

Instructions to Follow for Opening a new Savings Bank A/c with Bank of Maharashtra for flow of funds under the DST Umbrella scheme, 'S&T Institutional and Human Capacity Building' (Scheme Code: 1817) – concerning Women Scientist Scheme

Reference to the directive of the Ministry of Finance (Department of Expenditure) for adopting revised procedure for flow of funds under Central Sector Schemes of the Union Government with effect from **1st April, 2022** vide their Office Memorandum (OM) No. 1(18)/PFMS/FCD/2021 dated 9th **March 2022**. Also reference, subsequent clarification issued by the Ministry of Finance (Department of Expenditure) vide their OM No. 1/(12)/PFMS/2022 dated 16th September, 2022.

In order to implement the said procedure for flow of funds as outlined by Dept. of Expenditure, the Department of Science and Technology vide OM No. MST/PAO/TSA/Model 1&2/2022-23/22 dated 27th **May 2022** (attached herewith) have directed the flow of funds for the DST Umbrella Scheme, 'Science and Technology Institutional and Human Capacity Building [1817]' by identifying Technology Development Board (TDB) as the Central Nodal Agency (CNA) that has opened a Central Nodal Account with the Bank of Maharashtra.

Subsequently, vide Department of Science and Technology's OM No. DST/PRAO/TSA/01/2022/498 dated 21st September, 2022 (appended below), it is clarified that for the implementation of the said guidelines, the Host Institutes have to open -

- EITHER **only ONE Zero Balance Sub-Agency (ZBS) account** at Institute level for facilitation of transfer of funds under all the projects of DSTs Umbrella scheme 'S&T Institutional and Human Capacity Building' (Scheme Code – 1817);
- OR **Separate project-wise Zero Balance Sub-Agency accounts** for each project under the Scheme Code 1817.

Following instructions need to be followed by the PIs for flow of funds -

Category 1: New Projects for which 1st installment release is to be made after April 01, 2022.

Step a) A zero-balance Subsidiary SB Account is required to be opened by all the grantee organizations in Bank of Maharashtra. The details of contact persons for opening of Subsidiary SB Account in the Bank of Maharashtra is given below:

Mr. Harinder Singh, Sr. Manager,
Business Development Officer,
Government Business Cell, Delhi,
Bank of Maharashtra,
Landline: [91-11-23730887](tel:91-11-23730887)/ 88
Mob: [+91-9711324978](tel:+91-9711324978)
Email: bdo_del@mahabank.co.in

In view of the above, you are requested to kindly furnish the information as mentioned in the Table below and mail it to Mr. Harinder Singh at bdo_del@mahabank.co.in and also get in touch with the contact person(s) from Bank of Maharashtra and inform if any branch of Bank of Maharashtra is at your convenient distance or get a Subsidiary SB Account opened at a branch as designated by the Bank itself and complete the process of opening the Bank A/c at the earliest.

Name of Implementing Agency (IA)	
Registered Office Address	
Name & Designation of Nodal Officer	
Mobile No. of Nodal officer	
Mail id of Nodal officer	

Step b) Mapping of the Bank A/c at PFMS: While mapping of the new Bank A/c opened with the Bank of Maharashtra at PFMS you need to select 3rd option in PFMS which is '**I will receive funds from this agency**' in place of Central Government. There you need to mention the Unique Code 'TDBDST' and select TDB as the organization. Following the same, send your PFMS mapping request for approval to project-consultant1@tdb.gov.in with cc to accountofficer@tdb.gov.in after completing the necessary formality in PFMS portal. Specifically, you need to provide the below details for approval:

Name of Account:

Account No.:

IFSC:

Institution Name:

Screen shot of the PMFS portal from My Schemes.

The above details should be vetted by the competent authority of the beneficiary institution.

Step c) Intimation of Bank Account Details to DST: The details of the new account opened at Bank of Maharashtra and screenshot of PFMS mapping needs to be sent to the Program Officer at yandana.singh@nic.in with cc to goel.shubham@gov.in

Category 2: Ongoing Projects for which 1st installment has been released prior to April 01, 2022.

Follow **Step (a)** and **Step (b)** from Category 1 above and then follow-

Step c) In case there is an unspent balance in the project on 31.03.2022, the same has to be deposited back into the CNA account of TDB as per the details given below:

Scheme Name:	Science and Technology Institutional and Human Capacity Building
Scheme Code:	1817
CNA Name:	Technology Development Board (TDB)
CNA A/C No:	60414917022
CNA IFSC:	MAHB0000593
CNA Branch:	Press enclave, Saket, New Delhi

Step d) Document to be submitted to TDB: After transferring the unspent balance amount from your existing Bank A/c to the CNA A/c (as mentioned above) to achieve zero balance the following details need to be sent to TDB at project-consultant1@tdb.gov.in with cc to accountofficer@tdb.gov.in as well.

Table: Unspent Balance

Respective Financial Year	
2019-20 ?	
2020-21 ?	
2021-22 ?	
IA Name:	
Contact Person Name:	
Contact Person Mobile:	
Transaction amt.:	
Date of Transaction:	
Mode of Transaction:	
Transaction No. (J. No./ UTR etc.):	
IA's Bank Details (From which the amt. has been transferred)	
A/C No.	
Bank Name	
Branch Name	
IFSC Code	

Step e) Intimation of Bank Account Details to DST: The details of the (i) new account opened at Bank of Maharashtra; (ii) Screenshot of PFMS mapping; and (iii) Transfer of Unspent Balance Table above; needs to be sent to the Program Officer at vandana.singh@nic.in with cc to goel.shubham@gov.in

Category 3: Completed Projects pending for financial settlement and closure.

The CNA process for flow of funds is not applicable for completed (awaiting financial settlement) and closed projects. The final installment to settle the project, if any, will be released in the same bank accounts where the earlier installments of the project were transferred. However, Institution may need to relink the account in PFMS for this purpose.

Important: *The Host Institute may have an account already opened in the Bank of Maharashtra for Scheme Code 1817, in which case, the details of the same may be shared with DST for release of funds. If the Host Institute chooses to implement through 'Institute Level' Sub-Agency account but has already opened more than one account, then Banks shall treat the first ZBS account or the ZBS account in which transactions have happened first as the Sub-agency's ZBS account. All other ZBS accounts may be closed.*

Most Immediate

No.DST/PRAO/TSA/01/2022/498
Government of India
Ministry of Science and Technology
Department of Science and Technology
(Office of the Chief Controller of Accounts)

Technology Bhawan,
New Building,
New Mehrauli Road,
New Delhi - 110016.
Dated 21 September, 2022

Office Memorandum

Subject: Revised procedure for flow of funds under Central Sector Schemes, being implemented by Department of Science and Technology.

The undersigned is directed to state that Ministry of Finance (Department of Expenditure) *vide* their Office Memorandum No. 1(18)/PFMS/FCD/2021 dated 9th March, 2022, have put in place, with effect from 1st April, 2022 revised procedure for flow of funds under the Central Sector Schemes of the Union Government. Subsequently, certain clarifications were issued by Ministry of Finance (Department of Expenditure) *vide* their Office Memorandum No. 1/ (18)/PFMS/2021 dated 14th September, 2022 and two OMs numbered 1/ (12)/PFMS/2022, both dated 16th September, 2022.

2. Accordingly, with a view to streamline the procedure for flow of funds under the Central Sector Schemes being implemented by this Department and for clarity of all stakeholders, a new procedure for flow of funds is being put in place in partial modification of the earlier Office Memoranda issued by this Department.
3. The new process will work on the following basic premise:
 - i) There will be only two layers in the fund flow- Central Nodal Agency (CNA) and Sub-Agency.
 - ii) Sub-Agency will be at the level of the institution and the ZBS account will be opened at the Institution level.
 - iii) Entire unspent balance against projects under implementation in respect of a scheme will be returned to the CNA account by the Sub-Agency under

intimation to the Program Division. Thereafter, fresh release will be made under that scheme. The returned unspent balance will be re-assigned by the CNA to the sub-agency on the directions of the Program Division without further reference to IFD.

- iv) If any agency has any issue with returning the entire unspent balance immediately, then the same will be dealt with on a case to case basis in the light of the Department of Expenditure Office Memorandum No. 1/ (12)/PFMS/2022 dated 16th September, 2022, which authorises the Financial Adviser to allow relaxation subject to fulfilment of certain conditions to the extent of 15% of the budget estimate of the Central Sector Scheme under consideration. The relaxation permitted is till 31st December, 2022.

4. New Process Flow:

The new process flow under the Central Sector Schemes will be as under:

- i) All the unspent balances at the Institute level will be returned to the CNA under intimation to the Program Division, who will forthwith assign the returned balance immediately to the CNA account of the scheme on the directions of the Program Division without further reference to IFD.
- ii) CNA will keep record of all the unspent balance received, fresh assignments made and of reassignment against unspent balance received. Designated banks may also be asked to develop such utility for the use of CNA and the department.
- iii) Programme Division of the department will share the sanction order with CNA and SAs. This will be done for both: fresh assignment and reassignment of the unspent balance received in CNA account. It will be the responsibility of the Programme Divisions and Sub-Agency to monitor the progress and expenditure of projects.
- iv) At no given point of time more than 25% of the scheme budget earmarked for the financial year is to be put in the CNA account of the scheme. However, Programme Divisions are free to obtain approval of competent authority and concurrence of the Financial Adviser for more than 25% at a time for administrative convenience and efficiency.
- v) Additional funds will be released only upon utilization of at least 75% of the funds released earlier and in compliance with the conditions of previous sanction.
- vi) CNAs/SAs will comply with all the instructions issued by Ministry of Finance and concerned departments from time to time on the revised procedure of flow funds under Central Sector Scheme.

5. **Action Points:**

- i) Nodal Officers, Programme Divisions, CNAs and the Banks are required to open ZBS account of Sub-agencies at the Institution level.
- ii) Banks need not insist on opening ZBS account at the project level, unless so desired by the institution as clarified by Department of Expenditure Office Memorandum dated 16th September, 2022. Therefore, if the IAs at the Institution level, opt for only one Sub-agency account then banks shall treat the first ZBS account or the ZBS account in which transactions have happened first as the Sub-agency's ZBS account. All other ZBS account may be closed with the minimum formalities and the details of final single account of the Sub-agency may be communicated to all stakeholders viz. CNA, IA, SAs, Nodal Officers, Programme Divisions, and the Pay & Accounts Office.
- iii) Banks may issue necessary instructions to its field units for scrupulous compliance with the new directions.
- iv) Programme Divisions shall provide the list of IAs with the contact details to the Nodal Officer designated for their scheme where projects are under consideration for release of funds. Nodal Officers shall share the list of agencies with the Controller of Accounts and designated banks to open ZBS accounts and map them in the CNA system.
- v) Banks shall arrange a presentation of the dashboard of the scheme they have been designated banker for, to monitor the progress made under the scheme.

6. This issues with the approval of Secretary, Department of Science & Technology.


(Manmohan B.R.)
Controller of Accounts
Tel. 011-26868154

Distribution:

- i) Head, Innovation Technology Development and Deployment, Department of Science and Technology.
- ii) Head, Research and Development, Department of Science and Technology.
- iii) Head, National Mission on Interdisciplinary Cyber Physical Systems (NM-ICPS), Department of Science and Technology.
- iv) Head, Science and Technology Institutional and Human Capacity Building, Department of Science and Technology.

- v) Shri Praveen Roy, Scientist 'F', NEB Division, Department of Science and Research Division.
- vi) Dr. Arvind Kumar, Scientist 'F', International Cooperation Division, Department of Science and Technology.
- vii) Dr. J.B.V. Reddy, Scientist 'E', Technology Mission Division, Department of Science and Research Division.
- viii) Dr. Arindam Bhattacharyya, Scientist 'F', R&D Infrastructure Division, Department of Science and Technology.
- ix) All Programme Divisions in Department of Science and Technology.
- x) Secretary, Science and Engineering Research Board (SERB), Technology Bhawan, New Delhi.

Copy for information to:

- i) PSO to Secretary, Department of Science and Technology.
- ii) PPS to Additional Secretary & FA, Departments of Science and Technology and Biotechnology.
- iii) PS to Chief Controller of Accounts, Ministry of Science and Technology.

No. MST/PAO/TSA/Model 1&2/2022-23/22
Government of India
Ministry of Science and Technology
Department of Science and Technology
(Office of the Chief Controller of Accounts)

Technology Bhawan,
New Building,
New Mehrauli Road,
New Delhi - 110016.
Dated 27th May, 2022

Office Memorandum

Subject: Revised procedure for flow of funds under Central Sector Schemes [Model 2].

The undersigned is directed to state that Ministry of Finance (Department of Expenditure) *vide* their Office Memorandum No. 1(18)/PFMS/FCD/2021 dated 9th March, 2022 [Annexure A], have put in place, with effect from 1st April, 2022, revised procedure for flow of funds under the Central Sector Schemes of the Union Government.

2. Models for implementation:

i) Model-1 : Implementation through Treasury Single Account (TSA):

While the Central Sector Schemes having annual outlay of more than Rs. 500 crore and implemented without involvement of State agencies, it shall be mandatory to implement such schemes through the Treasury Single Account (TSA) model. This will ensure that the funds of these schemes are released "Just-in-time", from the Consolidated Fund of India (CFI) to the beneficiaries/vendors. The Ministries/Departments may opt for Model-1 for other Central Sector Schemes too in consultation with RBI.

ii) Model-2 : Implementation through scheduled commercial banks:

The Central Sector Schemes having (a) annual outlay of less than Rs. 500 crore, or (b) the schemes are being implemented by agencies of the State Governments exclusively or in addition to the central agencies, or (c) other schemes not covered in Model-I, shall be implemented through Central Nodal Agencies (CNAs), which will open Central Nodal Account for each Scheme in a scheduled commercial bank.

3. The following two Central Sector Schemes of Department of Science and Technology, having annual outlay of less than Rs. 500.00 crore, are to be implemented as **Model- 2**, as per details given below:

CNA	Bank	Name of the Central Sector Scheme	Budget (Rs. in crore)	No. of Sub-agencies	Name and contact details of the Nodal Officer
TDB	ICICI Bank	National Mission on Interdisciplinary Cyber Physical Systems (NM-ICPS)	350	40	Dr. JBV Reddy, Scientist 'E', Technology Mission Division, Mob. 9967792473 Email: jbvreddy@nic.in
TDB	Bank of Maharashtra	Science and Technology Institutional and Human Capacity Building	450	435	Dr. Arindam Bhattacharyya, Scientist 'F', R&D Infrastructure Division Mob. 9868945422 Email: a.bhattacharyya@nic.in

4. Detailed procedure to be followed by the Department for implementation of the above two schemes, as per **Model 2**, are given in **Annexure B**.

5. The following may please be noted for smooth implementation of the revised procedure:-

i) Technology Development Board (TDB) has been designated as Central Nodal Agency (CNA) for all the Implementing Agencies under both the schemes viz. 'Science and Technology Institutional and Human Capacity Building' and 'National Mission on Interdisciplinary Cyber physical System (NM-ICPS)'.

ii) While the Central Nodal Account of TDB for the scheme, 'Science and Technology Institutional and Human Capacity Building' has been opened in **Bank of Maharashtra**, the Central Nodal Account of TDB for the scheme, 'National Mission on Interdisciplinary Cyber physical System (NM-ICPS)' has been opened in **ICICI Bank**.

iii) All the Implement Agencies under both the above schemes, shall be treated as Sub Agencies (SA) of TDB.

iv) Zero Balance Subsidiary Account shall be opened by SAs in Bank of Maharashtra in respect of the scheme, 'Science and Technology Institutional and Human Capacity Building' and ICICI Bank in respect of the scheme NM-ICPS.

v) Details of contact persons for opening of Sub Account in the Bank of Maharashtra and ICICI Bank are given below:

(a) **Bank of Maharashtra:**

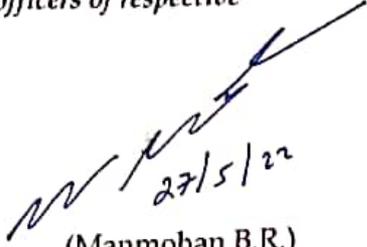
Name: Harinder Singh, Manager,
Business Development Officer,
Government Business Cell, Delhi.
Landline: 23730887/88,
Mobile: 9711324978,
Email: bdo_del@mahabank.com

(b) **ICICI Bank:**

Name: Ravi Shanker,
Relationship Manager - KR,
Government Banking Group, Delhi.
Mob. 9313530383
Email: ra.shanker@icicibank.com

Programme Divisions are requested to get in touch with the officers of respective banks for opening of Sub Accounts.

This issues with the approval of competent authority.


27/5/22
(Manmohan B.R.)
Controller of Accounts
Tel. 011-26868154

Distribution:

- i) Head, National Mission on Interdisciplinary Cyber Physical Systems (NM-ICPS), Department of Science and Technology.
- ii) Head, Science and Technology Institutional and Human Capacity Building, Department of Science and Technology.
- iii) Dr. J.B.V. Reddy, Scientist 'E', Technology Mission Division, Department of Science and Research Division.
- iv) Dr. Arindam Bhattacharyya, Scientist 'F', R&D Infrastructure Division, Department of Science and Technology.
- v) All Programme Divisions falling under **Model 2**.
- vi) Secretary, Technology Development Board (TDB), Technology Bhawan, New Delhi.
- vii) Smt Nayana Sahasrabuddhe, DGM, GBC, Bank of Maharashtra
- viii) DGM, Government Banking Group, ICICI Bank

Copy for information to:

- i) PSO to Secretary, Department of Science and Technology.
- ii) PPS to Additional Secretary & FA, Departments of Science and Technology and Biotechnology.
- iii) PS to Chief Controller of Accounts, Ministry of Science and Technology.