

**DIRECTORATE OF TREASURIES & ACCOUNTS**

**ANDHRA PRADESH :: HYDERBAD**

Cir.Memo No.M2/ 11410 /2009

Date: 27-05-2010.

Sub.: Opening of Internet Banking Accounts with SBI/SBH- Reg.

Ref: This office Memo No.M2/11410/2009 dt.23-01-2010.

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All the DTOs are hereby informed that the Government is giving very high priority for prompt payment of scholarships and tuition fee reimbursement.

DTOs are also aware that the concerned people are very much agitated about the delay though the govt. have sanctioned funds for the above purpose. It is also decided that treasuries have to operationalize net based internet payments.

Necessary correspondence is going on with SBI in this regard. The DTOs shall open accounts with the SBI for net based payments, as administrators. They have to sign form-C3, form-C4 and form-C5 and they have to be handedover to the SBI authorities. They also have to create various users with in the DTOs office like:

1. Up loaders
2. Authorizers
3. Enquiry

For the above operations SBI people will guide the DTOs in all aspects. You are requested to get in touch with them immediately.

The bankers will give you user-ids and passwords also for all users of the DTOs including administrators. After the operations are successfully completed the concerned people are requested to change the password and keep it very confidential.

Presently operations are only for the departments of Social Welfare, Tribal Welfare and BC Welfare that too for scholarships only. So the staff i.e., the senior accountant dealing with concerned subject and the STOs concerned shall be involved in this uploading operations.

**Sd/- N.C.Nagarjuna Reddy**

**Director of Treasuries and Accounts**

To

All the DDs/DTs in the state

DIRECTORATE OF TREASURIES & ACCOUNTS

ANDHRA PRADESH :: HYDERBAD

Cir.Memo No.M2/ 11410 /2009

Date: 29-05-2010.

Sub: Opening of CINB accounts at SBI/SBH- Operationalization of  
online Scholarship payments Reg.

Ref: This office Memo No.M2/11410/2009 dt.27-05-2010.

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All the DTOs are aware that Government is according very high priority for payment of scholarship payments and tuition fee reimbursements. The DTOs have to open accounts at the banks which conduct Government transactions and then create various users in their offices. After creating users the actual transactions would start. The process is explained as follows.

- 9/6/10
1. The DTO has to assume the role of an administrator and a user has to be created in the bank system. That the banks have already done. This office will give you all the details of user-Id/passwords etc. in the next few hours.
  2. Now they have to create various users in their offices is as follows
    - a. **Uploaders:** they are the people who upload the list of scholarship holders to CINB site. Presently only one user is sufficient. However DTOs can create 2 such users. Any one of them can do the upload. The other can be the leave reserve. This can be at the SA level.
    - b. **Authorizers:** They are the people who can authorize online transfer of funds. Two people are needed for this. One of them can be STO and the other can be ATO concerned. DTOs are requested to create 3 users so that one can be leave reserve.
    - c. **Enquiry:** His role is to see reports in the CINB site. This can be done by the DTO himself.
  3. The DTOs have to create the users with help of the bank officers. They should immediately get in touch with the bankers and ensure that the users are created immediately.

After the above process is complete the actual transactions have to begin. Separate instructions would follow for the actual transfer of funds.

Sd/- N.C.Nagarjuna Reddy

Director of Treasuries and Accounts

To,

All the Deputy Directors /District Treasuries in the state.

Copy forwarded to Pay and Accounts Officer, Hyderabad for favour of necessary information.

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DIRECTOR OF TREASURIES AND ACCOUNTS  
ANDHRA PRADESH :: HYDERABAD

Memo No. M2/11410/2012,

Date: 24 - 11-2012.



**Sub:** Post Metric Scholarships – Scholarships Impact  
Resubmits – Failures- due to Invalid Credit Account  
Number / Duplication of Cards – Instructions –  
Issued - Reg.

- 1) DTA Memo No. M2/11410/2012, Date: 31- 07-2012.
- 2) Rc. No.606/Scholarships/e-z Cards/2012-12 Dt:07/11/2012 of DD,DT, Vishakapatnam,
- 3) Impact Resubmit Reports of Kadapa.

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Attention of all the DTO's , is invited to the reference 1<sup>st</sup> cited, wherein all the Treasury Officers are requested to resubmit the failure transaction in Impact and also forward hard copy to DTA for reuploading the failed transactions.

In the process, if reuploaded transmissions have failed for the second time, then the Treasury Officers are requested to examine the following points before forwarding:

1. The Treasury Officers has to reconcile the resubmitted amount with the amount for which e-cheques have been generated on a particular date, if any difference is noticed the same has to be informed to DTA.
2. The Treasury Officer were already informed that the regular transaction will be failed if a file contain duplicate or blocked account numbers/e-z cards. In spite of this warning the Treasury Officer are sending uploads with duplicate & blocked cards resulting in failures
3. If e-cheque of a particular category i.e., CT,CN or CC is generated and failed after authorization then e-cheque details of that particular failed item can be viewed by following the procedure given below.

By logging in SBI/SBH CINB A/C then

- Click on **Reports**
- ↓
- Next click on **Query by Account** (enter uploaded date)
- ↓
- else go for **Query by e-cheque** (enter e-cheque no)
- ↓
- click on **click here to know the status.**

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After conforming the above issues, they are requested to forward proposal in the following proforma along with bank Statement of beneficiaries and a copy of e-cheque.

SL.NO.	RESUBMIT DATE	E - CHEQUE NO.	FAILURE AMOUNT	ACCOUNT NOS	REASONS for FAILURE
1	2	3	4	5	6

Sd/- K. Parvathi Devi,  
For Director of Treasuries and Accounts.

Copy to  
ALL the District Treasury Officers In the State and PAO, HYD  
// F.B.O //

*E. Lakshmi*  
26-11-12  
Assistant Director

*B*  
26-11-12