

2022

Integrated Financial Management System

PD Fund Transfer – User Manual

FD Budget Level

Prepared By:
National Informatics Centre



Contents

1 Introduction	3
1.1 About IFMS.....	3
1.2 Help Desk	3
2 Product Features.....	3
3 Installation Instructions	3
3.1 Software requirement.....	3
3.2 Hardware requirement	3
3.3 Networking requirement	4
3.4 Installation procedure.....	4
4 PD Account Fund Transfer	5
5 Generate Sanction.....	6
5.1 Download UC File (Utilization Certificate).....	6
5.2 Download Note Sheet File.....	8
5.3 Download Sanction File.....	11
5.4 Sanction Entry.....	14
5.4.1 Sanction Remarks Entry.....	16
6 Forward To Higher.....	18
7 Finalize Sanction.....	21
8 PD Fund Transfer Sanction Report.....	24
9 Upload/E-Sign Sanction.....	27

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 –

Email ID	ifms-rj@nic.in
Phone No.	0141 -5153222
Extension	4452

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/>



Department of Finance
Government of Rajasthan
Integrated Financial Management System

IFMS Vision : Financial Position of State on "Real Time Basis"

IFMS Version 2.0

Instructions Downloads

Rajkosh Stamps

User Name

Password

687449

Log In Reset

News
Events
Photo Gallery

Limited Access
Logon with our limited access account with User Name guest and Password Guest@321.

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संयुक्त सूचना-विज्ञान केंद्र
NATIONAL
INFORMATICS CENTRE
सूचना प्रौद्योगिकी के समर्थ विशेषज्ञ
THE IT SUPPORT PROFESSIONALS

Help Desk :- Phone : 5153222, IP : 4452, Email : ifms-rj@nic.in
Application Designed, Developed & Hosted By National Informatics Centre.
Content Provided By Finance Department Govt. of Rajasthan
Total Hits : 406444 Site Last Updated On : 28/08/2015

FigureNo.-1

4 PD Fund Transfer:

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

The screenshot shows the user interface of the Department of Finance Integrated Financial Management System. The header features the Government of Rajasthan emblem and the system title. A navigation menu on the left includes options like 'System Admin', 'Finance', 'LOC', 'AG', 'Downloads', 'Plan', 'Pro Rata', and 'Sanctions'. The 'PD Fund Transfer' option is highlighted with a red box and an arrow. The main content area displays a form titled 'Update Profile (Kindly click on Generate Otp for change the mobile number.)' with fields for 'ID' (ds.budget), 'Name' (Dy Secretary Budget), 'Type' (Internal), and 'Mobile Number' (9414788069). A 'Generate Otp' button is present next to the mobile number field. Below the form are 'Update' and 'Cancel' buttons.

Figure No.- 2



5 Generate Sanction:

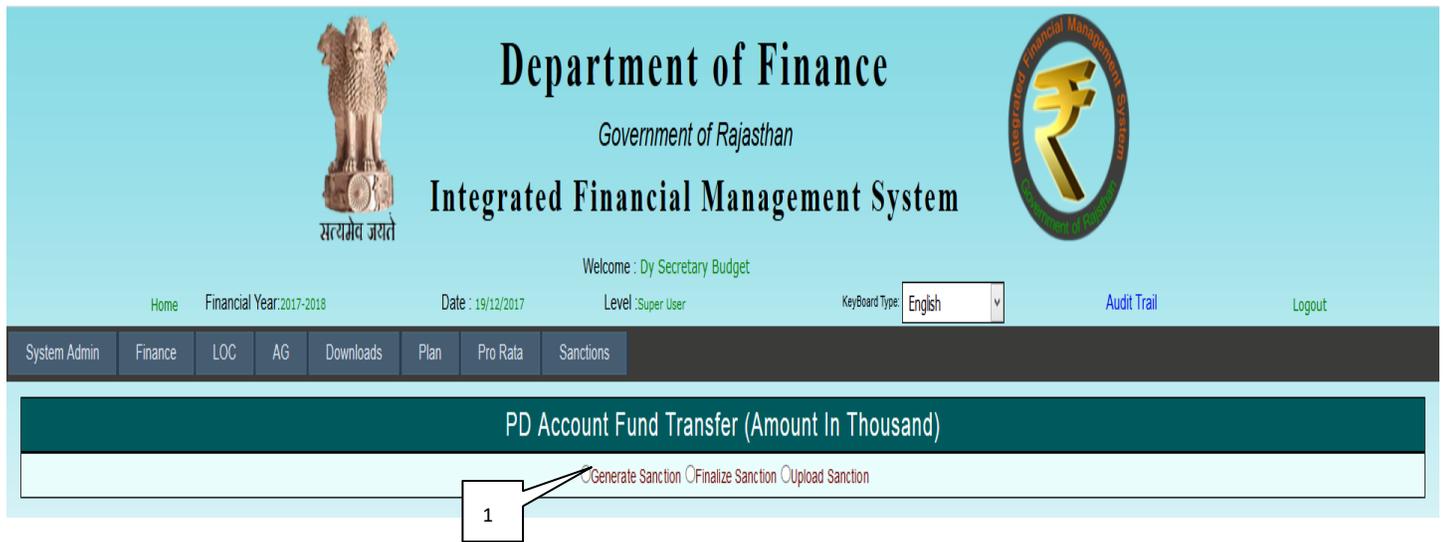


Figure No.-3

1) Select the Generate Sanction from radio button list.

5.1 Download UC File (Utilization Certificate): Download Utilization Certificate file.

PD Account Fund Transfer (Amount In Thousand)	
<input checked="" type="radio"/> Generate Sanction <input type="radio"/> Finalize Sanction <input type="radio"/> Upload Sanction	
IFMS ID	-- Select IFMS ID -- 1
File Type	<input type="radio"/> Utilization Certificate <input type="radio"/> NoteSheet <input type="radio"/> Sanction
Admin / Section Name	<input type="text"/>
Sanction Subject	<input type="text"/>
Reference	<input type="text"/>
Sanction Text	<input type="text"/> Characters remaining: 1000
Issued By	<input type="text"/>
Endorse By	<input type="text"/>
Designation	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="Reset"/>	

Figure No.-4

- 1) Select IFMS ID.
- 2) Select File Type Utilization Certificate to download.

PD Account Fund Transfer (Amount In Thousand)	
<input checked="" type="radio"/> Generate Sanction <input type="radio"/> Finalize Sanction <input type="radio"/> Upload Sanction	
IFMS ID	4
File Type	<input checked="" type="radio"/> Utilization Certificate <input type="radio"/> NoteSheet <input type="radio"/> Sanction
Utilization Certificate File	Download 3
Admin / Section Name	वित्त विभाग (आप-व्ययक अनुभाग)
Sanction Subject	Sanction Subject
Reference	Dispatch No 4
Sanction Text	<div style="border: 1px solid gray; height: 40px;"></div> Characters remaining: 1000
Issued By	संपुक्त शासन सचिव (बजट)
Endorse By	संपुक्त शासन सचिव (बजट)
Designation	
<input type="button" value="Save"/> <input type="button" value="Reset"/>	

Figure No.-5

- 3) Click on Download link button. After Click on link pdf file will be generated as shown below.



**Government of Rajasthan
PD Fund Sanction**

Level : BFC User

कोष एवं लेखा विभाग, जयपुर

PD Account Number : 5852 - AGRICULTURE UNIVERSITY, KOTA

Amount In Thousand

क्र. सं.	उपमद	मांग संख्या 2054-00-097-05-01-P-V 25	योग
1	01 - संवेलन	1,00,00.00	1,00,00.00
	योग	1,00,00.00	1,00,00.00

Figure No.-6

5.2 Download Note Sheet File: Download Note Sheet file.

PD Account Fund Transfer (Amount In Thousand)

Generate Sanction
 Finalize Sanction
 Upload Sanction

IFMS ID	-- Select IFMS ID --	1
File Type	<input type="radio"/> Utilization Certificate <input type="radio"/> NoteSheet <input type="radio"/> Sanction	
2	Admin / Section Name	
Sanction Subject		
Reference		
Sanction Text		Characters remaining: 1000
Issued By		
Endorse By		
Designation		

Figure No.-7

- 1) Select IFMS ID.
- 2) Select File Type Note Sheet to download.

PD Account Fund Transfer (Amount In Thousand)	
<input checked="" type="radio"/> Generate Sanction <input type="radio"/> Finalize Sanction <input type="radio"/> Upload Sanction	
IFMS ID	4
File Type	<input type="radio"/> Utilization Certificate <input checked="" type="radio"/> NoteSheet <input type="radio"/> Sanction
NoteSheet File	Download 3
Admin / Section Name	वित्त विभाग (आप-व्ययक अनुभाग)
Sanction Subject	Sanction Subject
Reference	Dispatch No 4
Sanction Text	<div style="border: 1px solid gray; height: 20px; width: 100%;"></div> Characters remaining: 1000
Issued By	संयुक्त शासन सचिव (बजट)
Endorse By	संयुक्त शासन सचिव (बजट)
Designation	
<input type="button" value="Save"/> <input type="button" value="Reset"/>	

Figure No.-8

- 1) Click on Download link button. After Click on link pdf file will be generated as shown below.



राजस्थान सरकार
वित्त विभाग (आय-व्ययक अनुभाग)

क्रमांक: -

संबंधित कोषाधिकारी,
कोष कार्यालय

जयपुर, दिनांक -

स्वीकृति संख्या/2017-18

विषय : कृषि विभाग, जयपुर

महोदय,

Sanction Text Format

राशि (सहस्र में)

बजट मद	राशि
2401-00-109-(01)-[06]-01-P	1600.00
2401-00-109-(01)-[06]-03-P	115.00
2401-00-109-(01)-[06]-04-P	60.00
2401-00-109-(01)-[06]-19-P	30.00
कुल योग	1805.00

उक्त राशि का आहरण स्वीकृति में निर्दिष्ट प्रयोजन के लिए ही किया जावे, किसी अन्य प्रयोजनार्थ राशि का आहरण किसी भी परिस्थिति में नहीं किया जावे।

भवदीय ,

संयुक्त शासन सचिव (बजट)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

- 1 शासन सचिव, श्रम, रोजगार एवं राजस्थान कौशल एवं आजीविका विकास निगम
- 2 संयुक्त शासन सचिव, ऊर्जा

संयुक्त शासन सचिव (बजट)

Figure No.-9

5.3 Download Sanction File: Download Sanction file.

PD Account Fund Transfer (Amount In Thousand)	
<input checked="" type="radio"/> Generate Sanction <input type="radio"/> Finalize Sanction <input type="radio"/> Upload Sanction	
IFMS ID	<input type="text" value="-- Select IFMS ID --"/> 1
File Type	<input type="radio"/> Utilization Certificate <input type="radio"/> NoteSheet <input checked="" type="radio"/> Sanction
Admin / Section Name	<input type="text"/> 2
Sanction Subject	<input type="text"/>
Reference	<input type="text"/>
Sanction Text	<input type="text"/> Characters remaining: 1000
Issued By	<input type="text"/>
Endorse By	<input type="text"/>
Designation	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="Reset"/>	

Figure No.-10

- 1) Select IFMS ID.
- 2) Select File Type Sanction to download.

PD Account Fund Transfer (Amount In Thousand)	
<input checked="" type="radio"/> Generate Sanction <input type="radio"/> Finalize Sanction <input type="radio"/> Upload Sanction	
IFMS ID	4
File Type	<input type="radio"/> Utilization Certificate <input type="radio"/> NoteSheet <input checked="" type="radio"/> Sanction
Sanction File	Download
3 Admin / Section Name	वित्त विभाग (आय-व्ययक अनुभाग)
Sanction Subject	Sanction Subject
Reference	Dispatch No 4
Sanction Text	Characters remaining: 1000
Issued By	संयुक्त शासन सचिव (बजट)
Endorse By	संयुक्त शासन सचिव (बजट)
Designation	
<input type="button" value="Save"/> <input type="button" value="Reset"/>	

Figure No.-11

3) Click on Download link button. After Click on link pdf file will be generated as shown below.



राजस्थान सरकार
वित्त विभाग, जयपुर

क्रमांक: - Dispatch No 4

जयपुर, दिनांक - 18/12/2017

स्वीकृति संख्या : 4 2017-18

विषय :- Sanction Subject

प्रसंग :- Reference

Sanction Text

		राशि (सहस्र में)
बजट मद		राशि
2054-00-097-(05)-[01]-(01)-P		1,00,00
कुल योग		1,00,00

यह स्वीकृति वित्त वित्त (व्यय) विभाग-5 विभाग की आई. डी. संख्या दिनांक 18/12/2017 से प्राप्त सहमति के अनुसरण में जारी की जा रही है। आवंटित राशि से अधिक का व्यय नहीं किया जावे तथा राजस्थान लोक उपापन में पारदर्शिता अधिनियम / नियमों की पालना सुनिश्चित की जावे। यह सक्षम स्तर से अनुमोदित है।

उक्त राशि का आहरण स्वीकृति में निर्दिष्ट प्रयोजन के लिए ही किया जावे, किसी अन्य प्रयोजनार्थ राशि का आहरण किसी भी परिस्थिति में नहीं किया जावे।

भवदीय,

Issued By

क्रमांक: - Dispatch No 4

जयपुर, दिनांक - 18/12/2017

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

- 1 उप शासन सचिव, कृषि (गुप-2) विभाग को पत्रावली के साथ संलग्न कर लौटाने हेतु।



राजस्थान सरकार
वित्त विभाग, जयपुर

परिशिष्ट		राशि (सहस्र में)
क्र. स.	बजट शीर्ष / कार्यालय / निजी निक्षेप खाते का नाम	राशि
25	2054-00-097-(05)-[01]-01 (राज्य निधि)	
	2900 - कोटा	
1	5852 - AGRICULTURE UNIVERSITY, KOTA	1,00,00
	योग कोटा	1,00,00
	महायोग	1,00,00

Endorse By

Figure No.-12

5.4 Sanction Entry:

PD Account Fund Transfer (Amount In Thousand)	
<input checked="" type="radio"/> Generate Sanction <input type="radio"/> Finalize Sanction <input type="radio"/> Upload Sanction	
IFMS ID	<input type="text" value="4"/> 1
File Type	<input type="radio"/> Utilization Certificate <input type="radio"/> NoteSheet <input checked="" type="radio"/> Sanction
Sanction File	<input type="button" value="Download"/>
Admin / Section Name	<input type="text" value="वित्त विभाग (आप-व्ययक अनुभाग)"/> 2
Sanction Subject	<input type="text" value="Sanction Subject"/> 3
Reference	<input type="text" value="Dispatch No 4"/> 4
Sanction Text	<input type="text"/> 5 <div style="font-size: small; margin-top: 5px;">Characters remaining: 1000</div>
Issued By	<input type="text" value="संयुक्त शासन सचिव (बजट)"/> 6
Endorse By	<input type="text" value="संयुक्त शासन सचिव (बजट)"/> 7
Designation	<input type="text"/> 8
<input type="button" value="Save"/> <input type="button" value="Reset"/>	

Figure No.-13

- 1) Select Ifms ID.
- 2) Enter Admin / Section Name. By default Admin name already given you can change it.
- 3) Enter Sanction Subject. By default Sanction Subject already given you can change it.
- 4) Enter Sanction Reference. By default AD Dispatch No. Reference already given you can change it.

- 5) Enter Sanction Text.
- 6) Enter Issued By for Sanction. By default Issued By already given you can change it.
- 7) Enter Endorse By for Sanction. By default Endorse By already given you can change it.
- 8) Enter Designation for Sanction.

PD Account Fund Transfer (Amount In Thousand)	
<input checked="" type="radio"/> Generate Sanction <input type="radio"/> Finalize Sanction <input type="radio"/> Upload Sanction	
IFMS ID	4
File Type	<input type="radio"/> Utilization Certificate <input type="radio"/> NoteSheet <input checked="" type="radio"/> Sanction
Sanction File	Download
Admin / Section Name	वित्त विभाग (आप-व्ययक अनुभाग)
Sanction Subject	Sanction Subject
Reference	Dispatch No 4
Sanction Text	Sanction Text Characters remaining: 987
Issued By	संपुक्त शासन सचिव (बजट)
Endorse By	संपुक्त शासन सचिव (बजट)
Designation	Designation
<div style="display: flex; justify-content: center; gap: 20px;"> <div style="border: 1px solid black; padding: 2px 5px;">9</div> <div style="border: 1px solid black; padding: 2px 5px;">10</div> </div>	

Figure No.-14

- 9) Click on Sanction Button to save the data. Below screen will appear.
- 10) Click on Reset Button to reset the data.



Figure No.-15

5.4.1 Sanction Remarks Entry:

PD Account Fund Transfer (Amount In Thousand)

Generate Sanction
 Finalize Sanction
 Upload Sanction

IFMS ID:

File Type:
 Utilization Certificate
 NoteSheet
 Sanction

Sanction File: [Download](#)

Admin / Section Name:

Sanction Subject:

Reference:

Sanction Text: Characters remaining: 1000

Issued By:

Endorse By:

Designation:

Add New	S.No.	IfmsId	Sequence Number	Remark
1				

Figure No.-16

1) Click on Add New link button to add new remark to the sanction.



Figure No.-17

2) Enter Sequence Number.

3) Select Remark from the list.

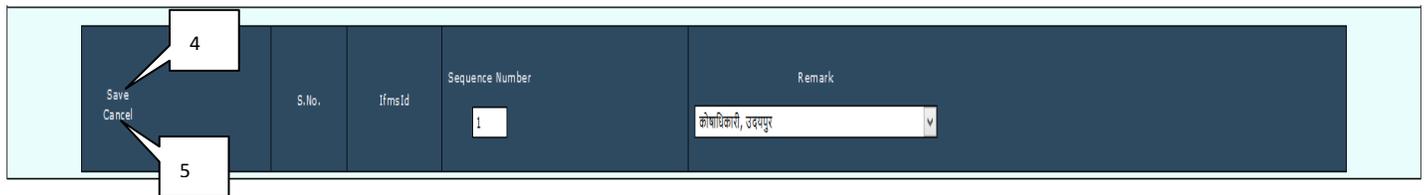


Figure No.-18

4) Click on Save Button. After Click on save button below screen will appear.

5) Click on Cancel button to cancel the Remark Entry.

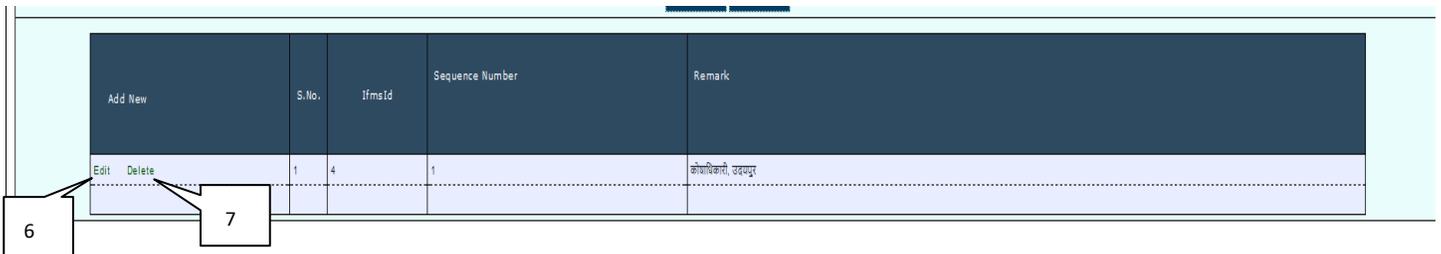


Figure No.-19

6) Click on Edit Button to edit the remark entry. After Click on Edit button below screen will appear.

7) Click on Delete Button to delete the remark entry.

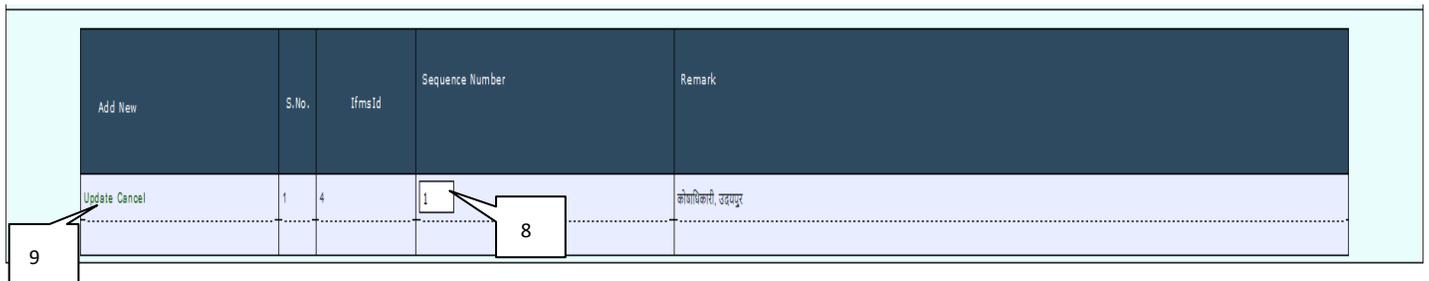


Figure No.-20

8) Edit Sequence Number.

9) Click on Update button.

6 Forward To Higher:

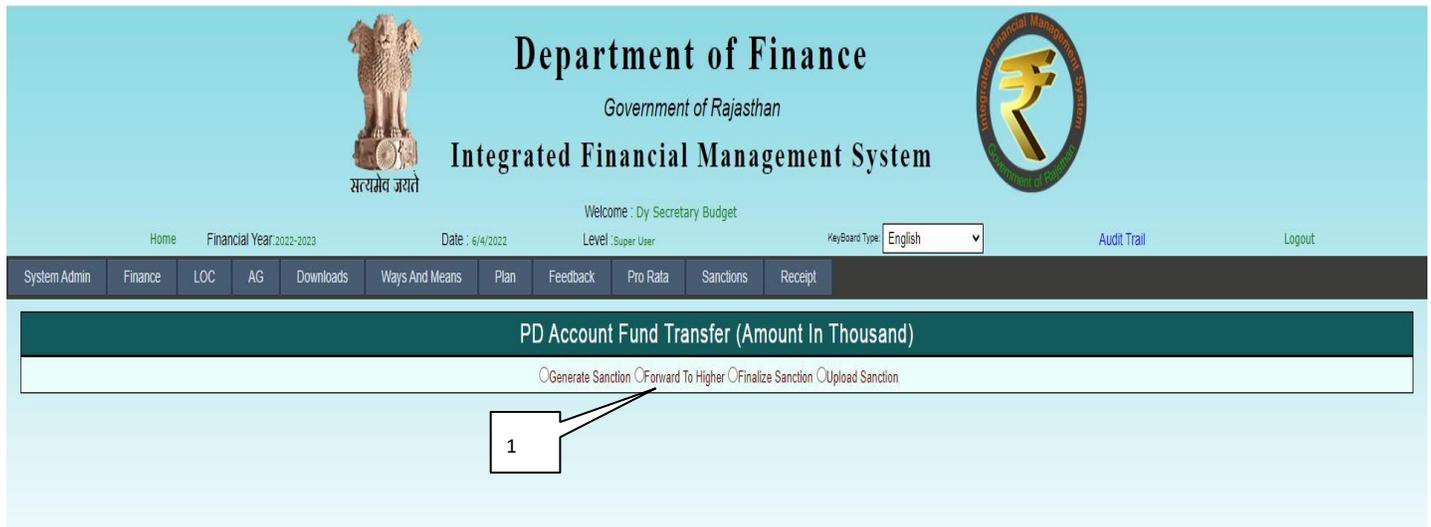


Figure No.-21

- 1) Select the Forward To Higher from radio button list.

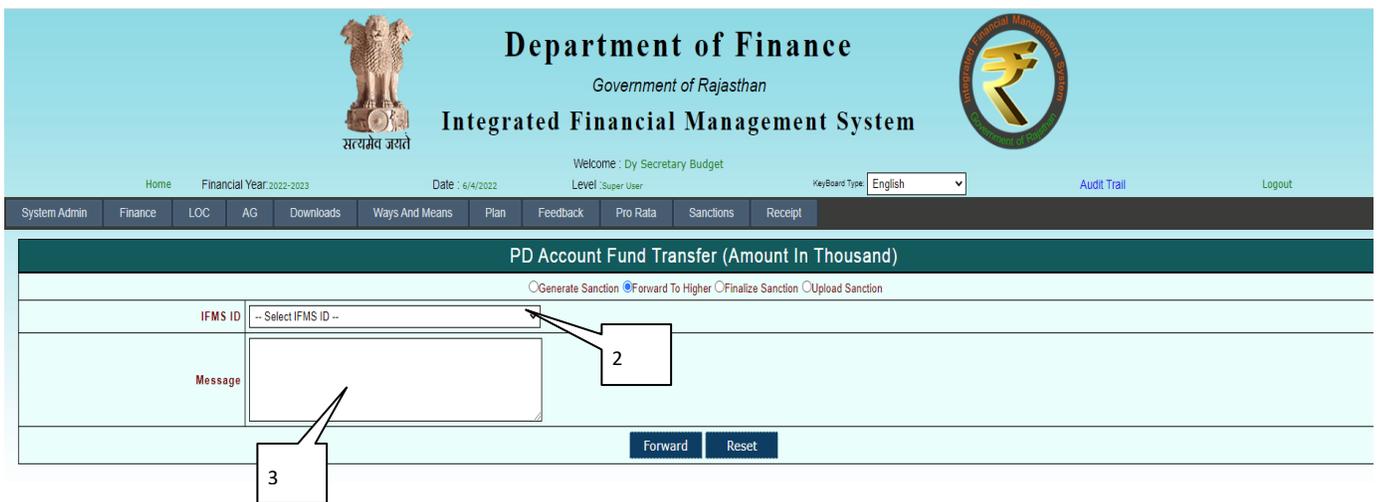


Figure No.-22

- 2) Select the Ifms ID.
- 3) Enter the Message to the Higher Level (Director Budget).

Figure No.-23

4) Click on Forward Button.

Figure No.-24

Login By Higher Level (Director Budget)

Figure No.-25

1) Select the Forward To Higher from radio button list.

Figure No.-26

2) Select the Ifms ID.

3) Enter the Message.

Figure No.-27

4) Click on Accept/Reject Button to Accept /Reject the Sanction At Director Budget Level.

Figure No.-28

7 Finalize Sanction:

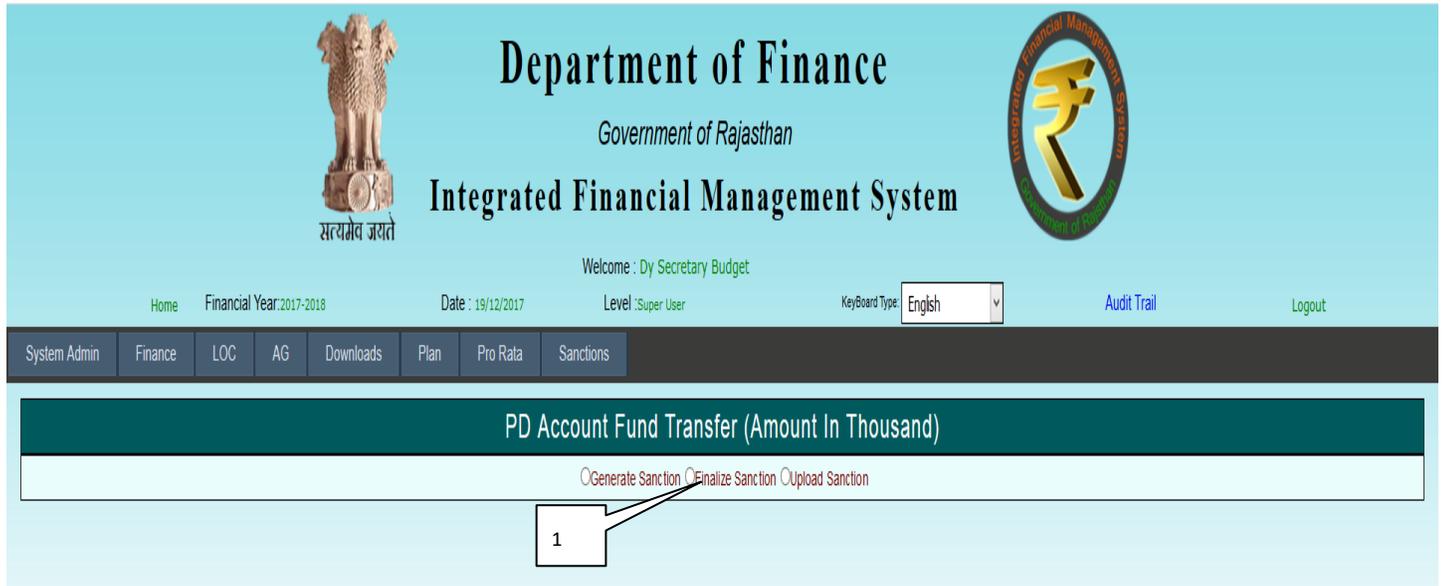


Figure No.-28

- 1) Select the Finalize Sanction from radio button list.

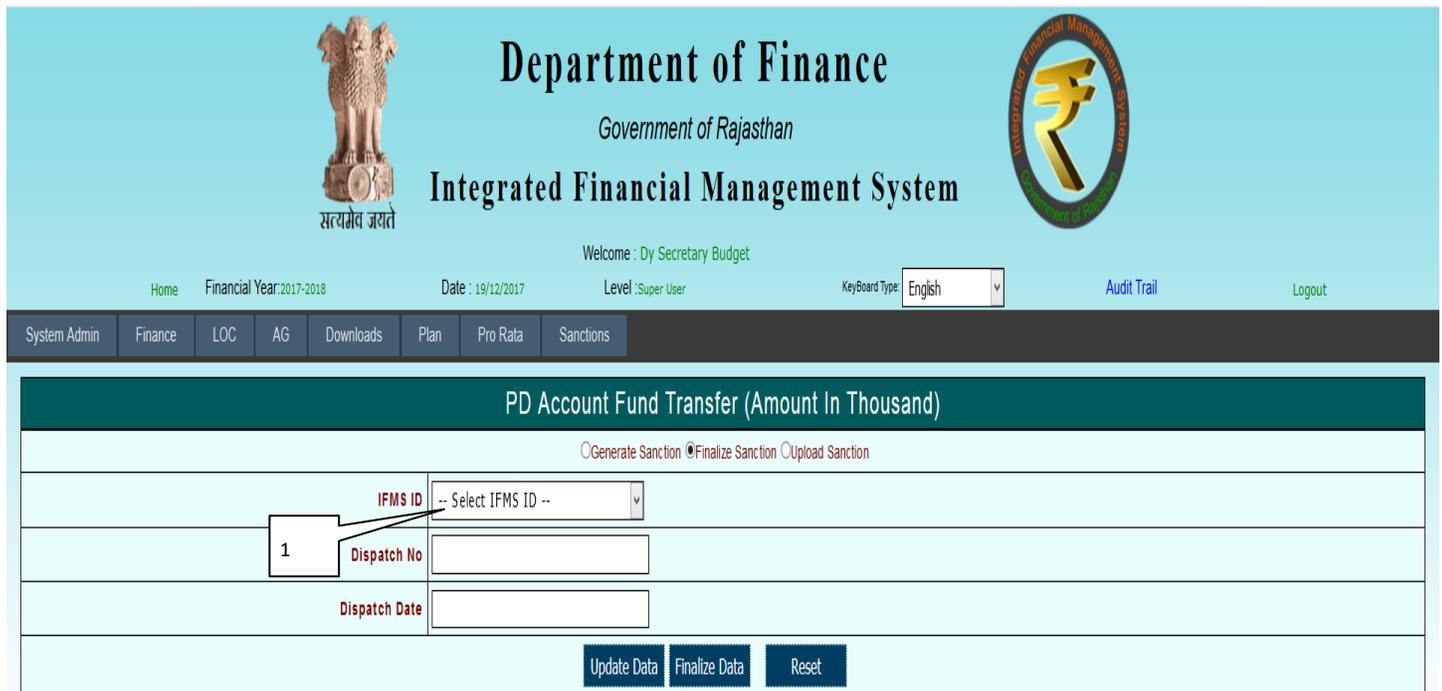


Figure No.-29

1) Select Ifms ID.

PD Account Fund Transfer (Amount In Thousand)

Generate Sanction
 Finalize Sanction
 Upload Sanction

IFMS ID 2

Dispatch No

Dispatch Date 3

Select All	IFMS ID	From Office ID	To Office ID	Admin Code	PDAccountNumber	PD Account Balance	Demand Number	Budget Head	ObjectHeadCode	BFC Type	Head Type	Transfer Amount	Purpose
<input type="checkbox"/>	4	1090	1118	2	5852-AGRICULTURE UNIVERSITY, KOTA	2900	25	2054-00-097-05-01	01	P	V	10000.00	to testing modify for ac up

Figure No.-30

- 2) Enter Dispatch Number.
- 3) Enter Dispatch Date.

PD Account Fund Transfer (Amount In Thousand)

Generate Sanction
 Finalize Sanction
 Upload Sanction

IFMS ID

Dispatch No

Dispatch Date

Select All	IFMS ID	From Office ID	To Office ID	Admin Code	PDAccountNumber	PD Account Balance	Demand Number	Budget Head	ObjectHeadCode	BFC Type	Head Type	Transfer Amount	Purpose
<input checked="" type="checkbox"/> 4	4	1090	1118	2	5852-AGRICULTURE UNIVERSITY, KOTA	2900	25	2054-00-097-05-01	01	P	V	10000.00	to testing modify for ac up

5
 6
 7

Figure No.-31

- 4) Tick the check box.
- 5) Click Update Data button to update the data.
- 6) Click on Finalize Data Button to Finalize the Sanction and below screen will appear.
- 7) Click on Reset Button to reset the finalize sanction.

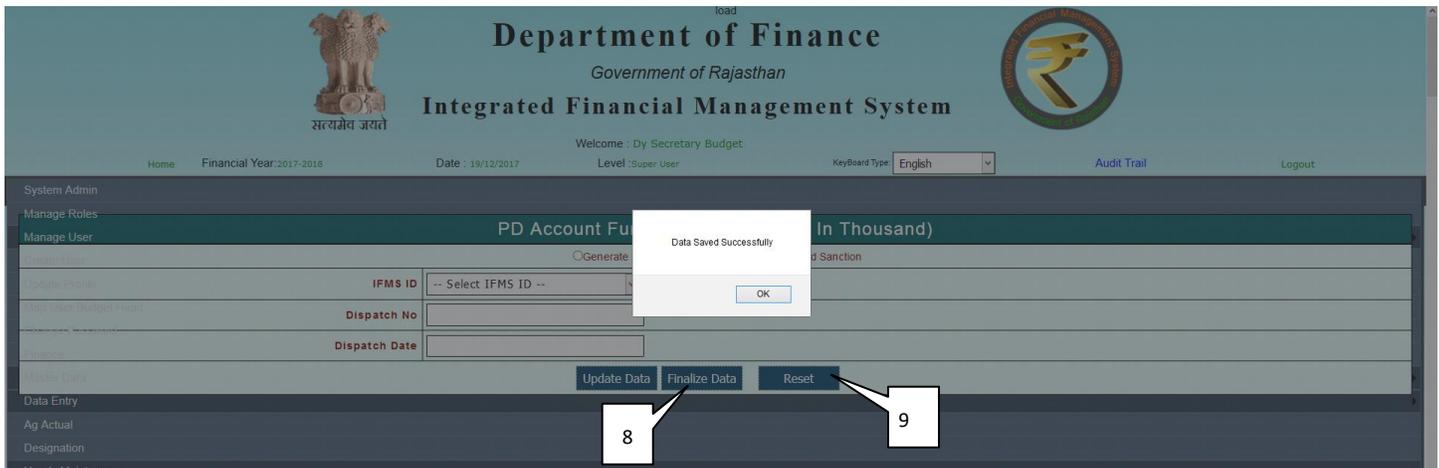


Figure No.-32

- 8) Click on Finalize Data Button to Finalize the Sanction and below screen will appear.
- 9) Click on Reset Button to reset the finalize sanction.

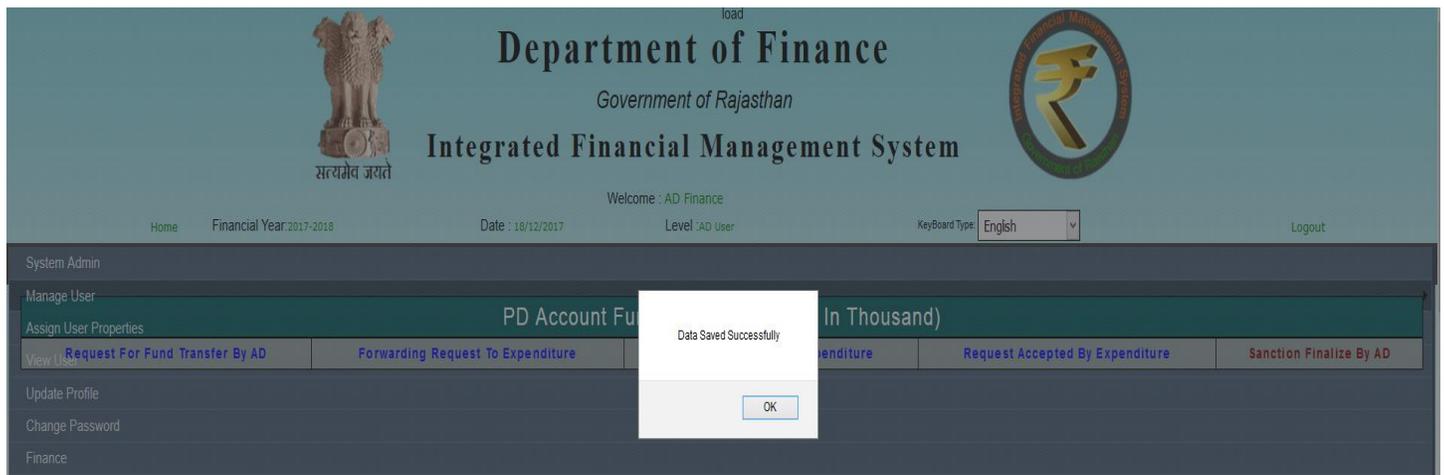


Figure No.-33

8 PD Fund Transfer Sanction Report:

Figure No.-34



Figure No.-35

- 1) Select Financial Year.

- 2) Select IFMS ID.
- 3) Select Is Finalized Yes/No.
- 4) Select Report Type PDF or Other.

PD Fund Transfer	
Financial year	2017-2018
IFMS ID	4
IsFinalized	<input checked="" type="radio"/> YES <input type="radio"/> NO
Show Report	<input checked="" type="radio"/> PDF <input type="radio"/> Other
<input type="button" value="Show Report"/>	

Figure No.-36

- 5) Click on Show Report.

After Click on Button Report is as shown below.



राजस्थान सरकार
वित्त विभाग (आय-व्ययक अनुभाग)

क्रमांक: - Dispatch No 4 at budget
5852 - AGRICULTURE UNIVERSITY, KOTA

जयपुर, दिनांक - 12/19/2017

स्वीकृति संख्या : 4 2017-18

विषय :Sanction Subject

महोदय,

Sanction Text

बजट मद	राशि (सहस्र में)
2054-00-097-(05)-[01]-01-P	10000.00
कुल योग	10000.00

उक्त राशि का आहरण स्वीकृति में निर्दिष्ट प्रयोजन के लिए ही किया जावे, किसी अन्य प्रयोजनार्थ राशि का आहरण किसी भी परिस्थिति में नहीं किया जावे।

भवदीय ,

संयुक्त शासन सचिव (बजट)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1 कोषाधिकारी, उदयपुर



राजस्थान सरकार
वित्त विभाग (आय-व्ययक अनुभाग)

परिशिष्ट

राशि (सहस्र में)

क्र. स.	बजट शीर्ष / कार्यालय / निजी निक्षेप खाते का नाम	राशि
25	2054-00-097-(05)-[01]-01 (राज्य निधि)	
	2900 - कोटा	
1	5852 - AGRICULTURE UNIVERSITY, KOTA	1,00,00
	योग कोटा	1,00,00
	महायोग	1,00,00

संयुक्त शासन सचिव (बजट)

Figure No.-37

9 Upload/E-Sign Sanction:

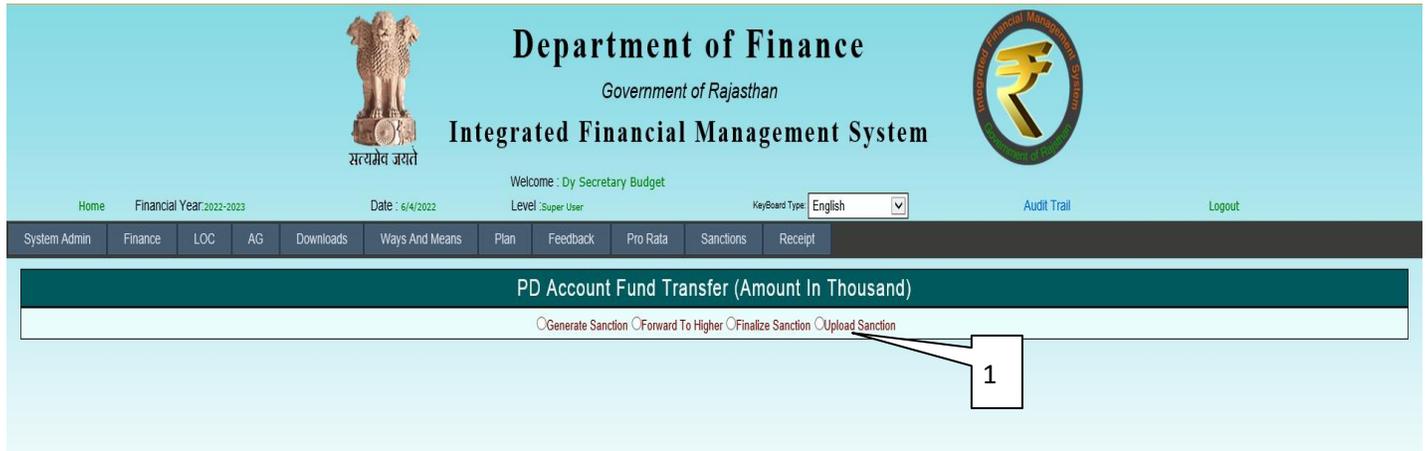


Figure No.-38

- 1) Select the Upload Sanction from radio button list.

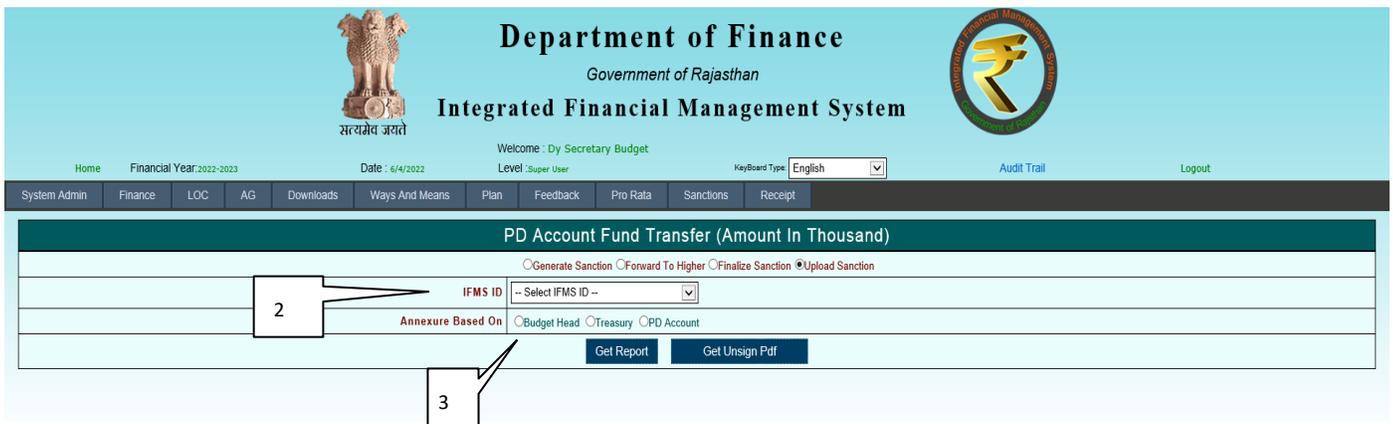


Figure No.-39

- 2) Select Ifms ID.
- 3) Select Annexure Based On.



Figure No.-40

- 4) When we select Annexure Based On Un-Sign Data Saved Successfully message will appear on the screen. Press Ok button and Click on Get Unsign Pdf Button. Following Screen will appear on the screen.

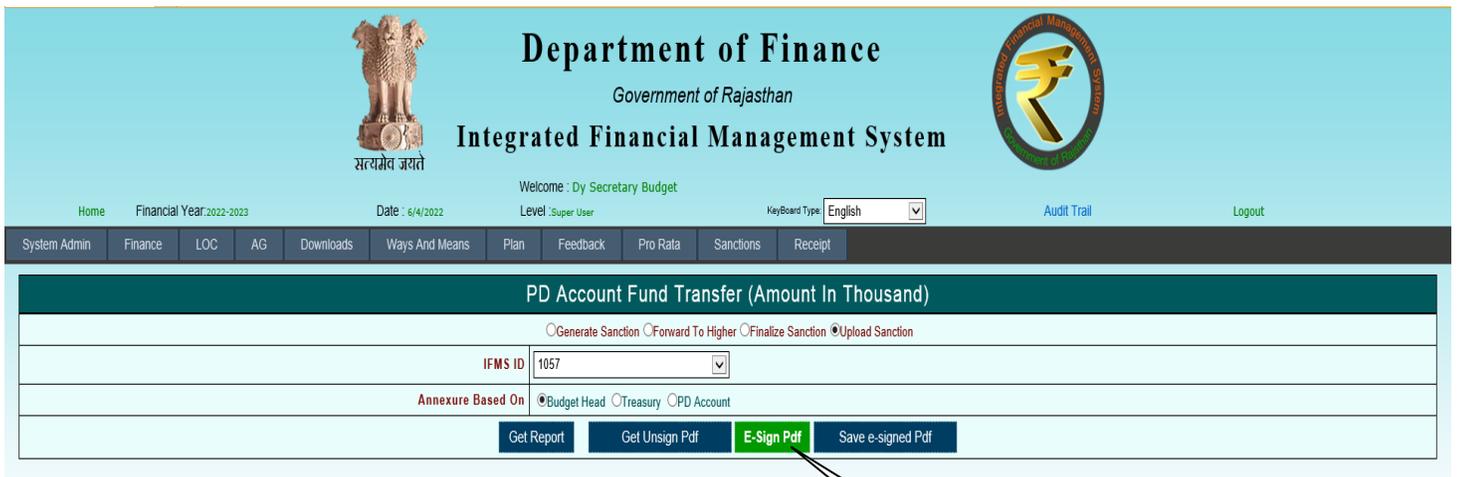


Figure No.-41

- 5) Click on E-Sign Pdf Button.



Figure No.-42

- 6) Select the DSC for Registration. and press Ok button. and Click on E-Sign Pdf Button.

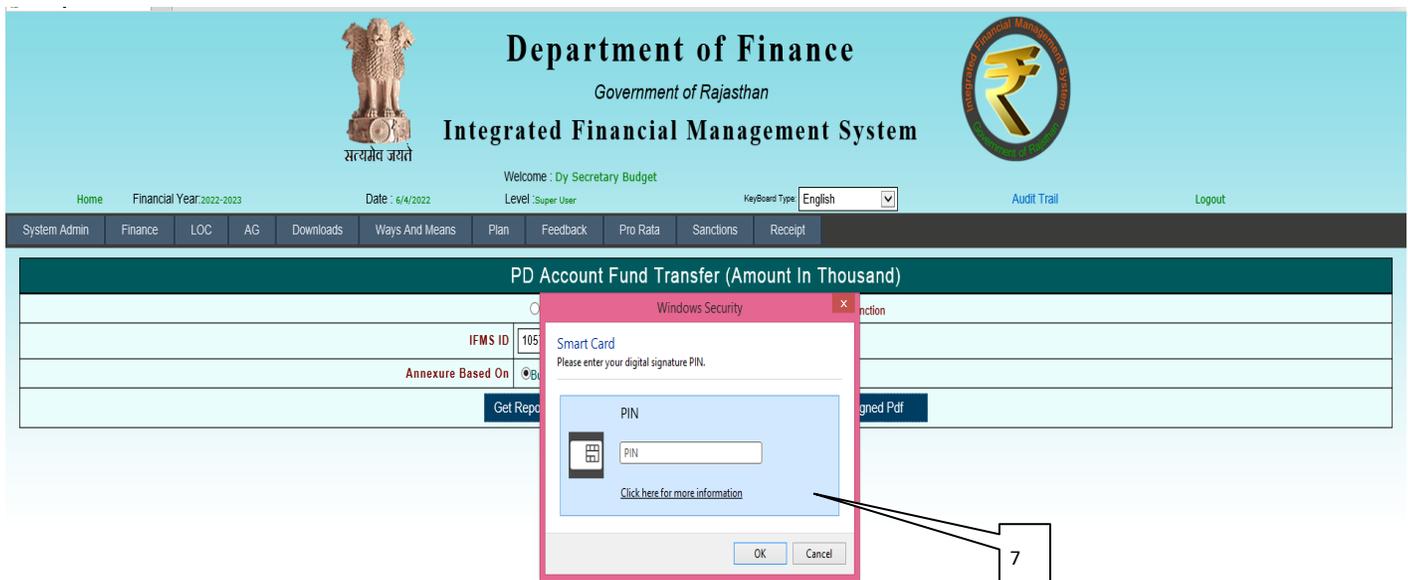


Figure No.-43

- 7) Enter DSC Pin and press Login Button.

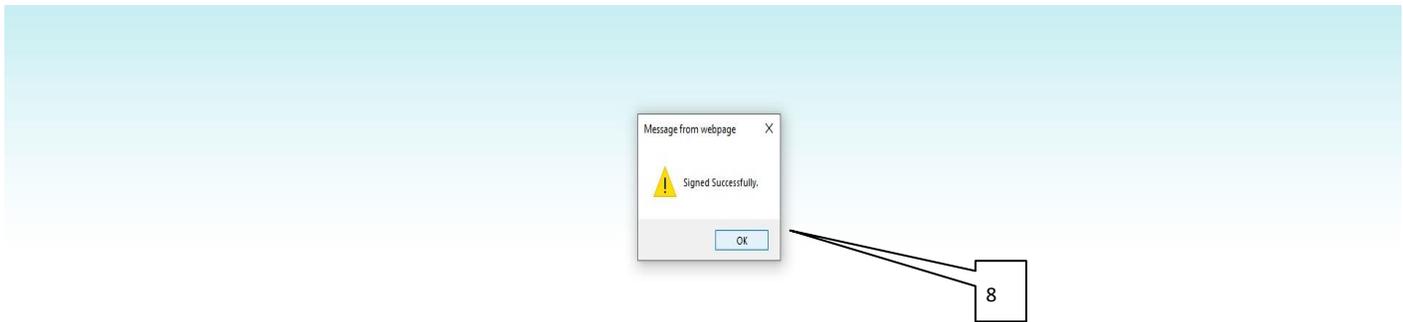


Figure No.-44

8) Fund Transfer Sanction File Signed Successfully. Press Ok Button.

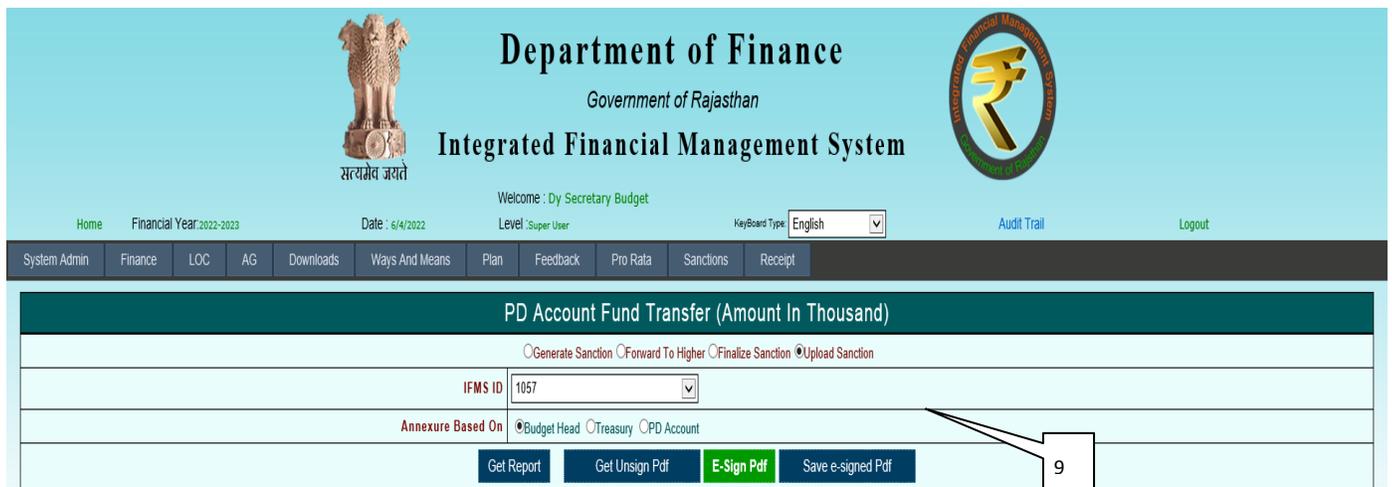


Figure No.-45

9) Click on Save e-signed Pdf Button.

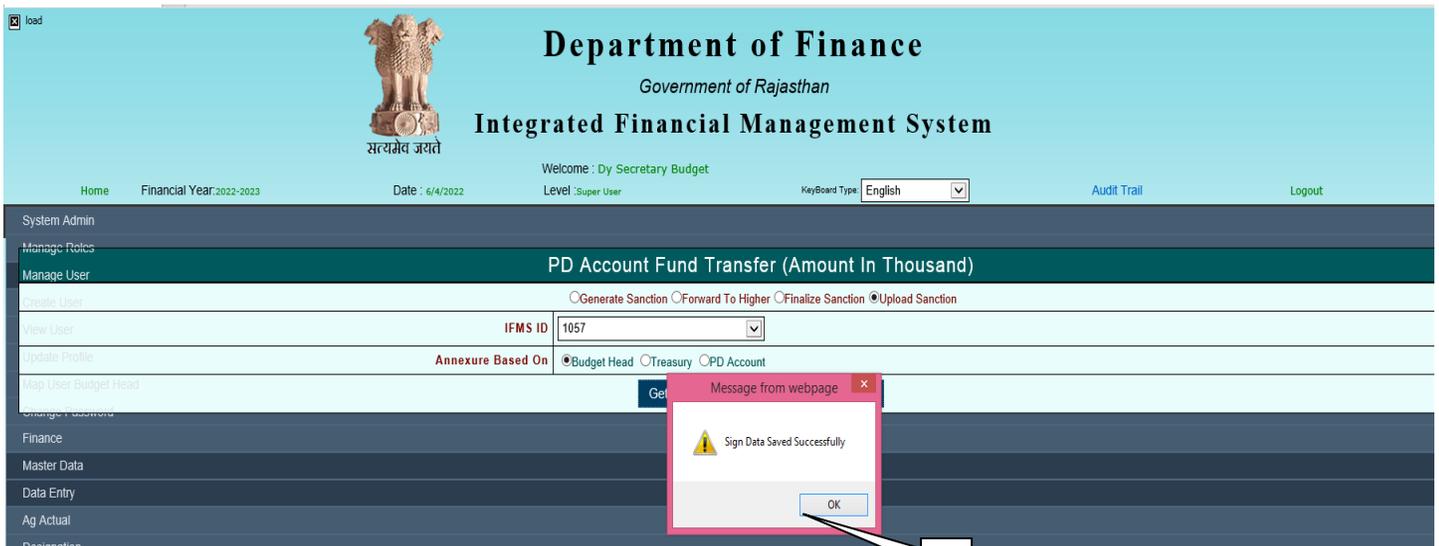


Figure No.-46

10) Sign Data Saved Successfully. Click on Ok Button.

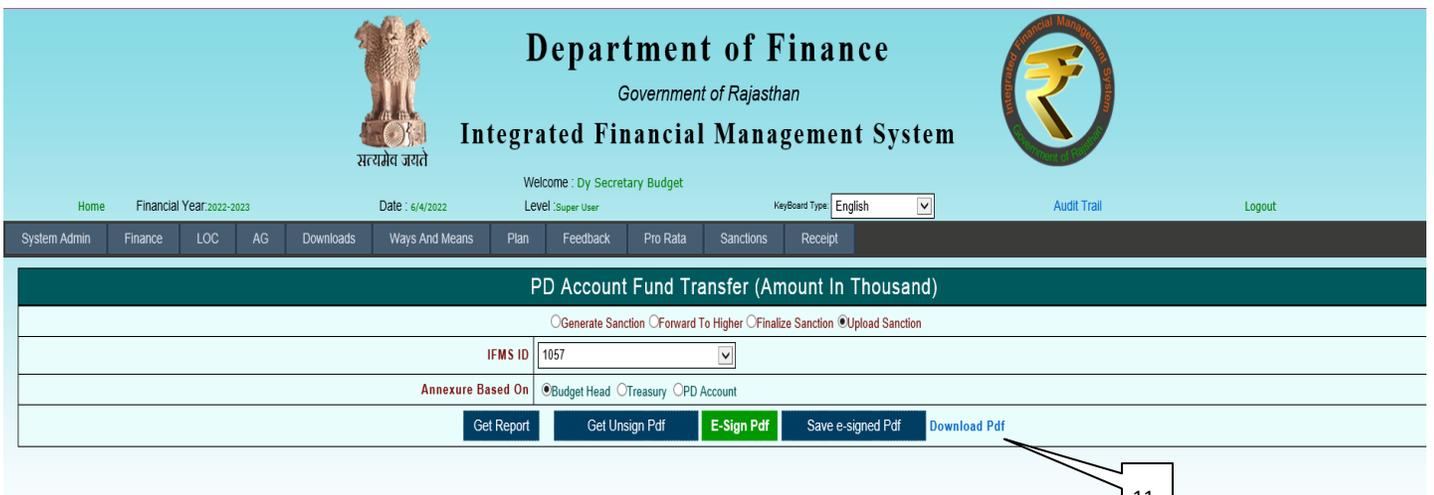


Figure No.-47

11) Click on Download Pdf Button.

क्रमांक: -

जयपुर, दिनांक - 06/04/2022

कोषाधिकारी
जयपुर(सचिवालय)

(स्वीकृति संख्या : 1 / 2022-23)

विषय :rar

महोदय,

jhuihii

राशि (रुपये में)

मांग संख्या	बजट मद	राशि
29	2217-80-191-(14)-[01]-12-State Fund	1,00,00,00
	कुल योग	1,00,00,00

उक्त राशि का आहरण स्वीकृति में निर्दिष्ट प्रयोजन के लिए ही किया जावे, किसी अन्य प्रयोजनार्थ राशि का आहरण किसी भी परिस्थिति में नहीं किया जावे।

भवदीय,



संयुक्त शासन सचिव (बजट)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

- 1 Anil Kumar Goyal, Chaiman / Sunil Kumar Goyal, Secretary, Mudgal Education Trust, B-28 Roop Vihar, N.S. Road, Sodala, Jaipur, Pin 302019

संयुक्त शासन सचिव (बजट)

Figure No.-48