

PAC MATTER

From

Additional Chief Secretary
to Government of Haryana
Finance Department, Chandigarh

To

- i. All Additional Chief Secretary/Principal Secretary
to Government of Haryana
- ii. All Head of Department(s) in Haryana

Memo No. 15/2/2021-3B&C

Dated Chandigarh, the 26-10-2022

Subject: - Writing off non-recoverable amount

While reviewing the responses to the audit paras of different departments, the Public Accounts Committee of Haryana has observed that number of cases are pending closure as non-recoverable amounts have not been got written off.

It is observed that most Administrative Departments have not prepared any policy detailing the process and competent authority for write off of old non recoverable amounts. Generic proposals are however sent to Finance Department for approval of write off of amounts, without any justification or reference to a departmental policy on the subject.

The departments are therefore advised that appropriate write off policy may be developed and put in force after obtaining approval of competent authority. Any future write off cases may be dealt with in compliance of department specific write off policy.

This may be treated as **MOST URGENT**.

Yours faithfully



Consultant Budget & Committee
for Additional Chief Secretary to Govt. Haryana
Finance Department

Endst. No. 15/2/2021-3B&C

Dated Chandigarh, the 26-10-2022

1. A copy is forwarded to Additional Secretary I/C – PAC, Haryana Vidhan Sabha, Chandigarh w.r.t. letter no. HVS/PAC/4/2022/3842 dated 11-07-2022 for information.
2. A copy is forwarded to PAG (Audit) Haryana, Chandigarh (PAC Branch) for information.
3. A copy is forwarded to PS to Additional Chief Secretary to Govt. Haryana, Finance Department for information.
4. A copy is forwarded to PS to Secretary Finance & Advisor to Govt. Haryana, Finance Department for information.



Consultant Budget & Committee
for Additional Chief Secretary to Govt. Haryana
Finance Department