

| Version Control | | | | |
|------------------------|-------------|--------------|------------------|---------------------------|
| Ver | Date | Name | Role | Summary of Changes |
| v0.1 | 19/06/2013 | Preeti Dhill | Business Analyst | Original Document |
| | | | | |

Expenditure filing process can be executed by Agency administrator or by Agency Data Entry Operator and Agency Data Approver based on the maker checker concept.

Records created by Agency Admin do not need any second level approval. In case of Agency DO/Agency DA creation and editing records will be done by DO and approvals will be done by DA.

Expenditure filing can be for single or bulk customization. When user wants to process payment for a single beneficiary he can opt for single customization mode. Payment for multiple beneficiaries can be processed via the Bulk Customization mode.

Expenditure filing - Bulk Customization.

Using his User id and password User, will login on the CPSMS portal.



After successful login, user is directed to the homepage. User will go to the following menu:

Masters>Bulk Customization>Manage



The following page will appear:

Central Plan Scheme Monitoring System
 (By Controller General of Accounts, Ministry of Finance)

Regional: TN, B.K. Approval
 User Type: AGGRCYADM
 Agency: District Health Society, Salem
 Financial Year: 2012-2013

Scheme Bulk Customization

Scheme:

Name:

Transaction Type: Government Order Bill Current Contingent

Default Amount:

Payment Mode: Cheque D/D T/DCC DDC

Module: Funds Expenditure Funds Advance Funds Transfer

Vendors: Vendor Beneficiary

Manage Scheme Bulk Customization

| Customization Name | Module | Scheme Name | Default Amount | DELETE |
|-----------------------|-------------------|--|----------------|--------|
| Advance dhs aggrs | Funds Advance | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | | X |
| Expenditure dhs aggrs | Funds Expenditure | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | | X |
| Advance dhs | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | | X |
| E. Payment DHS Aggrs | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | 100.00 | X |
| Yakati | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | | X |
| Block dhs | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | 100.00 | X |
| dhs Customization | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | | X |
| DHS to Block | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | | X |
| PRIMARY HEALTH CENTRE | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | 5000.00 | X |
| VILLAGE | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JEEV) CENTRALLY SPONSORED | 10000.00 | X |

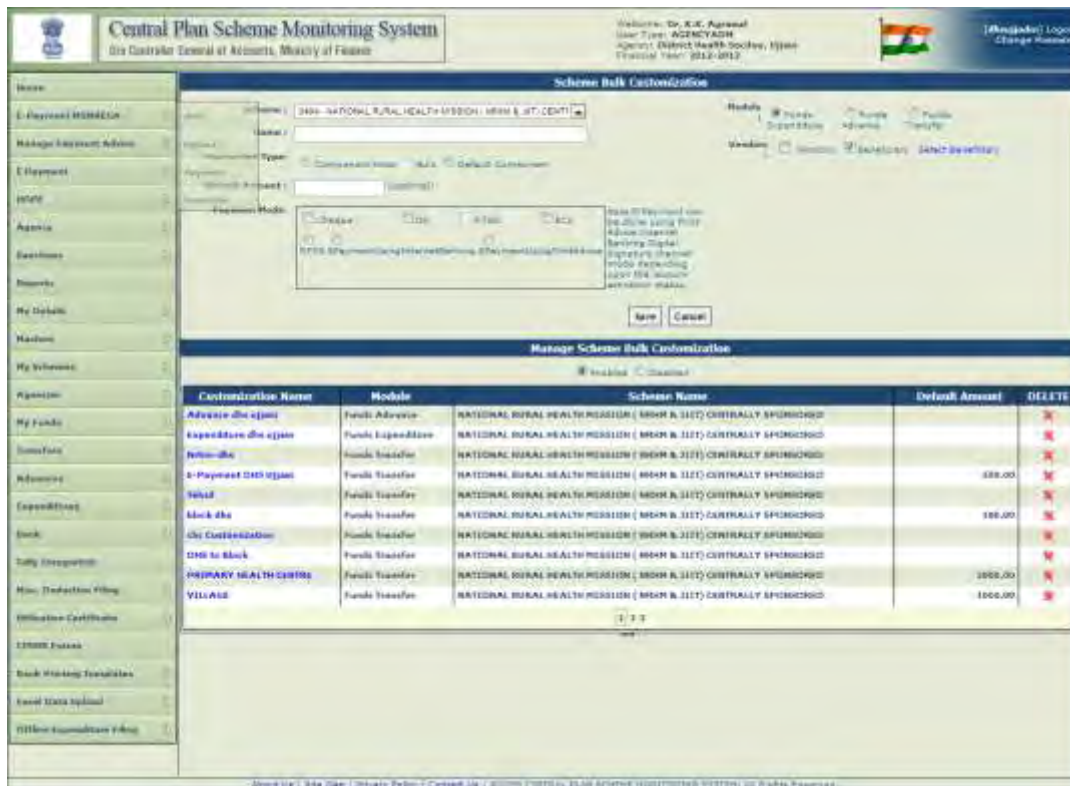
Screen: Scheme Bulk Customization

Under this page user can customize payments to multiple beneficiaries

- **Scheme:** From the dropdown, User will select the Scheme for which Bulk Customization is to be created.
- **Module:** User will click on the radio button **“Funds Expenditure”**
- **Name:** After the scheme has been selected, User can type the name of the customization for reference purpose.
- **Vendors:** User needs to click on the Vendor type to whom the payment is being made. If User clicks on **“Vendor”**, list of vendors will get populated. He can select all the vendors or any one or more.



- **Beneficiary:** the user can select the vendor as “Beneficiary” and click on the “Select Beneficiary” hyperlink.



A new pop up window will open up containing **Beneficiary Details**, user needs to select Beneficiary Type from the drop down and click on Search. Once he clicks on Search list of all the beneficiaries registered under the selected beneficiary type will get reflected. User can either select all the beneficiaries or any one or more from the list.

Beneficiary Details

Beneficiary Type

| <input type="checkbox"/> Select All | Beneficiary Name | Father/Husband Name | Gender | Bank Name | Account Number |
|-------------------------------------|------------------|---------------------|--------|----------------|----------------|
| <input type="checkbox"/> | Asha 2 | | Male | SYNDICATE BANK | 1236985251 |
| <input type="checkbox"/> | Asha 3 | | Male | SYNDICATE BANK | 1236985252 |
| <input type="checkbox"/> | Asha 4 | | Male | SYNDICATE BANK | 1236985253 |
| <input type="checkbox"/> | Asha 5 | | Male | SYNDICATE BANK | 1236985254 |
| <input type="checkbox"/> | Asha 6 | | Male | SYNDICATE BANK | 1236985255 |
| <input type="checkbox"/> | Asha 7 | | Male | SYNDICATE BANK | 1236985256 |
| <input type="checkbox"/> | Asha 8 | | Male | SYNDICATE BANK | 1236985257 |
| <input type="checkbox"/> | Asha 9 | | Male | SYNDICATE BANK | 1236985258 |
| <input type="checkbox"/> | Asha 10 | | Male | SYNDICATE BANK | 1236985259 |
| <input type="checkbox"/> | Asha 11 | | Male | SYNDICATE BANK | 1236985260 |

- **Module:** User will click on the radio button **“Funds Expenditure”**
- **Transaction Type:** From the Transaction Type radio button, user needs to select the type of transaction for which this customization is being created. Transaction type can be anyone of the following:
 - ✓ **Component Wise**
 - ✓ **Bulk**
 - ✓ **Default Component**

 - ✓ **Component Wise**

If the user clicks on transaction type **“Component Wise”**, Scheme Component list gets populated and User can select any or all the components/subcomponents of the scheme.

Central Plan Scheme Monitoring System
The Controller General of Accounts, Ministry of Finance

Welcome: Dr. K.K. Agrawal
User Type: AGENTYADM
Agency: District Health Authority, DGH
Financial Year: 2012-2013

Scheme Bulk Customization

Address: [NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED]

Module: Funds Funds Funds Funds

Transaction Type: Compound Mode Bulk Default Correction

Scheme Department: [NRMH]

Default Amount: [100000]

Payment Mode: Cheque DD RTGS ECS

Message (Scheme Bulk Customization)

| Customization Name | Module | Scheme Name | Default Amount | DELETE |
|-----------------------|-------------------|---|----------------|--------|
| Advance che sjjan | Funds Advance | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | | X |
| Expenditure che sjjan | Funds Expenditure | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | | X |
| NRHM-RTGS | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | | X |
| E-Payment DGH Sijjan | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | 100.00 | X |
| Tekeal | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | | X |
| Block che | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | 100.00 | X |
| SRH-Capitalization | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | | X |
| DGH to Block | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | | X |
| PRIMARY HEALTH CENTRE | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | 3000.00 | X |
| VILLAGE | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JET) CENTRALLY SPONSORED | 1000.00 | X |

- **Default Amount:** the user needs to enter the default amount which is an optional field.
- **Payment mode:** the user can select the payment mode using which the payment will be done. Following are the payment modes:
 - a. Cheque
 - b. DD
 - c. RTGS
 - d. ECS
 - e. RTGS
 - f. E Payment using Internet Banking
 - g. E Payment using Print Advice.
- **Save:** Once all the details are entered user can save the details.

The following message will be displayed.

Central Plan Scheme Monitoring System
 The Controller General of Accounts, Ministry of Finance

National Dr. K.K. Agrawal
 User Type: ADMIN/ADMIN
 Agency: District Health Society, Ujjain
 Financial Year: 2017-2018

Scheme Bulk Customization
 Recent saved customizations

Name:

Transaction Type: Consumption Bill A/c DMS/DA/MS/Commission

Default Amount:

Receipt Mode: All Direct DE Limited ACS

Buttons:

Manage Scheme Bulk Customization
 enable/disable

| Customization Name | Module | Scheme Name | Default Amount | DELETE |
|--|----------------|---|----------------|--------|
| Advances dho ujain | Funds Advances | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | | X |
| Expenses dho ujain | Funds Expenses | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | | X |
| Bikes dho | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | | X |
| E-Rationcard DMS Ujain | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | 100.00 | X |
| Sakal | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | | X |
| Block dho | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | 100.00 | X |
| dho Chachanathar | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | | X |
| DMS to Block | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | | X |
| PRIMARY HEALTH CENTRE | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | 2000.00 | X |
| VILLAGE | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JETP) CENTRALLY SPONSORED | 1000.00 | X |

Page 1 of 3

Screen: Manage Scheme Bulk Customization

- **Enable:** if the user clicks on “Enabled” user will be displayed list of customizations with the following details Customization Name (hyperlink), Module, Scheme Name, Default Amount.

Central Plan Scheme Monitoring System
 (Dr. Controller General of Accounts, Ministry of Finance)

Website: Dr. K.K. Agrawal
 User Type: AGENCY/DR
 Agency: District Health Society, Uttar
 Financial Year: 2012-2013

Scheme Bulk Customization
 Record saved successfully

Scheme: 344 - NATIONAL RURAL HEALTH MISSION (NRHM & JIS) - CNT

Name:

Transaction Type: Commitment Voucher Bill Default Commitment

Default Amount: (optional)

Payment Mode: ALL Cheque DD RTGS CC

Mode: Public Expenditure Public Advance Public Transfer

Vendor: Vendor Beneficiary Default Beneficiary

Manage Scheme Bulk Customization
 Enable Disable

| Customization Name | Mode | Scheme Name | Default Amount | DELETE |
|-----------------------|-------------------|---|----------------|--------|
| Advance dhs ujara | Funds Advance | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | | X |
| Expenditure dhs ujara | Funds Expenditure | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | | X |
| Advance dhs | Funds Advance | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | | X |
| E-Payment DHS Ujara | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | 100.00 | X |
| Taluk | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | | X |
| Block dhs | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | 100.00 | X |
| dhs Customization | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | | X |
| DHS to Block | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | 1000.00 | X |
| VILLAGE | Funds Transfer | NATIONAL RURAL HEALTH MISSION (NRHM & JIS) CENTRALLY SPONSORED | 1000.00 | X |

1 | 2 | 3

Once the user clicks on a specific Customization name, following details of the customization will be enabled for editing:

- ✓ Name
- ✓ Vendors
- ✓ Default Amount
- ✓ Payment mode

User can make the necessary updations and click on Update.

- **Disable:** If the user clicks on “Disable” the selected customization will be disabled.
- **Cancel:** User will click on “Cancel” to cancel the changes made.

After the Bulk customization has been created user will go to the following menu:

Expenditure>Add new

User will be directed to the “**Create Expenditure Details Screen**”.

The screenshot displays the 'Create Expenditure Details' interface within the Central Plan Scheme Monitoring System. The header includes the system name, the user's name (Dr. K.C. Barwal), user type (AGENCYADM), agency (District Health Society, IGDA), and financial year (2015-2016). A navigation menu on the left lists various system functions. The main form area is divided into two sections: 'Expenditure Header' and 'Scheme Component Details'. The 'Expenditure Header' section contains dropdown menus for 'Scheme' and 'Bank Account', and input fields for 'Expenditure Class (B)', 'Section No.', 'Section Date', 'Actual Transaction Date', 'Total Available Amount', and 'Total Amount'. The 'Scheme Component Details' section features a table for adding components, with columns for 'Scheme Component', 'Expenditure Type', 'Percentage', and 'Amount'. A 'Total Amount' field is also present. At the bottom, there are 'Save', 'Reset', and 'Back' buttons.

- **Scheme:** From the dropdown, user needs to select the scheme.

Central Plan Scheme Monitoring System
 Div Controller General of Accounts, Ministry of Finance

Followed by: R.K. Agrawal
 User Type: AGENCYADM
 Agency: District Health Services, HJaw
 Financial Year: 2012-2013

Funds Expenditure Bulk Uploading

Schemes: [Dropdown menu]

Bank Account: [Dropdown menu]

Letter/Office order no.: [Text input]

Letter/office order date: 15-09-2013 [Date picker]

Actual transaction date: [Date picker]

Expenditure Amount: [Text input]

| Select | Vendor Name | Component Details | Total Amount |
|--------------------------|---------------------------------------|--------------------|--------------|
| <input type="checkbox"/> | Engl Vajay Sarm: INC - Rev Up | Add More Component | |
| <input type="checkbox"/> | Engl Vajay Sarm: DHC - Shiba | Add More Component | |
| <input type="checkbox"/> | Engl Vajay Sarm: DHC - Shiba - Talara | Add More Component | |
| <input type="checkbox"/> | Dr Regis | Add More Component | |
| <input type="checkbox"/> | DRM (Mamraj) Upgr | Add More Component | |

[Submit] [Back]

- **Schemes:** the scheme selected by the user will get populated here.
- List of Vendor/Beneficiaries will be displayed. User can select from the list.
- **Bank Account:** From the dropdown user, will select the bank account which will be debited. On selection of Bank account, the available balance in the selected bank account will be displayed.
- **Letter/ Office order no:** User needs to enter the Letter/Office order number.
- **Letter/Office order Date:** From the date picker, User needs to enter the Letter/Office Order date.
- **Actual Transaction Date:** From the date picker, User needs to enter the Actual Transaction date. This can be equal to or greater than the Letter/Office Order date.
- **Expenditure Amount:** User needs to enter the expenditure amount.
- **Vendor/Beneficiary List:** User needs to select the Component Name, mention the amount, select the expense type “revenue or capital”. Total amount will get auto populated.

Central Plan Scheme Monitoring System
The Controller General of Accounts, Ministry of Finance

Selected: Dr. K.C. Agarwal
User Type: AGENCY
Agency: District Health Society, Hapur
Financial Year: 2012-2013

Bulk Expenditure Bulk Uploading

Scheme: 104 - NATIONAL RURAL HEALTH SERVICES (NRHS) - PHASE II (CENTRAL) - PHASE II
Bank Account: 10127827 - District Health Society, Hapur
Letter/office order no.: 000
Letter/office order Date: 10/06/2012
Actual Transaction Date: 10/06/2012
Expenditure Amount: 100

| Select | Vendor Name | Component Details | | | | Total Amount |
|-------------------------------------|------------------------------|--------------------|--------|--------------------|--------------------------|--------------|
| <input type="checkbox"/> | Eng. Kaban Samal, PNC, Hapur | Component Name | Amount | Expense Type | Delete | 000 |
| | | INVEST | 00 | Revenue Capital | <input type="checkbox"/> | |
| | | Add More Component | | | | |
| <input checked="" type="checkbox"/> | Eng. Kaban Samal, DDC, Hapur | Component Name | Amount | Expense Type | Delete | 000 |
| | | INVEST | 00 | Revenue Capital | <input type="checkbox"/> | |
| | | Add More Component | | | | |
| <input type="checkbox"/> | Eng. Kaban Samal, DDC, Hapur | Add More Component | | | | |
| <input type="checkbox"/> | Dr. Kaban | Add More Component | | | | |
| <input type="checkbox"/> | Dr. Kaban | Add More Component | | | | |

Submit Save

➤ **Add Component:** After user has entered details for one component under a vendor, he can add more components from the existing drop down.

After all the details are entered by the user he can click on “Submit”, following screen will be displayed:

Central Plan Scheme Monitoring System
 O/o Controller General of Accounts, Ministry of Finance

Visitor: Dr. K.K. Agrawal
 User Type: AGENCYADM
 Agency: District Health Services, Hqrs.
 Financial Year: 2012-2013

Fund Expenditure Bulk Uploading Payee Details

Letter/order no.: 3333
 Letter/order date: 28-08-2012
 Agency: District Health Services, Hqrs.
 Scheme Name/Code: NATIONAL RURAL HEALTH MISSION (NRHM S-27) DISTRICT HEALTH SERVICES
 Bank Account: 0221499904
 Expenditure Amount: 10.00
 Status: PendingPayment

| S.No. | Vendor Name | Total Amount | Instrument Type |
|-------|---------------------------------|--------------|-----------------|
| 1 | King Falguni Dental, HMC, Anand | 10.00 | Check |

Next

ESD Details

Choose Payment: STATE BANK OF INDIA | Amount: 10.00 | Web Payable Before: 18-09-2013

| Vendor Name | Party Account No. | Party Name | MSCR Code | Amount | Date | IsDeductible | Deduction Details | | | | | | | | | |
|---------------------------------|-------------------|------------|-----------|--------|------------|--------------|---|----------------|--------|-------|-----|---|---|-----|---|---|
| King Falguni Dental, HMC, Anand | 12333333 | ABC | 042 | 10.00 | 18-08-2012 | (X) | <table border="1"> <thead> <tr> <th>Deduction Type</th> <th>Amount</th> <th>Debit</th> </tr> </thead> <tbody> <tr> <td>TDS</td> <td>0</td> <td>X</td> </tr> <tr> <td>TDS</td> <td>0</td> <td>X</td> </tr> </tbody> </table> | Deduction Type | Amount | Debit | TDS | 0 | X | TDS | 0 | X |
| Deduction Type | Amount | Debit | | | | | | | | | | | | | | |
| TDS | 0 | X | | | | | | | | | | | | | | |
| TDS | 0 | X | | | | | | | | | | | | | | |

Confirm | Reset | Back

➤ **Confirm:** Once the details are filled, user can click on **“Confirm”**.

The following screen will be displayed:

Central Plan Scheme Monitoring System
 O/o Controller General of Accounts, Ministry of Finance

Visitor: Dr. K.K. Agrawal
 User Type: AGENCYADM
 Agency: District Health Services, Hqrs.
 Financial Year: 2012-2013

Fund Expenditure Bulk Uploading Payee Details

Letter/order no.: 3333
 Letter/order date: 28-08-2012
 Agency: District Health Services, Hqrs.
 Scheme Name/Code: NATIONAL RURAL HEALTH MISSION (NRHM S-27) DISTRICT HEALTH SERVICES
 Bank Account: 0221499904
 Expenditure Amount: 10.00
 Status: PendingPayment

| S.No. | Vendor Name | Total Amount | Instrument Type |
|-------|---------------------------------|--------------|-----------------|
| 1 | King Falguni Dental, HMC, Anand | 10.00 | Check |

Next

ESD Details

Choose Payment: STATE BANK OF INDIA | Amount: 10.00 | Web Payable Before: 18-09-2013

| Vendor Name | Party Account No. | Party Name | MSCR Code | Amount | Date | IsDeduction | Deduction Details | | | | | | | | | |
|---------------------------------|-------------------|------------|-----------|--------|------------|-------------|---|----------------|--------|-------|-----|---|---|-----|---|---|
| King Falguni Dental, HMC, Anand | 12333333 | ABC | 042 | 10.00 | 18-08-2012 | (X) | <table border="1"> <thead> <tr> <th>Deduction Type</th> <th>Amount</th> <th>Debit</th> </tr> </thead> <tbody> <tr> <td>TDS</td> <td>0</td> <td>X</td> </tr> <tr> <td>TDS</td> <td>0</td> <td>X</td> </tr> </tbody> </table> | Deduction Type | Amount | Debit | TDS | 0 | X | TDS | 0 | X |
| Deduction Type | Amount | Debit | | | | | | | | | | | | | | |
| TDS | 0 | X | | | | | | | | | | | | | | |
| TDS | 0 | X | | | | | | | | | | | | | | |

Payee details saved successfully.

Confirm | Reset | Back

User will click on “Next” button; the following screen will be displayed:

Central Plan Scheme Monitoring System
 The Controller General of Accounts, Ministry of Finance

Username: Dr. R.K. Agrawal
 User Type: ACCOUNTANT
 Agency: District Health Society, Ujjain
 Financial Year: 2012-2013

Funds Expenditure Bulk Uploading Details

Letter/Office Order No.: 22/0
 Letter/Office Order Date: 12/04/2012
 Actual Transaction Date: 12/04/2012
 Scheme Name/Code: (ATTORNEY GENERAL, (NORTH REGION) (BANK & JET) CENTRALLY SPONSORED
 Bank Account: 30112436666
 Expenditure Account: 11000
 Accounting mode:

| Vendor Name | Amount | Component Detail | |
|--------------------------------------|--------|------------------|--------|
| Shri. Rajendra Kumar, DDC, Dantewada | 10.00 | Name | Amount |
| | | WDRCC | 10.00 |

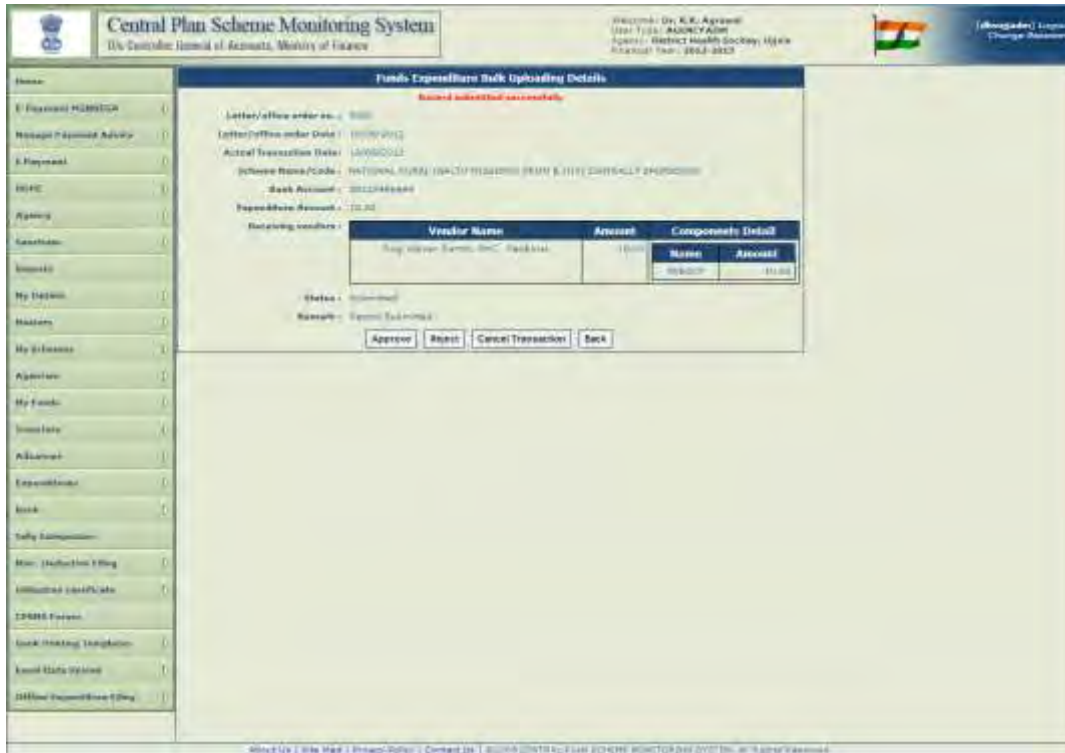
Details: Done
 Remarks: Payee Details Final

Buttons:

Footer: Model View | Site Map | Process Flow | Contact Us | ©2012 CENTRAL PLAN SCHEME MONITORING SYSTEM. All Rights Reserved.

User can submit for Approval/payee Details/Cancel Transaction/Back

- **Payee Details:** User can make changes in the Instrument mode.
- **Cancel Transaction:** User can cancel the transaction.
- **Submit for Approval:** When the user clicks on “**Submit**” button, record will be submitted successfully



User can Approve/Reject/Cancel Transaction.

➤ **Approve:** When the user clicks on “Approve”, payment gets initiated



➤ **Reject:** When the user clicks on “Reject”, user can edit the record.

After Approval payment gets initiated.

Expenditure filing by Agency Administrator (Agency Admin) – Single Customization

Using his User id and password user, will login on the CPSMS portal and go to the following menu

“Expenditure>Add New”

- **Bank Account:** From the dropdown, user will select the bank account which will be debited.
- **Expenditure Done By:** User needs to select expenditure is done by whom, Self/Vendor/Beneficiary. Based on the selection, list of vendors/beneficiaries is displayed. User can select all vendors/beneficiaries or any specific.
- **Sanction Number:** User needs to enter Sanction number.
- **Sanction Date:** From the date picker, User will select the Sanction date.
- **Actual Transaction Amount:** From the date picker, user will enter the Actual Transaction amount. The actual transaction date should be equal to or greater than the Sanction Date.
- **Total Available Amount:** As per the bank account selected, the available balance in the account will be reflected.
- **Total Amount:** User will enter the total amount.
- **Scheme Component Details:** Under Scheme Component details user will enter the following details:
 - ✓ **Scheme Components:** From the hyperlink, user can select a scheme component.
 - ✓ **Expense Type:** Expense type can either be revenue or capital.
 - ✓ **Percentage:** User needs to define the percentage of the total amount he wants to allocate to specific component.
 - ✓ **Add:** By clicking on ADD, user can add more components and their respective details.

Central Plan Scheme Monitoring System
Dr. Controller General of Accounts, Ministry of Finance

Dr. J.C. Agrawal
User Type: AGENCYADM
Agency: District Health Society, Udaipur
Financial Year: 2012-2013

Create Expenditure Details

Expenditure Header:

Scheme: 0484 - NATIONAL RURAL HEALTH SERVICES (NRHS) [v]
Bank Account: 0021270302 - District Health Society, Udaipur - STA [v]
Expenditure Date By: Var006 [v]
Vendor: Reg. Natur. Serv. [v]
Scheme No.: 000000 [v]
Start Date: 18/06/2012 [v]
Actual Expenditure Date: 18/06/2012 [v]
Total Available Amount: 10000000.00 [v]
Total Amount: 1000 [v]

Customization Name:

- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS

Scheme Component Details:

Scheme Component: 00000000 [v] Select Scheme [v] Expense Type: [v] Percentage: [v] Amount: [v] [v]

| Scheme Component | Amount | Expense Type |
|--|---------|--------------|
| 1 - 1442 - 1 - 1442 - Technical Designer and Assistant | 1000.00 | Personnel |

Summary:

Total Amount: 1000.00
Component Amount: 1000.00
Balance Amount: 0.00

[Save] [Reset] [Back]

When the User clicks on save button, following screen will appear, stating that Expenditure details have been saved successful and prompting the user whether he wants to proceed with the payee details:

Central Plan Scheme Monitoring System
Dr. Controller General of Accounts, Ministry of Finance

Dr. J.C. Agrawal
User Type: AGENCYADM
Agency: District Health Society, Udaipur
Financial Year: 2012-2013

Create Expenditure Details

Expenditure Header:

Scheme: 0484 - NATIONAL RURAL HEALTH SERVICES (NRHS) [v]
Bank Account: 0021270302 - District Health Society, Udaipur - STA [v]
Expenditure Date By: Var006 [v]
Vendor: Reg. Natur. Serv. [v]
Scheme No.: 000000 [v]
Start Date: 18/06/2012 [v]
Actual Expenditure Date: 18/06/2012 [v]
Total Available Amount: 10000000.00 [v]
Total Amount: 1000 [v]

Customization Name:

- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS
- Expenditure on NRHS

Scheme Component Details:

Scheme Component: 00000000 [v] Select Scheme [v] Expense Type: [v] Percentage: [v] Amount: [v] [v]

| Scheme Component | Amount | Expense Type |
|---|---------|--------------|
| 1 - 1740 - 1 - 1740 - Computer Software Support | 1000.00 | Personnel |

Summary:

Total Amount: 1000.00
Component Amount: 1000.00
Balance Amount: 0.00

Message: Expenditure details saved successfully. Do you want to proceed with payee details?

[Yes] [No]

- **Amount:** Based on the percentage entered, amount will be auto populated in this field.
- **Add Deduction:** After all the details have been filled by the user, he will click on “Add Deduction”
- **Confirm:** After all the details have been filled by the user, he will click on “Add Deduction” and click on confirm. User will be prompted message “Payee Details have been confirmed successfully”

The screenshot displays the 'Central Plan Scheme Monitoring System' interface. The main content area is titled 'Expenditure Details' and contains a form with the following fields:

- Transaction Number: 30021
- Account Number: 1222222222
- Date: 01/01/2013
- Amount: 100.00
- Agency Name: District Health Society, District Health Society, District Health Society
- Created By: Admin
- Modified By: Admin
- Created On: 01/01/2013
- Modified On: 01/01/2013

Below the main form, there are two tables:

Payee Details

| Favouring | Cheque/Account No. | Amount | IFSC/MICR Code | Instrument Type | Instrument Date |
|--|--------------------|--------|----------------|-----------------|-----------------|
| District Health Society, District Health Society | 1222 | 100.00 | 00 | 00 | 01/01/2013 |

Add Deduction Details

| Favouring | Deduction Type | Amount |
|--|----------------|--------|
| District Health Society, District Health Society | TRF | 100.00 |

At the bottom of the form, there are buttons for 'Payee Details', 'Submit For Approval', and 'Back'.

- **Payee Details:** By clicking on Payee Details, user can edit the payee details.
- **Submit for Approval:** When the user clicks on Submit for Approval, expenditure will be submitted.
- **Approve/Reject:** By clicking on this button, user can approve or reject the transaction. He needs to enter remarks while doing so.

- **Cancel Transaction:** By clicking on this button, user can cancel the transaction.