

From

Director General,
Treasuries & Accounts Department,
Haryana, Chandigarh.

To

1. All the Officers of SAS Cadre in the State.
2. All the Treasury Officers in the State.

No. HR-TA^{16T}(4T)/2021/ 430-31
Dated, the Chandigarh. 25-1-21

Subject:- Proceedings of the meeting held through Video Conference on 24.12.2020 under the Chairmanship of Sh. T.V.S.N. Prasad, IAS, Additional Chief Secretary to Government Haryana, Finance Department to review functions of Treasuries and SAS Cadre.

With reference to the subject cited above.

Please find enclosed herewith copy of the proceedings of the subject cited matter, duly approved by Additional Chief Secretary to Government Haryana, Finance Department, for further necessary action.



Joint Director (Admn.)
for Director General, Treasuries & Accounts Deptt.
Haryana, Chandigarh.

Endst. No. HR-TA^{16T}(4T)/2021

Dated, the Chandigarh.

A copy of the above is forwarded to the following for information & necessary action, please:-

1. Additional Chief Secretary to Government Haryana, Finance Department (FA Branch).
2. Joint Director, Data Management Cell, Treasuries & Accounts Department Haryana, Chandigarh.
3. Joint Director, Pension Disbursement Cell, Sector-4, Panchkula.
4. ADA at Headquarter.
5. All Superintendent/All Assistants at headquarter.

Joint Director (Admn.)

for Director General, Treasuries & Accounts Deptt.
Haryana, Chandigarh.

Endst. No. HR-TA^{16T}(4T)/2021

Dated, the Chandigarh

A copy of the above is forwarded to the following for information:-

1. PS/Additional Chief Secretary to Government Haryana, Finance Department.
2. PS/Director General, Treasuries & Accounts Department, Haryana.

Joint Director (Admn.)

for Director General, Treasuries & Accounts Deptt.
Haryana, Chandigarh.

Proceedings of the meeting held through Video Conferencing on 24.12.2020 under the chairmanship of Sh. T.V.S.N. Prasad, IAS, Additional Chief Secretary Finance with Treasury Officers and SAS Cadre Officers.

List of Participants is attached Annexure 'A'.

A meeting through Video Conferencing was held on 24.12.2020 under the chairmanship of Additional Chief Secretary Finance to review the functioning of Treasuries with Treasury Officers and working of SAS cadre with SAS cadre officers. A detailed discussion was held on the issues related to T&A Department raised by Principal Accountant General's office and other Administrative issues such as court cases, ACPs, promotions and filling of vacant posts in Treasuries etc. All TOs were directed to personally look into the above issues and ensure timely submission of information to Pr. AG Office and Headquarter. Additional Chief Secretary Finance in his address focused on the strengthening of Treasuries and Accounts organization by conducting SAS Exam regularly, creation of separate IT Cadre and address all HR issues of Treasury organization. He emphasized on the role of SAS cadre officers in strengthening the monitoring mechanism for prudent financial management. He impressed upon the SAS Cadre officers to perform the duties assigned to them by the Finance Department as per rules and instructions of Government. SAS cadre officers are eye and ears of Finance Department in State. He cited an example about the inflated expenditure in the medical reimbursement component where SAS cadre officers can play an important role in proper scrutiny of medical bills as per Government policy to avoid fraud and misappropriation of Government funds. After detailed deliberations, following decisions were taken:-

- A) **SAS Cadre Exam** - Conduct SAS Part-I and Part-II exam twice in a year in January and July months on regular basis. Treasuries and Accounts Department will issue detail guidelines / SOP for conducting this exam in consultation with Government (FA Branch).
- B) **Initiatives for strengthening Treasury cadre** - All the HR issues such as promotion avenues for TO cadre officers. Pay anomaly issues, creation of new posts/abolition of redundant posts etc., change in nomenclature of TO and ATO were discussed. The creation of independent IT cadre for Treasury as the functions of Treasury are already fully automated may be another major initiative to strengthen the Treasuries. T&A Department may forward suitable proposal in this regard for consideration of the Government (FA Branch).
- C) **Divisional Treasury Officers** - As a new initiative, it is proposed to nominate senior most Treasury Officer in a Commissionerate as a Divisional Treasury Officer for each

Commissionerate on a pilot basis. He or She will conduct inspections, supervise / monitor the Court cases, ACP cases, HR related issues and issues related to Principal Accountant General Office in Treasuries falling within his jurisdiction. He will act as a link between TOs and HQ.

The Divisional Treasury Officer will conduct monthly meeting with other Treasury Officers falling in his or her Commissionerate in the first half of each month. The Director General, T&A Department will conduct the meeting with Divisional Treasury Officers in the second half of each month and review the progress of works assigned to Divisional Treasury Officers. Additional Chief Secretary Finance will review the progress in a quarterly meeting with Divisional Treasury Officers / TOs.

D) **Nodal Officer from senior most SAS cadre officer in district.** Another new initiative may be to nominate the senior most SAS cadre officer in a district as a Nodal Officer/Supervisory Officer for that district. The Supervisory Officer may perform following functions: FA Branch may issue the order to this effect.

- a. Recommend the name of SAS Cadre officer in his/her district for giving additional charge of the vacant post to the competent authority.
- b. Collect the proforma (designed by T&A Department) from all SAS cadre officers in the district and forward to DGTA on monthly basis.
- c. Convene monthly meeting to review the progress of works assigned to SAS Cadre Officers.
- d. DGTA will review the progress with Nodal Officers in quarterly meeting. ACSF will also review the progress from time to time.
- e. He will act as a link between HQ and District.

ACSF has desired that all chargesheet pending against SAS cadre officers at all levels may be disposed off / decided by 31-03-2021. Further, SAS Cadre Officer analyze expenditure to avoid unfruitful expenditure and ensure timely submission of bills in the treasury to avoid rush of expenditure in the month of March 2021.

ACSF has also suggested that like other Departments, Finance Department may also has its own independent building locating SAS & LAD cadre officers in each district.

T&A will submit the comprehensive proposal to Government (FA Branch) for restructuring of Treasury Organization / Treasury Cadre and SAS cadre incorporating all the aforementioned proposals.

The meeting ended with a vote of thanks to the chair and participants.

List of Participants

1. Sh. Sunil Saran, IES, DGTA.
2. Capt. Manoj Khatri, HCS, Deputy Secretary Finance.
3. Sh. Raghubir Gahlawat, Principal ATI, Panchkula.
4. Sh. Sanjay Jain, JD (Admn), T&A.
5. Sh. M.K. Gupta, JD (DMC), T&A.
6. Sh. Rakesh Rathi, JD (PDC), T&A.
7. Sh Rajesh Miglani, Senior Accounts Officer.
8. Shri Nain Singh, Senior Accounts Officer.
9. Sh. Pankaj Khurana, Accounts Officer.
10. Sh. Sunil Bahal, Programmer, T&A.

Annexure-“A”

(To be submitted by SAS officer to SCAO)

District-wise & Department-wise Performance Report of SAS Cadre Officers for month of

District	
Name of Office	
Name & Designation of SAS Officer	
Mobile No.	
Period of Report	

Sr. No.	Name of Department	Description of Work	Total files received	Total files dealt and returned	Total files pending	Reasons for pending
1.		Pay Fixation				
2.		Fresh Pension				
3.		Revision of pension				
4.		ACP				
5.		Stepping-up				
6.		Ex-gratia a) MFA b) Appointment				
7.		Court Cases				
8.		Misc. Advice				
9.		Any other (Pl. Specify)				

(To be submitted by SCAO to DGTA)

Consolidated Performance Report of SAS Cadre Officers for month of

District	
Name of SCAO	
Present place of posting	
Mobile No.	
Period of Report	

Sr. No.	Description of Work	Total files received	Total files dealt and returned	Total files pending	Reasons for pendency	Report of SCAO ("Y" for satisfactory otherwise "NO" with justification)
1.	Pay Fixation					
2.	Fresh Pension					
3.	Revision of pension					
4.	ACP					
5.	Stepping-up					
6.	Ex-gratia a) MFA b) Appointment					
7.	Court Cases					
8.	Misc. Advice					
9.	Any other (Pl. Specify)					