

COMPREHENSIVE FINANCIAL MANAGEMENT SYSTEM (CFMS)

CFMS Circular – 1

Dt. 03.04.2018

Comprehensive Financial Management System (CFMS) is launched on 02.03.2018 and currently being stabilized. One of the main objectives of CFMS, in addition to establishing a Single Source of Truth, is to promote efficiency and effectiveness in public financial management activities. APCFSS is the nodal agency for the implementation, sustenance and support of the CFMS program. Towards this, APCFSS aims at providing seamless services to all the users of CFMS in a structured and focused manner. Every effort has been made to address the requirements of all the diversified departments and individuals. However, during the course of operationalization, users have been reporting issues. While some issues require a change to the design, majority of the issues are related to understanding, adoption, data related and above all patience. Attention, of all the HODs and users is invited to GO MS 40, wherein the Help Desk and issue resolution process is explained in detail. Based on the issues reported so far, the following resolutions and clarifications are being provided and all departmental users are required to make sure that they understand and disseminate the information to all users.

S.No.	Issue Reported	Requirement/Clarification
1	Missing DDO – HOA Mapping/ Department – DDO Mapping:	Communicate the Service name – HOA – Department and DDO code to APCFSS for Mapping, through Help Desk
2	Non Acceptance of over the Counter payments by Bank	The issue is taken up with the SBI and instructions were issued to all SBI Branches and issue is resolved. For any future resolution of similar issues SBI Help Desk @ 9100105060 may be contacted.
3	Request for New Service clear	Communicate the Service name, Department Name and Head of Account (HOA) to APCFSS for Creation and Mapping, through Help Desk.
4	Enabling Challan generation of Customized line department services in Citizen Challan Tile:	The service is enabled. The payee can select the relevant services in Citizen Challan Tile by selecting department/ service/ district/ treasury/DDO code and opt for making payment either online or Physical Mode
5	Queries on Supplementary Bills Submission	The departments have to confirm the Org. Structure and HR data through Finance Department Portal to get their User- IDs activated and to get respective work items in their inbox as per work flow. Once Users are activated they can submit pay bills generated in legacy HRMS.

		These bills automatically flow to respective DDOs login in CFMS for Submission and approval by Treasury.
6	Queries on PD Account Operation	The PD Administrators are required to provide the List of HR and Non Employees Data of those, who are involved in PD Account Operation in the prescribed Template to create and activate User IDs and to authenticate with Aadhar enabled Biometrics in work flow. A worksheet is provided in the existing PD Account Portal and it prompts the User to key in the details immediately after Login by the PD Administrator

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Chief Executive Officer