

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

OFFICE MEMORANDUM

No. 30997 /F, dated 11.11.2024
FIN-WM-CMS-0001-2024

Sub: Guidelines for timely spending of budgetary grants through implementation of Cash Management System in selected 20 Departments through Quarterly Expenditure Allocation (QEA) and Monthly Expenditure Plan (MEP) for Financial Year 2024-25

Quarterly Expenditure Allocation (QEA) and indicative Monthly Expenditure Plan (MEP) for all four quarters in respect of all Departments have been prepopulated by Finance Department in the designed Online Module in BETA. 20 selected Departments covered under Cash Management System are to update/change their QEA and MEP in line with the broad principles indicated in the Office Memorandum No 12859 dated 28.04.2023 and submit the same online in the system for approval of Finance Department by 20.11.2024. While updating/changing their QEA and MEP, actual expenditure incurred up to October' 2024 is to be taken into account by the said Departments. Any deviation from the broad principles indicated in the Office Memorandum No 12859 dated 28.04.2023 will require prior approval of Finance Department.

The guiding principles and modalities for sanction and release of funds out of Annual Budget 2024-25 issued vide Finance Department letter No.26850/F, dated 23.09.2024 shall be scrupulously followed.

Administrative Departments should issue suitable instructions to their Controlling Officers for proper implementation of Cash Management System and improvement of public expenditure management.

By order of the Governor



Principal Secretary to Government

Memo No. 30998

Dt. 11.11.2024

Copy forwarded to the Private Secretary to Hon'ble Chief Minister / Minister, Finance for kind information of Hon'ble Chief Minister/ Minister, Finance.



Joint Secretary to Government

Memo No. 30999

Dt. 11.11.2024

Copy forwarded to the Private Secretaries to Chief Secretary/D.C.-cum-Additional Chief Secretary / Principal Secretary, Finance Department for kind information of Chief Secretary/D.C.-cum-Additional Chief Secretary/ Principal Secretary, Finance Department.



Joint Secretary to Government

Memo No. 31000

Dt. 11.11.2024

Copy forwarded to the Additional Chief Secretary/Principal Secretaries/ Commissioner-cum-Secretaries/ Secretaries to Government (Works, Food Supplies & Consumer Welfare, School & Mass Education, ST & SC Development, M & BCW, Health & Family Welfare, Housing & Urban Development, Panchayati Raj & Drinking Water, Industries, Water Resources, Forest, Environment & Climate Change, Department of Agriculture & Farmers' Empowerment, Rural Development, Energy, Handlooms Textiles & Handicrafts, Fisheries & Animal Resources Development, Department of Women & Child Development, Higher Education, Skill Development & Technical Education, Micro, Small and Medium Enterprises and Social Security and Empowerment of Persons with Disabilities Departments) for kind information & necessary action.



Joint Secretary to Government

Memo No. 31001

Dt. 11.11.2024

Copy forwarded to the FAs/AFAs (Works, Food Supplies & Consumer Welfare, School & Mass Education, ST & SC Development, M & BCW, Health & Family Welfare, Housing & Urban Development, Panchayati Raj & Drinking Water, Industries, Water Resources, Forest, Environment & Climate Change, Department of Agriculture & Farmers' Empowerment, Rural Development, Energy, Handlooms Textiles & Handicrafts, Fisheries & Animal Resources Development, Department of Women & Child Development, Higher Education, Skill Development & Technical Education, Micro, Small and Medium Enterprises and Social Security and Empowerment of Persons with Disabilities Departments) for kind information & necessary action.



Joint Secretary to Government

Memo No. 31002

Dt. 11.11.2024

Copy forwarded to All Officers of Finance Department/All Branches of Finance Department for information and necessary action.



Joint Secretary to Government

Memo No. 31003

Dt. 11.11.2024

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



Joint Secretary to Government