

**Top Priority**

**GOVERNMENT OF ODISHA  
FINANCE DEPARTMENT**

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No. 5409 /F, Dated 27.02.2026  
FIN-WM-BT-0001-2025

From

Sanjeeb Kumar Mishra, IAS  
Principal Secretary to Government

To

**Additional Chief Secretaries/**  
**Principal Secretaries/**  
**Commissioner-cum-Secretaries/**  
**Secretaries to Government**  
**All Departments**  
**All Heads of Departments**

Sub: Revised deadlines for issue of sanction orders for release of funds, issue of allotment, re-appropriation of funds and surrender of unutilized fund in the remaining part of the current financial year

Ref: *Finance Department Circular No.3653/F dt.10.02.2026.*

Madam/Sir,

I am to say that Finance Department had earlier intimated all Departments / all Heads of Department to avoid rush of expenditure towards the fag end of the financial year and stick to the deadlines fixed for financial sanction, issue of allotment, re-appropriation and surrender of funds, submission of bills in the Treasuries in letter No.3653/F, dated 10.02.2026.

2. In the meantime, references for relaxation of deadlines for sanction/release and re-appropriation of funds, issue of allotment etc. beyond the date fixed are being received by Finance Department from different quarters. Hence, in view of the difficulties being faced by different Departments, it has been decided to further extend the deadline for issuance of sanction orders for release of funds,

issue of allotment, re-appropriation of funds and surrender of unutilized fund in the remaining part of the current financial year. The revised deadline is mentioned below.

<i>Sl. No.</i>	<i>Items</i>	<i>Previous Deadline with Ref. to F.D. Letter No. 3653/F dt.10.02.2026</i>	<i>Revised Deadline</i>
1.	Issue of Sanction Orders for release of funds.	27.02.2026	09.03.2026
2.	Re-appropriation of funds		
3.	Issue of allotment		
4.	Surrender of un-utilized funds		

3. However, the last date for issue of sanction order for incurring expenditure on these items is the last date for submission of the related bills in the Treasury / Sub-Treasury concerned.

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

Yours faithfully,

  
Principal Secretary to Government

Memo No. 5410 /F,

dated 27.02.2026

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.



Memo No. 5411 /F,

Joint Secretary to Government

dated 27.02.2026

Copy forwarded to the Registrar, Orissa High Court/ 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/ Resident Commissioner, Odisha, New Delhi for favour of information & necessary action.



Memo No. 5412 /F,

Joint Secretary to Government

dated 27.02.2026

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



Memo No. 5413 /F,

Joint Secretary to Government

dated 27.02.2026

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



Memo No. 5414 /F,

Joint Secretary to Government

dated 27.02.2026

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



Memo No. 5415 /F,

Joint Secretary to Government

dated 27.02.2026

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



Joint Secretary to Government