Reports
My Details
Masters
My Schemes
Agencies
EAT MIS Process
My Funds
Transfers
Advances
Scheme Allocation
Expenditures
Bank

Create Agency User

Type of User: --Select--
First Name:
Last Name:
Email:
Phone No:
Mobile No:
Login ID:
(Login ID minimum 4 characters).

Submit Cancel

Users Manage
Bulk Customization Add New
DSC Management
Add Master Project
Vendors
Drawing Limit By PD/CNA
Agency Wise Allocation

<https://pfms.nic.in/ImplementingAgency/Users/CreateAgencyUser.aspx>

5. After creating user ids please follow point 3.

6. Then Select BANK => Activate Account E-Payment

| | | |
|-------------------------------|---|------------------------------------|
| Health Module | ▷ | |
| Agency | ▷ | |
| Reports | | |
| My Details | ▷ | |
| Masters | ▷ | |
| My Schemes | ▷ | |
| Agencies | ▷ | |
| EAT MIS Process | ▷ | |
| My Funds | ▷ | |
| Transfers | ▷ | |
| Advances | ▷ | |
| Scheme Allocation | ▷ | |
| Expenditures | ▷ | |
| Bank | ▷ | Inter Bank Transfer ▷ |
| Register/ Track Issue | | Manage Invalid Accounts |
| Misc. Deduction Filing | ▷ | Manage Inter Bank Transfer |
| Utilisation Certificate | ▷ | Enrol Account DSC |
| Accounting System Integration | ▷ | Reconciled Transactions |
| Bank Printing Templates | ▷ | Signatory Configuration |
| | | Un-reconcile Transactions |
| | | Account Activation Epayment |
| | | Account Deactivation Epayment |

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<https://pfms.nic.in/Administration/AccountValidation/AccountActivation.aspx>

7.This is one time exercise follow steps one by one:

Public Financial Management System-PFMS
(formerly CPMS)

Welcome: NIRMALA RANI
User Type: AGENCYADM
Agency: Delhi NSS Cell
Agency Unique Code: DLNO00000399
Financial Year: 2022-2023

[DLNO00000399] Logout
Change Password
Login History
English

AdhocReports
BharatKosh Reports
Home
User Manuals
Masters
E-Payment
Health Module
Agency
Reports
My Details
Masters
My Schemes
Agencies
EAT MIS Process
My Funds
Transfers
Advances
Scheme Allocation
Expenditures
Bank

Activation of bank account

Record saved successfully

Scheme: * National Service Scheme [9230] [Select Scheme](#)

Account Number :

Total no of records: 1

Account Activation for Epayment

| Select | Account Number | Bank -Branch IFSCCode | UniqueCode-AgencyName-AgencyNameAsPerBankRecord | Effective Date | Account Activation Type |
|--------------------------|----------------|-------------------------------------|--|----------------|-------------------------|
| <input type="checkbox"/> | 41366080768 | SBI-DELHI-MODEL TOWN SBIN0001708 | DLNO00000399-Delhi NSS Cell-DELHI STATE NSS CELL | 17/02/2023 | --Select-- |

Account status for Activation Approval

| Account Number | Scheme Code | Status | UniqueCode-AgencyName-AgencyNameAsPerBankRecord | Created On | Account Activation Type | Effective From |
|----------------|-------------|---------------------------------|--|------------|-------------------------------|----------------|
| 41366080768 | 9230 | Pending for Activation Approval | DLNO00000399-Delhi NSS Cell-DELHI STATE NSS CELL | 17/02/2023 | EPaymentUsingDigitalSignature | 17/02/2023 |
| 41366080768 | 9230 | Pending for Activation Approval | DLNO00000399-Delhi NSS Cell-DELHI STATE NSS CELL | 17/02/2023 | EPaymentUsingPrintAdvice | 17/02/2023 |

Select both the payments options one by one

Steps to register vendors

1. Login with Data operator ID which you have created.
2. Then Master=> Vendors=> Add New

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

Welcome: **DO (Data operator)**
User Type: AGENCYDO
Agency: Delhi NSS Cell
Agency Unique Code: DLN000000399
Financial Year: 2022-2023

Create Vendor

Type: Personal
Date of Birth (DD/MM/YYYY):
Aadhaar Number:
GST Number: (GST Number maximum 15 characters.)
PAN Number:
Address1:
City:
Country: INDIA
District: NORTH
Mobile No: Not Available
Email:

Name:
Father/Husband Name:
Address2:
Address3:
State: DELHI
Pin Code:
Phone No:

Bank Details

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

Vendors > **Add New** > **ADD BANK DETAILS**

Save **Reset** **Back**

Red circles are mandatory leave others and address may only Delhi

Bank details are Mandatory

Fill all vendors dat one by one to whom you want to make payment (it may be dealer /teacher/shopkeeper any)

<https://pfms.nic.in/Reports/DefaultReports.aspx>

3. If some accounts reflect already register then
Master=> Vendors => Manage and select vendors not mapped with me and
add account no. => search and map them one by one

Public Financial Management System-PFMS
(formerly CPMS)

D/o Controller General of Accounts, Ministry of Finance

Welcome: SUMIT KUMAR
User Type: AGENCYDO
Agency: Delhi NSS Cell
Agency Unique Code: DLN000000399
Financial Year: 2022-2023

[DO12314] Logout
Change Password

Login History
English

Manage Vendor

Search criteria: Vendors not mapped with me

Vendor Name:

Unique Code:

Account Number:

From Date:

To Date:

| | Name | Vendor Type | Account Holder Name As Per Bank Record | Contact Detail | Unique Code | Bank Name | Account Number | IFSC Code | Created By | Created Date | Agency Status | Bank Status | Account Status |
|--------------------------|--------------------|-------------------------|--|-----------------------------|---------------------------------|---------------------|-----------------|-------------|------------|--------------|---------------|-----------------|----------------|
| <input type="checkbox"/> | Par Siva Paarvathi | Samill Business Finance | SIVAPARVATHI MAHILA SAKTHI SANGHAM | KANUPURU KANUPURU Korukonda | VA2850500020752 | UNION BANK OF INDIA | 063510011126433 | UBIN0806358 | 0057 | 26/07/2019 | NA | Success in Bank | Active |

1 - 1 of 1

Steps to Create Expenditure

1. Login with Data operator ID which you have created.
2. Then Expenditure => Add New

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

Welcome: SUMIT KUMAR
User Type: AGENCYCDO
Agency: Delhi NSS Cell
Agency Unique Code: DLN000000399
Financial Year: 2022-2023

[DO12314] Logout
Change Password
Login History
English

Create Expenditure Details

Expenditure Header:

Scheme: 9230 - National Service Scheme Through
Holding Account

Project: --Select--

Agency Account Choice: CNA

Bank Account: 41386080768 - delhi state nss cell - STATE BANK OF INDIA

Linked Sanctions:

Expenditure Done For: Vendors

Vendor Name: [Select Vendor \(Enter minimum 3 characters to Vendor Name\)](#)

Letter/Office Order No.: *

Office Order Letter Attachment (if any): No file chosen
Note: Only files of type jpg, png, and pdf of size not more than 4MB are allowed.

Uploaded Sanction Letter:

Sanction Date: *

Actual Transaction Date: * 17/02/2023

Total Available Amount: 2808000.00

Total Amount: *

Narration: *

Voucher Number:

Scheme Component Details:

Scheme Components:
component>
(Enter minimum 3 characters to Scheme Components)

Expense Type: Revenue Capital

Percentage: **Amount:**

Expenditures

3. After Adding the details add the expenditure and save the same.
4. Add payee details i.e. E-Payment and further steps accordingly.
5. Then Expenditure => Manage and check the status that should be "SUBMITTED".

6. Now Login with Data Approver ID
7. And Expenditure => Manage and open the generated bill
8. Now "APPROVE" the bill after verification and print the "PAYMENT ADVICE" for submission to bank with signature. (Expenditure => Print payment advice)

TO BE PAID THROUGH SYSTEM ONLY

PFMS Generated Print Payment Advice

| | | |
|---|---|--|
| Approval date in PFMS: 16 Jul 2019 | | Payment Advice No.: C071909684128 |
| Expiry date of PPA PFMS: | | Advice Print Date : 05 Aug 2019 |
| PAN No. : | | TAN No.: AGRD10436G |
| Note For Branch: | | |
| Contact Details | BANK | PFMS |
| Name: | Neelam Mahajan, Tushar Kant Singh, Shri V.K Taneja | |
| Email : | hogbd.pfms@pnb.co.in, tusharkantsingh@pnb.co.in, vktaneja@pnb.co.in | Helpdesk-pfms@gov.in |
| Phone No. : | 9868250212,9711133362 | 011-23343860 |
| Note: | | |

The Branch Head

PUNJAB NATIONAL BANK
NOIDA, SECTOR - 18 Branch

We authorise the bank to debit our undernoted account maintained with the bank with batch amount and credit the beneficiary(ies) [#109] as per ANNEXURE-I uploaded to bank's central system through PFMS O/o CGA.

Bank Account No. 3702002100031759

Total Amount of Debit : Rs 5,45,000.00

(Amount in words : Five Lakhs Forty-Five Thousand)

Batch No. C071909684128

No. Of Beneficiaries as per Annexure-I.

Agency Seal

No.9(4)/e-payment-PFMS/TA-II/2016-17/1064
Ministry of Finance
Department of Expenditure
Controller General of Accounts
Mahalekha Niyantarak Bhawan, E-Block, INA,
New Delhi – 110023

Dated: 11.10.2017

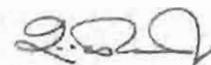
OFFICE MEMORANDUM

Subject: Procurement of Digital Signature Certificate by DDOs for digital signing of bills for payment to Vendor/Sellers/Suppliers etc.

A reference is invited to this office O.M. No. 1(8)/2016/DGS&D/TA/723 dated 17th July, 2017 on the subject cited above.

2. The provision for digitally signing of bills by the DDO has been prepared wherein XML file of bill will be digitally signed by the DDO. The said functionality is now available in PFMS with the following effects:-
 - i. Whenever a DDO is ready with his digital signature, the said DDO shall be configured/activated in PFMS for digital signature.
 - ii. After configuration/activation of DDO in PFMS for DSC, the electronic bills preferred in the format specified shall be enabled to be digitally signed by the DDO in PFMS.
3. Pr. CCAs/CCAs/CAs are requested to take up with the Ministries/Departments for procurement of Digital Signature Certificate (DSC) for all DDOs for roll out of the functionality in all DDOs and fixing of protocol for getting the information of readiness for its configuration in PFMS as indicated above. A copy of 'User Manual' for DSC enrolment in respect of all DDOs is enclosed for ready reference.

Encl: As above.



(Shailendra Kumar)
Deputy Controller General of Accounts (TA)

To

All Pr. CCAs/CCAs/CAs of all the Ministries/Departments.

Copy to:-

1. All Jt. CGAs
2. All Dy. CGAs
3. PS to CGA

PUBLIC FINANCIAL MANAGEMENT SYSTEM

USER MANUAL ON DSC (DIGITAL SIGNATURE CERTIFICATE)

ENROLMENT IN R/O of DDOs

(DRAWING & DISBURSING OFFICERS)



Prepared For
**CONTROLLER GENERAL OF ACCOUNTS,
MINISTRY OF FINANCE, DEPTT. OF EXPENDITURE
October, 2017**

Contents

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The provision for digital signature at DDO level is a requirement of GeM (Government e-Market Place), under which DDO needs to sign the bill digitally in PFMS.

Thus, all bills, which are being processed through PD route, are to be digitally signed by the DDO in PFMS. Once the DDO is configured for digital signature (which is required in case of GeM bills) then all the bills (including GeM bills) processed in PFMS, are required to be digitally signed by DDO.

EIS bills, other bills which are being processed in PFMS through other routes viz being uploaded from COMPACT, received in PFMS through integration (UT Chandigarh,) etc. will remain as it is (without enforcing digital signature at DDO level) at present.

DDO user, who needs to use Digital Signatures for signing bill, is first required to enrol his digital signatures at the PFMS portal through DSC (Digital Signature Certificate) Enrollment module. After enrolment has been done successfully, DSC will be approved by PAO user.

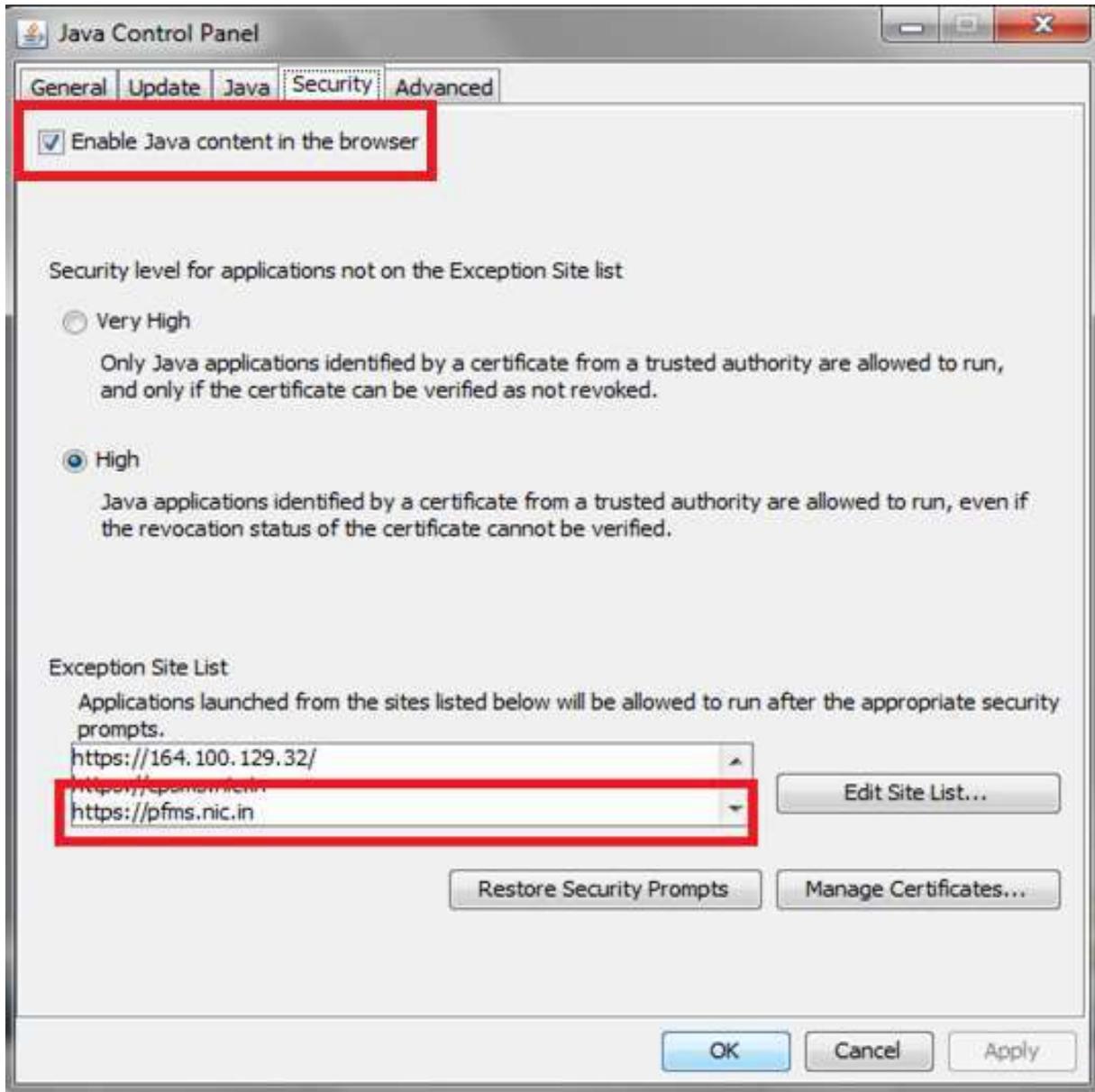
STEPS

- 1. PRE-REQUISITES TO ENROLL DIGITAL SIGNATURES.**
- 2. DIGITAL SIGNATURE ENROLLMENT BY DDO.**
- 3. EDIT/UPDATE DIGITAL SIGNATURES.**
- 4. APPROVAL OF DSC ENROLLMENT BY PAO.**
- 5. DEACTIVATION OF DSC ENROLLMENT BY PAO.**

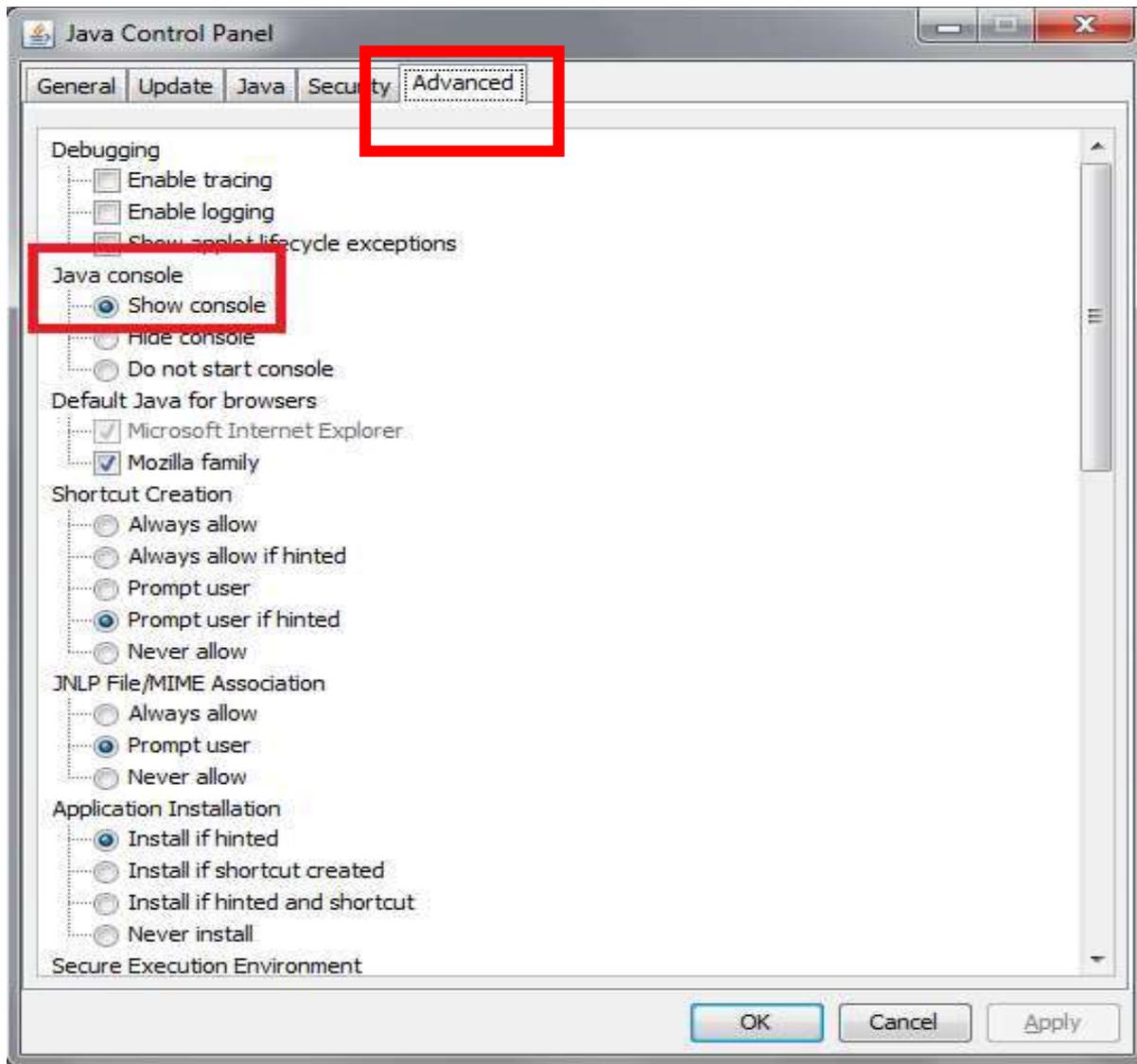
1. PRE-REQUISITES TO ENROLL DIGITAL SIGNATURES

- a. -Confirm that updated JAVA is installed on to your machine.
- b. -Confirm that Driver of DSC is installed on to your machine.
- c. -Go to Java Control panel > Security Tab > Edit Site List enter **<https://pfms.nic.in>**.
- d. -Go to Java Control Panel > Advance Tab > Java Console option Enable "Show - Console".
-In Miscellaneous Enable "Place java icon in System tray option".
- e. Go to Update Tab of Java and confirm "Check for Update Automatically" is Enabled.
- f. Close the Java and the Browser and login again to enrol DSC.

Java Control Panel: Security Tab



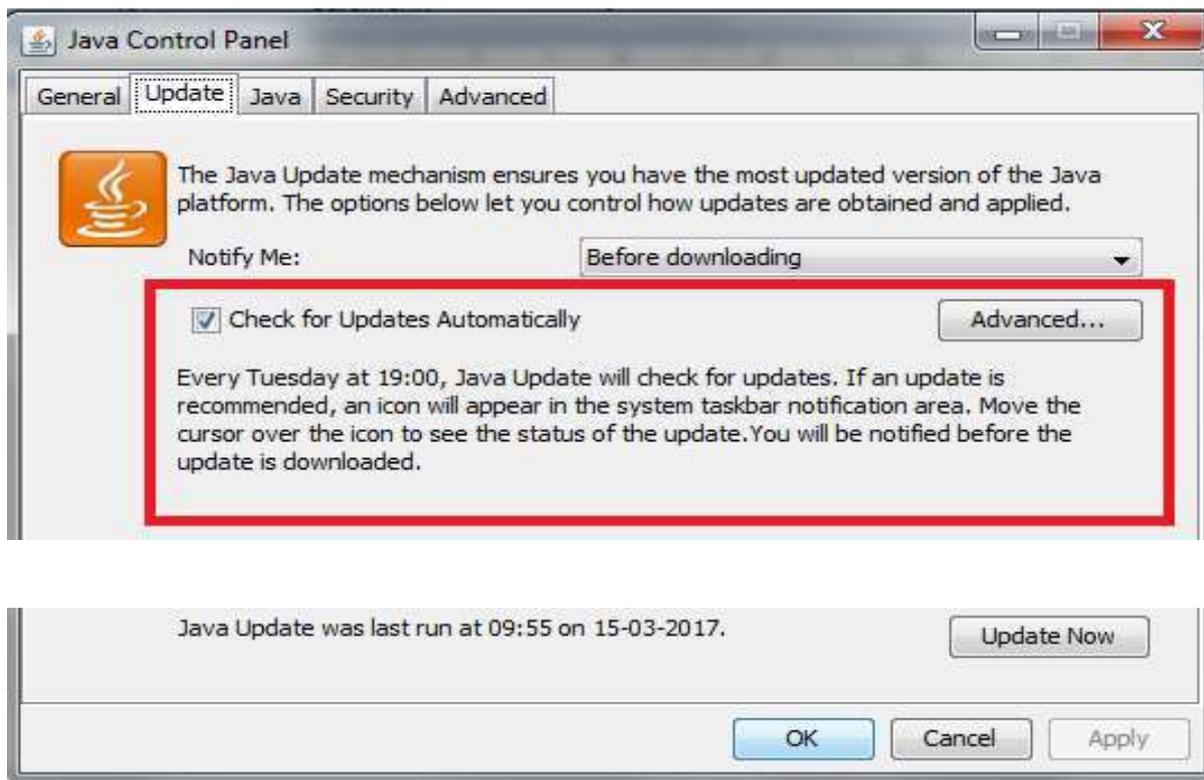
Java Control Panel: Advanced Tab > Java Console



Java Control Panel: Advanced Tab > Miscellaneous

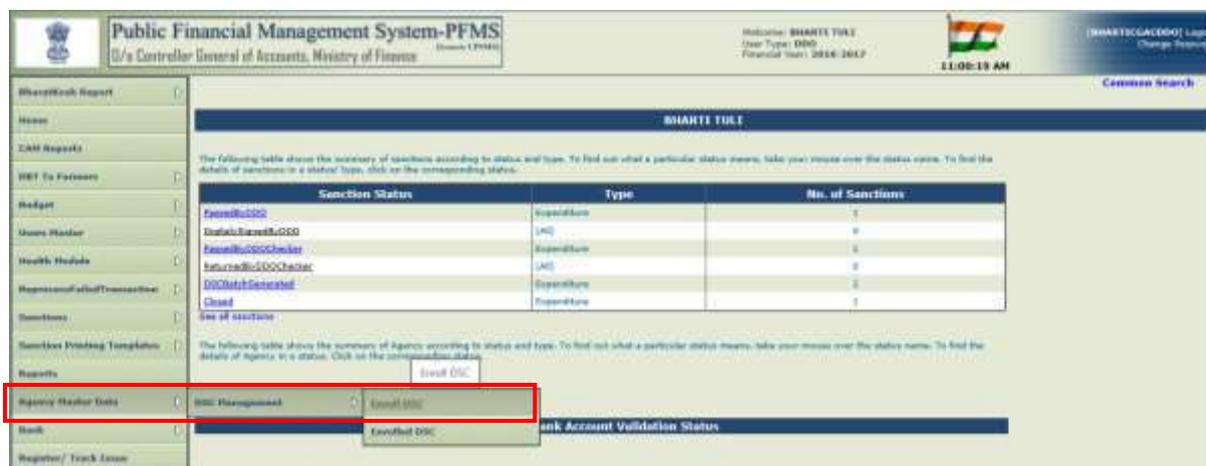


Java Control Panel: Update Tab



2. ENROLLMENT OF DIGITAL SIGNATURE BY DDO USER

-To request initiation for enrolment of DSC, user will go to
“MASTERS” > DSC MANAGEMENT > ENROLL DSC”.



Following screen for **“Digital Signature Enrolment”** will appear.

System will display a message:

“Please open PFMS website in INTERNET EXPLORER for successful Digital Signature Enrolment”.



- If DSC driver is not already installed in the machine, then use the hyperlink (in blue colour) available on right hand side of the screen to download and install the driver. Similarly if the appropriate updated JAVA version is not installed in the machine as mentioned in the prerequisites, then use the hyperlink available on the screen to download and install it.

- Insert Digital Signature certificate key on to your system.

- Click **‘DIGITAL CERTIFICATE ENROLLMENT’** button on the screen.

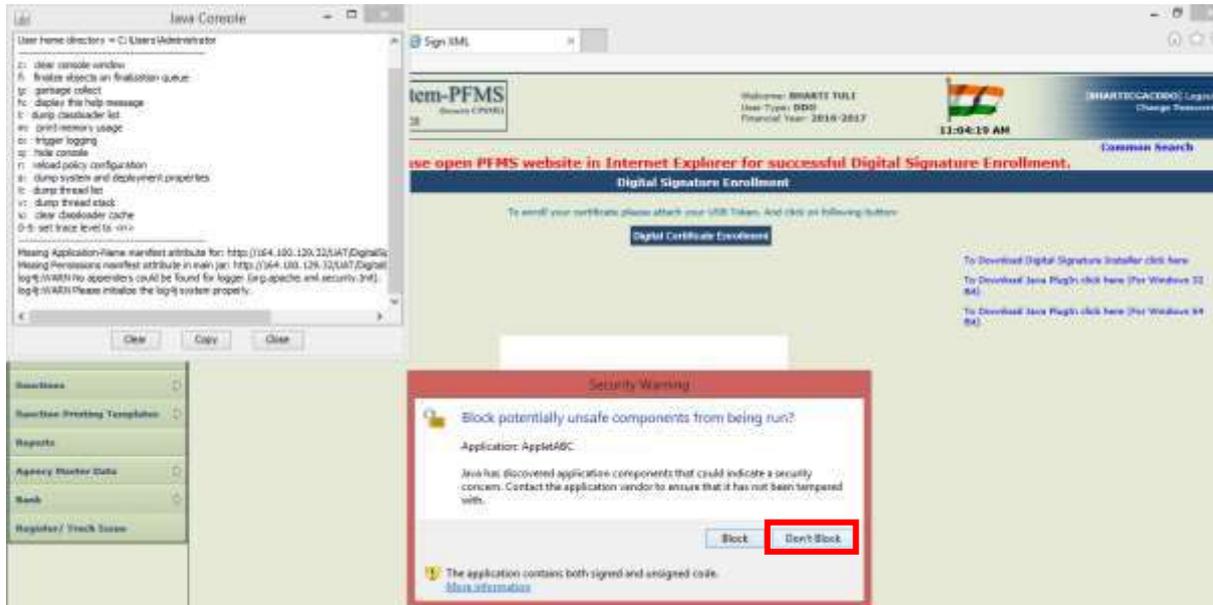
Following screen will appear:



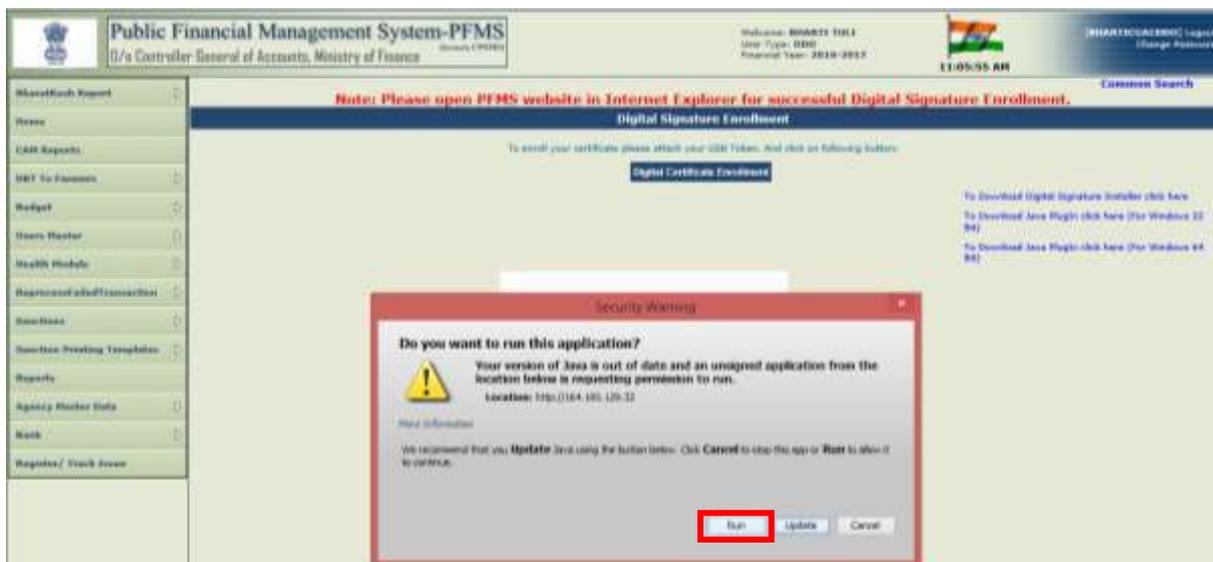
User will check the box “I accept the risk and want to run the application” and press “RUN” button.



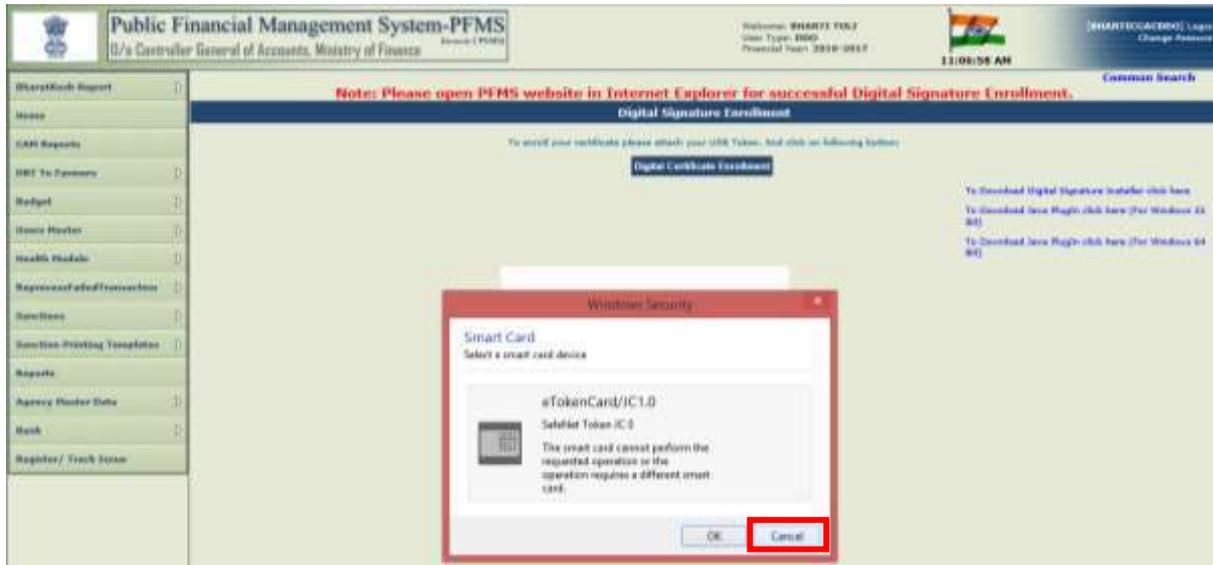
User has to press the button **“Don't Block”** on next screen.



User will press **“RUN”** button on next screen.



Following screen, showing the pop up of “Windows Security”, will appear. User has to press the button “**CANCEL**” on pop up screen as many times as it appears.



-Next, a pop-up selection screen will appear containing the list of certificates which are installed/connected with the computer.

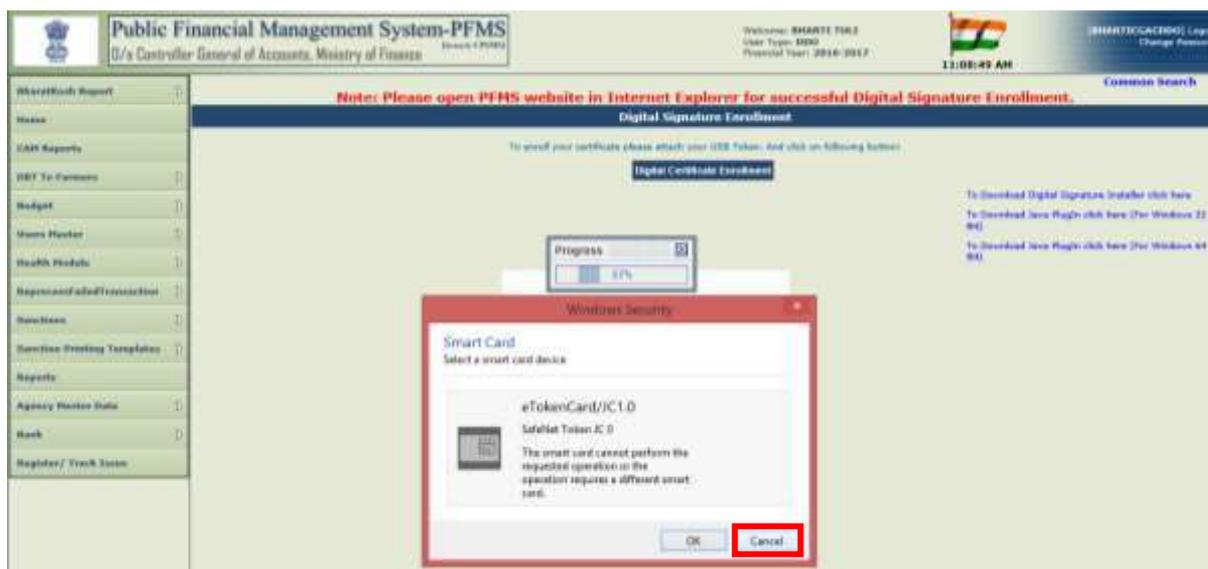


User shall select the desired certificate from dropdown list and click **“OK”**.

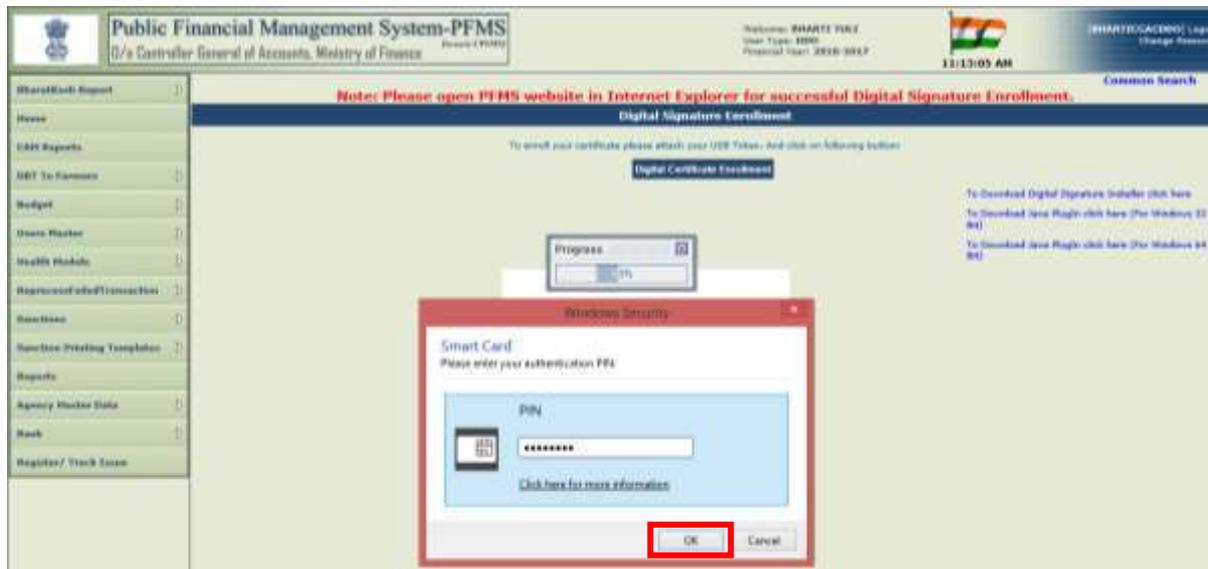


A progress bar will appear.

User has to press **“CANCEL”** on the pop up for **“Windows Security”**. Keep on pressing the button **“CANCEL”** till the time the screen disappears.



System shall ask user to enter Authentication pin. User shall enter valid pin and press “OK”



-‘Enrolled successfully’ message will be displayed for successful PIN validation.



-User shall click “OK” to proceed to enrol concerned digital certificate.

After clicking “OK”, user shall wait for few minutes; say for 5-6 minutes.

-“**View Certificate Details and Proceed for Enrollment**” button will appear on the screen. User will click this button to get the details of concerned certificate.



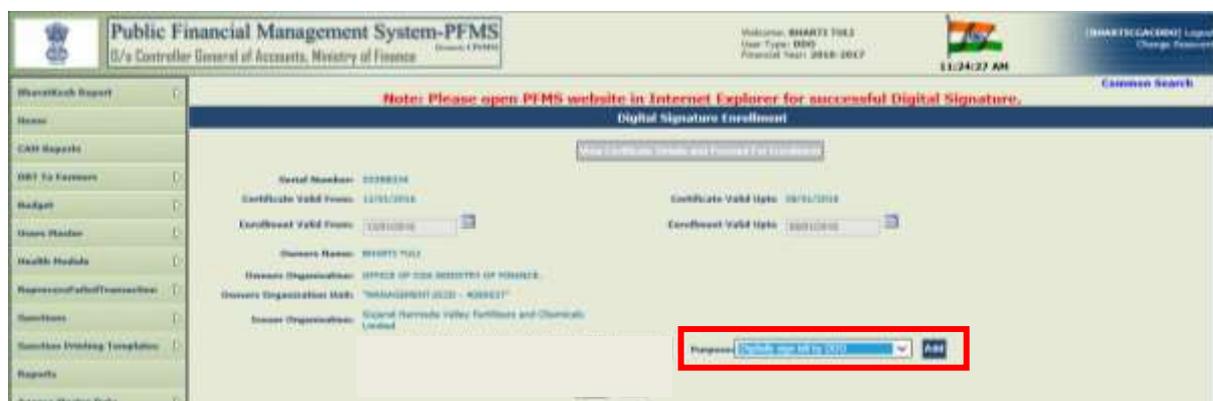
-The details of concerned digital signature will be displayed. “**Certificate valid from and valid up to Dates**” will appear automatically. User has to enter the dates for “**Enrollment Valid From and Enrollment Valid Up To**”.

User shall select “**PURPOSE**” for enrolment of Digital signatures.

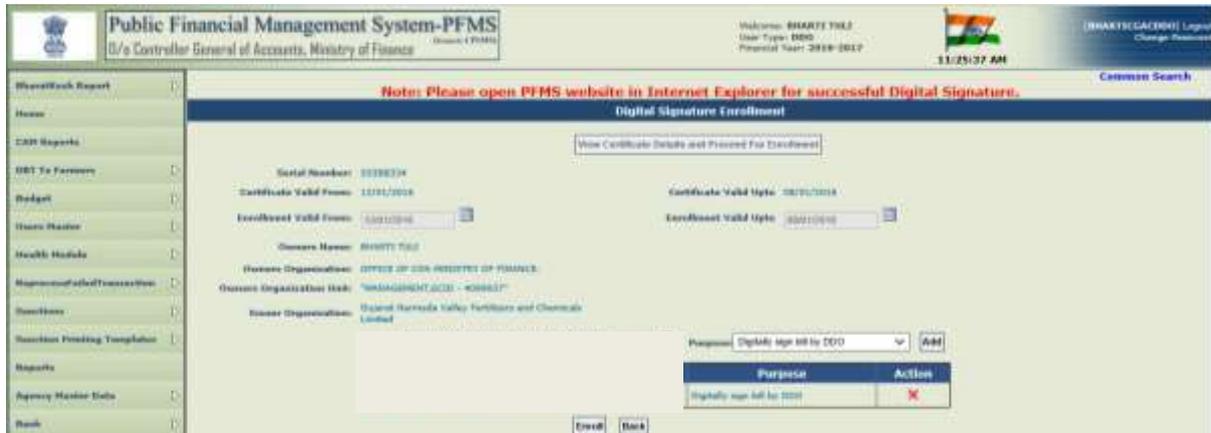
Only one purpose “Digitally Sign Bill by DDO” is available for selection.



-After the user has selected purpose, he will press “**ADD**” button.



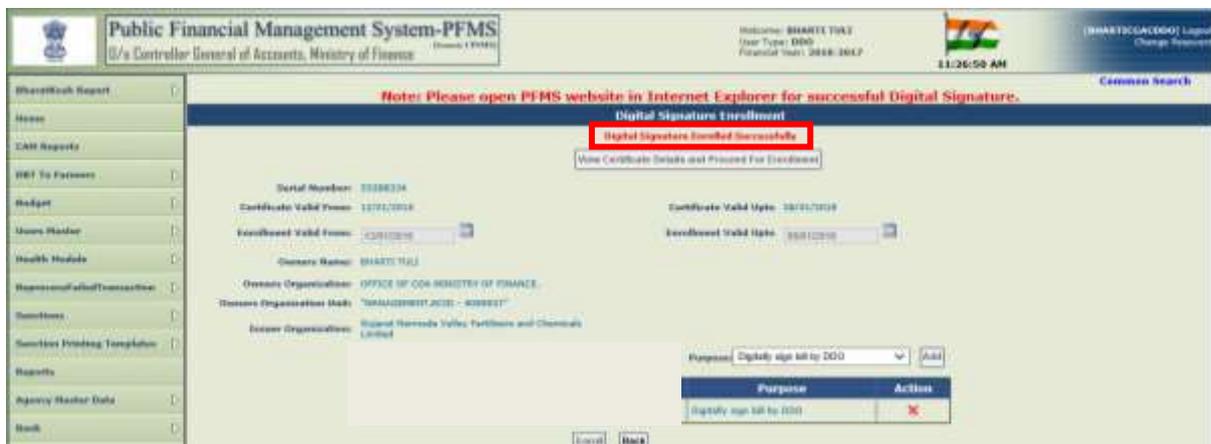
Selected purpose will appear in a grid below. In case of wrong record, same can be deleted using “X” given against record.



Click “ENROLL” button at the bottom to enrol the concerned certificate.

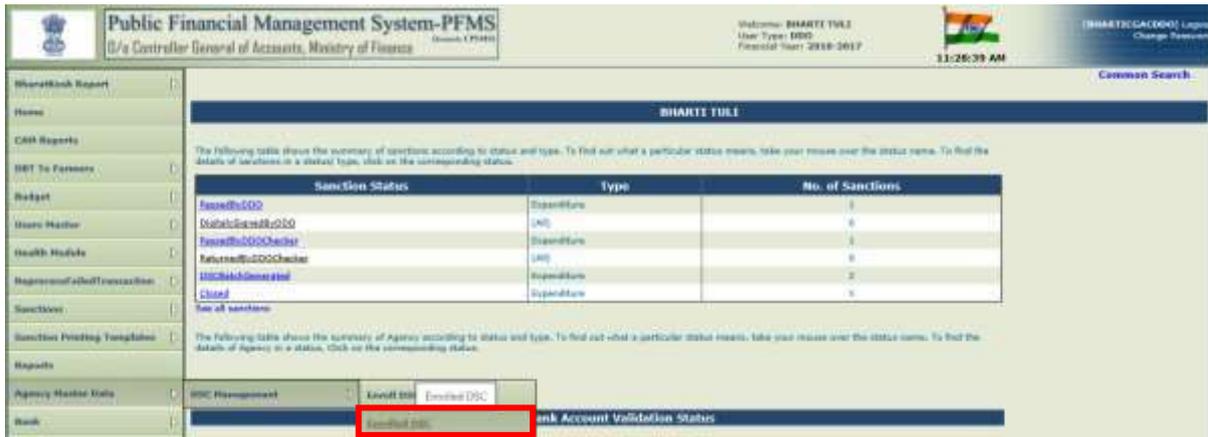


A message will be displayed by system “Digital Signatures enrolled successfully”.



To view the status of Enrollment, user will go to:

“MASTER DATA” > “DSC MANAGEMENT” > “ENROLLED DSC”



Here, the status will be shown as **“CREATED”**, as DSC enrollment is still pending for approval of PAO.



After successful enrolment by signatory, DSC will be available at PAO level user for approval.

NOTE: Only one DSC can be enrolled with a single login ID.

If user tries to enrol some other DSC with same login ID, system does not allow that and displays a message **“You have already enrolled Digital Signature”**.



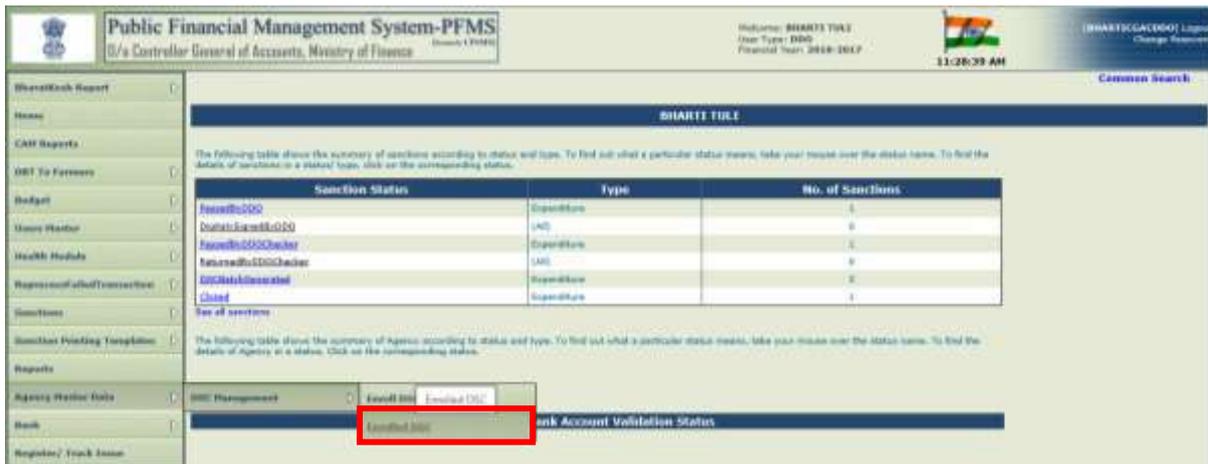
After DDO has enrolled his enrolled DSCs, it will be available at PAO level user for approval of same.

3. EDIT/UPDATE DIGITAL SIGNATURE

Details of enrolled DSC, if required, can be edited by the user himself before/after the approval of DSC enrolment by PAO. In both cases, approval of PAO is required.

To edit/update the details of enrolled DSC, user will go to:

“MASTERS”>“DSC MANAGEMENT”>“ENROLLED DSC”



User can view the details of the signatures enrolled against the user who is logged in. List of enrolled Digital Signatures will be displayed, with an option to update/view them. To view the details of desired user, click **“VIEW”** button given in right hand corner of selected record.



Details of selected record will be displayed.



This option is also used to edit the information of an already enrolled digital certificate.

Details can be updated by the user who enrolled the digital signatures.

Click on '**UPDATE**' hyperlink in the grid in last column for the DSC to be updated.

Screen containing the details for the concerned DSC shall be displayed.



At this screen, user may make changes in the following editable fields:

- Enrollment Valid From date
- Enrollment Valid Up to date
- Since only one purpose is available for selection, hence only date fields can be updated.





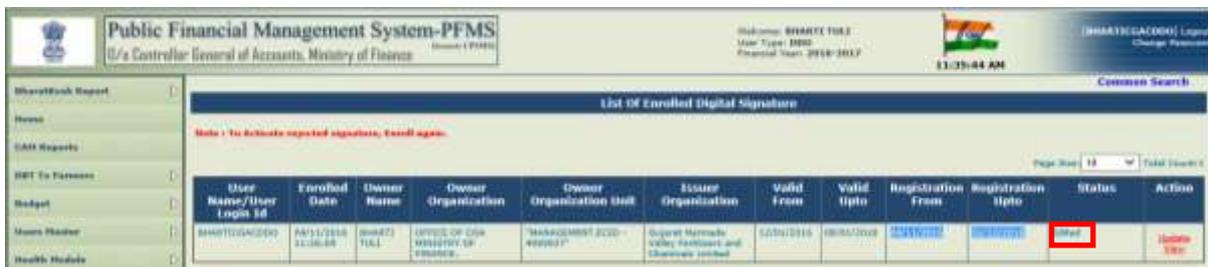
After making desired changes, user shall click **“SUBMIT”** button at the bottom to save the changes in the database



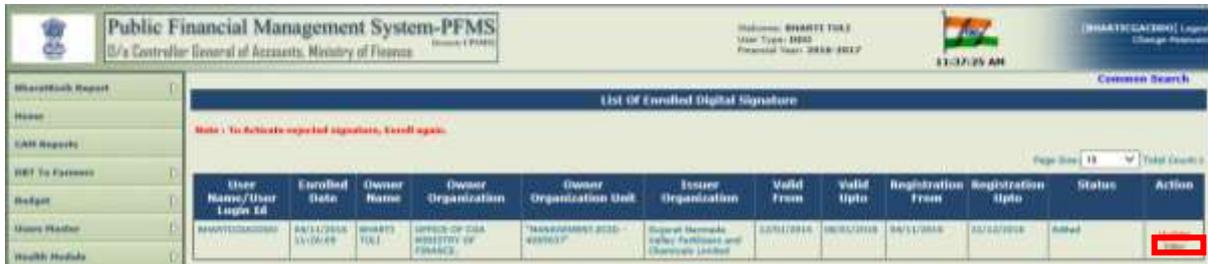
System will display a message **“Updated successfully”**.



Now the status of “Enrolled DSC” will be **“EDITED”**



Details of edited information may be viewed by pressing **“VIEW”** button.



This updated information also needs to be approved by PAO

PAO user can either **“APPROVE”** or **“REJECT”** the enrolment of DSC done by DDO user. For approval, select desired record by checking the box available in the grid for the DSC to be approved. Click **‘APPROVE’** button to approve selected DSC.



If required, PAO User can also reject the DSC enrolment request by selecting the **“Reason for Rejection”** from the available list and clicking on **‘REJECT’** button.



In case the approving authority wants to view more details for concerned DSC enrolment request before approval, user can click on Hyperlink shown in Red font in **‘User Name’** column in the displayed grid.



On clicking the hyperlink of User Name, details of signatory will be displayed. After viewing the details, PAO level user can opt to **“Approve”** or **“Reject”**, as the case may be.

| User Name/ User Login Id | Enrolled Date | Owner Name | Owner Organization | Owner Organization Unit | Expiry Organization | Valid From | Valid Upto | Registration From | Registration Upto | Status | Action |
|--------------------------|---------------------|---------------|--|----------------------------|---|------------|------------|-------------------|-------------------|----------|--------|
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
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| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
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| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |

In above screen, PAO user can view the details of approved signatory by clicking the button “View” button.

Serial Number: 00000004
 Certificate Valid From: 04/12/2016
 Certificate Valid Upto: 04/12/2016
 Enrollment Valid From: 04/12/2016
 Enrollment Valid Upto: 04/12/2016
 Owners Name: SHARATI TULSI
 Owners Organization: OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS
 Owners Organization Unit: "MANAGEMENT, G30 - ACCOUNTS"
 Expiry Organization: Government of India (Finance and Chemicals)

Purpose: Digitally sign ITR for DDO

It may be noted that PAO user cannot update the details of DSC enrolment of DDO user, as this can be done by the concerned user only. If PAO clicks the button “UPDATE”, system will display a message “Details can be updated by the user who enrolled the digital signature”.

| User Name/ User Login Id | Enrolled Date | Owner Name | Owner Organization | Owner Organization Unit | Expiry Organization | Valid From | Valid Upto | Registration From | Registration Upto | Status | Action |
|--------------------------|---------------------|---------------|--|----------------------------|---|------------|------------|-------------------|-------------------|----------|--------|
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |
| DDO0000000 | 04/12/2016 18:48:02 | SHARATI TULSI | OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS | MANAGEMENT, G30 - ACCOUNTS | Government of India (Finance and Chemicals) | 04/12/2016 | 04/12/2016 | 04/12/2016 | 04/12/2016 | Approved | View |

5. DEACTIVATION OF DSC ENROLLMENT BY PAO

An enrolled DSC may need to be de-activated under following circumstances:

- In case the authority in charges leaves office due to transfer/retirement/death etc.
- 'Enrollment Valid Up to' date for the DSC has expired.
- Enrolled DSC is revoked by the digital signature issuing authority.

For this, PAO user will go to

“MASTERS”>”DSC MANAGEMENT”>”DEACTIVATE DSC”

The screenshot displays the PFMS interface for a user named PANKAJ KOCHHAR. The main content area shows a table titled 'Sanction Status' with columns for 'Sanction Status', 'Type', and 'No. of Sanctions'. Below the table, a dropdown menu is open, showing options: 'Enroll DSC', 'Enrolled DSC', 'Approve DSC', 'Deactivate DSC', and 'Deactivate DSC'. The 'Deactivate DSC' option is highlighted.

| Sanction Status | Type | No. of Sanctions |
|-----------------|---------------------------|------------------|
| Enrolled DSC | DAE | 0 |
| Enrolled DSC | DAE | 0 |
| Enrolled DSC | Superannuation (DDO Bill) | 1 |
| Enrolled DSC | Superannuation (DDO Bill) | 1 |
| Enrolled DSC | DAE | 0 |
| Enrolled DSC | Superannuation (DDO Bill) | 2 |
| Enrolled DSC | Superannuation (DDO Bill) | 1 |
| Enrolled DSC | Authorisation | 3 |
| Enrolled DSC | Superannuation (DDO Bill) | 2 |

On the screen that follows, a grid containing the list of enrolled DSC available for deactivation, is displayed. At this screen, user shall select check box for the DSC to be deactivated. Select 'Reason for Deactivation' from dropdown list and click 'Deactivate' button.

| User Name | Enrolled Date | Owner Name | Owner Organization | Owner Organization Unit | Issuer Organization | Valid From | Valid Upto | Registration From | Registration Upto | Approved By | Approved Date | Status |
|----------------|---------------------|----------------|-----------------------------------|----------------------------|--|------------|------------|-------------------|-------------------|-------------|---------------------|----------|
| pankaj.roochar | 04/11/2014 11:28:09 | pankaj roochar | OFFICE OF CGA MINISTRY OF FINANCE | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 13/01/2014 | 06/01/2016 | 04/11/2014 | 03/12/2014 | pankaj | 04/11/2014 12:00:37 | Approved |
| pankaj.roochar | 04/11/2014 11:28:10 | pankaj roochar | CONTROLLER GENERAL OF ACCOUNTS | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 24/12/2014 | 24/12/2016 | 04/11/2014 | 03/12/2014 | pankaj | 04/11/2014 12:00:38 | Approved |
| pankaj.roochar | 01/11/2014 14:29:32 | pankaj roochar | OFFICE OF CGA MINISTRY OF FINANCE | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 01/01/2014 | 01/01/2017 | 01/01/2014 | 01/01/2017 | pankaj | 01/11/2014 14:29:33 | Approved |
| pankaj.roochar | 27/10/2014 10:25:00 | pankaj roochar | OFFICE OF CGA MINISTRY OF FINANCE | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 13/01/2014 | 06/01/2016 | 13/01/2014 | 05/01/2016 | pankaj | 27/10/2014 10:25:00 | Approved |
| pankaj.roochar | 27/10/2014 10:25:24 | pankaj roochar | OFFICE OF CGA MINISTRY OF FINANCE | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 13/01/2014 | 06/01/2016 | 13/01/2014 | 05/01/2016 | pankaj | 27/10/2014 10:25:24 | Approved |

Success message shall be displayed on the screen once the concerned DSC is deactivated successfully.

| User Name | Enrolled Date | Owner Name | Owner Organization | Owner Organization Unit | Issuer Organization | Valid From | Valid Upto | Registration From | Registration Upto | Approved By | Approved Date | Status |
|----------------|---------------------|----------------|-----------------------------------|----------------------------|--|------------|------------|-------------------|-------------------|-------------|---------------------|--------------------------|
| pankaj.roochar | 04/11/2014 11:28:09 | pankaj roochar | OFFICE OF CGA MINISTRY OF FINANCE | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 13/01/2014 | 06/01/2016 | 04/11/2014 | 03/12/2014 | pankaj | 04/11/2014 12:00:37 | Deactivated successfully |
| pankaj.roochar | 04/11/2014 11:28:10 | pankaj roochar | CONTROLLER GENERAL OF ACCOUNTS | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 24/12/2014 | 24/12/2016 | 04/11/2014 | 03/12/2014 | pankaj | 04/11/2014 12:00:38 | Approved |
| pankaj.roochar | 01/11/2014 14:29:32 | pankaj roochar | OFFICE OF CGA MINISTRY OF FINANCE | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 01/01/2014 | 01/01/2017 | 01/01/2014 | 01/01/2017 | pankaj | 01/11/2014 14:29:33 | Approved |
| pankaj.roochar | 27/10/2014 10:25:00 | pankaj roochar | OFFICE OF CGA MINISTRY OF FINANCE | "MANAGEMENT.ACC - ROOCHAR" | Supert Harpada Valley Parkhara and Chemicals Limited | 13/01/2014 | 06/01/2016 | 13/01/2014 | 05/01/2016 | pankaj | 27/10/2014 10:25:00 | Approved |

Now the status of this DSC will be shown as "DEACTIVATED".

| Sanction Status | Type | No. of Sanctions |
|-----------------|------------------------|------------------|
| Deactivated | (AR) | 0 |
| Cancelled/AD | (AR) | 0 |
| Deactivated | Expenditure (1000 SAR) | 1 |
| Deactivated | Expenditure (1000 SAR) | 1 |
| Deactivated | (AR) | 0 |
| Cancelled/AD | (AR) | 0 |
| Deactivated | (AR) | 0 |
| Deactivated | (AR) | 0 |
| Cancelled/AD | (AR) | 0 |
| Deactivated | Expenditure (1000 SAR) | 0 |
| Deactivated | Expenditure (1000 SAR) | 1 |
| Deactivated | Expenditure (1000 SAR) | 0 |
| Deactivated | Expenditure (1000 SAR) | 0 |

| Public Financial Management System-PFMS O/o Controller General of Accounts, Ministry of Finance | | Welcome: PANKAJ GOOHAR User Type: BMS Financial Year: 2018-2017 | | EJ11142 000 | | Logout | | | | | | |
|--|-------------------------|---|-----------------------|------------------------------------|-----------------------------|---|------------|------------|-------------------|-------------------|-------------|-----------------------------|
| List Of Enrolled Digital Signature | | | | | | | | | | | | |
| Slno | Emp Name/ User Login Id | Enrolled Date | Emp Name | Emp Organization | Emp Organization Unit | Emp Organization | Valid From | Valid Upto | Registration From | Registration Upto | Status | Action |
| 1 | SHARADACSR | 04/11/2016 11:28:08 | SHARATI TALE | OFFICE OF C&A MEMBDR OF FINANCE | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 24/11/2016 | 04/11/2018 | 04/11/2016 | 04/11/2016 | Approved | Update Data |
| 2 | SHARADACDGA | 04/11/2016 11:32:13 | XOTI HARNA | CONTROLLER GENERAL OF ACCOUNTS | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 24/11/2016 | 04/11/2018 | 04/11/2016 | 20/12/2016 | Approved | Update Data |
| 3 | ODDASADEN | 27/10/2016 16:27:42 | ODDASADEN KORBIT | | | | 27/10/2016 | 04/12/2016 | 27/10/2016 | 04/12/2016 | Deactivated | Update Data |
| 4 | ODDASADEN | 04/11/2016 16:09:12 | KATRESH | | | | 04/11/2016 | 04/11/2017 | 04/11/2016 | 04/11/2017 | Approved | Update Data |
| 5 | ODDASADEN | 27/10/2016 16:09:32 | AKASHINI KORBIT | | | | 04/11/2016 | 04/11/2017 | 04/11/2016 | 04/11/2017 | Deactivated | Update Data |
| 6 | ODDASADEN | 27/10/2016 16:09:12 | REKESH | | | | 04/11/2016 | 04/11/2017 | 04/11/2016 | 04/11/2017 | Deactivated | Update Data |
| 7 | ODDASADEN | 27/10/2016 16:09:32 | ODDASADEN KORBIT | | | | 04/11/2016 | 04/12/2016 | 04/11/2016 | 04/12/2016 | Deactivated | Update Data |
| 8 | ODDASADEN | 06/07/2016 16:09:32 | VANITA SHRI | CONTROLLER GENERAL OF ACCOUNTS | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 24/11/2016 | 24/11/2018 | 24/11/2016 | 24/11/2016 | Deactivated | Update Data |
| 9 | ODDASADEN | 27/10/2016 16:09:32 | ODDASADEN KORBIT | CONTROLLER GENERAL OF ACCOUNTS | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 04/11/2016 | 04/12/2016 | 04/11/2016 | 04/12/2016 | Deactivated | Update Data |
| 10 | SHARADACDGA | 26/10/2016 11:42:48 | SHARATI TALE | OFFICE OF C&A MEMBDR OF FINANCE | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 24/11/2016 | 04/11/2018 | 24/11/2016 | 04/11/2016 | Deactivated | Update Data |
| 11 | SHARADACDGA | 27/10/2016 16:04:02 | SURESH KORBIT | OFFICE OF C&A MEMBDR OF FINANCE | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 24/11/2016 | 04/11/2018 | 24/11/2016 | 04/11/2016 | Deactivated | Update Data |
| 12 | SHARADACDGA | 27/10/2016 16:04:02 | SHARADACDGA KORBIT | OFFICE OF C&A MEMBDR OF FINANCE | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 04/11/2016 | 04/12/2016 | 04/11/2016 | 04/12/2016 | Deactivated | Update Data |
| 13 | SHARADACDGA | 27/10/2016 16:07:24 | PANKAJ KORBIT | OFFICE OF C&A MEMBDR OF FINANCE | "MANAGEMENT,ACC- KORBIT" | Odisha Hornbills Valley Parishades and Charms Limited | 24/11/2016 | 04/11/2018 | 24/11/2016 | 04/11/2016 | Approved | Update Data |

After PAO has approved the enrollment of DSC, DDO will be able to digitally sign all the bills including GeM bills. As stated above, EIS bills, other bills which are being processed in PFMS through other routes viz being uploaded from COMPACT, received in PFMS through integration (UT Chandigarh,) etc. will remain as it is (without enforcing digital signature at DDO level) at present.

This completes the process of Enrolment of DSC in respect of DDOs.
