

Government of West Bengal
Department of Food & Supplies
DIRECTORATE OF FINANCE
11A, Mirza Ghalib Street, Kolkata-700087

No. DF-11014(12)/1/2021-DD (DF)-DF/364

Date-07.07.2023

ORDER

**Sub: Introduction of online module for maintenance of Subsidy and other fund
Receipts information digitally in portal at Directorate of Finance level**

Online Advice payment systems for various payments/remittance of fund from Directorate of Finance level was introduced vide Order No. No.537-DF/B.O dated-15.06.2022. Accordingly all payments out of the Annapurna Account and Current Account-II are now released digitally. In addition all payment information viz. Sanction details, recipient details incl. expenditure head under which payment is booked is also maintained digitally so that such information can be made available at any point of time.

After successful implementation of the online payment system it was under active consideration since sometime past to develop an online system wherein all receipts information will be maintained digitally so that details of any receipt of fund viz. mode of receipt, purpose of receipt, remitter details, period etc can be made available as and when required. In addition, in order to get a receipt and payment statement related picture at one go, it was felt necessary to have an online system for capturing the information of all receipts. Moreover, for the purpose of preparation of accounts it is necessary to have all the data readily available in digitized mode to reduce dependency on manual records.

Accordingly, Department has developed an online system under the existing login in food.wb.gov.in through which details of receipts can be captured digitally. This new system has already been made live for use for Financial Year 2023-2024. The salient features of this system are:-

1. Maintenance of records digitally.
2. Availability of actual documents viz. allotment copy/Sanction order etc in softcopy.
3. Availability of MIS and reports for faster compilation of accounts.
4. Instant identification of receipt of fund from GOI, GoWB and other entities.

Hence, it is directed that w.e.f. 01.04.2023 all receipts of fund at the Director of Finance level either from Government of India/Government of West Bengal, in the form of subsidy etc., receipt of fund from other agencies including FCI and DCFS/DDR and other concerns need to be captured through this module mandatorily. Bill section shall capture all the receipts through State Budgetary head of Account and B.O section shall record all the receipts from Government of India and other entities either in Bank Account or through Cheque/Draft etc. Dealing Assistant shall capture the details with his/her login in portal and forward the same to the approver. Once entered in portal a receipt advice will be generated which should be preserved in file along with the fund received documents.

This has approval of Secretary, Food & Supplies Department.


Director of Finance
Food & Supplies Department

Copy with enclosures forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Kolkata-700001.
2. Secretary, Food & Supplies Department, West Bengal.
3. Secretary in Food & Supplies Department, West Bengal.
4. Director, DDP&S under Food & Supplies Department, West Bengal.
5. Director of Rationing, Food & Supplies Department, West Bengal.
6. Financial Advisor, Food & Supplies Department, West Bengal.
7. All Special Secretary/ Joint Secretary/Deputy Secretary/Assistant Secretary under Food & Supplies Department.
8. Additional Secretary (IT & Reforms), Food & Supplies Department.
9. OSD, Reforms Cell, Food & Supplies Department, West Bengal.
10. Joint Director/Deputy Director/Assistant Director of Finance, _____.
11. Bill Section/ B.O Section of Directorate of Finance.
12. IT Cell (for website uploading).
13. Guard file.



Dy. Director of Finance
Food & Supplies Department