

## HOLDING ACCOUNT

Holding account name may be:

Either ,

CDPO \_\_\_ ICDS PROJECT, Holding Account WB\_\_\_ Or \_\_\_ ICDS PROJECT, Holding Account WB\_\_\_

Registration of Holding accounts in PFMS:

Login with ADMIN ID & pass word-my scheme-register new scheme/bank account –select scheme-select funding agency as Director of ICDS under the option ‘I will receive funds from this agency’-then select account type as ‘ Holding account’- select bank name & enter the bank account number- then enter agency name as per bank pass book like CDPO \_\_\_ ICDS PROJECT, Holding Account WB\_\_\_ Or \_\_\_ ICDS PROJECT, Holding Account WB\_\_\_

Then select ‘**Agency Account Scheme Component Mapping**’- select **Bulk**- then **save**-then **save**. After click on **Save** button , it will be sent to director for approval. It shows like clock for yet to approval of director..

**Now login with agency DO login credential –Misc. deduction filing-select scheme-select- deduction type- select Module name as “expenditure” -select sanction no. –then select period then click on search button- click check box to select the deduction –transfer to holding account-narration may be P. tax SBI for the month of September-transfer-submitted to approver.**

**Now login with agency approver login credentials-Misc. deduction File-view deduction details –and then select status –search-clock check box to select the particular deductions-then approve. Comment as “ok” or “Approved” in the comment section.**