

प्रेषक

श्रम आयुक्त, हरियाणा,
चण्डीगढ़ ।

सेवा में

1. Presiding Officer Industrial Tribunal-cum-Labour Court, Panipat, Rohtak, Faridabad-I/II/III, Gurgaon-I/II and Hisar.
2. Deputy Director, (IS&H) Gurgaon O/o Addl. Labour Commissioner, (NCR) Gurgaon
3. Dy. Director (IS&H), Ambala, Panipat, Faridabad, Gurgaon-I and Hisar
4. Dy. Director, (IH) Faridabad and Gurgaon-II
5. Deputy Labour Commissioner, Panipat, Panchkula, Faridabad, Gurgaon-I & II, Hisar & Rohtak
6. Assistant Director, (IS&H), Yamunanagar-I, Kurukshetra, Rewari, Sonapat-I, Rohtak, Bhiwani & Sirsa
7. Assistant Labour Commissioner, Ambala, Yamunanagar-I, Kurukshetra, Karnal, Rewari, Sonapat-I, Bahadurgarh, Bhiwani, Sirsa, Palwal, Kaithal, Jind and Mewat at Nuh.
8. Assistant Director, Industrial Health-cum-Certifying Surgeon, Ambala, Hisar, Panipat, Gurgaon and Faridabad

क्रमांक:-

28460-512

दिनांक:-

21-8-18.

विषय:-

Supply of information regarding status of Parking of funds in Banks Post Officers by various Government Departments/Corporations/Boards/State Universities in the prescribed proforma.

उपरोक्त विषय पर प्रधान सचिव हरियाणा, सरकार, वित्त विभाग से प्राप्त मीमो नं 28/14/2011-5बी-सी दिनांक 23.07.2018 की प्रति भेजते हुये अनुरोध किया जाता है कि संलग्न प्रफोर्मा में मांगी गई सूचना भरकर अपने स्तर पर सीधे प्रधान सचिव हरियाणा, सरकार, वित्त विभाग, चण्डीगढ़ को दिनांक 20.08.2018 से पहले-पहले भेजे, अन्यथा देरी के लिए आप स्वयं जिम्मेवार होंगे।

इसे अति आवश्यक समझे।

संलग्न/उपरोक्त

लेखा अधिकारी

कृते: श्रम आयुक्त, हरियाणा।

पृष्ठांकन क्रमांक

दिनांक

इस की एक प्रति प्रधान सचिव हरियाणा, सरकार, वित्त विभाग, चण्डीगढ़ को उनके पत्र क्रमांक नं 28/14/2011-5बी-सी दिनांक 23.07.2018 सन्दर्भ में सूचनार्थ प्रेषित है।

लेखा अधिकारी

कृते: श्रम आयुक्त, हरियाणा।

Form

Principal Secretary
Govt to Haryana,
Finance Department

To

All Drawing and Disbursing Officers
In Haryana State

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

Dated, Chandigarh the 23.07.2018

Subject:- Supply of information regarding status of Parking of Funds in Banks/Post Offices by various Government Departments/Corporations/Boards/State Universities in the prescribed Proforma.


Please refer to the subject noted above.

1. It has come to the notice of the Government that various Institutions/Departments in the State are parking funds in several Bank Accounts. The funds parked in these accounts are lying unutilised for significant periods of time, causing potential loss of interest to the State Government. Inter alia, this practice is also leading to serious accounting difficulties. At the same time, Government works are not completed in a time bound manner, due to this thin spread of public resources, among others reasons.
2. Taking a serious view of this, the Hon'ble Finance Minister in his Budget speech has mandated that all Government funds will be maintained by Departments in a single account per Department. Government has further directed that if a Department intends to open more than one account, express permission of Finance Department may be obtained for the purpose by giving detailed justification.
3. It has therefore been decided that all the Drawing and Disbursing Officers in the state (DDO's) will submit information regarding accounts being maintained/ operated by various offices including Boards, Corporations, Autonomous Bodies, Universities etc. under their control in the attached proforma latest by 20th of August, 2018. All the Drawing and Disbursing Officers in the state will ensure that information will be submitted in a time bound manner in the attached proforma.


4. All the Drawing and Disbursing officers in the state are requested to ensure strict compliance of these instructions. Non compliance of these instructions will be viewed seriously.

In case of any difficulty the drawing and Disbursing officers (DDOs) concerned may contact concerned Treasury Officer/ Assistant Treasury Officer/ Officers of Local Audit posted in various Resident Audit Schemes, in their Districts for further clarification.

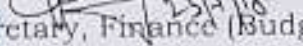
These instructions are available on Finance Department Haryana website "www.finhry.gov.in".


Joint Secretary, Finance (Budget)
for Principal Secretary to Government Haryana,
Finance Department.


A copy is forwarded to all the Additional Chief Secretaries/Principal Secretaries to Government Haryana for information and necessary action.


Joint Secretary, Finance (Budget)
for Principal Secretary to Government Haryana,
Finance Department.

A copy is forwarded to all Head of Department with request to direct their Drawing and Disbursing Officers (DDO's) to submit the information's on time.


Joint Secretary, Finance (Budget)
for Principal Secretary to Government Haryana,
Finance Department.

A copy to All Treasury Officers and Assistant Treasury Officers with direction to collect the information from the DDO's under their jurisdiction.


Joint Secretary, Finance (Budget)
for Principal Secretary to Government Haryana,
Finance Department.

To be filled by each Drawing and Disbursing Officers in the State	
BOX - A	
i)	Name of Drawing and Disbursing Officers
ii)	Designation
iii)	Department
iv)	DDO Code

BOX - B	
The number of Institutions/ Offices/ Entities, that I further distribute the money received by me from Government.	

Declaration by DDO

1. I have attached individual Proforma B filled by the each of Head of Office/ Entity/ Institution to whom I distribute money to (if any)
2. I have also filled the Proforma B for money that I have deposited in a Bank Account/ Post office (if any).



Signature
Name of DDO;
Designation;
Date.

PROFORMA - B

Section-1

Proforma for providing information regarding Parking of Funds received through Budget Provisions/ Grants/ Own Sources

Sr No	District	Name of Institution	Name of Bank/ Post Office with Bank Address	Account Number with IFSC Code	Nature of Accounts Saving/ Current	Balance as on
					Saving	Current
1	2	3	4	5	6	7
						8

Section-2

Proforma for providing information regarding Parking of Funds of FDRs/ RDs etc. out of Budget Provisions/ Grants/ Own Sources

Sr No	Number of FD/ RD etc.	Amount in Rs	Due date of Maturity of FDRs/ RDs etc
1	2	3	4

Section-3

1. Do you distribute Government money to any office/committee below you? Yes/No
2. If yes, their number.....
3. Please attach filled up proforma B for each of such offices/committees under you.

Signature with Name & Seal
Designation
Place
Date