

Government of West Bengal  
Public Works Department  
Works Branch  
Nabanna, Howrah-711102

No.06-W(C)/1M-221/15

Dated: 16.07.2015

**NOTIFICATION**

WHEREAS, there exists clear-cut time-bound guideline for the Divisional Officers, i.e., Executive Engineers, PWD and the Subdivisional Officers, i.e., Assistant Engineers, PWD in respect of payment of bills as per Rule 223 of the Works Department Manual, WB;

AND WHEREAS, there is no guideline in the said Manual for the Section Officers, i.e., Sub-Assistant Engineers, PWD responsible for initiation of bills;

AND WHEREAS, it has been observed that on many occasions payment of bills cannot be made due to delay in initiation for the preparation and submission of bills from the end of the Section Officers;

AND WHEREAS, since the LOC System for execution of Works Expenditure has been discontinued and working of the Works Divisions has been brought under the ambit of the Treasury System through allotment of funds with effect from 1st April, 2015, it is urgently required to initiate the preparation and submission of bills to the treasury concerned for online payment within the stipulated time of expenditure from the date of allotment of fund for the work / scheme to ensure sufficient cash flow matching with the progress of works / scheme;


AND WHEREAS, in order to bring transparency in the bill preparation and submission in the present system and proper and faster disposal of the bill payment, it is felt necessary to frame a clear-cut time-bound guideline for the Section Officers, i.e., Sub-Assistant Engineers, PWD in respect of preparation of bills for payment in time;

NOW, THEREFORE, after careful consideration of the entire matter, the Governor is pleased to make necessary amendment in Rule 223 of the Works Department Manual, WB as follows:

Existing Rule 223 of the Works Department Manual, WB	Amended Rule
"223. All bills should be paid within a fortnight of receipt in the Divisional Office and the Subdivisional Officers should be required to submit bills to the Divisional Office within one month of measurement if they are reserved for check measurement and within 15 days if not so reserved."	"223. All bills should be raised to the concerned Treasury or Pay & Accounts Officers within a fortnight of receipt in the Divisional Office and the Sub-Divisional Officers should be required to submit bills to the Divisional Office within 15 days of receipt from Section Officers if they are reserved for check measurement and within 7 days if not so reserved. The Section Officers should be required to submit bills to the Sub-Divisional Office within 7 days after submission / claim of the bills by the Contractor / Agency."

All concerned are being informed.

By order of the Governor,

  
(INDEVAR PANDEY)

Principal Secretary to the Govt. of West Bengal,  
Public Works Department.

No.06/1(150)-W(C)/1M-221/15

Dated: 16.07.2015

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal.
2. The Finance Department, Group-'T'.
3. The Finance (Budget) Department.
4. The Additional Chief Secretary/ Principal Secretary/ Secretary,-----  
Department. (all)
5. The Divisional Commissioner, Jalpaiguri/Burdwan/Presidency Division.
6. The District Magistrate, \_\_\_\_\_ (all districts).
7. The Engineer-in-Chief & Ex-Officio Secretary, PWD.
- ✓ 8. The Chief Engineer(All), P.W.Directorates /P.W.(Roads) Wing / Social Sector / Electrical, PWD.
9. The Superintending Engineer(All), P.W.Directorates /P.W.(Roads) Wing / Social Sector /  
Electrical, PWD.
10. The Financial Adviser, PWD.
11. Technical Secretary, P.W.Department.  
He is requested to take necessary steps to amend the Rule accordingly.
12. The Executive Engineer(All), P.W.Directorates /P.W.(Roads) Wing / Social Sector / Electrical,  
PWD.
13. The Executive Engineer, IT Division, PWD.  
He is requested to upload the Notification in PWD website.

*R. M. Mukherjee*  
Joint Secretary,  
Public Works Department.

Dated: 16.07.2015

No.05/2(4)-W(C)/1M-221/15

Copy forwarded for information to:-

- 1) The Secretary to the Hon'ble Chief Minister, West Bengal.
- 2) The P.S. to Hon'ble M.I.C, Public Works Department.
- 3) The Senior P.S. to the Chief Secretary to the Government of West Bengal.
- 4) The Sr.Pr.S. to the Principal Secretary, PWD.

*V.O.NO-6027-CE(EI)1, PWD/17  
Date - 21.07.2015*

*Circulate to all  
copy*

*for immediate  
SE's and EE's  
21-7-15*

*R. M. Mukherjee*  
Joint Secretary,  
Public Works Department.