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

Memo. No. 28/35/2011-5B&C
Dated, Chandigarh, the 16th August, 2011.

Subject: Procedure regarding Allocation and Disbursement of Discretionary Grant.

Refer to the subject noted above.

The existing procedure for allocation and disbursement of Discretionary Grants (DQ) of CM/Ministers/CPS/MLAs etc. involves the communication of name of the beneficiary and the sanctioned amount by the CM/Ministers/CPS/MLAs etc. to the Development and Panchayat Department, which in turn communicates the same to the Deputy Commissioner of the concerned districts. Requisite funds are also placed at the disposal of Deputy Commissioner. However, the grant is not provided to the beneficiary directly by the Deputy Commissioner. The Deputy Commissioner draws the funds from treasury and same is placed at the disposal of SDO(C)/BDPO/SDM, who deposits the same in a bank account being operated by them. SDO(C)/BDPO/SDM then issue cheque to the beneficiary.

In this regard, Government observes that operating a bank account without the approval of Finance Department and transferring Government funds to such bank account is against the provision of financial rules. Thus, all such accounts need to be closed with immediate effect. As regards payment of amount of grant to the beneficiary, henceforth, such amounts will be transferred to them through Electronic Payment System (EPS) only. For this purpose, the DDO should get a Unique Code of Payee (UCP) allotted to these beneficiaries from the concerned treasury by providing bank details of such beneficiary in the prescribed format. No transfer of such grants to any bank account opened in name/designation of any Government Official/Officer will be allowed.

This is for immediate and strict compliance.

Arjun Kumar
Under Secretary Finance (Budget)
for Financial Commissioner & Principal Secretary
to Govt., Haryana, Finance Department.

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 (Budget)
for Financial Commissioner & Principal Secretary
to Govt., Haryana, Finance Department.

To The Financial Commissioners and Principal Secretaries/
Commissioners & Secretaries to Government Haryana.

U O No. 28/35/2011-5B&C Dated, Chandigarh, the 16th August, 2011.
Endst. No 28/35/2011-5B&C Dated, Chandigarh, the 16th August, 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

Arjun Kumar
Under Secretary Finance (Budget)
for Financial Commissioner & Principal Secretary
to Govt., Haryana, Finance Department.

S.O. (PAC)
25/8/11
25/8/11