OFFICE OF THE DIRECTOR OF WORKS ACCOUNTS
FINANCE (WORKS & PROJECTS) DEPARTMENT

Memo No.DWA/Hys/Sn-II/A-8/2014-15/   *49*,   **Date:** 8 -05-2014.

Sub:- BMS – Class IV GPF Data – Providing "Accept & Lock" service to Lock the
data – Instructions issued.

Ref:- 1) Memo No.DWA/Hyd/Sn-II/A-8/2013-14/559, dt:28-02-2014.
2) Memo No.DWA/Hyd/Sn-II/A-8/2013-14/582, dt:14-03-2014.

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In continuation of this office memos cited, all the PAO/APAOs are informed that, further facility is provided to "Accept & Lock" the uploaded data of Class –IV GPF Credits and Debits from April 2014 onwards. Posting of credits and debits and tallying should be completed by the scheduled date as per "Calendar". A report as given at Screen-II is available in both DEO login as well as in PAO login.

The concerned auditor shall take a printout and submit to the PAO(W&P) through the concerned Superintendent, who will authenticate it. Authenticated statements are to be filed for record. PAO(W&P) after authentication should lock the data. There after no edit or delete is possible. The details of the screens are as follows:

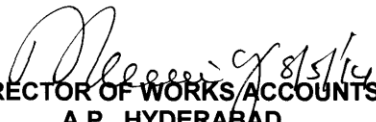| Screen-I	Menu →GPF Reports →GPF Acceptance Click on G.PF Acceptance, select Financial Year, Month and Type (I.e., Credits/Debits) as the case may be and then click on *"show"* button.
Screen-II	Details of Type selected in screen-I will be displayed Department wise. Verify the total voucher amount and total posted amount and ensure that, there will not be any Difference amount. If there is any difference amount, the PAO will not be able to "Accept & Lock" the Data.

	After tallying total voucher amount and total posted amount department wise, select the Superintendent, Auditor concerned and notify the remarks if any in Remarks box and then click on "Accept & Lock" button. A message will be displayed on screen that *"Are you sure you want Lock the Data???"* to reconfirm. Click on **OK** button to "Accept & Lock" the data. Data will be locked and accepted date and time will be displayed. Once the data is locked, no one can Edit or Delete the locked data. Take a printout and file a copy of locked data every month.

All the PAO/APAOs are requested to upload the April 2014 data and take a printout of "Accepted & Locked" data by 25-05-2014 positively.

Encl:- Screen shots.

DIRECTOR OF WORKS/ACCOUNTS,
A.P., HYDERABAD.

To
All the PAOs/APAOs.
Copy to all the JDWAs.

GPF PAO Acceptance

Fin Year:	2013-2014
Month	May 2013
Type:	Select One
	Select One
	Credits
	Debits

GPF PAO Acceptance

Fin Year:	2013-2014
Month	May 2013
Type:	Credits

Show

GPF PAO Acceptance

Fin Year:	2013-2014	▾	
Month	May 2013	▾	
Type:	Credits	▾	
		Show	

S.No.	Department	TOTALVOUCHERAMOUNT	TOTALPOSTEDAMOUNT	DIFFERENCE
1	Irrigation	2260180	2260180	0
2	Projects	336200	336200	0
3	Roads & Buildings	0	0	0
4	Panchayat Raj	0	0	0
5	Public Health	0	0	0
6	Forest	0	0	0
7	Finance & Corporations	51997	51997	0
8	National Highways	0	0	0
	Total	2648377	2648377	0

Superintendent:	T. Lokeswara Rao ▾
Auditor:	P. Srinivasa Rao ▾
Remarks(If any):	

Note: Once you Lock the data.You will not able to Edit or Delete

Accept & Lock

Type: Credits

Are you sure you want Lock the Data???

OK	Cancel

GPF PAO Acceptance

Fin Year:	2013-2014 ▼
Month	May 2013 ▼
Type:	Credits ▼

Show

S.No.	Department	TOTALVOUCHERAMOUNT	TOTALPOSTEDAMOUNT	DIFFERENCE
1	Irrigation	2260180	2260180	0
2	Projects	336200	336200	0
3	Roads & Buildings	0	0	0
4	Panchayat Raj	0	0	0
5	Public Health	0	0	0
6	Forest	0	0	0
7	Finance & Corporations	51997	51997	0
8	National Highways	0	0	0
	Total	2648377	2648377	0

Superintendent:	T. Lokeswara Rao ▼
Auditor:	P. Srinivasa Rao ▼
Remarks(If any):	asdsdsdaasd
Accepted Date:	06/05/2014 17:07:59

Note: Once you Lock the data.You will not able to Edit or Delete