



Last Login: Wednesday, September 15, 2021 5:48:08 PM

[New User Manual](#)

[New Import/Transfer Employee Instruction](#)

Tuesday, September 21, 2021 12:05:00 PM

You are logged as : (RSPEDU0026...PRINCIPAL GOVT DEGREE COLLAGE)

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DDO Code	RSPEDU0026	Designation	PRINCIPAL GOVT DEGREE COLLAGE
Department	Higher Education Department	Field Department	Higher Education Department
Total No of Employees	50	Verified No of Employees	50

Following details must be Updated in cpis before porting data to jkpaysys:

1. Employee Must be Active in CPIS login.
2. Dob, Doj, Designation, cadre, Mobile must be filled in cpis.
3. Salary details in form 7 (CPIS) must be filled properly.
4. Account Number (16 digit), pan, qpf etc must be filled properly.

[Steps to Raise a Request for data updation in CPIS](#)

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- Home
- Change Password
- View All Employee
- Modify DDO Profile
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- Current Posting Details
- Ddo scheme/Post Mapping
- Superannuation Report
- Transfer
 - Transfer Employee
 - Join Employee
 - Search Employee

S. A. -
Suresh Kumar
for n.a.

M/S Namita Singh
Computer
HOD for n.a.
K. Kesava
20/12/17

Dr. Romy Jethi
Staff Secretary



K. Kesava

to consolidate
among Teaching staff
to the needful
most urgent. (16)

Ret-895
02/12/17

**Government of Jammu and Kashmir
Higher Education Department, Civil Secretariat, Jammu**

Minutes of Meeting

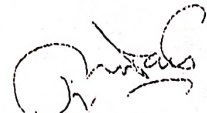
A review/video conference of all principals of GDCs was held by Principal Secretary, Higher Education Department at Jammu (through VC) on 30th of November, 2017 regarding implementation of Centralized Personnel Information System (CPIS) in HeD.

ii. Shri Suvas Chand, Scientist (B), NIC Jammu along with Mr. Rakesh Mohan Datt, AP, GCW Gandhi Nagar, Jammu briefed the participants on CPIS. GDC Principals (DDOs) updated about current status of uploading of services details of their employees on CPIS (web portal) as per following format.

- i. college name
- ii. ddo name/designation
- iii. ddo ag code
- iv. mobile number
- v. email id
- vi. total teaching staff (Number)
- vii. total non-teaching staff (Number)
- viii. teaching staff registered on cpis
- ix. non-teaching staff registered on cpis

III. All GDCC principals may submit to consolidate progress report though Nodal Principals who may mail their reports to asgarsamoon@gmail.com latest by 3rd December for review by Chief Secretary on 4th December as per the following format.

IV. Concerned DIOs of NIC / Assistant Professors (Computer Sciences) of concerned GDCs shall assist all GDC Principals to complete uploading of details of all employees in enclosed prescribed format on CPIS portal by 31st of December 2017.


Rakesh Mohan Datt
(AP, GCW GANDHI NAGAR)
30.11.2017

Government of Jammu and Kashmir
Finance Department
(www.jkdat.nic.in)

CIRCULAR

Subject: Corrections/ modifications in respect of employees' data in centralized Personnel Information System (CPIS).

It has been observed that with the implementation of JkPaySys in the Union Territory of Jammu and Kashmir, the DDOs are frequently approaching this Directorate regarding fetching of employee data from common pool of CPIS, rectification in the personal details and posting details, besides accounting errors in generation of bills at JkPaySys.

There are prescribed forms (FORM 1 to FORM 8) in CPIS where information is to be recorded/updated from time to time. Certain fields in CPIS require one time updation while regular updation is required in other fields on promotion, transfer, etc.

The CPIS contains sensitive data like name, parentage, Date of Birth, Pay and pay scale, GPF/SLI/NPS, Bank details, nominees and posting details, etc. The name, Parentage and Date of Birth are recorded in the Service Book in beginning of the service career under signatures of the employee concerned to obviate any deviation while preparing the Service record of the employee. The correct information recorded in the beginning of the service career is basis for accurate and flawless maintenance of Service record.

With the intervention of Technology in maintenance of Service records followed by payments like Salary, wages, GPF etc, DDOs are approaching this Directorate for effecting corrections in the record of employees.

All these issues have been examined. In order to address these issues, there is a set procedure in relevant books governing the fields. The provisions regarding recording the Date of Birth of the employees and any changes thereafter are already laid down in the J&K Civil Services Regulations, 1956 under Article 35-A, 35-AA and Rule 287 under Chapter 12 of General Financial rules, 2017. In this regard, the Head of Department after following due procedure as given in the Rule Book in consultation with Administrative Department & Director Finance/FA/CAOs/AOs posted in the concerned office may allow the DDO to make the necessary corrections through NIC-JK Unit.

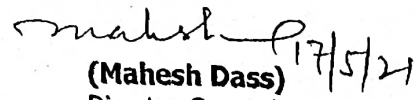
mahesh
17/5/21

NIC-JK Unit shall allow changes in CPIS data with respect to sensitive data like Date of Birth, Employee Name, Parentage, Address, etc on recommendations of HoD. The DDO shall upload the Aadhar Number, PAN Number and the first page of Service Book of the employee on CPIS portal, besides ensuring data consistency. The NIC shall ascertain the duplicity of the CPIS number and after verification shall freeze the data under intimation to this Directorate along with the trailing data. The promotions/transfer/nominee data of employees on CPIS shall remain open for DDOs for its updation.

The correction in GPF/SLI code/ number and NPS Number shall also be made by the DDOs with the documentary proof. The data once updated shall not be allowed for alteration by NIC-JK.

Similarly, regarding change of Bank account of the employees, it is advised that the Bank account of the employee shall not ordinarily be changed as the banks are fully computerized with anywhere banking facilities. For proper and smooth functioning of online transactions in respect of employees/parties processed through JkPaySys, Treasury and e-Kuber, their personal information in respect of Bank account details shall be 100 % correct. In case of change in Bank/ Bank Account number of the employees, the DDO shall seek no objection certificate from the employee with respect to previous Bank for any outstanding loan/ advances, etc.

Subsequently, the NIC Unit shall allow the concerned DDO to update the data. Once the data is updated by the DDOs, no alteration shall be permissible. However, updation with respect to fields on account of promotion, transfer, pay regulation, nominee, etc shall be allowed by DDO on the basis of documentary proof for which DDO shall be personally responsible. The site shall be open for data updation in 3rd week of every month.


(Mahesh Dass) 17/5/21
Director General,
Accounts and Treasuries,
Finance Department.
Dated: 17.05.2021

No. DGAT/PS/DR/ 115

Copy to the:

1. Ld. Advocate General, J&K High Court, J&K.
2. All Financial Commissioners.
3. Principal Accountant General, J&K and Ladakh.

4. Director General of Police, J&K.
5. Principal Secretary to Hon'ble Lieutenant Governor.
6. All Principal Secretaries to the Government, J&K
7. Principal Resident Commissioner, J&K Government, New Delhi.
8. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
9. Chief Electoral Officer, J&K.
10. All Commissioners/ Secretaries to the Government, J&K.
11. Director General, J&K Institute of Management, Public Administration and Rural Development.
12. Divisional Commissioner, Jammu/ Kashmir.
13. Chairman, J&K Special Tribunal.
14. All Heads of Departments/ Managing Directors.
15. Director, Accounts and Treasuries, Jammu/Kashmir for information.
16. All Deputy Commissioners.
17. Director, Information, J&K.
18. Secretary, J&K Public Service Commission.
19. Director, Estates, J&K.
20. Director, Archives, Archaeology and Museums, J&K.
21. Secretary, J&K Service Selection Board.
22. State Informatics Officer, National Informatics Center, Civil Secretariat, J&K for information and necessary action.
23. All Treasury Officers of J&K UT.
24. General Manager, Government Press, Jammu/ Srinagar.
25. Private Secretary to Hon'ble Lieutenant Governor.
26. Private Secretary to Advisor (F) to Lieutenant Governor.
27. Private Secretary to Advisor (RB) to Lieutenant Governor.
28. Private Secretary to Advisor (BK) to Lieutenant Governor.
29. Private Secretary to the Chief Secretary.
30. Private Secretary to Commissioner/ Secretary to the Government, General Administration Department.
31. Private Secretary to Financial Commissioner, Finance Department for information of the Financial Commissioner.
32. I/C Website GAD/Finance/DGA&T.
33. Office file/Relevant file.



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- Ddo scheme/Post Mapping
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 - Transfer Employee
 - Join Employee
 - Search Employee



Budget Estimation Allocation Monitoring System

Welcome ,RSPEDU0026 (Checker) Other Operations ▾ Transfer ▾ Estimation ▾ Reports ▾ Register ▾ Account Profile ▾

View (Receive) Order Info

RE BE

Select YearFrom : 2021 ▾

Select By : Month Date OrderNo

OrderNo	Orderdate
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/7/1304	30/07/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/7/1173	28/07/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/8/1591	27/08/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/8/1677	27/08/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/6/657	21/06/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/6/845	21/06/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/4/354	19/04/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/7/964	12/07/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/4/187	05/04/2021
27/JKUT/BCAHED1/UTHOD-BE/2021-2022/4/228	05/04/2021



All Categories



Shopping Cart



NOTIFICATIONS

Bills

To update the payment details for pervious financial year orders (if any), please click here.



All Bills



Pending Bills (CRAC older than 40 days)

Choose Payment Method

Search within a period:

Search For Bill
Status:
SEARCH

SEARCH

Payment

Reset Filters

No Bills to display with **State** as payment method and bill status as **Payment Success** from **2019-01-01** to **2019-01-18**

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NOTIFICATIONS

Bills

To update the payment details for pervious financial year orders (if any), please click here.



All Bills



Pending Bills (CRAC older than 40 days)

Choose Payment Method State

Search within a period:

02

08

Search For
Bill Status:
SEARCH

Pendin

Search by contract no.

SEARCH

Reset Filters

Bills with **State** as payment method from **2018-02-01** to **2021-08-14**

S.No.	Contract No.	Order Date	Product	Buyer Name	Payment Mode	Action
1	GEMC-511687727616674	2020-08-06	006R01731	Jaipal Singh	State	SHOW BILLS
2	GEMC-511687717903475	2020-08-24	CyberPower 0.5/84 (KVA/VAH) Interactive UPS	Jaipal Singh	State	SHOW BILLS



Ask GeMmy

S.No.	Contract No.	Order Date	Product	Buyer Name	Payment Mode	Action
3	GEMC-511687736359030	2020-08-11	acer Intel Core i5 9400 8 GB/ 1000 GB HDD/ Windows 10 Professional	Jaipal Singh	State	SHOW BILLS
4	GEMC-511687734499339	2020-09-15	006R01731	Jaipal Singh	State	SHOW BILLS
5	GEMC-511687729709782	2020-09-22	Sanitary Napkin Incinerator Machine	Jaipal Singh	State	SHOW BILLS
6	GEMC-511687759437558	2020-09-17	Unbranded STEEL ALMIRAH 1855 mm 4 SHELVES	Jaipal Singh	State	SHOW BILLS
7	GEMC-511687782769326	2020-09-17	MAHARAJA STEEL ALMIRAH 1855 mm 5 SHELVES	Jaipal Singh	State	SHOW BILLS

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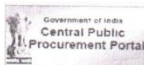
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All Categories



Shopping Cart



NOTIFICATIONS

- MY DASHBOARD**
- PRODUCT ORDERS ▾
- SERVICE ORDERS ▾
- ALL DEMANDS
- BILLS ▾
- BULK PAYMENT UPDATE ▾
- INCIDENTS
- ALL CARTS
- REQUESTS
- GEM AVAILABILITY REPORT

Number of People/Posts

9

Number of Divisions

1

ALL DEMANDS

In Checkout	59
Declined	111
Total Demands	170

PRODUCT ORDERS

Direct Purchase	109
Bid	1
RA	0
PR	0

SERVICE ORDERS

Direct Purchase	0
Bid	0
RA	0
PR	0

SHIPMENTS

Pending PRC	0
Pending CRAC	0
Ask GeMmy	3

BILLS

Pending Approval	0
Payment Not initiated	0
Payment Initiated	0

RECENT ORDERS

GEMC-511687739689181	CP PLUS 32 Input and 32 Output Channel Vid...	DIRECT PURCHASE	Total Qty: 1	Total Amount: ₹ 17575.00
GEMC-511687768652424	Acme, CP Plus, Hikvision, Cloud9, Videocon, P...	DIRECT PURCHASE	Total Qty: 22	Total Amount: ₹ 19780.20
GEMC-511687753555490	CP PLUS 2MP BULLET CAMERA	DIRECT PURCHASE	Total Qty: 22	Total Amount: ₹ 94767.20
GEMC-511687788027392	V-Guard Digital Volt Meter 5.0 KVA Automatic ...	DIRECT PURCHASE	Total Qty: 1	Total Amount: ₹ 11000.00
GEMC-511687741587027	crompton Centrifugal Self Priming Mono bloc...	DIRECT PURCHASE	Total Qty: 1	Total Amount: ₹ 13999.00

Your Statistics



Ask GeMmy

Know your Rank **NEW**

**Data updated till yesterday.*

Spend Analysis

Insights

Acceptance & Payments Due

Ratings & Incidents

GeM Statistics

Reports

Total Order Value and Volume (Till date)

Order Volume

149

Order Value

₹ 76.53L

Financial Year*

Month wise Value & Volume Trends (Last 12 Months)

3 L

2.4 L

1.8 L

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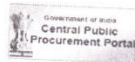
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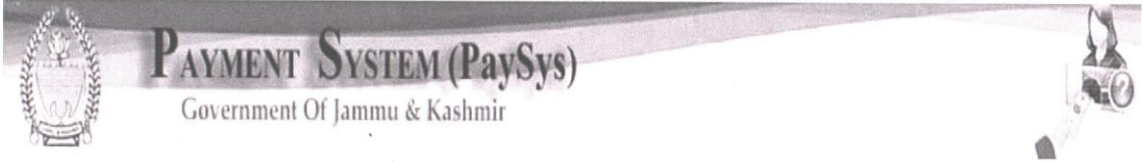


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	PBR Verification/Passing	
Select Month	Increment	22
Select Report	Bill Approval	Consolidated
Bill No	Move Sixth To Seventh pay Commission	
Generate R	Generate RBI Bill	Excel For Bank
	View Work History	

PAYMENT SYSTEM (PaySys)

Government Of Jammu & Kashmir

In order to ensure the successful transactions from the treasuries, the DDOs are advised to confirm the correctness of the Bank Account Number and I

About JKPaySys

PaySys (PayManager) provides the common and uniform platform for DDO's to prepare the all types of bills for the Government of Jammu & Kashmir. It is also the Pay Bill Preparation System for the Employees of the Government of Jammu & Kashmir. The software not only provides the facilities for Pay bill preparation but also Preparation of DA Arrear, Bonus, Arrears and other bills.

Now available in the play store. Employees of JK Government should download and install the app to know about monthly salary details. Download the app from Google Play Store.

JK PaySys Mobile App (MeraVetan) NE


Login

Enter Username

Password

P G 8 1 6 T

Captcha



For any queries,
Please Contact Help Desk no. : 0191-2520582, 2571000, 2571900
Note: (Mon-Sat 9:30 AM to 5:30 PM)
Email : support.jkpaysys@jk.gov.in

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 - [Procedure To install MeraVetan App](#)
 - [Unlock User\(Checker\)](#)
 - [How to solve "You are already login" issue](#)
 - [New Updation in Bill Generation](#)
 - [Request form for Paysys Login \(By PAO\)](#)
 - [Request form for Paysys Login \(By DDO\)](#)
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 - [User Guide To Update Treasury](#)
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 - [Salary Slip](#)
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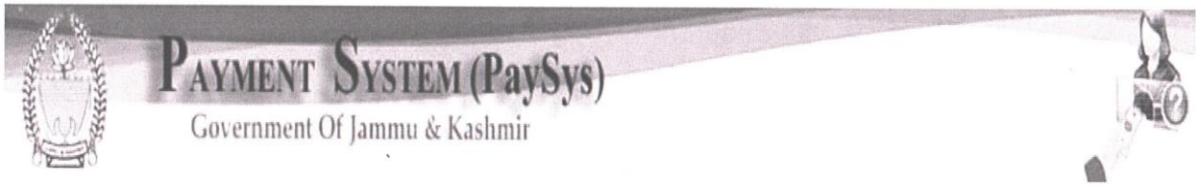


Search DDO



DDO OFFICE DETAILS

Department	HIGHER EDUCATION DEPARTMENT	▼
Field Department	HIGHER EDUCATION DEPART	▼
DISTRICT	JAMMU	▼
PAO/Treasury	PAO Treasury	
Bills Status	Bills Snd To Treasury	Bills Not Snd To Treasury
Treasury	R. S. PORA	▼
Bank	J&K BANK	▼
Bank Branch	R. S. PORA - 0025	▼
DDO DESIGNATION	Principal	▼
OFFICE NAME	Office of the Principal Govt I	
Account No.	0025010200000809	
TAN	AMRG13333F	
STATE	JAMMU AND KASHMIR	
ADDRESS	GOVT. DEGREE COLLEGE R.	
Mobile	9419211446	
Fax		
Email	gdcrspura@gmail.com	
AgCode	RSPEDU0026	
NSDL Reg No	1212	
GST No		
Budget Type	Automatic	▼
Status	Enable	Disable



<p>Quick Links</p> <ul style="list-style-type: none"> Employee Age Above 60 Years But Still Active Salary Nps Bills Mapping Report Account details Check Bill Status Rejected/Objected Bills Invalid Account Numbers Invalid Temporary Employee Account Numbers Invalid Pran Numbers 	<p>Bill Status</p> <ul style="list-style-type: none"> Bills Forwarded to Checker - 1 Bills Rejected by Checker - 0 Bills Forwarded For Payment - 1 Bills Rejected by Payment System - 0 Bills Paid Successfully - 37 	<p>Profile Updation</p> <ul style="list-style-type: none"> Reset Password DDO Details <p>References</p> <ul style="list-style-type: none"> Video tutorials on PaySys Download Paysys Mobile App(MeraVetan) 	<p>Notifications</p> <ul style="list-style-type: none"> Corrections/ modifications in respect of employees data in Centralized Personal Information System (CPIS). NEW Child Education Allowance Manual NEW Manual for Court Settlements/Disputed Cases NEW How to create e-challan by PAO
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- All the DDOs are requested to update GST Number from 'DDO Details' link under 'Masters' menu in Checker Dashboard. **NEW**
- In Order to ensure the successful transactions from the treasuries, the DDOs are advised to confirm the correctness of the Bank Account Number and IFSC code of the Employees/Contractors/Suppliers/Other beneficiaries while preparing the bills.
- All the DDOs are requested to update Employee PAN No. Otherwise they will not be able to generate their Salary Bill.
- Fetch CPIS Data from 'Fetch CPIS Data' link in 'Fetch' Menu in Maker.

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Go to Settings to activate Windows.

to search



33°C Light rain ^ [] []