

End User Guide for "Revenue Share Module" under Revenue Management System



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Document Version Summary

Document Title: End User Guide for "Revenue Share Module" which is developed under Revenue Management System

Document Scope: This document is prepared to guide the E&P Contractors for computation and pay Government Share of Revenue online via Bharat Kosh.

Version/Revision History:

Version	Date	Revision Remarks			
1.0	23-June-2023	First Version			

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Acronyms and Abbreviation

#	Abbreviation	Description
1.	FE	Foreign Exchange
2.	GoI	Government of India
3.	RMS	Revenue Management System
4.		
5.		
6.		
7.		
8.		
9.		
10.		

1. About "Revenue Management System"

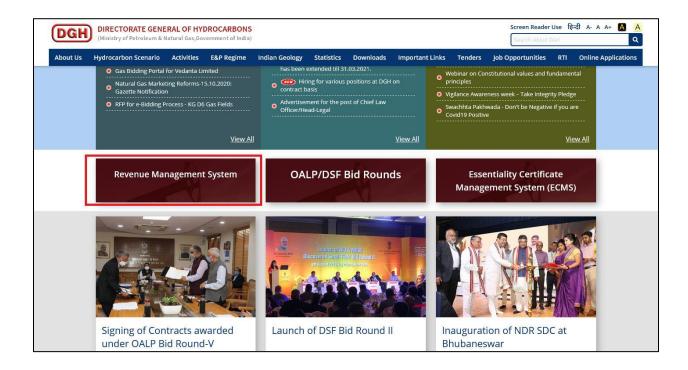
- Revenue Management System enables operator to compute and pay Royalty, Profit
 Petroleum, Government Share of Revenue etc. online via Bharat Kosh. This is one stop
 portal to compute and deposit Royalty, Profit Petroleum and any other dues on a phased
 manner relating to Upstream Oil and Gas business in India.
- This portal facilitates the Operator to compute and deposit the above stated Government dues at anytime from anywhere, which is another footprint towards ease of doing business and e-Governance vision of Government.
- Through this portal operator can make Royalty, Profit Petroleum and Government Share
 of Revenue payments to Government of India using Credit Card/ Debit Card/ UPI/
 Netbanking / NEFT/RTGS.
- This system would help to collate and reconcile the details of remittance/payment made towards Royalty, Profit Petroleum etc.
- Currently Revenue Management System has three modules:
 - Compute and Pay Royalty
 - Compute and Pay Profit Petroleum
 - Compute and Pay Government Share of Revenue

2. How to access Revenue Management System

Below are two options to access the Revenue management System

First Option:

- a) Open up DGH website https://dghindia.gov.in/
- **b)** Click on "Revenue Management System"

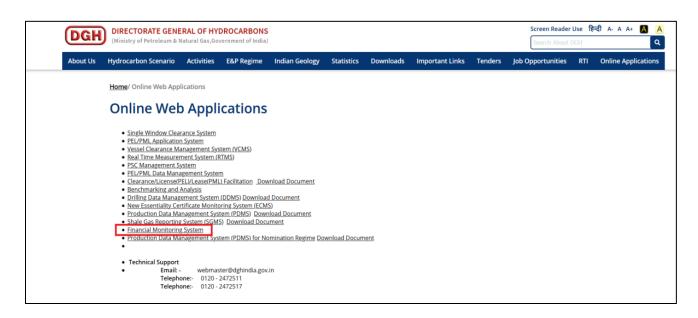


Second Option:

 a) Go to Online Applications → Financial Monitoring System → Revenue Management System (RMS)

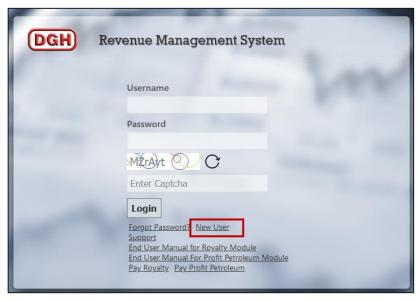


b) Click on "Financial Monitoring System"

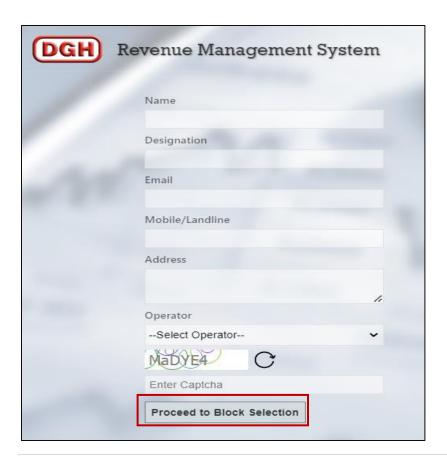


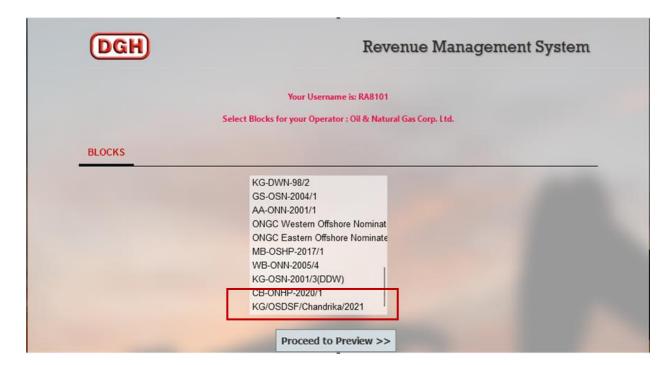
3. User Registration

a) For registration of New User, click on "New User" link on Login page.

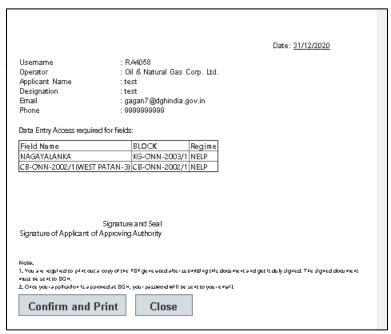


b) Fill user details, then click on "Proceed to Block Selection".





c) Select block for which user wants to map their username. Then click on "Proceed to Preview" for previewing the application before submitting.

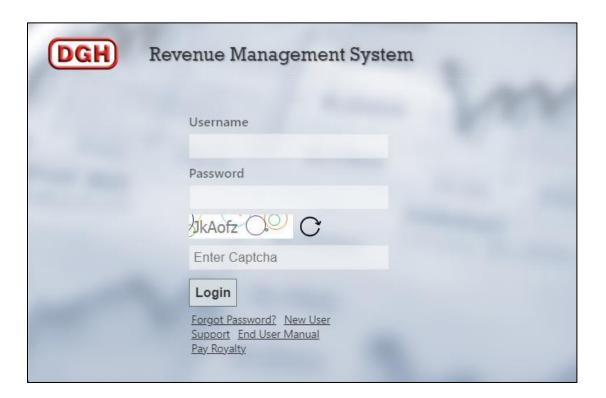


d) Click on "Confirm and Print" for confirmation of mapping between user and block. You are required to print out a copy of the PDF generated after submitting this document and get it duly signed. The signed document must be sent to DGH through email. Once your application is approved at DGH, your password will be sent to your email.

e)

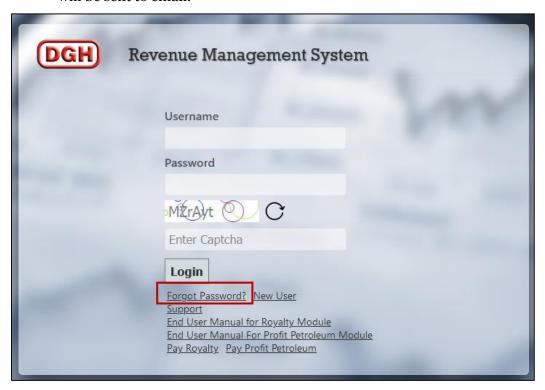
4. User Login Process

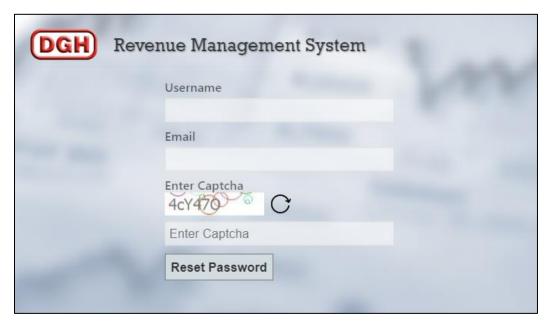
- **a)** The action of providing the proper credentials for a website is called logging in, or signing in. As a user, you are required to enter your Username and Password and then click on the Login button to login into the system.
- **b)** You will find your Username and Password in your email inbox once you have been provided by DGH.
- **c)** After logging in it is recommended that you change your password by going to your Profile and clicking on Change Password.



5. Forgot Password

a) The user can use "Forgot Password?" link to reset password when user forget the password. The user has to provide Username and Email, and using captcha, New Password will be sent to email.



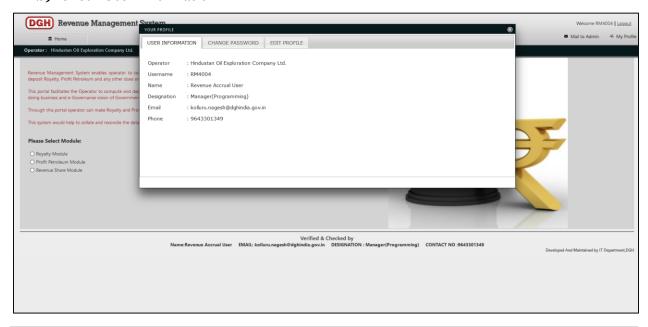


6. My Profile

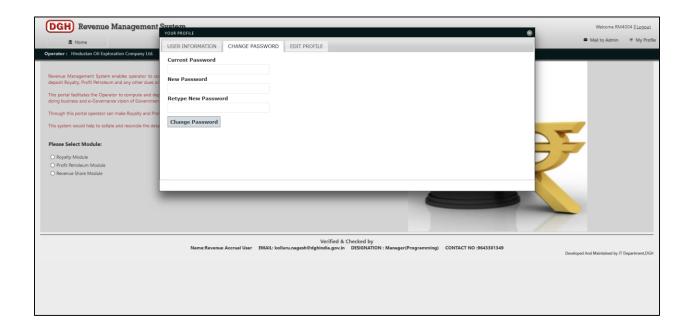
a) The user can view the user information, reset password, and edit user information by going to "My Profile" after login.



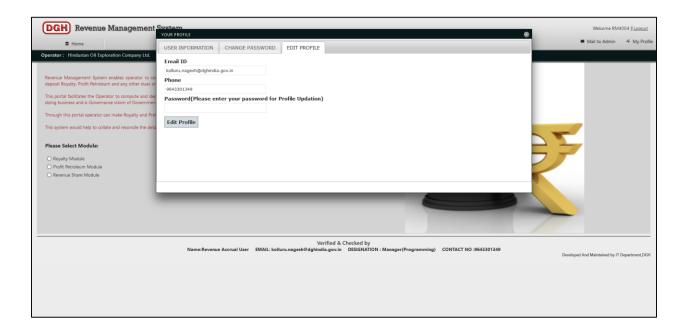
b) Check User Information



c) Change Password



d) Update User Information (Email Id, Phone)

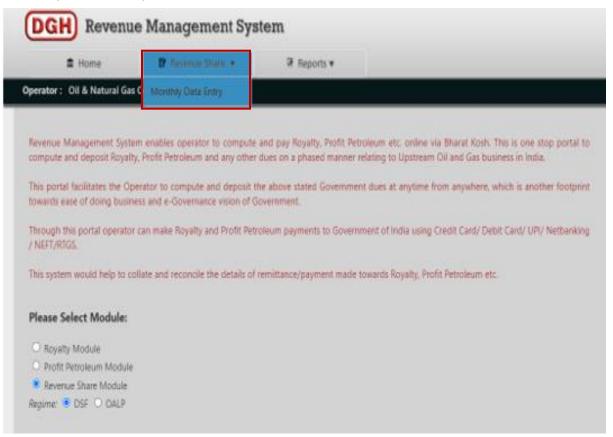


7. Access Revenue Share Module

- a) Post successful login, below landing page will come.
- **b)** Click on "Revenue Share Module" Option.
- c) Choose the relevant regime



d) Subsequently, after choosing the relevant regime, click on Revenue share and select **Monthly Data Entry** as shown below:-



7.1 Monthly Data Entry:-

1) The Data Entry forms are used to capture the input from the Operator based on which computation are done automatically as per the provisions of the RSC of the block to arrive at the Government Share of Revenue Payable under DSF/OALP Regime.

1) DSF Regime :-

a)

Scenario 1:- DSF-III Blocks with Commercial Production during Development Period as per Article 15.5 of RSC

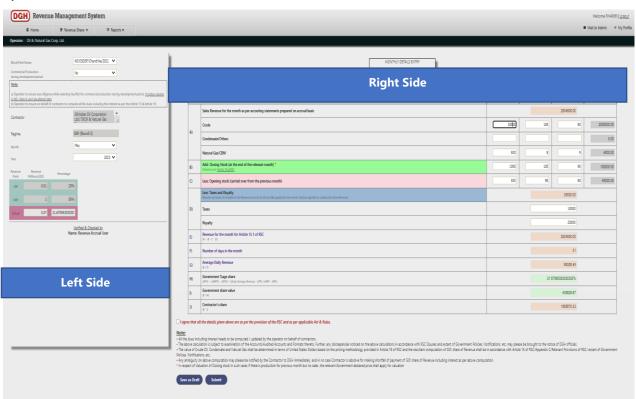


Note:-

a) Operator to ensure due diligence while selecting Yes/NO for commercial production during development period at the time of monthly data entry . If option is selected as No , then it can't be altered later.

<u>Scenario 2:-</u> As per Article 15 of RSC for DSF Blocks other than Commercial Production during Development Period

b)



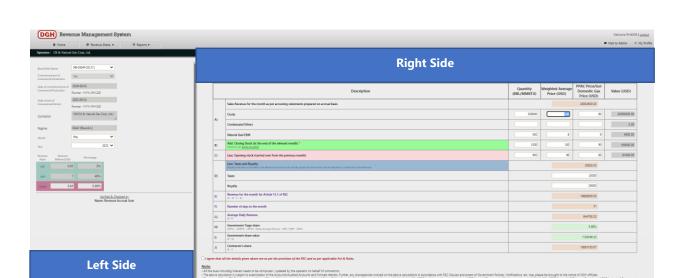
2) OALP Regime :-

Scenario 1:- OALP Blocks GOI Share of Revenue for an initial period of two years (2) in case of Onland, three years (3) in case of Shallow water and five years (5) in case of Deep & Ultra Deep water from the commencement of first commercial production from the Contract Area as per Article 15 of RSC



Scenario 2:- OALP Blocks with Windfall Gain as per Article 15 of RSC





Scenario 3 :- Other than Scenario 1 & 2 as per Article 15 of RSC

- **a)** The Data Entry form has 2 sections:
- Left Side:

The operator needs to Select the Block/Field, Month, Year

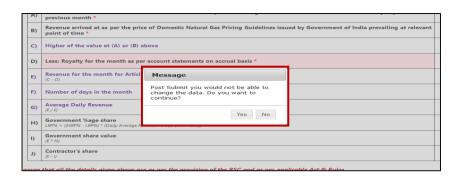
Right Side:

The operator needs to input various parameters like Revenue of the Products/ Closing Stock/ Opening Stock/ Price/ Taxes & Royalties etc. Based on the inputs and the block, the Category of the Regime under which the block falls is determined & the GOI Share of Revenue is auto calculated by the system.

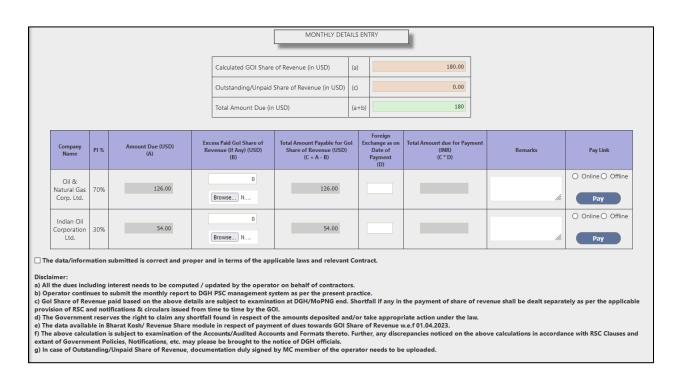
Note:-

- i) The fields marked in edit mode are mandatory to be filled by the Operator. Based on the block, the category (DSF...Commercial Production during Development Period/ Other than Commercial Production, OALP... Concessional Period / Windfall Gain / Other than Concessional Period and Windfall Gain) of the Regime is determined and the Government share of Revenue and Contractor's share of Revenue value will be auto populated/auto calculated.
- ii) "Save as Draft" functionality is provided to save the data for later stage.

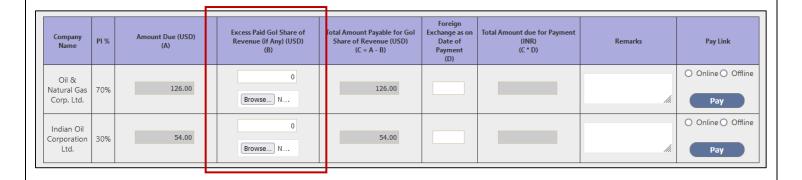
- **iii)** Once all mandatory data is filled by the operator, select the check box at bottom and then click the "Submit" button.
 - **b)** If user clicks "Submit" button, data will be frozen and user would not be able to change the data.



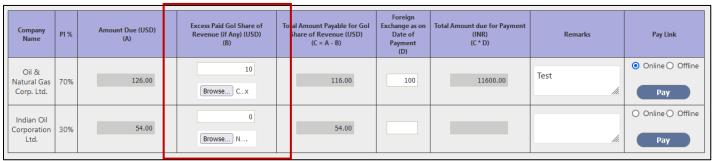
- **c)** Post submission, next page will come which will have GoI Share of Revenue details for the payment.
- **d)** If block has more than one party, then Net GoI Share of Revenue amount will split as per the PI%.



- **e)** Previous unpaid GoI Share of Revenue amount and current GoI Share of Revenue will be auto calculated which will be non-editable in the payment table.
- f) Operator will have option to provide the details of any excess paid amount in the below table. Corresponding files for excess paid amount are to be uploaded if excess amount is claimed.



g) After providing the details, "Total GoI Share of Revenue due for payment" will be calculated by considering the outstanding and excess paid details.



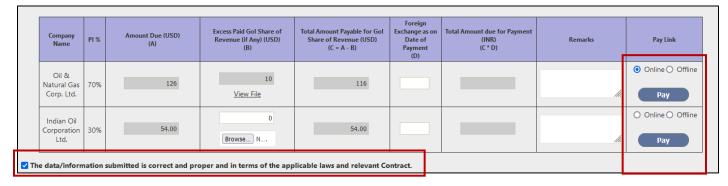
h) User will provide "Foreign Exchange (FE)" Rate as per the provisions of RSC/OALP for the date of payment while making the payment. "Total GoI Share of Revenue due for payment (INR)" will be calculated basis on the FE Rate inputted by the user.



i) User has both "Offline" and "Online" options for GoI Share of Revenue payment "Offline" and "Online". Select the applicable payment option. User will click the "Pay" button, to save and submit this data. Post this user would not be able to change the excess amount details on subsequent payment attempts.

Company Name	PI %	Amount Due (USD) (A)	Excess Paid Gol Share of Revenue (if Any) (USD) (B)	Total Amount Payable for Gol Share of Revenue (USD) (C = A - B)	Foreign Exchange as on Date of Payment (D)	Total Amount due for Payment (INR) (C * D)	Remarks	Pay Link
Oil & Natural Gas Corp. Ltd.	70%	126.00	Browse Cx	116.00	100	11600.00	Test	Online O Offline Pay
Indian Oil Corporation Ltd.	30%	54.00	Browse N	54.00			lic	Online Offline

j) User must click on the check box at the bottom and then click on the "Pay" button to do the payment via Bharat Kosh.

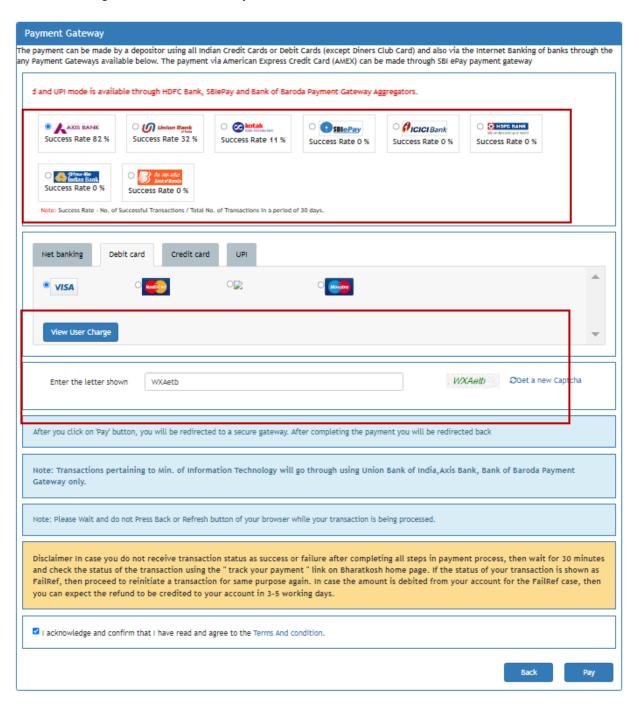


k) GoI Share of Revenue Payment via Online Mode

- After click on 'Pay' button, page will be redirected to BharatKosh payment gateway.
- Username, Address, Mobile Number, Email, Payment Type and Amount (in INR) will be automatically displayed. Click on 'Confirm' button, page will redirect to pay

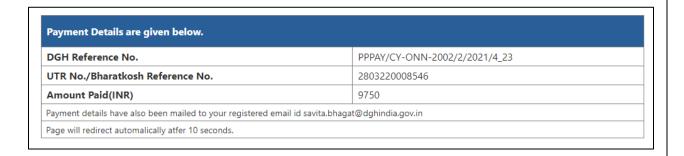


 Then select any bank, mode of payment (net banking/ debit card, credit card, UPI), enter captcha and click on 'Pay' Button.

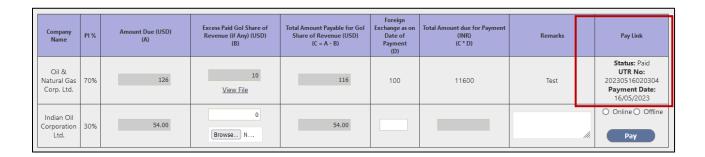




 After successful payment, payment details (DGH reference number, UTR number, Amount paid (INR)) will be auto generated.



• After successful GoI Share of Revenue payment via BharatKosh, payment details will be displayed and after 10 seconds, page will be redirected to RMS. Record will be updated with the payment details.

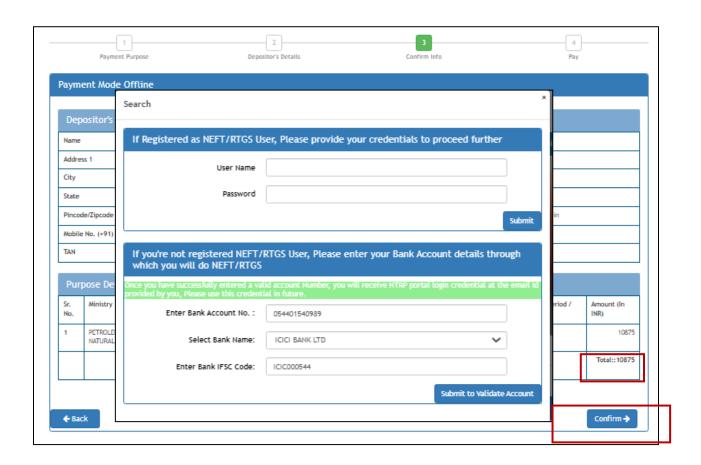


1) GoI Share of Revenue Payment via Offline Mode

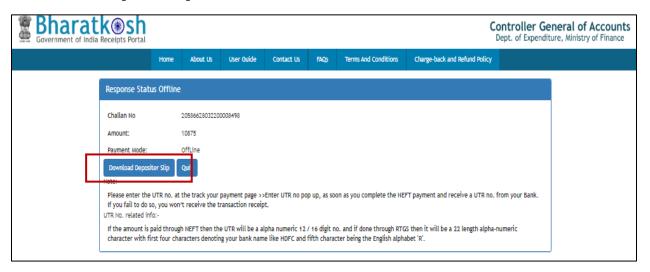
After click on 'Pay' button, a DGH refence number will be generated



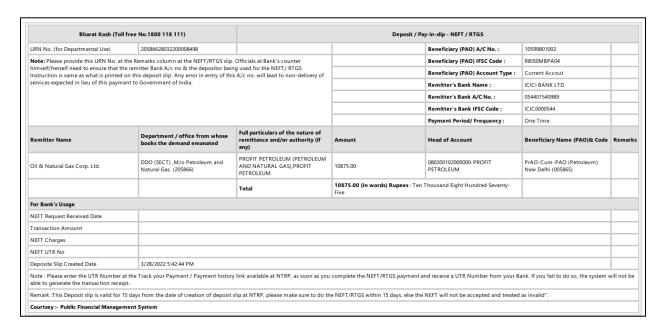
- Page will be redirected to BharatKosh payment gateway.
- Username, Address, Mobile Number, Email, Payment Type and Amount (in INR) will be automatically displayed. Click on 'Confirm button and page will redirect to payment screen.



• On successful validation, payment response status page will come. User can download the depositor slip.

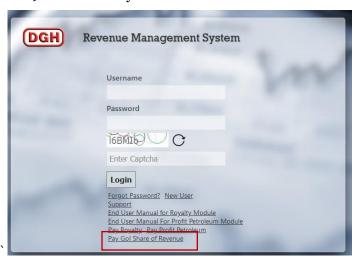


Below is the example of a generated depositor slip.



7.2 Payment of Gol Share of Revenue Other than the Operator of the block (JV Partners)

a) Click on "Pay PP" link



b) Fill the required details in the below form:

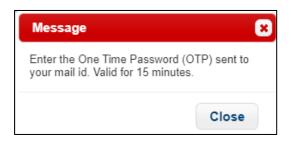
Name, Designation, Email Id, Mobile No., select the Company Name for GoI Share of Revenue payment, Address, Captcha.

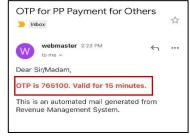


c) Post filling all the details, click on "Get OTP" button



d) Below message will come and an OTP will be sent to the provided Email Id.





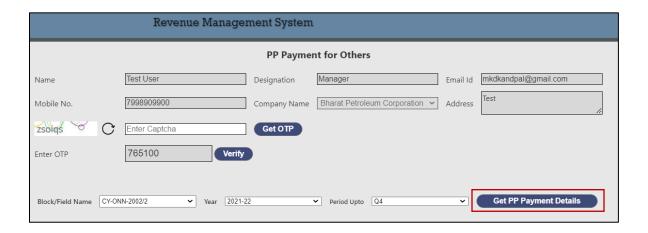
e) Provide received OTP and then click on "Verify" button.



f) Post successful verification, below fields will open.



g) Select Block/Field, Year, Month and Petroleum Type, click on "Get Payment Details".



h) Payment details will be opened, please insert the excess paid amount (if any) along with supporting document, Foreign Exchange rate and select the payment mode for GoI Share of Revenue payment.



7.3 Disclaimers:

- All the dues including interest needs to be computed / updated by the operator on behalf of contractors.
- Operator continues to submit the monthly report to DGH PSC management system as per the present practice.
- GoI Share of Revenue paid based on the above details are subject to examination at DGH/MoPNG end. Shortfall if any in the payment of share of revenue shall be dealt separately as per the applicable provision of RSC and notifications & circulars issued from time to time by the GOI.
- The Government reserves the right to claim any shortfall found in respect of the amounts deposited and/or take appropriate action under the law.
- The data available in Bharat Kosh/ Revenue Share module in respect of payment of dues towards GOI Share of Revenue w.e.f 01.04.2023.
- The above calculation is subject to examination of the Accounts/Audited Accounts and Formats thereto. Further, any discrepancies noticed on the above calculations in accordance with RSC Clauses and extant of Government Policies, Notifications, etc. may please be brought to the notice of DGH officials.
- In case of Outstanding/Unpaid Share of Revenue, documentation duly signed by MC member of the operator needs to be uploaded.

Thanks

In case of any query or clarification please reach out to following:

Functional

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uttampaul@dghindia.gov.in avanish@dghindia.gov.in kolluru.nagesh@dghindia.gov.in

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