

PRASAR BHARATI
(India's Public Service Broadcaster)
(Budget & Accounts Wing)
Prasar Bharati House, Tower-C,
New Delhi – 110 001

No. ADG(B&A)/A/cs/2015-16/Salary A/cs Balance/94

11th March, 2019

Sub: Transfer of unspent balances lying in the Salary, creation of capital assets Kisan Channel and OAE (IEBR) accounts to Prasar Bharati Secretariat, Main Account-reg.

With reference to the above, all the DDOs of Prasar Bharati are hereby directed to transfer the unspent balances as per Bank Book at end of financial year 2018-19, in respect of Grants-in-Aids i.e. Salary, creation of capital assets & Kisan Channel & Arun Prabha Channel through PFMS.

While refunding of unspent balance, PFMS shall take Bank Accounts Detail etc. automatically i.e. the same route through which the payment was transferred. The PFMS balance and bank balance may also be reconciled and ensure that bank balance and PFMS balance remain same.

The amount should be transferred through PFMS Scheme. Steps involved for refund are annexed.

Further, necessary entry in EMS may be recorded as the amount so transferred will be shown under the head (V) "Refund of surplus money" (b) "to PB, HQ" in the Payment side of R&P Account.

Please ensure that closing balance under salary should be Minimum ^(i.e. Rs. 10,000/- only) in the R&P Accounts for the month of March, 2019.

Further, in respect of Other Administrative Expenses (OAE) (IEBR), an average requirement of 15 days for meeting essential payment may be kept, if necessary, and excess of it may also be transferred to the below mentioned account number.

Name of the Bank : State Bank of India, Main Branch, New Delhi
Account No. : 11084239041
IFSC code : SBIN0000691


(Rajneesh Goel)
Deputy Director (A/cs)

Enclose:- as above

All DDOs of Prasar Bharati, New Delhi.

Copy to:-

1. DG: All India Radio, Akashwani Bhawan, New Delhi,
2. DG: Doordarshan, Mandi House, New Delhi
3. ADG(F), All India Radio, Akashwani Bhawan, New Delhi.
4. ADG(F), Doordarshan, Mandi House, New Delhi.
5. DDG(T), for uploading on P.B. website.
6. PS to Member(Fin.), Prasar Bharati Secretariat, New Delhi.

ANNEXURE

Process of entry to be made in PFMS to returned unspent Salary Grant at the end of Financial year 2017-18

Steps:-

1. Login PFMS as maker
2. Got to my funds
3. Mange Returned funds
4. Select Scheme: eg 2242 for Salary Grant-in-Aid.
5. Select Bank Account etc.
6. Go to Return another fund
7. Click on sanctioned number from which funds being returned
8. Go to Return fund
9. Fill form properly
10. Submit
11. Proceed with payee details
12. Select instrument type
13. Add
14. Proceed as navigated
15. Submit for approval
16. Login as a approver/checker/agency admin
17. Approve return fund
18. Send print payment advise etc. to bank for transfer.