



**GOVERNMENT OF JAMMU & KASHMIR,
FINANCE DEPARTMENT.
(www.jkdat.nic.in)**

Subject: Implementation of TreasuryNet Application - Computerization of Treasuries.

C I R C U L A R

The Accounts & Treasuries Organization is embarking upon the implementation stage of Computerization of working of all its 128 Treasuries located across the length and breadth of the State, in a phased manner. Around 20 treasuries are switching over to the TreasuryNet Application in the first week of April, 2013. Certain pre-requisites/conditions are required to be fulfilled by the Administrative Departments, the Controlling Officers and the Drawing & Disbursing Officers, in this regard.

The Administrative Departments / Controlling Officers/ Drawing & Disbursing Officers are supposed to ensure that the funds allotted by the Finance Department / Planning & Development Department are utilized strictly as per the rules, regulations and instructions in vogue.

Further, Administrative Departments / HoDs / Controlling Officers are required to allot the funds, both under plan and non-plan, for the current financial year 2013-14 strictly according to the format placed as Annexure to this Circular.

All the Administrative Secretaries are, accordingly, enjoined to impress upon their own Finance / Planning Officers and the HoDs / Controlling Officers working under their Administrative Control to ensure that the funds released by the Finance Department / Planning & Development Department are utilized after fulfilling all codal formalities, duly observing the classification structure as indicated on the funds authorisation letter, so as to obviate any scope for ambiguities at the levels of Heads of Offices/ DDOs / Treasury Officers / Accountant General's Office in watching the budget / booking the expenditure incurred by the State Government Departments as per the approved classification pattern.

Sd/-

(B.B.Vyas)

Principal Secretary to Government,
Finance Department.

No: DGAT/PS/DR/344

Dated: 04-04-2013

Copy to the:-

1. All Financial Commissioners.
2. All Administrative Secretaries to the Government.
3. Principal Resident Commissioner, Govt. of J&K, 5-Prithvi Raj Road, New Delhi.
4. Principal, Chief Conservator of Forest, J&K.

5. Principal, Accountant General (Audit), J&K Jammu.
6. Accountant General (A&E), J&K Jammu.
7. Divisional Commissioner Kashmir/ Jammu.
8. Director and ex-officio Secretary to Govt. SKIMS, Soura, Srinagar.
9. All Chief Engineers.
10. All Heads of Departments.
11. Director Resources & Institutional Finances/ Codes/ Budget, Finance Department.
12. Director, J&K Funds organization.
13. Director, Audit & Inspections, Finance Department.
14. Director, Local Fund Audit & Pensions, Finance Department.
15. Joint Director, Accounts & Treasuries Kashmir/ Jammu.
16. All Directors Finance/ Financial Advisors & Chief Accounts Officers.
17. Deputy Director (Resources)/ CAO, Finance Department.
18. OSD with Minister for Finance & Ladakh Affairs for information of the Hon'ble Minister.
19. Technical Director/ SIO, NIC J&K State Unit , Jammu.
20. All Chief Accounts Officers/ Accounts Officers working in the provincial offices of Kashmir/ Jammu.
21. All Treasury Officers.

Ravi Magotra

(Ravi Magotra) 03/04
Director General,
Accounts & Treasuries,
Finance Department.

**(Annexure to Circular issued under endorsement No. DGAT/PS/DR dated
.04.2013)**

Office of the _____ :

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**Subject :- Allotment of funds under Demand No. _____, Major Head: _____ -
_____ for the current Financial Year 2013-14.**

In pursuance of _____ Department's authorization conveyed vide No. _____ dated _____, sanction is accorded to the allotment of funds in favour of _____, under the following units of appropriation to the extent shown against each, for the current Financial Year 2013-14.

**Demand No.
Major Head :
Sub Major Head :
Minor Head :
Group Head :
Sub Head :**

Voted/Charged

Plan/Non Plan/CSS

(₹ in Lakhs)

Detail Head		Amount
Code	Description	

1. All financial rules/orders and instructions issued by the Govt. from time to time shall be observed while incurring expenditure against the allocated amounts.
2. Administrative Approval/Technical Sanction wherever required should be obtained before the expenditure is incurred.
3. It shall be ensured that the expenditure is supported by an 'Act of Sanction' by the Authority Competent to sanction such expenditure.
4. The expenditure should be incurred uniformly throughout the year to avoid rush of expenditure in any one or more months. The Drawing and Disbursing Officer will take steps to curtail expenditure under OE, TE, POL, Telephone and Other Service Heads.
5. It shall also be ensured that the expenditure under various Budget Heads is kept within the sanctioned allocations and incurred only with the prior approval of higher authorities, where so prescribed.
6. The monthly expenditure/drawal statements shall be submitted to the relevant quarters regularly on monthly basis by or before 10th of the succeeding month.

(Seal and Signature of the authority)

No:
Dated :
Copy to the :-
1.
2.
3.

Issuing Officer