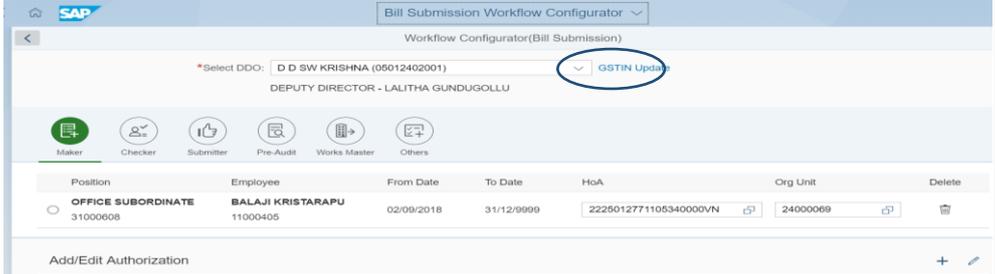


GOVERNMENT OF ANDHRA PRADESH
FINANCE (IT) DEPARTMENT
COMPREHENSIVE FINANCIAL MANAGEMENT SYSTEM (CFMS)

CFMS Circular – 16Dt. 01.12.2018

Comprehensive Financial Management System (CFMS) is launched on 02.04.2018 and currently being stabilized. One of the main objectives of CFMS, in addition to establishing a Single Source of Truth, is to promote efficiency and effectiveness in public financial management activities. APCFSS is the nodal agency for the implementation, sustenance and support of the CFMS program. Towards this, APCFSS aims at providing seamless services to all the users of CFMS in a structured and focused manner. Every effort has been made to address the requirements of all the diversified departments and individuals. However, during the course of operationalization, users have been reporting issues. While some issues require a change to the design, majority of the issues are related to understanding, adoption, data related and above all patience. Attention, of all the HODs and users is invited to GO MS 40, wherein the Help Desk and issue resolution process is explained in detail. Based on the issues reported so far, the following resolutions and clarifications are being provided and all departmental users are required to make sure that they understand and disseminate the information to all users.

S.No.	Issue Reported	Requirement/Clarification
1	Creation of suspense HoAs for TDS/ TCS	<p>As per the instructions received the following HoAs are created to enable the DDOs to deduct TDS/TCS through the bill.</p> <p>8658-00-112-00-03-003-000 VN – TDS-SGST 8658-00-112-00-03-002-000 VN – TDS-CGST 8658-00-112-00-03-001-000 VN – TDS- IGST</p>
2	DDO – GSTIN Number updation	<p>An option has been provided to all DDOs / PD Administrators to update the GSTIN number in CFMS in their login. As soon as DDO logs in to the system, this option is visible to him / her.</p>  <p>Every DDO, who is doing TDS / TCS has to obtain the GSTIN registration number and update it in CFMS and also DDOs has to obtain the GSTIN of the beneficiary and enter this while registering the beneficiary in CFMS, if the beneficiary is already a registered one without GSTIN then he / she has to contact the CFMS central team to update the beneficiary record with GSTIN.</p>

3 Report to PAO on GSTIN updation

A report has been provided to the PAOs to monitor the DDOs updation of GSTIN in CFMS.

To access this report PAO has to click on the tile of " GSTN NUMBER UPDATED DETAILS".

4 Deduction of TDS / TCS w.r.to GST

The DDO shall prepare the bill in CFMS based on the expenditure sanction, bill will contain Gross Amount, GST TDS and other deductions and Net Amount. At the time of preparation of bill in deductions dropdown maker can choose the type of deduction i.e. SGST / CGST/ IGST and HoA will be automatically assigned based on the type of deduction.

The amount so deducted will be accounted for against the suspense HoA and DDO code combination.

5 GSTR-7 Report and Drawal of funds from suspense HoA

An option is provided to generate GSTR-7 report in CFMS. For this Head of the Office should assign the workflow to the competent person in his office. To assign the workflow to the competent person, HOO has to login into CFMS, Click on Workflow Configurator Bill Submit tile and then click on OTHERS tab then ADD AUTHORISATION and assign the role to access GSTR 7 Report to the respective person and this person can access the report tile and can generate the report as well as to initiate the payment.

On the 1st of every month, the authorised person will generate this report for the previous month and all the TDS / TCS transactions details along with beneficiary GSTIN numbers will be displayed. This report can be downloaded and the responsible person will generate a challan in GSTN portal to remit the amount and CPIN number will be obtained.

After obtaining the CPIN number, the authorised person will click on the payment request and enter the CPIN number details and confirm.

DDO Details

05010702001-DIST TREASURYOFFR KNA MTM

IGST (₹): 45000	Beneficiary Code: EM10400010
CGST (₹): 45000	IFSC: SBIN0011114
SGST (₹): 45000	Bank A/C: 123456789012
Total (₹): 135000	*CPIN: <input type="text" value="Enter challan CPIN"/>

Total GSTIN deducted amount (₹) :135000 is transferring to DDO beneficiary :EM10400010 account

Confirm Close

DDOs has to keep in mind that without GSTIN updation, DDOs current account details in CFMS, it's not possible to complete this process in the system and also, to confirm the GSTR-7 report CPIN is mandatory. After confirmation of GSTR-7 report, the accounting documents will be posted and the transaction will be included in the payment run. Once payment is done through RBI e-Kuber system, the TDS / TCS amount will be credited to DDO's current account, DDO will remit this amount against the CPIN number provided to confirm the GSTR-7 report and file the return in GSTN portal before 10th of the current month so that the tax amounts deducted will be accounted for in GSTN portal, against the GSTIN holders from whom the GSTDS is deducted.

PRINCIPAL FINANCE SECRETARY TO GOVT. (FAC)