

THE KOLKATA MUNICIPAL CORPORATION
FINANCE AND ACCOUNTS DEPARTMENT

CMFA's CIRCULAR NO.1 of 2024-2025

Dated: 12/04/2024

**Sub: commencement of work in eKMC2.0 system to be implemented from today
(12/04/2024)**

The new eKMC 2.0 module is being rolled out from today. As such the modus operandi to be followed by functional departments are hereby given below for payment of bills. Henceforth bills will be processed as stated below:

1. All CRNs, pertaining to Revenue fund, Government fund or Road restoration cases will be done by the department in e KMC 2.0 system. F&A department will allocate the fund department wise, and CRNs will be done by the respective departments for release of Government fund.
2. However, vetting will continue through the ERP system as usual and it will be discontinued once the engineering module is integrated with the eKMC2.0 system.
3. In case of PO match invoice bills department would initiate and generate the UBNs in the ERP system. Such UBN would be fetched from e KMC 2.0 module and the CRNs would be generated and tagged by the departments. However, the workflow in ERP would be discontinued and no bills should send through ERP further.
4. For all other bills, including RM, SD and EMD Refund bills, CRN and bills will be initiated and forwarded through the e KMC 2.0 finance module.
5. The centralized CRN cell at F&A department is hereby dispensed with. For expense related to F&A department itself, CRN and bill will be processed through F&A cell.
6. The department will generate certificate and bill for EMD refund cases.
7. The deductions will be done by the Municipal Accountants in eKMC2.0 system and not in ERP. It is learnt that such entry once made cannot be rectified once the bill have been approved and hence Municipal Accountants should be very careful while entering such deductions.
8. For WBUES payment merging of UBNs upto payment file and success failure upload will be done by F&A department through the contractual module system and not through the eKMC 2.0 module
9. IT department should ensure training to the departmental staff and to the Municipal Accountants prior to full fledged rolling out of the system

The departments may contact with IT department for any technical/ system related clarification regarding bill processing in the new system .


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