

# **PUBLIC FINANCIAL MANAGEMENT SYSTEM (PFMS)**



## **USER MANUAL** **ON** **MODIFIED FUNCTIONALITY OF** **LETTER OF AUTHORIZATION (LOA) ON PFMS**

**CONTROLLER GENERAL OF ACCOUNTS  
DEPARTMENT OF EXPENDITURE  
MINISTRY OF FINANCE  
NEW DELHI**  
Website: [www.pfms.nic.in](http://www.pfms.nic.in)

**October, 2017**

## **MODIFIED PROCESS FLOW OF ISSUE OF LETTER OF AUTHORIZATION (LOA)**

**Letter of Authorization (LOA) refers to the settlement of inter departmental transactions through book adjustment or without resorting to cash settlement. It relates to the programmes or activities for which one Ministry/Department utilizes the services of another Central Ministry /Department as its Agent for executing the activity.**

1. In PFMS, PD of the Functional Ministry will select ***IntraGovernmentalAuthorization*** as type of sanction to create a sanction for LOA indicating the Agent Controller, PAO and DDO code.

- LOA can be issued only to single PAO and single DDO of the Agent Ministry.
- LOA cannot be issued for the same controller i.e. in favour of controller who is issuing the LOA.
- LOA can be created only if the budget under the concerned the Functional head is available.
- After the sanction has been created, it will be approved by PD.
- PAO (Pay & Accounts Officer) user in PAO of the Functional Ministry will receive the sanction and forward the same to Pr.A.O.
- Upon issuing the LOA by the PAO of the Functional Ministry the 'available budget' under the concerned Functional head(s) will be reduced for the LOA amount.
- DH in Principal Accounts Office of the Functional Ministry will receive the LOA sanction. He will enter the 'Authorization Number' and 'Authorization Date'.
- 'Authorization Number' cannot be duplicate.
- Thereafter it will be passed by AAO and Pr.A.O. users in Principal Accounts Office of the Functional Ministry.
- To change PAO and DDO code, LOA can be returned to PD by any of the users till PrAO in the Functional Ministry.

2. Upon acceptance of LOA by Pr.AO of the Functional Ministry, it will be available in Principal Accounts Office of the Agent Ministry.

- The LOA in the Agent Ministry will be processed at all the three levels viz DH, AAO and Pr.A.O.

- The DH in Pr.A.O. of the Agent Ministry will receive the LOA forwarded by the Functional Ministry.
- PAO code and DDO code entered by the PD of the Functional Ministry can be edited by the DH user in the Pr.AO of the Agent Ministry. However, Number, date and amount of LOA cannot be edited.
- DH in Pr.AO will pass IGA to AAO, who will further pass it to Pr.AO.
- In case editing is required in PAO/DDO code, Pr.A.O. can return the IGA sanction to DH for updation.
- In case the IGA sanction is required to be cancelled, Pr.A.O of the Agent Ministry can return the same to issuing Pr.A.O (i.e. Pr.A.O. of the Functional Ministry). On cancellation of IGA sanction, budget at the end of Functional Ministry will be updated automatically.
- Upon accepting the LOA by the Pr.A.O. user in Principal Accounts Office of the Agent Ministry, the said LOA will be forwarded to the concerned PAO of the Agent Ministry.
- PAO of the Agent Ministry can edit DDO code but cannot edit the LOA number, date and its amount.
- In case LOA does not pertain to receiving PAO or no action is to be taken on received LOA due to certain administrative reasons, PAO user can return the same to Pr.AO of Agent Ministry.
- Upon acceptance of LOA by PAO it will be visible to all PDs mapped with the concerned DDO under whom budget have been allocated.

3. The LOA can be accepted/rejected.

- The rejection of LOA will also be processed at all the three levels viz DH, AAO and Pr.AO.
- After LOA is rejected by PrAO, LOA will get cancelled and budget at Functional Ministry will be updated for the rejected amount.

4. The PD of the Agent Ministry will create the sanction against the LOA in usual manner.

- No budget overriding is allowed at the time of creation of sanction.
- Expenditure in respect of amount of sanction as authorized by the Functional Ministry through “Letter of Authorization” may be incurred fully or partially, as the case may be.

- There is a validation in system for not allowing PD of Executing/Agent Ministry/Department to create a sanction against an IGA (Intra Governmental Authorization) for amount exceeding the total of IGA amount.
- The sanction against LOA can be created only for the Functional head indicated in the LOA.
- Only those LOAs which have been Passed/Finalized by PAO of Agent Ministry will be visible to the PD for creating sanction against LOA.
- The LOA Functional head for which budget is available will be allowed to be operated in the following forms:
  - a) LOP form
  - b) Transfer Entry form.
  - c) COMPACT uploading form.
  - d) Challan Entry form.

5. Surrender of LOA:

- Surrender of LOA could be for complete unutilized amount or for partial unutilized amount.
- Only those LOAs will appear in the 'Surrender LOA' form wherein any unspent amount (either sanction has not been processed at all or has been processed for partial amount) is available.
- The said unspent amount can be returned to the Functional Ministry.
- Surrender will be done LOA wise.
- The 'surrender LOA' form will be operated at all the three levels viz DH, AAO and Pr.A.O. user in Principal Accounts Office of the Agent Ministry. The 'returning of unutilized LOA' process will be initiated by the DH and thereafter processed by AAO and Pr.A.O. user.
- Upon acceptance of the surrender request by Pr.A.O. of the Agent Ministry, the budget of the Functional Ministry will be increased for the returned amount and will be available for utilization.

## PROCESSING OF LOA

### STEPS TO BE FOLLOWED BY FUNCTIONAL MINISTRY/DEPARTMENT

1. CREATION OF SANCTION BY PD
2. APPROVAL OF SANCTION BY PD
3. RECEIVING OF SANCTION BY PAO USER IN PAO
4. PASS/RETURN IGA SANCTION BY PAO USER TO Pr.A.O.
5. PASS/RETURN IGA SANCTION BY DH USER TO AAO USER IN Pr.A.O.
6. PASS/RETURN IGA SANCTION BY AAO USER TO Pr.A.O USER IN Pr.A.O.
7. PASS/RETURN IGA BY Pr.A.O. USER IN Pr.AO

### STEPS TO BE FOLLOWED BY EXECUTING/AGENT MINISTRY/DEPARTMENT

8. PASS/RETURN IGA SANCTION BY DH USER TO AAO USER IN Pr.A.O.
9. PASS/RETURN IGA SANCTION BY AAO USER TO Pr.A.O USER IN Pr.A.O.
10. PASS IGA TO PAO BY Pr.A.O. USER IN Pr.AO TO PAO USER IN PAO
11. FINALIZATION OF IGA BY PAO
12. CREATE SANCTION AGAINST IGA BY PD
13. APPROVAL OF IGA SANCTION BY PD
14. RECEIVING OF SANCTION BY DDO
15. GENERATION OF BILL BY DDO
16. RECEIVING OF BILL BY DH IN PAO
17. PASS/RETURN OF BILL BY DH IN PAO
18. PASS/RETURN OF BILL BY AAO IN PAO
19. PASS/RETURN OF BILL BY PAO
20. DIGITALLY SIGN PAY FILE
21. DIGITAL SIGN BATCH

## SURRENDER OF LOA

### STEPS TO BE FOLLOWED FOR SURRENDER OF LOA BY AGENT MINISTRY:

1. INITIATION OF RETURN OF UNUTILIZED LOA BY DH USER IN PRINCIPAL ACCOUNT.
2. FORWARDING OF RETURN IGA SANCTION BY DH TO AAO USER
3. FORWARDING OF RETURN IGA SANCTION BY AAO TO PRAO USER

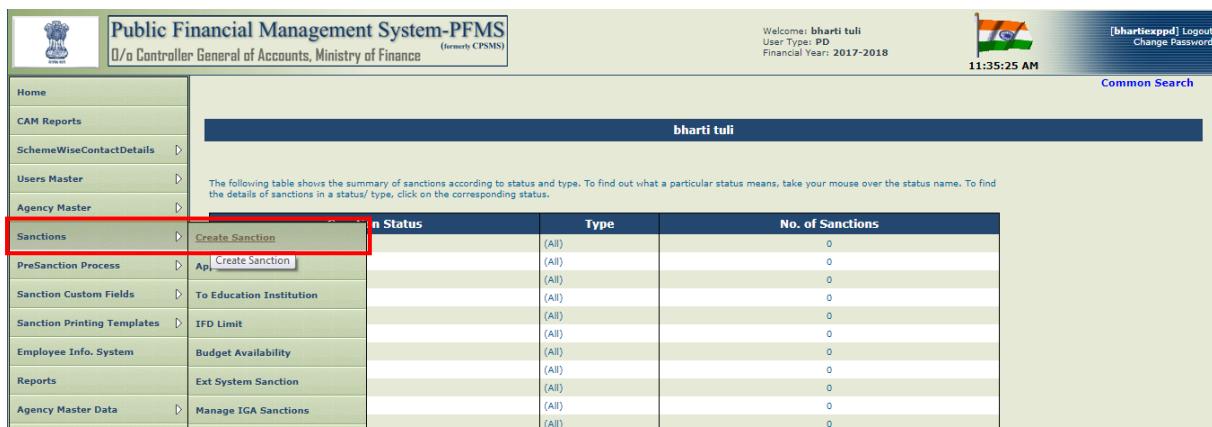
#### 4. PASSING OF SURRENDER REQUEST BY PRAO OF AGENT MINISTRY TO FUNCTIONAL MINISTRY

#### STEPS TO BE FOLLOWED BY FUNCTIONAL MINISTRY/DEPARTMENT

##### 1. CREATION OF SANCTION BY PD OF FUNCTIONAL MINISTRY

First of all, PD of the Functional Ministry will generate a sanction to issue a LOA. For this, he will login PFMS with his user ID and Password and go to:

**“SANCTIONS” > “CREATE SANCTION”**



Status	Type	No. of Sanctions
(All)	(All)	0

User will enter the details of sanction viz. IFD/HOD File No. & Date and Sanction No. & Date. He will select the PAO and DDO from the drop down list. In case of LOA, he has to select **“INTRAGOVERNMENTAL AUTHORIZATION”** as type of Sanction.

**Public Financial Management System-PFMS**  
(formerly CPMS)

Welcome: Bharti Tuli  
User Type: PD  
Financial Year: 2017-2018

12:10:51 PM

[bhartiexpd] Logout  
Change Password  
Help  
Common Search

**Create Sanction**

**Sanction Header**

Controller Name : EXPENDITURE  
Division Diary/IFD/HOD File No. : \* IFD/EXP/LOA/1408  
IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/EXP/LOA/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme : --Select--  
PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  
Sanction Type : \* --Select--  
Sanction Amount : \* --Select--  
Transfer  
Expenditure  
Upload Scanned Sanction: **IntraGovernmentalAuthorization**  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice: [Add Invoice / Claim](#)

**Account Head Details**

Grant : \* --Select--  
Function Head : \* --Select--  
Category : \* --Select--  
Object Head : \* --Select--  
Amount : \*  
Note: In case of Expenditure type sanction, object heads "31,33,35,36,54,55" are not listed for selection.  
[Add Account Heads](#)

**Create Sanction** **Clear**

On selection of type of sanction as “INTRAGOVERNMENTAL AUTHORIZATION”, a grid for selection of Controller will appear below. User will enter the gross amount in the field “Sanction Amount”. He can upload a scanned copy (pdf with size not more than 4 MB) of sanction. However, uploading of scanned sanction is not mandatory.

**Users Master** **Agency Master** **Sanctions** **PreSanction Process** **Sanction Custom Fields** **Sanction Printing Templates** **Employee Info. System** **Reports** **Agency Master Data** **Agency Schemes** **Other Agencies** **Scheme Allocation** **OLD UC**

**Create Sanction**

**Sanction Header**

Controller Name : EXPENDITURE  
Division Diary/IFD/HOD File No. : \* IFD/EXP/LOA/1408  
IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/EXP/LOA/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme : --Select--  
PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  
Sanction Type : \* **IntraGovernmentalAuthorization**  
Sanction Amount : \* **50000** In Actuals  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: [Choose file](#) [Upload](#)  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice: [Add Invoice / Claim](#)

**Account Head Details**

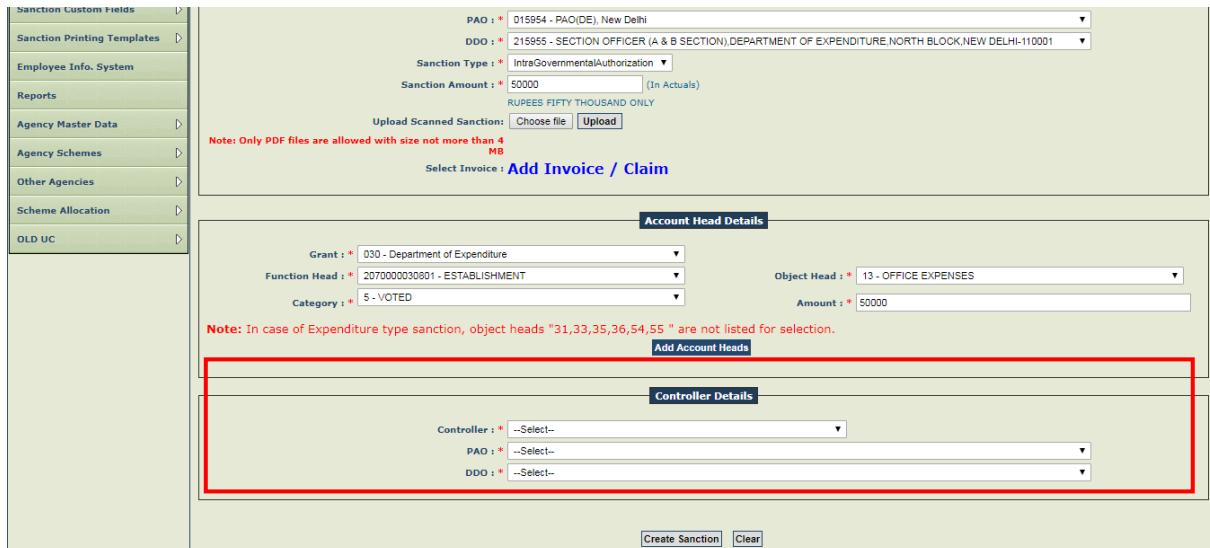
Grant : \* --Select--  
Function Head : \* --Select--  
Category : \* --Select--  
Object Head : \* --Select--  
Amount : \*  
Note: In case of Expenditure type sanction, object heads "31,33,35,36,54,55" are not listed for selection.  
[Add Account Heads](#)

**Controller Details**

Controller : \* --Select--  
PAO : \* --Select--  
DDO : \* --Select--

**Create Sanction** **Clear**

User will enter Account Head details viz. Grant, Function Head, Object Head, and Category by selecting the concerned heads from drop down list. He will enter amount of sanction and press the button “**ADD ACCOUNT HEADS**”.



PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  
Sanction Type : \* IntraGovernmentalAuthorization  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: Choose file | Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice: Add Invoice / Claim

**Account Head Details**

Grant : \* 030 - Department of Expenditure  
Function Head : \* 207000030801 - ESTABLISHMENT  
Object Head : \* 13 - OFFICE EXPENSES  
Category : \* 5 - VOTED  
Amount : \* 50000

Note: In case of Expenditure type sanction, object heads "31,33,35,36,54,55" are not listed for selection.  
Add Account Heads

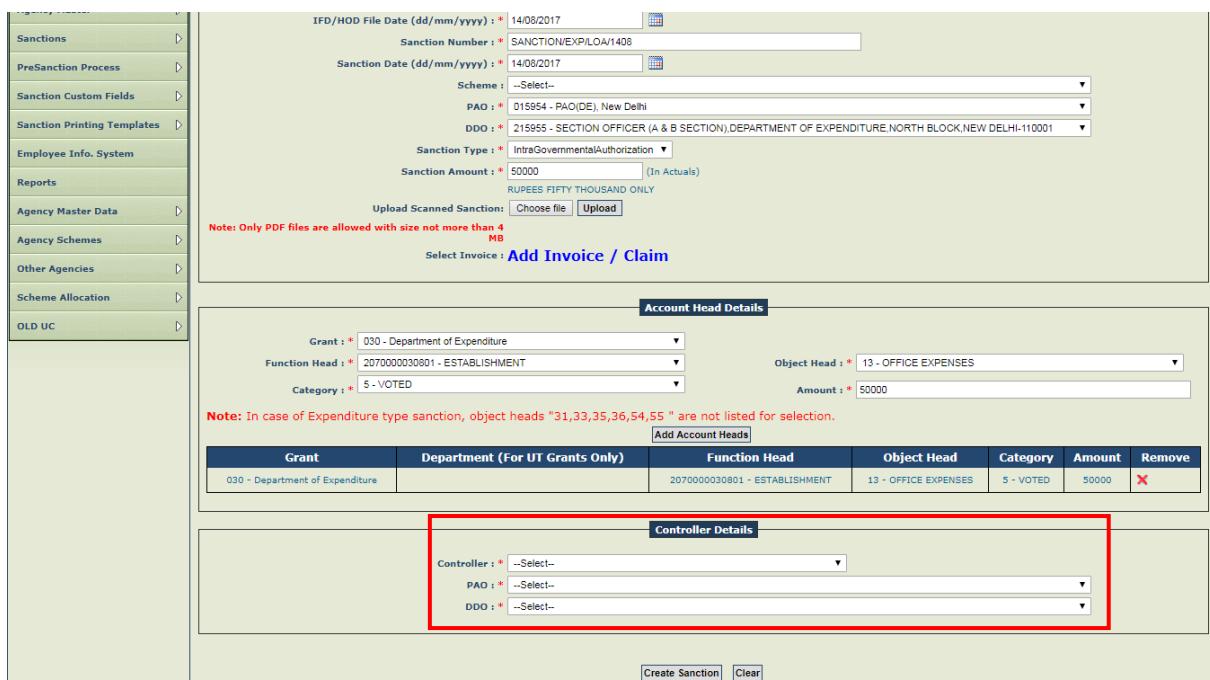
**Controller Details**

Controller : \* --Select--  
PAO : \* --Select--  
DDO : \* --Select--

Create Sanction | Clear

A grid showing the Accounting head details will appear below. In case of selection of wrong heads, the record can be deleted using **(X)** given under the column “**Remove**”.

A list of Controller, PAO and DDO will be available for selection under the heading “**Controller Details**”.



IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/EXP/LOA/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme : \* --Select--  
PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  
Sanction Type : \* IntraGovernmentalAuthorization  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: Choose file | Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice: Add Invoice / Claim

**Account Head Details**

Grant : \* 030 - Department of Expenditure  
Function Head : \* 207000030801 - ESTABLISHMENT  
Object Head : \* 13 - OFFICE EXPENSES  
Category : \* 5 - VOTED  
Amount : \* 50000

Note: In case of Expenditure type sanction, object heads "31,33,35,36,54,55" are not listed for selection.  
Add Account Heads

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	Remove
030 - Department of Expenditure		207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000	X

**Controller Details**

Controller : \* --Select--  
PAO : \* --Select--  
DDO : \* --Select--

Create Sanction | Clear

PD will select the Controller, PAO and DDO of Executing/Agent Ministry in respect of whom **“Letter of Authorization”** is to be issued. LOA can be issued only to single PAO and single DDO. LOA cannot be issued for the same controller i.e. in favour the controller who is issuing the LOA.

- Sanction Custom Fields
- Sanction Printing Templates
- Employee Info. System
- Reports
- Agency Master Data
- Agency Schemes
- Other Agencies
- Scheme Allocation
- OLD UC

PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK NEW DELHI-110001  
Sanction Type : \* IntraGovernmentalAuthorization  
Sanction Amount : \* 50000 (In Actuals)  
Upload Scanned Sanction: Choose file | Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice : Add Invoice / Claim

Grant : \* 030 - Department of Expenditure  
Function Head : \* 207000030801 - ESTABLISHM  
Category : \* 5 - VOTED  
Note: In case of Expenditure type sanction, object

Grant	Department (030 - Department of Expenditure)	Object Head	Category	Amount	Remove
030 - Department of Expenditure		13 - OFFICE EXPENSES	5 - VOTED	50000	

031 - ARMS & EQUIP  
032 - INFORMATION TE  
033 - PRESIDENT S SEC  
Controller : \* --Select--  
PAO : \* --Select--  
DDO : \* --Select--

[Create Sanction](#) | [Clear](#)

IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/EXP/LOA/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme : --Select--  
PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK NEW DELHI-110001  
Sanction Type : \* IntraGovernmentalAuthorization  
Sanction Amount : \* 50000 (In Actuals)  
Upload Scanned Sanction: Choose file | Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice : Add Invoice / Claim

Grant : \* 030 - Department of Expenditure  
Function Head : \* 207000030801 - ESTABLISHM  
Category : \* 5 - VOTED  
Note: In case of Expenditure type sanction, object

Grant	Department (030 - Department of Expenditure)	Object Head	Category	Amount	Remove
030 - Department of Expenditure		00000 - PAO Min. of Urban Development, New Delhi		50000	

042507-PAO(Office Accounts), New Delhi  
042624-PAO(Estate), New Delhi  
042708-PAY AND ACCOUNTS OFFICE (PTG.)  
042805-PAO Printing, Nasik  
042890-PAO Printing, Nasik  
042972-PAO Printing, Chennai  
043051-PAO(DGW), New Delhi  
043053-PAO(DGW), New Delhi  
043141-PAO(New Delhi Zone) CPWD, New Delhi  
043144-PAO(New Delhi Zone) CPWD, Ministry of Urban Development, New Delhi  
043200-PAO(North Zone) CPWD, New Delhi  
043400-PAO(East Zone) CPWD, Kolkata  
043521-PAO(West Zone) CPWD, Kolkata  
043724-PAO(Food Zone) CPWD, New Delhi  
043809-PAO(Food Zone) CPWD, New Delhi  
043884-PAO(Sectt.), Minl 043729-PAO(Food Zone) CPWD, New Delhi  
043951-PAO, CPWD (SZ), Chennai  
055823-Principal cum PAO, Ministry of Housing and Urban Poverty Alleviation, New Delhi  
Controller : \* --Select--  
PAO : \* --Select--  
DDO : \* --Select--

[Create Sanction](#) | [Clear](#)

9

IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/EXP/LOA/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme : --Select--  
PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  
Sanction Type : \* IntraGovernmentalAuthorization  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: Choose file | Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice : Add Invoice / Claim

**Account Head Details**

Grant : \* 030 - Department of Expenditure  
Function Head : \* 2070000030801 - ESTABLISHMENT  
Category : \* 5 - VOTED

Note: In case of Expenditure type sanction, object heads "31,33,35,36,54,55" are not listed for selection.

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	Remove
030 - Department of Expenditure	2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		

Controller : \* 030 - URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
PAO : \* 043729-PAO(Food Zone) CPWD, New Delhi  
DDO : \* 143763 - 'P' DIVISION C.P.W.D.,NEW DELHI.

Create Sanction | Clear

After selecting the Controller, PAO and DDO code from the drop down menu, PD user will press the button "**CREATE SANCTION**".

IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/EXP/LOA/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme : --Select--  
PAO : \* 015954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  
Sanction Type : \* IntraGovernmentalAuthorization  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: Choose file | Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice : Add Invoice / Claim

**Account Head Details**

Grant : \* 030 - Department of Expenditure  
Function Head : \* 2070000030801 - ESTABLISHMENT  
Category : \* 5 - VOTED

Note: In case of Expenditure type sanction, object heads "31,33,35,36,54,55" are not listed for selection.

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	Remove
030 - Department of Expenditure	2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		

**Controller Details**

Controller : \* 030 - URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
PAO : \* 043729-PAO(Food Zone) CPWD, New Delhi  
DDO : \* 143763 - 'P' DIVISION C.P.W.D.,NEW DELHI.

Create Sanction | Clear

System will display a message:

**“Sanction has been saved successfully”.**

Division Diary/IFD/HOD File No. : \* IFD/EXP/LOA/1405  
IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/EXP/LOA/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme : \* -Select-  
PAO : \* 016954 - PAO(DE), New Delhi  
DDO : \* 215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  
Sanction Type : \* IntraGovernmentalAuthorization  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: Choose file | Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice : [Add Invoice / Claim](#)

**Account Head Details**

Grant : \* 030 - Department of Expenditure  
Function Head : \* 207000030801 - ESTABLISHMENT  
Object Head : \* 13 - OFFICE EXPENSES  
Category : \* 5 - VOTED  
Amount : \* 50000

Note: In case of Expenditure type sanction, object heads "31,33,35,36,54,55" are not listed for selection.  
[Add Account Heads](#)

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	Remove
030 - Department of Expenditure	207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		

**Controller Details**

Controller : \* 030 - URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
PAO : \* 043729-PAO(Food Zone) CPWD, New Delhi  
DDO : \* 143763 - 'P' DIVISION C.P.W.D.,NEW DELHI

Sanction has been saved successfully...!!!

The status of sanction may be viewed through the option “**SANCTIONS**” > “**MANAGE SANCTIONS**”.

The status of sanction will be shown as “**SUBMITTED**”

## 2. APPROVAL OF SANCTION BY PD OF FUNCTIONAL MINISTRY

Now this sanction needs to be approved by PD. For this, he will go to the option: “**SANCTIONS**” > “**APPROVE SANCTION**”

Welcome: bharti tuli  
User Type: PD  
Financial Year: 2017-2018  
12:14:53 PM  
[bhartiexppd] Logout  
Change Password  
Common Search

**bharti tuli**

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

Sanction ID	Create Sanction	Status	Type	No. of Sanctions
1	Approve Sanction	(All)	(All)	0
2	To Educate	Authorization	(All)	2
3	Approve Sanction	(All)	(All)	0
4	IFD Limit	(All)	(All)	0

All the sanctions pending for approval will appear. If not displayed on screen, user can trace a particular sanction by using the search criteria given above. User will click the hyperlink of sanction to open it.

# Public Financial Management System I.T. Division, O/o CGA



Public Financial Management System-PFMS  
(formerly CPSMS)

D/o Controller General of Accounts, Ministry of Finance

Welcome: bharti.tuli
User Type: PD
Financial Year: 2017-2018


12:15:25 PM
[bhartiexppd] Logout
Change Password

Help
Common Search

**Search Sanctions**

Sanction No :

From Date :

Sanction Amount :

Scheme :

PAO :

DDO :

Sanction Status :

To Date :

IFD No :

G&M Sanction
IAAA Sanction

Sanction Number	Type	Scheme	DDO Name	PAO Name	Amount	Date	View File
SANCTION/EXP/LOA/1408	IntraGovernmentalAuthorization		215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	10,000	14/08/2017	File not exists
SANCTION/EXP/LOA/1408	IntraGovernmentalAuthorization		215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	50,000	14/08/2017	File not exists

The details of sanction will be displayed to the user. Under the field **“Authorization Details”**, the name of the authorized controller, PAO and DDO will be displayed. However the fields for **“Authorization Number”** and **“Authorization Date”** will remain blank as the same are to be entered by DH user of Principal Accounts Office of the Functional Ministry.

After confirming the correctness of submitted sanction, PD will proceed to approve the same by pressing the button **“APPROVE/REJECT”**.



Public Financial Management System-PFMS  
(formerly CPSMS)

D/o Controller General of Accounts, Ministry of Finance

Welcome: bharti.tuli
User Type: PD
Financial Year: 2017-2018


12:15:52 PM
[bhartiexppd] Logout
Change Password

Help
Common Search

**Sanction Details**

Controller: 013-EXPENDITURE

Sanction Number: SANCTION/EXP/LOA/1408

Sanction Type: IntraGovernmentalAuthorization

IFD Number: IFD/EXP/LOA/1408

Plan Scheme: -

DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Sanction Status: Submitted

Sanction Date: 14/08/2017

Sanction Amount: 50000

IFD Date: 14/08/2017

PAO: 015954-PAO(DE), New Delhi

Remarks:

Created By: bhartiexppd
Created On: 14/08/2017 12:14:29 PM

Modified By:
Modified On:

**Account Details:**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure	207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	30000	100000		

**Authorization Details:**

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Authorization Date:
Authorization Number:	Authorized DDO: 143763-'P' DIVISION C.P.W.D.,NEW DELHI.
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi	

User will enter appropriate remark and press the button **“APPROVE”**.

**Public Financial Management System  
I.T. Division, O/o CGA**

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Scheme Allocation

OLD UC

**Sanction Details**

Controller: 013-EXPENDITURE  
Sanction Number: SANCTION/EXP/LOA/1408  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: IFD/EXP/LOA/1408  
Plan Scheme: -  
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Created By: bhartiexppd  
Modified By: bhartiexppd

**Remarks**

Please Enter Remark  
Approved

**Approve** **Cancel**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure	2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000	50000	100000	

**Authorization Details:**

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Authorization Number:  
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi

Authorization Date:  
Authorized DDO: 143763-'P' DIVISION C.P.W.D.,NEW DELHI.

**Edit Sanction** **Approve** **Cancel Sanction** **Print Sanction Order** **Back**

System will display a message:

**“Sanction approved successfully”**

**Available budget at PD level, will be reduced by the amount of approved sanction.**

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Scheme Allocation

OLD UC

**Sanction Details**

Controller: 013-EXPENDITURE  
Sanction Number: SANCTION/EXP/LOA/1408  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: IFD/EXP/LOA/1408  
Plan Scheme: -  
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Created By: bhartiexppd  
Modified By: bhartiexppd

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure	2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000	50000	100000	

**Authorization Details:**

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Authorization Number:  
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi

Authorization Date:  
Authorized DDO: 143763-'P' DIVISION C.P.W.D.,NEW DELHI.

**Sanction Approved Successfully.**

**Print Sanction Order** **Back**

The status of sanction can be viewed as “APPROVED” through the option:

**“SANCTIONS” > “MANAGE SANCTIONS”**

# Public Financial Management System

## I.T. Division, O/o CGA

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

Welcome: bharti tuli  
User Type: PD  
Financial Year: 2017-2018

12:16:46 PM

[bhartiexppd] Logout  
Change Password

**Common Search**

**bharti tuli**

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

Sanction Status		Type	No. of Sanctions
Sanctions	Create Sanction	(All)	0
PreSanction Process	Approve Sanction	(All)	0
Sanction Custom Fields	To Education Institution	Authorization	1
Sanction Printing Templates	IFD Limit	Authorization	1
Employee Info. System	Budget Availability	(All)	0
Reports	Ext System Sanction	(All)	0
Agency Master Data	Manage IGA Sanctions	(All)	0
Agency Schemes	Manage Sanctions	(All)	0
Other Agencies	Print Sanction Order	(All)	0
Scheme Allocation	Create Against IGA	(All)	0
OLD UC	Manage UC	(All)	0

**Agency Status**

Agency Status	No. of Agency
Manage Sanctions	0

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

Welcome: bharti tuli  
User Type: PD  
Financial Year: 2017-2018

12:17:07 PM

[bhartiexppd] Logout  
Change Password

**Common Search**

**Search Sanctions**

Sanction No:  Sanction Status:  From Date: (dd/mm/yyyy) 01/04/2017 To Date: (dd/mm/yyyy) 14/08/2017

Sanction Amount:  Scheme:  PAO:  DDO:

IFD No:  Search Reset

Get Sanction IAAA Sanction

SanctionNumber	Type	Scheme	DDO Name	PAO Name	Amount	Date	Current Status	View File
SANCTION/1407/NPS_NL BILL	Expenditure	200702 - PAO, Department of Expenditure	015954 - PAO(DE), New Delhi	0	14/07/2017	Closed	File not exists	
SANCTION/LOA/EXP/1408	IntraGovernmentalAuthorization	215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	10,000	14/08/2017	Submitted	File not exists	
SANCTION/EXP/LOA/1408	IntraGovernmentalAuthorization	215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	50,000	14/08/2017	Approved	File not exists	

The user can view the details of sanction by clicking its hyperlink.

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

Welcome: bharti tuli  
User Type: PD  
Financial Year: 2017-2018

12:17:18 PM

[bhartiexppd] Logout  
Change Password

**Common Search**

**Sanction Details**

Controller: 013-EXPENDITURE  
Sanction Number: SANCTION/EXP/LOA/1408  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: IFD/EXP/LOA/1408  
Plan Scheme: -  
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Sanction Status: **Approved**  
Sanction Date: 14/08/2017  
Sanction Amount: 50000  
IFD Date: 14/08/2017  
PAO: 015954-PAO(DE), New Delhi  
Remarks: Approved

Created By: bharti tuli  
Modified By: bhartiexppd

Created On: 14/08/2017 12:14:29 PM  
Modified On: 14/08/2017 12:16:15 PM

**Account Details:**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure	2076000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000	50000		

**Authorization Details:**

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Authorization Number:  
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi

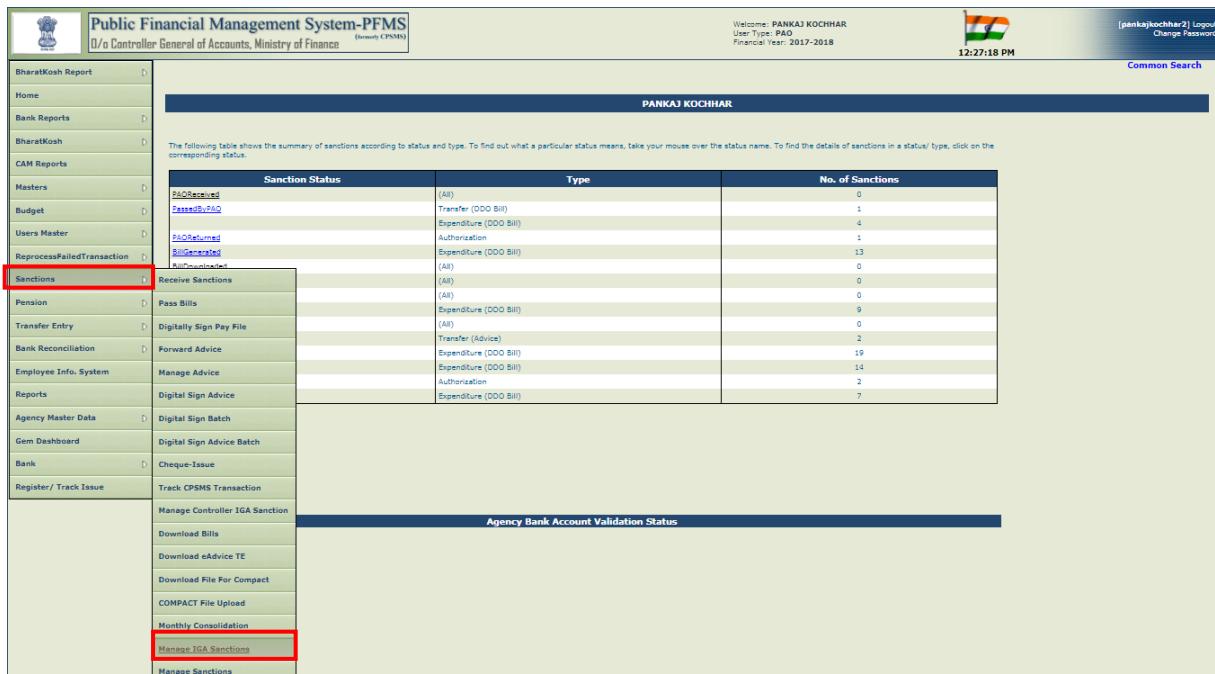
Authorization Date:  
Authorized DDO: 143763-'P' DIVISION C.P.W.D.,NEW DELHI.

**Print Sanction Order** **Back**

### 3. RECEIVING OF SANCTION BY PAO USER IN PAY & ACCOUNTS OFFICE OF FUNCTIONAL MINISTRY

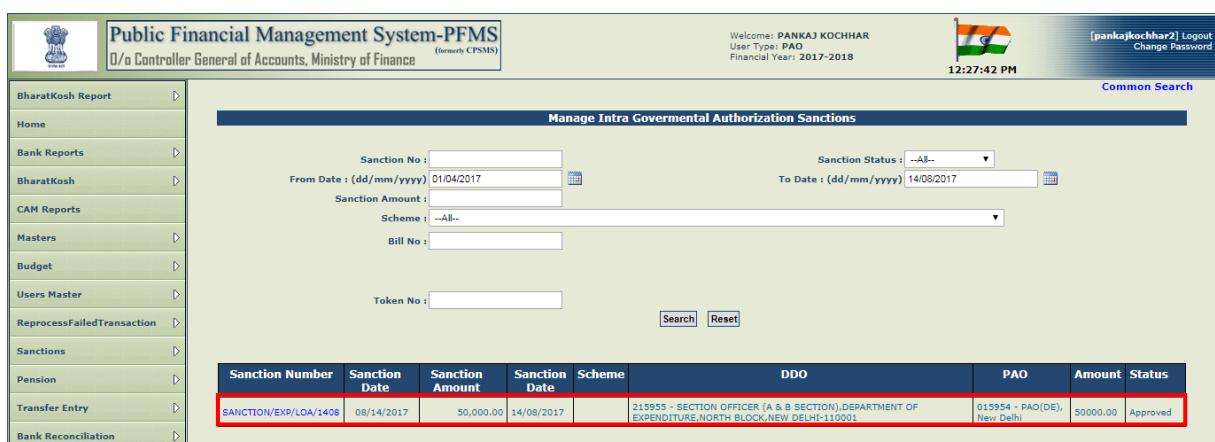
After creation and approval of LOA by PD, sanction for LOA will be available to PAO user in Pay & Accounts office of the Functional Ministry for further processing. PAO user will login PFMS through his user id and password and go to:

#### “SANCTIONS” > “MANAGE IGA SANCTIONS”



Sanction Status		Type	No. of Sanctions
PAO Approved	(All)	Transfer (DDO Bill)	0
Passed By PAO	(All)	Expenditure (DDO Bill)	1
PAO Declined	(All)	Authorization	4
Bill Generated	(All)	Expenditure (DDO Bill)	1
All Declined	(All)	Expenditure (DDO Bill)	13
Sanctions	Receive Sanctions	(All)	0
Pension	Pass Bills	(All)	0
Transfer Entry	Digitally Sign Pay File	(All)	0
Bank Reconciliation	Forward Advice	Transfer (Advice)	9
Employee Info. System	Manage Advice	Expenditure (DDO Bill)	0
Reports	Digital Sign Advice	Authorization	19
Agency Master Data	Digital Sign Batch	Expenditure (DDO Bill)	14
Gem Dashboard	Digital Sign Advice Batch	Authorization	2
Bank	Cheque-Issue	Expenditure (DDO Bill)	7
Register/ Track Issue	Track CPMS Transaction	(All)	
	Manage Controller IGA Sanction	Agency Bank Account Validation Status	
	Download Bills		
	Download eAdvice TE		
	Download File For Compact		
	COMPACT File Upload		
	Monthly Consolidation		
	Manage IGA Sanctions		
	Manage Sanctions		

All the sanctions with the status as “Approved” will be displayed. He can make use of search criteria given above to trace a particular sanction.



Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	50000.00	Approved	

The user will click hyperlink of sanction to open it. The details of sanction will be displayed. Two options “Receive Bill (PAO)” and “Return Sanction to PD” will be

available. PAO user can either receive LOA sanction or return it to PD, if required. To receive a sanction, he will press the button “**RECEIVE BILL (PAO)**”.



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

Welcome: PANKAJ KOCHHAR  
User Type: PAO  
Financial Year: 2017-2018

12:28:05 PM [pankajkochhar2] Logout Change Password Help Common Search

**Sanction Details**

Controller: 013-EXPENDITURE  
Sanction Number: SANCTION/EXP/LOA/1408  
Sanction Type: Intra/Governmental Authorization  
IFD Number: IFD/EXP/LOA/1408  
Plan Scheme: -  
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Sanction Status: Approved  
Sanction Date: 14/08/2017  
Sanction Amount: 50000  
IFD Date: 14/08/2017  
PAO: 015954-PAO(DE), New Delhi  
Remarks: Approved

Created By: bhartiexpd  
Modified By: bhartiexpd  
Created On: 14/08/2017 12:14:29 PM  
Modified On: 14/08/2017 12:16:15 PM

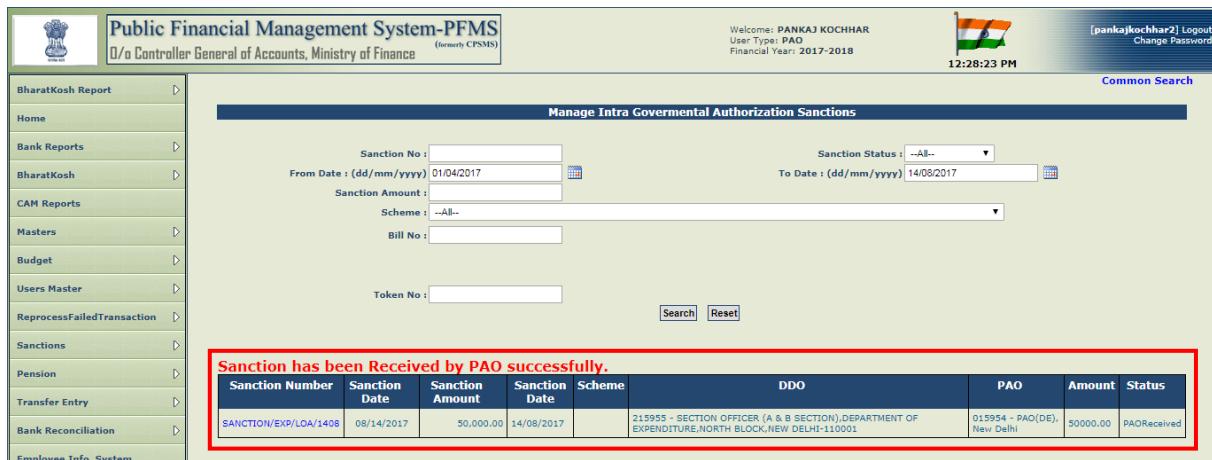
**Account Details:**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure	207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		100000	

**Buttons:** Receive Bill(PAO) (highlighted with a red box), Return Sanction To PD, Back

System will display a message:

**“Sanction has been received by PAO successfully”.**



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

Welcome: PANKAJ KOCHHAR  
User Type: PAO  
Financial Year: 2017-2018

12:28:23 PM [pankajkochhar2] Logout Change Password Help Common Search

**Manage Intra Govermental Authorization Sanctions**

Sanction No:   
From Date : (dd/mm/yyyy) 01/04/2017   
Sanction Status:  --All--   
To Date : (dd/mm/yyyy) 14/08/2017   
Sanction Amount:   
Scheme:  --All--   
Bill No:   
Token No:   Search  Reset

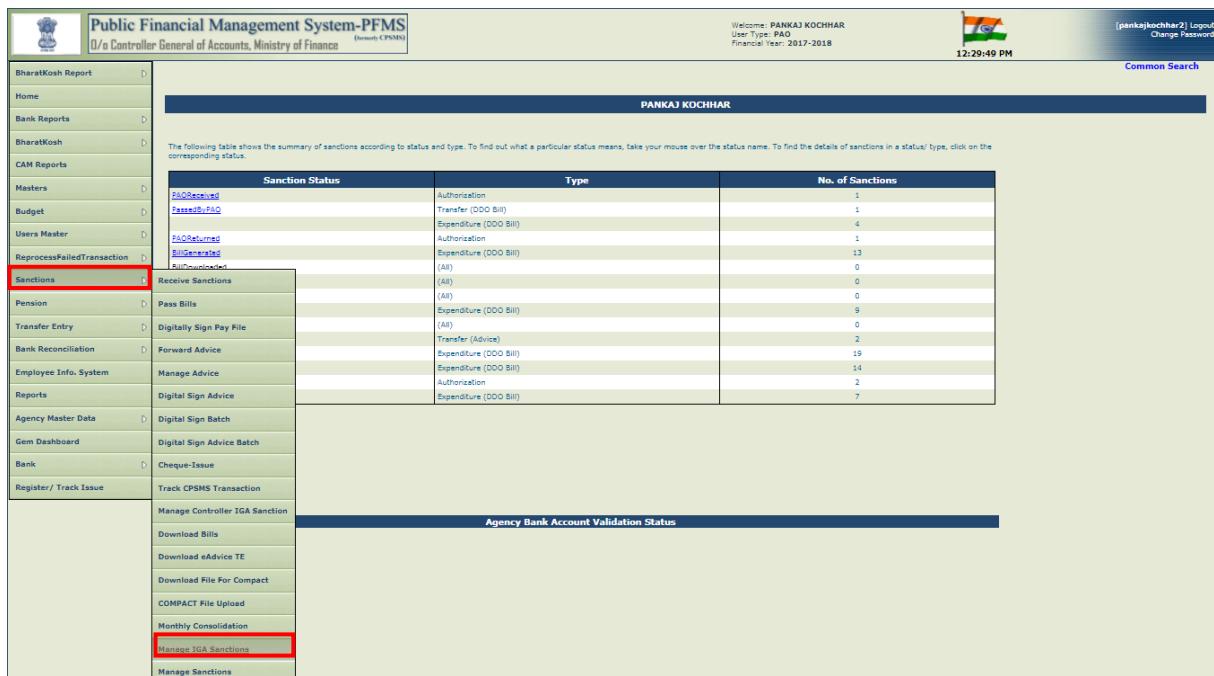
**Sanction has been Received by PAO successfully.**

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017		215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	50000.00	PAOReceived

#### 4. PASS/RETURN IGA SANCTION BY PAO USER TO PRINCIPAL ACCOUNTS OFFICE OF FUNCTIONAL MINISTRY

After receiving a sanction, PAO user can either directly click the hyperlink of sanction displayed on screen or again go to the option: “**SANCTIONS**” > “**MANAGE IGA SANCTIONS**”

**Public Financial Management System  
I.T. Division, O/o CGA**

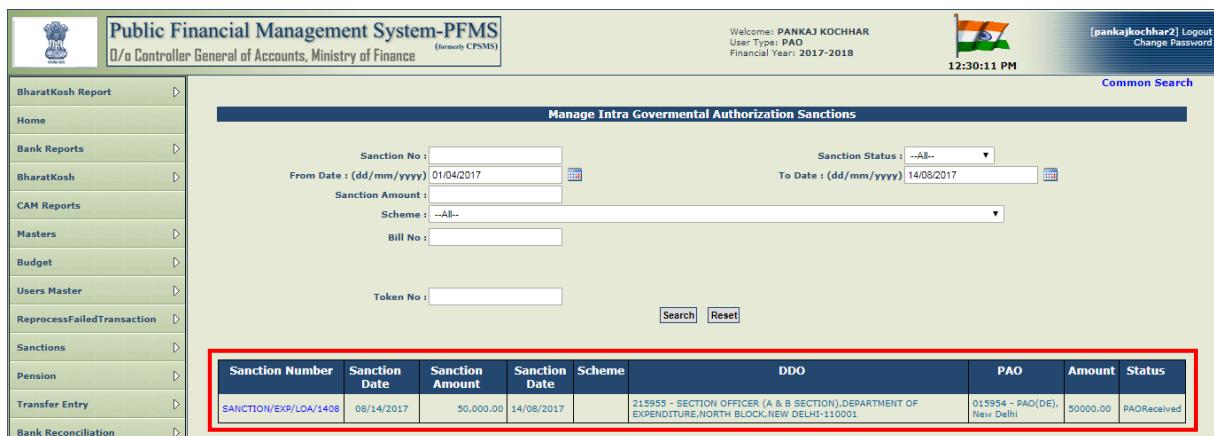


**PANKAJ KOCHHAR**

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

Sanction Status	Type	No. of Sanctions
PAOReceived	Authorization	1
PassesPAO	Transfer (DDO Bill)	1
	Expenditure (DDO Bill)	4
	Authorization	1
PAOReturned	Expenditure (DDO Bill)	13
	(All)	0
BillGenerated	(All)	0
BillCompleted	(All)	0
<b>Sanctions</b>	<b>Receive Sanctions</b>	
Pension	Pass Bills	
Transfer Entry	Digitally Sign Pay File	
Bank Reconciliation	Forward Advice	
Employee Info. System	Manage Advice	
Reports	Digital Sign Advice	
Agency Master Data	Digital Sign Batch	
Gem Dashboard	Digital Sign Advice Batch	
Bank	Cheque-Issue	
Register/ Track Issue	Track CPMS Transaction	
	Manage Controller IGA Sanction	<b>Agency Bank Account Validation Status</b>
	Download Bills	
	Download Advice TE	
	Download File For Compact	
	COMPACT File Upload	
	Monthly Consolidation	
	<b>Manage IGA Sanctions</b>	
	Manage Sanctions	

All the sanctions with the status “PAO Received” will be displayed.



**Manage Intra Govermental Authorization Sanctions**

Sanction No :  Sanction Status :

From Date : (dd/mm/yyyy)  To Date : (dd/mm/yyyy)

Sanction Amount :  Scheme :

Bill No :  Token No :

**Search** **Reset**

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status
<a href="#">SANCTION/EXP/LOA/1408</a>	08/14/2017	50,000.00	14/08/2017		215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	50000.00	PAOReceived

On pressing hyperlink of desired sanction, details of sanction will be displayed to user. Two options “Forward to PrAO (Pass) or “Return sanction to PD” will be available. PAO user can either Pass LOA sanction or return it to PD, if required. For passing, user will press the button “**Forward to PrAO Pass**”.

**Public Financial Management System  
I.T. Division, O/o CGA**

 <b>Public Financial Management System-PFMS</b> O/o Controller General of Accounts, Ministry of Finance (formerly CPSMS)		Welcome: PANKAJ KOCHHAR User Type: PAO Financial Year: 2017-2018  12:30:23 PM <a href="#">Logout</a> <a href="#">Change Password</a> <a href="#">Help</a>																
<b>Common Search</b>																		
<b>Sanction Details</b>																		
Controller: 013-EXPENDITURE Sanction Number: SANCTION/EXP/LOA/1408 Sanction Type: IntraGovernmentalAuthorization IFD Number: IFD/EXP/LOA/1408 Plan Scheme: - DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  Created By: bhartieppd Modified By: pankajkochhar2  Sanction Status: PAOReceived Sanction Date: 14/08/2017 Sanction Amount: 50000 IFD Date: 14/08/2017 PAO: 015954-PAO(DE), New Delhi Remarks:  Created On: 14/08/2017 12:14:29 PM Modified On: 14/08/2017 12:28:18 PM																		
<b>Account Details:</b> <table border="1"> <thead> <tr> <th>Grant</th> <th>Department (For UT Grants Only)</th> <th>Function Head</th> <th>Object Head</th> <th>Category</th> <th>Amount</th> <th>External PAO</th> <th>Available Budget</th> </tr> </thead> <tbody> <tr> <td>030 - Department of Expenditure</td> <td></td> <td>207000030801 - ESTABLISHMENT</td> <td>13 - OFFICE EXPENSES</td> <td>5 - VOTED</td> <td>50000</td> <td></td> <td>100000</td> </tr> </tbody> </table>			Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget	030 - Department of Expenditure		207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		100000
Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget											
030 - Department of Expenditure		207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		100000											
<a href="#">Forward To PrAO(Pass)</a> <a href="#">Return Sanction To PD</a> <a href="#">Back</a>																		

System will display a message:

**“Sanction has been passed successfully”.**

**Upon issuing the LOA by the PAO of the Functional Ministry the ‘available budget’ for that particular DDO under the concerned Functional head(s) will be reduced for the LOA amount. ECR will be updated automatically, and its effect will be reflected in the report “BUD-04 Expenditure Control Register for PAO”.**

 <b>Public Financial Management System-PFMS</b> O/o Controller General of Accounts, Ministry of Finance (formerly CPSMS)		Welcome: PANKAJ KOCHHAR User Type: PAO Financial Year: 2017-2018  12:30:40 PM <a href="#">Logout</a> <a href="#">Change Password</a> <a href="#">Help</a>
<b>Common Search</b>		
<b>Manage Intra Govermental Authorization Sanctions</b>		
Sanction No : <input type="text"/> From Date : (dd/mm/yyyy) <input type="text" value="01/04/2017"/> <input type="button" value="Calendar"/> Sanction Amount : <input type="text"/> Scheme : --All-- <input type="button" value="Search"/> Bill No : <input type="text"/>  Token No : <input type="text"/> <input type="button" value="Search"/> <input type="button" value="Reset"/>		
<b>Sanction has been passed successfully..</b>		

After the sanction has been passed by PAO user, this sanction will be processed at all three levels viz. DH, AAO and Pr.A.O.in Principal Accounts office of the Functional Ministry.

## 5. PASS/RETURN IGA SANCTION BY DH USER TO AAO USER IN PRINCIPAL ACCOUNTS OFFICE OF THE FUNCTIONAL MINISTRY

**The Financial Adviser /Pr. Chief Controller of Accounts/Chief Controller of Accounts/Controller of Accounts of the Functional Ministry / Department will issue annual budget allocation letter, indicating the amount approved in the Budget for the year for the programme or activity assigned to the Agent or executing Department, after obtaining necessary financial sanctions.**

Now the sanction for “**Letter of Authorization**”, as forwarded by PAO, will be available with DH user in Pr. Accounts Office of the Functional Ministry for further action. He will login PFMS with his user ID and password and go to:

**“SANCTIONS” > “MANAGE IGA SANCTIONS”**



All the sanctions of LOA with the status “**Passed by PAO**” and pending for receiving by DH in Principal Accounts office, will appear. If not displayed on screen, desired sanction may be traced using search criteria given above. The user will view the details of sanction by clicking its hyperlink.

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

Welcome: BHARTI TULI  
User Type: PrAODealingHand  
Financial Year: 2017-2018

01:09:37 PM

[bhartieexprd] Logout  
Change Password

Common Search

Manage Intra Govermental Authorization Sanctions

Sanction No:   
From Date: (dd/mm/yyyy) 01/04/2017   
Sanction Status:   
To Date: (dd/mm/yyyy) 14/08/2017   
Sanction Amount:   
Scheme:

Search Reset

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status
test loa29/04	04/29/2017	63,000.00	29/04/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	63000.00	PassedByDH
test loa 27/05	05/27/2017	6,000.00	27/05/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	6000.00	PassedByPAO
<b>SANCTION/EXP/LOA/1408</b>	<b>08/14/2017</b>	<b>50,000.00</b>	<b>14/08/2017</b>		<b>215955 - SECTION OFFICER (A &amp; B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001</b>	<b>015954 - PAO(DE), New Delhi</b>	<b>50000.00</b>	<b>PassedByPAO</b>

The details of sanction will be displayed to user. DH user can either “**Forward to AAO (Pass)**” if the sanction is correct, or “**Return to PAO**” in case sanction is not found to be correct. At this stage, fields for “**Authorization Number**” and “**Authorization Date**” will be blank.

After verifying the sanction for its correctness, DH user will proceed to pass the same by pressing the button “**Forward to AAO (Pass)**”.

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

Welcome: BHARTI TULI  
User Type: PrAODealingHand  
Financial Year: 2017-2018

01:10:35 PM

[bhartieexprd] Logout  
Change Password

Common Search

Sanction Details

Controller: 013-EXPENDITURE  
Sanction Number: SANCTION/EXP/LOA/1408  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: IFD/EXP/LOA/1408  
Plan Scheme: -  
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Sanction Status: PassedByPAO  
Sanction Date: 14/08/2017  
Sanction Amount: 50000  
IFD Date: 14/08/2017  
PAO: 015954-PAO(DE), New Delhi  
Remarks:

Created By: bhartieexprd  
Modified By: pankajlochar2  
Created On: 14/08/2017 12:14:29 PM  
Modified On: 14/08/2017 12:30:37 PM

Account Details:

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure		2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		50000

Authorization Details:

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Authorization Number: 043729-PAO(Food Zone) CPWD, New Delhi  
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi  
Authorization Date: 14/08/2017  
Authorized DDO: 143763-'P' DIVISION C.P.W.D.,NEW DELHI.

Forward to AAO(Pass) Return to PAO Back

A screen will appear wherein DH user has to key in “**Authorization Number**” and “**Authorization Date**”, and then press “**Submit**” button.

**The ‘Authorization Number’ and ‘Authorization Date’ will be unique within a Financial Year and cannot be edited by any other user in the chain.**

**Public Financial Management System  
I.T. Division, O/o CGA**

 <b>Public Financial Management System-PFMS</b> (formerly CPSMS) D/o Controller General of Accounts, Ministry of Finance		Welcome: BHARTI TULI User Type: PrAODealingHand Financial Year: 2017-2018  01:11:26 PM		<a href="#">[bhartiexpdh] Logout</a> <a href="#">Change Password</a> <a href="#">Help</a>																	
<a href="#">Home</a> <a href="#">Budget</a> <a href="#">Sanctions</a> <a href="#">Register/ Track Issue</a>		<b>Sanction Details</b>  Controller: 013-EXPENDITURE Sanction Number: SANCTION/EXP/LOA/1408 Sanction Type: IntraGovernmentalAuthorization IFD Number: IFD/EXP/LOA/1408 Plan Scheme: - DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  Created By: bharti@ppd Modified By: pankajkochhar																			
		Sanction Status: PassedByPAO Sanction Date: 14/08/2017 Sanction Amount: 50000 IFD Date: 14/08/2017 PAO: 015954-PAO(DE), New Delhi Remarks:  Created On: 14/08/2017 12:14:29 PM Modified On: 14/08/2017 12:30:37 PM																			
		<div style="border: 1px solid black; padding: 5px;">         Account Details:  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Grant</td> <td style="width: 45%;">Authorization Number: EXP/LOA/1408</td> <td style="width: 40%; text-align: right;">Submit <input type="button" value="Cancel"/></td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;">20700000320801 - ESTABLISHMENT</td> <td style="width: 10%; text-align: right;">Category</td> <td style="width: 10%; text-align: right;">Amount</td> <td style="width: 10%; text-align: right;">External PAO</td> <td style="width: 10%; text-align: right;">Available Budget</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;">13 - OFFICE EXPENSES</td> <td style="text-align: right;">5 - VOTED</td> <td style="text-align: right;">50000</td> <td style="text-align: right;">50000</td> <td style="text-align: right;"></td> </tr> </table> </div>			Grant	Authorization Number: EXP/LOA/1408	Submit <input type="button" value="Cancel"/>			20700000320801 - ESTABLISHMENT	Category	Amount	External PAO	Available Budget			13 - OFFICE EXPENSES	5 - VOTED	50000	50000	
Grant	Authorization Number: EXP/LOA/1408	Submit <input type="button" value="Cancel"/>																			
		20700000320801 - ESTABLISHMENT	Category	Amount	External PAO	Available Budget															
		13 - OFFICE EXPENSES	5 - VOTED	50000	50000																
		Authorization Details: Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIGATION Authorization Number: Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi Authorization Date: Authorized DDO: 143763-P DIVISION C.P.W.D.,NEW DELHI,																			
		<a href="#">Forward to AAO(Pass)</a> <a href="#">Return to PAO</a> <a href="#">Back</a>																			

The system will display a message:

**“Sanction has been passed to AAO successfully”.**

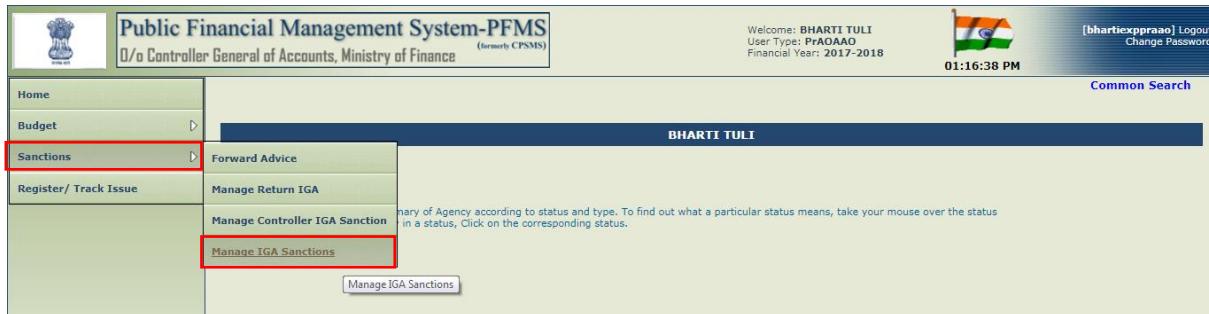
The status of sanction will be displayed as **“Passed by DH”**.

 <b>Public Financial Management System-PFMS</b> (formerly CPSMS) D/o Controller General of Accounts, Ministry of Finance		Welcome: BHARTI TULI User Type: PrAODealingHand Financial Year: 2017-2018  01:11:57 PM		<a href="#">[bhartiexpdh] Logout</a> <a href="#">Change Password</a> <a href="#">Help</a>																																				
<a href="#">Home</a> <a href="#">Budget</a> <a href="#">Sanctions</a> <a href="#">Register/ Track Issue</a>		<b>Manage Intra Govermental Authorization Sanctions</b>  Sanction No : <input type="text"/> From Date : (dd/mm/yyyy) <input type="text" value="01/04/2017"/> <input type="button" value="Calendar"/> Sanction Amount : <input type="text"/> Scheme : <input type="text" value="--All--"/>																																						
		Sanction Status: <input type="text" value="--All--"/> <input type="button" value="Calendar"/> To Date : (dd/mm/yyyy) <input type="text" value="14/08/2017"/> <input type="button" value="Calendar"/>  Search <input type="button" value="Reset"/>																																						
		<b>Sanction has been passed to AAO successfully.</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Sanction Number</th> <th>Sanction Date</th> <th>Sanction Amount</th> <th>Sanction Date</th> <th>Scheme</th> <th>DDO</th> <th>PAO</th> <th>Amount</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>test loa29/04</td> <td>04/29/2017</td> <td>63,000.00</td> <td>29/04/2017</td> <td></td> <td>206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi</td> <td>005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi</td> <td>63000.00</td> <td>PassedByDH</td> </tr> <tr> <td>test loa 27/05</td> <td>05/27/2017</td> <td>6,000.00</td> <td>27/05/2017</td> <td></td> <td>206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi</td> <td>005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi</td> <td>6000.00</td> <td>PassedByPAO</td> </tr> <tr> <td><b>SANCTION/EXP/LOA/1408</b></td> <td><b>08/14/2017</b></td> <td><b>50,000.00</b></td> <td><b>14/08/2017</b></td> <td></td> <td><b>215955 - SECTION OFFICER (A &amp; B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001</b></td> <td><b>015954 - PAO(DE), New Delhi</b></td> <td><b>50000.00</b></td> <td><b>PassedByDH</b></td> </tr> </tbody> </table>			Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status	test loa29/04	04/29/2017	63,000.00	29/04/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	63000.00	PassedByDH	test loa 27/05	05/27/2017	6,000.00	27/05/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	6000.00	PassedByPAO	<b>SANCTION/EXP/LOA/1408</b>	<b>08/14/2017</b>	<b>50,000.00</b>	<b>14/08/2017</b>		<b>215955 - SECTION OFFICER (A &amp; B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001</b>	<b>015954 - PAO(DE), New Delhi</b>	<b>50000.00</b>	<b>PassedByDH</b>
Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status																																
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<b>SANCTION/EXP/LOA/1408</b>	<b>08/14/2017</b>	<b>50,000.00</b>	<b>14/08/2017</b>		<b>215955 - SECTION OFFICER (A &amp; B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001</b>	<b>015954 - PAO(DE), New Delhi</b>	<b>50000.00</b>	<b>PassedByDH</b>																																

**6. PASS/RETURN IGA SANCTION BY AAO USER TO Pr.A.O. USER IN PRINCIPAL ACCOUNTS OFFICE OF THE FUNCTIONAL MINISTRY**

All the sanctions for “Letter of Authorization” with the status “**Passed by DH**” will be available with AAO user in Pr. Accounts Office of the Functional Ministry for further processing. He will login PFMS with his user ID and password and go to:

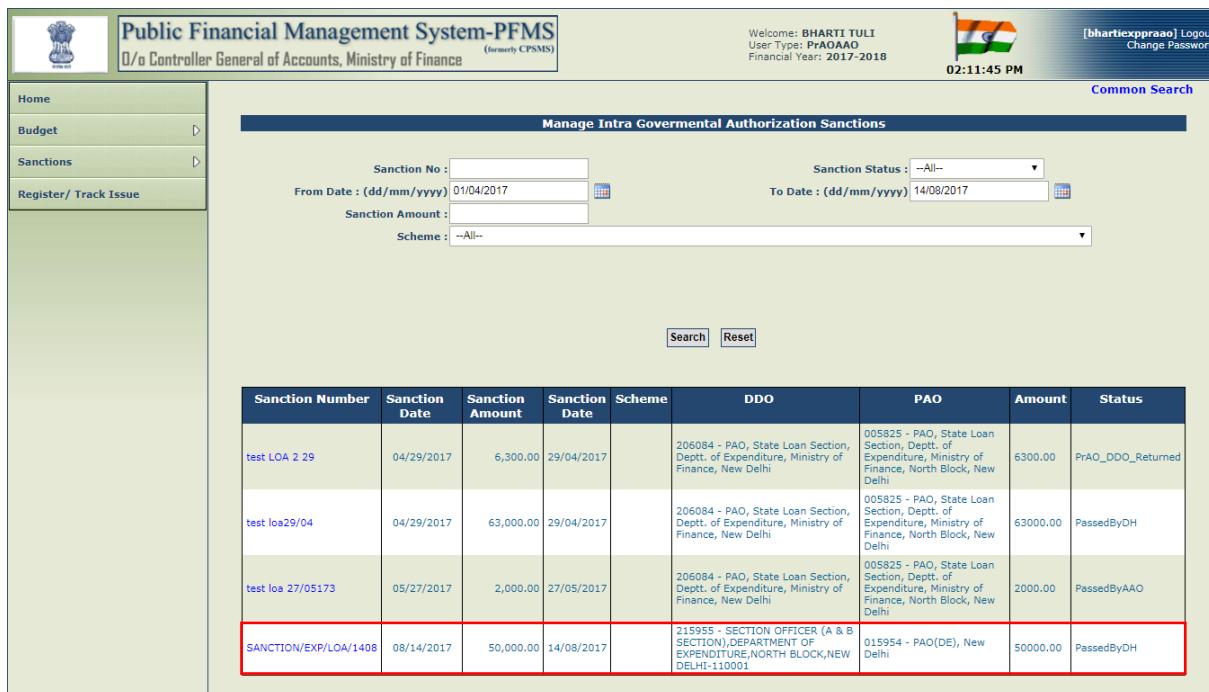
**“SANCTIONS” > “MANAGE IGA SANCTIONS”**



The screenshot shows the PFMS interface with the following details:

- Header:** Public Financial Management System-PFMS (formerly CPSMS) - O/o Controller General of Accounts, Ministry of Finance
- User Information:** Welcome: BHARTI TULI, User Type: PrAOAAO, Financial Year: 2017-2018, Date: 01:16:38 PM
- Right Side:** Logout, Change Password
- Left Sidebar:** Home, Budget, **Sanctions** (highlighted with a red box), Register/ Track Issue
- Sub-Menu for Sanctions:** Forward Advice, Manage Return IGA, Manage Controller IGA Sanction, **Manage IGA Sanctions** (highlighted with a red box)
- Buttons:** Manage IGA Sanctions

All the sanctions, passed by DH, will be displayed. User can make use of search criteria to trace a particular sanction.



The screenshot shows the PFMS interface with the following details:

- Header:** Public Financial Management System-PFMS (formerly CPSMS) - O/o Controller General of Accounts, Ministry of Finance
- User Information:** Welcome: BHARTI TULI, User Type: PrAOAAO, Financial Year: 2017-2018, Date: 02:11:45 PM
- Right Side:** Logout, Change Password
- Left Sidebar:** Home, Budget, Sanctions (highlighted with a red box), Register/ Track Issue
- Search Criteria:**
  - Sanction No.:
  - From Date : (dd/mm/yyyy) 01/04/2017
  - To Date : (dd/mm/yyyy) 14/08/2017
  - Sanction Status: --All--
  - Sanction Amount:
  - Scheme: --All--
- Buttons:** Search, Reset
- Table:** A grid of sanction details with columns: Sanction Number, Sanction Date, Sanction Amount, Sanction Date, Scheme, DDO, PAO, Amount, Status. The last row, which has a red box around its Sanction Number cell, is as follows:

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status
test LOA 2 29	04/29/2017	6,300.00	29/04/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	6300.00	PrAO_DDO_Returned
test loa29/04	04/29/2017	63,000.00	29/04/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	63000.00	PassedByDH
test loa 27/05173	05/27/2017	2,000.00	27/05/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	2000.00	PassedByAO
<b>SANCTION/EXP/LOA/1408</b>	08/14/2017	50,000.00	14/08/2017		215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	50000.00	PassedByDH

On pressing hyperlink of sanction, details will be displayed to user. “**Authorization Number**” and “**Authorization Date**” as entered by DH user will also be displayed. AAO user can either opt “**Forward to PrAO (Pass)**” if record is correct or can “**Return to DH**” if not found correct.

Public Financial Management System-PFMS  
(formerly CPMS)

Welcome: BHARTI TULI  
User Type: PrAOAAO  
Financial Year: 2017-2018

02:13:52 PM

[bhartiexprrao] Logout  
Change Password  
Help

Common Search

**Sanction Details**

Controller: 013-EXPENDITURE  
Sanction Number: SANCTION/EXP/LOA/1408  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: IFD/EXP/LOA/1408  
Plan Scheme: -  
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Sanction Status: PassedByDH  
Sanction Date: 14/08/2017  
Sanction Amount: 50000  
IFD Date: 14/08/2017  
PAO: 015954-PAO(DE), New Delhi  
Remarks:

Created By: bhartiexpdd  
Modified By: bhartiexpdph

Created On: 14/08/2017 12:14:29 PM  
Modified On: 14/08/2017 01:11:40 PM

**Account Details:**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure	207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000	50000		

**Authorization Details:**

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Authorization Number: EXP/LOA/1408  
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi  
Authorization Date: 14/08/2017  
Authorized DDO: 143763-P DIVISION C.P.W.D.,NEW DELHI.

**Buttons:**  
Forward to PrAO(Pass) Return to DH Back

On pressing the button “**Forward to PrAO (Pass)**” system will display a message:  
**“Sanction has been passed to PrAO successfully”.**

The status of sanction will be shown as “**Passed by AAO**”.

Public Financial Management System-PFMS  
(formerly CPMS)

Welcome: BHARTI TULI  
User Type: PrAOAAO  
Financial Year: 2017-2018

02:14:49 PM

[bhartiexprrao] Logout  
Change Password

Common Search

**Manage Intra Govermental Authorization Sanctions**

Sanction No:   
From Date : (dd/mm/yyyy) 01/04/2017   
Sanction Amount:   
Scheme : --All--

**Sanction has been passed to PrAO successfully.**

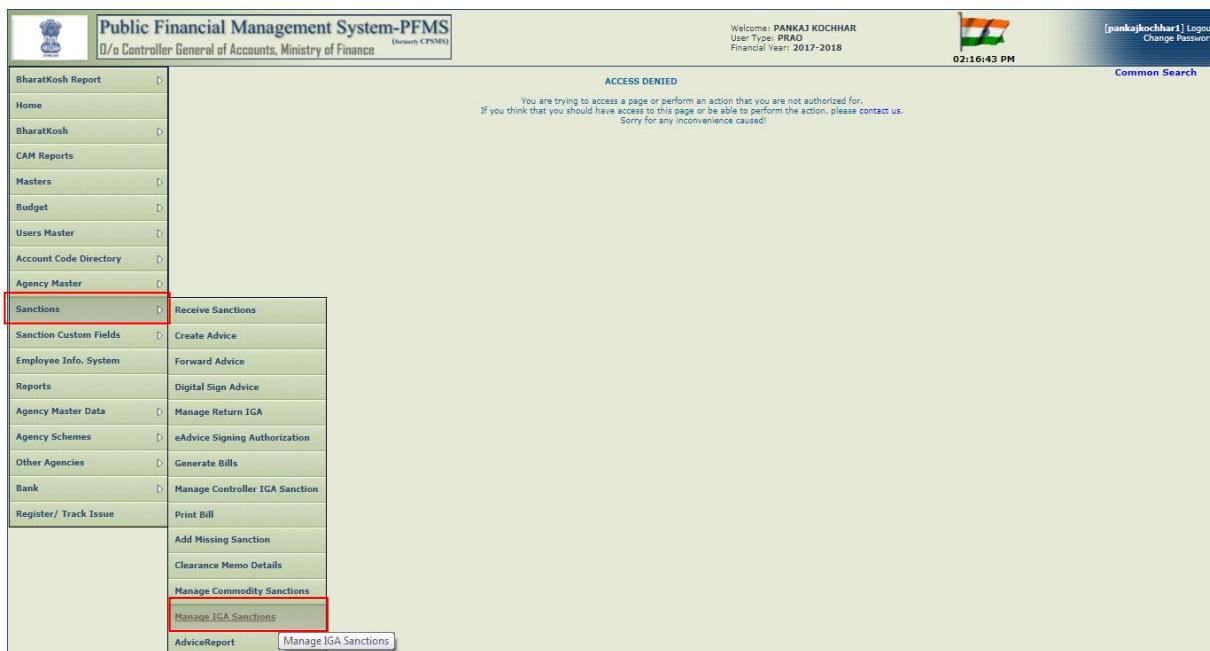
Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Sanction Scheme	DDO	PAO	Amount	Status
test LOA 2 29	04/29/2017	6,300.00	29/04/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	6300.00	PrAO_DDO_Returned
test loa29/04	04/29/2017	63,000.00	29/04/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	63000.00	PassedByDH
test loa 27/05/17	05/27/2017	2,000.00	27/05/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	2000.00	PassedByAO
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017		215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	50000.00	PassedByAO

## 7. PASS/RETURN IGA BY Pr.A.O. USER IN PRINCIPAL ACCOUNTS OFFICE OF THE FUNCTIONAL MINISTRY

The sanction for “Letter of Authorization” with the status “**Passed by AAO**” will be available with Pr.A.O user in Pr. Accounts Office of the Functional Ministry for further action.

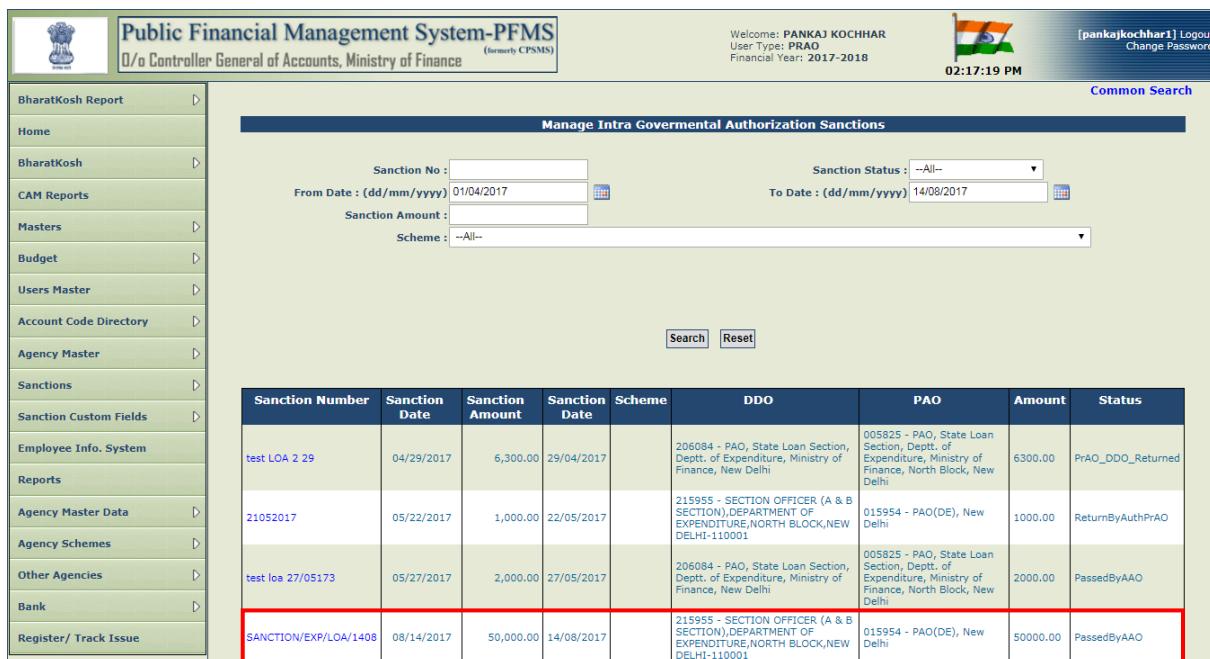
Pr.A.O. user will login PFMS with his user ID and password, and go to the option:

**“SANCTIONS” > “MANAGE IGA SANCTION”**



The screenshot shows the PFMS interface with a sidebar on the left containing various menu items. The 'Sanctions' section is expanded, and within it, the 'Manage IGA Sanction' option is highlighted with a red box. The main content area displays an 'ACCESS DENIED' message: 'You are trying to access a page or perform an action that you are not authorized for. If you think that you should have access to this page or be able to perform the action, please contact us. Sorry for any inconvenience caused!'. The top right corner shows the user's name (PANKAJ KOCHHAR), user type (PRAO), financial year (2017-2018), and the time (02:16:43 PM). There is also a 'Common Search' button.

All the sanctions with the status “Passed by AAO” will be displayed. User can make use of search criteria to trace a particular sanction.



The screenshot shows the 'Manage Intra Govermental Authorization Sanctions' page. The sidebar on the left is identical to the previous screenshot. The main area has a search form with fields for 'Sanction No.', 'From Date', 'Sanction Status', 'Sanction Amount', 'To Date', and 'Scheme'. Below the search form is a table with columns: Sanction Number, Sanction Date, Sanction Amount, Sanction Date, Scheme, DDO, PAO, Amount, and Status. The table contains several rows of data, with the last row (SANCTION/EXP/LOA/1408) highlighted with a red box. The status for this row is 'PassedByAAO'.

On clicking the hyperlink of sanction, details will be displayed to the user. “Authorization Number” and “Authorization Date” as entered by DH user will also be displayed. Pr.A.O. user can either opt “Pass Bill” if record is correct, or can “Return to AAO” if not found correct.

After verifying the correctness of record, Pr.AO user will press the button “**Pass Bill**”.

Sanction Details

Controller: 013-EXPENDITURE  
Sanction Number: SANCTION/EXP/LOA/1408  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: IFD/EXP/LOA/1408  
Plan Scheme: -  
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001

Sanction Status: PassedByAAO  
Sanction Date: 14/08/2017  
Sanction Amount: 50000  
IFD Date: 14/08/2017  
PAO: 015954-PAO(DE), New Delhi  
Remarks:

Created By: bhartiexpdd  
Modified By: bhartiexprrao  
Created On: 14/08/2017 12:14:29 PM  
Modified On: 14/08/2017 02:14:36 PM

Account Details:

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	Available Budget
030 - Department of Expenditure	2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000	50000		

Authorization Details:

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Authorization Number: EXP/LOA/1408  
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi  
Authorization Date: 14/08/2017  
Authorized DDO: 143763-'P' DIVISION C.P.W.D.,NEW DELHI.

**Pass Bill** **Return to AAO** **Back**

On pressing “**Pass Bill**” by Pr.A.O. user, system will display a message:  
**“Sanction has been passed by PrAO successfully”.**

Manage Intra Govermental Authorization Sanctions

Sanction No :   
From Date : (dd/mm/yyyy)    
Sanction Amount :   
Sanction Status :   
To Date : (dd/mm/yyyy)    
Scheme :

**Sanction has been passed by PrAO successfully.**

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Scheme	DDO	PAO	Amount	Status
test LOA 2 29	04/29/2017	6,300.00	29/04/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	6300.00	PrAO_DDO_Returned
21052017	05/22/2017	1,000.00	22/05/2017		215955 - SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	015954 - PAO(DE), New Delhi	1000.00	ReturnByAuthPrAO
test loa 27/05/173	05/27/2017	2,000.00	27/05/2017		206084 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, New Delhi	005825 - PAO, State Loan Section, Deptt. of Expenditure, Ministry of Finance, North Block, New Delhi	2000.00	PassedByAAO

### STEPS TO BE FOLLOWED BY EXECUTING/AGENT MINISTRY/ DEPARTMENT

Upon acceptance of LOA by Pr.AO of the Functional Ministry, it will be available in Principal Accounts Office of the Agent Ministry. The LOA will be processed at all the three levels viz DH, AAO and Pr.A.O. in Principal Accounts office.

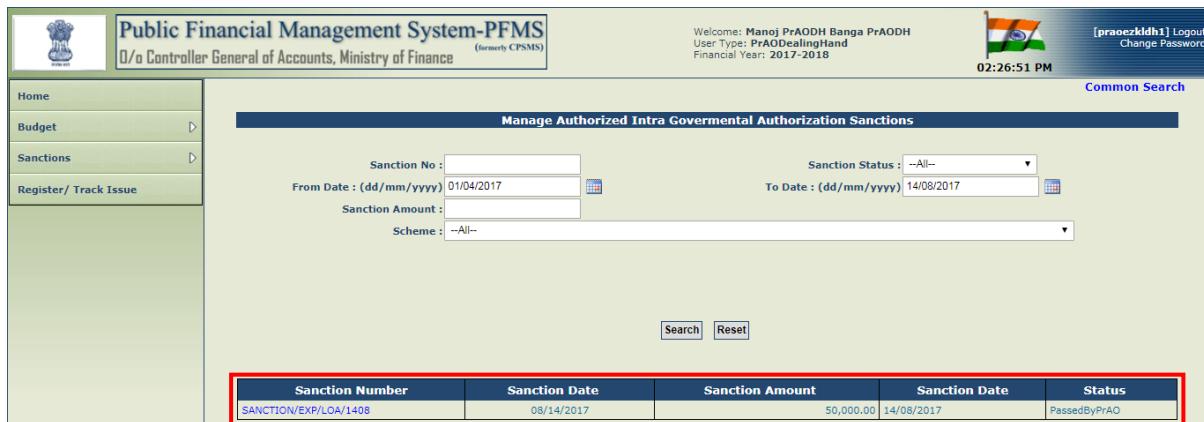
## 8. PASS/RETURN IGA SANCTION BY DH USER TO AAO USER IN PRINCIPAL ACCOUNTS OFFICE OF AGENT MINISTRY

The DH user in the Principal Accounts Office of the Agent Ministry will receive the LOA forwarded by the Functional Ministry. For this, he will go to:

**“SANCTIONS” > “MANAGE CONTROLLER IGA SANCTION”**



All LOA sanctions, as forwarded by Pr.A.O. user of Principal Accounts office of the Functional Ministry with the status “**Passed by PrAO**”, will be displayed.



DH will click the hyperlink of sanction. The details of sanction will be displayed to user. Three options – “Edit IGA Sanction”, “Pass IGA to PrAOAAO” and “Return IGA to PrAOAAO” are available here. PAO and DDO code selected in LOA sanction can be edited, if required. For this, DH will press the button “**Edit IGA Sanction**”

**Public Financial Management System  
I.T. Division, O/o CGA**

**Sanction Details**

Controller: 013-EXPENDITURE	Sanction Status: PassedByPrAO
Sanction Number: SANCTION/EXP/LOA/1408	Sanction Date: 14/08/2017
Sanction Type: IntraGovernmentalAuthorization	Sanction Amount: 50000
IFD Number: IFD/EXP/LOA/1408	IFD Date: 14/08/2017
Plan Scheme: -	PAO: 015954-PAO(DE), New Delhi
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	Remarks:

Created By: bharti@ppd  
Modified By: pankajkochari

Created On: 14/08/2017 12:14:29 PM  
Modified On: 14/08/2017 02:18:10 PM

**Account Details:**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO
030 - Department of Expenditure	2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		

**Authorization Details:**

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Authorization Date: 14/08/2017
Authorization Number: EXP/LOA/1408	Authorized DDO: 143729-PAO(Food Zone) CPWD, New Delhi
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi	

[Edit IGA Sanction](#) [Pass IGA to PrAOAAO](#) [Return IGA to PrAOAAO](#) [Back](#)

A screen showing the Controller Code, PAO Code and DDO Code as entered by PD of the Functional Ministry, will appear. Only PAO code and DDO code are in editable form. The number, date and amount of LOA cannot be edited.

**Sanction Details**

Controller: 013-EXPENDITURE	Sanction Status: PassedByPrAO
Sanction Number: SANCTION/EXP/LOA/1408	Sanction Date: 14/08/2017
Sanction Type: IntraGovernmentalAuthorization	Sanction Amount: 50000
IFD Number: IFD/EXP/LOA/1408	IFD Date: 14/08/2017
Plan Scheme: -	PAO: 015954-PAO(DE), New Delhi
DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001	Remarks:

Created By: bharti@ppd  
Modified By: pankajkochari

Created On: 14/08/2017 12:14:29 PM  
Modified On: 14/08/2017 02:18:10 PM

**Account Details:**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO
030 - Department of Expenditure	2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		

**Authorization Details:**

Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION	Authorization Date: 14/08/2017
Authorization Number: EXP/LOA/1408	Authorized DDO: 143729-PAO(Food Zone) CPWD, New Delhi
Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi	

[Edit IGA Sanction](#) [Pass IGA to PrAOAAO](#) [Return IGA to PrAOAAO](#) [Back](#)

For editing, DH user in Principal Accounts of the Agent Ministry will select the desired PAO and DDO Code from the drop down menu and press the button “SUBMIT”.

**Public Financial Management System  
I.T. Division, O/o CGA**

<a href="#">Budget</a> <a href="#">Sanctions</a> <a href="#">Register/ Track Issue</a>		<b>Sanction Details</b>							
Controller: 013-EXPENDITURE Sanction Number: SANCTION/EXP/LOA/1408 Sanction Type: IntraGovernmentalAuthorization IFD Number: IFD/EXP/LOA/1408 Plan Scheme: - DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001		Sanction Status: PassedByPrAO Sanction Date: 14/08/2017 Sanction Amount: 50000 IFD Date: 14/08/2017 PAO: 015954-PAO(DE), New Delhi Remarks:							
Created By: bharti@ppd Modified By: pankajkochari		Created On: 14/08/2017 12:14:29 PM Modified On: 14/08/2017 02:18:10 PM							
<b>Controller :</b> * 030-URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION PAO : * 043728-PAO(Food Zone) CPWD, New Delhi DDO : * -Select- 042501-PAO, Min. of Urban Development, New Delhi 042502-PAO(Accounts), New Delhi 042504-PAO(Estate), New Delhi 042708-PAO AND ACCOUNTS OFFICE (PTG.) 042805-PAO, Printing, Kolkata 042806-PAO, Printing, Nask 042872-PAO, Printing, Bengal 043051-PAO(DGW), New Delhi 043053-PAO(DGW), New Delhi 043141-PAO(New Delhi Zone) CPWD, New Delhi 043142-PAO(New Delhi Zone) CPWD, Min. of Urban Development, New Delhi 043338-PAO, CPWD, New Delhi 043450-PAO(East Zone) CPWD, Kolkata 043728-PAO(Food Zone) CPWD, New Delhi 043810-PAO, CPWD, N.E. Zone, Shillong 043884-PAO(Sect.), Ministry of Urban Development, New Delhi 044335-PAO, CPWD, New Delhi 056823-Prinpal sum PAO, Ministry of Housing and Urban Poverty Alleviation, New Delhi		<table border="1"> <tr> <th>Category</th> <th>Amount</th> <th>External PAO</th> </tr> <tr> <td>13 - OFFICE EXPENSES</td> <td>5 - VOTED</td> <td>50000</td> </tr> </table>		Category	Amount	External PAO	13 - OFFICE EXPENSES	5 - VOTED	50000
Category	Amount	External PAO							
13 - OFFICE EXPENSES	5 - VOTED	50000							
<a href="#">Edit IGA Sanction</a>   <a href="#">Pass IGA to PrAOAAO</a>   <a href="#">Return IGA to PrAOAAO</a>   <a href="#">Cancel</a>		Authorization Date: 14/08/2017 Authorized DDO: 143763-P DIVISION C.P.W.D.,NEW DELHI.							

<a href="#">Home</a> <a href="#">Budget</a> <a href="#">Sanctions</a> <a href="#">Register/ Track Issue</a>		<b>Sanction Details</b>					
Controller: 013-EXPENDITURE Sanction Number: SANCTION/EXP/LOA/1408 Sanction Type: IntraGovernmentalAuthorization IFD Number: IFD/EXP/LOA/1408 Plan Scheme: - DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001		Sanction Status: PassedByPrAO Sanction Date: 14/08/2017 Sanction Amount: 50000 IFD Date: 14/08/2017 PAO: 015954-PAO(DE), New Delhi Remarks:					
Created By: bharti@ppd Modified By: pankajkochari		Created On: 14/08/2017 12:14:29 PM Modified On: 14/08/2017 02:18:10 PM					
<b>Controller :</b> * 030-URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION PAO : * 043728-PAO(Food Zone) CPWD, New Delhi DDO : * 143763 - P DIVISION C.P.W.D.,NEW DELHI:		<input style="border: 1px solid red; width: 100px; height: 30px; margin-right: 10px;" type="button" value="Submit"/> <input type="button" value="Cancel"/> <table border="1"> <tr> <td>2070000030801 - ESTABLISHMENT</td> <td>13 - OFFICE EXPENSES</td> <td>5 - VOTED</td> <td>50000</td> </tr> </table>		2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000
2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000				
<a href="#">Edit IGA Sanction</a>   <a href="#">Pass IGA to PrAOAAO</a>   <a href="#">Return IGA to PrAOAAO</a>   <a href="#">Back</a>		Authorization Details: Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION Authorization Number: EXP/LOA/1408 Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi  Authorization Date: 14/08/2017 Authorized DDO: 143763-P DIVISION C.P.W.D.,NEW DELHI.					

On pressing “**SUBMIT**” button, system will display a message:

**“PAO/DDO Details have been updated successfully”.**

 <b>Public Financial Management System-PFMS</b> <i>(Intra CPMS)</i> O/o Controller General of Accounts, Ministry of Finance		Welcome: Manoj PRAO DH Banga PraODH User Type: PAO/Dealing/land Financial Year: 2017-2018 02:28:23 PM <a href="#">Logout</a>   <a href="#">Change Password</a>																
<a href="#">Home</a> <a href="#">Budget</a> <a href="#">Sanctions</a> <a href="#">Register/ Track Issue</a>		<b>Common Search</b>  <b>Manage Authorized Intra Govermental Authorization Sanctions</b>																
		<table border="1"> <tr> <td>Sanction No :</td> <td>From Date : (dd/mm/yyyy) 01/04/2017</td> <td>Sanction Status : -All-</td> <td>To Date : (dd/mm/yyyy) 14/08/2017</td> </tr> <tr> <td>Sanction Amount :</td> <td colspan="3"></td> </tr> <tr> <td>Scheme :</td> <td colspan="3"> <input type="button" value="Search"/> <input type="button" value="Reset"/> </td> </tr> </table>		Sanction No :	From Date : (dd/mm/yyyy) 01/04/2017	Sanction Status : -All-	To Date : (dd/mm/yyyy) 14/08/2017	Sanction Amount :				Scheme :	<input type="button" value="Search"/> <input type="button" value="Reset"/>					
Sanction No :	From Date : (dd/mm/yyyy) 01/04/2017	Sanction Status : -All-	To Date : (dd/mm/yyyy) 14/08/2017															
Sanction Amount :																		
Scheme :	<input type="button" value="Search"/> <input type="button" value="Reset"/>																	
		<table border="1"> <tr> <td colspan="5">PAO DDO details have been updated successfully.</td> </tr> <tr> <td>Sanction Number</td> <td>Sanction Date</td> <td>Sanction Amount</td> <td>Sanction Date</td> <td>Status</td> </tr> <tr> <td>SANCTION/EXP/LOA/1408</td> <td>08/14/2017</td> <td>50,000.00</td> <td>14/08/2017</td> <td>PassedByPrAO</td> </tr> </table>		PAO DDO details have been updated successfully.					Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status	SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	PassedByPrAO
PAO DDO details have been updated successfully.																		
Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status														
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	PassedByPrAO														

**The editing in PAO/DDO code is to be carried out only if it is required.**

DH can either “**Pass IGA to PrAOAAO**” or “**Return IGA to PrAOAAO**”, as the case may be. However, in both cases, record will be forwarded to AAO.

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

Welcome: Manoj PrAODH Banga PrAODH  
User Type: PrAODEalingHand  
Financial Year: 2017-2018

02:58:57 PM

[praoeddh1] Logout  
Change Password  
Help

Common Search

Sanction Details						
Controller:	013-EXPENDITURE	Sanction Status:	PassedByPrAO			
Sanction Number:	SANCTION/EXP/LOA/1408	Sanction Date:	14/08/2017			
Sanction Type:	IntraGovernmentalAuthorization	Sanction Amount:	50000			
IFD Number:	IFD/EXP/LOA/1408	IFD Date:	14/08/2017			
Plan Scheme:	-	PAO:	015954-PAO(DE), New Delhi			
DDO:	215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001					
Created By:	bhartiexppd	Created On:	14/08/2017 12:14:29 PM			
Modified By:	pankajkochari	Modified On:	14/08/2017 02:18:10 PM			
Account Details:						
Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO
030 - Department of Expenditure	207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		
Authorization Details:						
Authorized Controller:	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION					
Authorization Number:	EXP/LOA/1408					
Authorized PAO:	043729-PAO(Food Zone) CPWD, New Delhi					
Authorization Date:	14/08/2017					
Authorized DDO:	143763-9 DIVISION C.P.W.D., NEW DELHI.					
<a href="#">Edit IGA Sanction</a> <a href="#">Pass IGA to PrAOAAO</a> <a href="#">Return IGA to PrAOAAO</a> <a href="#">Back</a>						

In case, DH opts to press the button “**Return IGA to PrAOAAO**”, he has to enter remark for return. After writing appropriate remarks, he will press “**OK**” button.

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

Welcome: Manoj PrAODH Banga PrAODH  
User Type: PrAODEalingHand  
Financial Year: 2017-2018

02:59:50 PM

[praoeddh1] Logout  
Change Password  
Help

Common Search

Sanction Details						
Controller:	013-EXPENDITURE	Sanction Status:	PassedByPrAO			
Sanction Number:	SANCTION/EXP/LOA/1408	Sanction Date:	14/08/2017			
Sanction Type:	IntraGovernmentalAuthorization	Sanction Amount:	50000			
IFD Number:	IFD/EXP/LOA/1408	IFD Date:	14/08/2017			
Plan Scheme:	-	PAO:	015954-PAO(DE), New Delhi			
DDO:	215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001					
Created By:	bhartiexppd	Created On:	14/08/2017 12:14:29 PM			
Modified By:	pankajkochari	Modified On:	14/08/2017 02:18:10 PM			
Account Details:						
Grant	Department	Object Head	Category	Amount	External PAO	
030 - Department of Expenditure	207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		
Authorization Details:						
Authorized Controller:	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION					
Authorization Number:	EXP/LOA/1408					
Authorized PAO:	043729-PAO(Food Zone) CPWD, New Delhi					
Authorization Date:	14/08/2017					
Authorized DDO:	143763-9 DIVISION C.P.W.D., NEW DELHI.					
<a href="#">Edit IGA Sanction</a> <a href="#">Pass IGA to PrAOAAO</a> <a href="#">Return IGA to PrAOAAO</a> <a href="#">Back</a>						

**Remarks**

Please Enter Remark  
incorrect accounting head

The system will display a message:

**“Sanction has been returned to PrAO AAO successfully”.**

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

Welcome: Manoj PrAODH Banga PrAODH  
User Type: PrAODEalingHand  
Financial Year: 2017-2018

02:30:08 PM

[praoeddh1] Logout  
Change Password  
Help

Common Search

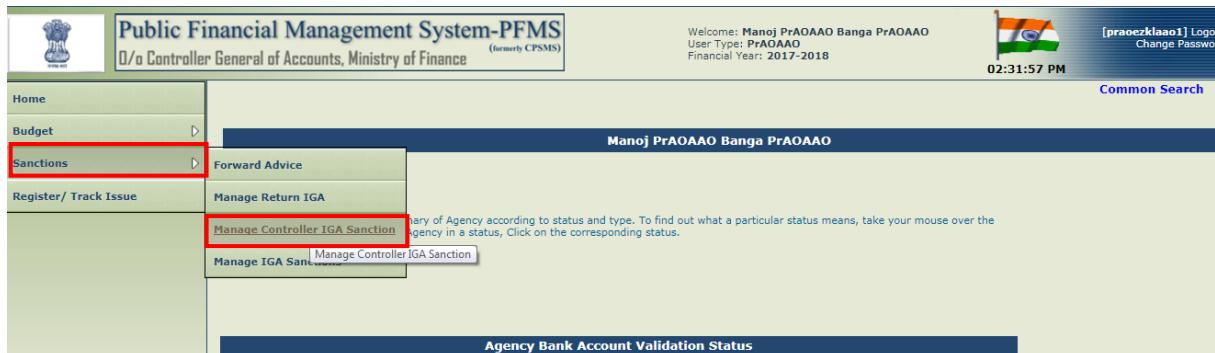
Manage Authorized Intra Govermental Authorization Sanctions						
Sanction No :	<input type="text"/>	Sanction Status :	--All--			
From Date : (dd/mm/yyyy)	01/04/2017	To Date : (dd/mm/yyyy)	14/08/2017			
Sanction Amount :	<input type="text"/>	Scheme :	--All--			
<input type="button" value="Search"/> <input type="button" value="Reset"/>						
<b>Sanction has been returned to PrAO AAO successfully.</b>						
Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status		
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	ReturnByAuthPrAOH		

The status of sanction will be shown as “**ReturnbyAuthPrAOH**”.

## 9. PASS/RETURN IGA SANCTION BY AAO USER TO PrAO USER IN PRINCIPAL ACCOUNTS OFFICE OF AGENT MINISTRY

All LOA sanctions which have been passed/returned by DH user in Principal Accounts office of the Agent Ministry, will be available with AAO. For this, AAO user will go to the option:

### “SANCTIONS” > “MANAGE CONTROLLER IGA SANCTION”



All LOA sanctions with the status “PassedbyAuthPrAODH” or “ReturnbyAuthPrAODH” will be displayed to user. Hyperlink of sanction is to be clicked to view its details.



On clicking the hyperlink, details of sanction will be displayed. AAO user will have two options available. He can either “Pass IGA to PrAO” if record found correct or “Return IGA to PrAO” in case of incorrect record.

To pass a sanction, AAO will press the button “Pass IGA to PrAO”.

Public Financial Management System-PFMS  
(formerly CPMS)

Welcome: Manoj PrAOAO Banga PrAOAO  
User Type: PrAOAO  
Financial Year: 2017-2018

02:33:58 PM [praeeklaao1] Logout Change Password Help Common Search

Sanction Details						
Controller:	013-EXPENDITURE	Sanction Status:	ReturnByAuthPrAOAO			
Sanction Number:	SANCTION/EXP/LOA/1408	Sanction Date:	14/08/2017			
Sanction Type:	IntraGovernmentalAuthorization	Sanction Amount:	50000			
IFD Number:	IFD/EXP/LOA/1408	IFD Date:	14/08/2017			
Plan Schemes:	PAO: 015954-PAO(DE), New Delhi					
DDO:	215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001					
Created By:	bharti@ppd	Created On:	14/08/2017 12:14:29 PM			
Modified By:	praeeklhdh1	Modified On:	14/08/2017 02:30:00 PM			
Account Details:						
Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO
030 - Department of Expenditure		207000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000	
Authorization Details:						
Authorized Controller:	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION			Authorization Date:	14/08/2017	
Authorization Number:	EXP/LOA/1408			Authorized PAO:	043729-PAO(Food Zone) CPWD, New Delhi	
Authorized DDO: 143763-'P' DIVISION C.P.W.D.,NEW DELHI.						
<a href="#">Pass IGA to PrAO</a> <a href="#">Return IGA to PrAO</a> <a href="#">Back</a>						

The system will display a message:

**“Sanction has been passed to PrAO successfully”.**

Public Financial Management System-PFMS  
(formerly CPMS)

Welcome: Manoj PrAOAO Banga PrAOAO  
User Type: PrAOAO  
Financial Year: 2017-2018

02:34:26 PM [praeeklaao1] Logout Change Password Help Common Search

Manage Authorized Intra Govermental Authorization Sanctions						
Sanction No :		Sanction Status :	--All--			
From Date : (dd/mm/yyyy)	01/04/2017	To Date : (dd/mm/yyyy)	14/08/2017			
Sanction Amount :		Scheme :	--All--			
<input type="button" value="Search"/> <input type="button" value="Reset"/>						
<b>Sanction has been passed to PrAO successfully.</b>						
Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status		
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	PassedByAuthPrAOAO		

## 10. PASS IGA BY Pr.A.O. USER IN PRINCIPAL ACCOUNTS OFFICE TO PAO USER IN PAY & ACCOUNTS OFFICE OF AGENT MINISTRY

All the LOA sanctions, which have been passed/returned by AAO user in Principal Accounts office of the Agent Ministry, will be available with Pr.A.O for further processing.

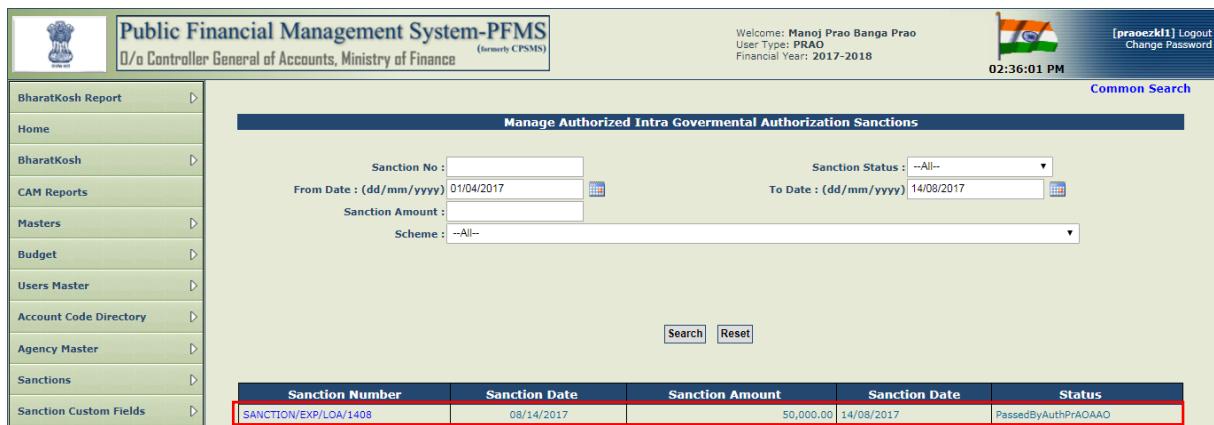
For this, Pr.A.O user will go to the option:

**“SANCTIONS” > “MANAGE CONTROLLER IGA SANCTION”**



The screenshot shows the PFMS interface. The left sidebar has a tree structure with various menu items. The 'Sanctions' item is highlighted with a red box. Under 'Sanctions', the 'Manage Controller IGA Sanction' link is also highlighted with a red box. The right side of the screen displays a message: 'ACCESS DENIED' and 'You are trying to access a page or perform an action that you are not authorized for. If you think that you should have access to this page or be able to perform the action, please contact us. Sorry for any inconvenience caused!'. The top right corner shows the user's name (Manoj Prao Banga Prao), user type (PRAO), financial year (2017-2018), and the time (02:35:41 PM). There is also a 'Logout' and 'Change Password' link.

All LOA sanctions with the status “**PassedbyAuthPrAOAAO**” or “**ReturnbyAuthPrAOAAO**” will be displayed to user. Hyperlink of sanction is to be clicked to view its details.



The screenshot shows the 'Manage Authorized Intra Govermental Authorization Sanctions' page. The left sidebar is identical to the previous screenshot. The main area has a search form with fields for Sanction No, From Date (01/04/2017), To Date (14/08/2017), Sanction Amount, and Scheme. Below the form is a table with a single row. The table has columns: Sanction Number, Sanction Date, Sanction Amount, Sanction Date, and Status. The row is highlighted with a red box. The status column shows 'PassedByAuthPrAOAAO'.

On clicking the hyperlink, details of sanction will be displayed. Pr.A.O. user will have three options available:

- Return IGA to issuing PrAO
- Pass IGA to PAO
- Return IGA to DH for Updation

The PrAO user can “**Return IGA to issuing PrAO**” if record is not found correct. The need, to return the LOA sanction by Pr.A.O. of the Agent Ministry to Pr.A.O. of the Functional Ministry, may arise either due to selection of wrong Controller, some other incorrect data regarding Sanction details or Accounting heads, or due to some other administrative reasons.

Pr.A.O. will opt the option “**Pass IGA to PAO**” to pass a correct record.

In case, the PAO/DDO code as selected by Functional Ministry (or as edited by DH user of Principal Accounts office of the Agent Ministry) is not correct, or PrAO has decided to assign the work to some other PAO, he can return the record to DH for necessary updation. For this, he will click the option “**Return IGA to DH for Updation**”.

He will enter the relevant remarks for return and press the button “OK”.

The system will display a message:

**“Sanction has been returned to PrAO DH successfully”.**

# Public Financial Management System I.T. Division, O/o CGA


**BharatKosh Report**


**BharatKosh**


**CAM Reports**


**Masters**


**Budget**


**Users Master**


**Account Code Directory**


**Agency Master**


**Sanctions**


**Sanction Custom Fields**


**General Reports**

**Manage Authorized Intra Govermental Authorization Sanctions**

**Sanction No :**

**Sanction Status :**

**From Date :** (dd/mm/yyyy)

**To Date :** (dd/mm/yyyy)

**Sanction Amount :**

**Scheme :** --All--

**Search**

**Reset**

**Sanction has been returned to PrAO DH successfully.**

SANCTION NUMBER	SANCTION DATE	SANCTION AMOUNT	SANCTION DATE	STATUS
LOA/1309/A loa/wdb/return/01 test/LOA/30/08	09/13/2017 09/08/2017 08/30/2017	8,000.00 18,000.00 3,500.00	13/09/2017 08/09/2017 30/08/2017	ReturnByAuthPrAOtoDH ReturnByAuthPrAOtoDH ReturnByAuthPrAOtoDH



[Logout](#) | [Change Password](#)

Now this sanction, as returned by PrAO to DH for updation of PAO/DDO code will be available at DH user level.

DH user will go to the option:

## "SANCTIONS" > "MANAGE CONTROLLER IGA SANCTION"


**Public Financial Management System-PFMS**


**PrAO Controller General of Accounts, Ministry of Finance**



[Logout](#) | [Change Password](#)


**Home**


**Budget**


**Sanctions**


**Register/ Track Issue**

**AJAY KUMAR**


**Receive Sanctions**


**Create Advice**


**Initiate Return IGA**


**Forward Advice**


**Manage Return IGA**


**Manage Controller IGA Sanction**


**Manage IGA Sanctions**


**AdviceReport**

**Agency Bank Account Validation Status**

The desired sanction will appear with the status "ReturnByAuthPrAOtoDH"


**Public Financial Management System-PFMS**


**PrAO Controller General of Accounts, Ministry of Finance**



[Logout](#) | [Change Password](#)

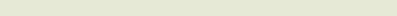

**Home**


**Budget**


**Sanctions**


**Register/ Track Issue**

**AJAY KUMAR**


**Manage Authorized Intra Govermental Authorization Sanctions**

**Sanction No :**

**From Date :** (dd/mm/yyyy)

**To Date :** (dd/mm/yyyy)

**Sanction Status :**

**Sanction Amount :**

**Scheme :** --All--

**Search**

**Reset**

SANCTION NUMBER	SANCTION DATE	SANCTION AMOUNT	SANCTION DATE	STATUS
LOA/1309/A loa/wdb/return/01 test/LOA/30/08	09/13/2017 09/08/2017 08/30/2017	8,000.00 18,000.00 3,500.00	13/09/2017 08/09/2017 30/08/2017	ReturnByAuthPrAOtoDH ReturnByAuthPrAOtoDH ReturnByAuthPrAOtoDH

On clicking the hyperlink of the sanction, its details will be displayed. DH user will click the button "Edit IGA Sanction" to carry out necessary updation in PAO/DDO code.


**Public Financial Management System-PFMS**


**PrAO Controller General of Accounts, Ministry of Finance**



[Logout](#) | [Change Password](#)


**Home**


**Budget**


**Sanctions**


**Register/ Track Issue**

**AJAY KUMAR**


**Sanction Details**

**Controller :** 002-WATER RESOURCES

**Sanction Number :** LOA/1309/A

**Sanction Type :** IntraGovernmentalAuthorization

**IFD Number :** LOA/1309/A

**Plan Scheme :** -

**DDO :** 201794-S.O., M/O WATER RESOURCES, C-WING, GROUND FLOOR SHASTRI BHAWAN, NEW DELHI

**Created By :** nyotirpd

**Modified By :** prddt

**Sanction Status :** ReturnByAuthPrAOtoDH

**Sanction Date :** 13/09/2017

**Sanction Amount :** 8000

**IFD Date :** 13/09/2017

**PAO :** 001793-PAO(HQ), New Delhi

**Remarks :** incorrect PAO Code selected

**Created On :** 13/09/2017 03:32:44 PM

**Modified On :** 21/09/2017 10:12:31 AM

**Account Details:**

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO
098 - Ministry of Water Resources, River Dev. & Ganga Re	271101800100 - CENTRAL WATER COMMISSION	11 - DOMESTIC TRAVEL EXPENSES	S - VOTED	8000		

**Authorization Details:**

**Authorized Controller :** SOCIAL JUSTICE AND EMPOWERMENT

**Authorization Number :** 17

**Authorized PAO :** 005782-PAO, Department of Disability Affairs, New Delhi

**Authorization Date:** 13/09/2017

**Authorized DDO:** 205787-SO, Grants-in-aid, Deptt. of Disability Affairs, New Delhi

**Edit IGA Sanction**

**Pass IGA to PrAOAO**

**Return IGA to PrAOAO**

**Back**

34

A screen for updation of PAO/DDO details will appear


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


**Welcome: AJAY KUMAR**  
User Type: PrAO/Dealing/land  
Financial Year: 2017-2018


[\[Help\]](#) [Logout](#) [Change Password](#)

Home
Budget
Sanctions
Register / Track Issue

**Sanction Details**

Controller: 002-WATER RESOURCES

Sanction Number: LOA/1309/A

Sanction Type: InterGovernmental/Authorization

IFD Number: LOA/1309/A

Plan Scheme: -

DDO: 201794-S.O./M.O. WATER RESOURCES, C-WING, GROUND FLOOR SHASTRI BHAWAN, NEW DELHI

Sanction Status: ReturnByAuthPrAOToDh

Sanction Date: 13/09/2017

Sanction Amount: 8000

IFD Date: 13/09/2017

PAO: 001793-PAO(HQ), New Delhi

Remarks: incorrect PAO Code selected

Created By: nyotvprpd
Created On: 13/09/2017 01:32:44 PM

Modified By: prao08t
Modified On: 21/09/2017 10:12:31 AM

**Controller :** 009-SOCIAL JUSTICE AND EMPOWERMENT

PAO : 1 005782-PAO, Department of Disability Affairs, New Delhi

DDO : 1 205787-50, Grants-in-aid, Deptt. of Disability Affairs, New Delhi

Submit
Cancel

Category
Amount
External PAO

[PAO : Ministry of Water Resources, New Delhi, & Others]	[201419800010 - CENTRAL WATER COMMISSION]	[11 - DOMESTIC TRAVEL EXPENSES]
11 - VOTED	8000	[PAO : Ministry of Water Resources, New Delhi, & Others]

**Authorization Details**

Authorized Controller: SOCIAL JUSTICE AND EMPOWERMENT

Authorization Number: 17

Authorized PAO: 005782-PAO, Department of Disability Affairs, New Delhi

Authorization Date: 13/09/2017
Authorized DDO: 205787-50, Grants-in-aid, Deptt. of Disability Affairs, New Delhi

[Edit IGA Sanction](#)
[Pass IGA to PrAO/PAO](#)
[Return IGA to PrAO/PAO](#)
[Back](#)

DH user will select the correct PAO from the drop down menu.

**Sanction Details**

Controller: 002-WATER RESOURCES  
Sanction Number: LOA/1309/A  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: LOA/1309/A  
Plan Scheme: -  
DDO: 201794-S.O./M.O. WATER RESOURCES, C-WING, GROUND FLOOR SHASTRI BHAWAN, NEW DELHI

Sanction Status: ReturnByAuthPAOToOH  
Sanction Date: 13/09/2017  
Sanction Amount: 8000  
IFD Date: 13/09/2017  
PAO: 001793-PAO(HQ), New Delhi  
Remarks: incorrect PAO Code selected

Created By: nyotwprpd  
Modified By: prasdt

Created On: 13/09/2017 03:32:44 PM  
Modified On: 21/09/2017 10:12:31 AM

Account Details	Controller	Category	Amount	External PAO
098 - Ministry of Water Resources	<b>PAO</b> 005782-PAO, Department of Disability Affairs, New Delhi ~Secon <b>0024235-PAO(Min. Of S &amp; E) New Delhi</b> 0024235-PAO(Min. Of S & E), New Delhi	11 - DOMESTIC TRAVEL EXPENSES	8000	3 - VOTED

**Authorization Details**

Authorized Controller: SOCIAL JUSTICE AND EMPOWERMENT  
Authorization Number: 17  
Authorized PAO: 005782-PAO, Department of Disability Affairs, New Delhi

Authorization Date: 13/09/2017  
Authorized DDO: 203787-SO, Grants-in-aid, Dept. of Disability Affairs, New Delhi

[Edit IGA Sanction](#) [Pass IGA to PAO/AAO](#) [Return IGA to PAO/AAO](#) [Back](#)

After selection of PAO, correct DDO code will be selected



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

Welcome: AJAY KUMAR  
User Type: PRAO/Dealing Hand  
Financial Year: 2017-2018



10:16:42 AM

Home
Budget
Sanctions
Register / Track Issue

**Sanction Details**

Controller: 002-WATER RESOURCES  
Sanction Number: LDA/1309/A  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: LDA/1309/A  
Plan Scheme: -  
DDO: 201794-S.O./M.O. WATER RESOURCES, C-WING, GROUND FLOOR SHASTRI BHAWAN, NEW DELHI

Sanction Status: ReturnByAuth/PAOToOH  
Sanction Date: 13/09/2017  
Sanction Amount: 8000  
IFD Date: 13/09/2017  
PAO: 001793-PAO(HQ), New Delhi  
Remarks: incorrect PAO Code selected

Created By: mygovind
Created On: 13/09/2017 10:32:44 PM
Modified By: prashit
Modified On: 21/09/2017 10:12:31 AM

**Account Details**

Controller: 14009-SOCIAL JUSTICE AND EMPOWERMENT  
PAO: 1 012425-PAO/Min. Of SJ & E, New Delhi  
-Select-  
-Select-  
112447 - National Commission for Scheduled Caste  
112448 - National Commission for Scheduled Tribes  
112450 - National Commission for Minorities  
112451 - National Commission for Scheduled Caste  
112452 - National Commission for Scheduled Tribes

Category	Amount	External PAO
11 - DOMESTIC TRAVEL EXPENSES	1 - VOTED	8000

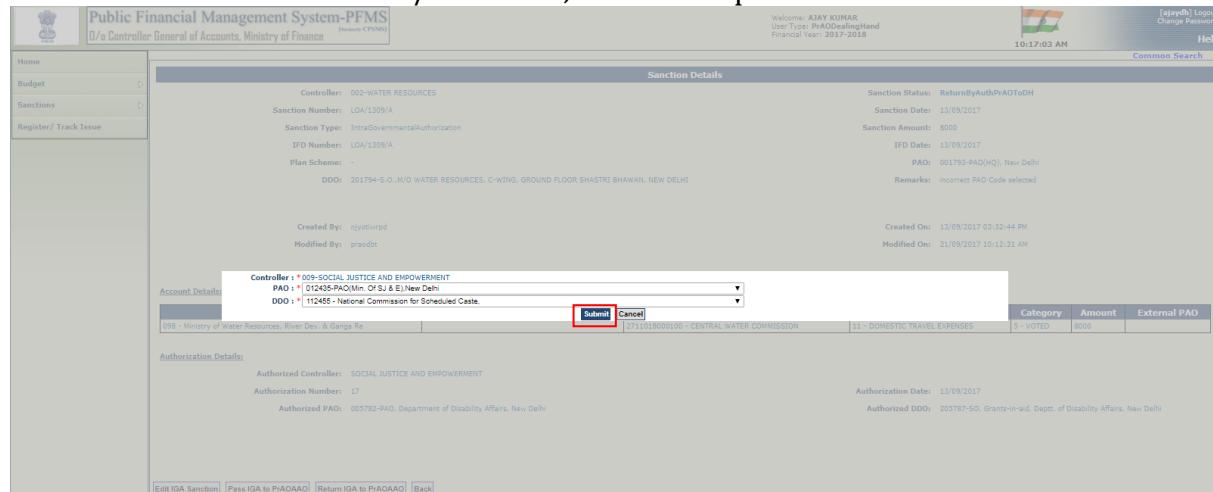
**Authorization Details**

Authorized By: -Select-  
-Select-  
200359 - National Commission for Safa Karamanu  
200823 - National Commission for Schedule 112455 - National Commission for Scheduled Caste  
200824 - National Commission for Schedule 112456 - National Commission for Scheduled Tribes  
203321 - DDO Grants (SC-II), SC-DV, SC-DV and PCR Section,  
203222 - DDO Grants (DDO Division, Except DDA / Section & CDD Office)  
204242 - DDO Grants (DDO Bureau, Except DDA / Section & CDD Office)  
203224 - DDO Grants (SD Bureau & PRCM Division)  
204243 - National Commission for Scheduled Caste (NCSC), Agartala (For the Purpose of Pension and GPF)  
204243 - National Commission for Scheduled Caste (NCSC), Hyderabad (For the Purpose of Pension and GPF)  
204243 - National Commission for Scheduled Caste (NCSC), Jharkhand (For the Purpose of Pension and GPF)  
204245 - National Commission for Scheduled Caste (NCSC), Bangalore (For the Purpose of Pension and GPF)  
204245 - National Commission for Scheduled Caste (NCSC), Chandigarh (For the Purpose of Pension and GPF)

Authorization Date: 13/09/2017  
Authorized DDO: 205787-SO, Grants-in-aid, Deptt. of Disability Affairs, New Delhi

Edit IGA Sanction
Pass IGA to PIA/DA

After selection of correct PAO/DDO code, user has to press the button “SUBMIT”.



Sanction Details

Controller: 002-WATER RESOURCES  
Sanction Number: LOA/1309/A  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: LOA/1309/A  
Plan Scheme: -  
DDO: 201794-S.O., M/O WATER RESOURCES, C-WING, GROUND FLOOR SHASTRI BHAWAN, NEW DELHI

Created By: njotvirpd  
Modified By: praoobt  
Sanction Status: ReturnByAuthPAOToDH  
Sanction Date: 13/09/2017  
Sanction Amount: 8000  
IFD Date: 13/09/2017  
PAO: 001793-PAO(HQ), New Delhi  
Remarks: incorrect PAO Code selected

Created On: 13/09/2017 03:32:44 PM  
Modified On: 21/09/2017 10:12:31 AM

Account Details: Controller: 009-SOCIAL JUSTICE AND EMPOWERMENT  
PAO: 012435-PAO(Min. Of SJ & E), New Delhi  
DDO: 112455 - National Commission for Scheduled Caste.

Authorization Details: Authorized Controller: SOCIAL JUSTICE AND EMPOWERMENT  
Authorization Number: 17  
Authorized PAO: 005782-PAO, Department of Disability Affairs, New Delhi

Category Amount External PAO  
1 - VOTED 8000

11 - DOMESTIC TRAVEL EXPENSES

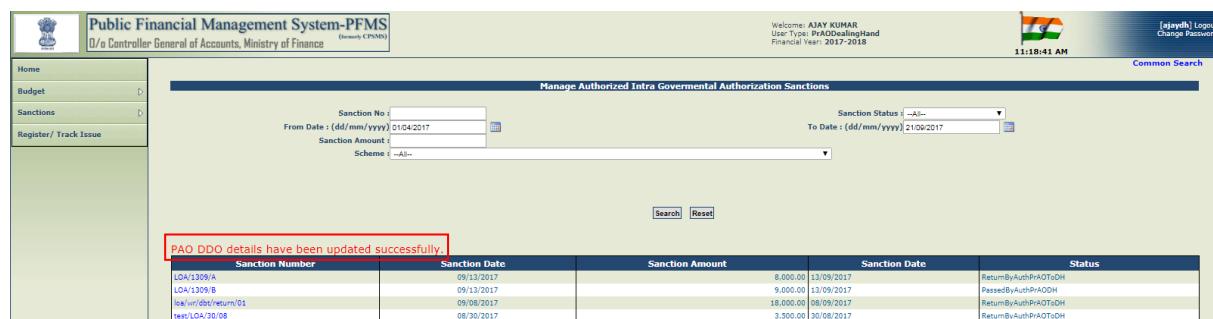
Submit Cancel

098 - Ministry of Water Resources, River Dev. & Ganga Re.

11:18:41 AM

The system will display a message:

**“PAO DDO details have been updated successfully”.**



Manage Authorized Intra Govermental Authorization Sanctions

Sanction No: LOA/1309/A  
From Date: 01/04/2017  
Sanction Amount: 8000.00  
Sanction Date: 13/09/2017  
Sanction Status: ReturnByAuthPAOToDH  
To Date: 21/09/2017  
Sanction Status: ->All->  
Search Reset

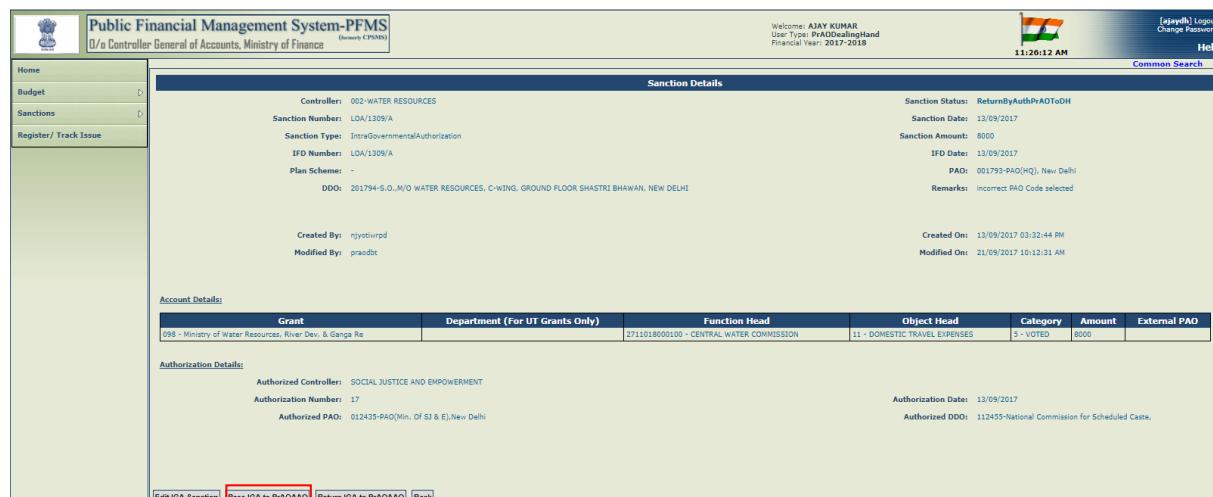
PAO DDO details have been updated successfully.

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status
LOA/1309/A	09/13/2017	8,000.00	13/09/2017	ReturnByAuthPAOToDH
LOA/1309/B	09/13/2017	9,000.00	13/09/2017	PassByAuthPAODH
loa/wr/db/reurn/01	09/08/2017	18,000.00	08/09/2017	ReturnByAuthPAOToDH
test/LOA/30/08	08/30/2017	3,500.00	30/08/2017	ReturnByAuthPAOToDH

11:18:41 AM

Now, DH user will either click on the hyperlink of desired sanction on the displayed screen or can go through the option “SANCTIONS”> “MANAGE CONTROLLER IGA SANCTION”.

The details of sanction will be displayed. DH user will pass the sanction and forward it to AAO by pressing the button “Pass IGA to PrAOAAO”.



Sanction Details

Controller: 002-WATER RESOURCES  
Sanction Number: LOA/1309/A  
Sanction Type: IntraGovernmentalAuthorization  
IFD Number: LOA/1309/A  
Plan Scheme: -  
DDO: 201794-S.O., M/O WATER RESOURCES, C-WING, GROUND FLOOR SHASTRI BHAWAN, NEW DELHI

Created By: njotvirpd  
Modified By: praoobt  
Sanction Status: ReturnByAuthPAOToDH  
Sanction Date: 13/09/2017  
Sanction Amount: 8000  
IFD Date: 13/09/2017  
PAO: 001793-PAO(HQ), New Delhi  
Remarks: incorrect PAO Code selected

Created On: 13/09/2017 03:32:44 PM  
Modified On: 21/09/2017 10:12:31 AM

Account Details: Grant Department (For UT Grants Only) Function Head Object Head Category Amount External PAO  
098 - Ministry of Water Resources, River Dev. & Ganga Re. 2711018000100 - CENTRAL WATER COMMISSION 11 - DOMESTIC TRAVEL EXPENSES 2 - VOTED 8000

Authorization Details: Authorized Controller: SOCIAL JUSTICE AND EMPOWERMENT  
Authorization Number: 17  
Authorized PAO: 012435-PAO(Min. Of SJ & E), New Delhi

Authorization Date: 13/09/2017  
Authorized DDO: 112455-National Commission for Scheduled Caste.

Edit IGA Sanction Pass IGA to PrAOAAO Return IGA to PrAOAAO Back

11:26:12 AM

After the updation of PAO/DDO details, DH user will Pass IGA to AAO.

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status
LOA/1309/A	09/13/2017	8,000.00	13/09/2017	PassedByAuthPrAOAO
LOA/1309/B	09/13/2017	9,000.00	13/09/2017	PassedByAuthPrAOAO
loa/wrdbt/return/01	09/06/2017	18,000.00	08/09/2017	ReturnByAuthPrAOAO
test:LOA/20/08	08/20/2017	3,500.00	30/08/2017	ReturnByAuthPrAOAO

AAO of Principal Accounts office of Agent Ministry will pass the sanction to Pr.A.O. user.

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO
098 - Ministry of Water Resources, River Dev. & Ganga Re	2711018000100 - CENTRAL WATER COMMISSION	11 - DOMESTIC TRAVEL EXPENSES	S - VOTED	8000		

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status
LOA/1309/A	09/13/2017	8,000.00	13/09/2017	PassedByAuthPrAOAO
LOA/1309/B	09/13/2017	9,000.00	13/09/2017	PassedByAuthPrAOAO

PrAO user will pass the sanction to PAO for further processing. On pressing the button **“Pass IGA to PAO”**, the sanction will be forwarded to PAO user in Pay & Accounts office of the Agent Ministry.

# Public Financial Management System I.T. Division, O/o CGA

BharatKosh Report

Home

BharatKosh

CAM Reports

Masters

Budget

Users Master

Account Code Directory

Agency Master

Sanctions

Sanction Custom Fields

Employee Info. System

Reports

Agency Master Data

Agency Schemes

Other Agencies

Bank

Register/ Track Issue

Sanction Details

Controller: 002-WATER RESOURCES	Sanction Status: PassedByAuthPrAOAO
Sanction Number: LOA/1309/A	Sanction Date: 13/09/2017
Sanction Type: IntraGovernmentalAuthorization	Sanction Amount: 8000
IFD Number: LOA/1309/A	IFD Date: 13/09/2017
Plan Scheme: -	PAO: 001792-PAO(HQ), New Delhi
DDO: 201794-S.O.,M/O WATER RESOURCES, C-WING, GROUND FLOOR SHASTRI BHAWAN, NEW DELHI	
Created By: njyotivpdp	Created On: 13/09/2017 03:32:44 PM
Modified By: prao_aao	Modified On: 21/09/2017 11:47:38 AM

Account Details:

Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO
098 - Ministry of Water Resources, River Dev. & Ganga Re	2711018000100 - CENTRAL WATER COMMISSION	11 - DOMESTIC TRAVEL EXPENSES	5 - VOTED	8000		

Authorization Details:

Authorized Controller: SOCIAL JUSTICE AND EMPOWERMENT	Authorization Date: 13/09/2017
Authorization Number: 17	Authorized PAO: 012455-PAO(Min. Of SJ & E), New Delhi
Authorized DDO: 112455-National Commission for Scheduled Caste.	

Return IGA to Issuing PrAO

Pass IGA to PAO

Return IGA To DH For Updation

Back

The system will display a message:

“Sanction has been passed to PAO successfully”.

BharatKosh Report

Home

BharatKosh

CAM Reports

Masters

Budget

Users Master

Account Code Directory

Agency Master

Sanctions

Sanction Custom Fields

Employee Info. System

Manage Authorized Intra Govermental Authorization Sanctions

Sanction No:	Sanction Status:
From Date : (dd/mm/yyyy) 01/04/2017	All
Sanction Amount:	
Scheme:	
<input type="button" value="Search"/> <input type="button" value="Reset"/>	

Sanction has been passed to PAO successfully.

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status
loa/wtdb/return/01	08/08/2017	18,000.00	08/09/2017	ReturnByAuthPrAOToDH
test/LOA/30/08	08/30/2017	3,500.00	30/08/2017	ReturnByAuthPrAOToDH

## 11. FINALIZATION OF IGA BY PAO USER IN PAY & ACCOUNTS OFFICE OF AGENT MINISTRY

All LOA sanctions with the status “PassedbyAuthPrAO” will be available for finalization at PAO user in Pay & Accounts office of the Agent Ministry.

For this PAO user will go to:

“SANCTIONS” > “MANAGE CONTROLLER IGA SANCTION”

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## Public Financial Management System I.T. Division, O/o CGA

All IGA sanctions, as passed by Pr.A.O. user in Principal Accounts Office of the Agent Ministry, will be displayed.

Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	PassedByAuthPrAO

The user will click the hyperlink of sanction. Details of sanction will be displayed to the user.

Three options will be available here:

- “Edit IGA Sanction”
- “Finalize IGA”
- “Return IGA to PrAO”

Any Incorrect record can be returned to Pr.AO of the Agent Ministry by clicking the option **“Return IGA to PrAO”**. A need of return may arise due to selection of wrong PAO by PrAO (either initially by PrAO of the Functional Ministry or later on by PrAO of the Agent Ministry). In such case, sanction will be returned to PrAO of the Agent Ministry. PrAO will select the correct PAO and then IGA sanction will be available to correct PAO.

Also, the need to return a case may arise where PAO code is correct but no action is to be taken on LOA as it needs to be returned to issuing Controller due to certain other administrative reasons. In such case, PAO will return IGA to PrAO, where this sanction will be processed all three levels viz. DH, AAO and PrAO. Once, PrAO user of the Principal Accounts office of the Agent Ministry returns the IGA sanction, budget of concerned DDO of the Functional Ministry under concerned heads will get updated.

In case LOA is to be finalized but DDO code is incorrect, PAO user of the Agent Ministry has an option available to select the desired DDO code by pressing the button **“Edit IGA Sanction”**.

Sanction Details							
Controller:	013-EXPENDITURE						
Sanction Number:	SANCTION/EXP/LOA/1408						
Sanction Type:	IntraGovernmentalAuthorization						
IFD Number:	IFD/EXP/LOA/1408						
Plan Scheme:	-						
DDO:	215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001						
Created By:	bhartiexpd						
Modified By:	praoezkl1						
Sanction Status:	PassedByAuthPrAO						
Sanction Date:	14/08/2017						
Sanction Amount:	50000						
IFD Date:	14/08/2017						
PAO:	015954-PAO(DE), New Delhi						
Remarks:							
Account Details:							
Grant	Department (For UT Grants Only)	Function Head	Object Head	Category	Amount	External PAO	
G30 - Department of Expenditure		2070000030801 - ESTABLISHMENT	13 - OFFICE EXPENSES	5 - VOTED	50000		
Authorization Details:							
Authorized Controller:	URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION						
Authorization Number:	EXP/LOA/1408						
Authorized PAO:	043729-PAO(Food Zone) CPWD, New Delhi						
Authorization Date:	14/08/2017						
Authorized DDO:	143763-'P' DIVISION C.P.W.D.,NEW DELHI.						
<a href="#">Edit IGA Sanction</a> <a href="#">Finalize IGA</a> <a href="#">Return IGA to PrAO</a> <a href="#">Back</a>							

On pressing **“Edit IGA Sanction”**, Controller code and PAO code will remain fixed but a list of DDOs will appear for selection in drop down menu. PAO user will select the correct DDO.

# Public Financial Management System I.T. Division, O/o CGA

AdhocReports BharatKosh CAM Reports Masters Budget Users Master ReprocessFailedTransaction Sanctions Pension Transfer Entry Bank Reconciliation Employee Info. System Reports Agency Master Data Gem Dashboard Bank Register/ Track Issue	Sanction Type: IntragovernmentalAuthorization IFD Number: IFD/EXP/LOA/1408 Plan Scheme: - DDO: 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  Created By: bhartiecpod Modified By: praceek1  <b>Controller :</b> *030-URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION <b>PAO :</b> *043729-PAO(Food Zone) CPWD, New Delhi <b>DDO :</b> *143763-'P' DIVISION C.P.W.D.,NEW DELHI.  <b>030 - Department of Expenditure</b>  <b>Authorization Details:</b> <b>Authorised PAO:</b> *043729-PAO(Food Zone) CPWD, New Delhi  <b>Authorised DDO:</b> *143763-'P' DIVISION C.P.W.D.,NEW DELHI.  <b>13 - OFFICE EXPENSES</b> <b>5 - VOTED</b> <b>50000</b>  <b>External PAO</b>  <b>Authorization Date:</b> 14/08/2017 <b>Authorized DDO:</b> 143763-'P' DIVISION C.P.W.D.,NEW DELHI.	Sanction Amount: 50000 IFD Date: 14/08/2017 PAO: 015954-PAO(DE), New Delhi Remarks:  Created On: 14/08/2017 12:14:29 PM Modified On: 14/08/2017 02:36:36 PM
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A message will be displayed by system:

**“PAO DDO Details have been updated successfully”**

 Public Financial Management System-PFMS (formerly CPSMS) D/o Controller General of Accounts, Ministry of Finance	Welcome: Food Zone CPWD User Type: PAO Financial Year: 2017-2018  <b>Manage Authorized Intra Govermental Authorization Sanctions</b>  Sanction No: <input type="text"/> From Date : (dd/mm/yyyy) 01/04/2017 <input type="button" value="Calendar"/> Sanction Amount: <input type="text"/> Scheme: --All-- Bill No: <input type="text"/>  Token No: <input type="text"/> <input type="button" value="Search"/> <input type="button" value="Reset"/> <b>PAO DDO details have been updated successfully</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Sanction Number</th> <th>Sanction Date</th> <th>Sanction Amount</th> <th>Sanction Date</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>SANCTION/EXP/LOA/1408</td> <td>08/14/2017</td> <td>50,000.00</td> <td>14/08/2017</td> <td>PassedByAuthPrAO</td> </tr> </tbody> </table>	Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status	SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	PassedByAuthPrAO	 [paofznd] Logout Change Password 02:42:13 PM Common Search
Sanction Number	Sanction Date	Sanction Amount	Sanction Date	Status								
SANCTION/EXP/LOA/1408	08/14/2017	50,000.00	14/08/2017	PassedByAuthPrAO								

If record is correct, Pr.A.O. will opt to click the option “Finalize IGA”.

AdhocReports BharatKosh Report Home Bank Reports BharatKosh CAM Reports Masters Budget Users Master ReprocessFailedTransaction Sanctions Pension Transfer Entry Bank Reconciliation Employee Info. System Reports Agency Master Data Gem Dashboard Bank Register/ Track Issue	Sanction Details  <b>Controller:</b> 013-EXPENDITURE <b>Sanction Number:</b> SANCTION/EXP/LOA/1408 <b>Sanction Type:</b> IntragovernmentalAuthorization <b>IFD Number:</b> IFD/EXP/LOA/1408 <b>Plan Scheme:</b> - <b>DDO:</b> 215955-SECTION OFFICER (A & B SECTION),DEPARTMENT OF EXPENDITURE,NORTH BLOCK,NEW DELHI-110001  Created By: bhartiecpod Modified By: praceek1  <b>Account Details:</b>  <b>Grant</b> <b>Department (For UT Grants Only)</b> <b>Function Head</b> <b>Object Head</b> <b>Category</b> <b>Amount</b> <b>External PAO</b> 030 - Department of Expenditure      207000030801 - ESTABLISHMENT      13 - OFFICE EXPENSES      5 - VOTED      50000	Sanction Status: PassedByAuthPrAO Sanction Date: 14/08/2017 Sanction Amount: 50000 IFD Date: 14/08/2017 PAO: 015954-PAO(DE), New Delhi Remarks:  Created On: 14/08/2017 12:14:29 PM Modified On: 14/08/2017 02:36:36 PM
<b>Authorization Details:</b>  Authorized Controller: URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION Authorization Number: EXP/LOA/1408 Authorized PAO: 043729-PAO(Food Zone) CPWD, New Delhi  <b>Authorization Date:</b> 14/08/2017 <b>Authorized DDO:</b> 143763-'P' DIVISION C.P.W.D.,NEW DELHI.		

The system will display a message:

**“Sanction has been passed and finalized by PAO”.**

**On finalization of IGA by PAO of the Agent Ministry, DDO wise budget allocation, for the selected DDO for the amount authorized in LOA in concerned head, will be made. The LOA sanction, after finalization by PAO of the Agent Ministry, will be available to all PDs under that particular DDO for creation of sanction against IGA.**

## **12. CREATE SANCTION AGAINST IGA BY PD OF AGENT MINISTRY**

All IGA sanctions, as finalized by PAO user of the Agent Ministry will be available to all PDs under selected DDOs. For this, PD of the Agent Ministry will go to:  
**“Sanctions” > “Create Against IGA”**

Sanction Status	Type	No. of Sanctions
Create Sanction	Expenditure (DDO Bill) (All)	25
	Authorization	0
	Transfer (DDO Bill)	1
	Expenditure (DDO Bill)	2
	(All)	0
	Expenditure (DDO Bill)	5
	(All)	0
	(All)	0
	(All)	0
	Expenditure (DDO Bill)	17

All IGA sanctions will be displayed to PD user. The Sanction number, Date, Amount, Authorization Number and Authorization Date will be displayed in a grid.

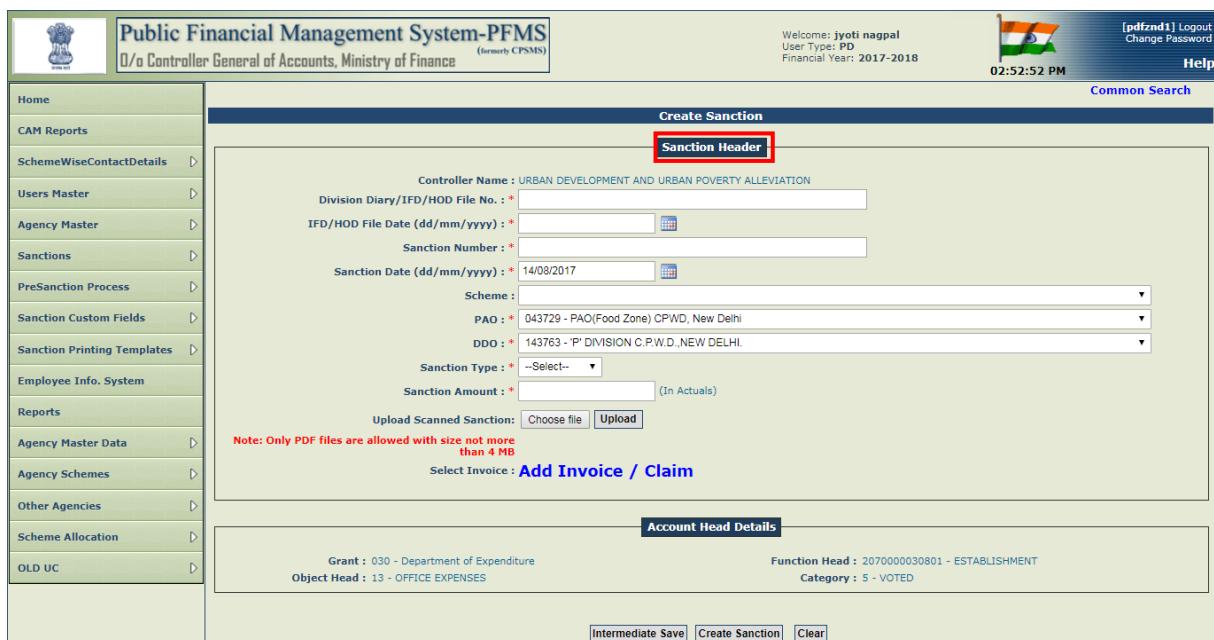
The user will click the button “**Create Sanction**” given in the last field of grid of desired sanction to view its details.



The screenshot shows the PFMS interface with a sidebar on the left containing links like Home, CAM Reports, SchemeWiseContactDetails, Users Master, Agency Master, and Sanctions. The main content area displays a grid titled 'Intra Govermental Authorization Sanctions'. One row in the grid is highlighted with a red border, indicating the selected sanction. The grid columns include Sanction Number (SANCTION/EXP/LOA/1408), Sanction Date (14/08/2017), Sanction Amount (50,000.00), Scheme Name (EXP/LOA/1408), Authorization Number (EXP/LOA/1408), Authorization Date (14/08/2017), and a 'Create Sanction' button.

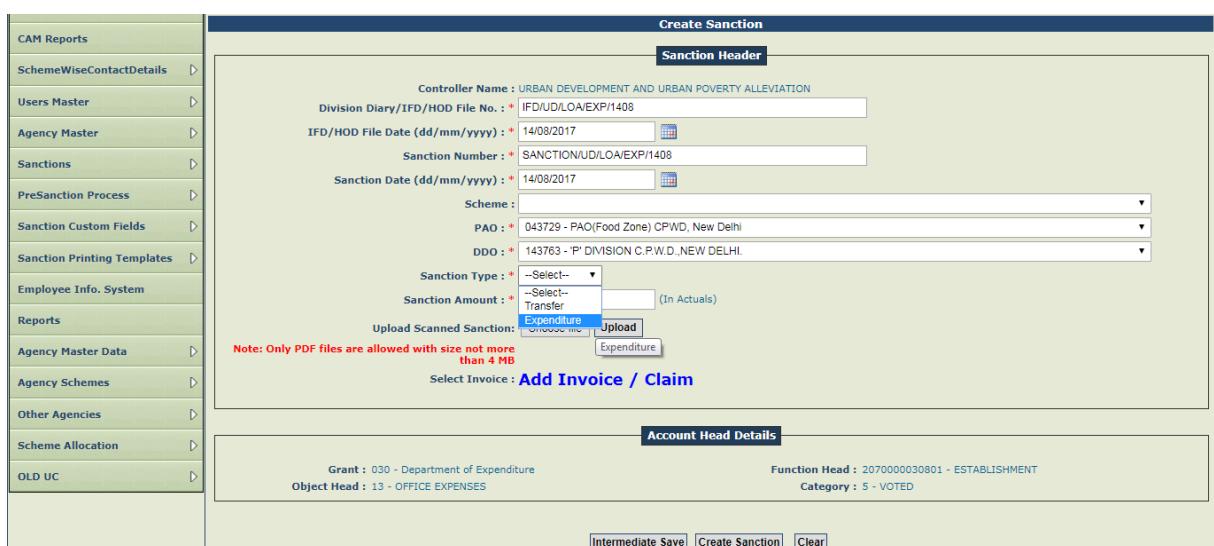
The details of Sanction will be displayed.

PAO code, DDO Code and Account Head details will be displayed automatically and will remain in disabled form.



The screenshot shows the 'Create Sanction' page. The 'Sanction Header' section is highlighted with a red box. It contains fields for Controller Name (URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION), Division Diary/IFD/HOD File No. (IFD/UD/LOA/EXP/1408), IFD/HOD File Date (14/08/2017), Sanction Number (SANCTION/UD/LOA/EXP/1408), Sanction Date (14/08/2017), Scheme (043729 - PAO(Food Zone) CPWD, New Delhi), PAO (043729 - PAO(Food Zone) CPWD, New Delhi), DDO (143763 - 'P' DIVISION C.P.W.D. NEW DELHI), Sanction Type (dropdown menu), Sanction Amount (50,000.00), and a note about PDF file size. Below this is the 'Select Invoice' section with a link to 'Add Invoice / Claim'. The 'Account Head Details' section is also visible, showing Grant (030 - Department of Expenditure), Object Head (13 - OFFICE EXPENSES), Function Head (2070000030801 - ESTABLISHMENT), and Category (5 - VOTED). At the bottom are buttons for 'Intermediate Save', 'Create Sanction', and 'Clear'.

All other fields under “**Sanction Header**” are to be filled in by PD user.



The screenshot shows the 'Create Sanction' page again. The 'Sanction Header' section is highlighted with a red box. The 'Sanction Type' dropdown menu is open, and the 'Expenditure' option is selected. The rest of the page, including the 'Account Head Details' section, is identical to the previous screenshot.

PD will select vendor(s) in respect of whom payment is to be made. He will enter amount and press the button “ADD”.

**Create Sanction**

**Sanction Header**

Controller Name : URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Division Diary/IFD/HOD File No. : \* IFD/UD/LOA/EXP/1408  
IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/UD/LOA/EXP/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme :  
PAO : \* 043729 - PAO(Food Zone) CPWD, New Delhi  
DDO : \* 143763 - 'P' DIVISION C.P.W.D., NEW DELHI  
Sanction Type : \* Expenditure  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: Choose file Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice : Add Invoice / Claim

**Account Head Details**

Grant : 030 - Department of Expenditure  
Object Head : 13 - OFFICE EXPENSES  
Function Head : 2070000030801 - ESTABLISHMENT  
Category : 5 - VOTED

**Vendor Details**

Vendor Type : All -  
State :  
Unique Code : VC00009677  
Amount : \* 20000  
Vendor : \* BHARTI TULI-VC00009677  
District :  
Add Reset

Intermediate Save Create Sanction Clear

More than one vendor can be added, if required.

**Create Sanction**

**Sanction Header**

Controller Name : URBAN DEVELOPMENT AND URBAN POVERTY ALLEVIATION  
Division Diary/IFD/HOD File No. : \* IFD/UD/LOA/EXP/1408  
IFD/HOD File Date (dd/mm/yyyy) : \* 14/08/2017  
Sanction Number : \* SANCTION/UD/LOA/EXP/1408  
Sanction Date (dd/mm/yyyy) : \* 14/08/2017  
Scheme :  
PAO : \* 043729 - PAO(Food Zone) CPWD, New Delhi  
DDO : \* 143763 - 'P' DIVISION C.P.W.D., NEW DELHI  
Sanction Type : \* Expenditure  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY  
Upload Scanned Sanction: Choose file Upload  
Note: Only PDF files are allowed with size not more than 4 MB  
Select Invoice : Add Invoice / Claim

**Account Head Details**

Grant : 030 - Department of Expenditure  
Object Head : 13 - OFFICE EXPENSES  
Function Head : 2070000030801 - ESTABLISHMENT  
Category : 5 - VOTED

**Vendor Details**

Vendor Type : All -  
State :  
Unique Code : VC00009677  
Amount : \* 20000  
Vendor : \* BHARTI TULI-VC00009677  
District :  
Add Reset  
Selected Vendor Details

	Vendor Name	District	State	Country	Amount
<input checked="" type="checkbox"/>	BHARTI TULI-VC00009677				20,000

Remove  
Intermediate Save Create Sanction Clear

PD user will press the button “CREATE SANCTION”. A message will be displayed by system:

**“SANCTION HAS BEEN SAVED SUCCESSFULLY”**  
**“Do you want to proceed with Payees Details”.**

**Sanction Custom Fields**

PAO : \* 043729 - PAO(Food Zone) CPWD, New Delhi  
DDO : \* 143763 - 'P' DIVISION C.P.W.D., NEW DELHI.

Sanction Type : Expenditure  
Sanction Amount : \* 50000 (In Actuals)  
RUPEES FIFTY THOUSAND ONLY

Upload Scanned Sanction: Choose file Upload  
Note: Only PDF files are allowed with size not more than 4 MB

Select Invoice : [Add Invoice / Claim](#)

**Account Head Details**

Grant : 030 - Department of Expenditure  
Object Head : 13 - OFFICE EXPENSES  
Function Head : 2070000030801 - ESTABLISHMENT  
Category : 5 - VOTED

**Vendor Details**

Vendor Type : All - Vendor : \* --Select--  
State : District :  
Unique Code :  
Amount : \*   
[Add](#) [Reset](#)

**Selected Vendor Details**

	Vendor Name	District	State	Country	Amount
<input type="checkbox"/>	BHARTI TULI-VC00009677				20,000
<input type="checkbox"/>	K KRISHNA KUMAR, cheque-VC00008558				30,000

[Remove](#)

[Intermediate Save](#) [Create Sanction](#) [Clear](#)

**Scheme Allocation**

**OLD UC**

**Account Head Details**

Grant : 030 - Department of Expenditure  
Object Head : 13 - OFFICE EXPENSES  
Function Head : 2070000030801 - ESTABLISHMENT  
Category : 5 - VOTED

**Vendor Details**

Vendor Type : All - Vendor : \* --Select--  
State : District :  
Unique Code :  
Amount : \*   
[Add](#) [Reset](#)

**Selected Vendor Details**

	Vendor Name	District	State	Country	Amount
<input type="checkbox"/>	BHARTI TULI-VC00009677				20,000
<input type="checkbox"/>	K KRISHNA KUMAR, cheque-VC00008558				30,000

[Remove](#)

**Sanction has been saved successfully  
Do you want to proceed with payee details?**

[Yes](#) [No](#)

PD will proceed with payee details and sanction will be submitted successfully.

**After creation of sanction following steps will be followed by PD, DDO and users in PAO, as is being done in case of normal sanction:**

- 13. APPROVAL OF IGA SANCTION BY PD**
- 14. RECEIVING OF SANCTION BY DDO**
- 15. GENERATION OF BILL BY DDO**
- 16. RECEIVING OF BILL BY DH IN PAO**
- 17. PASS/RETURN OF BILL BY DH IN PAO**
- 18. PASS/RETURN OF BILL BY AAO IN PAO**
- 19. PASS/RETURN OF BILL BY PAO**
- 20. DIGITALLY SIGN PAY FILE**
- 21. DIGITAL SIGN BATCH**

## **SURRENDER OF LOA:**

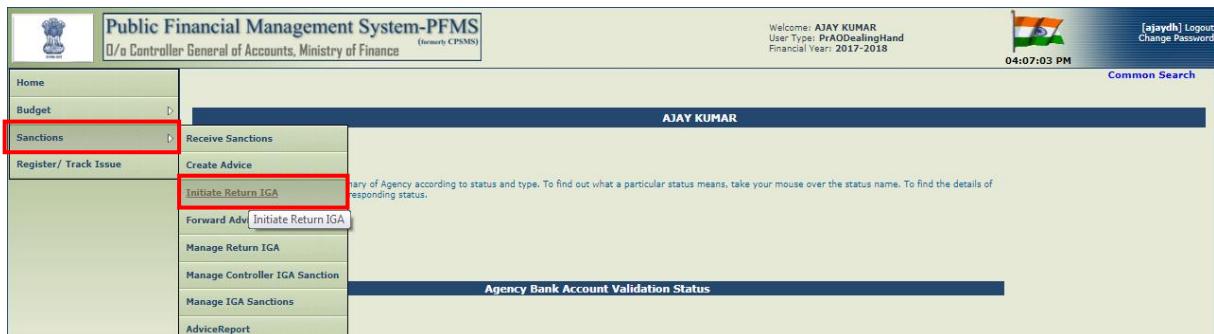
Surrender of LOA could be for complete unutilized amount or for partial unutilized amount. Only those LOAs will appear in the '**Surrender LOA**' form wherein any unspent amount (sanction has not been processed) is available. Surrender will be done LOA wise. The 'Surrender LOA' form will be operated at all the three levels viz DH, AAO and PAO in Pr.A.O.

## **STEPS TO BE FOLLOWED BY AGENT MINISTRY FOR SURRENDER OF LOA:**

- 1. INITIATION OF RETURN OF UNUTILIZED LOA BY DH USER IN PRINCIPAL ACCOUNTS OFFICE**
- 2. FORWARDING OF 'RETURN IGA SANCTION' BY DH TO AAO USER**
- 3. FORWARDING OF 'RETURN IGA SANCTION' BY AAO TO PRAO USER**
- 4. PASSING OF SURRENDER REQUEST BY PRAO OF AGENT MINISTRY TO FUNCTIONAL MINISTRY**

### **1. INITIATION OF RETURN OF UNUTILIZED LOA BY DH USER IN PRINCIPAL ACCOUNTS OFFICE**

DH user of Principal Accounts Office of the Agent Ministry will go to the option: "**SANCTIONS**" > "**INITIATE RETURN IGA**"



All those sanctions for LOAs will appear in the 'Surrender LOA' form wherein any unspent amount (sanction has not been processed) is available. The grid of sanction will show Sanction Number, Authorization Number, Authorization Date, Functional

Controller, IGA Amount, Spent Amount, UnderProcess Amount, Surrender Amount and Balance Amount.

DH user has to press the button “**Initiate Return**” given under the last field of desired sanction.

Sanction Number	Authorization Number	Authorization Date	Functional Controller	IGA Amount	Spent Amount	UnderProcess Amount	Surrender Amount	Balance Amount	
test/loa 2705	270520171	27/05/2017	EXPENDITURE	6,000.00	0.00	2,000.00	0.00	4,000.00	<b>Initiate Return</b>
LOA partial return	872017	08/07/2017	WATER RESOURCES	15,000.00	5,000.00	5,000.00	7,000.00	-2,000.00	<b>Initiate Return</b>
Test/LOA/1108	011	11/08/2017	WATER RESOURCES	50,000.00	0.00	0.00	0.00	50,000.00	<b>Initiate Return</b>
IFD/TEST/01	LAO/2017-18/01	13/08/2017	WATER RESOURCES	7,000.00	0.00	0.00	0.00	7,000.00	<b>Initiate Return</b>

A screen for “**Surrender IGA Amount Details**” will appear. After filling in Letter Number, Letter Date, Return Amount and Remarks, DH user will press the button “**Submit**”.

Sanction Number	Authorization	Authorization	Functional	IGA	Spent	UnderProcess	Surrender	Balance	
test/loa 2705								4,000.00	<b>Initiate Return</b>
LOA partial return								-2,000.00	<b>Initiate Return</b>
Test/LOA/1108								50,000.00	<b>Initiate Return</b>
IFD/TEST/01								7,000.00	<b>Initiate Return</b>

**Surrender IGA Amount Details**

Letter Number: Test/Surrender/01  
Letter Date: 01/08/2017  
Return Amount: 7000  
Remarks: Testing

**Submit** **Cancel**

The system will display a message:

**“Record saved successfully”.**

Sanction Number	Authorization Number	Authorization Date	Functional Controller	IGA Amount	Spent Amount	UnderProcess Amount	Surrender Amount	Balance Amount	
test/iga/2705	270520171	27/05/2017	EXPENDITURE	6,000.00	0.00	2,000.00	0.00	4,000.00	<a href="#">Initiate Return</a>
LOA partial/return	872017	08/07/2017	WATER RESOURCES	15,000.00	5,000.00	5,000.00	7,000.00	-2,000.00	<a href="#">Initiate Return</a>
Test/LOA/1108	011	11/08/2017	WATER RESOURCES	50,000.00	0.00	0.00	0.00	50,000.00	<a href="#">Initiate Return</a>

## 2. FORWARDING OF 'RETURN IGA SANCTION' BY DH TO AAO USER

After initiating the return of LOA Sanction, DH user will go to the option:

**“SANCTIONS” > “MANAGE RETURN IGA”**

Sanction Number	Authorization Number	Authorization Date	Functional Controller	IGA Amount	Spent Amount	UnderProcess Amount	Surrender Amount	Balance Amount	
test/iga/2705	270520171	27/05/2017	EXPENDITURE	6,000.00	0.00	2,000.00	0.00	4,000.00	<a href="#">Initiate Return</a>
LOA partial/return	872017	08/07/2017	WATER RESOURCES	15,000.00	5,000.00	5,000.00	7,000.00	-2,000.00	<a href="#">Initiate Return</a>
Test/LOA/1108	011	11/08/2017	WATER RESOURCES	50,000.00	0.00	0.00	0.00	50,000.00	<a href="#">Initiate Return</a>

A screen for **“Return Intra Governmental Authorization Sanctions”** will appear which will show LOA sanction in respect of which Return has been initiated by DH.

A grid below will show the Sanction Number, Authorization Number, Authorization date, Functional Controller, IGA Amount, Spent Amount, Under Process Amount, Surrendered Amount, Current Surrender Amount and Balance Amount. Hyperlinks of **“Spent Amount”** and **“Under Process Amount”** can be clicked to view the details.

DH user will forward the record to AAO of Principal Accounts office of the Agent Ministry by pressing the button **“Forward to AAO”**.

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

Welcome: AJAY KUMAR  
User Type: PrAODEalingHand  
Financial Year: 2017-2018

12:52:29 PM

[ajaydh] Logout  
Change Password

Common Search

Return Intra Govermental Authorization Sanctions										
Sanction Number	Authorization Number	Authorization Date	Functional Controller	TGA Amount	Spent Amount	UnderProcess Amount	Surrendered Amount	Current Surrender Amount	Balance Amount	Initiate Return
LOA/Surrender	872017	08/07/2017	WATER RESOURCES	15,000.00	5,000.00	3,000.00	7,000.00	0.00	0.00	<a href="#">Initiate Return</a>
Test/Surrender	8720172	08/07/2017	WATER RESOURCES	25,000.00	0.00	0.00	0.00	0.00	25,000.00	<a href="#">Initiate Return</a>
testLOA	vin/dbz/02	14/09/2017	WATER RESOURCES	5,000.00	0.00	0.00	5,000.00	0.00	0.00	<a href="#">Initiate Return</a>
IPD/TEST/01	LAO/2017-18/01	13/08/2017	WATER RESOURCES	7,000.00	0.00	2,000.00	7,000.00	0.00	-2,000.00	<a href="#">Initiate Return</a>
LOA/WR/DBT/01	11	05/09/2017	WATER RESOURCES	50,000.00	0.00	19,600.00	31,400.00	0.00	-1,000.00	<a href="#">Initiate Return</a>
LOA/Surrender/01	19	14/09/2017	WATER RESOURCES	3,000.00	0.00	0.00	0.00	0.00	3,000.00	<a href="#">Initiate Return</a>
LOA/Surrender/2	20	14/09/2017	WATER RESOURCES	3,500.00	500.00	500.00	1,300.00	0.00	1,000.00	<a href="#">Initiate Return</a>
LOA/BUD-038/04/0	21	15/09/2017	WATER RESOURCES	10,000.00	0.00	0.00	10,000.00	0.00	0.00	<a href="#">Initiate Return</a>
LOA/SR/1809/A	22	15/09/2017	WATER RESOURCES	6,000.00	0.00	0.00	6,000.00	0.00	0.00	<a href="#">Initiate Return</a>

A screen for “**Surrender IGA Amount Details**” will appear wherein all the fields filled in by DH, at the time of initiating the return, will appear. He will press the button “**Forward**”.

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

Welcome: AJAY KUMAR  
User Type: PrAODEalingHand  
Financial Year: 2017-2018

04:16:26 PM

[ajaydh] Logout  
Change Password

Common Search

Return Intra Govermental Authorization Sanctions									
Sanction Number	Authorization	Authorization Date	Functional	TGA	Spent	UnderProcess	Surrender Amount	Balance Amount	
IPD/TEST/01							0.00	0.00	<a href="#">Forward To AAO</a>

**Surrender IGA Amount Details**

Letter Number: Test/Surrender/01  
Letter Date: 01/08/2017  
Return Amount: 7000

Remarks: Testing

Submit [Delete](#) [Forward](#) [Cancel](#)

The system will display a message:

**“Surrender Request has been Passed by PrAODEaling Hand successfully”.**

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

Welcome: AJAY KUMAR  
User Type: PrAODEalingHand  
Financial Year: 2017-2018

04:17:27 PM

[ajaydh] Logout  
Change Password

Common Search

Return Intra Govermental Authorization Sanctions									
Authorization Number	Authorization Date	Functional Controller	Sanction Status	Search					
			ReturnInitiated						

**Surrender Request has been Passed by PrAODEaling Hand Sucessfully.**  
No Record(s) found....!!

### 3. FORWARDING OF RETURN IGA SANCTION BY AAO TO PRAO USER

Now, this LOA sanction will be processed at AAO user level of Principal Accounts Office of the Agent Ministry. For this, he will go to the option:

**“SANCTIONS” > “MANAGE RETURN IGA”**

The screenshot shows the PFMS interface with the following details:

- Header: Public Financial Management System-PFMS (formerly CPMS), O/o Controller General of Accounts, Ministry of Finance.
- User: Welcome: MANOJ JAIN, User-Type: PRAOAO, Financial Year: 2017-2018.
- Time: 04:10:59 PM.
- Right side: [prao\_aao] Logout, Change Password, Common Search.
- Left sidebar: Home, Budget, Sanctions (highlighted with a red box), Register/ Track Issue.
- Center: MANOJ JAIN, Forward Advice, Manage Return IGA (highlighted with a red box), Manage Co, Manage IGA Sanctions.
- Bottom: A note: "List of Agency according to status and type. To find out what a particular status means, take your mouse over the status name. To find the details of responding status."

All LOA sanctions for ‘**Surrender Request**’, as forwarded by DH, will be displayed. AAO can view the details of sanction by clicking its hyperlink.

He will press the button “**Forward to PRAO**” given against the desired sanction.

The screenshot shows the 'Return Intra Govermental Authorization Sanctions' screen with the following details:

- Header: Public Financial Management System-PFMS (formerly CPMS), O/o Controller General of Accounts, Ministry of Finance.
- User: Welcome: MANOJ JAIN, User-Type: PRAOAO, Financial Year: 2017-2018.
- Time: 04:18:46 PM.
- Right side: [prao\_aao] Logout, Change Password, Common Search.
- Left sidebar: Home, Budget, Sanctions (highlighted with a red box), Register/ Track Issue.
- Center: Return Intra Govermental Authorization Sanctions, Authorization Number, Functional Controller, Sanction Status, Authorization Date, Sanction Amount, Search, Sanction Number, Authorization Number, Authorization Date, Functional Controller, IGA Amount, Spent Amount, UnderProcess Amount, Surrender Amount, Balance Amount, Forward To PRAO (highlighted with a red box).
- Table: Sanction Number: IFD/TEST/01, Authorization Number: LAO/2017-18/01, Authorization Date: 13/08/2017, Functional Controller: WATER RESOURCES, IGA Amount: 7,000.00, Spent Amount: 0.00, UnderProcess Amount: 0.00, Surrender Amount: 7,000.00, Balance Amount: 0.00.

A screen for “**Surrender IGA Amount Details**” showing the Letter Number, Letter Date and Return Amount, as entered by DH, will appear in disabled form. Only the field for “**Remarks**” is in editable form.

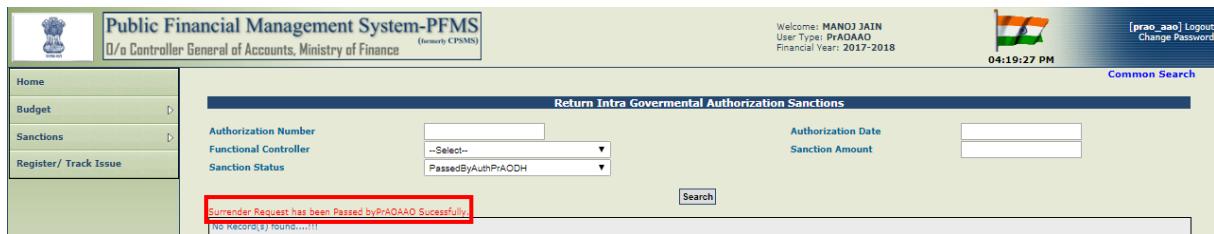
AAO user will forward the record to Pr.AO user by pressing the button “**Forward**”.

The screenshot shows the 'Return Intra Govermental Authorization Sanctions' screen with the following details:

- Header: Public Financial Management System-PFMS (formerly CPMS), O/o Controller General of Accounts, Ministry of Finance.
- User: Welcome: MANOJ JAIN, User-Type: PRAOAO, Financial Year: 2017-2018.
- Time: 04:19:07 PM.
- Right side: [prao\_aao] Logout, Change Password, Common Search.
- Left sidebar: Home, Budget, Sanctions (highlighted with a red box), Register/ Track Issue.
- Center: Return Intra Govermental Authorization Sanctions, Authorization Number, Functional Controller, Sanction Status, Authorization Date, Sanction Amount, Search, Sanction Number, Authorization Number, Authorization Date, Functional Controller, IGA Amount, Spent, UnderProcess, Surrender Amount, Balance Amount, Forward To PRAO (highlighted with a red box).
- Table: Sanction Number: IFD/TEST/01, Letter Number: Test/Surrender/01, Letter Date: 01/08/2017, Return Amount: 7000, Remarks: Testing.
- Buttons: Return, Forward (highlighted with a red box), Cancel.

The system will display a message:

**“Surrender Request has been Passed by PrAOAAO Successfully”.**

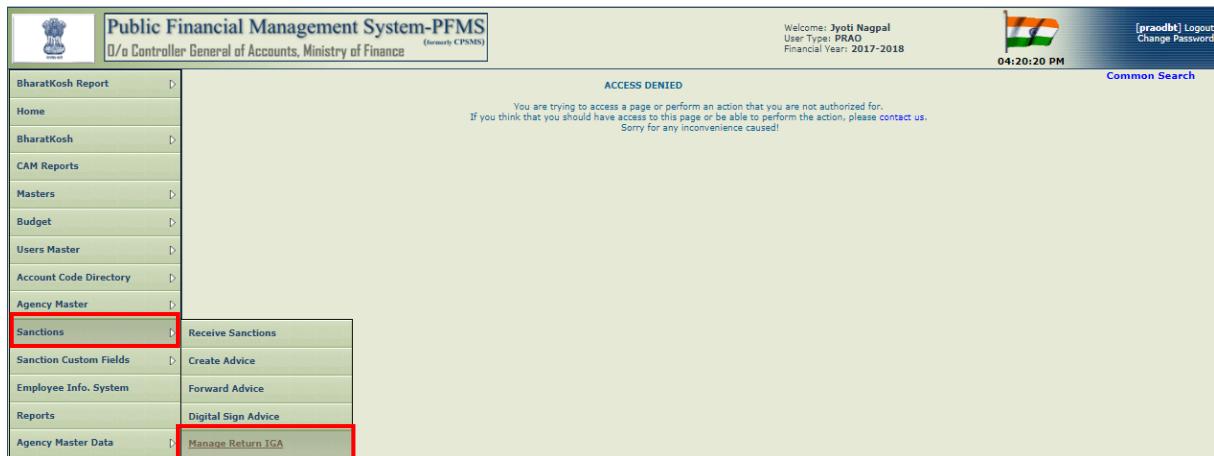


The screenshot shows the PFMS interface. The top navigation bar includes the logo of the Controller General of Accounts, Ministry of Finance, and the text "Public Financial Management System-PFMS (formerly CPSMS)". The top right corner shows the user's name "MANOJ JAIN", user type "PrAOAAO", financial year "2017-2018", and the date and time "04:19:27 PM". The top right also has links for "Logout" and "Change Password". The main content area is titled "Return Intra Govermental Authorization Sanctions". It features search fields for "Authorization Number", "Functional Controller" (set to "Select"), "Sanction Status" (set to "PassedByAuthPrAOAOH"), "Authorization Date", and "Sanction Amount". A "Search" button is present. Below the search area, a red box highlights the message "Surrender Request has been Passed by PrAOAAO Successfully". A note below it says "No Record(s) found.....!!!".

#### **4. PASSING OF SURRENDER REQUEST BY PRAO OF AGENT MINISTRY TO FUNCTIONAL MINISTRY**

All LOA sanctions for “Surrender Request”, as forwarded by AAO user, will be now available for further processing at Pr.A.O. user in Principal Accounts Office of the Agent Ministry. For this, Pr.A.O. user will go to the option:

**“SANCTIONS” > “MANAGE RETURN IGA”**



The screenshot shows the PFMS interface. The top navigation bar includes the logo of the Controller General of Accounts, Ministry of Finance, and the text "Public Financial Management System-PFMS (formerly CPSMS)". The top right corner shows the user's name "Jyoti Nagpal", user type "PRAO", financial year "2017-2018", and the date and time "04:20:20 PM". The top right also has links for "Logout" and "Change Password". The main content area shows a "BharatKosh Report" sidebar with various menu items: Home, BharatKosh, CAM Reports, Masters, Budget, Users Master, Account Code Directory, Agency Master, Sanctions, Sanction Custom Fields, Employee Info. System, Reports, and Agency Master Data. The "Sanctions" menu item is highlighted with a red box. Below the sidebar, a red box highlights the "Manage Return IGA" button. A message "ACCESS DENIED" is displayed, stating: "You are trying to access a page or perform an action that you are not authorized for. If you think that you should have access to this page or be able to perform the action, please contact us. Sorry for any inconvenience caused!"

All LOA sanctions for ‘Surrender Request’, as forwarded by AAO user will be displayed. The details of sanction can be viewed by clicking its hyperlink. Also, the details of ‘Spent Amount’ and ‘UnderProcess Amount’ can be viewed by clicking their respective hyperlinks.

PrAO user of the Agent Ministry will press the button “Forward” given against the desired sanction.

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

Welcome: Jyoti Nagpal  
User Type: PRAO  
Financial Year: 2017-2018

04:20:41 PM

Common Search

Return Intra Govermental Authorization Sanctions

Sanction Number	Authorization Number	Authorization Date	Functional Controller	IGA Amount	Spent Amount	UnderProcess Amount	Surrender Amount	Balance Amount	Forward
TestIGAsurrender	8720172	08/07/2017	WATER RESOURCES	25,000.00	0.00	0.00	15,000.00	10,000.00	<b>Forward</b>
IFD/TEST/01	LAO/2017-18/01	13/08/2017	WATER RESOURCES	7,000.00	0.00	0.00	7,000.00	0.00	<b>Forward</b>

A screen for “**Surrender IGA Amount Details**” showing the Letter Number, Letter Date and Return Amount, as entered by DH, will appear in disabled form. Only the field for “**Remarks**” is in editable form.

Pr.A.O user will forward the record by pressing the button “**Forward**”.

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

Welcome: Jyoti Nagpal  
User Type: PRAO  
Financial Year: 2017-2018

04:20:58 PM

Common Search

Return Intra Govermental Authorization Sanctions

Sanction Number	Authorization	Authorization	Functional	IGA	Spent	UnderProcess	Surrender	Balance	Forward
TestIGAsurrender	8720172	08/07/2017	WATER RESOURCES	25,000.00	0.00	0.00	15,000.00	10,000.00	<b>Forward</b>
IFD/TEST/01	LAO/2017-18/01	13/08/2017	WATER RESOURCES	7,000.00	0.00	0.00	7,000.00	0.00	<b>Forward</b>

**Surrender IGA Amount Details**

Letter Number	TestIGAsurrender
Letter Date	01/08/2017
Return Amount	7000
Remarks	Testing

Return **Forward** Cancel

The system will display a message:

**“Surrender Request has been Passed by PrAO Successfully”.**

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

Welcome: Jyoti Nagpal  
User Type: PRAO  
Financial Year: 2017-2018

04:21:27 PM

Common Search

Return Intra Govermental Authorization Sanctions

Sanction Number	Authorization Number	Authorization Date	Functional Controller	IGA Amount	Spent Amount	UnderProcess	Surrender Amount	Balance Amount	Forward
TestIGAsurrender	8720172	08/07/2017	WATER RESOURCES	25,000.00	0.00	0.00	15,000.00	10,000.00	<b>Forward</b>
IFD/TEST/01	LAO/2017-18/01	13/08/2017	WATER RESOURCES	7,000.00	0.00	0.00	7,000.00	0.00	<b>Forward</b>

**Surrender Request has been Passed by PrAO Successfully.**

Upon acceptance of the surrender request by Pr.A.O. user in Principal Accounts office of the Agent Ministry, the budget of the Functional Ministry will be increased for the returned amount, and thus will be available for utilization at their end.

**“This completes the modified procedure for processing of IGA sanction on PFMS”.**

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