

GOVERNMENT OF ODISHA

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT

No. WCD-WE&A-SCHM-0002-2025 - 4600

/WCD, Dt. 17-02-2025

From

Sri Asutosh Behera

Under Secretary to Govt.

To

All DSWOs

Sub: Training manual of SNA sparsh.

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to forward training manual of SNA sparsh model for onboarding IA under the scheme & payment of bills to vendors under the scheme.

Therefore you are , requested as per training manual(Copy enclosed) to complete following steps:

Roles of DDO:

1. IA detail capture
2. Creation of user credential for IA
3. provide proper access to IA
4. Allocation of Virtual Allotment from DDO
5. IA mapping
6. IA allotment & distribution
7. Claim consolidation & preparation of bill
8. approve the Bill
9. generates e-book of drawal

Roles of IA:

1. Register Beneficiary
2. Preparation of Claim
3. Claim generation

This is for information & necessary action.

Yours faithfully,

Dehera
17.2.25
Under Secretary to Govt.

Memo No. 4601

/W&CD, Dated: 17-02-2025

Copy forwarded to the Supdt & Ex-Officio Additional Secretary to Principal Secretary/ Director, ICDS & SW for kind information of Principal Secretary/ Director, ICDS & SW of Department of W&CD.

Dehon
17.2.25

Under Secretary to Govt.

Memo No. 4602

/W&CD, Dated: 17-02-2025

Copy forwarded to Sri Satya Narayan Rout, PFMS Consultant, W&CD Deptt for information & necessary action.

Dehon
17.2.25

Under Secretary to Govt.

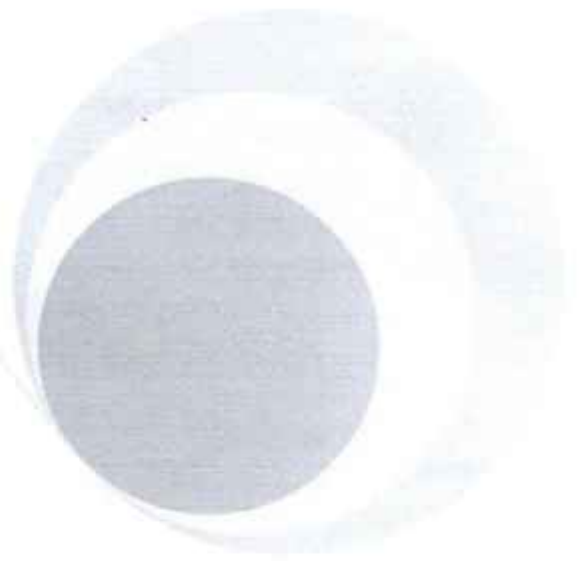


SNA SPARSH

Training Manual for DDOs and IAs

Team SNA-SPARSH,
DT&I(O)

11/7/2024



Training Manual on SNA-SPARSH



- ✓ The DDO has to visit IFMS Home Page
- ✓ Click on DDO Interface
- ✓ Enter the DDO login credentials



- ✓ After Successful login the above screen will appear.

- ✓ Click on "Scheme Payment System" menu.
- ✓ If the "Scheme Payment System" menu is not showing under Application List, then DDO has to request for the Scheme



- ✓ Click on "SNA-SPARSH" menu.



- ✓ Click on IA detail Capture.



- ✓ Click on "Entry"

The screenshot shows the 'Scheme Payment System' interface with the 'IA Details Capture' form. The left sidebar is the same as the previous screenshot, but the 'Entry' option is now selected. The main content area displays the following form fields:

IA Details Capture	
Department Code *	Department Name *
DDO Code *	DDO Description *
Central Scheme Code *	Central Scheme Description *
State Scheme Code *	State Scheme Description *

- ✓ Select the Department Code
- ✓ Enter the DDO code.
- ✓ The Department Name and DDO Description will be auto-populated.

1 FMS Odisha Scheme Payment System
IFMS Odisha, V4.0.0.0

IA Details Capture

☒ Scheme Payment System
 JIT-FS
☒ SNA-SPARSH
 ☒ IA details capture
 Entry
 View IA
☒ Virtual Allotment

Department Code *	Department Name *
EDU ✓	Higher Education
DDO Code *	DDO Description *
KPDEDU012 ✓	KPDEDU012-Principal Mahasighai College Machhapur
Central Scheme Code *	Central Scheme Description *
9170 ✓	Pradhan mantri Uchchatar Shiksha Abhiyan (PM USHA)
State Scheme Code *	State Scheme Description *
ORS ✓	Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Odisha

✓ Click on "Add IA"

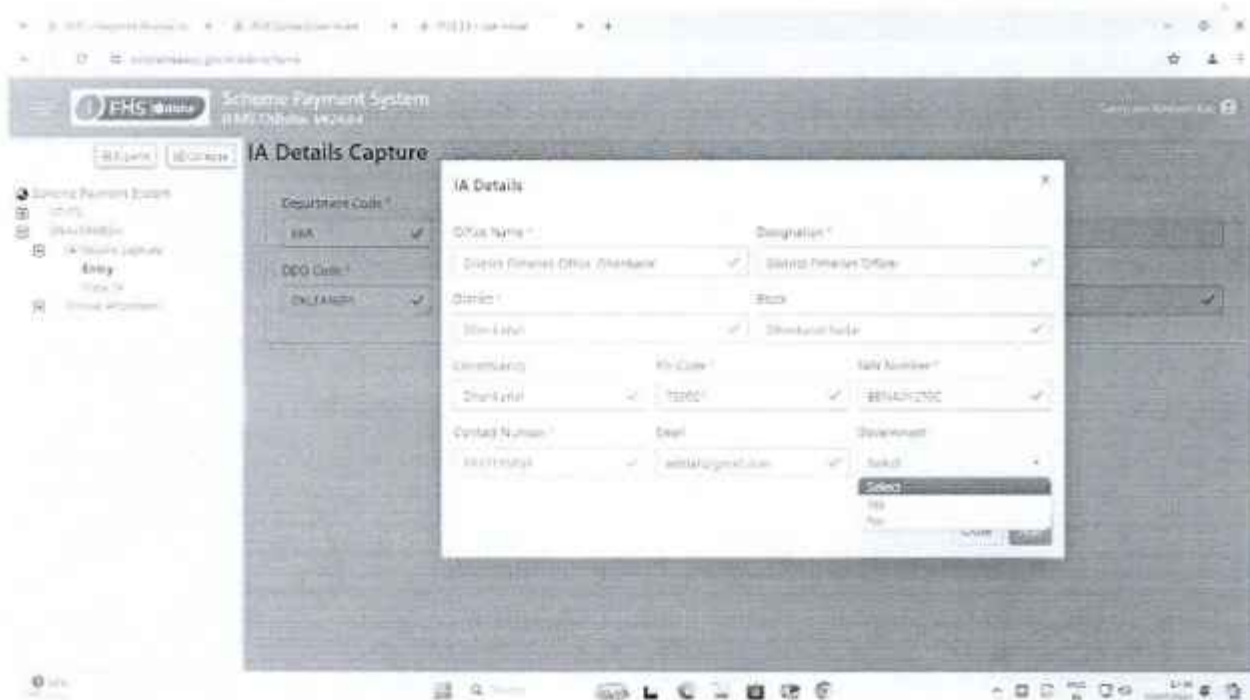
1 FMS Odisha Scheme Payment System
IFMS Odisha, V4.0.0.0

IA Details Capture

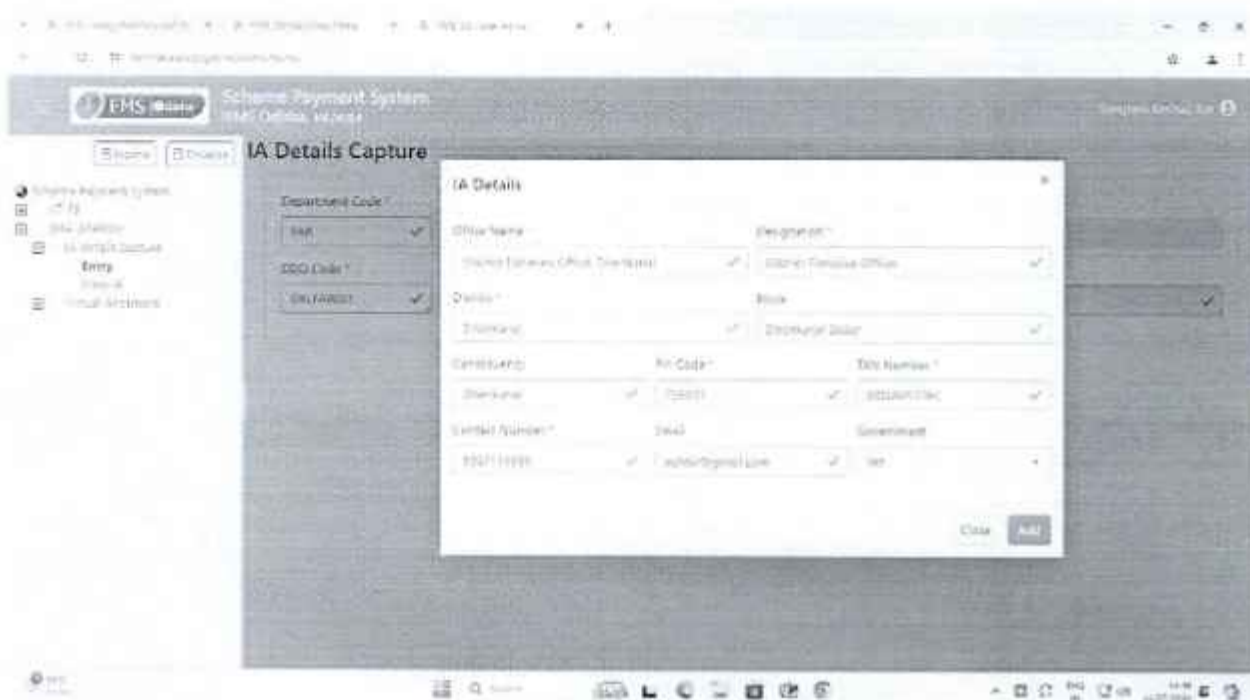
☒ Scheme Payment System
 JIT-FS
☒ SNA-SPARSH
 ☒ IA details capture
 Entry
 View IA
☒ Virtual Allotment

Department Code *	City Name *		
EDU ✓	CUTTACK ✓		
DDO Code *	Agency Code *	Agency Name *	
KPDEDU012 ✓	ORCL00000213 ✓	ERAKHALA WOMENS COLLEGE	
Central Scheme Code *	Designation *	District *	Block *
9170 ✓			
State Scheme Code *	Constituency	Pin Code *	SAN Number *
ORS ✓			
	Contact Number *	Email	Government Subject

✓ Enter all the fields under IA details page.



✓ Click on "ADD"



Windows | FHS | Scheme Payment System | BMS Office, 02/20/24

IA Details Capture

Success! Implementing Agency ID 4002 is generated Successfully. Please retain Agency office code 051840013403 for future reference.

Department Code *
045

Department Name *
Paternal & Asexual Resource Development

DOO Code *
040340001

DOO Description *
District Finance Office, Dhankaul

IA List

Office Name	Description	District	Block	Community	Pin Code	Sex	Contact Number	Email	Remarks
District Finance Office, Dhankaul	District Finance Office	Dhankaul	Sadar	Dhankaul	730001	88N4071702	9317713355	afhs@fhs.gov.np	

Cancel Add

- ✓ Unique Implementing Agency ID and Office code will be generated by the System
- ✓ Save it for future reference

Windows | FHS | Scheme Payment System | BMS Office, 02/20/24

IA Details Capture

Success! Implementing Agency ID 4002 is generated Successfully.

Department Code *
045

Department Name *
Paternal & Asexual Resource Development

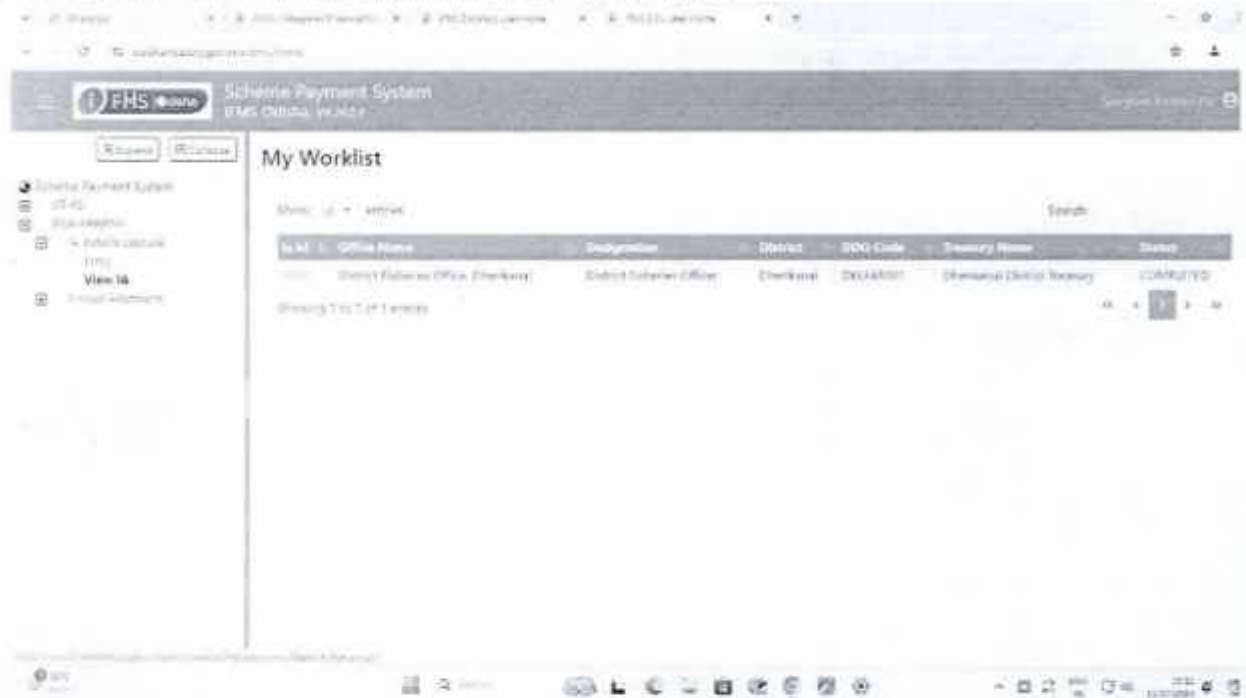
DOO Code *
040340001

DOO Description *
District Finance Office, Dhankaul

IA List

Office Name	Description	District	Block	Community	Pin Code	Sex	Contact Number	Email	Remarks
District Finance Office, Dhankaul	District Finance Office	Dhankaul	Sadar	Dhankaul	730001	88N4071702	9317713355	afhs@fhs.gov.np	

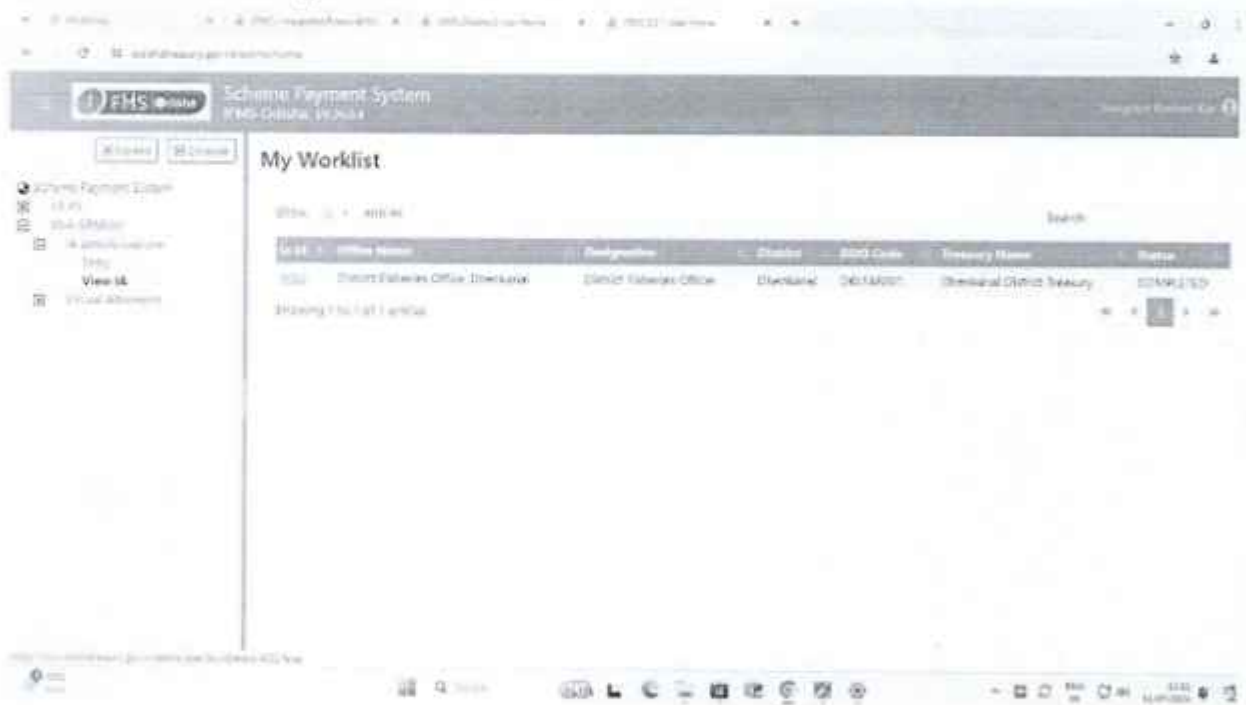
- ✓ The DDO can add another IA by going back to IA Entry menu



The screenshot shows the 'My Worklist' page in the FMS Online system. The left sidebar contains a navigation menu with options: 'Schedule Payment System', 'STARS', 'STARS-Integration', 'IA Entry/Update (11/1)', 'View IA', and 'Transfer Agreement'. The main content area displays a table of registered IAs. The table has columns for 'IA ID', 'Office Name', 'Designation', 'District', 'DDO Code', 'Treasury Name', and 'Status'. A single entry is visible: IA ID 100, Office Name District Fisheries Office (Overland), Designation District Fisheries Officer, District Overland, DDO Code 0001A0001, Treasury Name Overland District Treasury, and Status COMPLETED. Below the table, it says 'Showing 1 to 1 of 1 entries'. The top of the page shows the user is logged in as 'Super User'.

IA ID	Office Name	Designation	District	DDO Code	Treasury Name	Status
100	District Fisheries Office (Overland)	District Fisheries Officer	Overland	0001A0001	Overland District Treasury	COMPLETED

- ✓ The DDO can view the registered IAs under 'View IA' menu



The screenshot shows the 'View IA' page in the FMS Online system. The left sidebar contains a navigation menu with options: 'Schedule Payment System', 'STARS', 'STARS-Integration', 'IA Entry/Update (11/1)', 'View IA', and 'Transfer Agreement'. The main content area displays a table of registered IAs. The table has columns for 'IA ID', 'Office Name', 'Designation', 'District', 'DDO Code', 'Treasury Name', and 'Status'. A single entry is visible: IA ID 100, Office Name District Fisheries Office (Overland), Designation District Fisheries Officer, District Overland, DDO Code 0001A0001, Treasury Name Overland District Treasury, and Status COMPLETED. Below the table, it says 'Showing 1 to 1 of 1 entries'. The top of the page shows the user is logged in as 'Super User'.

IA ID	Office Name	Designation	District	DDO Code	Treasury Name	Status
100	District Fisheries Office (Overland)	District Fisheries Officer	Overland	0001A0001	Overland District Treasury	COMPLETED

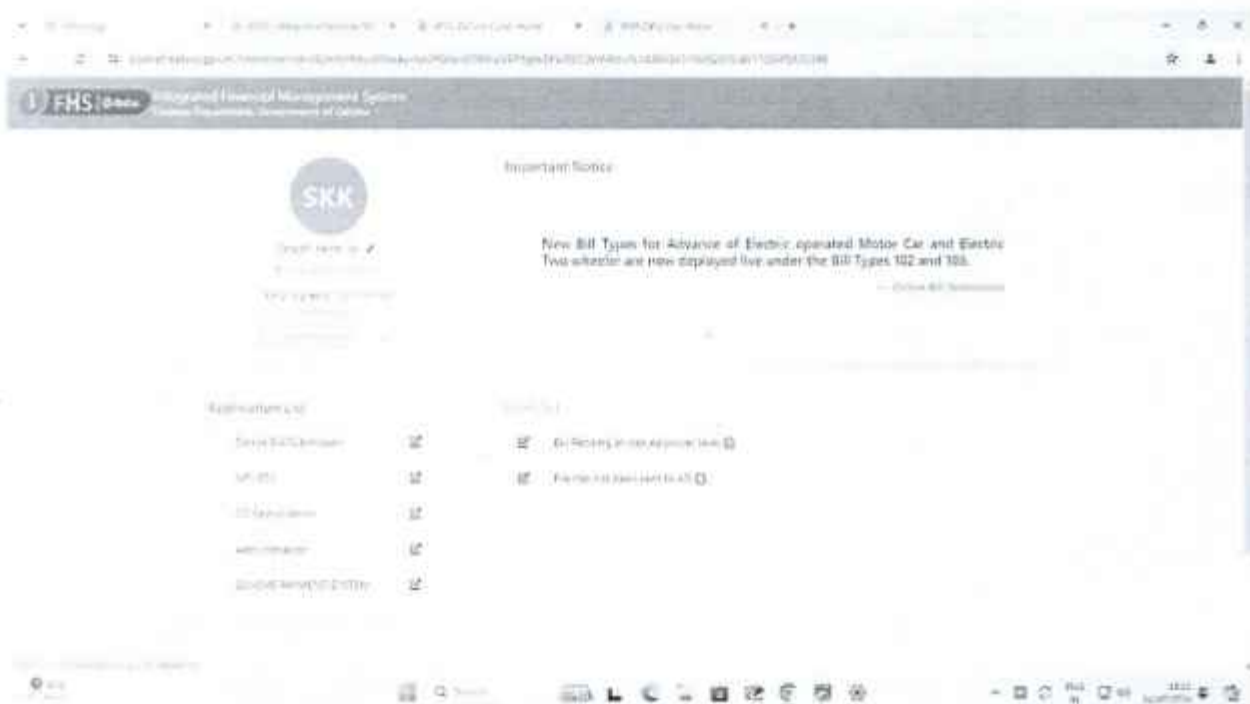
Grantor Details

Department Code: Department Name
 AGS: Activities & Animal Resources Development
 SSU Code: SSU Description
 CAC Number: County Computer Office (Cherokee)

SSU/IO Details

Office Name: Cherokee Tribes Office (Cherokee) Designator: Cherokee Tribes Office
 District: Cherokee Block: Cherokee
 County: Cherokee End Date: March Start: January 2018
 Contact Number: Phone Email: ad@cherokee.gov Address: Cherokee
 SSU Name: ad@cherokee.gov

Creation of User Credentials for the Implementing Agency by the DDO:

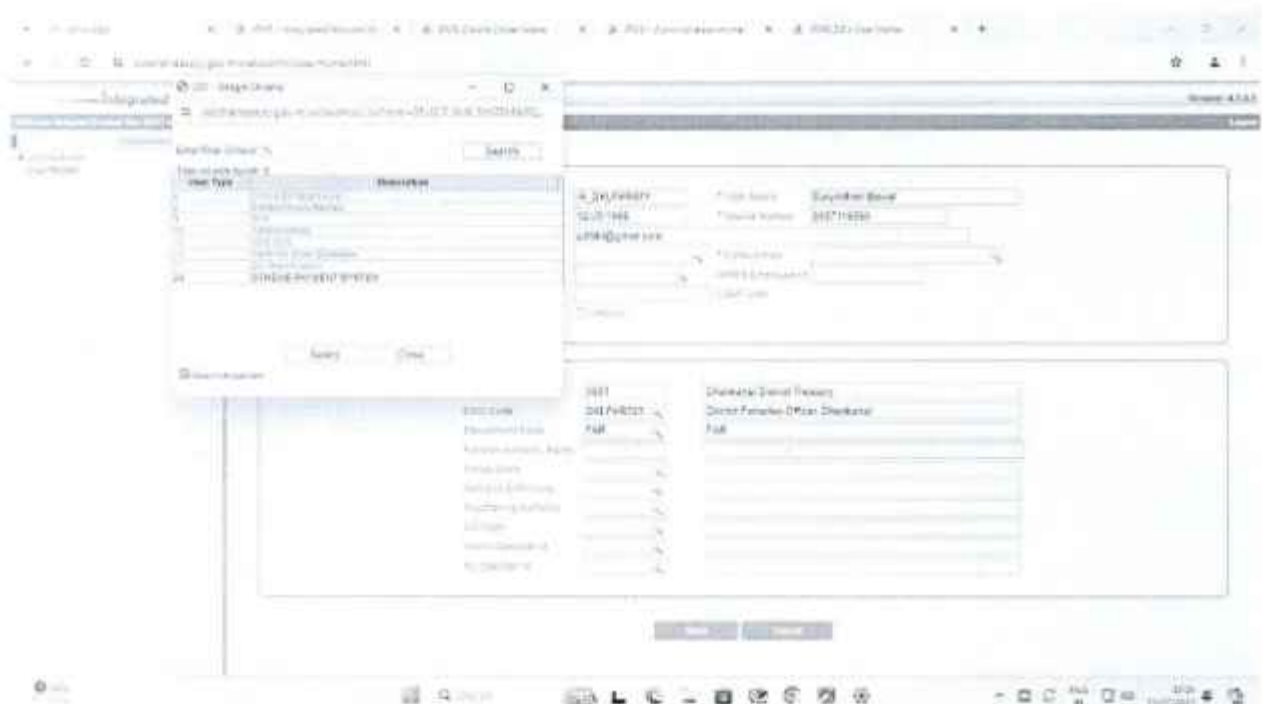


- ✓ The DDO goes to his 'Application List'
- ✓ Selects the 'Administration' Menu

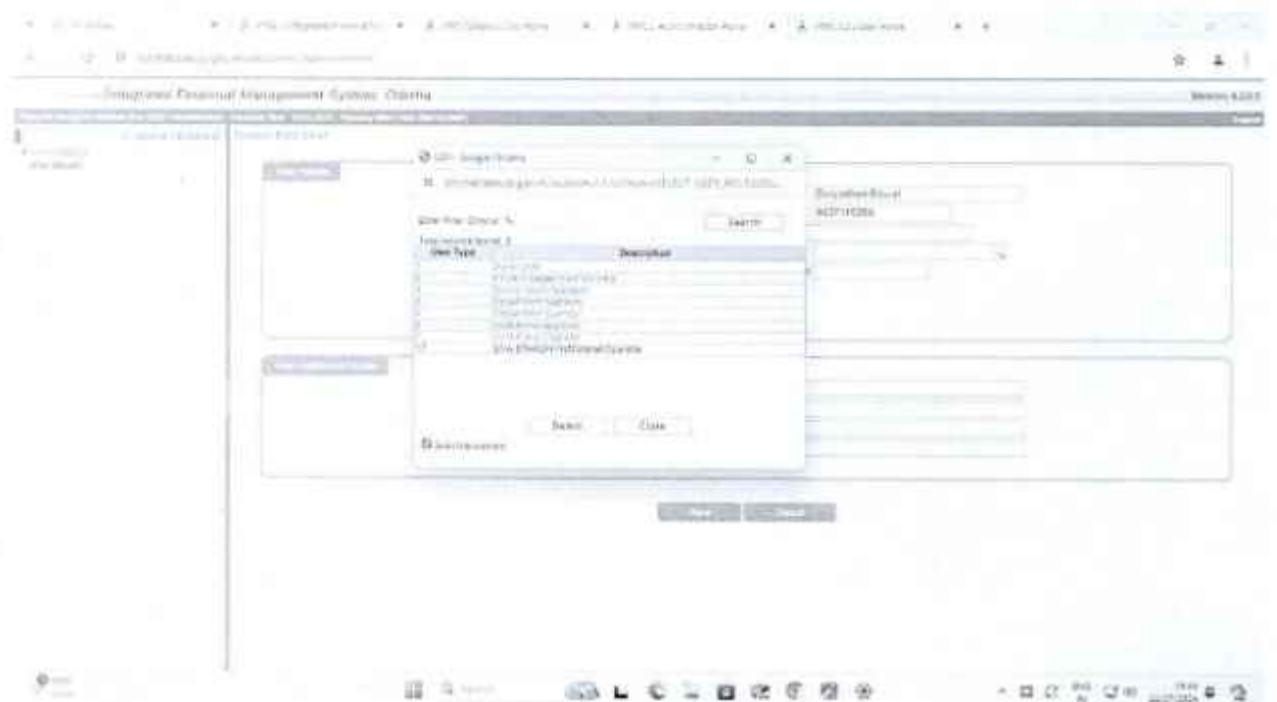


- ✓ Click On 'User Master'

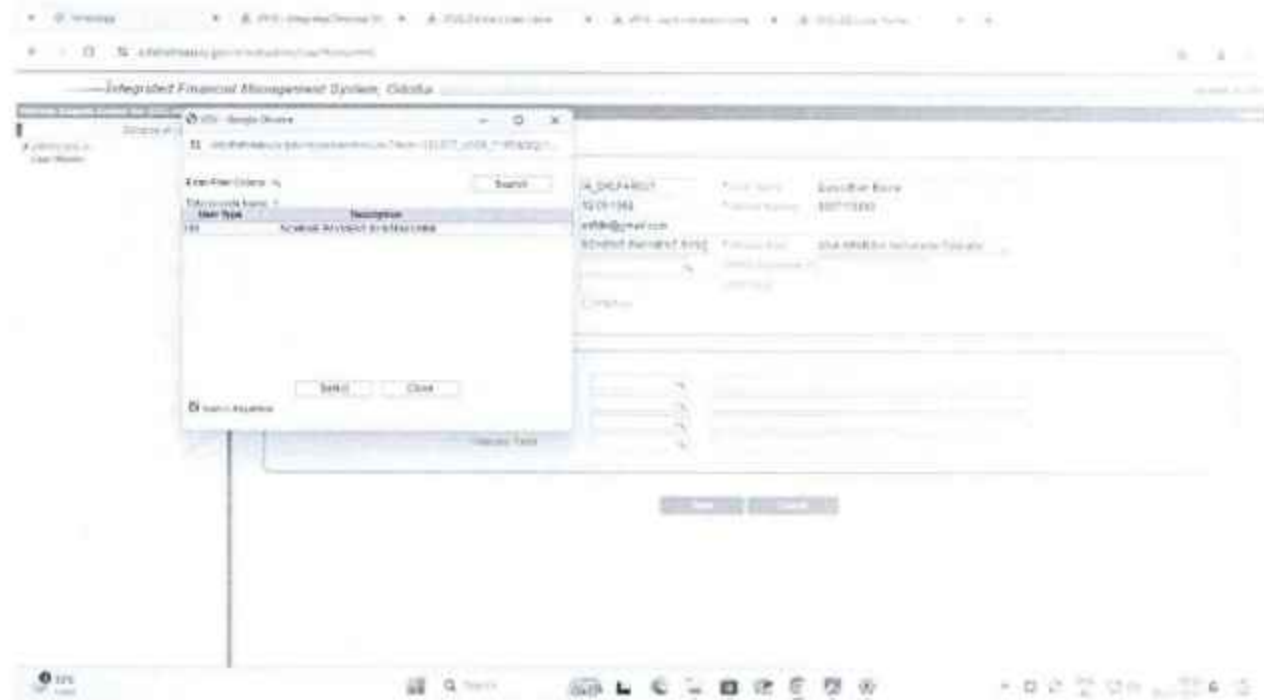
- ✓ DDO chooses 'Default Subsystem' as "SCHEME PAYMENT SYSTEM"



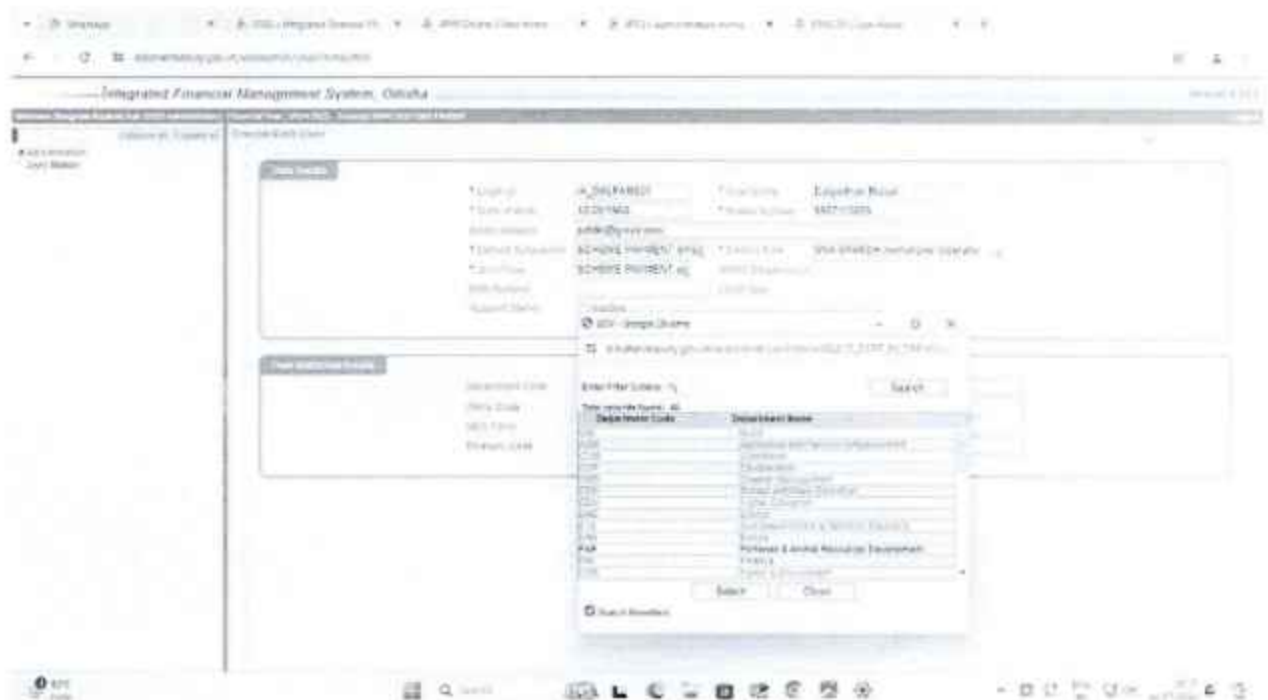
- ✓ DDO chooses 'Default Role' as "SNA SPARSH Institutional Operator"

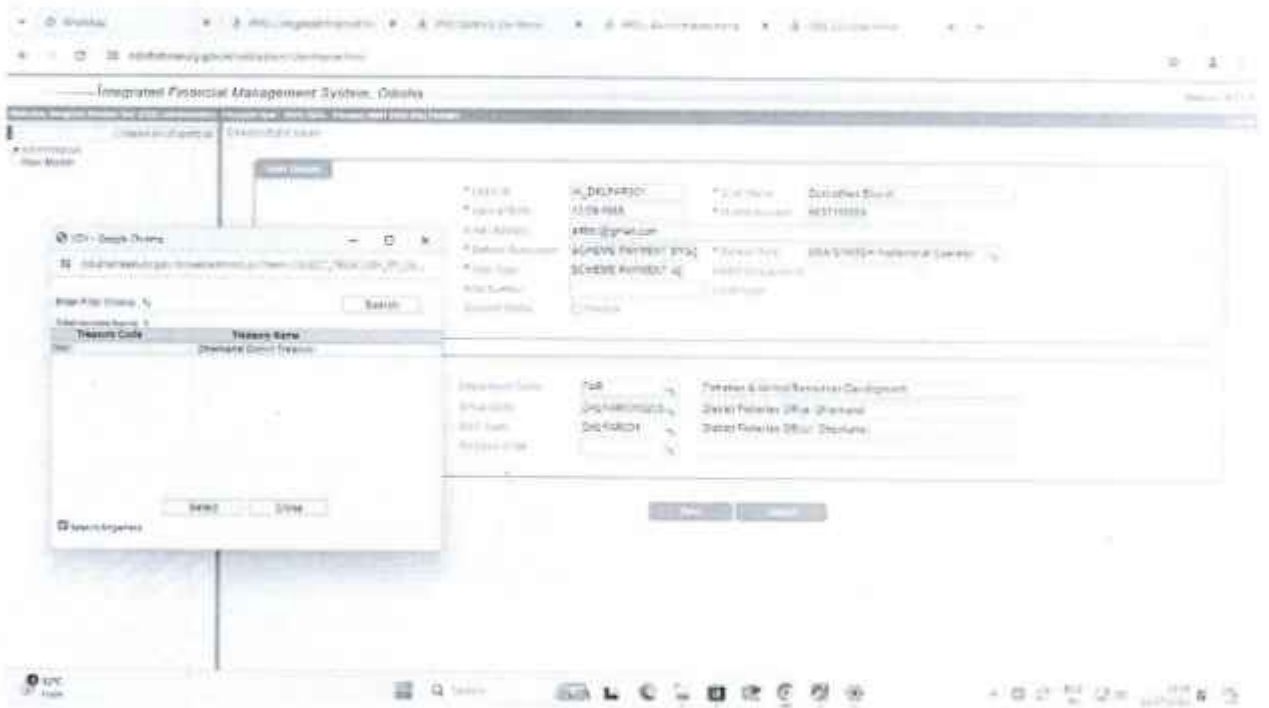
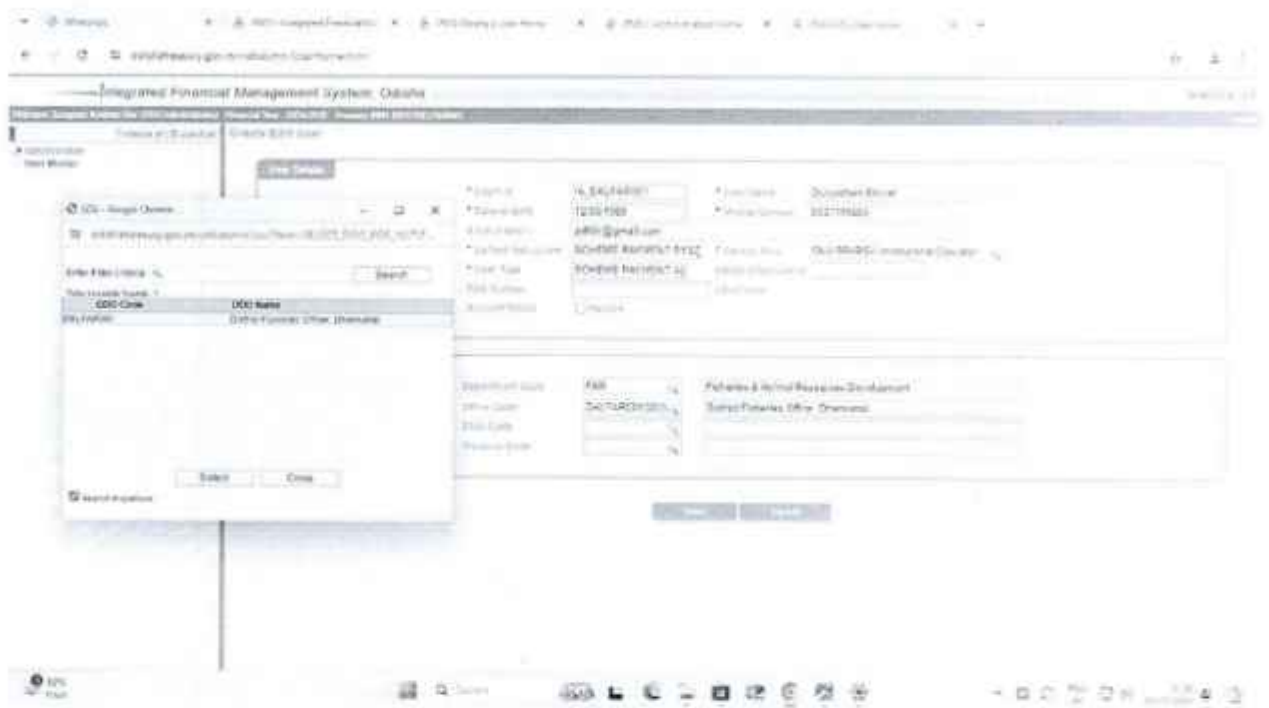


- ✓ DDO chooses 'User Type' as "SCHEME PAYMENT SYSTEM USER"



- ✓ DDO selects correct 'Department Code', 'Office Code', 'DDO Code' and 'Treasury Code'





- ✓ DDO clicks on 'Save'

Integrated Financial Management System, Cafila

System Administrator

Create New User

User Details

*First Name	AL-DALFAR	*Phone Number	0027115820
*Last Name	0201998	*Email Address	0027115820
*Email Address	0027115820	*Job Title	0027115820
*Password	0027115820	*Confirm Password	0027115820
*User Type	0027115820	*Access Level	0027115820
*Access Level	0027115820		

User Permissions

Department Code	0027115820	Permissions	0027115820
Office Code	0027115820	Permissions	0027115820
Access Level	0027115820	Permissions	0027115820

Save **Cancel**

- ✓ Successful User Creation message is displayed.
- ✓ DDO then clicks on 'Access Details' to provide proper access to created IA

Integrated Financial Management System, Cafila

System Administrator

Create New User

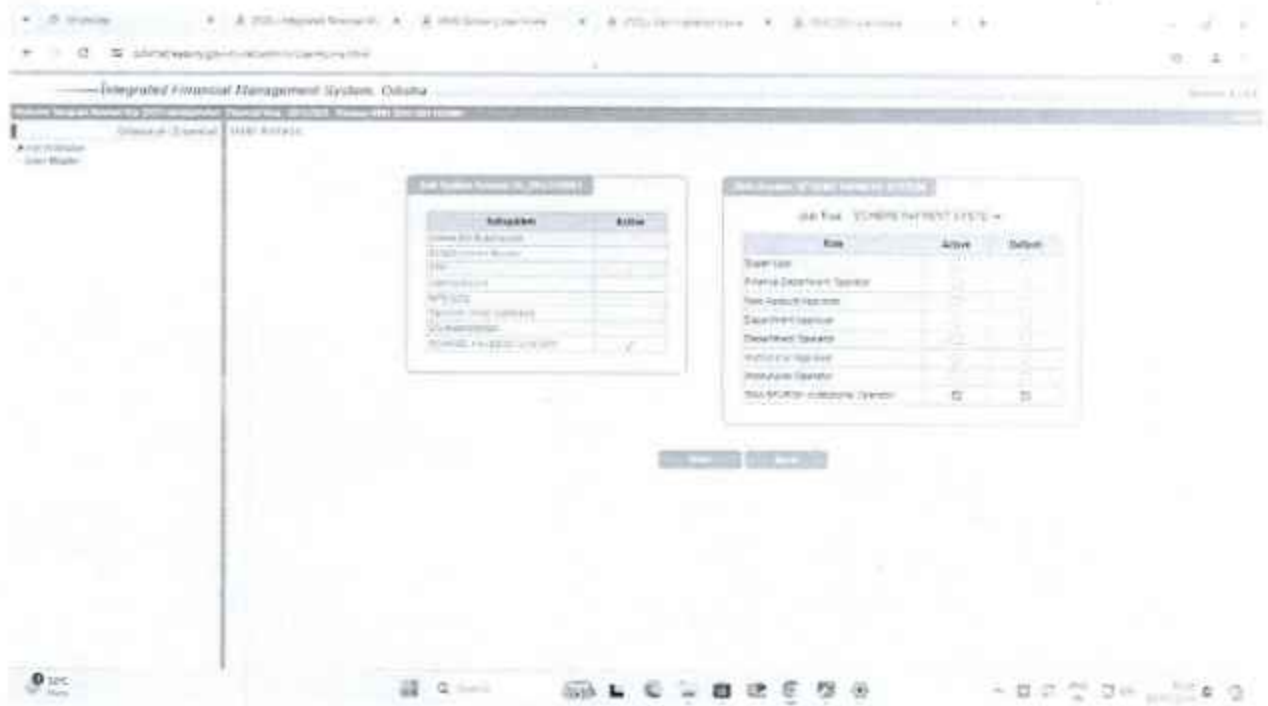
User Details

*First Name	AL-DALFAR	*Phone Number	0027115820
*Last Name	0201998	*Email Address	0027115820
*Email Address	0027115820	*Job Title	0027115820
*Password	0027115820	*Confirm Password	0027115820
*User Type	0027115820	*Access Level	0027115820
*Access Level	0027115820		

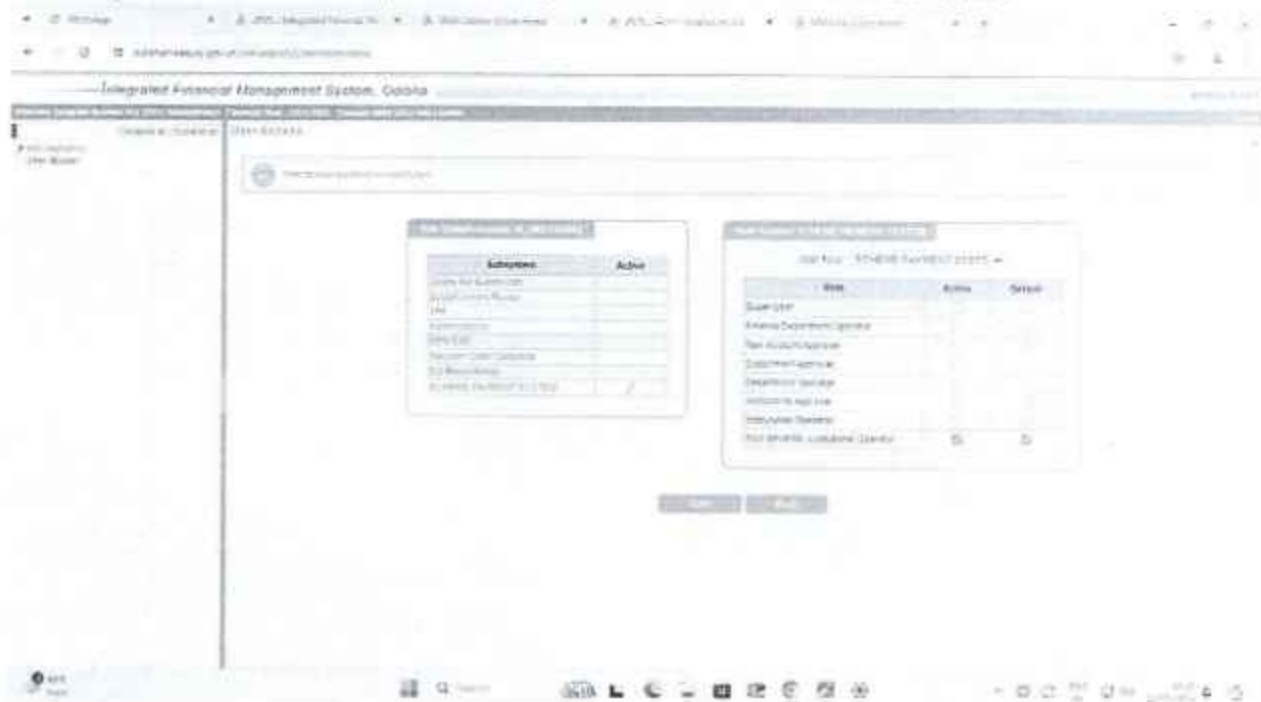
User Permissions

Department Code	0027115820	Permissions	0027115820
Office Code	0027115820	Permissions	0027115820
Access Level	0027115820	Permissions	0027115820

Save **Cancel** **Access Details** **Send Details** **Cancel**



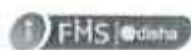
✓ DDO checks and verifies 'Sub System Access', and 'Role Access' and clicks on 'Save'.



Implementing Agency Log In

- ✓ IA opens IFMS Odisha official web portal
- ✓ Clicks on 'DDO Interface'
- ✓ Enters his / her 'Login Id' (as created by DDO) and 'Password' (received in Mobile SMS)





Two step authentication

Log in

Log Out

Two step authentication is a security feature that requires a second form of authentication, such as a code from a mobile app or a text message, to verify your identity.



Change password to login to the system

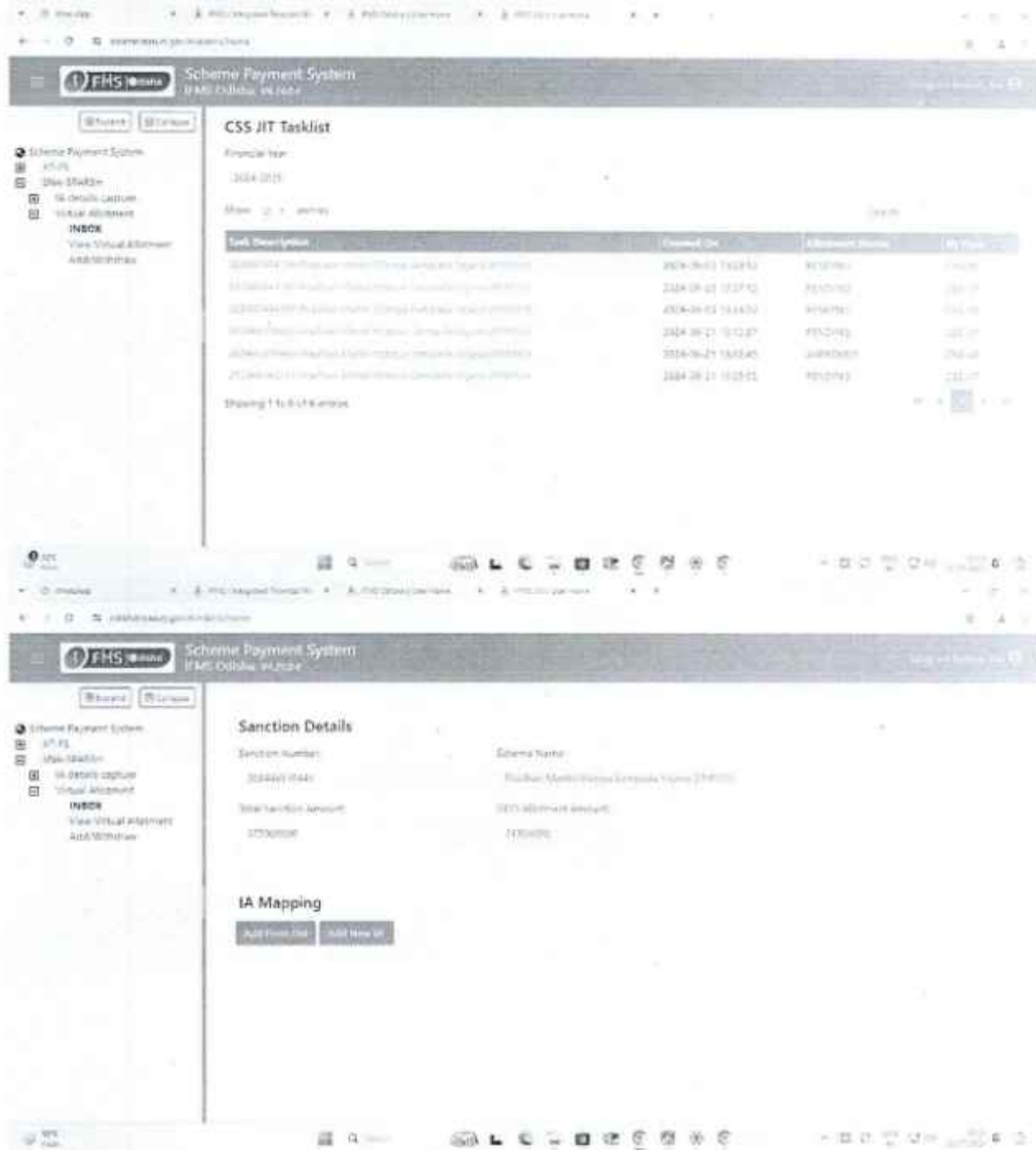
New password *

Confirm password *

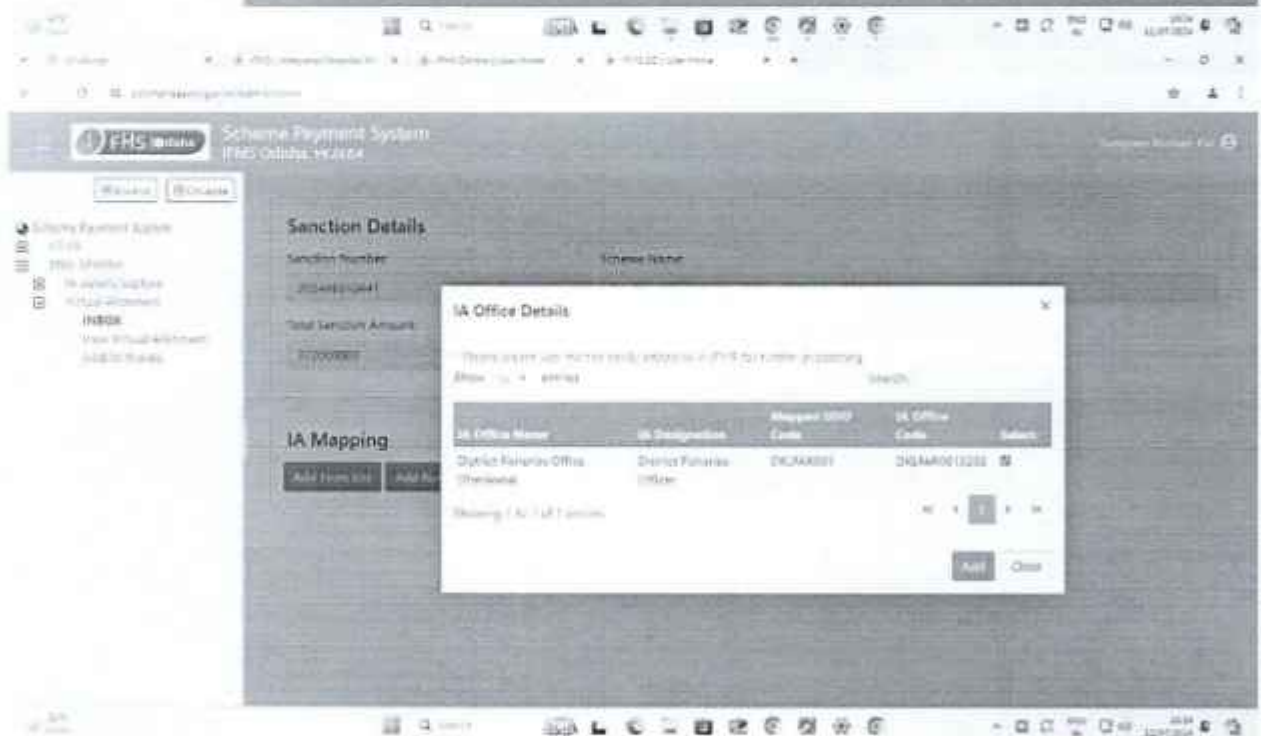
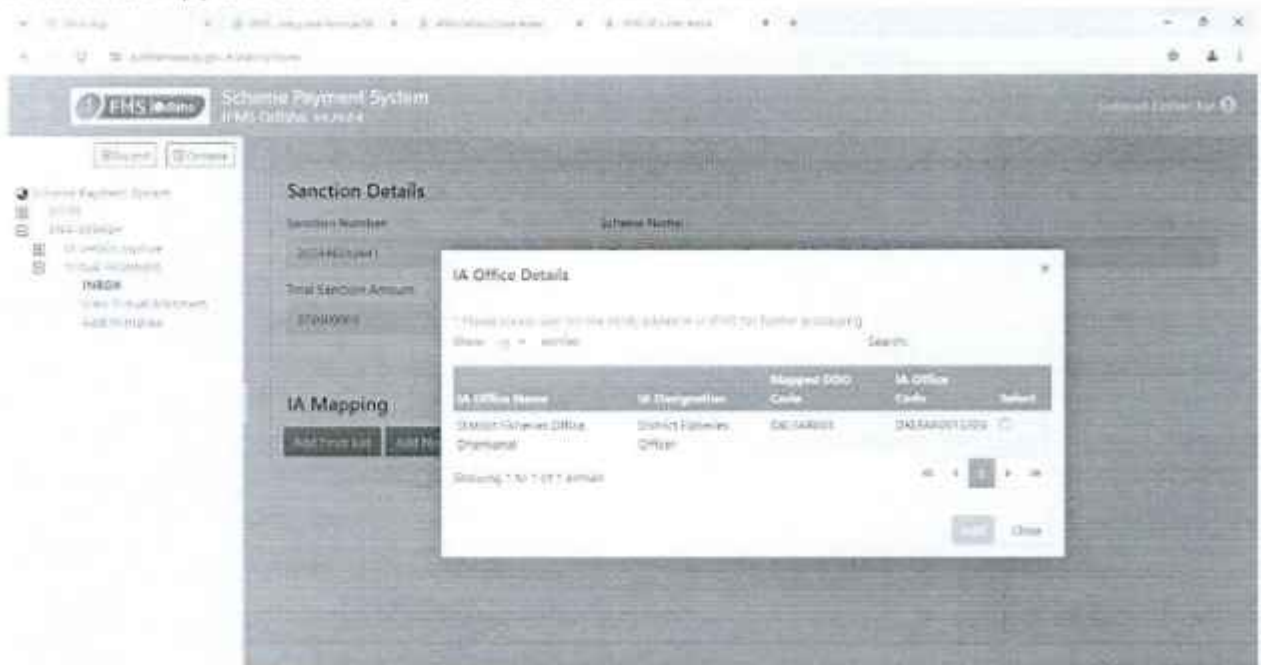
Save Logout

Allocation of Virtual Allotment from DDO to IA

- ✓ DDO logs in to system and Clicks on SNA-SPARS >>Virtual Allotment>>INBOX
- ✓ DDO clicks on a particular Sanction Order shown in 'Task Description'



- ✓ DDO verifies the 'Sanction Details' and clicks on IA Mapping>>Add From List
- ✓ DDO selects IA(s) to allocate Virtual Allotment and clicks on 'Add'



✓ DDO clicks on 'Save' icon and then clicks on 'Submit' icon

Scheme Payment System
FMS Online, Version 4

Expand Collapse

- Scheme Payment System
- DDO
- DDO Sanction
- IA Details History
- Virtual Allotment
- INBOX**
- New Virtual Allotment
- Approval History

Sanction Details

Sanction Number: 2024050011 Scheme Name: Pradhan Mantri Mahila Samaksha Yojana (PMMSY)

Total Sanction Amount: 11000000 DDO Allotment Amount: 218500

IA Mapping

Add from List Add New IA

IA's Allotment Distribution

IA Office Name	IA Designation	Sanction Amount	DDO Allotment Amount	Sanction Amount (%)
District Fisheries Office, Dhanuamal	District Fisheries Officer	218500		100%

Submit

Scheme Payment System
FMS Online, Version 4

Expand Collapse

- Scheme Payment System
- DDO
- DDO Sanction
- IA Details History
- Virtual Allotment
- INBOX**
- New Virtual Allotment
- Approval History

Sanction Details

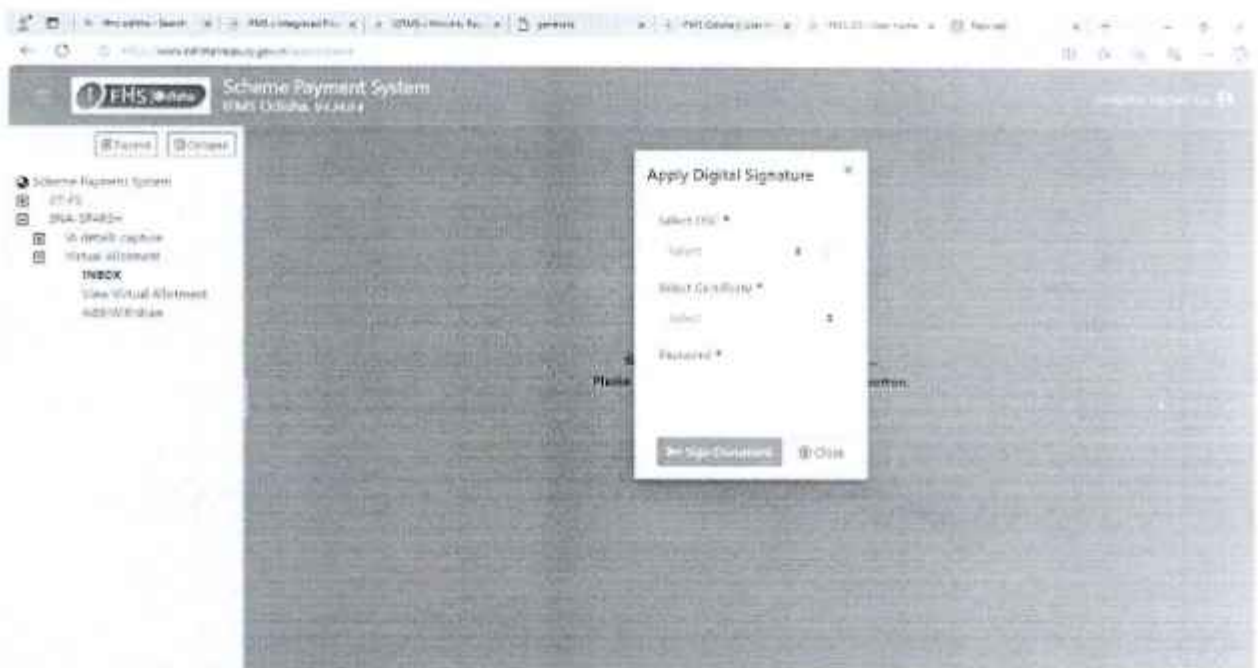
Sanction Number: 2024050011 Scheme Name: Pradhan Mantri Mahila Samaksha Yojana (PMMSY)

Total Sanction Amount: 11000000 DDO Allotment Amount: 218500

IA's Allotment Distribution

IA Office Name	IA Designation	Sanction Amount	DDO Allotment Amount	Sanction Amount (%)
District Fisheries Office, Dhanuamal	District Fisheries Officer	0	218500	100%

Submit



- ✓ Successful Allotment Submission and Approval Message gets displayed on system
- ✓ DDO can now 'Generate Letter' regarding Virtual Allotment Distribution to IAs by clicking on 'Generate_Letter' icon

- ✓ Following the same procedure, DDO can allocate Virtual Allotment to IAs

The first screenshot shows the 'View Virtual Allotment Details' page in the FMS Online portal. The page displays the following information:

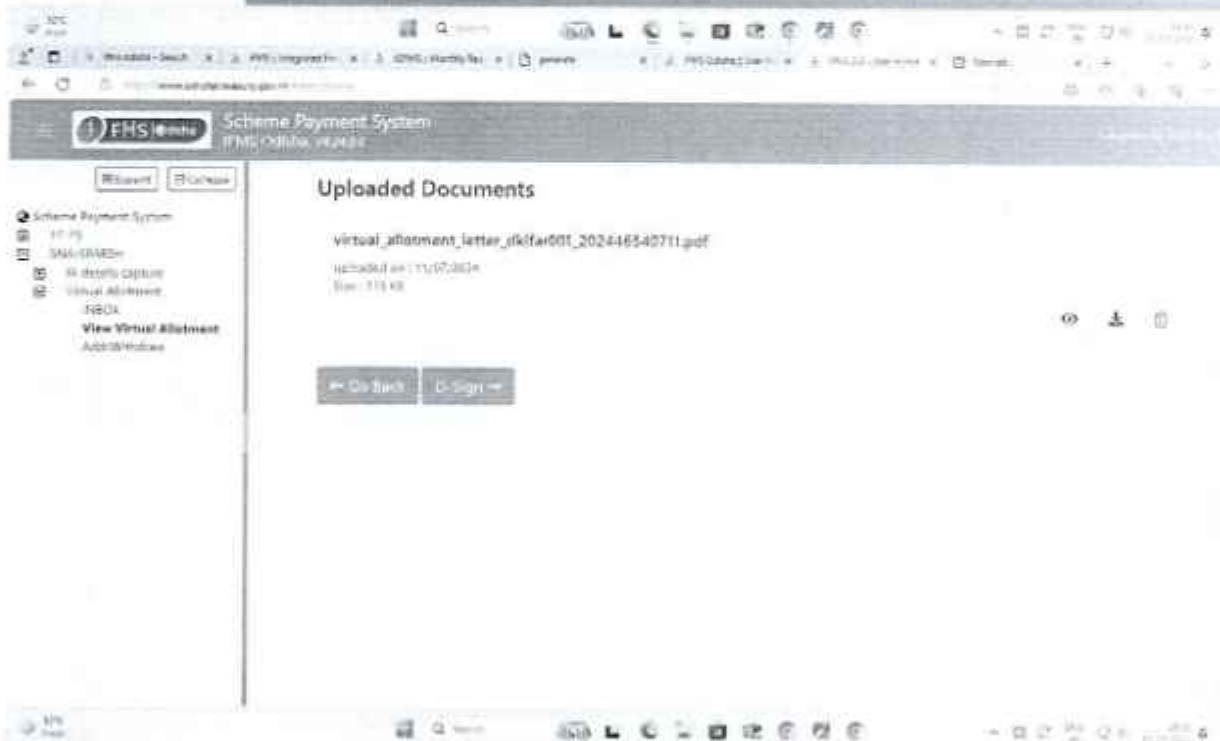
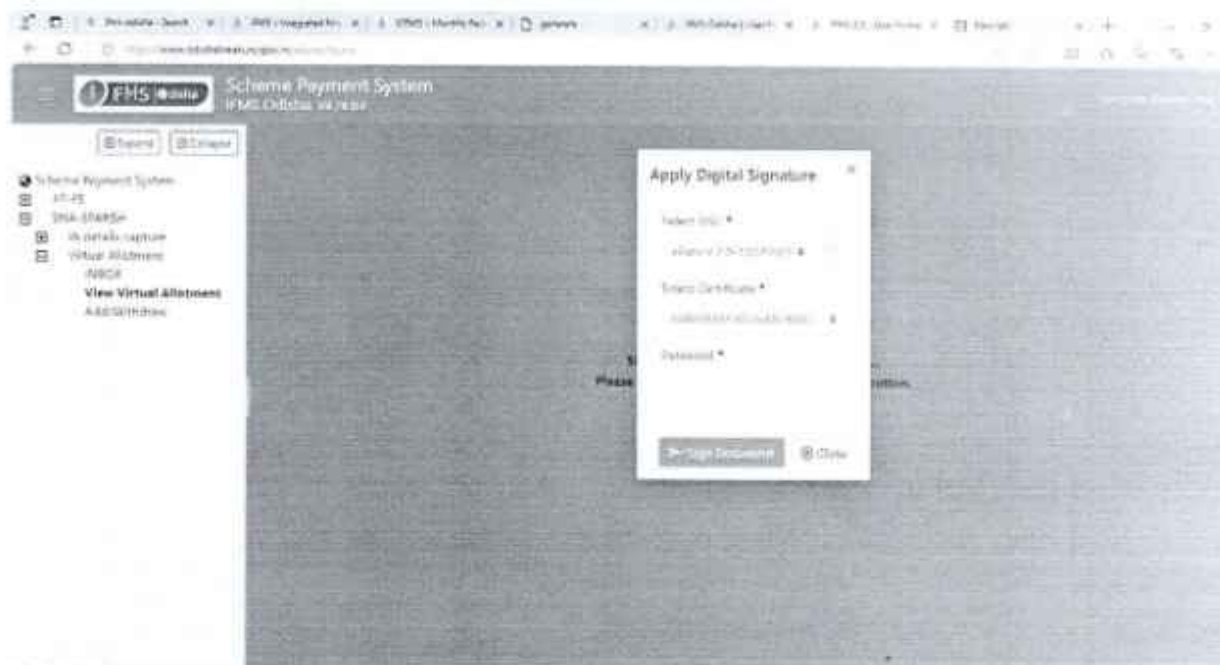
- Virtual Allotment Details:**
 - Sanction Number: 20240540711
 - Scheme Name: Pradhan Mantri Matsya Sampada Yojana (PMMSY)
- IA's Allotment Distribution:**
 - Table with 4 columns: IA Office Name, IA Designation, Balance Amount, and IT Allotment Amount.
 - Table Data:

IA Office Name	IA Designation	Balance Amount	IT Allotment Amount
District Fisheries Office, Dhankul	District Fisheries Officer		2385000
 - Showing 1 to 1 of 1 entries

The second screenshot shows the same page with a 'Confirmation' dialog box overlaid. The dialog box contains the following text:

Confirmation
 Want to digitally sign?
 1. E-Sign/Digital based sign OR
 2. E-Sign/PIN & OTP based sign

The dialog box has three buttons: 'Yes', 'No', and 'Cancel'.



Role of Implementing Agency (IA)

- ✓ The Implementing Agency logs into system using his / her valid IFMS credentials



- ✓ IA clicks on SNA-SPARSH icon
- ✓ IA clicks on Beneficiary Management
- ✓ IA clicks on 'View And Register' to register a new Beneficiary



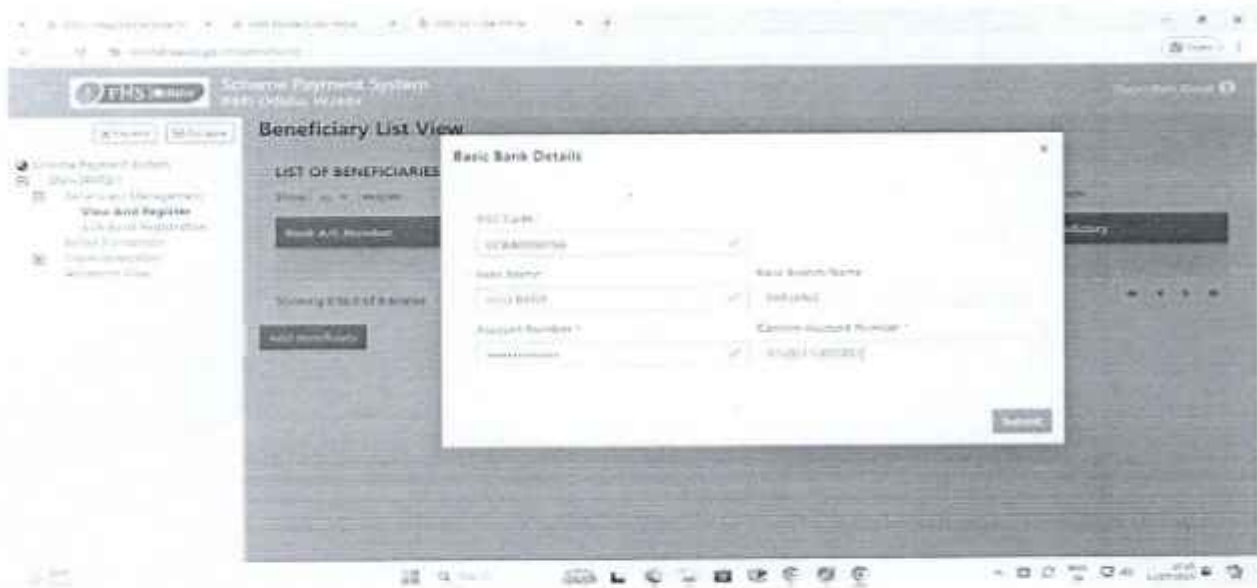
✓ IA Clicks on 'Add Beneficiary'



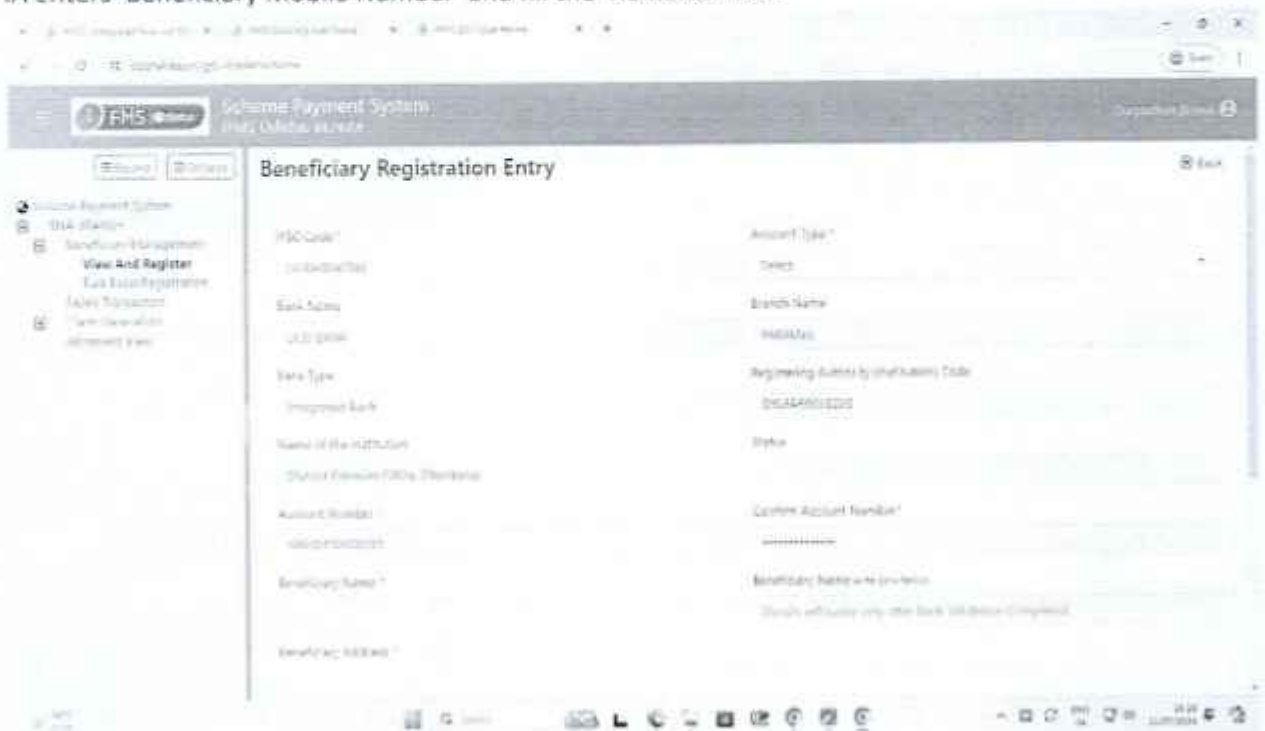
- ✓ Basic Bank Details page opens up
- ✓ IA carefully fills Bank IFSC Code Details
- ✓ 'Bank Name' and 'Bank Branch Name' gets auto-populated
- ✓ IA verifies Bank Details and enters 'Account Number'



- ✓ Confirming Account Number, IA clicks on 'Submit'



- ✓ IA needs to fill the 'Beneficiary Name', 'Beneficiary Address'
- ✓ IA chooses 'Beneficiary Type'
- ✓ IA enters 'Beneficiary Mobile Number' and fill the 'Remarks' field



- ✓ IA chooses 'Beneficiary Type'

The screenshot displays the FMS (Financial Management System) interface. The main window shows the 'Scheme Payment System' form. The form includes the following fields and options:

- Account Number:** Input field with value '6400110000201'.
- Beneficiary Name:** Input field with value 'Sushila Devi'.
- Beneficiary Address:** Input field with value 'Kali, Puzing, Chikmagalur'.
- Beneficiary Type:** Dropdown menu with options: Self, Spouse, **Employee** (highlighted), Govt Employee, Pensioner, Other.
- Account Validity Date:** Input field with value '2023-12-31'.

The sidebar on the left contains the following navigation options:

- Scheme Payment System
- Web Version
- Beneficiary Management
- View And Register**
- Bulk Entry Registration
- Radio Transaction
- Online Remittance
- Abstract View

- ✓ IA carefully verifies Beneficiary Bank Details and clicks on 'Save and Next'

[illegible]

Scheme Payment System
ITMS Online v1.0.13.1

Home | Register | Beneficiary

Beneficiary Management
View And Register
Bank Detail Registration
Payment Transaction
Claim Settlement
Statement View

Account Number: 0940010700001

Beneficiary Name: Beneficiary Name is not provided

Bank Name: ☒ Details will come only after Bank Validation Completed

Beneficiary Address: ☒

Beneficiary Type: ☒ Details will come only after Bank Validation Completed

Bank: ☒

Mobile Number: ☒

Email: ☒

Account Opening Date:

Beneficiary Name is not provided

Details will come only after Bank Validation Completed

Save And Print Cancel

✓ Beneficiary Bank Details gets Saved.

Scheme Payment System
ITMS Online v1.0.13.1

Home | Register | Beneficiary

Beneficiary Management
View And Register
Bank Detail Registration
Payment Transaction
Claim Settlement
Statement View

Beneficiary Registration Entry

Record Saved Successfully! Please note the reference number: 877349

Reference Number: 877349

Ref Code: 0940010700001

Bank Name: 0940010700001

Bank Type: Integrated bank

Name of the Beneficiary: Global Private City Bank

Account Number: 0940010700001

Beneficiary Name: Beneficiary Name is not provided

Details will come only after Bank Validation Completed

Account Type: Savings

Branch Name: 0940010700001

Registering Authority Identification Code: 0940010700001

Status: Activated by bank operator

Custom Account Number:

Beneficiary Name is not provided

Details will come only after Bank Validation Completed

Back

Home / Beneficiary Management / Beneficiary List View

Beneficiary List View

LIST OF BENEFICIARIES

Rows: 1 of 3

Search

Bank A/C Number	IFSC Code	Bank Name	Branch Name	Name of Beneficiary
0404010000000000	0004000000000000	CCO BANK	WOLFE	Subita Piro
0004010000000000	0004000000000000	CCO BANK	WOLFE	Suparna Majumdar
0004010000000000	0004000000000000	CCO BANK	WOLFE	Subarna Majumdar

Showing 1 of 3 entries

Add Beneficiary

- ✓ IA can enter a large number of Beneficiary Bank Details using 'Bulk Excel Registration'
- ✓ IA first downloads the given Excel Template and carefully fills the Sheet and uploads in System

Preparation of Claim by the Implementing Agency (IA):

- ✓ IA clicks on 'Claim Generation'
- ✓ IA clicks on 'Entry'
- ✓ IA needs to verify 'Institution Code' and 'Name of the Office'
- ✓ IA clicks on 'IFMS Sanction Numbers' and enter the Sanction Number

The screenshot shows the 'Scheme Payment System (IFMS Odisha Module)' interface. The left sidebar contains a menu with options: 'Scheme Payment System', 'IFMS Odisha Module', 'Beneficiary Management', 'View and Register', 'Bulk Entry Registration', 'Claim Generation', and 'Entry'. The main area is titled 'CSS JIT Claim Generation'. It contains several input fields for 'Claim Details' (Claim Number, Claim Date, Claim Entry Amount, Claim Entry Category) and 'Source Details' (IFMS Sanction Number, Category, Scheme Code, Scheme Name, In-Transit Amount, Available Balance, and a dropdown for 'If Component Available?').

- ✓ Once IA enters correct IFMS Sanction Number, 'Sanction Category', 'Scheme Code', 'Allotted Amount', 'In-Transit Amount', 'Available Balance' fields get auto-populated
- ✓ IA must strictly verify above said Data and proceed only if all the fields show correct information.
- ✓ IA chooses 'If Component Available'.
- ✓ IA clicks on 'Add Beneficiary' and selects correct Beneficiaries
- ✓ IA submits/saves the Claim Details

This screenshot shows the same 'Scheme Payment System (IFMS Odisha Module)' interface, but with data entered into the 'Claim Details' and 'Source Details' sections. The 'Claim Details' section shows 'Claim Number' as 0000000000000000, 'Claim Date' as 2023-09-01, 'Claim Entry Amount' as 1000000000000000, and 'Claim Entry Category' as 00. The 'Source Details' section shows 'IFMS Sanction Number' as 0000000000000000, 'Category' as 00, 'Scheme Code' as 0000, 'Scheme Name' as 'Rajya Kisan Kalyan Sahakari Sangha (RKKSS)', 'In-Transit Amount' as 1000000000000000, 'Available Balance' as 1000000000000000, and 'If Component Available?' as 'No'. A 'Save' button is visible at the bottom right.

FMS Scheme Payment System
FMS Client v2.0.0.0

CSS JIT Claim Generation

A new generated Claim Code and Scheme Contribution to be shown below the claim summary section.

Performance Code: 0000000000000000 Name of the office: 0000000000000000

Claim Details

Claim Number: 0000000000000000 Claim Code: 0000000000000000 Claim Status: 0000000000000000 Claim Date: 0000000000000000

Source Details

AMS Number: 0000000000000000 Category: 0000000000000000 Subcategory: 0000000000000000

Scheme Name: 0000000000000000

Allowed Amount: 0000000000000000

Click on **BT Details** , if there is any deduction will be generated and no modification will be allowed.

FMS SBMS
FMS Client v2.0.0.0

BT Details

AMS Number: 0000000000000000 Scheme Code: 0000

Scheme Name: 0000000000000000

Active Amount: 0000000000000000

Compensation Application: 0000000000000000

Compensation Disbursement: 0000000000000000

Destination Details

Group: 0000000000000000

Destination Name	Account Number	Bank Code	Bank Account ID	Total Deduction (RM)	Total Disbursement (RM)	Disbursement
Public	0000000000000000	0000000000000000	0000000000000000	100	100	100
Private	0000000000000000	0000000000000000	0000000000000000	100	100	100

Showing 1 to 2 of 2 entries

Add Deduction **BT Details**

FMS

SBMS

ITMS Online Inquiry

Record

ID Entry

CSS

Account Registration

Scheme Master

Reports

Beneficiary Management

View And Register

Bank Entry Registration

Investment Details

Master Maintenance

Sanction Generation

Balance Capture

Advice Generation

Reconciliation

Failed Transaction

SSUID Details Capture

JS Surrender

IT Sanction Generation

CSS BT Claim Generation

Entry

View/Modify

CSS JIT Claim By Transfer

By Transfer Details Entered Successfully

Confirmation

Are you sure want to return to previous page?

OK Cancel

Claim Details

Claim Number

1401

Claim Entry Amount

CSS Net Amount

145

BT Amount

55

No of Beneficiary

2

Beneficiary Amount

145

By Transfer Details

BT Description	BT Head	BT Type	Amount (₹)	Scheme / Maturity
COLLECTION CHARGES-ANNUAL TAX	90-000-00-101-0000-0000-000-0-0-0	AC BT		H B D
COLLECTION CHARGES-ASSIGNMENT INCOME TAX	90-000-00-104-0000-0000-000-0-0-0	AG BT		= B D
Total By Transfer Amount			145	

Print

Print #

Record

ID Entry

CSS

Account Registration

Scheme Master

Reports

Beneficiary Management

View And Register

Bank Entry Registration

Investment Details

Master Maintenance

Sanction Generation

Balance Capture

Advice Generation

Reconciliation

Failed Transaction

SSUID Details Capture

JS Surrender

IT Sanction Generation

CSS BT Claim Generation

Entry

View/Modify

ITMS Sanction Numbers

Scheme Code

0150

Scheme Name

Pradhan Mantri Aardra Yojana

Allocated Amount

4000

By Transfer Amount

145

Component approved

No

Component Description

Investment

Add destination Maturity

Add destination Sanction

Destination Details

Bank

01

Branch

010000

Beneficiary Name	Account Number	IFSC Code	Bank Amount (₹)	Total Deduction (₹)	Net Amount (₹)	Comments
Rahul	05401220004	ICIC0000000	100	27	73	2018.11.01 Sanction
Shikha	65401220004	ICIC0000000	100	28	72	2018.11.01 Sanction

Showing 1 to 2 of 2 entries

Add Beneficiary

Generate

BT Sanction

CSS JT Claim Generation Details

District Fisheries Office, Dhankhal-Fisheries & Animal Resources Development
(Dhankhal)

Claim No. : 202427265
 Claim Date : 11/07/2024
 MOA : 33-2003-00100-360114475-00023.1
 Gross Claim Amount : Rs. 60000 (-) Six Lakh Rupees (-)
 Net Claim Amount : Rs. 60000 (-) Six Lakh Rupees (-)
 Scheme : Pradhan Mantri Matsya Sampada Yojana (PMMSY)
 Beneficiary : Beneficiary for the scheme: Pradhan Mantri Matsya Sampada Yojana (PMMSY)

Beneficiary Details :-

Sl No	Benef Name	Account No.	IFSC Code	Amount	Gross Amount	Debit Amount	Component Description
1	Santa Pata	086011036	UCBARI01	60000	60000	0	SUBSIDY TOWARDS CONSTRUCTION OF FISH HOOK
	Total			60000	60000	0	

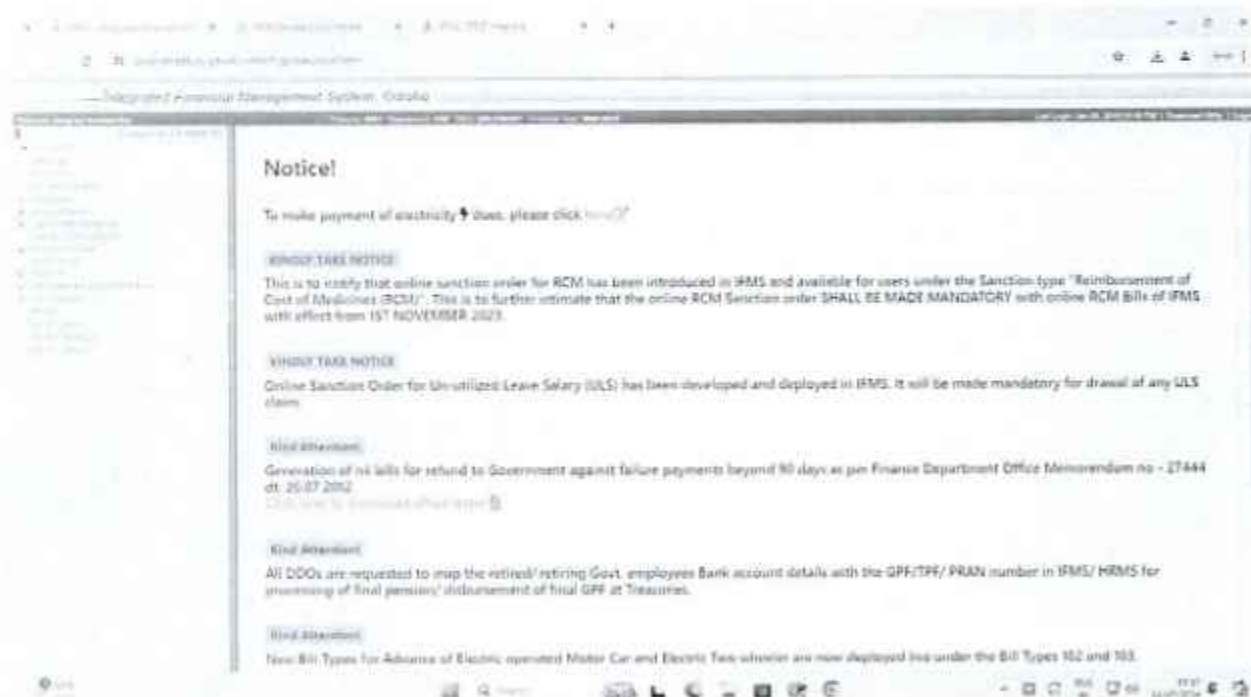
District Fisheries Office, Dhankhal
 District Fisheries Office, Dhankhal

Claim consolidation & Generation of Bill by DDO:

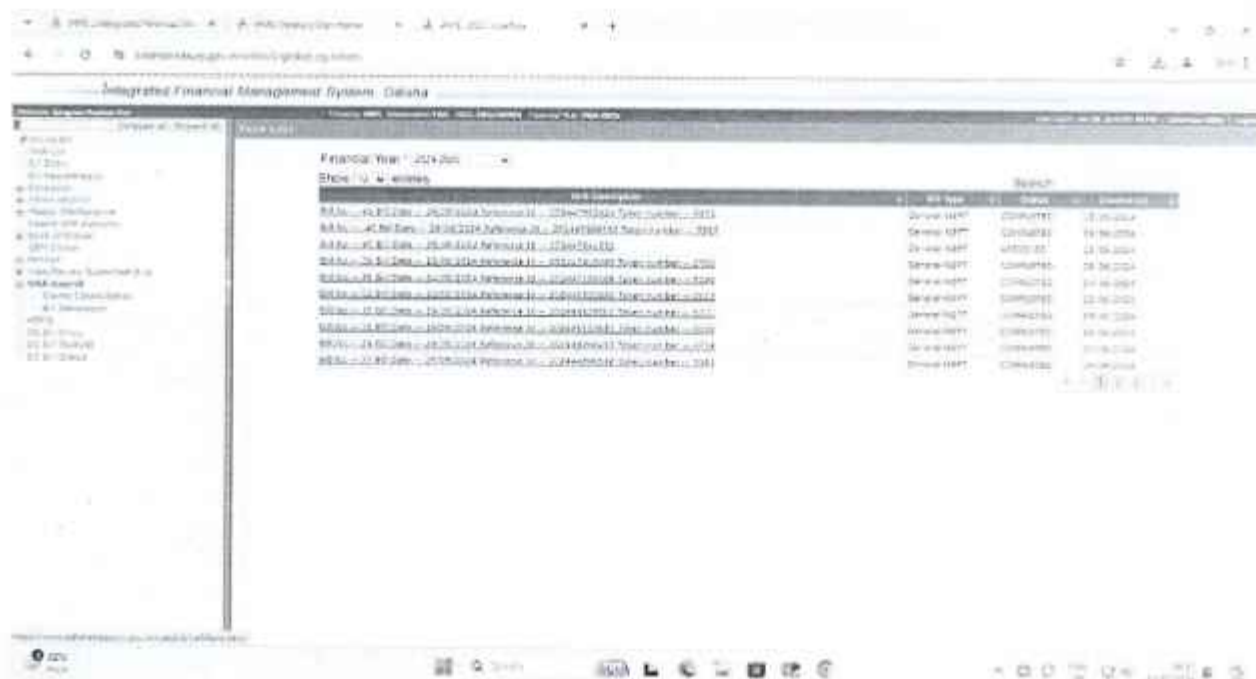
- ✓ DDO logs into system
- ✓ DDO clicks on 'Online Bill Submission' option



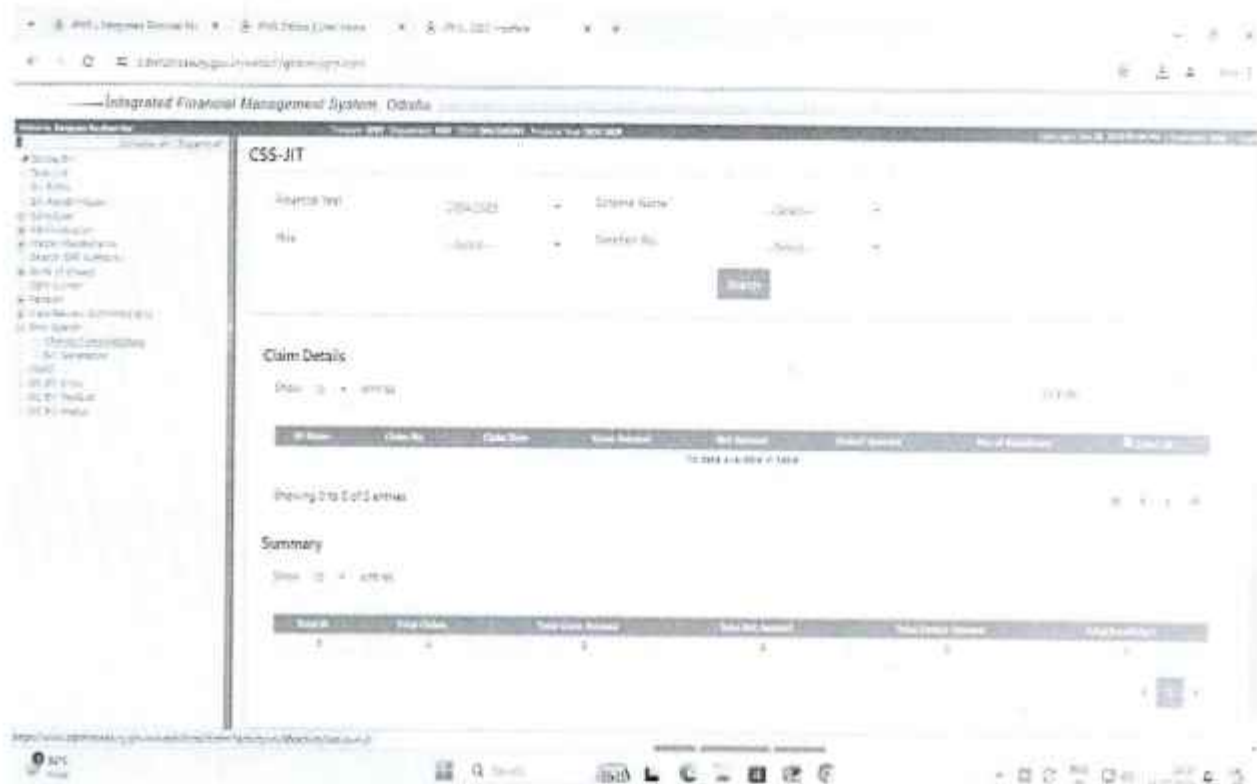
- ✓ DDO clicks on 'SNA SPARSH' icon



- ✓ DDO clicks on 'Claims Consolidation'



- ✓ DDO chooses correct 'Scheme Name', 'HoA' and 'Sanction no.' and clicks on 'Search'



- ✓ DDO selects multiple/ single Claim(s) to consolidate into a single Bill
- ✓ DDO clicks on 'Submit'
- ✓ If he/ she finds any error, he can also 'send back' the claim to concerned IA

Integrated Financial Management System - Ontario

Consolidate into: 2024-01-01 | Consolidate from: 2024-01-01 | Consolidate to: 2024-01-01

Submit

Claim Details

Claim No.	Claim Date	Claim Status	Claim Amount	Bill Amount	No. of Transactions
2024-01-01	2024-01-01	Submitted	1000.00	1000.00	1

Showing 1 of 1 records

Summary

Total	Total Claim	Total Bill Amount	Total Bill Amount	Total Bill Amount	Total Bill Amount
1000.00	1000.00	1000.00	1000.00	1000.00	1000.00

Buttons: Submit, Send Back, Cancel

Integrated Financial Management System - Ontario

Consolidate into: 2024-01-01 | Consolidate from: 2024-01-01 | Consolidate to: 2024-01-01

Submit

Claim Details

Claim No.	Claim Date	Claim Status	Claim Amount	Bill Amount	No. of Transactions
2024-01-01	2024-01-01	Submitted	1000.00	1000.00	1

Showing 1 of 1 records

Summary

Total	Total Claim	Total Bill Amount	Total Bill Amount	Total Bill Amount	Total Bill Amount
1000.00	1000.00	1000.00	1000.00	1000.00	1000.00

Buttons: Submit, Send Back, Cancel

[illegible]

The screenshot displays the 'Details' page for a claim in the 'My Claims' section. The page is divided into several sections:

- Header:** Shows the claim number '2014 Toyota Camry' and the claim type 'Front End Collision'.
- Claim Information:** Displays the vehicle make/model ('2014 Toyota Camry'), the claim type ('Front End Collision'), and the claim status ('Open').
- Claim Details:** Shows the claim status ('Open') and the claim amount ('\$1,000.00').
- Summary:** Displays the total claim amount ('Total Claim Amount: \$1,000.00') and the total payout amount ('Total Payout Amount: \$1,000.00').

- ✓ IFMS generates a CSS-JIT Bill
- ✓ DDO checks 'Beneficiary' details

Integrated Financial Management System, Odisha

System Setup - Bill for

Bill Details

Bill No: 22027-BUS

Bill Type: Bill

Project Type: Bill

Project Number: 22027-BUS

Charitable Amount: 100000

Bill Amount: 100000

Department: Public Health, Planning & Social Welfare Department

Object Head Details

Object Head: 22027-BUS

Department: Public Health, Planning & Social Welfare Department

Bill Type: Bill

Amount: 100000

Allocation Details

Subsidy Type: Subsidy

Subsidy Amount: 100000

SPS Funding %: 100%

Funding Amount: 100000

SPS Funding %: 100%

Funding Amount: 100000

Buttons: Generate, Approve, Cancel, Print

- ✓ DDO clicks on 'Beneficiary List'

Integrated Financial Management System, Odisha

System Setup - Bill for

Bill Details

Bill No: 22027-BUS

Bill Type: Bill

Project Type: Bill

Project Number: 22027-BUS

Charitable Amount: 100000

Bill Amount: 100000

Department: Public Health, Planning & Social Welfare Department

Object Head Details

Object Head: 22027-BUS

Department: Public Health, Planning & Social Welfare Department

Bill Type: Bill

Amount: 100000

Allocation Details

Subsidy Type: Subsidy

Subsidy Amount: 100000

SPS Funding %: 100%

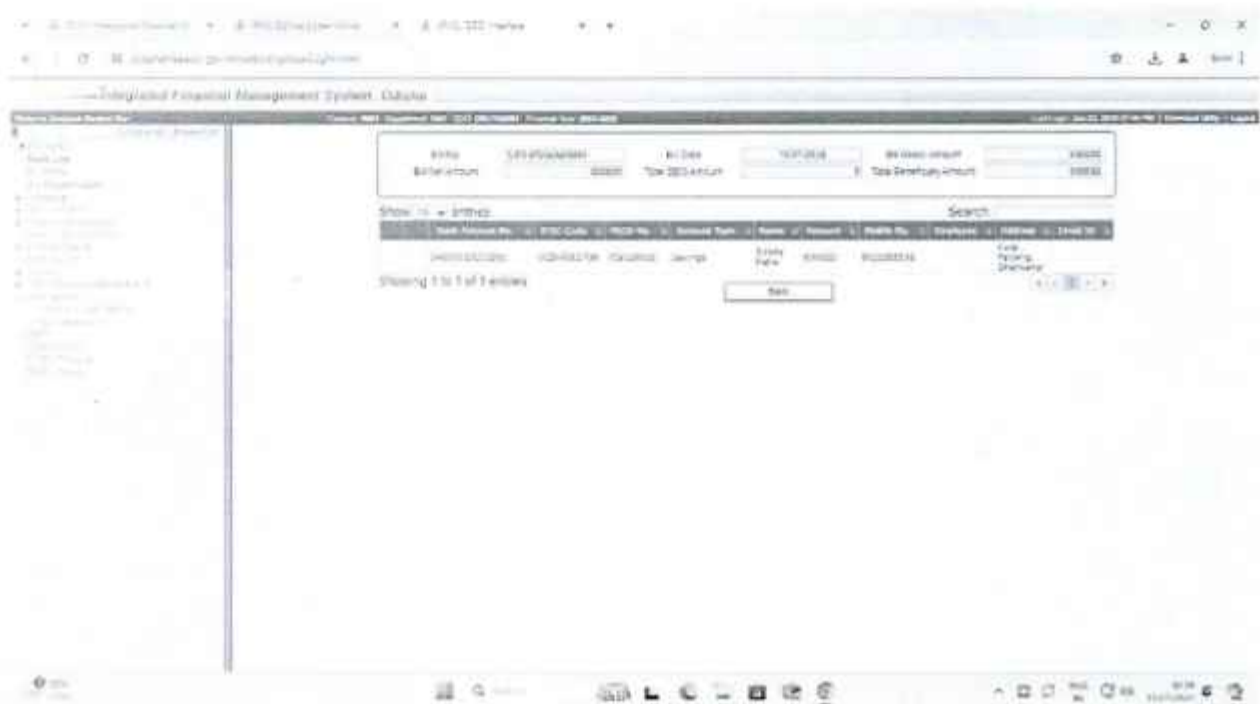
Funding Amount: 100000

SPS Funding %: 100%

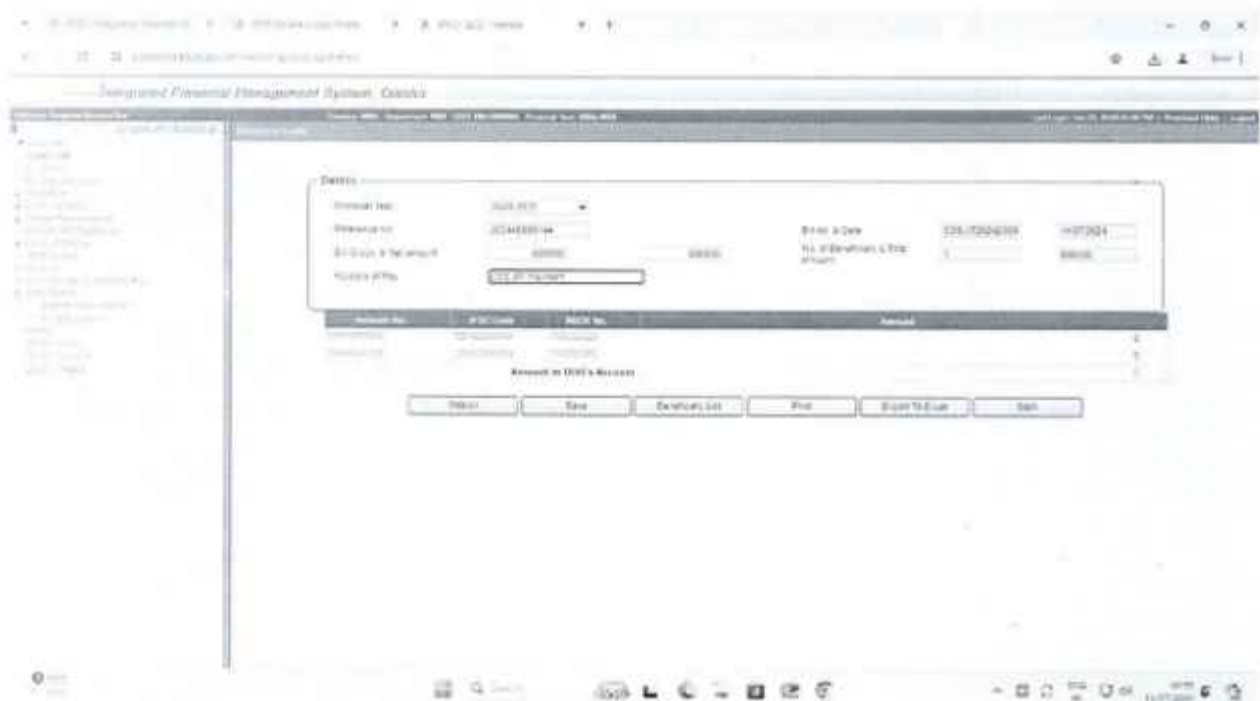
Funding Amount: 100000

Buttons: Search, Save, Beneficiary List, Print, Export To Excel, Exit

- ✓ DDO verifies 'Beneficiary Details' and clicks on 'Back'



- ✓ DDO clicks on 'Back'



[illegible]

✓

The screenshot displays the IFMS Document Upload interface. On the left is a sidebar with a file explorer showing a directory structure. The main area is titled 'Document Upload' and contains a section for 'Supporting Document Attachments'. This section includes a table with the following data:

File Number	Document Name	Approval Status	Action
1	DRAFTING_DOCUMENT_FOR_APPROVAL.pdf	Signed	0

Below the table, there is a 'Download Document' button and a 'File' icon. The bottom of the screen shows a Windows taskbar with various icons and the system clock.

- ✓ DDO clicks on 'Browse' icon and selects the desired file
- ✓ DDO clicks on 'Upload' to upload the file



- ✓ DDO then clicks on 'Return' icon
- ✓ DDO signs the attached file using his / her DSC
- ✓ DDO then clicks on 'Return' icon
- ✓ DDO clicks on 'Approve' icon and approves the Bill.
- ✓ DDO clicks on 'Book of Drawal' and generates e-book of drawal