



केन्द्रीय विद्यालय संगठन (मु.)
Kendriya Vidyalaya Sangathan (HQ)
18, संस्थान क्षेत्र, शाहीद जवाहर, नई दिल्ली
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E-mail:- kvscfin@gmail.com

F.No.1-1/2015/KVS(JC-Fin.)

Date: 18/12/2015

The Deputy Commissioner & Director,
Kendriya Vidyalaya Sangathan
All Regional Offices & ZIETs.

Sub: Increasing Transparency and cutting delays by e-payments and e-receipt- Reg.

Slr/Madam,

With reference to the above subject I am enclosing herewith the copy of the following orders:

1. Office Order No.20/4/04 dated 6th April, 2004 Issued by Government of India, Central Vigilance Commission, New Delhi.
2. Office Memorandum No. 1(1)/2011/TA/291 & 292 issued by Government of India, Ministry of Finance, Department of Expenditure, Controller General of Accounts.

You are requested to note the instructions contained therein for compliance. These instructions may also be circulated among the Kendriya Vdiyalayas under your jurisdiction for compliance.

Yours faithfully,

(M. Arumugam)

Jt. Commissioner (Finance)

Copy to:

1. The Assistant Commissioner (Fin), KVS(HQ), New Delhi- for information and necessary action.
2. The Finance Officer, KVS(HQ), New Delhi- for information and necessary action.
3. The Deputy Commissioner(Acad), EDP Cell, KVS(HQ), New Delhi - with the request to upload this circular in KVS website.

No.98/ORD/1
Government of India
CENTRAL VIGILANCE COMMISSION

Satarkta Bhavan, Block 'A',
G.P.O. Complex, I.N.A.,
New Delhi – 110 023
Dated the 6th April, 2004

Office Order No. 20/4/04

Sub: Improving Vigilance Administration: Increasing Transparency and cutting delays by e-payments and e-receipt by Govt. Organisations etc.

The Commission has been receiving complaints about inordinate delays in making payments to the vendors and other suppliers to the Govt. organisations, Public Sector Undertakings etc. Similarly complaints are received about delays in getting refunds from taxation dept. and other departments. Apart from increasing the cost of procurement, the delays lead to opportunities for corruption. A number of measures are required to cut down on delays in making payments. One such step is resorting to mechanism of e-payments and e-receipts wherever such banking facilities exist.

In the last few years tremendous progress has been made by the banking sector in computerization including net-working of branches, making it possible to do e-banking by making use of facilities like electronic clearing system (ECS) and electronic fund transfer (EFT) etc. These facilities are available in most of the banks including the State Bank of India as well as in private banks. A large number of corporates including public sector undertakings are already making e-payments to vendors and employees instead of making payments by issue of cheques.

The Commission has been receiving complaints that delay is intentionally caused with ulterior motives in the issue and dispatch of cheques in the accounts and finance wings of a large number of Govt. Organisations. As the e-payment facility is already available in the metros as well as practically in all the main urban centres of the country, in order to curb the above mentioned malpractices, the CVC in the exercise of powers conferred on it under Section 8(1) (h) issues following instructions for compliance by all govt. departments, PSUs, banks and other agencies over which the Commission has jurisdiction.

1. The payment to all suppliers/vendors, refunds of various nature, and other payments which the organisations routinely make shall be made through electronic payment mechanism at all centres where such facilities are available in the banks.
2. Salary and other payments to the employees of the concerned organisations at such centres shall also be made through electronic clearing system (ECS) wherever such facilities exist.

As the organisations will have to collect bank account numbers from the vendor, suppliers, employees and others who have interface of this nature with the Govt. organisations, the concerned organisations may plan to switch over to e-payment system in a phased manner starting with transactions with the major suppliers in the beginning or in whatever manner is found more convenient.

It is expected that in three months i.e. by 1st July, 2004, 50% of the payment transactions both in value terms as well as in terms of number of transactions shall be made through ECS/EFT mechanism instead of payment through cheques. The remaining 50% payment transactions at all centres where such facilities exist shall be made by 31st Dec., 2004.

These instructions are applicable to all the metro cities and other urban centres where the banks provide ECS/EFT and similar other facilities.

The departments, PSUs, Banks etc. should also provide an enabling environment and facilities so that businessmen and other citizens can make payment of Govt. dues and payments to PSUs etc. electronically.

In addition to significantly reducing processing costs in preparation and dispatch of cheques, the above measures also reduce the risk of frauds by providing speed, efficiency and easier reconciliation of accounts.

Sd/-

(ANJANA DUBE)
DEPUTY SECRETARY

To

- i) The Secretaries of All Ministries/Departments of Government of India.
- ii) The Chief Secretaries to all Union Territories.
- iii) The Comptroller & Auditor General of India.
- iv) The Chairman, Union Public Service Commission.
- v) The Chief Executives of all PSEs / Public Sector Banks / Insurance Companies / Autonomous Organisations / Societies.
- vi) All Chief Vigilance Officers in the Ministries / Departments / PSEs Public Sector Banks / Insurance Companies / Autonomous Organisations / Societies.
- .vii) President's Secretariat / Vice-President's Secretariat / Lok Sabha Secretariat / Rajya Sabha Secretariat / PMO.

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Director (F)
Director (F)
1644/R

F. No. 1(1)/2011/TA/291

Ministry of Finance
Department of Expenditure
Controller General of Accounts
Lok Nayak Bhavan, Khan Market
New Delhi-110011

214/12
Addl. Secretary & Fin. Adviser
(DARE/ICAR) 170/R
21/4/12

Dated 31st March 2012

Office Memorandum

Sub:- Payment to suppliers etc. above Rs. 25000 by Government Departments through e-Payment from 1st April 2012

The Central Government Account (Receipts and Payments) Rules, 1983 have been amended, inter alia, to provide for issue of Payment advices to the bank for direct credit by electronic transfer to the specified bank account of the payee. The amendment also provides that all payments to suppliers, contractors, grantee, loanee institutions etc. exceeding the limits as specified from time to time, shall be through such payment advices.

2 Pursuant to the above amendments, with effect from 1st April 2012 all Ministries/Departments of the Government of India are directed to make all payments to private parties such as suppliers, contractors, grantee, loanee institutions etc. above Rs 25,000 by payment advices, including electronically signed payment advices.

3 All Ministries/ Departments and Heads of Accounting Organisations are requested to ensure the compliance of above instructions by Pay & Accounts Offices/ Accounts offices and other payment units under their control.

4 Separate orders have been issued in respect of payments to Government servants.

Soma Roy Burman

(Soma Roy Burman)

Joint Controller General of Accounts

Handwritten notes and stamps on the left margin, including "214/12" and "ASE".

Handwritten notes: "Re cumulative", "ASE", "21/4/12", "SYF/AD (Accounts)".

Handwritten notes: "SLGR", "3/4/12".

Handwritten notes: "TO", "3/4/12".

- 1 All Ministries and Departments
- 2 All Financial Advisers
- 3 Secretary, Defence Finance
- 4 Secretary, Posts
- 5 Financial Commissioner, Railways
- 6 Member Finance, Department of Telecommunications
- 7 Controller General of Defence Accounts
- 8 All Pr. CCAs/ CCAs/ CAs of the Civil Ministries/Departments

(2)

9. Other accounting organizations submitting accounts to CGA and others as per the standard mailing list

Copy also to Deputy Comptroller and Auditor General of India with reference to their U.O. No. 18/AC/III/CGA/AMD/450/2011 dated 22 February 2012.

S No 2 (R)

104577 Director (B)
F. No 1(1)/2011/TA/292
Ministry of Finance
Department of Expenditure
Controller General of Accounts

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अवर सचिव एवं वित्त सलाहकार
(सेयर/अ. अनु. परिषद)
Addl. Secy & Fin. Adviser
(DARE/ICAR) 169/R
आ. सं./Op.No. 24112 Date

Dated 31st March 2012

Office Memorandum

Sub:- Payment to Government servants other than salary etc. through e-Payment from 1st April 2012

The Central Government Account (Receipts and Payments) Rules, 1983 have been amended, inter alia, to provide for issue of Payment advices to the bank for direct credit by electronic transfer to the specified bank account of the payee. As per the amendments, the Government servants are, permitted to receive their salary by direct credit to their bank accounts through payment advices, at their option. Further, the amendment also provides that all payments to government servants other than salaries exceeding the limits as specified from time to time, shall be through payment advices.

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- In accordance to the above, with effect from 1st April 2012, all Ministries/Departments of the Government of India are directed to make all payments to government servants, other than salary, above Rs. 25,000, by issue of payment advices, including electronically signed payment advices.
- Further, in accordance to the amended rules, with effect from 1st April 2012, all Ministries/Departments of the Government of India are directed to make all payments towards settlement of retirement /terminal benefits such as gratuity, commuted value of pension, encashment of leave salary, CGEGIS, withdrawals from General Provident Fund, etc. by issue of payment advices, including electronically signed payment advices.
- All Ministries/ Departments and Heads of Accounting Organisations are requested to ensure the compliance of above instructions by Pay & Accounts Offices/ Accounts offices and other payment units under their control.
- Separate orders have been issued in respect of payments to private parties such as Suppliers, contractors, grantee, loanee institutions etc

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Handwritten: Form 18, 24/4/2012, To

Handwritten signature: Soma Roy Burman
(Soma Roy Burman)
Joint Controller General of Accounts

SFAO (CD/AR)

- All Ministries and Departments
- All Financial Advisers
- Secretary, Defence Finance
- Secretary, Posts
- Financial Commissioner, Railways

Handwritten initials: SO (CD) AR, and a signature.

Handwritten: SWAR, 5/4/12

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6. Member Finance, Department of Telecommunications
7. Controller General of Defence Accounts
8. All Pr. CCAs/ CCAs/ CAs of the Civil Ministries/Departments
9. Other accounting organizations submitting accounts to CGA and others as per the standard mailing list

Copy also to Deputy Comptroller and Auditor General of India with reference to their U.O No. 18/ACIII/CGA/AMD/450/2011 dated 22 February 2012