

Top Priority
Time Limit

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

No. 40843 (230) /F., Date 17.12.2012
FIN-BUD1-BT-0012/2012

To

**All Departments of Government/
All Heads of Department**

Sub: **Admissibility of Expenditure relating to the provisions made in the Supplementary Statement of Expenditure for the year 2012-13 and expeditious action to utilize the funds in time.**

Sir,

The undersigned is directed to say that the demands contained in the Supplementary Statement of Expenditure 2012-13 have been approved by the Legislature and Appropriation Bill has been enacted. Expenditure in terms of the provision in the Supplementary statement of Expenditure is now admissible and can be incurred observing all formalities and subject to the restrictions and stipulations contained in F .D. Letter No. 16089(225)/F dt.10.04.2012 (Regulation of Expenditure out of the Annual Budget for the year 2012-13) and Letter No. 36289(226)/F dt.20.10.2012 (Revised Estimate for 2012-13 and Budget Estimate for 2013-14).

2. The Administrative Departments are now authorized to incur the aforesaid expenditure as per the following guidelines and time schedules. Advance taken from Odisha Contingency Fund should be recouped by 03.01.2013 and compliance reported to Finance Department by 10.01.2013. The allotment against recoupment of advance from Odisha Contingency Fund need not be issued to the Drawing & Disbursing Officers. Only the sanction order showing the recoupment to be sent to the Principal A.G. (A & E) Odisha for adjustment of the advance.

The total allotment including Supplementary provision should be distributed among the Drawing & Disbursing Officers by 10.01.2013 and in case of re-appropriation or additional allotment by 31.01.2012.

Supplementary linked surrender and re-appropriation to be completed by 03.01.2013 and reported to Finance Department by 10.01.2013.

Distribution of allotment through treasury portal should be completed by 10.01.2013 and in case of re-appropriation of funds the allotment may be distributed by 31.01.2013.

The process of issuance of sanction orders for release of funds as well as surrender of provisions should be completed by 31.01.2013 so as to avoid rush of expenditure in the last month of the financial year. In order to avoid last minute rush, it is hereby indicated that the last date of submission of bills to the Treasuries for the financial year 2012- 13 shall be 11.03.2013 for claims under other contingencies, machinery, equipment, vehicle, share capital, subsidy loans and 18.03.2013 for other claims.

Steps should be taken for full and effective utilization of Supplementary Provision as any unspent balance of Supplementary provision would invite adverse comments from the Audit.

Budgetary funds shall, in no case, be transferred to Civil Deposit.

Wherever Supplementary schedules have been admitted with the stipulations like subject to post budget scrutiny, release of central assistance. prior clearance of P & C Department. Finance Department etc.. those have to be complied with before release of additional provision made in the Supplementary Statement of Expenditure.

Top priority shall be given to expedite expenditure in respect of -

Capital Outlay for creation of capital assets

Social Sector Expenditure and expenditure for maintenance of capital assets Funds provided for completion of projects under Zero based Investment Review Central Share and State Share of CSP.

Central Grant under Central Plan Outlays provided for RIDF/AIBP/EAP/JNNURM/Rural Health Mission/ NREGS and other resource tied up schemes.

The time schedule for issue of supplementary linked surrenders & re-appropriation, allotment, verification & reconciliation of expenditure etc.

It is seen that despite repeated instructions issued by Finance Department from time to time, Administrative Departments are not issuing re-appropriation orders in respect of Supplementary provision taken by locating savings within their demand which creates a lot of difficulties for matching the expenditure against the actual budget provision and the final grant. The Administrative Departments are therefore, instructed to adhere to the deadlines regarding re-appropriation of funds indicated in the preceding

paragraph. They are also required to surrender the provisions indicated in the supplementary statement of expenditure, 2012-13. Both the actions are to be completed by 10.01.2013. In case of default, the Controlling Officers of the concerned Department shall be liable for excess expenditure, wrong booking of expenditure, non- surrender of savings taken etc. and there is every possibility that such adverse comments may find place in the Report of C & AG.

The detailed DDO-wise Budget Allotments in respect of the provisions made in the Supplementary Statement of Expenditure 2012-13 is to be distributed through Odisha Treasury Portal -<http://www.odishatreasury.gov.in> in order to enable the Treasuries/Special Treasuries/Sub Treasuries to check the bills against budgetary allotment through iOTMS. The allotment relating to object heads and detailed heads should be distributed through the Odisha Treasury Portal by 10.01.2013 in case of re-appropriation of funds by 31.01.2013. The Treasuries and Sub-Treasuries should, therefore, insist on full accounting classification i.e. detailed description from Major Head to object head/detailed head in the Bills presented for drawal.

All Administrative Departments are requested to strictly follow the monitoring mechanism for ensuring submission of Utilization Certificate by the Grantee Institutions in respect of financial assistance/Grant-in-Aid as communicated in Finance Department letter No. 8437(40)/F., dt.06.03.2012. The FA/AFA of the concerned Administrative Department shall ensure submission of Utilization Certificate by the Grantee Institutions in respect of previous financial assistance/Grant-in-Aid within the stipulated time before release of subsequent instalments of financial assistance/ Grant-in-Aid to the respective Grantee Institutions.

All Administrative Departments are requested to adhere to the following time schedule for verification and reconciliation of Departmental Receipt Expenditure Figures for 2012-13 with those of AG (A&E), Odisha communicated in Finance Department letter No. 30389(230)/F., dt.24.08.2012.

Month/Quarter	The date fixed for verification
October, 2012	31.12.2012
November, 2012	31.01.2013
December, 2012	28.02.2013
January, 2013	29.03.2013
February, 2013	30.04.2013
March, 2013	To be intimated later

4. All Administrative Departments, are, therefore, requested to direct the Controlling Officers under their administrative control to complete verification and reconciliation of Departmental Receipt & Expenditure figures with those of AG (A&E), Odisha as per the above time schedule under intimation to Finance Department. If any misclassification of expenditure and receipt is noticed, the concerned Controlling Officers shall be held responsible and accountable to Public Accounts Committee.

Yours faithfully

Sd/-

(J.K. Mohapatra)

Additional Chief Secretary to Government