GOVERNMENT OF KERALA
FINANCE (BUDGET WING .F) DEPARTMENT

C I R C U L A R

No.30/2012/Fin. Dated, Thiruvananthapuram, 31.05.2012

Sub: Appropriation Accounts 2011-12 – Finalisation – Instructions – Issued.

Ref : D.O Letter No. AAD/I/53-6 (B)/TS/11-12/4210 dated 20.03.12 from the Accountant General (A&E), Kerala, Thiruvananthapuram.

The Accountant General (A&E) in the D.O letter cited has informed that the Skeleton Appropriation Accounts 2011-12 of the Government of Kerala showing the particulars of the final grant, actual expenditure and excess/ saving up to the scheme level are being forwarded to the Controlling Officers for verification of the figures with reference to departmental records and furnishing the reasons for the variations between final grant and actual expenditure, to give complete reason for re-appropriation/resumption of funds sanctioned during the year and to furnish a certificate of verification. Unless this is done, the Accountant General will not be able to finalise the Appropriation Accounts for 2011-12 as per schedule.

All the Controlling Officers are therefore directed to give **Top Priority to this item of work** and to furnish the certificates of verification together with reasons for variation, if any, and to furnish complete reasons for re-appropriation/ resumption of funds sanctioned during the year 2011-12 to the Accountant General within 10 days positively of receipt of the skeleton accounts. Non-adherence of this time frame would dislocate the schedule for the preparation of Appropriation Accounts 2011-12 and the timely presentation of the Accounts before the State Legislative Assembly.

All Controlling Officers are directed to strictly comply with the following instructions:

(i). Verify the accounts as in the Skeleton Appropriation Accounts with reference to departmental records and to furnish reasons for variation between the final grant and actual expenditure;

(ii). Give complete reason for re-appropriation/resumption of funds sanctioned during the year;

(iii). Furnish a certificate of verification of accounts to the Accountant General;

(iv). Ensure completion of the above tasks within 10 days of receipt of the Skeleton Appropriation Accounts from the Accountant General.

Any lapse in this regard would be viewed very seriously.

V.P. JOY
Principal Secretary (Finance)

To

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.
The Principal Accountant General (A&E), Kerala, Thiruvananthapuram.
The Additional Chief Secretaries / Principal Secretaries/ Secretaries/Special Secretaries to Government.
All Heads of Department and Offices.
All District Collectors.
The Secretary, Kerala Public Service Commission, Thiruvananthapuram (With C.L)
The Registrar, High Court, Ernakulam (with C.L)
The Registrar, Kerala Lok-Ayukta, Thiruvananthapuram.
The Advocate General, Ernakulam (with C.L)
The Registrar, University of Kerala/Kozhikode/Kochi/Kannur (With C.L)
The Registrar, Sanskrit University, Kalady (with C.L)
The Registrar, Mahatma Gandhi University, Kottayam (with C.L)
The Registrar, Agriculture University, Thrissur (with C.L)
The Secretary to Governor.
The Officers of the Secretariat of and above the rank of Under Secretaries (including Law and Legislature Secretariat)
The Deputy Secretary to Chief Secretary.
All Departments (all sections) of the Secretariat including Law and Legislature.
The Director, Information and Public Relations Department.
The Nodal Officer, www.finance.kerala.gov.in for publishing on the website.
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