

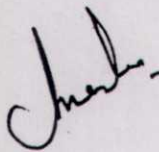
OFFICE MEMORENDIUM

Subject: Expenditure Management and Rationalization of Expenditure – COVID-19 outbreaks.

During the financial year 2021-22, the tax revenue collection has declined due to second wave of Covid-19 and lockdown, while the expenditure has increased in comparison with the previous years. It is, therefore, necessary to rationalize the expenditure to keep it within the resources.

2. Considering the above, it has been decided that all the Administrative Secretaries/HoDs are authorised to incur expenditure on the following items within the overall ambit of the Finance Department OM dated 07.8.2019 relating to Delegation of Financial Powers:

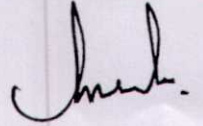
- i. Expenditure relating to Salaries and all allowances (including arrears), Wages, Medical Reimbursement, Security & Sanitation, Electricity and Water Supply, Telephone, Postage Charges, POL, Maintenance of Staff Car, Reimbursement for Newspapers, and Purchase of Stationery & petty expenses, and other essential expenditure required for running of day to day function of the Department.
 - ii. Payment of Pension to the Senior Citizen and Widows, Unemployment Allowances to Disabled Persons and payments relating to immediate assistance to the bereaved family members under Delhi Family Benefits Scheme.
 - iii. Payment of Bills of Counsels of Government of Delhi including Panel Counsels.
 - iv. All expenditure related to Directorate of Information and Publicity.
 - v. Laundry and Kitchen related expenditure of all Hospitals.
3. On items other than those listed above, for incurring expenditure:
- (a) **Upto Rs. 1 crore;** the Administrative Departments may exercise financial powers as per FD OM dated 07.8.2019, and
 - (b) **Of Rs. 1 crore and above;** Administrative Secretaries/ HoDs shall obtain relaxation from Finance Department.



4. It is clarified that the relaxation per para 3(b) above by the Finance Department is only for proper cash management of GNCT of Delhi. The Competent Authority for sanction of expenditure as well as the responsibility to ensure correctness of procedure and propriety of the expenditure as per provisions of GFR, instructions issued by the Government of India & GNCT of Delhi, adherence to guidelines issued by CVC etc shall continue to remain with the Administrative Secretaries/HODs.

5. All proposals relating to release of Grant-in-Aid shall continue to be sent to Finance Department for concurrence.

6. This issues with the approval of the Hon'ble Deputy Chief Minister/ Finance Minister.



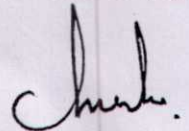
(Manju Sahoo)
Joint Director (Budget)

Dated: 17-06-2021

No. F. 1/1/5/2021-22/Fin(B)/1090-1029

Copy forwarded for information and necessary action to:

1. All Additional Chief Secretaries/Pr. Secretaries/ Secretaries/ Head of Departments, Govt. of NCT of Delhi.
2. The Secretary to Hon'ble Deputy Chief Minister/Finance Minister, Govt. of NCT of Delhi.
3. The Secretary to all Hon'ble Ministers, GNCTD
4. The O.S.D. to Chief Secretary, Govt. of NCT of Delhi.
5. The Special Secretary (Finance), Govt. of NCT of Delhi
6. The Director, Planning Department, GNCTD
7. The Controller of Accounts, Pr. Accounts Office, Govt of NCT of Delhi.
8. The Joint Secretary (Accounts), Govt. of NCT of Delhi
9. The Deputy Secretaries, Finance Department, (I / II / III / IV), Govt. of NCT of Delhi.
10. Website of FD/ Guard file.



(Manju Sahoo)
Joint Director (Budget)