

Copy of Circular No.35/66/Fin. Dated 20th May 1966 from Government, Finance Department, Trivandrum to the Accountant General, Kerala and all Heads of Departments, etc.

Sub: Travelling allowance claims-scrutiny of –checks to be exercised by controlling officers- instructions emphasized.

Ref:- D. O. letter No. T.VIII/12-23/TA /Vol. 232 dated 16-3-1966 from the Accountant General.

Rule 116, Kerala Service Rules Part II, contains instructions regarding the scrutiny of T.A Bills by the controlling officers, with a view to ensure that the claims preferred are in accordance with rules and that irregular claims are disallowed. But in his letter read above, the Accountant General has brought to the notice of Government that most of the fundamental checks required to be exercised in the scrutiny of T. A Bills are not being exercised by the controlling officers and has pointed out that the responsibility for ensuring that the claims are justified is one to be shared by the controlling officer and the Audit Office.

2. Government consider that strict scrutiny of the T.A bills is necessary and direct that the controlling officers should be vigilant in exercising the checks expected of them when signing or countersigning the T.A Bills. Non compliance by the Controlling Officers with the requirements of Rule 116 K.S.R. Part II will be viewed seriously by Government.

Endt. On B4-17178/66 dated 31-5-1966

Copy forwarded to all sub officers for information and strict observance.

Copies of T.A., A.O, F.A., Steno to Chief Conservator of Forests and all Sections.

Copy to Stock file.

Chief Conservator's
Office, Trivandrum

Sd/-

For Chief Conservator of Forests.

Endt. On F.Dis. (E2) 9719/66 dated 23-6-1966.

Copy to K.S.R. (Rule 116) and Stock file.

Sd/-

For Conservator of Forests.