No. CSB-2(1)2020-21/Accts 27.07.2020

CIRCULAR

Sub: Non-updation of expenditure through PFMS – regarding.

Ref : i) CSB letter No.CSB-30(3)/PFMS/2017-18/Accts, dated 13.10.2017
ii) CSB letter No.CSB-30(3)/PFMS/2017-18/Accts, dated 01.06.2018
iii) CSB letter No.CSB-30(3)/PFMS/2017-18/Accts, dated 30.08.2019

Central Office, CSB, Bangalore had issued instructions/guidelines for implementation of PFMS in CSB units vide above referred Circulars. In the first Circular it is instructed to that the transfer of funds to the nested units to make through PFMS. The payments to the various purchases made and salary, wages, etc are also required to be effected through PFMS by registering the CSB units in PFMS portal.

The Central Office, CSB again instructed to implement PMFS EAT module for all Central Sector Schemes by CSB units vide Circular dated 01.06.2018.

But the CSB units are not taken the above instructions seriously with the result a huge amount of GIA lying as unspent balances on the PFMS which was observed by the Ministry while releasing the 2nd quarter grants to CSB. The reasons/explanations for not reconciling the unspent balances is required to be furnished to Central Office immediately.

The Ministry had given instructions the unspent balances has to be reconciled and brought to the level of actual grants available with the units.

Central Office, Bangalore has instructed the concerned Directors/In-charge Officers to reconcile and reduce the balance to the actual available of grants over phone from Friday (24.07.2020) onwards. But still it is observed that signifying amount is lying as unspent balance in PFMS.

Hence, it is once again advised all the CSB units has to take effective steps to reconcile fund balances in PFMS and to tally the same with the actual grants available.

The release of grants for July month expenditure will be considered unless the reconciliation is completed and tallied with the balance and a proforma to this effect as enclosed with the Circular is required to submitted to Central Office, immediately through e-mail.
It is advised that here afterwards all the payments including salary & wages are required to be routed through PFMS without fail. In case of non adherence, the Unit Incharge is responsible and suitable action will be initiated for such non adherence.

Every month the Unit Incharge has to submit a certificate stating that the balances in PFMS portal is tallied with actual balance of grants along with Grants Indent otherwise no Grants in Aid will be released to the CSB units.

[Rajit Ranjan Okhandiar]
Member Secretary

To
PROFORMA

Name of the Accounting Unit:

1. Whether the PFMS EAT module has been implemented in all the nested units coming under your control, if not, the reasons for its non-implementation.

2. The balance appearing in PFMS is tallying with the actual grants available with the units.

3. The complete details of unspent balances of grants lying with the units has to be submitted to Central Office along with the print out in PFMS.

<table>
<thead>
<tr>
<th>Amount in PFMS</th>
<th>Rupees</th>
<th>Unspent balance</th>
<th>Rupees</th>
<th>Remarks complete details</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>GIA Salary</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>GIA General</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>GIA Creation Assets</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The total has to be tally amounts shown in PFMS and actual unspent balances.

Signature of the head of the unit

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