

Top Priority

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

No 5184/F,
FIN-WM-BT-0001-2024

Dated the 14th February, 2025

From

Saswata Mishra, IAS
Principal Secretary to Government

To

Additional Chief Secretaries/
Principal Secretaries/
Commissioner-cum-Secretaries/Secretaries/
Special Secretaries to Government/
All Heads of Department.

Sub: Deadlines for financial sanction, issue of allotment, re-appropriation of funds, surrender of provisions and drawal of funds in the remaining part of the current financial year

Ref: *Finance Department Circular No.26850/F, dt.23.09.2024 & 34931/F dt.17.12.2024.*

Madam/Sir,

I am to say that Finance Department has issued instructions to avoid rush of expenditure towards the fag end of current financial year in the circulars under reference and fixed deadlines for issue of allotment, surrender of budgeted provision and drawal of funds etc. In the meantime, some deadlines have elapsed and references for sanction/release and re-appropriation of funds beyond the date fixed are being received by Finance Department from different quarters.

2. Hence, keeping in view the difficulties faced by different Departments, it has been decided to further extend the deadlines for completion of all formalities for issue of allotment, sanction for release of funds, Re-appropriation of funds and surrender of provisions as stipulated below.

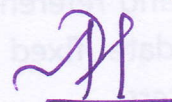
Sl. No.	Items	Previous Deadline with Ref. to F.D. Letter No. 34931/F dt.17.12.2024	Revised Deadline
1.	Issue of Sanction Orders for release of funds.	31.01.2025	28.02.2025

Sl. No.	Items	Previous Deadline with Ref. to F.D. Letter No. 34931/F dt.17.12.2024	Revised Deadline
2.	Re-appropriation of funds	-----	28.02.2025
3.	Issue of allotment	31.12.2024	28.02.2025
4.	Surrender of un-utilized funds	31.01.2025	28.02.2025
5.	Submission of bills to the Treasuries for claims under other contingencies, machinery, equipment, vehicle, share capital, subsidy and loans	10.03.2025	10.03.2025
6.	Submission of bills to the Treasuries for other claims	15.03.2025	17.03.2025 (Since 15 th & 16 th March are public holidays)

3. Budgetary Allocation pertaining to Central Sector Schemes and Centrally Sponsored Schemes may not be surrendered in a routine manner where there is likelihood of receipt of Central Assistance and scope for expenditure towards the end of the financial year. In case of late receipt of Central Assistance beyond the deadline stipulated in para-2 above, the Administrative Departments may immediately move Finance Department for extension of the deadlines to facilitate expenditure.

I would, therefore, request you to kindly take timely steps for sanction, allotment, re-appropriation, surrender and drawal of funds by the deadlines stipulated above in the interest of fiscal discipline and effective financial management.

Yours faithfully,



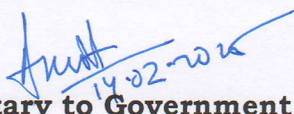
Principal Secretary to Government

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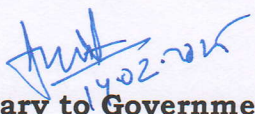
Memo No. 5185 /F, **dated** 14.02.2025

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.


Deputy Secretary to Government

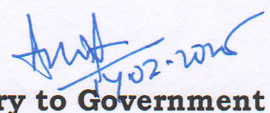
Memo No. 5186 /F, **dated** 14.02.2025

Copy forwarded to the Registrar, Orissa High Court/Special Secretary, Odisha Public Service Commission/Secretary, Odisha State Election Commission/Secretary, Staff Selection Commission/ Secretary, Subordinate Staff Selection Commission, Registrar, Odisha Administrative Tribunal /Secretary, State Human Rights Commission/ Secretary, Odisha Electricity Regulatory Commission/Principal Resident Commissioner, Odisha, New Delhi for favour of information & necessary action.


Deputy Secretary to Government

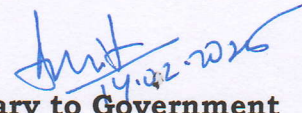
Memo No. 5187 /F, **dated** 14.02.2025

Copy forwarded to all Public Sector Undertakings/Cooperative Institutions for information & necessary action.


Deputy Secretary to Government

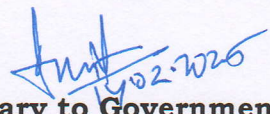
Memo No. 5188 /F, **dated** 14.02.2025

Copy forwarded to all Collectors/all Controlling Officers for information and necessary action.


Deputy Secretary to Government

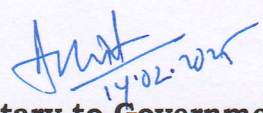
Memo No. 5189 /F, **dated** 14.02.2025

Copy forwarded to the Director of Treasuries & Inspection, Odisha, Bhubaneswar / all Treasury Officers / Sub-Treasury Officers for information and necessary action.


Deputy Secretary to Government

Memo No. 5190 /F, **dated** 14.02.2025

Copy forwarded to all Officers / all Branches of Finance Department for information & necessary action.


Deputy Secretary to Government