

F. No. I-17008/4/2021-CGA/e-8128/733
Ministry of Finance
Dept of Expenditure
O/o Controller General of Accounts
GIFMIS- PFMS Division

Dated-30.03.2025

Office Memorandum

Sub- Standard Operating Procedure (SoP) regarding processing of pending eclaims of 2024-2025 in next financial year.

The undersigned is directed to refer to the subject above, and to state that the following would be the process flow for processing the pending e-Claim of 2024-2025 in next financial year:

A. Cases where the E-claims are being prepared on PFMS platform through interface-

I. Claim Reference Number generated and e-Claim e-signed/digitally signed either by claimant or by PD Maker-

All these types of E-claims (CRN) which have not been materialised or the payment process has not been completed in PFMS till closing of the Financial Year 2024-25 will be available at PD maker for receiving and further processing in the Financial Year 2025-26. The e-Sanctions/e-Bill generated against those E-claims for which payment process were not completed in Financial Year 2024-25 shall be marked with status "FinYearClosed" by the system. eClaims will be automatically detached and made available at the PD Maker level for Receiving and further creation of fresh e- Sanctions in the Financial Year 2025-26.

II. Claim Reference Number generated and e-claim not prepared or prepared but not e-signed/digitally signed in PFMS-

All these types of Claim reference number will be marked as expired and will not be available in Financial Year 2025-2026 for further processing.

B. Cases where the External Systems are integrated with PFMS in e-Bill scenario at any level of landing-

I. E-claims (Claim Reference Number) esigned/digitally signed and pushed to PFMS

- i. E-sanction API pushed to PFMS against these e-claim (Claim Reference Number) but payment process could not be completed in PFMS in the Financial Year 2024-25

All these types of e-Sanction shall be marked with status "FinYearClosed" by the PFMS. In these cases, external system will be allowed to push fresh Sanction API in 2025-2026 against all these e-claims.

- ii. E-sanction API could not be pushed to PFMS against these eclaim (CRN) in the Financial Year 2024-25

In these cases, External System will be allowed to push eSanction API against all those e-claims in the Financial Year 2025-26.

II. E-claims (CRN) generated in Financial Year 2024-2025 but could not be pushed to PFMS in the Financial Year 2024-25

All these types of e-claims (CRN) will not be accepted by the PFMS in Financial Year 2025-2026. External system will need to get new Claim Reference Numbers for Financial Year 2025-26 from PFMS for further processing. Accordingly, External system is requested to take necessary action at their level.

2. All the Pr. CCAs/ CC CAs with independent charge and other stakeholders of the external system are requested to instruct the concerned to adhere to the procedure mentioned above. In case of any query, pao2000@nic.in & itd-pfms@gov.in may be contacted through email.
3. This issues with the approval of the competent authority.

Digitally signed by
Anupam Raj
Date: 30-03-2025
12:31:52

(Anupam Raj)
Deputy CGA (GIFMIS-PFMS)
O/o CGA

To,

1. Pr. CCAs/ CCAs/ CAs with independent charge of all Civil ministries/ Deptts.

Copy to-

1. PPS to CGA, O/o CGA
2. PS to Addl. CGA (PFMS)
3. PS to Jt. CGA (GIFMIS)
4. PA to Dy. CGA
5. PA to ACGA
6. Sr.AO (GIFMIS), O/o CGA with a request to upload the OM on CGA website.