Treasury Legacy Data
(SOP)

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

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Document Creation History & Change Record

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1.0	31-January-2023	Treasury Legacy Data User Manual (Draft)	Ratnakar Upadhyay (Business Analyst)

Reviewers

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1.0	02-January-2023	Parul Singhal	Assistant Accounts Officer

Approvers

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1.0	03-February-2023	Smt. Jaspal Kaur	Jt. Controller General of Accounts
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1 Introduction

This document describe step by step process of "**Treasury Legacy Data Entry".** The process initiated by the SSM by entering Treasury legacy data for SNA Schemes and subsequently calculate the opening balance of a SNA Scheme, and submit the opening balance to concerned State Finance Department User (SFD) for approval. After approval from SFD the same will be available to PD of the Centrally Sponsored Scheme for approval.

2 Abbreviations

Short Name	Full Name
PFMS	Public Financial Management System
SFD	State Finance Department User
PD	Programm Division
SSM	State scheme Manager

3 Treasury Legacy Data entry by SSM

SSM user login to PFMS portal with valid user credentials.

The User Navigates to "**My Schemes>Manage SNA Legacy Data>Treasury Legacy Data**"

The below page of "**Treasury Legacy Data Entry**" opens, The user selects financial year as 2021-22 from drop down, All the State Linked Schemes which were active in 2021-22 and marked as SNA (at any date) appears in the drop down of "State Linked Scheme".

User selects SNA scheme from state linked scheme drop down and the system displays the **"SNA Marking date"** dynamically as per the selected State Linked Scheme.

User has to enter and save the details sequentially section wise (As at Table A below). i.e., first section A, then B and so on. Previous section should be saved before moving to the next section.

The user clicks on final "**Save**" button to submit the entered data for SFD approval. The Treasury Legacy is now submitted to SFD user for approval and appears on the Manage page of SFD user. The status of the entry will become 'SFD Submitted'

If the user wishes to make changes, he/she has to clicks on "Delete" button, it will clear the filled data and then the user can submit the data afresh for the said scheme.

TABLE A: Description of Sections (A to H):

Section	Name	Description
A	Outstanding Balance with State Treasury as on 01/04/2021	In this field, SSM should enter the outstanding balance lying with State treasury as on 01/04/2021 which was to be released by state treasury. The amount should be entered separately for central share, state share and top up if any. Zero/negative amount will also be accepted in the form if no balance was there. Once SSM will save this, the treasury data will be frozen till date. i.e. Treasury cannot share further any old data with PFMS through integration.
B	Treasury Releases from 01-Apr-2021 to marking SNA to SNA Marking Date through Treasury Integration	The system will auto populate all the treasury data shared with PFMS since 01/04/2021 to SNA marking date or 31/03/2022 whichever is earlier. The SSM needs to divide this amount among central share, state share and top up (if any). Negative values are not allowed.
C	Enter the treasury release/Expenditure before SNA marking (which is not reported through Treasury integration).	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. The data should be of period from 01/04/2021 to SNA marking date or 31/03/2022 whichever is earlier.
D	Non-SNA Expenditure Done by state treasury After SNA marking (which is not reported through Treasury integration). (Non-SNA Expenditure done by state Treasury Post SNA)	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. This data should include only the **non-SNA** payments made through State treasury after SNA marking till 31/03/2022
E	SNA Release done by State treasury after SNA Marking (Which is not reported through treasury integration)	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. This data should include only the **SNA** releases made through State treasury after SNA marking till 31/03/2022.
F	Non-SNA Expenditure done by the state treasury for financial year 2022-2023	In this field, SSM is allowed to enter the releases/ expenditure amount (if any) which is made by the state treasury but could not be reported through treasury integration. This amount should include non-SNA payments made through treasury in the financial year 2022-23 till 30/11/2022.

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G	Opening Balance in SNA account as on SNA Marking date	This is the opening balance in SNA account as on SNA marking date. It should include all the refunds from child agency (whether they refunded the amount later). This will become the opening balance of SNA and will be shown in SNA01 report as Opening Balance to calculate the unspent balance as on date.
H	Any other expenditure made by SNA or other child agency which is not reported to PFMS (After SNA marking till 31st March 2022)	This amount should include any expenditure/ transfer done by the SNA agency or any child agency after SNA marking till 31/03/2022, which could not be reported to PFMS.

3.1 Manage Treasury Legacy Data: SSM

The User Navigates to "**My Schemes>Manage SNA Legacy Data> "Manage Treasury Legacy Data**" and the page "**Manage Treasury Legacy Data**" opens.
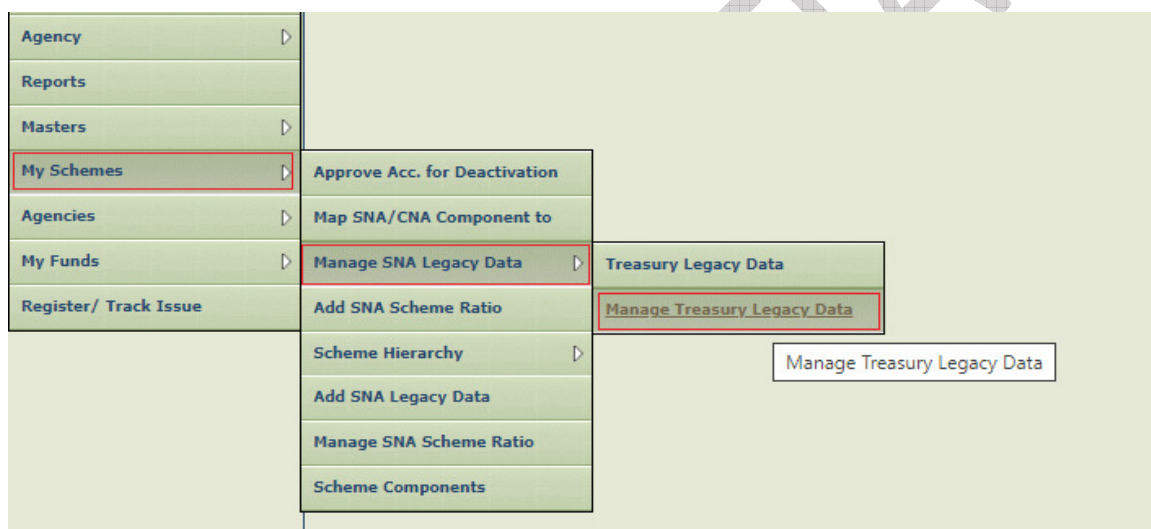
To view the status of the treasury Legacy Data submitted to state finance department, user selects **"SNA Scheme"** name and **"Status as SFD Submitted"** from drop down and clicks on search button.

Manage Treasury Legacy Data																		

SNA Scheme: DL198-sld11

Status: SFDSubmitted

Search

Scheme Name/Code	[A] Outstanding Balance with State Treasury		[B] Treasury Releases /Expenditure through Treasury Integration (TI)		[C] Treasury Releases /Expenditure before SNA marking which is not Reported through TI		[D] Non-SNA Expenditure Done by state Treasury After SNA marking which is not reported through TI		[E] SNA Release Done by State treasury After SNA marking which is not reported through Treasury Integration		[F] Non Expenditure done by State Treasury for the financial year		[G] Opening Balance with SNA Account as on SNA Marking date	[H] Any other Expenditure by SNA or Child agency after SNA marking which is not reported to PFMS	SSM Remarks	PD Remarks	Status
	Center	State	Center	State	Center	State	Center	State	Center	State	Center	State					
DL198-sld11	50.00	50.00	4,000.00	2,000.00	50.00	25.00	7.00	5.00	3.00	6.00	7.00	7.00	42.00	45.00	ok ssm		SFDSubmitted

4   Treasury Legacy Data approval from SFD

SFD user logs in to PFMS portal using valid user credentials and The User Navigates to "**My Scheme> Manage SNA Legacy Data>Manage Treasury Data**" and the page "**Manage Treasury Legacy Data**"

Home		
Masters ▷		
Users ▷		
Reports		
My Schemes ▷	Manage SNA Legacy Data ▷	Manage Treasury Legacy Data
Treasury Reports ▷		

Manage Treasury Legacy Data
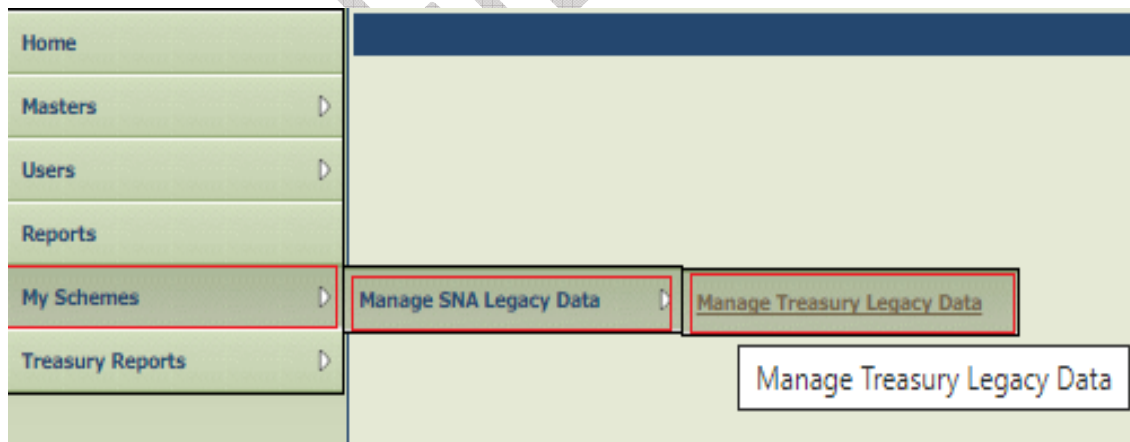
The below SFD manage page will appears. User selects **"SNA Scheme**" name and **"Status as SFD Submitted"** from drop down and clicks on search button.

	Manage Treasury Legacy Data				
SNA Scheme:	DL198-sld11				
Status:	SFDSubmitted				

Search

Scheme Name/Code	[A] Outstanding Balance with State Treasury		[B] Treasury Releases /Expenditure through Treasury Integration (TI)		[C] Treasury Releases /Expenditure before SNA marking which is not Reported through TI		[D] Non-SNA Expenditure Done by state Treasury After SNA marking which is not reported through TI		[E] SNA Release Done by State treasury After SNA marking which is not reported through Treasury Integration		[F] Non Expenditure done by State Treasury for the financial year		[G] Opening Balance with SNA Account as on SNA Marking date	[H] Any other Expenditure by SNA or Child agency after SNA marking which is not reported to PFMS	SSM Remarks	PD Remarks	Status
	Center	State	Center	State	Center	State	Center	State	Center	State	Center	State					
DL198-sld11	50.00	50.00	4,000.00	2,000.00	50.00	25.00	7.00	5.00	3.00	6.00	7.00	7.00	42.00	45.00	ok ssm		SFDSubmitted

User clicks on hyperlink "Scheme Name /Code" and the SFD approval screen will appear.

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State Finance Department User (SFD) user review the entered treasury legacy data and clicks on "**Approve/Reject outstanding Balance with State Treasury**".

The below screen will appear for entering remarks under "SFD Remarks" text box.

Note: Please do not enter any special character in Remarks. Please keep remarks as short as possible.

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After entering remarks once user click on Approve button, the below screen will appear.

Once Treasury legacy data is approved by SFD, the same will appear on the manage page of PD for approval.

5   Treasury Legacy Data approval from PD

PD user logs in to PFMS portal in financial year 2021-22, with valid user credential and the User Navigates to "**My Scheme> Manage SNA Legacy Data>Manage Treasury Data**" and the page "**Manage Treasury Legacy Data**"
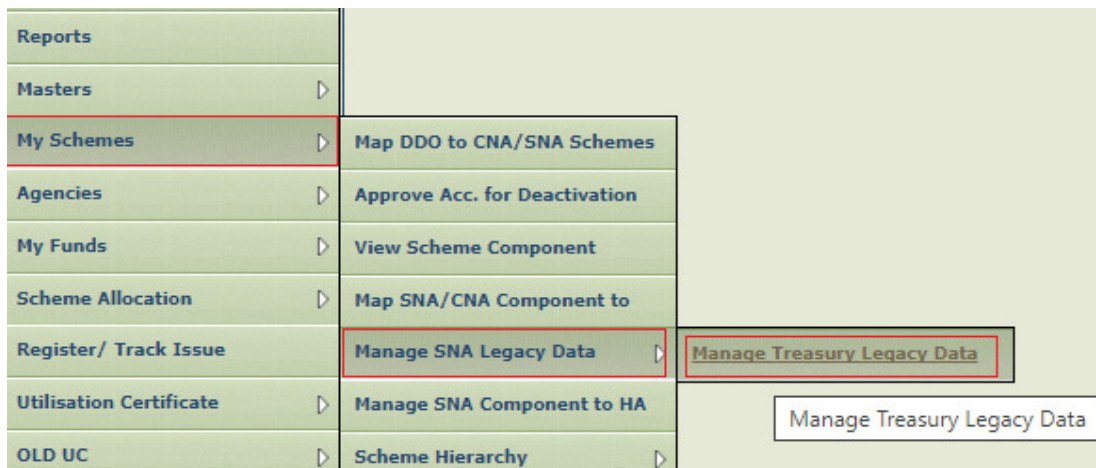
The below screen will appear and the user select "Centrally sponsored scheme", "state","SNA scheme" and "Status as PD submitted" from drop down and clicks on Search button

After click on search button the below manage page appears.

User clicks on hyperlink "Scheme Name /Code" and the PD approval screen appears.

PD user reviews/ verifies the approved data from State Finance Department User (SFD) and click on "**Approve/Reject outstanding Balance with State Treasury**".

The below screen will appear for entering remarks under "PD Remarks" text box.

After entering remarks once user clicks on Approve button the data will be approved and further no change can be done.

Note: If SFD/PD will reject the data, then SSM needs to enter the complete data again.