

Table of Contents

1	Accessing the Portal	5
2	Dashboard	6
3	Corrigendum Initiation Process	7
4	Corrigendum Approval Process	16
5	Approved Corrigendum	18

Table of Figures

Figure 1- Login Page 5

Figure 2 Dashboard 6

Figure 3 Corrigendum 8

Figure 4 Request Tab 9

Figure 5 Add New 10

Figure 6 Search Panel..... 11

Figure 7 Selecting from dropdown 12

Figure 8 Initiate 13

Figure 9 Data to be edited 14

Figure 10 Forward 15

Figure 11 Directorate Login 16

Figure 12 Approved/ Not Approved 17

Figure 13 Corrected Details 18

Figure 14 Corrigendum tagging..... 19

Figure 15 FS Corrigendum..... 20

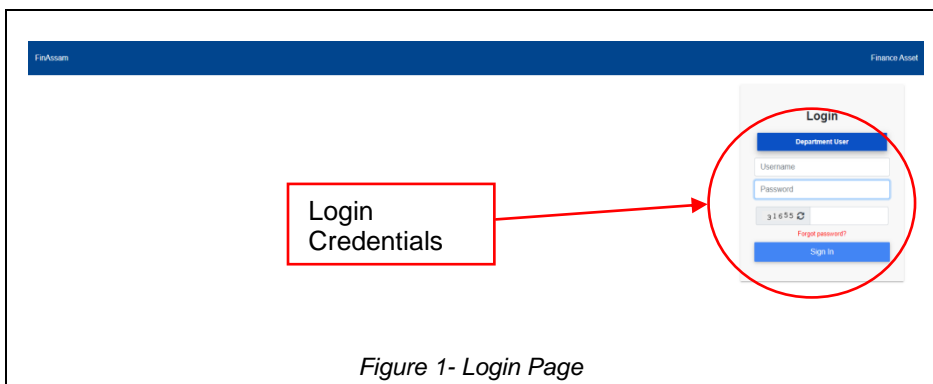
Figure 16 Old FS deetails..... 21

1 Accessing the Portal

To access finassam, visit website www.fin.assam.gov.in. If possible use Mozilla Firefox for finest result.

Enter *User name*, *Password* and *Captcha* then click on **[Login]** button

NOTE: Mobile number or email-id must be same as given at the time of employee details for User login.



2 Dashboard

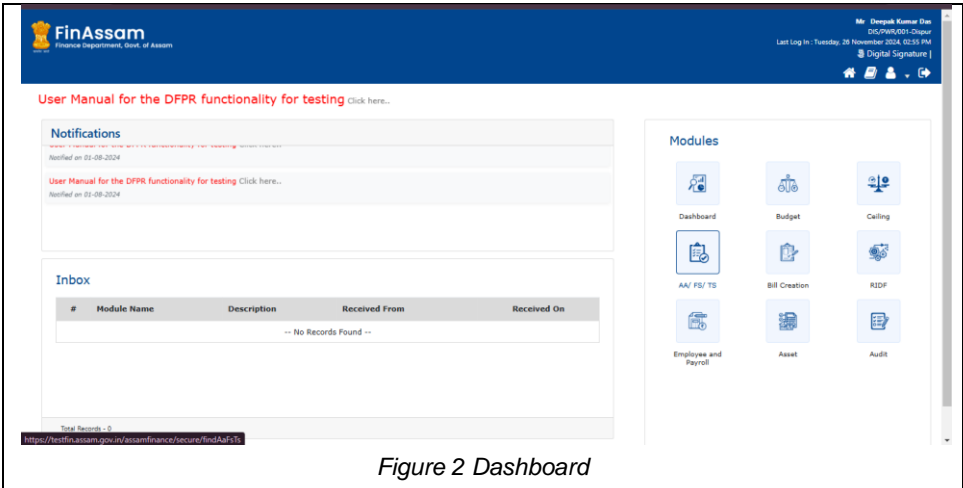


Figure 2 Dashboard

Go to main Dashboard after login, then select the AA/FS/TS module.

3 Corrigendum Initiation Process

Corrigendum can be initiated by DDO, Directorate or Administrative Department users.

Corrigendum is a process for correction of beneficiary details in issued Financial Sanctions.

Points to be noted-

- If a ceiling proposal has been initiated against the Financial Sanction, Corrigendum cannot be initiated until the approval or rejection of the ceiling proposal.
- If a bill has been initiated against the concerned FS, Corrigendum cannot be initiated.
- Only one Corrigendum proposal can be approved against one FS.

Finance Department
Government of Assam

Assam Finance

Mr Dhanada Basumatary , NGT/PWR/001, NGT/PWR/001-New-Guwahati ▾ Last Log In : Friday, 29 November 2024, 04:57 PM Show More

Home | Manuals & Tutorials | Change Account | Logout

Inbox Project Profiles AA TS Commitments **Corrigendum** Prj/CC FS

Initiated Submitted Approved Rejected

Financial Sanction ▾ Enter Proposal No/Project Name 🔍 --All Schemes-- ▾ 📄 ₹

Add New

#	Proposal No.	FS Proposal No.	Initiated Date	Project Name	Amount (In Lakhs)	Proposal Status
1	CG-POL-2024-25-00002	FS-POL-2024-25-01656	25-11-2024	Proposal for sanction an amount of Rs. 14,400/- for procurement of 06 Nos o...	Rs 0.14400 L	Initiated By SHRI AMITAVA SINHA, APS null , KAM/POL/001 On 25-11-2024
2	CG-20-2024-25-00001	FS-20-2024-25-00131 Non-AA-FS With Beneficiary	26-11-2024	Bills relating to supply of 1 set of toners and Maintenance Box for Epson W...	Rs 0.66137 L	Initiated By DILIP KR DAS null , DIS/SAD/003 On 26-11-2024 Submitted To Higher Office By DILIP KR DAS null , DIS/SAD/003 On 26-11-2024 Pending at Directorate
3	CG-PWB-2024-25-00001	FS-PWB-2023-24-01234 Non-AA-FS With Beneficiary	29-11-2024	Supply of Papers/Office Stationery Articles to the O/o the Chief Engineer, ...	Rs 2.25966 L	Initiated By Kishori Mohan Barman , NGT/PWB/001 On 29-11-2024

<https://testfin.assam.gov.in/assamfinance/secure/edit/CorrigendumDetails0do>

Initiated By Dhanada Basumatary

Figure 3 Corrigendum

- Select the **Corrigendum** tab

Finance Department

Government of Assam

Assam Finance

Mr Dhanada Basumatary , NGT/PWR/001, NGT/PWR/001-New-Guwahati

Last Log In : Friday, 29 November 2024, 04:59 PM Show

Home | Manuals & Tutorials | Change Account | Logout

Inbox

Project Profiles

AA

TS

Commitments

Corrigendum

PR/ CC

FS

Initiated

Submitted

Approved

Rejected

Request

Submitted

Approved

Rejected

Financial Sanction

Enter Proposal No.

Search

--All Schemes--

Print

Refresh

Add New

#	Proposal No.	FS Proposal No.	Initiated Date	Project Name	Amount (In Lakhs)	Proposal Status
1	CG-POL-2024-25-00002	FS-POL-2024-25-01656	25-11-2024	Proposal for sanction an amount of Rs. 14,400/- for procurement of 06 Nos o...	Rs 0.14400 L	Initiated By SHRI AMITAVA SINHA, APS null , KAM/POL/001 On 25-11-2024
2	CG-20-2024-25-00001	FS-20-2024-25-00131 Non-AA-FS With Beneficiary	26-11-2024	Bills relating to supply of 1 set of toners and Maintenance Box for Epson W...	Rs 0.66137 L	Initiated By DILIP KR DAS null , DIS/SAD/003 On 26-11-2024 Submitted To Higher Office By DILIP KR DAS null , DIS/SAD/003 On 26-11-2024 Pending at Directorate
3	CG-PWB-2024-25-00001	FS-PWB-2023-24-01234 Non-AA-FS With Beneficiary	29-11-2024	Supply of Papers/Office Stationery Articles to the O/o the Chief Engineer, ...	Rs 2.25966 L	Initiated By Kishori Mohan Barman , NGT/PWB/001 On 29-11-2024
	CG-PWR-2024-25-00001	FS-PWR-2024-25-00019	29-11-2024	Project preparation and Implementation of AIB aided Assam Secondary Road N...	Rs 7000.00000 L	Initiated By Dhanada Basumatary null , NGT/PWR/001 On 29-11-2024 Submitted To Higher Office By Dhanada Basumatary null , NGT/PWR/001 On 29-11-2024

<https://testfin.assam.gov.in/assamfinance/secure/getCorrigendumInitiatedData>

- Click on the **Request** Button

Finance Department

Government of Assam

Assam Finance

Mr Dhanada Basumatary , NGT/PWR/001, NGT/PWR/001-New-Guwahati ▾

Last Log In : Friday, 29 November 2024, 04:57

Home | Manuals & Tutorials | Change Account | Logout

PM Show More

Inbox

Project Profiles

AA

TS

Commitments

Corrigendum

PR/ CC

FS

Initiated

Submitted

Approved

Rejected

Financial Sanction ▾

Enter Proposal No/Project Name

Q

--All Schemes-- ▾

📅

₹

Add New

#	Proposal No.	FS Proposal No.	Initiated Date	Project Name	Amount (In Lakhs)	Proposal Status
1	CG-POL-2024-25-00002	FS-POL-2024-25-01656	25-11-2024	Proposal for sanction an amount of Rs. 14,400/- for procurement of 06 Nos o...	Rs 0.14400 L	Initiated By SHRI AMITAVA SINHA, APS null , KAM/POL/001 On 25-11-2024
2	CG-20-2024-25-00001	FS-20-2024-25-00131 Non-AA-FS With Beneficiary	26-11-2024	Bills relating to supply of 1 set of toners and Maintenance Box for Epson W...	Rs 0.66137 L	Initiated By DILIP KR DAS null , DIS/SAD/003 On 26-11-2024 Submitted To Higher Office By DILIP KR DAS null , DIS/SAD/003 On 26-11-2024 Pending at Directorate
3	CG-PWB-2024-25-00001	FS-PWB-2023-24-01234 Non-AA-FS With Beneficiary	29-11-2024	Supply of Papers/Office Stationery Articles to the O/o the Chief Engineer, ...	Rs 2.25966 L	Initiated By Kishori Mohan Barman , NGT/PWB/001 On 29-11-2024
						Initiated By Dhanada Basumatary

<https://testfin.assam.gov.in/assamfinance/secure/editCorrigendumDetails0do>

Figure 5 Add New

- Then click on **Add New** to add a new request for Corrigendum.

- A new window appears with the field for entering the Financial Sanction Details.

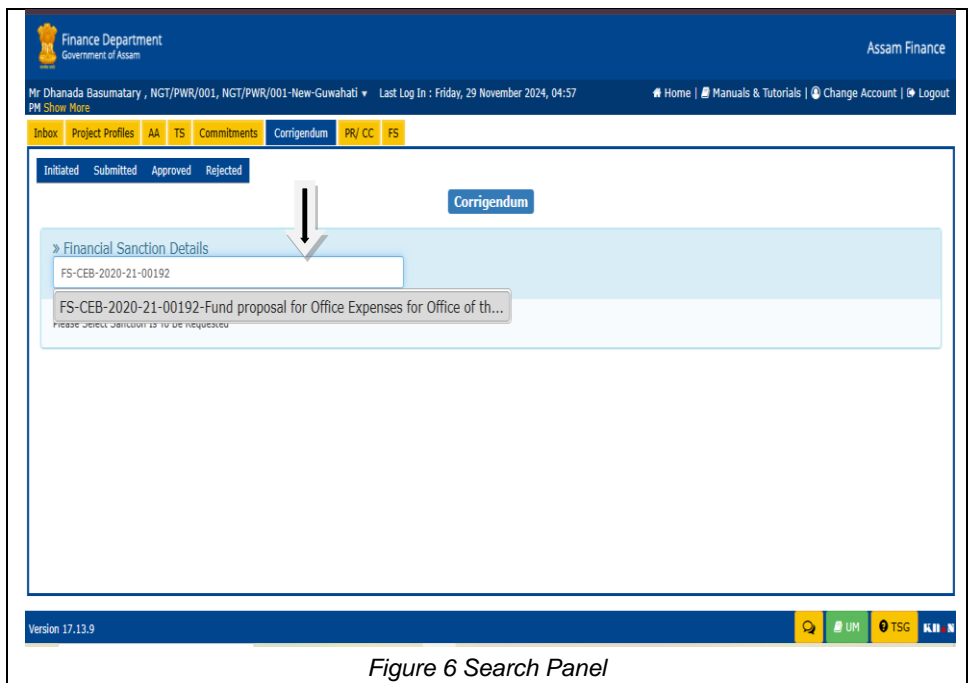


Figure 6 Search Panel

- Enter the FS number in which the beneficiary details needs to be corrected.

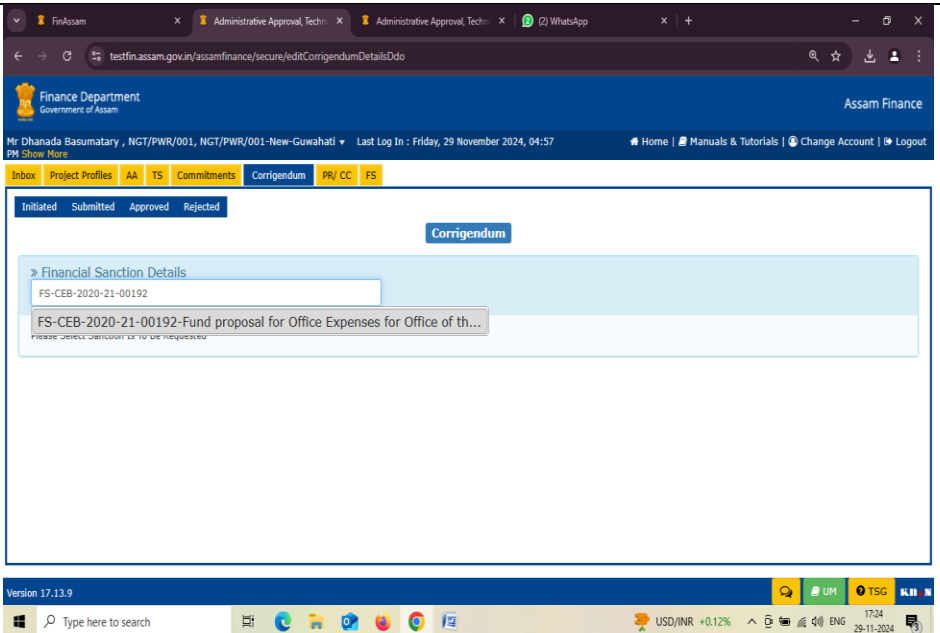


Figure 7 Selecting from dropdown

- Enter and select the Correct Financial Sanction number in the field provided.

#	Commitment No	Vendor Details		Agreement Details	Approval Details	Commitment Amount	Sanction Amount
		Name	Account Number				
1	C-PWR-21808	Abdul Munim Barbhuiya	1327050011389	CE/DEV/TB/462/2020-21/09 dated 21-09-2021	AA-PWR-2020-21-25388 dated 26-01-2021	450.39424	100
							FS Proposed Amount (In Lakh) <input type="text" value="100.00000"/>

Beneficiary Details

#	Account Number	Payee Name (Auto Generated)	Bank Name (Auto Generated)	Bank IFSC (Auto Generated)	Payee GSTIN (Auto Generated)
1	<input type="text" value="1327050011389"/>	<input type="text" value="Abdul Munim Barbhuiya"/>	<input type="text" value="U.B.I.Bhangarpar"/>	<input type="text" value="UTBI08NPH07"/>	<input type="text" value="18AXDPB6729P1Z0"/>

Version 17.13.9

Figure 8 Initiate

To initiate a new corrigendum follow the mentioned steps

- After entering the FS number, scroll down and view the details where Corrigendum is required.
- Click on the Initiate button for requesting a new corrigendum.

Correct Beneficiary details

#	Account Number	Payee Name (Auto Generated)	Bank Name (Auto Generated)	Bank IFSC (Auto Generated)	Payee GSTIN (Auto Generated)	Amount (Auto Generated)
1	12345796524	Technovation Engineering E	State Bank Of India	SBIN0014788	18ABGPH0773C1ZZ	0.87639
2	30210840641	M/S Commercial Friends	SBI	SBIN0000221	18AIPPB8538H2ZP	0.17985
3	30210840641	M/S Commercial Friends	SBI	SBIN0000221	18AIPPB8538H2ZP	0.30305
4	30210840641	M/S Commercial Friends	SBI	SBIN0000221	18AIPPB8538H2ZP	0.14245

save Submit The Proposal Not approve

Version 17.13.9

Figure 9 Data to be edited

- In the Correct Beneficiary Details section, corrections can be done against the added beneficiaries in the concerned Financial Sanction.
- Payee Name, Bank name, IFSC, Payee GSTIN can be modified.
- Please note that the Account Number if needed to be changed, has to be firstly added to the Payee Details in Commitment -> Payee -> All Payee -> Add New Payee. Only then the account number can be selected from the drop down field.
- After corrections have been made, click on the **Save** button.
- If the Sanctioning Authority of the Financial Sanction is the DDO, the Corrigendum can be approved by the DDO itself. Otherwise, it has to be submitted to the Directorate.
- Then click on **Submit The Proposal** button for approval from higher authority.

- Please note that only the Sanctioning Authority of the concerned Financial Sanction can approve the Corrigendum.

The screenshot displays a software interface for submitting a corrigendum. A modal window titled "Submit Corrigendum Details" is open, allowing the user to select the office to which the corrigendum should be forwarded. The selection options are:

- ☒ Chief Engineer, Roads
- ☐ Chief Engineer, (NH Works)
- ☐ NGT/PWR/001, NGT/PWR/001

A "Forward" button is located at the bottom right of the modal. The background interface shows a "Financial Sanction" form with a table of account numbers and a "Correct Beneficiary" table with columns for Account Number, Payee Name (Auto Generated), Bank Name (Auto Generated), Bank IFSC (Auto Generated), and Payee GSTIN (Auto Generated). At the bottom of the background form are buttons for "save", "Submit The Proposal", and "Not approve".

Figure 10 Forward

- After clicking on the Submit The Proposal button, a Submit Corrigendum Details pop up will appear.
- Select the required office to forward the initiated corrigendum.
- Then click on the **Forward** button.

4 Corrigendum Approval Process

- Corrigendum can be approved by DDO, Directorate and Administrative Department users based on the level at which the FS proposal was sanctioned.
- After Logging into the Directorate or Administrative Department user ID, go to AA/TS/FS module and select the Corrigendum tab and click on the **request** button for requesting a new Corrigendum.
- For viewing the Corrigendum requests submitted from the DDO/Directorate logins, click on the **Request tab**.

#	Proposal No.	FS Proposal No.	Initiated Date	Project Name	Amount (In Lakhs)	Proposal Status
1	CG-PWR-2024-25-00011	FS-PWR-2024-25-00477 AA-FS Sanction	30-11-2024	Assam bridge Project II - "Construction of 4 lane extradosed PSC bridge ove...	Rs 11900.00000 L	Initiated By Dhanada Basumatary null , NGT/PWR/001 On 30-11-2024
2	CG-CEB-2024-25-00001	FS-CEB-2020-21-00192 Non-AA-FS With Beneficiary	29-11-2024	Fund proposal for Office Expenses for Office of the Chief Engineer, PWD (NH...	Rs 1.50174 L	Initiated By Dhanada Basumatary null , NGT/PWR/001 On 29-11-2024 Pending at Department
3	CG-PWR-2024-25-00009	FS-PWR-2024-25-00019 AA-FS Sanction	29-11-2024	Project preparation and implementation of AIB aided Assam Secondary Road N...	Rs 7000.00000 L	Initiated By Dhanada Basumatary null , NGT/PWR/001 On 29-11-2024

Figure 11 Directorate Login

- In the Request tab the new Corrigendum requests will be available along with requests from DDOs/Directorates.
- Select the Proposal and verify the details of the Corrigendum.

Financial Sanction Beneficiary Details

#	Account Number	Payee Name (Auto Generated)	Bank Name (Auto Generated)	Bank IFSC (Auto Generated)	Payee GSTIN (Auto Generated)
1	7268942797	ASSAM BRIDGE PROJECT	Canara Bank	CNRB0017336	18AAVPH0090A1ZW

Correct Beneficiary details

#	Account Number	Payee Name (Auto Generated)	Bank Name (Auto Generated)	Bank IFSC (Auto Generated)	Payee GSTIN (Auto Generated)
1	123456789	BSNL	STATE BANK OF INDIA	SBIN0000119	Payee GSTIN

save

Submit to Department

Approve

Not approve

Version 17.13.9

Q

UM

TSG

KL

Figure 12 Approved/ Not Approved

- Lastly click on the Approve button.
- In case where the FS used in the corrigendum proposal is issued by the Department, then the proposal needs to be submitted to the department by clicking on the **Submit to Department** button.
- In case if the corrigendum request needs to be rejected, the **Not Approve** button can be used.

5 Approved Corrigendum

- After approval of the corrigendum from the higher authority, the corrigendum will be available in the **Approve** tab.
- Once the beneficiary details are corrected, the incorrect details and the correct details will be viewable. [Refer to Figure 13].

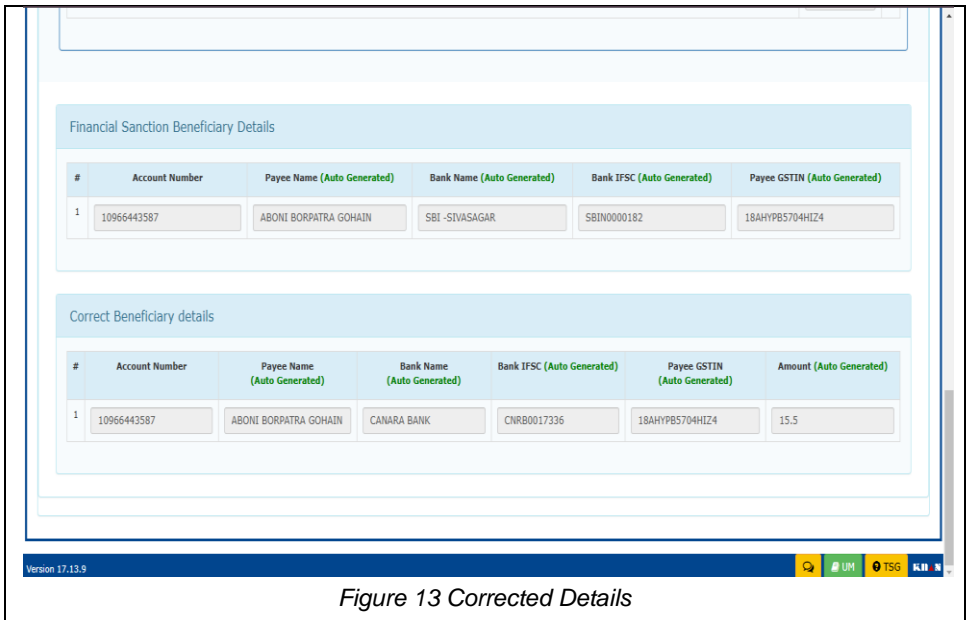
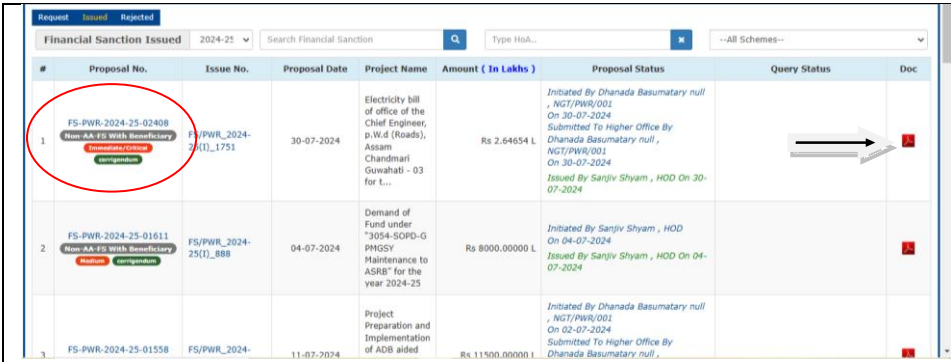


Figure 13 Corrected Details

- After the beneficiary details are corrected through corrigendum, a tagging will be available against the Financial Sanction proposal.






#	Proposal No.	Issue No.	Proposal Date	Project Name	Amount (In Lakhs)	Proposal Status	Query Status	Doc
1	FS-PWR-2024-25-02408 Non AA FS With Beneficiary Immediate/Corrigendum	FS/PWR_2024-25(1)_1751	30-07-2024	Electricity bill of office of the Chief Engineer, p.W.d (Roads), Assam Chandinari Guwahati - 03 for L...	Rs 2.64654 L	Initiated By Dhanada Basumatary null , NGT/PWR/001 On 30-07-2024 Submitted To Higher Office By Dhanada Basumatary null , NGT/PWR/001 On 30-07-2024 Issued By Sanjiv Shyam , HOD On 30-07-2024		
2	FS-PWR-2024-25-01611 Non AA FS With Beneficiary Refund/Corrigendum	FS/PWR_2024-25(1)_888	04-07-2024	Demand of Fund under "JOS4-SOPD-G PMGSY Maintenance to ASRB" for the year 2024-25	Rs 8000.00000 L	Initiated By Sanjiv Shyam , HOD On 04-07-2024 Issued By Sanjiv Shyam , HOD On 04-07-2024		
3	FS-PWR-2024-25-01558	FS/PWR_2024-	11-07-2024	Project Preparation and Implementation of ADB aided	Rs 11500.00000 L	Initiated By Dhanada Basumatary null , NGT/PWR/001 On 02-07-2024 Submitted To Higher Office By Dhanada Basumatary null ,		


Figure 14 Corrigendum tagging


- The document can be downloaded by clicking on the **Doc.**

FINANCIAL SANCTION ISSUED REPORT

1 / 2100%+

Financial Sanction




Government Of Assam
Public Works (Roads)
Department

FINANCIAL
SANCTION
Corrigendum

Sanction No: FS/PWR_2024-25(I)_1751

Sanction Date: 30-07-2024

To,

Accountant General (A&E) Assam, Maidamgaon, Belhala, Guwahati-29

PURPOSE/SCHEME

Electricity bill of office of the Chief Engineer, p.W.d (Roads), Assam Chandman Guwahati - 03 for the month of June/2024 Bill Date: 13/07/2023, Due Date: 29.07.2024,

Proposal No. : FS-PWR-2024-25-02408

Administrative Approval : Not Applicable

Dept. File No. - N/A-

Financial Year : 2024-25

Grant No. : 64

Finance Concurrence Remarks: N/A

Corrigendum Proposal No: CG-PWR-2024-25-00007

Corrigendum Approved On: 29-11-2024

Finance Concurrence No. -N/A-

Sanctioned to : NGT/PWR/001, Chief Engineer, PWD (Roads) Assam, Chandman, Guwahati-3

Sanctioned by: Mr. Sanjiv Shyam HOD, Public Works (Roads) Department

HDA : 3054-80-001-0138-000-04-03-EE-V-GA

Green Budget Tag : N/A

DPP Ruler: Sl.No.10.

Whether this work/scheme/program etc. has Forest Royalty due to the Government? : N/A.

Figure 15 FS Corrigendum

Page 20 of 21


▼ Reference Notes

▼ Scheme Nature

▼ Other Documents

▲ Corrigendum Details

Corrigendum Approved Details

Corrigendum ProposalNo	Approved By	Approved on	Previous FS Document
CG-PWR-2024-25-00007	Sanjiv Shyam HOD	29-11-2024	

▼ Issued Details

▼ Approval Conditions

▼ Queries

Download Checklist

Cancel Proposal

https://perfins.asam.gov.np/assamfinance/secure/viewFinancialSectorDetailsDetail?_id=808a0728-e23f-4116-b44f-c5d1c889038f;collapseCorrigendum










Figure 16 Old FS details

- The old FS Document can be downloaded as well.