WAM ij fcy cukus dh fof/k%&

1. WAM dh lkbZV http://164.100.153.99/WAM6 ij vkids foHkkx ds ;wt+j use o ikloMZ ls yksfxu djsaA
2. Allocation v/s Expenditure esa State Heads ij fDyd djds vkids foHkkx esa ctV miyC/krk irk djsaA
3. ftl fcy dks cukuk gS] mlls lEcfU/kr en esa ctV miyC/k gksus ij Capital Work Master vFkok Maintenance Work Master bl izdkj cuk;sa %&

* Add new Scheme / Group ij fDyd djsa

|  |
| --- |
| **O&M Scheme / Group** |
| |  |  | | --- | --- | | Scheme/Group Name: |  | | Budget Head: | Only Budget heads, which have allotments will be shown | |  | | |

ctV en dk p;u djsa rFkk xzqi@Ldhe dk uke vafdr djsaA

1. Home ij fDyd djsaA Capital Work Master vFkok Maintenance Work Master esa ls vkius tks Hkh ekLVj cuk;k gS] ml ij fDyd djsa] Work Master cuk;saA

|  |
| --- |
| **Work Master** |
| |  |  | | --- | --- | |  | | | Work Name |  | | Job Number |  | | Exp upto Last Fin year | (In Rupees) (Note: Expenditure is not in Lacs, This figure will be used for prepration of form 61 and A&F Caping) | |  | | |

1. Master🡪Capital/Maintenance Master ij fDyd djus ij **Scheme/Group Name**  ds dkWye esa fuEukuqlkj nks gkbZijfyad ¼ 1-[Edit Name/Head](javascript:selectSchemeToEdit(1342,%22Test%201%22,%222215-01-101-07-00-21-V-N%22);) 2-[Add/Edit Works](http://164.100.153.7/wam5/Division/mstWorks.aspx?SchId=1342) ½fn[kkbZ nsaxs%&

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 3 | **Test 1** [Edit Name/Head](javascript:selectSchemeToEdit(1342,%22Test%201%22,%222215-01-101-07-00-21-V-N%22);) [Add/Edit Works](http://164.100.153.7/wam5/Division/mstWorks.aspx?SchId=1342) | 2215-01-101-07-00-21-V-N | |  |  |  | | --- | --- | --- | |  |  |  | |

[Add/Edit Works](http://164.100.153.7/wam5/Division/mstWorks.aspx?SchId=1342) ij fDyd djus ij Add New Works ds uke ls LØhu izdV gksxk]

Add New Works dks fDyd djsa] ftlesa fuEukuqlkj tkudkjh pkgh tk,xh%&

|  |
| --- |
| **Work Master** |
| |  |  | | --- | --- | |  | | | Work Name | \*\* | | Job Number | \* | | Exp upto Last Fin year | \*\*(In Rupees) (Note: Expenditure is not in Lacs, This figure will be used for prepration of form 61 and A&F Caping) | |

1. mDr dkWyeksa esa pkgh xbZ tkudkjh QhM dj lso djsa] lso djrs gh fuEu izdkj dk LØhu izdV gksxk%&

|  |  |  |  |
| --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | | O&M Works under Scheme/Group: [2216-05-053-01-05-21-V-N] |  |  | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Sno** | **Work Name** | **A&F Details** | **A&F Cost** | **Exp up to  Last Fin Year** | **Job Number** | | 1 | [**Test-1**](javascript:selectWorkToEdit(2880);) | [**Add A&F Detail**](javascript:showAandFDetail(2880);) | [**0.00**](javascript:ViewAandFLog(2880);) | 0.00 | 525/01.04.2015 | |

Add A&F Detail ij fDyd djsa] fuEu izdkj dh tkudkjh pkgh tk,xh%&

|  |
| --- |
| **Administrative & Financial Sanction  for Work: Test-1  (Last A&F Amount will be apply for expenditure caping)** |
| |  |  | | --- | --- | |  | | | Sanction No. |  | | Sanction Date | (dd/mm/yyyy) | | Total Amount (in Rs) | (Combined Amount for all divisions under budget head selected) | | Amount (in Rs) | (Enter Amount pertaining to your division under budget head selected) | | Expenditure Already Incurred | 0.00 | | **Uplaod Latest A&F Documents** (optional) |  | |  | | |

lHkh ekaxh xbZ tkudkjh Hkj dj lso cVu ij fDyd djsaA

1. gkse cVu ij fDyd djsa rFkk Vendor Master ds fuEu ikWi&vi LØhu ij tkudkjh QhM djsa%&

|  |  |  |  |
| --- | --- | --- | --- |
| **Contractor Master** | | | |
| Name: |  | | |
| Contractor Type: |  | Validity: | (dd/mm/yyyy) |
| Mobile No: |  | Address: |  |
| PAN Number: |  | VAT/TAN Number: |  |
| Bank's MICR Code: |  | Bank's IFSC Code: |  |
| Bank Account No.: | 10-24 Digit Long | Remark: |  |
|  | | | |

uksV%& Bank's IFSC Code dks lgh lgh Mkysa rFkk Confirm Bank Data in Paymanger ij fDyd dj tkap djsa fd okafNr cSad 'kk[kk bZ-lh-,l- gsrq miyC/k gS vFkok ugha] ;fn miyC/k ugha gks rks lEcfU/kr dks"kkf/kdkjh dks i= fy[k dj vFkok mudks bZ&esy dj cSad 'kk[kk tqM+ok;saA

1. tks fcy cukuk gS] mlls lEcfU/kr Work order master Hkjsa%&

|  |
| --- |
| **Works Orders Master** |
| |  |  | | --- | --- | |  | | | Vendor Type | Contractor | | Vendor | ABC AND CO | | **Work Order No.** |  | | **Work Order Date** | (dd/mm/yyyy) | | **Work Order Name** |  | | **Agreement No.** | (as Number/Fin-Year eg. 150/2015-16) | | **Work Order Amount** | (In Rs, will be used as capping in expenditures in the s/w) | | **Excess/Extra Amount** | (In Rs, will be used as capping in expenditures in the s/w) | | **Remarks:  (if Original work amount revised)** |  | | **Commencement Date:** | (dd/mm/yyyy) | | **Stipulated Completion Date:** | (dd/mm/yyyy) | | **Actual Completion Date:** |  | | Combined Technical Sanction Detail (Including all Works for this Work Order)   |  |  | | --- | --- | | Sanction No(s) & Date(s) | Combined Amount (in Rs) | |  |  | | | |  | | |

1. **Work Order Master esa Linked Works (Click to Add/modify works under this work order)** ij fn[kk;s x;s fyad ij fDyd dj fuEu fMVsy QhM djsa %&

|  |  |
| --- | --- |
| **Works Linked with Work Order: 7525/01.04.2015 for Vendor: ABC AND CO** | |
| **Work Type:** |  |
| **Group/Scheme:** |  |
| **Select Work:** |  |
| **Advance Amount To Be Adjusted :** | (Remaining Advance to be adjusted, out of total advance given under this work) |
| **Exp Booked Upto Last FinYear :** | (Total Booked Amount under this work including advance amount) |
|  | |
|  | |

1. vkids fMfot+u ls lEcfU/kr lHkh izdkj ds cSysUl Mkysa rFkk mls Qzht djsa] cSysUl lgh Mkysa] xyr cSysUl Mky dj Qzht djus ls mudk lq/kkj laHko ugha gksxkA ;fn vki }kjk cSysUlst+ ugha Mkys x;s rks fcy fuekZ.k ugha gksxk] vr% ;g dk;Z lko/kkuh ls djsa] ¼MSeks lkbZV ij dkYifud cSysUl Mkyk tk ldrk gS½A
2. fcy cukus gsrq home cVu ij fDyd djsa] gjs jax ds dkWye esa fy[ks show account ij fDyd djsaA Add new voucher🡪Preapare Treasury Bills🡪 Contractor/ Supplier bills (Work orders payment) ij fDyd djsa] fuEu izdkj ls izdV gq, LØhu ij okafNr tkudkfj;ka QhM djsaA

|  |  |  |  |
| --- | --- | --- | --- |
| **Contractor/Supplier Bills (Work-Orders Payment)** | | | |
| **WAM Transaction No:** | Last WAM Transaction No: 259 in Jul 2014 | **Transaction Date:** | **/06/2015** |
| **Vendor Type:** |  | **Vendor Name:** |  |
| **Bill Type:** | Completion Date: | **Bill Receipt Date:** | **(dd/mm/yyyy)** |
| **SubDivision:** |  | **Bill No & Date (RPFA 78):** | **(dd/mm/yyyy)** |
| **Work Order:** |  | **Debit Head:** |  |
| |  |  |  |  | | --- | --- | --- | --- | | **Total Work Order Amount:** | **Upto Expenditure:** | **Remaining Amount:** | **Current Bill Amount:** | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **Select Work to be debited:** |  | | | | **Net Debit Amount (In Rs):** | Available Amt in Head:  Available Amount in A&F: |  |  | | | | |
| **Voucher**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Sno** | **Head** | **Description** | **Debit** | **Credit** | **Option** | | **Total:** | | | **0** | **0** |  | | | | |
|  | | | |

1. Åij fn[kk;s x;s LØhu ds uhps okys Hkkx esa MsfcV gSM ds rgr odZ ls lECfU/kr MsfcV en dk p;u djsa] MsfcV dh tkus okyh jkf'k dks mlds dkWye esa vafdr dj ,M odZ ds cVu ij fDyd djsaA ;fn fcy esa ls fdlh en ;Fkk bud VSDl] oSV] lhD;wfjVh jkf'k vkfn esa dksbZ jkf'k ØsfMV dh tkuh gks rks ØsfMV gSM~l ij fDyd djsa o en rFkk jkf'k vafdr djsaA tc lHkh ØsfMV dh tkus okyh jkf'k;ka vafdr gks tkosa rks isesaV Fkzw Vªstjh dk p;u djsa] vki ik,axs fd MsfcV o ØsfMV dh tkus okyh jkf'k dk varj Lor% iznf'kZr gks tkrk gS] bls ,M djsaA fcy dh tkap vkids ikl miyC/k fcy dh gkMZ dkWih ls djsa ;fn fcy lgh cuk gS rks lcfeV okÅpj ij fDyd djsaA
2. gkse cVu ij fDyd djsa] Treasury Processing🡪Verification and Forwarding ij fDyd djsaA

|  |  |  |  |
| --- | --- | --- | --- |
| **A/c for the Month: Jun, 2015** | **Active Users:2 , Auto Logout after 17:52 Minutes** | | **Logged in by: bdt.4222**[**Manual**](http://164.100.153.7/wam5/Division/help/help.htm)[**Logout**](http://164.100.153.7/wam5/Logout.aspx?ValidSession=0.0671353238016066) |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | [Master](javascript:void(0);) | Expand Master | | |  |  | | --- | --- | | [Options](javascript:void(0);) | Expand Options | | |  |  | | --- | --- | | [Allocations v/s Expenditures](javascript:void(0);) | Expand Allocations v/s Expenditures | | |  |  | | --- | --- | | [Treasury Processings](javascript:void(0);) | Expand Treasury Processings | | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | [Add New Voucher](javascript:void(0);) | Expand Add New Voucher | | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | [Reports](javascript:void(0);) | Expand Reports | | | | | |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **SNo** | [**Date**](javascript:__doPostBack('GridView1','Sort$TransactionDate')) | [**Voucher Number**](javascript:__doPostBack('GridView1','Sort$VNo')) | **Physical Progress** | [**Bill Amount**](javascript:__doPostBack('GridView1','Sort$BillAmount')) | [**Vendor Involved**](javascript:__doPostBack('GridView1','Sort$Vendor')) |  | | 1 | 14/06/2015 | [V No: 260](http://164.100.153.7/wam5/Division/verification_forwarding.aspx) | [View](http://164.100.153.7/wam5/Division/verification_forwarding.aspx) | 25000.00 | ABC AND CO | [Forward Vendor Payment Bill to Pay Manager](javascript:__doPostBack('GridView1$ctl02$lnkProceed','')) | | |

[Forward Vendor Payment Bill to Pay Manager](javascript:__doPostBack('GridView1$ctl02$lnkProceed','')) ij fDyd djsa] vkidk fcy is&eSustj ij QkWjoMZ gks tk,xkA

1. Treasury Processing🡪 Forwarded Bills ij fDyd djsa] fuEu izdkj dk LØhu izdV gksxk%&

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **SNo** | **Reference No.** | [**Bill Date**](javascript:__doPostBack('GridView1','Sort$BillDate')) | [**Bill Number**](javascript:__doPostBack('GridView1','Sort$BillNo')) | [**Bill Type**](javascript:__doPostBack('GridView1','Sort$BillType')) | [**Budget Head**](javascript:__doPostBack('GridView1','Sort$BudgetHead')) | [**Gross Amount**](javascript:__doPostBack('GridView1','Sort$GrossAmount')) | [**Net Amount**](javascript:__doPostBack('GridView1','Sort$NetBillAmount')) | [**Vendor Name**](javascript:__doPostBack('GridView1','Sort$Vendor')) |
| 1 | 149 | 14/06/2015 | [10001](http://164.100.153.7/wam5/Division/forwardedbills.aspx) | Vendor Payment Bill | 2216-05-053-01-05-21-V-N | 25000 | 19225 | ABC AND CO |

vkids }kjk QkWjoMsZM fcy ds jsQjsUl uEcj dks uksV djsaA

1. is&eSustj ij fcy cukus gsrq is&eSustj dh lkbZV http://paymanager.raj.nic.in ij vkids foHkkx dks iwoZ esa vkcafVr ;wt+j use ls rFkk ikloMZ ls yksfxu djsaA
2. vki }kjk vc rd is eSustj ls dsoy flfoy ds fcy cuk, x;s Fks] odZ~l fcyksa dk fuekZ.k is&eSustj ls vc rd ugha gksus ds dkj.k vkids yksfxu esa odZ~l ls lEcfU/kr ctV en dk ekLVj ugha gksxk vr% lcls igys ctV en dk ekLVj cuk;saA
3. fcy uEcj nssrs le; fcy VkbZi esa WAM BILL dk p;u djsaA od~Zl ds fcyksa ds fcy uEcj 10001 ls izkjEHk gksaxs rkfd flfoy ds fcy uEcj o od~Zl fcy uEcj ,d gksus ls MqIyhdsV fcy uEcj dh leL;k uk gksA
4. Other Bill vkWI'ku ds rgr WAM BILL dk p;u WAM }kjk fn, x;s jsQjsUl uEcj dks dj Mkyrs gq, fcy cuk;saA
5. fcy dks Mh-Mh-vks- QkWjoMZ o Vªst+jh QkjoMZ djsaA
6. Vªst+jh dks fHktok;s tkus okys fcy ij rhu fjiksVZ ¼1- fcy dk vkÅVj] 2-fcy dk buj o 3- fcy ls dh xbZ dVkSfr;ksa dh f'kM~;wy½ vko';d :i ls layXu dh tkuh gS] bu fjiksV~Zl dk fizaV Report🡪WAM Report🡪WAM inner, WAM Outer, WAM sechdule dk p;u dj fy;k tk ldrk gSA

**fo'ks"k% jsfeVsal en 8782 dks 1 vizsy 2016 ls dke esa ugha fy;k tkuk gSA**