

verify the treasury balances. A verification certificate should be forwarded to the Currency Officer through the head of the district.

- (f) The Treasury Officer should send monthly to the Currency Officer a consolidated verification certificate for the currency chests in his district other than chests in the custody of the Bank, detailing the balance in each chest, separately, certifying that the balance in the district treasury chest is correct and stating that certificates of Sub-Treasury Officers regarding the correctness of the balance in sub-treasury chests have been received by him.
- (g) The verification report referred to above will be in Form S.T.R. 51.

*Any surplus found in the currency chest located in Treasuries shall be credited to the Government. Any deficiencies found in the currency chest located in Try. should be made good from Try. balances in the first instance. The difference shall then be investigated and the deficiency recovered from the person concerned vide note 2 below rule 15 of Executive Instruction Part XIV CTR r/w 8.5 S.T.R. Vol. 1.

Note.—The verification report should be kept until the next one has been received.

8.6. The procedure for the verification of balances of currency chests not in the custody of Banks is as follows :—

- (i) The balances of notes or coin kept in receptacles which have not been operated on since the last verification and which are under the previous verifying officer's seal need not all be examined at each verification, but the examination should be so arranged that no receptacle is left unverified for over six months. The seals on the receptacles to be left unverified should, however, be scrutinised every month to see that they are intact. The seal to be affixed should be the private seal of the verifying officer or a special seal kept in the custody of the head of the district or a gazetted Govt. servant of the district staff other than the Treasury Officer.
- (ii) *Silver coin.*—Silver coin should be verified in the manner laid down in clause (a) of rule 1.8.

- (iii) *Notes.*—The notes should be counted in the manner prescribed in clause (c) of rule 1.8.

SECTION II—COIN

8.7. Coinage constitutes a subject appertaining to the Union Government and the rules and orders issued by that Government under the Indian Coinage Act apply automatically to all State treasuries and sub-treasuries. These rules and orders along with other instructions relating to certain subsidiary matters, such, as, facilities for exchange, the acceptance of certain kinds of coin and the submission of returns regarding coin to the Currency Officer have been reproduced for the guidance of the Treasury Officer in Appendix F to Volume II of this Handbook.

SECTION III—CURRENCY AND BANK NOTES

8.8. Under the provisions of the Reserve Bank of India Act (II of 1934) the sole right to issue bank notes vests in the Reserve Bank. The instructions issued by the Bank regarding the receipt and issue of notes, disposal of forged and defective notes, indents for notes and other allied matters have been reproduced in Appendix G to Volume II of this Handbook for the guidance of and compliance by the Treasury Officers.

INDEX

This index deals only with the rules in the several chapters of this volume. It has been compiled solely for the purpose of assisting references and no expression used in it should be considered as in any way interpreting the rules.

A	RULES
Absentee Statement—	
Pay bills of establishment to be supported by—	S.T.R. 4.32
Accountant-General—	
Conditions under which office of—may perform functions of a treasury	T.R. 6
Control of Auditor-General over—	T.R. 38 and 39
Definition of—	T.R. 2 (J)
Powers of—to permit withdrawals from treasury	T.R. 14
Adjustment—	
—between Governments	.. T.R. 33 to 36 and S.T.R.7.1 to 7.3
Advances—	
—for the Agricultural machinery	.. S.T.R. 4.74
—to Government servants	.. S.T.R. 4.113 and 4.114
—for the purpose of motor cars and motor cycles	Note to S.T.R. 4.113
—to non-gazetted Government servants from General Provident Fund Deposits	Rule 2 under S.T.R. 4.146
Takavi—	.. S.T.R. 4.112
Advices of receipts—	
—to be sent to departmental offices	.. S.T.R. 2.24 and 4.166
Alterations—	
—in vouchers	.. S.T.R. 4.7 (d)
Arrear Establishment Bill—	
Preparation of—	.. S.T.R. 4.37

B	RULES
Bank—	
Definition of—	.. T.R. 2(d)
Opening of a separate account with—	... T.R. 9 and S.T.R. 2.2
Remittances to and from—	... S.T.R. 5.60 to 5.63
Bank drafts—	
See Telegraphic Transfer, Bank Drafts and Government drafts	
Bills—	
—of gazetted Government servants	... S.T.R. 4.20 to 4.21 and 4.23 to 4.28
—of Land Acquisition Officers	.. S.T.R. 4.64 to 4.67
—of Sub-Assistant Surgeons	.. S.T.R. 4.31 (b)
Deduction from—	... S.T.R. 4.17 to 4.19
Drawal of—by persons not in Govern- ment service	.. S.T.R. 4.3 and 4.4
Government servants authorised to draw money by—	.. S.T.R. 4.2
Instructions regarding presentation of— at a treasury	.. S.T.R. 4.5
Remittance of amount—by money order in certain cases	.. S.T.R. 4.152
Cash—	
Peons or other Class IV Government employees should not be allowed to fetch	.. S.T.R. 3.3
Cash Balance—	
Certificate of—to be submitted to Acco- untant-General	.. S.T.R. 1.10
Monthly verification of—	.. S.T.R. 1.8 and 3.20
Submission of monthly account and certificate of verification of—to the Accountant-General	.. S.T.R. 1.9, 1.10, 5.5 and 5.6
Cash Orders—	.. S.T.R. 4.135 and 4.136
Cheques—	
Acceptance of—on local banks in pay- ment of Government dues	... S.T.R. 2.21

E	RULES
Government servants authorised to draw money by—	.. S.T.R. 4.12, 4.76 and 4.80
Instructions as to the preparation and form of—	.. S. T.R. 4.13 to 4.16
Certificate —	
—and consolidated receipts to be given to departmental officers	.. S.T.R. 4.24
Health—to be attached to first pay bill	.. S.T.R. 4.35 and 4.25
Increment—to be attached to bills in which drawn	.. S.T.R. 4.36
Classification—	
complete—to be shown on bills	.. S. T.R. 4.7(e)
— of leave salary of Government servants transferred from other Governments	.. S.T.R. 4.33
C	
Collector—	
Definition of—	.. T.R. 2 (d)
Responsibility of—for the proper management of the treasury	.. S.T.R. 1.3
Commission to Registrars	.. S.T.R. 4.69
Contingency Fund —	
Definition of—	.. T. R. 2(f)
— Act and Rules thereunder	.. Annex. to Treasury Rules
Consolidated Fund—See Public Account, Consolidated Fund etc.	
Contingent bills—	
To be signed by heads of offices	.. S.T.R. 4.48
Statement to be attached to—	.. S.T.R. 4.49
Contingent Charges—	
—appertaining to two major heads not to be included in one bill	.. S.T.R. 4.45
to be recorded and treated in the accounts as charges of the month in which disbursed	.. S.T.R. 4.46

C	RULES
Bill for—how to be prepared ..	S.T.R. 4.47
Payment of—to parties other than the drawing officer in the Jail and Medical Department ..	S.T.R. 4.50
—not countersigned ..	S.T.R. 4.51
—regulated by scales, etc. ..	S.T.R. 4.52
Form of bill of countersigned— ..	S.T.R. 4.53
Form of bill for service postage stamps ..	S.T.R. 4.54
Currency Chests—	
Reserve Bank is required to maintain—at prescribed places ..	S.T.R. 8.1
Custody of—and procedure for making deposits therein and withdrawals therefrom ..	S.T.R. 8.2 and 8.4
Safe custody and verification of—balances ..	S.T.R. 3.21
—at treasury ..	S.T.R. 5.7 to 5.10
Custody	
—of money relating to Consolidated Fund, Contingency Fund and the Public Account ..	S.T.R. 3.1 to 3.4
—of moneys standing in the Consolidated Contingency Fund and the Public Account ..	T.R. 11
—of currency chest balances ..	S.T.R. 3.21, 8.5 and 8.6
—of currency chest ..	S.T.R. 8.2
D	
Date of Effect	
—of Treasury Rules ..	T.R. 1
Deductions—	
—from bills ..	S.T.R. 4.17 to 4.19
Definitions—	
—of various terms ..	T.R. 2 and first page of S.T.Rs.
Departmental Payments	
—in Forest Department ..	S.T.R. 4.75 to 4.78
—in Public Works Department ..	S.T.R. 4.79 to 4.91

Departmental Receipts—

Appropriation of—for departmental expenditure prohibited T.R. 7

Deposits—

Refund of revenue— .. S.T.R. 4.128 and 4.163
 Form of voucher for refund of— .. S.T.R. 4.129
 Repayment of lapsed— .. S.T.R. 4.130
 Repayment of civil and criminal court— .. S.T.R. 4.131 and 4.163
 Withdrawal of personal— .. S.T.R. 4.132
 Payment of—at a sub-treasury .. S.T.R. 4.138 and 4.139
 Repayment of—of less than Rs 100 .. S.T.R. 4.140
 Disallowances by the Accountant-General .. S.T.R. 61 and T.R. 31

Disbursements—

—in United Kingdom .. T.R. 37

Discount—

—on stamps .. S.T.R. 4.66 and 4.161

District Funds—

Disbursements from—made on cheques duly signed S.T.R. 4.145

E**Efficiency Bars—**

Declaration of— S.T.R. 4.26

Endorsements—

—on bills S.T.R. 4.7 (i) and 4.157

Erasures—

—and overwriting in bills prohibited .. S.T.R. 4.11

Escort—

—Duties of—officers .. S.T.R. 5.35 and 5.36

Receipt to be obtained by officers when relieved in course of journey S.T.R. 5.37

E	Rules
—of remittances by Railway	... S.T.R. 5.50 and 5.51
Through Railway tickets for police—	... S.T.R. 5.52 and 5.53
Establishment—	
Parts of—chargeable to different major heads to be regarded as distinct establishment	S.T.R. 4.29
Sections of—	.. S.T.R. 4.30
Form of — pay bill	.. S.T.R. 4.31 (a)
—for which separate pay bills are drawn	.. S.T.R. 4.31 (b), (c) and (d)
Pay bills of temporary extra—entertained for Additional Assistant Commissioners and Extra Assistant Commissioners to be supported by a complete list of gazetted officers on duty in the district	.. Sub-Rule 5 to S.T.R. 4.31
Monthly—pay bill to be supported by an absentee statement	.. S. T. R. 4.32
F	
Fees	
Disbursement of—divisible between Govern- ment and Government servants	S.T.R. 4. 137
Procedure in regard to payment of—fines and forfeitures into the bank	S.T.R. 2.23
Finance Minister—	
Definition of—	.. T.R. 2 (g)
Restriction on powers of—	... T.R. 40
Forest Department—	
Special instructions in regard to remitt- ances of—into treasuries	.. S.T.R. 2.14
Special instructions regarding payments from treasuries to officers of—	.. S. T.R. 4.75 to 4.78
Special instructions regarding payments to officers of—from treasuries banking with the bank	.. S.T.R. 4.159
Fund deductions—	
Particulars of—to be shown in bills by the subscribers or by heads of offices	... S.T.R. 4.19

Funds—

- pertaining departments may not be kept apart from general balance S.T.R. 3.2
- Supply of—to treasuries and sub-treasuries S.T.R. 5.7 to 5.11
- Responsibility of Government servants in respect of—supplied for expenditure S.T.R. 6.2 and 6.3

G

Gazetted Government employees—

- Forms of pay bills of— .. S.T.R. 4.20 and 4.21
- Alteration of pay— .. S.T.R. 4.23
- No payment to be made to a—transferred from another province or department or on return from leave out of India S.T.R. 4.24
- Rewards to— .. S.T. R. 4.27
- Travelling Allowance of— .. S.T.R. 4.28

General Provident Fund—

- Advances from— .. Rule 2 to S.T.R. 4.146

Grants-in-aid—

- to local bodies, etc., can be disbursed at.. S.T.R. 4.4
treasury under orders of Accountant-General
- Payments of—to schools .. S.T.R. 4.71

Gratuities—

- Payment of— .. S.T.R. 4.107

H

Health Certificates—

- to accompany the pay bills of a person newly appointed whether permanently or on probation S.T.R. 4.35 and 4.25

I

Increments—

- Certificate in form S.T.R. 26 required with first bill in which—is drawn S.T.R. 4.36

Inspections—

- by Local Revenue Officers ... S.T.R. 1.12
- by Commissioners ... S.T.R. 1.14
- by Collectors ... S.T.R. 1.15
- by Accountant-General ... S.T.R. 1.16
- of sub-treasuries ... S.T.R. 1.20 to 1.24

Inter-Government transactions—

- Adjustment of— ... T.R. 33 to 36 and
S.T. Rs. 7.1 to 7.3

Inter-Departmental Transfer—

- Payments by— ... S.T.R. 4.55

Interest on Public Debt—

- Procedure for realization of— ... S.T.R. 4.162

L**Last Pay Certificate—**

- Rate of subscription on account of service funds, General Provident Fund deductions and other particulars to be shown in— Note 2 to S.T.R. 4.20 and note 3 below S.T.R. 4.35
- to be presented with pay bill when pay is drawn for the first time from any treasury S.T.R. 4.35
- Rules regarding the form and preparation of— T.R. 23 and S.T.R. 4.176

Leave Salary—

- Place of payment of— ... T.R. 20
- Statement showing calculation of— on average pay to be attached to pay bills Note 3 under S.T.R. 4.31
- Allocation of—between different Governments to be shown in the bills S.T.R. 4.33

Lambardari fees—

- for water rate collections ... S.T.R. 4.91

Letters of credit—

- Payment by cheques against— ... S.T.R. 4.153 (c)
- lapse at the close of the financial year ... S.T.R. 4.153 (c)

Local Funds—

- Account of—**at treasury** is a pure banking account .. S.T.R. 4.141
- Payment in excess of balance at credit of—
not admissible .. S.T.R. 4.142

Loans to Municipalities, etc.

- Authority sanctioning the—to be quoted on the voucher on which the loan is drawn and no payment can be made without the orders of the Accountant-General .. S.T.R. 4.110
- Procedure of repayment of— .. S.T.R. 4.111

M

Money orders—

- Cases in which revenue may be remitted to the treasury or sub-treasury by— .. S.T.R. 2.9
- Payment of pension by— .. S.T.R. 4.101
- Remittances of amounts of bills by—at Government expense .. S.T.R. 4.152

Municipalities, Notified Areas and Small Town Committees—

- Money on account of—can be withdrawn only upon cheques duly signed .. S.T.R. 4.143

N

No demand certificate—

- required for last payment of pay .. Sub-rule 1 S.T.R. 4.25

Normal Balances—

- Responsibility for maintaining—at treasury at most economic figure .. S.T.R. 5.1
- to be intimated by Finance Department in January .. S.T.R. 5.2
- Treasury officers to fix—for sub-treasuries .. S.T.R. 5.3
- Reports of—to be submitted by treasury officers to the Currency Officer .. S.T.R. 5.4 and 5.5

Other Expenditure—

Expression—defined ... Rule 1 below S.T.R. 4.44

P

Pay—

Last payment of—requires a no demand certificate ... Sub-rule 1 S.T.R. 4.25

Arrears of—how drawn ... S.T.R. 4.37

Pay bills

Forms of pay bills of gazetted Government employees ... S.T.R. 4.20 and 4.21

Form and preparation of establishment pay bills ... S.T.R. 4.31

Drawn separately for permanent and temporary establishment—

—on account of arrears ... S.T.R. 4.37

Sections of establishment— ... S.T.R. 4.30

At increased or changed rate not to be drawn without pre-audit or without authority from the Accountant-General ... S.T.R. 4.23

Payments of money—

—into treasury on behalf of other Governments ... T.R. 34 to 36

Procedure for—into Consolidated Fund or Public Account of the State ... T.R. 10 and S.T.Rs 2.7 and 2.9

Payments—

Place of—of claims ... T.R. 19 and 20 and S.T.R. 4.168 to 4.173

—of pensions ... T.R. 21 and S.T.Rs. 4.174 and 4.175

—from local funds ... S.T.R. 4.144

—in circumstances of urgency ... T.R. 27 and S.T.R. 4.180

—to persons not in Government service ... S.T.R. 4.3

Payments—

- of Grants-in-aid scholarships ... S.T.Rs. 4.4 and 4.71
- by cheques, General procedure in treasuries ... S.T.R. 4.153
- at treasuries banking with the Bank ... S.T.R. 4.6
- Conditions under which—to contractors may be made to financing banks instead of direct to contractors ... Note 2 to S.T.R. 4.3
- for stationery purchased by Superintendent, Government Printing, Haryana ... S.T.R. 4.70
- of land revenue collected at tahsils payable to non-resident jagirdars ... S.T.Rs. 4.133 and 4.134
- of Tahsildari Letters of credit and cash orders ... S.T.Rs. 4.135 and 4.136
- of deposits at sub-treasuries ... S.T.Rs. 4.138 and 4.139
- of revenues deposits of less than Rs. 100 ... S.T.Rs. 4.59 and 4.140
- of freight of remittances ... S.T.Rs. 5.54 and 5.55
- Communication of—to non-officials to the Income-Tax Officer .. Note 1 to S.T.R. 4.3

Payment orders—

- Currency of—issued by a collector on the bank ... S.T.R. 4.165

Pensions—

- Place of payment of— ... T.R. 21 and S.T.Rs. 4.174 and 4.175
- General rules regarding payment of— ... S.T.Rs. 4.92 to 4.94
- Manner of payment of— ... S.T.Rs. 4.95 to 4.102
- Identification of pensioners ... S.T.Rs. 4.103 to 4.106
- Payment of—at sub-treasuries ... S.T.Rs. 4.108 and 4.109

Potedars—

- Duties of— ... S.T.Rs. 5.38 to 5.42

Postage Stamps—

Procedure for obtaining service— .. S.T.R. 4.54

Public Account, Consolidated Fund and Contingency Fund—

Expressions—defined .. T.R. 2(i), 2(e) and 2(f)

Location of moneys standing in— .. T.R. 3

Payments of moneys other than revenues or public money into the— .. T.Rs. 7 to 10

Custody of moneys standing in the— .. T.R. 11

Withdrawal of moneys from the— .. T.Rs. 12 to 29

Transfer of moneys standing in the— .. T.R. 30

Public Works Departments

Receipt of money .. S.T.R. 2.6

Special Instructions for—
regarding—remittances into treasuries .. S.T.R. 2.10 to 2.13 and 2.22

Payments from treasuries .. S.T.Rs. 4.79 to 4.91

Payments to officers of—from treasuries banking with the Bank .. S.T.R. 4.158

Sanction of Accountant-General necessary for placing a Government servant of the—in account with a treasury .. S.T.R. 4.88

Provident Fund—

—Subscriptions to be paid by reduction from pay bills .. S.T.R. 2.17

Advances of— .. Sub-rule 2,S.T.R.4.146

R

Receipt of (Government) money—

—by Government servants and grant of receipts therefor .. S.T.R. 2.3

—from a non-Government source by Government servants .. S.T.R. 3.4

Acceptance of cheques on local banks in payment of—	S.T.R. 2.5 and 2.21
All transactions of—must be brought to account	T.R. 7 and S.T.R. 2.3 (b)
Appropriations of—to expenditure prohibited ordinarily	T.R. 7
—to be realised in legal tender	S.T.R. 2.4
Refunds—	
—of revenue	S.T.R. 4.56 to 4.59 and 4.160
—of fees relating to printing and translating charges in the High Court	S.T.R. 4.60
—of canal Revenue	.. S.T.R. 4.61
—of examination fees	.. S.T.Rs. 4.62 and 4.63
—of revenue deposits	.. S.T.R. 4.128
Registrars—	
Commission to—	.. S.T.R. 4.69
Remittances—	
Kinds of—	.. S.T.R. 5.20
Local cash remittances	... S.T.R. 5.21
Currency Officer's powers regarding—	.. S.T.R. 5.23 (a)
Treasury Officer's powers regarding—	.. S.T.R. 5.23 (b)
Treasury officer to inform Currency Officer of every—	... S.T.R. 5.25
Despatch of—general rules	.. S.T.Rs. 5.23 to 5.25
Packing of coin for—	.. 5.26 to 5.30
—of notes unfit for issue	.. S.T.R. 5.31
—of notes new and fit for issue	.. S.T.R. 5.32
Packing of notes for—	.. S.T.R. 5.33
Invoice of notes for—	.. S.T.R. 5.34
Escort officer accompanying—duties of	.. S.T.R. 5.35 to 5.37
Potedars accompanying—duties	.. S.T.R. 5.38 to 5.42

Remittances—

- Receipt of—procedure at treasury .. S.T.R. 5.43
 Charges on account of— .. S.T.R. 5.44 and 5.64
 Examination of—received .. S.T.R. 5.45 and 5.46

Remittances by Railway—

- Previous notice to Railway authorities
 regarding— .. S.T.R. 5.47
 Loading of— .. S.T.R. 5.48 and 5.49
 Escort of— .. S.T.R. 5.50 and 5.53
 Payment of freight .. S.T.R. 5.54 and 5.55
 Coolie hire for trnshipment, etc., of
 treasure .. S.T.R. 5.56
 Transport of treasure at the destination .. S.T.R. 5.57
 Rules regarding—to and from the Bank .. S.T.R. 5.60 to 5.63

Remittance Transfer Receipts—

See bills and remittances

Responsibility—

- of treasury officers for moneys incorrectly
 withdrawn .. S.T.R. 31 and S.T.R. 6.1
 —of Government servants for moneys with-
 drawn .. T.R. 32 and S.T.R. 6.2
 and 6.3
 —of Treasury Officers for the management
 of the treasury .. S.T.R. 1.6
 —of Collector for the management of
 treasury .. S.T.R. 1.3

Rewards—

- for proficiency in oriental languages .. S.T.R. 4.27
 Excise— .. S.T.R. 4.72
 —to Patwaris and temporary settlement
 establishment .. S.T.R. 4.73

Securities—

- Cashiers, Store-keepers, clerks, etc. entrusted
 with the custody and receipt of money
 to furnish— .. S.T.R. 3.5
 —should be in form of interest bearing
 securities or fidelity bond .. S.T.R. 3.6 (a)

Securities—

- Recognised forms of— .. S.T.R. 3.6 (h)
- deposits should be covered by bond or agreement .. S.T.R. 3.6 (c)
- deposits lodged in the post office should be hypothecated .. S.T.R. 3.7
- Cash—deposits should be covered into interest bearing .. S.T.R. 3.8
- deposits not to be repaid without the orders of competent authority .. S.T.R. 3.9
- Depositors acknowledgement to be taken when—are returned .. Sub-rule 1 to S.T.R. 3.9

Service and other Funds—

- Payment of subscriptions to—into treasury .. S.T.Rs. 2.17 and 2.18
- Payment from—can be made only on the authority of the Accountant-General unless the rules of the Fund provide otherwise .. S.T.R. 4.146

Specimen signatures—

- Copies of—to be supplied to treasury officer of the Bank .. T.R. 29 and S.T.R. 4.150

Scholarships—

- Sterling overseas pay— .. S.T.R. 4.71
- Form of pay bill .. S.T.R. 4.21

Stamps—

- Discount on— .. S.T.R. 4.68
- Defacement of receipt— .. S.T.R. 4.149

Service Postage Stamps—

- Procedure for obtaining— .. S.T.R. 4.54

T**Tahsildari letters of credit and cash orders—**

- Payment in respect of—
Takavi Advances— .. S.T.R. 4.135 and 4.136
- Procedure for drawing— .. S.T.R. 4.112

Transfer—

- of moneys standing in the consolidated fund, contingency fund and public account .. T.R. 30

Transfer of charge—

- of sub-treasuries .. S.T.R. 1.25 and 1.26
- of treasuries .. S.T.R. 1.11

Travelling Allowances—

- Forms and preparation of establishment—bills .. S.T.R. 4.38
- bills of establishment in the Public Works Department .. S.T.R. 4.42
- Form and preparation of gazetted Government employees—bills .. S.T.R. 4.28
- Certificate to be given on—bills to be paid after countersignature .. S.T.R. 4.41
- bills for journeys to give evidence not to be cashed in the absence of court certificates .. S.T.R. 4.40
- for menials .. S.T.R. 4.43

Treasurer—

- Responsibility of—and security to be furnished by him .. S.T.Rs. 3.11 and 3.12

Treasury(ies)—

- Definition of— .. T.R. 2 (L)
- Strong room .. S.T.R. 3.13
- balance .. S.T.R. 3.1
- General system of control over— .. T.R. 4
- Inspection of— .. S.T.Rs. 1.12 to 1.16
- Procedure at—in receiving money and granting receipts .. S.T.R. 2.8, 2.10 to 2.12
2.14 to 2.18
- Sanction of Accountant-General for placing a Public Works Department Officer in account with a — .. S.T.R. 4.88
- Procedure at—in paying out money .. S.T.R. 4.147 et seq.

T

Treasury (ies)—1	RULES
Normal balance at—	... S.T.R. 5.1 to 5.5
Supply of fund at—	... 5.16 and 5.17
Treasuries of which business is conducted by the bank—	
Procedure at—in regard to receiving of money and granting receipts	S.T.R. 2.19 and 2.20
Payments at—	... S.T.R. 4.6 and 4.156 to 4.167
Supply of funds at—	... S.T.R. 5.12
Treasury officer (s)—	
Appointment of—	... S.T.R. 1.4 and 1.5
Changes in—to be reported to Finance Secretary	... S.T.R. 1.12
Powers of—to permit withdrawals from the consolidated fund, contingency fund and the public account	... T.Rs. 15 to 18
Responsibility of—in regard to the completion of vouchers	... T.R. 24 and 25
Responsibility of—for moneys incorrectly withdrawn	... T.R. 31 and S.T.R. 6.1
Responsibility of—for the executive charge of the treasury	... T.R. 4 (2) and S.T.R. 1.6
Authority of—to correct arithmetical inaccuracies, etc.	... T.R. 26 and S.T.R. 4.177 4.179
Responsibility of—for deduction of rents of buildings of the Public Works Department	... S.T.R. 4.18 (b)
Responsibility of—for the management of treasury	... S.T.R. 1.6
Responsibility of—for fund deduction	... S.T.R. 4.17 and note 1 under it
Limitations on the powers of the—to make payments—should not undertake correspondence on behalf of claimants	... S.T.R. 4.167 (a)
Preparation of returns—	... S.T.R. 2.25 and 4.166

U

Urgency—

RULES

- Payments in circumstances of— ... S.T.R. 27 and S.T.R.
4.180

V

Verification—

- Certificate of— to be forwarded to Account-
ant-General ... S.T.R.1.9
- of monthly cash balance ... S.T.R. 1.8,1.9 and
3. 20
- of currency chest balances ... S.T.R.3.21

Vouchers—

- General instructions regarding preparation
and form of— ... S.T.R. 4.7
- Stamping of— ... S.T.R. 4.8 and 4.9

W

Withdrawals

- of money from the consolidated fund con-
tingency fund and public account ... T.R. 12 to 29
- of money by government servants ... S.T.R. 4.2
- of money by persons not in Government
service ... S.T.R. 4.3 and 4.4