

**GOVERNMENT OF ODISHA
FINANCE DEPARTMENT**

No. 33907/F, Date: 03.10.2019
FIN-BUD3-ADV-0001-2019

To

All Departments/
Heads of Departments

Sub: **Global Allotment /Centralized allotment system for drawl and disbursal of the interest bearing advances to the State Government employees.**

Sir/Madam,

I am directed to say that, Interest bearing Loans and advances are extended to Government employees for the purpose of House Building and purchase of Motor car, Motor Cycle, Bicycle, Personal Computer and other purposes. At present, personal loans to Government employees are sanctioned by respective authorities after receiving allotment from Finance Department.

2. The process involves establishment-wise assessment of requirement of fund by Administrative Departments, transmission of information to Finance Department for fund allotment and then allotment of fund by Finance Department to the Administrative Departments and from Administrative Departments to down below. The process is a lengthy one, which consumes substantial amount of time and causes delay in sanction and drawal of the personal advances. On the other hand, there may be unused allotment in some Offices due to less drawal of fund against assessment and some other Offices may be finding it difficult to sanction loans due to inadequate allotment. There are occasions where Supplementary provisions have been taken in one hand and the year-end surrender of more than Supplementary provision is made due to non-drawal of advances in some Offices in spite of availability of allotment.

3. In order to make the process for sanction and drawal of personal advances for the State Government employees simpler and to put in place a mechanism for real-time monitoring of utilization of the budgetary allocation, it is decided to put in place a system of Global Allotment/

Centralized allotment for the purpose of personal loans to the Government employees in place of the current system of phase-wise and department-wise allotment. The sanctioning authorities / DDOs can now use the Centralized allotment available for all interest bearing personal advances like House Building Advance, Motor Car Advance, Motor Cycle Advance, Computer Advance etc for sanction and drawal of such advances for the eligible employees under their control. Individual Department-wise, Controlling Officer-wise or DDO-wise allotment would no more be required for the purpose.

4. All sanction orders for interest bearing personal advances for State Government Employees under Major Head "7610- Loans to Government Servants etc" shall be generated using the sanction order module of Integrated Financial Management System (IFMS). The system will automatically check availability of global/ centralized allotment for the respective head of account and the sanction order will be generated only after system based validation regarding availability of allotment. The sanctioning authority/ DDO need not separately indicate allotment for the purpose. All other procedures for sanction of the interest bearing loans/ advances shall be guided as per the existing Rule and the guidelines issued by the Finance Department from time to time.

5. The DDO concerned shall draw the amount of advance sanctioned against the Global Allotment / Centralised allotment. The treasury will disburse the loan/ advance amount by debiting it from the centralized allotment available against the respective heads of accounts.

6. Monitoring of expenditure and utilization of fund against budget provision shall be done jointly by Finance Department and Director of Treasuries & Inspection. IFMS will provide periodic reports to the Finance Department when the utilization out of the centralized allotment reaches 60%, 80% and 90% of the provision made in the respective units of expenditure in the Budget. Finance Department will monitor the progress of the expenditure in respect of the above heads of accounts on day to day basis and will make adequate budget provision keeping in view the requirement and available balances under these heads of accounts.

Yours faithfully,

Sd/-

Principal Secretary to Government