

No. Fin-F-(A)-(11)-2/2011
Government of Himachal Pradesh
Finance Department
(Expenditure Control - II)

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From

The Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2.

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 - 171 002, the

05th June, 2012.

Subject :- Delegation of power(s) to accord sanction(s) under SOE "Rent, Rate & Taxes" - Latest Instructions thereof.

Sir,

In partial modification of this Department's letter of even number dated 17th February, 2012 on the above subject, it has been observed at the Government level that many proposal(s) from different Administrative Department(s) are received in Finance Department for seeking clarification(s) for hiring of private buildings for housing the Government Office(s)/residence(s). With a view to accelerating efficiency in administration vis-à-vis in order to avoid un-necessary delay/litigation(s) in disposal of such proposal(s), it is further reiterated that all the Head(s) of Department(s) would henceforth be competent to accord approval(s) for hiring of private building(s)/accommodation(s) for housing Government Offices/residences, subject to observance of following procedural formalities in advance in this regard :-

- a) Non-Availability Certificate(s) issued by the Deputy Commissioner(s) concerned and for rent upto Rs. 2,000/- by concerned Sub Divisional Officer (Civil) except for the area(s) under the territorial limit(s) of Municipal Corporation, Shimla which may be issued by the General Administration Department.
- b) Rent Reasonability Certificate(s) issued by the Executive Engineer(s) of the Public Works Department of the respective area(s). Such certificate(s) for monthly rent assessed upto Rs. 2,000/- be issued by the Executive Engineer(s) of the Public Works Department of area concerned and those exceeding monthly rent Rs. 2,000/- issued by the Executive Engineer(s) must be countersigned by the Superintending Engineer(s) of the concerned Circle(s).

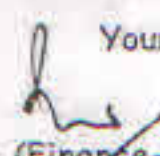
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- c) Eligible area as per norms as circulated vide F.D.'s instruction dated 22.03.1996 (Copy enclosed);
- d) Whether it is new office or old-one, if old reasons/cogent justification for vacating the same;
- e) Agreement(s) on the prescribed agreement form with the owner(s) or his/her legal representative(s) of the private building(s)/accommodation(s) to be hired; and,
- f) Following proper administrative procedure like NIT in case of hiring of a new premises except those private accommodation(s)/building(s) whose rent has been assessed upto Rs. 2000/- only by the competent authority.

In case of any deviation in completion of required formalities or norms so fixed by the Government, the Administrative Department(s) concerned shall have to take specific approval of the Chief Secretary on the Departmental file, with full justification of the case.

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".

Yours faithfully,


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

Endst. No. As above. Dated Shimla - 171 002, the
Copy of the above is forwarded to :-

05.06.2012.

1. The All the Deputy Commissioners in H. P.
2. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.


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