

No. 19914—Codes-16/95-F.

**FINANCE DEPARTMENT
OFFICE MEMORANDUM**

The 12th May 1995

The Governor of Orissa has been pleased to order that the following amendment shall be made to the Orissa General Financial Rules, Volume-I, namely:—

AMENDMENT

For the existing rule-72 (ii) of the Orissa General Financial Rules, Volume-I, the following shall be substituted.

“72(ii)-Arrear claims exceeding Rs. 500 of more than one year and less than three years old and arrear claims of more than three years old and less than six years old will be sanctioned by Heads of Department on the basis of their records”.

S. B. PANDA

Additional Secretary to Government

No. 23631—Codes (255) 31/95-P.

FINANCE DEPARTMENT

The 6th June 1995

To

All Departments of Government/
Heads of Departments/Collectors

SUBJECT—Use of Government vehicles by the Officers for private purposes

The undersigned is directed to invite a reference to Finance Department Office Memorandum No. Codes 31/95—18480/F., dated the 2nd May 1995 on the subject noted above and to say that after issue of the said Memorandum, doubts have been entertained in different quarters regarding the implementation of the circular. All such doubts have been duly examined and clarifications thereto are furnished as in the statement enclosed—

Doubts entertained

Clarifications

(1)

(2)

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| (a) If Secretary/Additional Secretary use Government vehicles for both the purposes of private use and residence to office and back, they will pay Rs. 100 and Rs. 350 simultaneously or only Rs. 350 for both the purposes. | Secretaries/Additional Secretaries and other entitled officers have to pay Rs. 100 and Rs. 350 separately for both the purposes. |
| (b) If the officer concerned is not able to avail the facility for breakdown of the vehicle or for any other reason for a particular period, whether proportionate recovery will be made. | This may be considered for the breakdown of the vehicle for a full month or half of the month as explained at (c) below. |
| (c) Similarly, if any officer avails the facility of the use of the vehicle for journey from the residence to office only and not back to residence, whether he is required to pay half of the amount fixed. | In this case the officer concerned has to pay full amount for the journey. |
| (d) If use of Government vehicle by Secretary/Additional Secretary for private purposes in a month exceeds 500 Kms. whether proportionate payment will be made. | If it exceeds 500 Kms. in a month, hire charges at the rate as prescribed under the Rules Regulating Control and use of Government vehicles shall be charged for Kilometers in excess of 500. |

(1)

(2)

- (e) If use of Government vehicle by Secretary/Additional Secretary for private purpose in a month is less than 500 Kms., whether the balance kilometres short of Kms. will be carried forward to the next month. No
- (f) If no vehicle is provided to Additional Secretary individually but he is availing pool facility of vehicles, whether only Rs. 75 per month will be payable by him. In this case Additional Secretary may pay Rs. 75 per month as long as he is using the vehicles under pool system.
- (g) Whether recovery will be made from the salary of the monthly pay bill or the amount in cash will be paid by the Officer concerned. Recovery from the pay bill of the concerned officer will be made.
- (h) Whether Section Officers are entitled to avail the pool facility on payment of Rs. 75 or not. If the office concerned will be able to provide vehicles for the purpose, then they may do so.
- (i) If any officer including Secretaries/Additional Secretaries do not want to avail the Government vehicles for both the purposes or any one of the facilities, what has to be done. They may not avail the facility if they so desire. They should intimate in writing before the commencement of the calendar month.
- (j) If Secretary/Additional Secretary/Heads of Department/Collectors do not want to use Government vehicle for a particular month/months for the private purposes, then the deduction of Rs. 350 from the pay bill will be discontinued for the month(s) or not. Deduction for the particular month(s) may be discontinued if they desire so. It should always relate to Calendar month.
- (k) If the officer concerned remains on leave due to illness or any other ground for months, whether the recovery will be discontinued for the particular period or not. Use of vehicle and recovery always relates to Calendar month. If such discontinuance is at least for 15 days, he will pay half the amount and if it is for one month, he need not pay. But he must intimate in writing before hand.
- (l) What is the Head of Account in which the recovered amount will be deposited. "0075—Miscellaneous General Services—800—other Receipts—9913310—Recovery of Conveyance charges from Officers using Government Vehicles". Normal hire charges payable in accordance with the provision of Rules Regulating Control and Use of Government Vehicles should however be deposited under the departmental receipt heads as usual.