

Copy of letter No.Fin(TR)B(15)-11/95-VI dated 13-6-2013 received from Special Secretary (Finance)-Cum-Director, Treasuries, Accounts & Lotteries Himachal Pradesh Shimla addressed to all the Heads of Departments.

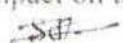
Subject:- Regarding compliance of the principal of financial propriety as enshrined in the Financial Rules.

It has come to the notice of the Finance Department that a number of payments drawn from the Treasury and remitted to the concerned quarters through bank drafts/bankers cheques have not been presented in the Bank even after the elapse of a period of many years. It has led to a situation that money drawn from the State Exchequer is continuing with the concerned Banks. This has resulted in a loss to the State Exchequer on one side and on the other the intended purpose has not been fulfilled which has ultimately deprived the public of the intended benefit.

Your attention is invited towards the provisions of Rule 2.10 of the Himachal Pradesh Financial Rules. Vol.1. 1971. Wherein apart from other provisions. It has been stipulated that no funds should be drawn from the Treasury unless required for immediate disbursement. Further, it has also been provided that it is not permissible to keep the money out of the account and its immediate account is a pre-requisite. Thus, it is imperative on the part of each Officer/Official dealing with the financial matters to ensure the observance of these financial principles. Now, with the implementation of e-payments, there is a need to exercise strict vigil by each DDO with regard to the release/remittance of payments and the confirmation of remittance of payment in favour of the concerned from the banks should invariably be obtained.

In view of above, it is requested that all unencashed bank drafts/ bankers cheques, the currency of which has already elapsed, may be identified and a list of such items submitted to the office of Principal Secretary (Finance) /Secretary (Finance) with reasons of non-encashment within ten days or latest by 25-6-2013. In case settlement of any item is considered impossible being untraceable or otherwise, an immediate written request should be made by the Drawing Authority with the concerned Branch of the Bank after obtaining a report of non-encashment from the office in favour of whom such amount has been drawn/remitted.

This job may be entrusted preferable to an SAS Officer working in the Department/ Officers or to a senior Officer where the SAS Officer is not posted, who will ensure the settlement of all such item within a period of one month time period i.e. 31-7-2013 and the concerned DDOs shall immediately being a detail of such items to his notice. It is also desired that in future SAS Officer should invariably be involved in the processing of all financial matters so as to ensure observance/compliance of the Financial Principales and to avoid recurrence of laspes/ irregularities which may be having adverse impact on the State Exchequer.


Special Secretary (Finance)-Cum-Director
Treasuries, Accounts & Lotteries, H.P.


Directorate of Higher Education
Himachal Pradesh

Budget & Accounts Branch

Endst.No.EDN-H(4)3 (C)2011-12-Instructions Dated Shimla-1

Copy for information & necessary action is forwarded to:-

1. The Principals of Govt.Colleges in Himachal Pradesh
2. All the Deputy Directors of Himachal Pradesh
3. All The Principals of Ski.College of Himachal Pradesh
4. The Central State Library Solan.
5. All the Librarians District in Himachal Pradesh
6. NCC Group Headquarter Shimla-4
7. Branch Officers/Supdt in Directorate of Higher Education in H.P.They all are directed to immediately get in touch with the concerned Authority and undertake an exercise to identify any such financial transaction and ensure settlement of all discrepant item (S) with in the stipulated time period. They may also periodically check the record of their respective officers to ensure moneys drawn by the drawing officer have been accounted for and utilized for the purpose for which the same have been sanctioned and submit a report to this office.


Director Higher Education
Himachal Pradesh