

# डी.डी.ओ. के द्वारा सा.भ.नि. प्राधिकार पत्र डाउनलोड करने की प्रक्रिया

1. वेबसाइट <https://upkosh.up.nic.in/homePage1> पर जायें ।

The screenshot shows the homepage of the Koshagar Uttar Pradesh DDO Portal. The page is titled "Koshagar Uttar Pradesh" and "Department Of Finance". The date is "Thu, 08 May 2025". The page features a navigation menu with "Home", "DDOPortal-Login", "About Us", and "Contact Us". The main content area displays four statistics:

Category	Value
Number Of Users	36469
Number Of DDO's	10197
GPF Employees	271878
NPS Employees	616252

The footer contains logos for UPEEP, KOSHANI, BUDGET-ALLOT, Integrated Grievance Redressal System (IGRS), my GOV, and UP NRO. The text at the bottom reads: "Contents owned and maintained by Directorate of Treasury, Finance Department, Government of Uttar Pradesh".

2. वेबसाइट के होमपेज में “Home” टैब के पास “DDOPortal-Login” (encircled) पर क्लिक करें और माँगे गये credential के अनुसार सूचना भरें ।

The screenshot shows the DDO Portal for Koshagar Uttar Pradesh. The browser address bar displays <https://upkosh.up.nic.in/homePage1>. The page header includes the text "Koshagar Uttar Pradesh" and "कीर्षागार उत्तर प्रदेश". The Department Of Finance logo is visible in the top right corner. The navigation menu at the top right contains "Home", "DDOPortal-Login" (circled in red), "About Us", and "Contact Us". The date "Thu, 08 May 2025" is shown next to the "Home" link. The main content area features a central login form with the following fields: "Financial Year" (dropdown menu showing 2025-2026), "Treasury Name" (dropdown menu showing PRAYAGRAJ-CIV), "Login Id" (text input showing xxxxxxxx), and "Password" (password input field). A "Login" button is located below the password field, and a "Forgot Password" link is positioned below the button. To the left of the login form, there is a sidebar menu with options: "Imp. Instructions", "User Manuals", "Government Orders", and "NICDSign Client Utility". To the right of the login form, there are two statistics: "36469 Number Of Users" and "616252 NPS Employees". The footer of the page contains logos for DPEPT, KOSHAGAR, BUDGET-ALLOT, Integrated Grievance Redressal System (IGRS), my GOV मेरी सरकार, and UP NR. The footer text reads: "Contents owned and maintained by Directorate of Treasury, Finance Department, Government of Uttar Pradesh".

3. लॉगिन होने के पश्चात वेबसाइट में बायीं ओर प्रदर्शित “GPF Authority Doc” (encircled) बटन पर क्लिक करें ।

The screenshot displays the Koshagar Uttar Pradesh DDO Portal. The browser address bar shows 'upkoshup.nic.in/secureLogin1.action'. The page header includes 'Koshagar Uttar Pradesh' and 'कौशागार उत्तर प्रदेश'. The user is logged in as 'PRAYAGRAJ-CIV (Treasury Office)' with employee name 'RISHABH PRAKASH KUMAUNI'. The left sidebar contains a menu with the following items: Pay Bill Entry, Reports, GPF Authority Doc (circled in red), Arrears, Bonus Bill, Other Bills, Manage Beneficiary, Transaction/Token Detail, Bulk Updations, and Employee Search. The main content area features a graphic with a calculator, coins, and a pie chart. The footer contains the following information: 'Designed, Developed and Hosted by National Informatics Centre UP State Unit, Lucknow', 'Version : 12.03.25(DRB 10) (c) 2022 DDO-Portal NIC, All rights reserved. Site best viewed in IE 6 and above, with a screen resolution 1024 x 768', and 'Activate Windows Go to Settings to activate Windows'.

4. इसके पश्चात “From Date” और “To Date” में दिनांक दर्ज करें और “Document” को ड्रॉप डाउन सूची से सही विकल्प चुनें। सभी सूचनाएँ भरने के बाद “View Document” पर क्लिक करें । क्लिक करने पर आपके द्वारा चुनी गयी अवधि में उपलब्ध सा.भ.नि. प्राधिकार पत्र प्रदर्शित होने लगेंगे ।

The screenshot displays the Koshagar Uttar Pradesh DDO Portal. The browser address bar shows the URL: [upkosh.up.nic.in/gp/AuthorityReport](http://upkosh.up.nic.in/gp/AuthorityReport). The page header includes the Koshagar logo, the text "Koshagar Uttar Pradesh" and "कोषागार उत्तर प्रदेश", and user information: "Treasury Name: PRAYAGRAJ-CIV (Treasury Office)", "Employee Name: RISHABH PRAKASH KUMAUNI", and "Desig: ( Operator-Bill Operator-Pension Operator-transaction)". A navigation menu at the top right contains links for Home, Change Password, Downloads, Contact Us, and Logout. A central banner reads "Kindly download the report and view on chrome for better results." Below this is the "GPF Authority Report" form with fields for "From Date" (01-3-2025), "To Date" (18-3-2025), and "Document" (-Select-). A "View Document" button is positioned below the form. A "Back" button is located to the left of the form. The left sidebar contains a menu with items: Pay Bill Entry, Reports, GPF Authority Doc, Arrears, Bonus Bill, Other Bills, Manage Beneficiary, Transaction/Token Detail, Bulk Updations, and Employee Search. The footer contains the text: "Designed, Developed and Hosted by National Informatics Centre UP State Unit, Lucknow", "Version : 12.03.25(DRB 10)", "(c) 2022 DDO-Portal NIC, All rights reserved.", and "Site best viewed in IE 6 and above, with a screen resolution 1024 x 768".

# टी.ओ. स्तर पर सा.भ.नि. प्राधिकार पत्र डाउनलोड करने की प्रक्रिया

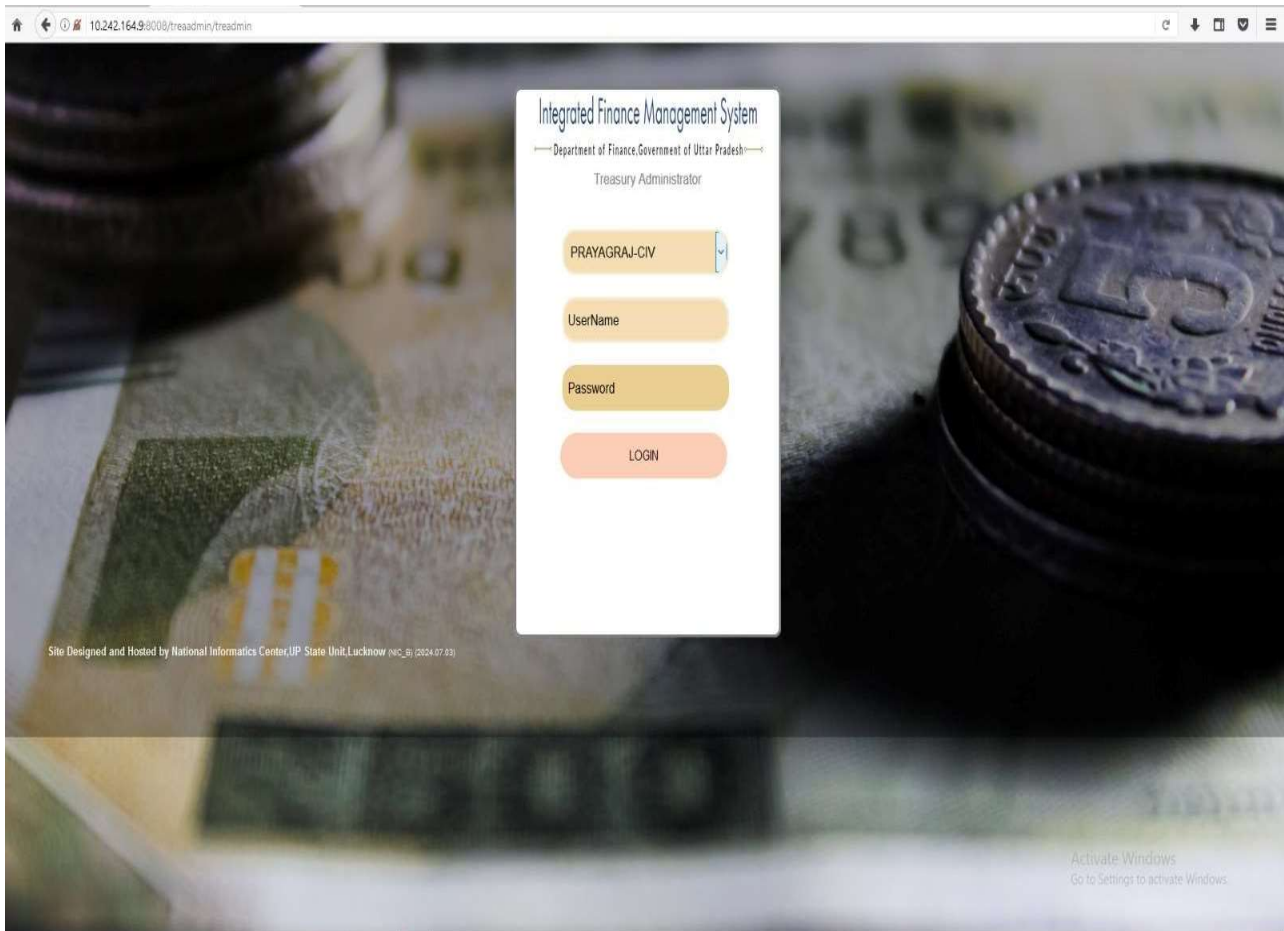
1. वेबसाइट <https://ifms.up.gov.in> पर जायें ।

The screenshot displays the homepage of the Integrated Financial Management System (IFMS) for the Government of Uttar Pradesh. The page is structured as follows:

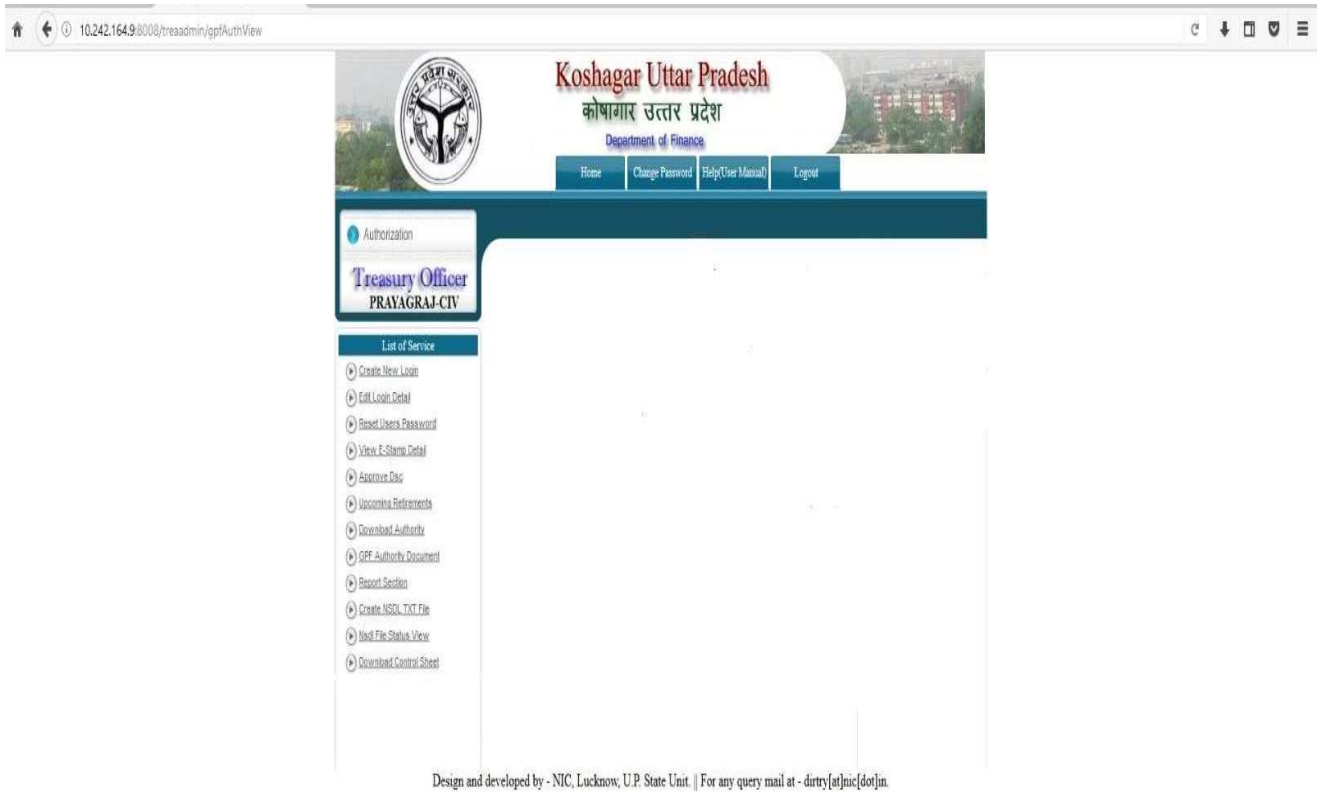
- Header:** Includes the IFMS logo, the text "Integrated Financial Management System (IFMS)", "Finance Department, Government Of Uttar Pradesh", and the "Digital India" logo.
- Navigation Menu:** A horizontal menu with items: Finance, Budget, Treasury Directorate, BEEMA, and USER MANUALS.
- Main Content Area:** A grid of functional modules:
  - Budget Preparation and Allotment:** Budget Preparation Module (teal), Budget Allotment Module (green).
  - Receipt and Billing:** Rajkosh-eReceipt System (teal), DDO Portal-eBilling Module (teal), Admin-DDO Portal (teal).
  - Accounting and Reporting:** Preparation of Monthly Accounts (green), Treasury Admin (green), Account Reconciliation (yellow).
  - Integration:** A central orange box listing various external systems: Reserve Bank of India, Goods and Services Tax Network, Jeevan Pramaan, Public Financial Management System, StockHolding Corporation of India Limited, National Securities Depository Limited, Manav Sampada, and AG VLC and GPF Software.
  - Monitoring and Pension:** eKuber File Monitoring System (yellow), GST File Monitoring System (red), MIS Reports-Koshvani (yellow), Kosh-MPR (red), CTS Admin (yellow), and E-Pension System (red).
- Footer:** Contains contact information: "For more information contact dirty[at]nic[dot]in" and "Designed & developed by" followed by the National Informatics Centre logo.



2. वेबसाइट में होमपेज के बायीं ओर प्रदर्शित बटन “Treasury Admin” पर क्लिक करें जो कि संबन्धित पोर्टल को नये वेब पेज पर प्रदर्शित करेगा । इसमें लॉगिन हेतु माँगे गये आवश्यक credential को दर्ज करें ।



3. लॉगिन होने के पश्चात वेबसाइट में स्क्रीन में बायीं ओर प्रदर्शित “List of Services” के अंतर्गत “GPF Authority Document” पर क्लिक करें ।



The screenshot displays the web interface of the Koshagar Uttar Pradesh Department of Finance. The browser address bar shows the URL `10.242.164.9:8008/treaadmin/gpf/AuthView`. The page header includes the department's logo and name in Hindi: "Koshagar Uttar Pradesh कोषागार उत्तर प्रदेश Department of Finance". Navigation buttons for "Home", "Change Password", "Help/User Manual", and "Logout" are visible. The user is logged in as "Treasury Officer PRAYAGRAJ-CIV". A sidebar menu titled "List of Service" is expanded, showing a list of services with "GPF Authority Document" highlighted. At the bottom, a footer note reads: "Design and developed by - NIC, Lucknow, U.P. State Unit. | For any query mail at - dirty[at]nic[dot]in."

4. इसके पश्चात “From Date” और “To Date” में दिनांक दर्ज करें और “Document” को ड्रॉप डाउन सूची से सही विकल्प चुनें। सभी सूचनाएँ भरने के बाद “View Document” पर क्लिक करें। क्लिक करने पर आपके द्वारा चुनी गयी अवधि में उपलब्ध सा.भ.नि. प्राधिकार पत्र प्रदर्शित होने लगेंगे।

The screenshot shows a web browser window with the URL 10.242.164.9:8080/treadmin/gpfAuth/View. The page header includes the Koshagar Uttar Pradesh logo and the text 'Koshagar Uttar Pradesh कोषागार उत्तर प्रदेश Department of Finance'. Below the header are navigation buttons: Home, Change Password, Help/User Manual, and Logout. The main content area is titled 'GPF Authority Document' and contains a form with the following fields:

GPF Authority Document		
From Date	01-7-2024	Format: dd-mm-yyyy
To Date	09-09-2024	Format: dd-mm-yyyy
Document :	Select: [Dropdown menu]	

The dropdown menu for 'Document' is open, showing a list of document IDs and their corresponding file names:

- GAU 856
- LEU 10394\_RC064004634.pdf
- ERBU 86408\_FP064004002.pdf
- LUU 18338\_FP064004002.pdf
- LUU 18881\_FP064004002.pdf
- LUU 22674\_FP064004002.pdf
- LUU 18764\_FP064004002.pdf
- LUU 20632\_FP064004002.pdf

At the bottom of the page, there is a footer: 'Design and developed by - NIC, Lucknow, U.P. State Unit. | For any query mail at - dirty[at]nic[dot]in.'



# अभिदाता द्वारा सा.भ.नि. प्राधिकार पत्र डाउनलोड करने की प्रक्रिया

1. वेबसाइट <https://koshvani.up.nic.in/KoshvaniStatic.aspx> पर जायें ।

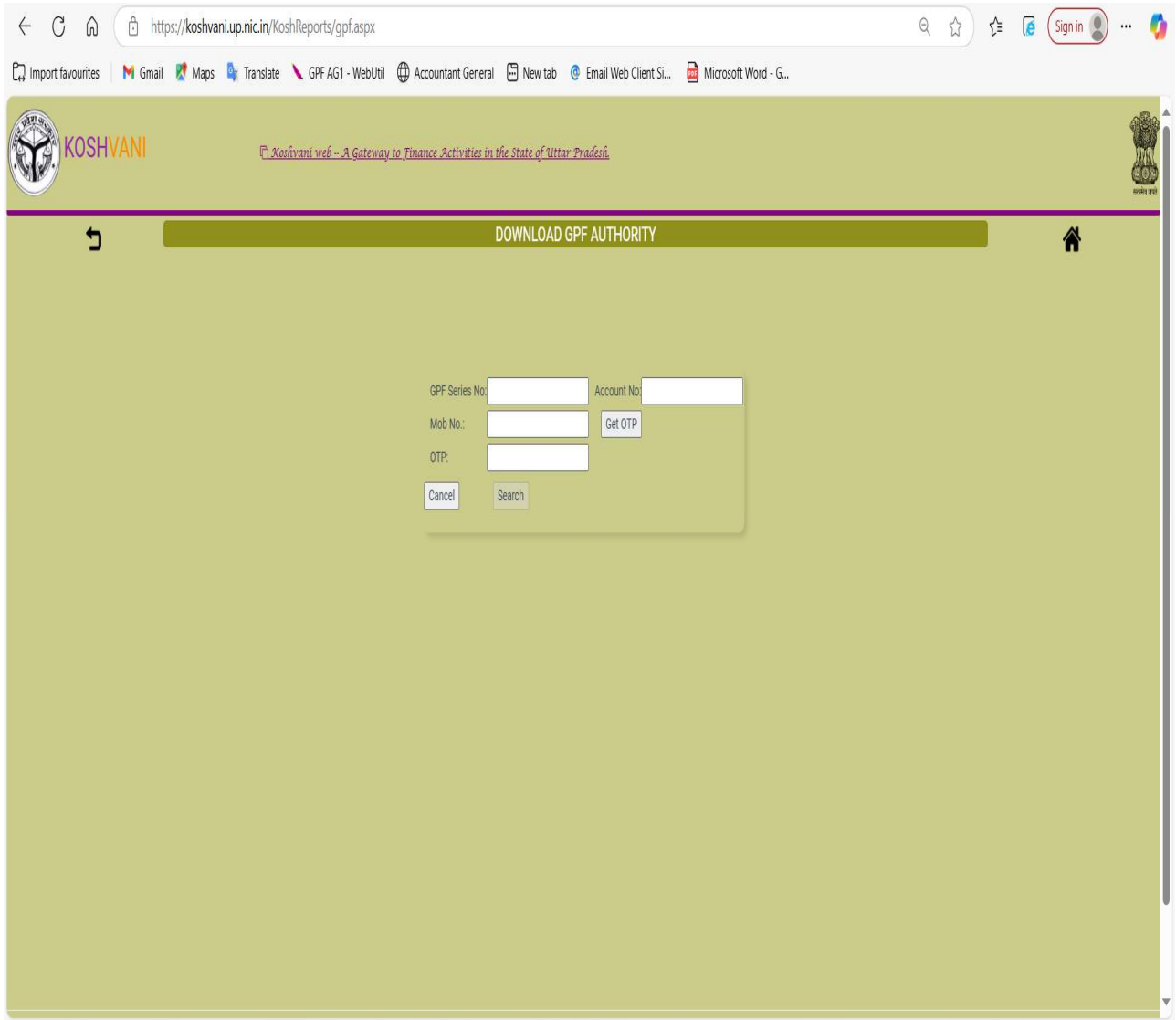
The screenshot shows the Koshvani website dashboard. The header includes the Koshvani logo and the tagline "Koshvani web - A Gateway to Finance Activities in the State of Uttar Pradesh". The financial year is set to 2025-2026, and the date is 08-May-2025. The dashboard is divided into several sections:

- Expenditure:** Grant-wise expenditure, Grant-wise (Revenue/Capital) expenditure, Grant & Major Head-wise expenditure, Grant & Object Wise expenditure, Budgetary scheme expenditure, DDO-wise expenditure, Division-wise expenditure, Payment Budget Control Statement (Output-10), Department wise Expenditure, Centrally Sponsored Schemes Detail.
- Receipts:** Receipt Budget Control Statement (Output-9), Target-wise Receipt, Receipt upto Challan, Division-wise receipt, Commercial Tax Receipt.
- Useful Reports:** B.M.-4: Statement of Monthly Expenditure, B.M.-8: Monthly Expenditure Statement, B.M.-9 (Part - I) & (Part - II) Grant Wise, Expenditure exceeds allotment, Expenses not committed, Object-wise Expenditure (Revenue/Capital), Expenses on all treasuries object-wise, Expenses on all objects treasury-wise, Payments made through contingency fund, Payments made through TR-27, RBD Statement, Search Important Schemes.
- Data Transmission Status:** Daily Data Statistics, Monthly Data Statistics, Allotment Data Statistics.
- Remittance and PLA:** Cash Credit Limits (CCL), Deposit Credit Limits (DCL), PLA and other deposits, Education GPF.
- Pensioner's Corner:** Pension Payment Details, Category wise pensioner, Treasury/Category-wise pensioner, Age-wise pensioners, Search a pensioner.
- Graphical Analysis:** Tax and Non-Tax revenue, Major Receipt Heads.
- Features:** Employee Salary Detail, Download GPF Authority, U.P.State Employee Data, Financial Statistics Directorate U.P. (RTI-Information u/s 4(1) (b)), Financial Statistics Directorate U.P. (Janhit Gaurantee Adhinyam).

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2. वेबसाइट के होमपेज में दाहिनी ओर नीचे "Features" टैब के अंतर्गत "Download GPF Authority" पर क्लिक करें ।

### 3. नया वेब पेज खुलेगा ।



The screenshot shows a web browser window with the URL <https://koshvani.up.nic.in/KoshReports/gpf.aspx>. The page header includes the KOSHVANI logo and the tagline "Koshvani web - A Gateway to Finance Activities in the State of Uttar Pradesh". The main content area features a green bar with the text "DOWNLOAD GPF AUTHORITY". Below this, there is a form with the following fields and buttons:

- GPF Series No:
- Account No:
- Mob No.:
- OTP:
- 

4. अभिदाता द्वारा उपर्युक्त वेब पेज में अपनी सामान्य भविष्य निधि शृंखला (GPF Series No.), लेखा संख्या (Account No.) और रजिस्टर्ड मोबाइल न. (Mob No.) दर्ज करना होगा । इसके पश्चात "Get OTP" पर क्लिक करें । अभिदाता के रजिस्टर्ड मोबाइल न. पर प्राप्त OTP को "OTP" बॉक्स में दर्ज कर "Search" पर क्लिक करें । अभिदाता का प्राधिकार पत्र प्रदर्शित होने लगेगा ।