

Sub: Administrative Approval of Rough Cost estimates for Construction/ Maintenance of Government Buildings by the Administrative Departments – delegations – Bank of Sanctions - additional compliances.

Ref: This department U.O. No. 5/6/2005-5 B&C dated 9-5-2005 and U.O. No. 28/17/2006-5 B&C dated 25.4.2006.

Will all the Financial Commissioners & Principal Secretaries/ Administrative Secretaries to Government of Haryana kindly refer to the U.O.s under reference vide which the Finance Department had delegated powers to the Administrative Departments to authorize Administrative Approvals under the approved Plan/ Non-Plan schemes?

2. While authorizing the delegation vide the said U.O.s it was presumed that the mandatory compliance of exercising due diligence while according the Administrative Approvals shall automatically be adhered to by the concerned competent authorities. However, certain instances that has been noticed belies the said presumption as it has been noticed that at times such approvals are issued much in routine bordering reckless grant of approvals without any serious exercise of adhering to the basic budgetary discipline. As a consequence Administrative Approvals much in excess to the matching budgetary commitments stands already authorized at places.

2. Now, it has accordingly been decided to subject the authorization of the Administrative Approvals by the respective Administrative Departments to the following further compliances in addition:

- i. Henceforth, the grant of Administrative Approvals by the Administrative Departments shall be required to be so regulated that at no point in time, while authorizing such Administrative Approvals/ revising such Administrative Approvals already approved, the cumulative commitment as reflected by the 'bank of sanctions' (as explained briefly in the annexure appended to these instructions) should exceed twice the current budgetary provisions;
- ii. In the event of dire urgency, when and where ever a pressing need to undertake some other project immediately arise, the Administrative Department must undertake an in-house exercise to weed out/ reduce the pitch of redundant/ not so urgently required Administrative Approvals already authorized by way of withdrawing/ redrawing them to such an extent so as to accommodate the said urgent needs while keeping the sanctity of the ceiling prescribed above intact;
- iii. In most exceptional cases where the said exercise as indicated above fails in the opinion of the Administrative Department to accommodate the urgently needed activity, a reference may be made to the Finance Department to extend the limit of the 'bank of sanctions' up to 2.25 times the current budgetary provisions, but every time that such a proposal is moved, it must be accompanied with a list of all unsaturated active Administrative Approvals along with the justification of urgency prohibiting the Administrative Department to weed them out/ reduce their pitch to fall within the prescribed ceiling. Justifications so advanced must be

Through RA.


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sufficiently self speaking indicating the backing of a serious in-house exercise and cryptic or casual remarks must always be scrupulously avoided;

iv. In all such events where a 'relaxation of ceiling' is authorized by the Finance Department, it need to be taken as a one time case to case basis extension and subsequent authorization of Administrative Approvals need to be so regulated that the ceiling on the 'bank of sanctions' as twice the current budgetary provisions is restored before next Administrative Approval is authorized at the level of the Administrative Department.

3. It may so happen in cases of certain Administrative Departments that as on this date, the 'bank of sanctions' already stands above the ceiling so prescribed. In all such cases immediately the in-house exercise be undertaken to weed out/ reduce the pitch of redundant/ not so urgently required Administrative Approvals already authorized by way of withdrawing/ redrawing them so that the active and unsaturated approvals fall within the prescribed ceiling and required compliances. Such an exercise must be undertaken immediately and completed within the next one month i.e. before 20th of January, 2009. In case, however, on such an exercise it is not possible to bring the 'bank of sanctions' within the prescribed ceiling, a complete reference be made to the Finance Department along with the justifications for failure to adhere to the said ceiling and the grant of further Administrative Approvals be frozen at the existing level till such time as they fall within the discipline of the ceilings.

4. These instructions should be brought to the notice of all concerned for strict compliance.


Under Secretary Finance (Budget)
for the Financial Commissioner & Principal Secretary
to the Govt. Haryana, Finance Department. *ke*

To

All the Financial Commissioners & Principal Secretaries/ Administrative Secretaries to Government of Haryana.

U.O. No. 28/38/2008-5 B&C


Dated: 18.12.2008

Endst. No. 28/38/2008-5 B&C

Dated: 18.12.2008

A copy is forwarded to the following for information and necessary action at their end:

1. Accountant General (A&E/ Audit), Haryana.
2. Registrar (General), the High Court of Punjab & Haryana.
3. All the Divisional Commissioners in Haryana.
4. All the Heads of Department, Haryana.


Under Secretary Finance (Budget)
for the Financial Commissioner & Principal Secretary
to the Govt. Haryana, Finance Department. *ke*

INTERNAL CIRCULATIONS

- i. All the Officers/ Deputy Secretaries/ Under Secretaries/ Superintendents of F.D.
- ii. In charge, Computer Cell (F.D.)

ANNEXURE

[To be read with U.O. No. 28/38/2008-5 B&C Dated: 18.12.2008]

BANK OF SANCTIONS

How to work out:

A. At any point in time:

- The cumulative commitment of all active Administrative Approvals: X
 - The cumulative value that stands saturated in financial terms out of the said X : Y
 - The cumulative backlog of unsaturated active commitment pertaining to all active Administrative Approvals in hand : $(X - Y)$
 - The financial commitment of the Administrative Approval under consideration for approval : A
 - **Bank of Sanctions at the moment** : $(X - Y)$
 - **Bank of Sanctions on proposed approval** : $(X - Y) + A$
- $(X - Y)$ or, as the case may be, $[(X - Y) + A]$ should, at no point in time, exceed twice the respective Budgetary Provision.**

B. Respective Budgetary Provision:

Shall be the cumulative value of all sub components included up to the level under a head beyond which the competence to re-appropriate does not vest in the Administrative Department.