

Government of West Bengal
Finance Department
Audit Branch

No.4217-F(Y)

Dated, 10th August, 2016

MEMORANDUM

In the Finance Department Memoranda Nos. 1880-F dated 07.03.2007, 8651-F(Y) dated 24.08.2010 and 3611-F(Y) dated 10.07.2014 the procedure for according administrative approval of plan projects/ schemes was stipulated. Now, in order to further expedite the execution process the undersigned is directed by the order of the Governor to lay down the following procedure regarding administrative approval of such Plan projects/schemes:

- i) Except for the cases which are dealt exclusively by Finance (Budget) Department, for all Plan projects/schemes of project cost not exceeding ₹10 crore, the administrative approval shall be accorded by the Departmental Secretary with the concurrence of Departmental Financial Advisor.
- ii) All Plan projects/schemes of project cost exceeding ₹10 crore shall be referred to the respective Administrative Group of Finance Department for administrative approval with the views of the Departmental Financial Advisor and approval of Minister-in-Charge / Minister of State in charge of the concerned Department.

This order takes immediate effect and is being issued in partial modification of this Department Memoranda Nos. 1880-F dated 07.03.2007, 8651-F(Y) dated 24.08.2010 and 3611-F(Y) dated 10.07.2014.

Sd/- H. K. Dwivedi
Principal Secretary to the
Government of West Bengal

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No.4217/1(500)-F(Y)

Date: 10th August, 2016

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt, Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, _____ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. _____ Department.
7. Commissioner, _____ Division,
8. Director, _____
9. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3rd Floor, Kolkata – 700001.
10. District Magistrate / District Judge / Superintendent of Police, _____
11. Sub-Divisional Officer, _____
12. Block Development Officer, _____
13. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
14. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
15. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1st Floor, Block IB, Sector III, Salt Lake, Kolkata – 700106.
16. Treasury Officer, _____
17. Group ____ / _____ Branch, Finance Department.
18. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.


Secretary to the
Government of West Bengal