


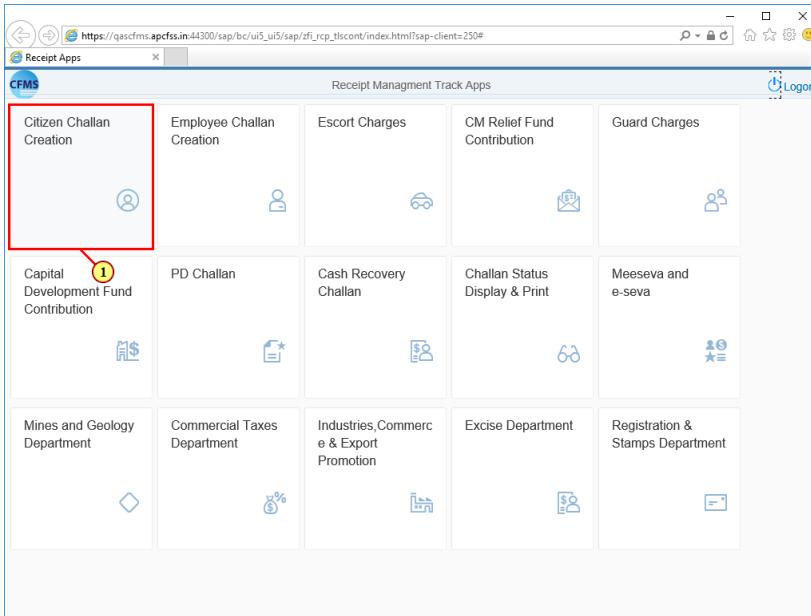
1.1. CitizenChallanCreation_ManualPayment


1.1.1. Receipt Apps - Internet Explorer



	<p>As part of the receipt management process, CFMS will offer payers to make online payments subject to all line departments and receive acknowledgement for the same with a status. Based on the selection of services the input fields will be determined. The user accessing CFMS will be able to perform the following:</p> <ul style="list-style-type: none"> • Citizen can make online payments against a service associated with the department(s) • DDO/Employees/Any dependent of the Government can make payments towards Subscriptions & Loans • Contributions to the CM Relief Fund • Contributions to the Capital Region Development Fund • Payments against Escort Charges and Guard Charges • Payer/Departmental Person can check the status of the Challan (Payment Successful, e-Scroll Received etc.) <p>CFMS will act as a platform for online collection of various receipts associated with the services rendered by different departments of the Government.</p> <p>Each tile on the next screen will represent the above services.</p>
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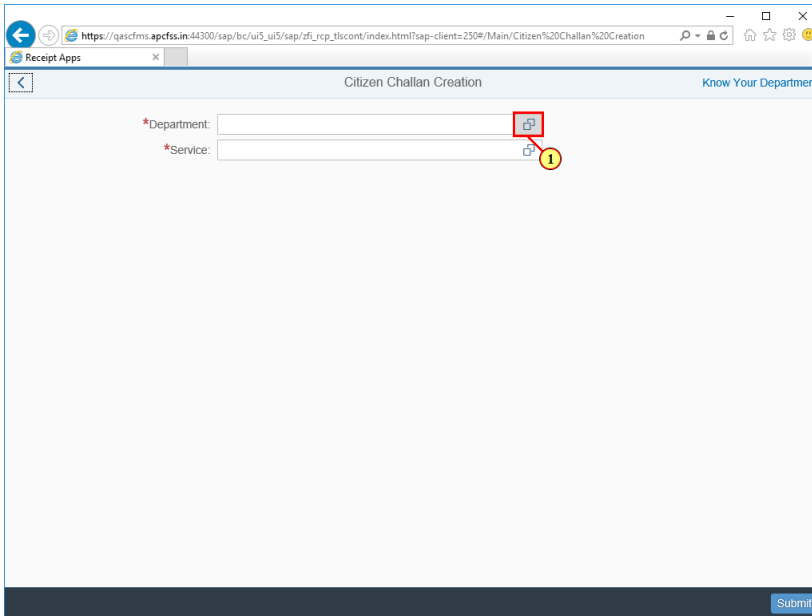
1.1.2. Receipt Apps - Internet Explorer





	<p>In this simulation (tutorial), you will see how to create a citizen challan using manual payment mode.</p> <p>In the current slide, we will discuss about the steps involved in generation of "Citizen Challan" wherein the Citizen/Payer chooses the department and the services associated with the department, fill in the required details and initiate the payment through manual or e-payment modes with payment gateways.</p> <p>Upon successful completion of the payment the payer will get an acknowledgement, the SMS and Email confirmation will also be sent with the payment status.</p>
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Step	Action
(1)	Click Citizen Challan Creation .

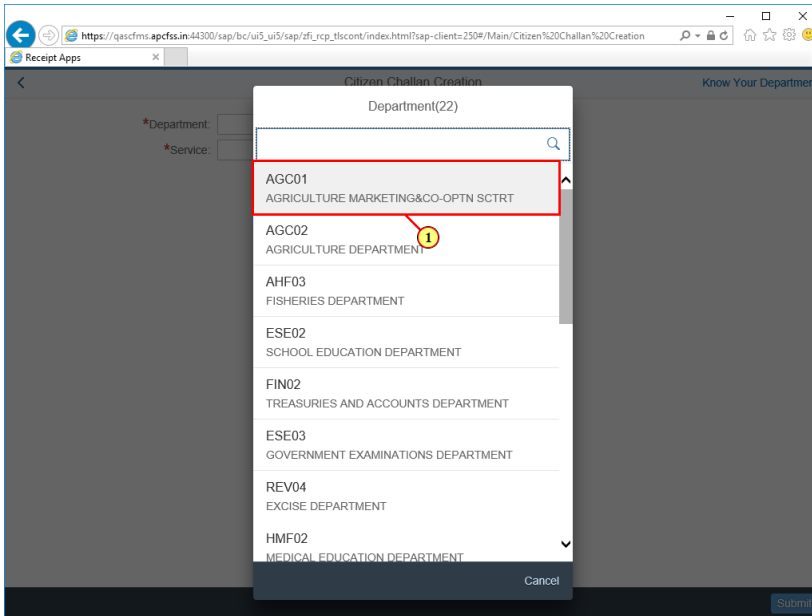
1.1.3. Receipt Apps - Internet Explorer



	<p>Note: All the fields marked with the asterisk (*) are mandatory.</p> <p>Payer selects the department and service associated with the department. Once these details are filled, then the HOA and other fields will get activated.</p>
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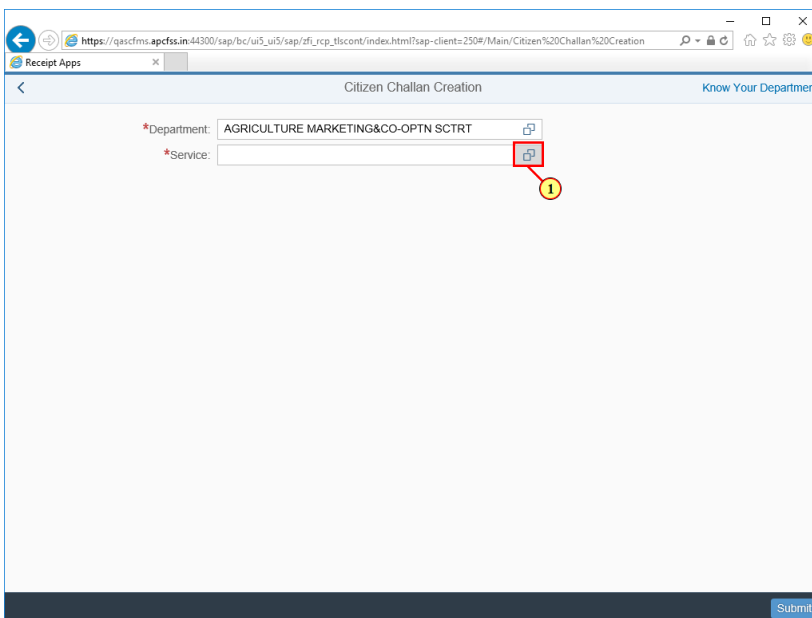
Step	Action
(1)	Click Department  .


1.1.4. Receipt Apps - Internet Explorer



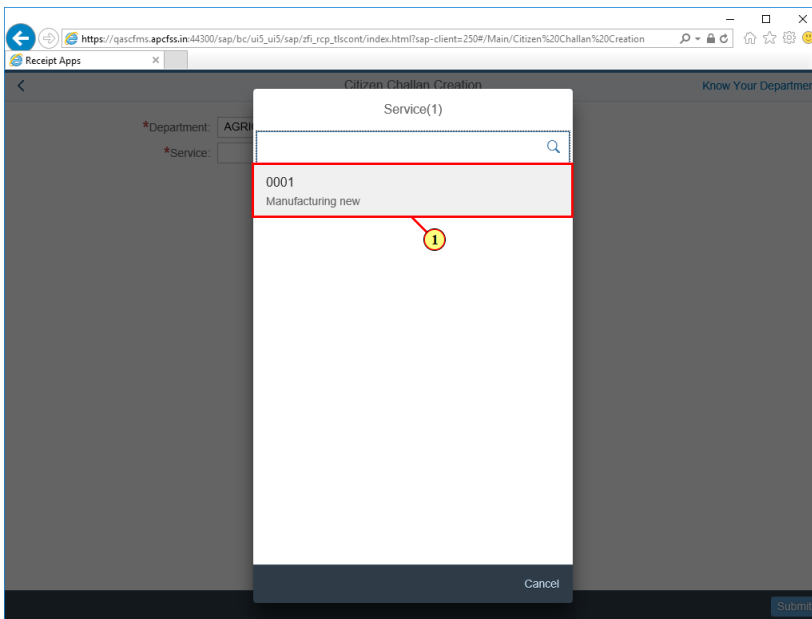
Step	Action
(1)	Click AGRICULTURE MARKETING&CO-OPTN SCTRT .

1.1.5. Receipt Apps - Internet Explorer



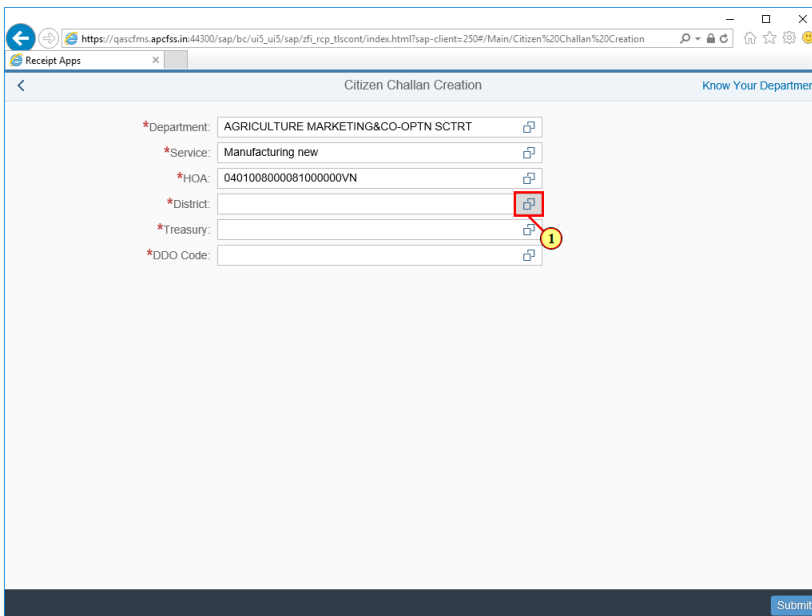
Step	Action
(1)	Click Services  .


1.1.6. Receipt Apps - Internet Explorer



Step	Action
(1)	Click Manufacturing new .

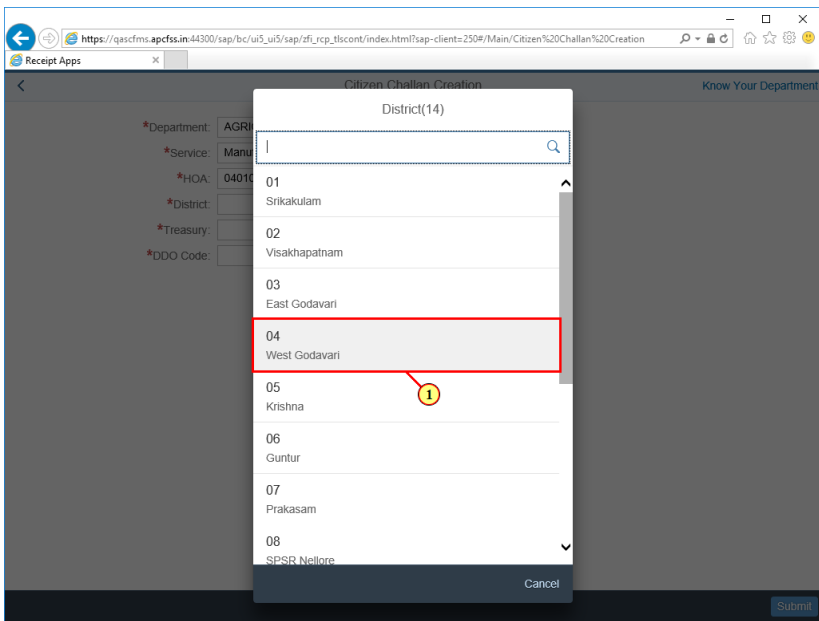
1.1.7. Receipt Apps - Internet Explorer



	<p>Once the department and service is selected, the HOA is taken automatically and the other fields like district, treasury and DDO code are available for entering the details.</p>
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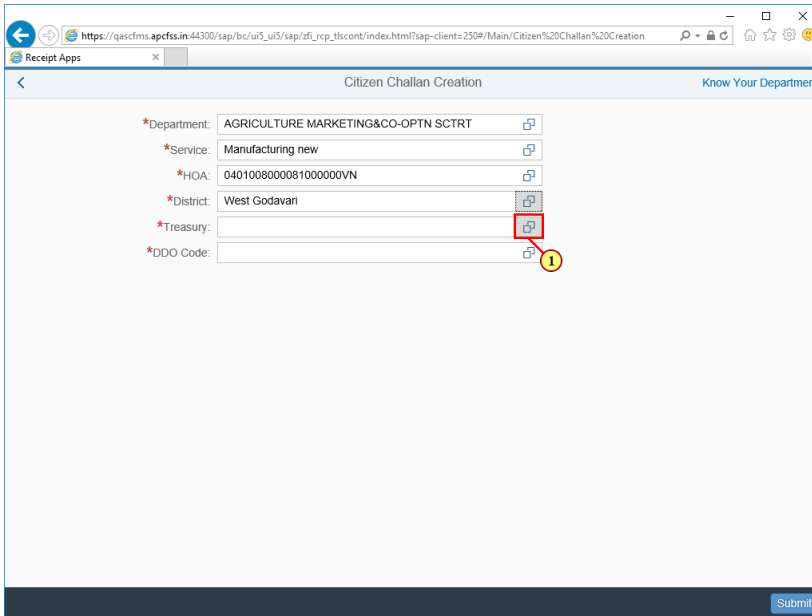
Step	Action
(1)	Click District  .


1.1.8. Receipt Apps - Internet Explorer



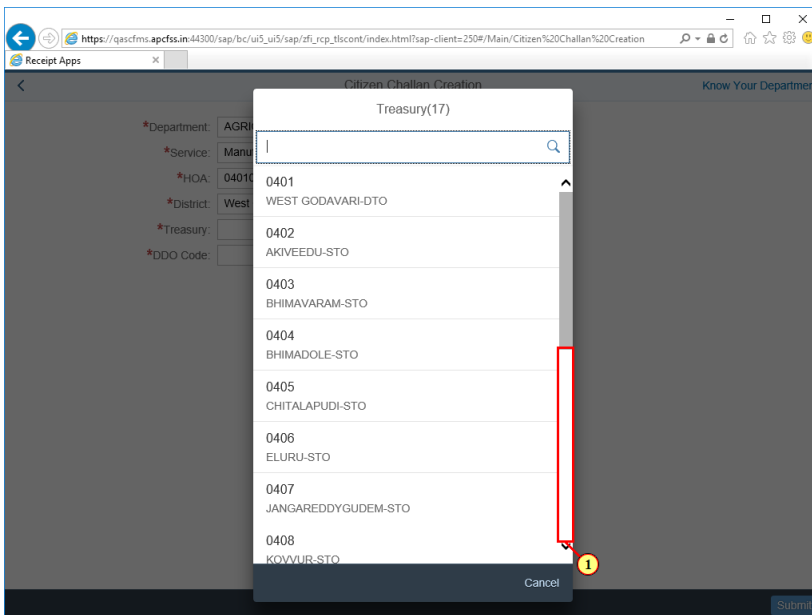
Step	Action
(1)	Click West Godavari .

1.1.9. Receipt Apps - Internet Explorer



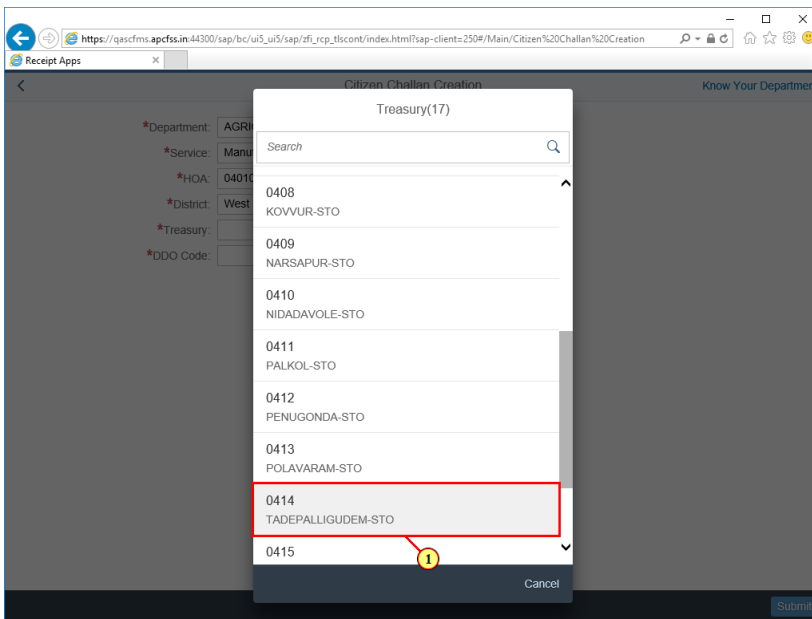
Step	Action
(1)	Click Treasury  .

1.1.10. Receipt Apps - Internet Explorer



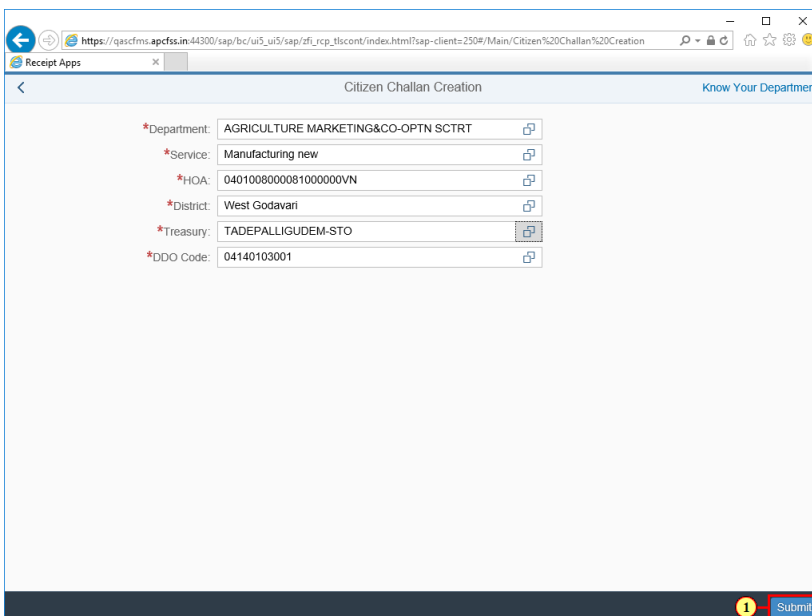
Step	Action
(1)	Clicking in the scroll area displays the desired area.


1.1.11. Receipt Apps - Internet Explorer



Step	Action
(1)	Click TADEPALLIGUDEM-STO.

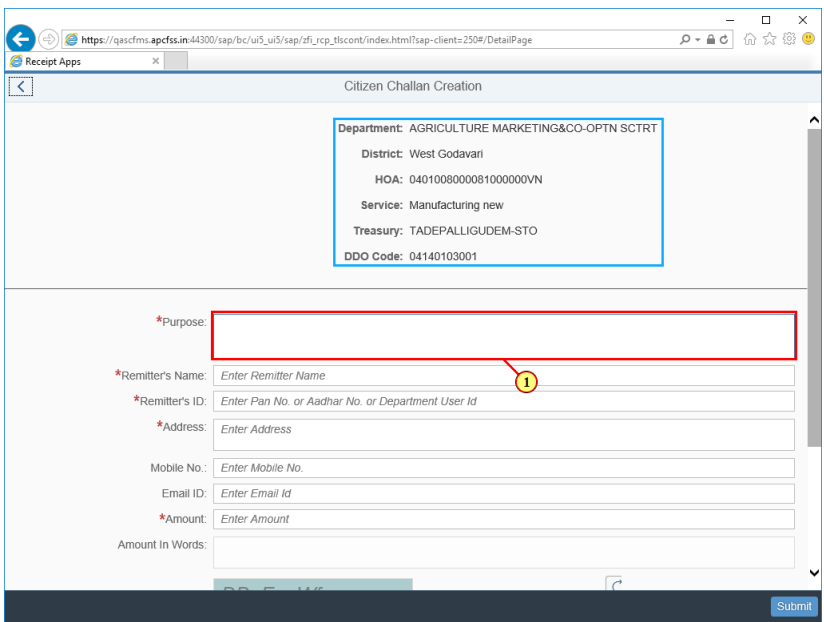
1.1.12. Receipt Apps - Internet Explorer




	<p>Based on the selection of district and treasury, the DDO Code is taken automatically.</p> <p>After filling all the details, click Submit to proceed further.</p>
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Step	Action
(1)	Click Submit .

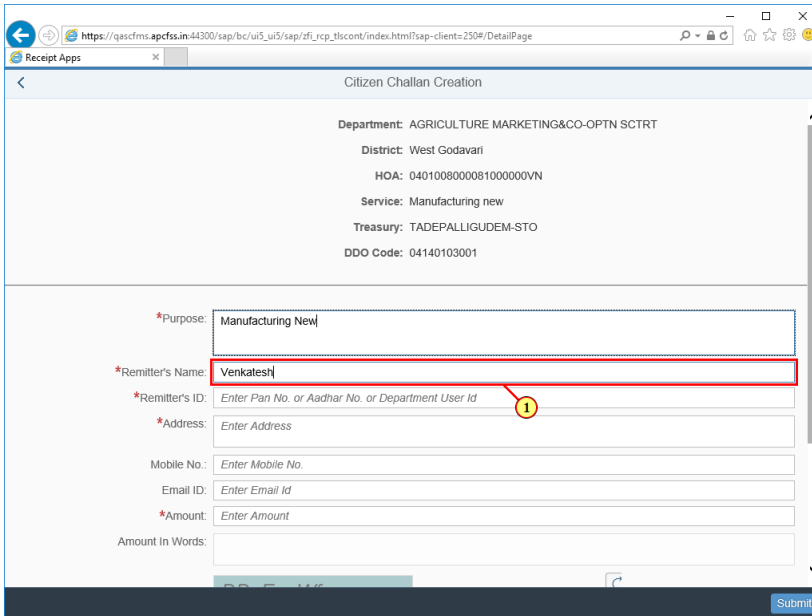
1.1.13. Receipt Apps - Internet Explorer



	<p>The details you have filled in the previous screen are available here.</p> <p>Fill in all the details like Purpose of payment, Remitter's name, Remitter's ID, Address, Mobile number, Email ID and Amount.</p>
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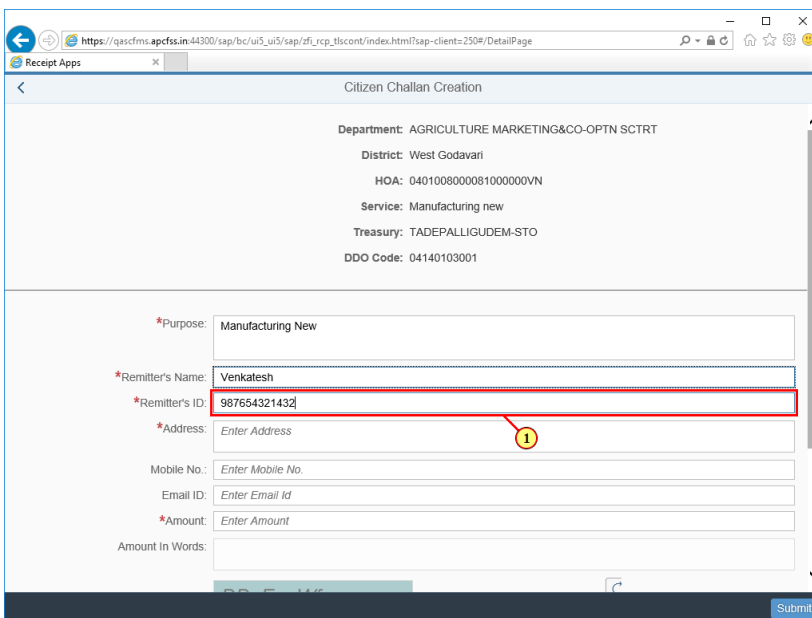
Step	Action
(1)	The Purpose field is filled out.

1.1.14. Receipt Apps - Internet Explorer



Step	Action
(1)	The Remitter's Name field is filled out.

1.1.15. Receipt Apps - Internet Explorer



Step	Action
(1)	The Remitter's ID field is filled out.

1.1.16. Receipt Apps - Internet Explorer

Citizen Challan Creation

Department: AGRICULTURE MARKETING&CO-OPTN SCTRT
 District: West Godavari
 HOA: 040100800008100000VN
 Service: Manufacturing new
 Treasury: TADEPALLIGUEDEM-STO
 DDO Code: 04140103001

*Purpose: Manufacturing New

*Remitter's Name: Venkatesh

*Remitter's ID: 987654321432

*Address: Enter Address

Mobile No.: Enter Mobile No.

Email ID: Enter Email Id

*Amount: Enter Amount

Amount In Words:

Submit

Step	Action
(1)	The Address field is filled out.

1.1.17. Receipt Apps - Internet Explorer

Citizen Challan Creation

Department: AGRICULTURE MARKETING&CO-OPTN SCTRT
 District: West Godavari
 HOA: 040100800008100000VN
 Service: Manufacturing new
 Treasury: TADEPALLIGUEDEM-STO
 DDO Code: 04140103001

*Purpose: Manufacturing New

*Remitter's Name: Venkatesh

*Remitter's ID: 987654321432

*Address: #99, West Godavari

Mobile No.: Enter Mobile No.

Email ID: venkatesh@gmail.com

*Amount: Enter Amount

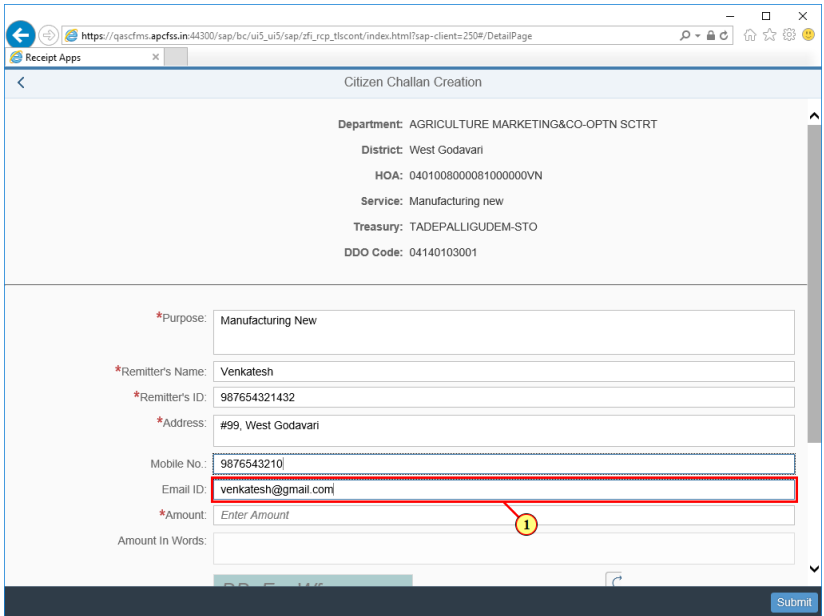
Amount In Words:

Submit

Step	Action
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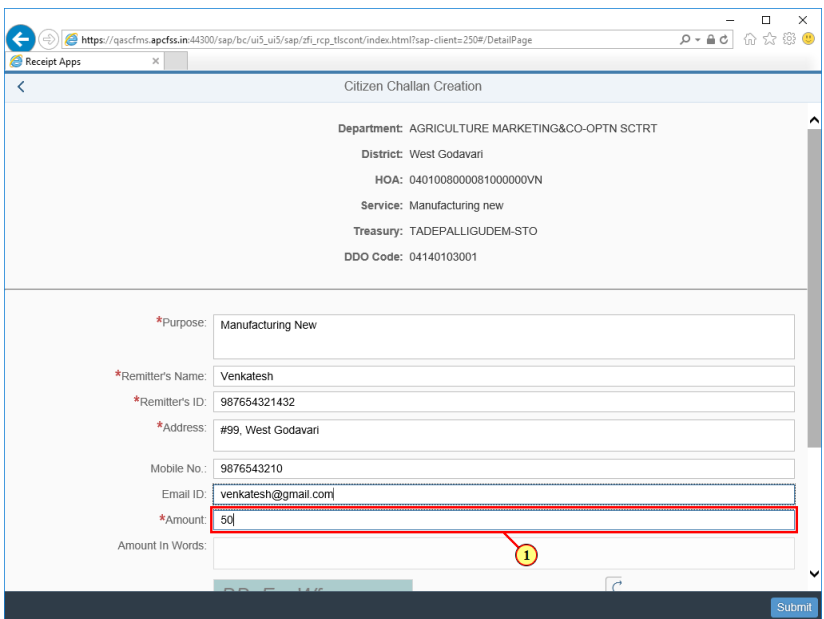
Step	Action
(1)	The Mobile No. field is filled out.

1.1.18. Receipt Apps - Internet Explorer



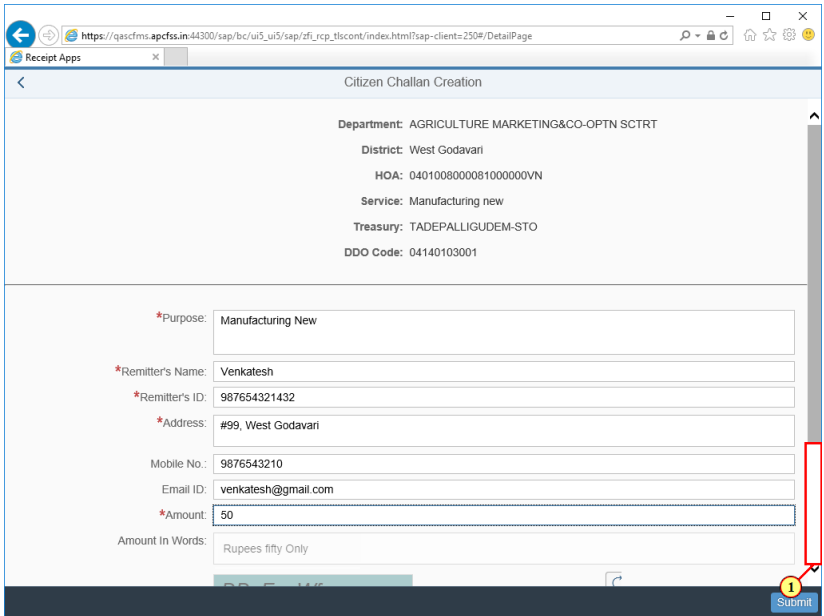
Step	Action
(1)	The Email ID field is filled out.

1.1.19. Receipt Apps - Internet Explorer



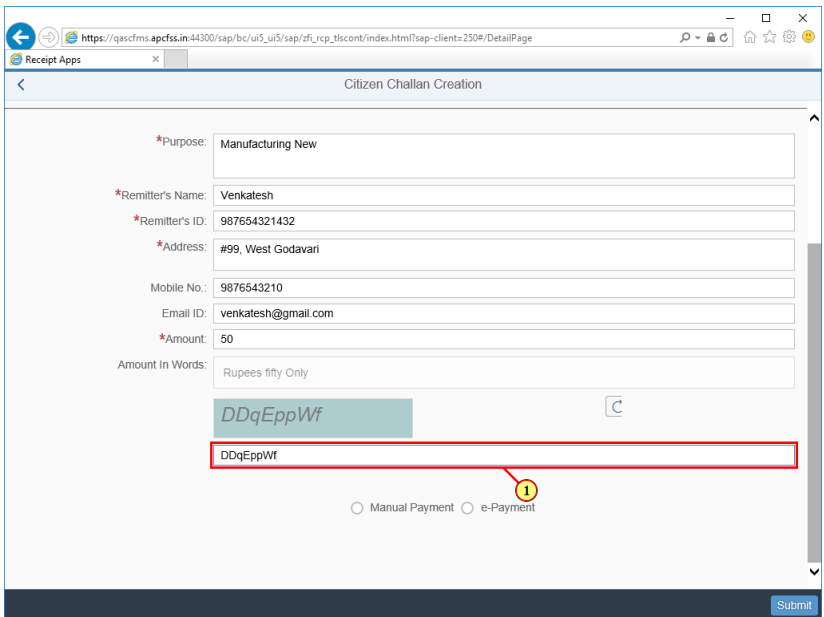
Step	Action
(1)	The Amount field is filled out.

1.1.20. Receipt Apps - Internet Explorer



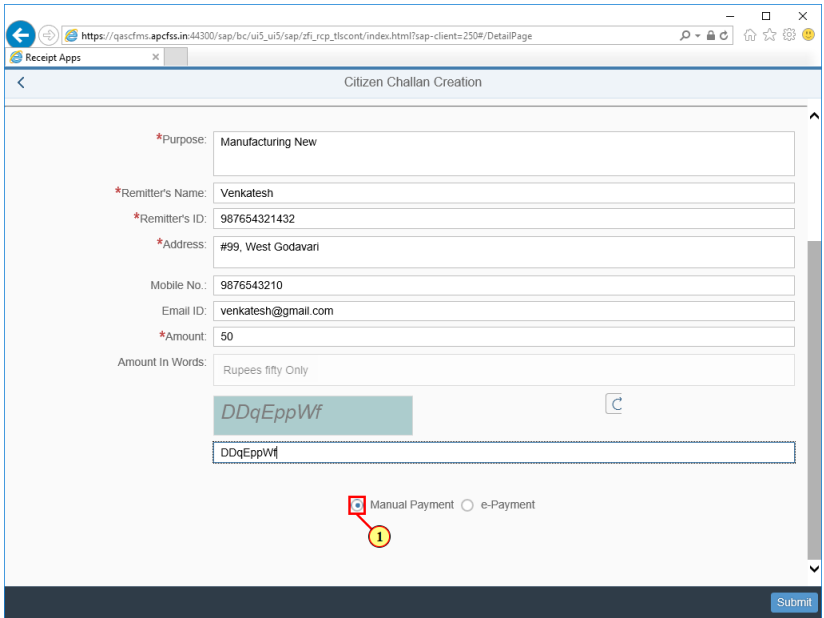
Step	Action
(1)	Clicking in the scroll area displays the desired area.


1.1.21. Receipt Apps - Internet Explorer



Step	Action
(1)	The Captcha field is filled out.


1.1.22. Receipt Apps - Internet Explorer



	Choose the mode of payment you prefer.
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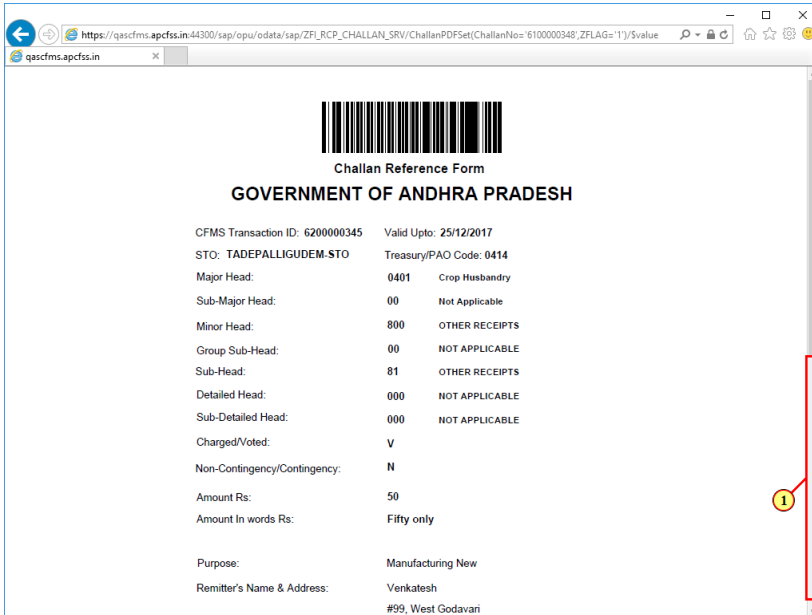
Step	Action
(1)	Manual Payment <input checked="" type="radio"/> is now selected.


1.1.23. Receipt Apps - Internet Explorer

 Once the details are filled in, click **Submit**. The details filled in are recorded and the challan number is assigned.

Step	Action
(1)	Click Submit .

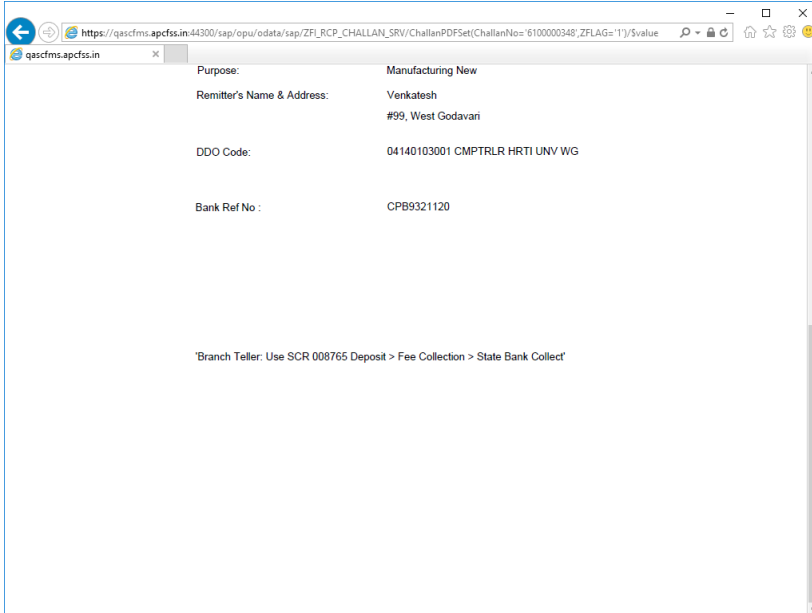
1.1.24. [https://qascfms.apcfss.in:44300/sap/opu/odata/sap/ZFI_RCP_CHALLAN_SRV/ChallanPDFSet\(ChallanNo=' - Internet Explorer](https://qascfms.apcfss.in:44300/sap/opu/odata/sap/ZFI_RCP_CHALLAN_SRV/ChallanPDFSet(ChallanNo=' - Internet Explorer)




 The challan is generated with the CFMS transaction ID along with the other details entered in the previous screens. Once the challan is printed, payer will be required to submit the challan reference form at the bankers counter.

Step	Action
(1)	Clicking in the scroll area displays the desired area.

1.1.25. [https://qascfms.apcfss.in:44300/sap/opu/odata/sap/ZFI_RCP_CHALLAN_SRV/ChallanPDFSet\(ChallanNo=' - Internet Explorer](https://qascfms.apcfss.in:44300/sap/opu/odata/sap/ZFI_RCP_CHALLAN_SRV/ChallanPDFSet(ChallanNo=' - Internet Explorer)



 You have now successfully created citizen challan using manual payment mode.