

From

Director,
Treasury and Accounts Department,
Haryana, Chandigarh.

To

All the Treasury Officers in Haryana.

Memo No. TA-HR(DMC)/2014/ 4081

Dated: 26-2-14

Subject:

Regarding e-Scroll of Govt. Receipt collected through e-GRAS.

Please refer to the subject cited above.

At present Government receipts are being collected through two modes

- (i) Online mode
- (ii) Offline mode

A. In online mode the challan generated through e-GRAS system can be presented in any branch of SBOP or SBI and same is accepted by SBOP or SBI branch through online mode by entering the GRN number in their system. The receipt account for all such receipts in bank branches of SBOP & SBI throughout the country is submitted by nodal branches of SBOP and SBI, situated at Panchkula, to the Cyber Treasury Officer. Receipt account is then submitted by the Cyber Treasury Officer to AG, Haryana. So neither the treasury bank branch of SBOP or SBI is required to send receipt scroll of such receipts to the treasury / sub-treasury nor the treasury / sub-treasury is required to prepare receipt account of such receipts. Online mode was started with SBOP w.e.f. 16-12-2013 and that with SBI w.e.f. 12-02-2014.

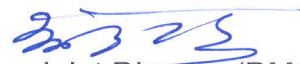
B.1 In offline mode the challan generated through e-GRAS system is presented in the treasury bank branch, which is a bank other than SBOP and SBI and such bank accepts the receipts and submits the receipt scroll to the Treasury/ Sub-treasuries with which the Treasury Bank is attached. In this case the receipt account has to be prepared by the concerned Treasury/ Sub-treasury and submitted to AG Haryana by the Treasury as was being done earlier.

- B.2 However it is possible that in some urgent cases, the challans are also prepared manually by Treasury after taking approval of Head Office i.e. other than through e-GRAS and given to the depositor. In such cases too the receipt account will be submitted by the concerned treasury bank branch to the treasury/ sub-treasury and account for the same has to be submitted to AG office by such treasury only, as was being done earlier.
- C.1 This has also come to the notice that in cases covered by para B.1 and B.2 above, some treasury/ sub-treasuries have stopped preparing receipt account and thus it is not being reported to AG office. This is grossly incorrect and immediate action needs to be taken up by all such treasuries/ sub-treasuries to prepare the account for relevant months and send it to AG office under intimation to Joint Director (DMC).
- C.2 In some cases it is also possible that some treasury branches of SBOP or SBI have accepted challan through system as in Para A, however they have sent the receipt scroll related to those also to the concerned treasury. The Treasuries attached with SBI or SBOP bank branches should verify this aspect at their own level with the treasury bank branches to ensure that no such receipt scroll has been sent by them. In case they have sent such receipt scroll, the receipt account on basis of same is not required to be prepared by the treasury as same is already being done by Cyber Treasury. If accounts have already been wrongly prepared and sent then remedial action should be taken to cancel such reporting.
- C.3 Another faulty process of receipt might be that the challans prepared through e-GRAS, when submitted in treasury branches of SBOP or SBI are not accepted through online mode by such banks but in the offline mode as was being done earlier. So wherever SBI, SBOP are treasury bank, the treasury needs to strictly ensure that such banks do not accept such challans generated through e-GRAS in offline

mode. However, it is pointed out that receipt scroll of any such challans, if already accepted wrongly in offline mode by SBI or SBOP treasury branches, has to be accepted by treasury and its account prepared and sent to AG office if not already done.

- D.1 Government Receipt collected under E-GRAS are indicating three status of challan these are pending, successful and accounts prepared. Pending means that transaction is still pending at bank level. Successful indicates that amount deposited and file uploaded by the concerned bank and account prepared indicates that bank prepared the e-scroll of Government receipt collected under E-GRAS. Therefore you are directed to put this information on notice board of treasury office/sub-treasury office that payers can check the status of their challan and come to treasury/sub-treasury only after if their challan status shown successful / account prepared for collection of stamp papers etc.
- D.2 The existing procedure of government receipt regarding commercial taxes collected through internet by SBI will not be included under E-GRAS. This will be collected as being done earlier and the accounts of these receipts will be prepared by the concerned treasuries as pre existing practice.
- D.3 The validity of the challan generated through E-GRAS is 18 days for cash deposit and 12 days for cheque / DD.

The above instructions should be strictly followed to avoid any double booking or to miss any reporting of the receipts in the accounts sent to AG office.



Joint Director (DMC)

for Director, Treasury & Accounts Department
Haryana, Chandigarh