

The Financial Commissioner and Principal Secretary to,
Government Haryana, Finance Department

To

1. All the Heads of Departments, the Commissioners Ambala, Hisar, Rohtak & Gurgaon Divisions.
2. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Memo No. 28/14/2011-5134
Dated Chandigarh, the 24th December, 2011

Subject :- Verification of Bank Account opened with the permission of the Finance Department.


JD
DD
I am directed to invite your attention towards Finance Department memo no. -28/14/2011-5 B&C dated 10-03-2011 vide which instructions for implementation of EPS in treasuries / sub-treasuries were issued.

It has come to the knowledge of Government that some department of government are still operating bank accounts in the name of Head of Department (by designation) or in name of DDO (by designation) etc for which permission has never been granted by the finance department and such accounts are being used to transfer funds to the beneficiaries. The method adopted in such cases is that the funds are drawn from the treasuries and deposited in such bank accounts being operated by the department. Further, disbursement from these accounts is either by issue of cheques or demand drafts.

The above said method is not appropriate and needs to be stopped with immediate effect. Whenever funds are to be drawn from the treasuries the same need to be transferred directly to the beneficiary and Financial rules do not allow parking of such funds anywhere in between for any duration of time. The correct procedure in such cases is to get allotted a unique code for the payee (UCP) by furnishing the requisite details as per instruction no. 14/6/2010- 5FA dated 18-01-2010 to the concerned treasury or by DDOs themselves.

However in cases where due to some extreme circumstances the procedure of operation of a bank account cannot be done away with, then a detailed proposal should be sent to the finance department for opening/ continuing operation of bank account. Thus only those bank accounts will be allowed to be operated in which necessary permission from the Finance Department has been taken.

In view of above all HODs are advised to furnish a list of bank accounts being operated in their department in name/ designation of any DDO or any other employee where permission for operating such bank accounts has already been granted by finance department, to Director Treasuries and Accounts, 2nd Floor, 30 Bays Building, Sector-17, Chandigarh positively by 09-12-2011. For accounts where permission is received later on, the information would be required to be sent to the concerned treasury officer by the DDO alongwith copy of the FD's permission.


Under Secretary, Finance,
For Financial Commissioner and Principal Secretary,
to Government Haryana, Finance Department.

2011-2

Endst. No. 28/14/2011-5 B & C

Dated, Chandigarh the 02-12-2011

A copy each is forwarded to all the Financial Commissioners and Principal Secretaries / Commissioners & Secretaries to Government Haryana for information and necessary compliance.

Arjun Kumar

Under Secretary, Finance,

For Financial Commissioner and Principal Secretary,
to Government Haryana, Finance Department. L

Endst. No. 28/14/2011-5 B & C

Dated, Chandigarh the 02-12-2011

A copy of the above is forwarded to all the Treasury Officers and Assistant Treasury Officers in the state for information and necessary compliance. They are again advised to not to transfer any funds to an account in name of HOD/ DDO (by designation or by name) unless a copy of permission for opening/ operating such bank account is provided by them. Further no UCP should be allotted for such payees with these bank accounts if FD's permission for opening the account is not provided.

Arjun Kumar

Under Secretary, Finance,

For Financial Commissioner and Principal Secretary,
to Government Haryana, Finance Department. L

Implement Direct Transfer of Funds to Beneficiaries: Haryana

OUR BUREAU
CHANDIGARH

The Haryana government has asked various departments to stop operating bank accounts to transfer funds to the beneficiaries in the name of Head of Department by designation or in name of Drawing and Disbursing Officer (DDO) that have not been granted permission by the finance department. All the Head of Departments have been advised to furnish a list of bank accounts being operated in their department in their name or designation of any DDO or any other employee where permission for operating such bank accounts has already been granted by the finance department to the Director Treasuries and Accounts, Chandigarh by December 9. For accounts where permission is received later, the information will be sent to the treasury officer concerned by the DDO with a copy of the finance department's permission. A state government spokesman said in a circular



by Haryana Finance Department to all Heads of Departments, that the method adopted in such cases is that the funds are drawn from the treasuries and deposited in such bank accounts being operated by the department. Further, disbursement from these accounts is either by issue of cheques or demand drafts. "The method is not appropriate and should to be stopped with immediate effect. Whenever funds are to be drawn from the treasuries, the same need to be transferred directly to the beneficiary and financial rules

do not allow parking of such funds anywhere in between for any duration of time. The correct procedure in such cases is to get allotted a Unique Code for the Payee (UCP) by furnishing the requisite details as per instruction issued on January 18, 2010 to the treasury concerned or by DDOs themselves," said the circular. However, in cases where due to some extreme circumstances the procedure of operation of a bank account cannot be done away with, a detailed proposal should be sent to the finance department, said the circular. Thus only those bank accounts will be allowed to be operated in which necessary permission from the Finance Department has been obtained.

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21st April

Application forms can be obtained

- from the designated branches of Post Offices on cash payment of Rs.950/-. Details available in the VIT website: www.vit.ac.in
- by sending a Demand Draft for Rs.950/- drawn in favour of "VIT University", payable at Vellore, to the