

GOVERNMENT OF ANDHRA PRADESH

FINANCE (TFR) DEPARTMENT

Circular Memo. No.2780-A/153/TFR/2014-1, Dated: 07.04.2014.

Sub:- Finance Accounts & Appropriation of Accounts 2013-14- Long Pending AC Bills to be adjusted before 31.05.2014– Instructions – Issued.

Ref:- 1. G.O.Ms.No.391, Finance (TFR) Department, dated 22.03.2002.

 2. G.O.Ms.No.507, Finance (TFR) Department, dated 10.04.2002.

 3. Circular Memo.No.1307/121/A2/TFR.II/2009, dated 12.04.2010 of Finance (TFR.II) Department.

 4. From the Deputy Accountant General (A/cs&VLC) O/o. the Prl.AGAP Hyderabad letter No.Book-1/2013-14/SRAP, dated 29.03.2014.

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In the reference 1st cited, Government have issued instructions to the Drawing Officers to prepare the D.C.Bills and the Statement of expenditure duly showing each sub voucher number alongwith description of items, copies of sanction orders wherever required from the competent authority and the challans remitted towards unutilised /unspent amounts etc.

2. In the reference 2nd cited, Government have issued instructions dispensing with the countersignatures of the higher authority for the DC Bills and the Drawing and Disbursing Officer is made liable for the submission of DC Bills himself.

3. In the reference 3rd cited, Government reviewed the matter of pendency of AC Bills in various Heads of Department and in view of the alarming situation reported by the Accounting General (A&E) A.,P.Hyderabad and constraints brought to the notice of the Government by implementing /enforcing agencies, in order to strengthen the enforcement mechanism for settlement of AC Bills and bring more accountability on the part of both DDO/Treasury Officers, the following instructions were issued:

1. With effect from 01.04.2010 all the Drawing and Disbursing Officers shall enclose a Status Note on each and every AC Bill pending in their respective offices while drawing Salary bills. Showing details like the date of drawal of AC Bill, due date by which it has to be settled, reasons for non-settling the pending AC Bills and reasons there for.

ii) If the concerned D.D.O does not furnish the Status Note on pendency of AC Bills alongwith the Salary bill, the salary of the such defaulting officer shall be stopped by the Enforcing Agencies i.e. PAO/DTOs/STOs.

 *P.T.O.*

**:: 2 ::**

4. In the reference 4th cited, the Deputy Accountant General (A/cs&VLC) O/o. the Principal Accountant General, (A&E) A.P. Hyderabad has stated that they are finalising the Finance Accounts and Appropriation Accounts, 2013-14 and she has requested the Government to issue necessary instructions to all the Drawing and Disbursing Officers to adjust all AC Bills immediately and to ensure that AC Bills drawn between 1st April, 2014 and 1st June 2014 are restricted to the bare minimum if not avoided altogether.

5. Government after careful examination of the matter hereby order that all the Departments of Secretariat and Heads of Departments shall comply with instructions issued in the reference 3rd cited and submit DC Bills against the **AC Bills on or before 30.04 2014 failing which action will be taken against the Drawing and Disbursing Officers for stopping of salary of May, 2014** The Heads of Departments are requested to restrict drawal of AC Bills between 1st April, 2014 and 1st June, 2014 to bare minimum.

6. The District Treasury Officer/Sub-Treasury Officer/Pay & Accounts Officer are requested to take necessary action for stopping the salary for the month of May, 2014 of the defaulting Drawing Officers in case they fail to submit D.C.Bills before 30.04.2014.

 **AJEYA KALLAM**

 **PRINCIPAL SECRETARY TO GOVERNMENT**

To

All the Special Chief Secretaries/Principal Secretaries/Secretaries to Government.

All Departments of Secretariat.

All Heads of the Departments.

All the Collectors and District Magistrate in the State.

The Director of Treasuries and Accounts, A.P. Hyderabad.

The Pay & Accounts Officer, A.P. Hyderabad.

The Director of Works Accounts, A.P. Hyderabad.

The Deputy Financial Adviser, Finance (Works & Projects).

The Secretary, A.P. Public Service Commission, Hyderabad.

All District Judges.

The Registrar of High Court of A.P. Hyderabad.

The Registrar of A.P. Administrative Tribunal, Hyderabad.

All District Treasury Officers in the State.

All Director of Works Accounts of Projects.

All the Chief Executive Officers of Zilla Parishads.

All the District Educational officers.

The Secretaries of Zilla Grandhalaya Samsthas through the Director of Public Libraries, A.P. Hyderabad.

All Registrar of all the Universities.

Copy to the Principal Accountant General (Audit) A.P. Hyderabad.

Copy to the Principal Accountant General (A&E) A.P. Hyderabad

Copy to S.F./S.Cs.

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GOVERNMENT OF ANDHRA PRADESH

FINANCE (TFR) DEPARTMENT

**Circular Memo. No.2780-A/153/TFR/2014-2, Dated: 07 .04.2014.**

Sub:- Finance Accounts & Appropriation of Accounts 2013-14 - All cheques encashed before the appointed day – Instructions – Issued.

Ref:- 1. G.O.Rt.No.1194, Finance (TFR) Department, dated 03.07.2001.

 2. From the Deputy Accountant General (A/cs&VLC) O/o. the Prl.AGAP Hyderabad letter No.Book-1/2013-14/SRAP, dated 29.03.2014.

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 In the reference 1st cited, orders have been issued to sub-rule 45(b) under TR 16 of A.P.Treasury Code Volume-I, that Government cheque shall be payable at any time within one month from the date of issue.

2. In the reference 2nd cited, the Deputy Accountant General (A/cs&VLC) O/o. the Principal Accountant General, A.P Hyderabad has stated that they are finalising the Finance Accounts and Appropriation Accounts, 2013-14 and she has requested the Government to issue necessary instructions to all the Drawing and Disbursing Officers to ensure that all cheques are encashed before the appointed day.

3. Government after careful examination of the matter hereby instruct all the Secretariat Departments and Heads of Departments are requested to issue instructions to the Drawing and Disbursing Officers under their control for clearly superscribing on the cheques to be issued during May, 2014 as follows:

 **“to be paid on or before 31.05.2014”.**

 **AJEYA KALLAM**

 **PRINCIPAL SECRETARY TO GOVERNMENT**

To

All the Special Chief Secretaries/Principal Secretaries/Secretaries to Government.

All Departments of Secretariat.

All Heads of the Departments.

All the Collectors and District Magistrate in the State.

The Director of Treasuries and Accounts, A.P. Hyderabad.

The Pay & Accounts Officer, A.P. Hyderabad.

The Director of Works Accounts, A.P. Hyderabad.

The Deputy Financial Adviser, Finance (Works & Projects).

The Secretary, A.P. Public Service Commission, Hyderabad.

All District Judges.

The Registrar of High Court of A.P. Hyderabad.

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