PROCESS FOR ONBOARDING ON HYBRID TSA MODEL FOR AGENCIES WHO DO NOT HAVE THEIR ZERO BALANCE SUBSIDIARY ACCOUNT (ZBSA) IN SCHEDULED COMMERCIAL BANK (UNION BANK OF INDIA)



Presentation for Agencies/Institutions for VIGYAN DHARA - 4305

Step-By-Step FOR AGENCIES WHO DO NOT HAVE THEIR ZERO BALANCE SUBSIDIARY ACCOUNT (ZBSA) IN SCB (UNION BANK OF INDIA

- i. **Settlement of Advances** Implementing Agency (IA) having unsettled advances need to first settle the advances against existing schemes 1817, 1819 & 3237 before on-boarding on TSA Hybrid
- ii. New Account Opening IAs already not having ZBSA in Union Bank of India, need to open new ZBSA Bank account in nearest Union Bank of India branch. The Account name must have name of new scheme i.e Vigyan Dhara as suffix to institution name Sample: [Eg: Institution Name_Vigyan Dhara]
- iii. **PFMS Mapping -** IAs who are on PFMS will then add their bank account on PFMS with the new funding agency and scheme i.e. **TDB (unique code (TDBDST)** for **Vigyan Dhara (4305)**.
- iv. Forwarding to CNA DST For Approval hereafter, IAs to forward the Bank mandate form signed by Head of Institution and countersigned by the Bank Branch Manager to CNA-TDB DST for approval. The duly signed Bank Mandate form is to be sent via email to CNA-TDB DST [Office-clerk3@tdb.gov.in ; accountofficer@tdb.gov.in] along with Screenshots from the PFMS Portal indicating the successful completion of the steps as indicated.
- v. Detailed role of Implementing Agencies is mentioned on Slide 6.

Agenda





- Role & responsibilities of Stakeholders
- Applicability
- Onboarding of IAs
- Procedure to incur Expenditure
- Network of CNA

TSA Hybrid 3

TSA Hybrid – Steps for Implementing Agency

User Type - Agency Admin

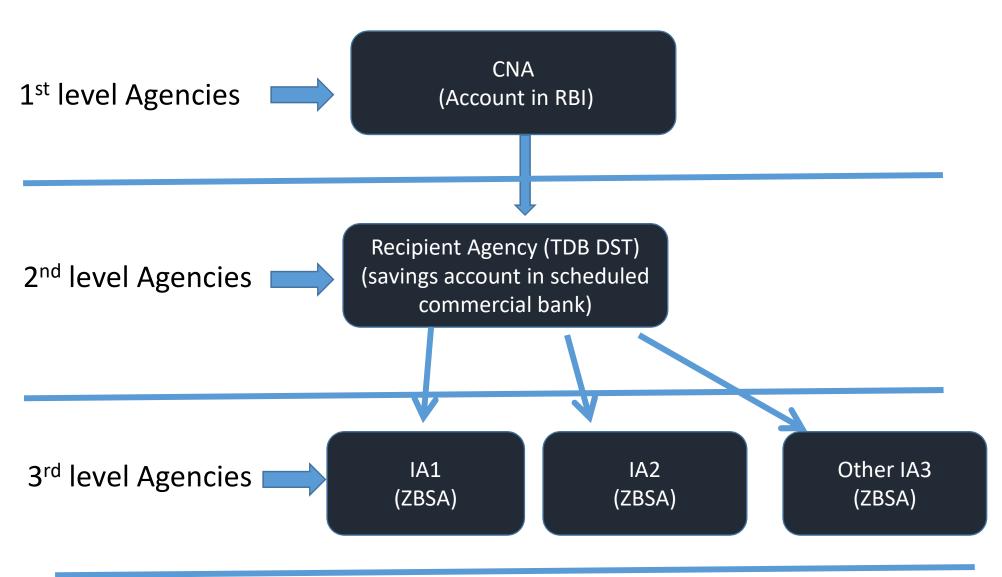
- TSA Hybrid Functionality Slides 5 to 10
- Role of Implementing Agency Slide 11
- Agency Account Addition Slides (12 to 18)
- Agency Account Approval Slides (19 to 20)
- TSA Account Flagging Slides (21 to 23)
- Agency Account Flagging / Approving Slides (24 to 27)
- Procedure to incur scheme related expenditure Slides (28 to 30)

Roles and Responsibilities of Stakeholders

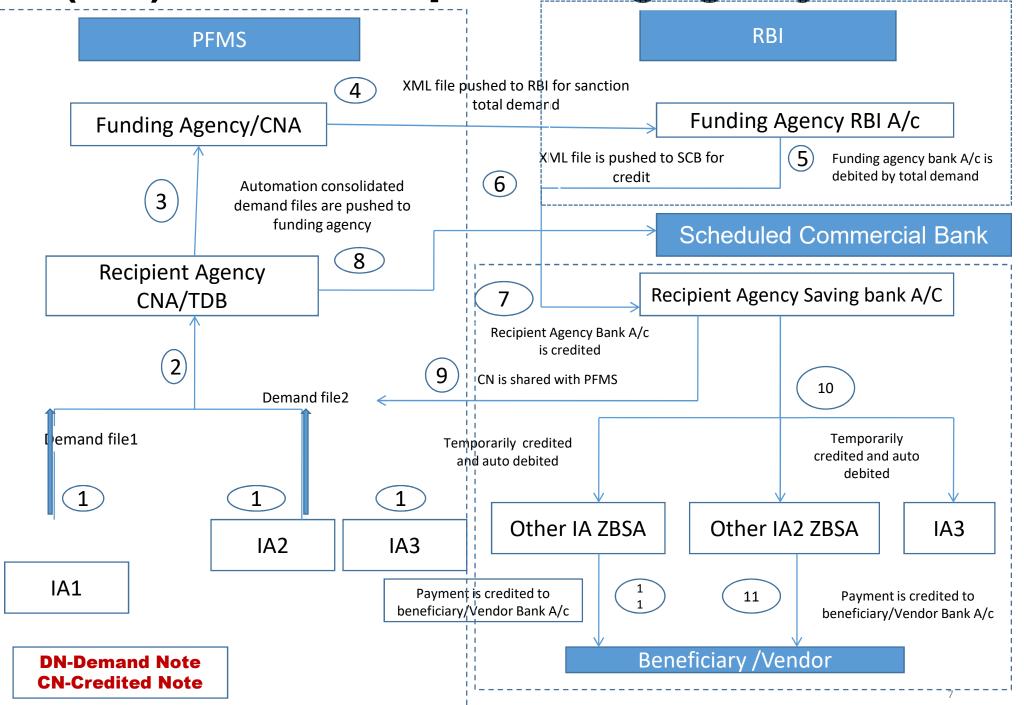
- •Sub Agencies i.e. 2nd level Government / Private Agencies involved in the implementation of TSA Hybrid Schemes will be designated as Implementing Agencies.
- •Funding Agency (TDB DST) is Government agencies with RBI-TSA bank Account. Funding agencies disburse funds to lower level agencies Just-in-time as and when demand files are sent to Funding agency. Funding agencies should adhere to timelines prescribed in O.M dated 21.05.2024.
- •Recipient Agency (TDB DST) has opened a savings bank account in scheduled Commercial bank i.e. Union Bank of India.
- •Zero balance subsidiary account (ZBSA) All the Sub-agencies below the Funding agency will open a Zero balance subsidiary Account (ZBSA) in Union Bank of India exclusively for the scheme Vigyan Dhara (4305) only for payment purpose.
- •Holding Account is opened for the purpose of payment of TDS, Income Tax, GST, LC to foreign vendors, scholarship to foreign student who do not have their bank a/c in SCB, salary for the month of March and other deductions including. All IAs of the scheme under TSA Hybrid shall open a non interest-bearing Holding account in any Scheduled Commercial Bank, in addition to the scheme account of the Implementing Agency. The transferred funds can be held for a maximum period of 14 days.

Network of CNA

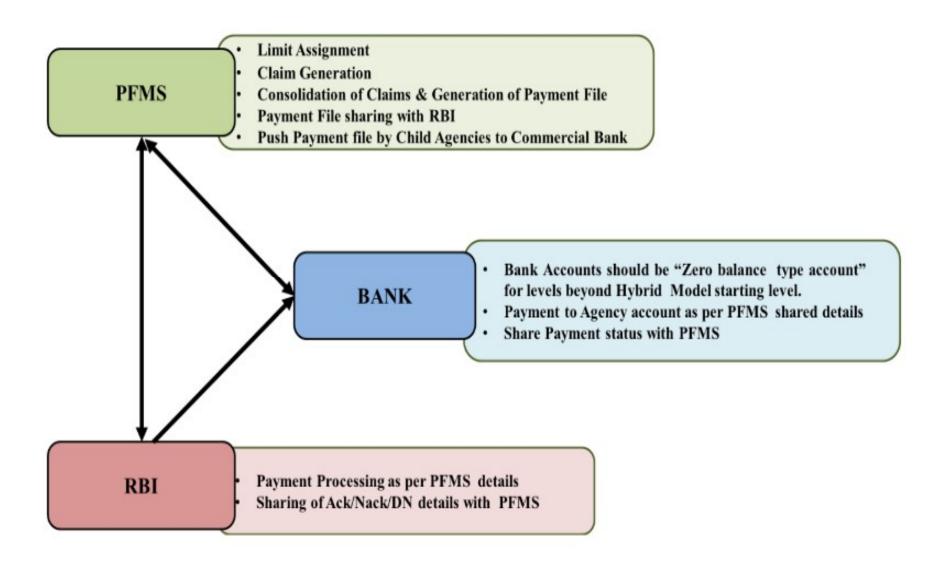
Case where CNA is funding Agency for Recipient SA at 2nd level

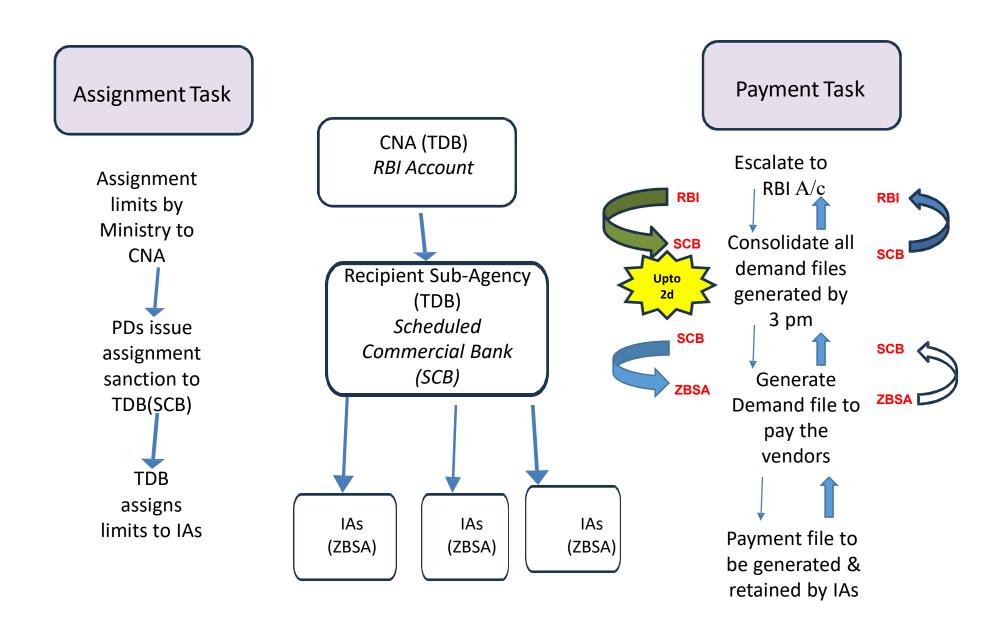


Process Flow for TSA Hybrid : PFMS-e-Kuber (RBI) - SCB For Implementing Agency &CNA 1/3



Role of Bank





Funds Flow in TSA-Hybrid (TDB)

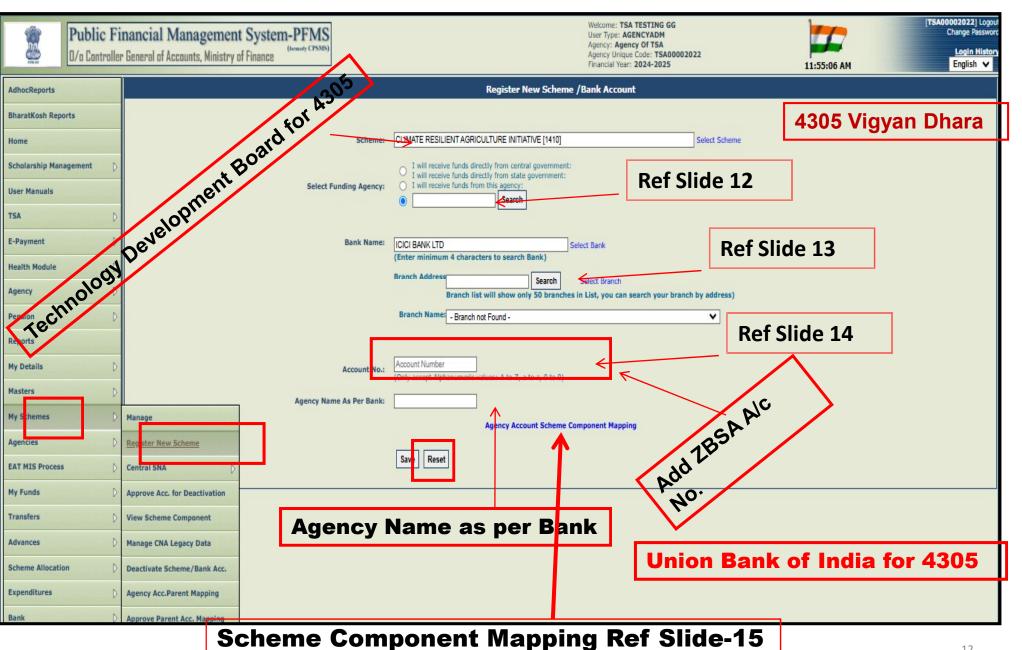
Funding Agency to act as Recipient Agency

- The CNA has to register RBI Account for acting as funding agency and flag the Savings Bank Account in Scheduled Commercial Bank as TSA Hybrid to act as Recipient Agency. Thereafter it can assign drawing limit to self as recipient agency and further assign limit to child agencies for raising claims.
- The Funding Agency / CNA will do following steps:-
 - 1. Register Implementing Agencies as per the scheme fund flow Hierarchy
 - 2. Approve their ZBSA bank account / Holding Account added by IAs
 - 3. IAs to do Account Flagging of ZBSA and will be approved by CNA
 - 4. Assign drawing limits to the Implementing Agency

Role of Implementing Agencies:

- i. IAs having unsettled advances need to first settle the advances against existing schemes 1817, 1819 & 3237 before on-boarding on TSA Hybrid
- ii. IAs already not having ZBSA in Union Bank of India, needs to open new ZBSA account ZBSA in nearest Union Bank of India duly updating the name of new scheme suffix to institution name Vigyan Dhara.
- iii. IAs who are on PFMS will add bank account with new scheme and funding agency will be TDB (unique code (TDBDST) for Vigyan Dhara (4305). Thereafter, IAs to forward mandate form signed by Head of Institution and countersigned by the Bank Branch Manager to CNA-TDB DST for approval.
- iv. Agencies should not use the ZBSA account for any receipt of fund. The purpose of ZBSAs for the execution of payment only the scheme for which the account is opened and mapped.
- v. Agencies must regularly and promptly reconcile balances and financial limits on PFMS and also report any discrepancies to PFMS helpdesk for immediate corrective actions.
- vi. As soon as the funds gets transferred to top level agency corresponding to claims raised by below level agencies, PFMS will push the corresponding payment files through commercial bank of child agencies.
- vii. Funds in ZBSA of child agencies corresponding to failures to be transferred back to savings account pertaining to recipient agency i.e., agency at start of hybrid level.

Agency Account Addition User - Agency Admin (My scheme> Register New Scheme> Select scheme

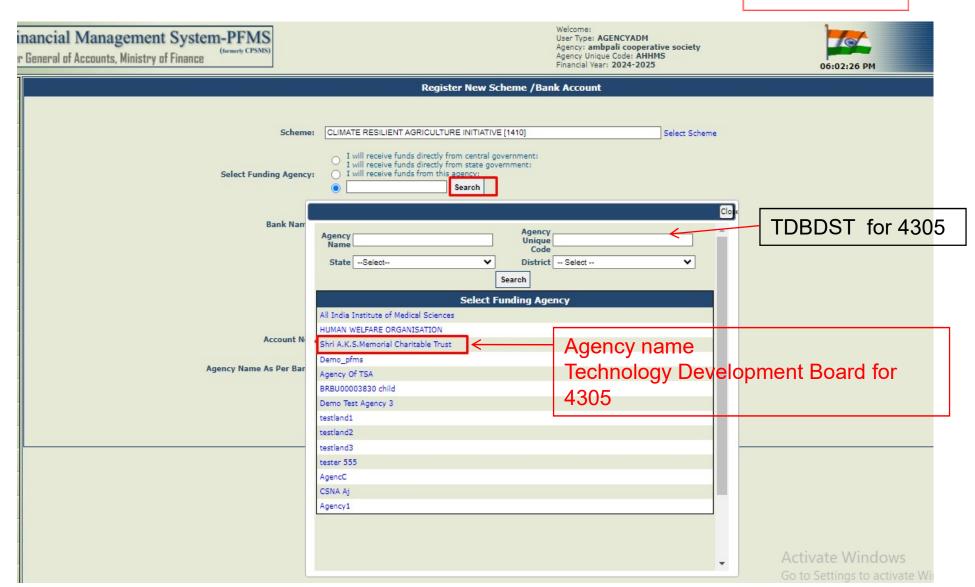




Agency Account Addition with the Scheme 4305

(Select scheme and Funding Agency – TDBDST)

Ref Slide-11



Select Scheme 4305 and funding agency - TDB

Agency Account Addition User – Agency AdminSelect Bank & Branch of Funding Agency (TDB for DST)

ancial Management System-PFMS General of Accounts, Ministry of Finance		Welcome: User Type: AGENCYADM Agency: ambpali cooperative society Agency Unique Code: AHHMS Financial Year: 2024-2025	06:04:56 PM	[AHHMS] Log Change Passw <u>Login Histo</u> English v
	Re	gister New Scheme /Bank Account		
Scheme:	CLIMATE RESILIENT AGRICU	ttly from central government:	Ref Slid	le-11
Select Funding Agency:	I will receive funds direc I will receive funds from Shri A.K.S.Memorial Cha	tly from state government: this agency:		
Bank Name:	PUNJAB NATIONAL BANK (Enter minimum 4 characte	ers to search Bank)	Union Bank of India	a for 4305
	Branch Address Branch list w	Search Select Branch ill show only 50 branches in List, you can search your branch by addi	ress)	~
	Name:	Branch Selection - Google Chrome		×
Account No.: Agency Name As Per Bank:	(Only accept Alphanumeric va	25 training.pfms.gov.in/Agency/BranchSelection.aspx Address:	q=PUNJAB%20NATIONAL%20B	4
	Save Reset	City: Pin: IFSC Code: MICR Code: Search		
		Select SUBHASH CHOWK, PADRAUNA [SUBHASH CHOWK,] { CBS } KANPUR,BIRHANA ROAD [59/29,BIRHANA ROAD] { CBS } GUWAHATI ZOO ROAD [ZOO ROAD, RG BARUAH RD] { CBS }		
UBI Branch for 4305		HYDERABAD,KOTHI [4-6-464/9,ESAMIA BAZAR] { CBS } DELHI NEW, BHIKAIJI CAMA PLACE [7,BHIKAIJI CAMA PLACE] { CBS }		
		GHAZIABAD, SHASTRI NAGAR [SJ-86, SHASTRI NAGAR] { CBS } JAMMU, CANAL ROAD [CANAL ROAD] { CBS } JALANDHAR, SUS NAGAR [SUS NAGAR] { CBS } AGUADE DIETT JAMMU () & P) [TEU & DIETT JAMMU] { CBS }	Activate Windo Go to Settings to act	

Agency Account Addition User - Agency Admin



Fill Bank Details of Implementing Agency



Agency Account Addition- Scheme Component Mapping User - Agency Admin

5/7

inancial Management System-PFMS r General of Accounts, Ministry of Finance		Welcome: User Type: AGENCYADM Agency: ambpali cooperative society Agency Unique Code: AHHMS Financial Year: 2024-2025	06:07:14 PM
	Register New Schen	ne /Bank Account	
Scheme: Select Funding Agency:	CLIMATE RESILIENT AGRICULTURE INITIATIVE [14:1 I will receive funds directly from central govern I will receive funds directly from state governm I will receive funds from this agency:		Ref Slide-11
Bank Name:	Shri A.K.S.Memorial Charitz Search PUNJAB NATIONAL BANK (Enter minimum 4 characters to search Bank) Branch Search Search Search	Select Branch	
	Branch list will show only 50 bra Branch Name: DELHI NEW, BHIKAIJI CAMA PLAC DELHI NEW, BH Account RuleAccount number should be either	nches in List, you can search your branch by address	
Account No.: Agency Name As Per Bank: Agency Account Scheme Component Mapping	(Only accept Alphanumeric val	Agency Account Scheme Component Majonents: Sea	pping arch
Please note: Select Bulk Press SAVE	Bulk Salary Medical TA Misc Financia	ı	Activate : Vindows

Agency Account Addition- Scheme Component Mapping

After all steps as indicated in Slide 09 to 13 are taken, the SCHEME REGISTRTION IS COMPLETE at Agency Level and will show

6/7



Welcome:

User Type: AGENCYADM

Agency: ambpali cooperative society

Agency Unique Code: AHHMS Financial Year: 2024-2025

Register New Scheme /Bank Account **Ref Slide-11** Scheme Saved Successfully CLIMATE RESILIENT AGRICULTURE INITIATIVE [1410] Select Scheme Scheme: I will receive funds directly from central government: I will receive funds directly from state government: I will receive funds from this agency: Select Funding Agency: Search

The IA can view the status of Registration of the scheme / Bank account Path:- My Scheme > Manage 7/7

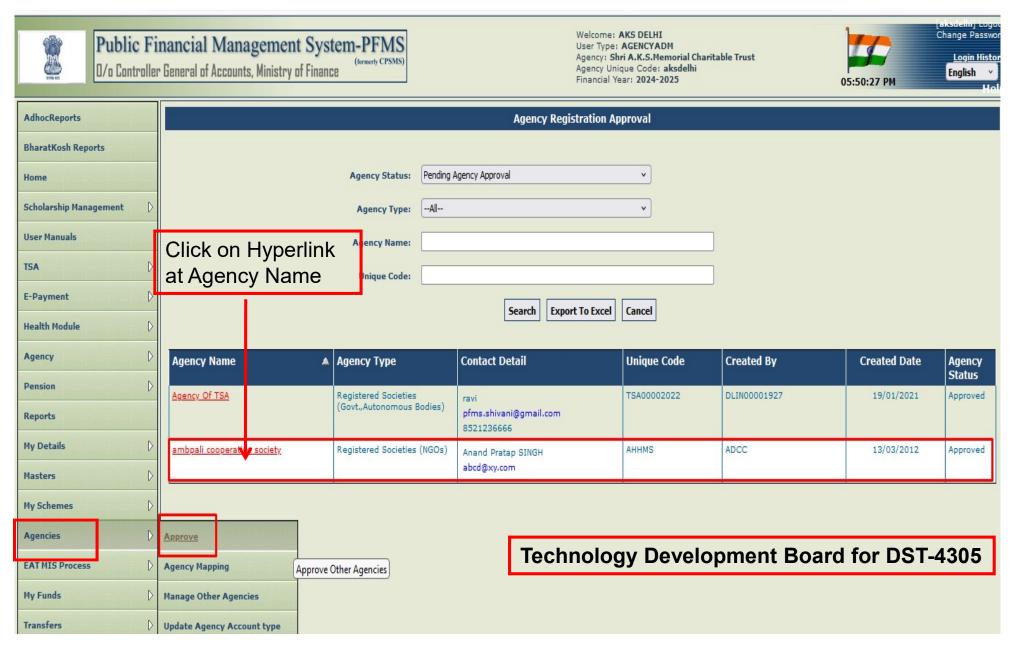
		Manage Scheme	/ Bank Account							
Manage Scheme										
Scheme	:		Select Scheme							
Approval Status	sSelect V	Funding AgencySelect	~							
Component Mapped	dSelect	Bank Name								
Account Number		Bank StatusSelect	~	Account Type9	Select	~				
Search	Bank Status	Registr	er New Scheme	_						
Scheme	Bank Details	Agenecy Name In Bank	Status	AccountNo	Bank Status		Receiving Funds from		Component Mapping	PAO Code
Ambedkar Hasthshilp Vikas Vojana - [1435]	STATE BANK OF INDIA [SBIN0009002] ANANDPURI WEST BORING CANAL ROAD, PATNA, BIHAR, Pin - 800001	хосохАМВРххосх	Approved	32091234	✓	V	Central Government	Турс	NO	Code
Design and Technical Upgradation Scheme - (1434)	STATE BANK OF INDIA [SBIN0009002] ANANDPURI WEST BORING CANAL ROAD, PATNA, BIHAR, Pin - 800001	эроскАМВРюроск	Approved	32091234	V	V	Central Government		YES	
Marketing Support and Services - [1484]	STATE BANK OF INDIA [SBIN0009002] ANANDPURI WEST BORING CANAL ROAD, PATNA, BIHAR, Pin - 800001	хооохАМВРюоох	Approved	32091234	V	V	Central Government		NO	
Research and Development - Handicrafts - [1491]	STATE BANK OF INDIA [SBIN0009002] ANANDPURI WEST BORING CANAL ROAD, PATNA, BIHAR, Pin - 800001	хооскАМВРюоск	Approved	32091234	✓.	V	Central Government		NO	
Human Resource Development- Handicrafts - [1440]	STATE BANK OF INDIA [SBIN0009002] ANANDPURI WEST BORING CANAL ROAD, PATNA, BIHAR, Pin - 800001	хооохАМВРюоох	Technolo	gy Develo	pment	Во	Government ard for	DST-	4305	
ESTABLISHMENT EXPENDITURE AYUSH - [3463]	STATE BANK OF INDIA [SBIN0009002] ANANDPURI WEST BORING CANAL ROAD, PATNA, BIHAR, Pin - 800001	хооскАМВРюзок	Approved	32091234	V	V	Central Government		NO	
CLIMATE RESILIENT AGRICULTURE INITIATIVE - [1410]	STATE BANK OF INDIA [SBIN0016738] COLLECTORATE CIRCLE JAIPUR B-21-A, SHIV MARG, COLLECTROATE CIRCLE, BANI PARK, DIST: JAIPUR, RAIASTHAN -302016	ambpali cooperative society	Approved	79825378301	V	V	Central Government		YES	
CLIMATE RESILIENT AGRICULTURE INITIATIVE - [1410]	PUNJAB NATIONAL BANK [PUNB0198800] DELHI NEW, BHIKAIJI CAMA PLACE 7,BHIKAIJI CAMA PLACE	ambpali cooperative society	Pending Agency Approval	9876543210123	PENDING	✓ A	HUMAN WELFARE ORGANISATION	Indows	YES	
CLIMATE RESILIENT AGRICULTURE				Cash	₹	₹ Go	to Settings	to activa	te Wandows	

Agency Account Approval (By Funding Agency)

Validation is required from concerned commercial Bank

Path:- Agencies > Approve

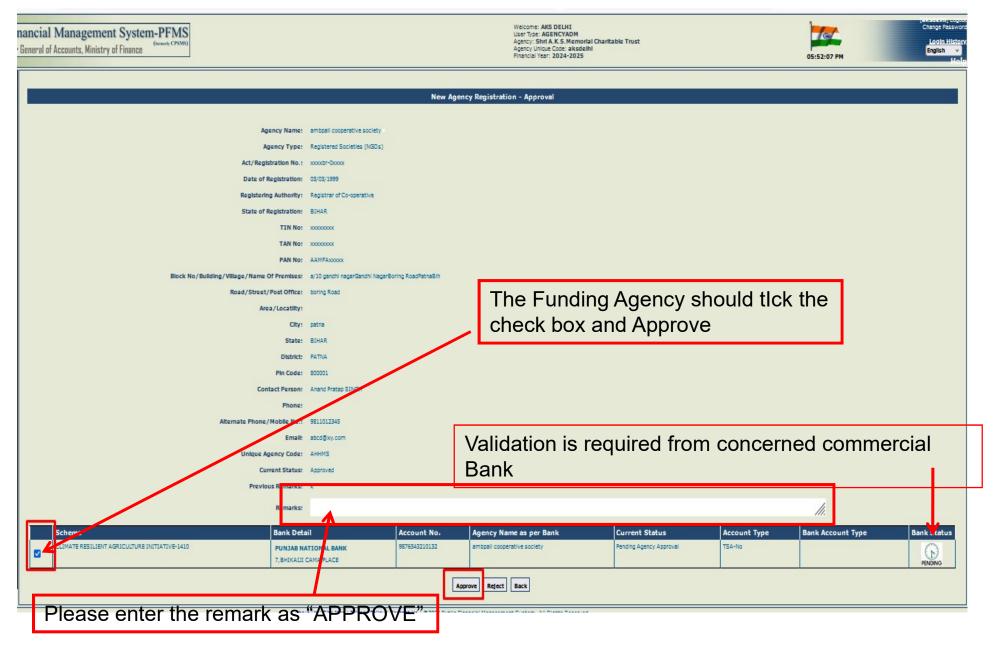
1/2



Agency Account Approval (By Funding Agency)

Path:- Agencies > Approve



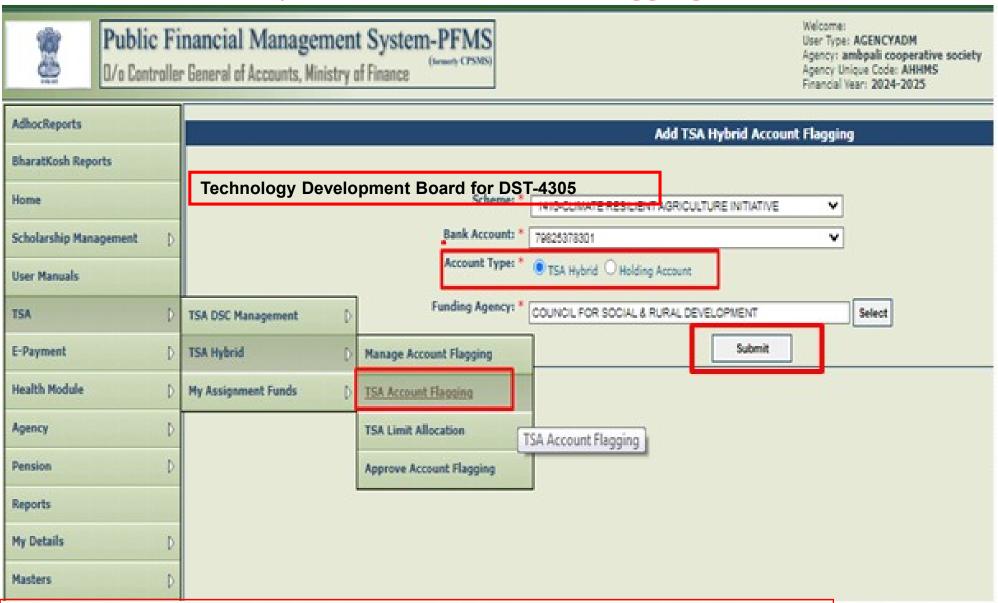


TSA Account Flagging by the IA

User-Agency Admin

1/3

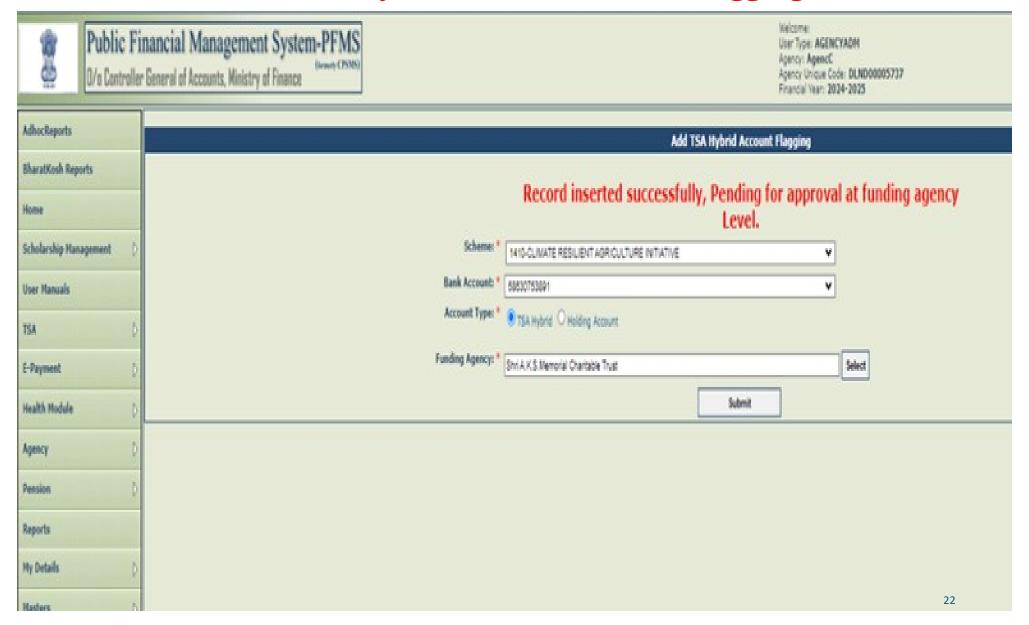
Path: TSA > TSA-Hybrid > TSA Account Flagging



After clicking the Submit Button, next screen will appear

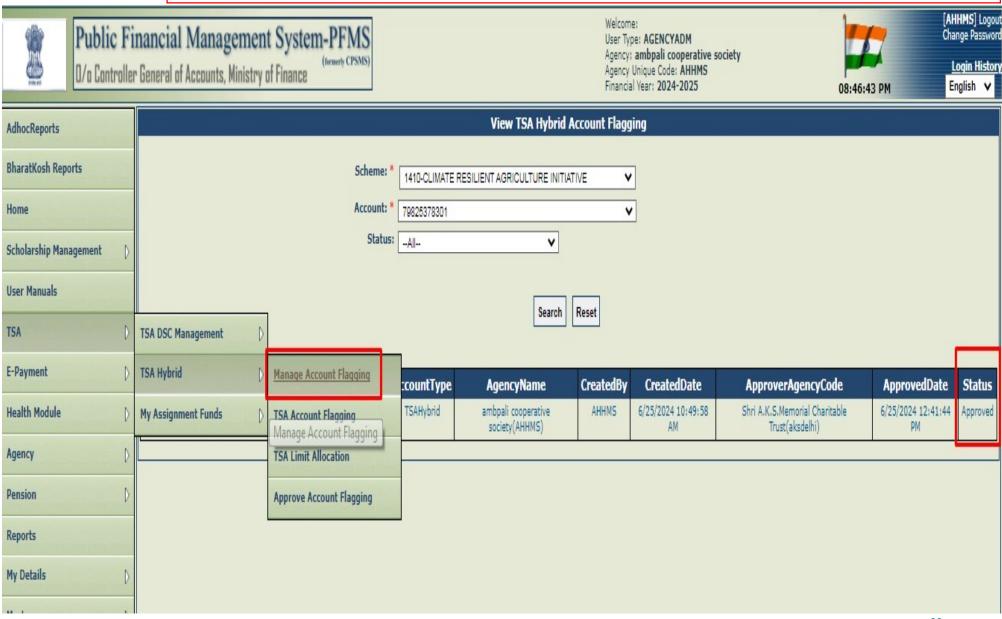
User-Agency Admin

Path: TSA > TSA-Hybrid > TSA Account Flagging

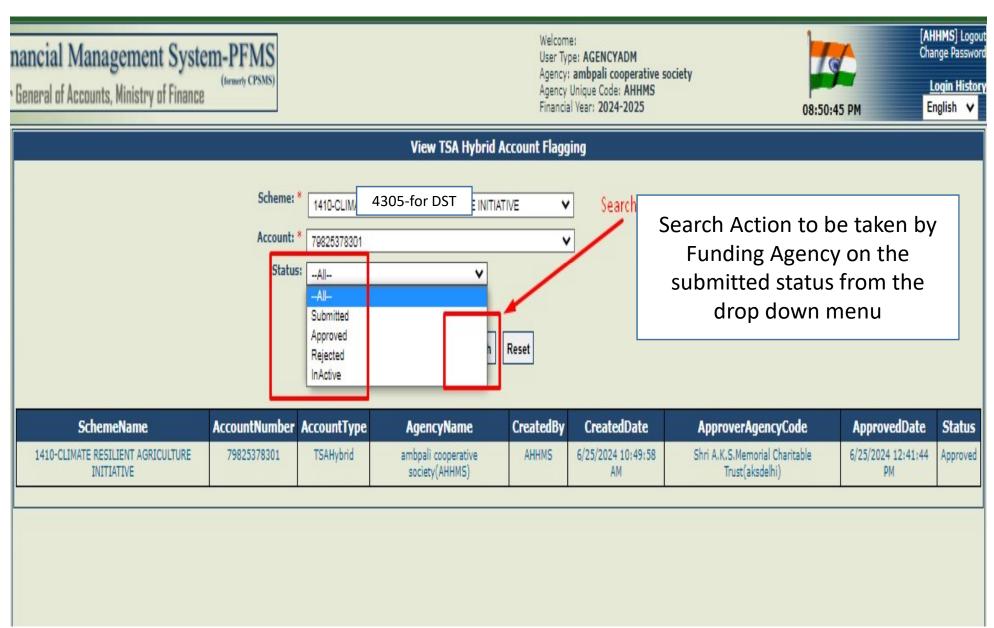


Path TSA > TSA-Hybrid > Manage Account Flagging.

Here IA can check status of the Account Flagging



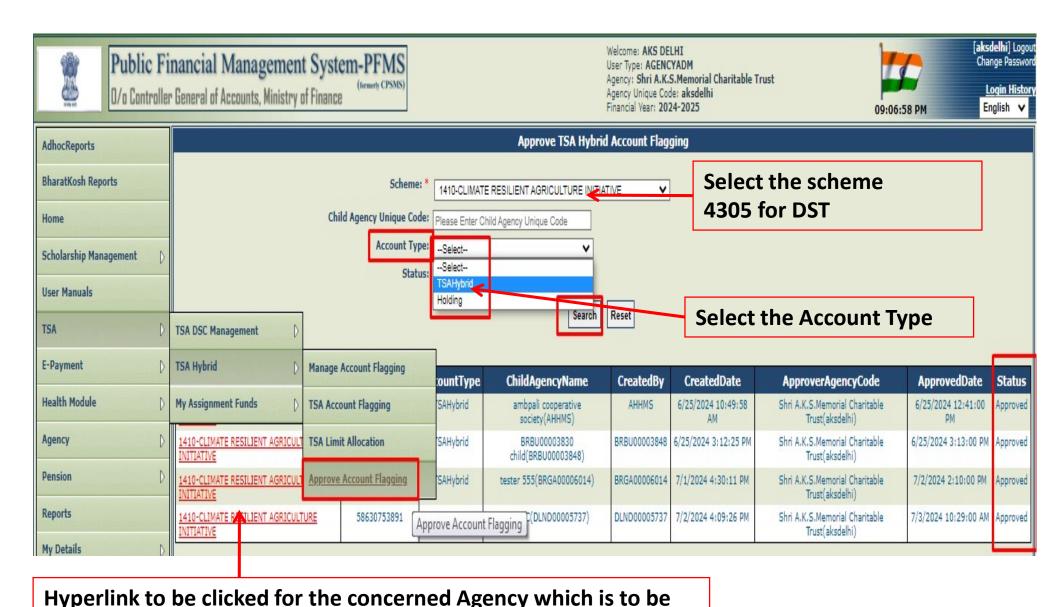
Approval of TSA Account Flagging By Admin user of Funding Agency DST TDB for 4305



Manage Account Flagging

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Path TSA > TSA-Hybrid > Manage Account Flagging.



flagged

Approve Account Flagging

3/4

Path TSA > TSA-Hybrid > Manage Account Flagging.

nancial Management System-PFMS General of Accounts, Ministry of Finance	Welcome: AKS DELHI User Type: AGENCYADM Agency: Shri A.K.S.Memorial Charitable Trust Agency Unique Code: aksdelhi Financial Year: 2024-2025	09:16:26 PM	[aksdelhi] Logout Change Password Login History English V
Ad	d TSA Hybrid Account Flagging		
Scheme: *	1410-CLIMATE RESILIENT AGRICULTURE INITIATIVE	V	
Account Type: *	5 15A Hydrid 5 Holding Account		
Child Account:	79825378301 ambpali cooperative society(AHHMS)		
	Approve Reject Back		

After Clicking the Approve Account flagging button, action regarding flagging of the IA's account by Funding Agency is complete. The narration to be on the next slide P-24)

Approve Account Flagging



Path TSA > TSA-Hybrid > Manage Account Flagging.

Ceneral of Accounts, Ministry of Finance	Welcome: AKS DELHI User Type: AGENCYADM Agency: Shri A.K.S.Memorial Charitable Trust Agency Unique Code: aksdelhi Financial Year: 2024-2025		
	Add TSA Hybrid Account Flagging		
Account Type: Child Account:	Data Approved successfully. MIG-CLINATE RESILIENT AGRICULTURE INTIATIVE TSA Hybrid Holding Account S8630753891 Agenc (DLNC00005737) Reject Back		

Procedure to incur scheme related expenditure

The, ZBSAs will be assigned a drawing limit by the agency immediately up the ladder.

When an IA down its ladder has to make payment to vendors / beneficiaries under the scheme, the IA concerned will prepare:

- (i) a payment file in PFMS with containing details
- (ii) demand file containing amount

The amount claimed in the demand file shall not exceed the drawing limits assigned to the SA.

While the payment file will be retained by the respective IA, the demand files generated by the IAs shall be consolidated daily in PFMS. The consolidated demand file will be sent to the concerned funding agency.

Procedure to incur scheme related expenditure.....

The demand received by the funding agency in PFMS till the cut-off time of 3 PM on a working day will be processed and sanction for the amount demanded will be generated on the same working day. Sanction for the consolidated demand received beyond the cut-off time of 3 PM will be generated on the next working day.

After sanction at CNA-TDB, it will be sent to RBI for debiting the assignment account in RBI of the concerned funding agency and crediting the sanctioned amount in the bank account of the Recipient Agency concerned.

Immediately on receipt of funds, the CNA will disburse them to vendors / beneficiaries through its bank account or through ZBSA accounts as per the payment files generated by respective IAs.

Procedure to incur scheme related expenditure......

Previously, in TSA, statutory deductions like TDS, GST, Income Tax, etc. were separately settled offline. Now, the facility to settle all the deductions has been implemented, and users can also settle the deductions using the E-payment facility. This functionality is applicable for transactions done in TSA and TSA Hybrid only.

Detailed procedure is circulated by Dy.CGA (GIFMIS) O/o CGA vide OM File No. I-104/5/2024-ITD-CGA 2 ti- 324 dated 27/11/2024

The step-by-step detailed process of downloading and applying DSC is given in the TSA Hybrid User Manual which can be downloaded with following link:

https://cga.nic.in/Page/Treasury-Single-Account-TSA-.aspx

Should you have any queries or questions w.r.t. the procedure, please contact:

<u>helpdesk-tsa@gov.in</u> <u>9811862853</u>

Thank you

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