

Government of Odisha
Finance Department

No. 6300/F.,

dated 15.03.2022

From FIN-TRY-BT-0001/2020

Vishal Kumar Dev, IAS
Principal Secretary to Government

To

The DC-cum-ACS to Government/
Additional Chief Secretaries to Government/
Principal Secretaries to Government/
Commissioner-cum-Secretaries to Government/
All Departments

**Sub: Special arrangement for Government Receipts and payment
in March, 2022.**

Ref: 1. DTI Letter No.Comp-II-82-20-3653 dt.11.3.22 and
2. FD Letter No. 4736 dt.28.2.2022

Madam/Sir,

In inviting a reference on the subject cited above and in continuation of the instructions referred, I am directed to say that in order to ensure hassle-free, timely processing of Government claims and accounting of the receipts of Government taxes and dues, the following special arrangements have been made in Treasuries for March, 2022:

1. All Treasuries will remain open on 20th, 26th and 27th of March, 2022 (which have been declared as holidays) to receive the bills from the DDOs and process the claims as per the instructions issued by Finance Department earlier vide letter No. 4736 dt.28.2.2022.
2. DDOs can approach the Treasuries for availing any kind of operational support to prepare the bills and Sanction Orders in IFMS. Further, special arrangements have been made in the Treasuries to receive the bills on 15th, 22nd and 25th of March, 2022 being the last dates for submission of various categories of bills.
3. The support of Help Desk of IFMS will be available from 8.00 AM to 8.00 PM on all working days in the last fortnight of March, 2022 including the specially declared working days (20th, 26th and 27th of March, 2022) to provide support to the DDOs and other stakeholders.

4. Request for extension of dateline for submission of claims:

(i) Request for extension of dateline for submission of bills in Treasuries are usually received every year. To ensure seamless and timely processing of such request for extension of dateline between the Department/DDOs & Treasuries/DTI and Finance Department, an online facility has been developed in IFMS.

(ii) Using the above online facility, the request for extension of dateline can be submitted in the online platform of IFMS (https://www.odishatreasury.gov.in/mantis/login_page.php) by Treasury Officers or FAs/AFAs of Departments in the prescribed format as enclosed at Annexure-I. The DDOs can submit their requirement seeking extension either to their Treasury or to the Administrative Department for online processing of the request for extension of dateline. The list of User IDs of FA/AFA of Administrative Departments to login into the aforementioned online platform of IFMS is at Annexure-II.

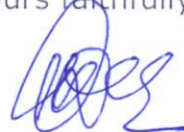
(iii) After taking necessary approval from the competent authority, the decision regarding request for extension will be communicated in the same online platform to the departments/DDOs/Treasuries concerned.

5. The new process will ensure faster transmission of information from the DDOs/Departments to the Treasuries/DTI/Finance Department and vice-versa.

6. DTI will provide necessary online training virtually to all the FAs/AFAs of the Departments in this regard on **16th March, 2022 at 3.30 PM.**

It is, therefore, requested that necessary instructions may be issued to DDOs/Sanctioning Authorities/ FAs / AFAs /other officers concerned for timely submission of their claims and submit request for extension of dateline during the month of March 2022 as per the procedure outlined above.

Yours faithfully,



Principal Secretary to Government

Memo No. 6301 /F, dated 15.03.2022

Copy forwarded to OSD to Chief Secretary for kind information of Chief Secretary.

Sprahan
15.3.22

Under Secretary to Government

Memo No. 6302 /F, dated 15.03.2022

Copy forwarded to All Heads of Departments/All Revenue Divisional Commissioners/All Collectors for information and necessary action.

Sprahan
15.3.22

Under Secretary to Government

Memo No. 6303 /F, dated 15.03.2022

Copy forwarded to the Director of Treasuries & Inspection, Odisha for information and necessary action.

Sprahan
15.3.22

Under Secretary to Government

Memo No. 6304 /F, dated 15.03.2022

Copy forwarded to All Expenditure Branches, Finance Department/ Ways & Means Branch, Finance Department for kind information and necessary action.

Sprahan
15.3.22

Under Secretary to Government

Memo No. 6305 /F, dated 15.03.2022

Copy forwarded to PS to Principal Secretary, Finance Department/ Director Small Savings for kind information of Principal Secretary/ Director Small Savings.

Sprahan
15.3.2022

Under Secretary to Government

ANNEXURE-I

Prescribed Format:

Sl. No.	Name of the Office	DDO Name & Code	Drawing Treasury	Bill No. with Date	Token No. with Date	Bill Amount	Nature of Claim	Reason of Non-Submission within the prescribed Dateline
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ANNEXURE-II

SI NO	DEPARTMEN T_CODE	DEPARTMENT_NAME	LOGIN_ID
1	AGR	Agriculture and Farmers' Empowerment	mantis_agr
2	COM	Commerce	mantis_com
3	COP	Co-operation	mantis_cop
4	DMD	Disaster Management	mantis_dmd
5	EDN	School and Mass Education	mantis_edn
6	EDU	Higher Education	mantis_edu
7	ENE	Energy	mantis_ene
8	ETE	Skill Development & Technical Education	mantis_ete
9	EXE	Excise	mantis_exe
10	FAR	Fisheries & Animal Resources Development	mantis_far
11	FIN	Finance	mantis_fin
12	FOR	Forest & Environment	mantis_for
13	GAD	General Administration and Public Grievance	mantis_gad
14	HFW	Health and Family Welfare	mantis_hfw
15	HOM	Home	mantis_hom
16	HUD	Housing and Urban Development Department	mantis_hud
17	IND	Industries	mantis_ind
18	INT	Electronics & Information Technology	mantis_int
19	IPR	Information and Public Relations	mantis_ipr
20	LAW	Law	mantis_law
21	LEM	Labour & Employees' State Insurance	mantis_lem
22	MSM	Micro, Small & Medium Enterprises	mantis_msm
23	OLA	Odisha Legislative Assembly	mantis_ola
24	OLL	Odia Language, Literature and Culture	mantis_oll
25	PAD	Parliamentary Affairs	mantis_pad
26	PCD	Planning and Convergence	mantis_pcd
27	PEN	Public Enterprises	mantis_pen
28	PGP	Public Grievances and Pension Administration	mantis_pgp
29	PRD	Panchayati Raj and Drinking Water	mantis_prd
30	RDD	Rural Development	mantis_rdd
31	REV	Revenue and Disaster Management	mantis_rev
32	SMD	Steel & Mines	mantis_smd
33	SSE	Social Security & Empowerment of Persons with Disability	mantis_sse
34	STD	Science & Technology	mantis_std
35	SUP	Food Supplies and Consumer Welfare	mantis_sup
36	SYS	Sports & Youth Services	mantis_sys
37	THL	Handlooms, Textiles & Handicrafts	mantis_thl
38	TOU	Tourism	mantis_tou
39	TRA	Transport	mantis_tra
40	WAT	Water Resources	mantis_wat
41	WCD	Women & Child Development and Mission Shakti	mantis_wcd
42	WEL	Scheduled Tribes & Scheduled Castes Development, Minorities & Backward Classes Welfare	mantis_wel
43	WOR	Works	mantis_wor