



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

SECTOR 16-C, DWARKA, NEW DELHI -110078

No. F.IPU/Acctts/2022-23/900

Dated: 13.02.2023

CIRCULAR

GGSIU is required to be adopted the Public Finance Management System (PFMS) which is mandatory for grants etc. sanctioned by Govt of India. As per Ministry of Finance, Department of Expenditure, to reduce float outside consolidated fund of India (CFI) and to monitor flow and Utilization of funds under the Centrally Sponsored Schemes (CSS), a new procedure for flow of funds under CSS was notified by the Department of Expenditure, Ministry of Finance on 23rd March, 2021. Under the new procedure, each CSS is to be implemented by a Single Nodal Agency (SNA) having a Single Nodal Account in a scheduled commercial bank. The down the line Implementing Agencies (IAs) use zero Balance Accounts to draw funds from the SNA account.

The role of Administrator, Principal Investigators and Account functionaries as defined and approved by competent authority is attached herewith.

This is issued with the approval of competent authority.


(NARENDER TYAGI)
CONTROLLER OF FINANCE

No. F.IPU/Acctts/2022-23/
Copy for information to-

Dated: 13.02.2023

1. Director, DRC (with the advice to implement the system of PFMS in our University to take initiate training DRC staff/officers, PIs AND Account functionaries immediately and also implement the part as approved by the competent authority (copy enclosed))
2. Director/Dean (s) of respective schools are requested to circulate to their faculty/staffs etc.
3. Controller of Finance
4. Incharge, UITS to upload the circular on the university website
5. AR to Hon'ble Vice Chancellor – For information please
6. AR to The Registrar
7. PA to COF
8. Guard file

FINANCE & ACCOUNTS DEPARTMENT

It is submitted that the GGSIPU is required to be adopted the PFMS system which is mandatory for grants etc. sanctioned by Govt of India. As per Ministry of Finance, Department of Expenditure, to reduce float outside consolidated fund of India (CFI) and to monitor flow and Utilization of funds under the Centrally Sponsored Schemes (CSS), a new procedure for flow of funds under CSS was notified by the Department of Expenditure, Ministry of Finance on 23rd March, 2021. Under the new procedure, each CSS is to be implemented by a Single Nodal Agency (SNA) having a Single Nodal Account in a scheduled commercial bank. The down the line Implementing Agencies (IAs) use zero Balance Accounts to draw funds from the SNA account.

There are various modes/functions are involved in PFMS to manage and operate the PFMS system. To access PFMS systems following will be required at different level according to their specific roles:-

1. Administrator
2. Principal Investigators
3. Accounts functionaries

There are following functions involved in PFMS:

1. Creation of Users ID for Makers and checkers
2. Updation of the Users (Principal Investigators/Account functionaries)
3. Updation of Profile of GGSIPU in PFMS
4. Registration of new Schemes
5. Adding more Bank Accounts as per grantee agencies requirements
6. De-Activate the Users/Bank Account/Scheme
7. Bank Account Activation for E-Payment
8. Utilization Certificate.

1. Role of Administrator:

All activities related to registration/creation updation to enable activities on PFMS with the consultation/support of PIs etc. The details are as under:

- i. Registration of new Schemes
- ii. Creation of User's IDs for Makers and checkers
- iii. Updation of Profile of GGSIPU
- iv. Updation of User's details
- v. De-Activate the Users/Bank Account/Schemes
- vi. Others



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- iv. Updation of User's details
- v. De-Activate the Users/Bank Account/Schemes
- vi. Others

A.T.O

It is also submitted that in our University, DRC which is a centralised department who look after the grants from a long time and keep the records of all the grants and do the role of administrator very well. DRC is the nodal department of Research related activities in the University.

2. Role of PIs:

All activities related to project implementation and initiation of payment related activities as per approved guidelines of University and grantee agency etc. The details are as under:-

- i. To upload all the documents as required by the granting institution from time to time.
- ii. To upload the sanction order with the supporting documents etc after taking necessary approval of competent authority as per GFRs and Project guidelines issued by university with the approval of BOM for payment.
- iii. To liason with the grantee authority like providing all the information and settlement of grant in all respect.
- iv. Preparation & submission of Utilization Certificate at PFMS portal.
- v. Others

3. Role of Finance & Accounts:

All activities related to vetting/checking/releasing of payment as per guidelines of University and grantee agency etc. The details are as under:-

- i. Bank Account Activation for E-Payment to Vendors (like open PFMS dedicated child account/accounts in the recommended banks)
- ii. Vetting the Expenditure against the allocation of funds for sponsored Schemes of the Govt. of India/Govt. of NCT of Delhi etc.
- iii. Bank Account's Authorized Signatory
- iv. Deduction of TDS/GST on the E-payment
- v. Deposit the TDS/GST as deducted
- vi. Issuance of Utilization Certificate
- vii. To show the impact of expenditure in the Balance Sheet for making final accounts.
- viii. Others

To implement the PFMS system which is required to be started urgently, it is essential to arrange the training of following to implement the same:-

1. Administrator

2. Principal Investigator

3. Account Functionaries.

Matter was discussed with the Director, DRC to arrange the same by them.

In view of the above, if agreed, we may request Hon'ble VC to approve the above proposal to implement the PFMS system in University.

Submitted please

[Signature]
10/01/2023
AAO

~~AFO~~ *[Signature]*
12.11.23

~~AO/IS~~ *[Signature]*
13/01/2023

~~CAF~~ *[Signature]*
18/1/23

~~Registration~~ *[Signature]*
15/01/2023

~~NYC~~ *[Signature]*
18/1/23

~~Registrar~~ *[Signature]*
19/01/2023

~~CAF/Advisors (F)~~ *[Signature]*
20/1/2023

~~AFO~~ *[Signature]*
Pl. Send the proposal for approval to DRC for n.a. at their end with Carey litimmediately.

~~Att. Leg~~ *[Signature]*
20.1.23

~~Att. Leg~~ *[Signature]*
23/01/23

~~Att. Leg~~ *[Signature]*

GGSIU/VC Office

Diary No. 1802

Date 18 JAN 2023

Diary No. 682/6722

Date 16/01/23

F&A Department

