



തദ്ദേശ സ്വയംഭരണ വകുപ്പ്  
പ്രിൻസിപ്പൽ ഡയറക്ടറുടെ കാര്യാലയം

നമ്പർ: LSGD/PD/11653/2025-DB1 തീയതി: 25-04-2025

**സർക്കുലർ**

വിഷയം :- 2024-2025 വർഷത്തിൽ നിർവഹിച്ച ക്യാപിറ്റൽ വർക്കുകൾ, ഉപേക്ഷിക്കപ്പെട്ട വർക്കുകൾ, അപൂർണ്ണമായ ക്യാപിറ്റൽ വർക്കുകൾ എന്നിവയുടെ പട്ടിക - സംബന്ധിച്ച്  
സൂചന :- തൃശ്ശൂർ അക്കൗണ്ടന്റ് ജനറലിന്റെ ഓഫീസിൽ നിന്നുള്ള 21.02.2025 തീയതിയിലെ W&FA/1/F.A/24-25/101 നമ്പർ കത്ത്

സൂചന പ്രകാരം 2024-2025 ലെ ധനകാര്യ അക്കൗണ്ടുകൾ തയ്യാറാക്കുന്നതിന്, തനത് വർഷത്തിൽ നിർവഹിച്ച അഞ്ച് കോടി രൂപയോ അതിൽ കൂടുതലോ ആയ ക്യാപിറ്റൽ വർക്കുകൾ, ഉപേക്ഷിക്കപ്പെട്ട വർക്കുകൾ; ഒരു കോടി രൂപയോ അതിൽ കൂടുതലോ ചെലവ് വരുന്ന അപൂർണ്ണമായ ക്യാപിറ്റൽ വർക്കുകൾ എന്നിവയുടെ വിശദാംശങ്ങൾ ചീഫ് എൻജിനീയറുടെ വെബ്സൈറ്റിൽ പ്രസിദ്ധീകരിച്ചിട്ടുള്ള പ്രൊഫോർമ (P-1300) യിൽ ഏപ്രിൽ 28, 4 pm ന് മുൻപ് സമർപ്പിക്കേണ്ടതാണ്. പ്രൊഫോർമ സമയബന്ധിതമായി പൂരിപ്പിച്ചിട്ടുണ്ടെന്നു ബന്ധപ്പെട്ട സൂപ്രണ്ടിംഗ് എൻജിനീയർ / എക്സിക്യൂട്ടീവ് എൻജിനീയർ ഉറപ്പുവരുത്തേണ്ടതാണ്.

Signed by  
**Sandeep K G**  
Date: 25-04-2025 18:58:03

Sandeep K G  
CHIEF ENGINEER

പകർപ്പ്:	1.	ഉത്തര / ദക്ഷിണ സൂപ്രണ്ടിംഗ് എൻജിനീയർ
	2.	എല്ലാ കോർപ്പറേഷൻ സൂപ്രണ്ടിംഗ് എൻജിനീയർ
	3.	എല്ലാ ജില്ലാ പഞ്ചായത്ത് എക്സിക്യൂട്ടീവ് എൻജിനീയർ



सत्यमेव जयते

महालेखाकार (ले व ह) केरल का कार्यालय

शाखा कार्यालय, एजीस ऑफिस कॉम्प्लेक्स,

करुणाकरन नंबियार रोड, त्रिश्शूर- 680 020

OFFICE OF THE ACCOUNTANT GENERAL (A&E)

- KERALA, BRANCH OFFICE, AG'S OFFICE COMPLEX,

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सत्यमेव जयते  
Dedicated to Truth & Public Interest

**MOST IMMEDIATE / URGENT**

**DUE BEFORE 20<sup>th</sup> APRIL 2025**

No. W&FA/1/F.A/24-25/101

21/2/2025

Dated: 20.02.2025

To

THE CHIEF ENGINEER

LSGD, TVM

THIRUVANANTHAPURAM

Sir/Madam,

**Sub: List of Capital works, abandoned works and Incomplete Capital Works during the year 2024-2025.**

The details relating to

- the works under Capital Major heads for which estimate of expenditure is rupees Five Crore & above and
- Incomplete Capital works, the cost of which is rupees One Crore and above are required for the preparation of **Finance Accounts 2024-2025**.

The above details may be furnished in the prescribed Proforma (enclosed) immediately after closing of March 2025 accounts so as to **reach this office before 20<sup>th</sup> April 2025**.

The following points should be considered while furnishing the details.

- The closing balance of each work for the year 2023-24 should agree with the opening balance of the work for the year 2024-2025.
- No work should be exhibited in the Proforma without incorporating the requisite details such as Cost of work, Sanction Order, Date of commencement, Revised cost if any etc.,
- The present stage of work and the reason for delay in completion has to be indicated in the specified column in order to make the statement meaningful. If the **progressive expenditure exceeds the estimated cost of work**, the reason for excess expenditure should invariably be given in the remarks column.
- It may also be ensured that the progressive expenditure shown against a work in Proforma III & IIIA (Commitments of the Govt. - List of incomplete capital works) agrees with the progressive expenditure of the same work appearing in Proforma I.

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**MOST IMMEDIATE / URGENT**  
**DUE BEFORE 20<sup>TH</sup> APRIL 2025**

- The enclosed Proforma III A contains details of incomplete capital work of some divisions and CB amount up to 31.3.2025 (up to 2024-25). The below mentioned columns may be updated and forwarded to this office.
  1. Physical progress of work in percentage till 2024-2025 (Col. No. 9),
  2. Expenditure during the year 2024-2025 (Col. No.10),
  3. Progressive expenditure to the end of the year 2024-2025 (Col. No.11),
  4. Pending payment as on 31.3.2025(Col. No.12),
  5. Revised cost and date of revision (Col. No.13),
  6. Date of completion of work (Col. No.14).
  7. In addition to above, if any of the details are missing in Columns. 3 to 7, the same may also be filled.
  8. If any incomplete work is missing in the list, it may be incorporated in Proforma III attached herewith and forwarded to this office.
- Revised estimate, if obtained, the amount, number and date of sanction may also be provided in the columns provided for it.
- If any work has since been completed, the same may also be noted with complete details as shown in Proforma III & IIIA. This data will be considered as final and the same will be published in the Finance Accounts of 2024-2025. However, the C.B of 2023-24 cannot have any correction as cited in (1) above.

While scrutinizing the accounts for previous years, our Audit wing has observed that the position of work included in Proforma III A does not appear to be correct in some cases and remarks for excess expenditure over estimated cost not provided by the divisions. And as, it is not proper to include incorrect details in the Finance accounts which is to be laid before the State Legislature, special care should be given to furnish the correct information. The Divisional Officers are, therefore, directed to ensure the correctness of the details furnished.

Yours faithfully,

  
Sr. Accounts Officer & FA

Encl. Proforma I, II, III & IIIA\*

\* IIIA attached only where details of work are available in this office.

Copy forwarded to the Chief Engineers, Project I, Project II, Irrg. & Admn., IDRB, Harbour Engineering, Mechanical, Roads, Bridges, Maintenance, Kuttanad Development, NII and Buildings for information and give necessary directions to all the Divisions under their charge to forward the above details called for before the due date 20<sup>th</sup> April 2025.

## PROFORMA-I

### LIST OF MAJOR SCHEMES\WORKS UNDER CAPITAL HEAD OF ACCOUNT

1. for cost of which 1 CR and Above. & 2. for cost of which is 5 Cr and above.

NAME OF DIVISION:

1	2	3	4	5	6	7	8	9					10	11	12
Head of account (full)	Name of work \ scheme	Cost of works & sanction order No	Date of commencement	Target date of completion	Revised cost (if any)	Whether expenditure/esti mate above 1 crore (Y/N)	Expenditure upto 2023-2024	Expenditure during 2024-2025					Progressive expenditure at the end of 2024- 2025	Progressive expenditure at the end of 2024- 2025	Remarks
								Non Plan	State plan	Plan state share of CSS	CP and GOI share of CSS	Total			

## PROFORMA II

### List of abandoned works

Name of Division

Head of account	Name of work	Estimate cost of works & sanction order No	Date of commencement	Target date of completion	Revised cost (if any)	Expendi ture during 2024- 2025	Progressive expenditure at the end of 2024-2025	Date of abandonmen t of the work	Reason for abandono ment
1	2	3	4	5	6	7	8	10	11

### PROFORMA III

LIST OF INCOMPLETE CAPITAL WORKS, THE COST OF WHICH IS ABOVE 1 CRORE  
(For that work that are not included in annexure)

NAME OF DIVISION:

Head of account Major, minor, detailed	Name of work\project	Page no. of Budget Estimate	Original estimate	Revised estimate	Date of commencement	Target date of completion	Year wise details of expdr upto 2023-2024	Expenditure during 2024-2025	Expenditure up to 31.03.2025	Percentage of work completed at the end of 2024-2025	Percentage of expdr. Incurred at the end of 2024-2025	Reason for incomplection	Expected date of completion	If the work has since been completed, date of completion	Period of delay as on 31.03.2025	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17