GOVERNMENT OF MIZORAM

FINANCE DEPARTMENT (FMU)

INTEGRATED FINANCIAL MANAGEMENT & INFORMATION SYSTEM

(IFMIS)

User Guides

BENEFICIARY MANAGEMENT MODULE

Version 0.1

Dated : 28/06/2021

Place : Aizawl

BENEFICIARY MANAGEMENT MODULE
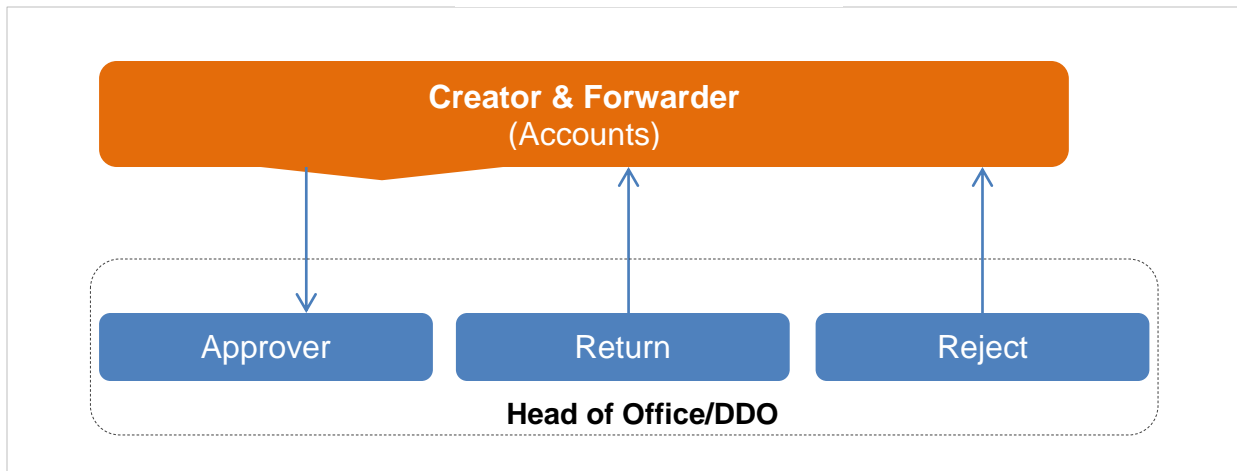
Name of Services under Beneficiary Management

Sl. No	Sub-Module Name	Name of Services
1	Beneficiary	1. Registration of Beneficiary (Firms/Dealers/Contractors etc.)
	Beneficiary	2. Registration of Beneficiary (Others)
	Beneficiary	3. Beneficiary Details

Service Name:

1. Registration of Beneficiary (Firms/Dealers/Contractors etc.)
2. Registration of Beneficiary (Others)

Office	
Starting of process	**Approver**
1. Accounts Section 2. Role - Create & Forward	Head of Office/DDO

Process Flow for all Bills

How to use this service

1. Accounts user shall login into the portal
2. Register beneficiary details

The purpose of Beneficiary Registration

1. Direct Beneficiary Transfer

Service Name:

3. Beneficiary Details

Office	
Starting of process	**Approver**
1. Accounts 2. Role - Create	x

The Purpose of Beneficiary Details

1. To view the taxation details

How to use this services:

1. Accounts user shall login into the portal and view the details