

बिहार सरकार
ग्रामीण विकास विभाग

पत्रांक 244002

पटना, दिनांक 26-08-2015

ग्रा.वि.- 7 (विविध) -07/2015

प्रेषक,

प्रदीप कुमार,
सचिव ।

सेवा में,

सभी उप विकास आयुक्त-सह-अपर जिला कार्यक्रम समन्वयक,
सभी कार्यक्रम पदाधिकारी ।
(पटना जिला को छोड़कर)

विषय:- मनरेगा अंतर्गत e-FMS व्यवस्था के तहत प्रशासनिक भुगतान के संबंध में ।
महाशय,

आप अवगत है कि मनरेगा के कार्यान्वयन को प्रभावी एवं पारदर्शी बनाने के क्रम में e-FMS को पूर्णतः लागू करने हेतु निदेश निर्गत है ।

इस क्रम में यह स्पष्ट किया जाता है कि मनरेगा अंतर्गत सभी कर्मियों (पंचायत तकनीकी सहायक को छोड़कर) के मानदेय का भुगतान एवं जिला स्तर एवं प्रखंड स्तर पर होने वाले आकस्मिकता मद (यथा- स्टेशनरी, MIS पर किये जाने वाले व्यय, लोकपाल एवं ombudsman को किये जाने वाले भुगतान इत्यादि) के व्यय का भुगतान जिला स्तर पर Fund Transfer order (FTO) Generate कर किया जायेगा । जिला स्तर के 1st Signatory एवं 2nd Signatory के द्वारा Fund Transfer order (FTO) पर हस्ताक्षर किये जाने के बाद संबंधित राशि जिला स्तर के आकस्मिकता मद हेतु freeze किये गये खाते में अंतरित होगी । तदोपरान्त संबंधित राशि का भुगतान cheque/RTGS के माध्यम से जिला स्तर से किया जायेगा ।

पंचायत तकनीकी सहायक के मानदेय का भुगतान PO Login के माध्यम से staff Detail में जाकर संबंधित पंचायत तकनीकी सहायक के detail की प्रविष्टी कर Administrative Expenditure के माध्यम से Fund Transfer order (FTO) Generate कर संबंधित पंचायत तकनीकी सहायक के खाते में प्रखण्ड द्वारा भुगतान किया जायेगा । (FTO Generate करने की प्रक्रिया पत्र के साथ संलग्न है ।)

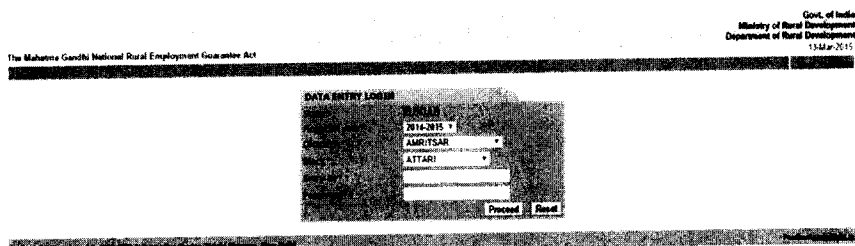
कृपया इसे सुनिश्चित किया जाय ।

विश्वासभाजन
प्रदीप कुमार
(प्रदीप कुमार) 25/8/15
सचिव

A

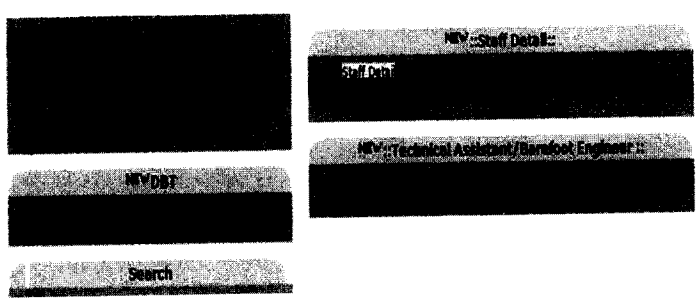
Technical Assistant 1% Salary Booking from Material Expenditure

For Technical Assistant booking:
• Login from PO (Programme Officer)



Technical Assistant 1% Salary Booking from Material Expenditure

In PO login frame click "Staff Detail link" available under Staff Module section. From this link you will be able to register Technical Assistant at Block Level and Panchayat Level.



Technical Assistant 1% Salary Booking from Material Expenditure

Staff Detail Form :

- Select level: Block or Panchayat, where you want to register Technical Assistant.
- If you select Panchayat radio button then select Panchayat name from dropdown list.
- Select Technical Assistant in Designation
- Select Filled in Vacancy Staff
- Enter Email Id , Mobile No , Aadhaar number and Name as per Aadhaar in Form and then click submit.
- If you want to register More than one Technical Assistant in one form then click Add Row.

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MGNREGA Staff Required at Block/Panchayat Level

State: PUNJAB District: AMRITSAR Block: ATTARI

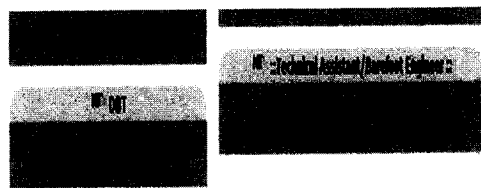
Select Level by Radio: Block Panchayat

Sl. No.	Designation	Level	Name	Mobile No.	Aadhaar No.	Remarks
1	Technical Assistant	Filled	ram singh	987452199	41079003545	ram singh

Submit

Technical Assistant 1% Salary Booking from Material Expenditure

Add Account Details of Registered Technical Assistant link available under PO login.



Technical Assistant 1% Salary Booking from Material Expenditure

Add Account Details of Registered Technical Assistant:

- Select Technical Assistant Designation from dropdown list
- In Name Dropdown list system will automatically populate name of all registered technical assistant at this block. Select person name from the list.

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Add Account Details For Registered Technical Assistant

State: PUNJAB

District: AMRITSAR

Block: ATTARI

BLOCK - PARHAYATI

Designation:

Name:

Technical Assistant 1% Salary Booking from Material Expenditure

- Select person name from the dropdown list, system will automatically display all registered details like email-id and mobile number of selected technical assistant.
- Select mode of account (Bank, Post ,Cooperative) and enter account details

Add Account Details For Registered Technical Assistant

State: PUNJAB

District: AMRITSAR

Block: ATTARI

BLOCK - PARHAYATI

Designation:

Name:

Email ID from Mobile Number:

Mode of Account:

Account No: Branch IFSC:

Person's PAN:

ADD

Technical Assistant 1% Salary Booking from Material Expenditure

- Once details are successfully updated, screen will display the message "Successfully Updated"

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Add Account Details For Registered Technical Assistant

State: PUNJAB

District: AMRITSAR

Block: ATTARI

Successfully Updated!

SUCCESSFULLY UPDATED	
Registration No:	-Select-
Name:	-Select-

Technical Assistant 1% Salary Booking from Material Expenditure

Freezing Account Details of Technical Assistant- for freezing account details of Registered Technical Assistant there is link "Freezing Account Details" of Technical/Barefoot Engineer" under Technical/Barefoot Engineer Section



Technical Assistant 1% Salary Booking from Material Expenditure

Freezing Account Details of Technical Assistant:

- Select Technical Assistant In Designation
- Select Mode of Payment

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Freeze Account of Technical Assitant

State: PUNJAB District: AMRITSAR Block: ATTARI

Designation:

Mode of Payment:

Technical Assistant 1% Salary Booking from Material Expenditure

Freezing Account Details of Technical Assistant :

- After Selecting Technical Assistant In Designation and Mode of Payment system will display all registered technical assistant name and his account details in grid.
- Click on 'select to freeze' checkbox to freeze account details of Technical Assistant.

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Freeze Account of Technical Assitant

State: PUNJAB District: AMRITSAR Block: ATTARI

Designation:

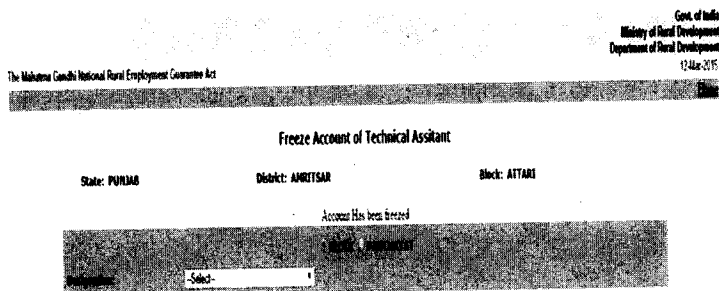
Mode of Payment:

Sl. No.	Staff Name	Nature of Role	Bank Name	IFSC	Account No.	Select to Freeze
1	ran Singh	son	Allahabad Bank	ALLA0211957	475621496	<input checked="" type="checkbox"/>

Freeze Account

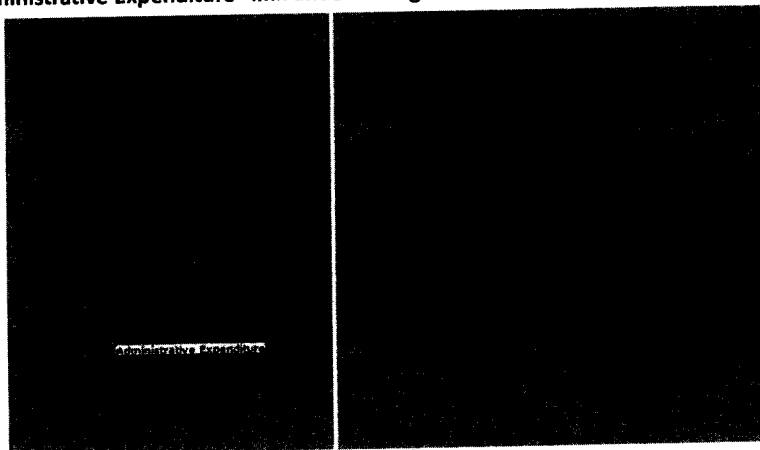
Technical Assistant 1% Salary Booking from Material Expenditure

- On successful freezing of account , screen will display the message "Account has been freed"



Technical Assistant 1% Salary Booking from Material Expenditure

For Booking 1% Technical Assistant Salary from Material Expenditure click on "Administrative Expenditure" link under PO login.



Technical Assistant 1% Salary Booking from Material Expenditure

Administration Expenditure Page:

- Select Salary as Expenditure on category
- Select technical Assistant on Select Sub Category dropdown list option. Once you select Technical Assistant in Select Sub Category option then system will display all Technical Assistant whose account details are entered and freezed.
- System will also display Total Available Balance under 1% Virtual Account on particular day.

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State: PUNJAB	District: AMRITSAR	Block: ATTARI									
Financial Year: 2014-2015	(In Rupees)										
Expenditure on:	Salary										
Select Sub Category:	Technical Assistant										
Date:	Bill No:										
Total Available Balance: 1707684 (in Rupees)											
Sl. No.	Bank Name	Branch Name	Branch Code	Account No.	Account Type	HO	SO	EMO	Select Expenditure amount	Amount	Month Of Salary
1	can Bank	ALLA011857 INTERNATIONAL BRANCH	ALLA011857	87601496					<input type="checkbox"/>		
Total Amount: 0											
Proceed											

Technical Assistant 1% Salary Booking from Material Expenditure

- Select/check enter amount checkbox and then enter amount of salary and select month of salary.
- Final click on Proceed Button.

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State: PUNJAB	District: AMRITSAR	Block: ATTARI									
Financial Year: 2014-2015	(In Rupees)										
Expenditure on:	Salary										
Select Sub Category:	Technical Assistant										
Date: 20/12/2015	Bill No: 100										
Total Available Balance: 1707684 (in Rupees)											
Sl. No.	Bank Name	Branch Name	Branch Code	Account No.	Account Type	HO	SO	EMO	Select Expenditure amount	Amount	Month Of Salary
1	can Bank	ALLA011857 INTERNATIONAL BRANCH	ALLA011857	87601496					<input checked="" type="checkbox"/>	50	December
Total Amount: 50											
Proceed											

Technical Assistant 1% Salary Booking from Material Expenditure

Administrative Expenditure For Technical Assistant Booked Successfully.

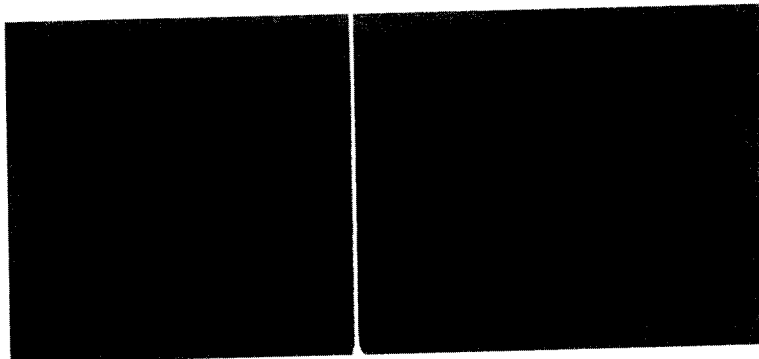
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<small>Administrative Expenditure</small>		<small>Block: AYFARI</small>
<small>State: PUNAB</small>	<small>District: AMRITSAR</small>	
<small>Record has been successfully inserted!!</small>		
<small>Financial Year</small>	<small>2014-2015</small>	<small>(In Rupees)</small>
<small>Expenditure on:</small>	<small>Subject Expenditure</small>	
<small>Subject Sub-Category:</small>	<small>Subject</small>	

Administrative Expenditure List for Technical Assistant . Login from PO (Programme Officer)

Link is available under PO login with Name "Generate Administrative Expenditure List for Technical Assistant"



Administrative Expenditure List for Technical Assistant . Login from PO (Programme Officer)

- Select Financial Year and From Date and To Date of Booked Admin expenditure for TA
- Click in proceed button

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Administrative Expenditure List		District: LUDHIANA	Block: SUDHAR
State: PUNJAB	Financial Year of Admin exp. to be paid: 2014-2015	From Date: 01/02/2014 (DD-MM-YYYY)	To Date: 31/03/2015 (DD-MM-YYYY)
Period for which payment is to be made		Proceed	

Administrative Expenditure List for Technical Assistant . Login from PO (Programme Officer)

- On clicking proceed button system will display all booked bill no. Select bill no. from the list.

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Administrative Expenditure List		District: LUDHIANA	Block: SUDHAR
State: PUNJAB	Financial Year of Admin exp. to be paid: 2014-2015	From Date: 01/02/2014 (DD-MM-YYYY)	To Date: 31/03/2015 (DD-MM-YYYY)
Period for which payment is to be made		Proceed	

Bill Number: 0
