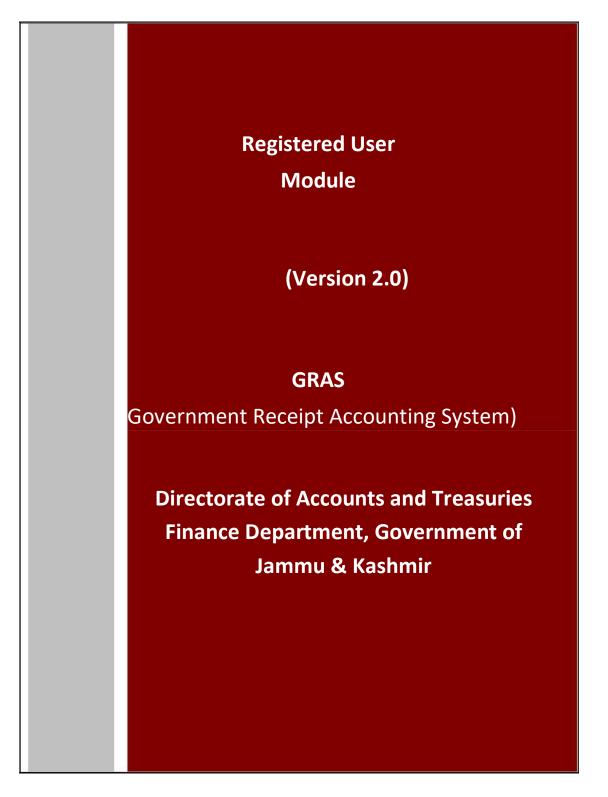
GRAS:Manual

National Informatics Centre



NIC-SDCPN-FIN-GRAS-User manual -01 Version 2.0

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Purpose

The purpose of this document is to provide complete details about the module "New Registration". In order to enable online payment, the module facilitates to fill Challan electronically (e-Challan) on its website and make online payment using the participating Banks' Internet Banking Facility.

- This is 24 X 7 facilities to pay Government tax and non-tax payments into the Government Account.
- Users of this site can remit amounts through e-payment facility of the participating banks.
- Provides facility for generating and printing challan on the web site.
- Facility to pay taxes, non-tax payments to many of the departments of the State from the same place.
- Facility to get registered to use the system frequently. It helps to avoid entering personal data repeatedly.
- Facility for viewing and storing historical records of payments and re-viewing/ re-printing the challan at any time.

Audience

The target audience is registered user. This module has been developed taking into consideration the requirement of the user. User can be registered on the system as per his /her convenience.

After registration, user gets the following facilities -

- User is able to edit/ delete the unwanted profiles, if any.
- On every login user gets record of last 10 transactions made on 'Home Page'.
- User is able to 'Repeat' the transactions with minimal input i.e. period and amount only from the 'Home Page'.
- User is able to maintain payment history of Challan Date wise, Departmentwise and Tax wise.
- User is able to take prints of any challan at any time.

Mode of Payment:

• **E-Payment**: It can be used to make direct payment to the Government using the banks Internet payment facility.

Basic requirements for E- payment Internet Connection.

- User should have minimum knowledge of using browser for e- payment.
- User should have Internet enabled banking account for e- payment.

E-payment

- E- Payment is online method of govt. taxes and non-taxes payments process
- In e-payment user gets immediate receipt for the tax or non tax payment made to the Government.
- User is required to have an Internet enabled banking account with any of the participating banks.

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Getting Started

Fig 2.1 :



This module is meant for the registered user who wants to use the system frequently. User is able to get registered on the system after filling 'New registration' form. The user approaches portal and selects the **New Registration** option given below in the **Categories** index menu. User gets the screen for registration as described below.

Introduction Sign up New User

User has to fill this form so that user is able to get registered on the system. Fig 2.1

	New Users Signup Here
Contact Information	
	Fields marked with(*)are mandatory.
Full Name (max 75) *	
District *	{Select District}
Town/City/Area/Locality *	
Road/Street/Post Office *	
Premises/Building/Village *	
Flat/Door/Block No. *	
PIN *	
Contact Number (LandLine)	STD Code - Phone Number
Mobile Number [*]	
Email ID *	
Alternate Email ID	

Screen Details

- 1. **Contact Information**: Contact information of the user.
- 2. **Personal Information**: Personal information of the user.
- 3. Save Button: To save the registration form.
- 4. **Reset Button**: To clear the form and to re-enter the registration form.
- 5. Home Button: To display index home screen.
- 6. **Menu Bar**: A menu bar is a horizontal strip that contains lists of available menus for a certain program.
- 7. **User Name**: Displays name on the top of the screen.
- 8. Last Login Date and Time: Displays last login date and time of the login.

Registration Details: User who wants to use the system frequently is able to register on the system. All the details related to '**New Registration**' are listed below.

Process:

- 1. Select New Registration option from the index menu Categories.
- 2. New Registration screen is displayed for user interaction.(fig2.1)
- 3. Enter Contact Information and Personal Information.
- 4. In the contact information user enters the field given below-
 - Full Name: Full name of the user.
 - District: District from where the user wants to make payment.
 - Town/ City/ Area/Locality: Town/ City/ Area/Locality name of the address.
 - Road/ Street/ Post Office: Road/ Street/ Post office name of the address.
 - Premises/ Building/ Village: Premises/ Building/ Village name of theuser.
 - Flat/Door/ Block No.: Flat/Door/ Block Number of the user.
 - **PIN**: PIN of the city or Area.
 - **Contact Number (Landline):** Contact number of the user.
 - In the Contact number, user enters STD code (if user enters Phone no. Field) Enter Phone No. (Landline number): landline number of the user.

Enter Mobile No.: Mobile number of the user.

- Email ID: E -mail Id of the user.
- Alternate Email ID: Alternate E -mail Id of the user if any.
- **PAN**: PAN (Permanent account number) of the user issued by income tax department.
- 5. In the personal details user enters the fields given below-
 - **User Name**: User can create any name of his choice; he desires to use that name login into the system. The user needs to remember this name every time whenever he wants to access his account on GRAS afterwards. The system autochecks the availability of that user name and displays the same. If the user name chosen by the user is already taken before; the user is prompted to choose another user name; till the time he chooses unique user name.

Note: Name should be in the small letters.

- **Password**: Appropriate password to login (User can create his own password for the login).
- **Re-enter Password**: Re-enter same password for confirmation.
- Security Question: Security question is used in case user forgets the user id and password; to retrieve his account. User selects the question from the drop down list.
- **Answer**: Enter appropriate answer for that question in the given field.
- Word Verification: Recognize the word and enter in the given field .The System displays some characters that the user has to enter in the text box provided.
- 6. After entering Contact information and Personal details user click on **Save** option to save the entered information.
- 7. User can select **Reset** option to re-enter the registration form. On **Reset**, User gets blank form. I.e. Fig 2.1. User can also select **Home** option toget home index screen.
- 8. On selection of **Save** option user gets the following screen (fig 2.2)

Fig 2.2

	New Users Signup Here
Contact Information	
	Fields marked with(*)are mandatory.
Full Name (max 75) *	Sunil Koul
District *	Anantnag
Town/City/Area/Locality *	SRINAGAR
Road/Street/Post Office *	CIVIL SECRETARIAT, SRINAC
Premises/Building/Village *	SRINAGAR
Flat/Door/Block No. *	12
PIN ·	190001
Contact Number (LandLine)	STD Code - Phone Number
Mobile Number*	9873633554
Email ID *	sunil.koul@nic.in
Alternate Email ID	sunil.koul@nic.in
PAN Number	
Personal Information	
User Name ^a	Sunil Koul Minimum 4 characters are required. Please Enter Lowercase chracters only
Password *	(Should have atleast one special character one digit and one Uppercase letter.) Minimum & Characters are requird.
Re-enter Password *	
Security Question *	Which is your favorite sports?
Answer *	
Input Image Text *	xxhQfS 💲
	xxhQfS Type the characters you see in picture. Letters are case sensitive.

	e log-in with your new Use ID and password!
Premises/Building/Village	
Flat/Door/Block No. *	ОК
PIN *	190001
Contact Number (LandLine)	STD Code - Phone Number
Mobile Number*	9873633554
Email ID *	sunil.kout@nic.in
Alternate Email ID	punil.koul1@nic.in
PAN Number	
Personal Information	
User Name *	Sunil Minimum 4 characters are required.Please Enter Lowercase chracters only
Password *	(Should have atleast one special character, one digit and one Uppercase letter.) Minimum 8 Characters are requird.
Re-enter Password *	
Security Question *	Which is your favorite sports?
Answer *	
Input Image Text *	LtcH1P 💲
	LtcH1P Type the characters you see in picture. Letters are case sensitive.

- 9. User gets the confirmation message of successful account created.
- 10. User selects **Ok** option .The following screen is displayed i.e. (fig 2.3)

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Fig 2.3



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1. After first time login user need to change the password for using further functionality.

JKG Virtual tr	10.149.0.17 says Your password is chang		Back To Home Show in Iting System ernment of J&R, India
User : sunil Last Login : 13/09/2018	11:09	Home Make New Payment Repeat Payment Challan History	y Change Password Logout
		IDE LOGIN DETAILS	
As per password policy password need to User Name *	sunil	9	
Password *			
Enter New Password *	•••••	Password field should have atleast one special character, one digit and Uppercase letter Minimum 8 Characters are requird.	a a a a a a a a a a a a a a a a a a a
Confirm Password *	•••••		
Security Question *	WHICH IS YOUR FAVOR	ITE SPORTS? T	
Answer *	•••••		
	Change Pass	eword	
		* fields ar	re compulsory
Home About GRAS Privacy Policy Te Site Designed & Developed By Na Copyright © 2009-2018. Directora	tional Informatics Centre , J&K.	Ema	r any queries, please contact a il ID:support-jkbeams@gov.ir id Updated on 03 August 2018 Server : 13

- 11. User enters defined User Name and Password in the given field.
- 12. After entering User Name and Password, User selects Login option.
- 13. User can select **Cancel** option to re-enter the user name and password.
- 14. On selection on Login option, user gets the following screen i.e.(fig 2.4)

Fig2.4

					Back To Hor
J	KG Virtual treasury,	Pirectorate of Acco	ernment Re unt and Treasuries,	CCC ipt Ac Finance Depart	Counting System ment.Government of J&K, India
User : sunil Last Login	: 13/09/2018 11:19		Home Make New Paymer	t Repeat Payment	Challan History Change Password Logou
]
Name	Sunil Koul				
Town/City	Anantnag		Area	Srinagar	
Road	CIVIL SECRETARIAT SRIN	AGAR	Premises/Building	SRINAGAR	
Flat/Door/Block No.	12		Pin No	190001	
Contact Number(Land Line)	-		Mobile Number	9873633554	
Email Id	sunil.koul@nic.in		Pan Number	-	
			te Payee Profile		
CLICK HERE TO SEE YOU	R LAST 10 TRANSACTIO	<u>NS</u>			
			rds Found for E-Paymen or financial Year 2018-20		
Home About GRAS Priva	acy Policy Terms & Con	ditions Sitemap Contact	115		For any queries, please contact

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- 15. After registration, by default user gets the personal details on the screen.
- 16. User clicks on the link to view the last 10 transactions made from the account.
- 17. Registered user gets the following facilities
 - Home tab: To see and verify the personal details and confirm his own account also to get the view of last 10 transactions made from the account and to check the status of the Challan and repeat the payment with minimal fields.
 - $^\circ$ $\,$ Make Payment tab: To add more profiles for different department and various Tax IDs and locations.
 - ° Payee Profile tab: To update user's profile information.
 - ^o Challan History tab: To view history of payment transactions and print any/all historical challans paid by the user.
 - [°] Change Password tab: To change the password of the user account.
 - ^o Logout tab: To logout from the user account.

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3.0 Options for the Registered user-

- A. <u>Home</u>
- B. Make Payment
- C. <u>Repeat Payment</u>
- D. Challan History
- E. Change password
- F. Logout

A) Home

FigA.1

User : sunil Last Login	: 13/09/2018 11:19	Home Make New Paymer	Finance Department, Government of J&K, India
Name	Sunil Koul		
Town/City	Anantnag	Area	Srinagar
Road	CIVIL SECRETARIAT SRINAGAR	Premises/Building	SRINAGAR
Flat/Door/Block No.	12	Pin No	190001
Contact Number(Land Line)		Mobile Number	9873633554
Email Id	sunil.koul@nic.in	Pan Number	-
CLICK HERE TO SEE YOU	IR LAST 10 TRANSACTIONS	Update Payee Profile	
		ory Records Found for E-Payment found for financial Year 2018-20	

- 1. User's name and last login date and time is displayed on the top of the screen.
- 2. Registered User is able to view the details as to time and date of the previous/last login, the registration details abstract and able to view the last 10 transactions made from the account instantly.
- 3. User gets the transaction details with [Date (when transaction is made), GRN

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(Government Reference number), Tax ID (Tax ID for which the payment is made), Office Location (Selected office location for payment), Amount (Payment amount), Status (Status of the payment), Repeat Payment (to repeat the transaction) and payment verification with Bank.

4. In case of unknown status of the transaction, user can verify the status of the challan payment from bank site.

Status can be:

- Successful- for successful payment to the Government
- **Failure** for unsuccessful transaction/non-transfer of payment to Government
- **Pending-** for pending the authorization at the banks' side
- Verified at Bank- for Payment verified by Government at the banks' side

 Verified at RBI- For Payment verified by Government at the RBI User clicks on the GRN on the same screen and get the Challan in MTRForm Number-6.

5. User has facility to repeat the transaction. Against every transaction, the user has the option to repeat the same transaction with minimal changes of Scheme code period and amount. The user simply clicks on the '**Repeat'** option against the transaction that user desires to repeat on.

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• *How to verify challan?*

Process:

To "Verify" the challan user must login with defined **User Name** and **Password.** After **Login**, user gets login details the following screen i.e. (fig A.3)

FigA.3	

Vame	Suresh		
own/City	Jammu	Area	Jammu
load	Ch	Premises/Building	Ch
at/Door/Block No.	Jammu	Pin No	180001
ontact Number(Land ine)	1 2468989	Mobile Number	9898989898
mail Id	sureshk@nic.in	Pan Number	-
LICK HERE TO SEE YO	UR LAST 10 TRANSACTIONS	Update Payee Profile	

- Server : .17
- To view last 10 transaction click on link "Click here to see last 10 transactions" user will get the screen (A.4)

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FigA.4



JAMMU & KASHMIR GOVERNMENT RECEIPT ACCOUNTING SYSTEM

Virtual Treasury, Directorate of Accounts and Treasuries, Finance Department, Government of J&K, India.

User : sures	h Last Logi	in : 21/01/202	21 11:20		Home	Make Nev	v Payment	Rep	eat Payment	Challan Histo	ry Change I	Password	Log
Name		Suresh			~								
Town/City		Jammu			Area	a		Jamm	u				
Road	j	Ch			Pren	nises/Bu	ilding	Ch					
Flat/Door/	Block No.	Jammu			Pin I	No		18000	01				
Contact Nu Line)	mber(Land	2468989			Mob	oile Num	ber	98989	89898				
Email Id		sureshk@nic	in		Pan	Number	ĺ	-					
Your Last 10			ANSACTIONS										
Date	GI	RN	Payment Type	Office	Location	1	Amou	Int	Mode of payment selected	Status	Repeat Payment	Payme verifica with b	ation
19/01/2021	<u>JK0000029</u>	21202021P	Import and Excise Duty	DY EXCISE CO JAMMU	MM EXEC J,JAMMU		150	00.00	SBI Payment Gateway	Unknown	<u>Repeat</u>	Verif	iy.
19/01/2021	JK00000290	01202021M	Import and Excise Duty	DY EXCISE CO	MM EXEC		100	00.00	M-OTC	Unknown	Repeat	<u>Verif</u>	iy.
	-	0		JAMMU	J,JAMMU	J	100	00.00	M-OTC	Unknown	<u>Repeat</u>	Ve	2111

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When user point the mouse pointer on GRN explanatory message is displayed as shown in (figA.5)

FigA.5

	JKC Virtual	treasury , Director	S Jar Gover	772 IV NM&N and Treas	2 CU t Re uries, f	CCQ	Se F ipt Ac nee Departu	COUR ment,Gov	sh: nting of services of the s	mi Systø of J&K, Ind
User : sunil La	st Login : 13/09/20	18 12:50	Hor	ne 🛛 Make Ne	w Payment	t Rej	peat Payment	Challan Histo	ry Change I	Password Lo
Name	Sunil Koul									
Town/City	Anantnag	\	۵	rea		Srina	gar			
Road		ETARIAT SRINAGAR		remises/Bu	ilding		AGAR			
Flat/Door/Block	No. 12		P	'in No		1900	01			
Contact Numbe Line)	r(Land		N	Aobile Num	ber	9873	633554			
Email Id	sunil.koul(@nic.in	P	an Number		-				
Your Last 1 To pr here	EE YOUR LAST 10		Office Locat				Mode of		Repeat	Payment
Date	$\neg <$	Payment Type	Office Locat	ion	Amou	Int	payment selected	Status	Payment	with ban
13/09/2018 JK0	000005461201819P	Country malt liquor	ETO BANIHAR, AN	ANTNAG	2	00.00	SBI Payment Gateway	Successful	<u>Repeat</u>	
.3/09/2018 JKO	00005441201819M	Law1	ETO JAMMU,SADDA	R JAMMU	12	00.00	M-TEB	Unknown	<u>Repeat</u>	<u>Verify</u>
LICK HERE TO H	IDE YOUR LAST 10	TRANSACTIONS								

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18 18 Select the respective GRN to view the challan as shown in (figA.5) Before selecting GRN please check **"Payment verification with Bank"**

Note: Payment verification with Bank

- If GRAS site receive the Bank CIN from Bank site, then **Paymentverification with bank** is shown as "-" and user can click on GRN No. to view the **challan**.
- In case of successful payment (i.e. Customer account debited in bank but Bank CIN not updated on GRAS site), Please update the bank CIN by clicking on "Verify"
- Click on **"GRN" to verify** from fig (A.5) user will get screen (figA.6)
- Since GRAS site has not received Bank CIN from Bank site, hence challan will not be able to view and following screen will appear (A.6)

- Click on **Close** Option
- ^o Go to **Home Page** you will notice

Note:

• Payment verification with bank is shown "-" and status Successful.

Fig 1.7(Home Screen)



Name		Sunil Koul			12111					
Town/City		Anantnag			Area	Srin	agar			
Road		CIVIL SECRE	TARIAT SRINAGAR		Premises/Bu	sRII	NAGAR			
Flat/Door/Bl	lock No.	12			Pin No	190	001			
Contact Num Line)	nber(Land	- -			Mobile Num	ber 987	3633554			
	TO SEE YOU	sunil.koul@	nic.in RANSACTIONS	Update	Pan Number Payee Profile	-				
Email Id CLICK HERE T Your Last 10		R LAST 10 T		Update		-				
CLICK HERE T		R LAST 10 TI		Update Office Lo	Payee Profile	- Amount	Mode of payment selected	Status	Repeat Payment	Payment verification with bank
CLICK HERE T four Last 10 Date	Transactio	R LAST 10 TI n. RN	RANSACTIONS		Payee Profile		payment selected	Status Successful		verification

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Click on "GRN" to view the challan, refer B.7 Fig

B) Make New Payment

To add more profiles for various departments.

• Select 'Make Payment' tab. User gets the below screen i.e.(fig B.1)

Fig B.1

Department Details				
Department *		Payment Type *	Country malt liquor	٠
District *	ANANTNAG	Office Name *	ETO BANIHAR	٠
Scheme Name *	Country malt liquor collection of tax			•)
Period Year *	2018-2019 • Annual	•		
Form ID	Select			•
Account Details				
	Scheme Name		Amount	
003900104009980	33 Licence Fee		₹ 200	
	Total Amount		₹ 200.00	
Payer Details				
Department Tax ID *	1	PAN		
Name*	ak			
Block No/ Premises		Locality/Road		
Area/City		PIN		
Mobile No. *	9877545610	1/		
Remarks				

Payment Mode	Payment Across Bank Count	ter (Cash/Cheque)	JK Bank epay Paym	ent Gateway	
Select Bank *	JK BANK			•	
Image Text	wnsna5	\$	nput Image Text*	wnsna5	
				Fields marked with (*) are mandatory

Select Period (Year) - Select year, Current Financial year selected by default.
 Note: Else, user can pay taxes for the last 2 previous years and 2 next financial years

- by selecting proper year. Based on the mode of payment user selects the period.
- The following options are available for the period
- Annual: This option is used for making Annual payments i.e. 1st Financial year
- [April March].
 - Half Yearly: It is semiannual period or payable twice each year. User selects

- \circ any one period
- April September
- October March
 - Quarterly: It is divided into four intervals. User selects any one quarter as per
 - the requirement
- April–June
- Fill up all the details click on submit to view the draft Page

Fig B.2

	JKO	S CA	S Jam Governm prate of Account and Tr	m 2nt 2asu	Rec Rec ries, Fi	& F ecipt Ac nance Departr	Counting nent,Governmen	syste Syste it of J&K, Inc	
							Ма	ke Payment Lu	
			DRAFT CHALLA MTR FORM NUMBE	95					
GRN To Be Ger	nerated	BARCODE	To Be Generated			Date 12/09/2018 Form Id		Ĩ	
Department EXCISE AND TAXATION							Payer Details		
Type of Payment		iquor/Country malt liqu	or collection of tax		Tax-Id		1		
Office Name	ETO BANIHAR ANANTNAG				PAN No (If Applicable)				
Year	2018-2019 A	nnual From 01/04/201	3 To 31/03/2019		Full Name		e ak		
ccount Head Detail		Amount		Flat/Blo	ock				
00390010400998033 Licence Fee			300	No,Primises/Bldg		_			
					Road/Street, Area/Locality Town/City/District PIN		<i>i</i> .		
					Mobile	No.	9877545610		
					Remark	s			
				-	-				
Total Amount			3	00.00					
					Amoun	t in Words	Three Hundred Ru	pees Only	
			Payment Detail		L		d		
Payment Mode Se	lected	Across T	ne Bank Counter Payment	0					
Bank Selected		JK BANK							
1,000,000	Contraction of the local division of the loc	California de la completa de la comp	r Payment Challan Will Be Accep		Contraction of the local division of the loc	the second second second second second	(ALCONTRACTOR OF A		
All th		tion in challan data is not p	n the above draft. I want to pr assible ance you praceed, click an f challan will be processed by	ancel b respe	utton if yo	u want to modify the		3ANK.	
			Proceed Canc						

• Click On Proceed to view next page or click on cancel to reset the details

Fig B.3

	10.149.0.17 Your GRN Nu	says imber Is [JK000005201201819N	1]]	оқ	ash counting nl,Government	m i Syst of J&R, I
-						Make	Payment
		DRAFT CHALLAN MTR FORM NUMBER - 6	i.				
GRN To Be Generated	BARCODE	To Be Generated		Date	12/09/2018	Form Id	
Department EXCISE AND TAXATION						Payer Details	
Type of Payment Country malt liquor/Co Office Name ETO BANIHAR	untry malt liqu	or collection of tax		Tax-Id		1	
Location ANANTNAG				PAN No (If Applicable)		
Year 2018-2019 Annual Fro	om 01/04/201	8 To 31/03/2019		Full Nam	ne	ak	
Account Head Detail		Amount in	— Flat/Block				
00390010400998033 Licence Fee	0390010400998033 Licence Fee			No,Primi	ises/Bldg		
				Road/Street, Area/Localit		·	
			Town/City/District		ty/District		
				PIN			
				Mobile M	No.	9877545610	
Total Amount		300.0		Remarks	i.		
				Amount	in Words	Three Hundred Rup	ees Only
		Payment Details		2			
Payment Mode Selected	Across T	he Bank Counter Payment					
Bank Selected	JK BANK						
		r Payment Challan Will Be Accepted I				-	
	llan data is not p	n the above draft. I want to proce assible ance you praceed, click an Canc f challan will be processed by res Agree Disagree	elbu	ittan if you	want to modify the a	Construction of the second	NK.
		Proceed Cancel	-				

o Click On ok to view next page or click on cancel to reset the details

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• Click On OK to Proceed

Fig B.5	
---------	--

Internet Banking	Select your Bank Popular Banks	Merchant Name Directorate Of Accounts an Treasuries, J&K [For GRAS services]
		Services]
	C C kotak Kotak Mahrdra Bank	Payment Amount: ₹ 1.00
	All Banks	
	== Select your Bank == Make Payment	Cast Deputyles Could Cast Could Cast Cou
		Interest Basing Budie Basing Budie Case

This site uses highly secure 256-bit encrption certified by VeriSign

OSBI

User:

 \circ If the user is Retail User/individual user then user should enter the Internet Banking Log-in ID and Password issued by the respective Bank and login into bank account.



this information.

minimum 24 hours before raising a complaint.

LOGIN				14	0.111		ID TH		VDO		- 0		
(CARE: username and password are case sensitive)					ONL	INE V	IR IU.	AL KE	YBO	ARD	_		
O Personal Banking		1	@	#	\$	%		&	*		1		
Corporate Banking / yono BUSINESS		4	3	2	0	8	9	7		5	6	-	
iser Name *		q.	e	t	ŗ	_ u _	•	у	1	P	{	3	
		g	a	\$	d	h	j	k	l	1	1	١	
User name		۷	X	Z	m	b	n		>	3	8	•	
assword *		C/	PS LO	СК				CLEAR				•	?
LOGIN RESET	payment mechanism and is	not res	ponsibl	e for a	ny defic	ciency t	by the :	service	provid	ler.			
Click here to abort this transaction and return to the Directorate of According to the Dire	ounts and Treasuries site.							di s					
Mandatory fields are marked with an asterisk (*) Do not provide your upprograms and papeword anywhere other than in the second secon	nic page					(V		eriSig				
Mandatory fields are marked with an asterisk (*) Do not provide your username and password anywhere other than in th Your username and password are highly confidential. Never part with t						(V		eriSig				

o Enter the IUser Id and Login Password issued by the respective Bank. o User gets the payment detail screen form bank side

() Reversal / Refund of failed merchant payments usually takes 1 - 2 days. Kindly wait for

GRAS:Manual

Fig B.6 Bank Payment confirmation

Directorate of Accounts and Treasuries

You can debit any of your transaction accounts to pay Directorate of Accounts and Treasuries.

Select an account and enter Directorate of Accounts and Treasuries payment details

count No. / Nick name	Account Type	Branch
00000020222856391	Savings Account	NEW PLOT JAMMU
ected Account	00000020222856391	
ayment Detail		
Amount	1.00	
Client Code	JK000003041202021P	
BILL_DIOFACA_REF	V\$BI9675630074	
Currency	INR	
Date	21/01/2021 11:20:31	
Service charges	0.00	
Amount in word	One Rupees only	

After confirm user will be redirected to challan format(2.6)

21 0011 2021

. Fig B.7 **Challan Format**

CHALLAN TR Form F.C.2

GRN JK 00000 2901 202021M BARCODE			Date 19/01/2021-12:29:43 Form ID					
Department EXCISE		Payer Details						
Import and Excise Duty	2 2	TAX ID (If Any) PAN No.(If Applicable)		01/JKEL-1				
Type of Payment Import of ENA/Other Spirits								
Office Name DY EXCISE COMM EXECUTIVE JAMMU		Full Name		Suresh				
Location JAMMU	ocation JAMMU							
Year 2020-2021 From 01/04/2020 To 31/03/2021 Account Head Details Amount In Rs.		Flat/Block	No.					
		Premises/Building						
00390010400998033 Receipts		Road/Stree	t					
		Area/Locality Town/City/District PIN						
		Remarks (I	f Any)		A the set			
		import duty	for year					
]						
]						
		1						
		Amount In	One Tho	usand Rupees Only				
Total	1,000.00	Words						
Payment Details J and K Manual			F	OR USE IN RECEIVING	BANK			
Cheque-DD Details	8 8	Bank CIN	Ref. No.					
Cheque/DD No.	6 8	Bank Date	RBI Date		Not Verified with RBI			
Name of Bank		Bank-Branc	h	J and K Manual				
Name of Branch	-	Scroll No. ,	Date					

Make payment at any of the listed branches * of J and K Manual handling GOVERNMENT OF Jammu and Kashmir Business Before 26/01/2021 Mobile No. : 989898989

-----Cut Here----

----Cut Here-----Bank Copy------Bank

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C. Repeat Payment

To avoid filling of same information repeatedly

figC.1

	Back To Home
Virtual treasury , Directorate of Account and Treasuri	Receipt Accounting System
User : sunil Last Login : 13/09/2018 14:38 Home Make New Pa	ayment Repeat Payment Challan History Change Password Logout
CLICK HERE TO SEE LAST 50 TRANSACTIONS, AND CLICK ON THE REPEAT BUTTON TO REPEAT T	HE SAME TRANSACTION
Home About GRAS Privacy Policy Terms & Conditions Sitemap Contact Us Site Designed & Developed By National Informatics Centre , J&K.	For any queries, please contact at Email ID:support-jkbeams@gov.in
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Repeat Payment

This is used to repeat the same challan information filled in any one of last 50 transactions Click on the link to view last 50 Transaction as listed in fig C.2 Server: .17

Fig C.2

	Virtual	treasury ,Direc	IS Jamr Governme torate of Account and Tre					
User : sunil	Last Login : 13/09/20	18 14:38	Home Make	New Payment Re	peat Payment C	hallan History	Change Pa	assword Logo
					DANSACTION			
	0 Transaction.	SACTIONS, AND CLIC	K ON THE REPEAT BUTTON TO REP	PEAT THE SAME T	RANSACTION			
Date	GRN	Payment Type	Office Location	Amount	Mode of payment selected (M- Counter /O- Online)	Status	Repeat Payment	Payment verification with bank
3/09/2018	JK000005461201819P	Country malt liquor	ETO BANIHAR, ANANTNAG	200.00	SBI Payment Gateway	Successful	<u>Repeat</u>	5
an san an sa	JK000005441201819M	Law1	ETO JAMMU, SADDAR JAMMU	1200.00	M-TEB	Unknown	Repeat	<u>Verify</u>
3/09/2018			91 1		Y			

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Click on Repeat link to make payment with the same details as filled in previous transaction You can see already filled form in fig C.3

Iser : sunil Last Login	: 13/09/2018 16:32	Home Make New Payme	nt Repeat Payment C	hallan History Change Password Lu
Department Details				
Department *	EXCISE AND TAXATION	Payment Type *	Country mait liq	uor
District *	ANANTNAG	Office Name *	ETO BANIHAR	
Scheme Name •	Country mait liquor			
Period Year *	2018-2019 ¥ Select P	eriod 🔻		
Form ID	0			
Account Details				
	Scheme Name		Amo	unt
003900104009980	33 Licence Fee		₹	
	Totel Amount		₹	
Payer Details				
Oepartment Tax ID • 9	þ	PAN		
Name*	sunil			
Block No/ Premises		Locality/Road		
Area/City		PIN		
Mobile No.*				
Remark				
Payment Details				
Payment Mode	e-Payment O Payment Acros	ss Bank Counter (Cash/Cheque)	SBI epay Payment Gat	eway (Customer charges)
Select Bank 🔹	Select Bank		•	
image Text	8 j k z wd	input image Text*		
			Fiel	ds marked with (*) are mandatory
		Submit Reset		
	cy Policy Terms & Conditions Sitemap			For any queries, please con

D. Challan History (Search Challan)

• To view Challan history Select Challan History tab

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Server: .17

- User is able to check the number of Challan created Period wise, Department wise,
- Pay-Type wise, Status wise, amount wise and Tax ID wise using this option.
- Select From Date and To Date as per the requirement with the help of given calendar.
- Select Pay Type from the list.
- Select Tax ID from the drop down list, user can see the number of Challan made for
- that particular tax ID.
- Select Status of the challan from the list.
- Enter amount range of the payment in From Amount and To Amount fields.
- Select Show option, user gets the history of all previous transactions as per the
- selection of date and Pay Type.

Fig D.1

From	Date *	13/09/2018	To Date*	13/0	9/2018	Pay Type*	MANUAL PAYMENT	•	Tax Id	{SELECT}	•
Trom	Date	13/03/2018	TO Date	13/0	5/2016	ray type	MANGALFAIMENT		Tax tu		11.74
Status		{SELECT •	From Am	ount		To Amount		Sh		w)	
					c	hallan Details	И				
Sr. No	Date	G	RN	Bank ID	Bank Name	Offi	Office		Amount(Rs)		Payment verificatio with bank
1	13/09/201	JK000005441201819M		- TEB		ETO JAMMU		1200.00 Unknow		Unknown	<u>Verify</u>

Click on GRN, user can view the Challan refer (Fig B.17)

Server: .17

E. Change Password



To change the existing password

Fig E.1

- Select Change Password tab. User gets the above screen to change the password.
- Enter User Name in the given field.
- Enter current password in the Password field.
- User enters New Password in the given field.
- User enters the same new password in the Confirm Password field.
- After entering all the fields' user selects Change Password option to update new password. User can select Reset option to re-enter the fields.
 User's new password is updated and user can login the system with new password.

F. Logout

When the user completes the work user should logout immediately to free the resources with the central server. The system displays the home page.