

DELHI JAL BOARD DELHI GOVT. OF NCT OF DELHI
OFFICE OF THE MEMBER (FINANCE)
KAROL BAGH NEW DELHI

No.DJB/ Jt.Dir(F&A)II/ 2012/

Dated 14.5.2012

49258

Subject: **Clarification regarding use of Financial Management System (FMS)**

Owing to implementation difficulties being faced by the Engineering Divisions of DJB, it has been decided to implement FMS as under :

1. Budget Allocation for a work : Present practice wherein on receipt of an on-line request from a Division, the system generates a Demand number for budget allocation and manual request is sent to Finance with Demand number, will continue for some time in parallel with FMS request. This would guard against any possible errors in the data fed into FMS. Budget allocation would not require any on-line BOQ details.
2. Estimate Preparation : The estimate would need to be prepared and submitted in the FMS for all new works.
3. Un-discharged Liability : For ongoing works for which budget was allocated and demand received in the last Financial year but payment could not be settled for want of sufficient funds, the payment would be released without any additional details being entered in FMS. For ongoing works which were completed prior to 31.3.2012 but bills could not be submitted for payment, the budget allocation would need to be obtained afresh as per (1) above.
4. Release of Payment for Plan Schemes : Against the annual Action Plan from the concerned Chief Engineer, Finance will issue lump sum Plan budget to the Divisions directly, on quarterly basis. Abstract of BOQ will need to be submitted through FMS before release of payment. Demand for payment should also be sent manually to AO(Treasury), DJB for time being so that it could be cross-verified against the demand fed into FMS. The manual system would, however, be discontinued once the FMS stabilises.
5. Release of Payment for Non-Plan Schemes : The demand for payment in Non-Plan Budget will continue to be allocated manually and not require on-line entries for time being. For emergent works, in Non-Plan, the demand for budget may be sent by the division directly to the Director (F&A).
6. Measurement Book : For any work, only abstract of Measurement Book will need to be entered in the FMS on physical completion of the work. However, all other activities will be monitored through FMS and hence details would be required in context thereto.

PTO



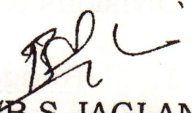
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7. Refunds : For refund of old earnest money, security and withheld amount etc., if any, the demand would need to be entered in FMS. However, BOQ and MB details will not be required for the purpose.

8. User ID and Password : All concerned may approach the EDP Cell for this purpose .

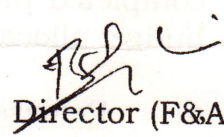
This issues with the approval of the Member (Finance).


(B.S.JAGLAN)
Director (F&A)

All EEs/All AOs/AAOs

Copy for kind information to:

- 1 CEO, DJB
- 2 Member(Admn/WS/Dr)
- 3 CVO/ Secretary (DJB)/Directors
- 4 CEs/SEs/Jt. Directors/DDs


Director (F&A)
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