

PERSONAL ATTENTION

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

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From

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

To

The Principal Secretary (GAD/SAD) to the
Government of Himachal Pradesh, SHIMLA - 171 002.

Dated Shimla -171 002, the 22nd February, 2023.

Subject:- Instruction(s) regarding delegation of financial power(s).

Sir:

Finance Department vide instruction(s) dated 03.06.2014, has notified delegation of financial & administrative power(s) under various SOEs to respective Administrative Department(s), Head(s) of Department(s), and the District level Officer(s). In these instruction(s), under SOE, "Travel Expenses", powers have been determined at various levels, for tours etc. Presently, there is no description regarding approval of tour programmes of the Chief Secretary.

2. For reason(s) of administrative convenience, it has now been decided that the Chief Secretary to the Government of Himachal Pradesh may approve his own tour Programme/diary for official visits in the State/outside the State (within the Country) for the purpose of claiming travel expenses. A copy of such tour programme/tour diary shall be sent in advance and after return from journey, to the Office of the Hon'ble Chief Minister.



[AKSHAY SOOD],
Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2.

Endst. No. As above. Dated: Shimla - 171 002, the 22.02.2023

Copy of the above is forwarded to the Principal Secretary to Chief Minister, Himachal Pradesh, Shimla - 171 002 for information only.



[AKSHAY SOOD],
Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2.

PERSONAL ATTENTION

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

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From

The 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 29th November, 2023.

Subject:- Delegation of financial powers and revision of economy instruction(s) - Travel by Air within Himachal.

Sir,

1. Vide this Department's instruction/letter of even number dated 11.03.2020, level of the competent authority to permit to undertake journey(s)/tour(s) by air has been prescribed.
2. In modification of instructions of Finance Department, for better and full utilization of Aircraft(s) viz. helicopter by Pawan Hans Limited & fixed wing aircraft(s) by Alliance Air Aviation Limited, operating within the State, it's hereby ordered that official(s) of departments may undertake official journey(s)/tour(s) by air in such flights operating within the State, with the prior approval of the respective Controlling Officer(s).

.....2/.....

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



[DEVESH KUMAR, IAS]

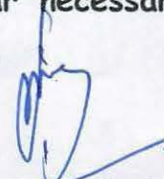
Principal Secretary (Finance) to the

Government of Himachal Pradesh, SHIMLA - 2

Endst. No. As above. Dated Shimla - 171 002, the 29.11.2023.

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. 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.



[VINAY KUMAR]

Special Secretary (Finance-Exp.) to the

Government of Himachal Pradesh, SHIMLA - 2.

Contact No. 0177-2880719

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

27th December, 2023.

Subject:- Delegation of financial powers and revision of economy instruction(s) -
Journey(s) by air by non-entitled class.

Sir,

1. Vide this Department's letter/instruction of even number dated 11th March, 2020 (Copy enclosed), it has been made quite clear that in case(s) where the entitlement is not there and it's necessary to undertake the journey(s) in exceptional and emergent circumstances by air, all permission(s) are henceforth required to be taken from the Administrative Secretary concerned. Despite of this, the case(s) for permission to undertake journey(s) by air by the non-entitled class employee(s) are being moved to the Chief Secretary which is neither desirable nor in consonance with the provision of Finance Department's instruction ibid.

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

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

[ROHIT JAMWAL, IAS]

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


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

27.12.2023.

Copy of the above is forwarded to:-

.....2/.....

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. All the Deputy Commissioners in H.P.
06. All the Registrar(s) 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 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 11th March, 2020.

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

Sir,

1. The issue regarding seeking approval for undertaking journey(s) by air especially by the non entitled class of officer(s)/official(s) had been engaging the attention of the Government for quite some time past and after careful consideration, it has now been decided that in partial modification of this Department's letter of even number dated 07.03.2017, the provision of Para-(vi) under SOE "Travel Expenses" shall be substituted as below:-

EXISTING PROVISION	AMENDED PROVISION
The Officer(s)/Official(s) can perform journey(s)/tour(s) <u>by air</u> as per their entitlement(s) subject to the condition that for all officer(s)/Official(s) upto the rank of Head(s) of Department(s)/Special Secretary(s), the permission may be given by the concerned Administrative Secretary and for officer(s) above that rank, permission be given by the Chief Secretary without distinction of purposes between tours under taken for Seminar(s)/Workshop(s)/Training(s) and Other(s). In case(s), where the entitlement is not there	The Officer(s)/Official(s) can perform journey(s)/tour(s) <u>by air</u> as per their entitlement(s) subject to the condition that for all officer(s)/Official(s) upto the rank of Head(s) of Department(s)/Special Secretary(s), the permission may be given by the concerned Administrative Secretary and for officer(s) above that rank, permission be given by the Chief Secretary without distinction of purposes between tours under taken for Seminar(s)/Workshop(s)/Training(s) and Other(s). In case(s), where the entitlement is not there

<p>and it's necessary to undertake the journey(s) <u>by air</u>, all permission(s) are henceforth required to be taken from the Chief Secretary.</p> <p><u>However, all journey(s)/tour(s) to be undertaken by air shall be restricted to "Economy Class" only.</u></p> <p>Other administrative instruction(s)/restriction(s) in travel/tours etc. as issued from time to time shall continue to be in force.</p>	<p>and it's necessary to undertake the journey(s) in exceptional and emergent circumstances <u>by air</u>, all permission(s) are henceforth required to be taken from the Administrative Secretary concerned.</p> <p><u>However, all journey(s)/tour(s) to be undertaken by air shall be restricted to "Economy Class" only.</u></p> <p>Other administrative instruction(s)/restriction(s) relating to travel/tours etc. as issued from time to time, shall continue to be in force.</p>
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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".


[D. D. SHARMA, IAS]

Special Secretary (Finance-Exp.) to the
Government of Himachal Pradesh, SHIMLA - 2
Endst. No. As above. Dated Shimla - 171 002, the 11.03.2020.

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, H.P. Subordinate Services Selection Commission - Hamirpur.
03. The Secretary to Lokayukta, H.P., SHIMLA - 2
04. The Secretary, H.P. Public Service Commission, SHIMLA - 2
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.


[D. D. SHARMA, IAS]

Special Secretary (Finance-Exp.) to the
Government of Himachal Pradesh, SHIMLA - 2.
Contact No. 0177-2880690