

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 09<sup>th</sup> 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 03<sup>rd</sup> 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](http://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 12<sup>th</sup> 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 14<sup>th</sup> 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](http://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 14<sup>th</sup> 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](http://www.himachal.nic.in/finance) under the link "Expenditure".

 Yours faithfully,

[ RAJENDER SHARMA ]

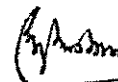
Under Secretary (Finance-Exp.) to the  
Government of Himachal Pradesh, SHIMLA -2.

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 09<sup>th</sup> 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](http://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.
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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.