

No. 28/14/2011-5B&C

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

To

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

Dated: Chandigarh the 21st March 2011.

Subject: **Regarding utilization of the Budget/ Expenditure during the month of March, 2011.**

Sir,

I am directed to invite your attention towards requirement of proper and timely utilization of budget for the current financial year. It has been decided that:-

1. Electronic Payment System (EPS) has been implemented at Treasury Office Chandigarh, Panchkula, Kurukshetra, Karnal, Panipat, Sirsa, Fatehabad and Gurgaon by which the amount is being credited in the bank account of beneficiaries/ end users directly. Being online transfer of funds, EPS will not allow the payments after 4.00 pm of 31st March (as RBI does not allow electronic transaction after 4.00 PM) and bank will not be able to give credit after 31st March 2011 from the budget allocation for the current Financial Year 2010-11.

In view of this all DDOs may be directed to submit their bills in the Treasuries before 1.00 PM of 31st March so that EPS may be generated by the Treasuries in time. The EPS pay orders need to be presented at Bank before 3.00 PM on 31st March.

2. A large number of DDOs draw advance in the month of March for various payments. However DC bill is not submitted in treasury by 31st March. This leads to problem that such advances cannot be adjusted in the next financial year as financial rules do not allow the same. **So all the DDOs may be directed not to draw advances after 21st of the March in the current financial year and to submit the DC bills by 31st march positively.**

3. On last working day of the financial year there is huge rush of bills and it becomes practically impossible for the treasury to verify correctness of the same as required by rules. **So all the DDOs may be instructed that no bills will be accepted on the last working day of the financial year after 1:00 p.m. by the Treasuries.**

4. There is a practice among certain departments like DPR (Advances on a/c of celebration of various functions/ Advertisement/Publicity etc.), Animal Husbandry and Health Department(Advances for purchase of medicines and equipments), District Administration (Advances for discretionary grants), Education Department and Sports Department (Advances for various events in the Schools/ Colleges), Agriculture / Horticulture Department (Advances for purchase of pesticides/equipments), Social Justice & Empowerment Department (Advances for old age pension etc.) and Women & Child Development (Advances for expenditure of Anganwari Centres etc.) etc., which transfer funds into some bank accounts and thus park their funds after withdrawal from Treasury for utilization thereof later on even after the close of financial year. These departments withdraw advances, to be spent after the close of the financial year and submit their bills for adjustment in treasuries during the next financial year. However, financial rules do not allow such adjustment in next financial year. Thus this practice needs to be stopped with immediate effect.

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In view of the above, all concerned may be directed that they should draw such advances well in time and submit their adjustment bill before the close of the financial year. These instructions may be brought to the notice of all the concerned for strict compliance.

Yours faithfully,

Joint Secretary, Finance,
for Financial Commissioner and Principal Secretary
to Government Haryana, Finance Department.

Endst. No.28/14/2011-5B&C

Dated: Chandigarh the 21st March 2011.

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

Joint Secretary, Finance,
for Financial Commissioner and Principal Secretary
to Government Haryana, Finance Department.

Endst. No. 28/14/2011-5B&C

Dated: Chandigarh the 21st March 2011.

A copy each is forwarded to the Director, Treasuries & Accounts Department, Haryana, Chandigarh for information and necessary compliance.

Joint Secretary, Finance,
for Financial Commissioner and Principal Secretary
to Government Haryana, Finance Department.

Endst. No. 28/14/2011-5B&C

Dated: Chandigarh the 21st March 2011.

A copy each is forwarded to all the Treasury Officers and Assistant Treasuries Officers in the state of Haryana for information and necessary compliance.

Joint Secretary, Finance,
for Financial Commissioner and Principal Secretary
to Government Haryana, Finance Department.

Treasury Officer
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