

Important

From

The Additional Chief Secretary to Government Haryana,
Finance Department.

To

1. All the Heads of Departments in Haryana.
2. Registrar General, Punjab & Haryana High Court, Chandigarh.
3. All the Commissioners, Ambala, Hisar, Gurgaon and Rohtak Division.

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

Dated Chandigarh, the 10th July, 2014.

Subject:- Instructions regarding re-appropriation, diversion of fund request and submitting of bills in treasury in month of March—drawing of advances.

Kindly refer to the memo. No. 28/14/2011-5B&C dated 10.01.2014 on the subject as above.

2. It has been observed by the Finance Department that in a large number of cases where advance money was drawn by DDOs in FY 2013-14, the detailed adjustment bill was not submitted by 31-03-2014. This is a serious irregularity and the concerned Head of Department need to take action against the DDO for failure to submit adjustment bill timely. Since rules do not allow submission of such adjustment bills in the next financial year, so before submitting such bills in treasury the concerned department should now submit a proposal to the Finance Department through its Administrative Department detailing reasons for such non submission and action taken against the concerned officer for failure to observe the State financial rules. The proposal should also contain detail of bill number of the adjustment bill prepared by DDO in the current financial year. Each case will then be examined on merit for purpose of relaxation. In cases where amount has not been utilized till date, the amount should be deposited back in the treasury without any further delay. Treasury will not accept any such detailed adjustment bill relating to advances drawn in the previous year unless relaxation is allowed by the finance department.
3. These instructions may kindly be brought to the notice of all concerned for strict compliance.

Arun Kumar

Joint Secretary Finance (Budget)
for Additional Chief Secretary to Govt. Haryana,
Finance Department

A copy is forwarded to all the Additional Chief Secretaries/Principal Secretaries to the Government of Haryana for information and necessary action.

Arun Kumar

Joint Secretary Finance (Budget)
for Additional Chief Secretary to Govt. Haryana,
Finance Department

To

All the Additional Chief Secretaries/
Principal Secretaries to the Government of Haryana.

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

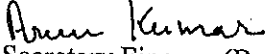
Dated, Chandigarh, the 10th July, 2014.

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

Dated, Chandigarh, the 10th July, 2014..


A copy is forwarded to all the Treasury Officers/Assistant Treasury Officers for information and strict compliance.


Joint Secretary Finance (Budget)
for Additional Chief Secretary to Govt. Haryana,
Finance Department

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

Dated, Chandigarh, the 10th July, 2014.

A copy is forwarded to the Principal Accountant General (A&E/Audit), Haryana Chandigarh for information and necessary action.

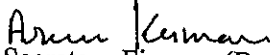

Joint Secretary Finance (Budget)
for Additional Chief Secretary to Govt. Haryana,
Finance Department

A copy is forwarded to the following for information and necessary action:-

- (i) The Joint Secretary Finance (SS)/Superintendent, W&M branch with request that in case where relaxation is allowed by Finance Department, the bill be allowed to be forwarded to the concerned treasury in Online system.
- (ii) All the Officers/Superintendents, Expenditure Control branches of Finance Department. They are requested that in case where relaxation is allowed, copy needs to be marked to concerned treasury officer alongwith copy to W&M branch in Finance Department.

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

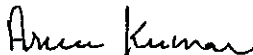
Dated, Chandigarh, the 10th July, 2014.


Joint Secretary Finance (Budget)
for Additional Chief Secretary to Govt. Haryana,
Finance Department

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

Dated, Chandigarh, the 10th July, 2014.

A copy is forwarded to In-charge, Computer Cell of Finance Department for information and necessary action. He is also requested to upload the instructions on the website of Finance Department, Haryana.


Joint Secretary Finance (Budget)
for Additional Chief Secretary to Govt. Haryana,
Finance Department