

No.324/F2/A2/2015
GOVERNMENT OF PUDUCHERRY
FINANCE DEPARTMENT

Puducherry, dated

18/06/2015

CIRCULAR

Sub: Finance Department – Procedures to be followed for obtaining
concurrence/ approval of finance proposal - Instructions – Issued –
Reg.

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Instances have come to notice that many departments have sent the finance proposals seeking concurrence /approval of the Finance Department without quoting the provisions under General Financial Rules (GFRs) and Delegation of Financial Powers Rules. In this regard, the Secretary to Government (Finance) had convened a meeting with the Senior Accounts Officers and Junior Accounts Officers. In the meeting, most of the Accounts Officers stated that the proposals for expenditure sanctions have been mooted out without their consultation / views, by the Head of Department / office itself. It is also noticed that most of the Accounts Officers are unaware of the proposals which are sent to the Government for approval / sanction.

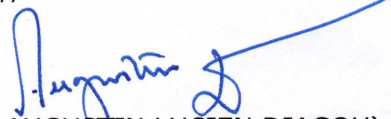
2. It may be appreciated that SAOs/JAOs are extension of Finance Department in the various line departments and they are supposed to examine all financial proposals at initial stage before send to Government. As such, all the Head of Departments / Offices are requested that henceforth, all the financial proposals, such as all expenditure sanctions, sanction for grant-in-aid, modification in budget, and other proposals needing concurrence of Finance Department etc., which are to be submitted to the Finance Department for concurrence / approval should be routed through the concerned Accounts officers and to ensure that the GFRs / Delegation of Financial Powers Rules and Office Memorandum / guidelines issued in this regard, are followed scrupulously without lapse and also to mention the Rule/Provisions in the file under which the proposals have been prepared. This also applies to the proposals emanating from the Public Sector Undertakings / Societies / Corporations etc.,

3. Moreover, it is instructed that the financial proposals which are to be sanctioned by the Head of Department / Office themselves under the powers vested with them, should also be viewed / vetted and concurred by the concerned Accounts Officers, in future.

4. Development Commissioner-cum-Secretary (Finance) has already sent an advance e-mail to all Secretaries / Head of Departments on 12/06/2015 in this regard.

5. Therefore, all the Heads of Departments / Nodal Department for Public Sector Undertakings are requested to strictly comply with the above instructions/guidelines and to submit the proposals to Finance Department after examination and with the observation of concerned Accounts Officers of the department , so that the Finance Department could admit the files for processing . In the absence of the above, the Finance Department will refer back the proposal to department for compliance / re-submission.

//BY ORDER//



(P. AUGUSTIN LUCIEN DIAGOU)

UNDER SECRETARY TO GOVERNMENT (FINANCE)

To

1. All Heads of Departments / Offices
2. Collector, Puducherry & Karaikal
3. All Autonomous Bodies / Societies / Undertakings/Corporations
4. The Senior Deputy Accountant General, Office of the A.G.,Tamilnadu & Puducherry,
Puducherry Branch, Kumaragurupalam, Puducherry

Copy to:-

1. All Commissioners/Secretaries to Govt.
2. e'mail to all concern
3. All Superintendents of Finance Department
4. Regional Administrator, Mahe/Yanam.