

Principal Accounts Office
Govt. of NCT of Delhi
A-Block, VikasBhawan, I.P.Estate, New Delhi
(Email ID: bhavishyahelp-delhi@delhi.gov.in)

No.F.4(39)/2022/bhavishya/P.Cell/4-1 4-8-4-260

Dated : 08/01/2024

To

All the Addl. Chief Secretaries/Pr. Secretaries/
Secretaries/Head of Departments,
Govt. of NCT of Delhi,
Delhi.

Sub: Implementation of 'Bhavishya' in the offices of Govt. of NCT of Delhi.

Sir/Madam,

Govt. of NCT of Delhi has decided to implement 'Bhavishya', an online Pension Sanction & Payment Tracking System, mandatorily for the employees of Government of NCT of Delhi. However, considering the number of establishments/DDOs under the GNCTD, it was further decided to implement 'Bhavishya' in a phased manner. Accordingly, as a pilot project, it has been successfully implemented for the DDOs attached with PAO-06, 10 and 15 w.e.f. 01.10.2023 vide AR Department OM No.F.2/02/2023/AR/4174-81 dated 01.09.2023.

In this context, for implementation of 'Bhavishya' in the Govt. of NCT of Delhi, following pre-requisites are required to be complied with by the Departments:

1. The DDOs/HoOs/Dealing Hand(s) of Head of Office of Govt. of NCT of Delhi shall obtain **designation based NIC/GoV Email ID** for creation of user ID on **Bhavishya** portal. IT Department, Govt. of NCT of Delhi will facilitate all the departments of Govt. of NCT of Delhi for generation of designation based NIC/GoV Email ID for DDOs/ HoOs/Dealing Hand(s). Also, in case any further support is required, an e-mail detailing the issue(s) may be sent at bhavishyahelp-delhi@delhi.gov.in.
2. After getting the **designation based NIC/GoV Email ID** from IT Department, GNCTD, the DDOs/HoOs/Dealing Hand(s) of Head of Office need to apply online for registration on '**Bhavishya**' portal (<https://bhavishya.nic.in/Registration.aspx>) for specific roles (i.e. DDOs/HoOs/DH(s)). For further assistance, the concerned may take the help of user manuals available at <https://bhavishya.nic.in/Viewpdf.aspx?pid=M>.
3. Further, to begin working in the **PAO Module (Pension Module and Sanction Module) of PFMS**, all DDOs of GNCT of Delhi shall also obtain login credential (i.e. a **name based user ID**) in PFMS by submitting a filled registration form as enclosed (Annexure-A) in their respective PAOs. Once the approval of registration process is completed by the PAO/Pr.AO, a message is received by the DDO concerned in his **registered email-ID and mobile number** regarding activation of his User ID within the same calendar day. On receipt of the message, the user has to Login the PFMS portal within 24 hours, failing which the Login ID would be de-activated. Also, the User has to make it a practice to at least Login the PFMS portal once in 45 days, failing which the User ID would be de-activated. The registration form can also be accessed through the website of PFMS [<https://pfms.nic.in/Users/LoginDetails/NewLayoutLogin.aspx>] i.e. Ministry User Registration Form].

4. This office vide letter dated 11.08.2023 and reminders dated 23.10.2023 and 11.12.2023 has already requested all the HoDs of Govt. of NCT of Delhi to nominate Master Trainers on Bhavishya Module on behalf of their department. It is requested that the Departments who are yet to nominate the Master Trainer(s) (List enclosed) (Annexure-B) may nominate the name of the Master Trainer expeditiously. The necessary training with regard to preparation and submission of pension papers in Bhavishya Module (3 sessions) and DDO part of PFMS (1 session) is being provided to the Master Trainer(s) nominated by the Departments.

In this context, it is to mention that after submission of ePPO to CPAO by PAO, the Sanctions (Authorities in r/o. gratuity, commutation, withheld gratuity and service gratuity) would be available in the PFMS Login of DDO for bill preparation and payment.

In view of above and in order to ensure technical preparedness for onboarding 'Bhavishya', all the Addl. Chief Secretaries/Pr. Secretaries/Secretaries/Head of Departments, are requested to direct the DDOs/HoOs/Dealing Hand(s) of Head of Office of Govt. of NCT of Delhi under their administrative control to take appropriate action as referred above in a time-bound manner as Bhavishya shall be implemented throughout GNCTD shortly.

This issue with the approval of Pr. Secretary (Finance), Govt. of NCT of Delhi.

Encl-As above

Yours faithfully,

(Sanjeev Sharma)

Dy. Controller of Accounts (Pen)/

Nodal Officer-Bhavishya

Dated : 08 / 01 / 2024

No.F.4(39)/2022/bhavishya/P.Cell/ 4148-4260

Copy forwarded to :-

1. Staff Officer to Chief Secretary, Govt. of NCT of Delhi, Delhi Secretariat, New Delhi for information.
2. PPS to Addl. Chief Secretary (AR), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi for information.
3. PPS to Pr. Secretary (Finance), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi for information.
4. Secretary (IT), Information Technology Department, Govt. of NCT of Delhi, 9th Level, B-Wing, Delhi Secretariat, I P Estate, New Delhi-110002.
5. The Dy. Controller General of Accounts (GIFMIS), GIFMIS- PFMS Division, O/o Controller General of Accounts, Mahalekha Niyantrak Bhawan, Ministry of Finance, Department of Expenditure, Block-E, C.G.O.Complex, INA, New Delhi.
6. The Under Secretary [P&PW(C)], Department of Pension and Pensioners' Welfare, Ministry of Personnel, Public Grievances and Pensions, Government of India, 3rd Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
7. All the Pay and Accounts Officers, Govt. of NCT of Delhi.
8. SSA/Pr. Accounts Office with the direction to upload on the website of Pr. Accounts Office, Govt. of NCT of Delhi.

(Sanjeev Sharma)

Dy. Controller of Accounts (Pen)/

Nodal Officer-Bhavishya

Instruction for filling the form

1. Form should be filled in Capital Letters only.
2. It must be ensured that all mandatory fields marked with asterisk (*) have not been left blank and are duly filled in.
3. New account request will be accepted from authorized Govt. officials only.
4. E-mail and mobile number filled in the form should be correct to get the activation link and OTP sent by PFMS.
5. New User registration will only be accepted for email domain xx@gov.in and xxx@nic.in.
6. Every request for new login id creation will be verified by two-way authentication.
7. As per existing restriction e-mail and mobile number can be used for login creation in PFMS as per limit prescribed in this regard.
8. User should take action on the activation link send by PFMS on email of applicant for editing/verifying his/her profile before expiring of prescribed time limit.
9. The approved user ID will be activated after 24 hours of its approval.
10. The enabling process of disabled user ID, (if required) will be initiated by 1st level approving authority & its approval is to be done by 2nd level approving authority.
11. Please obtain NIC-VPN certificate. PFMS operation will soon be restricted to NIC- NET/Intra-CGA VPN/NIC-VPN only.
12. Don't share your login credentials.
13. Don't share your digital certificate if any.
14. You are advised to disable your login credential in PFMS upon your transfer/retirement etc.
15. Please check all your e-mails/sms being sent from PFMS & report suspicious activity if any.
16. For any support etc. PFMS may be contacted at the numbers available at <http://cga.nic.in/Page/Contact-Us-.aspx> link at cga.nic.in

(Annexure-B)

| S.NO. | NAME OF DEPARTMENT WHO HAS NOT NOMINATED THE NAME OF MASTER TRAINER | TOTAL DDOs | Master Trainers to be proposed (Nos.) |
|-------|--|---------------|---|
| 1 | IRRIGATION & FLOOD CONTROL DEPARTMENT | 23 | 5 |
| 2 | PUBLIC WORKS DEPARTMENT | 21 | 5 |
| 3 | DEVELOPMENT DEPARTMENT | 17 | 5 |
| 4 | HEALTH & FAMILY WELFARE | 1 | 2 |
| 5 | DEPUTY COMMISSIONER OFFICE (SHAHDARA ZONE) | 1 | 2 |
| 6 | ACHARYA BHIKSHU HOSPITAL | 1 | 2 |
| 7 | ATTAR SEN HOSPITAL | 1 | 1 |
| 8 | BHAGWAN MAHAVIR HOSPITAL | 1 | 4 |
| 9 | DEEN DAYAL UPADHAYAY HOSPITAL | 1 | 4 |
| 10 | DELHI HIGH COURT | 1 | 4 |
| 11 | DELHI INSTITUTE OF PHARMACEUTICAL SCIENCE & RESEARCH | 1 | 2 |
| 12 | DEPUTY COMMISSIONER OFFICE (CENTRAL ZONE) | 1 | 2 |
| 13 | DEPUTY COMMISSIONER OFFICE (NORTH ZONE) | 1 | 2 |
| 14 | DIRECTORATE OF SMALL SAVINGS | 1 | 1 |
| 15 | DR.N.C.JOSHI MEMORIAL HOSPITAL | 1 | 2 |
| 16 | GOVT. ENGINEERING COLLEGE JAFFARPUR | 1 | 2 |
| 17 | GURU NANAK EYE CENTRE | 1 | 3 |
| 18 | HEALTH CUM MATERNITY HOSPITAL, KANTI NAGAR | 1 | 2 |
| 19 | HOME DEPARTMENT | 1 | 2 |
| 20 | HOUSING LOAN DEPARTMENT | 1 | 1 |
| 21 | LANGUAGE DEPARTMENT | 1 | 1 |
| 22 | DELHI LEGISLATIVE ASSEMBLY | 1 | 2 |
| 23 | NEHRU HOMEOPATHIC MEDICAL COLLEGE & HOSPITAL | 1 | 2 |
| 24 | SARDAR BALLABH BHAI PATEL HOSPITAL | 1 | 3 |
| 25 | TRANSPORT DEPARTMENT | 1 | 4 |
| | | 83 | 65 |



Office of Controller General of Accounts
Public Financial Management System

Ministry User Registration Form

(IN CAPITAL LETTERS ONLY)

| Sl. No. | Particulars | | | |
|---------|---|----|------------|-----------|
| 1. | Name* | | First Name | Last Name |
| 2. | Designation* | | | |
| 3. | Department | | | |
| 4. | Type of User* | | | |
| 5. | Controller Code* | | | |
| 6. | PAO Code (if any) | | | |
| 7. | DDO Code (if any) | | | |
| 8. | Sanctioning Authority/PD Code (if any) | | | |
| 9. | Gazetted/ Non-Gazetted | | | |
| 10. | Preferred Login ID* | 1. | 2. | 3. |
| 11. | Date of joining in Govt. Service (DD/MM/YYYY) | | | |
| 12. | Date of Superannuation (DD/MM/YYYY) | | | |
| 13. | Govt. E-mail ID(Gov/NIC)* | | | |
| 14. | MHA/Office ID Card No. | | | |
| 15. | ID Card Validity | | | |
| 16. | Residential Address | | | |
| 17. | Permanent Address | | | |

| | | |
|-------|---------------------------|--|
| 19. | Telephone number (Office) | |
| 20. | Mobile number* | |
| 21. | Counter Signed by | |
| 21(a) | Name | |
| 21(b) | Designation | |
| 21(c) | e-mail id | |
| 21(d) | Phone | |

Document enclosed:

- Attested copy of MHA/Office ID card.

Signature of Officer/Official

Date: _____

Place: _____

Date: _____

No. _____

Certified that the above particulars have been verified from the service records of the official. It is verified that the mandatory fields in the form have been filled.

Forwarded by:

(Signature with Official Seal) _____

Name of Officer (Block letter) _____

Designation _____

Phone No _____

Mobile No. _____

E-mail ID _____