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**Government of Rajasthan  
Finance (EAD) Department**

F. 5 (Th-75) DTA/ IFMS/ 2241-2265

Dated 20.05-2016

**Principal Chief Conservator (HOF) Forest, Jaipur  
Chief Engineer, Public Works Department, Jaipur  
Chief Engineer, Public Health and Engineering Department, Jaipur  
Chief Engineer, Indira Gandhi Nahar Project, Bikaner  
Chief Engineer, Indira Gandhi Nahar Project, Jaisalmer  
Chief Engineer, Water Resources, Jaipur  
Development Commissioner, CAD, Kota  
Development Commissioner, CAD, Bikaner**

**Sub: Implementation of works transactions on Treasury mode  
Reference: FD's Circular dated 18-03-2016 and this office even number letter dated 4<sup>th</sup> May, 2016.**

As per the procedures defined vide above referred circular and letter, works transactions have been shifted on Treasury mode.

In this reference, two training programs were also conducted by the Directorate of Treasuries and Accounts for master trainers related to all Works Departments during 4<sup>th</sup> April to 13<sup>th</sup> April, 2016 and 25<sup>th</sup> May to 2<sup>nd</sup> June 2015. List of participants is enclosed at Annexure- A for your ready reference.

During the course implementation of new system, it has been observed that minimum transactions of payments were made by the divisions. Many Divisions have not entered opening balances in the new system (List enclosed at Annexure-B). Most of the divisions have created problems in entry of cash receipts against the challans deposited in Treasuries. Apart from these, Online LC has not been provided to divisions in due time period.

Some discrepancies in bills presented by the divisions have also been reported by Treasuries such as scanned signatures on bills, Computer generated Works bills (without using WAM platform), certification not required in front of system generated certificates etc. However, cases of undue objections on works bills by Treasuries have also been reported.

In this light, following actions may immediately be taken at your level-

1. Clear instructions may be issued to all the Officers of divisions (DO/DA/DAO/Sr. DAO) for ensuring compliance of instructions of Finance Department for new system. These officials should also be bound to freeze their opening balances, regular entries of cash receipts at WAM, Accurate master data entries and proper generation of bills at WAM (Works Accounting Module

- (IFMS) ) and extending complete support to Treasuries in the process of compilation of accounts.
2. Nodal Officers may also be nominated at District level for resolving the initial issues between Treasuries and Divisions. State Nodal Officer, Financial Advisor and Head of Department will completely be responsible in case any gaps or delay are found in the new system.
  3. Divisions should be directed to resolve their problems with the support of Treasury Officers. Issues related to Treasuries ( if any difficulty is found at the level of TO ) may immediately be reported to Director, Treasuries and Accounts.
  4. If difficulty is being faced in the certain areas like increase in imprest amount, GPS linked Photo for progress of the work especially in the cases related to maintenance and repairs and single bill for multiple heads, justified proposals with detailed reasons may be submitted by respective Heads of Departments through AD to Finance Department (G&T) for obtaining due approvals.
  5. Regular online LC distribution to the divisions in due time period may be provided and monitored at your level.
  6. Technical awareness and support in respect of capacity building/ hardware/machine with man etc may be provided as per the requirements of the divisions and approval obtained within permissible limits.
  7. All Divisional Officers and Divisional Accounts Officers must be directed to submit online bills of works to Treasuries strictly using WAM application with proper signed and system generated hardcopies and all due attachments
  8. All Divisional Officers and Divisional Accounts Officers must be directed to reconcile their balances, records from the books of AG office. They should also be directed to obtain certificates from PAG office for this reconciliation and further provide it to respective Treasuries under intimation to your office.

**Following clarifications may also be taken in to account in respect of FD's circular dated 18-03-2016-**


1. Single Bill can be generated for multiple heads at Works Module preferably up to the limit of Rs. 5.00 lac. The same facility will be extended for one major head and classification of TSP/SSP without specifying the limit but classifications should clearly be defined with actual debit and credits and mapping of A&F, Work order etc in the process of bill generation at WAM.
2. Divisions may be bound to submit Works bills in Treasuries/ Sub Treasuries during the dates - 5th to 25th of the month in working days (from 10.00 am to 5.00 PM) with authorized official and Bill Transit registers.
3. Balances of deposits as freezed by the divisions may be used for payment process after proper identification through the system (WAM). No separate LC is required from HOD to divisions for this purpose. Challans directly deposited by the funding agencies for division should be used as LC.
4. For cancelled cheques after 31st March, 2016, new bills (for net payable amount) may be generated after removing the effect of remittances through an adjustment bill with the credit in remittance (8782-102,103) and debit in minus expenditure heads with the linkage of respective entries.

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5. Generation of only outer sheet (one comprehensive print out) from paymanager will be sufficient with WAM generated bill and other attachments as prescribed in circular dated 18-03-2016.
  6. Master data entry for O&M and Sanction in the case of maintenance/ Repair works will be provided by NIC at WAM with A&F master ( A&F should not be made mandatory in these cases) . These master data will be linked with Work order validation process.
  7. Abstract of Technical sanction instead of copy of complete technical sanction (with first bill) as prescribed in check list will be sufficient for submission in Treasuries.

It is therefore desired that necessary instructions to the officials concerned may be issued on the above lines.

In case of any query, technical help or issues related with Treasuries regarding the new system following numbers and e-mail id may be approached-  
0141-2744402 (e-mail- ao-ifms-rj@nic.in)  
0141-2743752 (jdb-ta-rj@nic.in)

Enclosed as above

  
**(Bhaskar A. Sawant)**  
**Secretary, Finance (Budget)**

Copy forwarded to the following for information and necessary action-

1. Director, Finance (Budget ) Department, Secretariat, Jaipur
2. Director, Treasuries and Accounts, Vitta Bhawan Jaipur
3. State Informatics Officer, NIC, Secretariat, Jaipur
4. Dy. AG (Accounts) PAG Office , Rajasthan, Jaipur
5. FA, Forest Department, Aranya Bhawan, Jhalana Area, Jaipur
6. FA, Public Works Department, Jaipur
7. FA, Public Health and Engineering Department, Jaipur
8. FA, Water Resources, Sinchai Bhawan, Jaipur
9. FA, Command Area Development (CAD), Kota/ Bikaner
10. CAO, Indira Gandhi Nahar Project, Bikaner / Jaisalmer
11. Joint secretary Finance (G&T) Department, Secretariat, Jaipur
12. Joint secretary Finance (EXP-III ) Department, Secretariat, Jaipur
13. All Treasury Officers for ensuring compliance
14. Sh Manoj Nagar, Technical Director. NIC. Secretariat, Jaipur for ensuring compliance
15. Sh. I D Variyani, Principal System Analyst, NIC , Vitta Jaipur for ensuring compliance
16. Sh. Lalit Goyal, Principal System Analyst, NIC , Jaipur for ensuring compliance
17. Additional Director. IT, Finance Department for uploading on FD's website

  
Joint Secretary