

No.93/FD/F3/2023-24
Government of Puducherry
Finance Department

Puducherry, dated 15/05/2025

CIRCULAR/I.D.NOTE

Sub: FD – Referral of files to Finance Department only through e-Office mode – Instructions – Reg.

Ref: I.D. Note/O.M. of even No. dated 12/03/2024 of Finance Department.

Attention is invited to reference cited wherein directives had been issued to the Administrative Departments to refer all files and correspondences to Finance Department only through e-Office mode with effect from 01.04.2024 and receipt of files in physical mode will not be entertained thereafter. Responding to the above instructions, most of the Departments are sending their files intended to be referred to FD through e-office mode, except few Departments, which are still sending physical files which had hitherto been accepted by Finance Department considering the administrative exigencies. However, since more than a year had elapsed after the rolling out of e-office project, processing of files in physical mode will not be appropriate as it will defeat the very objective of the e-office implementation.

2. It is therefore informed that Finance Department shall henceforth will not receive files in physical mode and such files will summarily be returned.


(ASHISH MADHAORAO MORE)
DC-CUM-SECRETARY (FINANCE)

To
Secretaries to Government
Secretariat Departments
Heads of Department/Heads of Office
(Art & Culture, Health & Family Welfare,
Animal Husbandry & Animal Welfare,
Civil Supplies & Consumer Affairs,
Revenue & Disaster Management,
Fisheries & Fishermen Welfare,
Rural Development, Law Department,
OCM, Legislative Assembly Secretariat,
DAT, Information & Publicity)

Copy to :

- | | |
|--------------------------------------|---------------------|
| 1) Secretary to Hon'ble Lt. Governor | } - for information |
| 2) OSD to Hon'ble Chief Minister | |
| 3) PS/OSDs to all Hon'ble Ministers | |
| 4) PS to Chief Secretary | |
| 5) PS to DC-cum-Secretary (Finance) | |