

F.N.-V-12/2/2025-PFMS-Part(1)/C.N.18871/ 12/6
GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
CONTROLLER GENERAL OF ACCOUNTS
PUBLIC FINANCIAL MANAGEMENT SYSTEM (HQ)
3rd Floor, Shivaji Stadium Annexe, New Delhi-110001

Dated: 04/06/2025

OFFICE MEMORANDUM

Subject: User Manual and FAQ on implementation of SASCI scheme through PFMS.

Reference is invited to Guidelines issued by Ministry of Finance, Department of Expenditure vide F. No.44(1)/PF-S/2025-26(CAPEX) dated 07.04.2025 on Special Assistance to States for Capital Investment (SASCI) 2025-26.

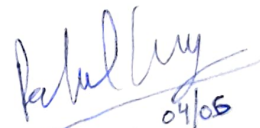
In this context, it is informed that a new functionality named '**S.A.S.C.I.**' has been developed on Public Financial Management System (PFMS) portal. This functionality enables the State Finance Department users to digitally submit their proposals under the SASCI scheme through PFMS portal.

The **User Manual** and **FAQ** for the **SASCI module** are attached herewith. State Departments may refer these documents for clarification and assistance regarding the operational aspects of the SASCI module of PFMS.

State Departments having any issues may send the same to-

- a. Smt. Anjana Vashishtha, Jt. CGA (TBRM), PFMS (a.vashishtha@nic.in)
- b. Sh. Rahul Garg, ACGA (TRM), PFMS (rahulg.13@gov.in)

This issues with the approval of competent authority, PFMS Division.


04/06

(Rahul Garg)
Asstt. Controller General of Accounts
PFMS, O/o CGA

To,

- 1. All State Finance Departments
- 2. All State Directorates, PFMS

Copy to:

- 1. PPS to CGA
- 2. PPS to AS (PFS), Department of Expenditure
- 3. PPS to Additional CGA, PFMS

USER MANUAL

FOR

**PROJECT PROPOSAL CREATION
UNDER SASCI SCHEME**



**Public Financial Management System
Office of Controller General of Accounts
Ministry of Finance, Department of Expenditure
Government of India**

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1- Introduction

The **SASCI** (Special Assistance to States for Capital Investment) scheme is designed to provide financial support in the form of 50-year interest free loan to states for capital investment projects for financial year 2025-2026.

Digitization SASCI Scheme - Creating a digital framework that streamlines the Project Process Application and its Approval for capital investment projects. Primarily state users are involved in creation of Project Proposals and its approval.

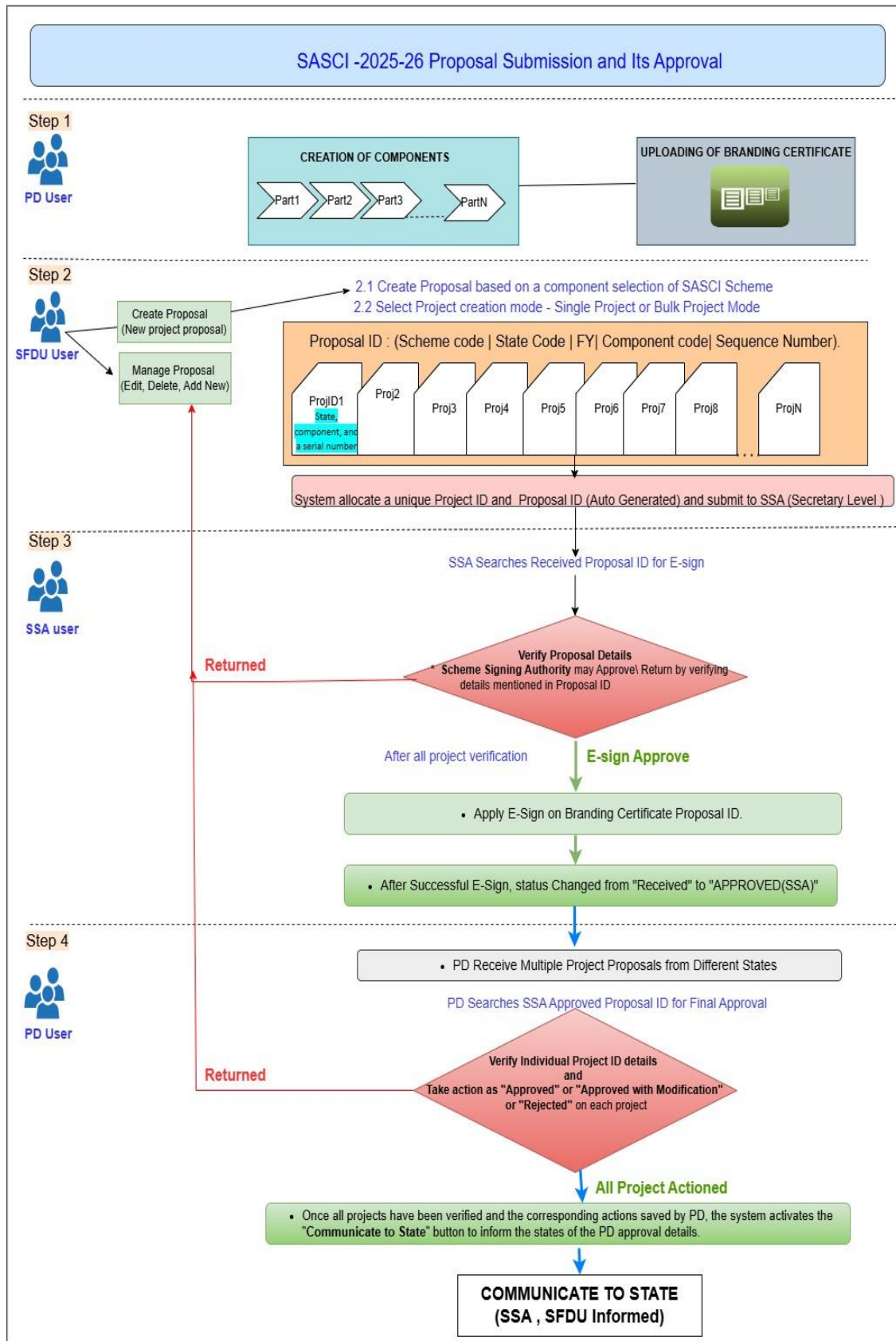
- **Project Proposals by SFDU - State Finance Department User (SFDU)** will submit detailed Project Proposals using the new facility available on PFMS under Menu S.A.S.C.I.
- **Assessment by SSA user:** The submitted proposals assess by **Scheme Signing Authority (SSA)** user to determine their feasibility, alignment with national development goals, and financial soundness. {Note: SSA user is being created by State Scheme Managers (SSM) user and approved by State Finance Department user (SFDU)}.
- **Final Approval by PD:** The submitted individual project proposals evaluated by PD. Post evaluation PD submit the response on each projects of proposal with SSA and SFDU user.

2- Prerequisites

- *SASCI scheme as a SLS creation by SPCU user.*

Role	Full Form	Responsibility
SPCU	State Project Cell User	Creation and configuration of State Schemes
SSM	State Scheme Manager	Creates SSA user within their state <u>New SSA User</u> Navigate Users>>All User Type Registration *Where select Type of User as 'Scheme Signing Authority' * Select Scheme as State SLS <u>Existing SSA user</u> Ensure existing user mapped with State SLS
SASCI USERS		
SFDU	State Finance Department User	Approves the SSA users created by the SSM
SSA	Scheme Signing Authority	Operational user should be mapped with SASCI scheme as SLS
PD	Program Division	PD operational user should be mapped with central SASCI scheme

3- SASCI Process Flow



4- Scheme Initialise by PD

4.1 Declaration of Components by PD

User Type: - PD

The User Navigates to “My Schemes>Scheme Components” and the page “Search Scheme Component” opens.

My Schemes	Map DDO to CNA/SNA Schemes
Agencies	Central SNA
My Funds	Approve Acc. for Deactivation
Scheme Allocation	View Scheme Component
Utilisation Certificate	Map SNA/CNA Component to
UC-CSS	Manage SNA Legacy Data
OLD UC	Manage SNA Component to HA
	Approve SNA Interest Earned
	Approval [PD]
	Manage E-Sign Document
	Scheme Hierarchy
	Manage SNA Scheme Ratio
	Manage CNA Legacy Data
	Scheme Components
	Deactivate Scheme/Bank Acc.

Enter the “Scheme Name or code” in box and click on Search button

Financial Management System-PFMS
Controller General of Accounts, Ministry of Finance

Welcome: power power
User Type: PD
Financial Year: 2025-2026

Search Scheme Component

Scheme Name or Code: 3888

Search

Scheme Name	Code Format	CreatedBy
CLIMATE RESILIENT AGRICULTURE INITIATIVE [1410]	XX.XX.XX	rajan
CSMA A1 [4100]	X.XX.XXX	rajan
SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE [3888]	XX.XX.XX.XX	pdpower
SNA SCHEME 2025 [BR292]	XX.XXX.XXX.XXX	rajan

Add Scheme Component

The already added components are visible on the screen under the **Bulk** tree structure.

Scheme Components

Scheme Short Code: 3888

Scheme Name: SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO ST

Scheme Component Code Format: XX.XX.XX.XX

Back

Edit Scheme Code Format

Instructions

Click one of the Node in the Tree to open the context menu. You can then click Add New or Edit .
Components, are created by Project cell or PD user.
Components, are created by Logged in Admin Agency ,Scheme Manager for State or State Project Cell user.
Components are disabled components.

☐ View Disabled Components

Bulk

- [1]HOUSING FOR POLICE PERSONNEL PART-V
- [2]CONSTRUCTION OF UNITY MALL-PART-VI
- [3]Development of Iconic Tourist Centres
- [4]Construction of Working Women Hostel
- [5]Additional allocation under Part-I on account of Natural Disaster under SASCI 2024-25
- [6]Part-I (Untied) under SASCI 2025-26
- [7]Part-III (CSS share) under SASCI 2025-26
- [8]Part-IV (Incentives for Achieving Target Fixed for Capital Expenditure) under SASCI 2025-26

To **Add New** or **Edit** existing component right click on the component name, fill the details as asked in the dialog box and save the details.

Scheme Components

Scheme Short Code: 3888

Scheme Name: SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPIT

Scheme Component Code Format: XX.XX.XX.XX

Back

Edit Scheme Code Format

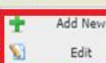
Instructions

Click one of the Node in the Tree to open the context menu. You can then click Add New or Edit .
Components, are created by Project cell or PD user.
Components, are created by Logged in Admin Agency ,Scheme Manager for State or State Project Cell user.
Components are disabled components.

☐ View Disabled Components

Bulk

- [1]HOUSING FOR POLICE PERSONNEL PART-V
- [2]CONSTRUCTION OF UNITY MALL-PART-VI
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- [7]Part-III (CSS share) under SASCI 2025-26
- [8]Part-IV (Incentives for Achieving Target Fixed for Capital Expenditure) under SASCI 2025-26



4.2 E-Sign Enrolment by PD

User: PD

The User Navigates to “S.A.S.C.I>E-sign”



The system opens the "Manage E-Sign Document Format" page, where user can upload or edit or delete the a branding certificates templates based on financial year.

The screenshot shows the "Manage E-Sign Document Format" page. At the top, there is a header with "SASCI" and "E-Sign". Below the header, there is a form with the following fields: "Financial Year:" (dropdown menu with "2025-2026" selected), "Scheme:" (dropdown menu with "3888-SCHEME FOR SPECIAL ASSISTANCE AS LOA" selected), "Document Name:" (text input field), and "Upload Document:" (button "Choose File" and "No file chosen" text). There is an "Add Document" button. Below the form, there is a table titled "E-Sign Details" with the following columns: "Financial Year", "Scheme Name", "Document Name", "Created By", "Document", "Edit", and "Delete". The table contains two rows of data:

Financial Year	Scheme Name	Document Name	Created By	Document	Edit	Delete
2025	3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE	Sign3				
2026	3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE	Sign2				

The user selects the Financial Year, Scheme, Document Name, Upload Document (by Browsing) then clicks on “**Add Document**” button to save the document on which Signatures to be captured while signing the proposal. The added document will appear in below grid with fields FY, Scheme, Document Name and Document with Edit and delete facility. Note: A single pdf allowed to upload for particular year.

The screenshot shows the "Manage E-Sign Document Format" page. At the top, there is a header with "Masters" and "E-Sign". Below the header, there is a form with the following fields: "Scheme:" (dropdown menu with "3888-SCHEME FOR SPECIAL ASSI" selected), "Financial Year:" (dropdown menu with "2024-2025" selected), "Document Name:" (text input field), and "Upload Document:" (button "Choose File" and "No...en" text). There is an "Add Document" button. Below the form, there is a table titled "E-Sign Details" with the following columns: "Financial Year", "Scheme Name", "Document Name", "Document", "Edit", and "Delete". The table contains one row of data:

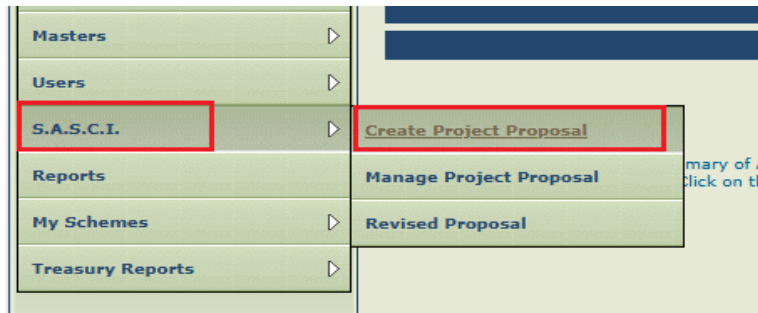
Financial Year	Scheme Name	Document Name	Document	Edit	Delete
2025	3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE	ToSignDocument2025			

5- Project Proposal submitted by SFDU

5.1- Create Project Proposal

User Type: SFDU

The User Navigates to “S.A.S.C.I>Create Project Proposal”



And the page “Scheme Project Proposal” opens, The user selects the Component (M) and click on “Create Proposal” button.

State : Will be autopopulated based on login

If user wants to re-enter the data, then can use the “Reset option”.

A screenshot of the 'Scheme Project Proposal' form. At the top, there's a breadcrumb 'SASCI > Scheme Project Proposal'. Below it, the form title 'Scheme Project Proposal' is displayed. The main form area has a blue header bar with the text 'Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE'. Below this, there are three dropdown menus: 'Financial Year:' (set to 2025-2026), 'State:' (set to BIHAR), and 'Component:' (set to --Select--). To the right of the 'Component:' dropdown are two buttons: 'Create Proposal' (orange) and 'Reset' (blue). A dropdown menu is open for the 'Component:' field, showing a list of options: 01 [HOUSING FOR POLICE PERSONNEL PART-V], 02 [CONSTRUCTION OF UNITY MALL-PART-VI], 03 [Development of Iconic Tourist Centres], 04 [Construction of Working Women Hostel], 05 [Additional allocation under Part-I on account of Natural Disaster under SASCI 2024-25], 01 [Part-I (Untied) under SASCI 2025-26], 03 [Part-III (CSS share) under SASCI 2025-26], 04 [Part-IV (Incentives for Achieving Target Fixed for Capital Expenditure) under SASCI 2025-26], and 06 [Part - V Other Expenses].

Based on Component selection, user will be asked to select the **Project Creation Mode- Either “Single Project” or “Bulk Project”**

SINGLE PROJECT CREATION MODE

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year: * 2025-2026 State: * BIHAR Component: * 05 [Additional allocation unde] Create Proposal Reset

Select Project Creation Mode

☒ Single Project ☐ Bulk Project

Create Project Proposal

Sector: * --Select-- Project Name: * Implementing Agency: * State: * BIHAR

District: * --Select-- Location: * Urban Rural Region1: -- Select -- Region2: -- Select --

Region3: -- Select -- New/Ongoing: * New Ongoing Total Project Cost (Cr): * Project Capital Outlay for 2025-26 (Cr): *

Special Assistance (Loan) Sought (Cr): * Project Start Date: * Project End Date: * Economic Justification (in brief):

Other Details (if Any):

Upload Supporting Document: Choose File No file chosen Add File

Add Project

The user enters the following details:

Sector (M), Project Name (M), Implementing Agency, State(M), District (M), Location (Rural\Urban), Tehsil\Block, Town\Panchayt, Ward\Village, New\Ongoing, Ongoing % of completion as on 01.04.2025, Unpaid Bill (If any) as on 01.04.2025, Total Project Cost (Cr) (M), Project Capital Outlay for 2024-25 (Cr) (M), Special Assistance (Loan) Sought (Cr) (M), Project Start Date (M), Project End Date (M), Economic Justification (in brief) (Non-Mandatory), Other Details (if Any), and Upload Supporting Document (Non-Mandatory) (Multiple supporting documents user can upload) after filling all the details user need to click on **“Add Project”** button.

Two types of facility available to upload on supporting documents:

1. User can upload supporting document at Project level
2. User can upload UC and other supporting documents at Proposal level

Upload Supporting Document:

Choose File

No file chosen

Add File

Project level documentation

Add Project

Project Details

Set Priority	Priority No.	ProjectId	Project Name	Sector	Implementing Agency	State	District	Rural/ Urban	Block/ Tehsil	Panchayat/ Town Village/ War
↑ ↓	1	10 05 001	dummy	Housing and Urban Infrastructure	test	BIHAR	KISHANGANJ	Urban	Bahadurganj	Bahadurganj (NP) - Bahadurgar (NA) - Warc No.7

Upload UC and Other Documents:

Choose File

No fil...hosen

Add File Proposal Level

Proposal Level documentation like UC etc.

☒ Detailed Project Report (DPR) in respect of each project has been obtained by the State Government and kept in the records by State Finance Department.

Submit For Approval

The System Displays the added project in the below grid and similarly user can add multiple projects under one proposal.

BULK PROJECT CREATION MODE

Step1 - User required to down load the excel template by clicking on the link “Download Excel Tempalte”

Scheme Project Proposal

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year: *

2025-2026

State: *

BIHAR

Component: *

05 [Additional allocation undr

Create Proposal

Reset

Select Project Creation Mode

Single Project

Bulk Project

Upload Supporting Excel File:

Choose File

No file chosen

Upload File

Download Excel Template

Project Details

Total Special Assistance (Loan) Sought (Cr):

The downloaded template required to be open and user required to add the project details in the excel in the given format.

☆

🔖

Download

🔍

⋮

SASCI Data Format (9).xlsx

10.2 KB • Done

Bookmarks

ome

Kumar Thakur

User Type :

StateFinanceDepartmentUser

Financial Year:

2025-2026

[BRSFDU01]

Sector	Project Priority	Project Name	Implementing Agency Name	State	District	Location	Block	Panchayat/Village	Tehsil	Town	Ward	New/Ongoing	Ongoing %
Water Resources		Sample Data (Remove It)	Sample Data (Remove It)	DELHI	CENTRAL	Urban			CIVIL LINES	KASHMERE GATE	KASHMERE GATE	New	50

Upload the Excel file only after adding all projects associated with the selected component.

Choose location of saved excel template file and click on upload file button.

Scheme Project Proposal

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year: *
2025-2026

State: *
BIHAR

Component: *
05 [Additional allocation under]

Select Project Creation Mode

☐ Single Project
☒ Bulk Project

Upload Supporting Excel File:

Choose File
SASCI Data.xlsx

Download Excel Template

Upload File

On successful uploading excel file, the message appear “Excel Project(s) uploaded successfully” and below grid updated with project details as provided in the excel.

SASCI → Scheme Project Proposal

Scheme Project Proposal

Excel Project[s] uploaded successfully.

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year: *
2025-2026

State: *
BIHAR

Component: *
05 [Additional allocation under]

Create Proposal
Reset

Select Project Creation Mode

☐ Single Project
☒ Bulk Project

Upload Supporting Excel File:

Choose File
No file chosen

Download Excel Template

Upload File

Project Details Total Special Assistance (Loan) Sought (Cr): 51.00

Project Priority	Priority No.	Project Id	Project Name	Sector	Implementing Agency	State	District	Rural/ Urban	Block/ Tehsil	Panchayat/ Town Village/ Ward	New/Ongoing	Ongoing % of completion as on 01.04.2025	Unpaid Bill(if any) as on 01.04.2025	Total Project Cost	Project Cost	
1	1	07/05/001	Sample Data [Remove It]	Agriculture	Sample Data [Remove It]	DELHI	CENTRAL	Urban	CIVIL LINES	KASHMERE GATE	KASHMERE GATE	New	0.00	0.00	53.00	

In case of Errors

To correct the errors in Excel file, please click on “Download error details file” and see the error description added in the last column. Repeat the process until all errors are

resolved.

SASCI → Scheme Project Proposal

Scheme Project Proposal

There is some error in excel data. Please download excel & review

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year: * 2025-2026 State: * BIHAR Component: * 05 [Additional allocation unde Create Proposal Reset

Select Project Creation Mode

☐ Single Project ☒ Bulk Project

Upload Supporting Excel File:

Choose File No file chosen Upload File Download error details file

Download Excel Template

After adding the data through excel, User can upload UC and other supporting documents at Proposal level (as described above).

Once all the project successfully added in the grid, the user will click on the checkbox **“Detailed Project Report (DPR) in respect of each project has been obtained by the State Government and Kept in the records by State Finance Department”**.

Upload Supporting Document:

Choose File No file chosen Add File

Add Project

Project Details

Set	Priority	Priority No.	ProjectId	Project Name	Sector	Implementing Agency	State	District	Rural/ Urban	Block/ Tehsil	Location Panchayat/ Town Village/ Ward	New/Ongoing	Ongoing % of completion as on 01.04.2025	Unpaid Bill(if any) as on 01.04.2025	Total Project Cost
☒	1	10[05]001	dummy	Housing and Urban Infrastructure	test	BIHAR	KISHANGANJ	Urban	Bahadurganj	Bahadurganj (NP)	Bahadurganj (NA) - Ward No.7	New	0.00	0.00	500.00
☒	2	10[05]002	P2	IT	IA	BIHAR	KISHANGANJ	Urban	Kishanganj	Kishanganj (Nagar Parishad)	Kishanganj (M) - Ward No.23	New	0.00	0.00	5000.00

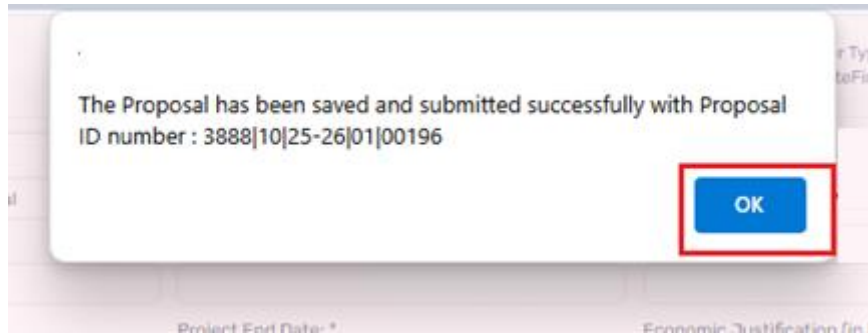
Upload UC and Other Documents:

Choose File No file chosen Add File Proposal Level

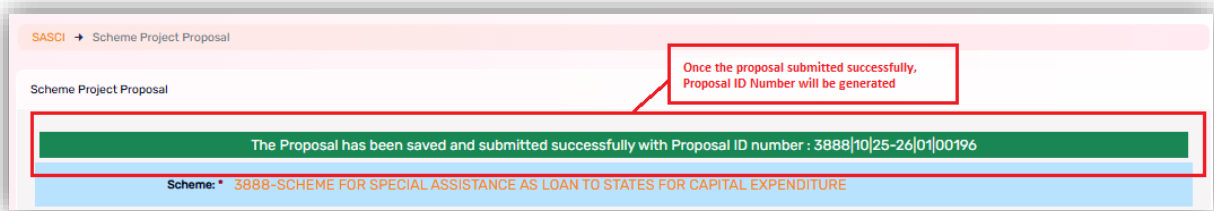
☒ Detailed Project Report (DPR) in respect of each project has been obtained by the State Government and kept in the records by State Finance Department.

Submit For Approval

Upon Clicking **“Submit for Approval”** the confirmation message will be displayed on the screen **“The Proposal has been saved and submitted successfully with Proposal ID Number [Proposal ID Numer:- xxxx|xx|xx-xx|xx|xxxxx]”** after that the user noted down the proposal ID and then clicks on **“OK”** button.



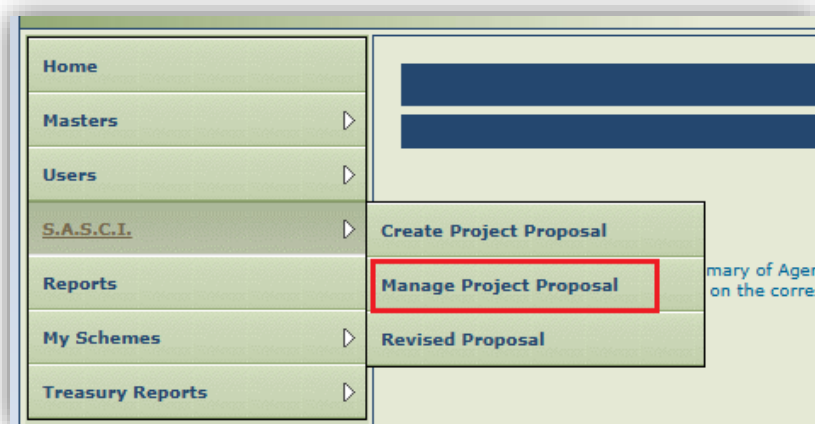
User will be able to see the below screen once the proposal is submitted.



5.2- Manage Project Proposal

User: SFDU

The User Navigates to “**S.A.S.C.I>>Manage Project Proposal**” and the page “**Manage Project Proposal**” page opens.



The user selects the State (Autofilled), Component (M), Status (Non Mandatory) and Proposal ID (Non Mandatory) to view the proposal details. Based on Status selection, the user clicks on “**Search**” Button and list of Proposal Details will be displayed for selection.

SASCI → Manage Scheme Project Proposal

Manage Scheme Project Proposal

Scheme: 3888-Scheme for Special Assistance as Loan to States for Capital Expenditure

Financial Year: 2025-2026 State: BIHAR Component: --Select-- Status: All

Proposal Id: Search

Manage Project Proposal Details

Based on Status selection, the user clicks on **“Search”** Button and list of Proposal Details will be displayed for selection.

Note: The user can search not submitted proposal by selecting status as "Created" in the status field. On the Project Details screen, the user can edit an existing proposal using the edit icon and submit it, delete it to start a new proposal, or click **“Add New Project”** to enter a new proposal, and finally click the **“Submit”** button to save changes.

As soon as the user clicks on the Submit button, their proposal will start appearing in the **SSA (Scheme Signing Authority) Login**.

Project Details

% completion as on 01.04.2024	Unpaid Bill (if any) as on 01.04.2024	Total Project Cost	Project Capital Outlay for 2024-25	Special Assistance (Loan) Sought under the Scheme	Project Start Date	Project End Date	Uploaded File	Economic Justification	Other Details	Edit	Delete
0.00	0.00	8.00	7.00	6.00	01/05/2025	05/05/2025		obmbm	bmbmb		

Submit Add New Project Back

Either user can edit existing proposal and submit or can delete and start with new project proposal

User can edit and submit

In case user need to "Add New Project". By clicking on Add New Project Button, User can Add New Project Proposal.

To view already submitted Proposal by navigating status as “Submitted”

SASCI → Manage Scheme Project Proposal

Manage Scheme Project Proposal

Scheme: 3888-Scheme for Special Assistance as Loan to States for Capital Expenditure

Financial Year: 2025-2026 State: BIHAR Component: 05 [Additional allocation undi Status: Submitted

Proposal Id: Search

Manage Project Proposal Details

Proposal Id	Status	Remarks [PD]	Remarks [SSA]	Proposal ID Creation Date
3888\10\25-26\05\00287	Submitted			26-May-2025
3888\10\25-26\05\00285	Submitted			23-May-2025
3888\10\25-26\05\00256	Submitted			16-May-2025
3888\10\25-26\05\00255	Submitted			16-May-2025
3888\10\25-26\05\00209	Submitted			07-May-2025

User click on proposal ID to view the details of that Submitted proposal.

SASCI → Proposal Details

Scheme Project Proposal

Financial Year: 2025-2026 State: BIHAR Component: 05 [Additional allocation under Part-I on account of Natural Disaster under SASCI 2024-25] Proposal Id: 388810|25-26|05|00285 Status: Submitted

Remarks [SSA]: Remarks [PD]:

Project Details Total Project Cost(Cr): 106.00

Priority No.	ProjectId	Project Name	Sector	Implementing Agency	State Name	District	Rural/ Urban	Location	New/Ongoing	% completion as on 01.04.2025	Unpaid Bill(if any) as on 01.04.2025	Total Project Cost	Project C for
1	07 05 001	Sample Data [Remove It]	Water Resources	Sample Data [Remove It]	DELHI	CENTRAL	Urban	CIVIL LINES KASHMERE GATE	New	55.00	54.00	53.00	€
2	07 05 002	data3	Water Resources	data4	DELHI	CENTRAL	Urban	CIVIL LINES KASHMERE GATE	New	55.00	54.00	53.00	€

6- Project Proposal Approval by SSA

User Type: Scheme Signing Authority (SSA)

The User Navigates to “S.A.S.C.I >> Approve Project Proposal” and the page “Approve Project Proposal” page opens. User will see the below screen details.

Public Financial Management System-PFMS
(formerly CPSMS)
O/o Controller General of Accounts, Ministry of Finance

Home

S.A.S.C.I. ▶ Approve Project Proposal

UC-CSS ▶ Approval SSA

The proposal sent by SFDU will appear in the 'Approve Project Proposal' section for the SSA, showing the status as 'Received' in the grid mentioned below. Once the user selects the Component (M), Status (optional), or Proposal ID (optional), then clicks on the 'Search' button to view the proposal details.”

Approval of Project Proposal

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year: 2025-2026 State: BIHAR Component: --Select-- Status: All

Proposal Id: Enter Proposal Id Search Reset

Manage Proposals

Proposal Id	Status	Remarks [SSA]	Remarks [PD]	Proposal ID Creation Date
3888[10]25-26[05]00280	Received			22-May-2025
3888[10]25-26[05]00279	Received			16-Apr-2025

Click on the **Proposal ID** to view the project details. To edit a proposal, scroll to the right in the grid and click the **Edit** option.

After completing the required changes, click on the '**Approve with eSign**' button to continue.

Project Details

Project Capital Outlay for 2024-25	Special Assistance (Loan) Sought under the Scheme	Project Start Date	Project End Date	Upload File	Economic Justification	Other Details	Edit
8.00	5.00	01/05/2025	05/05/2025	obmbm	bmbmb		

Approve with eSign Reject

If user wants to Edit something, can Edit from here

When the user clicks the '**Approve with eSign**' button, they will be prompted to review and sign the certificates. If they choose to proceed, they will be redirected to the e-signature page to complete the process.

After being redirected to e-sign, the certificate page will open. Enter the aadhaar number and you will receive an OTP on your mobile. Once you enter the OTP, click the "**continue**" to complete the process.

eSign Authentication

Transaction ID
ASP Name
Current Time:

Aadhaar Number: Enter UID or VID

Enter OTP Enter OTP

ESP - Verays Technologies Pvt Ltd, Mumbai

Applicant's Declaration and Consent for sharing Aadhaar details for online Aadhaar based authentication and/or eKYC and/or eSign

I agree and give my consent to submit my Aadhaar identity information for authentication only with UIDAI CIDR. This identity information includes my Aadhaar number or VID and my biometric information and/or OTP.

I am aware that my demographic data like name, address, date of birth, gender, phone number, email and photo will be returned by UIDAI CIDR to Verays Technologies Pvt. Ltd. I give my consent to Verays Technologies Pvt. Ltd. to use this demographic data to create my eKYC account and/or issue DSC and/or to eSign my documents by Verays CA.

Further, I agree and give my consent to voluntarily share my Aadhaar based eKYC to avail Digital Signature Certificate and/or ESign services from Verays Technologies Pvt. Ltd.

I am aware that, there are other methods to obtain KYC such as by filling up a paper application and providing the necessary supporting documents like PAN card and Driving Licenses etc.

I also understand that this information may be disclosed to law enforcing agencies as per the provisions of IT Act 2000 and the rules and regulations of CCA, MEITY, Govt. Of India or by any other applicable act or by order of any competent court and/or authority.

By choosing to continue and, I as the applicant/subscriber agree to the terms and conditions mentioned in the Verays CA e-KYC subscriber agreement.

I have read and understood and agree/consent to the above.

English

On Receiving a success E-signing response, Signing details added on Branding certificate in left bottom page.



Once user successfully e-sign the certificates, the proposal ID status changed to “Approved (SSA)”.

Proposal 3888 10 25-26 05 00279 has been successfully approved					
Scheme: 3888 [SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE]					
Financial Year:	State:	Component:	Sector:	Proposal Id:	Status:
2025-2026	BIHAR	05 [Additional allocation under Part-I on account of Natural Disaster under SASCI 2024-25]	Health	3888 10 25-26 05 00279	Approved [SSA]

As soon as the SSA approves the proposal, it will be sent to the PD for approval process.

7- Project Proposal Final Approval by PD

Once the PD processes the proposal, they will follow the steps outlined below:

User Type: PD

The User Navigates to **S.A.S.C.I. >> Proposal Approval** and the page “**Application of Project Proposal**” opens.



The user selects the Financial Year (M), State (M), Component (M), Status and Proposal ID and then clicks on “Search” button.

Note: Here , PD user needs to manually select the State (as it is not auto-populated).

The image shows a web form titled 'Approval of Project Proposal'. It includes a breadcrumb trail: 'SASCI → Approval of Project Proposal [PD] → Approval'. Below the title, it says 'Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE'. The search filters are highlighted with a red rectangle: 'Financial Year:*' (dropdown with '2025-2026'), 'State:*' (dropdown with '--Select--'), 'Component:*' (dropdown with '--Select--'), 'Status:' (dropdown with 'All'), and 'Proposal Id:' (text input with placeholder 'Enter Proposal Id'). There are 'Search' and 'Reset' buttons.

As soon as the PD clicks on the search button, the list of proposals based on status selection shall appear in the grid.

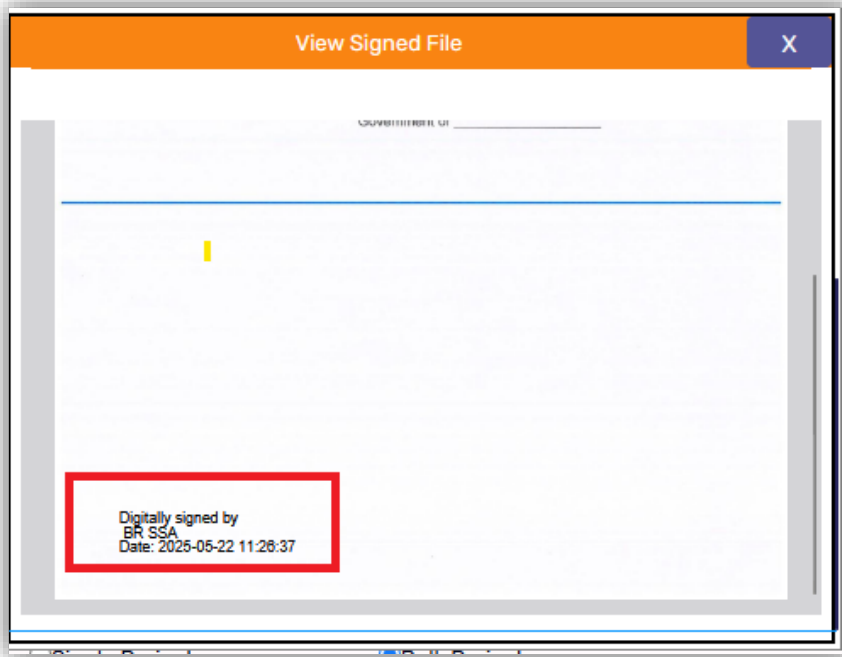
The image shows a table titled 'Manage Proposals'. The table has columns: 'Proposal Id', 'Status', 'Remarks [SSA]', 'Remarks [PD]', 'Creation Date', 'SSA Approval', and 'View Proposal'. The first two rows are highlighted with a red rectangle.

Proposal Id	Status	Remarks [SSA]	Remarks [PD]	Creation Date	SSA Approval	View Proposal
3888 10 25-26 01 00207	Approved [SSA]			07-May-2025		
3888 10 25-26 01 00188	Approved [PD]		Approved by pd	01-May-2025		

On click of link available on **SSA Approval**, The E-sign on branding certificate dispalyed on screen.

The image shows the same 'Manage Proposals' table. The 'SSA Approval' column is highlighted with a red rectangle, showing two red circular icons with white dots.

Proposal Id	Status	Remarks [SSA]	Remarks [PD]	Creation Date	SSA Approval	View Proposal
3888 10 25-26 05 00280	Approved [SSA]			22-May-2025		
3888 10 25-26 05 00279	Approved [SSA]			16-Apr-2025		



On click of link available on View Proposal, The PD user can download the report of projects of selected proposal ID.

Approval of Project Proposal

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year:* 2025-2026 State:* BIHAR Component:* 05 [Additional allocation under P] Status: All Proposal Id: Enter Proposal Id Search Reset

Manage Proposals

Proposal Id	Status	Remarks [SSA]	Remarks [PD]	Creation Date	SSA Approval	View Proposal
3888[10]25-26[05]00280	Approved [SSA]			22-May-2025	•	•
3888[10]25-26[05]00279	Approved [SSA]			16-Apr-2025	•	•

The report shall appear in below format and there is a link “**Download Excel**” provided at top of page to download the project details in excel format and click on “**Print**” button to generate the print of report.

Print
Download Excel

Back

1 Project

Project No. 1

District ARARIA

Village/ Ward

Total Project Cost 800.00

Completion End Date 04/05/2025

Project Name P2

Location Urban

New/ Ongoing New

Project Capital Outlay for 2025-26 200.00

Implementing Agency IA

Sector Health

Block/ Tehsil

Ongoing % of completion as on 01.04.2025 0.00%

Special Assistance (Loan) Sought under the Scheme 200.00

Economic Justification dsf

State BIHAR

Panchayat/ Town

Unpaid Bill(if any) as on 01.04.2025 0.00

Completion Start Date 04/05/2025

Other Details sdf

2 Project

Project No. 2

District AURANGABAD

Village/ Ward

Total Project Cost 585.00

Completion End Date 28/05/2025

Project Name uyt

Location Urban

New/ Ongoing New

Project Capital Outlay for 2025-26 66.00

Implementing Agency reter

Sector Health

Block/ Tehsil

Ongoing % of completion as on 01.04.2025 0.00%

Special Assistance (Loan) Sought under the Scheme 7.00

Economic Justification g

State BIHAR

Panchayat/ Town

Unpaid Bill(if any) as on 01.04.2025 0.00

Completion Start Date 04/05/2025

Other Details dg

3 Project

Project No. 3

District KISHANGANJ

Village/ Ward

Total Project Cost 65.00

Completion End Date 06/06/2025

Project Name jhfg

Location Urban

New/ Ongoing New

Project Capital Outlay for 2025-26 53.00

Implementing Agency ghf

Sector Health

Block/ Tehsil

Ongoing % of completion as on 01.04.2025 0.00%

Special Assistance (Loan) Sought under the Scheme 53.00

Economic Justification

State BIHAR

Panchayat/ Town

Unpaid Bill(if any) as on 01.04.2025 0.00

Completion Start Date 04/05/2025

Other Details

As soon as the user clicks on the Proposal ID, the screen will open displaying the details.

SASCI → Approve Project Proposal Details- PD → Approval

Approve Project Proposal Details

Scheme: 3888 [SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE]

Financial Year: 2025-2026

State: BIHAR

Component: 05 [Additional allocation under Part-I on account of Natural Disaster under SASCI 2024-25]

Proposal Id: 3888[10]25-24[05]00280

Status: Approved [SSA]

Remarks [SSA]:

Remarks [PD]:

Project Details Total Special Assistance (Loan) Sought (Cr): 1531.00

Scroll the project right to take Action →

Priority No.	ProjectId	Project Name	Implementing Agency	State Name	District	Rural/ Urban	Location Block/ Tehsil	Panchayat/ Town/Village/ Ward	New/ Ongoing	Ongoing % of completion as on 01.04.2025	Unpaid Bill(if any) as on 01.04.2025	Total
1	10[05]001	P2	IA	BIHAR	ARARIA	Urban			New	0.00%	0.00	
2	10[05]002	uyt	reter	BIHAR	AURANGABAD	Urban			New	0.00%	0.00	
3	10[05]003	jhfg	ghf	BIHAR	KISHANGANJ	Urban			New	0.00%	0.00	
4	10[05]004	p2	fds	BIHAR	MADHEPURA	Urban	Madhepura		New	0.00%	0.00	

Proposal Document Details

Communicate to State Back

After scrolling right, the user will click on "Actions" and submit the response as Approve, Reject, or Approve with Modification .

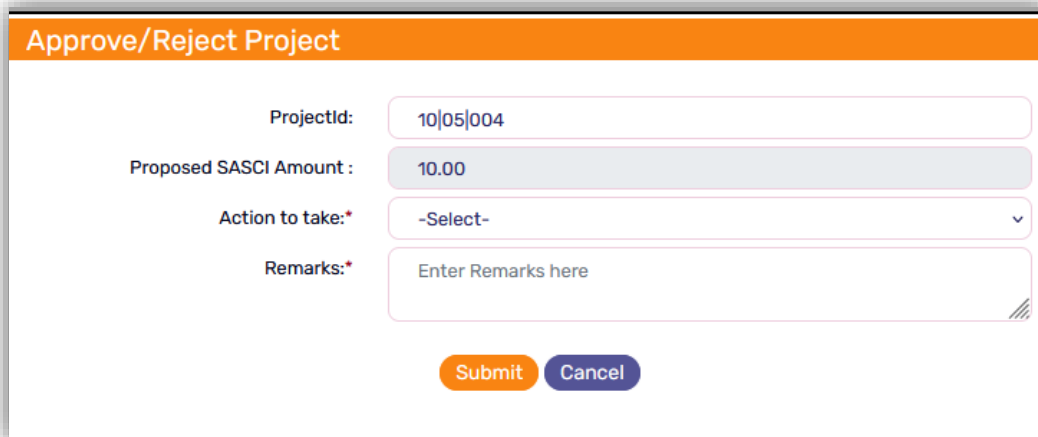
Project Details

Scroll the project right to take Action →

Capital Outlay 24-25	Special Assistance (Loan) Sought under the Scheme	Approved Amount	Project Start Date	Project End Date	Upload File	Economic Justification	Other Details	Action	Remarks
3.00	600.00	0.00	05/05/2025	27/06/2025		dsf	sdf		
1.00	28.00	0.00	24/05/2025	31/07/2025		fgdf	dfgdf		

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Once the user clicks on the "Action" button, the following screen will appear, with all the information auto-filled. The user only needs to enter the Action to take and remarks.



Approve/Reject Project

ProjectId: 10|05|004

Proposed SASCI Amount : 10.00

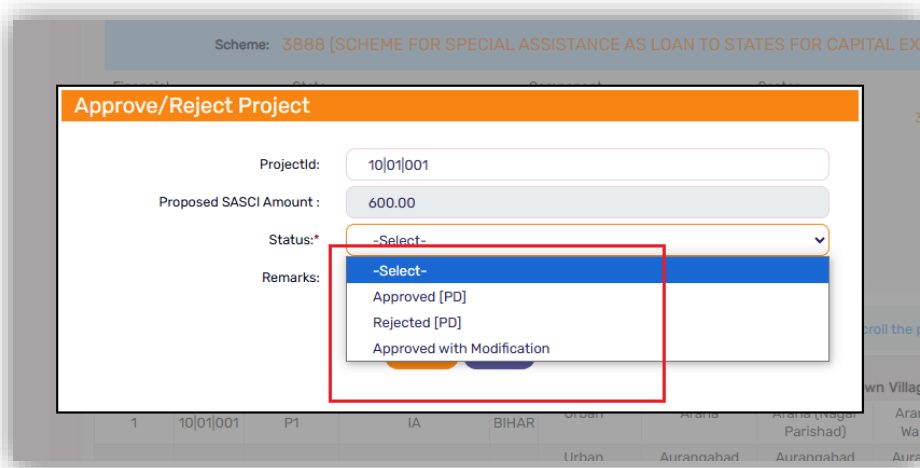
Action to take: * -Select- ▼

Remarks: * Enter Remarks here

Submit Cancel

In the "**Action to Take**" field, the user will see three options:

1. Approved [PD] – to approve the project
2. Rejected [PD] – to reject the project
3. Approved with Modification – to approve the project SASCI loan amount with some modification.



Scheme: 3888 [SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EX

Approve/Reject Project

ProjectId: 10|01|001

Proposed SASCI Amount : 600.00

Status: * -Select- ▼

Remarks: -Select-
Approved [PD]
Rejected [PD]
Approved with Modification

1	10 01 001	P1	IA	BIHAR	Urban	Aurannabad	Aurannabad	Aurannabad	Aurannabad
---	-----------	----	----	-------	-------	------------	------------	------------	------------

The user can select the appropriate status from these options, enter any remarks, and then click the "Submit" button.

Approve/Reject Project

ProjectId: 10|01|001

Proposed SASCI Amount : 600.00

Status: -Select-

Remarks: Enter Remarks here

Submit Cancel

Once Action provided for each project, The green bar updated with action as taken up by user and the button **“Communicate to state”** activated when action on all projects have been saved.

Project Approved [PD] successfully.

[SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE]

State: BIHAR Component: 05 [Additional allocation under Part-I on account of Natural Disaster under SASCI 2024-25] Proposed: 3888|10|25-2

Remarks [PD]:

Sought (Cr): 1531.00

Implementing Agency	State Name	District	Location			New/ Ongoing
			Rural/ Urban	Block/ Tehsil	Panchayat/ Town/Village/ Ward	
IA	BIHAR	ARARIA	Urban			New
ter	BIHAR	AURANGABAD	Urban			New
hf	BIHAR	KISHANGANJ	Urban			New
ds	BIHAR	MADHEPURA	Urban	Madhepura		New

Communicate to State Back

On the click of Communicate to state button, remarks to be provided at proposal level and click on submit button to share the reponse with states (SFDU and SSA user)

05 [Additional allocation under Part-I on account of Natural

Communicate to State

Proposal Number: 3888|10|25-26|05|00280

Remarks:

Enter Remarks here

Submit Cancel

After adding remarks the below mesaage appear.

training.pfms.gov.in

Proposal Approved, Infomation shared with SSA & SFDU User.

OK

If any or all project gets approved by PD, status changes to **Approved (PD)**.

SASCI → Approve Project Proposal Details- PD → Approval

Approve Project Proposal Details

Proposal Approved, Infomation shared with SSA & SFDU User.

Scheme: 3888 [SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE]

Financial Year: 2025-2026	State: BIHAR	Component: 05 [Additional allocation under Part-I on account of Natural Disaster under SASCI 2024-25]	Proposal Id: 3888 10 25-26 05 00280	Status: Approved [PD]
------------------------------	-----------------	---	--	--------------------------

Remarks [SSA]:

Remarks [PD]: updated

The status changes to "Rejected (PD)" only if all the projects are rejected by PD

Proposal Rejected, Infomation shared with SSA & SFDU User.

OK

To check the proposal status in the PD Login, they need to search by selecting the Financial Year (Mandatory), State (Mandatory), Component (Mandatory), Status (As Required), and Proposal ID (if recalled), or use the "All" status option to find their proposal.

Approval of Project Proposal

Scheme: 3888-SCHEME FOR SPECIAL ASSISTANCE AS LOAN TO STATES FOR CAPITAL EXPENDITURE

Financial Year:*

2025-2026

State: *

DELHI

Component:*

01 [HOUSING FOR POLICE PERSONNEL]

Status:

All

Proposal Id:

Enter Proposal Id

Search

Reset

Manage Proposals

Proposal Id	Status	Remarks [SSA]	Remarks [PD]	Creation Date	SSA Approval	View Proposal
3888[07/25-26/01/00291]	Rejected [PD]		project rejected	27-May-2025		
3888[07/25-26/01/00286]	Approved [PD]		treretret	26-May-2025		
3888[07/25-26/01/00283]	Approved [SSA]			23-May-2025		
3888[07/25-26/01/00282]	Approved [SSA]			23-May-2025		
3888[07/25-26/01/00263]	Approved [SSA]			19-May-2025		
3888[07/25-26/01/00262]	Approved [PD]		Approve with modified.	19-May-2025		
3888[07/25-26/01/00253]	Approved [PD]		app	16-May-2025		
3888[07/25-26/01/00251]	Approved [SSA]	Approve by Sonu	Rejected	15-May-2025		
3888[07/25-26/01/00246]	Approved [SSA]	Approve by Sonu		15-May-2025		
3888[07/25-26/01/00245]	Approved [SSA]	Approve by Sonu		15-May-2025		

FAQ on SASCI Scheme

Sr. No	FAQ	Reply
1.	Who will create SSM user?	SFDU will create the SSM user.
2.	Who will create SASCI Scheme as SLS (State Linked Scheme)?	SPCU (State Project Cell User) will create SASCI Scheme as SLS and then marked to respective SSM for mapping. <i>Note: If SASCI Scheme as a SLS already created in the PFMS, then there is no need to create new SLS. The same SLS can be used while the SSA user creation.</i>
3.	Who will create SSA user?	SSM (State Scheme Manager) creates SSA user within their state. <i>SSA user will be approved by SFDU.</i> <u>New SSA User :</u> Navigate Users>>All User Type Registration *Where select Type of User as 'Scheme Signing Authority' * Select Scheme as State SLS <u>Existing SSA User :</u> Ensure user mapped with State SLS.
4.	Who is SSA & what is his/her role and responsibility?	SSA (Scheme Signing Authority) is an operational user who should be mapped with SASCI Scheme as SLS. It should be an Additional Chief Secretary/Principal Secretary/Secretary, Finance Department of the State Government/UT Administration.
5.	Who will create scheme components on PFMS?	PD user of SASCI Scheme will create scheme components on PFMS.
6.	Who will add sectors of the SASCI projects?	PD user will add the sectors of the scheme.
7.	Who will upload Utilization Certificate?	SFDU (State Finance Department User) will upload Utilization Certificate while submitting the proposal. SSA user can also upload the UC.
8.	Can multiple projects be added in a single proposal?	Yes , multiple projects can be added in a single proposal through Bulk Project option. User required to down load the excel template by clicking on the link " Download Excel Template " The downloaded template required to be open and user required to add the project details in the excel in the given format and upload it.
9.	Who will e-sign the proposal submitted by SFDU?	SSA will e-sign the proposal submitted by SFDU through approve with e-sign button. SSA User will enter the aadhaar number and

		receive an OTP on his/her mobile. Once enter the OTP, click on the " continue " to complete the process.
10.	Can proposals/projects created by SFDU be edited/deleted before submission to SSA?	Yes, The SFDU User Navigates to " S.A.S.C.I>>Manage Project Proposal " and open the page " Manage Project Proposal ". User select the required details and click on " Search " Button. The list of Proposal Details will be displayed for selection/necessary action(Edit/Delete)
11.	Can SSA user modify the details of projects in a proposal before e-sign/approval?	Yes, SSA can modify the details of projects using ' Edit ' button available on 'Approve Project Proposal' page.

Abbreviations:

- SSM- State Scheme Manager(State Department User)
- SSA- Scheme Signing Authority(State Department User should be of Secretary Rank)
- SPCU- State Project Cell User(State Directorate PFMS)
- SFDU- State Finance Department User
- SLS- State Link Scheme
- PD- Program Division User(DoE)