

No. Fin-2-C(5)-1/2020  
Government of Himachal Pradesh  
Finance (W&M) Department

From

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

To

1. All Administrative Secretaries to the  
Government of Himachal Pradesh
2. All Heads of Departments  
Himachal Pradesh

Dated: Shimla-2, the 29<sup>th</sup> June, 2020.

Subject: Cash Management System - Guidelines for expenditure in  
Quarter 2 (Q2) of Financial Year 2020-2021.

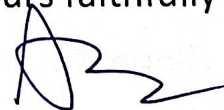
Madam/Sir,

Keeping in view the twin situation of substantial un-utilized amount pending with various executing departments and the recommendation of the Cabinet Sub-Committee to utilize these amounts expeditiously, as well as the present situation arising out of COVID-19 and consequential impact on the State Government receipts, it has become essential to regulate the State Government expenditure under some SOEs and to fix quarterly expenditure plan.

2. It has been decided that expenditure in the SOEs **other than** Salary, Wages, Grant-in-Aid (Salary), Pension, Social Security Pension, Emoluments, Honorarium and Outsource Charges may be restricted to 20% of the total Budget Provision (BE) 2020-21 in Quarter2 (Q2).

3. Total expenditure in the first two quarters including the expenditure already incurred in Quarter1 (Q1) in the SOEs other than above referred SOEs, may not exceed 35% of the BE for 2020-21, till 30<sup>th</sup> September 2020. As an example, if a department has already incurred 20% expenditure of BE 2020-21 in Q1 in a SOE, the overall expenditure in Q2 may be restricted to 15% in that SOE. Further, if a department has incurred 10% of the Budget in the first quarter, then in Q2, the expenditure may not exceed 20%, in view of the capping of Q2 expenditure as per para 2 above.
4. These instructions will however, not be applicable to Central Sector Schemes, EAPs and other works/schemes where reimbursements are involved.
5. These instructions will not apply to purchase of equipments, materials and other spending essential to combat COVID-19 pandemic.
6. In case, the HODs have already allocated the budget to their DDOs, the same may be reallocated after taking surrender, to implement these instructions.
7. In case a Department finds difficulty in implementing its schemes, programmes etc, it may send suitable proposal to the Finance Department with detailed justification, for relaxation of these instructions.
8. Departments may ensure compliance of these instructions.

Yours faithfully



(Akshay Sood)

Secretary (Finance) to the  
Government of Himachal Pradesh