



No. AN/VII/7228/Budget Order

Dated :24.11.2017

The

The PCsDA/PCA(Fys)Kolkata/PIFAs/CsDA/IFAs
(Through website)

Subject Expenditure Management –regarding TA/DA.

Reference : HQrs. Circular No. AN/VII/7228//Budget orders dated 16.09.16

- a) It has been observed from the compilation for the month of October 2017 that 68% of the allotment under the Head 'Travel Expenses' has already been booked. In some Controller's Offices funds to the tune of more than 80% have already been exhausted. Requests for allotment of additional funds are being received.
- b) The allotment under the 'Travel Expenses' head, received from the Ministry at the BE stage has already been distributed amongst the Controllers. However, since 5 months of the financial year are still remaining and keeping in view the pace of expenditure, the position of funds has become tight and the allotment of additional funds at this stage is not possible.
- c) In this connection , attention is once again invited to the austerity instructions issued by the Govt. of India, Ministry of Finance vide O.M. No. 7(1)/E.Coord/2014 dated 29.10.2014 wherein it has been advised to regulate the Travel expenses so as to ensure that each Ministry remains within the allocated budget. Also, the officers are requested to travel 'Economy 'Class in case of Air Travel, keeping the limitations of budget in mind.
- d) It is again reiterated that instructions issued vide HQrs circular no. AN/VII/7228/Budget Order dated 16.09.2016 may be complied with to ensure that expenditure is met from within the allocations made and economising the expenditure.

This has the approval of CGDA.

(Mustaq Ahmad)
Dy. CGDA(AN)

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