

Government of Rajasthan
Finance (Treasuries and Accounts) Department

F.5 (TH-75) DTA/IFMS 3.0/Cyber Treasury/ 3009

Dated 05/10/2026

CIRCULAR

Subject: Addendum to Bill Process Flow and general instructions for SNA SPARSH

At present, under the SNA-SPARSH mechanism, vide circular of Finance (Ways and Means) department dated 07.08.23, a single State-level Nodal Agency (SNA) for each scheme and a single Treasury, i.e. State Cyber Treasury (Schemes), are in place for processing and passing bills and thereafter forwarding the requisite payment files to PFMS.

After examination of the existing workflow and consideration of a more decentralised operational arrangement, it has been decided to move on a distributed bill processing model for SNA Sparsh Schemes, while retaining centralised functions at State Cyber Treasury (Schemes) wherever such centralisation is operationally desirable.

Under the new arrangement, designated district treasuries shall function as remote operational arms of State Cyber Treasury (Schemes) for the purpose of bill processing under the SNA-SPARSH mechanism.

State Cyber Treasury (Schemes) shall continue with the roles, responsibilities, accountability and control assigned by the circulars of Finance (Ways and Means) department dated 07.08.23 and 23.07.24.

Revised Bill Workflow

Under the proposed arrangement, the workflow shall operate as follows:

Step 1 – Submission by Implementing Agency

The Implementing Agency (IA) shall continue to prepare and forward the bill to the concerned SNA in the manner presently prescribed under the SNA-SPARSH mechanism.

Step 2 – Processing by SNA

The SNA shall undertake the required processing and forward the bill through the SNA-SPARSH system as per the existing workflow.

Step 3 – Availability at designated district treasury

Bills forwarded by the SNA to Cyber Treasury (Schemes) shall become visible in the system for token under dedicated SNA-Sparsh tab to the concerned designated district treasury to which the respective Implementing Agency has been mapped.

Step 4 – District-level bill processing

The designated District Treasury shall process the bills in accordance with the applicable rules, system workflow, and instructions; through an Auditor-Checker-Approver mechanism. Rule 128 of Rajasthan Treasury Rules, 2012 states that No bill shall be retained without action in the Treasury beyond a period of two working days, but the bills on SNA-Sparsh shall be processed preferably on a T+1 basis. The designated District Treasury shall function as a remote operational arm of State Cyber Treasury (Schemes) for this purpose.

Appropriate Auditor, Checker and approver roles shall be mapped in the system by the concerned Treasury officer of designated District Treasury to ensure role-based processing and accountability. The designated District Treasury shall ensure that the designated personnel process the bills within the prescribed timelines and in accordance with the applicable rules, system validations and instructions issued in this regard.

Step 5– PFMS file generation

SNA-Sparsh bills passed by the designated district treasuries will deemed to have been passed by State Cyber Treasury (Schemes), which in turn shall generate the requisite scheme-wise PFMS files by consolidating bills processed by various treasuries for forwarding to PFMS

Step 6 – Account submission and reconciliation

Designated district treasury will have no role in accounts submission. State Cyber Treasury (Schemes) shall continue to undertake the centralised functions relating to account submission and reconciliation, along with other functions assigned to it under the SNA-SPARSH framework.

Mapping of Implementing Agencies

1. Implementing Agencies shall be mapped to the appropriate designated District Treasury based on their operational location and/or such other criteria as may be prescribed by the competent authority from time to time.
2. The mapping shall be maintained in the SNA-SPARSH system so that bills pertaining to an Implementing Agency are automatically made available to the concerned designated district treasury for processing.



System Customisation

Necessary customisation of the SNA-SPARSH portal shall be undertaken to operationalise the proposed arrangement.

The system shall, inter alia, provide for:

- a. Mapping of Implementing Agencies with designated district treasuries;
- b. Automatically reflecting the bills at the designated district treasury;
- c. Role-based access for Auditor, Checker and Treasury Officer/Additional Treasury Officer / Assistant Treasury Officer of the designated district treasury;
- d. Tracking of bill status at designated district treasury and State Cyber Treasury (Schemes) levels;
- e. Aggregation of processed transactions at State Cyber Treasury (Schemes);
- f. PFMS file generation by State Cyber Treasury (Schemes); and
- g. Appropriate monitoring and reconciliation functionalities.

Phased implementation

To ensure smooth transition from the existing bill processing model to the distributed arrangement, all the Centrally Sponsored Schemes pertaining to Agriculture Department will be shifted to new mechanism in the first phase from October 12, 2026. Based on the experience of the initial phase, the decentralised model may subsequently be extended to other schemes wherever considered operationally appropriate.

Any operational issue arising during implementation shall be brought to the notice of the Director, Treasuries & Accounts for examination and resolution.

The existing workflow shall continue for schemes not brought under the decentralised arrangement of bill processing.


(Shivangi Swarnkar)
Special Secretary Finance (Budget)

Copy forwarded to followings for information and necessary action :-

1. All Additional Chief Secretaries/Principal Secretaries/Secretaries concerned
2. Principal Accountant General (Accounts and Entitlement) Rajasthan, Jaipur
3. All Heads of Department/Financial Advisors concerned
4. Director and Ex-Officio Joint Secretary, Treasuries and Accounts Department, Jaipur
5. Joint Secretary, Finance (Financial Rules), Department
6. Additional Director and Ex-Officio Project Director IFMS, Treasuries and Accounts Department, Jaipur
7. State Cyber Treasury Officer, All Treasury Officers
8. Joint Director (IT), FD for uploading the same on the FD website
9. Joint Director (IT Sanchalan Portal), NIC, Vitta Bhawan, Jaipur
10. Joint Director (IT Treasury), NIC, Vitta Bhawan, Jaipur

(Manish Mathur)
Joint Secretary, Finance(T&A)