

**Most Urgent**

OFFICE OF THE CHIEF ENGINEER  
LOCAL SELF GOVERNMENT DEPARTMENT  
3<sup>RD</sup> FLOOR, REVENUE COMPLEX  
PUBLIC OFFICE COMPOUND,  
THIRUVANANTHAPURAM -33

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No.E7/4059/14/CE/LSGD

Dated: 20.05.2014

**Circular**

Sir,


Sub:- LSGD – Finalization of Finance Accounts and Appropriation Accounts  
2013-14 – Instructions – issued –


Ref:- 1) Letter No.31740/FM<sub>3</sub>/2014/LSGD dated 18.05.2014  
2) Government Circular No.42/14/Fin dated 15.05.2014

You are strictly directed to take urgent necessary action as per the direction contained in the Government letter cited 1st and in the circular cited 2<sup>nd</sup>. You are directed to complete the reconciliation of departmental figures of both expenditure and receipts for the financial year 2014-15 and pending reconciliation of previous years if any. Compliance report must be submitted to the undersigned on or before 28.05.2014.

All Controlling Officers are hereby by informed that any laxity in compliance with these instructions will be viewed seriously and disciplinary action as per rules will be initiated against those who are responsible for their persistent laps in this regard.

Yours faithfully,

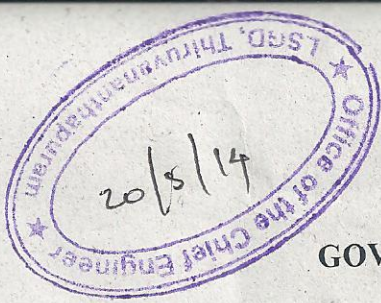
  
Superintending Engineer  
(in full additional charge of  
Chief Engineer)

Acc: 1) Letter No.31740/FM<sub>3</sub>/2014/LSGD dated 18.05.2014  
2) Government Circular No.42/14/Fin dated 15.05.2014 

To

- 1) The Superintending Engineer, LSGD North/South Circle
- 2) Controlling Officers of Municipalities and Municipal Corporations
- 3) Executive Engineers of all LSGD Divisions





GOVERNMENT OF KERALA

4059  
20/5/14  
**MOST URGENT**

No.31740/FM<sub>3</sub>/2014/LSGD

Local Self Government (FM) Department,  
Thiruvananthapuram, Dated: 18.05.2014.

From

The Principal Secretary to Government.

To

1. The Director of Panchayats, Thiruvananthapuram.
2. The Director of Urban Affairs, Thiruvananthapuram.
3. The Commissioner for Rural Development, Thiruvananthapuram.
4. The Chief Town Planner, Thiruvananthapuram.
5. The Chief Engineer, LSGD, Thiruvananthapuram.

Sir,

Sub:- Finalisation of Finance Accounts and Appropriation Accounts  
2013-14 - Instructions - Issued - Regarding.

Ref:- Government Circular No. 42/14/Fin. dated: 15.05.2014.

I am to invite your attention to the reference cited (available in [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in)) and to request you to take urgent necessary action as per directions contained in it to complete the reconciliation of departmental figures of both expenditure and receipts for the financial year 2013-14 and pending reconciliation of previous years if any with those booked by the Treasury and the Accountant General before 30.05.2014. This may be treated as utmost urgent and compliance <sup>is to be</sup> reported.

Yours faithfully,  
S.SARAT CHANDRAN,  
UNDER SECRETARY  
For Principal Secretary to Government.

Approved for Issue

Section Officer.

*[Handwritten Signature]*

*[Handwritten mark]*





GOVERNMENT OF KERALA  
Finance (Inspection Wing--Non Technical-K) Department

CIRCULAR

No. 42/2014/Fin

Dated, Thiruvananthapuram, 15 May, 2014

- Sub:-* Finalisation of Finance Accounts and Appropriation Accounts 2013-14—Instructions issued—Reg.
- Ref:-* (1). G.O. (P) No. 476/2013/Fin dated 13-09-2013  
(2). D.O. Letters No. AAD/I/53-6 (B)/TS/13-14/3748 dated 05-03-2014 and BKI/I/11-11/2013-14/15 dated 08-04-2014 from the Principal Accountant General (A&E), Kerala, Thiruvananthapuram.

In the Government Order cited, instructions were issued to all Heads of Departments/Chief Controlling Officers/Controlling Officers to complete pending reconciliation of departmental figures of both expenditure and receipts up to 2012-13 before 30<sup>th</sup> September 2013 and strictly follow time limit with regard to reconciliation henceforth by forwarding Quarterly Progress Reports to the District Finance Inspecting Officers and Government in Finance Department.

The Principal Accountant General in the DO letters cited has informed that the Finance Accounts and Appropriation Accounts for the year 2013-14 will be finalised by the last week of July 2014. It has been reported that reconciliation is in arrears in respect of a number of departments. The Committee on Public Accounts (2011-14) in its 47<sup>th</sup> report has emphasised the need of completion of reconciliation work in time.

The Accountant General therefore desires to issue necessary instructions to carry out the reconciliation of both receipt and expenditure for the financial year 2013-14 by 30<sup>th</sup> May 2014 and to point out discrepancies, if any to the Accounting Section concerned in the Office of the Accountant General by the first week of June 2014 by clearing all pending certificates of previous years.

Accordingly all Heads of Department/Chief Controlling Officers/Controlling Officers are hereby directed to comply with the instructions in the Government Order cited scrupulously and to complete the reconciliation of departmental figures of both expenditure and receipts for the financial year 2013-14 and pending reconciliation of previous years if any with those booked by the Treasury and the Accountant General before 30<sup>th</sup> May 2014. Discrepancies, if any, should be pointed out to the Office of the Accountant General by the first week of June 2014 without fail. Quarterly Progress Reports as stipulated in the Government Order cited should be forwarded in time to the District Finance Inspecting Officers concerned by the District level officers and Government in Finance (Inspection NT-K) Department by HoDs/CCOs.

All COs/HoDs/CCOs are hereby informed that any laxity in compliance with these instructions will be viewed seriously and stringent disciplinary action as stipulated in the Government Order read above will be initiated against those who are responsible for their persistent lapse in this regard.

Finance (Inspection Wing-Non Technical) Department and District Finance Inspection Squads will conduct surprise inspections in those offices, which have committed undue delay in reconciliation of accounts to fix responsibility against the delinquent officers for non-compliance of the above instructions in time.

V. SOMASUNDARAN  
Additional Chief Secretary (Finance)

Forwarded / By Order

  
Section Officer