

Government of West Bengal
Finance Department
Audit Branch

No.3682-F(Y)

Dated, 15th July, 2014

MEMORANDUM

In terms of Memo No. 1232 – F (Y) dated 9th February 2012, financial power for retention of hired vehicle was delegated to Additional Chief Secretary/Principal Secretary/Secretary of a department provided the vehicle was hired initially with permission of Finance Department. The retention of the hired vehicle can in no case be for a period of more than one year at a time. Simultaneously, permission was also given for replacement of the vehicle sanctioned with the approval of the Finance Department. The matter of extending this delegated power to the Divisional Commissioners was under consideration of the Government for sometime past.

Now, therefore, the undersigned is directed by the order of the Governor to authorise the Divisional Commissioners to retain the vehicles hired for their establishments, where necessary, for a period not extending one year at a time provided the vehicles in question were initially hired with approval of the Finance Department. Divisional Commissioners are also authorised, in case of necessity, to replace one hired vehicle with another similar vehicle, provided vehicle was initially hired with approval of the Finance Department.

While issuing orders in exercise of the powers delegated in this order the following sentence should be inserted in the order - "This order is issued in exercise of the power delegated under Finance Department Memo No. 3682 – F(Y) dated 15th July 2014".

Approval / Concurrence of Finance Department will be required in case of fresh hiring of vehicle.

This order will take immediate effect.


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

No.3682/1(500)-F(Y)

Dated, 15th July, 2014

Copy forwarded for information and necessary action to-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
3. The Accountant General (Receipts, Works and Local Bodies Audit), West Bengal, CGO Complex, MSO Building, 5th floor, Block DF, Sector-I, Salt Lake, Kol - 64
4. The Chief Secretary to the Government of West Bengal.
5. The Additional Chief Secretary/Principal Secretary/Secretary ,
..... Department, Govt. of West Bengal.
6. PA to the Principal Secretary, Finance Department, Government of West Bengal.
7. Secretary, Finance (Audit) Department, Government of West Bengal
8. Secretary, Finance (Budget) Department, Government of West Bengal.
9. Financial Advisor,Department, Govt. of West Bengal.
10. The Commissioner, _____ Division.
11. The OSD & Ex-Officio Principal Accounts officer & Joint Secretary, Finance (Budget) Department, for uploading this order in the Finance Department website.
12. The _____ Department
13. The Director of Treasuries & Accounts, West Bengal, The New India Assurance Building, 4, Lyons Range (2nd & 3rd floor), Kolkata – 700 001.
14. Director _____
15. The District Magistrate/Judge/Supdt. Of Police, _____
16. The Sub-Divisional Officer, _____
17. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – I, 81/2/2, Phears Lane, Kolkata – 700 012.
18. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – II, P-1, Hyde Lane, Kolkata – 700 012.
19. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – III, IB Market, 1st Floor, Salt Lake, Sector –III, Kolkata – 700 106.
20. The Treasury Officer, _____
21. The Group _____ / _____ Branch, Finance Department.


 (G. Samanta) -
 Joint Secretary to the
 Government of West Bengal