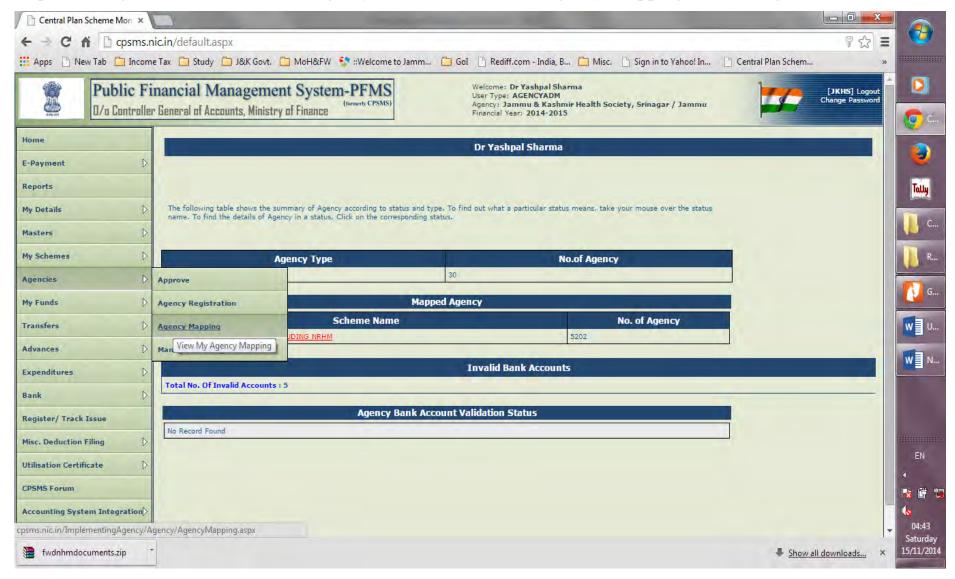
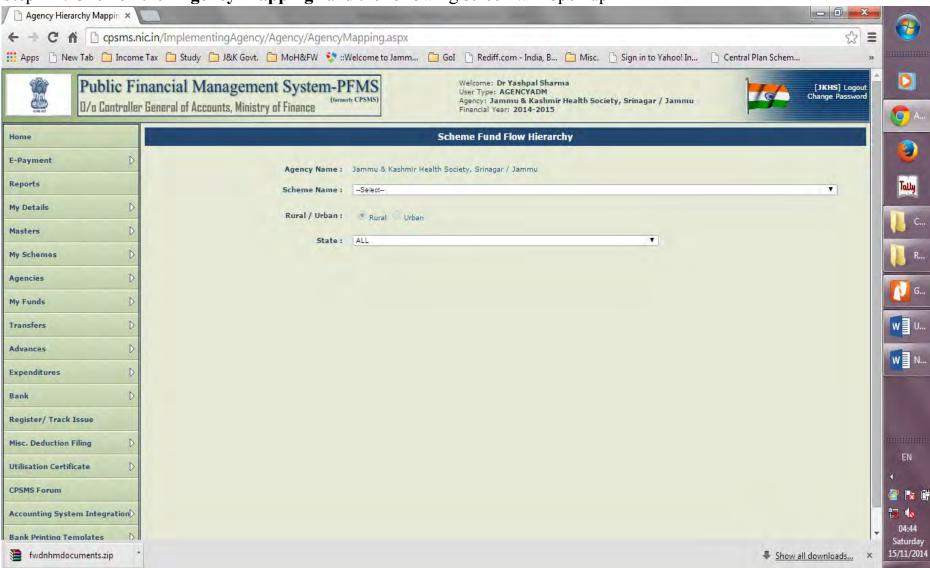
- \* Steps for un-mapping of the institutions and mapping them at appropriate Implementation level on PFMS Portal:
- > Please remember the following points before un-mapping of any Agency and mapping the same at appropriate Implementation level:
  - (a) Note down the Unique ID of the Agency before removal as the same would be required to map the Agency at the desired location/level.
  - (b) An Agency can be un-mapped only after its Child Agencies have been removed.

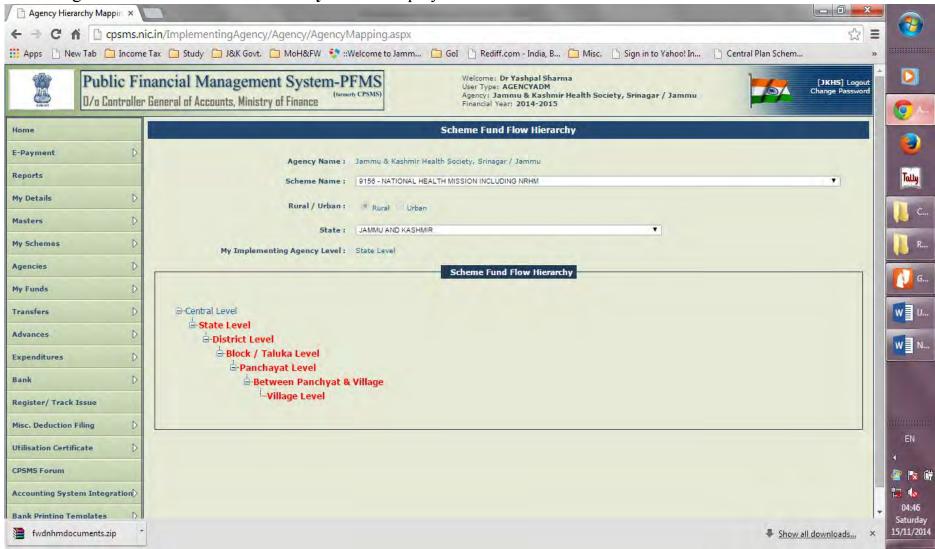
➤ Step – 1: Login with the **ID of the Agency Admin**. Go to the "Agency Mapping" under "Agencies" module.



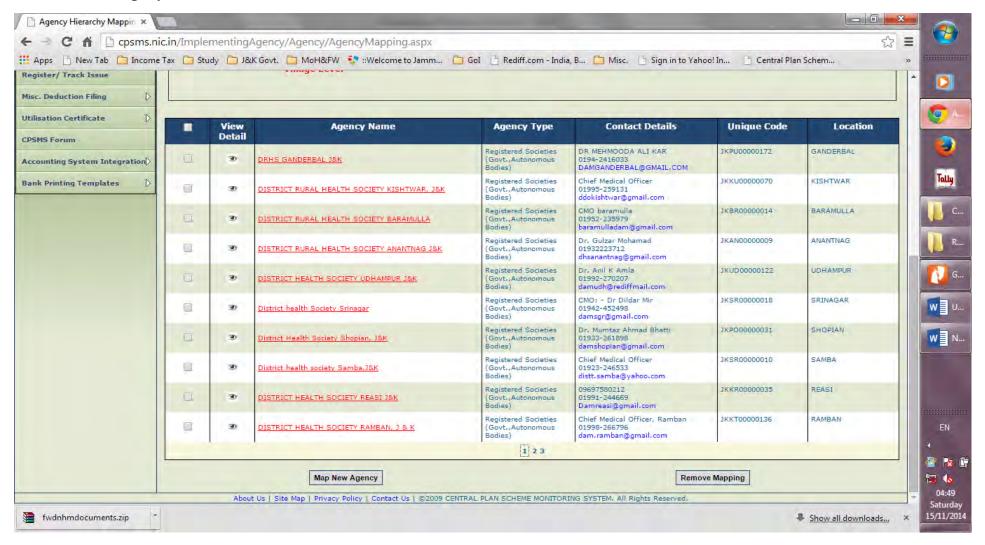
 $\triangleright$  Step – 2: Click on the "Agency Mapping" and the following screen will open up



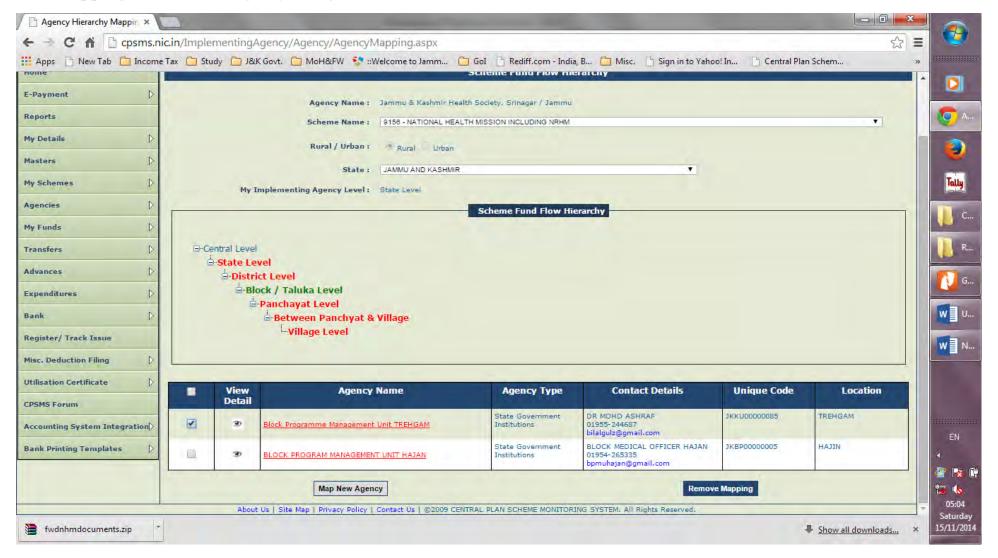
➤ Step – 3: Select the Scheme "9156 – National Health Mission including NRHM" and State "Jammu and Kashmir". Following Scheme Fund Flow Hierarchy will be displayed:



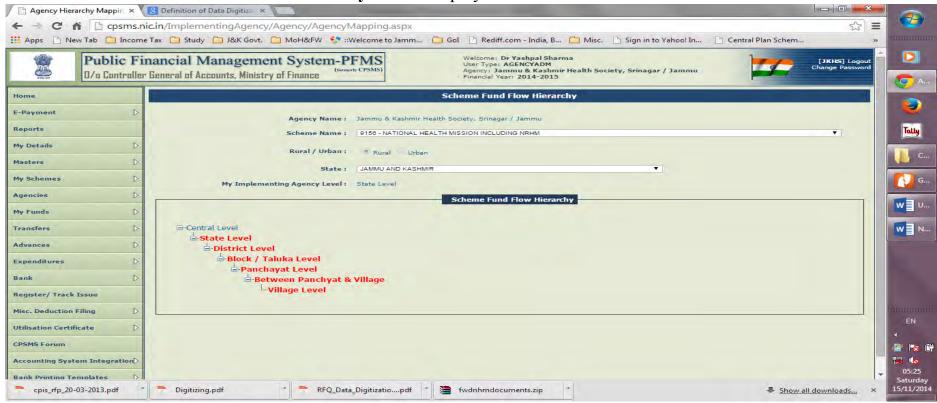
➤ Step – 4: Now click on the level at which change in mapping is required. All Agencies mapped under that level will be displayed.



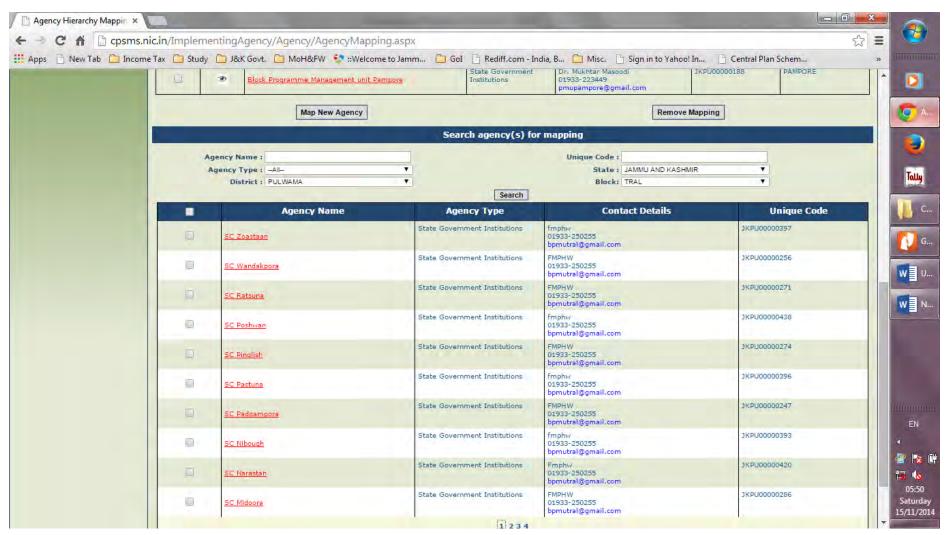
➤ Step – 5: Check (i.e., select) the box against the Agency to be removed from that level and click on the "Remove Mapping" button. The Agency will get removed from that level.



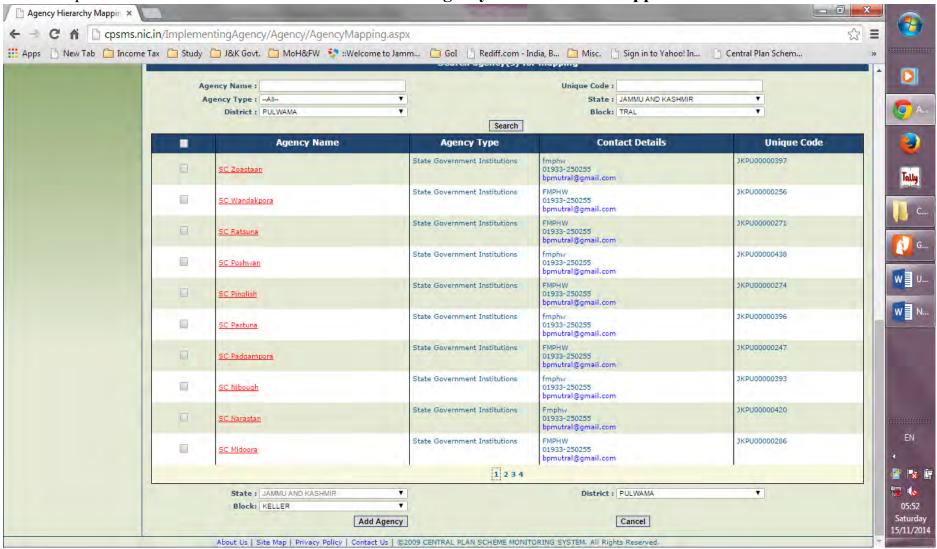
- ➤ Step − 6: It is once again reiterated before un-mapping of any Agency and mapping the same at appropriate Implementation level:
  - (a) Note down the Unique ID of the Agency before removal as the same would be required to map the Agency at the desired location/level.
  - (b) An Agency can be un-mapped only after its Child Agencies have been removed.
- ➤ Step 7: To Map the Agency, again login with the ID of the Agency Admin. Go to the "Agency Mapping" under "Agencies" module. Select the Scheme "9156 National Health Mission including NRHM" and State "Jammu and Kashmir". The Scheme Fund Flow Hierarchy will be displayed.



- ➤ Step 8: Click on the level at which Agency need to be mapped. And then click on the "Map New Agency" button.
- $\triangleright$  Step 9: Identify/ locate the Agency to be mapped from the filters. Check the box against the Agency to be mapped.



 $\triangleright$  Step – 10: Select the location at which the Agency needs to be mapped from the filters at the Bottom.



➤ Step – 11: Click on the "Add Agency" button. The Agency get mapped at the desired location.