



**GOVERNMENT OF KERALA**  
**Finance(Planning A) Department**

**No.51/11/Fin**

Thiruvananthapuram, Dated:02.08.2011

**Circular**

**Sub: Non-Utilization of Central Assistance and Furnishing Utilization  
Certificates to Government of India-reg**

**Ref: 1. Circular No.56/07/Fin.dated 04/07/2007**

**2. Circular No.5/08/Fin.dated 11/01/2008**

As per the circular read above, Government had issued detailed instructions to all administrative departments/implementing agencies regarding utilization, maintenance and reconciliation of accounts in respect of Central Assistance (for CSS and other ACA Schemes) received. But it has been noticed that many of the Heads of Departments / Implementing Agencies have failed in ensuring timely utilization of central assistance, reconciliation of figures of expenditure with the Accountant General and furnishing of utilization certificates to Government of India. This has resulted in lapse of the central assistance receivable by the state.

2) It is hereby reiterated that, it is the responsibility of the administrative department concerned to ensure that utilization certificates and reconciled statements of expenditure are furnished to the concerned Ministry in Government of India and the Accountant General (Audit) in time by the implementing department / agency so that release of central assistance is not hampered. Utilization certificates should be based on figures of expenditure reconciled with those of the treasury and the Accountant General. Failure on the part of implementing agencies/Heads of Departments in furnishing utilization certificate to Govt. of India in time will result in lapsing of central

assistance to the State. Hence all implementing departments / agencies are required to be prompt in furnishing utilization certificates, statements of expenditure etc to the respective Ministry of Govt. of India.

3) All the Administrative Departments/Heads of Departments/Implementing Agencies are therefore directed to comply with the above instructions scrupulously and ensure that the central assistance due to State Government under Centrally sponsored/ACA schemes is realized in full, without any lapse. All the administrative departments are also requested to ensure that these instructions are strictly adhered to by the implementing departments / agencies under their control, who are responsible for implementation of such schemes.

**A..K.DUBEY**

**Principal Secretary (Finance)**

To

All ACS/Principal Secretaries /Secretaries to Government

All Administrative Departments

All Head of Departments and Offices


All Public Sector Undertakings/Autonomous Bodies

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

Nodal officer , [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in).

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Forwarded/By Order

  
Accounts Officer