

GOVERNMENT OF KERALA

Abstract

ECONOMY - ECONOMY IN EXPENDITURE – MEASURES TO BE ADOPTED IN 1975-76 -
ORDERS ISSUED

FINANCE DEPARTMENT

G.O.(P)No.387/75/Fin.

Dated, Trivandrum, 27th August, 1975.

ORDER

In the context of the implementation of the 20 Point Economic Programme, it has become necessary to enforce greater financial discipline and economy in expenditure so as to conserve resources for the implementation of the programme. Accordingly, the following economy orders are issued:-

(i) New Schemes and Posts

No new schemes under the non-Plan sector and posts, except those which be unavoidable, should be sanctioned.

(ii) Filling up of vacancies

Vacancies due to grant of leave, deputation of officers for training, seminars etc., irrespective of duration should not be filled up, as far as possible. The work should be carried on by suitable re-arrangement and re-distribution. While making charge arrangements, commitment for payment of charge allowance should be avoided to the extent possible.

(iii) Deputation of officers for training, conferences, seminars etc.

Officers should not be deputed for training, conferences, seminars etc., outside the State as far as possible. Tours outside the State, especially to Delhi, should be curtailed to the minimum and should be undertaken only with the approval of the Minister concerned.

(iv) Expenditure on Public Functions

Expenditure on public functions should be curtailed to the minimum. All ceremonial functions should be conducted in an atmosphere of austerity.

(v) Purchase of stores and equipments

Large amounts are spent by various departments from year-to-year on purchase of stores and equipments. Some stores are also liable to deterioration if kept unused for long. So, the Heads of Departments should exercise that control in the matter of purchase of stores. Before ordering fresh purchases during the current year, they should make a detailed study of all the coins of materials in stock and an earnest attempt should be made to see that further purchases are limited to only immediate needs. The annual indent for purchase of stores should be prepared very carefully. By proper inventory control it should be possible for the Heads of Departments to effect substantial economy in the provision made for purchase of stores.

(vi) Leave

Leave preparatory to retirement should not be refused

(vii) Exceptional cases

Where the Head of Department wants exemption from the operation of any of the economy orders detailed above, he should address the Secretary to Government concerned justifying such exemption. Such proposals should be critically scrutinized by the Administrative Department and taken up with Finance, Planning and Economic Affairs and any other Department wherever necessary according to rules of procedure. After the normal Secretariat scrutiny, the files may be circulated through the concerned Secretary to Government, Finance Secretary and Additional Chief Secretary to the Minister concerned and in important cases to the Chief Minister before issue of orders, the Heads of Departments should not take action in anticipation of the Government approval.

(viii) Schemes

In the case of new schemes/projects under item (vii) involving financial commitment of Rs. 10 lakhs and above, the proposals after they are processed by the Departments in the normal manner should be referred to the Economy Committee which may, if necessary hold discussions with the concerned Secretary to Government/Head of Department and make appropriate recommendations. Circulation of such cases for final orders should be done after obtaining the recommendations of the Economy Committee.

By order of the Governor,

K.V.RABINDRAN NAIR,
Finance Secretary.

To

The Accountant General, Kerala, Trivandrum.
All Departments and Sections of the Secretariat.
All Head of Departments and Offices.
The Secretary, Kerala Public Service Commission (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.)
The Registrar, University of Kerala, Trivandrum (with C.L.)
The Registrar, University of Cochin, Ernakulam (with C.L.)
The Registrar, University of Calicut, Calicut (with C.L.)
The Registrar, Agricultural University, Mannuthy, Trichur (with C.L.)
All Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and under Secretaries to Government
The Private Secretaries to the Chief Minister and other Ministers
The Secretary to Governor.
The Personal Clerks to the Chief Secretary and Additional Chief Secretary to Govt.