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Andaman & Nicobar Administration,
Secretariat

Port Blair, dated 17th March 2005
18th

CIRCULAR

It has been observed that the APWD and other administrative departments are sending proposals for administrative approval and expenditure sanction for works with estimated costs very much on higher side than the actual provision of fund made during the particular financial year. As a general rule, no work shall be commenced or liability incurred unless funds to cover the charges during the year have been provided by the competent authority (Rule 131 of the GFR). The departments do not follow this provision, while submitting the works estimates seeking administrative approval and expenditure sanction.

It is also necessary to have a cut of level upto which fresh estimates could be proposed in respect of works which find place in the Annual plan documents. This may be based on the criteria that the priority should be for spillover commitments for works already sanctioned and in progress to avoid time and cost overrun. In order to restrict the carryover liability to a reasonable level, it need to be ensured that new estimates are kept within a cut of level, say about 2.5 times of the available budget under the relevant head after keeping sufficient provision for the spillover works of the previous years. This criteria may help timely completion of the projects/works and ensure full utilization of funds also. Therefore, the public works and administrative departments are advised to furnish the following details alongwith works estimate to facilitate timely concurrence by Finance Department:

1. Total provision for the civil works under the relevant head.
2. Spillover commitment during this year for the works already sanctioned as on 1st April.
3. Estimated cost for the new works already approved from 1st April onwards.
4. Balance available for meeting the expenditure for the works including the one for which administrative approval and expenditure sanction is being sought for.


(Chetan B. Sanghi)
Commissioner-Cum-Secretary (Fin)

Copy to:

1. All Commissioners/Secretaries/Special Secretaries.
2. The Chief Engineer, APWD.
3. All other HODs.