

## **Important instructions for migration to the revised fund flow (web-application) under MPLADS**

### **Revised Procedure for flow of funds:**

In accordance with the instructions issued by Ministry of Finance, Department of Expenditure vide their O.M. No. 1(18)/PFMS/FCD/2021 dated 09.03.2022, a revised procedure for flow of funds has been put in place for MPLADS scheme.

Under the revised procedure of fund flow, there will be only one physical bank account with the Central Nodal Agency (Central Nodal Account), whose access will be given to all the sub agencies through a web-application.

All payments under MPLADS shall be made directly to the vendors from the Central Nodal Account on real time basis, and flow of funds would be triggered only when such payments are authorized by the Implementing Agencies, and concurred by the Implementing District Authority. The subsidiary accounts of State Nodal Authorities, Nodal District Authorities, Implementing District Authorities and Implementing Agencies will only be used as pass through accounts.

Following are the important instructions relating to Implementation Procedure for Revised Flow of funds to be followed by State Nodal Authorities, Nodal District Authorities, Implementing District Authorities and Implementing Agencies.

### **Web-application:**

A web-application for implementing the Revised procedure of fund-flow has been developed, in collaboration with the State Bank of India.

All processes under MPLAD Scheme, starting from work recommendation by Members of Parliament, administrative sanction of the projects, authorization of fund flows, payment to the vendors, etc., ***for the fresh funds to be released in the FY 2023-24 onwards***, will be done through the web-application as per the revised procedure, which will come into effect from 1<sup>st</sup> April 2023.

This web-application can be accessed at: <https://mplads.sbi>

The access to this web-applicaion is through username and password.

### **User accounts on the new web-application:**

The user accounts of Members of Parliament, State Nodal Authorities and Nodal District Authorities have been created on the web-application on basis of

information received from the concerned authorities. Those Nodal District Authorities which are also acting as Implementing District Authorities, will have separate user Accounts each for the role of Nodal District Authority and Implementing District Authority. Login credentials (user-ID and password) will be shared separately, along with user manuals. Each login is to be authenticated with a One-Time Password (OTP), which will be sent on the registered mobile number and email ID of the concerned user.

### **Creation of User Credentials for IDA/IA on the new web-application:**

The user accounts of the Implementing District Authorities have to be created on the web-application by the concerned Nodal District Authorities. Similarly, the user accounts of the Implementing Agencies shall be created on the web-application by the concerned Implementing District Authorities, following a particular naming protocol which is already configured in the web-application (Eg; For IDA – MPLADS\_IDA\_abbreviation of the District Name). The detailed step by step procedure for creation of the user credentials will be shared separately in the user manual.

### **Registration on PFMS:**

The Ministry of Statistics and Programme Implementation will mark the MPLAD Scheme as CNA on the PFMS on 1<sup>st</sup> April 2023. Once the CNA mapping is completed in PFMS by the Ministry, all the existing agencies in PFMS will get deregistered for the EAT module of MPLADS. The user credentials of Nodal District Authority/ Implementing District Authority/ Implementing Agencies who are already registered for EAT module of PFMS shall be carried forward to the CNA module of PFMS. However, the sub-agencies, such as Implementing District Authority/ Implementing Agencies, who are yet not registered under PFMS will have to be registered under the CNA module of PFMS.

### **Migration of EAT module to the new scheme code:**

For the District Authorities who wants to continue using the EAT module of PFMS for the funds already released by Ministry upto 31<sup>st</sup> march, 2023 shall have to migrate to a new scheme code provided by PFMS and shall continue using the EAT module with the existing user credentials after entering opening balance, etc. The detailed procedure for migration of existing EAT module in PFMS to the new scheme code will be shared separately.

### **Return of funds, closure of existing bank accounts and release of drawing limits in the web-application:**

The funds which have been released by the Nodal District Authorities to the Implementing District Authorities and Implementing agencies for the works

already committed upto 31<sup>st</sup> march, 2023 are **not required to be returned back** to the CNA account of MPLADS. The implementation procedure of these funds shall continue to follow the MPLADS Guidelines of 2016. After completion of works, all such physical accounts shall be closed and the balance funds, if any, shall be reverted back to the CNA account by the Nodal District Authority through the return fund module of the web-application along with closure certificates issued by the concerned bank, latest by 31<sup>st</sup> March 2024.

The funds which have already been released by the Ministry of Statistics and Programme Implementation and is lying in the physical accounts of the Nodal District authorities as on 31<sup>st</sup> march, 2023 can be utilised as per the provisions of MPLADS Guidelines of 2016 and recommendations can be accepted as per the MPLADS Guidelines of 2016 even after 1<sup>st</sup> April, 2023. However, no funds will be released to this physical Bank account after 1<sup>st</sup> April, 2023.

The CNA will have to be notified through duly signed MPR (updated in the mplads.gov.in portal) as per the current practice. Once the unspent balance falls below Rs. one crore, fresh allocation as per the entitlement of the concerned Member of Parliament will be released on the web-application under the new fund flow system. The existing physical accounts shall have to be closed in due course and the balance funds shall have to be reverted back to the CNA account through the return fund module of the web-application along with closure certificates issued by the concerned bank, latest by 31<sup>st</sup> March 2024.

The Nodal District Authority may also choose, in consultation with the concerned Member of Parliament, to immediately return all funds available with them in their physical bank account. In that case, the existing physical accounts with the Nodal District Authority shall have to be closed and the balance funds shall have to be reverted back to the CNA account, along with closure certificates issued by the concerned bank, through the return fund module of the web-application. The Nodal District Authority shall also intimate the CNA about the pending liabilities and recommendations, which shall be entered in the web-application through the backend by the CNA, and fresh allocation as per the entitlement of the concerned Member of Parliament will be released in the web-application under the new fund flow system. All pending liabilities and recommendations shall be addressed through the web-application.

### **Admin Fund Drawing Limits:**

Whenever a drawing limit is assigned to a Member of Parliament, the proportional amount for admin fund of Central Nodal Agency, State Nodal Authority and Nodal District Authority will automatically be added to their respective accounts as Drawing Limits for Administrative Fund. So far as the drawing limit of administrative fund of Implementing District Authority is concerned, it will be added to their account whenever a Member of Parliament recommends a work in the concerned district.

### **Work recommendations on the new web-application:**

All new work recommendations, including works outside Constituency/ State and calamity consent, will flow from the account of the Member of Parliament to the concerned authorities through the web-application. Whenever a recommendation is made by a Member of Parliament, the same will be reflected in the account of the concerned Implementing District Authority, along with a report to Nodal District Authority. At the time of sanction of recommendations, the Implementing District Authority will select an Implementing Agency for implementation of the work and the recommendation will move to the account of that Implementing Agency. The Implementing Agency will follow due process for selection of vendor and execution of work. Implementing Agencies will also have to register their selected vendors on PFMS.

In case a Member of Parliament recommends a work outside his/ her State/ Constituency, the work-recommendation will flow through the web-application to the concerned Implementing District Authority after approval from the respective Nodal District Authority of the Member of Parliament.

Based on recommended amounts, drawing limits will be adjusted in the concerned accounts of Member of Parliament, Implementing District Authority and Implementing Agencies.

### **E-request for enhancement of recommended amount:**

In case the recommended amount for a particular work is under-estimated, the Implementing District Authority/ Implementing Agency can raise an e-request to the Member of Parliament through e-request module of the new web-application. On approval of the revised estimated cost by the Member of Parliament through the web-application, the Implementing District Authority/ Implementing Agency will move ahead with the execution.

### **Payment to vendors:**

The payment of funds will directly flow to the vendors from the Central Nodal Account of the CNA on real-time basis (for development as well as admin fund). For completing payment to vendors, in relation to development as well as admin fund, a 'Maker', 'Checker' and 'Verifier' will have to be registered on the web-application by the concerned Sub-Agency (State Nodal Authority/ Nodal District Authority/ Implementing District Authority/ Implementing Agency). The detailed step by step procedure for registration of 'Maker', 'Checker' and 'Verifier' will be shared separately in the user manual.

Each payment to the vendor by Implementing Agencies, for execution of development work recommended by the Member of Parliament, will have to be approved by the concerned Implementing District Authority.

### **Holding Account:**

Holding accounts (physical) shall be opened each for the Central Nodal Agency, State Nodal Authorities, Nodal District Authorities and Implementing District Authorities in any Scheduled Commercial Bank for the collection of statutory deductions such as Tax Deducted at Source (TDS), etc.

### **OTP authentication:**

Due authentication through a One-Time Password (OTP), sent on registered mobile number and email ID of the concerned user, will be required at the time of each login, while recommending work or consenting for calamity by Member of Parliament, while accepting/ rejecting/ submitting requests or recommendations by the concerned user who initiates the respective action, making payment, etc.

### **Dashboards:**

All information will be readily available on the web-application of the concerned authorities, like availability of drawing limits, details of work recommendations, status of work-flow, etc.

### **Help Desk:**

The information about the email ID/ phone number/ WhatsApp number etc. (of Ministry and SBI) has been uploaded in the portal <https://mplads.gov.in>.

Any further information on the implementation of the revised procedure for flow of funds under MPLADS will be available under the icon '**Onboarding of new Fund Flow and CNA**' on the Home page of MPLADS portal (<https://mplads.gov.in/mplads/En/2031-cna.aspx>)