

Indira Paryavaran Bhavan,
Lodhi Road, Aliganj,
New Delhi-110003.

Dated the 28th July, 2025

OFFICE MEMORANDUM

Subject: E-bill implementation in MoEF&CC-regarding

The undersigned is directed to refer to a meeting dated 17.07.2025 held under the chairmanship of Chief Controller of Accounts (CCA), MoEF&CC on the subject mentioned above, wherein CCA emphasized the urgent need for the complete roll-out of E-bill system in MoEF&CC to align with the instructions of Ministry of Finance and urged the Program Divisions (PDs) to take necessary measures in this regard. **Minutes of the meeting are enclosed.**

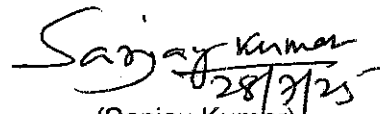
2. It was further informed that Senior Accounts Officer (Sr.AO), PFMS Cell has been designated as the Nodal Officer for E-bill implementation in MoEF&CC and PDs may contact the PFMS Cell for any queries, clarifications, or support regarding the E-bill system. PAO vide O.M. dated 24.07.2025 (copy enclosed) has also informed that **no physical/manual bill submissions will be accepted after 31.07.2025.**

3. In view of above, all the Program Divisions users are requested to contact IT cell for registration/activation of the DSC at PD Maker / PD Checker level immediately. After activating DSC, PD Maker/ PD Checker IDs must be activated in PFMS to enable the PDs to process sanctions/orders in e-bill mode.

4. Further, Senior Accounts Officer (Sr.AO), PFMS Cell, PAO has been designated as the Nodal Officer for E-bill implementation in MoEF&CC and PDs may contact the PFMS Cell, Pay and Accounts Office, for any queries, clarifications, or support regarding the E-bill system.

5. This issues with the approval of the competent authority.

Encl: As above

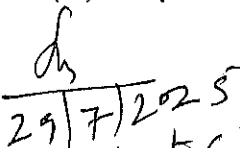

(Sanjay Kumar)
Under Secretary/ HoO

To

All Divisional Heads of MoEF&CC

Copy to :

- i. PSO to Secretary (EF&CC) / PPS to DGF&SS
- ii. PPS to AS(NPG)/ AS(VVY)/ AS (AG)/ AS&FA
- iii. PPS to JS (Admn)/PPS to CCA
- iv. PS to Dir(GA)/Dir(P.I)/DS(P.II)
- v. DS(IT)- with a request to complete all the requests of the the DSC by the Division at an early date.
- vi. Dy. CA
- vii. US(IT)/Consultant (IT) for uploading on website
- viii. Guard File


29/7/2025
Sr-Consultant (IT)

PRINCIPAL ACCOUNTS OFFICE
MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE
7th FLOOR, INDIRA PARYAVARAN BHAWAN
JAL BLOCK, JOR BAGH, ALIGANJ
NEW DELHI - 110 003.

No. PRAO/MoEF&CC/A/Cs/SEC.(EXP.)/2024-25/ 2197-2202 Date: 23.07.2025

Minutes of the Meeting

Sub: Minutes of the Meeting to implement E-Bill System in MoEF&CC-reg

Please find the enclosed herewith the Minutes of the Meeting held on 17.07.2025 at 10.30AM in Teesta Hall, Indira Paryawaran Bhawan to discuss the issues faced by the Programme Divisions (PDs)/ Drawing and Disbursing Officers (DDOs) in Implementation of the E-bill System and to provide necessary support in this regard.

This issues with the approval of CCA, MoEF&CC.


Sr. Accounts Officer (A/Cs)

To

1. All Programme Divisional Heads, MoEF&CC
2. DDO(Cash), MoEF&CC
3. Sr. AO (Pre-check),
4. Sr. AO(PFMS).

Copy for information to:

- i. PSO to AS&FA, MoEF&CC
- ii. PS to CCA, MoEF&CC

Minutes of the Meeting to implement E-Bill System in MoEF&CC

A meeting on the Implementation of the E-bill System in the Ministry of Environment, Forest and Climate Change (MoEF&CC) was convened under the chairmanship of Chief Controller of Accounts (CCA), MoEF&CC on 17.07.2025 at 10.30AM in Teesta Hall, Indira Paryawaran Bhawan. The meeting was convened to discuss the issues faced by the Programme Divisions (PDs)/ Drawing and Disbursing Officers (DDOs) in Implementation of the E-bill System and to provide necessary support in this regard. Additionally, the progress in on-boarding on SNA-SPARSH platform under Centrally Sponsored Schemes(CSS) was also discussed with CSS implementing Divisions. The meeting was attended by various stakeholders, including representatives of Program Divisions (PDs), Drawing and Disbursing Officers (DDOs), and officials from the Pr.AO., PAO & PFMS Cell.

Key Discussions & Decisions:

1. Chief Controller of Accounts (CCA), welcomed the participants and briefed about the on-going efforts of Government to enhance 'Ease of Doing Business (EoDB)' and to develop 'Digital India eco-system' by increasing transparency & efficiency in the payment process. CCA urged the PDs to fully adopt new changes in bill processing which comes under the E-Bill Module.
2. CCA stated that as per instructions of the Ministry of Finance (MoF), all bills are supposed to be processed in the e-Bill module. However, due to some reasons the e-Bill coverage in MoEF&CC is very low. As on 17.07.2025, only 17.36% bills have been processed through E-Bill System, which has drawn the attention of O/o CGA & DoE.
3. CCA emphasized the urgent need for the complete roll out of E-bill System in MoEF&CC to align with the instructions of MoF and urged the PDs to take necessary measures in this regard. Further, CCA asked the representatives of PDs to discuss the status of E-bill Implementation status in their division and challenges/issues faced by them in this regard.
4. Major Participants raised the need for capacity building and requested for training sessions on the E-bill system to ensure smooth implementation.
5. In response, as per the direction of CCA, a training session was conducted immediately after the meeting by the PFMS Cell to familiarize participants with the operational aspects of the E-bill system.
6. CCA assured that additional training sessions will be organized in the future based on the requirements of PDs/DDOs to ensure effective adoption of the E-bill system.
7. CCA informed that Senior Accounts Officer (Sr.AO), PFMS Cell has been designated as the Nodal Officer for E-bill Implementation in MoEF&CC and PDs may contact the PFMS Cell for any queries, clarifications, or support regarding the E-bill system.
8. CCA asked the participants of CSS implementing divisions to give an update about the progress in on-boarding of States & UTs on SNA-SPARSH

platform under Centrally Sponsored Schemes (CSS). After brief discussion, CCA urged the PDs to take-up the issues related to SNA-SPARSH with concerned States at appropriate level and complete all requisite activities at the earliest.

9. It was understood that some states are reluctant to issue mother sanctions as per SNA Sparsh model as they already have un-utilized funds lying with them. Therefore, CSS implementing Divisions were asked to provide the data regarding funds available with states under CSS schemes and preparatory steps taken for on-boarding the state SLSs to O/o CCA.

The meeting ended with the vote of thanks to the chair.

Principal Accounts Office
Ministry of Environment, Forest & Climate Change
7th Floor, Jal Wing, Indira Paryawaran Bhawan,
Jor Bagh, New Delhi.

No. PrAO/MoEF&CC/A/Cs/E-bill-rollout/2025-26/2256-58

Dated: 24.07.2025

Office Memorandum

Sub:- Roll-out of e-bill System in MoEF&CC for end-to-end digitization of bill processing in PFMS-reg

The e-bill system- an initiative under the government's 'Ease of Doing Business (EoDB)' and 'Digital India eco-system' initiatives to bring greater transparency, efficiency and faceless delivery in the payment ecosystem- is being implemented in this Ministry in accordance with the directions of Office of the Controller General of Accounts, Department of Expenditure, Ministry of Finance. The system enables online submission of bills by DDOs/vendors/beneficiaries, thereby minimizing physical interface, improving tracking, and expediting payment processes.

2. O/o CGA vide its OM No. I-17008/6/2020/CGA/E-8128/206 dated 31.07.2024 has rolled out the E-bill system for all PAOs in the Ministries. The parameters for processing of E-bill both hardware and software related are mentioned in the O/o CGA O.M No. I-17008/4/2021-CGA(8128)/376 dt. 30/03/2022 and the general instructions for processing End- to-End e-claim and e-bills are mentioned in O/o CGA O.M no. TA-2-17002(01)/17/2020-TA-II/(e-426)154 dated 12.04.2023.

3. As per instructions of MoF, all bills are supposed to be processed in the e-Bill module. However, Controller General of Accounts vide his DO letter dated 26th November 2024, to Secretary, MoEF&CC pointed out the low ratio of E-bills in MoEF&CC (7% at that time) and asked Secretary, MoEF&CC to take necessary measures to increase the e-Bill coverage.

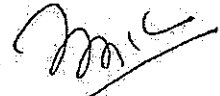
4. The pre-requisites for implementation of e-Bill have already been shared with the DDOs vide this office Letter No. PAO/MoEF&CC/Pre-check/e-bill/2024-25/433 dated 08.04.2024. Despite earlier instructions issued vide this office's letter bearing number PAO/MoEF&CC/Pre-check/Ebill Rollout/8763-65 dated 29.11.2024 and further follow up at the PAO level, it has been observed that the usage of the e-Bill portal in MOEF&CC remains significantly low- only 17.21% during Current Financial Year (till 14.07.2025) as detailed below.

| PAO at | No. of e-Bills | No. of Normal Bills | Total No. of Bills | % of e-Bills |
|-----------|----------------|---------------------|--------------------|--------------|
| A | B | C | D(B+C) | |
| New Delhi | 624 | 2475 | 3099 | 20.13 |
| Kolkata | 287 | 1907 | 2194 | 13.08 |
| TOTAL | 911 | 4382 | 5293 | 17.21 |

5. This has been emphasized in the last few meetings held under the chairmanship of CGA to universally implement E-bill System in all Ministries. Therefore, it has become necessary to reiterate and to request that all necessary measures should be taken by all PDs/DDOs and PAOs to submit all types of bills through the e-Bill system with immediate effect.

6. It may be noted that no physical/manual bill submissions will be accepted after 31.07.2025.

7. For any technical support or queries, PFMS Helpdesk or CCA office can be contacted by concerned officers.



Arvind Kumar
(Chief Controller of Accounts)

To,.

1. All Programme Divisions
2. All PAOs
3. All DDOs

Copy for information to:

1. PSO to Secretary, MoEF&CC
2. PPS to DG (Forests)
3. PPS to AS&FA, MoEF&CC