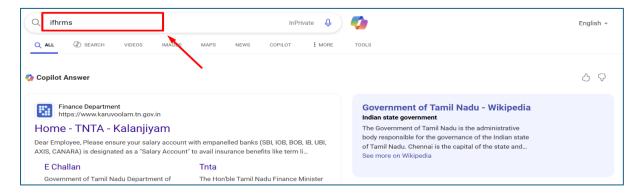
## **Directorate of Treasuries and Accounts**

### Kalanjiam: Bank Account modification module:

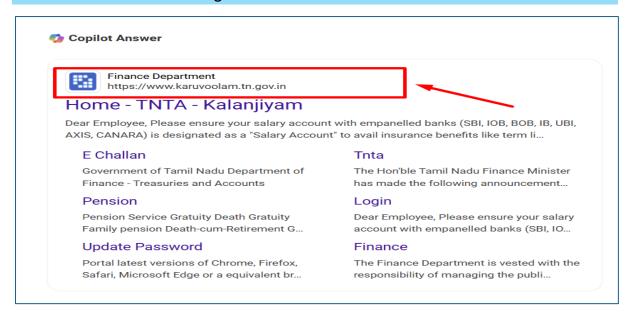
- A new module is available in the Kalanjiam portal that allows employees to change their salary bank account online.
- This feature is currently accessible only through the web portal and is not available on the mobile app.
- No Objection Certificate (NOC) is **not** required to update the bank account in the portal.
- Required items before updating online:
- Passbook or cheque leaf for the newly opened account.
- The passbook or cheque book should be scanned and saved as a soft copy on a desktop or laptop for attachment in the portal.

## To change the Bank Account, please follow the steps below.

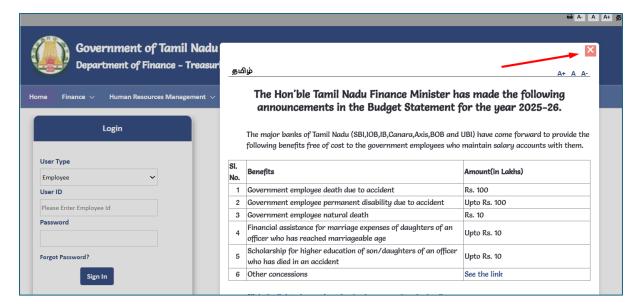
1. Enter the term ifhrms or kalanjiam in web browser.



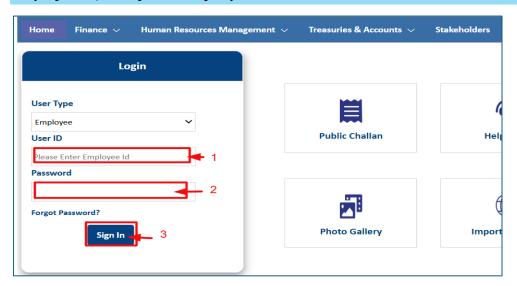
#### 2. Select www.karuvoolam.tn.gov.in



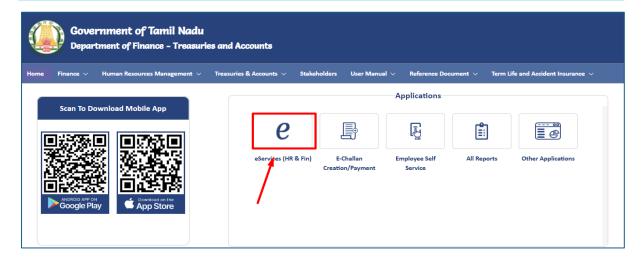
3. While clicking the above, following portal will open in your browser. After that, this popup will come. Kindly close the popup by clicking the 'x' symbol as shown in the arrow.



4. Enter your user ID (Employee ID number), password and click sign in. To know your Employee ID, refer your salary slip.



5. click the icon as per the arrow.



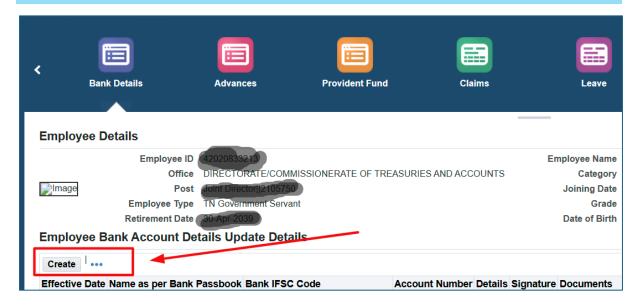
## 6. Click the below icon - Employee Self Service



#### 7. click the icon and select Bank Details menu.



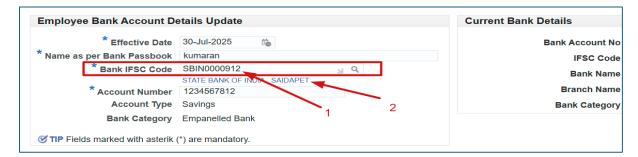
#### 8. click the create icon.



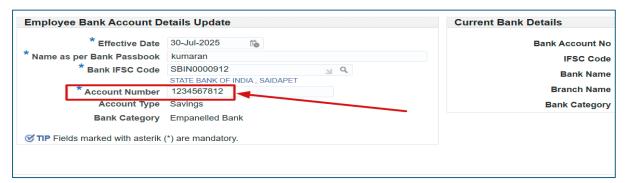
#### 9. Enter your Name as per Passbook



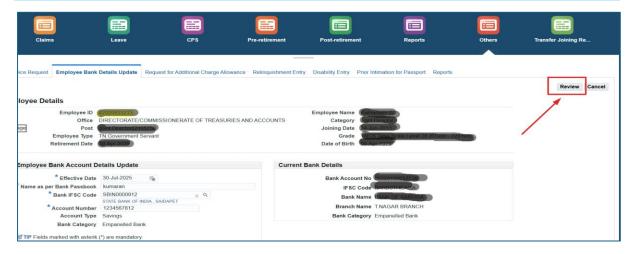
## 10. Enter your IFSC code as per bank passbook and wait for a while and select the correct one.



#### 11. Enter your new Bank Account Number.



### 12. Enter the Review button as per the arrow.



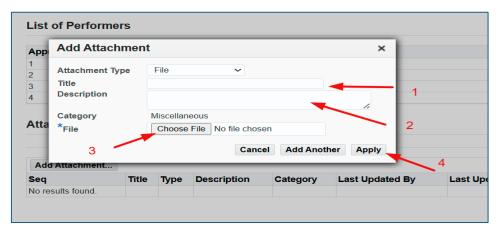
#### 13. Select your approver group



| List of Performers |   |                         |                      |
|--------------------|---|-------------------------|----------------------|
| Approval Level     | Position                                  | Approval Pending With   | Name                 |
| 1                  | Accountant   301785                       | 16000820497             | <del>Umadevi R</del> |
| 2                  | Senior Superintendent   302218            | <del>1002011303</del> 8 | Acumuga Lekson.      |
| 3                  | Accounts Officer Bills 301757             | 10020130903             | Sathiskkumar O S     |
| 4                  | Additional Director Administration 302214 | <del>16021110650</del>  | Sheha S              |

# 14. Add attachment of Your Bank Passbook or Cheque book as detailed below and click Apply button.





#### 15. Finally click submit button in the page



15. After successful application, just give information to the account section as you have applied in the portal for Bank account modification