

The Financial Commissioner and Principal Secretary to,
Government Haryana, Finance Department

To

1. All the Heads of Departments, the Commissioners Ambala, Hisar, Rohtak & Gurgaon Divisions.
2. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Memo No. 28/14/2011-5B4C
Dated Chandigarh, the 2nd December, 2011

Subject :- Verification of Bank Account opened with the permission of the Finance Department.

I am directed to invite your attention towards Finance Department memo no. -28/14/2011-5 B&C dated 10-03-2011 vide which instructions for implementation of EPS in treasuries / sub-treasuries were issued.

It has come to the knowledge of Government that some department of government are still operating bank accounts in the name of Head of Department (by designation) or in name of DDO (by designation) etc for which permission has never been granted by the finance department and such accounts are being used to transfer funds to the beneficiaries. The method adopted in such cases is that the funds are drawn from the treasuries and deposited in such bank accounts being operated by the department. Further, disbursement from these accounts is either by issue of cheques or demand drafts.

The above said method is not appropriate and needs to be stopped with immediate effect. Whenever funds are to be drawn from the treasuries the same need to be transferred directly to the beneficiary and Financial rules do not allow parking of such funds anywhere in between for any duration of time. The correct procedure in such cases is to get allotted a unique code for the payee (UCP) by furnishing the requisite details as per instruction no. 14/6/2010- 5FA dated 18-01-2010 to the concerned treasury or by DDOs themselves.

However in cases where due to some extreme circumstances the procedure of operation of a bank account cannot be done away with, then a detailed proposal should be sent to the finance department for opening/ continuing operation of bank account. Thus only those bank accounts will be allowed to be operated in which necessary permission from the Finance Department has been taken.

In view of above all HODs are advised to furnish a list of bank accounts being operated in their department in name/ designation of any DDO or any other employee where permission for operating such bank accounts has already been granted by finance department, to Director Treasuries and Accounts, 2nd Floor, 30 Bays Building, Sector-17, Chandigarh positively by 09-12-2011. For accounts where permission is received later on, the information would be required to be sent to the concerned treasury officer by the DDO alongwith copy of the FD's permission.

Ankur Kumar

Under Secretary, Finance,
For Financial Commissioner and Principal Secretary,
to Government Haryana, Finance Department.

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Endst. No. 28/14/2011-SB&C

Dated, Chandigarh the 02-12-2011

A copy each is forwarded to all the Financial Commissioners and Principal Secretaries / Commissioners & Secretaries to Government Haryana for information and necessary compliance.

Arjun Kumar

Under Secretary, Finance,

For Financial Commissioner and Principal Secretary,
to Government Haryana, Finance Department. L

Endst. No. 28/14/2011-SB&C

Dated, Chandigarh the 02-12-2011

A copy of the above is forwarded to all the Treasury Officers and Assistant Treasury Officers in the state for information and necessary compliance. They are again advised to not to transfer any funds to an account in name of HOD/ DDO (by designation or by name) unless a copy of permission for opening/ operating such bank account is provided by them. Further no UCP should be allotted for such payees with these bank accounts if FD's permission for opening the account is not provided.

Arjun Kumar

Under Secretary, Finance,

For Financial Commissioner and Principal Secretary,
to Government Haryana, Finance Department. L

