

**Ministry of Finance  
Department of Expenditure  
Controller General of Accounts  
Public Financial Management System  
GIFMIS Vertical**

**File No. I-13049/1/2020-ITD-CGA/e-2848/155**

**Date: 19/07/2023**

**OFFICE MEMORANDUM**

**Subject:- Implementation of New window based Digital Signing Utility in place of existing Java based Utility in the sanction module of PFMS.**

This is in continuation of this office OM No. I-13049/1/2020-ITD-CGA/e-2848/45 dated 03.05.2023 and it's reminder OM No. I-13049/1/2020-ITD-CGA/e-2848/69 dated 24.05.2023 (Copies enclosed) on the subject mentioned above.

2. Window based digital signing utility is being implemented and will be effective from 24<sup>th</sup> July, 2023, in place of Java based digital signing utility for all types of users of sanction module. The user guide for New Window DSC utility is enclosed.

3. All PrCCAs/CCAs/CAs with independent charge are requested to look into the matter and arrange to ensure the readiness in field offices for migration to Window based digital signing utility from 24<sup>th</sup> July, 2023. The related pre-requisites in this regard were already indicated in the above referred O.M. dated 3-5-2023 (copy enclosed).

This issues with the approval of Competent authority.

**Encl: As Above.**



**(Anupam Raj)**

**Dy. CGA (GIFMIS-PFMS)**

**To:**

All Pr.CCAs/CCAs/CAs (with independent charge)

**Copy to:**

1. Joint CGA (TRBR)/Joint CGA (Roll out)/Joint CGA (DBT)
2. All Sr.AO./AOs of GIFMIS, O/o CGA.
3. Sr.Accounts officer, ITD, O/o CGA for uploading on the website of CGA

**Ministry of Finance  
Department of Expenditure  
Controller General of Accounts  
Public Financial Management System  
GIFMIS Vertical**

**Reminder-I**

File No. I-13049/1/2020-ITD-CGA/e-2848/69

Date: 24 /05/2023

**OFFICE MEMORANDUM**

**Subject:- Implementation of New window based Digital Signing Utility in place of existing Java based Utility in the sanction module of PFMS.**


This is in continuation of this office OM No. I-13049/1/2020-ITD-CGA/e-2848/45 dated 03.05.2023 (Copy enclosed) on the subject mentioned above.

2. It is reiterated that Window based digital signing utility will be implemented from 1st June, 2023 for all types of users of sanction module where presently Java based digital signing utility is being used.

3. All PrCCAs/CCAs/CAs with independent charge are requested to look into the matter and arrange to ensure the readiness in field offices for migration to Window based digital signing utility from 1st June, 2023. The related pre-requisites in this regard were already indicated in the above referred O.M. dated 3-5-2023 (copy enclosed).

This issues with the approval of Competent authority.

**Encl: As Above.**

  
(Anupam Raj)  
Dy. CGA (GIFMIS-PFMS)

To:

All Pr.CCAs/CCAs/CAs (with independent charge)

Copy to:

1. Joint CGA (TRBR)/Joint CGA (Roll out)/Joint CGA (DBT)
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Ministry of Finance  
Department of Expenditure  
Controller General of Accounts  
Public Financial Management System  
GIFMIS Vertical

Date: 03/05/2023

OFFICE MEMORANDUM

**Subject:- Implementation of New window based Digital Signing utility in place of existing Java based utility in the sanction module of PFMS.**

References (copies enclosed):

1. OM No. MF-CGA/GIFMIS/2020-21/134 dated 03.09.2021
2. OM No.-V-12025/1/2021-PFMS/ Cyber Security / CN-6609/ 2781-2834 dated 16.09.2021
3. OM No.-V-12025/1/2021-PFMS/Cyber Security/CN-6609/4630-83 dated 27.10.2021

With reference to the OMs referred above, it is informed that the pilot of Window based browser neutral digital signing utility was initiated for digital signing of monthly accounts by PAO and Pr.A.O. and successfully introduced in the ebill system for all related users.

2. It has been decided to extend and implement this Window based digital signing utility from 1st June, 2023 for all types of users of sanction module where presently Java based digital signing utility is being used. The various functionalities which are affected are:


- a. bill signing at DDO level (where ever configured),
- b. digital signing of e-PPO,
- c. digital signing of Advices (e-IAAAs and e-IGAAs),
- d. digital signing of e-payment XML file by signatories level in PAO/CDDO.
- e. counter signing and approval of sanction at PD Checker for DBT payments,
- f. DSC enrollment at various levels.

It is reiterated that the new Window based browser neutral digital signing utility requires Windows 10 and above 64 bit processor, which was also intimated vide PFMS O.M. dated 16-9-2021 and 27-10-2021 referred above.

3 All PrCCAs/CCAs/CAs with independent charges are requested to look into the issue and arrange to put in place the readiness with reference to the above-mentioned OMs before 01-06-2023.

This issues with the approval of Competent authority.

Encl: As Above.

  
(Anupam Raj)  
Dy. CGA (GIFMIS-PFMS)

To:

All Pr.CCAs/CCAs/Cas (with independent charge)

Copy to:

1. Joint CGA (TRBR)/Joint CGA (Roll out)/Joint CGA (DBT)
2. All Sr.AO./AOs of GIFMIS, O/o CGA.
3. Sr.Accounts officer, ITD, O/o CGA for uploading on the website of CGA

MOST URGENT

No. MF-CGA/GIFMIS/2020-21/134  
Government of India  
Ministry of Finance,  
Department of Expenditure  
Office of the Controller General of Accounts  
PFMS-GIFMIS

3<sup>rd</sup> Floor, MLN Bhawan,  
'E' Block, GPO Complex, INA Colony  
New Delhi-110023  
Dated: 03 September, 2021

Office Memorandum

Subject: User Guide for New Window Digital signature Certificate (DSC) utility for  
Monthly Account Submission in PFMS.

Reference is the parallel run of Monthly Account Submission along with DSC by PAO/PrAO user on PFMS. In this regard, a new window utility for digital signature for forwarding the Monthly A/c is developed and implemented in PFMS. In order to provide ease of the users, a user guide is prepared and hereby enclosed for reference.

All Pr. CCAs/CCAs/CAs with independent charge are requested to guide the concerned users accordingly.



(Anupam Raj)  
Asstt. Controller General of Accounts  
(GIFMIS)

To

All Pr. CCAs/CCAs/CAs with independent charge (Through Website)

Copy To:  
PPS to CGA  
PPS to Addl. CGAs  
PPS to Jt. CGAs  
Sr.AO, ITD for uploading on CGA Website.



Government of India  
Ministry of Finance  
Dept. of Expenditure  
Controller General of Accounts  
Public Financial Management System (HQ)

3<sup>rd</sup> Floor Shivaji Stadium Annexe-  
New Delhi-110001  
Dated: - 16/09/2021

**OFFICE MEMORANDUM**

It has been noticed that several entities using EAT/DBT module of PFMS have enrolled DSCs which are not procured from the Certifying Authority, authorized by the Controller of Certifying Authority of India.

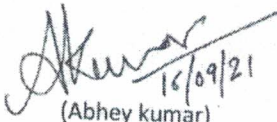
2. A reference is invited on the clause 6(2) published in Gazette notification dated 25/08/2015-Digital signatures (End entity) Rule 2015 issued by Ministry of Communication & Information Technology clearly says that **'The Public key certificate of the Certifying Authorities shall be used to verify the authenticity of the digital signature certificates issued to the subscribers.'**

3. In view of the above, following has been decided that: -

- a) **For existing Users -PAOs**, having DSC enrolled with Non- CCA India are advised to procure the certified DSC from the empaneled vendors and enrolled with the PFMS by **08/10/2021**. Thereafter, non- compliant DSCs would be deactivated in PFMS.
- b) **For existing Users-Agencies**, all such Non CCA, India DSCs will be deactivated with immediate effect with the directions to procure certified DSCs immediately for resuming payment functions.

4. Secondly, it came to notice that, at PFMS portal, interface having utility to perform DSC operations are being done by using operating system windows-7 and Internet explorer. The window-7 is long back discontinued and internet explorer is also discontinued by the popular browsers owing to security risk. In order to disabled the weak cypher suits in PFMS production environment, users working on Windows 7 are advised to upgrade with Window 10 or above for security purposes. The deadline for upgrading the Window 10 by all users shall be **15/10/2021**.

This issues with the approval of the Competent Authority.

  
(Abhey kumar)  
ACGA(PFMS)

Copy to: -

- 1) PPS to CGA, O/o CGA, M/o Finance
- 2) PS to Addl CGA, PFMS Division
- 3) All Pr.CCAs /CCAs/CA (I/C) of all Ministries/Departments for timely compliance.
- 4) PS to Jt.CGAs (EL/RR/CV/HS/SS)
- 5) DDG NIC, PFMS
- 6) All SrTD /TD, NIC, PFMS Division
- 7) All DyCGAs/ACGAs/ACAs of PFMS Division
- 8) SrAO PFMS/ITD for uploading on PFMS/CGA website.

No- V-12025/1/2021-PFMS/Cyber Security/CN-6609/4630-83

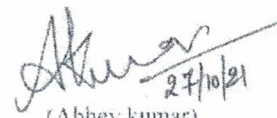
Government of India  
Ministry of Finance  
Dept. of Expenditure  
Controller General of Accounts  
Public Financial Management System (HQ)

3<sup>rd</sup> Floor Shivaji Stadium Annexe  
New Delhi-110001  
Dated: 27.10.2021

**CORRIGENDUM**

In continuation of Office Memorandum vide even No.2781-2834 dated 16.09.2021 (copy enclosed), it is intimated that the new browser neutral utility for DSC also requires a 64-bit system and does not work on systems with 32-bit processor. As such, all users are hereby advised to ensure their computers/systems have a 64-bit processor, on or before 14th November 2021, failing which they will not be able to access any PFMS application which requires DSC authentication.

This issues with the approval of the Competent Authority.

  
(Abhey kumar)  
ACGA (PFMS)

Copy to: -

1. PPS to CGA, O/o CGA, M/o Finance
2. PS to Addl CGA, PFMS Division
3. All Pr.CCAs /CCAs/CA (I/C) of all Ministries/Departments
4. PS to Jt.CGAs (EL/RR/CV/IS/SS)
5. DDG NIC, PFMS
6. All Sr.TD/TD, NIC, PFMS Division
7. All Dy.CGAs/ACGAs/ACAs of PFMS Division
8. SrAO PFMS/ITD for uploading on PFMS/CGA website



# DSC Win App Utility

## User manual

*Version Draft*

*20 June, 2023*

*Prepared for*

*PFMS, O/o Controller General of Accounts,*

*Ministry of Finance*

# 1 Introduction

The purpose of this document is to present step-wise guide to download DSC Win App utility by concerned users using DSC and enrol DSC at PFMS portal. All the users who are using Digital Signature for payments, first need to download DSC utility, enroll DSC and then apply DSC in PFMS portal. For DSC enrolment, DSC (Digital Signature Certificate) Enrolment module is enabled in PFMS. DSC for normal sanction will be done at PAO level.

## 2 Prerequisites

- .Net framework 4.61 will be required.
- Admin Rights will be required on the user's system to install Win App utility.
- DSC should be enrolled through the DSC Enrollment module to apply DSC.
- DSC Win app installation and DSC enrollment will be mandatory in order to apply DSC.

## 3 Digital Signing Process

Following steps are to be followed for PAO user for the digital signing.

- 1) Download Win App Utility
- 2) Enroll DSC in PFMS
- 3) Apply DSC using Win App

### 3.1 Download Win App Utility

- Open the website : <https://pfms.nic.in/> and the below page will open.
- Click on the login button on the below screen to login.

Public Financial Management System - PFMS  
O/o Controller General of Accounts, Ministry of Finance

helpdesk-pfms[at]gov[dot]in | TOLL FREE NO. 1800 118 111 |

Home About Us Search Scheme/ Bank / Location Services Know FTO System Latest Updates Contact Us

Greater Transparency and Accountability

PFMS Direct Benefit Transfer Central Sector Schemes Centrally Sponsored Schemes DDO PAO

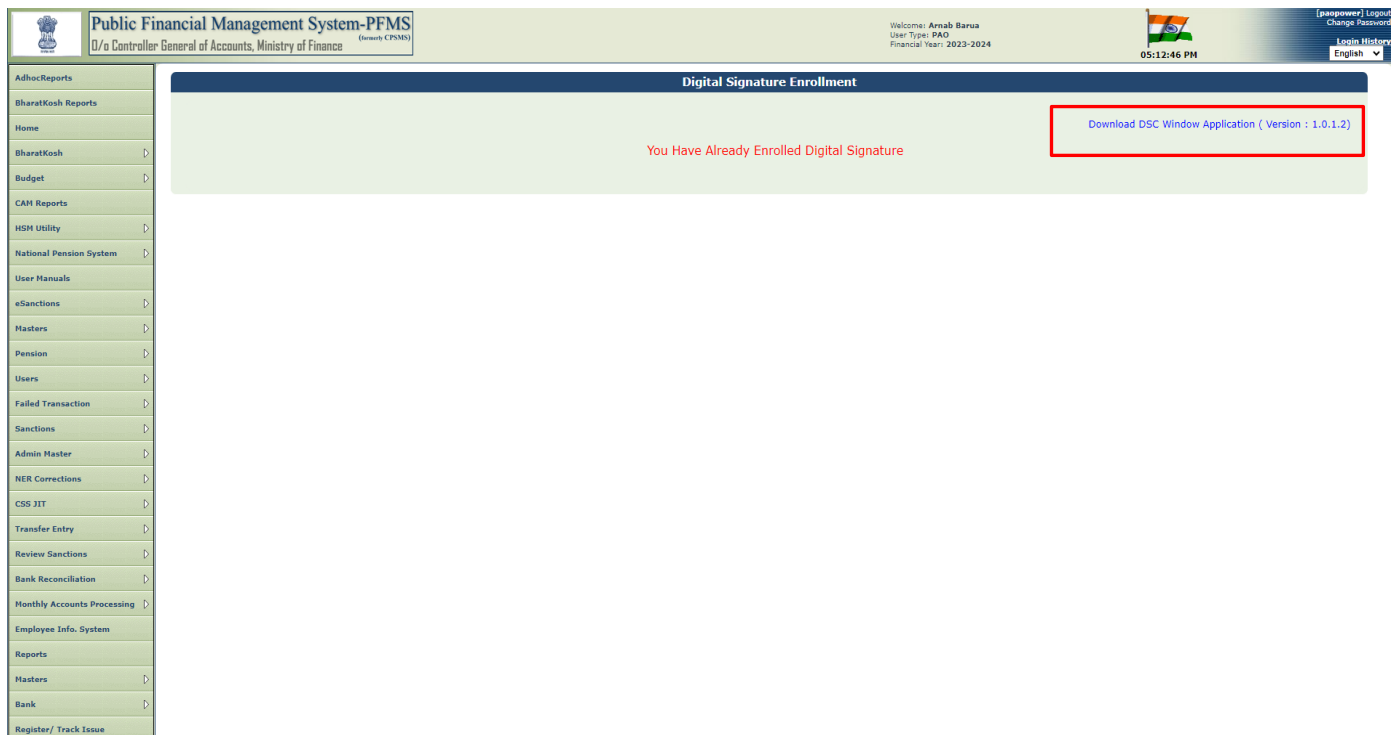
Todays Transactions  
Count: 10,36,673  
Amount (Crores): 5,972



- Login screen will appear as shown in the fig below.
- PAO user will login at PFMS portal with a valid login credentials.

- To download DSC win app, follow the below path from the main menu.  
**Masters->DSC Management->Enroll DSC Win App**

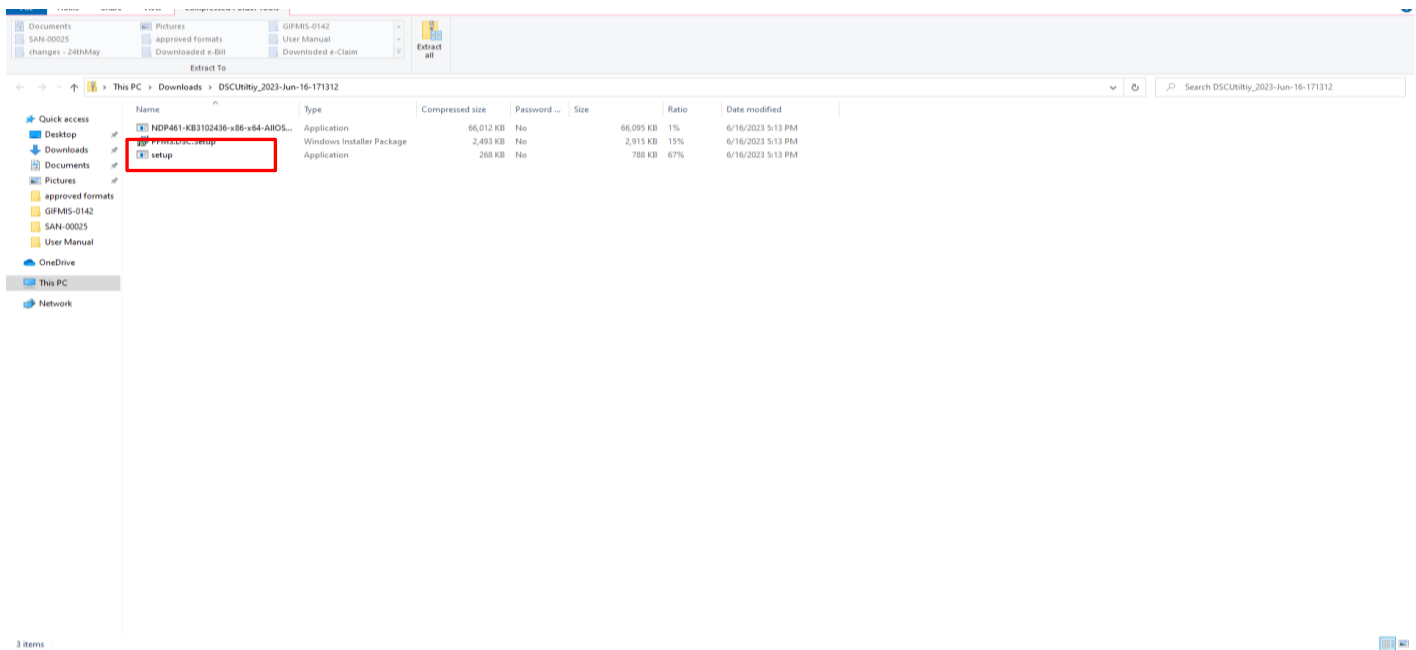
- Click on 'Download DSC window Application (Version: 1.0.1.2)' link to download the win app on the local system (one time activity) as shown in the below screen.



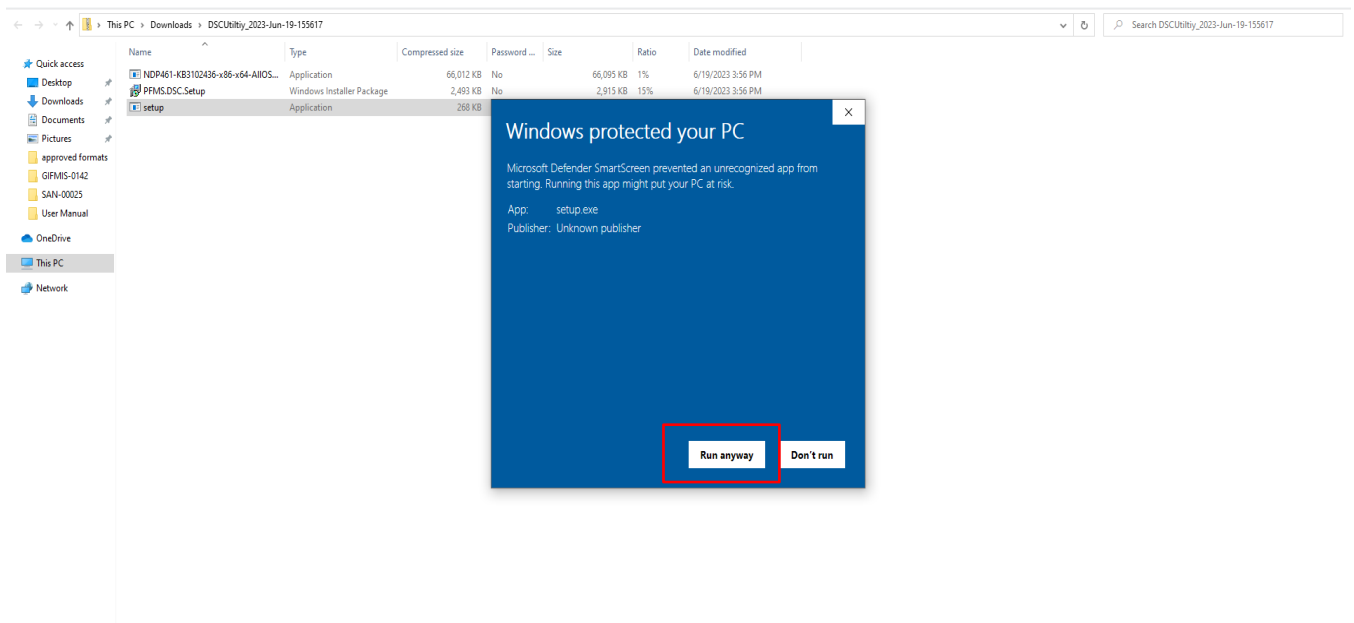
- Zip file will be downloaded as shown in the below screenshot.



- Run '**Setup.exe**' to install the win app utility.

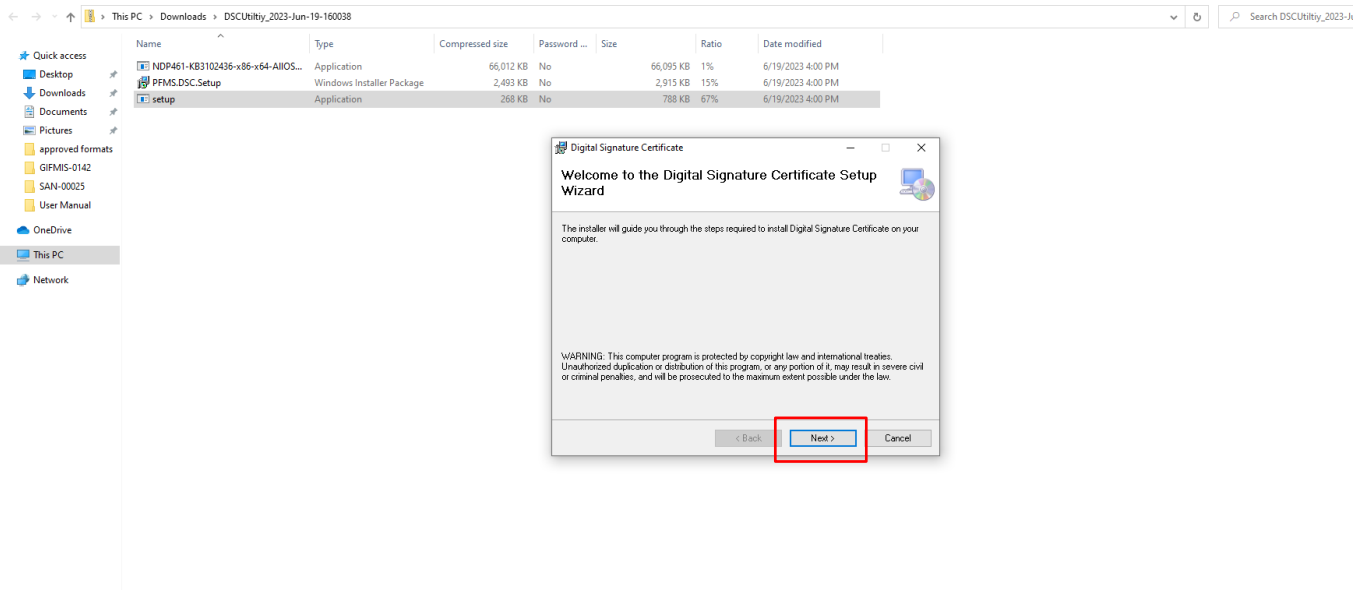


- Click on '**Run anyway**' button.

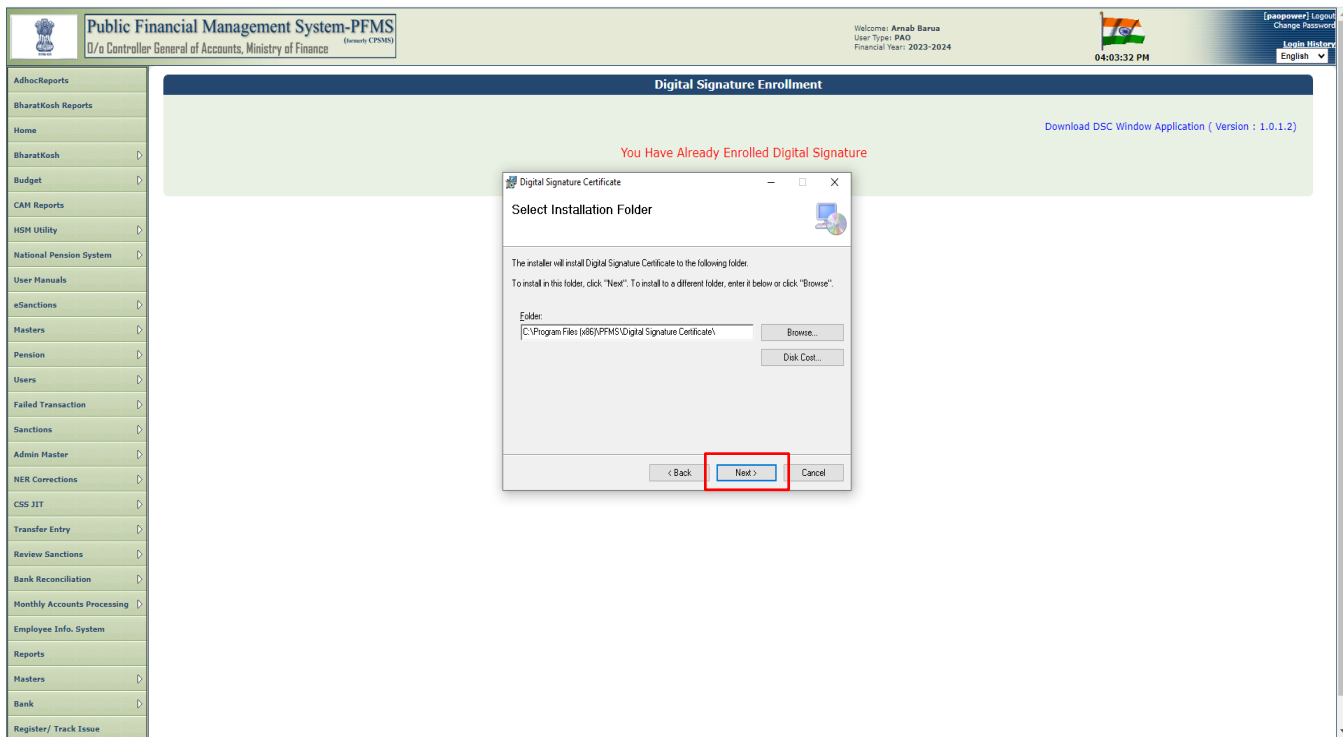




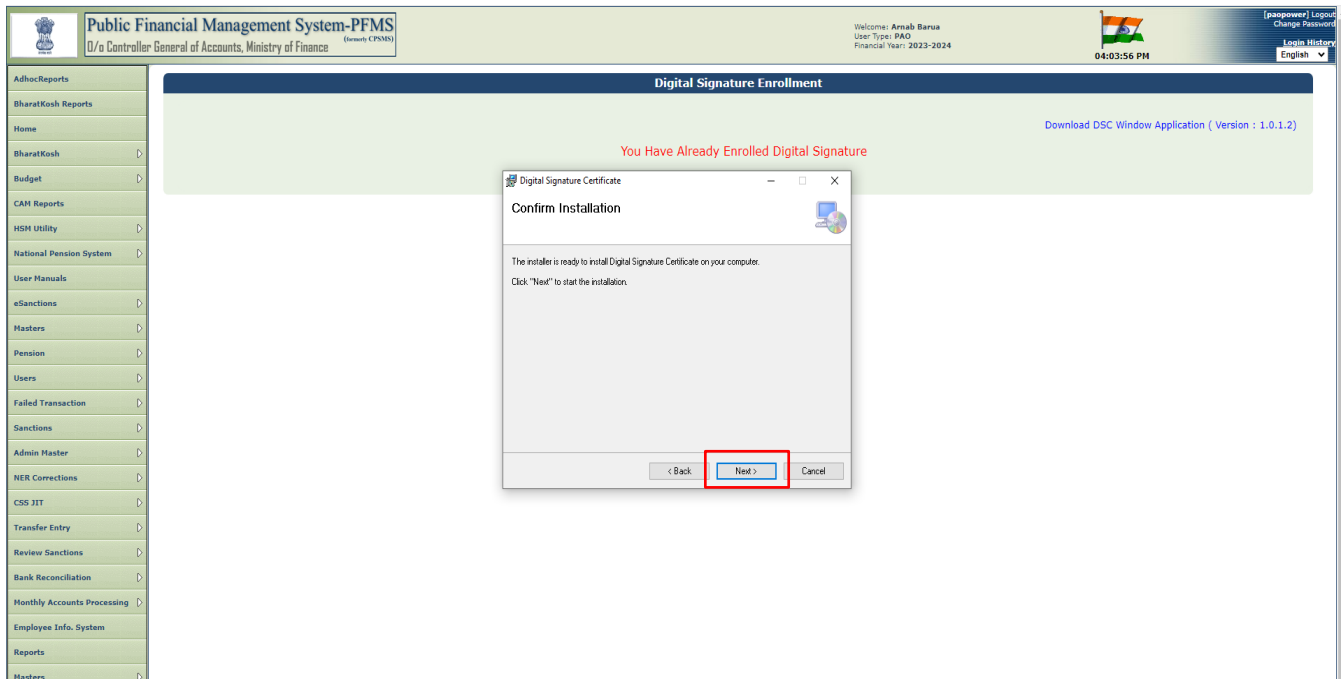
➤ Click on 'Next' button.



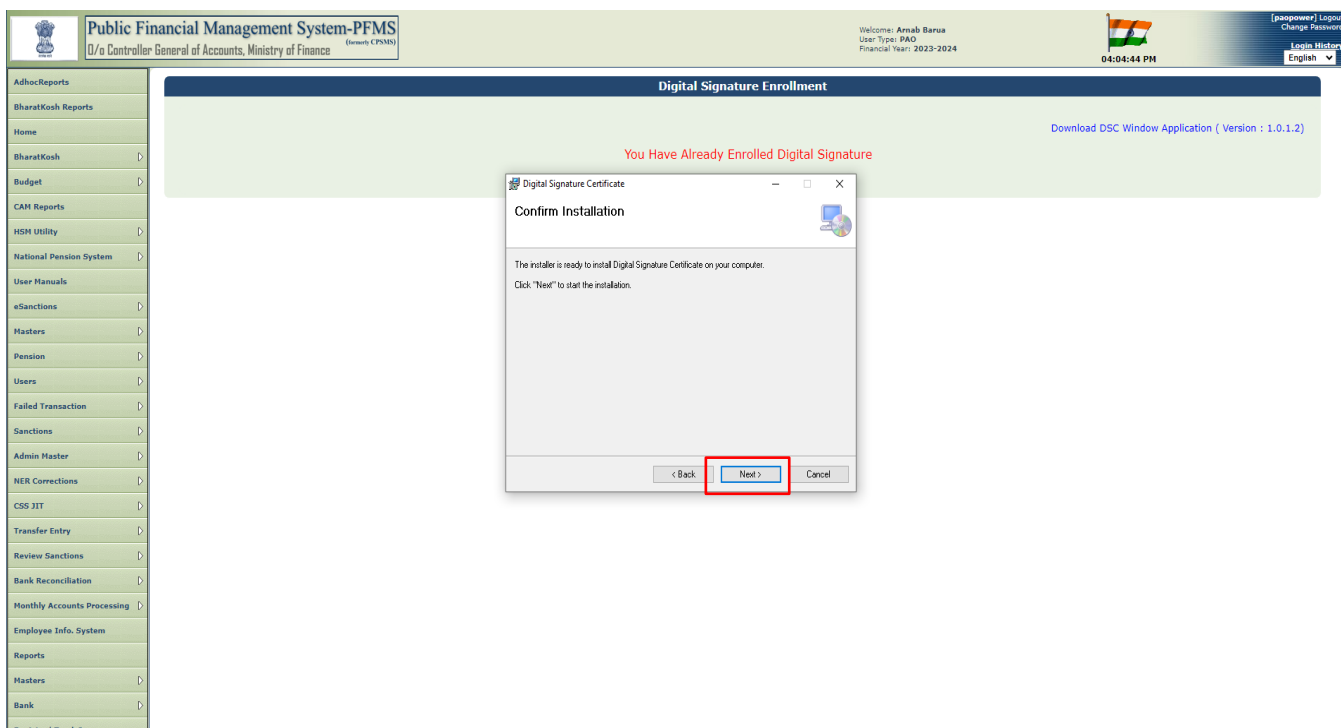
➤ Click on 'Next' button.



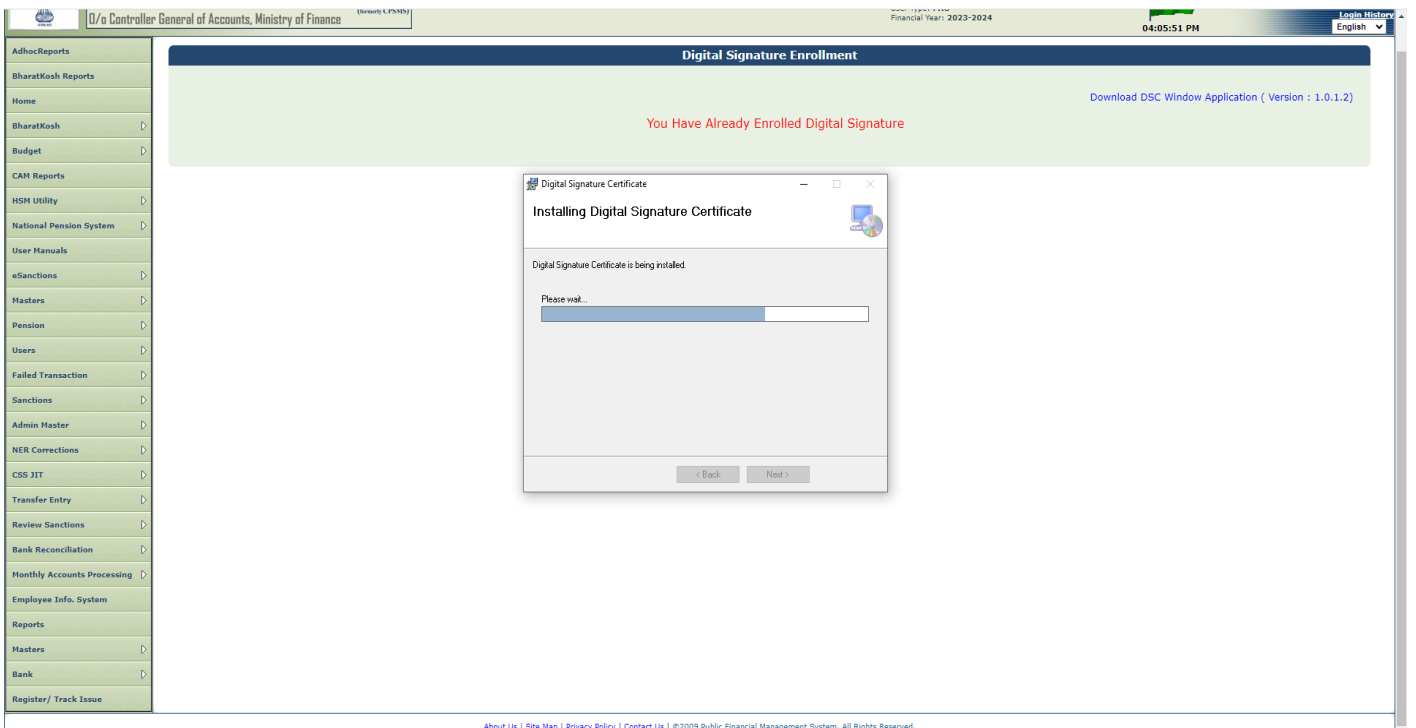
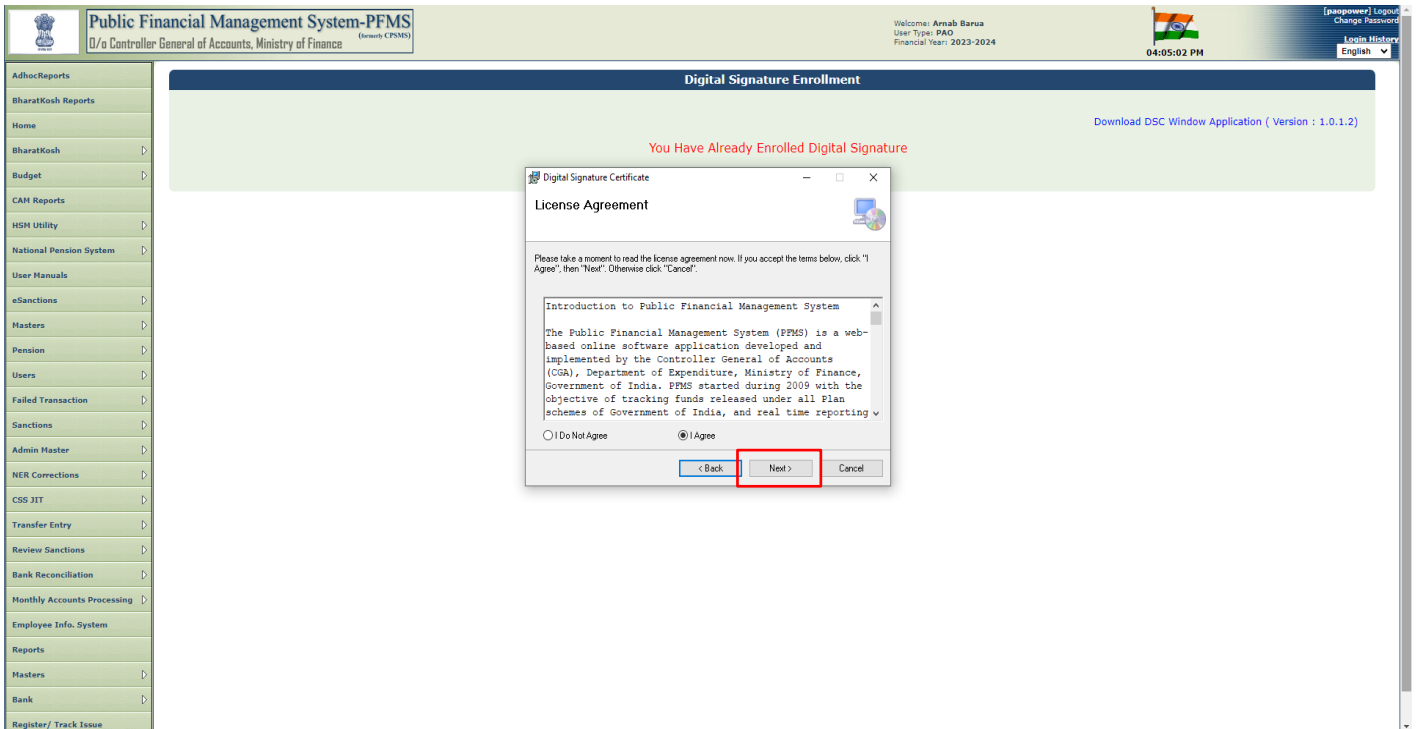
➤ Click on 'Next' button.



➤ Click on 'Next' button.

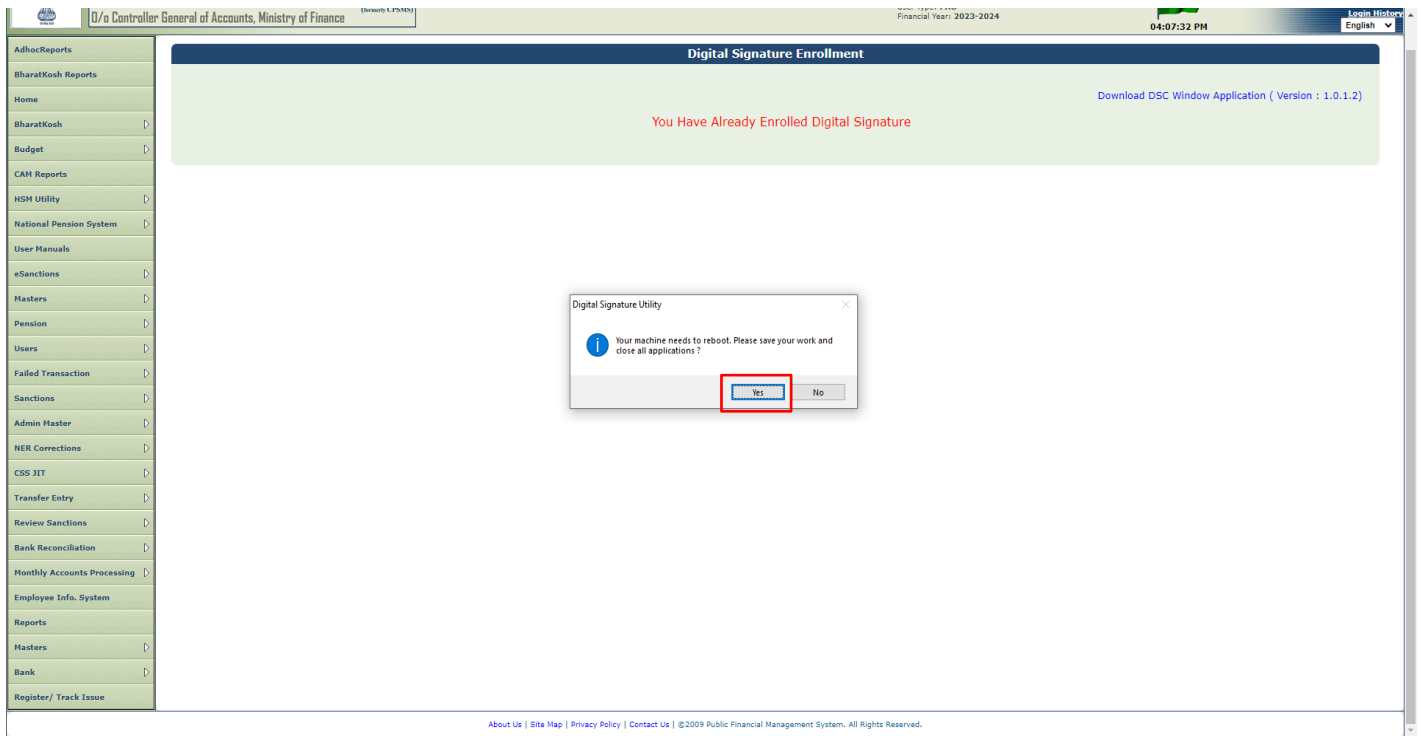


- Select 'I Agree' radio button and click on 'Next' button.



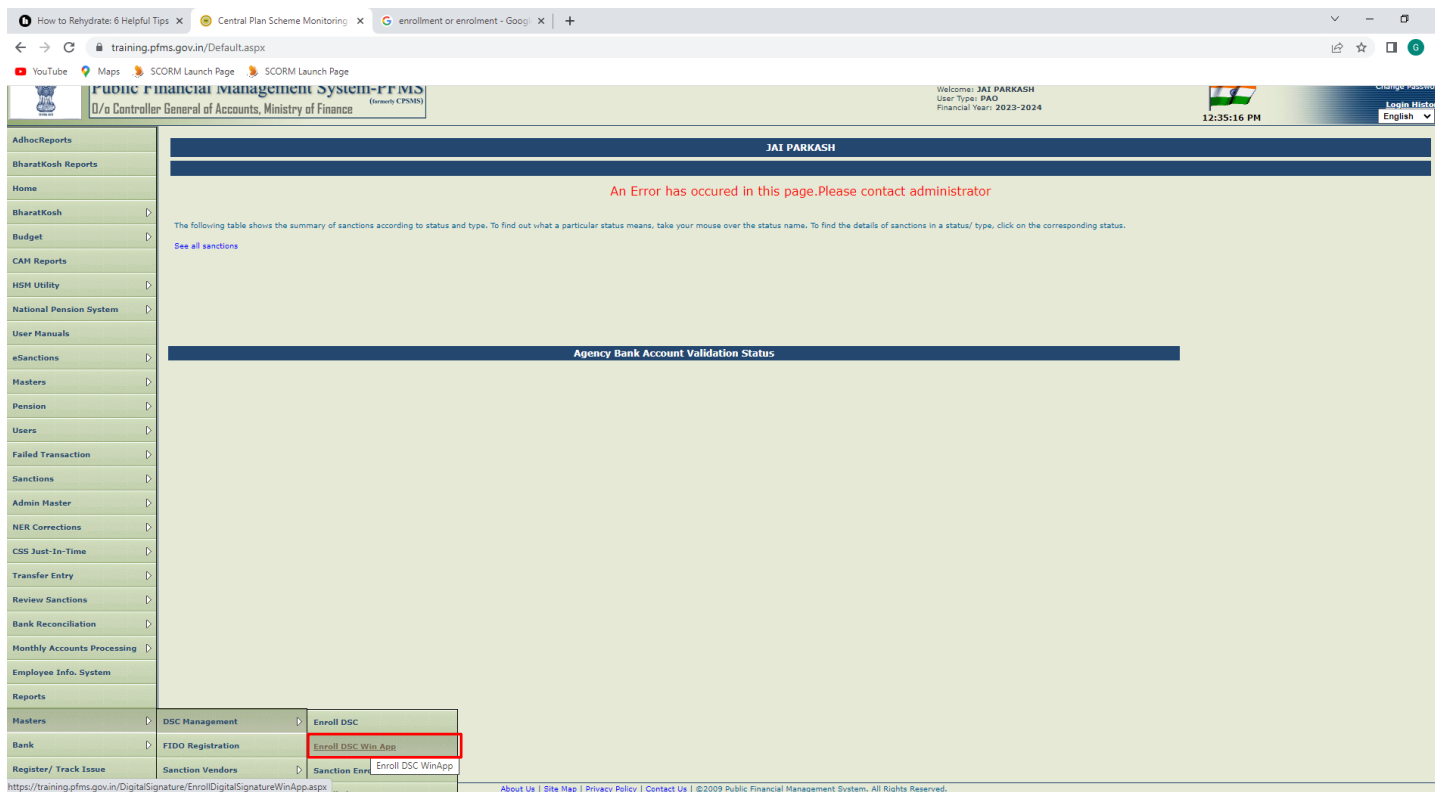
- Click on 'Yes' to reboot the system.
- Win App utility will be successfully installed.





## 3.2 Enroll DSC in PFMS

- After successful login at PFMS portal, follow the below path for DSC enrollment  
**User Masters-> DSC Management -> Enroll DSC WinApp**



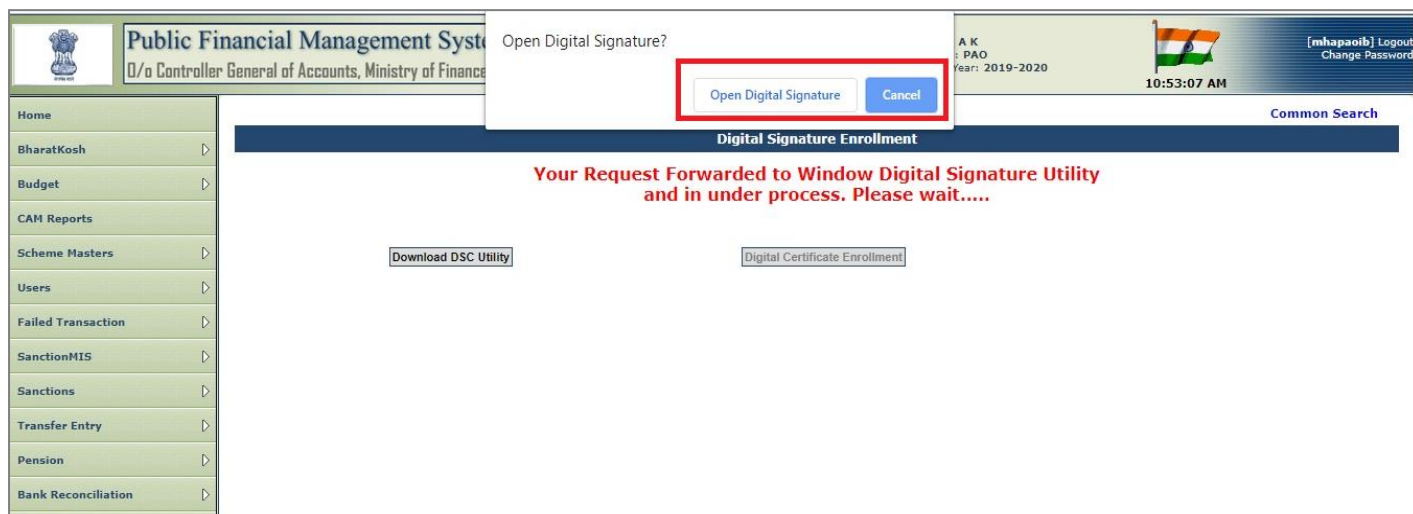
- Click on Digital Certificate Enrollment button.

The screenshot shows the PFMS (Public Financial Management System) interface. The header includes the PFMS logo, the text 'Public Financial Management System-PFMS (formerly CPMS)', and the user's name 'JAI PARKASH' with their role 'PAO' and the financial year '2023-2024'. The time is 12:33:52 PM. The sidebar on the left contains a list of menu items: AdhocReports, BharatKosh Reports, Home, BharatKosh, Budget, CAM Reports, HSM Utility, National Pension System, User Manuals, eSanctions, Masters, Pension, Users, Failed Transaction, Sanctions, Admin Master, NER Corrections, CSS Just-In-Time, Transfer Entry, Review Sanctions, Bank Reconciliation, Monthly Accounts Processing, Employee Info. System, Reports, Masters, Bank, and Register/ Track Issue. The main content area is titled 'Digital Signature Enrollment' and contains the text: 'To enroll your certificate please attach your USB Token, then click the below button:'. Below this text is a button labeled 'Digital Certificate Enrollment' which is highlighted with a red box. There is also a link to 'Download DSC Window Application ( Version : 1.0.1.2)'.

- After clicking on 'Digital Certificate Enrollment' button, the request will be forwarded to Window Application Utility and in under process as shown in the below screenshot.

The screenshot shows the PFMS interface after clicking the 'Digital Certificate Enrollment' button. The header now shows the user's name 'Ankit Verma' with their role 'PrAODealingHand' and the financial year '2023-2024'. The time is 12:31:49 PM. The sidebar on the left contains a list of menu items: Home, Budget, CAM Reports, Finance Accounts, TSA-Mapping, Appropriation Accounts, eSanctions, Masters, Users, Sanctions, Monthly Accounts Processing, Reports, Masters, and Register/ Track Issue. The main content area is titled 'Digital Signature Enrollment' and contains the text: 'Your DSC Enrollment request forwarded to Window Application and in under process. Please wait.....'. Below this text is a button labeled 'Get Enrollment Status'. There is also a link to 'Download DSC Window Application ( Version : 1.0.1.2)'. At the bottom of the page, there is a footer with links: 'About Us | Site Map | Privacy Policy | Contact Us | ©2009 Public Financial Management System. All Rights Reserved.'

- A pop up will appear on the screen to open the Digital Signature as shown in the fig below.
- Click on 'Open Digital Signature' button.



- A popup of 'Digital Signature Enrollment' will appear.
- Select the issued certificate from the dropdown.

The screenshot displays the 'Digital Signature Enrollment' form within the PFMS interface. The sidebar menu is visible on the left. The main header includes 'Public Financial Management System-PFMS (formerly CPSMS)' and 'O/o Controller General of Accounts, Ministry of Finance'. User details at the top right show 'Welcome : A K', 'User Type : PAO', 'Login ID : mhapaolb', and 'Financial Year : 2019-2020'. The form itself has a title 'Digital Signature Enrollment' and contains several input fields: 'Issued Certificate' (a dropdown menu highlighted with a red box), 'Owners Name', 'Owners Organization', 'Owners Organization Unit', 'Issuer Organization', 'Certificate Valid From', 'Certificate Valid Upto', and 'Serial Number'. An 'Enroll Digital Signature' button is located at the bottom right of the form.



- After selecting the issued certificate from the dropdown, all the fields will be displayed automatically in the popup.
- Click on 'Enroll Digital Signature' button to enroll DSC.

Public Financial Management System-PFMS  
(formerly CPSMS)  
O/o Controller General of Accounts, Ministry of Finance

Welcome : A K  
Login ID : mhapaob

User Type : PAO  
Financial Year : 2019-2020

### Digital Signature Enrollment

Digital Signature Enrollment

Issued Certificate : AOP KUMAR MANTOO [ 538C2CFA ]

Owners Name : AOP KUMAR MANTOO

Owners Organization : NATIONAL INFORMATICS CENTRE .

Owners Organization Unit : "MCIT NIC,CID - 6449024"

Issuer Organization : Gujarat Narmada Valley Fertilizers and

Certificate Valid From : 3/19/2018 1:06:26 PM

Certificate Valid Upto : 3/18/2020 12:56:56 AM

Serial Number : 538C2CFA

**Enroll Digital Signature**

- After the successful enrollment of the registered user, system will prompt the user to verify the PIN as shown in the below screenshot.
- Enter the PIN and click on 'Login' button.

**Public Financial Management System-PFMS**  
(formerly CPSMS)  
O/o Controller General of Accounts, Ministry of Finance

Welcome : A K      User Type : PAO  
Login ID : mhapaob      Financial Year : 2019-2020

**Digital Signature Enrollment**

Digital Signature Enrollment

Issued Certificate : AOO KUMAR MANTOO I 538C2CFA 1

Owners Name : AOO KUMAR MANTOO

Owners Organization Unit : "MCIT NIC,CID - 6449024"

Certificate Valid From : 3/19/2018 1:06:26 PM

Serial Number : 538C2CFA

Now verify your User PIN:

User PIN: .....

☐ Enable soft keyboard

Change User PIN    **Login**    Cancel

Enroll Digital Signature

- A success message will be displayed in the popup.
- Click on 'Ok' button.

**Public Financial Management System-PFMS**  
(formerly CPSMS)  
O/o Controller General of Accounts, Ministry of Finance

Welcome : test kumar      User Type : PAO  
Login ID : testpao1      Financial Year : 2019-2020

**Digital Signature Enrollment**

Digital Signature Enrollment

Issued Certificate : AOO KUMAR MANTOO [ 538C2CFA ]

Owners Name : AOO KUMAR MANTOO

Owners Organization Unit : "MCIT NIC,CID - 6449024"

Certificate Valid From : 3/19/2018 1:06:26 PM

Serial Number : 538C2CFA

Certificate Valid Upto : 3/18/2020 12:56:56 AM

Success

**OK**

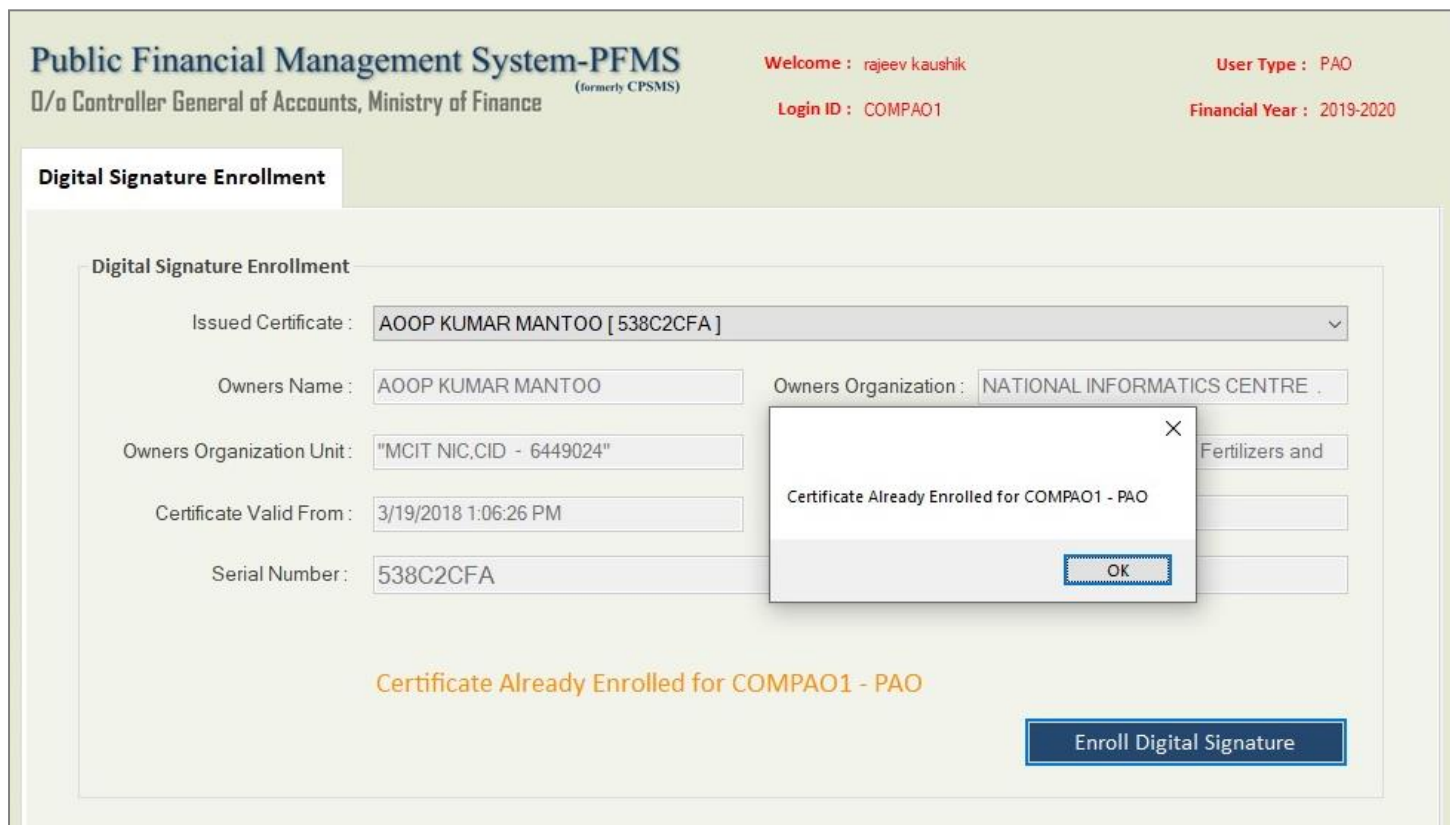
Enroll Digital Signature

©2009 - 2019 CENTRAL PLAN SCHEME MONITORING SYSTEM. All Rights Reserved.

- A success message 'Digital Signature Enrollment done Successfully' will be displayed on the screen as shown in the below screenshot.



- If the same user tries to enroll for DSC again the message 'Certificate already enrolled for <user name>' will be displayed on the screen as shown in the below screenshot.





- If DSC is already enrolled in PFMS then the message 'You Have Already Enrolled Digital Signature' will be displayed on the screen as shown in the below screenshot.

The screenshot shows the PFMS (Public Financial Management System) interface. The header includes the PFMS logo, the text 'Public Financial Management System-PFMS (formerly CPSMS)', and the user information: 'Welcome: Sanjeev Kumar, User Type: PAO, Financial Year: 2019-2020'. The time is 11:24:52 AM. The left sidebar contains a menu with options like Home, BharatKosh, Budget, CAM Reports, Scheme Masters, Users, Failed Transaction, SanctionMIS, Sanctions, Transfer Entry, Pension, Bank Reconciliation, and Monthly Accounts Processing. The main content area is titled 'Digital Signature Enrollment' and displays the message 'You Have Already Enrolled Digital Signature' in red. Below this message is a button labeled 'Download DSC Utility'.

- If some error occurs while enrolling the DSC, a message 'Digital Signature Enrolment Not Done. Please Try Again.' will be displayed on the screen as shown in the below screenshot.

The screenshot shows the PFMS interface with the same header and sidebar as the previous screenshot. The user information is 'Welcome: rajeev kaushik, User Type: PAO, Financial Year: 2019-2020', and the time is 11:27:26 AM. The main content area is titled 'Digital Signature Enrollment' and displays the message 'Digital Signature Enrollment Not Done. Please Try Again...' in red. Below this message are two buttons: 'Download DSC Utility' and 'Digital Certificate Enrollment'.

### 3.2.1 Approval Process

- After the successful enrollment of DSC, the request will be available to the concerned approving authority for approval.
- Authorized user will login and follow the below path as shown in the below screen.

#### Masters-> DSC Management -> Approve DSC

The screenshot shows the PFMS interface with the following details:

- Header:** Public Financial Management System-PFMS (formerly CPMS), O/o Controller General of Accounts, Ministry of Finance. Welcome: A A, User Type: PRAO, Financial Year: 2019-2020. Time: 11:48:50 AM.
- Left Sidebar:** Contains various menu items. Under 'User Masters', 'DSC Management' is highlighted, and 'Approve DSC' is selected.
- Main Content Area:** Displays a table with columns: Enroll DSC, Enrolled DSC, and Approve DSC. The 'Approve DSC' button is highlighted in red.

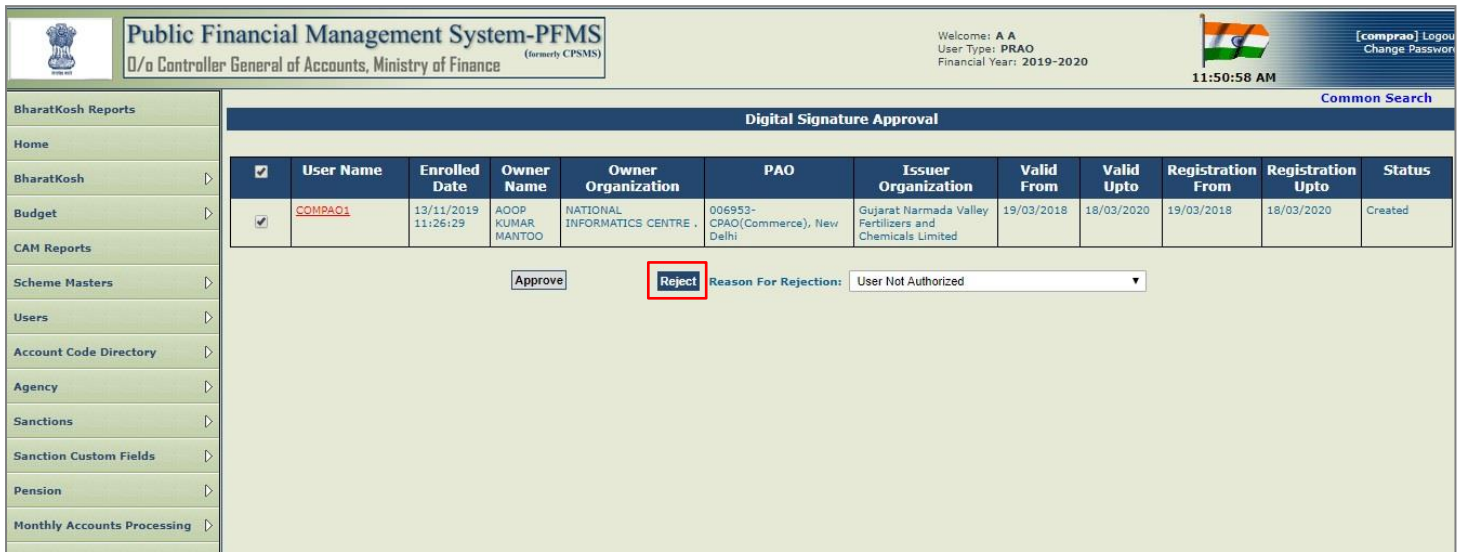
- Below screen will appear.
- Select check box in the grid for the DSC to be approved.
- Click on 'Approve' button to approve the DSC request.

The screenshot shows the PFMS interface with the following details:

- Header:** Public Financial Management System-PFMS (formerly CPMS), O/o Controller General of Accounts, Ministry of Finance. Welcome: A A, User Type: PRAO, Financial Year: 2019-2020. Time: 11:50:13 AM.
- Left Sidebar:** Same as the previous screenshot.
- Main Content Area:** Displays a table titled 'Digital Signature Approval' with the following data:

	User Name	Enrolled Date	Owner Name	Owner Organization	PAO	Issuer Organization	Valid From	Valid Upto	Registration From	Registration Upto	Status
<input checked="" type="checkbox"/>	COMPAQ1	13/11/2019 11:26:29	AOP KUMAR MANTOO	NATIONAL INFORMATICS CENTRE .	006953-CPAO(Commerce), New Delhi	Gujarat Narmada Valley Fertilizers and Chemicals Limited	19/03/2018	18/03/2020	19/03/2018	18/03/2020	Created
- Buttons:** 'Approve' and 'Reject' buttons are visible. The 'Approve' button is highlighted in red.

- Select the reason of rejection and click on '**Reject**' button to reject the DSC request as shown in the below screenshot.



**Public Financial Management System-PFMS**  
(formerly CPMS)

0/o Controller General of Accounts, Ministry of Finance

Welcome: A A  
User Type: PRAO  
Financial Year: 2019-2020

11:50:58 AM

[comprao] Logou  
Change Password

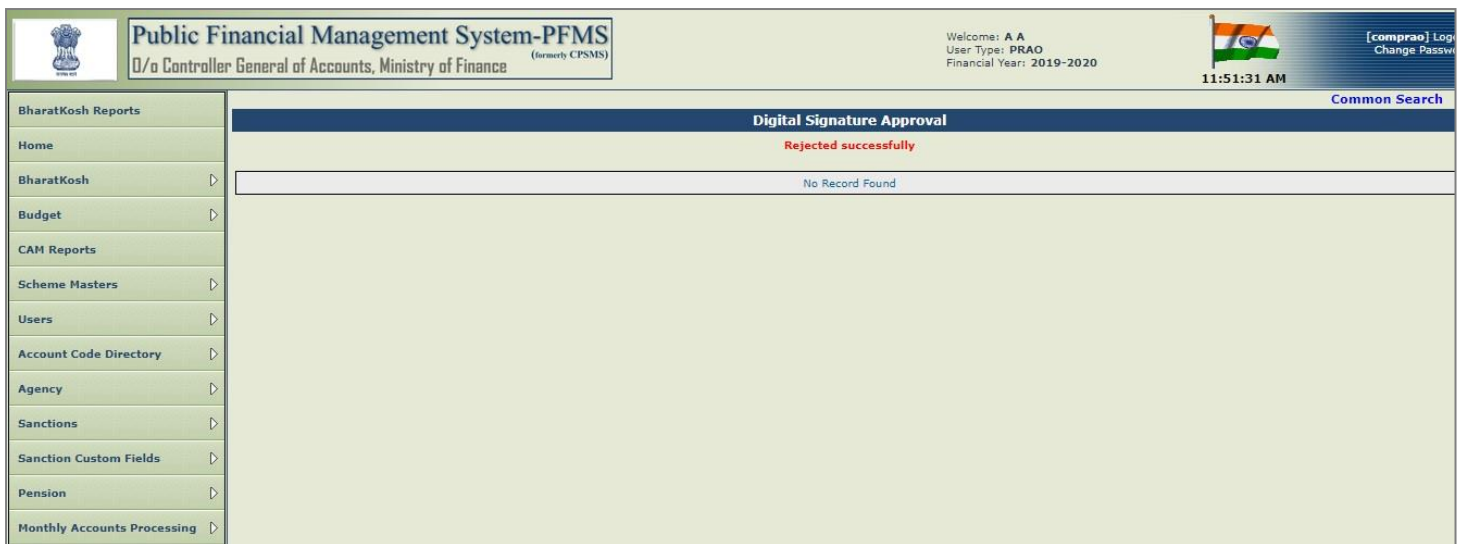
Common Search

**Digital Signature Approval**

<input checked="" type="checkbox"/>	User Name	Enrolled Date	Owner Name	Owner Organization	PAO	Issuer Organization	Valid From	Valid Upto	Registration From	Registration Upto	Status
<input checked="" type="checkbox"/>	COMPRA01	13/11/2019 11:26:29	AOP KUMAR MANTOO	NATIONAL INFORMATICS CENTRE	006953-CPAO(Commerce), New Delhi	Gujarat Narmada Valley Fertilizers and Chemicals Limited	19/03/2018	18/03/2020	19/03/2018	18/03/2020	Created

Approve **Reject** Reason For Rejection: User Not Authorized

- A message '**Rejected Successfully**' will be displayed on the screen after rejecting the DSC request as shown in the below screenshot.



**Public Financial Management System-PFMS**  
(formerly CPMS)

0/o Controller General of Accounts, Ministry of Finance

Welcome: A A  
User Type: PRAO  
Financial Year: 2019-2020

11:51:31 AM

[comprao] Logou  
Change Password

Common Search

**Digital Signature Approval**

Rejected successfully

No Record Found

- Below approved message will be displayed on the screen after the approval of the DSC request as shown in the below screen shot.
- After the approval, PAO will be authorized to sign payment files.

Digital Signature Approval											
Approved											
	User Name	Enrolled Date	Owner Name	Owner Organization	PAO	Issuer Organization	Valid From	Valid Upto	Registration From	Registration Upto	Status
<input type="checkbox"/>	aaobsf	05/10/2017 15:45:23	RONENDU DATTA CHOUDHARY	MINISTRY OF HOME AFFAIRS.	001754-RPAO, BSF, Shillong	Gujarat Narmada Valley Fertilizers and Chemicals Limited	04/05/2017	04/05/2019	04/05/2017	04/05/2019	Created
<input type="checkbox"/>	abhavaao1975	05/10/2017 16:14:30	ABHAY KUMAR	RPAO CRPF MHA PATNA	003709-RPAO (CRPF), Patna	Gujarat Narmada Valley Fertilizers and Chemicals Limited	14/09/2017	14/09/2019	14/09/2017	14/09/2019	Created
<input type="checkbox"/>	bikramaao2008	05/10/2017 16:55:45	BIKRAM KUMAR	RPAO CRPF MHA PATNA	003709-RPAO (CRPF), Patna	Gujarat Narmada Valley Fertilizers and Chemicals Limited	27/03/2017	27/03/2019	27/03/2017	27/03/2019	Edited
<input type="checkbox"/>	DEOGHARE	09/10/2017 12:32:38	SUDHIR W DEOGHARE	RPAO CRPF MHA RAIPUR	001757-RPAO, CRPF, Raipur	Gujarat Narmada Valley Fertilizers and Chemicals Limited	05/10/2017	05/10/2019	05/10/2017	05/10/2019	Edited
<input type="checkbox"/>	LRMEENA	26/05/2017 12:42:10	LAXMAN RAM MEENA	REGIONAL PAY AND ACCOUNTS OFFICE MHA CRPF RAIPUR.	001757-RPAO, CRPF, Raipur	Gujarat Narmada Valley Fertilizers and Chemicals Limited	07/09/2016	06/09/2018	07/09/2016	06/09/2018	Created
<input type="checkbox"/>	mhapaoib	13/11/2019 11:16:29	AQOP KUMAR MANTOO	NATIONAL INFORMATICS CENTRE .	022878-PAO(IB), New Delhi	Gujarat Narmada Valley Fertilizers and Chemicals Limited	19/03/2018	18/03/2020	19/03/2018	18/03/2020	Created
<input type="checkbox"/>	paocen	15/09/2017 15:14:41	SURINDER KUMAR SHARMA	PAY AND ACCOUNTS DIVISION B.S.F MHA	024055-PAO, BSF-5, New Delhi	Gujarat Narmada Valley Fertilizers and Chemicals Limited	20/06/2017	21/06/2019	20/06/2017	21/06/2019	Created
<input type="checkbox"/>	roaobafshil	05/10/2017 15:39:07	TIBERTIUS SHABONG	MINISTRY OF HOME AFFAIRS.	001754-RPAO, BSF, Shillong	Gujarat Narmada Valley Fertilizers and Chemicals Limited	15/12/2016	15/12/2018	15/12/2016	15/12/2018	Created

Reason For Rejection: --Select--

### 3.3 Apply DSC using Win App

After successful installation of the Win App Utility and DSC Enrollment, PAO user will apply DSC through the below process.

- PAO user will login in PFMS portal with a valid login credentials.
- After the successful login, follow the path **Sanctions-> DSC Batch Win App** to digitally sign the batch file from the main menu as shown in the below screenshot.

Public Financial Management System-PFMS (formerly CPSMS)		Welcome: ANIL kumar MAHENDRU User Type: PAO Financial Year: 2019-2020		[anil_pao1] Logout Change Password	
<div> <div> Home BharatKosh Budget CAM Reports Scheme Masters Users Account Code Directory Agency Sanctions Sanction Custom Fields Pension Monthly Accounts Processing Reports User Masters My Schemes </div> <div> <div>ANIL kumar MAHENDRU</div> <div> <div>Receive</div> <div><b>DSC Batch Win App</b></div> <div>Pass Bills</div> <div>Digitally Sign Pay File</div> <div>Forward Advice</div> <div>Manage Advice</div> <div>Digital Sign Advice</div> </div> </div> </div>					

- Below screen will appear to digitally sign the batch file.
- Click on '**Digital Sign**' button to digitally sign the batch.

**Public Financial Management System-PFMS**  
(formerly CPMS)

Q/o Controller General of Accounts, Ministry of Finance

Welcome: Arnab Barua  
User Type: PAO  
Financial Year: 2022-2023

02:37:09 PM

[paopower] Logout  
Change Password  
Login History  
English

Download DSC Window Application ( Version : 1.0.1.2)

### Digital Sign on Bills

Sanction No :   
Batch ID:   
From Date : (dd/mm/yyyy) 01/04/2022  
Sanction Amount :   
Scheme : --All--  
Batch Generated By : Me

Sanction Status : DSCBatchGenerated  
To Date : (dd/mm/yyyy) 19/06/2023

#### Current Signatory Configuration

Signatory Type	Signatory UserID	Signatory Name	Valid From	Valid Upto
Sign1	paopower	Arnab Barua	19/06/2023 10:00:00 AM	05/10/2023 11:59:00 PM
Sign2			not configured for current period	

Batch Number	Number of Bills	Batch Date	Total Net Amount	Digital Sign	Delete Batch For Return To Signatory 1	Return Remarks By Signatory 2	Batch Generated By (Login Id)
P14	1	14/12/2022	5000.00	<input type="button" value="Digital Sign"/>	<input type="button" value="Delete Batch"/>	N/A	paopower
P16	1	14/12/2022	6600.00	<input type="button" value="Digital Sign"/>	<input type="button" value="Delete Batch"/>	N/A	paopower
P20	1	19/06/2023	99.00	<input type="button" value="Digital Sign"/>	<input type="button" value="Delete Batch"/>	N/A	paopower



- Below screen will appear, showing the pop up message as below.
- Click on 'OK' button.

The screenshot displays the PFMS Public Financial Management System interface. A pop-up message from training.pfms.gov.in is visible, stating: "Do not refresh and click on back button. For DSC Status update please click on Get DSC Status". The main interface shows a "Processing" status with a progress bar. Below this, there is a table for "Current Signatory Configuration" and a table for "Batch Number" details.

**Current Signatory Configuration**

Signatory Type	Signatory UserID	Signatory Name	Valid From	Valid Upto
Sign 1	paopower	Ambar Barua	12/10/2022 11:00:00 AM	26/10/2023 11:59:00 PM
Sign 2				

*Note: Not configured for current period.*

**Batch Number Details**

Batch Number	Number of Bills	Batch Date	Total Net Amount	Digital Sign	Delete Batch For Return To Signatory 1	Return Remarks By Signatory 2	Batch Generated By (Login Id)
P14	1	14/12/2022	3000.00	Digital Sign	Delete Batch	N/A	paopower
P16	1	14/12/2022	6600.00	Digital Sign	Delete Batch	N/A	paopower
P20	1	19/05/2023	99.00	Digital Sign	Delete Batch	N/A	paopower

Processing, Please wait...

- A warning message will be displayed. Do not click on the 'Cancel' button. Wait for the Digital Signature screen to be displayed.

**Public Financial Management System**  
O/o Controller General of Accounts, Ministry of Finance

**Warning Message:** This site is trying to open Digital Signature. https://training.pfms.gov.in wants to open this application. ☐ Always allow training.pfms.gov.in to open links of this type in the associated app. [Open] [Cancel]

Sanction No.: [ ] Sanction Status: DSCBatchGenerated  
Batch ID: [ ]  
From Date: (dd/mm/yyyy) 01/04/2022 To Date: (dd/mm/yyyy) 19/06/2023  
Sanction Amount: [ ]  
Scheme: --All--  
Batch Generated By: Me [v] [Search] [Reset]

**Current Signatory Configuration** File does not Exists.

Signatory Type	Signatory UserID	Signatory Name	Valid From	Valid Upto
Sign1	paopower	Arnab Barua	19/05/2023 12:00:00 AM	25/10/2023 11:59:00 PM
Sign2			not configured for current period	

Batch Number	Number of Bills	Batch Date	Total Net Amount	Digital Sign	Delete Batch For Return To Signatory 1	Return Remarks By Signatory 2	Batch Generated By (Login Id)
P14	1	14/12/2022	5000.00	[Digital Sign]	[Delete Batch]	N/A	paopower
P16	1	14/12/2022	6600.00	[Digital Sign]	[Delete Batch]	N/A	paopower
P20	1	19/06/2023	99.00	[Get Status]	[Delete Batch]	N/A	paopower

- A popup screen of "PFMS Digital Signature" will appear. Click on 'Digital Sign' button to apply DSC on sanction.

**Public Financial Management System-PFMS**  
O/o Controller General of Accounts, Ministry of Finance

Welcome: Arnab Barua  
Login ID: paopower  
User Type: PAO  
Financial Year: 2022-2023  
Version: 1.0.2

**Digital Sign Pay File** **User DSC Details**

Digital Sign Pay File

DSC Serial Number: 62482947 DSC Owner Name: PRERNA GUPTA

Signatory Level: 1 1

**Digital Sign**

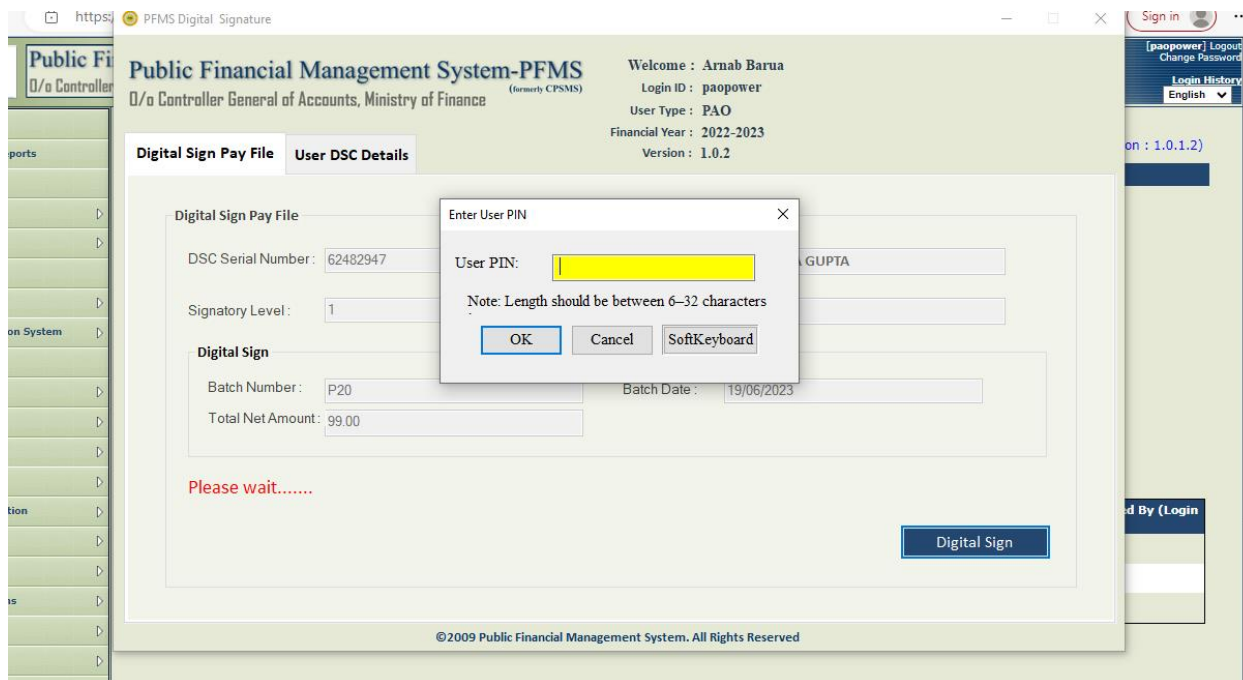
Batch Number: P20 Batch Date: 19/06/2023

Total Net Amount: 99.00

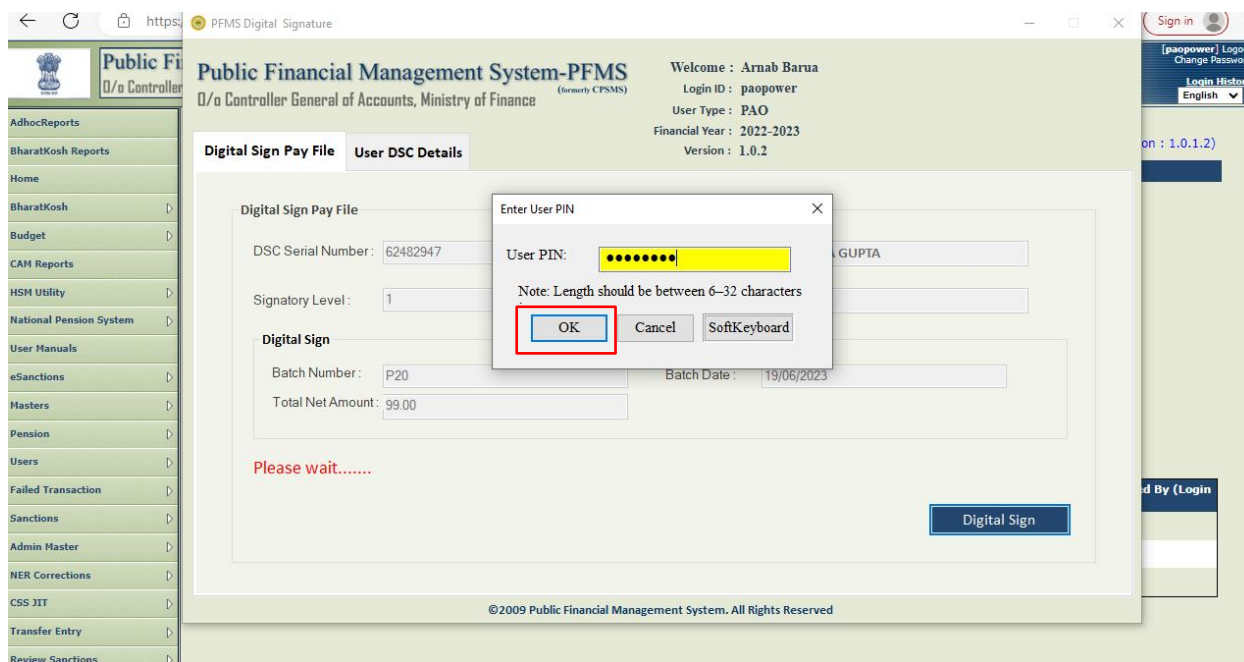
[Digital Sign]

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- A popup screen of “PFMS Digital Signature” will appear which will prompt the user to enter the PIN.



- Enter the pin and click on 'OK' button.



- After entering the PIN, batch will be digitally signed and success message will be displayed on the screen as shown below.
- Click on 'OK' button.

