

**HIMACHAL PRADESH
PUBLIC WORKS DEPARTMENT**

NO.PWE-94-67(Economy)/15-ES-I- 5193-5292 Dated:- 6-7-2015
From

I am directed to enclose herewith photocopy of letter No. Fin-F-(A)-(11)-11/2004 dated 25th May, 2015 and even file No. dated 29th June, 2015 received from Principal Secretary (Finance) to the Govt. of Himachal Pradesh Shimla-2 on the subject cited above. These instructions may be brought to the notice of all concerned working under your control for compliance in letter and spirit.

Encl: As Above.

Registrar,
Himachal Pradesh, PWD,
Shimla-2

Copy is forwarded for information and similar necessary action to-

**The Chief Engineer (S), (PMGSY), (NH), (SRP), HP-PWD, Shimla.
The Chief Architect, HP-PWD, Shimla-1**

All the Superintending Engineers/Executive Engineers in this office

All Head of branches/Suptd in this office

(1) Incharge in this office alongwith copy of above letters and its instructions. He is requested to display the instruction on the official website of the department at the earliest.

Guard file/ Circular

Encl: As Above

Registrar
Himachal Pradesh, PWD,
Shimla-2

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Therefore, in partial modification of main delegation(s) made vide instruction/letter of this Department of even number dated 03.06.2014, it has been decided that the respective Controlling Officers/District/Circle level Officers/Head(s) of Office(s) and any other officer(s) of the Government, to whom the budgetary provision(s)/allocation(s) are made by the Administrative/ Head(s) of Department will henceforth be fully competent to incur expenditure within the budget allocation(s) made to them under the following SOEs:-

- a) Office Expenses;
- b) Publications;
- c) Advertising & Publicity;
- d) Hospitality & Entertainment Exp.;
- e) Other Charges;
- f) Maintenance;
- g) Machinery & Equipment;
- h) Material & Supplies;
- i) Furnishings
- j) Minor Works;
- k) Training

To substantiate further, it is clarified that in case, the Deputy Commissioner/Controlling Officers/Circle level Officers are allotted budget in the aforesaid SOEs by the Administrative Secretaries/Heads of Departments, then they are authorized to incur expenditure within such budgetary allocations, without making reference to such Administrative Departments/Heads of Department for expenditure sanction/administrative approval.

The aforesaid delegation(s) would, however, be subject to observance of the following condition(s):-

- i) Expenditure to be incurred under any of the aforesaid SOE would be based on realistic need(s)/priorities of the Department/Office and, expenditure should not be incurred just to exhaust the budgetary allocations;

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PERSONAL ATTENTION

No. Fin-F-(A)-(11)-11/2004
Government of Himachal Pradesh
Finance Department
(Expenditure Control - II)

From

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

To

*LS 954-81/1
3-7-15
G.I.C.
G.S.L.
17-7-915*

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 29th June, 2015.

*R.C.
Registrar.....
Suptt. ES-1*
Subject :- Delegation of financial power(s) and revision of economy instructions.

*3395
17715*

With a view to effect economy and reduce unproductive expenditure and to reduce procedural delay(s) and to gear-up efficiency in administration at all level(s) in Government, comprehensive delegation of financial powers was issued by the Finance Department vide its instruction of even number dated 03.06.2014 delegating thereby the financial powers to the Administrative Departments, Head(s) of Department(s) and Senior-most District level Officer(s) with some limit(s)/cap(s) mentioned therein. The procedure for exercise of such delegated powers was also specified in the aforesaid delegation. However, it has been seen that a large number of sanction case(s) are still being sent to the Administrative Secretaries/Head of Departments, therefore, delaying decision making in certain cases. Accordingly, it has been felt expedient to review these delegation(s) for facilitating speedy implementation of various programmes & policies of the Government.

- ii) Availability of funds under relevant HOA/SOE in a particular year keeping in view that the budgetary provision is made so as to cover the entire year & the expenditure may be incurred in the said financial year as per instructions issued by Finance Department from time to time;
- iii) The SOEs w.r.t. which nothing has been specified in these instructions will continue to be governed by the existing instructions/delegations and procedure prescribed therefor;
- iv) In relation to all SOEs mentioned in the above delegation, the process to be followed for incurring expenditure will remain the same as has been specified in HPFR and the delegations made by Finance Department vide its instruction of even number dated 03.06.2014.

All concerned may kindly be instructed to adhere to the above instructions in letter & spirit. This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

By Order

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

Endst. No. As above. Dated Shimla - 171 002, the 29.06.2015.
Copy of the above is forwarded to :-

01. All Chief Executive Officers/Managing Directors of H.P. Public Sector Undertakings/Boards/Corporations
02. The Secretary, H. P. Subordinate Services Selection Board - Hamirpur.
03. The Secretary to Lokayukta, H. P., SHIMLA - 2.
04. The Secretary, H. P. Public Service Commission, SHIMLA - 2.
05. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
06. The All the Deputy Commissioners in H. P.
07. The Registrars of all the Universities in H. P.
- 08! 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.

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PERSONAL ATTENTION

No. Fin-F-(A)-(11)-11/2004
Government of Himachal Pradesh
Finance Department
(Expenditure Control - II)

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

25th May, 2015

Subject :- Delegation of financial power(s) and revision of economy instructions

Sir,

In order to gear-up efficiency in administration at all level(s) in Government, the comprehensive delegation of financial powers has been issued by the Finance Department vide its instruction of even number dated 03.06.2014. As per condition No. (ii) of said delegation under SOE "Office Expenses", powers upto Rs. 5 00 lacs to the respective Head(s) of Department(s) and full powers to the respective Administrative Department(s) have been delegated for purchase of computer/photocopier machines and their peripherals. This delegation was, however, subject to prior approval of the IT Department with regard to specification(s)/configuration(s)/any other correlated advices/equipments in case of purchase of computers and their peripherals as per general instruction of this Department circulated vide letter No. Fin-F-(A)-(11)-4/2004 dated 05.05.2007.

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After detailed discussion(s) held at various level(s) and in order to avoid hindrances for promoting Information Technology in the Government, the above mentioned condition regarding prior approval of the IT Department for purchase of computer(s) and their peripherals is being dropped. Now such proposals may be decided by the respective Head(s) of Department(s) and Administrative Department(s) at their own level in view of their realistic need vis-à-vis availability of funds in a particular financial year under relevant HOA/SOE only.

All concerned working under you, 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".

By Order

Principal Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2.
Endst. No. As above. Dated Shimla - 171 002, the 25.05.2015.
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04. The Secretary, H. P. Public Service Commission SHIMLA - 2.
05. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
06. The All the Deputy Commissioners in H. P.
07. The Registrars of all the Universities in H. P.
08. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.

(71)

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