

Government of West Bengal
Finance Department
Audit Branch

No. 13268-F.B.

Kolkata, the 9th December, 2003

Order

The problems of payment of deposit refund namely, earnest money, security Deposits, etc. from a Treasury where the Refund Releasing Authority is not under payment Jurisdiction have been under consideration of the Govt.

Under this Deptt. memo No. 11565-F dated 21-12-2001 read with order no. 10314-F dt. 23-9-2003 procedures to overcome the problem arising out of bifurcation of Treasury have been laid down. But confusion prevails in cases where deposits have been made in different Treasuries beyond the payment jurisdiction of Refund Releasing Authority.

After careful consideration of different aspects and to effect smooth refund of such deposits the Govt, has decided to adopt the following procedure:

- a) The Departmental Officer in whose favour the deposits have been made will release & endorse the original challan (RPO) & send it to the Administrative Deptt. or Directorate, as the case may be ;
- b) The Deptt. or the Directorate concerned will issue an order in pursuance of the same authorising on departmental officer who is a regular D. D.O. under the payment control of the Treasury where the deposits have been made to draw such refunds. If there is no such Departmental Officer in the districts or sub-division the S.D.O. attached to the concerned Treasury where the deposits have been made may be authorised to draw such refund deposits.
- c) The concerned departmental officer or the S.D.O., as the case may be will present the R.P.O. in T.R. Form No. 55/56 along with the Departmental sanction at the Treasury where the deposits have been made.

With a view to avoiding such complications in refunding the deposits the Departmental Heads are requested to issue necessary instructions to the subordinate offices to the effect that such deposits namely, earnest money, security deposits etc. should be deposited to the Treasury linked banks to which the Departmental officers in whose favour the deposit is to be made, himself is attached. In such case if he himself is the D.D.O. he will release the original challan and Present the Refund payment order (RPO) through T.R. No. 55/56 at the concerned Treasury. If he is not the regular D.D.O. of the office he will present such RPO through T.R. Form No. 55/56 at the concerned Treasury duly countersigned by the regular D.D.O. of the office.

Sd/- P. K. Guha Roy

Joint Secretary to the
Government of West Bengal
Finance Department