

PERSONAL ATTENTION
MOST URGENT/TIME BOUND

No. Fin-F-(A)-(11)-2/2004
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 - 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.
6. All Chief Executive Officers/Managing Directors of H.P.Public Sector Undertakings/Boards/Corporations
7. The Secretary, H. P. Subordinate Services Selection Board, Hamirpur.
8. The Secretary to Lokayukta, H. P., SHIMLA - 2.
9. The Secretary, H. P. Public Service Commission, SHIMLA - 2.
10. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
11. The All the Deputy Commissioners in H. P.
12. The Registrar, H. P. Administrative Tribunal, H.P. SHIMLA - 2.
13. The Registrar of all the Universities in H. P.

Dated Shimla - 171 002, the 05th March, 2010.

Subject :- Instructions regarding purchases/procurements by Government Departments/Organizations.

Sir,

This is in continuation to this Department's letter/instruction of even number dated 09th April, 2009 whereby it was stated that all the departments should complete their purchases/annual procurements by 31.01.2010 for the year 2009-

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2010, after completing all codal formalities. This date of 31st January was to be considered as the standing cut-off date by the Departments for purchases/procurements to be made in subsequent years also. It is hereby clarified that normally all the departments should complete their purchases/annual procurements etc. by 31st January of each year. However, only where there are pressing reasons due to which the departments are unable to finalize their purchases by 31st January, should purchases be done by the departments after this date, after recording reasons for the same.

You are, therefore, requested to kindly ensure the compliance of these instructions of the Government in the Departments/Organizations working under your control forthwith.

Yours faithfully,

Sd/-

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

Endst. No. As above. Dated Shimla - 171 002, the 05.03.2010.

Copy of the above is forwarded to all the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

Sd/-

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

PERSONAL ATTENTION
MOST URGENT/TIME BOUND

No. Fin-I-(C)-14-1/92
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.
6. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporation
7. The Secretary, H. P. Subordinate Services Selection Board, Hamirpur.
8. The Secretary to Lokayukta, H. P., SHIMLA - 2.
9. The Secretary, H. P. Public Service Commission, SHIMLA - 2.
10. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
11. The All the Deputy Commissioners in H. P.
12. The Registrar of all the Universities in H. P.

Dated Shimla - 171 002, the 25th August, 2010.

Subject :- Regarding reimbursement of landline telephones at residence/Mobile phones charges - Latest instruction(s) thereof.

Sir,

The matter regarding review of reimbursement of telephone charges in the form of Fixed Bimonthly payment of landline telephones at residences/Mobiles was under consideration of the Government for some time. Taking into consideration the recent trends in tariff rates of landlines/mobiles phones, *in partial modification of this Department's letter of even number dated 01.08.2007*, it has now been decided to revise the "FIXED

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BIMONTHLY RESIDENTIAL TELEPHONE/MOBILE AMOUNT” charges w.e.f. 01.09.2010 of the eligible categories/officers, as per the schedule appended below:-

SERIAL NO.	CATEGORIES OF OFFICER(S)/ELIGIBLE PERSON(S)	FIXED BIMONTHLY RESIDENTIAL LANDLINE TELEPHONE AMOUNT {IN RUPEES}	FIXED BIMONTHLY MOBILE AMOUNT {IN RUPEES}
01.	Council of Ministers/ Parliamentary Secretaries /Chief Secretary/Additional Chief Secretary/ Principal Secretary to C.M./Director General of Police/Principal Private Secretary to C.M.	On actual basis	On actual basis
02.	Secretaries to Government and Head(s) of Department(s) in similar pay scale(s)	2500/-	900/-
03.	Divisional Commissioner(s)/DIG (Range)/Deputy Commissioner(s)/SPs-In-charge of District(s)/ Additional Deputy Commissioner(s)/Additional District Magistrate(s)	2100/-	800/-
04.	Additional DGPs/Managing Director(s)/HOD(s) other than those covered in Col. 02 above. Chief Engineer(s)/Chief Conservator(s) of Forest(s)/Branch Officer Incharge of Protocol in GAD	2000/-	700/-

05.	Special Secretaries/ Additional Secretaries/ Joint Secretaries/PS to Minister(s) & Chief Secretary/Conservator of Forest (who are not posted in territorial circles)/ Additional Director(s)	1300/-	500/-
06.	Conservators of Forest/SEs/XENs/DFOs (only those who are incharge of territorial circles/divisions/areas in the field)/CMO/ ASPs in Districts/ Sub Divisional Officers (Civil).	1300/-	600/-
07.	Other Officer(s)	700/-	400/-

Other terms & conditions as laid down in this Department's letter dated 01.08.2007 would remain unchanged. It is also clarified that officers not getting the "Fixed bimonthly telephone/cell amount(s)" as per above instructions/criteria, but who are getting the reimbursement of telephone charges under separate orders shall continue to get the same as per those orders. Further, it is clarified that category No. 07 meant for "Other Officers" will include only those officers who are above the rank of Deputy Director(s) and equivalent as defined in this Department's instruction dated 24.01.1992.

I am, therefore, directed to request you to kindly ensure compliance of the aforesaid instructions of the Government forthwith, in all the departments/organizations working under your control.

Yours faithfully,
Sd/-

Special Secretary (Finance-Exp.) to the
Government of Himachal Pradesh, SHIMLA -2.
Endst. No. As above. Dated Shimla - 02, the 25th August, 2010.

Copy of the above is forwarded to all the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

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

PERSONAL ATTENTION
MOST URGENT/TIME BOUND

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 - 2.

To

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

Dated: Shimla - 171 002, the 07th September, 2010.

Subject:- Cabinet Memoranda : Consultation with the Finance
Department.

Sir,

In continuation of this Department's letter of even number dated 23.05.2008 [Copy enclosed], I am to submit that in all cases/proposals involving financial implications, consultation with the Finance Department is mandatory as per the provision(s) of the Rule-9 and Rule-34 of the Rules of Business of the Government of Himachal Pradesh.

In certain cases, during this consultation process, Finance Department seeks information/clarification from the respective Departments with respect to their proposals, and proposals/files of the Departments are returned back to them. It has however been seen that in some cases, Departments fail to refer these matter(s) back to the Finance Department along-with the requisite information/clarification sought. Instead, some proposals are taken to the Cabinet directly even though consultation with the Finance Department is not complete as is the requirement of the Rules of Business of the Government of Himachal Pradesh.

It is, therefore, requested that the Departments may invariably complete the consultation process with the Finance Department as envisaged in the Rules of Business of the Government, before proceeding further in their proposals.

Yours faithfully,
Sd/-

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

PERSONAL ATTENTION
MOST URGENT/TIME BOUND

No. Fin-I-(C)-14-1/92 Vol.-II
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.
6. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporation
7. The Secretary, H. P. Subordinate Services Selection Board, Hamirpur.
8. The Secretary to Lokayukta, H. P., SHIMLA - 2.
9. The Secretary, H. P. Public Service Commission, SHIMLA - 2.
10. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
11. The All the Deputy Commissioners in H. P.
12. The Registrars of all the Universities in H. P.

Dated Shimla - 171 002, the 08th September, 2010.

Subject :- Regarding fixed minimum charges for attached Government vehicles with officers of the State Government - Latest instruction(s) thereof.

Sir,

The matter regarding reviewing the fixed minimum charges for attached Government vehicles with officers of the State Government was under consideration of the Government for some time. In partial modification of this Department's letter of even number dated 17.11.2000, it has been decided to revise the fixed minimum charges for attached Government vehicles with

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Officers of the State Government w.e.f. 01.09.2010, as per the table below:-

SR. NO.	CATEGORY OF OFFICER(S)	FIXED CHARGES/DISTANCE
01.	Officers of the rank of Secretary and above posted at Shimla.	Rs. 900/- per month for 250 Kms.
02.	Other officers at Shimla.	Rs. 750/- per month for 200 Kms.
03.	Officers posted at District HQ other than Shimla	Rs. 375/- per month for 100 Kms.
04.	Officers at Sub-Divisional, Tehsil and Block HQ.	Rs. 300/- per month for 80 Kms.

I am, therefore, directed to request you to kindly ensure compliance of the aforesaid instructions of the Government forthwith, in all the departments/organizations working under your control.

Yours faithfully,
Sd/-

Special Secretary (Finance-Exp.) to the
Government of Himachal Pradesh, SHIMLA -2.
Endst. No. As above. Dated Shimla - 02, the 08th September, 2010.

Copy of the above is forwarded to all the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

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

PERSONAL ATTENTION
MOST URGENT/TIME BOUND

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 - 2.

To

All the Administrative Secretaries to the
Government of Himachal Pradesh.

Dated Shimla - 171 002, the 20th September, 2010.

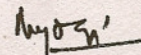
Subject :- Regarding intimating the Finance Department with respect to
Cabinet decisions which have financial impact - Latest
instruction(s) thereof.

Sir,

On the above subject, it is submitted that there are several instances where Department(s) proposals taken to the Council of Ministers are at variance with the Finance Department advice and some of them have major financial impact on State's exchequer. Wherever the Cabinet decides on proposals which are at variance with the Finance Department's advice, such decisions may be conveyed to this Department to work-out the financial implications and to update the data base in this Department.

It is thus requested that all such cases where there are financial implications with regard to staffing/recurring/other major expenditure, the relevant files may be sent to the Finance Department for assessing financial implications and updating of data.

Yours faithfully,



[AJAY TYAGI]

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

Government of Himachal Pradesh
Finance Department
(Expenditure Control - II)

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No.Fin-F-(A)-(1 1)-2/2004, Dated Shimla - 171002, the

25th November, 2010.

NOTIFICATION

In partial modification of Finance Department's Notification No. Fin-1-C-(14)-1/83 dated 06.09.1995, the Governor, Himachal Pradesh is pleased to delegate financial powers under the newly created SOE - "TRAINING" in the following manner:-

SR. NO.	NATURE OF POWER	AUTHORITY TO WHOM POWER DELEGATED	EXTENT OF POWER
01.	Expenditure incurred on organizing trainings such as training materials, faculty honorarium etc. but excluding expenditure on TA/DA of trainees etc.	Administrative Secretaries	Upto Rs. 5.00 lacs only per training schedule.
		Head(s) of Department(s)	Upto Rs. 1.00 lac only per training schedule.

These orders shall come into force with immediate effect.

BY ORDER

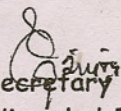
Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2

Endst. No. As above Dated Shimla - 171002, the

25th November, 2010.

Copy of the above is forwarded 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.
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6. All Chief Executive Officers/Managing Directors of H.P.Public Sector Undertakings/ Boards/Corporations in Himachal Pradesh.
7. The Secretary, H. P. Subordinate Services Selection Board, Hamirpur.
8. The Secretary to Lokayukta, H. P., SHIMLA - 2.
9. The Secretary, H. P. Public Service Commission, SHIMLA - 2.
10. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA-2.
11. The All the Deputy Commissioners in H. P.
12. The Registrar, H. P. Administrative Tribunal, H.P. SHIMLA - 2.
13. The Registrars of all the Universities in H. P.
14. All the District Treasury Officers/Treasury Officers in H.P.
15. The Controller, Printing & Stationery Department, Shimla - 5 for publication in the "Rajpatra".
16. All the Section Officer(s) in Finance Department, H. P. Secretariat, SHIMLA - 02.


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