Computer No.127382
MsDP- 21/17/2021-MsDP-MOMA
Government of India
Ministry of Minority Affairs
PMJVK

11th Floor, Pt. Deendayal Antyodaya Bhawan
CGO Complex, Lodhi Road
New Delhi-110003
08th, June, 2023

To

The Pr. Secretary/Secretary
(All States as per list)

Subject: Revised procedures for flow of funds under Centrally Sponsored Scheme (CSS)- Entry of legacy data in PFMS under Pradhan Mantri Jan Vikas Karyakram (PMJVK)- reg.

Sir/Madam,

I am directed to forward Deptt. of Expenditure's O.M. No. 1(09)/PFMS/2023 dated 24th February 2023 alongwith Standard Operating Procedure (SoP) for Treasury Legacy Data Entry.

2. States/UTs are requested to enter their legacy data in PFMS as per the above procedure of Deptt. of Expenditure. It is also informed that entry of legacy data in PFMS is also a condition of release of 1st instalment of CSS funds in 2023-24 under Pradhan Mantri Jan Vikas Karyakram (PMJVK).

Yours faithfully,
08/6/2023
(S.S. Verma)
Deputy Secretary to the Govt. of India
Tele: 2430 2524

Copy enclosed: As Above.

Copy to:

1. NIC, MoMA with request to upload on the website of the Ministry

1. Ms. Smitha R, Secretary, Directorate of Social Welfare, **Andaman & Nicobar** Islands Administration, Port Blair.
2. Shri A Md.Imtiaz, Secretary, Department of Minority Welfare,3rd Block,1st Floor, Room No:219, A.P Secretariat Office, Velagapudi, **Andhra Pradesh**.
3. Sh. C.N. Longphai, Secretary, Social Justice & Empowerment and Tribal Affairs Department, Govt. of **Arunachal Pradesh**, Itanagar-791111.
4. Sh. Adil Khan, Secretary, Department of Welfare of Minorities and Development, Govt. of Assam, **Assam** Secretariat,
5. Dr. A.N. Safeena, Principal Secretary, Minority Welfare Department, Government of **Bihar** , Bankipur Post Office, Ashok Rajpath,Patna-800004
6. Sh. D. D. Singh, Secretary, Department of SC & ST Development, Government of **Chhattisgarh** - 492101.
7. Sh. Ashwani Kumar, Principal Secretary (Revenue), Department of Minority B-Block, 2nd Floor, Govt. of **Delhi**, Vikas Bhawan, **Delhi.**
8. Ms. Sunaina Tomar, Additional Chief Secretary, Social Justice and Empowerment Department Govt. of **Gujarat**, Gandhinagar.
9. Sh. Anil Malik, Addl. Chief Secretary, Rural Development Department, Government of **Haryana**, Plot No. 1/B, Shiksha Sadan, Sector-5, Panchkula-134109.
10. Ms. M. Sudha Devi, Secretary, Directorate for the Empowerment of SCs, OBCs, Minorities & Specially Abled,, Govt. of **Himachal Pradesh** Shimla.
11. Ms. Sheetal Nanda, Commissioner & Secretary, Social Welfare Department, Govt. of **Jammu & Kashmir,** Jammu-180001.
12. Shri K. Shrinivasan, Secretary, Government of **Jharkhand**, Department of Scheduled Caste, Scheduled Tribes, Minorities and OBCs Development, MDI Bhawan, Ground Floor, Durwa, Ranchi- 834004.
13. Shri Manoz Jain, Secretary, Minority Welfare, Haj and Wakf Department, Vikas Soudha Govt. of **Karnataka.**
14. Smt. Sharmila Mary Joseph, Principal Secretary, Minority Welfare Department, Govt. of **Kerala**, Annexe-I Secretariat, Thirvanathapuram-695001.
15. Sh. Ashok Barnwal, Additional Chief Secretary, Department of Backward Classes & Minority Welfare, Government of **Madhya Pradesh**, Mantralya IInd Floor, Vallabh Bhawan-3 , Bhopal-462004.
16. Dr. Anup Kumar Yadav, Secretary, Department of Minority Development, Mantralaya, Annexe s, 4th Floor, **Maharashtra**, Mumbai-400032,.
17. Shri Ningthouja Geoffrey, Secretary, New Secretariat, Western Block, Govt. of **Manipur**, Imphal .
18. Shri Praveen Bakshi, Commissioner & Secretary, Directorate of Agriculture Department of Social Welfare, Government of **Meghalaya**, Shillong -793001
19. Dr. Lalrozama, Secretary (DC & MA), Department of District Council and Minority Affairs, Government of **Mizoram**, New Secretariat complex, Aizawl-796001.
20. Shri Obangla Jamir, Secretary, Minority Affairs Cell, Planning & Co-ordination Department, Govt. of **Nagaland**, Kohima – 797001.
21. Shri Shaswat Kumar Mishra, Principal Secretary, ST & SC Development, Minority & BCW Department, Government of **Odisha**, Odisha Secretariat, Bhubaneswar-751001.
22. Sh. Ramesh Kumar Ganta, Principal Secretary, Government of **Punjab**, Ministry of Minority Welfare, Room No. 623, 6th Floor, Sector-9, Punjab Mini Secretariat, Chandigarh-160009
23. Shri Krishna Kunal, Secretary (Addl. Charge), Department of Minority Affairs & WAQF, Govt. of **Rajasthan**, Jaipur.
24. Dr. A.B. Karki, SCS, Secretary, Social Justice Empowerment and Welfare Department, Govt. of **Sikkim**, Old Secretariat, Gangtok-737101.
25. Shri Mangat Ram Sharma, Principal Secretary, Department of Backward Classes, Most Backward Classes & Minority Welfare,, Govt. of **Tamil Nadu**, Chennai.

26. Shri Mohammd Ghulam Ali Ansari, Secretary, Minority Affairs and Madarsah Education Department, Nabanna, 325, Sarat Chatterjee Road, Govt. of **West Bengal**, Howrah 711102.
27. Shri Tapas Roy, Secretary, Department of Minority Welfare, Govt. of **Tripura**, Secretariat Agartala.
28. Shri Ahmad Nadeem, Secretary, Department of Minorities Welfare, **Telangana** Secretariat, Hyderabad
29. Smt. Monika S. Garg, Addl. Chief Secretary, Minority Welfare & WAQF Department, Government of **Uttar Pradesh** Sectt., Lucknow.
30. Sh. L. Fanai, Principal Secretary, Social Welfare & Minority Welfare Department, Government of **Uttarakhand**
31. Ms. Padma Angmo, Secretary, Department of Social Welfare & Tribal Affair, Administration of Union Territory of Civil Secretariat, Ladakh.

F No. 1(09)/PFMS/2023
Government of India
Ministry of Finance
Department of Expenditure
******

North Block
New Delhi, 24th February, 2023

OFFICE MEMORANDUM

Subject: Revised procedure for flow of funds under Centrally Sponsored Schemes (CSS) – Entry of legacy data in PFMS – reg.

The undersigned is directed to refer to the revised procedure for flow of funds under CSS issued vide this Department's letter No. 1(13)/PFMS/FCD/2020 dated 23rd March, 2021. The data of flow of funds after 1st April, 2021 is being captured in PFMS through State treasury integration. However, complete data has not been populated in PFMS via treasury integration route due to release of funds to non SNA accounts and due to direct payment from treasury to vendors/beneficiaries/staff etc. This is leading to discrepancies in some of the SNA reports.

2. A facility for entry of Legacy Data has been developed in PFMS wherein States can enter the information regarding opening balance of the Central and State share as on 1st April, 2021 and subsequent releases of central and State share. The Ministries/Departments concerned would be required to validate the data entered by the States with respect of Central share released. A detailed Standard Operating Procedure (SoP) in this regard is enclosed. PFMS division, O/o CGA will conduct training for State Level Implementing Agencies and the users of Ministries/Departments to facilitate entry of legacy data.

3. Ministries/Departments are requested to ensure completion of entry of legacy data for all CSS in respect of all SLS and validation of the same by the Ministry/Department concerned, latest by 7th March, 2023. Entry of legacy data is also a condition for release of 1st instalment of CSS funds in 2023-24.

4. This issue with the approval of the Competent Authority.

24/2/23
(Prateek Kumar Singh)
Director
Tel. No. 23094961

To

Secretaries of all Ministries/ Departments of Government of India

Copy to

1. Chief Secretaries of all States/UTs
2. Principal Secretary (Finance) of all States/UTs
3. Financial Advisers of Ministries/Departments

4. All State Directorates of PFMS
5. Addl. CGA (PFMS), Office of CGA with the request to take necessary action to incorporate the above in the PFMS

Copy for information to:

1. PSO to Finance Secretary and Secretary (Expenditure)
2. PSO to Addl. Secretary (PFS)
3. PPS to Director (PFC-I)

Treasury Legacy Data Entry

(SOP)

PFMS

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Public Financial Management System,
Controller General of Accounts,
Department of Expenditure,
Ministry of Finance

Prepared by,
Ratnakar Upadhyay (Business Analyst)

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Document Creation History & Change Record

Version	Date	Change Description	Prepared By
1.0	31-January-2023	Treasury Legacy Data User Manual (Draft)	Ratnakar Upadhyay (Business Analyst)

Reviewers

Version	Date	Reviewed By	Designation
1.0	02-January-2023	Parul Singhal	Assistant Accounts Officer

Approvers

Version	Date	Reviewed By	Designation
1.0	03-February-2023	Smt. Jaspal Kaur	Jt. Controller General of Accounts
1.0			
1.0			

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1 Introduction

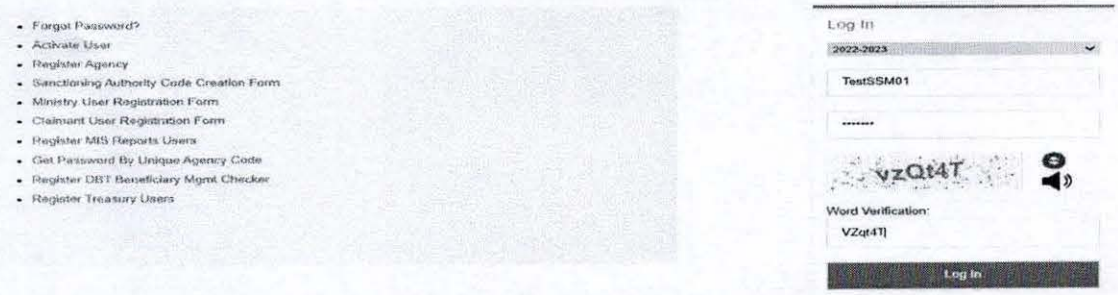
This document describe step by step process of **"Treasury Legacy Data Entry".** The process initiated by the SSM by entering Treasury legacy data for SNA Schemes and subsequently calculate the opening balance of a SNA Scheme, and submit the opening balance to concerned State Finance Department User (SFD) for approval. After approval from SFD the same will be available to PD of the Centrally Sponsored Scheme for approval.

2 Abbreviations

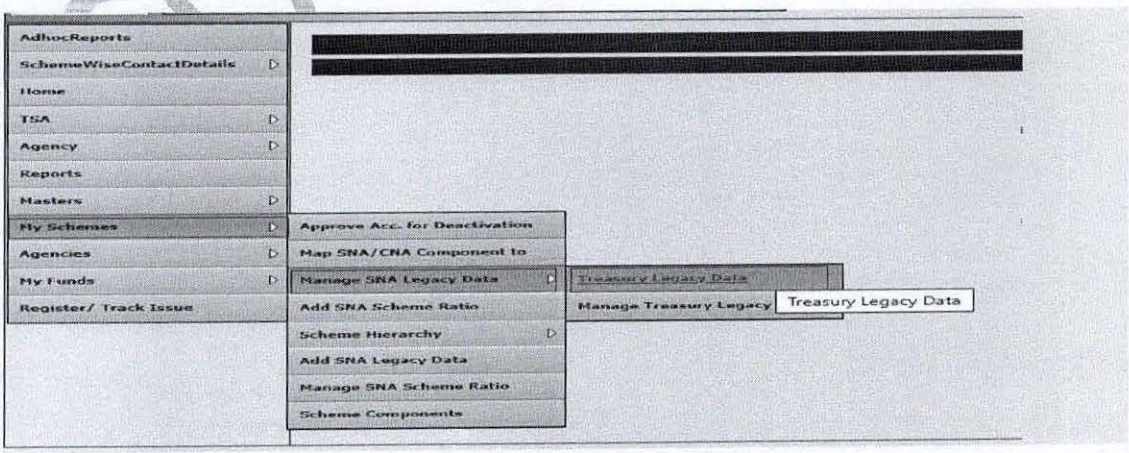
Short Name	Full Name
PFMS	Public Financial Management System
SFD	State Finance Department User
PD	Programm Division
SSM	State scheme Manager

3 Treasury Legacy Data entry by SSM

SSM user login to PFMS portal with valid user credentials.



The User Navigates to **"My Schemes>Manage SNA Legacy Data>Treasury Legacy Data"**



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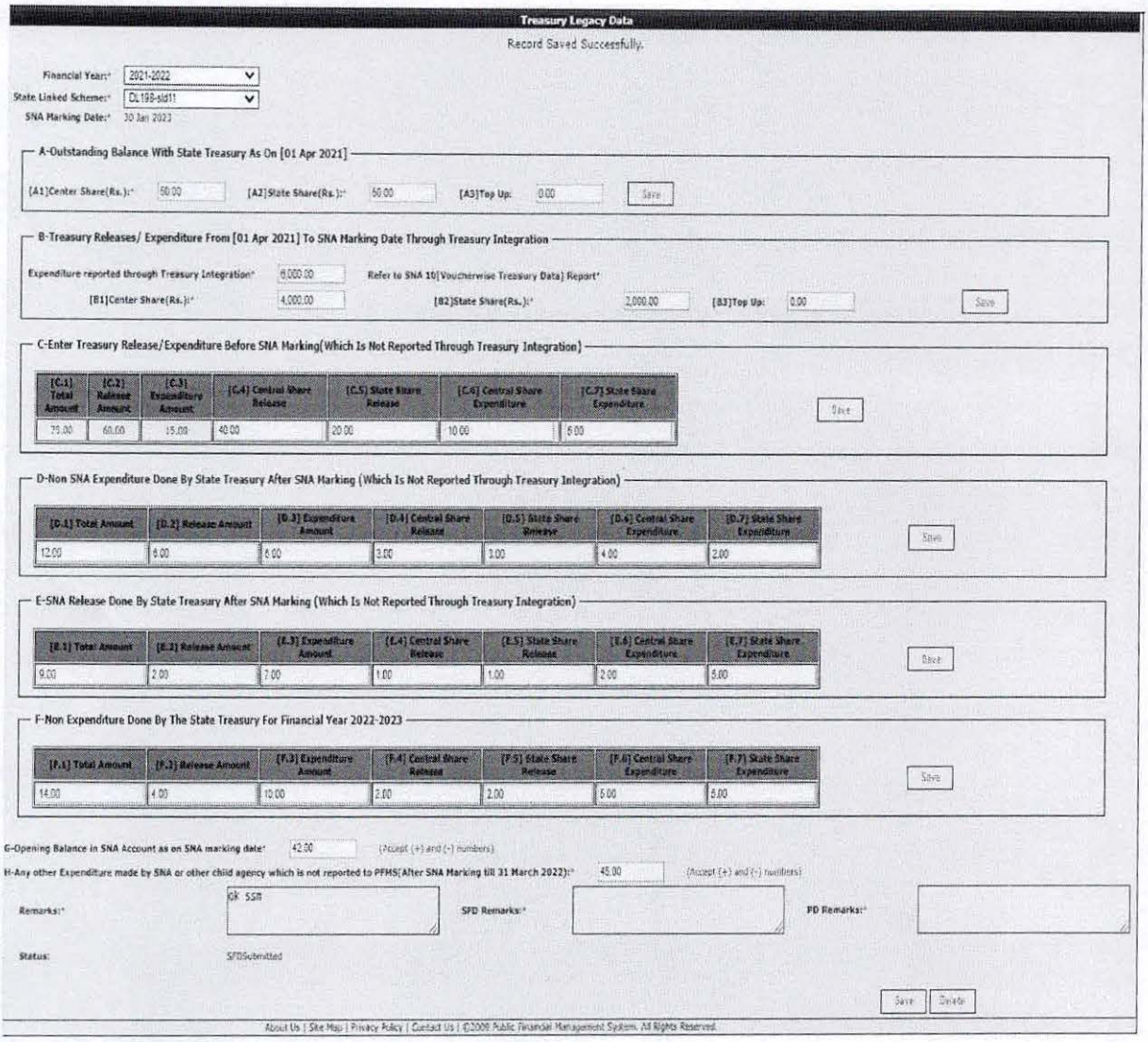
The below page of "**Treasury Legacy Data Entry**" opens, The user selects financial year as 2021-22 from drop down, All the State Linked Schemes which were active in 2021-22 and marked as SNA (at any date) appears in the drop down of "State Linked Scheme".

User selects SNA scheme from state linked scheme drop down and the system displays the **"SNA Marking date"** dynamically as per the selected State Linked Scheme.



User has to enter and save the details sequentially section wise (As at Table A below). i.e., first section A, then B and so on. Previous section should be saved before moving to the next section.

The user clicks on final "**Save**" button to submit the entered data for SFD approval. The Treasury Legacy is now submitted to SFD user for approval and appears on the Manage page of SFD user. The status of the entry will become 'SFD Submitted'

If the user wishes to make changes, he/she has to clicks on "Delete" button, it will clear the filled data and then the user can submit the data afresh for the said scheme.

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(Note: Before filing of Legacy data, please ensure that all the SNA releases made by the state treasury in the financial year 2022-23 till date should be shared with PFMS through Treasury integration and reflected in SNA01 report. Once the legacy data is entered and approved, it cannot be modified later.)

TABLE A: Description of Sections (A to H):

Section	Name	Description
A	Outstanding Balance with State Treasury as on 01/04/2021	In this field, SSM should enter the outstanding balance lying with State treasury as on 01/04/2021 which was to be released by state treasury. The amount should be entered separately for central share, state share and top up if any. Zero/negative amount will also be accepted in the form if no balance was there. Once SSM will save this, the treasury data will be frozen till date. i.e. Treasury cannot share further any old data with PFMS through integration.
B	Treasury Releases from 01-Apr-2021 to marking SNA to SNA Marking Date through Treasury Integration	The system will auto populate all the treasury data shared with PFMS since 01/04/2021 to SNA marking date or 31/03/2022 whichever is earlier. The SSM needs to divide this amount among central share, state share and top up (if any). Negative values are not allowed.
C	Enter the treasury release/Expenditure before SNA marking (which is not reported through Treasury integration).	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. The data should be of period from 01/04/2021 to SNA marking date or 31/03/2022 whichever is earlier.
D	Non-SNA Expenditure Done by state treasury After SNA marking (which is not reported through Treasury integration). (Non-SNA Expenditure done by state Treasury Post SNA)	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. This data should include only the **non-SNA** payments made through State treasury after SNA marking till 31/03/2022
E	SNA Release done by State treasury after SNA Marking (Which is not reported through treasury integration)	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. This data should include only the **SNA** releases made through State treasury after SNA marking till 31/03/2022.
F	Non-SNA Expenditure done by the state treasury for financial year 2022-2023	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. This amount should include non-SNA payments made through treasury in the financial year 2022-23 till 30/11/2022.

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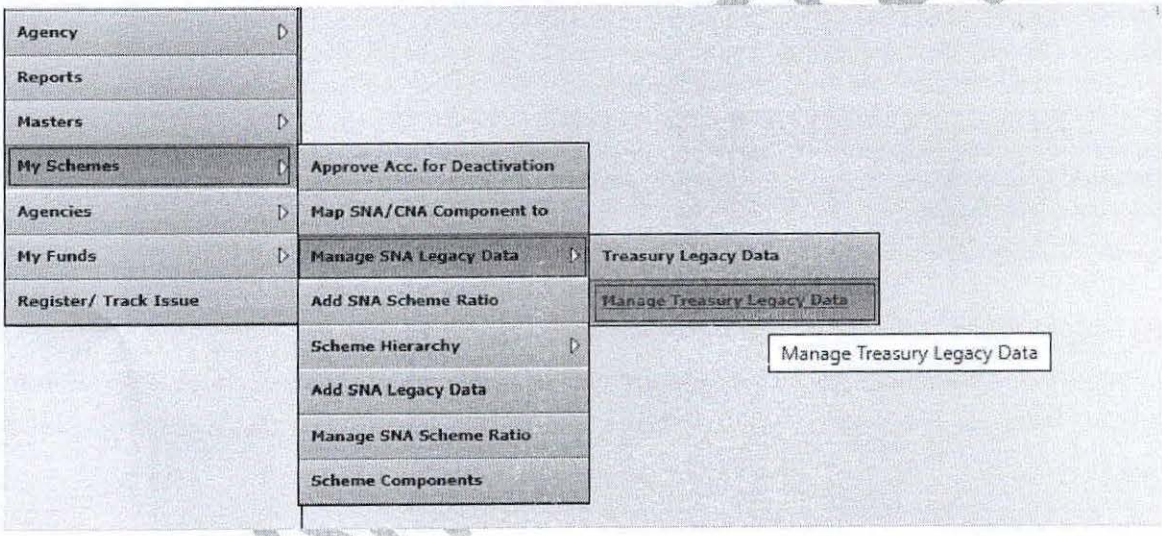
G	Opening Balance in SNA account as on SNA Marking date	This is the opening balance in SNA account as on SNA marking date. It should include all the refunds from child agency (whether they refunded the amount later). This will become the opening balance of SNA and will be shown in SNA01 report as Opening Balance to calculate the unspent balance as on date.
H	Any other expenditure made by SNA or other child agency which is not reported to PFMS (After SNA marking till 31st March 2022)	This amount should include any expenditure/ transfer done by the SNA agency or any child agency after SNA marking till 31/03/2022, which could not be reported to PFMS.

3.1 Manage Treasury Legacy Data: SSM

The User Navigates to "**My Schemes>Manage SNA Legacy Data> "Manage Treasury Legacy Data**" and the page "**Manage Treasury Legacy Data**" opens.



To view the status of the treasury Legacy Data submitted to state finance department, user selects **"SNA Scheme"** name and **"Status as SFD Submitted"** from drop down and clicks on search button.

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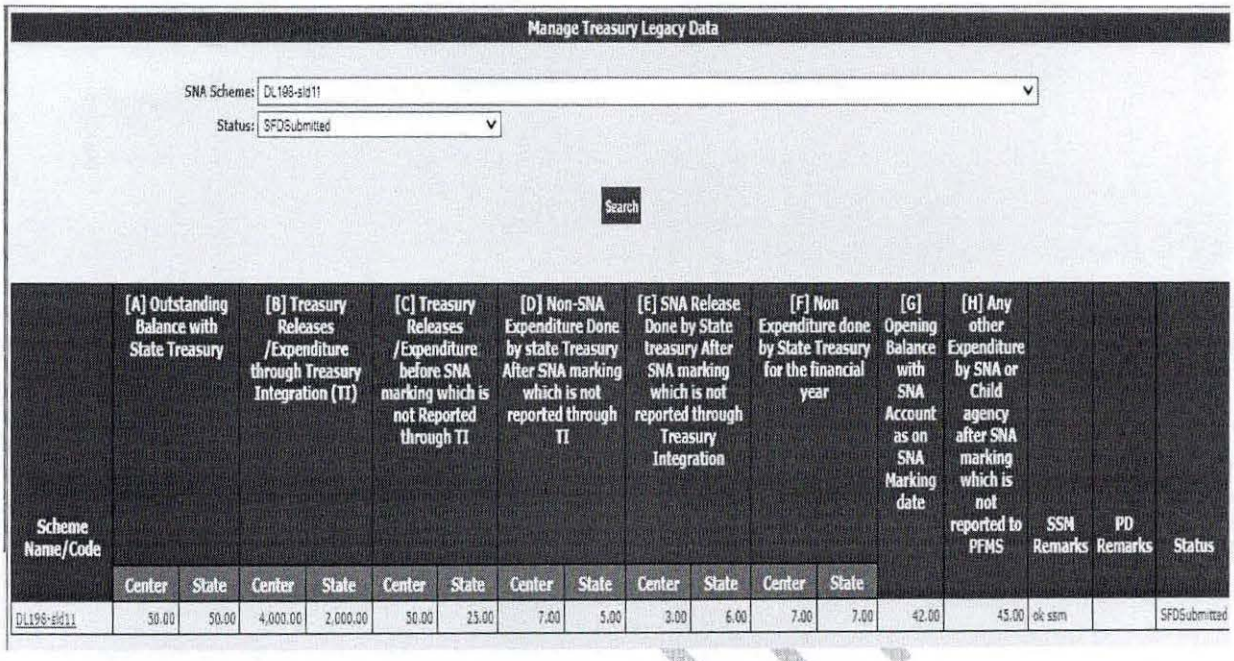


Manage Treasury Legacy Data

SNA Scheme: DL198-sld11

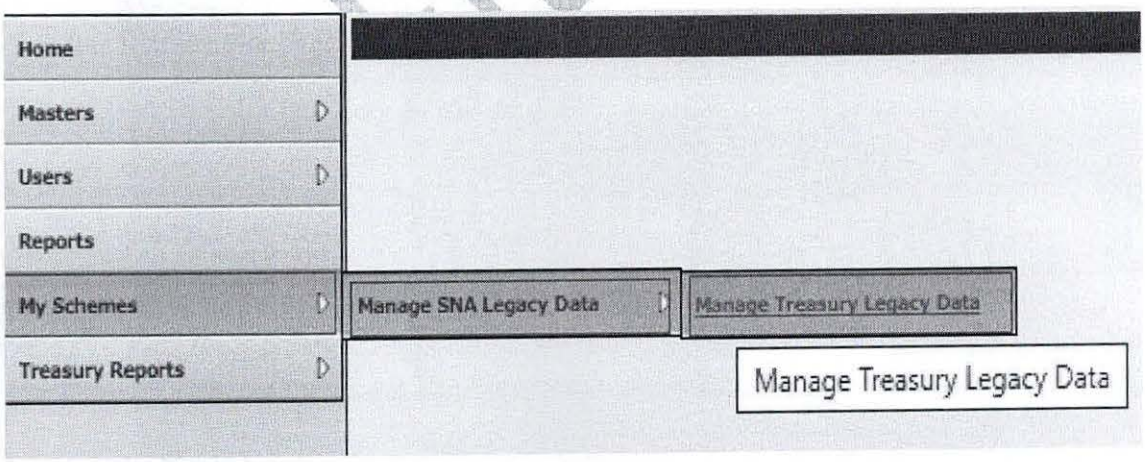
Status: SFDSubmitted

Search

Scheme Name/Code	[A] Outstanding Balance with State Treasury		[B] Treasury Releases /Expenditure through Treasury Integration (TI)		[C] Treasury Releases /Expenditure before SNA marking which is not Reported through TI		[D] Non-SNA Expenditure Done by state Treasury After SNA marking which is not reported through TI		[E] SNA Release Done by State treasury After SNA marking which is not reported through Treasury Integration		[F] Non Expenditure done by State Treasury for the financial year		[G] Opening Balance with SNA Account as on SNA Marking date	[H] Any other Expenditure by SNA or Child agency after SNA marking which is not reported to PFMS	SSM Remarks	PD Remarks	Status
	Center	State	Center	State	Center	State	Center	State	Center	State	Center	State					
DL198-sld11	50.00	50.00	4,000.00	2,000.00	50.00	25.00	7.00	5.00	3.00	6.00	7.00	7.00	42.00	45.00	ok ssm		SFDSubmitted

4 Treasury Legacy Data approval from SFD

SFD user logs in to PFMS portal using valid user credentials and The User Navigates to "**My Scheme> Manage SNA Legacy Data>Manage Treasury Data**" and the page "**Manage Treasury Legacy Data**"



The below SFD manage page will appears. User selects **"SNA Scheme"** name and **"Status as SFD Submitted"** from drop down and clicks on search button.

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Manage Treasury Legacy Data

SNA Scheme: DL198-sid11

Status: SFDSubmitted

Search

Scheme Name/Code	[A] Outstanding Balance with State Treasury		[B] Treasury Releases /Expenditure through Treasury Integration (TI)		[C] Treasury Releases /Expenditure before SNA marking which is not Reported through TI		[D] Non-SNA Expenditure Done by state Treasury After SNA marking which is not reported through TI		[E] SNA Release Done by State treasury After SNA marking which is not reported through Treasury Integration		[F] Non Expenditure done by State Treasury for the financial year		[G] Opening Balance with SNA Account as on SNA Marking date	[H] Any other Expenditure by SNA or Child agency after SNA marking which is not reported to PFMS	SSM Remarks	PD Remarks	Status
	Center	State	Center	State	Center	State	Center	State	Center	State	Center	State					
DL198-sid11	50.00	50.00	4,000.00	2,000.00	50.00	25.00	7.00	5.00	3.00	6.00	7.00	7.00	42.00	45.00	ok asm		SFDSubmitted

User clicks on hyperlink "Scheme Name /Code" and the SFD approval screen will appear.

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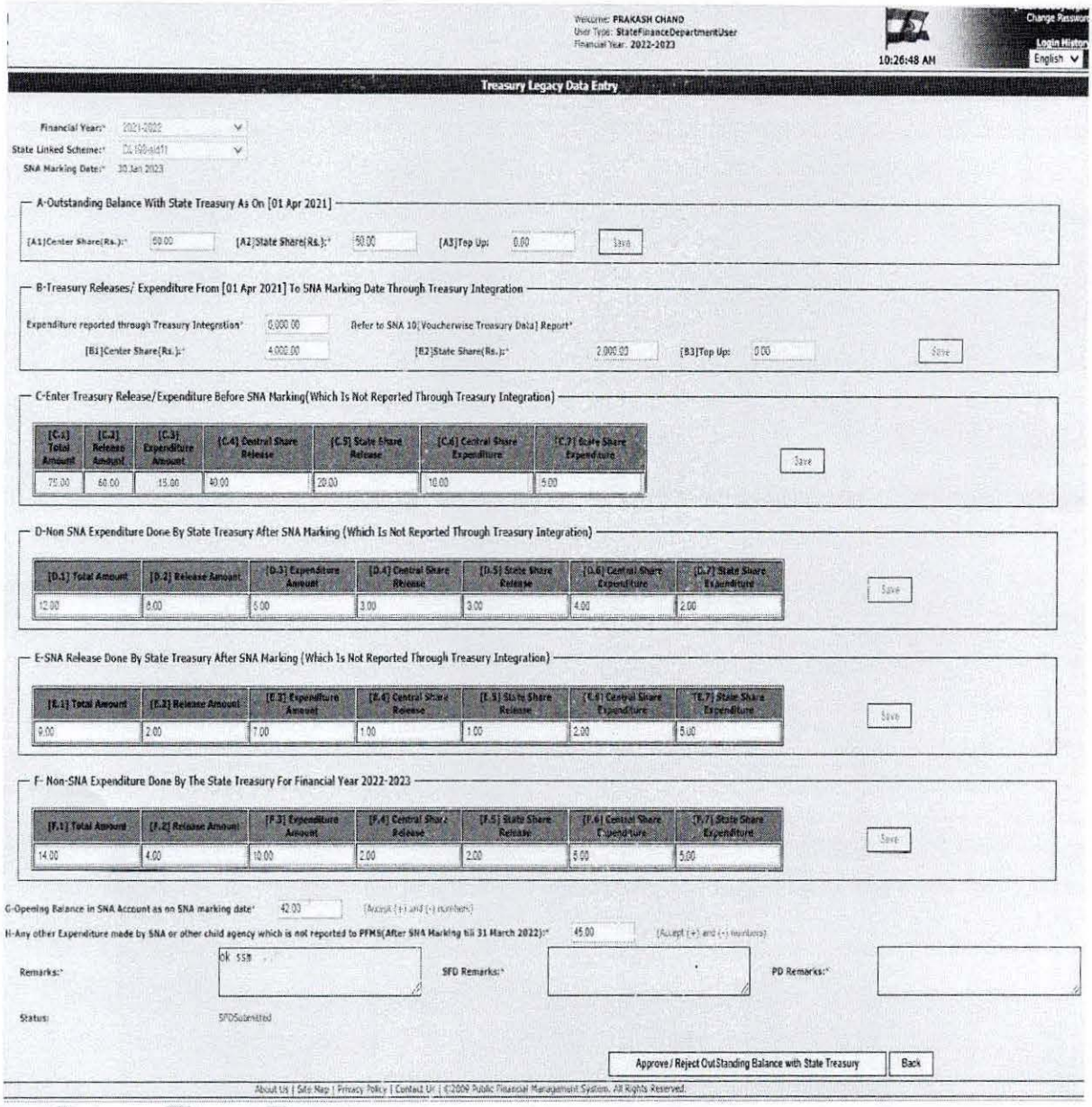
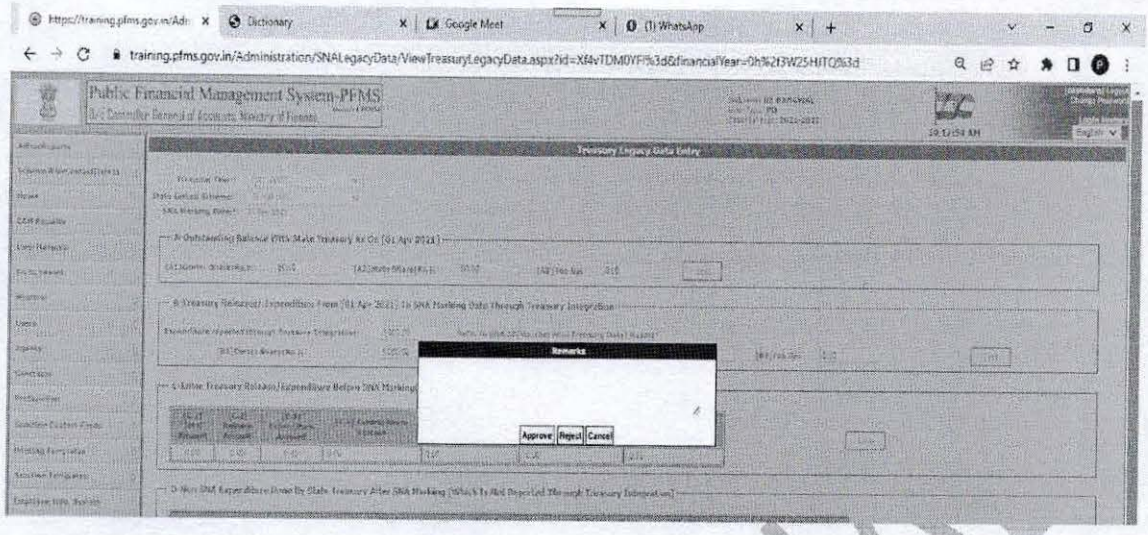


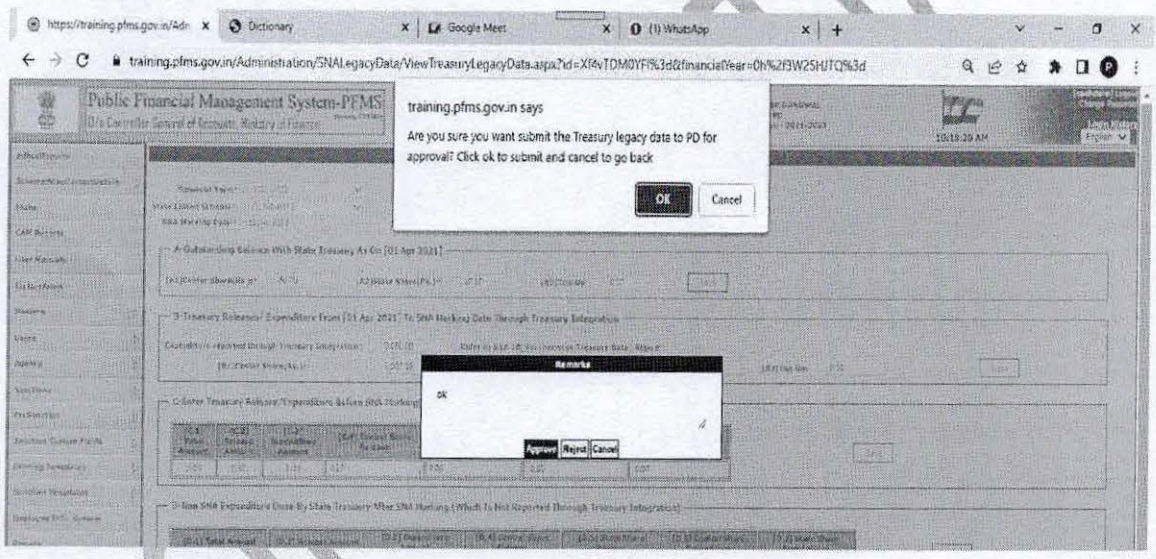
State Finance Department User (SFD) user review the entered treasury legacy data and clicks on "**Approve/Reject outstanding Balance with State Treasury**".

The below screen will appear for entering remarks under "SFD Remarks" text box.

Note: Please do not enter any special character in Remarks. Please keep remarks as short as possible.



After entering remarks once user click on Approve button, the below screen will appear.



Once Treasury legacy data is approved by SFD, the same will appear on the manage page of PD for approval.

5 Treasury Legacy Data approval from PD

PD user logs in to PFMS portal in financial year 2021-22, with valid user credential and the User Navigates to **"My Scheme> Manage SNA Legacy Data>Manage Treasury Data"** and the page **"Manage Treasury Legacy Data"**

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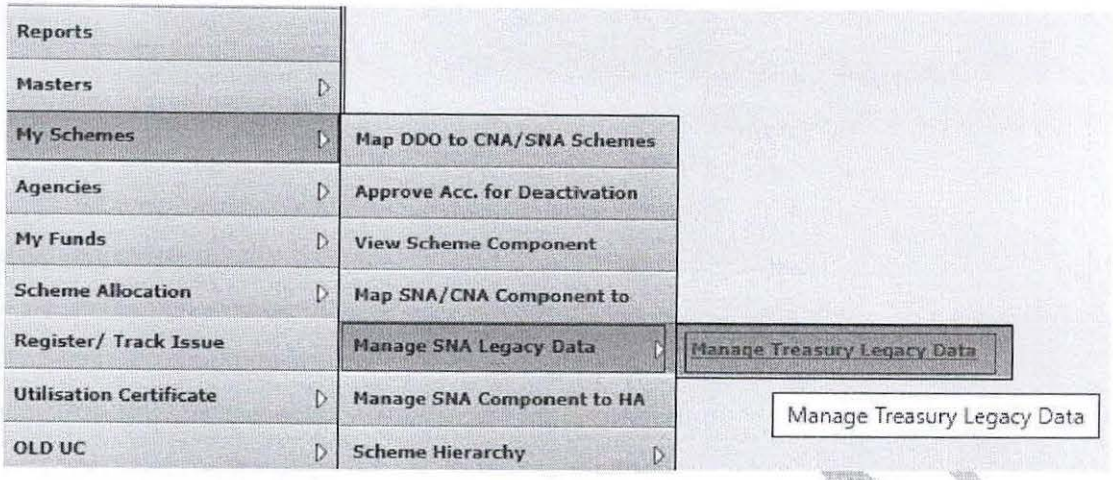
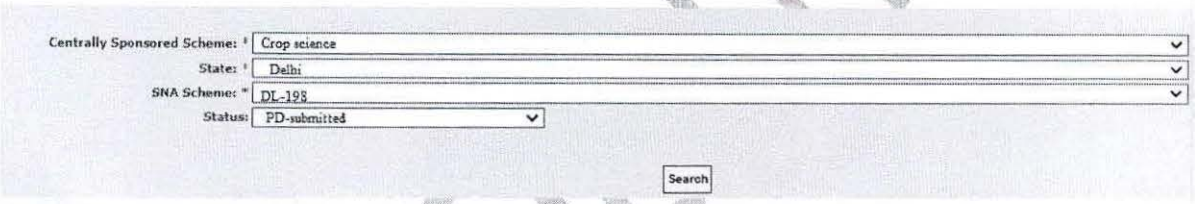
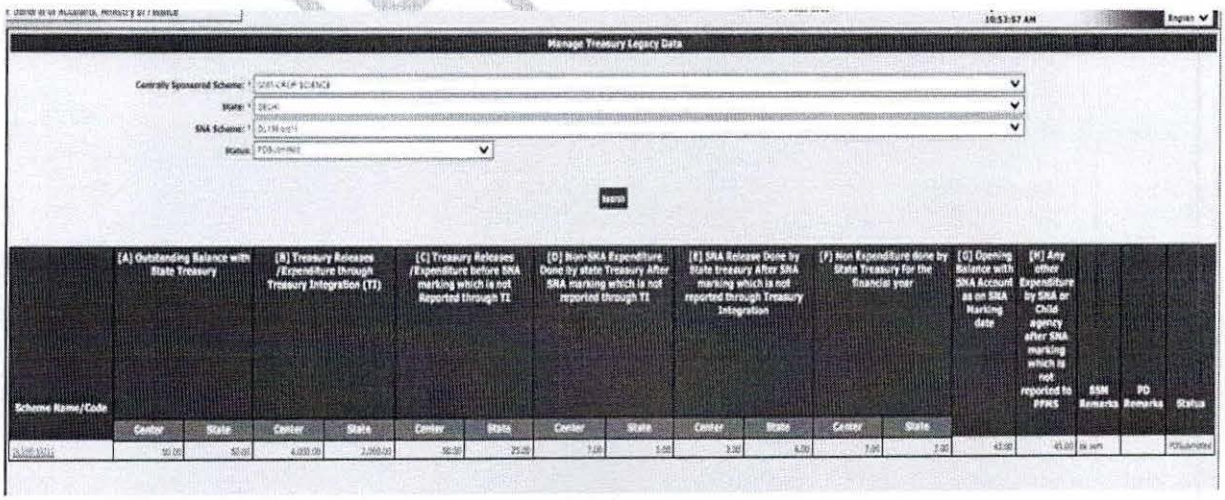


The below screen will appear and the user select "Centrally sponsored scheme", "state","SNA scheme" and "Status as PD submitted" from drop down and clicks on Search button



After click on search button the below manage page appears.



User clicks on hyperlink "Scheme Name /Code" and the PD approval screen appears.

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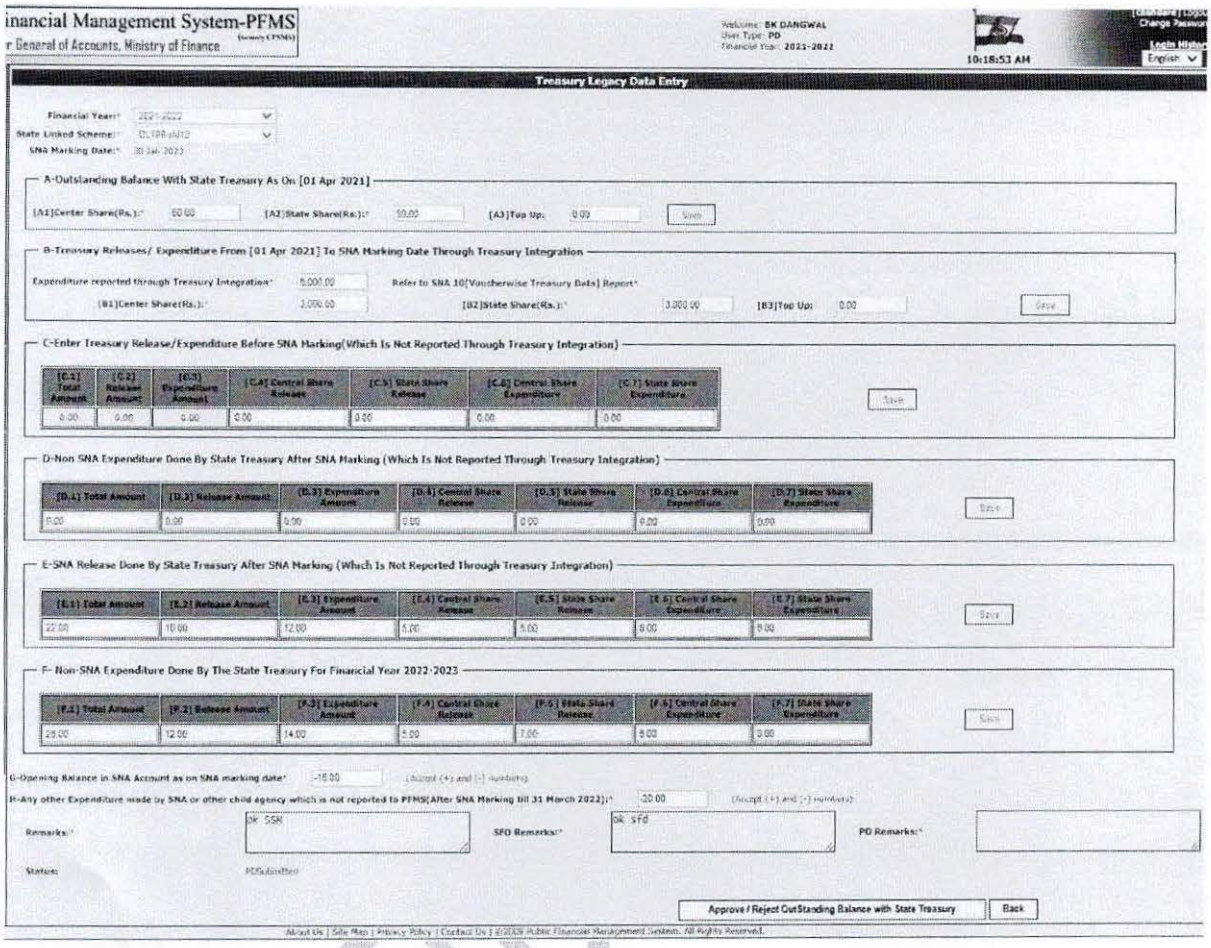
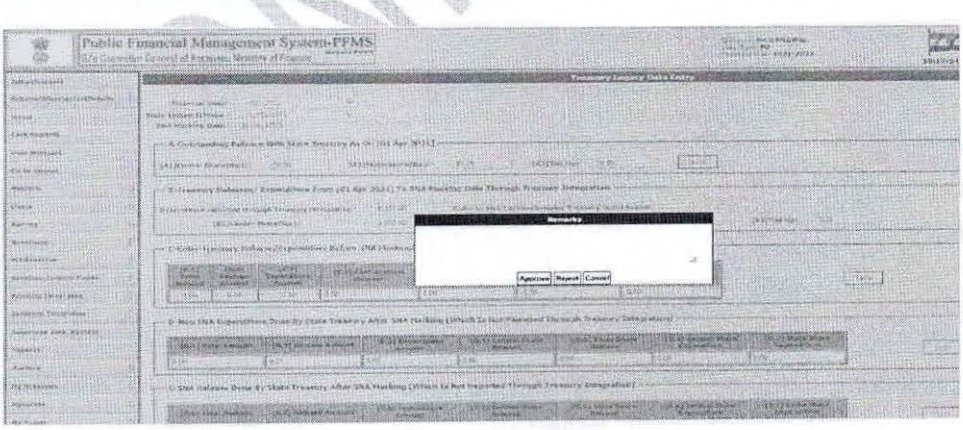


PD user reviews/ verifies the approved data from State Finance Department User (SFD) and click on "**Approve/Reject outstanding Balance with State Treasury".**

The below screen will appear for entering remarks under "PD Remarks" text box.



After entering remarks once user clicks on Approve button the data will be approved and further no change can be done.

Note: If SFD/PD will reject the data, then SSM needs to enter the complete data again.