

No. Fin-F-( A )-( 11 )-2/2011  
Government of Himachal Pradesh  
Finance Department  
( Expenditure Control - II )

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From

The Additional Chief Secretary (Finance) to the  
Government of Himachal Pradesh, SHIMLA - 2.

To

All the Administrative Secretaries to the  
Government of Himachal Pradesh, SHIMLA - 171 002.

Dated Shimla - 171 002, the 15<sup>th</sup> March, 2016.

Subject :- Expenditure on SOEs "Office Expenses" and "Other Charges"  
in March 2016.

Sir,

It has been observed that many Drawing and Disbursing Officers make purchases at the close of financial year, especially in second fortnight of March from SOEs "Office Expenses" and "Other Charges". These purchases, in most of the cases, are effected with a view to consume allocated budget rather than necessity.

In order to ensure proper financial discipline and to avoid last minute purchases, it has been decided that no expenditure shall be allowed out of these two SOEs for any purchases made after 20.03.2016. The only exception shall be in respect of expenditure to be incurred on clearing of pending Water, Electricity and Telephone charges, MR, TE & TTA & Petrol bills. However, these instructions would not apply on expenses to be incurred under Externally Aided Project(s) and Centrally Sponsored Scheme(s).

You are, therefore, requested to issue necessary instructions to all DDOs of your department for strict compliance.

This letter/instruction may also be seen on [www.himachal.nic.in/finance](http://www.himachal.nic.in/finance) under the link "Expenditure".

Yours faithfully,

SKA

Additional Chief Secretary (Finance) to the  
Government of Himachal Pradesh, SHIMLA -2.

Endst. No. As above. Dated Shimla - 171 002, the 15.03.2016.

Copy of the above is forwarded to all the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action. They are directed not to clear any bill having cash memo issued after 20.03.2016 and to ensure compliance of above instructions by all Drawing & Disbursing Officers.

Special Secretary (Finance-Exp.) to the  
Government of Himachal Pradesh, SHIMLA -2.