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BUDGET MATTER
PAC MATTER

File No.10/41/2015-Bgt.I
Government of India / Bharat Sarkar
Ministry of Home Affairs/ Grih Mantralaya

North Block, New Delhi
Dated: July 29 2015
30

OFFICE MEMORANDUM

31 JUL 2015

Subject: Excess Expenditure over Voted Grants- regarding

The undersigned is directed to forward herewith Ministry of Finance, Department of Expenditure Office Memorandum No.12(21)/E.Coord/2015 dated 17th July, 2015 (copy enclosed) for information and necessary action.

2. Public Accounts Committee in its reports have expressed their displeasure over the tepid approach of the Ministries/ Departments particularly for bad planning, lack of foresight and ineffective monitoring on the part of the budget controlling authorities, while preparing both Budget Estimates as well as Supplementary Demands for Grants.

3. All Budget Controlling Authorities are, therefore, need to scrupulously scrutinise their budget proposals both at the time of preparation of Budget Estimates & Supplementary Demands for Grants, rigorously monitor pace of expenditure and strictly comply with General Financial Rules to eliminate the possibility of unauthorized, irregular and wasteful expenditure.

(Signature)
30.7.2015

(A.K. Bawalia)

Under Secretary to the Govt. of India

Tele:2309-4237

J.S. (Gen)
P.L. Chaturvedi
15/7
Chand

Enclosed: As above

To,

1. All Joint Secretaries in the Ministry of Home Affairs & RGI
2. All Financial Secretaries of the Union Territories
3. All Director General / Financial Advisor of CAPFs
4. The Directors of CPOs/ FAs of CPOs
5. The Commissioner of Police, Delhi Police, IP Estate, New Delhi
6. As per enclosed standard list

me
14/7/2015

वित्त सचिव / FINANCE SECRETARY
सचिवालय, दमण / SECRETARIAT, DAMAN.
आवक सं./Letter Inward No. 2035
आवक दिनांक/Letter Inward Dt. 20.8.15
जावक सं./Letter Outward No.....
जावक दिनांक/Letter Outward Dt.....

Copy also forwarded for information and necessary action:

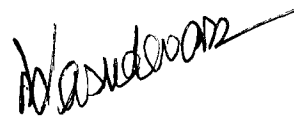
1. The Under Secretary (Cash-I &II), Ministry of Home Affairs, New Delhi
2. Section Officer, **Parliamentary Committee on Official Language**, 11, Teen Murti Lane, New Delhi.
3. Shri D.K. Shami, Fire adviser & Head of Office, **Directorate General of Civil Defence**, East Block VIII, Level VII, R.K. Puram (Main), New Delhi-66.
4. Shri M.S. Bhati, Joint Director (Budget), O/O the **Registrar General of India**, 2/A, Man Singh Road, New Delhi.
5. Shri G.S. Saini, Director, **National Civil Defence College**, Ministry of Home Affairs, Nagpur-440001.
6. Shri L.R.Gupta , Dy. Secretary, **Inter-State Council Sectt.** Vigyan Bhavan, Annexe, New Delhi.
7. Shri Shamim, Director, **National Fire Service College**, Ministry of Home Affairs, Nagpur.
8. Ms. Bina Tawar, Section Officer, **Deptt. of Official Language**, 4th Floor, NDCC Building, Jai Singh Road, New Delhi.
9. Shri Sudhir Chopra, Senior Accounts Officer, **National Human Rights Commission**, Manav Adhikhar Bhawan, INA, New Delhi.
10. Shri Sudershan Kumar, Deputy Secretary, **Zonal Council Sectt**, Jam Nagar House, New Delhi.
11. Shri Krishna Saluja, Section Officer (IIA Unit), **President's Sectt.** New Delhi.
12. Ms. R. Mythili, Under Secretary, **Prime Minister's Office**, South Block, New Delhi.
13. Shri K.J. Sibichan, Under Secretary (Ad.-I) **Cabinet Secretariat**, Rashtrapati Bhawan, New Delhi.
14. Shri Yashpal , Under Secretary, O/o **Principal Scientific Adviser** to the Govt. of India, 310-A, Vigyan Bhavan Annexe, New Delhi.
15. Shri R.K Jain, Under Secretary, **National Security Council Sectt**, 3rd Floor, Sardar Patel Bhawan, Parlt. Street, New Delhi. 110001P
16. Shri Y.S.Shehrawat, Chairman, **Land Port Authority of India**, Lok Nayak Bhawan, New Delhi
17. Shri Nikhil J. Gupta, Deputy Director (Admn), **Sardar Vallabhbhai Patel National Police Academy**, Ministry of Home Affairs, Hyderabad-500052
18. Shri Anil Kumar, Joint Director, **North Eastern Police Academy (NEPA)**, Umsaw, Ri-Bhoi District, Shillong, Meghalaya.-793123
19. Shri N.N.D.Dubey, AIG (Admn.), **National Investigation Agency**, NDCC-II Building, New Delhi
20. Shri R.P Wahane, Jt. Dy. Director (Budget), **Intelligence Bureau**, S P Marg, New Delhi.
21. Shri A.K. Jaiswal, Deputy Director General, **Narcotics Control Bureau**, West Block No.1, Wing No. 5, R.K. Puram, New Delhi.
22. Shri N.K. Singh, Assistant Director, **National Crime Records Bureau**, East Block No.7, R.K. Puram, New Delhi-110066.
23. Shri Venukumar K.M., Jt. Director (Admn.), **Directorate of Co-ordination, Police Wireless**, Block No.9, CGO Complex, New Delhi
24. Ms. Aarti Bhatnagar, Joint Secretary, Cabinet Secretariat (Security), MHA, New Delhi

25. Dr. S. Karthikeyan, Assistant Director, (Admn.), BPR&D, CGO Complex, New Delhi
26. Smt. Soma Roy Burman, JS&FA, **National Intelligence Grid**, First Floor,, Shivaji Stadium Annexe Building, Shaheed Bhagat Singh Marg, New Delhi-110001.
27. Dr. A.C. Rajvanshi, Dy. Director , **LNJP National Institute of Criminology & Forensic Science**, Ministry of Home Affairs, Sector-3, Outer Ring Road, Rohini, Delhi-110085.
28. Dr. I. Haque, Senior Scientific Officer (FS) **Central Forensic Science Laboratory/DFS**, Block No. 4, 4th Floor, C.G. O Complex, Lodhi Road, New Delhi.
29. Dr. S.R. Singh, Director, **Central Forensic Science Laboratory (CBI)**, Block No.4, 4th Floor, C.G.O. Complex, Lodhi Road, New Delhi.
30. Shri Bhagwan Singh , Assistant Commandant, Directorate General **Central Reserve Police Force**, Block No.1 CGO Complex, Lodhi Road, New Delhi-3.
31. Shri Sasheendran K, Deputy Commandant, SAO (Fin), Directorate General **Assam Rifles**, Shillong, Meghalaya. (C/o Liaison Office, New Delhi).
32. Shri T.S. Muthu, Asstt. Commandant, **Border Security Force**, Block No.1, CGO Complex, Lodhi Road, New Delhi.
33. Shri Ashok Saini, Accounts Officer, **Indo-Tibetan Border Police**, Block No. II, CGO Complex, Lodhi Road, New Delhi.
34. Shri G.S.Parmar, Asstt. Financial Adviser, **National Security Guard**, Mehram Nagar, Nr. Domestic Airport, Palam, New Delhi 110037.
35. Shri J. C. Garkoti, Asstt. Director (Accounts), **Central Industrial Security Force**, 13, CGO Complex, Lodhi Road, New Delhi.
36. Shri Sanjiv Sharma, D.I.G (Prov), **Sashastra Seema Bal**, Block No. V (East), R.K. Puram, New Delhi-110066.
37. Shri Joginder Pal Singh Dhiman, Accounts Officer(Budget), **Sashastra Seema Bal**,Block No.V(East), R.K. Puram, New Delhi-110066.
38. Dr. Gautam Talukdar, IFA, National Investigating Agency, NDCC-II Building, 7th Floor, Jai Singh Road, New Delhi-01.
39. Shri Rajesh Kumar, IFA, **Delhi Police**, MHA, New Delhi.
40. Mr. N. K. Mehta, AIG(A/Cs), **Special Protection Group**, SPG Complex, Adm. Block, Sector VIII, Dwaraka, Delhi.
41. Ms. Dipti M Chawla, Director (Finance), **National Technical Research Organisation**, Block-III, Old JNU Campus, New Delhi -16.
42. Smt. Aastha S. Khatwani, Financial Advisor, **National Disaster Management Authority**, A-I Safdarjung Enclave, New Delhi-110029.
43. Shri J.K.S.Rawat, DIG, **National Disaster Response Fund**, East Block No. 7, Level 7, R.K. Puram, New Delhi.
44. Sr. Accounts Officer, **Pay & Accounts Office, Departmental Accounting Organisation of MHA**, C-I, Hutment, Dalhausie Road, New Delhi

Copy also forwarded for information to:

- i) AS & FA (Home)/ Pr. CCA(H)
- ii) Dir (Fin-Home)/ Dir (Fin-Pers)/ Director (PF) / CA(NKS)/ CA(Budget)
- iii) US(Budget-I)/US(Plan-Fin) / US (Budget-II)
- iv) SO (GB Cell)/ Smt. Lekshmy N, Asstt / Shri Mohit Sharma, Asstt / Shri Anurag Bansal, Asstt.
- v) SO(IT)- with the request to upload the OM & encl. on MHA Website (under What's New)

Spare Copies- 20



(M. Vasudevan)
Section Officer (Budget)
Tele:2309-2048

No.12(21)/E.Coord/2015
Government of India
Ministry of Finance
Department of Expenditure

CCAF (H)
Dy. Secy
23/7/15
23/7/15

(5)

New Delhi, Dated: July 17, 2015

OFFICE MEMORANDUM

Subject: Excess Expenditure Over Voted Grants -reg

Attention is invited to this Department's O.M. No.12(1)/E.Coord/2009 dated 25th January, 2010 vide which instructions were issued that necessary steps may be taken by Secretaries to the Government of India to ensure rigid enforcement of prescribed financial rules and to see that no instance of excess expenditure takes place in future for reasons which can be anticipated and taken care of in advance either in BE or supplementary grants, except in rare or exceptional circumstances.

2. In the context of excess expenditure over voted grants, the Public Accounts Committee, in Para 12 of its 36th report on action taken by the government on their observations/recommendations contained in the seventh report (15th Lok Sabha) on "Excess over Voted Grants and Charged Appropriations (2007-08), has observed that "no firm measures have been put in place as yet by the Ministries/Departments concerned to avoid excess expenditure by the defaulter Ministries. The Committee's scrutiny reveals that the Ministries which scrupulously adhere to the General Financial Rules and have unwavering commitment to financial discipline and propriety do succeed in avoiding excess expenditure. The Committee find no cogent reasons for the inevitability of excess expenditure when Government get opportunities to present the Supplementary Demands for Grants during the three sessions of Parliament in a year. In an age of e-governance made feasible by computerization and instant connectivity between field formations, Subordinate Offices and Head Quarters, irregularities like excess expenditure should not recur. The Committee express their displeasure over the tepid approach of the defaulter Ministries/Departments particularly for bad planning, lack of foresight and ineffective monitoring on the part of budget controlling authorities while preparing both budget estimates as well as Supplementary Demands for Grants. The Committee, therefore, reiterate the need for scrupulous scrutiny of the budget proposal both at the time of preparation of Demands for Grants, rigorous monitoring of the pace of expenditure and strict compliance of General Financial Rules to eliminate the possibility of excess expenditure, under spending, wrongful appropriation etc."

3. In this context, attention is invited to Rule 52(1) of the GFRs, according to which Departments of the Central Government shall be responsible for the control of expenditure against the sanctioned grants and appropriations placed at their disposal. The control shall be exercised through the heads of Departments and other controlling officers, if any, and disbursing officers subordinate to them. Rule 52(3) further provides that no expenditure shall be incurred which may have the effect of exceeding the total grant or appropriation authorized by Parliament by law for a financial year, except after obtaining a supplementary grant or appropriation or an advance from the contingency fund. The GFRs also lay down detailed instructions on the procedure for effective control

27/7/15
CCA (HOME)
NO. 106
DATE IN 24/7/15
DATE OUT 24/7/15

Important
22/3/7
AS&FA(H)
Pr. CCA(H)

O/o Pr. CCA (Home)
By No. 653
Date 24/7/15
24/7/15

(S)
21.07.15

(S) Budget

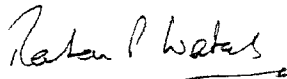
24/7/15

80 (Budget) by 24/7/15 -> Pl circulate to all Budget Controlling Authorities

over expenditure by the Department controlling and disbursing officers. The ultimate responsibility of control of expenditure against the grant/appropriation lies with the authority administering a grant/appropriation. Attention is also invited to Rule 64(i) & (ix)(b) of GFRs wherein it has been provided that the Secretary of a Ministry/Department who is the Chief Accounting Authority of the Ministry/Department shall

- (i) be responsible and accountable for financial management of his Ministry or Department;
- (ii) take effective and appropriate steps to ensure his Ministry/Department avoid unauthorized, irregular and wasteful expenditure.

4. In the light of the observations of the PAC, Secretaries to the Government of India, being Chief Accounting Authority, are once again requested to take all measures, including use of electronic systems, to ensure proper planning and monitoring of expenditure vis-à-vis voted grants so that excess expenditure is avoided. Further, scrupulous scrutiny of the budget proposal, both at the time of preparation of Demands for Grants and Supplementary Demands for Grants, and compliance to provisions of the General Financial Rules may also be ensured to eliminate the possibility of excess expenditure, under-spending, wrongful appropriations etc.


(Ratan P. Watal)

Secretary-Expenditure

1. All Secretaries to the Government of India
2. All Financial Advisers.