

**Government of West Bengal
Finance (Audit) Department
Group T
Nabanna
(E -278123)**

No: 466-F(Y)

Dated 7th February,2022

Memorandum

**Sub: Resuming physical submission and processing of bills and advices
in PAOs and in Treasuries**

In order to combat the spread of pandemic COVID-19 and as a part of complete safety measure adopted by the State Government, Finance Department introduced 'Online' mode for submission and processing of bills and advices under FD Memo No. 1380 – F(Y) dated 23.03.2020 read with memo no. 2218 – F(Y) dated 16.07.2020 and allowed Treasuries and Pay & Accounts Offices to receive and process e–Bills/e–Advices on the basis of signed Annexure – I submitted by DDOs/LF – PL Operators through mail without physical bills and advices.

Validity of tenure of this 'Online' mode for submission and processing of bills and advices was extended / reintroduced several times and last time it was reintroduced with effect from 10.01.2022 under Finance Department memo no. 81 – F(Y) dated 10.01.2022.

In the light of the flattening of the curve of third wave of the pandemic in the country as well as in the state, the Governor is now pleased to decide that, from 10.02.2022 the Treasuries and Pay & Accounts Offices will start following the usual process of receiving Physical Bills and Advices following physical distancing norms and appropriate health and hygiene protocols. There will be no receipt of Bills or Advices at Treasuries/Pay & Accounts Offices from 10.02.2022 on the basis of Annexure – I.

The date of submission of monthly accounts to AG(A&E) will also continue to be the 5th working day of the following month.

Sd/-
Manoj Pant, IAS
Principal Secretary to the
Government of West Bengal

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. Financial Advisor, _____ Department.
7. Director, _____
8. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3rd Floor, Kolkata – 700001.
9. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, SGO Complex, Sector I, Salt Lake, Kolkata – 700064.
12. Commissioner, _____ Division, _____
13. District Magistrate / District Judge / Superintendent of Police, _____

14. Sub-Divisional Officer, _____
15. Treasury Officer, _____

16. Block Development 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.


Deputy Secretary to the
Government of West Bengal