



Government Accounting Standards Advisory Board (GASAB)

Under the aegis of Comptroller and Auditor General of India

सरकारी लेखाकरण मानक सलाहकार बोर्ड

भारतके नियंत्रक-महालेखापरीक्षक के तत्तावधानमें

Government Accounting Standards Advisory Board (GASAB)

User Manual for End Users

Version 1.0

GASAB User Manual

Revision History

Revision No	Revision Date	Revision By	Approved Date	Approved By	Description
1.0	08-10-2025	Maheshwari Mohnish		Syamala Sharma	Initial Copy

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1 Introduction

The Government Accounting Standards Advisory Board (GASAB) was established by the Comptroller and Auditor General (CAG) of India in 2002 with the objective of improving government accounting and financial reporting practices. The decision to set-up GASAB was taken in the backdrop of the new priorities emerging in the Public Finance Management and to keep pace with International trends. The new priorities focus on good governance, fiscal prudence, efficiency & transparency in public spending.

The accounting systems, the world over, are being revisited with an emphasis on transition from rule to principle-based standards and migration from cash to accrual-based system of accounting. GASAB, as a nodal advisory body in India, is taking similar action to formulate and improve standards of government accounting and financial reporting and enhance accountability mechanisms.

This user manual is designed specifically for end users. It provides step-by-step guidance on the features and functions of the GASAB website, helping users navigate efficiently.

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2 Website Landing Page

Open the web browser, type the **website link** in the address bar, and press **Enter**. The **home page** of the portal will then appear on the screen.



Figure 2-1

Header Navigation (Top-Level Access)

- **Home** – Click to return to the main **GASAB homepage** from any section of the portal.
- **Login** – Opens the **authentication page** for registered users to access their accounts.
- **Search Main Content / Reader Access** – Enables users to activate the screen reader mode for accessibility.
- **Skip to Main Content** – Allows users to bypass the header and navigation elements to directly access the main page content.
- **Screen Reader Access** – Activates accessibility tools for visually impaired users.
- **Change Language** – Allows users to switch the display language of the portal.

Search Functionality

- **Search on Google** – Performs an external search through Google for related information.
- **Search Here** – Executes a search within the GASAB website.
- **Search Input Field** – Enter keywords or details to search either through Google or within the website, depending on the selected mode.

Main Content Area

- **Contextual Cue** – Indicates that the visual content represents formal discussions or decision-making activities.

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Primary Navigation Menu

- **About GASAB**
- **Who's Who**
- **Board Meeting**
- **Exposure Drafts**
- **Natural Resource Accounting**
- **News & Media**
- **Knowledge Centre**

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3 About Us

Click on **About GASAB** to open its menus. It has menus such as Mission and GASAB Secretariat.

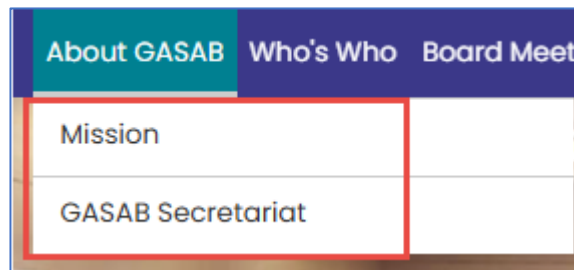


Figure 3-1

3.1 Mission

Click on **Mission** menu to open Mission page.

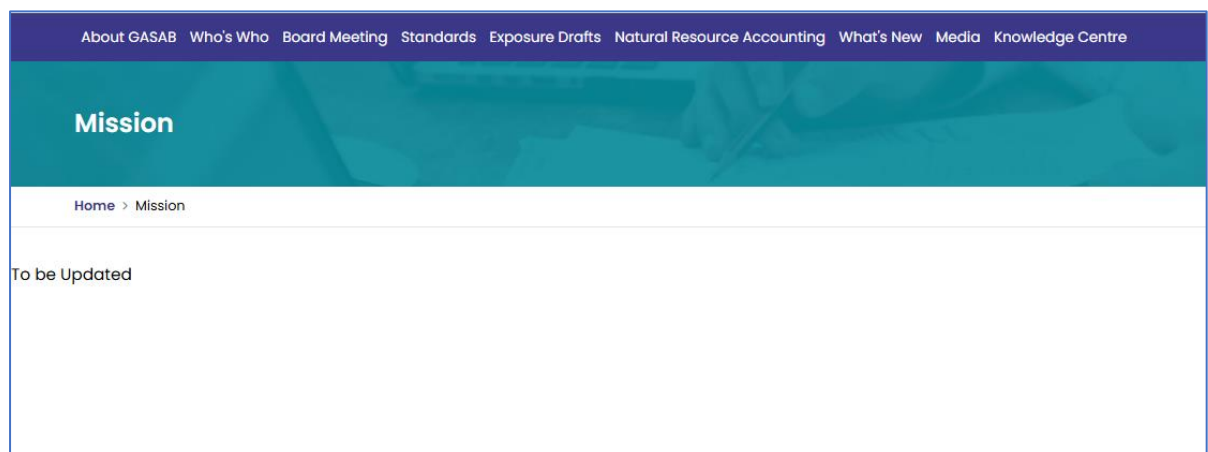


Figure 3-2

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3.2 GASAB Secretariat

Click on **GASAB Secretariat** menu of **About GASAB** module to open GASAB Secretariat page.

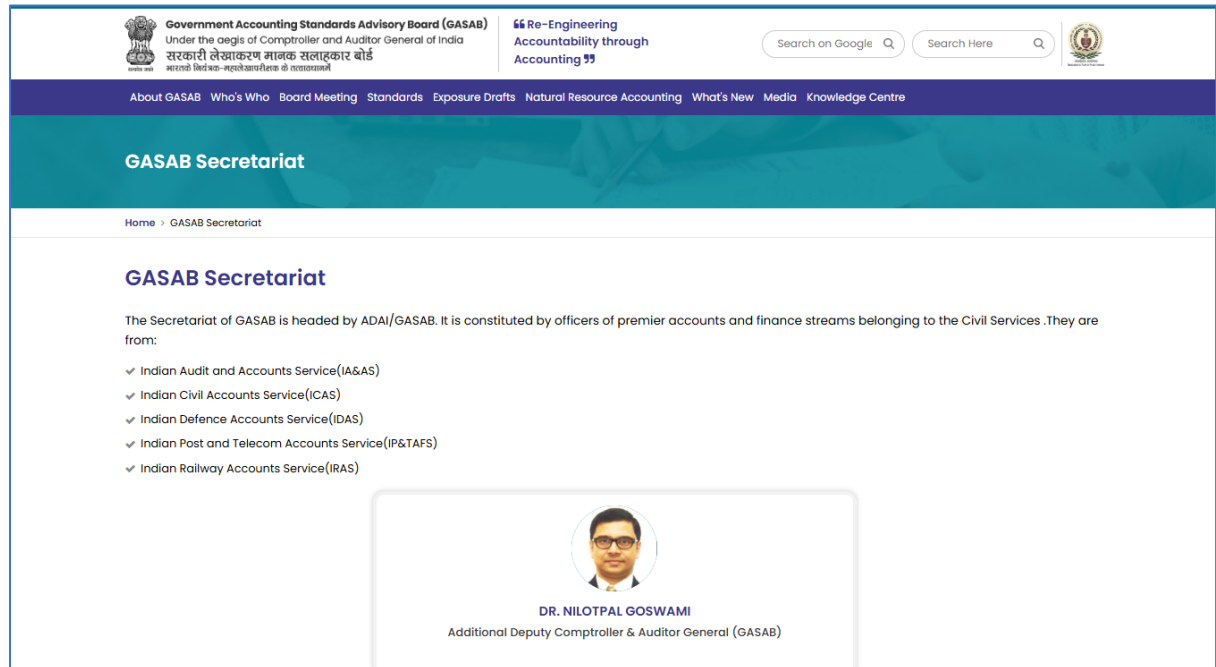


Figure 3-3

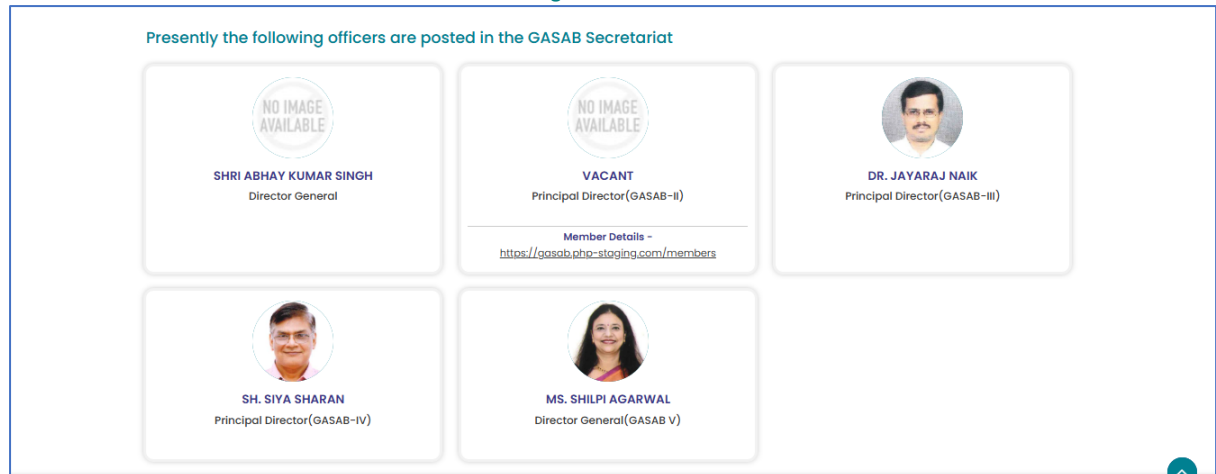


Figure 3-4

The page being viewed is part of the Government Accounting Standards Advisory Board (GASAB) section under the Comptroller and Auditor General (CAG) of India. Below is a concise overview of its structure and purpose:

Page Title: GASAB Secretariat

Purpose – To introduce the organizational framework and leadership of GASAB, which oversees the formulation and enhancement of government accounting standards in India.

Key Highlights

GASAB User Manual

Leadership – The Secretariat is led by the Additional Deputy Comptroller & Auditor General (GASAB).

Constituent Services – Officers in the Secretariat are drawn from various central civil accounting and audit services.

- Indian Audit and Accounts Service (IA&AS)
- Indian Civil Accounts Service (ICAS)
- Indian Defence Accounts Service (IDAS)
- Indian Post & Telecommunication Accounts Service (IP&TAFS)
- Indian Railway Accounts Service (IRAS)

Officer Listing Section

Purpose – To display the current postings and hierarchy within the GASAB Secretariat.

Structure

Each officer entry is presented in a grid format containing:

- Name
- Designation
- Photo (if available)

Current Officers Displayed-Includes officers serving in leadership and principal director roles, along with placeholders for vacant positions.

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4 Who's Who

Click on **Who's Who** to open its menus. Following are the menus.

Members
Technical Advisors
Task Force

Figure 4-1

4.1 Members

Click on **Members** menu to open Mission page.

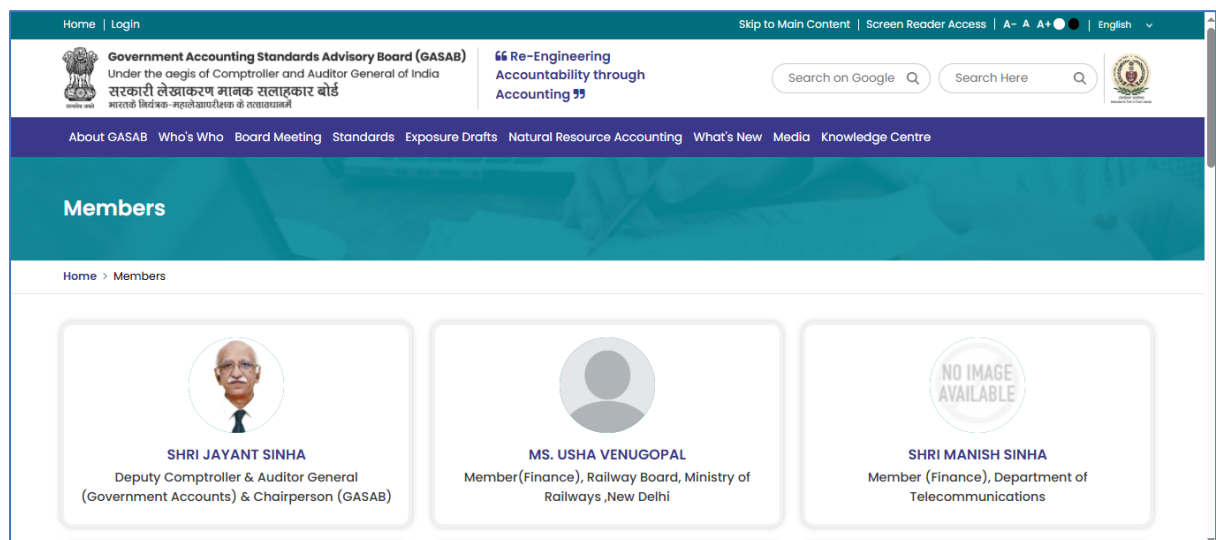


Figure 4-2

GASAB User Manual

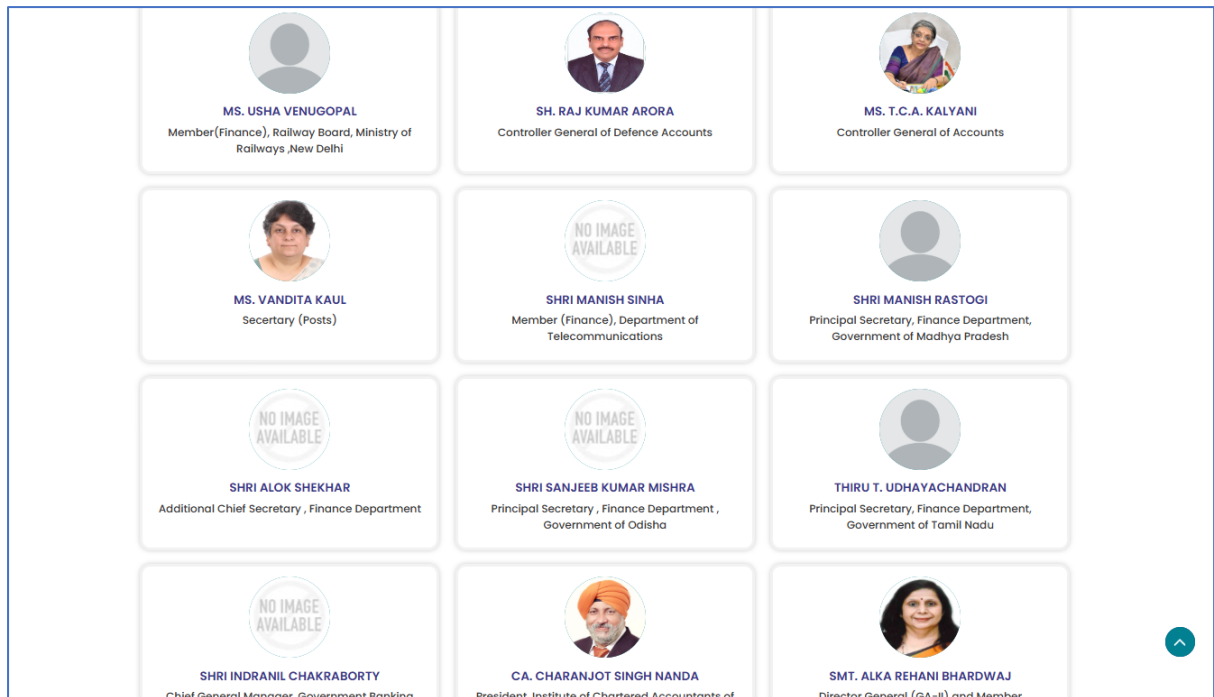


Figure 4-3

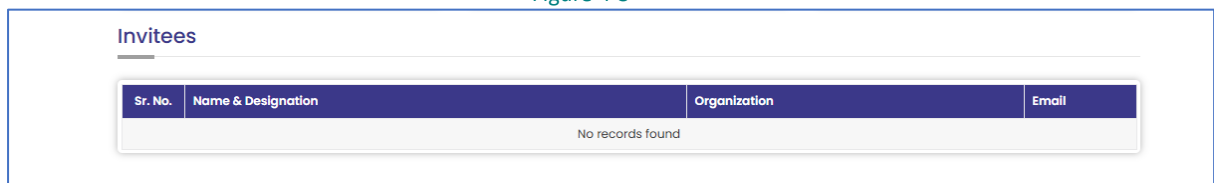


Figure 4-4

The **Member Menu** under the *Who's Who* section provides a structured overview of the leadership, members, and associated personnel of the Government Accounting Standards Advisory Board (GASAB). It highlights organizational hierarchy, officer postings, and invited participants.

Key Sections Displayed

GASAB Secretariat

- Headed by the **Additional Deputy Comptroller & Auditor General (GASAB)**.
- Staffed by officers from premier civil and accounting services such as **IA&AS, ICAS, IDAS, IP&TAFS, and IRAS**.
- This section introduces the administrative structure and leadership responsible for developing government accounting standards.

Who's Who / Officers Posted

- Displays the list of officers currently posted in the GASAB Secretariat.
- Includes leadership details such as:
 - Director General**

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- **Principal Directors** across various divisions
- Vacant designations, if any, are also indicated for transparency.

Members of GASAB

- Provides details of the **Chairperson** and **Members** representing key ministries and departments.
- Typically includes officials holding positions such as:
 - Deputy Comptroller & Auditor General (Govt. Accounts) – **Chairperson**
 - Member (Finance), Railway Board
 - Member (Finance), Department of Telecommunications

Invitees Section

- Dedicated to listing external invitees participating in GASAB meetings.
- Presented in a tabular format for easy reference.
- If no invitees are currently listed, the table displays “**No records found.**”

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4.2 Technical Advisors

Click on [Technical Advisors](#) menu to open mission page.

Technical Advisors

[Home](#) > [Technical Advisors](#)

Technical Advisors

Technical Advisors (TAs) were nominated by the Government Accounting Standards Advisory Board (GASAB) members in accordance with the provisions of Rules of Business approved during 24th GASAB meeting held on 20th December, 2011.

TAs assist the Board members during the GASAB meetings and act as nodal officers to present the views of the member. The institution of TAs helps in more frequent interaction and exchange of ideas with members of GASAB Secretariat as well as among each other. The present TAs nominated by GASAB members are:-

Sr. No.	Name & Designation	Organization	Email	Phone Number
1	Shri Subhash Chand General Manager, RBI	Reserve Bank of India	schand@rbi.org.in	-
2	Ms. Surinder Kaur Joint Director, (F&A), DPED Finance Department Government of Punjab	Government of Punjab	Pbdisinvest33@gmail.com	-
3	Dr. Satya Priya Rath Director (Budget)-cum-Additional Secretary Finance	Finance Department Government of Odisha	-	-

Figure 4-5

4	Shri Aditi Kumar Tripathi Additional Secretary, Madhya Pradesh Finance Service Government of Madhya Pradesh	Madhya Pradesh Finance Service Government of Madhya Pradesh	-	-
5	Thiru. Pratik Tayal, Deputy Secretary (Budget), Government of Tamil Nadu	Government of Tamil Nadu	tn.dsbudget@gmail.com	-
6	Shri Sunil Bhagwat Chaudhari Director(Budget),Department of Economic Affairs, Minister of Finance	Minister of Finance	sunil.chaudhari08@nic.in	011-23093810
7	Shri Rajesh Sharma Sr. Jt. CGDA O/o Controller General of Defence Accounts	Controller General of Defence Accounts	rajeshsharma@gov.in	01125665787
8	Shri Rajat Agarwal Jt. Director Finance (CCA), Railway Board, Ministry of Railways	Railway Board, Ministry of Railways	rajat.agarwal9@gov.in	011-23047018
9	Ms. Sanchita Shukla Joint CGA, O/o the Controller General of Accounts (CGA)	CGA Office	sanchita.shukla@nic.in	011-24622029
10	Shri Rajeev Kumar Sr. DDG (PAF), Department of Post	Department of Post	srddgpat@indiapost.gov.in	011-23096096
11	Shri Sukhbir Joint CGCA Department of Telecommunication	Department of Telecommunication	jtcgcaia-dot@gov.in	011-26501907
12	CA. Mangesh Pandurang Kinare FCA	ICAI	mangesh.kinare@gmail.com , councilaffairs@icai.in	011-30110547

Invitees

Sr. No.	Name & Designation	Organization	Email
No records found			

Figure 4-6

GASAB Portal – Technical Advisor Menu (User Manual)

Overview:

The Technical Advisor menu provides detailed information about the technical advisors associated with GASAB. These advisors are nominated by GASAB members and act as nodal officers or institutional representatives during meetings. This menu helps users quickly identify the advisors, their roles, and their associated institutions.

Secretariat & Officer Listings

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Purpose: Displays information about GASAB secretariat officers, technical advisors, and meeting participants.

Table Columns:

- Name
- Designation
- Organization
- Email

Invitees Section

- **Purpose:** Shows external participants invited to GASAB meetings.
- **Details Provided:** If no external participants are present, the section will display “No records found.”
- **Functionality:** Users can check for additional meeting participants.

Member & Invitee Tables

Purpose:

Provides information on GASAB members and external invitees participating in meetings.

Table Columns:

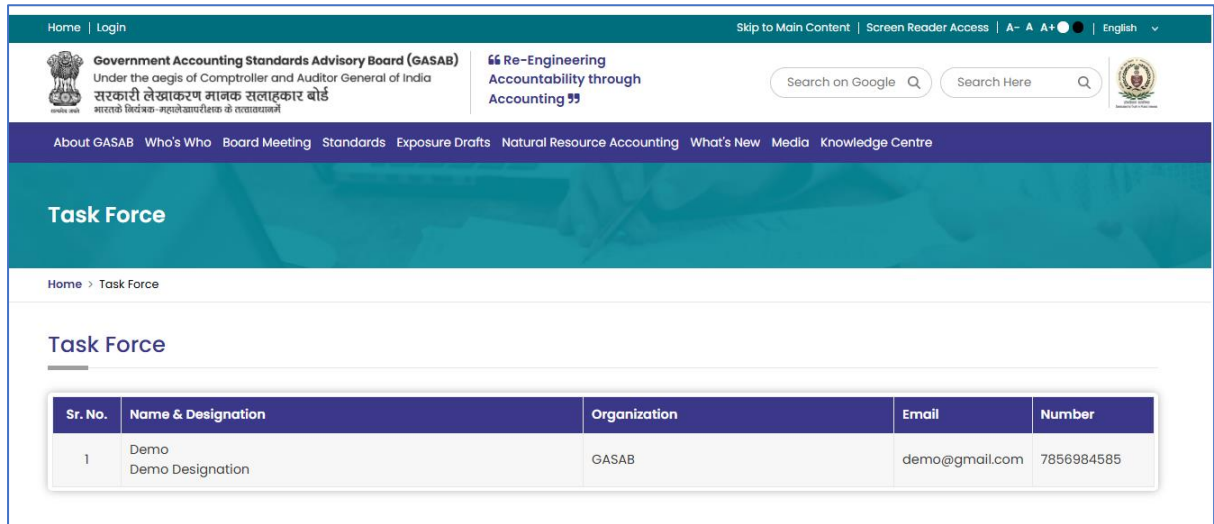
- **Sr. No.** – Serial number for easy reference.
- **Name & Designation** – Full name along with official designation.
- **Organization** – Department or institution the individual represents.
- **Email** – Contact email for communication purposes.

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4.3 Task Force

Task Force

Click on menu to open Task Force page.



Home | Login Skip to Main Content | Screen Reader Access | A- A+ | English

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भारत के विजयचक्र-महालेखापरीक्षक के तत्वावरधाने

Re-Engineering Accountability through Accounting

Search on Google Search Here

About GASAB Who's Who Board Meeting Standards Exposure Drafts Natural Resource Accounting What's New Media Knowledge Centre

Task Force

Home > Task Force

Task Force

Sr. No.	Name & Designation	Organization	Email	Number
1	Demo Demo Designation	GASAB	demo@gmail.com	7856984585

Figure 4-7

GASAB Portal – Task Force Menu (User Manual)

Page Title: Task Force

Purpose:

The Task Force menu displays a list of individuals nominated to the GASAB Task Force. These members provide support in specialized accounting standard initiatives, research, and policy development. The page serves as an informational reference for users to identify key members and their contact details.

Table Structure

Purpose: Displays detailed information of all Task Force members.

Columns:

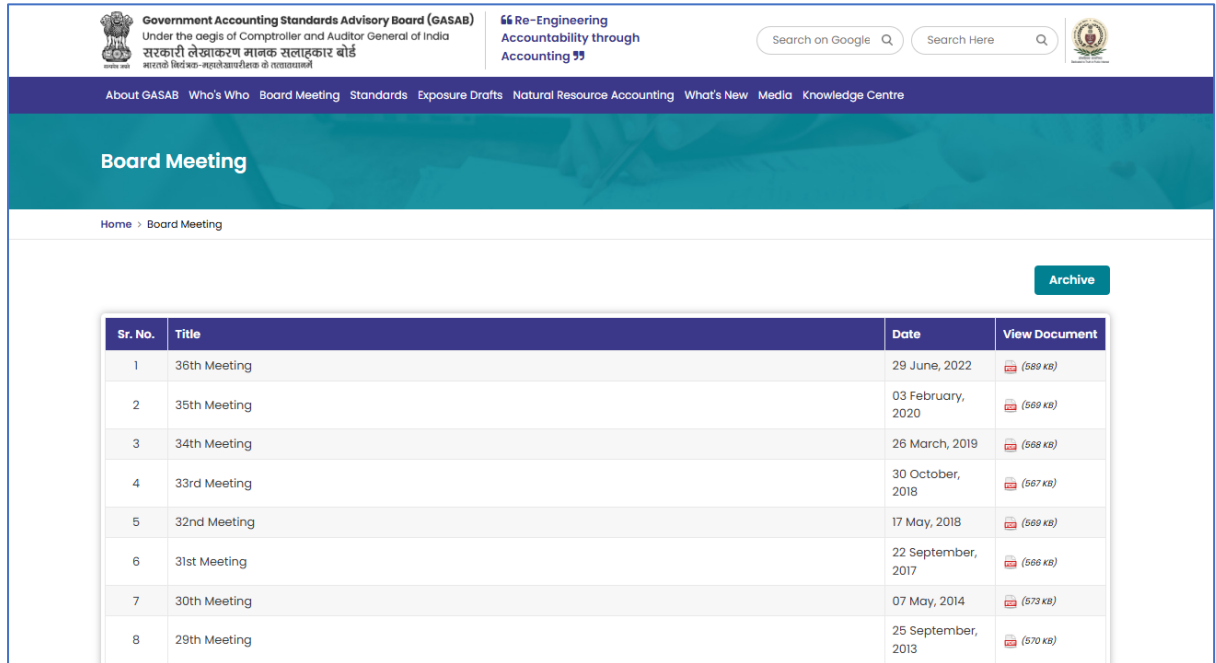
- **Sr. No.** – Serial number for each entry
- **Name & Designation** – Full name and official title of the task force member
- **Organization** – Affiliated department or institution
- **Email** – Official contact email
- **Contact No.** – Direct phone number for correspondence

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5 Board Meeting

Board Meeting

Click on **Board Meeting** menu to open Board Meeting page.



The screenshot shows the GASAB Portal's Board Meeting page. The header includes the GASAB logo and name in English and Hindi, along with the tagline 'Re-Engineering Accountability through Accounting'. A search bar and navigation menu are present. The main content area features a table of board meetings.

Sr. No.	Title	Date	View Document
1	36th Meeting	29 June, 2022	 (589 KB)
2	35th Meeting	03 February, 2020	 (569 KB)
3	34th Meeting	26 March, 2019	 (568 KB)
4	33rd Meeting	30 October, 2018	 (567 KB)
5	32nd Meeting	17 May, 2018	 (569 KB)
6	31st Meeting	22 September, 2017	 (566 KB)
7	30th Meeting	07 May, 2014	 (573 KB)
8	29th Meeting	25 September, 2013	 (570 KB)

Figure 5-1

GASAB Portal – Board Meeting Menu (User Manual)

Page Title: Board Meeting

Purpose:

The Board Meeting menu displays chronological records of GASAB board meetings. Users can view meeting numbers, dates, and access official documents associated with each meeting.

Table Structure

Purpose: Provides users with a structured list of past and upcoming board meetings.

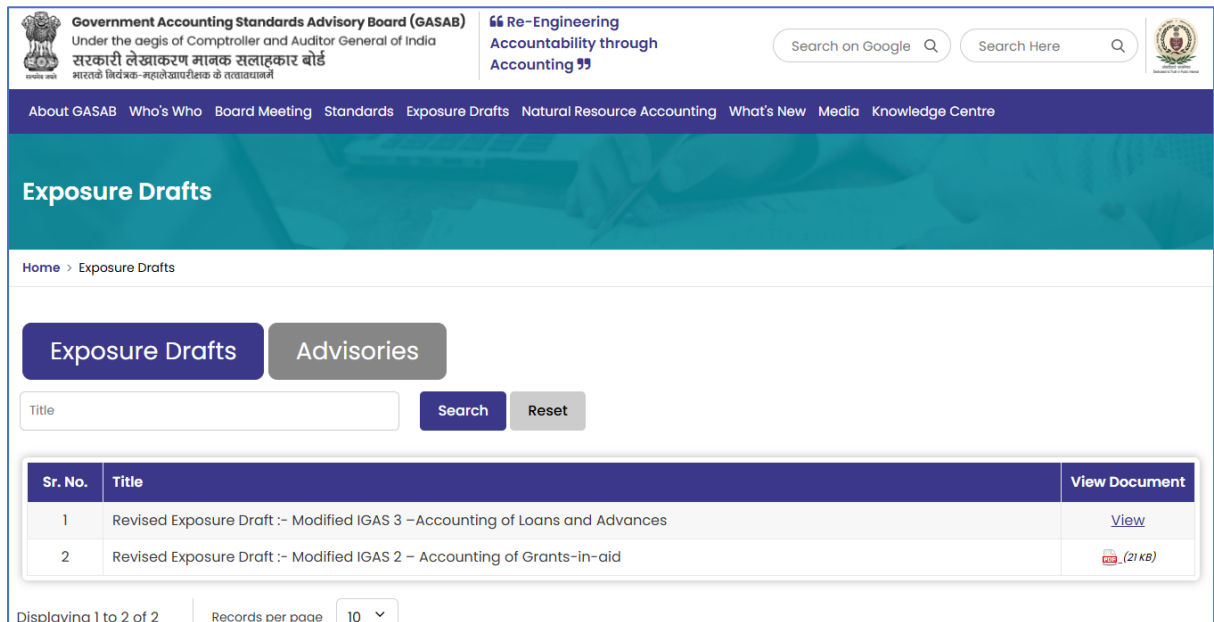
Columns:

- **Title** – Sequential identifier of each board meeting
- **Date** – Official date when the meeting was held
- **View Document**– Hyperlinked label “View Document” to access the official meeting document

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6 Exposure Drafts

Click on **Exposure Drafts** module to open Exposure Drafts page.

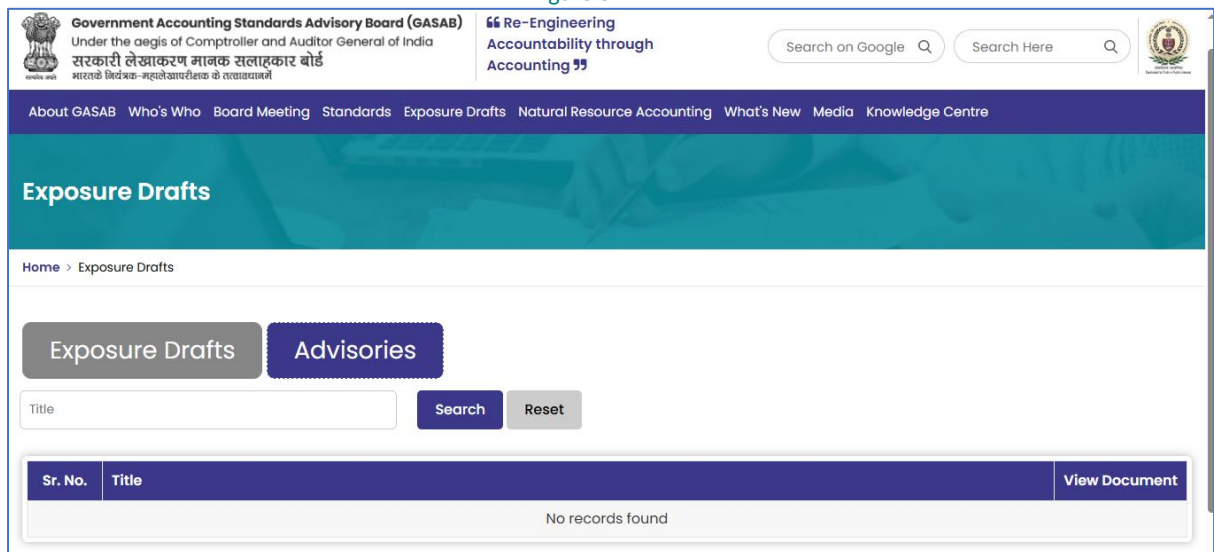


The screenshot shows the GASAB Portal with the 'Exposure Drafts' module selected. The page displays a list of active exposure drafts and advisories.

Sr. No.	Title	View Document
1	Revised Exposure Draft :- Modified IGAS 3 – Accounting of Loans and Advances	View
2	Revised Exposure Draft :- Modified IGAS 2 – Accounting of Grants-in-aid	View (21 KB)

Displaying 1 to 2 of 2 Records per page 10

Figure 6-1



The screenshot shows the GASAB Portal with the 'Exposure Drafts' module selected. The page displays a message indicating that no records were found.

Sr. No.	Title	View Document
No records found		

Figure 6-2

GASAB Portal – Exposure Drafts Menu

Page Title: Exposure Drafts

Purpose:

The Exposure Drafts menu displays draft documents and advisories issued by GASAB for public review and feedback. These drafts relate to government accounting standards and provide stakeholders an opportunity to contribute comments before finalization.

Tabs Available

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- **Exposure Drafts** – Lists all draft documents for public review
- **Advisories** – Displays official advisories issued by GASAB

Search Controls

- **Search Bar** – Enter keywords to locate drafts or advisories
- **Search Button** – Initiates the search based on entered criteria
- **Reset Button** – Clears the search input and resets the results

Table Structure (Exposure Drafts Tab)

Purpose: Provides a structured list of exposure drafts for easy reference and access.

Columns:

- **Sr. No.** – Serial number of the draft
- **Title** – Name of the exposure draft
- **Document Access** – Hyperlinked label “View Document” to open the draft

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7 Standard IGAS

Click **Standards** to open the standard module menu.

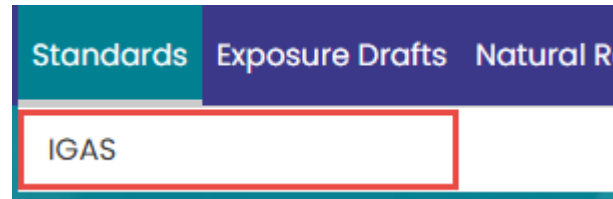


Figure 7-1

Click on IGAS menu to open Indian Government Accounting Standards (IGAS) page.

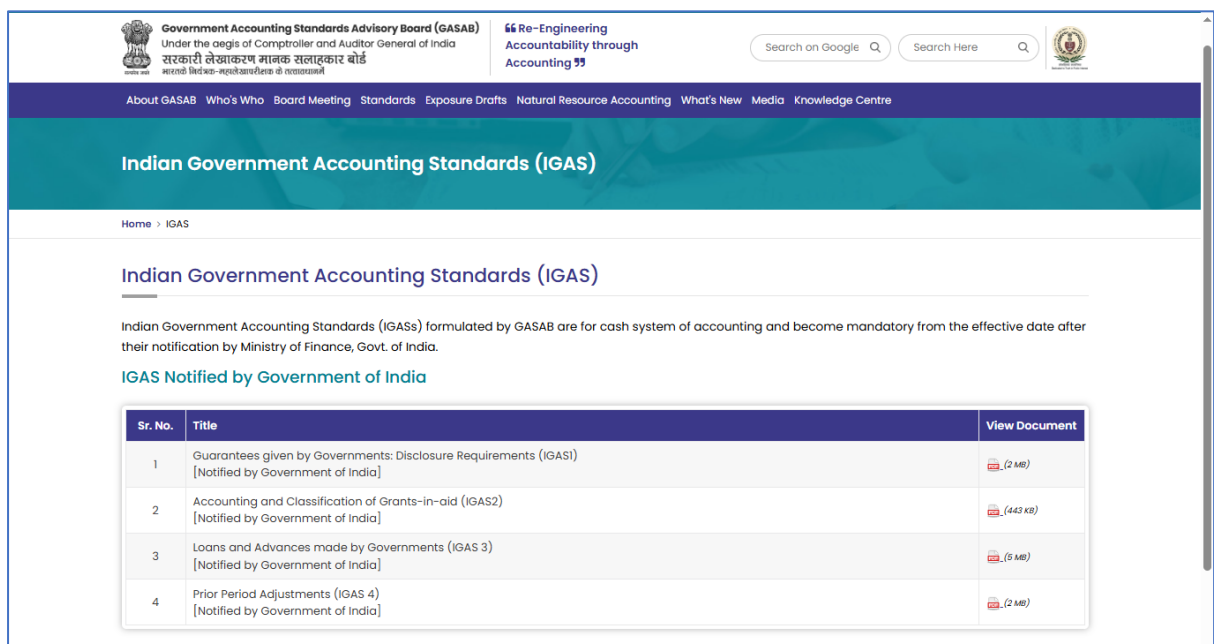


Figure 7-2

Indian Government Accounting Standards (IGAS) section

Indian Government Accounting Standards (IGASs) formulated by GASAB are for cash system of accounting and become mandatory from the effective date after their notification by Ministry of Finance, Govt. of India.

Purpose:

This section provides users with detailed information on the notified accounting standards applicable under the cash-based system of government accounting in India. The IGAS standards promote consistency, transparency, and comparability in government financial reporting.

Table Column

- **Serial Number** – Indicates the sequential order in which each accounting standard is listed.

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- **Title of Standard** – Specifies the full name and scope of each Indian Government Accounting Standard.
- **Document Access** – Provides a clickable option for users to view or download the official PDF document of each standard. The access link is represented by a PDF icon labelled “View Document.”

Functionality

—

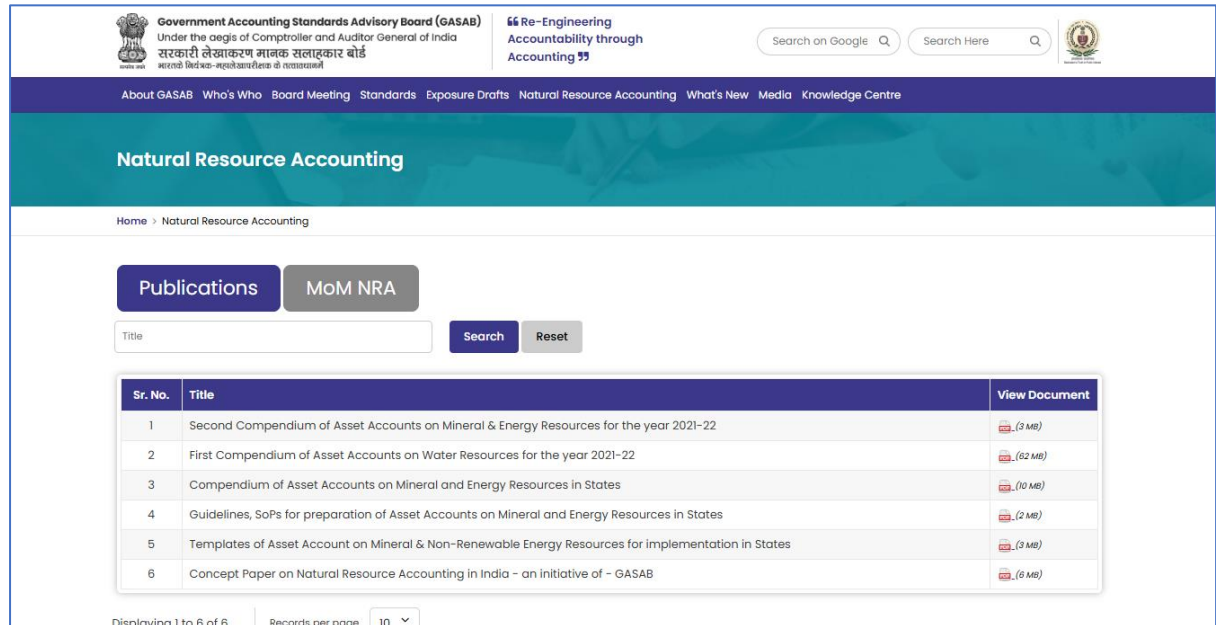
This section allows users to view the complete list of IGAS standards notified by the Government of India. Each standard can be accessed directly through the document link for reference or compliance purposes. The page is informational only and does not include data entry or submission features.

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8 Natural Resource Accounting

Natural Resource Accounting

Click on **Natural Resource Accounting** module to open NRA page.



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Re-Engineering Accountability through Accounting 55

Search on Google Search Here

About GASAB Who's Who Board Meeting Standards Exposure Drafts Natural Resource Accounting What's New Media Knowledge Centre

Natural Resource Accounting

Home > Natural Resource Accounting

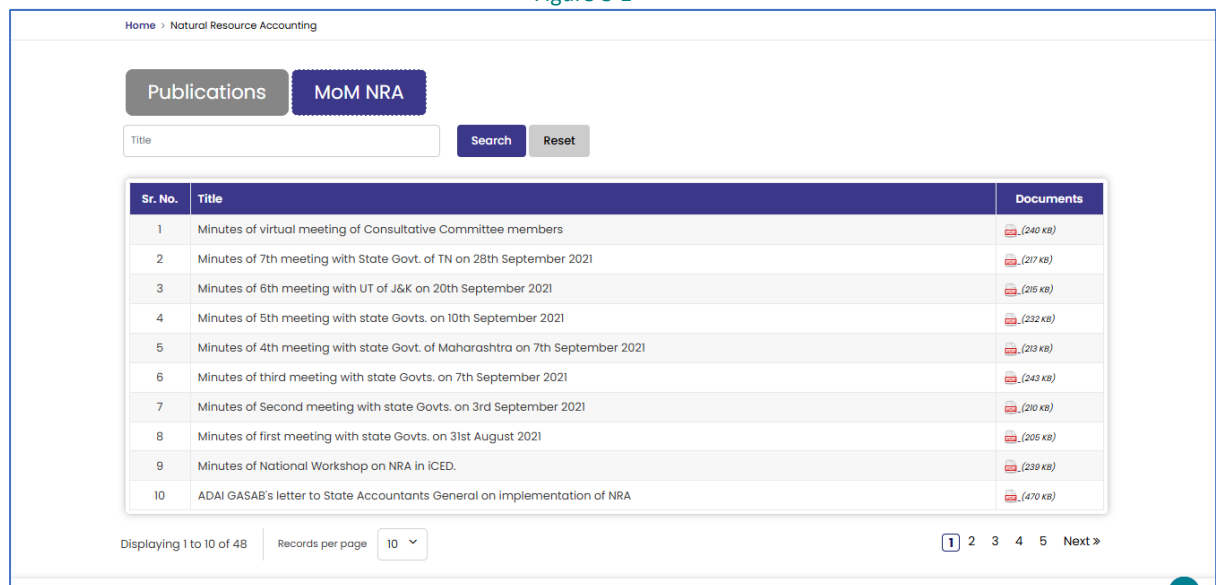
Publications MoM NRA

Title Search Reset

Sr. No.	Title	View Document
1	Second Compendium of Asset Accounts on Mineral & Energy Resources for the year 2021-22	(3 MB)
2	First Compendium of Asset Accounts on Water Resources for the year 2021-22	(62 MB)
3	Compendium of Asset Accounts on Mineral and Energy Resources in States	(10 MB)
4	Guidelines, SoPs for preparation of Asset Accounts on Mineral and Energy Resources in States	(2 MB)
5	Templates of Asset Account on Mineral & Non-Renewable Energy Resources for implementation in States	(3 MB)
6	Concept Paper on Natural Resource Accounting in India – an initiative of – GASAB	(6 MB)

Displaying 1 to 6 of 6 Records per page 10

Figure 8-1



Home > Natural Resource Accounting

Publications MoM NRA

Title Search Reset

Sr. No.	Title	Documents
1	Minutes of virtual meeting of Consultative Committee members	(240 KB)
2	Minutes of 7th meeting with State Govt. of TN on 28th September 2021	(217 KB)
3	Minutes of 6th meeting with UT of J&K on 20th September 2021	(216 KB)
4	Minutes of 5th meeting with state Govts. on 10th September 2021	(232 KB)
5	Minutes of 4th meeting with state Govt. of Maharashtra on 7th September 2021	(213 KB)
6	Minutes of third meeting with state Govts. on 7th September 2021	(243 KB)
7	Minutes of Second meeting with state Govts. on 3rd September 2021	(210 KB)
8	Minutes of first meeting with state Govts. on 31st August 2021	(205 KB)
9	Minutes of National Workshop on NRA in ICED.	(239 KB)
10	ADAI GASAB's letter to State Accountants General on implementation of NRA	(470 KB)

Displaying 1 to 10 of 48 Records per page 10

1 2 3 4 5 Next »

Figure 8-2

GASAB Portal – Natural Resource Accounting (NRA) Publications

Section: Natural Resource Accounting – Publications Table

Purpose of Section:

This section provides users with access to official documents that support the implementation, evaluation, and standardization of asset accounting for natural resources across Indian states.

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Field: Search Bar Function: Allows keyword-based filtering of listed documents.

Usage: Type any part of the document title or subject to narrow down visible entries.

Tabs – Click on Tabs to switch from Publications to MoM NRA

Table Columns

Serial Number – Identifies the order in which each document is listed, allowing users to reference publications sequentially.

Title of Document – Describes the focus and scope of each publication. The listed materials may include:

Document Access – Provides a direct link to download the publication in PDF format. The access link is represented by a clickable “View Document” icon.

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9 What's New

Click on **What's New** module, you will see following menus & sub-menus.

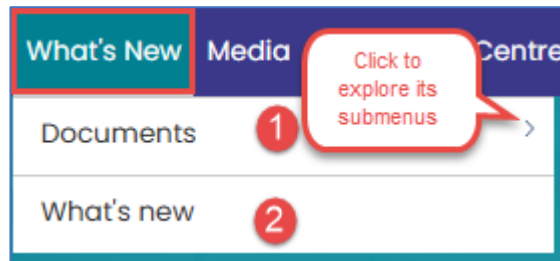


Figure 9-1

9.1 Documents

Click on **Documents** dropdown menu to open its sub menu list.

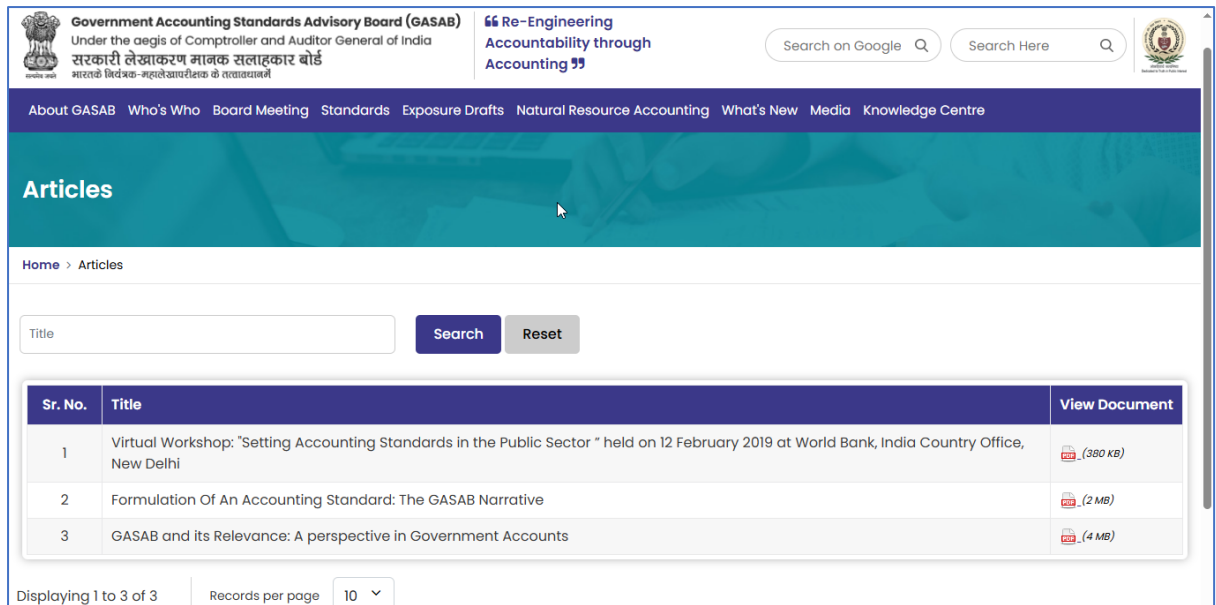
Articles
Notifications
Reports
Speeches
Publications
Roadmap
IGFRS
Circulars
Archive
Compilation

Figure 9-2

Click on any of the sub-menu to view its front-end view.

For example, click on articles.

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The screenshot shows the GASAB website interface. At the top, there is a header with the GASAB logo and navigation links. Below the header, there is a search bar and a list of articles. The 'Articles' section is highlighted, and a search bar is visible with 'Search' and 'Reset' buttons. The table below shows a list of articles with their titles and document links.

Sr. No.	Title	View Document
1	Virtual Workshop: "Setting Accounting Standards in the Public Sector " held on 12 February 2019 at World Bank, India Country Office, New Delhi	 (380 KB)
2	Formulation Of An Accounting Standard: The GASAB Narrative	 (2 MB)
3	GASAB and its Relevance: A perspective in Government Accounts	 (4 MB)

Displaying 1 to 3 of 3 Records per page 10 ▾

Figure 9-3

Module: What's New

Purpose

To provide users with timely updates, publications, and announcements from GASAB related to public sector accounting standards and initiatives.

Subsection: Document Menu → Articles

Purpose

To list published articles, workshop summaries, and explanatory papers that offer insights into GASAB's standard-setting processes and sectoral developments.

Field: Search Bar -Enables keyword-based filtering of listed articles.

Controls

- **Search:** Executes the query
- **Reset:** Clears the search input and restores full list view

Field: Article Listing Table - Displays available articles with metadata and access links.

Columns

- **Serial Number:** Indicates article sequence
- **Title of Article:** Describes the content and context of each publication
- **Document Access:** Provides a clickable link to open the PDF

You must add documents in the following list of selected sub-menus as shown above.

- Articles
- Notifications

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- Reports
- Speeches
- Publications
- Roadmap
- Archive
- Compilation

9.2 What's New Page

Click on **What's New** module to, then click on **What's new** open What's New page.

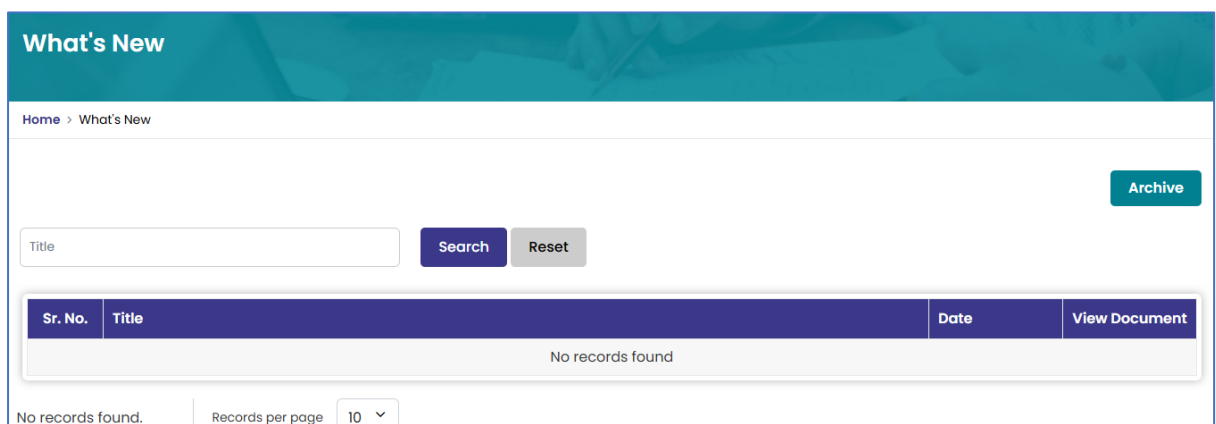


Figure 9-4

The **What's New** page allows users to view What's New and publications by GASAB. The interface includes the following components:

- **Sr. No.** – Serial number of the entry.
- **Title** – Name or subject of the update.
- **Date** – Date of publication or announcement - Shows the specific date on which the entry was published, uploaded, or announced.
- **View Document** – Link to view or download the associated file.
- **Archive Button:** Redirects users to a separate view containing older or archived updates. This helps distinguish current items from historical records.
- **Search Button** – Click to apply the entered keyword and display matching results.
- **Reset Button** – Click to clear the search field and reload the full list.

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10 Media

Click on  module to, then click on following menus.



Figure 10-1

Module: Media

Purpose – Provides users with access to visual and informational content published by GASAB

Submenu: Photo Gallery

Function – Displays curated images from GASAB events, workshops, and official functions.

Submenu: Video Gallery

Function – Hosts video recordings of seminars, training sessions, and public briefings.

Submenu: Press Releases

Function – Lists official statements and announcements issued by GASAB.

Functional Goal – Centralizes multimedia and communication assets for public access, enabling stakeholders to engage with GASAB's work both visually and contextually.

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10.1 Photo Gallery

Click on **Photo gallery** to open the photo gallery page.

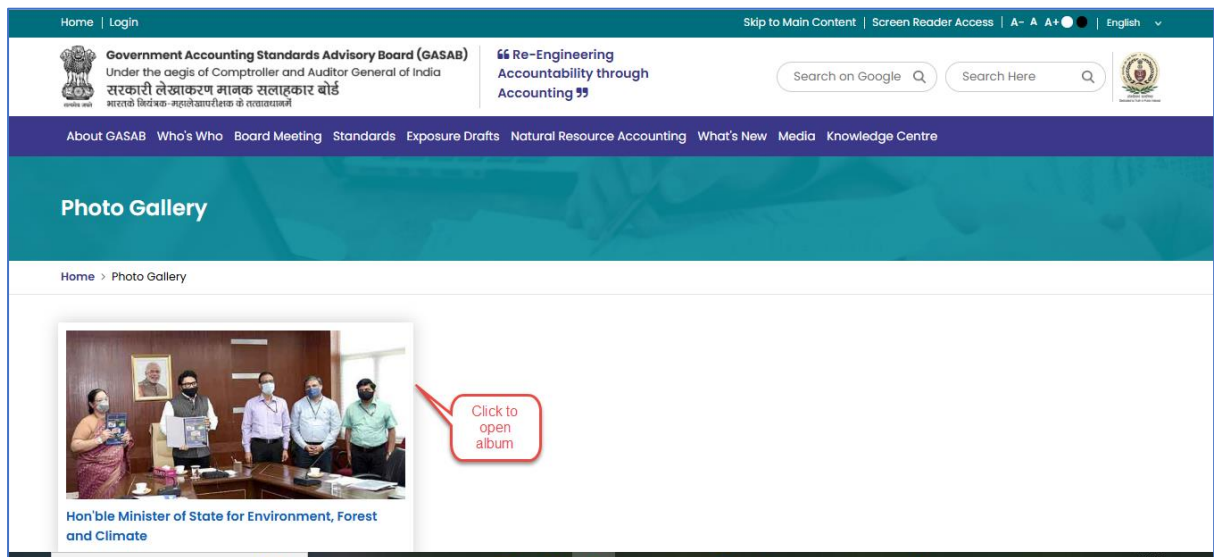


Figure 10-2

Here you need to click on album image to open photos page.

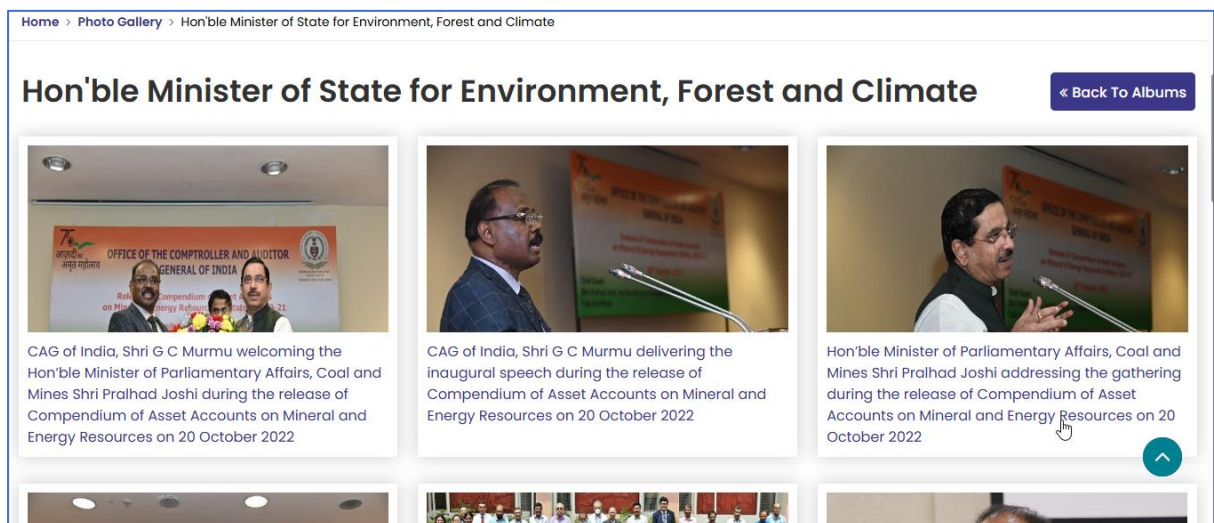


Figure 10-3

Click on **Back to Albums** button to go back

10.2 Video Gallery

Click on **Video Gallery** to open the video gallery page.

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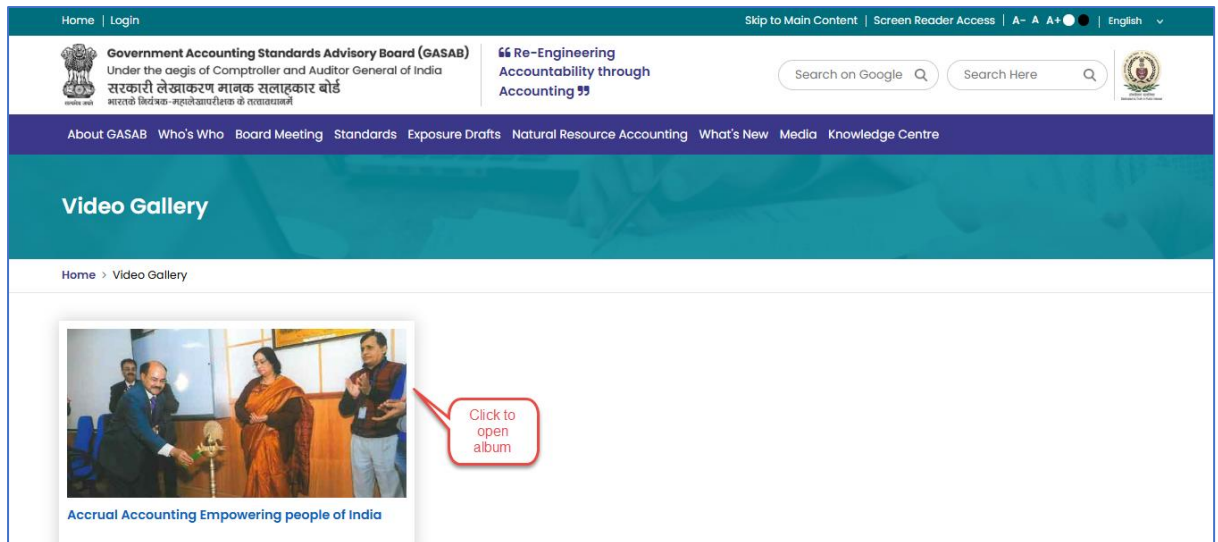


Figure 10-4

Here you need to click on album image to open video list page.

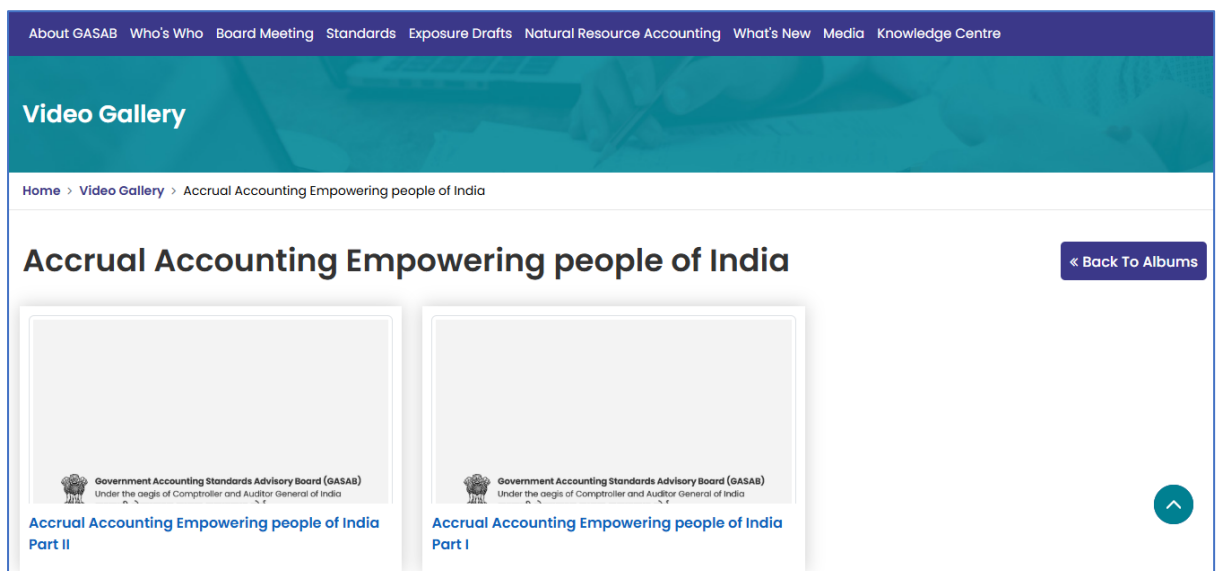


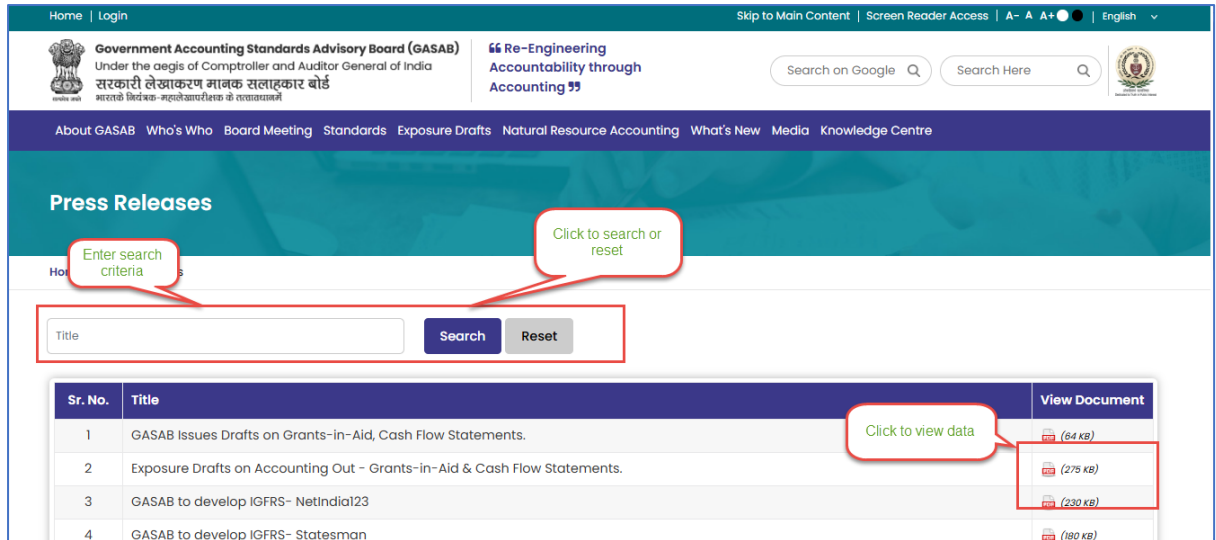
Figure 10-5

Click on **Back to Albums** button to go back

10.3 Press Release

Click on **Press Release** to open the press release page.

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The screenshot shows the GASAB website's 'Press Releases' section. At the top, there is a navigation bar with links like 'Home', 'Login', 'Skip to Main Content', 'Screen Reader Access', and language options. Below this is a header with the GASAB logo and tagline 'Re-Engineering Accountability through Accounting'. A search bar is present with 'Search on Google' and 'Search Here' buttons. The main content area is titled 'Press Releases' and features a search interface with a text input field labeled 'Title', a 'Search' button, and a 'Reset' button. Below the search bar is a table of press releases. The table has columns for 'Sr. No.', 'Title', and 'View Document'. Four entries are listed, each with a document icon and size. Annotations with red boxes and callouts highlight the search input field (labeled 'Enter search criteria'), the 'Search' and 'Reset' buttons (labeled 'Click to search or reset'), and the 'View Document' link for the first entry (labeled 'Click to view data').

Sr. No.	Title	View Document
1	GASAB Issues Drafts on Grants-in-Aid, Cash Flow Statements.	 (64 KB)
2	Exposure Drafts on Accounting Out - Grants-in-Aid & Cash Flow Statements.	 (275 KB)
3	GASAB to develop IGFRS- Netindia123	 (230 KB)
4	GASAB to develop IGFRS- Statesman	 (180 KB)

Figure 10-6

The **Press Release** page allows users to view press release by GASAB. The interface includes the following components:

- **Sr. No.** – Serial number of the entry.
- **Title** – Name or subject of the update.
- **View Document** – Link to view the associated file.
- **Search Button** – Click to apply the entered keyword and display matching results.
- **Reset Button** – Click to clear the search field and reload the full list.

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11 Knowledge Centre

Click on **Knowledge Centre** module to, then click on following menus.

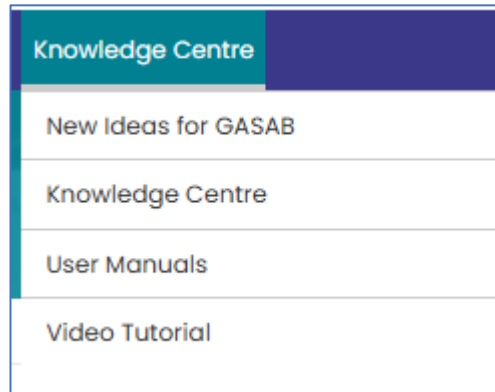


Figure 11-1

11.1 New Ideas for GASAB

Click on **New Ideas for GASAB** to open the New Ideas for GASAB page. To invite stakeholders to contribute suggestions for developing new accounting standards or refining existing ones, in support of greater fiscal transparency and improved public financial management.

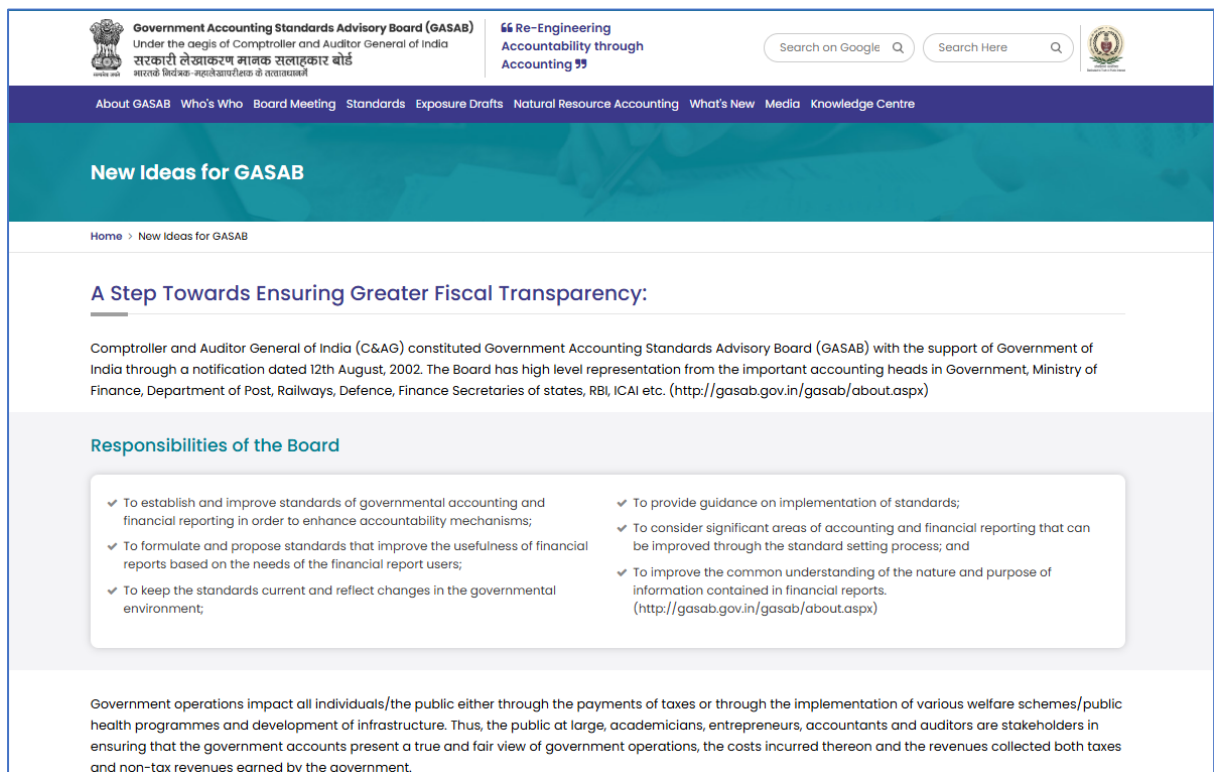


Figure 11-2

The stakeholders could send their concepts/ideas in the format given below in following prescribed manner

Enter details
here

Figure 11-3

Click to submit or reset

This form collects structured input from individuals and organizations on accounting reforms or innovations.

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11.2 Knowledge Centre Module for Knowledge Categories (Admin)

Click on **Knowledge Centre** module to, then click on the Knowledge Centre menu to open categories page.

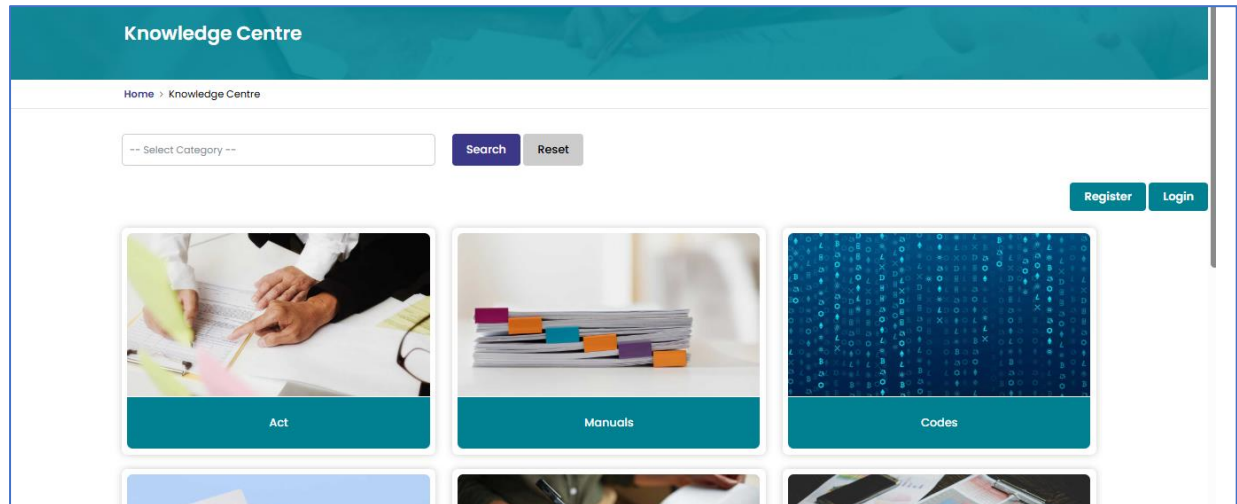
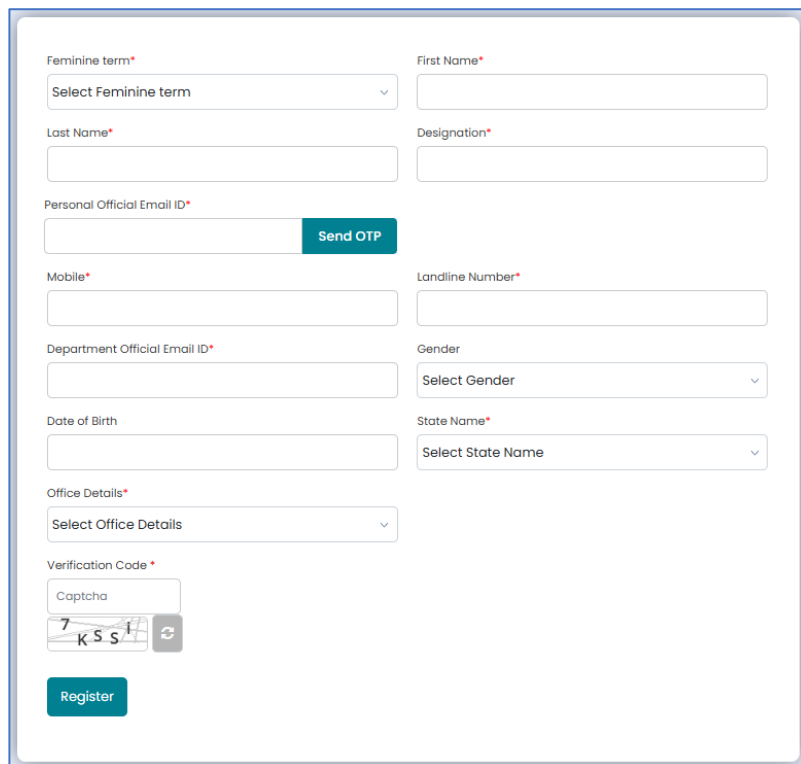


Figure 11-4

Following are the Knowledge Centre interface elements from the GASAB portal.

- **Select Category** – Choose a category type to filter the search results. (Dropdown)
- **Search** – Execute the query using the selected category. (Button)
- **Reset** – Clear all search inputs and restore the default view. (Button)
- **Register** – Click **Register** to Open the registration form for new users. (Button)


 The screenshot shows a registration form. It includes the following fields:

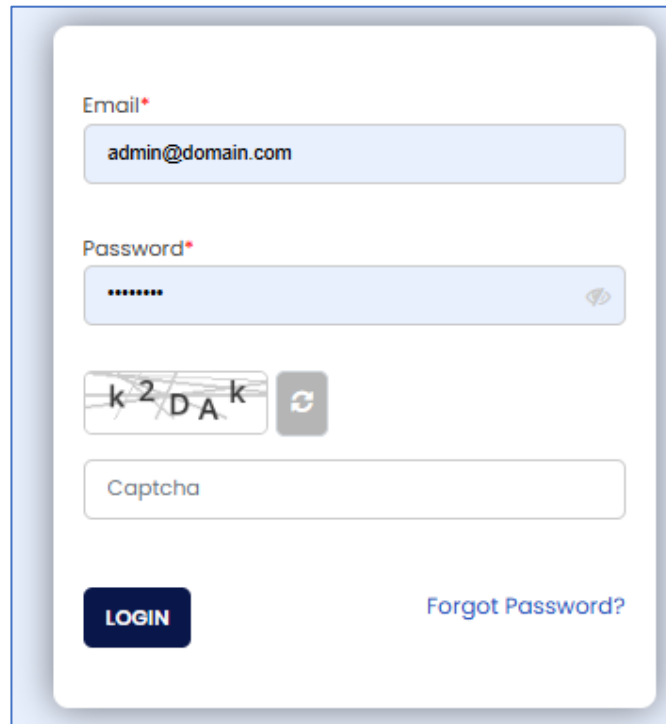
- Feminine term***: A dropdown menu with 'Select Feminine term'.
- First Name***: A text input field.
- Last Name***: A text input field.
- Designation***: A text input field.
- Personal Official Email ID***: A text input field with a 'Send OTP' button next to it.
- Mobile***: A text input field.
- Landline Number***: A text input field.
- Department Official Email ID***: A text input field.
- Gender**: A dropdown menu with 'Select Gender'.
- Date of Birth**: A date picker field.
- State Name***: A dropdown menu with 'Select State Name'.
- Office Details***: A dropdown menu with 'Select Office Details'.
- Verification Code***: A field containing a 'Captcha' image and a '7 K S S i' code with a refresh button.

 At the bottom of the form is a 'Register' button.

Figure 11-5

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Login – Use your registered account to log in and view marked secured content. (Button)



The login form contains the following elements:

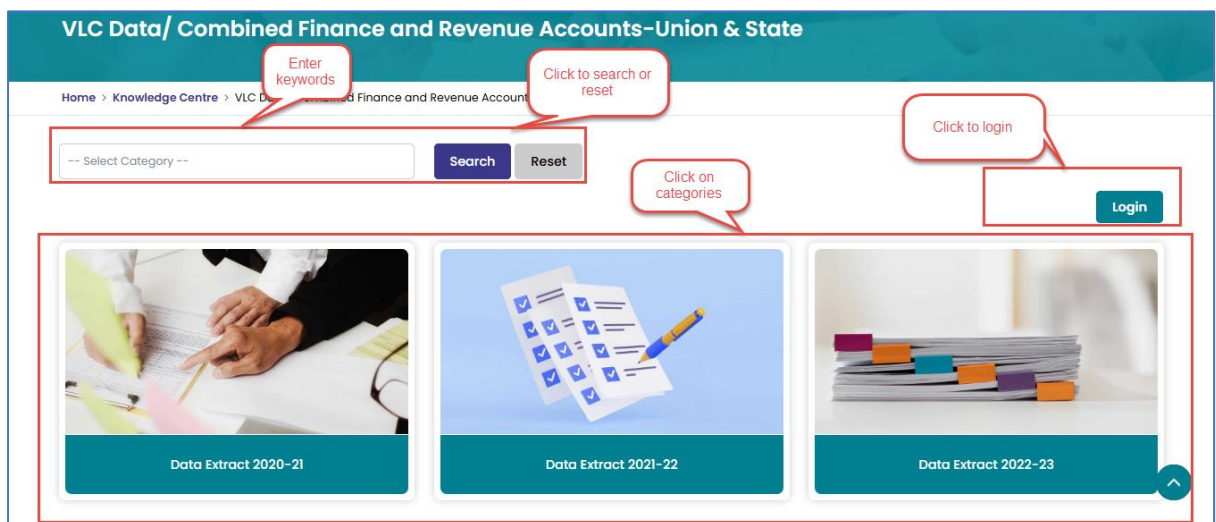
- Email***: A text input field containing "admin@domain.com".
- Password***: A password input field with a toggle icon for visibility.
- Captcha**: A CAPTCHA image showing the text "k 2 D A k" and a refresh button.
- LOGIN**: A dark blue button.
- Forgot Password?**: A blue link.

Figure 11-6

11.2.1 Knowledge Centre Module for Knowledge Sub-Categories (Admin)

Click on **Knowledge Centre** module, then click on the Knowledge Centre menu to open categories page.

Then click on one of the categories such as Act, Manuals, or Codes etc to open sub-categories related to the selected category.



The Knowledge Centre interface includes the following elements:

- Header**: VLC Data/ Combined Finance and Revenue Accounts–Union & State
- Breadcrumbs**: Home > Knowledge Centre > VLC Data/ Combined Finance and Revenue Accounts
- Search Bar**: A dropdown menu labeled "-- Select Category --" with a "Search" button and a "Reset" button.
- Callouts**:
 - "Enter keywords" pointing to the search bar.
 - "Click to search or reset" pointing to the Search and Reset buttons.
 - "Click on categories" pointing to the category dropdown.
 - "Click to login" pointing to the Login button.
- Login Button**: A blue button labeled "Login".
- Data Extract Cards**: Three cards showing "Data Extract 2020-21", "Data Extract 2021-22", and "Data Extract 2022-23".

Figure 11-7

Following are the Knowledge Centre interface elements from the GASAB portal.

- **Select Category** – Choose a sub-category type to filter the search results. (Dropdown)

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- **Search** – Execute the query using the selected category. (Button)
- **Reset** – Clear all search inputs and restore the default view. (Button)

Click on any sub category to explore its details.

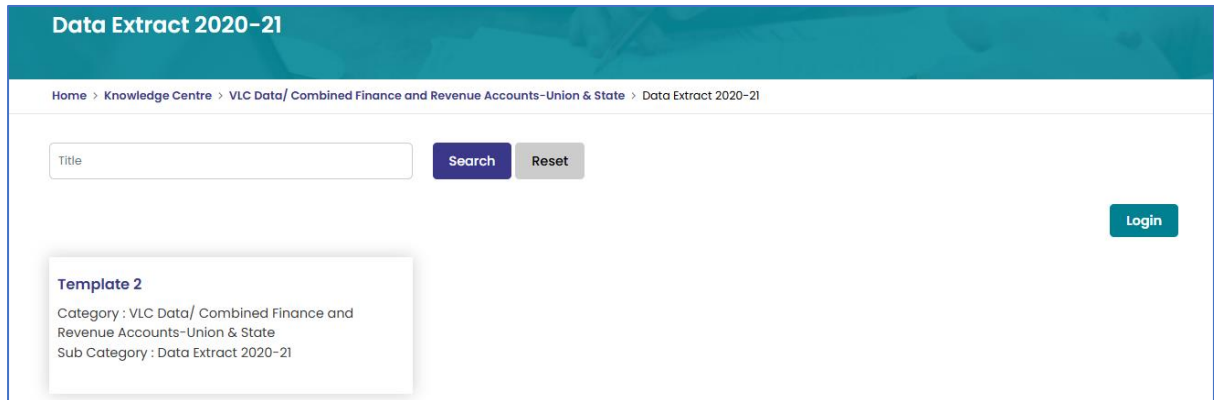


Figure 11-8

Now suppose if you click on a sub-category but its showing no records because it is marked secured, then you have to login with your registered login credentials to open the details.

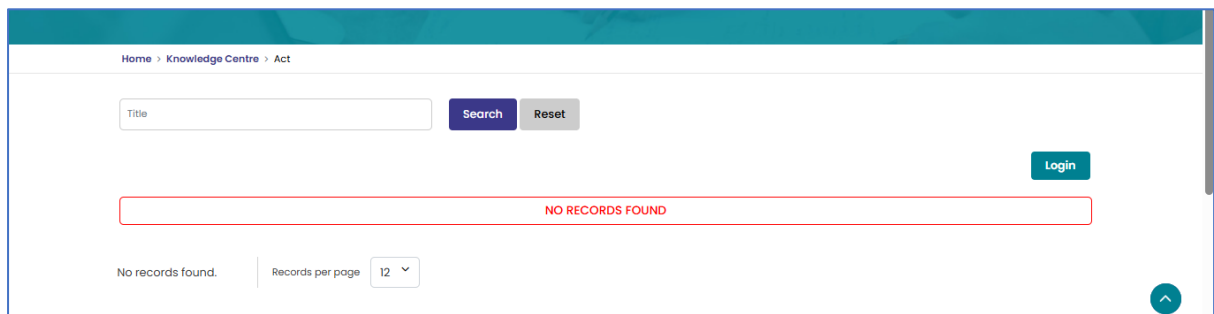


Figure 11-9

- **Login** – Use your registered account to log in and view marked secured content. (Button)

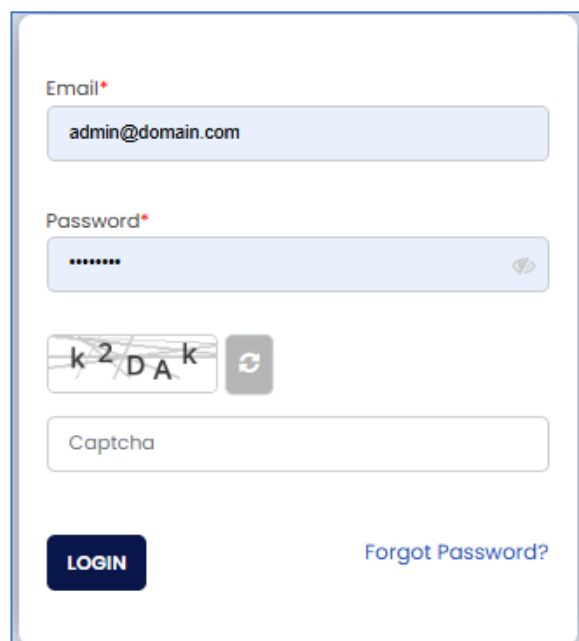


Figure 11-10