

REGIONAL CAPACITY BUILDING AND KNOWLEDGE INSTITUTE**Training Programme on Integrated Financial management System (IFMS)****From 04.09.2023 to 06.09.2023**

Training Schedule	
Session	Session timings
Session: I	10.15 AM to 11.30 AM
Tea Break	11.30 AM to 11.45 AM
Session: II	11.45 AM to 1.00 PM
Lunch Break	1.00 PM to 2.00 PM
Session: III	2.00 PM to 3.15 PM
Tea Break	3.15 PM to 3.30 PM
Session: IV	3.30 PM to 4.45 PM

Day	Session	Topic	Name of Faculty
04.09.2023	I	Pay Manager Module (i) Introduction of Module (ii) Generation and submission of bills by DDO (iii) Checks and Controls inbuilt in Module (iv) Masters available in Module (v) Checks and controls to be implemented manually at DDO and Treasury level (vi) Other services and reports available in this module	Shri Sharul Saxena Joint Director (IT) NIC, Jaipur
	II	Budget Module (i) Introduction (ii) Masters available in this module (iii) Preparation and submission of Budget by DDOs (iv) Auto filled Forms and Forms to be filled manually at DDO level (v) Procedure of Budget allotment, distribution from top to bottom (vi) Utility of Budget Module with reference to AG office (vii) Reports available in this module (viii) Integration with other modules.	Shri P.K Jat Joint Director (IT) NIC, Jaipur
	III	e-GRAS and e-Treasury Module (i) Introduction (ii) Generation of challan, way to deposit money and confirmation of amount received by banks. (iii) Defacement of challan (iv) Functioning of e-Treasury (v) Reports available under e-GRAS	Shri Abhay Gupta Dy. Director (IT) NIC, Jaipur
	IV	e-Kuber (RBI) Module (i) Introduction (ii) Procedure of payment in e-Kuber (iii) Procedure regarding unsuccessful/ failure payment (iv) Treatment of unsuccessful/failure transactions (v) Procedure of repayment of unsuccessful/failure transactions	Shri Abhay Gupta Dy. Director (IT) NIC, Jaipur
05.09.2023	I	Rajkosh Module (i) Introduction (ii) Procedure for receiving, checking and passing bills by Treasury (iii) Checks and Controls inbuilt in module	Shri Abhay Gupta Dy. Director (IT) NIC, Jaipur

		(iv) Checks to be implemented manually at treasury level (v) Preparation and submission of Monthly Account by Treasury (vi) Procedure for receipt and compliance of observations raised by AG office (vii) Reports available under this module	
	II	CAG/AG Interface Module (i) Introduction to IM Server (ii) Submission of Monthly Account on IM Server (iii) Functioning at IM Server (iv) Documents available in IM Server	Shri Om Prakash Gupta Technical Director NIC Jaipur
	III	Authorization and Validation of Vouchers on IM Server (i) Kind of Vouchers (ii) Authorization of Vouchers (iii) Criteria of Vouchers to be selected for validation (iv) Checks and method of validation (v) Raising of observations and its communication to State Govt.	Shri Om Prakash Gupta Technical Director NIC Jaipur
	IV	WAM (Work Accounts Management) Module (i) Introduction (ii) Bill type available in WAM Module (iii) Bill preparation and submission (iv) Masters in WAM Module (v) Reports available in WAM Module (vi) Checks and controls inbuilt in WAM Module	Shri Lalit Goyal Sr. Director (IT) NIC Jaipur
06.09.2023	I	WAM Module phase II (i) Online Administrative & Financial, Technical Sanctions (ii) Online issuance of Work Orders (iii) Online MBs and submission of bill by contractor (iv) Checks and control inbuilt in module. (v) Role of maker and checker in e-environment (vi) Reports available under this module	Shri Lalit Goyal Sr. Director (IT) NIC Jaipur
	II	Civil Pension and Social Security Pension Module (i) Procedure of Pension payment by Treasury (ii) Checks inbuilt in pension module (iii) Reports available under this module (iv) Social Security Pension payments (v) Records maintained under SSP Module	Shri Radha Ballabh Pataliya, AAO-I Pension & Treasury Department
	III	Online Reconciliation Module (i) Introduction to Module (ii) Record available for reconciliation (iii) Procedure of reconciliation at DDO, CCO level (iv) Online generation of TE and its submission to AG office (v) Procedure for further action in AG office	Shri Om Prakash Gupta Technical Director NIC Jaipur
	IV	Stamp Module, LTA Module and PD Account Module (i) Introduction to Modules (ii) Procedure of invoice, issuance and balancing of stamps (iii) Reports available for TI Parties. (iv) e-Payment procedure for PD account and inbuilt checks in Module	Shri Om Prakash Gupta Technical Director NIC Jaipur
		Evaluation and Vaediction	Principal Director, RTI, Jaipur

