

F. No. 4(86)/Fin. (Estb-III)/2010-11/*dsz/640*  
**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**FINANCE (Estb.-III) DEPARTMENT**  
**4<sup>TH</sup> LEVEL, 'A WING' DELHI SECRETARIAT**  
**I.P. ESTATE, NEW DELHI-110002.**  
**CD:-012147679**

Dated:- *30/10/13*

**CIRCULAR**

A copy of the under mentioned papers is forwarded for information and necessary action:-

S.No	Name of the Ministry/Deptt.	O.M/Letter number and Date	Subject
1.	Ministry of Home Affairs, Govt. of India	No.10/36/2013-Bgt.I dated 23.09.2013	Matters discussed in the Meeting of all Financial Advisors with Hon'ble Finance Minister on 17.09.2013 reg.
2.	Ministry of Urban Development, Directorat of Estates, Govt. of India	No.5/18/2013-RR Cell dated 27.09.2013	Reg. withholding of 10% gratuity from the retiring Government Servants - Clarification

  
(R.K. AHUJA)

**DY.SECRETARY-V (FINANCE)**

1. All Heads of Department, Govt. of NCT of Delhi.
2. All Pay & Accounts Officers, Govt. of NCT of Delhi, PAO, Vikas Bhawan, New Delhi
3. All Heads of Autonomous Bodies, Govt of NCT of Delhi.
4. Commissioner M.C.D(North/East/South), Town Hall, Chandini Chowk, Delhi.
5. Chairperson, NDMC, Palika Kendra, New Delhi.
6. Chief Executive Officer, Delhi Cantonment Board, Delhi.
7. CEO, Delhi Urban Shelter Improvement Board, I.P. Estate, New Delhi.
8. Guard File.
9. Website of Finance Department.

Delhi Sachivalaya  
R&I Br.  
Govt. of NCT of Delhi  
14 OCT 2013  
F.No. 15019/05/2013-Pig-Cell  
14/10/13

OFFICE OF THE CHIEF SECRETARY  
GOVT. OF NCT OF DELHI  
14 OCT 2013  
F.No. 15019/05/2013-Pig-Cell  
Government of India  
Ministry of Home Affairs

**MOST IMMEDIATE**

New Delhi, 14<sup>th</sup> October, 2013

To

1. Secretary (Finance),  
UT Admn. of Daman & Diu,  
**Moti Daman.**
2. Pr. Secretary (Finance),  
UT Admn. of Andaman & Nicobar  
Islands,  
**Portblair.**
3. The Finance Secretary,  
Government of Puducherry,  
**Puducherry.**
4. Secretary (Finance),  
UT Admn. of Chandigarh,  
**Chandigarh.**
5. Secretary (Finance),  
UT Admn. of Lakshadweep,  
**Kavaratti.**
6. Secretary (Finance),  
UT Admn. of Dadra & Nagar  
Haveli,  
**Silvassa.**
7. The Finance Secretary,  
Government of NCT of Delhi,  
**Delhi.**
8. The Commissioner of Police, Delhi  
Delhi Police Headquarters,  
**I.P.Estate, New Delhi.**

Sub.: **Matters discussed in the Meeting of all Financial Advisors with  
Hon'ble Finance Minister on 17.09.2013-reg.**

Sir,

I am directed to enclose herewith a copy of O.M .No.10/36/2013-  
Bgt.I dated 23<sup>rd</sup> September, 2013 alongwith its enclosure on the subject cited  
above, which is self explanatory for information and necessary action..

Yours faithfully,

  
(Ashok Kumar)

Under Secretary to the Government of India  
Tel. No.23093575

USF (b)  
may be forwarded to all the deptt. of NCT  
of NCT  
22/10/13

DSF-(E-V)

23/10/2013  
20 (E-V)

12/10/13 (E-V)

23/10/13

New Delhi, the 23.09. 2013

OFFICE MEMORANDUM

Subject : Matters discussed in the Meeting of all Financial Advisors with Hon'ble Finance Minister  
on 17.09.2013 - reg.

The undersigned is directed to enclose herewith the Matters discussed in the Meeting of  
all Financial Advisors with Hon'ble Finance Minister on 17.09.2013, for information and necessary  
action.

This issues with the approval of Home Secretary.



(Rajesh Kumar)

Controller of Accounts

Tel No. 23092268

To

- |             |               |
|-------------|---------------|
| 1. AS(NM)   | 13. JS(UT)✓   |
| 2. AS(F)    | 14. JS(IS-I)  |
| 3. AS(CS)   | 15. JS(C&PG)  |
| 4. JS(NE)   | 16. JS(IS-II) |
| 5. JS(FFR)  | 17. JS(Admn.) |
| 6. JS(K)    | 18. JS(OL)    |
| 7. JS(HR)   | 19. JS(DM)    |
| 8. JS(P-I)  | 20. JS(NM)    |
| 9. JS(P-II) | 21. JS(CS)    |
| 10. JS(BM)  | 22. JS(PM)    |
| 11. JS(PP)  | 23. RGI       |
| 12. JS(F)   |               |

Copy for information to :

- (i) PPS to HS
- (ii) PPS to Secy(BM)/Secy (IS)
- (iii) Sr.PPS to AS&FA(H)
- (iv) PS to CCA(H)/Dir(Fin-Home)/DS(Fin-Pers)



(Rajesh Kumar)

Controller of Accounts

JS(UT) 23/9  
DS (Lent)  
24/9  
JS (P-I)  
JS (P-II)  
SO edu

2862/AR  
04/10/13



भारत सरकार  
शहरी विकास मंत्रालय  
सम्पदा निदेशालय  
निर्माण भवन, नई दिल्ली-110011

GOVERNMENT OF INDIA  
MINISTRY OF URBAN DEVELOPMENT  
DIRECTORATE OF ESTATES  
NIRMAN BHAWAN, NEW DELHI - 110011  
Dated: - 27<sup>th</sup> September, 2013.

No. 5/18/2013-RR Cell

Shri Prakash Kumar,  
Secretary (AR)  
Administrative Reforms Department,  
Govt. of NCT of Delhi,  
7<sup>th</sup> Level, C-Wing, Delhi Secretariat  
I.P. Estate, New Delhi.

Subject: - Regarding withholding of 10% Gratuity from the retiring Government Servants - Clarification.

I am directed to refer to the DoPPW's O.M No. 20/16/1998-P&PW(F) dated 11<sup>th</sup> July, 2013 on the cited subject and to say that DoPPW has reviewed the earlier guidelines and clarified that there is no provision for withholding any part of gratuity at the time of retirement for the purpose of recovery of outstanding government dues other than those pertaining to Govt. Accommodation, the head of office will complete the assessment of such dues within eight months prior to date of retirement.

In this regard, it is stated that it is mandatory for all the DDOs concerned of various Govt. Offices to implement the online Licence Fee Collection and Monitoring system built through GAMS. Directorate of Estates shall not be held responsible to inform the parent department/office for withholding of 10% Gratuity for the recovery of licence fee of Allottees of GPRA. The sole responsibility would lie with DDO concerned. As soon as the recoveries are posted by the DDO, it gets automatically reflected in the Rent Card of the Allottee. Time to time, this Directorate upload the revised Licence fees of different Govt. Residential places, on website. The DDO may observe/monitor the same on the website by using their DDO ID & Password and update the same by online posting of Licence fee recoveries of the Govt. Allottees. They should update the posting of past licence fee recoveries in the portal of their Allottees. The DDOs will generate the print of their monthly licence fee schedule only through GAMS as enclosure to the pay bills being sent to their Pay & Accounts Offices. They should examine/verify the dues pending etc. of their Allottees before retirement and intimate the same to Allottees, to enable them to obtain 'NO DEMAND CERTIFICATE' (NDC) from Directorate of Estates without any fail. The concerned DDOs should also provide online Rent Recovery Certificate to their Allottees, who are retiring and even they should provide System Generated (GAMS) Rent Recovery Certificate to each Allottees on yearly basis.

For seeking any further advice/guidelines in the matter, the concerned office/department might contact this Directorate on any working day.

(MUNISH KUMAR GARG)  
Director of Estates

Government of India  
Ministry of Home Affairs  
North Block, New Delhi  
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**Sub: Matters discussed in the meeting of all Financial Advisors with Hon'ble Finance Minister on 17.9.2013**

Hon'ble FM took a meeting with all Financial Advisors on 17<sup>th</sup> Sept. 2013. He made the following major observations during the meeting:

1. The fiscal deficit target of 4.8% was sacrosanct, and the government will not breach the red line.
2. Plan and Non-Plan expenditure of the Government is at a satisfactory level of 33% and 42% respectively of the BE during the first five months of the financial year.

*Note: Against this background the Non-Plan expenditure of MHA on 16.9.2013 stood at 47% under all Grants. As regards Plan Expenditure, the position is as below:*

	Per cent Exp. w.r.t BE up to 16.9.2013	Expected Per cent Exp w.r.t BE up to 30.9.2013
Grant No.	Plan	Plan
53-MHA	7%	19%
55-Police	23%	37%
56-Other	6%	45%
57-Transfer to Uts	31%	40%
Total	22%	35%

3. FM mentioned that the real issue is the control of expenditure in the 3<sup>rd</sup> and 4<sup>th</sup> Quarter of the Financial Year. All FAs need to ensure that no money is spent or released in violation of Ministry of Finance orders and advisories.
4. Unspent balances lying out of fund released by the Ministries have to be brought down expeditiously.
5. No fund shall be released to any autonomous body/Society/SPV if the Utilization Certificate (UC) for even a single Rupee is lying pending under any scheme.

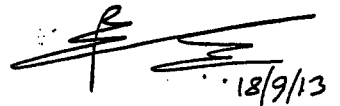
6. In the case of State Governments no fund shall be released under a particular scheme if UC is pending against the scheme.
7. For non-recurring grants (under which category most of the releases are made in the MHA), as per GFR provisions, no grant can be released during this financial year and onwards if the UCs for the fund released up to 31<sup>st</sup> March 2011 have not been submitted. By this analogy, for the funds released during the FY 2012-13, UCs are not due till 31<sup>st</sup> March 2014. This provision needs to be enforced strictly and without exception.
8. Any release against the pending UCs can only be made with the prior approval of Department of Expenditure. FAs will ensure that no fund is released without the approval of Department of Expenditure, wherever required.
9. Ministry of Finance had entrusted the study of Central Autonomous Bodies to the National Institute of Financial Management (NIFM) to study the aspects of (a) Governance, (b) Functions and Operations & (c) Finance & Administrative Controls. Autonomous Bodies of various Ministries were asked to upload an online questionnaire on NIFM's website. It was directed by Hon'ble FM that fund releases to all those autonomous bodies that have not uploaded the information should be stopped forthwith.  
  
*Note: From the NIFM website it is gathered that out of six autonomous bodies of MHA, three have not uploaded the required information and thus further fund releases to them needs to be stopped forthwith till they fulfil the requirement. These bodies are:*
  - National Human Rights Commission,
  - National Disaster Management Authority, &
  - Municipal Council, Port Blair, A&N Islands.
10. If Ministries are not able to ensure compliance of these instructions, Ministry of Finance will issue directions to Chief Controllers of Accounts directly to not honour such sanctions for fund releases.

(from pre-page.)

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11. No additional fund shall be made available to Ministries/Departments over and above their Budget allotment. If more money is needed under Revenue heads, matching saving has to be provided from the Capital side.
12. FAs were directed to ensure that no new scheme is approved during this financial year as no money will be made available for new schemes this year.

Submitted for kind information please.

  
18/9/13

(Rajesh Kumar)


Controller of Accounts (Home)

CPN-210561  
18/9/13  
D/O CCA (HOME)  
DY. NO. CF-2210561  
DATE IN 18/9/13  
DATE OUT 18/9/13

CCA - on tour

CPN-210561/18/09  
18.09  
AS&FA  
18/9/13

For kind information.

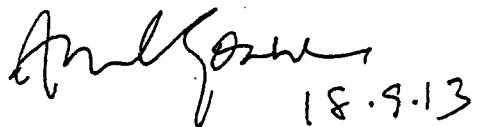
  
18.9.13  
S. C. Parida  
AS & FA (H)

Seen. Thanks.

Pt. circulate among all the Secretaries, Addl. Secretaries and Joint Secretaries of MHA.

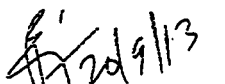
D/O CCA (HOME)  
DY. NO. CF-2210561  
DATE IN 18/9/13  
DATE OUT 20/9/13


AS & FA (H)

  
18.9.13

  
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