

No. Fin(C)A(3)-5/2004
Government of Himachal Pradesh
Finance(Regulations) Department

Dated Shimla-171002, the

23rd August,2011.

From

The Principal Secretary(Finance) to the
Government of Himachal Pradesh.

To

1. All Administrative Secretaries to the
Government of H.P.
2. All Heads of Departments in H.P.

Subject:-

Making of payment through e-banking.


Sir,

I am directed to say that the matter regarding making electronic payments through RTGS/NEFT was under active consideration of the Government for the past sometime. It has been observed that the present system of making payments through Cheques presents constraints in terms of delays . Accordingly, it has been decided that the following procedure shall be followed:-

1. All payments of ₹ 10,000 or above, pertaining to contracts or for purchase/ procurement of goods/ services shall be made electronically through RTGS/ NEFT to the Contractor/ Supplier/ Individual concerned. All departments/ officers shall ensure that bank accounts and other banking details of such payees shall be obtained in advance in order to make electronic payments directly to their bank accounts.
2. Further, all payments to employees i.e. regular, contract appointees, daily wagers shall also be directly released by crediting to their bank accounts. If the bank accounts of such appointees are in NEFT/RTGS enabled bank branches, the payment shall be released by sending advice to attached banks by the Treasuries. In all other cases, the payment shall be made by crediting the bank accounts of such appointees who will have to open their account in the bank branch attached to the Treasury. The Departments/organizations concerned shall ensure that in future no payment should be made in cash to the employees.

It is requested that the above instructions may please be brought to the notice of all concerned under you, for strict compliance.

Yours faithfully,


Deputy Secretary (Finance) to the
Government of Himachal Pradesh.