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1 Introduction

1.1 About IFMS
Integrated Financial Management System (IFMS) is an e-Governance initiative of Rajasthan Government for effective, accountable and transparent Public Finance Management. IFMS has been conceptualized as an umbrella system covering all modular systems and their integration. The main objective of IFMS is to achieve computerization of state wide financial transactions and efficient monitoring and facilitate a Single Window interface across various functions.

1.2 Help Desk
In case of any query please contact at Help Desk –

<table>
<thead>
<tr>
<th>Email ID</th>
<th><a href="mailto:ifms-rj@nic.in">ifms-rj@nic.in</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone No.</td>
<td>0141-5153222</td>
</tr>
<tr>
<td>Extension</td>
<td>4452</td>
</tr>
</tbody>
</table>

2 Product Features
(1) Web application is developed in ASP.NET
(2) Reports are generated using Crystal Reports and SQL Server Reporting tool.

3 Installation Instructions
3.1 Software requirement
- Internet Explorer 7.0 or higher version
- PDF Acrobat Reader (9.0)

3.2 Hardware requirement
- Pentium 4 Desktop
- 512 MB RAM
• Printer (Dot-Matrix Printer or Laser)

3.3 Networking requirement

• Internet Connection with uninterrupted 512 kbps speed

3.4 Installation procedure

• User need to Access the application through following URL

URL: http://ifms.raj.nic.in/

FigureNo.-1
4 PD Account Fund Transfer:

This form helps HOD user to add PD Fund Transfer Entry under IFMS. The HOD will login to the IFMS for using the web based application PD Fund Transfer.

![PD Account Fund Transfer Form](image_url)

Figure No.- 2
5 Request For Fund Transfer By HOD:

1) Select Request for Fund Transfer By HOD Link.
2) Select Sanction Entry With Budget Head (Multiple), or
3) Select Sanction Entry With PD Account (Multiple).

Figure No.-3
5.1 Sanction Entry Budget Head(Multiple):-

1) Select the Sanction Entry Budget Head(multiple).
2) Enter the Budget Head.
3) Select Head Type Voted or Charged.
4) Select the BFC type Central Assistance or State Fund
5) Select PD Institute Type Self Or Other. If we select other option then below screen will appear.

Figure No.-4
6) Select Administrative Department From Drop Down Box.

7) Select PD Account Number From Drop Down Box.
8) Select Treasury From Drop Down Box.
9) Then Click On Search.

After Click on Search Button Department Information Block is as shown below:

1) On Click Hide Button Department Information Hide.
2) Department Information Contains BFC Unit, Administration Department, Department, Scheme Name Budget Controlling Officer, Demand Name and Budget Head.

5.1.1 Sanction Entry:-
1) Click on Sanction Entry Tab. (Grid View Show Which Contains all object head code with corresponding budget head)

2) Insert the Transfer money.

3) Insert the Purpose (mandatory). After Insertion we can update it also.

4) Click on Save Button for saving the data. And Data Saved Successfully message will appear on the screen.

5) Click on Another Budget head for another fund transfer entry else not.

6) Other options are Checklist Details, PD Account At Glance, Transfer the Budget head (Discuss Below).

5.1.2 Checklist Detail:-

1) 

2) 

3) 

4)
1) Click on Checklist Detail Tab.
2) Enter the Utilization Certificate number (Number only).
3) Enter the Utilization Certificate Date.
4) Upload Utilization certificate file.

5) Click on Save button for uploading Utilization Certificate file.

6) For Another fund transfer entry click on Another Budget Head.

### 5.1.3 PD Account at Glance:

1) Click on PD Account At Glance Tab.
2) PD Account balance is shown.
3) PD Account expenditure is shown.

### 5.1.4 Transfer to Budget Head:

1) Add Budget Head.
1) Click on Transfer To Budget Head Tab. (Grid View Show all PD Budget Head with same fund transfer amount which is previously entered in Sanction Entry.)

2) If you add one more budget head as revenue then the amount added will be deduct form PD Budget Head amount.

3) If you edit the amount then it will be adjust from PD Budget head amount. Edit is used to update the Amount and given Reason. Edit or Add Block shown below.

![Figure No.-13]

Figure No.-13

1) Enter Amount to update.

2) Enter Reason to update.

3) On Click Update Button. Data save successful.

![Figure No.-14]

Figure No.-14
4) Click on Another Budget Head to add one more budget head to PD Budget Head.

5) Click on Close link button to close the popup window.

5.2 Sanction Entry PD Account (Multiple):

1) Select the Sanction Entry PD Account (multiple).
2) Select the PD institute Type.
3) Fill the Budget head.
4) Select Head Type Voted or Charged.
5) Select the BFC type Central Assistance or State Fund
6) Select the Treasury from the drop down list.

<table>
<thead>
<tr>
<th>PD Account Fund Transfer (Amount In Thousand)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request For Fund Transfer By HoD</td>
</tr>
<tr>
<td>Sanction Entry</td>
</tr>
<tr>
<td>Budget Head (Multiple)</td>
</tr>
</tbody>
</table>

7) Click on Search Button.

After select or fill entire field and search for account transfer Department information shown below.

**Figure No.-17**

<table>
<thead>
<tr>
<th>Department Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFC Unit</td>
</tr>
<tr>
<td>116-Treasures and Accounts Department, Jaipur</td>
</tr>
</tbody>
</table>

**Figure No.-18**

1) On Click Hide Button, Department Information will hide.
2) Click on Sanction Entry.

**5.2.1 Sanction Entry:-**

<table>
<thead>
<tr>
<th>Sanction Entry</th>
<th>Checklist Detial</th>
<th>PD Account At Glance</th>
<th>Transfer To Budget Head</th>
</tr>
</thead>
<tbody>
<tr>
<td>BE</td>
<td>1243000.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allotted Amount</td>
<td>125000.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplementary</td>
<td>0.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional Authorization</td>
<td>13000.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Re-app In</td>
<td>0.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Re-app Out</td>
<td>0.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LC</td>
<td>0.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Budget Head Expenditure</td>
<td>0.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOD Expenditure</td>
<td>0.0000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PD Account Number</th>
<th>Transfer</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>5052-AGRICULTURE UNIVERSITY, KOTA</td>
<td>1000.00</td>
<td>Adjusting</td>
</tr>
</tbody>
</table>

**Figure No.-19**

3) Update
4) Another Budget Head
1) Insert the transfer amount that can't exceed the difference of allotment and expenditure (Transfer Amount \( \leq \) Allotment - expenditure).

2) Insert the Purpose (mandatory). After Insertion we can update it also.

3) Click on Save Button for saving the data. And Data Saved Successfully message will appear on the screen.

4) Click on Another Budget head for another fund transfer entry else not.

5.2.2 Checklist Detail:

1) Click on Checklist Detail Tab.

2) Enter the Utilization Certificate number (Number only).

3) Upload Utilization certificate file.
4) Click on Save button for uploading Utilization Certificate file.

5) For Another fund transfer entry click on Another Budget Head.

5.2.3 PD Account at Glance:-

![Figure No.-22](image)

1) Click on PD Account At Glance Tab.

2) PD Account balance is shown.

3) PD Account expenditure is shown.

5.2.4 Transfer To Budget Head:-

![Figure No.-23](image)

1) Click on Transfer To Budget Head Tab.(Grid View Show all PD Budget Head with same fund transfer amount which is previously entered in Sanction Entry.)

2) If you add one more budget head as revenue then the amount added will be deduct form PD Budget Head amount.

3) If you edit the amount then it will be adjust from PD Budget head amount. Edit is used to update the Amount and given Reason. Edit or Add Block shown below.
1) Enter Amount to update.
2) Enter Reason to update.
3) On Click Update Button. Data save successful.
4) Click on Another Budget Head to add one more budget head to PD Budget Head.
5) Click on Close link button to close the popup window.

6. Forwarding Request to AD:-
1) Select the checkbox for forwarding.
2) Update the purpose.
3) Click on Forward Button to Forward the Request to AD.
4) Click on Reset for Clear the field.

7. Requests Rejected By AD:-
8. Request Accepted By AD:-

9. PD Fund Transfer Report:-
1) Select Financial Year.

2) Select IFMS ID.

3) Select Report Type PDF or Other.
4) Click on Show Report.

After Click on Button Report is as shown below.

![Government of Rajasthan PD Fund Sanction](image)

**Figure No.-32**

**Figure No.-33**