

**Government of West Bengal**  
**Finance Department**  
**Audit Branch (Group T)**  
**(E-1158558)**

No. **1635-F(Y)**

Dated, Howrah the 6<sup>th</sup> May, 2025

**ORDER**

The digitization of the financial operations of the Government of West Bengal has been the core objective of all e-Governance initiatives undertaken by the Finance Department. As a part of this endeavour, phasing out the physical submission and simultaneous transition to digitized submission of bills and vouchers to AGWB for Accounting and Auditing purposes has been under the active consideration of the Government for some time past.

Now, after careful consideration of the matter, the Governor is pleased to decide that the physical submission of bills and vouchers to AGWB shall be discontinued in a phased manner and this process shall commence with the discontinuation of the physical submission of certain category of Salary (including Arrear Salary) bills and monthly Pension bills to AGWB along with monthly accounts for the month of May-2025 onwards. In this context, the following instructions are to be followed:

1. The Pay & Accounts Offices and Treasuries shall exclude the hard copies of the Salary (including Arrear Salary) bills prepared in TR-18 form under detail Head "01" during the physical submission of monthly accounts to AGWB for the month of May-2025 and onwards.
2. Pension disbursing Treasuries shall not be required to submit hard copies of the pension bills, physically to AGWB, along with the monthly accounts for the month of May-2025 onwards, and therefore, are advised to discontinue the practice of printing of pension bills from the month of May-2025 onwards.
3. The seamless transmission of relevant data for the bill categories mentioned in points 1 and 2 above, which is already in practice, shall continue to be transmitted between AGWB middleware and WBIFMS servers.
4. Submission of the physical Salary (including Arrear Salary) bills prepared in TR-18 form under detail Head 01 by the DDOs to Treasuries for processing will continue till further instructions from the Finance Department, as an additional back-up measure, during this transition phase. Such bills, after approval, shall be preserved in the respective Pay & Accounts Offices and Treasuries till further instruction from the Finance Department.
5. The relevant provisions of WBTR-2005 stands modified to this extent.

Sd/-

(P K Mishra)  
Additional Chief 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, s" Floor, Block DF, Sector I, Salt Lake, Kolkata - 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, ..... Department.
5. Spl. Secretary/Addl Secretary/Commissioner/Joint Secretary/Deputy Secretary, FD.
6. Financial Advisor, ..... Department.
7. Director, ..... .
8. Director of Treasuries & Accounts, WB, Mitra Building, 8, Lyons Range, 3rd Floor, Kol - 01.
9. Pay & Accounts Officer, KPAO-I, Khadya Bhawan, IIA Mirza Ghalib Street, Kol - 87.
10. Pay & Accounts Officer, KPAO-II, Khadya Bhawan, 11A Mirza Ghalib Street, Kol - 87.
11. Pay & Accounts Officer, KPAO-III, Suvanna, SGO Complex, Sector I, Salt Lake, Kol - 64.
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. Shri Sumit Mitra, Network Administrator, Finance Department. He is requested to upload copy of this order in the website of Finance Department.

  
Deputy Secretary to the  
Government of West Bengal