

GOVERNMENT OF KERALA

Abstract

Economy – Economy in Government expenditure – Measures to be adopted in the current five year plan (1980-85) - Orders issued

FINANCE (WAYS & MEANS I) DEPARTMENT

G.O.(P) No.708/80/Fin.

Dated, Trivandrum 4th October, 1980.

Read:- G.O.(P)No.708/79/Fin. Dated 6-8-1979.

ORDER

In partial modification of the G.O. cited Government Order the following economy restrictions to be operative till the end of the current Five Year Plan period (i.e., till 31-03-1983).

(1) No new posts shall be created on the Non-Plan side except where accepted norms exist. In respect of new schemes or expansion of existing schemes (whether Plan or non-plan), the availability of surplus capacity and the scope for re-deployment of staff shall be examined before proposals for additional staff are initiated.

(2) Vacancies on account of grant of leave, deputation for training, seminar etc. of less than 30 days duration shall not be filled up, the work being carried out by rearrangement and redistribution. In cases of leave, the incumbent proceeding on leave shall not ordinarily be allowed to return to duty before the expiry of the leave. Before filling up posts which have been vacant for more than 3 months. A review by the head of the department shall be made to find out whether the post cannot remain unfilled or abolished.

(3) No fresh recruitment shall be made in departments and to categories in respect of which supernumeraries exist to be absorbed against regular vacancies.

(4) No relaxations of Service Rules, involving additional expenditure will be allowed.

(5) Reappropriations to increase the provision under 'Office Expenses', 'other charges' and 'Travel expenses', whether under Plan or non-plan will not be permitted.

(6) The monthly and quarterly ceilings on Travelling Allowance will not be relaxed. No road mileage will be allowed under any circumstances for officers with staff cars attached to them or to their offices.

(7) Deputations for training, conferences, seminars, as well as tours outside the State shall be curtailed to the unavoidable minimum.

(8) Trips to Delhi for discussions, meetings etc. shall be confined to Secretaries to Government and Heads of Departments with the permission of the Minister concerned.

(9) The petrol consumed by staff cars shall be restricted to 66 2/3% of the quantity consumed during the year 1978-79 in respect of non-operational vehicles including staff cars attached to the Secretariat and Head-quarters offices and 85% in respect of vehicles maintained including staff cars attached to the Secretariat and Head-quarters offices and 85% in respect of vehicles maintained by field offices. The Police and Health Departments are exempted from this provision.

(10) Secretaries to Government shall undertake a review of the strength of staff cars and other vehicles maintained in the departments under their control with a view to exploring the possibility of reducing the number of vehicles by at least 10%. Proposals for the purchase of new vehicles under unavoidable circumstances, shall be initiated only after such a review.

(11) Strict economy in the use of paper, stationery and conservation of electricity will be enforced.

(12) Expenditure on advertisements shall be curtailed to the unavoidable minimum and advertisements relating to tender etc. shall be made as brief as possible.

(13) Expenditure on public functions shall be restricted. Ostentation at such functions shall be avoided.

(14) Telephone charges shall be reduced to the maximum extent by restricting calls. S.T.D. facilities will not be extended to classes officers who are not now eligible. Fresh needs for telephones should be covered by shifting of the existing connections wherever possible.

(15) Strict control shall be exercised in the purchase of new stores and a review of the stock in hand shall be undertaken before making new purchases which shall be confined to the immediate needs. The practice of continuing purchases and postponing payments for want of budget provision shall be avoidable.

2. Cases requiring relaxation of the above economy orders will be processed as follows:-

- (i) Relaxation of the above restrictions may be ordered in unavoidable cases with the concurrence of the Finance Department.
- (ii) Cases in which Finance Department has not agreed to relaxation, but where the expenditure involved does not exceed Rs. 10,000 recurring and Rs.50,000 non-recurring may be circulated to Minister (Finance) and if he agrees, orders may be issued accordingly.
- (iii) Major cases involving expenditure in excess of the limits indicated in para 2 (ii) above, which have not been agreed to in the Finance Department, may if considered essential, be placed before the Political and Development Sub

Committee of the Council of Ministers. The Rules relating to the preparation of notes for the Council of Ministers shall apply to such cases.

By Order of the Governor,

S. Padma Kumar,
Special Secretary (Finance).

To

The Accountant General, Kerala, Trivandrum
All Head of Departments and Offices.
All Departments and Sections of the Secretariat.
The Secretary, Kerala Public Service Commission (with C.L.)
The Registrar, University of Kerala/Cochin/Calicut (with C.L.)
The Registrar, Kerala Agricultural University, Trichur (with C.L.)
The General Manager KSRTC, Trivandrum (with C.L.)
The Secretary, Kerala State Electricity Board (with C.L.)
The Registrar of High Court, Ernakulam (with C.L.)
All Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and under Secretaries to Government
The Secretary to Governor.
The Private Secretaries to the Chief Minister and other Ministers.
The Under Secretary to the Chief Secretary.