I/163280/2024

जल शक्ति मंत्रालय
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग
केन्द्रीय जल आयोग
राष्ट्रीय जल अकादमी

Government of India
Ministry of Jal Shakti
Dept. of Water Resources, RD&GR
Central Water Commission
National Water Academy

Date: 15-02-2024

सेवा में

ई-ऑफिस नोटिस बोर्ड के माध्यम से केंद्रीय जल आयोग के सभी अधिकारी और कर्मचारी

विषय : **Virtual Training Program on "e-Billing through PFMS"** during 20-21 Feb 2024 being organized by National Water Academy, Pune **– request for nominations** - reg.

महोदय,

1. National Water Academy, Pune is going to organize a Virtual Training Program on "**e-Billing through PFMS**" during **20-21 Feb 2024** benefiting all the officers & staff of CWC.

2. This program covers critical topics such as Procedure for Submission of e-Claims, Procedure for Generation of e-Sanction by Competent Authority, Procedure for Sanction of e-Bills by DDOs, Procedure for Precheck and Payment, tracking of claims. The tentative schedule drawn up for the program is enclosed at Annexure-I for ready reference.

3. All sessions will be conducted online via the Moodle Learning Management System (LMS) hosted at www.nwapune.gov.in/. The procedure for registration and enrollment for the course is mentioned at Annexure -II. The webinar links for joining the classes will not be shared externally. Instead, all relevant links have been diligently placed on the course page so that attendance is systematically monitored, and those who complete all classes/ assignments receive a self-generated certificate.

4. Interested officials are invited to enroll for the course with the consent of their controlling officers.

भवदीय,

संलग्न : As above

(जि. श्रीनिवासुलु)
पाठ्यक्रम निदेशक

प्रतिलिपि जानकारी के लिए**:**

1. निदेशक (प्रशिक्षण)**,** केंद्रीय जल आयोग, नई दिल्ली-66

पुणे सिंहगड रोड,
खडगवासला आर.एस., पुणे – 411 024
दूरभाष – 020-24380528, 24380392, 24380517
ई मेल – nwa.mah@nic.in

Pune-Sinhagad Road,
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Tel – 020-24380528, 24380392, 24380517
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Annexure – I

Virtual Training Program on "e-Billing through PFMS"
20-21 February 2024

Date & Day	Time	Program Details
20.02.2024	**1030-1045 Hrs.**	**Inaugural address** **Speaker: Sh. D.S. Chaskar, Chief Engineer, NWA**

	1045-1200 Hrs.
	
	1200-1315 Hrs.
		1. **Procedure for Submission of e-Claims:**
		  o In-depth guidance on the submission process for e-claims by both Government employees and suppliers.
		  o Understanding the requisites for a seamless and error-free submission.
		2. **Procedure for Generation of e-Sanction by Competent Authority:**
		  o Detailed insights into the role of the competent authority in generating e-sanctions.
		  o Ensuring compliance with regulatory frameworks during the sanctioning process.

21.02.2024	**1030-1145 Hrs.**
	
	1145-1315 Hrs.
		1. **Procedure for Sanction of e-Bills by DDOs:**
		  o Step-by-step walkthrough for the designated Drawing and Disbursing Officers (DDOs) in sanctioning e-bills.
		  o Emphasis on accuracy and accountability in the sanctioning procedure.
		2. **Procedure for Precheck and Payment:**
		  o Practical guidance on precheck protocols to validate e-bills before processing payments.
		  o Ensuring adherence to financial regulations during the payment phase.
		3. **Claim Tracking:**
		  o Understanding the mechanisms for effective claim tracking to monitor the status of transactions.
		  o Implementing best practices for real-time updates and reporting.

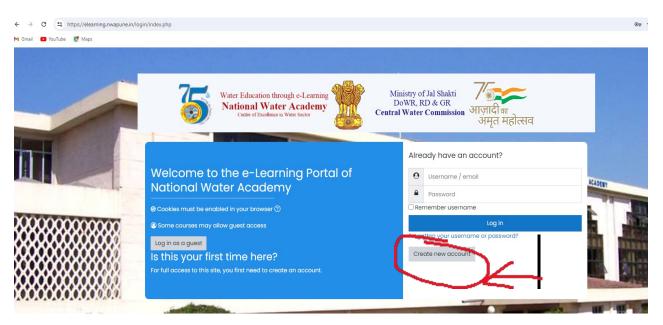*Course Director: Sh. G Srinivasulu, DD, NWA*

I/163280/2024   *Annexure-II*

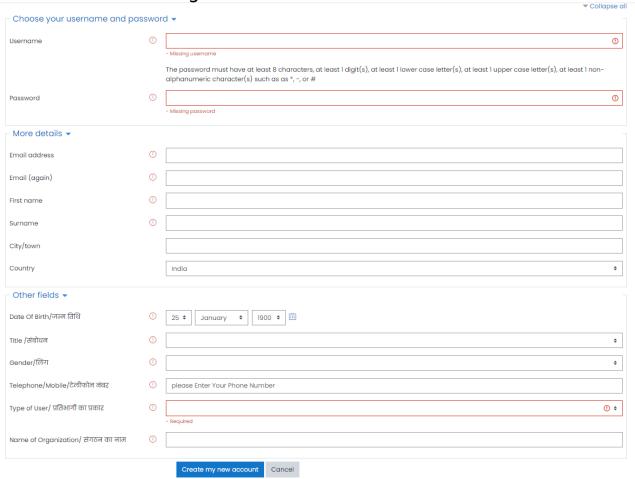1. Visit https://www.nwapune.gov.in/
2. Click the login/Registration tab available on the dashboard. (For first time users). If registration has already been done, please enroll for the course using the code pfmscwc
3. Click on Create new account as shown below:

4. Fill the details for registration as shown below:
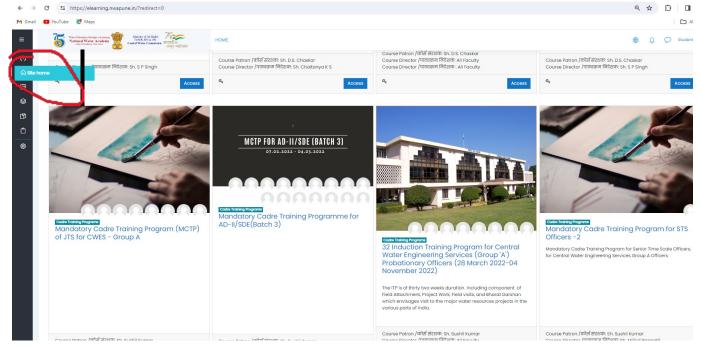
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E-mail - nwa.mah@nic.in

5. After filling in the details, activate the account through the link received in the email used for registration.

An email should have been sent to your address at **saeq@gmail.com**

It contains easy instructions to complete your registration.

If you continue to have difficulty, contact the site administrator.

Continue

6. Set the password after activating the account.
7. Login using the credentials.
8. Click Site home.

9. Scroll down and enrol for the course on "**e-billing through PFMS**"**available under Programs under Specialized Topics"** using enrollment key *pfmscwc*

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