

No. Fin-F-(A)-(11)-11/2004
Government of Himachal Pradesh
Finance Department
(Expenditure Control-II)

From

The Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA-02.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. The Secretary to Governor, H.P. SHIMLA-2.
3. The Secretary, H.P. Vidhan Sabha, SHIMLA-4.
4. The Registrar General, H.P. High Court, SHIMLA-2
5. All the Heads of Departments in H.P.

Dated Shimla -171002, the 09th February, 2024.

Subject:- Delegation of financial powers and revision of economy instruction(s).

Sir,

1. With a view to streamline the matter regarding seeking permission of the competent level for travelling by official vehicle(s) outside the State by the entitled class of officer(s), it has now been decided that in partial modification of this Department's instruction/letter of even number dated 03rd June, 2014, the provision of Para-(iii) under SOE "Travel Expenses" shall be substituted as below:-

EXISTING PROVISION	AMENDED PROVISION
For travelling <u>by official vehicle</u> to Delhi or outside the State (to destinations other than Chandigarh, Dehradun or Pathankot), the permission will be obtained from the Chief Secretary.	For travelling <u>by official vehicle</u> to Delhi or outside the State, (to destinations other than Chandigarh, Dehradun or Pathankot), the permission of the competent level, <u>in exceptional and emergent circumstances,</u> will be regulated as below:-

- a) For all officer(s) upto the rank of Head(s) of Department(s)/Special Secretary(s), the permission will be given by the concerned Administrative Secretary; and,
- b) For officer(s) above the rank of Head(s) of Department(s)/Special Secretary(s), the permission will be given by the Chief Secretary.

In case, a government vehicle has to be sent by the Police Department outside the territory of Himachal Pradesh for the purpose of investigation and Law & Order duty only, the permission shall be granted by the DIG Range(s) subject to his satisfaction that these journey(s) have been performed only for the aforesaid reason(s).

All concerned working under your control, may kindly be instructed to adhere to the above instructions in its letter & spirit. This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

By Order

[Devesh Kumar, IAS]

Principal Secretary (Finance) to the

Government of Himachal Pradesh, SHIMLA - 2

Endst. No. As above. Dated Shimla - 171 002, the 09.02.2024.

Copy of the above is forwarded to:-

01. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporations.
02. The Secretary to Lokayukta, H.P., SHIMLA - 2.
03. The Secretary, H.P. Public Service Commission, SHIMLA - 2.
04. The Secretary, H.P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
05. The All the Deputy Commissioners in H.P.
06. The Registrars of all the Universities in H.P.
07. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

[ROHIT JAMWAL, IAS]

Special Secretary (Finance-Exp.) to the

Government of Himachal Pradesh, SHIMLA - 2.

Contact No. 0177-2880619

PERSONAL ATTENTION

No. Fin-F-(A)-(11)-11/2004
Government of Himachal Pradesh
Finance Department
(Expenditure Control-II)

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From

The Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA-02.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. The Secretary to Governor, H.P. SHIMLA-2.
3. The Secretary, H.P. Vidhan Sabha, SHIMLA-4.
4. The Registrar General, H.P. High Court, SHIMLA-2
5. All the Heads of Departments in H.P.

Dated Shimla -171002, the 12th July, 2024.

Subject:- Delegation of financial powers and revision of economy instruction(s) - Constitutions of 'Purchase Committee(s)' regarding.

Sir,

1. It has been observed that the Principal Secretary/Secretary (Finance) or his nominee(s)/representative(s) are being asked to attend the meeting(s) involving various departmental issue(s) which are to be even chaired by the respective Head(s) of Department(s). This is not in consonance with the established procedure of the Government. Rather it's effecting the time and energy of the Government at Secretariat level adversely.

2. After due consideration(s), it has, in continuation of this Department's instruction(s)/letter of even number dated 14th March, 2018 (Copy enclosed), now been decided that the Officer(s) of the HPFAS cadre posted in the said Department(s) will henceforth also act as representative(s) of the Finance Department in

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any meeting to be Chaired/headed by the respective Head(s) of Department(s).

3. All concerned working under your control, may kindly be instructed to adhere to the above instructions in its letter & spirit.

4. This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

By Order

[Devesh Kumar, IAS]

Principal Secretary (Finance) to the

Government of Himachal Pradesh, SHIMLA - 2

Endst. No. As above. Dated Shimla - 171 002, the 12.07.2024.

Copy of the above is forwarded to:-

01. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporations.
02. The Secretary to Lokayukta, H.P., SHIMLA - 2.
03. The Secretary, H.P. Public Service Commission, SHIMLA - 2.
04. The Secretary, H.P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
05. The All the Deputy Commissioners in H.P.
06. The Registrars of all the Universities in H.P.
07. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

[ROHIT JAMWAL, IAS]

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

Contact No. 0177-2880619

PERSONAL ATTENTION

No. Fin-F-(A.)-(11)-11/2004
Government of Himachal Pradesh
Finance Department
(Expenditure Control - II)

From

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

To

1. All the Administrative Secretaries to the
Government of Himachal Pradesh.
2. The Secretary to Governor, H. P. SHIMLA - 2.
3. The Secretary, H. P. Vidhan Sabha, SHIMLA - 4.
4. The Registrar General, H.P. High Court, SHIMLA -2
5. All the Heads of Departments in H. P.

Dated Shimla - 171 002, the 14th March, 2018.

Subject: Delegation of financial powers and revision of
economy instruction(s) - Constitution of 'Purchase
Committee(s)' regarding.

Sir,

1. It has been observed that the provision(s) have
been made in the delegation(s) circulated by this
Department on 03.06.2014 for constitution of the
'Purchase Committee(s)' at departmental level/Head(s) of
Department(s) level/District level. In these 'Purchase
Committee(s)', the officers of SAS are to be nominated
as member(s) by the Department at various levels. There
is no provision for nominating the officers of Finance
Department in the State Government, as member(s) in
these 'Purchase Committee(s)'.

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2. There are instances that the Department(s) are constituting "Purchase Committee(s)" with the title as "Representative of Secretary (Finance)" and the agenda is given in the meeting itself. Such constitution(s) of "Purchase Committee(s)" are not in accordance with the provisions of delegation dated 03.06.2014 as the representatives of Secretary (Finance) is being reflected in these Committees whereas, the officers of SAS should be nominated by designations as "representatives of Finance Department" in the purchase committees at different level(s).

3. It is, therefore, reiterated that the constitutions of "Purchase Committee(s)" by Department or organization of the Government henceforth be made strictly in accordance with the provision(s) of delegation made in the instruction of this Department circulated on 03.06.2014.

4. All concerned working under you, may kindly be instructed to adhere to the above instructions in its letter & spirit. This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

 Yours faithfully,

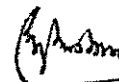
[RAJENDER SHARMA]

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

Phone No. 0177-2880330

Endst. No. As above. Dated Shimla - 2, the 14.03.2018.
Copy of the above is forwarded to :-

1. All Chief Executive Officers/Managing Directors of H.P.Public Sector Undertakings/Boards/Corporations
2. The Secretary, H. P. Subordinate Services Selection Board, Hamirpur.
3. The Secretary to Lokayukta, H. P., SHIMLA - 2.
4. The Secretary, H. P. Public Service Commission, SHIMLA - 2.
5. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
6. The All the Deputy Commissioners in H. P.
7. The Registrars of all the Universities in H. P.
8. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.



[RAJENDER SHARMA]

Under Secretary (Finance-Exp.) to the
Government of Himachal Pradesh, SHIMLA -2.
Phone No. 0177-2880330

PERSONAL ATTENTION

No. Fin-F-(A)-(11)-11/2004
Government of Himachal Pradesh
Finance Department
(Expenditure Control-II)

From

The Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA-02.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. The Secretary to Governor, H.P. SHIMLA-2.
3. The Secretary, H.P. Vidhan Sabha, SHIMLA-4.
4. The Registrar General, H.P. High Court, SHIMLA-2
5. All the Heads of Departments in H.P.

Dated Shimla -171002, the 09th September, 2024.

Subject:- Delegation of financial power(s) and revision of economy instruction(s).

Sir,

1.

With a view to:-

- a) Effect economy;
- b) Reduce unproductive expenditure;
- c) Reduce procedural delay(s);
- d) Gear-up efficiency in administration at all level(s) in Government;

a Comprehensive delegation of financial power(s) was issued by the Finance Department vide its instruction(s) of even number dated 03.06.2014 delegating thereby the financial powers to the respective:-

- i) Administrative Department(s);
- ii) Head(s) of Department(s);
- iii) Senior-most District level Officer(s);

under all the SOEs except newly created SOE (104) "Gratuities". The procedure for exercise of such delegated powers was also specified in the aforesaid delegation. Earlier all payment(s) on account of gratuities were being debited to SOE "Pension", but now a new SOE "Gratuities" has been opened to debit such payment(s).

2. After due consideration, it has thus been decided that the delegation under SOEs "Pension" & "Gratuities" would henceforth be as under:-

SOE	DEFINITION/ EXPLANATION	DELEGATION OF FINANCIAL POWERS SUBJECT TO BUDGETARY PROVISION(S)
Pension	It includes donations to service funds and	Full power(s) to the designated Officer(s).

	contributory provident funds in addition to payment of pensions but excluding payment of gratuities in all forms to Government servants and members of Vidhan Sabha.	
Gratuities	It includes payment of gratuities in all forms to Government servants and members of Vidhan Sabha.	Full power(s) to the designated Officer(s).

3. All concerned working under your control, may kindly be instructed to adhere to the above instructions in its letter & spirit.

4. This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

By Order

[Devesh Kumar, IAS]

Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2

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

09.09.2024.

Copy of the above is forwarded to:-

01. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporations.
02. The Secretary to Lokayukta, H.P., SHIMLA - 2.
03. The Secretary, H.P. Public Service Commission, SHIMLA - 2.
04. The Secretary, H.P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
05. The All the Deputy Commissioners in H.P.
06. The Registrars of all the Universities in H.P.
07. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

[ROHIT JAMWAL, IAS]

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

PERSONAL ATTENTION

No. Fin-F-(A)-(11)-4-6/2002
Government of Himachal Pradesh
Finance Department
(Expenditure Control-II)

From

The Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA-02.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. The Secretary to Governor, H.P. SHIMLA-2.
3. The Secretary, H.P. Vidhan Sabha, SHIMLA-4.
4. The Registrar General, H.P. High Court, SHIMLA-2
5. All the Heads of Departments in H.P. .

Dated Shimla -171002, the 23rd October, 2024.

Subject:- Continuation of temporary Post(s) - Latest Instruction(s) thereof.

Sir/Madam,

Vide its Para - 1(b) of this Department's instruction of even number dated 14th August, 2012 (Copy enclosed), it has been made crystal clear that all the vacant post(s) [irrespective of their temporary or permanent nature], which have been lying vacant for the last 02 (Two) or more year(s) in any Department/PSU shall henceforth be deemed to have been abolished and all the concerned Administrative Department(s) shall issue formal orders to this effect at their own level, and shall furnish the complete detail(s) of such posts along-with formal orders of abolition of post(s) to Finance Department on regular basis. But it has been observed that none of the Department has either done so or supplied the requisite data on this account to the Finance Department as of now.

Thus, it has been viewed seriously by the Government and after due consideration, it has now been decided that all the vacant posts lying so for the last 02 or more years [irrespective of their temporary or permanent nature], shall deem to have been abolished forthwith and a formal order be passed/issued in this regard at the earliest. In addition, deletion of such abolished posts be also ensured from the Budget Book of the said Department within a week's time after their abolition positively by the Administrative Department(s) itself without any excuse.

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Furthermore, it may henceforth be ensured that no proposal(s) for filling up of post(s) lying vacant for the last 02 or more year(s) in any of the Department(s)/organization(s) working under their control be moved to Finance Department.

You are, therefore, requested to kindly ensure strict compliance of the aforesaid instruction(s) positively failing which entire responsibility will rest upon the Department/organization itself.

4. This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

By Order

[Devesh Kumar, IAS]

Principal Secretary (Finance) to the

Government of Himachal Pradesh, SHIMLA - 2.

Endst. No. As above. Dated Shimla - 2, the

23.10.2024.

Copy of the above is forwarded to:-

01. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporations.
02. The Secretary to Lokayukta, H.P., SHIMLA - 2.
03. The Secretary, H.P. Public Service Commission, SHIMLA - 2.
04. The Secretary, H. P. Rajya Chyan Ayog, HAMIRPUR.
05. The Secretary, H.P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
06. The All the Deputy Commissioners in H.P.
07. The Registrars of all the Universities in H.P.
08. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.


[ROHIT JAMWAL, IAS]

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

PERSONAL ATTENTION

No. Fin-F-(A)-(11)-4-6/2002
Government of Himachal Pradesh
Finance Department
(Expenditure Control - II)

From

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

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. The Secretary to Governor, H. P. SHIMLA - 2.
3. The Secretary, H. P. Vidhan Sabha, SHIMLA - 4.
4. The Registrar General, H.P. High Court, SHIMLA - 2.
5. All the Heads of Departments in H. P.

Dated Shimla - 171 002, the 14th August, 2012.

Subject :- Continuation of temporary post(s) - Latest Instruction(s) thereof.

Sir,

The issue of yearly continuation of temporary post(s) of various kind(s) has been engaging the attention of the Government from sometime past. Normally, all such posts are being continued in the different Government Department(s) in a mechanical way resulting in no fruitful gain; rather it leads to just wastage of time & energy of the Government at different levels. Thus, with a view to curb this routine practice and in order to bring in functional efficiency, it has now been decided that:-

- a) All the filled up temporary posts of permanent nature [except those on daily wage, part time, contractual or anyone appointed under any specific policy of the Government has been working presently] which have been in existence for the last

five years continuously and their services are still essential for the respective Department(s) will be converted into permanent with immediate effect. The concerned Administrative Departments will issue the formal orders in this regard at their own level after ensuring the above conditions and shall intimate the same to the Finance Department.

- b) All the temporary posts which have been lying vacant for the last two years shall henceforth be deemed to have been abolished. All the concerned Administrative Departments shall issue formal orders to this effect at their own level, and shall furnish the complete details of such posts along-with formal orders of abolition of posts to Finance Department. However, if any of them is required in future in any of the Government Departments, a complete proposal along-with administrative justification for revival/creation for the same may be sent to the Finance Department through usual mechanism.

All concerned working under your control may kindly be instructed to adhere to the above instructions in its letter & spirit.

This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

Yours faithfully,

SKM

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

Endst. No. As above. Dated Shimla - 171 002, the 14.08.2012

Copy of the above is forwarded to :-

1. All the Deputy Commissioners in H. P.
2. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.


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

No. Fin-F(A)-(11)-4-6/2002
Government of Himachal Pradesh
Finance Department
(Expenditure Control-II)

From

The Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA-02.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. The Secretary to Governor, H.P. SHIMLA-2.
3. The Secretary, H.P. Vidhan Sabha, SHIMLA-4.
4. The Registrar General, H.P. High Court, SHIMLA-2
5. All the Heads of Departments in H.P.

Dated Shimla -171002, the

23rd October, 2024.

Subject:- Continuation of temporary Post(s) - Latest Instruction(s) thereof.

Sir/Madam,

In continuation of this Department's instruction of even number dated 23rd October, 2024, it's reiterated that only those redundant post(s) are to be abolished which are of no more use in the said Department(s)/organization(s) of the Government. Apart from this, if any more post(s) are to be created afresh even with the changed nomenclature as per their need(s)/requirement(s), complete proposal(s) be moved to Finance Department immediately, through usual mechanism, so that proper budget could be sanctioned against them well in time.

You are, therefore, requested to kindly ensure strict compliance of the aforesaid instruction(s) in the Department/organization working under your control.

This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

By Order

[Devesh Kumar, IAS]

Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2.
23.10.2024.

Endst. No. As above. Dated Shimla - 2, the

Copy of the above is forwarded to:-

01. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporations.
02. The Secretary to Lokayukta, H.P., SHIMLA - 2.
03. The Secretary, H.P. Public Service Commission, SHIMLA - 2.
04. The Secretary, H. P. Rajya Chyan Ayog, HAMIRPUR.
05. The Secretary, H.P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
06. The All the Deputy Commissioners in H.P.
07. The Registrars of all the Universities in H.P.
08. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

[ROHIT JAMWAL, IAS]

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