

# USER MANUAL



## LOCAL GOVERNMENT

### FINANCIAL MANAGEMENT INFORMATION SYSTEM



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- **Role of Stakeholders**

- LG&CDD
- FD & LFA
- PMDFC
- LGs (Metropolitans, Municipal Corporations / Committees, Town Committees, Tehsil/District Councils)
  - Finance Office
  - Audit & Account Office
  - Other DDOs
  - Collecting Officers

*\* Everyone has a specific role to play*

- **LGFMIS BASE**

- NAM / PIFRA compliant
- PLGA compliant
- Budget Rules compliant
- Account Rules compliant
- Centralized Web-based application
- Modular/controlled user access rights
- Efficient and instant compilation of the data
- Easy Reconciliation
- Instant Reporting/Quick Response
- Streamlining of the accounting procedures
- Standard Reporting Formats
- User Activity Monitoring System and Logs

## Local Government Financial Management Information System (Features)

Contractors  
Management

LG Bank Accounts  
Management

Budget Preparation  
and Management

Annual Budget Book  
Preparation  
(Approval & Lock)

Budget Booking

Booking Audit  
LFA

Contingency &  
Development  
Payments

Deductions  
Payments

Payroll (Employ  
Salary)

Cheque Operations  
(Replace/Cancel,  
etc.)

Budget Head/Code  
Re-Appropriation

OSR & Grants  
Collection

OSR Refund

Bank Reconciliation  
(Receipts/Payments)

Accounts & Budget  
Rule Reports

## LGFMIS may help Local Governments in following areas

- **Transparency**
- **Efficiency**
- **Accountability**
- **Accuracy**
- **Reporting**

### Transparency

- Budget Preparation
- Pre – Post Vouchers Entry linked with Budget
- Schemes Wise Payments
- Arrears Recovery
- Improved Collection
- AR Forms

### Accountability

- DDO wise
- Section wise
- Department wise
- Account Head wise

### Reporting

- Instant
- Centralized
- Uniform
- Consistent
- Summary Reports

### Efficiency

- Replacement of Manual labor
- Budget Controlling
- Instant Responses
- Improved Process Timing
- Standardized Information Processing

### Accuracy

- Cashbook
- Bank Reconciliation
- DDO Reconciliation
- Concrete Figures Reporting

## Introduction

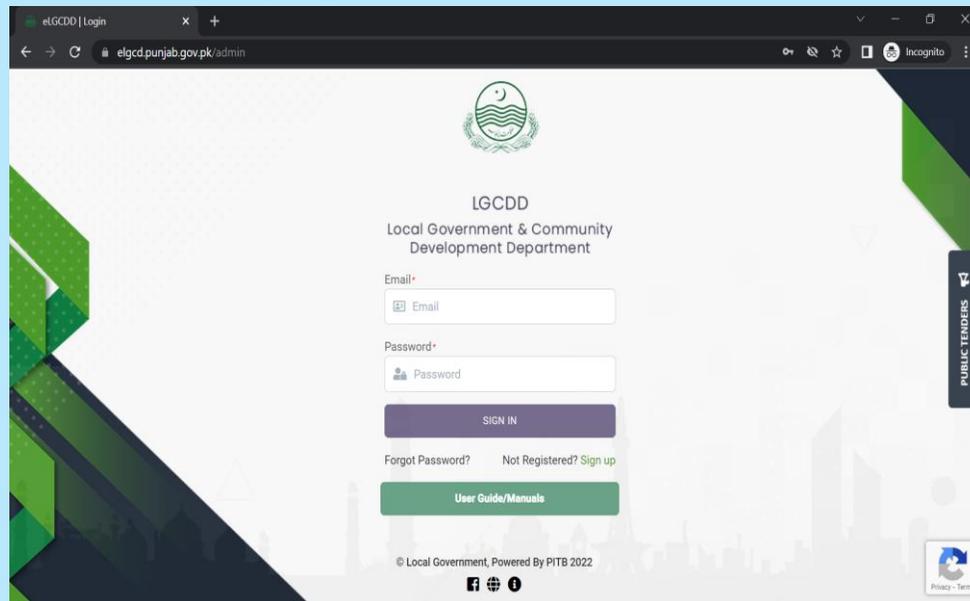
LG&CD Department has designed an IT-based project with the objective of transformation from manual to e-governance or better management, future planning, decision-making, transparency, good governance, and the effective performance of municipal service delivery. Under this scheme, PMDFC develop a Financial Management Information system which will be useful for local government offices of Punjab to record their financial transaction, budgeting, payroll, cashbook, and all other accounts-related issues, and also get their required accounts reports with a single click.

The Financial Management system includes advanced features for increased visibility and insight, as well as the feature of connectivity access anywhere.

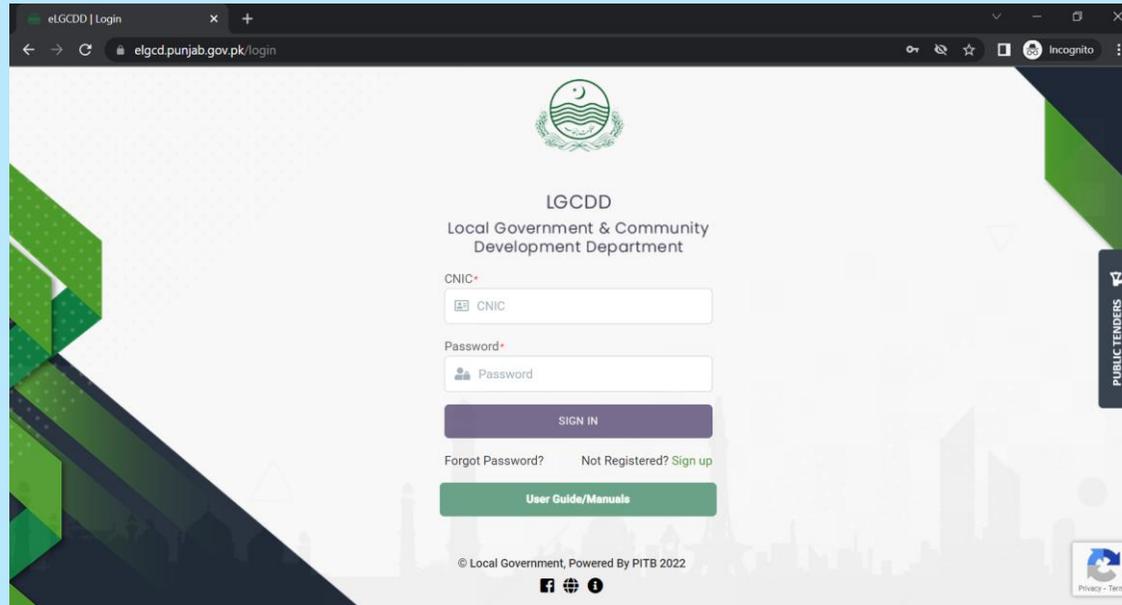
### 1. How to login FMS

To login to Financial Management System use the below link in the address bar.

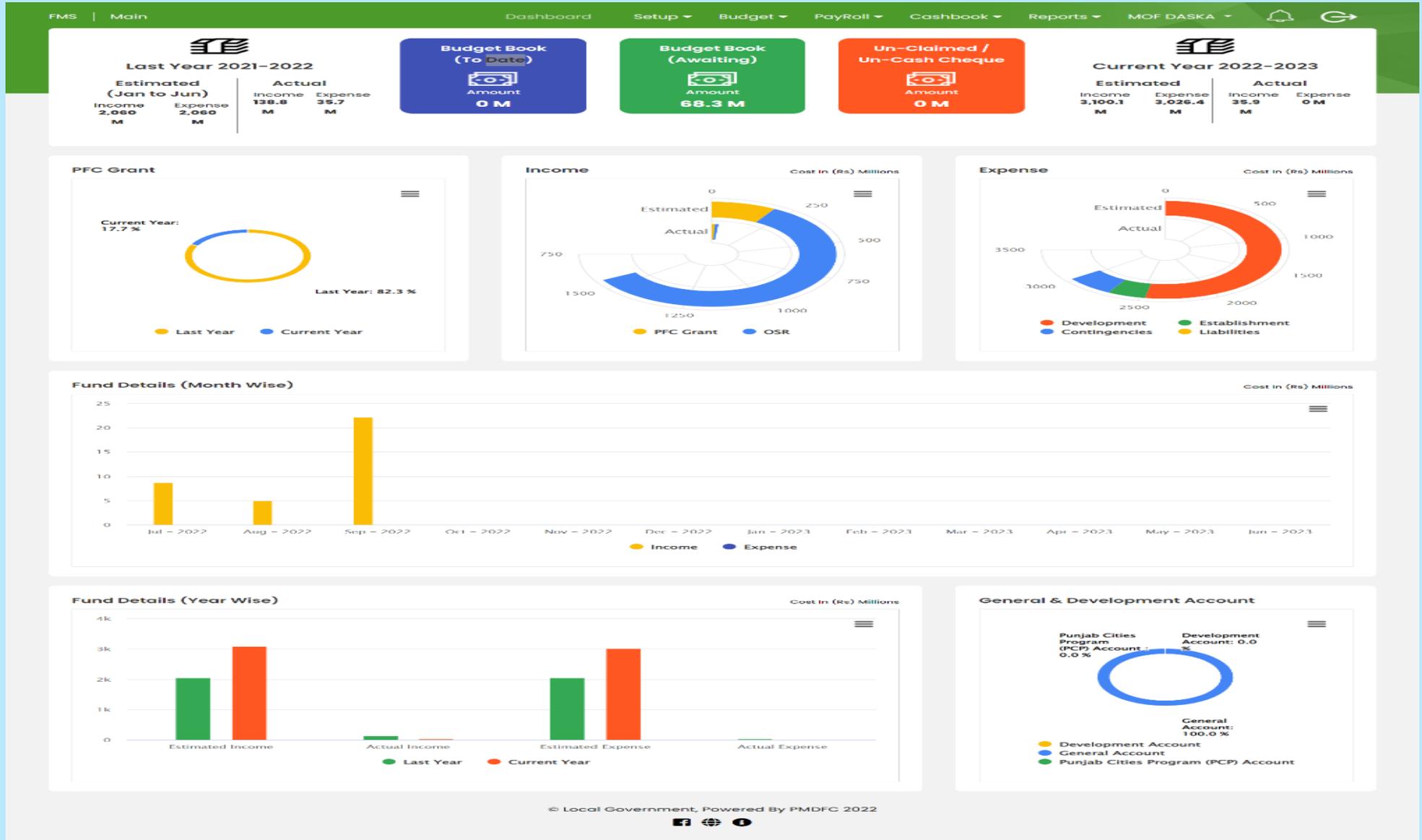
- **For login through email**  
[elgcd.punjab.gov.pk/admin](http://elgcd.punjab.gov.pk/admin)

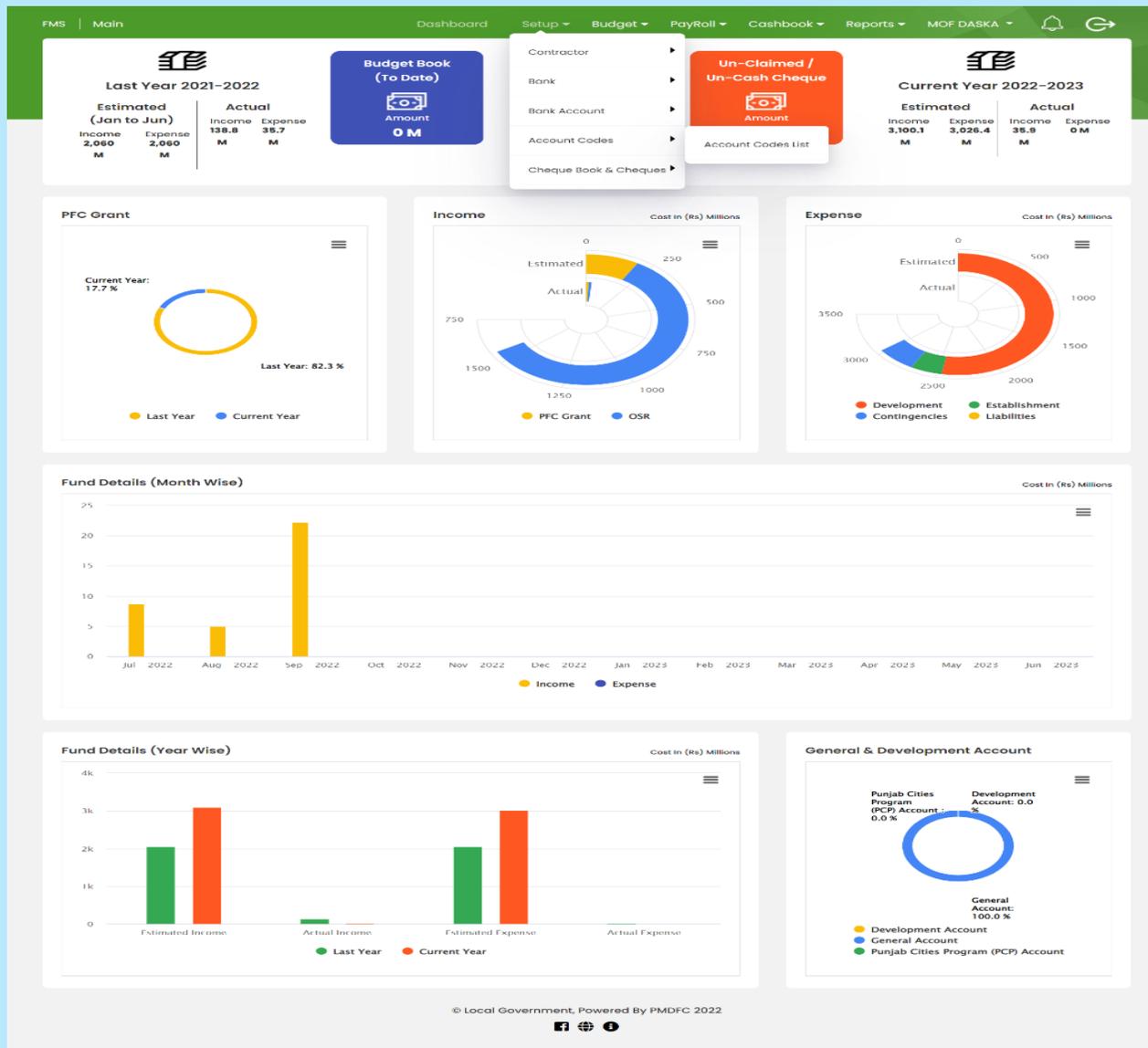


- For login through CNIC  
elgcd.punjab.gov.pk/login



# User Dashboard





In Setup Detail user can add:

- Contractor
- bank
- Bank Account
- Check Account Codes
- Cheque Book & Cheques

## Add New Contractor

In setup, click add contractor for the addition of a new contractor in the LG office, fill in the required fields as given in below screen, and save the Information.

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾   🔔   ↻

### Add Contractor

Contractor Type\*      Contractor / Firm\*      Contact Person\*      Mobile No.

Select Contractor Type ▾                0300-0000000

Address\*      CNIC No.      Contractor Tax Type\*

     00000-0000000-0      Select Tax Type ▾

Filer\*      NTN      GST\*      STR Number      PST\*      PST Number

Filer    Non-Filer            Active    In Active       Active    In Active

**Save Contractor**

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- Contractor Type (General Contractor)
- Contractor/Firm
- Contract Person
- Mobile No
- Address
- CNIC NO
- Contractor Tax Type
- Add Filer information
- Add GST
- Add PST
- Save Contractor

## Contractor List

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

---

### Contractor List

Contractor Type      Contractor Status      Contractor

Select Contractor Type ▾      Please Contractor Status ▾      Search

**List Contractor**

| Sr #             | Contractor ↑ | Contact Person | Contractor Type | Status | Actions |
|------------------|--------------|----------------|-----------------|--------|---------|
| No records found |              |                |                 |        |         |

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- Open Contractor List
- Select Contractor Type
- Contractor Status
- Click List Contractor button
- Contractor List will be shown

## Add New Bank

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾   🔔   ↻

### New Bank

|   |  |   |  |
|---|--|---|--|
| Bank Name*                              | Alias*                                 | Contact Person Name*                        | Designation*                             |
| <input type="text" value="Bank Name"/>  | <input type="text" value="Bank Name"/> | <input type="text" value="Contact Person"/> | <input type="text" value="Designation"/> |
| Contact No*                             | Address*                               | Email*                                      | Fax                                      |
| <input type="text" value="0311-11111"/> | <input type="text" value="Address"/>   | <input type="text" value="Email"/>          | <input type="text" value="Fax"/>         |

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- Bank Name (Bank of Punjab)
- Alias (BOP)
- Contact Person Name (e.g. ABC)
- Designation (E.g.: Manager)
- Contact No (E.g.: 0300-11111010)
- Address (E.g.: Abc123)
- Email (E.g.: [abc@gmail.com](mailto:abc@gmail.com))
- Fax#
- Click on the Reset button to add a new bank
- Click on the save button to add in the Bank list

## List Of Banks

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

**Bank List**

| # | Bank Name              | Address             | Person               | Phone No    | Action |
|---|------------------------|---------------------|----------------------|-------------|--------|
| 1 | The Bank of punjab     | Sambrial Road Daska | Gulraiz Rafique      | 03077069079 | ...    |
| 2 | BOP Sialkot Paris Raod | Paris Road Sialkot  | 11110000000000000000 | 11000000000 | ...    |

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- Click on Action button for updating of bank list

## Edit Bank Details

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

Bank List

| # | Bank Name              | Address             | Person               | Phone No    | Action |
|---|------------------------|---------------------|----------------------|-------------|--------|
| 1 | The Bank of punjab     | Sambrial Road Daska | Gulraiz Rafique      | 03077069079 | ...    |
| 2 | BOP Sialkot Paris Raod | Paris Raod Sialkot  | 11110000000000000000 | 11000000000 | ...    |

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- Click on action button and update bank detail

## Add New Bank Accounts

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

### New Bank Account

|   |   |  |  |
|---|---|--|--|
| Select Bank*                                      | Account Number*                                       | Account Type*                                      | Account Nature*                              |
| <input type="text" value="Please Select Bank"/> ▾ | <input type="text" value="0000-0000-0000-0000-0000"/> | <input type="text" value="Select Account Type"/> ▾ | <input type="text" value="Select Nature"/> ▾ |
| Opening Balance*                                  | Account Opening Date*                                 |  |  |
| <input type="text" value="Opening Balance"/>      | <input type="text" value="dd-mm-yyyy"/>               |  |  |
| <input type="button" value="Reset"/>              |   | <input type="button" value="Save"/>                |  |

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- Select Bank
- Account Number
- Account Type
- Account nature
- Opening Balance
- Account Opening Date
- Click on Save Button
- Click on the reset button to add new account

## List Of Bank Accounts

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

Bank Account List

| # | Account No       | Account Type    | Account Nature | Opening Balance | Opening Balance Date | Action |
|---|------------------|-----------------|----------------|-----------------|----------------------|--------|
| 1 | 6510077345900010 | General Account | PLS            | 843,293.0       | 28-02-2022           | ...    |
| 2 | 6580004261800042 | General Account | PLS            | 0.0             | 01-03-2022           | ...    |

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- Click on action button for updation and deletion

## Add New Cheque Book

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

### Chequebook

Bank Account

Select Bank Account ▾

[List ChequeBook](#)   [Add New ChequeBook](#)

| #         | Bank Account | Bank Account Number | Chequebook Serial | Total Number Of Cheques | Action |
|-----------|--------------|---------------------|-------------------|-------------------------|--------|
| No Result |              |                     |                   |                         |        |

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- List Cheque book display list of all cheque book
- Click on Add New Cheque Book button to add New Cheque book

## List Of Cheques and Status of Cheques

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

### Cheques

Bank Account\*      Chequebook\*      Cheque Status      Search Cheque

Select Bank Account ▾      Select Chequebook ▾      Select Chequebook ▾     

[List Cheques](#)

| Sr #             | Cheque Number ↑ | Status | Actions |
|------------------|-----------------|--------|---------|
| No records found |                 |        |         |

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- Select Bank Account
- Cheque Book
- Cheque Status
  - a. Available
  - b. Processed
  - c. Destroyed
- Search Cheque
- Click on action button to destroy ,available and processed cheque

## List Of Account Codes

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

---

**Account Code Listing**

Account Nature:  ▾      Account Status:  ▾      Account Visibility:  ▾      [List of Accounts](#)

---

Search By ▾      Search

| Sr # | Group Title | Account Code ↑ | Account Title                    | Account Type | Account Nature | Visible | Status  | Actions |
|------|-------------|----------------|----------------------------------|--------------|----------------|---------|---------|---------|
| 1    |             | A              | <b>Expenditure</b>               | G            | Establishment  | Yes     | Enabled |         |
| 2    |             | A01            | <b>Employee Related Expenses</b> | G            | Establishment  | Yes     | Enabled |         |
| 3    |             | A011           | <b>Pay</b>                       | G            | Establishment  | Yes     | Enabled |         |
| 4    |             | A01101         | Basic Pay Officers               | D            | Establishment  | Yes     | Enabled | ...     |
| 5    |             | A01102         | Personal Pay Officers            | D            | Establishment  | Yes     | Enabled | ...     |
| 6    |             | A01103         | Special Pay Officers             | D            | Establishment  | Yes     | Enabled | ...     |
| 7    |             | A01104         | Technical Pay Officers           | D            | Establishment  | Yes     | Enabled | ...     |
| 8    |             | A01105         | Qualification Pay Officers       | D            | Establishment  | Yes     | Enabled | ...     |
| 9    |             | A01106         | Pay Of Contract Officers         | D            | Establishment  | Yes     | Enabled | ...     |
| 10   |             | A01107         | Index Pay Officers               | D            | Establishment  | Yes     | Enabled | ...     |

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- Select Account Nature
- Account Status
  - a. Enabled
  - b. Disabled
- Account Visibility
  - a. Visible
  - b. Not Visible
- Search Chart of Account by Title and Code

## Budget (List of Options In Budget Tab)

The screenshot displays a budget management dashboard with the following components:

- Navigation Bar:** FMS | Main | Dashboard | Setup | Budget | PayRoll | Cashbook | Reports | MOF DASKA
- Summary Cards:**
  - Last Year 2021-2022:** Estimated (Jan to Jun) Income: 2,060 M, Expense: 2,060 M; Actual Income: 138.8 M, Expense: 35.7 M.
  - Budget Book (To Date):** Amount: 0 M.
  - Budget (Awarded):** Amount: 68 M.
  - Current Year 2022-2023:** Estimated Income: 3,100.1 M, Expense: 3,026.4 M; Actual Income: 35.9 M, Expense: 0 M.
- Charts and Reports:**
  - PFC Grant:** Donut chart showing Current Year at 17.7% and Last Year at 82.3%.
  - Income:** Donut chart comparing Estimated and Actual income, with segments for PFC Grant and OSR.
  - Expense:** Donut chart showing Estimated and Actual expenses, categorized by Development, Contingencies, Establishment, and Liabilities.
  - Fund Details (Month Wise):** Bar chart showing Income and Expense from Jul-2022 to Jun-2023.
  - Fund Details (Year Wise):** Bar chart comparing Estimated and Actual Income and Expense for Last Year and Current Year.
  - General & Development Account:** Donut chart showing the split between General Account (100.0%) and Development Account (0.0%), with a sub-section for Punjab Cities Program (PCP) Account (0.0%).
- Budget Menu (Open):**
  - Budget New
  - Budget List
  - Budget Opening Balance
  - Budget Explanation
  - Budget SOE
  - Budget Message
  - Budget Re-Appropriation
  - Budget Auto Generate
  - Budget Approval
  - Budget Import
  - Budget Copy

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## Add New Budget

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF NAROWAL

### Add Budget

Major Function

Minor Function

Detail Function

Sub-Detail Function\*

Office / DDO\*

Branch / Section\*

Account Nature\*

Calendar Year\*

Budget Type \*

[List Accounts](#)

Search By       LG Total Budgeted Expense : **Rs. 936,404,840**    LG Total Budgeted Income : **Rs. 871,642,113**

| Sr # | Account Code ↑ | Account Type | Account Title              | Budget Amount (Rs.)                 |                                     |
|------|----------------|--------------|----------------------------|-------------------------------------|-------------------------------------|
| 1    | A              | G            | <b>Expenditure</b>         |                                     |                                     |
| 2    | A01            | G            | Employee Related Expenses  |                                     |                                     |
| 3    | A011           | G            | Pay                        |                                     |                                     |
| 4    | A01103         | D            | Special Pay Officers       | <input type="text" value="10,000"/> | <input checked="" type="checkbox"/> |
| 5    | A01104         | D            | Technical Pay Officers     | <input type="text"/>                | <input type="checkbox"/>            |
| 6    | A01105         | D            | Qualification Pay Officers | <input type="text"/>                | <input type="checkbox"/>            |
| 7    | A01107         | D            | Index Pay Officers         | <input type="text"/>                | <input type="checkbox"/>            |
| 8    | A01150         | G            | Others Officers            |                                     |                                     |
| 9    | A0115001       | D            | Others Officers            | <input type="text" value="10,000"/> | <input checked="" type="checkbox"/> |
| 10   | A0115002       | D            | Pay For OSD Officer        | <input type="text"/>                | <input type="checkbox"/>            |

[Save](#)

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- Select Office/DDO (E.g., Chief Officer)
- Branch (E.g., Chief officer general branch)
- Account Nature
- Calendar Year
- Budget Type
- Click on List Accounts
- Select Object Code and Add Budget
- Click on save button

## List Of Budget

By clicking on List Budget option Budget tab user can view the previous saved budgets in FMS.

The screenshot shows the 'Budget Listing' page in the FMS system. The interface includes a navigation bar at the top with options like Dashboard, Setup, Budget, PayRoll, Cashbook, Reports, and MGF NAROWAL. Below the navigation bar, there are several filter dropdown menus for Major Function, Minor Function, Detail Function, Sub-Detail Function, Office / DDO, Branch / Section, Account Nature, Calendar Year, Budget Type, and Account Grouping Level. A 'List Budget' button is located below the filters.

Below the filters, there is a search bar and summary information: 'Budgeted Expense : Rs. 27,767,153' and 'Budgeted Income : F'. A table displays the budget items with columns for Sr #, Budget Function, Office, Branch, Account Code, Account Title, Budget Amount (Rs.), and Actions. A 'Delete' dropdown menu is visible over the table.

| Sr #               | Budget Function                | Office        | Branch                      | Account Code | Account Title                           | Budget Amount (Rs.)   | Actions |
|--------------------|--------------------------------|---------------|-----------------------------|--------------|---|-----------------------|---------|
| 1                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01101       | Basic Pay Officers                      | Rs. 1,880,040         | ...     |
| 2                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01102       | Personal Pay Officers                   | Rs. 10,000            | ...     |
| 3                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01106       | Pay Of Contract Officers                | Rs. 5,000             | ...     |
| 4                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01151       | Basic Pay Staff                         | Rs. 1,576,220         | ...     |
| 5                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01202       | House Rent Allowance                    | Rs. 162,552           | ...     |
| 6                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01203       | Conveyance Allowance                    | Rs. 397,752           | ...     |
| 7                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01217       | Medical Allowance                       | Rs. 125,784           | ...     |
| 8                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A01239       | Special Allowance                       | Rs. 870,690           | ...     |
| 9                  | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A0123P       | Adhoc Relief (2019) (OLD CODE A0124410) | Rs. 5,500             | ...     |
| 10                 | 011106 - Tehsil Administration | Chief Officer | Chief Office General Branch | A0123X       | Adhoc Relief -2020 (OLD CODE A0124411)  | Rs. 5,000             | ...     |
| <b>Page Total</b>  |                                |               |                             |              |   | <b>Rs. 5,038,538</b>  |         |
| <b>Grand Total</b> |                                |               |                             |              |   | <b>Rs. 27,767,153</b> |         |

Items per page: 10 | 1 - 10 of 33

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- Select Office/DDO (E.g., Chief Officer)
- Branch (E.g., Chief officer general branch)
- Account Nature
- Calendar Year
- Budget Type
- Click on List Accounts
- Select Object Code for updation and deletion

## Add Opening Balance Of Budget

By clicking on budget opening balance in budget tab user can add the opening balance of budget and also view the previous saved Opening balances of budgets.

The screenshot shows a web application interface for adding an opening balance. At the top, there is a navigation bar with 'FMS | Main' on the left and 'Dashboard', 'Setup', 'Budget', 'PayRoll', 'Cashbook', 'Reports', and 'MOF DASKA' on the right. Below the navigation bar, the page title is 'Budget - Opening Balance'. The main form contains four input fields: 'Calendar Year\*' (a dropdown menu with 'Select Calendar Year'), 'Budget Type\*' (a dropdown menu with 'Select Budget Type'), 'Opening Balance (Rs.)' (a text input field), and 'Opening Balance (Million)' (a text input field with the value '0'). Below these fields are two buttons: 'Save' (dark blue) and 'Show Balances' (orange). Below the form is a section titled 'Opening Balance List' which contains a table with the following columns: 'Year', 'Budget Type', 'Opening Balance (Rs.)', 'Opening Balance (in Million)', and 'Is Current'. The table is currently empty, displaying 'No Data Found'. At the bottom of the page, there is a copyright notice: '© Local Government, Powered By PMDFC 2022' and three social media icons (Facebook, Twitter, and LinkedIn).

- Select Calendar Year
- Budget Type
- Opening Balance (Rs.)
- Opening Balance (Million)
- To Save click to save button
- To show balance click to Show balance

## Add Budget Explanation / Justification

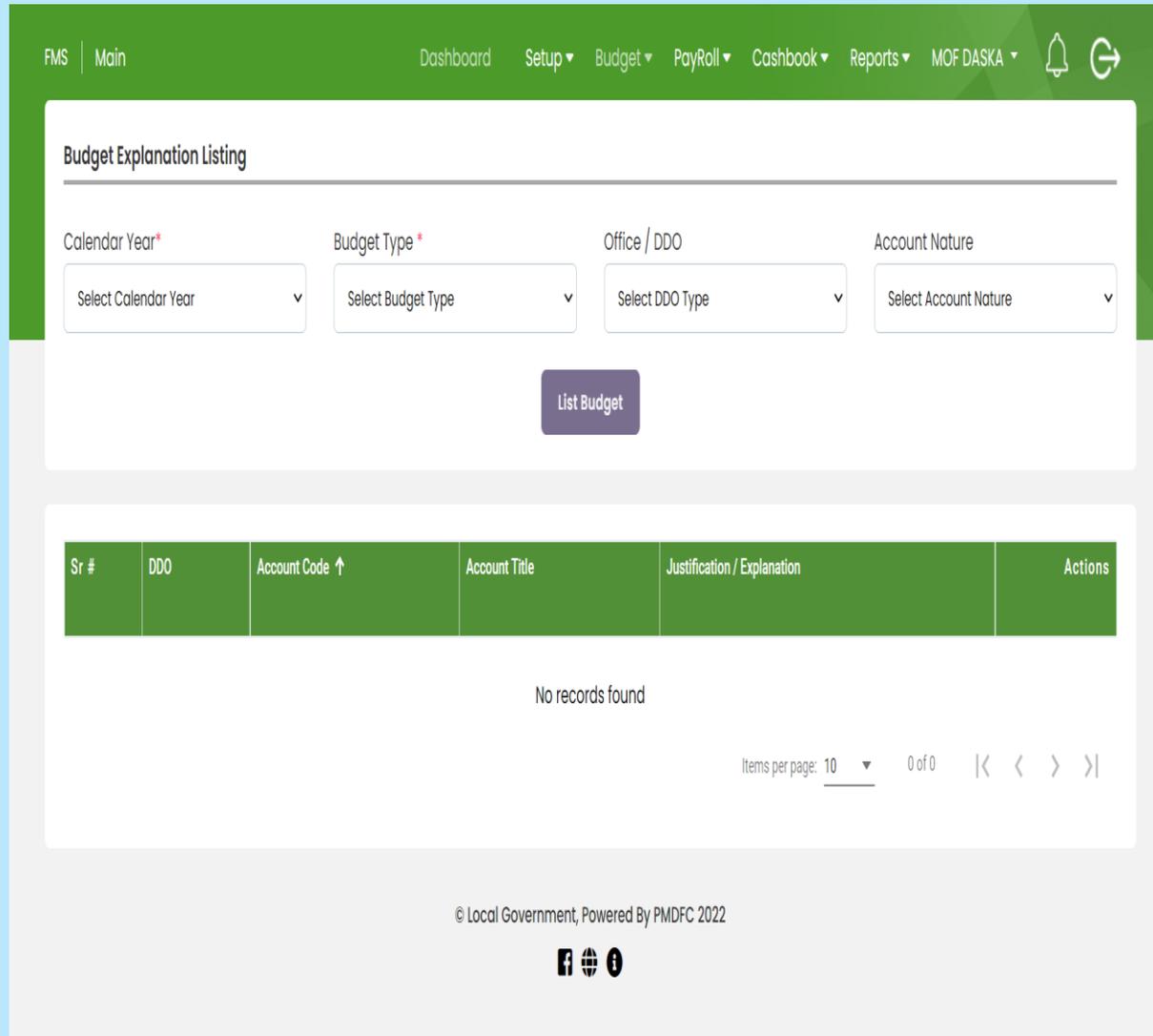
In budget explanation, a user can add and save the justification of excess or less use of budget.

The screenshot shows the 'Add Budget Justification / Explanation' form. At the top, there is a navigation bar with 'FMS | Main' and a menu with 'Dashboard', 'Setup', 'Budget', 'PayRoll', 'Cashbook', 'Reports', and 'MOF DASKA'. The form itself has a title 'Add Budget Justification / Explanation' and five dropdown menus: 'Calendar Year\*' (with 'Select Calendar Year' as the selected option), 'Budget Type\*' (with 'Select Budget Type' as the selected option), 'Account Nature' (with 'Select Account Nature' as the selected option), 'Office / DDO\*' (with 'Select DDO Type' as the selected option), and 'Account Code\*' (with 'Select Account Code' as the selected option). Below these is a text area for 'Justification / Explanation\*' with a rich text editor toolbar. The toolbar includes icons for undo, redo, bold, italic, underline, strikethrough, link, unlink, bulleted list, numbered list, indent, outdent, quote, unquote, link, unlink, and a smiley face. Below the toolbar are dropdowns for 'Styles', 'Format', 'Font', and 'Size', followed by color and background color pickers. The text area contains the placeholder 'Type Here...'. At the bottom of the form is a 'Save' button. The footer of the page reads '© Local Government, Powered By PMDFC 2022' and includes social media icons for Facebook, Twitter, and YouTube.

- Select Calendar Year
- Budget Type
- Account Nature
- Office/DDO
- Account Code
- Write a Justification/Explanation
- Add Justification of Income and Expense
- Click save button

## Budget Explanation List DDO wise

In budget explanation list a user can view the budget explanation with each DDO wise.



FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

### Budget Explanation Listing

Calendar Year\*      Budget Type\*      Office / DDO      Account Nature

Select Calendar Year ▾      Select Budget Type ▾      Select DDO Type ▾      Select Account Nature ▾

**List Budget**

| Sr #             | DDO | Account Code ↑ | Account Title | Justification / Explanation | Actions |
|------------------|-----|----------------|---------------|-----------------------------|---------|
| No records found |     |                |               |                             |         |

Items per page: 10 ▾      0 of 0         

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- Select Calendar Year
- Budget Type
- Account Nature
- Office/DDO
- Account Code
- Update /Delete  
Justification/Explanation of  
Income and Expense
- Click save button

## Add Budget SOE for Salaries

In add budget SOE a user can add the budget of staff salaries each DDO wise or branch wise

**Add Budget SOE**

Calendar Year\*  
Year 2022-2023

Budget Type\*  
Estimated

Office / DDO\*  
Chief Officer

Branch / Section\*  
Chief Office General Branch

Designation\*  
Assistant - BS-16

BPS  
BS-16

Sanctioned Posts  
1

Filled Posts  
1

Vacant Posts  
0

Recruitment Planned Posts  
1

Total Establishment Charges  
100,000

Regular Pay  
20,000

Contract Pay  
10,000

Allowance  
1,000

Pension Contribution  
1,000

Social Security  
1,000

**Save**

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- Select Calendar Year
- Budget Type
- Office/DDO (Chief Officer)
- Branch/Section (General Branch)
- Designation (AMO)
- BPS (16)
- Sanctioned Posts
- Vacant Posts
- Recruitment Planned Posts
- Total Establishment Charges
- Regular Pay
- Contract Pay
- Allowance
- Pension Contribution
- Social Security

## List Of Saved SOE

FMS | Main Dashboard Setup Budget PayRoll Cashbook Reports System Demo Video PMDFC Admin

### Budget Soe Listing

Division\* Multan District Lodhran Local Government Type Select Local Government Type Local Government\* District Council Lodhran

Calendar Year\* Year 2022-2023 Budget Type\* Estimated Office / DDO Select DDO Type Branch / Section Select DDO Wing Designation Select Designation BPS Select BPS

List Budget

| DDO               | Wing                        | Designation                | BPS ↑ | Sanctioned | Filled | Recruitment | Total Establishment Charges | Regular Pay | Contract Pay | Allowance | Pension | Social Security | Actions |
|-------------------|-----------------------------|----------------------------|-------|------------|--------|-------------|-----------------------------|-------------|--------------|-----------|---------|-----------------|---------|
| Regulation Office | Regulation Office           | Naib Qasid                 | BS-1  | 2          | 2      | -           | 758191                      | 331220      | -            | 294483    | 132488  | -               | Locked  |
| Chief Officer     | Chief Office General Branch | Chowkidar                  | BS-1  | 1          | 1      | -           | 709493                      | 355140      | -            | 212297    | 142056  | -               | Locked  |
| Chief Officer     | Chief Office General Branch | Sanitary Worker (Sewerman) | BS-1  | 2          | 1      | -           | 1418985                     | 710280      | -            | 424593    | 284112  | -               | Locked  |
| Chief Officer     | Chief Office General Branch | Naib Qasid                 | BS-1  | 3          | -      | -           | 1137286                     | 496830      | -            | 441724    | 198732  | -               | Locked  |
| Finance Office    | Finance Office              | Naib Qasid                 | BS-1  | 1          | 1      | -           | 429984                      | 191410      | -            | 162010    | 76564   | -               | Locked  |
| Chief Officer     | Chief Office General Branch | Junior Clerk               | BS-11 | 3          | 1      | -           | 3370248                     | 1760010     | -            | 906234    | 704004  | -               | Locked  |
| Finance Office    | Finance Office              | OSD                        | BS-11 | 5          | -      | -           | 5202990                     | 2705410     | -            | 1415416   | 1082164 | -               | Locked  |
| Regulation Office | Regulation Office           | Junior Clerk               | BS-11 | 3          | 1      | -           | 2053909                     | 997590      | -            | 657283    | 399036  | -               | Locked  |
| Finance Office    | Finance Office              | Junior Clerk               | BS-11 | 2          | 2      | -           | 2202673                     | 1126180     | -            | 626021    | 450472  | -               | Locked  |
| Chief Officer     | Chief Office General Branch | Stenographer               | BS-14 | 1          | 1      | -           | 1507199                     | 799860      | -            | 387395    | 319944  | -               | Locked  |

Items per page: 10 1 - 10 of 33

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- Open Budget SOE list
- Add all required field
- click on the list budget button
- click on action button to updation and deletion list



**List Of Saved Budget Message List**

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

**Budget Message Listing**

Calendar Year\*      Budget Type\*

Select Calendar Year ▾      Select Budget Type ▾

**Show List**

| Sr #             | Year ↑ | Budget Type | Message | Actions |
|------------------|--------|-------------|---------|---------|
| No Records found |        |             |         |         |

Items per page: 10 ▾   0 of 0    << < > >>

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- Select Calendar Year
- Budget Type
- Show list
- Click on the action button to update /deletion

## Add New Budget Re-Appropriation

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF Burewala

---

### Add Budget Re-Appropriation

Calendar Year\*  
Year 2022-2023

Budget Type\*  
Estimated

Re-Appropriation Date\*  
08/09/2022

#### Source

Office / DDO\*  
Chief Officer

Branch / Section\*  
Chief Office-Officer

Account Nature\*  
Establishment

Account Code\*  
A01101 | Basic Pay Officers

| Budgeted Amount | Awaited ReAppropriation | Booked Amount | Expended Amount | Remaining Amount |
|-----------------|-------------------------|---------------|-----------------|------------------|
| 2,325,000       | 0                       | 21,443        | 601,918         | 1,701,639        |

#### Target

Office / DDO\*  
Chief Officer

Branch / Section\*  
Chief Office General Branch

Account Nature\*  
Establishment

Account Code\*  
A01103 | Special pay Officers

| Budgeted Amount | Awaited ReAppropriation | Booked Amount | Expended Amount | Amount to be Shifted* | Total Amount after |
|-----------------|-------------------------|---------------|-----------------|-----------------------|--------------------|
| 0               | 0                       | 0             | 0               | 10,000                | 10,000             |

Remarks\*  
Amount shift for salary

Save



- Select Calendar Year
- Budget Type
- Re-Appropriation Date
- Source
- Office/DDO(e.g. chief officer)
- Branch(e.g. general branch)
- Account Nature(e.g. establishment)
- Account Code
- Budget Amount
- Awaited Reappropriation
- Booked Amount
- Target/Transfer
- Budget Amount
- Awaited Reappropriations
- Booked Amount
- Expended Amount
- Amount to be shifted
- Total amount after

## Budget Re-Appropriation List

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF KHUSHAB

### Budget Re-Appropriation List

Calendar Year\*

Budget Type\*

Account Code

Booking Date\*

 to

| Sr # | Date       | Source DDO     | Source Wing            | Source Account Head                                      | Target DDO        | Target Wing               | Target Account Head  | Amount | Status   | Action |
|------|------------|----------------|------------------------|--|-------------------|---------------------------|--|--------|----------|--------|
| 1    | 10/10/2022 | IT Office      | IT Office-Officer      | A03901 - Stationery                                      | Regulation Office | Regulation Office-Officer | A03905 - Newspapers Periodicals And Books                          | 40000  | Approved |        |
| 2    | 10/10/2022 | IT Office      | IT Office-Officer      | A09203 - IT Equipment                                    | Regulation Office | Regulation Office-Officer | A03902 - Printing And Publication                                  | 50000  | Approved |        |
| 3    | 10/10/2022 | IT Office      | IT Office-Officer      | A04116 - Pension Contribution (LCS/Non LCS) (Old A04120) | Chief Officer     | Chief Office-Officer      | A0380701 - POL Official Staff Cars, Motor Cycles (Old Code A15101) | 600000 | Approved |        |
| 4    | 10/10/2022 | Finance Office | Finance Office-Officer | A01278 - Leave Salary                                    | Finance Office    | Finance Office-Officer    | A04114 - Superannuation Encashment Of LPR                          | 800000 | Approved |        |
| 5    | 10/10/2022 | IT Office      | IT Office-Officer      | A03805 - Travelling Allowance                            | Regulation Office | Regulation Office-Officer | A03201 - Postage And Telegraph                                     | 40000  | Approved |        |
| 6    | 12/09/2022 | Chief Officer  | Chief Office-Officer   | A01151 - Basic Pay Staff                                 | Chief Officer     | Chief Office-Officer      | A0122M - Adhoc Relief (2016) 10%                                   | 148236 | Approved |        |
| 7    | 12/09/2022 | Chief Officer  | Chief Office-Officer   | A01151 - Basic Pay Staff                                 | Chief Officer     | Chief Office-Officer      | A0122Y - Adhoc Relief (2017) (OLD CODE A0124408)                   | 210528 | Approved |        |
| 8    | 12/09/2022 | Chief Officer  | Chief Office-Officer   | A01151 - Basic Pay Staff                                 | Chief Officer     | Chief Office-Officer      | A0123G - Adhoc Relief (2018) (OLD CODE A0124409)                   | 210528 | Approved |        |
| 9    | 12/09/2022 | Chief Officer  | Chief Office-Officer   | A01151 - Basic Pay Staff                                 | Chief Officer     | Chief Office-Officer      | A0123P - Adhoc Relief (2019) (OLD CODE A0124410)                   | 189546 | Approved |        |
| 10   | 12/09/2022 | Chief Officer  | Chief Office-Officer   | A01151 - Basic Pay Staff                                 | Chief Officer     | Chief Office-Officer      | A0123X - Adhoc Relief -2020 (OLD CODE A0124411)                    | 210528 | Approved |        |

Items per page:  1 - 10 of 70

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- Select Calendar Year
- Budget Type
- Account Code
- Booking Date
- Click Show Button
- Click on the action button for updation and deletion

## Budget Re-Appropriation Case

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

Add Budget Re-Appropriation Case

| Sr #             | Date | Source DDO | Source Wing | Source Account Head | Target DDO | Target Wing | Target Account Head | Amount | Action |
|------------------|------|------------|-------------|---------------------|------------|-------------|---------------------|--------|--------|
| No records found |      |            |             |                     |            |             |                     |        |        |

Items per page: 10 ▾   0 of 0      

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- Select Calendar Year
- Budget Type
- Account Code
- Booking Date
- Click Show Button
- Click on the action button for updation and deletion

## Budget Re-Appropriation Case List

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF KHUSHAB ▾    

### Budget Re-Appropriation Case List

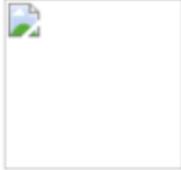
| SR | Case Number | Status   | Approval Date | Print      | Actions |
|----|-------------|----------|---------------|------------|---------|
| 1  | RP-16301-1  | Approved | 16/04/2022    | Print Case |         |
| 2  | RP-16301-2  | Approved | 20/04/2022    | Print Case |         |
| 3  | RP-16301-3  | Approved | 31/05/2022    | Print Case |         |
| 4  | RP-16301-4  | Approved | 06/06/2022    | Print Case |         |
| 5  | RP-16301-5  | Approved | 12/09/2022    | Print Case |         |
| 6  | RP-16301-6  | Approved | 10/10/2022    | Print Case |         |

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- Open Budget Re-Appropriation Case list form
- Budget Re-Appropriation case list show approve data of Budget Re-Appropriation case
- Click on Print Case to show print
- Click on Actions button for updation and deletion

## Budget Reappropriation Print Case



# Municipal Committee Khushab

## Re-Appropriation Of Budget

It Is Submitted That Several Heads Of Expenditure Are To Close An End Where Future Necessary Allocation Is Urgently Required To Run Day By Day Business. It Is Therefore Proposed That The Following Heads Of Expenditure May Be Re-Appropriated Under Rule 42-43 Of Punjab Local Government Budget Rule 2017.

### Summary Re-Appropriation Of Budget

For The : Year 2021-2022 - Estimated (Jan To Jun)

| Source                                 |   |                  |                  |                      |                    | Target                               |   |                  |                  |                      |                    |
|--|---|------------------|------------------|----------------------|--------------------|--------------------------------------|---|------------------|------------------|----------------------|--------------------|
| DDO/Wing                               | Object Code                               | Budgeted Amount  | Balance Before   | Amount to be Shifted | Total Amount after | DDO/Wing                             | Object Code                                     | Budgeted Amount  | Balance Before   | Amount to be Shifted | Total Amount after |
| 1 Chief Officer - Chief Office-Officer | A04114 - Superannuation Encashment of LPR | 1,000,000        | 1,000,000        | 500,000              | 500,000            | Chief Officer - Chief Office-Officer | A03913 - Contribution & subscription PLGB Funds | 1,000,000        | 1,000,000        | 500,000              | 1,500,000          |
| <b>Total:</b>                          |   | <b>1,000,000</b> | <b>1,000,000</b> | <b>500,000</b>       | <b>500,000</b>     |                                      |   | <b>1,000,000</b> | <b>1,000,000</b> | <b>500,000</b>       | <b>1,500,000</b>   |

Finance Officer

## Budget Auto Generate

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾   🔔   ↻

### Budget Auto Generate

---

**Source Budget**

**Target Budget**

|                        |                      |                        |                      |
|------------------------|----------------------|------------------------|----------------------|
| Calendar Year*         | Budget Type*         | Calendar Year*         | Budget Type*         |
| Select Calendar Year ▾ | Select Budget Type ▾ | Select Calendar Year ▾ | Select Budget Type ▾ |

|                       |                         |
|-----------------------|-------------------------|
| Increase Amount *     | Account Nature          |
| Enter in percentage % | Select Account Nature ▾ |

**Generate Budget**

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### Source Budget

- Calendar Year
- Budget Type (e.g., Estimated)
- Increase or Decrease the Amount (e.g., 10% or -10%)

### Target Budget

- Calendar Year
- Budget Type (Revised/Estimated 2022-2023)
- Account Nature (e.g., Establishment)
- Generate Budget
- Budget Copy Generated successfully
- For Budget Updation use a budget list

## Budget Approval After Addition Or Amendments used by MOF

FMS | Main Dashboard Setup Budget PayRoll Cashbook Reports MOF KHUSHAB

---

### Budget Approval

Calendar Year\*  Budget Type\*  Account Grouping Level\*

[List Budget](#)

Search By

| Sr # | Account Code ↑ | Account Title    | Budget Amount (Rs.) |
|------|----------------|------------------|---------------------|
| 1    | A              | Expenditure      | Rs. 462,422,560     |
| 2    | B              | Tax Revenue      | Rs. 38,000,000      |
| 3    | C              | Non-Tax Revenue  | Rs. 402,497,399     |
| 4    | E              | Capital Receipts | Rs. 2,750,000       |

[Un-Approve](#)

Items per page:  1 - 4 of 4 |< < > >|

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- After Add new budget
- Open Approve budget form
- Fill Given requirements
- Click List Budget
- Data will be shown below
- Click Budget Approve button

## Budget Lock After Approval From Concern Authorities

**Budget Lock**

Division\* Bahawalpur District Bahawalpur Local Government Type Select Local Government Type Local Government\* Municipal Committee Fortabbas

Calendar Year\* Year 2022-2023 Budget Type\* Estimated

Search By Search

| Sr # | Account Code ↑ | Budget Amount (Rs.) |
|------|----------------|---------------------|
| 1    | A              | Rs. 195,963,936     |
| 2    | B              | Rs. 23,000,000      |
| 3    | C              | Rs. 140,538,540     |
| 4    | E              | Rs. 900,000         |

Verify and Lock

Items per page: 100 1 - 4 of 4

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- Open Budget Lock form after approved budget by MOF
- Fill given requirements
- Click on list budget
- Click Verify and Lock button

## Budget Import From Cash Book

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

### Budget Import From Cash Book

---

Budget Nature \*      Calendar Year\*      Budget Type \*

Select Budget Nature ▾      Select Calendar Year ▾      Select Budget Type ▾

[List Account](#)

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- Open Budget Import form
- Select Budget Nature
- Calendar Year
- Budget Type
- Click on list account

## Budget Copy Of Saved Budget

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF DASKA ▾    

### Budget Copy

Calendar Year\*      Budget Type\*      Columns\*

Select Calendar Year ▾      Select Budget Type ▾      Select Budget Types Columns ▾

| SR | Code  | Report   | <input type="checkbox"/> |
|----|-------|--|--------------------------|
| 1  | BCC-1 | Budget Calendar Development - BCC-1                              | <input type="checkbox"/> |
| 2  | BCC-2 | Budget Calendar SNE - BCC-2                                      | <input type="checkbox"/> |
| 3  | ABS-1 | Annual Budget Statement - Financial Abstract - ABS-1             | <input type="checkbox"/> |
| 4  | BDR-1 | Budget Income Statement - BDR-1                                  | <input type="checkbox"/> |
| 5  | BDR-2 | Monthly Targets of Receipts - BDR-2                              | <input type="checkbox"/> |
| 6  | BDR-4 | Schedule Of Arrears - BDR-4                                      | <input type="checkbox"/> |
| 7  | BDR-5 | Justification for Receipt - BDR-5                                | <input type="checkbox"/> |
| 8  | BDC-1 | Budget Expense Abstract - BDC-1                                  | <input type="checkbox"/> |
| 9  | BDC-2 | Establishment Strength by Function / Office - BDC-2              | <input type="checkbox"/> |
| 10 | BDC-3 | Establishment Budget by Function and Designation - BDC-3         | <input type="checkbox"/> |
| 11 | BDC-4 | Establishment Strength by DDO-WISE - BDC-4                       | <input type="checkbox"/> |
| 12 | BDC-5 | Establishment Budget By DDO-WISE - BDC-5                         | <input type="checkbox"/> |
| 13 | BDC-6 | Estimates of Expenditure - BDC-6                                 | <input type="checkbox"/> |
| 14 | BDC-8 | Justification for Expenditure - BDC-8                            | <input type="checkbox"/> |
| 15 | BDD-1 | Estimate of Budget (Development) - BDD-1                         | <input type="checkbox"/> |
| 16 | BDD-2 | Estimate of Budget (Development Scheme - Wise) - BDD-2           | <input type="checkbox"/> |
| 17 | BDD-3 | Annual Development Programme - Local Government Projects - BDD-3 | <input type="checkbox"/> |

[Print Budget](#)

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- Select Calendar Year
- Budget Type
- Columns
- To print all budget copy select
- Click on checkbox for required budget copy

# Payroll



- List of HR (Financial Profile)
- Monthly Salary Approval
- Monthly Salary
- Salary Booking
- PDF Salary Details

## List Of HR saved in System For Payment Of Monthly Salaries

The screenshot shows the 'List of HR for Pay' interface. At the top, there are navigation tabs: FMS | Main, Dashboard, Setup, Budget, PayRoll, Cashbook, Reports, and LFA NAROWAL. A dropdown menu is open under 'PayRoll', showing options: List of HR, Monthly Salary Approval, Monthly Salary, Salary Booking, List of Salary Cheque, and PDF Salary Details. Below the menu, there are input fields for 'Received By / DDO' (Chairman), 'Branch / Section' (Chairman Office), 'CNIC No' (00000), and 'Employee Card No' (Personnel No). Below these fields is a table with the following data:

| # | DDO      | Wing/Branch     | Full Name           | Father/Husband Name  | PDF Salary Details | Designation  | BPS  | Action |
|---|----------|-----------------|---------------------|----------------------|--------------------|--------------|------|--------|
| 1 | Chairman | Chairman Office | Ghulam Shehzad      | Abdul Latif          | 3450119975061      | Naib Qasid   | BS-2 | ...    |
| 2 | Chairman | Chairman Office | Tajmal Hussain      | Mehmood Ahmed Butt   | 3450172735203      | Naib Qasid   | BS-2 | ...    |
| 3 | Chairman | Chairman Office | Muhammad Munir Butt | Muhammad Tufail Butt | 3450119272327      | Junior Clerk |      | ...    |

At the bottom of the page, it says '© Local Government, Powered By PMDFC 2022' and has social media icons for Facebook, Twitter, and YouTube.

- Open List of HR
- Click on Action Button to Add financial profile

# Employee Financial Profile

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports Rao Gulzar Ahmed

### Salary of a Person

|                               |  |                                  |                                      |
|-------------------------------|--|----------------------------------|--------------------------------------|
| <b>Office / DDO:</b> Chairman | <b>Branch / Section:</b> Chairman Office | <b>Name:</b> Zahoor Ahmad        | <b>Father/Husband Name:</b> Sikandar |
| <b>CNIC No:</b> 3660103678843 | <b>Designation:</b> Driver               | <b>BPS:</b> BS-5                 | <b>Employee Card No:</b>             |
| Select Bank *                 | <b>Employee Bank Branch Code*</b>        | <b>Employee Bank Account No*</b> | <b>Date of creating profile*</b>     |
| THE BANK OF PUNJAB 0032       | BOP                                      | 000-000-000-000                  | 01/09/2022                           |

Calculate salary

| # | Title                                       | Enter Value | Action                              |
|---|---|-------------|-------------------------------------|
| 1 | A01161   Basic Pay Staff                    | 10,000      | <input checked="" type="checkbox"/> |
| 2 | G12713   Income Tax deduction from salaries | Income Tax  | <input checked="" type="checkbox"/> |

**Depand on BPS**

| # | Title   | Depand On BPS | Action                   |
|---|---|---------------|--------------------------|
| 1 | A01203   Conveyance Allowance                                     | As Per BPS    | <input type="checkbox"/> |
| 2 | G06412   Group insurance  | As Per BPS    | <input type="checkbox"/> |
| 3 | A0127009   Group insurance (Employee 1 to 4 Scale Matching Grant) | As Per BPS    | <input type="checkbox"/> |
| 4 | G06124   GP Fund  | As Per BPS    | <input type="checkbox"/> |

**Allowances**

| # | Title   | Allowance | Action                   |
|---|---|-----------|--------------------------|
| 1 | A01202   House rent Allowance 45                        | 45%       | <input type="checkbox"/> |
| 2 | A01202   House rent Allowance 30                        | 30%       | <input type="checkbox"/> |
| 3 | A01209   Special Additional Allowance                   | 25%       | <input type="checkbox"/> |
| 4 | A0122Y   Adhoc relief (2017)                            | 10%       | <input type="checkbox"/> |
| 5 | A0123G   Adhoc relief (2018)                            | 10%       | <input type="checkbox"/> |
| 6 | A0124410   Adhoc relief (2019-2020) 10% - 5% As Per BPS | (10-5)%   | <input type="checkbox"/> |
| 7 | A0124412   Adhoc relief 2021                            | 10%       | <input type="checkbox"/> |
| 8 | A04115   SSB Social Security Benefit                    | 30%       | <input type="checkbox"/> |

**Deductions**

| #  | Title   | Deduction | Action                              |
|----|---|-----------|-------------------------------------|
| 1  | A04116   Pension Contribution LGS               | 100%      | <input type="checkbox"/>            |
| 2  | A04116   Pension Contribution (Non LCS)         | 90%       | <input type="checkbox"/>            |
| 3  | A04116   Pension Contribution (Non LCS)         | 80%       | <input type="checkbox"/>            |
| 4  | A04116   Pension Contribution (Non LCS)         | 70%       | <input type="checkbox"/>            |
| 5  | A04116   Pension Contribution (Non LCS)         | 60%       | <input type="checkbox"/>            |
| 6  | A04116   Pension Contribution (Non LCS)         | 50%       | <input type="checkbox"/>            |
| 7  | A04116   Pension Contribution (Non LCS)         | 40%       | <input checked="" type="checkbox"/> |
| 8  | G1272207   Conveyance Allowance Deduction       | 100%      | <input type="checkbox"/>            |
| 9  | G1272205   House Rent Deduction 5%              | 5%        | <input type="checkbox"/>            |
| 10 | G1272204   House Rent Deduction                 | 100%      | <input type="checkbox"/>            |
| 11 | G06216   Benevolent Fund                        | 3%        | <input type="checkbox"/>            |
| 12 | G1272206   Social Security Benefit Recovery     |           | <input type="checkbox"/>            |
| 13 | G1272203   Professional Tax                     | 2,000     | <input checked="" type="checkbox"/> |
| 14 | G12722   Other Deductions                       | 2,000     | <input checked="" type="checkbox"/> |
| 15 | E02501   House Building Advance / Personal Loan |           | <input type="checkbox"/>            |

**Other Inputable List**

| #  | Title                             | Enter Value | Action                              |
|----|-----------------------------------|-------------|-------------------------------------|
| 1  | A0117004   Arrears of Salary      |             | <input type="checkbox"/>            |
| 2  | A01207   Washing Allowance        | 2,000       | <input checked="" type="checkbox"/> |
| 3  | A01217   Medical allowance        |             | <input type="checkbox"/>            |
| 4  | A0127004   Personal Allowance     |             | <input type="checkbox"/>            |
| 5  | A0122M   Adhoc relief (2016)      |             | <input type="checkbox"/>            |
| 6  | A01239   special allowance        |             | <input type="checkbox"/>            |
| 7  | A0124413   Adhoc Relief (2022)    |             | <input type="checkbox"/>            |
| 8  | A01241   Special Allowance - 2022 |             | <input type="checkbox"/>            |
| 9  | A01271   Overtime allowance       |             | <input type="checkbox"/>            |
| 10 | A01273   Honoraria                |             | <input type="checkbox"/>            |
| 11 | A01278   Leave salary             |             | <input type="checkbox"/>            |

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# Save Employee Salary

FMS | Main      Dashboard    Setup    Budget    PayRoll    Cashbook    Reports    MOE NAROWAL

---

**Salary of a Person**

**Office / DDO:** Chairman      **Branch / Section:** Chairman Office      **Name:** Ghulam Shehzad      **Father/Husband Name:** Abdul Latif

**CNIC No:** 3450119975061      **Designation:** Naib Qasid      **BPS:** BS-2      **Employee Card No:** 03452036038

**Select Bank:** Bank of Punjab      **Employee Bank Branch Code:** BOP      **Employee Bank Account No:** 111-111-111-111      **Date of creating profile:** 01/09/2022

---

| Gross Salary | Taxable Salary | Applied Monthly Tax | Monthly Tax | Net Salary | Gross Salary Yearly | Yearly Tax | Yearly Salary after Deduction |
|--------------|----------------|---------------------|-------------|------------|---------------------|------------|-------------------------------|
| 12,000       | 11,000         | 0                   | 0           | 11,000     | 144,000             | 0          | 132,000                       |

---

| Allowance          |                            |               | Deductions        |   |               |
|--------------------|----------------------------|---------------|-------------------|---|---------------|
| #                  | Title                      | Salary Amount | #                 | Title   | Salary Amount |
| 1                  | A01151   Basic Pay Staff   | 10,000        | 1                 | G12713   Income Tax deduction from salaries     | 0             |
| 2                  | A01217   Medical allowance | 1,000         | 2                 | A04116   Pension Contribution (Non LCB)         | 4,000         |
| 3                  | A01239   Special allowance | 1,000         | 3                 | E02501   House Building Advance / Personal Loan | 1,000         |
| <b>Total 12000</b> |                            |               | <b>Total 5000</b> |   |               |

Hide Calculation      Save      Calculate salary

---

**Inputable List**

| # | Title                                       | Enter Value | Action                              |
|---|---|-------------|-------------------------------------|
| 1 | A01151   Basic Pay Staff                    | 10,000      | <input checked="" type="checkbox"/> |
| 2 | G12713   Income Tax deduction from salaries | Income Tax  | <input checked="" type="checkbox"/> |

---

**Depend on BPS**

| # | Title   | Depend On BPS | Action                   |
|---|---|---------------|--------------------------|
| 1 | A01203   Conveyance Allowance                                     | As Per BPS    | <input type="checkbox"/> |
| 2 | G06412   Group Insurance  | As Per BPS    | <input type="checkbox"/> |
| 3 | A0127009   Group Insurance (Employee 1 to 4 Scale Matching Grant) | As Per BPS    | <input type="checkbox"/> |
| 4 | G06124   GP Fund  | As Per BPS    | <input type="checkbox"/> |

---

**Allowances**

| # | Title                            | Allowance | Action                   |
|---|----------------------------------|-----------|--------------------------|
| 1 | A01202   House rent Allowance 45 | 45%       | <input type="checkbox"/> |
| 2 | A01202   House rent Allowance 30 | 30%       | <input type="checkbox"/> |

---

**Deductions**

| #  | Title   | Deduction | Action                              |
|----|---|-----------|-------------------------------------|
| 1  | A04116   Pension Contribution LCB               | 100%      | <input type="checkbox"/>            |
| 2  | A04116   Pension Contribution (Non LCB)         | 90%       | <input type="checkbox"/>            |
| 3  | A04116   Pension Contribution (Non LCB)         | 80%       | <input type="checkbox"/>            |
| 4  | A04116   Pension Contribution (Non LCB)         | 70%       | <input type="checkbox"/>            |
| 5  | A04116   Pension Contribution (Non LCB)         | 60%       | <input type="checkbox"/>            |
| 6  | A04116   Pension Contribution (Non LCB)         | 50%       | <input type="checkbox"/>            |
| 7  | A04116   Pension Contribution (Non LCB)         | 40%       | <input checked="" type="checkbox"/> |
| 8  | G1272207   Conveyance Allowance Deduction       | 100%      | <input type="checkbox"/>            |
| 9  | G1272205   House Rent Deduction 5%              | 5%        | <input type="checkbox"/>            |
| 10 | G1272204   House Rent Deduction                 | 100%      | <input type="checkbox"/>            |
| 11 | G06218   Benevolent Fund                        | 3%        | <input type="checkbox"/>            |
| 12 | G1272206   Social Security Benefit Recovery     |           | <input type="checkbox"/>            |
| 13 | G1272203   Professional Tax                     |           | <input type="checkbox"/>            |
| 14 | G12722   Other Deductions                       |           | <input type="checkbox"/>            |
| 15 | E02501   House Building Advance / Personal Loan | 1,000     | <input checked="" type="checkbox"/> |

---

**Other Inputable List**

| # | Title                                     | Enter Value | Action                              |
|---|---|-------------|-------------------------------------|
| 1 | A01217   Medical allowance                | 1,000       | <input checked="" type="checkbox"/> |
| 2 | A01239   special allowance                | 1,000       | <input checked="" type="checkbox"/> |
| 3 | A0124413   Adhoc Relfer (2022)            |             | <input type="checkbox"/>            |
| 4 | A01241   Special Allowance -2022          |             | <input type="checkbox"/>            |
| 5 | A01274   Reimbursement of medical charges |             | <input type="checkbox"/>            |
| 6 | A01278   Leave salary                     |             | <input type="checkbox"/>            |

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## Monthly Salary Approval Budget DDO Wise

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

### Head Wise Detail of Establishment

Office / DDO\*

Branch / Section\*

Calendar

Budget Type\*

Select Month\*

Show Details

Approve Salary

Download

| SR    | Acc Head Detail  | Estimated Budget | Booked Amount | Paid    | Available | Monthly Salary | Balance After 2022 - September |
|-------|--|------------------|---------------|---------|-----------|----------------|--------------------------------|
| 1     | A01101   Basic Pay Officers                              | 1,880,040        | -             | 46,000  | 1,834,040 | 10,000         | 1,824,040                      |
| 2     | A01102   Personal pay Officers                           | 10,000           | -             | 10,000  | 0         | -              | 0                              |
| 3     | A01106   Pay of contract Officers                        | 5,000            | -             | 5,000   | 0         | -              | 0                              |
| 4     | A01151   Basic Pay Staff                                 | 1,576,220        | -             | -       | 1,576,220 | -              | 1,576,220                      |
| 5     | A01202   House rent Allowance                            | 162,552          | 1,000         | 1,000   | 160,552   | -              | 160,552                        |
| 6     | A01203   Conveyance Allowance                            | 397,752          | -             | 5,000   | 392,752   | 5,000          | 387,752                        |
| 7     | A01217   Medical allowance                               | 125,784          | -             | 10,000  | 115,784   | 1,000          | 114,784                        |
| 8     | A01239   Special allowance                               | 870,690          | -             | -       | 870,690   | -              | 870,690                        |
| 9     | A0123P   Adhoc relief (2019) (OLD CODE A0124410)         | 5,500            | -             | 5,000   | 500       | 500            | 0                              |
| 10    | A0123X   Adhoc relief - 2020 (OLD CODE A0124411)         | 5,000            | -             | 5,000   | 0         | 1,000          | -1,000                         |
| 11    | A0124413   Adhoc Relief (2022)                           | 522,414          | -             | -       | 522,414   | -              | 522,414                        |
| 12    | A0124F   Adhoc relief - 2021 (OLD CODE A0124412)         | 1,000            | -             | -       | 1,000     | 1,000          | 0                              |
| 13    | A0124T   Special Allowance - 2022                        | 696,552          | -             | -       | 696,552   | -              | 696,552                        |
| 14    | A01274   Reimbursement of medical charges                | 10,000           | -             | -       | 10,000    | -              | 10,000                         |
| 15    | A01278   Leave salary                                    | 435,345          | -             | 1,000   | 434,345   | -              | 434,345                        |
| 16    | A01299   Others  | 25,200           | 5,275         | 17,388  | 2,537     | 1,000          | 1,537                          |
| 17    | A04116   Pension Contribution (LCS/Non LCS) (Old A04120) | 1,393,104        | -             | 15,000  | 1,378,104 | 4,000          | 1,374,104                      |
| Total |  | 6,122,153        | 6,275         | 120,388 | 7,995,490 | 23,500         | -                              |

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- For Approval click on Approve Salary
- Edit Salary Click on show detail

## Update Monthly Salary of Employee (Add Allowance and Arrears)

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF NAROWAL

Office/DDO: Chief Officer

---

Branch/Section: Chief Office General Branch

---

Details of HR Salary

| #            | Name               | Father Name  | CNIC          | Designation                     | BPS   | Office        | Branch                      | BP Officers | Conveyance Allowance | Medical Allowance | Adhoc 2019 | Adhoc Relief (2020-2021) | Adhoc Relief (2021-2022) | Others | Pension Contribution | GP Fund | BF  | Pro Tax | SSB Recovery | EC Bill Deduction | Gross Salary | Deductions | Net Salary | Action |
|--------------|--------------------|--------------|---------------|---------------------------------|-------|---------------|-----------------------------|-------------|----------------------|-------------------|------------|--------------------------|--------------------------|--------|----------------------|---------|-----|---------|--------------|-------------------|--------------|------------|------------|--------|
| 1            | Rehan Saleem Ahmad | Saleem Ahmad | 3450129705889 | Municipal Officer (Regulations) | BS-17 | Chief Officer | Chief Office General Branch | 10000       | 5000                 | 1000              | 500        | 1000                     | 1000                     | 1000   | 4000                 | 4270    | 300 | 1000    | 1000         | 1000              | 19500        | 7570       | 11930      | ...    |
| <b>Total</b> |                    |              |               |                                 |       |               |                             | 10000       | 5000                 | 1000              | 500        | 1000                     | 1000                     | 1000   | 4000                 | 4270    | 300 | 1000    | 1000         | 1000              | 19500        | 7570       | 11930      |        |

Detail

- Click to download button
- Click on action button for update profile and add arrears



## Add Arrears of Employee of Regular Monthly Salary

FMS | Main

[Dashboard](#) | 
 [Setup](#) | 
 [Budget](#) | 
 [PayRoll](#) | 
 [Cashbook](#) | 
 [Reports](#) | 
 [MOF NAROWAL](#)

---

**Salary of a Person**

**Office / DDO:** Chief Officer     
 **Branch / Section:** Chief Office General Branch     
 **Full Name:** Rehan Saleem Ahmad Saleem Ahmad     
 **CNIC No:** 3450129705689

**Designation:** Municipal Officer (Regulations)     
 **BPS:** BS-17

Allowance for the Selected Month  Establishment Arrears

| # | Title   | Regular | New Salary                          | Arrears                          |
|---|---|---------|-------------------------------------|----------------------------------|
| 1 | A01101   Basic Pay Officers                             | 10,000  | <input type="text" value="10,000"/> | <input type="text" value="100"/> |
| 2 | A01203   Conveyance Allowance                           | 5,000   | <input type="text" value="5,000"/>  | <input type="text" value="100"/> |
| 3 | A01217   Medical allowance                              | 1,000   | <input type="text" value="1,000"/>  | <input type="text" value="100"/> |
| 4 | A0124410   Adhoc relief (2019-2020) 10% - 5% As Per BPS | 500     | <input type="text" value="500"/>    | <input type="text" value="100"/> |
| 5 | A0124411   Adhoc relief (2020-2021)                     | 1,000   | <input type="text" value="1,000"/>  | <input type="text" value="100"/> |
| 6 | A0124412   Adhoc relief 2021                            | 1,000   | <input type="text" value="1,000"/>  | <input type="text" value="100"/> |
| 7 | A01299   Others   | 1,000   | <input type="text" value="1,000"/>  | <input type="text" value="100"/> |

Deductions

| # | Title                                       | Regular | New Salary                         | Arrears                          |
|---|---|---------|------------------------------------|----------------------------------|
| 1 | A04116   Pension Contribution (Non LCS)     | 4,000   | <input type="text" value="4,000"/> | <input type="text" value="100"/> |
| 2 | G06124   GP Fund                            | 4,270   | <input type="text" value="4,270"/> | <input type="text" value="100"/> |
| 3 | G06216   Benevolent Fund                    | 300     | <input type="text" value="300"/>   | <input type="text" value="100"/> |
| 4 | G12713   Income Tax deduction from salaries | 0       | <input type="text" value="0"/>     | <input type="text" value=""/>    |
| 5 | G1272203   Professional Tax                 | 1,000   | <input type="text" value="1,000"/> | <input type="text" value="100"/> |
| 6 | G1272206   Social Security Benefit Recovery | 1,000   | <input type="text" value="1,000"/> | <input type="text" value="100"/> |

Hide Calculation
Save

Inputable List

| # | Title | Enter Value | Action |
|---|-------|-------------|--------|
|   |       |             |        |

Salary Days:

Calculate salary

- Click on Estimated Arrears
- Add Arrears
- Click on Save button
- Update Salary days
- Click on Calculate Salary

# Monthly Salary Forward to LFA For Approval

## Monthly Salary

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF NAROWAL ▾   🔔   ↻

### MOF Forward to LFA

Received By / DDO\*    Branch / Section\*    CNIC No    Employee Card No

Chief Officer    Chief Office General Branch    00000-0000000-0    Challan Amount

Bank Account No    Calendar Year\*    Salary Month\*

0000-0000-0000-0000-0000    Year 2022-2023    2022 - July

**Generate Salary**

**Forward to Auditor**    

| Income     | Honoraria | Others      | SSB         | Pension Contribution | GP Fund  | GI Fund  | Income Tax | HR Deduction | HR Deduction 5% | SSB Recovery | Gross Salary | Deduction   | Net Salary |
|------------|-----------|-------------|-------------|----------------------|----------|----------|------------|--------------|-----------------|--------------|--------------|-------------|------------|
| 0          | 100       | 0           | 4000        | 4270                 | 0        | 0        | 0          | 0            | 0               | 0            | 5300         | 4270        | 1030       |
| <b>100</b> | <b>-</b>  | <b>4000</b> | <b>4270</b> | <b>-</b>             | <b>-</b> | <b>-</b> | <b>-</b>   | <b>-</b>     | <b>-</b>        | <b>5300</b>  | <b>4270</b>  | <b>1030</b> |            |

⏪ Reverse

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- Select All requirements and click on generate salary
- Click to download the salary sheet
- Send salary to Auditor by clicking the Forward to auditor button
- Click on the Action button for reverse salary

## Monthly Salary Booking

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF NAROWAL ▾   🔔   ↻

### Salary of Employee

Select Bank (Cheque Title)\*      DDO\*      Branch / Section\*      Calendar Year\*

Bank Of Punjab ▾      Chief Officer ▾      Chief Office General Branch ▾      Year 2022-2023 ▾

Budget Type\*

Estimated ▾

**Show list**      **Proceed for Cheque**

| #            | DDO-Branch                                  | Full Name          | CNIC          | Designation-BPS                      | Bank Detail | Salary Month | Gross Total    | Deduction      | Net Total      | Action |  |
|--------------|---|--------------------|---------------|--------------------------------------|-------------|--------------|----------------|----------------|----------------|--------|--|
| 1            | Chief Officer - Chief Office General Branch | Rehan Saleem Ahmad | 3450129705689 | Municipal Officer (Regulations) - 17 |             | 2022 - July  | 5,300          | 4,270          | 1,030          | ⋮      |  |
| <b>Total</b> |   |                    |               |                                      |             |              | <b>5,300.0</b> | <b>4,270.0</b> | <b>1,030.0</b> |        |  |

⌛ Hold Salary

⏪ Reverse

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🌐 📱 🗺

- Open Salary of Employee by clicking show list
- Click on proceed for cheque
- For Hold & Reverse Salary Click on Action Button

## Save Salary Cheque

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF NAROWAL ▾   🔔   ↻

### Salary Cheque

Select Bank Account\*      Select Cheque No\*      Cheque Date\*      Cheque Ammount\*

0606202039394241 | General Account      060620203946      20/10/2022      1,030

Payment Title\*

Bank Of Punjab

**Save Cheque**

| #            | DDO-Branch                                  | Full Name          | CNIC          | Designation-BPS                      | Bank Detail | Gross Total    | Deduction      | Net Total      | Action |
|--------------|---|--------------------|---------------|--------------------------------------|-------------|----------------|----------------|----------------|--------|
| 1            | Chief Officer - Chief Office General Branch | Rehan Saleem Ahmad | 3450129705689 | Municipal Officer (Regulations) - 17 |             | 5,300          | 4,270          | 1,030          | ⋮      |
| <b>Total</b> |   |                    |               |                                      |             | <b>5,300.0</b> | <b>4,270.0</b> | <b>1,030.0</b> | Remove |

**Verify**      **Un-Post/Un-Forward**

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- Select Bank Account
- Select Cheque No
- Cheque Date
- Save Cheque

- After Proceed for cheque selection
- Post and verify salary cheque
- Click on the action button to remove the salary

## PDF Salary Detail (Monthly)

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF NAROWAL

### Monthly Salary Details

Office / DDO  
Chief Officer

Branch / Section  
Chief Office General Branch

Calendar Year\*  
Year 2022-2023

Salary Month\*  
2022 - July

Select Bank Account\*  
0606202039394241 | General Account

Select Cheque No\*  
060620203946

Employee Name  
Employee Name

CNIC No  
00000-0000000-0

Bank Account No  
0000-0000-0000-0000

Designation  
Designation

Show Detail

#### Salary Details of the Month of 2022 - July

↓ Salary Slip
↓ Bank Advice

| #            | Full Name          | Father Name  | CNIC          | Branch Code | Branch Name | Bank Account     | Designation + BPS                      | Office-Branch                               | Gross Salary | Deduction   | Net Salary  |
|--------------|--------------------|--------------|---------------|-------------|-------------|------------------|--|---|--------------|-------------|-------------|
| 1            | Rehan Saleem Ahmad | Saleem Ahmad | 3450129705689 | 0012        |             | 6060262639392020 | Municipal Officer (Regulations) BPS-17 | Chief Officer - Chief Office General Branch | 5,300        | 4,270       | 1,030       |
| <b>Total</b> |                    |              |               |             |             |                  |  |   | <b>5300</b>  | <b>4270</b> | <b>1030</b> |

- Select Office/DDO
- Branch/Section
- Calendar Year
- Salary Month
- Select Bank Account
- Select Cheque No(Add in Salary Booking)
- Click on show detail
- Print Salary Slip
- Print Bank Advice



Bank Advice of Payroll Salary



Municipal Committee Narowal



Bank Advice for Salary of the Month of 2022 - July

| #            | Full Name          | Father Name  | CNIC          | Bank Account     | Designation + BPS                         | Net Salary  |
|--------------|--------------------|--------------|---------------|------------------|---|-------------|
| 1            | Rehan Saleem Ahmad | Saleem Ahmad | 3450129705689 | 6060262639392020 | Municipal Officer<br>(Regulations) BPS-17 | 1030        |
| <b>Total</b> |                    |              |               |                  |   | <b>1030</b> |

Prepared By

Date

Varified By

Date

Sent to Bank By

Date

Bank Scroll for salary (Created by Municipal Committee Narowal Generated by ITBMS-FMS )

## Salary Slip of Payroll Salary



### Municipal Committee Narowal



**Name:** Rehan Saleem Ahmad      **Father Name:** Saleeem Ahmad      **CNIC:** 3450129705689  
**Designation:** Municipal Officer  
(Regulations) BPS-17      **DDO-Branch:** Chief Officer - Chief Office  
General Branch

Salary Paid in Branch Code **0012** with in Bank Account Number **6060262639392020** for the Month of **2022 - July** For **11** Days

#### Pay and Allowances

| Wages Type |                      | Regular | Updated | Arrears | Wages Type |                   | Regular | Updated | Arrears |
|------------|----------------------|---------|---------|---------|------------|-------------------|---------|---------|---------|
| A01101     | BP Officers          | 10000   | 100     | 0       | A01217     | Medical Allowance | 1000    | 100     | 0       |
| A01203     | Conveyance Allowance | 5000    | 5000    | 0       | A01299     | Others            | 1000    | 100     | 0       |
|            |                      |         |         |         | -          | -                 | -       | -       | -       |

#### Deductions

| Wages Type |                      | Regular | Updated | Arrears | Wages Type |         | Regular | Updated | Arrears |
|------------|----------------------|---------|---------|---------|------------|---------|---------|---------|---------|
| A04116     | Pension Contribution | 4000    | 4000    | 0       | G06124     | GP Fund | 4270    | 4270    | 0       |
|            |                      |         |         |         | -          | -       | -       | -       | -       |

**Gross Salary:** 5300      **Deductions:** 4270      **Net Salary** 1030

**Audit and Accounts**

# CASHBOOK

The screenshot displays the 'Cashbook' application interface. At the top, there is a navigation bar with 'FMS | Main' on the left and 'Dashboard', 'Setup', 'Budget', 'PayRoll', 'Cashbook', 'Reports', and 'MOF NAROWAL' on the right. A dropdown menu is open under 'Cashbook', listing options: 'Opening Balance Cash Book', 'Bank Statement', 'Budget Booking', 'Receipt', 'Payments', 'Reconcile with Bank', 'OSR Refund/Claims', and 'Wrong Entries'. The main content area is titled 'Opening Balance Cash Book' and contains two dropdown menus: 'Calendar Year\*' (set to 'Year 2022-2023') and 'Budget Type\*' (set to 'Estimated'). Below these are two buttons: 'Show Balances' (purple) and 'Add Opening Balance' (orange). Underneath is an 'Opening Balance List' section with a table header: 'Year', 'Budget Type', and 'Bank Account'. The table body shows 'No Result'. At the bottom, there is a copyright notice '© Local Government, Powered By PMDFC 2022' and a logo.

## Cashbook Options

- Open Opening Balance Cashbook
- Select Calendar Year
- Budget Type
- Add Opening Balance by clicking Add Opening Balance
- Click the show balance button to display Available Balance

## Add Opening Balance Of Cashbook

Save Cash Book Opening Balance

| # | Bank Name      | Account No       | Account Nature | Opening Balance | Opening Balance Date | Status |
|---|----------------|------------------|----------------|-----------------|----------------------|--------|
| 1 | Bank Of Punjab | 0606202039394241 | PLS            | 10,000          | 01/07/2021           | Active |
| 2 | Bank Of Punjab | 0606272731314242 | PLA            |                 | 01/07/2021           | Active |
| 3 | Bank Of Punjab | 1111222233334444 | PLA            |                 | 25/07/2022           | Active |

Opening Date: 17/10/2022

Save Close

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- Add Opening Balance
- Opening Balance Date
- Opening Date
- Save

## Bank Statement

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF NAROWAL ▾   🔔   ↻

### Bank Statements

Calendar Year\*      Budget Type\*      Statement Month\*      Cashbook Type\*

Year 2022-2023      Estimated      2022 - September      General Cashbook

[List Statements](#)   [Add Statement](#)

### Bank Account Balances

| #         | Bank Account | Balance Amount | Statement Date | Budget | Type | Status |
|-----------|--------------|----------------|----------------|--------|------|--------|
| No Result |              |                |                |        |      |        |

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- Open Bank Statement Form
- Fill giver requirements
- Click on Show List Statements to show list
- Click on List add statement to add bank statement

### Save Bank Statement

- Select Bank Account
- Add Bank Statement Amount
- Save

#### Save Bank Statement ✕

| #              | Bank Account                    | Amount                                 |                                     |
|----------------|---------------------------------|--|-------------------------------------|
| 1              | 6510141828000017 - BOP, Khushab | <input type="text"/>                   | <input type="checkbox"/>            |
| 2              | 6510141828000028 - BOP, Khushab | <input type="text" value="1,000,000"/> | <input checked="" type="checkbox"/> |
| Statement Date |                                 | <input type="text"/>                   |                                     |

## Budget Booking

FMS | Main      Dashboard   Setup   Budget   PayRoll   Cashbook   Reports   MOF NAROWAL    

### New Budget Booking

Booking Type\*    
 Calendar Year\*    
 Budget Type\*

Purchase / Invoice Number\*    
 Purchase / Invoice Date\*    
 Payee Type\*

Payee Tax Type    
 Payee Filer Status    
 Payee GST Status

Description/Narration\*    
 Office / DDO\*    
 Branch / Section\*

Budgeted Amount    
 Awaiting ReAppropriation    
 Booked Amount    
 Expended Amount    
 Available Budget

#### Booking Details

Select Type\*  Purchase  Services    Particular\*

| Price Per Unit*                    | Quantity*                      | Amount                             | G.S.T (17.00 %)  | P.S.T  | Amount with Taxes                  |
|------------------------------------|--------------------------------|------------------------------------|--|--|------------------------------------|
| <input type="text" value="1,000"/> | <input type="text" value="2"/> | <input type="text" value="2,000"/> | <input type="text" value="17.00%"/> <input type="text" value="340"/> | <input type="text" value=""/> % <input type="text" value=""/> Amount | <input type="text" value="2,340"/> |

| Income Tax (9.00 %)   | G.S.T (17.00 %)  | P.S.T (0)  | Security                      | Professional Tax              |
|---|--|--|-------------------------------|-------------------------------|
| <input type="text" value="9.00%"/> <input type="text" value="211"/> | <input type="text" value="17.00%"/> <input type="text" value="340"/> | <input type="text" value=""/> % <input type="text" value=""/> Amount | <input type="text" value=""/> | <input type="text" value=""/> |

| Old Material                  | Penalty                       | Third Party Audit             | Other                         | Deductions                       |
|-------------------------------|-------------------------------|-------------------------------|-------------------------------|----------------------------------|
| <input type="text" value=""/> | <input type="text" value=""/> | <input type="text" value=""/> | <input type="text" value=""/> | <input type="text" value="551"/> |

#### Total

| Budget Before Claim                | Budget After Claim                 | Total Claim / Gross Amount         | Total Deductions                 | Total Net Amount                   |
|------------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| <input type="text" value="9,877"/> | <input type="text" value="7,537"/> | <input type="text" value="2,340"/> | <input type="text" value="551"/> | <input type="text" value="1,789"/> |

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- Select Booking Type
- Calendar Year
- Budget Type
- Booking Date
- Purchase/Invoice No
- Payee Type
- Add an Attachment
- Payee Tax Type
- Payee Filer Status
- Description/Narration
- Officer/DDO
- Branch/Section
- Account Code

### Booking Detail

- Select Type (Purchase, Service)
- User Can Change GST PST Percentage
- Select Price & Quantity
- Select Amount
- Click on Add New

## Save Budget Booking

FMS | Main      Dashboard   Setup   Budget   PayRoll   Cashbook   Reports   MOF NAROWAL

### New Budget Booking

Booking Type\* **General Booking**    Calendar Year\* **Year 2022-2023**    Budget Type\* **Estimated**    Booking Date\* **17/10/2022**    Attachment **Scanned Document Max: 2MB**

Purchase / Invoice Number\* **333**    Purchase / Invoice Date\* **05/10/2022**    Payee Type\* **General Contractor**    Payee\* **Firms(Testing)**    Update

Payee Tax Type **Individual / ACP**    Payee Filer Status **Non-Filer**    Payee GST Status **In-Active**    Payee PST Status **In-Active**

Description/Narration\* **General**    Office / DDO\* **Chief Officer**    Branch / Section\* **Chief Office General Branch**    Account Code\* **A01299 | Others**

Budgeted Amount **25,200**    Awaiting ReAppropriation **0**    Booked Amount **0**    Expended Amount **15,323**    Available Budget **9,877**

#### Booking Details

Select Type\*  Purchase  Services    Particular\*

Price Per Unit\*     Quantity\*     Amount     G.S.T.  %    P.S.T.  %    Amount with Taxes

Income Tax  %    G.S.T.  %    P.S.T.  %    Security     Professional Tax

Old Material     Penalty     Third Party Audit     Other     Deductions

#### Total

Budget Before Claim **9,877**    Budget After Claim **8,707**    Total Claim / Gross Amount **1,170**    Total Deductions **275**    Total Net Amount **895**

**Add New**

#### Sub Bookings List

| S. No        | Description | Price Per Unit | Quantity | Total Amount | Amount With Tax | Deductions Type |            |          |          |                  |              |          |                   | Total Deductions | Total Net Amount | Action   |            |            |     |
|--------------|-------------|----------------|----------|--------------|-----------------|-----------------|------------|----------|----------|------------------|--------------|----------|-------------------|------------------|------------------|----------|------------|------------|-----|
|              |             |                |          |              |                 | Income Tax      | G.S.T.     | P.S.T.   | Security | Professional Tax | Old Material | Penalty  | Third Party Audit |                  |                  |          | Other      |            |     |
| 1            |             | 1,000          | 1        | 1,000        | 1,170           | 105             | 170        | 0        | 0        | 0                | 0            | 0        | 0                 | 0                | 0                | 0        | 275        | 895        | ... |
| <b>Total</b> |             | <b>1,000</b>   | <b>1</b> | <b>1,000</b> | <b>1,170</b>    | <b>105</b>      | <b>170</b> | <b>0</b> | <b>0</b> | <b>0</b>         | <b>0</b>     | <b>0</b> | <b>0</b>          | <b>0</b>         | <b>0</b>         | <b>0</b> | <b>275</b> | <b>895</b> |     |

**Save Booking**

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- List-display after clicking Add New Button
- Click on the action button for updating the list
  - a. Edit
  - b. Delete
- Click on Save Booking for the Save booking list

## Booking List

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF NAROWAL

### Budget Booking List

Booking Date \*  to 
 Office / DDO 
 Branch / Section 
 Booking Number

Booking Status  
 Un-Approved  Approved  Verified

**Show**

| Office         | Section                     | Booking Date ↑ | Account Head | Description | Gross Amount | Net Amount | Deductions | Attachment           | Status      | Audited | Action | Print   |
|----------------|-----------------------------|----------------|--------------|-------------|--------------|------------|------------|----------------------|-------------|---------|--------|---|
| Finance Office | Finance Office-Officer      | 01/08/2022     | A03901       | General     | 10,000       | 10,000     | -          | <a href="#">View</a> | Processed   | Yes     |        | <a href="#">AR-1</a> / <a href="#">AR-2</a> / <a href="#">AR-3</a> / <a href="#">AR-4</a> |
| Finance Office | Finance Office-Officer      | 02/08/2022     | A03901       | General     | 25,000       | 25,000     | -          | <a href="#">View</a> | Verified    | Yes     |        | <a href="#">AR-1</a> / <a href="#">AR-2</a> / <a href="#">AR-3</a> / <a href="#">AR-4</a> |
| Finance Office | Finance Office-Officer      | 03/08/2022     | A03901       | General     | 30,000       | 30,000     | -          | <a href="#">View</a> | Verified    | Yes     |        | <a href="#">AR-1</a> / <a href="#">AR-2</a> / <a href="#">AR-3</a> / <a href="#">AR-4</a> |
| Finance Office | Finance Office-Officer      | 04/08/2022     | A03901       | General     | 50,000       | 50,000     | -          | <a href="#">View</a> | Verified    | Yes     |        | <a href="#">AR-1</a> / <a href="#">AR-2</a> / <a href="#">AR-3</a> / <a href="#">AR-4</a> |
| Chief Officer  | Chief Office General Branch | 17/10/2022     | A01299       | General     | 1,170        | 895        | 275        | <a href="#">View</a> | Un-Approved | No      | ...    | <a href="#">AR-1</a> / <a href="#">AR-2</a> / <a href="#">AR-3</a> / <a href="#">AR-4</a> |

Items per page:  1-5 of 5

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- Open Booking List
- Add Booking Date
- Office/DDO
- Branch/Section
- Booking Number
- Select Booking Status
  - a. Un-Approved
  - b. Approved
  - c. Verified
- Click the Show button
- Print Budget Booking List
- Print AR1,AR2,AR2,AR4

## Booking Approval MOF

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF NAROWAL ▾   🔔   ↻

### Budget Booking Approval

Booking Date\*      Office / DDO

01/08/2022   to   17/10/2022      Select DDO

Account Code      Booking Number      Booking Status \*

            Approved  Pending

Opening Balance Cash Book

Bank Statement

Budget Booking ▶

Receipt ▶

Payments ▶

Reconcile with Bank ▶

OSR Refund/Claims ▶

Wrong Entries

New Booking

Booking List

Booking Approval

| Sr # | Payee          | Office        | Section                     | Booking No | Booking Date ↑ | Account Head | Description | Gross Amount | Net Amount | Deductions | Approval Date |                                     |
|------|----------------|---------------|-----------------------------|------------|----------------|--------------|-------------|--------------|------------|------------|---------------|-------------------------------------|
| 1    | Firm3(Testing) | Chief Officer | Chief Office General Branch | 10         | 17/10/2022     | A01299       | General     | 1,170        | 895        | 275        | 17/10/2022    | <input checked="" type="checkbox"/> |

Items per page: 10      1-1 of 1      < < > >

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- Add Approval Date
- Select Checkbox
- Mark Approved

## Budget Booking LFA List

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

LFA NAROWAL ▾



### Budget Booking List

Booking Date \*

01/10/2022

to

17/10/2022

Office / DDO

Select DDO



Branch / Section

Select DDO Wing



Account Code

Booking Number

Booking Status

Un-Approved  Approved  Verified  Processed

Show



| Sr # | Booking No | Payee          | Office        | Section                     | Booking Date ↑ | Account Head | Description | Gross Amount | Net Amount | Deductions | Status   | Audited |        |
|------|------------|----------------|---------------|-----------------------------|----------------|--------------|-------------|--------------|------------|------------|----------|---------|--------|
| 1    | 10         | Firm3(Testing) | Chief Officer | Chief Office General Branch | 17/10/2022     | A01299       | General     | 1,170        | 895        | 275        | Approved | No      | Verify |

Items per page: 10 ▾

1-1 of 1



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- Verify Budget Booking LFA list

## Approved booking LFA list

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

---

### Verify Budget Booking

Booking Type\*  
General Booking

Calendar Year\*  
Year 2022-2023

Budget Type\*  
Estimated

Booking Date\*  
17/10/2022

Attachment

Scanned Document Max: 2MB

Purchase / Invoice Number\*  
333

Purchase / Invoice Date\*  
05/10/2022

Payee Type\*  
General Contractor

Payee\*  
Firma (Testing)

**Update**

Payee Tax Type  
Individual / ACP

Payee Filer Status  
Non-Filer

Payee GST Status  
In-Active

Payee PST Status  
In-Active

Description/Narration\*  
General

Office / DDO\*  
Chief Officer

Branch / Section\*  
Chief Office General Branch

Account Code\*  
A01200 | Others

**Budget Provision Old**

Budgeted Amount  
25,200

Awaited ReAppropriation  
0

Booked Amount  
0

Expended Amount  
15,323

Available Budget  
9,877

**Budget Provision**

Budgeted Amount  
25,200

Awaited ReAppropriation  
0

Booked Amount  
0

Expended Amount  
15,323

Available Budget  
9,877

### Current Booking Details

Select Type\*  
 Purchase  Services

Description/Particular\*

Price Per Unit\*

Quantity\*

Amount  
0

G.S.T  
% Amount

P.S.T  
% Amount

Amount with Taxes  
0

Income Tax  
% Amount

G.S.T  
% Amount

P.S.T  
% Amount

Security

Professional Tax

Old Material

Penalty

Third Party Audit

Other

Deductions  
0

### Total

Budget Before Claim  
9,877

Budget After Claim  
0,707

Total Claim / Gross Amount  
1,170

Total Deductions  
275

Total Net Amount  
895

[Back To List](#)

[Add New](#)

[Reset](#)

### Sub Bookings List

| Option | Price Per Unit | Quantity | Total Amount | Amount With Tax | Deductions Type |       |       |          |                  |              |         |                   |       |           |     |     |     |
|--------|----------------|----------|--------------|-----------------|-----------------|-------|-------|----------|------------------|--------------|---------|-------------------|-------|-----------|-----|-----|-----|
|        |                |          |              |                 | Income Tax      | G.S.T | P.S.T | Security | Professional Tax | Old Material | Penalty | Third Party Audit | Other | Deduction |     |     |     |
| g      | 1,000          | 1.00     | 1,000        | 1,170           | 105             | 170   | 0     | 0        | 0                | 0            | 0       | 0                 | 0     | 0         | 275 | 895 | ... |
| Total  |                |          | 1,000        | 1,170           | 105             | 170   | 0     | 0        | 0                | 0            | 0       | 0                 | 0     | 0         | 275 | 895 |     |

**Audit Section**

Select Audit Type\*  
 Verify and Proceed  Return with Objection

Verify Date\*  
17/10/2022

Verify Remarks  
Approved

[Save Audit](#)

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- Click on action button for updating LFA list
- Select Audit Type and verify Date
- Verify Remarks
- Save Audit

## New Receipt

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### New Receipt Voucher

Particulars\*      Calendar Year\*      Budget Type\*      Bank Account\*

General Receipt(s)      Year 2022-2023      Estimated      102039394241 | General Account ▾

Challan Form Date\*      Challan Amount\*      Bank Profit

17/10/2022      1,000

### Receipt Details

Receipt Date\*      Book No. / Cheque No.\*      Page From\*      Page To      Receipt Amount\*

17/10/2022      12      10      11      1,000

Received By / DDO\*      Branch / Section\*      Account Code\*      Description\*

Planning & Architect Office ▾      Planning Branch ▾      C0388027 | Fee for c...      approval of Building/ Construct...

All Code List

**Save Receipt**

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Facebook      WhatsApp      Telegram

- Opening Balance Cash Book
- Bank Statement
- Budget Booking
- Receipt
- Payments
- Deduction Payments
- Reconcile with Bank
- OSR Refund/Claims
- Cheque Operation
- Funds Transfer (A-A)
- Wrong Entries

- New Receipt
- Receipt List

- Open the New Receipt form
- Fill Required field Of the New Receipt voucher
- Fill Required Field of Receipt Detail
- Click the Save Receipt button

## Post and Verify Receipt

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

---

### New Receipt Voucher

Particulars\*

Calendar Year\*

Budget Type\*

Select Bank Account\*

Challan Form Date\*

Challan Amount\*

Bank Profit

### Receipt Details

Receipt Date\*

Book No. / Cheque No.\*

Page From\*

Page To

Line No

Receipt Amount\*

Received By / DDO\*

Branch / Section\*

Account Code\*

Narration\*

All Code List

| #            | Book #            | Date       | Narration                                       | A/C Code | Amount (Rs.)   | Action |
|--------------|-------------------|------------|---|----------|----------------|--------|
| 1            | 12 - 10 - 11-1011 | 17-10-2022 | Fee for approval of Building/ Construction Plan | C0388027 | 1,000.0        | ⋮      |
| <b>Total</b> |                   |            |   |          | <b>1,000.0</b> |        |

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[f](#) [globe](#) [i](#)

- Open Post and Verify Receipt Form
- Fill Required fields of the New Receipt Voucher
- Fill Receipt Detail field
- click Save Receipt Button
- Post and Verify the Receipt
- Click the on-action button for updating receipt list

## Receipt List

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### Receipt List

Select Bank Account: 0606202039394241 | General Account ▾      Calendar Year: Year 2022-2023 ▾      Budget Type: Estimated

From Date\*: 01/10/2022 to 17/10/2022

[List of Receipt](#)

| # | Particulars        | Bank Name                       | Challan    | Status          | Action |
|---|--------------------|---------------------------------|------------|-----------------|--------|
| 1 | General Receipt(s) | Bank Of Punjab-0606202039394241 | 17-10-2022 | Select Status ▾ | ⋮      |

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- Opening Balance Cash Book
- Bank Statement
- Budget Booking
- Receipt
- Payments
- Deduction Payments
- Reconcile with Bank
- OSR Refund/Claims
- Cheque Operation
- Funds Transfer (A-A)
- Wrong Entries

- New Receipt
- Receipt List**

- Open Receipt List form
- Fill Receipt List detail
- Click List Receipt Button
- Click on action button for updating or deleting receipt list

## Booking Payment

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾    

### Booked Payments List

Calendar Year\*      Budget Type\*      Payee Type\*      Payee\*

Year 2022-2023      Estimated      General Contractor      Firm3(Testing)

Total Ammount\*

895

[Show Booking](#)      [Proceed for Cheque](#)

| #            | Booking No | DDO           | Booking Date | Audit Date          | Head   | Narration | Gross Total | Net Total  |  |
|--------------|------------|---------------|--------------|---------------------|--------|-----------|-------------|------------|---|
| 1            | 10         | Chief Officer | 17/10/2022   | 2022-10-17 00:00:00 | A01299 | General   | 1,170       | 895        | <input checked="" type="checkbox"/>   |
| <b>Total</b> |            |               |              |                     |        |           | <b>1170</b> | <b>895</b> |   |

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- Open the booking payment list
- Fill in the Required field
- Click Show Booking to show all booked payment list
- Click Proceed for the cheque
- Select Checkbox

## Booking Payment Cheque

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

### New Payments

Cheque Issued By\*

Select Bank Account\*

Select Cheque No\*

Cheque Ammount\*

Cheque Date\*

Payment Title\*

Add More Booking
Save Cheque

| #            | Booking No | DDO           | Booking Date | Audit Date          | Head   | Narration | Gross Total | Net Total  | Action |
|--------------|------------|---------------|--------------|---------------------|--------|-----------|-------------|------------|--------|
| 1            | 10         | Chief Officer | 17/10/2022   | 2022-10-17 00:00:00 | A01299 | General   | 1,170       | 895        | ...    |
| <b>Total</b> |            |               |              |                     |        |           | <b>1170</b> | <b>895</b> |        |

New Payments

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- Fill all Requirements
- Click Add More Booking to add other bookings
- Click Save Cheque
- Click on action button for updating

## Post and verify Booking Payment Cheque

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### New Payments

Cheque Issued By\*      Select Bank Account\*      Select Cheque No\*      Cheque Ammount\*

Audit & Account Office      0606202039394241 | General Account      060620203939      895

Cheque Date\*      Payment Title\*

17/10/2022      Firm3(Testing)

**Save Cheque**

| #            | Booking No | DDO           | Booking Date | Audit Date          | Head   | Narration | Gross Total | Net Total  | Action |
|--------------|------------|---------------|--------------|---------------------|--------|-----------|-------------|------------|--------|
| 1            | 10         | Chief Officer | 17/10/2022   | 2022-10-17 00:00:00 | A01299 | General   | 1,170       | 895        | ⋮      |
| <b>Total</b> |            |               |              |                     |        |           | <b>1170</b> | <b>895</b> |        |

**Verify**      **Un-Post/Un-Forward**      **New Payments**

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- After Cheque Saved
- Post and Verify Cheque
- Click on the action button for updating payment



## Payment Bank Charges

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### Bank Charges

Calendar Year\*      Budget Type\*      Received By / DDO\*      Section\*

Year 2022-2023      Estimated      Finance Office           on Branch ▾

Account Head Balance\*      Select Bank Account\*      Reason of Charges\*

0      0606202039394241 | General Account ▾      Annual Charges

Fee Date\*

17/10/2022

**Reset**      **Save**

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- Opening Balance Cash Book
- Bank Statement
- Budget Booking
- Receipt
- Payments
  - Booking Payments
- Deduction Payments
  - List of Payments Cheque
- Reconcile with Bank
  - Payment Bank Charges**
- OSR Refund/Claims
  - Repayment of cancel Cheque
- Cheque Operation
  - Post Payments
- Funds Transfer (A-A)
  - List of Post Payments
- Wrong Entries

- Open Payment Bank Charges Form
- Fill Given Requirements
- Click Reset for new entry
- Click Save button for save bank charges

## Repayment of Cancel Cheque

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### List of Cancel Cheque

Calendar Year: Year 2022-2023 ▾   Budget Type: Estimated ▾   Select Bank Account: 0606202039394241 | Type: al Contractor ▾

Payee: Firm3(Testing) ▾   Cheque No: 0000-0000-0000-0000   From Date: 01/10/2022   To Date: 17/10/2022

[Show Cheque](#)

| # | Contractor | Cheque No | Cheque Date | Cheque Amount | Cancel Date | Type |
|---|------------|-----------|-------------|---------------|-------------|------|
|---|------------|-----------|-------------|---------------|-------------|------|

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- Opening Balance Cash Book
- Bank Statement
- Budget Booking ▶
- Receipt ▶
- Payments ▶
  - Booking Payments
  - List of Payments Cheque
  - Payment Bank Charges
  - Repayment of cancel Cheque**
  - Post Payments
  - List of Post Payments
- Deduction Payments ▶
- Reconcile with Bank ▶
- OSR Refund/Claims ▶
- Cheque Operation ▶
- Funds Transfer (A-A) ▶
- Wrong Entries

- Open Repayment of canceled cheque form
- Fill given requirements
- Click the Show Cheque button

## Post Payment

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

### New Post Payments

Calendar Year\*  
Year 2022-2023

Payment Title\*  
post payment

Cheque Amount\*  
1,000

Budget Type\*  
Estimated

Select Bank Account\*  
0506202039394241 | General Account

[New Payments/Refresh](#)

Payee Type  
General Contractor

Cheque No.\*  
101010101010

Payee  
Firm3(Tesing)

Cheque Date\*  
17/10/2022

---

### Payments Details

Voucher No.\*

Expense Type\*  
Establishment

Voucher Amount\*  
Voucher amount

Account Code\*  
Please Select Account Code

Received By / DDO\*  
Please Select DDO

Account Head Balance\*  
0

Branch / Section\*  
Please Select Section

Narration\*

| #  | Title   | Deduction Receiver          | Amount | Action                   |
|----|---|-----------------------------|--------|--------------------------|
| 1  | G1272202   GST (General Sales Tax)                                | In Land Revenue             |        | <input type="checkbox"/> |
| 2  | A0127009   Group Insurance (Employee 1 to 4 Scale Matching Grant) | National Bank               |        | <input type="checkbox"/> |
| 3  | A04116   Pension Contribution (LCS/Non LCS) (Old A04120)          | Pension Contribution Local  |        | <input type="checkbox"/> |
| 4  | E02501   House building advance                                   | Gen LG Account              |        | <input type="checkbox"/> |
| 5  | G12713   Income Tax deduction from salaries                       | In Land Revenue             |        | <input type="checkbox"/> |
| 6  | G1272204   Monthly House Rent Deduction                           | Gen LG Account              |        | <input type="checkbox"/> |
| 7  | G06124   GPF (General Provident Fund)                             | National Bank               |        | <input type="checkbox"/> |
| 8  | G06412   Group Insurance Fund                                     | National Bank               |        | <input type="checkbox"/> |
| 9  | G1272201   PST (Punjab Sales Tax)                                 | Punjab Revenue Authority    |        | <input type="checkbox"/> |
| 10 | A04116   Pension Contribution (LCS/Non LCS) (Old A04120)          | Pension Contribution PLGB   |        | <input type="checkbox"/> |
| 11 | G06216   Benevolent Fund (BF Deduction)                           | National Bank               |        | <input type="checkbox"/> |
| 12 | G06501   W.F Welfare Fund   | Excise and Taxation Officer |        | <input type="checkbox"/> |
| 13 | G12714   Income Tax deduction from contractors / suppliers        | In Land Revenue             |        | <input type="checkbox"/> |
| 14 | G1272203   Professional Tax                                       | Excise and Taxation Officer |        | <input type="checkbox"/> |
| 15 | G11240   Contractors Security Deposits                            | Security Account            |        | <input type="checkbox"/> |
| 16 | G1272207   Covance Allowance Deduction                            | Gen LG Account              |        | <input type="checkbox"/> |
| 17 | G1272205   Basic Pay 5% Deduction (R&M) House                     | Gen LG Account              |        | <input type="checkbox"/> |
| 18 | G1272206   Social Security Benefit Recovery (SSBR)                | Gen LG Account              |        | <input type="checkbox"/> |

[Save Payment](#)

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| #            | DDO           | Branch                      | Account Code    | GrossAmount  | NetAmount | Deduction | Action |
|--------------|---------------|-----------------------------|-----------------|--------------|-----------|-----------|--------|
| 1            | Chief Officer | Chief Office General Branch | A01299   Others | 1,000        | 1,000     | 0         | ...    |
| <b>Total</b> |               |                             |                 | <b>1,000</b> |           |           |        |

[Post/Forward](#)

Edit
...

Edit
 Delete

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- Open Post Payment form
- Fill given requirements
- Click on Save Payment Button
- Click on action button for edit and delete Post Payment
- Click Post/Forward button for next step (Verification)

## Verify Post Payment

- After Post/Forward Post Payment Click on Verify Button.

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

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### New Post Payments

|                                  |   |                                  |                            |
|----------------------------------|---|----------------------------------|----------------------------|
| Calendar Year*<br>Year 2022-2023 | Budget Type*<br>Estimated   | Payee Type<br>General Contractor | Payee<br>Firm3(Tesing)     |
| Payment Title*<br>post payment   | Select Bank Account*<br>0606202039394241   General Account  | Cheque No.*<br>101010101010      | Cheque Date*<br>17/10/2022 |
| Cheque Amount*<br>1,000          | <a href="#" style="background-color: #ff9800; color: white; padding: 5px 15px; text-decoration: none;">New Payments/Refresh</a> |                                  |                            |

---

### Payments Details

|                                     |   |   |  |
|-------------------------------------|---|---|--|
| Voucher No*<br><input type="text"/> | Voucher Amount*<br>Voucher amount           | Received By / DDO*<br>Please Select DDO | Branch / Section*<br>Please Select Section |
| Expense Type*<br>Establishment      | Account Code*<br>Please Select Account Code | Account Head Balance*<br>0              | Narration*                                 |

| #  | Title   | Deduction Receiver          | Amount               | Action                   |
|----|---|-----------------------------|----------------------|--------------------------|
| 1  | G1272202   GST (General Sales Tax)                                | In Land Revenue             | <input type="text"/> | <input type="checkbox"/> |
| 2  | A0127009   Group Insurance (Employee 1 to 4 Scale Matching Grant) | National Bank               | <input type="text"/> | <input type="checkbox"/> |
| 3  | A04116   Pension Contribution (LCS/Non LCS) (Old A04120)          | Pension Contribution Local  | <input type="text"/> | <input type="checkbox"/> |
| 4  | E02501   House building advance                                   | Gen LG Account              | <input type="text"/> | <input type="checkbox"/> |
| 5  | G12713   Income Tax deduction from salaries                       | In Land Revenue             | <input type="text"/> | <input type="checkbox"/> |
| 6  | G1272204   Monthly House Rent Deduction                           | Gen LG Account              | <input type="text"/> | <input type="checkbox"/> |
| 7  | G06124   GPF (General Provident Fund)                             | National Bank               | <input type="text"/> | <input type="checkbox"/> |
| 8  | G06412   Group Insurance Fund                                     | National Bank               | <input type="text"/> | <input type="checkbox"/> |
| 9  | G1272201   PST (Punjab Sales Tax)                                 | Punjab Revenue Authority    | <input type="text"/> | <input type="checkbox"/> |
| 10 | A04116   Pension Contribution (LCS/Non LCS) (Old A04120)          | Pension Contribution PL&B   | <input type="text"/> | <input type="checkbox"/> |
| 11 | G06216   Benevolent Fund (BF Deduction)                           | National Bank               | <input type="text"/> | <input type="checkbox"/> |
| 12 | G06501   W.F Welfare Fund   | Excise and Taxation Officer | <input type="text"/> | <input type="checkbox"/> |
| 13 | G12714   Income Tax deduction from contractors / suppliers        | In Land Revenue             | <input type="text"/> | <input type="checkbox"/> |
| 14 | G1272203   Professional Tax                                       | Excise and Taxation Officer | <input type="text"/> | <input type="checkbox"/> |
| 15 | G11240   Contractors Security Deposits                            | Security Account            | <input type="text"/> | <input type="checkbox"/> |
| 16 | G1272207   Covance Allowance Deduction                            | Gen LG Account              | <input type="text"/> | <input type="checkbox"/> |
| 17 | G1272205   Basic Pay 5% Deduction (R&M) House                     | Gen LG Account              | <input type="text"/> | <input type="checkbox"/> |
| 18 | G1272208   Social Security Benefit Recovery (SSBR)                | Gen LG Account              | <input type="text"/> | <input type="checkbox"/> |

[Save Payment](#)

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| #            | DDO           | Branch                      | Account Code    | GrossAmount  | NetAmount | Deduction | Action |
|--------------|---------------|-----------------------------|-----------------|--------------|-----------|-----------|--------|
| 1            | Chief Officer | Chief Office General Branch | A01299   Others | 1,000        | 1,000     | 0         | ---    |
| <b>Total</b> |               |                             |                 | <b>1,000</b> |           |           |        |

[Verify](#)
[Un-Post/Un-Forward](#)

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## List of Post Payment

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### List of Payments Cheque

From Date \*      Payee Type

01/10/2022   to   17/10/2022      Select Payee Type      Payee ▾

Select Bank Account      Cheque No      Select Status

Select Bank Account      0000-0000-0000-0000      Please Select Status

**Show Cheque**

| # | Account No       | Particulars  | Cheque No    | Cheque Date |
|---|------------------|--------------|--------------|-------------|
| 1 | 0606202039394241 | post payment | 060620203942 | 17-10-2022  |
| 2 | 0606202039394241 | post         | 112211221122 | 16-10-2022  |
| 3 | 0606202039394241 | Post payment | 1234567890   | 17-10-2022  |
| 4 | 0606202039394241 | postpayment  | 222222222222 | 16-10-2022  |

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**f** **globe** **i**

- Go To the list of Post Payment
- Fill Given requirements
- Click on show cheque button
- List will be displayed
- Click on the action button for an update given post payment list

## Copy Voucher Post Payment

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF NAROWAL ▾   🔔   ↻

### List of Payments Cheque

From Date \*      Payee Type      Payee

01/10/2022   to   20/10/2022      Select Payee Type ▾      Select Payee ▾

Select Bank Account      Cheque No      Select Status

Select Bank Account ▾      0000-0000-0000-0000      Please Select Status ▾

**Show Cheque**

| # | Account No       | Particulars  | Cheque No    | Cheque Date | Cheque Amount | Status   | Action    |
|---|------------------|--------------|--------------|-------------|---------------|----------|-----------|
| 1 | 0606202039394241 | post payment | 060620203942 | 17-10-2022  | 1,000         | Verified | ⋮         |
| 2 | 0606202039394241 | Post payment | 1234567890   | 17-10-2022  | 5,000         | Draft    | 👁️ View   |
| 3 | 0606202039394241 | postpayment  | 2222222222   | 16-10-2022  | 2,000         | Draft    | 🗑️ Delete |

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f 🌐 i

- Open Post Payment list
- Select From Date
- Fill in the given requirements
- Click Show Cheque Button
- Click Action button and select view option

## Copy Voucher

Save Payment

Copy Voucher

- Click Copy Voucher Button

| # | DDO           | Branch                      | Account Code    | GrossAmount  | NetAmount    | Deduction | Action |
|---|---------------|-----------------------------|-----------------|--------------|--------------|-----------|--------|
| 1 | Chief Officer | Chief Office General Branch | A01299   Others | 1,000        | 1,000        | 0         | ...    |
|   |               |                             |                 | <b>Total</b> | <b>1,000</b> |           |        |

Un-Verify

Un-Post/Un-Forward

## Check budget

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF NAROWAL

### New Post Payments

Calendar Year\*  
Year 2022-2023

Budget Type\*  
Estimated

Payee Type  
General Contractor

Payee  
Firm3 (Testing)

Payment Title\*  
post payment

Select Bank Account\*  
0606202039394241 | General Account

Cheque No.\*  
2013210320132013

Cheque Date\*  
09/09/2022

Cheque Amount\*  
1,000.00

New Payments/Refresh

### Payments Details

Voucher No\*  
Voucher amount

Voucher Amount\*  
Voucher amount

Received By / DDO\*  
Please Select DDO

Branch / Section\*  
Please Select Section

Expense Type\*  
Select Expense Type

Account Code\*  
Please Select Account Code

Account Head Balance\*  
Narration\*

| #  | Title   | Deduction Receiver          | Amount | Action                   |
|----|---|-----------------------------|--------|--------------------------|
| 1  | G1272202   GST (General Sales Tax)                                | In Land Revenue             |        | <input type="checkbox"/> |
| 2  | A0127009   Group Insurance (Employee 1 to 4 Scale Matching Grant) | National Bank               |        | <input type="checkbox"/> |
| 3  | A04116   Pension Contribution (LCS/Non LCS) (Old A04120)          | Pension Contribution Local  |        | <input type="checkbox"/> |
| 4  | E02501   House building advance                                   | Gen LG Account              |        | <input type="checkbox"/> |
| 5  | G12713   Income Tax deduction from salaries                       | In Land Revenue             |        | <input type="checkbox"/> |
| 6  | G1272204   Monthly House Rent Deduction                           | Gen LG Account              |        | <input type="checkbox"/> |
| 7  | G06124   GPF (General Provident Fund)                             | National Bank               |        | <input type="checkbox"/> |
| 8  | G06412   Group Insurance Fund                                     | National Bank               |        | <input type="checkbox"/> |
| 9  | G1272201   PST (Punjab Sales Tax)                                 | Punjab Revenue Authority    |        | <input type="checkbox"/> |
| 10 | A04116   Pension Contribution (LCS/Non LCS) (Old A04120)          | Pension Contribution PLGB   |        | <input type="checkbox"/> |
| 11 | G06216   Benevolent Fund (BF Deduction)                           | National Bank               |        | <input type="checkbox"/> |
| 12 | G06501   W.F Welfare Fund   | Excise and Taxation Officer |        | <input type="checkbox"/> |
| 13 | G12714   Income Tax deduction from contractors / suppliers        | In Land Revenue             |        | <input type="checkbox"/> |
| 14 | G1272203   Professional Tax                                       | Excise and Taxation Officer |        | <input type="checkbox"/> |
| 15 | G11240   Contractors Security Deposits                            | Security Account            |        | <input type="checkbox"/> |
| 16 | G1272207   Covance Allowance Deduction                            | Gen LG Account              |        | <input type="checkbox"/> |
| 17 | G1272205   Basic Pay 5% Deduction (R&M) House                     | Gen LG Account              |        | <input type="checkbox"/> |
| 18 | G1272206   Social Security Benefit Recovery (SSBR)                | Gen LG Account              |        | <input type="checkbox"/> |

Check Budget

| #            | DDO           | Branch                      | Account Code    | GrossAmount  | NetAmount | Deduction | Action |
|--------------|---------------|-----------------------------|-----------------|--------------|-----------|-----------|--------|
| 1            | Chief Officer | Chief Office General Branch | A01299   Others | 1,000        | 1,000     | 0         | ...    |
| <b>Total</b> |               |                             |                 | <b>1,000</b> |           |           |        |

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- Select Calendar Year
- Budget Type
- Payee Type
- Payee
- Payment Title
- Select Bank Account
- Add Cheque No
- Add Cheque Date
- Click Cheque Budget

## Save Copy Voucher Payment

Check Budget

| # | DDO           | Branch                      | Account Code    | Budgeted Amount | Reappropriated Amount | Booked Amount | Expended Amount | Current Amount | Remaining Balance |
|---|---------------|-----------------------------|-----------------|-----------------|-----------------------|---------------|-----------------|----------------|-------------------|
| 1 | Chief Officer | Chief Office General Branch | A01299   Others | 0               | 0                     | 5,275         | 17,488          | 1,000          | 23363             |

| #            | DDO           | Branch                      | Account Code    | GrossAmount  | NetAmount | Deduction | Head Balance | Action |
|--------------|---------------|-----------------------------|-----------------|--------------|-----------|-----------|--------------|--------|
| 1            | Chief Officer | Chief Office General Branch | A01299   Others | 1,000        | 1,000     | 0         | 23363        | ...    |
| <b>Total</b> |               |                             |                 | <b>1,000</b> |           |           |              |        |

Save Payment

- Select Save Payment

## Post and Verify Copy Voucher

|    |  |                |                      |  |
|----|--|----------------|----------------------|--|
| 18 | G1272206   Social Security Benefit Recovery (SSBR) | Gen LG Account | <input type="text"/> |  |
|----|--|----------------|----------------------|--|

**Save Payment**

| # | DDO           | Branch                      | Account Code    | GrossAmount  | NetAmount    | Deduction | Action |
|---|---------------|-----------------------------|-----------------|--------------|--------------|-----------|--------|
| 1 | Chief Officer | Chief Office General Branch | A01299   Others | 1,000        | 1,000        | 0         | ...    |
|   |               |                             |                 | <b>Total</b> | <b>1,000</b> |           |        |

**Verify**      **Un-Post/Un-Forward**

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- Post/Forward Copy Voucher
- Verify Copy Voucher

## Deduction Booking

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**Booked Deduction list**

Deduction Payee\*      Deduction Type      Calendar Year\*      Date\*

In Land Revenue      G.S.T (General Sales Tax)      Year 2022-2023      17/10/2022

Deduction Period\*      Total Ammount

01/10/2022      to      17/10/2022      170

Show Deductions      Proceed for

| # | Title          | Contractor Details | Cheque Detail  | Narration            | Item Price | Deduction Amount | %  | Type | <input type="checkbox"/>            |
|---|----------------|--------------------|--|----------------------|------------|------------------|----|------|-------------------------------------|
| 1 | Firm3(Testing) |                    | Cheque No: 060620203939 - Date: 17-Oct-2022<br>Cheque Amount: 895.00   | Testing              | 1000       |                  | 17 | GST  | <input checked="" type="checkbox"/> |
| 2 | post           |                    | Cheque No: 112211221122 - Date: 16-Oct-2022<br>Cheque Amount: 2,000.00 | House rent Allowance | 2000       |                  | 25 | GST  | <input type="checkbox"/>            |

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- Open Deduction Booking Form
- Fill Given Requirements
- Select Deduction
- Click Proceed for cheque button

## Cheque of Deduction Booking

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

### New Deduction Payments

Cheque Issued By\*

Select Bank Account\*

Select Cheque No\*

Cheque Ammount\*

Cheque Date\*

Payment Title\*

| #            | Title          | Contractor Details | Cheque Detail  | Narration | Item Price | Gross Total | Net Total | Deduction Amount | %  | Type | Action                                |
|--------------|----------------|--------------------|--|-----------|------------|-------------|-----------|------------------|----|------|---------------------------------------|
| 1            | Firm3(Testing) |                    | Cheque No: 060620203939 - Date: 17-Oct-2022<br>Cheque Amount: 895.00 | Testing   | 1000       | 1,170       | 895       | 170              | 17 | GST  | ...                                   |
| <b>Total</b> |                |                    |  |           |            |             |           | <b>170.0</b>     |    |      | <input type="button" value="Delete"/> |

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- By Clicking Proceed for Cheque new screen will appear
- Add Ban Account and Cheque Number
- Click on Save Cheque
- Click the action button to delete Deduction Booking
- Click New Deduction to New deduction Booking

## Post Forward and verify deduction cheque

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

### New Deduction Payments

Cheque Issued By\*

Select Bank Account\*

Select Cheque No\*

Cheque Ammount\*

Cheque Date\*

Payment Title\*

| #            | Title           | Contractor Details | Cheque Detail  | Narration | Item Price | Gross Total | Net Total | Deduction Amount | %  | Type | Action |
|--------------|-----------------|--------------------|--|-----------|------------|-------------|-----------|------------------|----|------|--------|
| 1            | In Land Revenue |                    | Cheque No: 060620203939 Date: 17-Oct-2022<br>Cheque Amount: 895.00 | Testing   | 1000       | 1,170       | 895       | 170              | 17 | GST  | ...    |
| <b>Total</b> |                 |                    |  |           |            |             |           | <b>170.0</b>     |    |      |        |

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- Post/Forward deduction booking
- Verify Deduction Booking

## Receipt Reconcile

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### Receipt Reconcile List

Select Status\*      Select Bank Account      From Date

Un Reconcile ▾      0606202039394241 | General Account ▾      01/10/2022      17/10/2022

List of Receipt

| # | Bank Name          | Particulars                     | Challan Date | Amount (Rs.) |
|---|--------------------|---------------------------------|--------------|--------------|
| 1 | General Receipt(s) | Bank Of Punjab-0606202039394241 | 17-10-2022   | 1,000.0      |

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- Opening Balance Cash Book
- Bank Statement
- Budget Booking ▶
- Receipt ▶
- Payments ▶
- Deduction Payments ▶
- Reconcile with Bank ▶
  - Receipt Reconcile
  - Payments Reconcile
- OSR Refund/Claims ▶
- Cheque Operation ▶
- Funds Transfer (A-A) ▶
- Wrong Entries

- Open Reconcile with Bank Report
- Select Receipt Reconcile
- Fill Given Requirements

## Payment Reconcile

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

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**Payments Reconcile List**

Select Status\*

Payee Type

Payee

Select Bank Account

From Date \*

 to

Cheque No

[Show Cheque](#)

[Save](#)

| # | Account No       | Particulars     | Cheque No      | Cheque Date | Gross Amount | Deduction | Net Amount | Reconcile Date                          | Remarks  | Action                              |
|---|------------------|-----------------|----------------|-------------|--------------|-----------|------------|---|--|-------------------------------------|
| 1 | 0606202039394241 | Firm3(Testing)  | 060620203939   | 17-10-2022  | 1,170        | 275       | 895        | <input type="text" value="17/10/2022"/> | <input type="text" value="payment reconcile"/> | <input checked="" type="checkbox"/> |
| 2 | 0606202039394241 | post payment    | 10101010101010 | 17-10-2022  | 1,000        | 0         | 1,000      | <input type="text" value="dd-mm-yyyy"/> | <input type="text"/>                           | <input type="checkbox"/>            |
| 3 | 0606202039394241 | post            | 112211221122   | 16-10-2022  | 3,000        | 1,000     | 2,000      | <input type="text" value="dd-mm-yyyy"/> | <input type="text"/>                           | <input type="checkbox"/>            |
| 4 | 0606202039394241 | In Land Revenue | 060620203940   | 17-10-2022  | 170          | 170       | 170        | <input type="text" value="dd-mm-yyyy"/> | <input type="text"/>                           | <input type="checkbox"/>            |

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- Open Payment Reconcile form
- Fill given fields
- Select Checkbox
- Enter Remarks
- Select Reconcile Date
- Click Save Button



## OSR Refund Booking List

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### OSR Refund List

Account Code       Claim Date\*      

[Show Claim List](#)

| #         | Bank Account | Department/Branch/Account_Detail | Receipt Date | Receipt Amount | Applicant | Applic Date | Approved By(2) | Action |
|-----------|--------------|----------------------------------|--------------|----------------|-----------|-------------|----------------|--------|
| No Result |              |                                  |              |                |           |             |                |        |

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- Opening Balance Cash Book
- Bank Statement
- Budget Booking ▶
- Receipt ▶
- Payments ▶
- Deduction Payments ▶
- Reconcile with Bank ▶
- OSR Refund/Claims ▶
  - Receipt Detail List
  - OSR Refund Booking List**
  - OSR Refund Payment List
- Cheque Operation ▶
- Funds Transfer (A-A) ▶
- Wrong Entries

- Open OSR Refund Booking List
- Fill Required Field
- Select Show Claim List

## OSR Refund Payment List

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### OSR Refund Payment List

Account Code

Cheque Date\*

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- Opening Balance Cash Book
- Bank Statement
- Budget Booking ▶
- Receipt ▶
- Payments ▶
- Deduction Payments ▶
- Reconcile with Bank ▶
- OSR Refund/Claims ▶
- Cheque Operation ▶
- Funds Transfer (A-A) ▶
- Wrong Entries

- Open OSRE Refund Payment List
- Fill Given Requirements
- Click Show List button

## List of All Cheque

**List of all Cheque**

Calendar Year: Year 2022-2023  
Budget Type: Estimated  
Select Bank Account: Select Bank Account  
Payee: Select Payee  
Cheque No: 0000-0000-0000-0000  
From Date: 01/10/2022

Buttons: Show Cheque

Dropdown Menu:

- Opening Balance Cash Book
- Bank Statement
- Budget Booking
- Receipt
- Payments
- Deduction Payments
- Reconcile with Bank
- OSR Refund/Claims
- Cheque Operation
- Funds Transfer (A-A)
- Wrong Entries

Table:

| # | Account No       | Particulars     | Cheque No       | Cheque Date | Action |
|---|------------------|-----------------|-----------------|-------------|--------|
| 1 | 0606202039394241 | post payment    | 101010101010110 | 17-10-2022  |        |
| 2 | 0606202039394241 | post            | 112211221122    | 16-10-2022  |        |
| 3 | 0606202039394241 | In Land Revenue | 060620203940    | 17-10-2022  |        |

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- Open a List of All Cheque form
- Fill Given Field
- Click Show Cheque Button
- Click on the Action button and select the option
  - a. Replace Cheque
  - b. Cancel Cheque

## Replace and Cancel Cheque

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾    

### List of all Cheque

Calendar Year:  ▾   Budget Type:  ▾   Select Bank Account:  ▾   Payee Type:  ▾

Payee:  ▾   Cheque No:    From Date\*:  to

| # | Account No       | Particulars     | Cheque No       | Cheque Date | Cheque Amount | Action  |
|---|------------------|-----------------|-----------------|-------------|---------------|---|
| 1 | 0606202039394241 | post payment    | 101010101010110 | 17-10-2022  | 1,000.0       | ⋮   |
| 2 | 0606202039394241 | post            | 112211221122    | 16-10-2022  | 2,000.0       |  Replace |
| 3 | 0606202039394241 | In Land Revenue | 060620203940    | 17-10-2022  | 170.0         |  Cancel  |

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- Select Replace or Cancel Cheque Option

## Cheque Replace

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾    

### Cheque Replace

| # | Account No     | Contractor      | Particulars  | Cheque No       | Cheque Date | Cheque Amount |
|---|----------------|-----------------|--------------|-----------------|-------------|---------------|
| 1 | 06062020394241 | Firm3 (Testing) | post payment | 101010101010110 | 17-10-2022  | 1,000.0       |

Calendar Year:  Budget Type:  Applicant\*:  Application Date\*:

Reason of Replacement\*:  Diary/FIR No.\*:  Diary/FIR Date\*:  Approved By (1)\*:

Approved By (2):  Approved By (3):  Approved By (4):  Select Cheque No\*:

New Cheque Date\*:  Cheque Amount\*:

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- Open Cheque Replace Form
- Fill Given requirements
- Add Reason of Replacement
- Click Save Cheque Button

## Cheque Cancel

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

LFA NAROWAL ▾



### Cheque Cancel

| # | Account No       | Contractor     | Particulars | Cheque No    | Cheque Date | Cheque Amount |
|---|------------------|----------------|-------------|--------------|-------------|---------------|
| 1 | 0606202039394241 | Firm3(Testing) | post        | 112211221122 | 16-10-2022  | 2,000.0       |

Title/Refrence/Reason\*

Cancel

Cancelation Date\*

Cheque No\*

1122-1122-1122

IS Expenditure/Income\*

Expenditure ▾

Approved By (1)\*

MOF

Approved By (2)

AMO

Approved By (3)

LFA

Approved By (4)

CO

Back to list

Save Cheque

- Open Cheque Cancel Form
- Fill Given requirements
- Add Reason for Cancel Cheque
- End of Financial Year Stale Cheque to be part of the income
- Amount reverse in expenditure account code
- Click Save Cheque Button

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## Funds Transfer Account to Account

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

### Funds Transfer A-A

Title/Refrance/Reason\*

Approved By (1)\*

Approved By (2)

Approved By (3)

Approved By (4)

Calendar Year\*

Type\*

#### Funds Transfer Detail

Sender Bank Account\*

Select Cheque No\*

Cheque Date\*

Current Balance\*

Sender Transfer Amount\*

Sender Remaining Balance\*

Receiver Bank Account\*

Receiver Current Balance\*

Receiver New Balance\*

Reset
Save Cheque

| # | Sender Account No | Cheque No | Cheque Date | Transfer Amount | Sender Remaining Balance | Receiver Account No | Receiver Balance | Approved By 1 |
|---|-------------------|-----------|-------------|-----------------|--------------------------|---------------------|------------------|---------------|
|   |                   |           |             |                 |                          |                     |                  |               |

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- Open Funds Transfer A-A (Account to Account form)
- Fill Funds Transfer Detail Form
- Funds transfer General to Development and Development to General
- Click on the save cheque button
- Select Reset for new Transfer

## Post and verify Funds Transfer

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports LFA NAROWAL

### Funds Transfer A-A

Title/Refrance/Reason\*

Approved By (1)\*

Approved By (2)

Approved By (3)

Approved By (4)

Calendar Year\*

Budget Type\*

Year 2022-2023      Estimated

### Funds Transfer Detail

Sender Bank Account\*

Select Cheque No\*

Cheque Date\*

Sender Current Balance\*

Sender Transfer Amount\*

Sender Remaining Balance\*

Receiver Bank Account\*

Receiver Current Balance\*

Receiver New Balance\*

Reset
Save Cheque

| # | Sender Account No | Cheque No    | Cheque Date | Transfer Amount | Sender Remaining Balance | Receiver Account No | Receiver Balance | Approved By 1 |
|---|-------------------|--------------|-------------|-----------------|--------------------------|---------------------|------------------|---------------|
| 1 | 0606202039394241  | 060620203943 | 17-10-2022  | 1,000.0         | 0.0                      | 0606272731314242    | 2,000.0          | AMO           |

Verify
Un-Post

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- After Save Funds Transfer
- Click the Post button
- Click verify button for verification

## Wrong Entries

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   LFA NAROWAL ▾   🔔   ↻

### Wrong Entries

Calendar Year: Year 2022-2023 ▾   Budget Type: Estimated ▾   Entry Type: Expense   10/2022   to   17/10/2022

[List](#)   [Add New Entry](#)

| Sr # | Date       | Type    | Amount | Re | Actions |
|------|------------|---------|--------|----|---------|
| 1    | 17/10/2022 | Expense | 1,000  | W  | ⋮       |

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Wrong Entries

6. Open the Wrong Entries Form
7. Fill Given Field
8. Click on List to see wrong entries list
9. Click Add New Entry to add new wrong entries
10. Its effect only AR-38 Report for reconcile of monthly account

## Save Wrong Entries

**Save Wrong Entry**

Calendar Year \*      Budget Type \*      Entry Type \*

Year 2022-2023      Estimated      Expense

Date \*      Amount \*

17/10/2022      1,000

Remarks \*

WRONG ENTRY

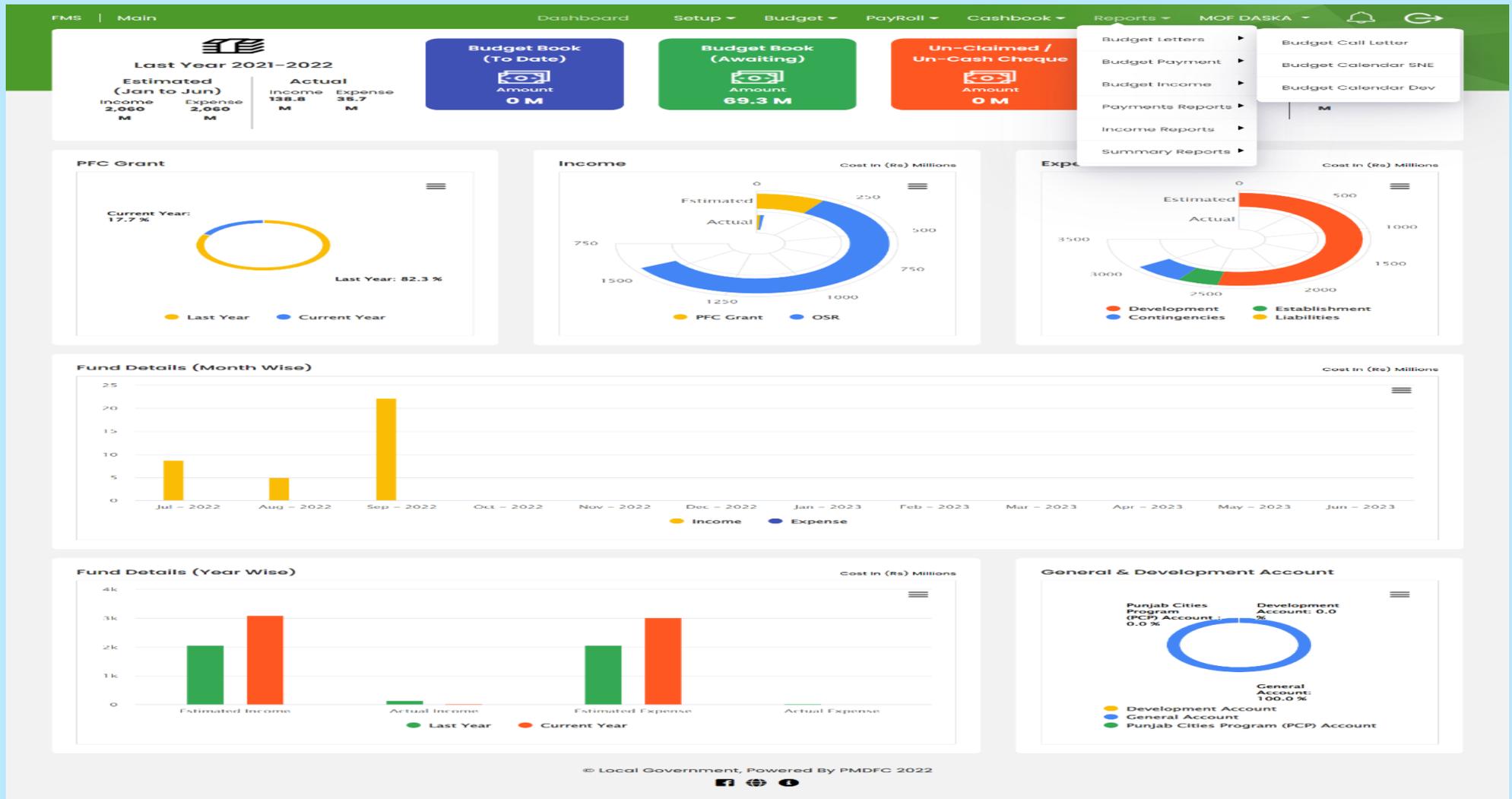
Close      Save changes

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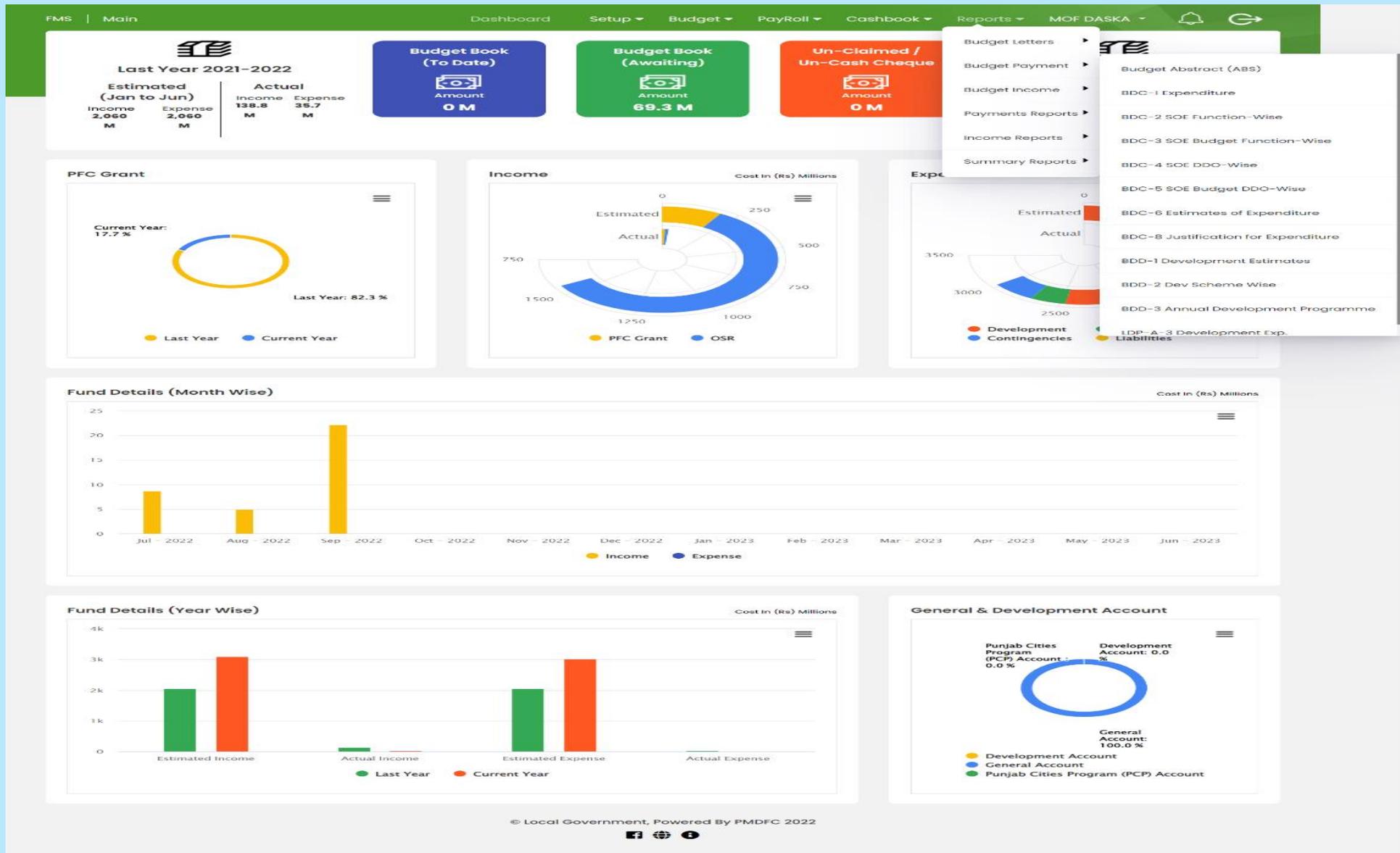
4. Open Add new entry form
5. Fill given requirements
6. Click save change button

# List Of Reports Available In FMS

## Budget Letter Reports



# Budget Payment Reports



## Budget Abstract Statement

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### Budget Abstract Statement

Calendar Year\*

Year 2022-2023 ▾

Budget Type\*

Estimated ▾

Columns\*

Estimated 2022-2023 ▾

Show Report

Print

### Annual Budget Statement (ABS)

Form ABS

(Year 2022 - 2023)

#### Municipal Committee Burewala

| Description                                  | Estimated 2022-2023 |
|--|---------------------|
| <b>Opening Balance</b>                       | 1,921,900,000       |
| <b>Receipt</b>                               | 1,253,522,000       |
| <b>Current / Non Development Expenditure</b> | 843,529,000         |
| <b>Development Expenditure</b>               | 1,991,569,000       |
| <b>Total Expense</b>                         | 2,835,098,000       |
| <b>Closing balance as on June 30th</b>       | <b>340,324,000</b>  |

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## BDC-1 Budget Expenditure

FMS | Main

[Dashboard](#) | 
 [Setup](#) | 
 [Budget](#) | 
 [PayRoll](#) | 
 [Cashbook](#) | 
 [Reports](#) | 
 [MOF Burewala](#)

### Budget Expense Abstract (BDC-1)

Calendar Year\*

Budget Type \*

Columns\*

Office / DDO

Expense Type

### Budget Details - Expenditure (BDC)

Form BDC-1

Abstract of (CURRENT EXPENDITURE) (Year 2022 - 2023 )

**Municipal Committee Burewala**

| SR   | Account Head  | Estimated 2022-2023  |
|--|---|----------------------|
| <b>08 - Infrastructure &amp; Services Office</b> |   |                      |
| <b>- Infrastructure &amp; Services Office</b>    |   |                      |
| <b>Development</b>                               |   |                      |
| 1  | A15103 - On going Schemes ADP (Current Year) (Old Code A16303)                      | 73,696,000           |
| 2  | A15110 - PBG Grants from Finance Department (PCP)(Previous Years) (Old Code A16310) | 896,090,000          |
| 3  | A15111 - DLI-2 PBG Grants from Finance Department (PCP)                             | 1,021,783,000        |
| <b>Head-Total</b>                                |   | <b>1,991,569,000</b> |
| <b>Wing-Total</b>                                |   | <b>1,991,569,000</b> |
| <b>DDO-Total</b>                                 |   | <b>1,991,569,000</b> |
| <b>Grand-Total</b>                               |   | <b>1,991,569,000</b> |

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## BDC-2 SOE Function Wise

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### Establishment Strength by Function / Office (BDC-2)

Calendar Year\*

Budget Type\*

Office / DDO

Branch / Section

Show Report

### Establishment Strength by Function / Office ( Year 2022-2023 )

Form BDC-2

#### Municipal Committee Burewala

| SR               | Designation | BPS | Sanctioned | Filled | Vacant | Recruitment Planned For Next Year | Total Establishment ( Filled + Recruitment ) |
|------------------|-------------|-----|------------|--------|--------|-----------------------------------|--|
| No records found |             |     |            |        |        |                                   |  |

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## BDC-3 SOE Budget Function Wise

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### Establishment Budget by Function and Designation (BDC-3)

Calendar Year\*

Year 2022-2023 ▾

Budget Type \*

Estimated ▾

Office / DDO

Select DDO Type ▾

Branch / Section

Select DDO Wing ▾

Show Report

### Establishment Budget by Function / Designation ( Year 2022-2023 )

Form BDC-3

#### Municipal Committee Burewala

| SR | Designation | BPS | Strength/ No. Of Posts | Total Establishment Charges | Pay     |          | Allowances | Pension Contribution | Social Security Benefit | Total |
|----|-------------|-----|------------------------|-----------------------------|---------|----------|------------|----------------------|-------------------------|-------|
|    |             |     |                        |                             | Regular | Contract |            |                      |                         |       |

No records found

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## BDC-4 SOE DDO Wise

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### Establishment Strength by DDO-WISE (BDC-4)

Calendar Year\*

Year 2022-2023

Budget Type \*

Estimated

Report Type \*

DDO Wise  Summary

Office / DDO

Select DDO Type

Show Report

### Establishment Strength by DDO-WISE ( Year 2022-2023 )

Form BDC-4

#### Municipal Committee Burewala

| SR               | BPS | Sanctioned | Filled | Vacant | Recruitment Planned For Next Year | Total Establishment (Filled + Recruitment) |
|------------------|-----|------------|--------|--------|-----------------------------------|--|
| No records found |     |            |        |        |                                   |  |

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## BDC-5 SOE BUDGET

FMS | Main      Dashboard   Setup ▾   Budget ▾   PayRoll ▾   Cashbook ▾   Reports ▾   MOF Burewala ▾      

### Establishment Budget by DDO-WISE (BDC-5)

Calendar Year\*      Budget Type\*      Report Type\*      Office / DDO

Year 2022-2023 ▾      Estimated ▾       DDO Wise    Summery      Select DDO Type ▾

[Show Report](#)

### Establishment Budget by DDO-Wise ( Year 2022-2023 )

Form BDC-5  
[[See Rules 18 (2) & 25 (2)]]

#### Municipal Committee Burewala

| SR               | BPS | Strength/ No. Of Posts | Total Establishment Charges | Pay     |          | Allowances | Pension Contribution | Social Security Benefit | Total |
|------------------|-----|------------------------|-----------------------------|---------|----------|------------|----------------------|-------------------------|-------|
|                  |     |                        |                             | Regular | Contract |            |                      |                         |       |
| No records found |     |                        |                             |         |          |            |                      |                         |       |

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## BDC-6 Estimates of Expenditure

FMS | Main

[Dashboard](#) | 
 [Setup](#) | 
 [Budget](#) | 
 [PayRoll](#) | 
 [Cashbook](#) | 
 [Reports](#) | 
 [MOF Burewala](#) | 
 |

### Budget Expense Statement

Calendar Year\*  
Year 2022-2023

Budget Type\*  
Estimated

Columns\*  
Estimated 2022-2023

Office / DDO  
Infrastructure & Services Office

Expense Type  
Development

Show Report

### Budget Details - Expense (BDC)

Form BDC-6

Estimates of (CURRENT EXPENDITURE) ( Year 2022 - 2023 )

**Municipal Committee Burewala**

Print

| SR   | Account Head  | Estimated 2022-2023  |
|--|---|----------------------|
| <b>08 - Infrastructure &amp; Services Office</b> |   |                      |
| <b>- Infrastructure &amp; Services Office</b>    |   |                      |
| <b>Development</b>                               |   |                      |
| 1  | A15103 - On going Schemes ADP (Current Year) (Old Code A16303)                      | 73,696,000           |
| 2  | A15110 - PBG Grants from Finance Department (PCP)(Previous Years) (Old Code A16310) | 896,090,000          |
| 3  | A15111 - DLI-2 PBG Grants from Finance Department (PCP)                             | 1,021,783,000        |
| <b>Head-Total</b>                                |   | <b>1,991,569,000</b> |
| <b>Wing-Total</b>                                |   | <b>1,991,569,000</b> |
| <b>DDO-Total</b>                                 |   | <b>1,991,569,000</b> |
| <b>Grand-Total</b>                               |   | <b>1,991,569,000</b> |

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## BDC-8 Budget Justification

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### Budget Justification / Explanation for Expenditures (BDC-8)

Calendar Year\*

Year 2022-2023

Budget Type\*

Estimated

Office / DDO

Infrastructure & Services Office

Show Report

### Justification / Explanation for Budget Estimates ( Year 2022-2023 )

Print

Form BDC-8

#### Municipal Committee Burewala

Financial Position - Infrastructure & Services Office

| SR               | Account Head | Justification / Explanation For Estimates |
|------------------|--------------|---|
| No records found |              |   |

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## BDD-1 Abstract of Estimates

FMS | Main

[Dashboard](#)
[Setup](#)
[Budget](#)
[PayRoll](#)
[Cashbook](#)
[Reports](#)
[MOF Burewala](#)
🔔
↻

### Abstract of Estimates of Budget (Development) (BDD-1)

---

Calendar Year\*

Year 2022-2023
▼

Budget Type \*

Estimated
▼

Show Report

### Abstract of Estimates of Budget (Development) ( Year 2022-2023 )

Form BDD-1

[See Rules 29 (5) & 30 (2)]

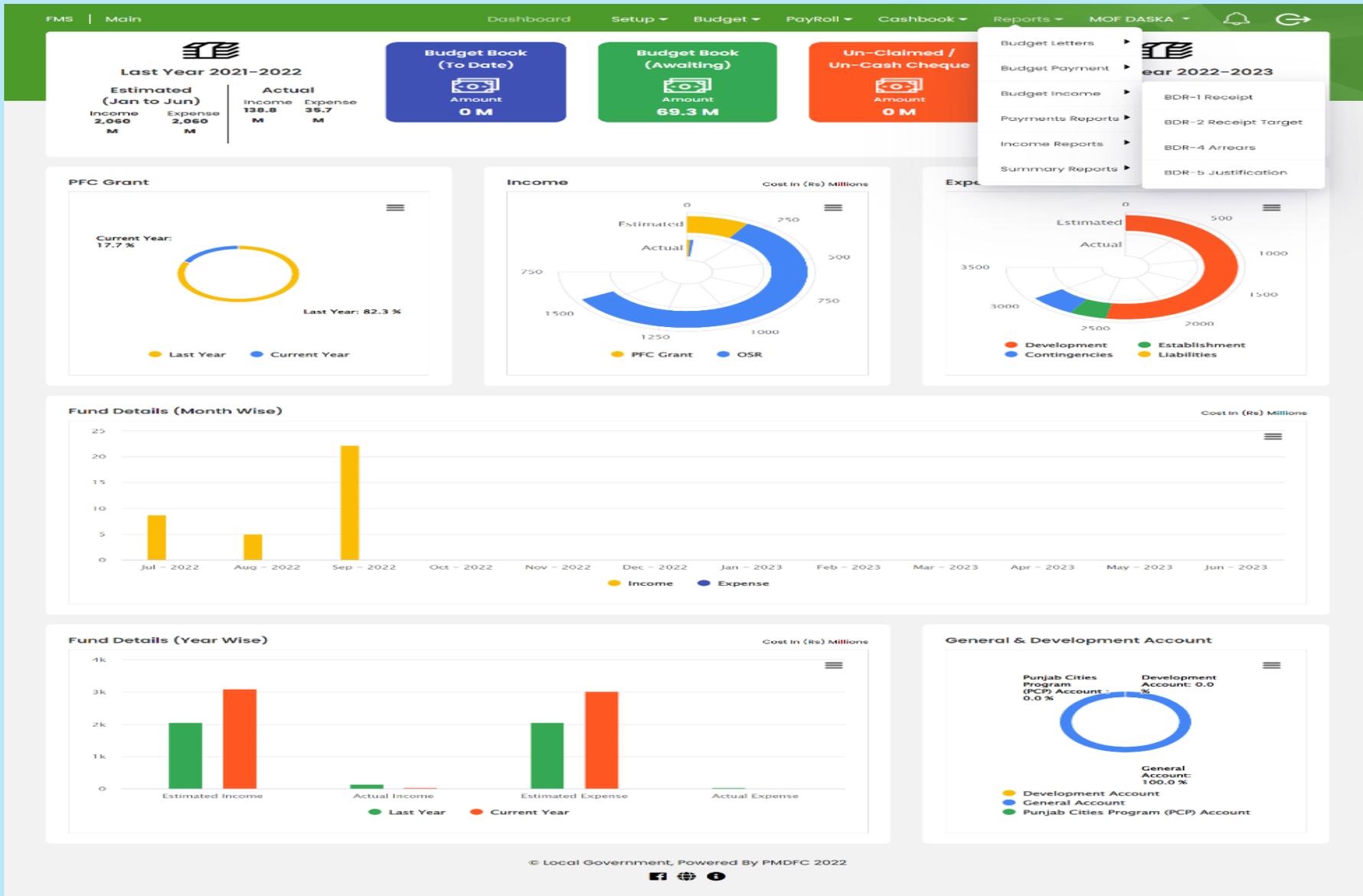
**Municipal Committee Burewala**

| SR               | Project /Scheme No. | Last Year Actual |     |       | Budget Estimates (Current Year) |     |       | Revised Estimates (Current Year) |     |       | Budget Estimates (Next Year) |     |       | Budget Estimates (1st Outer Year) | Budget Estimates (2nd Outer Year) | Budget Estimates (3rd Outer Year) |
|------------------|---------------------|------------------|-----|-------|---------------------------------|-----|-------|----------------------------------|-----|-------|------------------------------|-----|-------|-----------------------------------|-----------------------------------|-----------------------------------|
|                  |                     | On-Going         | New | Total | On-Going                        | New | Total | On-Going                         | New | Total | On-Going                     | New | Total |                                   |                                   |                                   |
| No records found |                     |                  |     |       |                                 |     |       |                                  |     |       |                              |     |       |                                   |                                   |                                   |

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# Budget Income Reports



## BDR-1 Receipt

FMS | Main

[Dashboard](#) | 
 [Setup](#) | 
 [Budget](#) | 
 [PayRoll](#) | 
 [Cashbook](#) | 
 [Reports](#) | 
 [MOF MOF](#)

### Budget Income Statement

Calendar Year\*  
Year 2022-2023

Budget Type\*  
Estimated

Columns\*  
Estimated 2022-2023

Income Type  
Select Income Type

DDO Wise Report\*  
 Yes  No

[Show Report](#)

### Budget Details - Receipts (BDR)

Form BDR-1  
Estimates of Receipts ( Year 2022-2023 )  
**Municipal Committee Kamalia**

Print

| SR                     | Account Head  | Estimated 2022-2023 |
|------------------------|---|---------------------|
| <b>Non Tax Revenue</b> |   |                     |
| 1                      | C01803 - Interest realized on Investment of cash balance(Bank Profit)       | 12,500,000          |
| 2                      | C02302 - Fee realized under the Group Insurance                             | 240,000             |
| 3                      | C03683 - Grant from Provincial Government PFC (Non Development)             | 134,200,000         |
| 4                      | C03687 - Grant from Provincial Government (Performance / Conditional Grant) | 32,190,000          |
| 5                      | C03690 - Grant from World Bank/ Finance Department (PCP)Share               | 77,227,810          |
| 6                      | C0388001 - License fee (Profession Vacation & Trade)                        | 400,000             |
| 7                      | C0388002 - License fee (Dangerous/Tire and Junk Yard)                       | 300,000             |
| 8                      | C0388016 - General Bus Stand fee  | 8,270,000           |
| 9                      | C0388020 - Riksha/Motorcycle/ Bicycle Stand fee                             | 3,870,000           |
| 10                     | C0388027 - Fee for approval of Building/ Construction Plan                  | 6,000,000           |
| 11                     | C0388029 - Conversion Fee for change in building                            | 15,000,000          |
| 12                     | C0388030 - Fine for construction without approval of building plan          | 600,000             |
| 13                     | C0388034 - Fine for Encroachments   | 200,000             |
| 14                     | C0388042 - Fee for slaughtering of animals                                  | 375,000             |
| 15                     | C0388046 - Water connection/ disconnection/ re-connection fee               | 2,000,000           |
| 16                     | C0388047 - Receipts on account of sale of water - residential               | 40,000,000          |
| 17                     | C0388071 - Registration/ Enlistment of Contractors                          | 300,000             |
| 18                     | C0388073 - Tender Fee   | 500,000             |
| 19                     | C0388076 - Advertisement Fee on billboards/ hoardings                       | 1,900,000           |
| 20                     | C0388081 - Rent of municipal Property - Shops                               | 6,002,000           |
| 21                     | C0388086 - Road cutting charges   | 1,500,000           |
| 22                     | C0388087 - Copying fee  | 3,000,000           |
| 23                     | C0388091 - Others Miscellaneous Fee   | 2,000,000           |
|                        | <b>Section-Total</b>  | <b>348,574,810</b>  |
| <b>Tax Revenue</b>     |   |                     |
| 24                     | B01302 - UIPT / Share of net proceeds assigned to Districts/TMAs/LGs etc.   | 30,000,000          |
| 25                     | B01313 - TTIP / Tax on Transfer of Immovable Property                       | 40,000,000          |
|                        | <b>Section-Total</b>  | <b>70,000,000</b>   |
|                        | <b>Grand Total</b>  | <b>418,574,810</b>  |

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## BDR-2 Receipt Target

| Monthly Targets of Receipts (BDR-2)   |   |  |                   |                    |                   |                   |   |                   |                   |                   |                   |                   |                   |
|---|---|--|-------------------|--------------------|-------------------|-------------------|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Calendar Year *   |   | Budget Type *  |                   | Income Type        |                   |                   | DDO Wise Report *   |                   |                   |                   |                   |                   |                   |
| Year 2022-2023  |   | Estimated  |                   | Select Income Type |                   |                   | <input type="radio"/> Yes <input checked="" type="radio"/> No |                   |                   |                   |                   |                   |                   |
| <a href="#">Show Report</a>   |   | <a href="#">Print</a>                                |                   |                    |                   |                   |   |                   |                   |                   |                   |                   |                   |
| Monthly Targets of Receipts ( Year - Year 2022-2023 )<br>Form BDR-2<br><b>Municipal Committee Kamalia</b> |   |  |                   |                    |                   |                   |   |                   |                   |                   |                   |                   |                   |
| SR  | Account Head  | Monthly Collection Targets For Next Year 2022 - 2023 |                   |                    |                   |                   |   |                   |                   |                   |                   |                   |                   |
|   |   | JUL  | AUG               | SEP                | OCT               | NOV               | DEC   | JAN               | FEB               | MAR               | APR               | MAY               | JUN               |
| <b>Non Tax Revenue</b>  |   |  |                   |                    |                   |                   |   |                   |                   |                   |                   |                   |                   |
| 1   | C01803 - Interest realized on investment of cash balance(Bank Profit)       | 1,041,667  | 1,041,667         | 1,041,667          | 1,041,667         | 1,041,667         | 1,041,667   | 1,041,667         | 1,041,667         | 1,041,667         | 1,041,667         | 1,041,667         | 1,041,667         |
| 2   | C02302 - Fee realized under the Group Insurance                             | 20,000   | 20,000            | 20,000             | 20,000            | 20,000            | 20,000  | 20,000            | 20,000            | 20,000            | 20,000            | 20,000            | 20,000            |
| 3   | C03693 - Grant from Provincial Government PFC (Non Development)             | 11,183,333   | 11,183,333        | 11,183,333         | 11,183,333        | 11,183,333        | 11,183,333  | 11,183,333        | 11,183,333        | 11,183,333        | 11,183,333        | 11,183,333        | 11,183,333        |
| 4   | C03697 - Grant from Provincial Government (Performance / Conditional Grant) | 2,682,500  | 2,682,500         | 2,682,500          | 2,682,500         | 2,682,500         | 2,682,500   | 2,682,500         | 2,682,500         | 2,682,500         | 2,682,500         | 2,682,500         | 2,682,500         |
| 5   | C03690 - Grant from World Bank/ Finance Department (FCI) Share              | 6,435,651  | 6,435,651         | 6,435,651          | 6,435,651         | 6,435,651         | 6,435,651   | 6,435,651         | 6,435,651         | 6,435,651         | 6,435,651         | 6,435,651         | 6,435,651         |
| 6   | C0388001 - License Fee (Profession / Trade)                                 | 33,333   | 33,333            | 33,333             | 33,333            | 33,333            | 33,333  | 33,333            | 33,333            | 33,333            | 33,333            | 33,333            | 33,333            |
| 7   | C0388002 - License Fee (Dangerous/Tire and Junk Yard)                       | 25,000   | 25,000            | 25,000             | 25,000            | 25,000            | 25,000  | 25,000            | 25,000            | 25,000            | 25,000            | 25,000            | 25,000            |
| 8   | C0388018 - General Bus Stand fee  | 689,167  | 689,167           | 689,167            | 689,167           | 689,167           | 689,167   | 689,167           | 689,167           | 689,167           | 689,167           | 689,167           | 689,167           |
| 9   | C0388020 - Riksha/Motorcycle/Bicycle Stand fee                              | 322,500  | 322,500           | 322,500            | 322,500           | 322,500           | 322,500   | 322,500           | 322,500           | 322,500           | 322,500           | 322,500           | 322,500           |
| 10  | C0388027 - Fee for approval of Building Construction Plan                   | 500,000  | 500,000           | 500,000            | 500,000           | 500,000           | 500,000   | 500,000           | 500,000           | 500,000           | 500,000           | 500,000           | 500,000           |
| 11  | C0388029 - Conversion Fee for change in building                            | 1,250,000  | 1,250,000         | 1,250,000          | 1,250,000         | 1,250,000         | 1,250,000   | 1,250,000         | 1,250,000         | 1,250,000         | 1,250,000         | 1,250,000         | 1,250,000         |
| 12  | C0388030 - Fine for construction without approval of building plan          | 50,000   | 50,000            | 50,000             | 50,000            | 50,000            | 50,000  | 50,000            | 50,000            | 50,000            | 50,000            | 50,000            | 50,000            |
| 13  | C0388034 - Fine for Encroachments   | 16,667   | 16,667            | 16,667             | 16,667            | 16,667            | 16,667  | 16,667            | 16,667            | 16,667            | 16,667            | 16,667            | 16,667            |
| 14  | C0388042 - Fee for slaughtering of animals                                  | 31,250   | 31,250            | 31,250             | 31,250            | 31,250            | 31,250  | 31,250            | 31,250            | 31,250            | 31,250            | 31,250            | 31,250            |
| 15  | C0388046 - Water connection/ disconnection/ re-connection fee               | 166,667  | 166,667           | 166,667            | 166,667           | 166,667           | 166,667   | 166,667           | 166,667           | 166,667           | 166,667           | 166,667           | 166,667           |
| 16  | C0388047 - Receipts on account of sale of water - residential               | 3,333,333  | 3,333,333         | 3,333,333          | 3,333,333         | 3,333,333         | 3,333,333   | 3,333,333         | 3,333,333         | 3,333,333         | 3,333,333         | 3,333,333         | 3,333,333         |
| 17  | C0388071 - Registration/ Entitlement of Contractors                         | 25,000   | 25,000            | 25,000             | 25,000            | 25,000            | 25,000  | 25,000            | 25,000            | 25,000            | 25,000            | 25,000            | 25,000            |
| 18  | C0388073 - Tender Fee   | 41,667   | 41,667            | 41,667             | 41,667            | 41,667            | 41,667  | 41,667            | 41,667            | 41,667            | 41,667            | 41,667            | 41,667            |
| 19  | C0388076 - Advertisement Fee on Billboards/ hearings                        | 158,333  | 158,333           | 158,333            | 158,333           | 158,333           | 158,333   | 158,333           | 158,333           | 158,333           | 158,333           | 158,333           | 158,333           |
| 20  | C0388081 - Rent of municipal Property - Shops                               | 500,167  | 500,167           | 500,167            | 500,167           | 500,167           | 500,167   | 500,167           | 500,167           | 500,167           | 500,167           | 500,167           | 500,167           |
| 21  | C0388086 - Road dusting charges   | 125,000  | 125,000           | 125,000            | 125,000           | 125,000           | 125,000   | 125,000           | 125,000           | 125,000           | 125,000           | 125,000           | 125,000           |
| 22  | C0388087 - Copying fee  | 250,000  | 250,000           | 250,000            | 250,000           | 250,000           | 250,000   | 250,000           | 250,000           | 250,000           | 250,000           | 250,000           | 250,000           |
| 23  | C0388091 - Others Miscellaneous Fee   | 166,667  | 166,667           | 166,667            | 166,667           | 166,667           | 166,667   | 166,667           | 166,667           | 166,667           | 166,667           | 166,667           | 166,667           |
| <b>Section-Total</b>  |   | <b>29,047,902</b>                                    | <b>29,047,902</b> | <b>29,047,902</b>  | <b>29,047,902</b> | <b>29,047,902</b> | <b>29,047,902</b>   | <b>29,047,902</b> | <b>29,047,902</b> | <b>29,047,902</b> | <b>29,047,902</b> | <b>29,047,902</b> | <b>29,047,902</b> |
| <b>Tax Revenue</b>  |   |  |                   |                    |                   |                   |   |                   |                   |                   |                   |                   |                   |
| 24  | B01302 - UIPT / Share of net proceeds assigned to Districts/TMA's/LG's etc. | -  | 5,000,000         | -                  | 5,000,000         | -                 | 5,000,000   | -                 | 5,000,000         | -                 | 5,000,000         | -                 | 5,000,000         |
| 25  | B01313 - TTIP / Tax on Transfer of Immoveable Property                      | 3,333,333  | 3,333,333         | 3,333,333          | 3,333,333         | 3,333,333         | 3,333,333   | 3,333,333         | 3,333,333         | 3,333,333         | 3,333,333         | 3,333,333         | 3,333,333         |
| <b>Section-Total</b>  |   | <b>3,333,333</b>                                     | <b>3,333,333</b>  | <b>3,333,333</b>   | <b>3,333,333</b>  | <b>3,333,333</b>  | <b>3,333,333</b>  | <b>3,333,333</b>  | <b>3,333,333</b>  | <b>3,333,333</b>  | <b>3,333,333</b>  | <b>3,333,333</b>  | <b>3,333,333</b>  |
| <b>Grand Total</b>  |   | <b>34,881,235</b>                                    | <b>34,881,235</b> | <b>34,881,235</b>  | <b>34,881,235</b> | <b>34,881,235</b> | <b>34,881,235</b>   | <b>34,881,235</b> | <b>34,881,235</b> | <b>34,881,235</b> | <b>34,881,235</b> | <b>34,881,235</b> | <b>34,881,235</b> |

## BDR-4 Arrears

FMS | Main

Dashboard Setup Budget PayRoll Cashbook Reports MOF MOF

Schedule of Arrears (BDR-4)

Calendar Year\* Budget Type\* Income Type

Year 2022-2023 Estimated Select Income Type

Show Report

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f g i

Budget Letters

Budget Payment

Budget Income

Payments Reports

Income Reports

Summary Reports

BDR-1 Receipt

BDR-2 Receipt Target

**BDR-4 Arrears**

BDR-5 Justification

## BDR-5 Justification

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF MOF ▾



### Budget Justification / Explanation for Receipts (BDR-5)

Calendar Year\*

Year 2022-2023 ▾

Budget Type \*

Estimated ▾

Office / DDO

Select DDO Type ▾

Show Report

Print

### Justification / Explanation for Budget Receipts ( Year 2022-2023 )

Form BDR-5

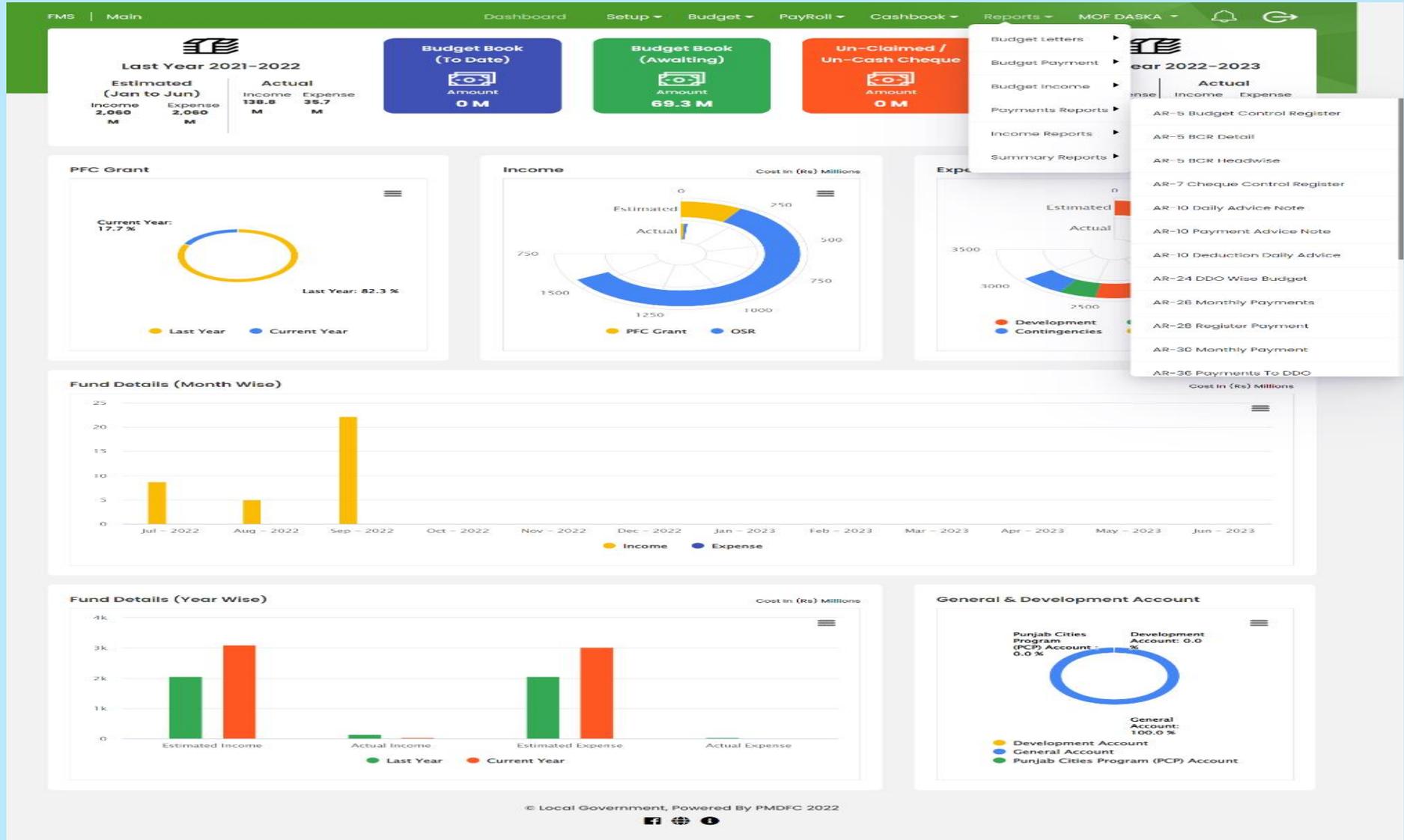
**Municipal Committee Kamalia**

| SR               | Account Head | Justification / Explanation For Estimates |
|------------------|--------------|---|
| No records found |              |   |

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# Payment Reports



## AR-5 Budget Control Register

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF Burewala

### Budget Control Register (AR 5)

Calendar Year\*

Expense Type

Budget Type \*

Select Type \*

 DDO Wise  All DDOs

Office / DDO

### Municipal Committee Burewala

BUDGET CONTROL REGISTER OF EXPENDITURE  
Financial Year 2022-2023 [Estimated]

| SR   | Account Head  | Budgeted             | Expense Year-To-Date | Budget Balance       |
|--|---|----------------------|----------------------|----------------------|
| <b>08 - Infrastructure &amp; Services Office</b> |   |                      |                      |                      |
| <b>- Infrastructure &amp; Services Office</b>    |   |                      |                      |                      |
| <b>Development</b>                               |   |                      |                      |                      |
| 1  | A15103 - On going Schemes ADP (Current Year) (Old Code A16303)                      | 73,696,000           | 3,574,909            | 70,121,091           |
| 2  | A15110 - PBG Grants from Finance Department (PCP)(Previous Years) (Old Code A16310) | 896,090,000          | 28,446,998           | 867,643,002          |
| 3  | A15111 - DLI-2 PBG Grants from Finance Department (PCP)                             | 1,021,783,000        | -                    | 1,021,783,000        |
|  | <b>Head-Total</b>   | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>1,959,547,093</b> |
|  | <b>Wing-Total</b>   | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>1,959,547,093</b> |
|  | <b>DDO-Total</b>  | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>1,959,547,093</b> |
|  | <b>Grand-Total</b>  | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>1,959,547,093</b> |

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[f](#) [globe](#) [i](#)

## AR-5 BCR Detail



### Budget Control Register (AR 5)

Calendar Year\*

Year 2022-2023 ▾

Expense Type

Development ▾

Budget Type \*

Estimated ▾

Select Type \*

DDO Wise  All DDOs

Office / DDO

Infrastructure & Services Of ▾

Submit

Print

Financial Position - Infrastructure & Services Office  
**BUDGET CONTROL REGISTER OF EXPENDITURE**  
 Financial Year 2022-2023 [Estimated]

| SR   | Account Head  | Budgeted             | Expense Year-To-Date | Budget Booked  | Budget Balance       | Booking Awaiting | Expected Balance     |
|--|---|----------------------|----------------------|----------------|----------------------|------------------|----------------------|
| <b>08 - Infrastructure &amp; Services Office</b> |   |                      |                      |                |                      |                  |                      |
| <b>- Infrastructure &amp; Services Office</b>    |   |                      |                      |                |                      |                  |                      |
| <b>Development</b>                               |   |                      |                      |                |                      |                  |                      |
| 1  | A15103 - On going Schemes ADP (Current Year) (Old Code A16303)                      | 73,696,000           | 3,574,909            | -              | 70,121,091           | -                | 70,121,091           |
| 2  | A15110 - PBG Grants from Finance Department (PCP)(Previous Years) (Old Code A16310) | 896,090,000          | 28,446,998           | 279,485        | 867,363,517          | -                | 867,363,517          |
| 3  | A15111 - DLI-2 PBG Grants from Finance Department (PCP)                             | 1,021,783,000        | -                    | -              | 1,021,783,000        | -                | 1,021,783,000        |
|  | <b>Head-Total</b>   | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>279,485</b> | <b>1,959,267,608</b> | <b>0</b>         | <b>1,959,267,608</b> |
|  | <b>Wing-Total</b>   | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>279,485</b> | <b>1,959,267,608</b> | <b>0</b>         | <b>1,959,267,608</b> |
|  | <b>DDO-Total</b>  | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>279,485</b> | <b>1,959,267,608</b> | <b>0</b>         | <b>1,959,267,608</b> |
|  | <b>Grand-Total</b>  | <b>1,991,569,000</b> | <b>32,021,907</b>    | <b>279,485</b> | <b>1,959,267,608</b> | <b>0</b>         | <b>1,959,267,608</b> |



## AR-5 BCR Head Wise



### AR 5 Report

Received By / DDO\*

Branch / Section\*

Calendar Year\*

Budget Type\*

Payment Type\*

Account Code\*

Show

### Form AR-5

Payments  
BCR Headwise Report



#### Head Wise Summary

| SR | Acc Head Detail | Estimated Budget | Booked Amount | ReAppropriated | Paid | Available |
|----|-----------------|------------------|---------------|----------------|------|-----------|
| 1  |                 | -                | -             | -              | -    | 0         |

#### Un Approved Booking of Head

| #            | Narration | Booking Date | Title | Gross Amount | Net Amount |
|--------------|-----------|--------------|-------|--------------|------------|
| <b>Total</b> |           |              |       | <b>0.0</b>   | <b>0.0</b> |

#### Payments of Head

| #            | Cheque Date | Cheque No. | Cheque Amount | Head | Head Amount |
|--------------|-------------|------------|---------------|------|-------------|
| <b>Total</b> |             |            |               |      | <b>0.0</b>  |

#### Approved Booking of Head

| #            | Narration | Booking Date | Title | Gross Amount | Net Amount |
|--------------|-----------|--------------|-------|--------------|------------|
| <b>Total</b> |           |              |       | <b>0.0</b>   | <b>0.0</b> |



## AR-7 Cheque Control Register



### Form AR-7 Rule 33 (8)

Select Bank Account

6580107076100040 | General Account ▾

Payee Type

General Contractor ▾

Payee

Muhammad Asad Construction ▾

Cheque No

0000-0000-0000-0000

Calendar Year\*

Year 2022-2023 ▾

Budget Type\*

Estimated ▾

From Date \*

01/10/2022

to

18/10/2022

Show Cheque

### Form AR-7

Rule 33 (8)

Cheque Register



| #            | Date       | Cheque Number | Amount Rs        | Payee                      | Date Cheque Clear | Remarks |
|--------------|------------|---------------|------------------|----------------------------|-------------------|---------|
| 1            | 10-10-2022 | 4112255824    | 227,157.0        | Muhammad Asad Construction | 11-10-2022        |         |
| 2            | 05-10-2022 | 4112255809    | 19,339.0         | National Bank              | 07-10-2022        |         |
| 3            | 05-10-2022 | 4112255810    | 32,037.0         | In Land Revenue            | 07-10-2022        |         |
| 4            | 13-10-2022 | 4112255837    | 51,342.0         | In Land Revenue            |                   |         |
| 5            | 13-10-2022 | 4112255838    | 26,188.0         | In Land Revenue            |                   |         |
| 6            | 13-10-2022 | 4112255839    | 8,181.0          | Punjab Revenue Authority   |                   |         |
| <b>Total</b> |            |               | <b>364,244.0</b> |                            |                   |         |



## AR-10 Daily Advice Note

### Form AR-10 Daily Advice Note

|   |   |   |  |
|---|---|---|--|
| Select Bank Account   | Payee Type                                      | Payee   | Cheque No  |
| <input type="text" value="6580107076100040   General Account"/> | <input type="text" value="General Contractor"/> | <input type="text" value="Muhammad Asad Construction"/>   | <input type="text" value="0000-0000-0000-0000"/> |
| From Date *   |   | <a href="#" style="background-color: #4a7ebb; color: white; padding: 5px 15px; border-radius: 5px;">Show Cheque</a> |  |
| <input type="text" value="13/10/2022"/>                         | to  | <input type="text" value="18/10/2022"/>   |  |

### Form AR-10 Rule 32 (b) & 34(6)(a)(9) Daily Advice Note



| Serial No    | Cheque Issued Date | Cont Details   | Name Of Payee            | Cheque No  | Gross Amount | Deduction | Net Amount      |
|--------------|--------------------|--|--------------------------|------------|--------------|-----------|-----------------|
| 1            | 13-10-2022         | Muhammad Shahid Shahid, Naib Qasid CNIC 00000000000000 | In Land Revenue          | 4112255837 | 51,342       | 51,342    | 51,342          |
| 2            | 13-10-2022         | Azaan Enterprises & Co CNIC 3660170615933              | In Land Revenue          | 4112255838 | 26,188       | 26,188    | 26,188          |
| 3            | 13-10-2022         | Haji Nazir Enterprises CNIC 3660108979201              | Punjab Revenue Authority | 4112255839 | 8,181        | 8,181     | 8,181           |
| <b>Total</b> |                    |  |                          |            |              |           | <b>85,711.0</b> |

## AR-10 Payment Advice Note

FMS | Main

[Dashboard](#)
[Setup](#)
[Budget](#)
[PayRoll](#)
[Cashbook](#)
[Reports](#)
[MOF Burewala](#)

### Form AR-10 Payment Advice Note

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Cheque No

Show Cheque

### Form AR-10

**Rule 34 (b) & 36 (6).(a)**

**Payment Advice Note**

Bank Name: THE BANK OF PUNJAB 0032, A/C No: 6580107076100040, Name of Office - Branch: Regulation Office-Regulation Office, Cheque No: 4112255839, Cheque Amount: 8181, To Whome: Punjab Revenue Authority, Cheque Date: Thu Oct 13 2022 00:00:00 GMT+0500 (Pakistan Standard Time)



| Voucher No   | Booking No | Head   | Narration  | Gross Total    | Total Deduction | Net Total      |
|--------------|------------|--|--|----------------|-----------------|----------------|
| 1            | 674        | A0397001   Others Expenditure                                  | Purchase of Material for Painting Lining Arif bazar  | 965.0          | 0.0             | 965.0          |
| 2            | 592        | A09802   Purchase of Other Assets                              | Purchase of Tyres Tractor Messay No. 3               | 138.0          | 0.0             | 138.0          |
| 3            | 465        | A13101   Machinery and Equipment (Repairs)                     | Repair of Pump 80/HP Disposal Works Lorry Adda       | 1,655.0        | 0.0             | 1,655.0        |
| 4            | 468        | A13199   Repair and Maintenance of Others                      | Repair of Starter Disposal Works Lorry Adda          | 414.0          | 0.0             | 414.0          |
| 5            | 466        | A13101   Machinery and Equipment (Repairs)                     | Repair of Submersible Pump Disposal Works Lorry Adda | 276.0          | 0.0             | 276.0          |
| 6            | 673        | A13101   Machinery and Equipment (Repairs)                     | Repair of Hydraulic Grass Cutter Machine             | 414.0          | 0.0             | 414.0          |
| 7            | 467        | A13101   Machinery and Equipment (Repairs)                     | Repair of Motor Winding 75/HP Multan Road Burewala   | 2,621.0        | 0.0             | 2,621.0        |
| 8            | 591        | A09802   Purchase of Other Assets                              | Providing & Fixing UPS, Batteries for public Library | 345.0          | 0.0             | 345.0          |
| 9            | 582        | A09802   Purchase of Other Assets                              | Purchase of Bamboos for Sanitation Zone No. 1        | 621.0          | 0.0             | 621.0          |
| 10           | 586        | A09802   Purchase of Other Assets                              | Purchase of Bamboos & Gole Fabrication               | 124.0          | 0.0             | 124.0          |
| 11           | 655        | A13001   Transport (Repairs) Official Staff Cars, Motor Cycles | Repair of Rickshaw No. 4                             | 304.0          | 0.0             | 304.0          |
| 12           | 654        | A13001   Transport (Repairs) Official Staff Cars, Motor Cycles | Repair of Rickshaw No. 3                             | 304.0          | 0.0             | 304.0          |
| <b>Total</b> |            |  |  | <b>8,181.0</b> | <b>0.0</b>      | <b>8,181.0</b> |



## AR-10 Deduction Daily Advice Note

### Form AR-10 Deduction Daily Advice Note

Cheque No

4112-2558-39

Show

### Form AR-10

#### Deduction Daily Advice Note

A/C No: 6580107076100040, Cheque Date: 13-Oct-2022, Cheque No: 4112255839, Cheque Amount: 8,181.00, To Whome: Punjab Revenue Authority



| #            | Title                    | Contractor Details   | Cheque Detail   | Narration  | Item Price | Gross Total | Net Total | Deduction Amount | %  | Type |
|--------------|--------------------------|--|---|--|------------|-------------|-----------|------------------|----|------|
| 1            | Punjab Revenue Authority | Arqum Traders CNIC 3660101949883 Filer: I NTN:7980224-5              | Cheque No: 4112255822 Date: 10-Oct-2022 Cheque Amount: 195,162.00 | Purchase of Material for Painting Lining Arif bazar  | 6034       | 6,999       | 5,334     | 965              | 16 | PST  |
| 2            | Punjab Revenue Authority | Arqum Traders CNIC 3660101949883 Filer: I NTN:7980224-5              | Cheque No: 4112255822 Date: 10-Oct-2022 Cheque Amount: 195,162.00 | Purchase of Tyres Tractor Messay No. 3               | 862        | 1,000       | 762       | 138              | 16 | PST  |
| 3            | Punjab Revenue Authority | Azaan Enterprises & Co CNIC 3660170615933 Filer: I NTN:7200874-1     | Cheque No: 4112255823 Date: 10-Oct-2022 Cheque Amount: 225,627.00 | Repair of Pump 80/HP Disposal Works Lorry Adda       | 10345      | 12,000      | 9,145     | 1,655            | 16 | PST  |
| 4            | Punjab Revenue Authority | Azaan Enterprises & Co CNIC 3660170615933 Filer: I NTN:7200874-1     | Cheque No: 4112255823 Date: 10-Oct-2022 Cheque Amount: 225,627.00 | Repair of Starter Disposal Works Lorry Adda          | 2586       | 3,000       | 2,286     | 414              | 16 | PST  |
| 5            | Punjab Revenue Authority | Azaan Enterprises & Co CNIC 3660170615933 Filer: I NTN:7200874-1     | Cheque No: 4112255823 Date: 10-Oct-2022 Cheque Amount: 225,627.00 | Repair of Submersible Pump Disposal Works Lorry Adda | 1724       | 2,000       | 1,524     | 276              | 16 | PST  |
| 6            | Punjab Revenue Authority | Azaan Enterprises & Co CNIC 3660170615933 Filer: I NTN:7200874-1     | Cheque No: 4112255823 Date: 10-Oct-2022 Cheque Amount: 225,627.00 | Repair of Hydraulic Grass Cutter Machine             | 2586       | 3,000       | 2,286     | 414              | 16 | PST  |
| 7            | Punjab Revenue Authority | Muhammad Asad Construction CNIC 3610169801819 Filer: I NTN:7903821-3 | Cheque No: 4112255824 Date: 10-Oct-2022 Cheque Amount: 227,157.00 | Repair of Motor Winding 75/HP Multan Road Burewala   | 16379      | 19,000      | 14,479    | 2,621            | 16 | PST  |
| 8            | Punjab Revenue Authority | Muhammad Asad Construction CNIC 3610169801819 Filer: I NTN:7903821-3 | Cheque No: 4112255824 Date: 10-Oct-2022 Cheque Amount: 227,157.00 | Providing & Fixing UPS, Batteries for public Library | 2155       | 2,500       | 1,905     | 345              | 16 | PST  |
| 9            | Punjab Revenue Authority | Haji Nazir Enterprises CNIC 3660108979201 Filer: I NTN:7858688-5     | Cheque No: 4112255825 Date: 10-Oct-2022 Cheque Amount: 75,575.00  | Purchase of Bamboos for Sanitation Zone No. 1        | 3879       | 4,500       | 3,429     | 621              | 16 | PST  |
| 10           | Punjab Revenue Authority | Haji Nazir Enterprises CNIC 3660108979201 Filer: I NTN:7858688-5     | Cheque No: 4112255825 Date: 10-Oct-2022 Cheque Amount: 75,575.00  | Purchase of Bamboos & Gole Fabrication               | 776        | 900         | 686       | 124              | 16 | PST  |
| 11           | Punjab Revenue Authority | Haji Nazir Enterprises CNIC 3660108979201 Filer: I NTN:7858688-5     | Cheque No: 4112255825 Date: 10-Oct-2022 Cheque Amount: 75,575.00  | Repair of Rickshaw No. 4                             | 1897       | 2,201       | 1,677     | 304              | 16 | PST  |
| 12           | Punjab Revenue Authority | Haji Nazir Enterprises CNIC 3660108979201 Filer: I NTN:7858688-5     | Cheque No: 4112255825 Date: 10-Oct-2022 Cheque Amount: 75,575.00  | Repair of Rickshaw No. 3                             | 1897       | 2,201       | 1,677     | 304              | 16 | PST  |
| <b>Total</b> |                          |  |   |  |            |             |           | <b>8,181.0</b>   |    |      |

## AR-24 DDO Wise Budget

FMS | Main Dashboard Setup Budget PayRoll Cashbook Reports MOF Burewala

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**Summary-drawing and Disbursing Officers Wise Budget Distribution (Form AR 24)**

Calendar Year\* Budget Type \* Office / DDO

Year 2022 - 2023 Estimated Planning & Architect Office

**Submit**

**Municipal Committee Burewala**  
**Summary-drawing and Disbursing Officers Wise Budget Distribution**  
 Form AR-24  
 Rule 31(S)(2)  
 (Year 2022 - 2023)

| SR                                     | Object Code-Wise  | Original Budget Rs. | End Of Years Rs.   |
|--|---|---------------------|--------------------|
| <b>Planning &amp; Architect Office</b> |   |                     |                    |
| <b>Planning &amp; Architect Office</b> |   |                     |                    |
| 1                                      | A01101   Basic Pay Officers   | 917,000             | 917,000            |
| 2                                      | A01106   Pay of contract Officers   | 600,000             | 600,000            |
| 3                                      | A01151   Basic Pay Staff  | 4,175,000           | 4,175,000          |
| 4                                      | A01156   Pay of contract staff  | 350,000             | 350,000            |
| 5                                      | A0117004   Arrears of Salary (Old Code A01172)  | 400,000             | 400,000            |
| 6                                      | A01202   House rent Allowance   | 280,000             | 280,000            |
| 7                                      | A01203   Conveyance Allowance   | 925,000             | 925,000            |
| 8                                      | A01207   Washing Allowance  | 40,000              | 40,000             |
| 9                                      | A01216   Qualification allowance  | 465,000             | 465,000            |
| 10                                     | A01217   Medical allowance  | 280,000             | 280,000            |
| 11                                     | A0121N   Personal Allowance (old code A01254)   | 30,000              | 30,000             |
| 12                                     | A0122M   Adhoc relief (2016) 10%  | 27,000              | 27,000             |
| 13                                     | A0122Y   Adhoc relief (2017) (OLD CODE A0124408)  | 37,000              | 37,000             |
| 14                                     | A01239   Special allowance  | 650,000             | 650,000            |
| 15                                     | A0123G   Adhoc relief (2018) (OLD CODE A0124409)  | 37,000              | 37,000             |
| 16                                     | A0123P   Adhoc relief (2019) (OLD CODE A0124410)  | 35,000              | 35,000             |
| 17                                     | A0124413   Adhoc Relief (2022)  | 560,000             | 560,000            |
| 18                                     | A0124F   Adhoc relief - 2021 (OLD CODE A0124412)  | 37,000              | 37,000             |
| 19                                     | A0124T   Special Allowance -2022  | 560,000             | 560,000            |
| 20                                     | A01271   Overtime allowance   | 75,000              | 75,000             |
| 21                                     | A01276   Leave salary   | 600,000             | 600,000            |
| 22                                     | A03202   Telephone and trunk call   | 30,000              | 30,000             |
| 23                                     | A03304   Hot and cold weather charges   | 15,000              | 15,000             |
| 24                                     | A03805   Travelling allowance   | 400,000             | 400,000            |
| 25                                     | A0380701   POL Official Staff Cars, Motor Cycles (Old Code A15101)  | 100,000             | 100,000            |
| 26                                     | A03901   Stationery   | 150,000             | 150,000            |
| 27                                     | A03905   Newspapers periodicals and books   | 15,000              | 15,000             |
| 28                                     | A03919   Payments to other for service rendered   | 8,600,000           | 8,600,000          |
| 29                                     | A0397001   Others Expenditure   | 50,000              | 50,000             |
| 30                                     | A0397007   Advertising / Publicity & Danguie (old code A03966)  | 300,000             | 300,000            |
| 31                                     | A0397008   Photo Copy Exp (old code A03967)   | 150,000             | 150,000            |
| 32                                     | A04115   30% of Minimum of Pay Scales as Social Security Benefit in lieu of Pension to Contract Appointee | 300,000             | 300,000            |
| 33                                     | A04116   Pension Contribution (LCS/Non LCS) (Old A04120)  | 3,000,000           | 3,000,000          |
| 34                                     | A09203   IT Equipment   | 200,000             | 200,000            |
| 35                                     | A09701   Purchase of Furniture and Fixture  | 200,000             | 200,000            |
| 36                                     | A09802   Purchase of Other Assets   | 150,000             | 150,000            |
| 37                                     | A13001   Transport (Repairs) Official Staff Cars, Motor Cycles  | 100,000             | 100,000            |
| 38                                     | A13201   Furniture and Fixture (Repairs)  | 100,000             | 100,000            |
| 39                                     | A13703   IT Equipment (Repairs)   | 100,000             | 100,000            |
| 40                                     | C0388027   Fee for approval of Building/ Construction Plan  | 7,000,000           | 7,000,000          |
| 41                                     | C0388029   Conversion Fee for change in building  | 70,000,000          | 70,000,000         |
| 42                                     | C0388030   Fine for construction without approval of building plan  | 400,000             | 400,000            |
| <b>Wing-Total</b>                      |   | <b>102,640,000</b>  | <b>102,640,000</b> |
| <b>DDO-Total</b>                       |   | <b>102,640,000</b>  | <b>102,640,000</b> |
| <b>Grand-Total</b>                     |   | <b>102,640,000</b>  | <b>102,640,000</b> |



## AR-26 Monthly Payments

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### AR 26 Report

Calendar Year\*

Year 2022-2023 ▾

Reporting Month\*

2022 - October ▾

Received By / DDO

Please Select DDO ▾

Branch / Section

Please Select Section ▾

Payment Type

Select Payment Type ▾

Account Code

C01001 | Railway ▾

Show

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## AR-28 Register Payment

FMS | Main
Dashboard Setup Budget PayRoll Cashbook Reports MOF Burewala

### AR 28 Report

Calendar Year\*

Reporting Month\*

Received By / DDO

Branch / Section

Payment Type

Account Code

### Form AR-28 Rule 33 (4) DDO' Register Of Payments



| Sr.# | Token # | Date Of Payment | Bank Reference Number On Voucher | To Whom Paid Etc.                            | DDO Code          | Detail Object Heads-Gross Payment |               |  |             | Detailed Receipt Heads-Deduction |     |     |     |    |     |       | Net Payme |           |
|------|---------|-----------------|----------------------------------|--|-------------------|-----------------------------------|---------------|--|-------------|----------------------------------|-----|-----|-----|----|-----|-------|-----------|-----------|
|      |         |                 |                                  |  |                   | Object Head                       | Object Head   | Object Head  | Gross Total | IT                               | Sec | PST | GST | OM | PEN | Other |           | Total     |
| 1    |         | 05-10-2022      | 4112255809                       | abc pvt ltd.                                 | 03- Chief Officer | Expenditure                       | Establishment | A01151-Basic Pay Staff                                 | 2,559.0     |                                  |     |     |     |    |     |       | 0.0       | 2,559.0   |
| 2    |         | 05-10-2022      | 4112255810                       | abc pvt ltd.                                 | 03- Chief Officer | Expenditure                       | Establishment | A01101-Basic Pay Officers                              | 1,728.0     |                                  |     |     |     |    |     |       | 0.0       | 1,728.0   |
| 3    |         | 05-10-2022      | 4112255810                       | abc pvt ltd.                                 | 03- Chief Officer | Expenditure                       | Establishment | A01151-Basic Pay Staff                                 | 572.0       |                                  |     |     |     |    |     |       | 0.0       | 572.0     |
| 4    |         | 05-10-2022      | 4112255810                       | abc pvt ltd.                                 | 03- Chief Officer | Expenditure                       | Establishment | A01101-Basic Pay Officers                              | 3,077.0     |                                  |     |     |     |    |     |       | 0.0       | 3,077.0   |
| 5    |         | 05-10-2022      | 4112255808                       | Sectary Punjab Local Governmnet Board Lahore | 03- Chief Officer | Expenditure                       | Establishment | A04116-Pension Contribution (LCS/Non LCS) (Old A04120) | 99,790.0    |                                  |     |     |     |    |     |       | 0.0       | 99,790.0  |
| 6    |         | 10-10-2022      | 4112255812                       | TRANSFER IN PENSION FUND MC ACCOUNT 100029   | 03- Chief Officer | Expenditure                       | Establishment | A04116-Pension Contribution (LCS/Non LCS) (Old A04120) | 104,532.0   |                                  |     |     |     |    |     |       | 0.0       | 104,532.0 |
| 7    |         | 10-10-2022      | 4112255812                       | TRANSFER IN PENSION FUND MC ACCOUNT 100029   | 03- Chief Officer | Expenditure                       | Establishment | A0117002-OSD (17-A) (Old Code A01159)                  | 48,584.0    |                                  |     |     |     |    |     |       | 0.0       | 48,584.0  |



## AR-30 Monthly Payment

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### AR 30 Report

Calendar Year\*

Year 2022-2023



Received By / DDO

Please Select DDO



Branch / Section

Please Select Section



Payment Type

Select Payment Type



Account Code

C01006 | Electricity



Show

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## AR-36 Payments to DDO



### AR 36 Report

Calendar Year\*

Year 2022-2023 ▾

Reporting Month\*

2022 - October ▾

Received By / DDO

Chief Officer ▾

Show

### Form AR-36

Rule 33 (7) (b)

List of Payments To DDO



| # | Token # | Dated Paid By Bank | Bank Ref#        | Amount      |
|---|---------|--------------------|------------------|-------------|
| 1 | 21351   | 07-10-2022         | 6580107076100040 | 19,339.0    |
| 2 | 21356   | 07-10-2022         | 6580107076100040 | 32,037.0    |
| 3 | 22216   | 11-10-2022         | 6580107076100040 | 70,489.0    |
| 4 | 22375   | 11-10-2022         | 6580107076100040 | 7,914,637.0 |
| 5 | 22719   | 11-10-2022         | 6580107076100040 | 4,629.0     |
| 6 | 23036   | 12-10-2022         | 6580107076100040 | 4,500,000.0 |

## AR-38 Abstract Accounts

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### Abstract Of Accounts - Form (AR 38)

Calendar Year\*

Year 2022-2023

Budget Type \*

Estimated

Reporting Month\*

2022 - October

Submit

### Municipal Committee Burewala Reconciled Accounts

Print

For The Month: **2022 - October**

|                                |                      |
|--------------------------------|----------------------|
| Opening Balance                | Rs. 2,008,755,695.46 |
| <b>RECEIPTS</b>                |                      |
| Receipts Local Government Fund | Rs. 24,307,008       |
| Total Receipts                 | Rs. 2,033,062,703.46 |
| <b>EXPENDITURE</b>             |                      |
| Local Government Fund Current  | Rs. 21,663,918       |
| Total Expenditure              | Rs. 21,663,918       |
| <b>CLOSING BALANCE</b>         |                      |
| Closing Balance                | Rs. 2,011,398,785.46 |
| <b>Bank Account Balances</b>   |                      |
| No Bank Statement Entry Found  |                      |

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## AR-40 Monthly Accounts Payment

FMS | Main Dashboard Setup Budget PayRoll Cashbook Reports MOF Burewala

---

**Monthly Account - Payments (Form AR 40)**

Calendar Year\*  Reporting Month\*  Budget Type \*  Office / DDO

Branch / Section  Expense Type

**Submit**

**Municipal Committee Burewala**  
**Monthly Accounts - Payments**  
 DDO: **Chief Officer** For The Month: **2022 - October**

[Print](#)

| SR           | Object Code | Detail Payment Head  | Estimated Budget For The Year | Previous Months Expenditure | Actual For Month | Progressive      |
|--------------|-------------|--|-------------------------------|-----------------------------|------------------|------------------|
| 1            | A01101      | Basic Pay Officers   | 2,325,000                     | 597,113                     | 4,805            | 601,918          |
| 2            | A01106      | Pay of contract Officers   | 100,000                       | -                           | -                | -                |
| 3            | A01151      | Basic Pay Staff  | 2,975,000                     | 777,359                     | 3,131            | 780,490          |
| 4            | A01156      | Pay of contract staff  | 50,000                        | -                           | -                | -                |
| 5            | A0117002    | OSD (17-A) (Old Code A01159)   | 20,000,000                    | 1,123,866                   | 48,584           | 1,172,450        |
| 6            | A0117004    | Arrears of Salary (Old Code A01172)  | 200,000                       | 161,208                     | -                | 161,208          |
| 7            | A01202      | House rent Allowance   | 375,000                       | 50,528                      | -                | 50,528           |
| 8            | A01203      | Conveyance Allowance   | 750,000                       | 90,560                      | -                | 90,560           |
| 9            | A01207      | Washing Allowance  | 50,000                        | 10,800                      | -                | 10,800           |
| 10           | A01217      | Medical allowance  | 235,000                       | 64,516                      | -                | 64,516           |
| 11           | A0121N      | Personal Allowance (old code A01254)   | 30,000                        | 5,280                       | -                | 5,280            |
| 12           | A0122M      | Adhoc relief (2016) 10%  | 25,000                        | 18,543                      | -                | 18,543           |
| 13           | A0122Y      | Adhoc relief (2017) (OLD CODE A0124408)  | 35,000                        | 26,866                      | -                | 26,866           |
| 14           | A01239      | Special allowance  | 570,000                       | 152,360                     | -                | 152,360          |
| 15           | A0123G      | Adhoc relief (2018) (OLD CODE A0124409)  | 35,000                        | 26,866                      | -                | 26,866           |
| 16           | A0123P      | Adhoc relief (2019) (OLD CODE A0124410)  | 35,000                        | 21,185                      | -                | 21,185           |
| 17           | A0124413    | Adhoc Relief (2022)  | 535,000                       | 120,906                     | -                | 120,906          |
| 18           | A0124F      | Adhoc relief - 2021 (OLD CODE A0124412)  | 35,000                        | 26,866                      | -                | 26,866           |
| 19           | A0124T      | Special Allowance -2022  | 535,000                       | 120,906                     | -                | 120,906          |
| 20           | A01271      | Overtime allowance   | 250,000                       | 14,243                      | -                | 14,243           |
| 21           | A01274      | Reimbursement of medical charges   | 700,000                       | 116,259                     | -                | 116,259          |
| 22           | A01278      | Leave salary   | 400,000                       | -                           | -                | -                |
| 23           | A04115      | 30% of Minimum of Pay Scales as Social Security Benefit In lieu of Pension to Contract Appointee | 20,000                        | -                           | -                | -                |
| 24           | A04116      | Pension Contribution (LCS/Non LCS) (Old A04120)  | 3,000,000                     | 546,102                     | 204,322          | 750,424          |
| <b>Total</b> |             |  | <b>33,265,000</b>             | <b>4,072,332</b>            | <b>260,842</b>   | <b>4,333,174</b> |



## AR-41 Appropriation Accounts

FMS | Main      Dashboard      Setup ▾      Budget ▾      PayRoll ▾      Cashbook ▾      Reports ▾      MOF Burewala ▾            

**Monthly Appropriation Accounts Of Expenditure (Form AR 41)**

Office / DDO \*      Calendar Year\*      Reporting Month\*      Budget Type \*

Chairman      Year 2022-2023      2022 - October      Estimated

**Submit**

**Municipal Committee Burewala**  
**Monthly Accounts - Summary**  
 DDO: **Chairman** For The Month: **2022 - October**

**Print**

| SR | Object Code | Detail Payment Head  | Allocated Amount  | Addition/Reduction Till Previous Month | Addition/Reduction During The Month | Budget Grant At End Of Month Progressive | Expenditure Previous Months | Expenditure During The Month | Expenditure Progressive | Balance Remaining |
|----|-------------|--|-------------------|--|-------------------------------------|--|-----------------------------|------------------------------|-------------------------|-------------------|
| 1  | A01151      | Basic Pay Staff  | 2,395,000         | -                                      | -                                   | 2,395,000                                | 415,755                     | 4,524                        | 420,279                 | 1,974,721         |
| 2  | A01156      | Pay of contract staff  | 100,000           | -                                      | -                                   | 100,000                                  | 7,964                       | -                            | 7,964                   | 92,036            |
| 3  | A0117004    | Arrears of Salary (Old Code A01172)  | 60,000            | -                                      | -                                   | 60,000                                   | 41,948                      | -                            | 41,948                  | 18,052            |
| 4  | A01202      | House rent Allowance   | 150,000           | -                                      | -                                   | 150,000                                  | 17,492                      | -                            | 17,492                  | 132,508           |
| 5  | A01203      | Conveyance Allowance   | 325,000           | -                                      | -                                   | 325,000                                  | 34,020                      | -                            | 34,020                  | 290,980           |
| 6  | A01207      | Washing Allowance  | 45,000            | -                                      | -                                   | 45,000                                   | 7,200                       | -                            | 7,200                   | 37,800            |
| 7  | A01217      | Medical allowance  | 135,000           | -                                      | -                                   | 135,000                                  | 24,000                      | -                            | 24,000                  | 111,000           |
| 8  | A0121N      | Personal Allowance (old code A01254)   | 23,000            | -                                      | -                                   | 23,000                                   | 3,560                       | -                            | 3,560                   | 19,440            |
| 9  | A0122M      | Adhoc relief (2016) 10%  | 9,500             | -                                      | -                                   | 9,500                                    | 5,826                       | -                            | 5,826                   | 3,674             |
| 10 | A0122Y      | Adhoc relief (2017) (OLD CODE A0124408)  | 11,000            | -                                      | -                                   | 11,000                                   | 8,318                       | -                            | 8,318                   | 2,682             |
| 11 | A01239      | Special allowance  | 280,000           | -                                      | -                                   | 280,000                                  | 45,012                      | -                            | 45,012                  | 234,988           |
| 12 | A0123G      | Adhoc relief (2018) (OLD CODE A0124409)  | 11,000            | -                                      | -                                   | 11,000                                   | 8,318                       | -                            | 8,318                   | 2,682             |
| 13 | A0123P      | Adhoc relief (2019) (OLD CODE A0124410)  | 11,000            | -                                      | -                                   | 11,000                                   | 8,318                       | -                            | 8,318                   | 2,682             |
| 14 | A0124413    | Adhoc Relief (2022)  | 255,000           | -                                      | -                                   | 255,000                                  | 37,434                      | -                            | 37,434                  | 217,566           |
| 15 | A0124F      | Adhoc relief - 2021 (OLD CODE A0124412)  | 11,000            | -                                      | -                                   | 11,000                                   | 8,318                       | -                            | 8,318                   | 2,682             |
| 16 | A0124T      | Special Allowance -2022  | 255,000           | -                                      | -                                   | 255,000                                  | 37,434                      | -                            | 37,434                  | 217,566           |
| 17 | A01271      | Overtime allowance   | 65,000            | -                                      | -                                   | 65,000                                   | -                           | -                            | -                       | 65,000            |
| 18 | A01273      | Honoraria  | 1,000,000         | -                                      | -                                   | 1,000,000                                | -                           | -                            | -                       | 1,000,000         |
| 19 | A01278      | Leave salary   | 120,000           | -                                      | -                                   | 120,000                                  | -                           | -                            | -                       | 120,000           |
| 20 | A03202      | Telephone and trunk call   | 200,000           | -                                      | -                                   | 200,000                                  | 35,416                      | -                            | 35,416                  | 164,584           |
| 21 | A03304      | Hot and cold weather charges   | 50,000            | -                                      | -                                   | 50,000                                   | 10,500                      | 6,360                        | 16,860                  | 33,140            |
| 22 | A03805      | Travelling allowance   | 200,000           | -                                      | -                                   | 200,000                                  | -                           | -                            | -                       | 200,000           |
| 23 | A03901      | Stationery   | 120,000           | -                                      | -                                   | 120,000                                  | -                           | -                            | -                       | 120,000           |
| 24 | A03903      | Conference/seminars/workshops/ symposia  | 500,000           | -                                      | -                                   | 500,000                                  | -                           | -                            | -                       | 500,000           |
| 25 | A03905      | Newspapers periodicals and books   | 25,000            | -                                      | -                                   | 25,000                                   | -                           | -                            | -                       | 25,000            |
| 26 | A0397001    | Others Expenditure   | 150,000           | -                                      | -                                   | 150,000                                  | -                           | -                            | -                       | 150,000           |
| 27 | A0397008    | Photo Copy Exp (old code A03967)   | 150,000           | -                                      | -                                   | 150,000                                  | -                           | -                            | -                       | 150,000           |
| 28 | A04115      | 30% of Minimum of Pay Scales as Social Security Benefit in lieu of Pension to Contract Appointee | 25,000            | -                                      | -                                   | 25,000                                   | -                           | -                            | -                       | 25,000            |
| 29 | A04116      | Pension Contribution (LCS/Non LCS) (Old A04120)  | 1,250,000         | -                                      | -                                   | 1,250,000                                | 84,044                      | 31,464                       | 115,508                 | 1,134,492         |
| 30 | A09203      | IT Equipment   | 800,000           | -                                      | -                                   | 800,000                                  | -                           | -                            | -                       | 800,000           |
| 31 | A09701      | Purchase of Furniture and Fixture  | 1,300,000         | -                                      | -                                   | 1,300,000                                | -                           | -                            | -                       | 1,300,000         |
| 32 | A09802      | Purchase of Other Assets   | 850,000           | -                                      | -                                   | 850,000                                  | -                           | -                            | -                       | 850,000           |
| 33 | A13101      | Machinery and Equipment (Repairs)  | 300,000           | -                                      | -                                   | 300,000                                  | -                           | -                            | -                       | 300,000           |
| 34 | A13201      | Furniture and Fixture (Repairs)  | 800,000           | -                                      | -                                   | 800,000                                  | 5,315                       | -                            | 5,315                   | 794,685           |
| 35 | A13301      | Office Buildings (Repairs)   | 500,000           | -                                      | -                                   | 500,000                                  | -                           | -                            | -                       | 500,000           |
| 36 | A13703      | IT Equipment (Repairs)   | 200,000           | -                                      | -                                   | 200,000                                  | -                           | -                            | -                       | 200,000           |
|    |             | <b>Total</b>   | <b>12,681,500</b> | <b>0</b>                               | <b>0</b>                            | <b>12,681,500</b>                        | <b>846,192</b>              | <b>42,348</b>                | <b>888,540</b>          | <b>11,792,960</b> |



## AR-42 Appropriation Dev Accounts

### Monthly Appropriation Accounts Of Development Expenditure (Form AR 42)

Calendar Year\*

Year 2022-2023

Reporting Month\*

2022 - September

Budget Type \*

Estimated

Submit

### Municipal Committee Burewala

#### Monthly Accounts - Summary

For The Month: **2022 - September**

| SR | Project | Name & Location Of Scheme | Project Cost      |                     |                      |              | Budget & Expenditure |                   |    |                 |                      |                        |                         |             |
|----|---------|---------------------------|-------------------|---------------------|----------------------|--------------|----------------------|-------------------|----|-----------------|----------------------|------------------------|-------------------------|-------------|
|    |         |                           | Previous Approved | Addition This Month | Deduction This Month | Current Cost | Previous Year Exp.   | Current Year (BE) | RE | Amount Released | Expenditure Previous | Expenditure This Month | Progressive Expenditure | Utilization |

No Records Found



# AR-45 General Cashbook



## AR 45 Report

Calendar Year\*

Year 2022-2023

Budget Type\*

Estimated

From Date \*

09/10/2022 to 09/10/2022

Select Bank Account

Select Bank Account

Show



## AR-46 DDO Wise Cashbook



### AR 46 Report

From Date \*

04/08/2022 to 17/10/2022

Received By / DDO\*

Chairman ▾

Select Bank Account

Select Bank Account ▾

Show

### Form AR-46

Rule 5 (1)(a) & 34 (9)

Drawing and Disbursing Officer's Cash Book

Opening Balance Of All Accounts General + Development = 0

| Income |      |         |               |                         |        |              |                | Expenditure   |                |                |                         |        |              |                | Current Amount      |
|--------|------|---------|---------------|-------------------------|--------|--------------|----------------|---------------|----------------|----------------|-------------------------|--------|--------------|----------------|---------------------|
| #      | Date | Book No | Name Of Payee | Particulars Of Receipts | Amount | Daily Amount | Running Amount | Name Of Payee | No. Of Voucher | No. Of Cheques | Particulars Of Payments | Amount | Daily Amount | Running Amount | Daily Ending Amount |
|        |      |         |               |                         |        |              |                |               |                |                |                         |        |              |                |                     |



## Cash/Uncash Cheque List



### Payments Cheque List

Calendar Year

Year 2022-2023 ▾

Budget Type

Estimated ▾

Select Cheque Type\*

Cashed Cheque ▾

Payee Type

General Contractor ▾

Payee

Muhammad Asad Construction ▾

Select Bank Account

Select Bank Account ▾

Start Date\*

05/10/2022

End Date\*

18/10/2022

Show Cheque



| #            | Account No       | Particulars                | Cheque No  | Cheque Date | Clear Date | Gross Amount     | Deduction       | Net Amount       |
|--------------|------------------|----------------------------|------------|-------------|------------|------------------|-----------------|------------------|
| 1            | 6580107076100040 | Muhammad Asad Construction | 4112255824 | 10-10-2022  | 11-10-2022 | 249,131          | 21,974          | 227,157          |
| <b>Total</b> |                  |                            |            |             |            | <b>249,131.0</b> | <b>21,974.0</b> | <b>227,157.0</b> |



## Deduction Detail List



### Deduction Paid Unpaid List

Deduction Payee

Deduction Type

Select Bank Account

Payee Type

Payee

Cheque No

Deduction Period \*

 to 

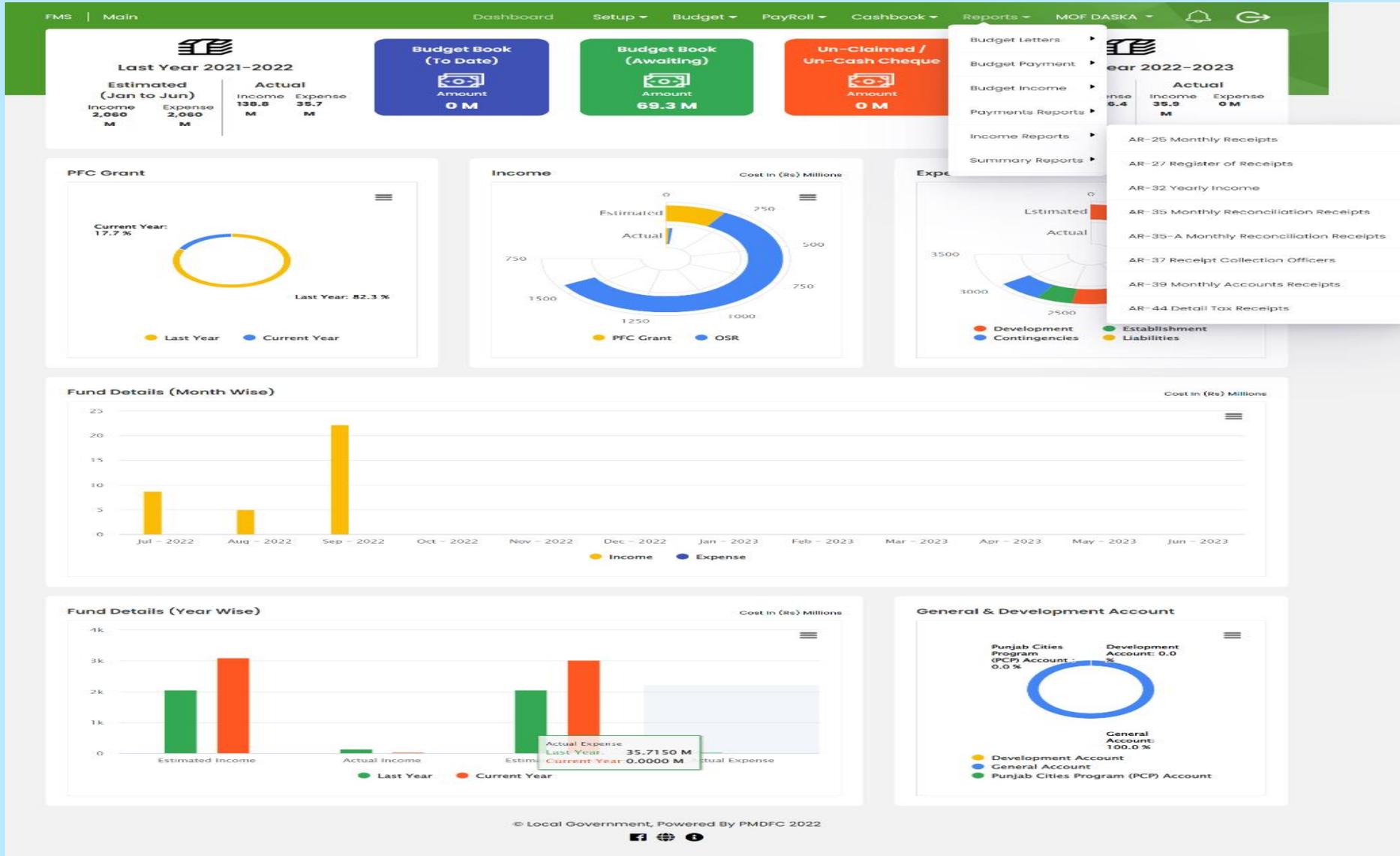
Select Status

Show

| #            | Title | Contractor Details | Parent Cheque Details                              | Deduction Cheque Details | Narration            | Item Price | Gross Total | Net Total | Deduction Amount | Percentage % | Type       |
|--------------|-------|--------------------|--|--------------------------|----------------------|------------|-------------|-----------|------------------|--------------|------------|
| 1            |       |                    | Cheque Date 17-Oct-2022<br>Cheque Amount: 895.00   | -                        | Testing              | 1000       | 1,170       | 895       | 105              | 9            | Income Tax |
| 2            |       |                    | Cheque Date 16-Oct-2022<br>Cheque Amount: 2,000.00 | -                        | House rent Allowance | 2000       | 2,000       | 1,000     | 500              | 25           | GST        |
| 3            |       |                    | Cheque Date 16-Oct-2022<br>Cheque Amount: 2,000.00 | -                        | House rent Allowance | 2000       | 2,000       | 1,000     | 500              | 25           | MG         |
| <b>Total</b> |       |                    |  |                          |                      |            |             |           | <b>1,105.0</b>   |              |            |



# Income Reports



## AR-25 Monthly Receipt

### AR 25 Report

Calendar Year\*

Reporting Month\*

Received By / DDO

Branch / Section

Income Type

Account Code

### Form AR-25

Rule 22(1),23,24(1),25

Head-wise Register Of Receipts Of The Collecting Officer



| #     | A/C Code | Detailed Receipt Heads  | 1 | 2 | 3 | 4 | 5 | 6 | 7          | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31         | Total |
|-------|----------|---|---|---|---|---|---|---|------------|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|------------|-------|
| 1     | C03683   | C03683 Grant from Provincial Government PFC (Non Development) | - | - | - | - | - | - | 20,667,285 | - | - | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | 20,667,285 |       |
| Total |          |   | - | - | - | - | - | - | 20,667,285 | - | - | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | -  | 20,667,285 |       |



## AR-27 Register of Receipts

### AR 27 Report

|   |   |  |   |
|---|---|--|---|
| <b>Calendar Year*</b><br><input type="text" value="Year 2022-2023"/>  | <b>Reporting Month*</b><br><input type="text" value="2022 - October"/>                      | <b>Received By / DDO</b><br><input type="text" value="Please Select DDO"/> | <b>Branch / Section</b><br><input type="text" value="Please Select Section"/> |
| <b>Income Type</b><br><input type="text" value="Select Income Type"/> | <b>Account Code</b><br><input type="text" value="C0388093   Arrears of Water Rate (re: )"/> |  |   |

Show

### Form AR-27

Rule 22

#### Register Of Receipts (Fiscal Transfers)



| #            | Date Of Receipt In Bank | From Whome Received & Partivulars   | Collecting Officer | Detailed Receipt Heads |                 |  |                 | Refund (If Any) |                   |            | Initial Account Officer |
|--------------|-------------------------|-------------------------------------|--------------------|------------------------|-----------------|--|-----------------|-----------------|-------------------|------------|-------------------------|
|              |                         |                                     |                    | Major                  | Minor           | Detail                                       | Gross Receipt   | Refund Amount   | Refound Voucher # | Net Amount |                         |
| 1            |                         | Arrears of Water Rate (residential) | Finance Office     | Revenue                | Non Tax Revenue | C0388093 Arrears of Water Rate (residential) | 1,860.0         | -               |                   | 1,860.0    |                         |
| 2            |                         | Arrears of Water Rate (residential) | Finance Office     | Revenue                | Non Tax Revenue | C0388093 Arrears of Water Rate (residential) | 11,067.0        | -               |                   | 11,067.0   |                         |
| 3            |                         | Arrears of Water Rate (residential) | Finance Office     | Revenue                | Non Tax Revenue | C0388093 Arrears of Water Rate (residential) | 9,700.0         | -               |                   | 9,700.0    |                         |
| 4            |                         | Arrears of Water Rate (residential) | Finance Office     | Revenue                | Non Tax Revenue | C0388093 Arrears of Water Rate (residential) | 9,159.0         | -               |                   | 9,159.0    |                         |
| 5            |                         | Arrears of Water Rate (residential) | Finance Office     | Revenue                | Non Tax Revenue | C0388093 Arrears of Water Rate (residential) | 2,655.0         | -               |                   | 2,655.0    |                         |
| <b>Total</b> |                         |                                     |                    |                        |                 |  | <b>34,441.0</b> |                 |                   |            |                         |



## AR-32 Yearly Income

### AR 32 Report

Calendar Year\* Received By / DDO Branch / Section Income Type  
Year 2022-2023 Please Select DDO Please Select Section Select Income Type

Account Code  
C03683 | Grant from Provincial Gover

**Show**

### Form AR-32

Rule 42 (1) (b)

Monthly Compilation Sheet of Receipts



| #            | A/C Code | Detailed Receipt Heads  | July     | Aug               | Sep               | Oct               | Nov      | Dec      | Jan      | Feb      | Mar      | Apr      | May      | Jun      | Total             |
|--------------|----------|---|----------|-------------------|-------------------|-------------------|----------|----------|----------|----------|----------|----------|----------|----------|-------------------|
| 1            | C03683   | C03683 Grant from Provincial Government PFC (Non Development) | -        | 20,742,285        | 20,742,285        | 20,667,285        | -        | -        | -        | -        | -        | -        | -        | -        | 62,151,855        |
| <b>Total</b> |          |   | <b>-</b> | <b>20,742,285</b> | <b>20,742,285</b> | <b>20,667,285</b> | <b>-</b> | <b>62,151,855</b> |



## AR-35 Monthly Reconciliation Receipts

### AR 35 Report

|   |  |  |  |
|---|--|--|--|
| Calendar Year*                                  | Reporting Month*   | Received By / DDO                              | Branch / Section                                   |
| <input type="text" value="Year 2022-2023"/>     | <input type="text" value="2022 - October"/>                        | <input type="text" value="Please Select DDO"/> | <input type="text" value="Please Select Section"/> |
| Income Type                                     | Account Code   |  |  |
| <input type="text" value="Select Income Type"/> | <input type="text" value="C0388042   Fee for slaughtering of ar"/> |  |  |

Show

### Form AR-35

Rule 19 (4) 20

Monthly Reconciliation Of Receipts



| Detail Receipt Head |  | Receipts                                      |                                 |              |                 |
|---------------------|--|---|---------------------------------|--------------|-----------------|
|                     |  | Recorded By Finance Office/Collecting Officer | Recorded By Accounts Office     | Difference   |                 |
| Date                | Head Detail                              |   |                                 | Amount       | Action Taken    |
| 03-10-2022          | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 16,600.0     |                 |
| 04-10-2022          | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 4,400.0      |                 |
| 07-10-2022          | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 6,800.0      |                 |
| 10-10-2022          | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 16,300.0     |                 |
| 11-10-2022          | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 4,900.0      |                 |
|                     |  |   |                                 | <b>Total</b> | <b>49,000.0</b> |

## AR-35(A) Monthly Reconciliation Receipts

### AR 35 (A) Report

|   |  |  |  |
|---|--|--|--|
| Calendar Year*                                  | Reporting Month*   | Received By / DDO                              | Branch / Section                                   |
| <input type="text" value="Year 2022-2023"/>     | <input type="text" value="2022 - October"/>                        | <input type="text" value="Please Select DDO"/> | <input type="text" value="Please Select Section"/> |
| Income Type                                     | Account Code   |  |  |
| <input type="text" value="Select Income Type"/> | <input type="text" value="C0388042   Fee for slaughtering of ar"/> |  |  |

Show

### Form AR-35-A Rule 19 (4) 20 Monthly Reconciliation Of Receipts



| #            | Detail Receipt Head                      | Receipts                                      |                                 |                 |              |
|--------------|--|---|---------------------------------|-----------------|--------------|
|              |  | Recorded By Finance Office/Collecting Officer | Recorded By Accounts Office     | Difference      |              |
|              |  |   |                                 | Amount          | Action Taken |
| 1            | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 16,600.0        |              |
| 2            | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 4,400.0         |              |
| 3            | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 6,800.0         |              |
| 4            | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 16,300.0        |              |
| 5            | C0388042 Fee for slaughtering of animals | Finance Office                                | Fee for slaughtering of animals | 4,900.0         |              |
| <b>Total</b> |  |   |                                 | <b>49,000.0</b> |              |

## AR-37 Receipt Collection Officers

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### AR 37 Report

Calendar Year\*

Year 2022-2023 ▾

Reporting Month\*

2022 - July ▾

Received By / DDO

Chief Officer ▾

Show

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## AR-39 Monthly Account Receipts

### Monthly Account - Receipts (Form AR 39)

Calendar Year\* Reporting Month\* Budget Type \* Office / DDO  
Year 2022-2023 2022 - October Estimated Chief Officer

**Submit**

### Municipal Committee Burewala

**Print**

#### Monthly Accounts - Receipts

DDO: **Chief Officer**

For The Month: **2022 - October**

| SR    | Object Code | Detail Receipt Head                     | Estimated Budget For The Year | Previous Months Receipts | Actual For Month | Progressive |
|-------|-------------|---|-------------------------------|--------------------------|------------------|-------------|
| 1     | C02728      | Share from defunct TMA/local government | 370,000,000                   | -                        | -                | -           |
| 2     | C0388074    | Contractor Advances/Deposits            | 1,500,000                     | 3,900                    | -                | 3,900       |
| Total |             |   | 371,500,000                   | 3,900                    | 0                | 3,900       |



# SUMMERY REPORTS

## Financial summary Head Wise Report

FMS | Main Dashboard Setup Budget PayRoll Cashbook Reports MOF Burewala

**Financial Head Wise Summary Report**

Calendar Year:  Budget Type:  Office / DDO:  Branch / Section:

**Financial Summary - Head Wise Summary Report**  
**Municipal Committee Burewala**  
 (Year 2022-2023)  
 Office / DDO: **Planning & Architect Office**

| Payment |             |  |                               |                   | Receipts |             |   |                               |                  |
|---------|-------------|--|-------------------------------|-------------------|----------|-------------|---|-------------------------------|------------------|
| Sr.     | Object Code | Detail Payment Head  | Estimated Budget For The Year | Total Expenditure | Sr.      | Object Code | Detail Receipt Head                                     | Estimated Budget For The Year | Total Receipts   |
| 1       | A01101      | Basic Pay Officers   | 917,000                       | 117,445           | 1        | C0388027    | Fee for approval of Building/ Construction Plan         | 7,000,000                     | 1,837,393        |
| 2       | A01106      | Pay of contract Officers   | 600,000                       | 203,187           | 2        | C0388029    | Conversion Fee for change in building                   | 70,000,000                    | 7,375,820        |
| 3       | A01151      | Basic Pay Staff  | 4,175,000                     | 1,165,729         | 3        | C0388030    | Fine for construction without approval of building plan | 400,000                       | 0                |
| 4       | A01156      | Pay of contract staff  | 350,000                       | 89,160            |          |             | <b>Total</b>  | <b>77,400,000</b>             | <b>9,213,213</b> |
| 5       | A0117004    | Ariars of Salary (Old Code A01172)   | 400,000                       | 141,172           |          |             | <b>Opening Balance</b>                                  | <b>1,921,900,000</b>          |                  |
| 6       | A01202      | House rent Allowance   | 280,000                       | 105,216           |          |             | <b>Grand Total</b>                                      | <b>1,999,300,000</b>          | <b>9,213,213</b> |
| 7       | A01203      | Conveyance Allowance   | 925,000                       | 146,128           |          |             |   |                               |                  |
| 8       | A01207      | Washing Allowance  | 40,000                        | 7,200             |          |             |   |                               |                  |
| 9       | A01216      | Qualification allowance  | 465,000                       | 12,742            |          |             |   |                               |                  |
| 10      | A01217      | Medical allowance  | 280,000                       | 78,588            |          |             |   |                               |                  |
| 11      | A0121N      | Personal Allowance (old code A01254)   | 30,000                        | 6,190             |          |             |   |                               |                  |
| 12      | A0122M      | Adhoc relief (2016) 10%  | 27,000                        | 25,869            |          |             |   |                               |                  |
| 13      | A0122Y      | Adhoc relief (2017) (OLD CODE A012440B)  | 37,000                        | 35,526            |          |             |   |                               |                  |
| 14      | A01239      | Special allowance  | 650,000                       | 193,540           |          |             |   |                               |                  |
| 15      | A0123G      | Adhoc relief (2018) (OLD CODE A0124409)  | 37,000                        | 35,526            |          |             |   |                               |                  |
| 16      | A0123P      | Adhoc relief (2019) (OLD CODE A0124410)  | 35,000                        | 29,527            |          |             |   |                               |                  |
| 17      | A0124413    | Adhoc Relief (2022)  | 580,000                       | 126,144           |          |             |   |                               |                  |
| 18      | A0124F      | Adhoc relief - 2021 (OLD CODE A0124412)  | 37,000                        | 35,526            |          |             |   |                               |                  |
| 19      | A0124T      | Special Allowance -2022  | 560,000                       | 126,144           |          |             |   |                               |                  |
| 20      | A01271      | Overtime allowance   | 75,000                        | 12,039            |          |             |   |                               |                  |
| 21      | A01278      | Leave salary   | 600,000                       | 0                 |          |             |   |                               |                  |
| 22      | A03202      | Telephone and trunk call   | 30,000                        | 3,023             |          |             |   |                               |                  |
| 23      | A03304      | Hot and cold weather charges   | 15,000                        | 4,900             |          |             |   |                               |                  |
| 24      | A03805      | Travelling allowance   | 400,000                       | 182,650           |          |             |   |                               |                  |
| 25      | A0380701    | POL Official Staff Cars, Motor Cycles (Old Code A15101)  | 100,000                       | 0                 |          |             |   |                               |                  |
| 26      | A03901      | Stationery   | 150,000                       | 24,290            |          |             |   |                               |                  |
| 27      | A03905      | Newspapers periodicals and books   | 15,000                        | 0                 |          |             |   |                               |                  |
| 28      | A03919      | Payments to other for service rendered   | 8,600,000                     | 0                 |          |             |   |                               |                  |
| 29      | A0397001    | Others Expenditure   | 50,000                        | 5,000             |          |             |   |                               |                  |
| 30      | A0397007    | Advertising / Publicity & Dengue (old code A03966)   | 300,000                       | 198,246           |          |             |   |                               |                  |
| 31      | A0397008    | Photo Copy Exp (old code A03967)   | 150,000                       | 17,540            |          |             |   |                               |                  |
| 32      | A04115      | 30% of Minimum of Pay Scales as Social Security Benefit in lieu of Pension to Contract Appointee | 300,000                       | 78,919            |          |             |   |                               |                  |
| 33      | A04116      | Pension Contribution (LCS/Non LCS) (Old A04120)  | 3,000,000                     | 416,508           |          |             |   |                               |                  |
| 34      | A09203      | IT Equipment   | 200,000                       | 0                 |          |             |   |                               |                  |
| 35      | A09701      | Purchase of Furniture and Fixture  | 200,000                       | 0                 |          |             |   |                               |                  |
| 36      | A09802      | Purchase of Other Assets   | 150,000                       | 0                 |          |             |   |                               |                  |
| 37      | A13001      | Transport (Repairs) Official Staff Cars, Motor Cycles  | 100,000                       | 0                 |          |             |   |                               |                  |
| 38      | A13201      | Furniture and Fixture (Repairs)  | 100,000                       | 0                 |          |             |   |                               |                  |
| 39      | A13703      | IT Equipment (Repairs)   | 100,000                       | 0                 |          |             |   |                               |                  |
|         |             | <b>Total</b>   | <b>25,240,000</b>             | <b>3,623,674</b>  |          |             |   |                               |                  |

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## LFA Retrenchment Report

FMS | Main

Dashboard

Setup ▾

Budget ▾

PayRoll ▾

Cashbook ▾

Reports ▾

MOF Burewala ▾



### LFA Retrenchment Report

Audit Date \*

07/10/2022

to

18/10/2022

Show Report

### LFA Retrenchment Report Municipal Committee Burewala

| SR             | Office / Branch   | Particulars Of Claim / Voucher                | Date Of Pre Audit | Amount Of Claim                     |                         | Amount Retrenched | Reason Of Retrenchment  |
|----------------|---|---|-------------------|-------------------------------------|-------------------------|-------------------|-------------------------|
|                |   |   |                   | Sanctioned / Recommended By DDO Rs. | Authorized LFA Staff Rs |                   |                         |
| 1              | Infrastructure & Services Office - Infrastructure & Services Office | Purchase of Stationery Office MOI&S           | 10/10/2022        | 20,500                              | 16,900                  | 3,600             | deduction of flags      |
| 2              | Infrastructure & Services Office - Street Light Branch              | Electricity Bill Street Light Month September | 10/10/2022        | 347,309                             | 346,409                 | 900               | as per electricity bill |
| <b>Total:-</b> |   |   |                   | <b>367,809</b>                      | <b>363,309</b>          | <b>4,500</b>      |                         |

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## Budget Entries Report

### Budget Entries Report

|   |  |  |   |
|---|--|--|---|
| Division<br><input style="width: 90%;" type="text" value="Multan"/>               | District<br><input style="width: 90%;" type="text" value="Vehari"/>                          | Local Government Type<br><input style="width: 90%;" type="text" value="Select Local Government Type"/> | Local Government<br><input style="width: 90%;" type="text" value="Municipal Committee Burewala"/> |
| Calendar Year*<br><input style="width: 90%;" type="text" value="Year 2022-2023"/> | Budget Type Columns*<br><input style="width: 90%;" type="text" value="Estimated 2022-2023"/> | Project<br><input style="width: 90%;" type="text" value="Select Project"/>                             |   |

Show Report

### Budget Entry Status For Local Governments

Print

| SR                    | LG                           | Last Accessed | Estimated 2022-2023 |
|-----------------------|------------------------------|---------------|---------------------|
| <b>Multan</b>         |                              |               |                     |
| <b>Vehari</b>         |                              |               |                     |
| 1                     | Municipal Committee Burewala | 08/09/2022    | ✓ (720)             |
| <b>District-Total</b> |                              |               | 1                   |
| <b>Division-Total</b> |                              |               | 1                   |
| <b>Grand-Total</b>    |                              |               | 1                   |

