



**कार्यालय, रक्षा लेखा महानियंत्रक,**

उलन बटार मार्ग, पालम दिल्ली छावनी 110010-

**O/o THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS,  
ULAN BATAR ROAD, PALAM, DELHI CANTT.-110010**

दूरभाष : 011-25665583/84,25665736/37. फ़ैक्स : 011-25674786

ईमेल : [hqaccounts.cgda@gov.in](mailto:hqaccounts.cgda@gov.in)



**No. A/III/13348/PSB/FPB/CMP**

**Dated: 27.03.2019**

To,

PCsDA/PCA(Fys)CsDA.

**Sub:- Reporting and Accounting of Central Government Transactions of March 2019.**

In regard to subject cited above, Controller General of Accounts, Ministry of Finance, Office Memorandum No. S-11012/2/3(17)/RBI/2019/GBA/518-576 dated 25<sup>th</sup> March 2019 alongwith RBI Circular No. DGBA.GBD.No.2394/42.01.029/2018-19 dated 20.03.2019 regarding the procedure to be followed for reporting and accounting of Central Government transactions of March 2019 by the banks for the financial Year 2018-19 are forwarded herewith for information and necessary action.

2. Further, RBI Circular No. DGBA.GBD.No.2430/42.01.029/2018-19 dated 26.03.2019 and Circular No. DBR. No. Leg.BC.30/09.07.005/2018-19 dated 26.03.2019 are also forwarded herewith for your information please.

This issues with the approval of Addl.CGDA (A&B).

**Encl : As above.**

  
**Sr. Accounts Officer (A&B)**

**Copy to:**

**EDP Section (Local)**

For uploading the same on the CGDA Website.

  
**Sr. Accounts Officer (A&B)**

Office of the  
Controller General of Accounts  
Ministry of Finance  
Department of Expenditure  
Mahalekha Niyantarak Bhawan  
E Block, INA, New Delhi  
Tele/Fax : 011-24649365  
Email: [sao-rbd@nic.in](mailto:sao-rbd@nic.in)

No. S-11012/2/3(17)/RBI/2019/GBA / 518-576

25<sup>th</sup> March 2019

Office Memorandum

Sub: Reporting and Accounting of Central Government Transactions of March 2019

Please find enclosed herewith a notification DGBA.GBD. No. 2394/42.01.029/2018-19 dated March 20, 2019 regarding the procedure to be followed for reporting and accounting of Central Government transactions of March 2019 (including CBDT, CBIC, Departmentalized Ministries and Non-Civil Ministries) by the banks for the financial year 2018-2019 for information and necessary action.

Encl. as above



(Anupam Raj)

Asstt. Controller General of Accounts (GBA)

To

1. All Pr. CCAs/CCAs/CAs (independent Charges) of all Ministries/Departments
2. The Addl. Controller General of Defence Accounts (Accounts & Budget), O/o the Controller General of Defence Accounts, Raksha Lekha Bhawan, Ulan Batar Road, Palam, Delhi Cantt - 110010
3. Deputy Director General (PAF), Department of Posts, Dak Bhawan, Sansad Marg, New Delhi.
4. Director Finance (CCA), Ministry of Railways, Railway Board, Rail Bhawan, New Delhi.
5. Deputy Director General (Accounts), Department of Telecommunications, Sanchar Bhavan, 20, Ashoka Road, New Delhi-110001.
6. Sr.AO (ITD) with the request to upload the above OM the website.



भारतीय रिज़र्व बैंक  
RESERVE BANK OF INDIA

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RBI/2018-19/

DGBA.GBD.No.2394/42.01.029/2018-19

March 20, 2019

All Agency Banks

Dear Sir / Madam,

**Reporting and Accounting of Central Government Transactions of March 2019**

Please refer to Circular DGBA.GBD.No. 2324/42.01.029/2017-18 dated March 19, 2018 advising the procedure to be followed for reporting and accounting of Central Government transactions (including CBDT, CBEC, Departmentalised Ministries and Non-Civil Ministries) at the Receiving/Nodal/Focal Point branches of your bank for the Financial Year 2017-18.

2. The Government of India has decided that the date of closure of residual transactions for the month of March 2019 be fixed as April 10, 2019 for the Financial Year 2018-19. In view of the ensuing closing of government accounts for the financial year 2018-19, receiving branches including those not situated locally, should adopt special arrangements such as courier service etc., for passing on challans/scrolls etc., to the Nodal/Focal Point branches so that all payments and collections made on behalf of government towards the end of March are accounted for in the same financial year. These instructions regarding special messenger arrangements may please be informed to all branches concerned.

3. As regards reporting of March 2019 transactions by Nodal/Focal Point branches in April 2019, the branches may be advised to follow the procedure as outlined in the Annex. To sum up, the Nodal/Focal Point branches will be required to prepare separate sets of scrolls, one pertaining to March 2019 residual transactions and another for April 2019 transactions during the first 10 days of April 2019. The Nodal/Focal Point branches should also ensure that the accounts for all transactions

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Department of Government & Bank Accounts, Central Office, Opp. Mumbai Central Railway Station, 4<sup>th</sup> Floor, Byculla, Mumbai 400 008,  
Telephone: (022) 2308 4121, Fax No. (022) 2300 0370/2301 6072/2301 0095, e-mail: [cgmidgbsa@rbi.org.in](mailto:cgmidgbsa@rbi.org.in)

हिन्दी मातान हे, वसुधा प्रयोग यन्त्रालय।

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ANNEX

Reporting of March Transactions

Beginning from April 1, 2019, the Nodal/Focal Point branches will segregate on a daily basis all scrolls/challans pertaining to March 2019 received from the receiving branches concerned and prepare separate main scrolls for:

- (a) scrolls for transactions of March 2019 or earlier period (i.e. effected during the previous financial year 2018-19) and
- (b) scrolls pertaining to current transactions (i.e. those effected from April 1, 2019 onwards).

2. The main scrolls for March 2019 transactions prepared from April 1 to April 10, 2019 are to be distinctly marked as March Residual - 1, March Residual - 2 and so on upto April 10, 2019. In other words, serial number should be allotted in consecutive order for each main scroll of March 2019 transactions sent from April 1 to April 10, 2019. These scrolls alongwith the copies of daily summary of Receipts and Payments prepared separately for March 2019 transactions will be forwarded to the Departmental Officials concerned (i.e. Zonal Accounts Officers/Pay and Accounts Officers and Designated Officers) in the usual way. The Nodal/Focal Point branches will also be required to report the above transactions to the Link Cell through separate Daily Memos. These advices must be sent to enable the Link Cell of each bank at Nagpur, to make daily settlement with Reserve Bank of India, Central Accounts Section (CAS) Nagpur. On receipt of advices from the Nodal/Focal Point branches, the Link Cell should segregate the advices for the March Residual transactions and forward them separately to Reserve Bank of India, CAS, Nagpur. This procedure should continue upto and inclusive of April 10, 2019 only. All transactions reported thereafter by the receiving branches will be reported and accounted for in the usual manner in the accounts of the month of report irrespective of the date of transaction. Following the special arrangements for March 2019 transactions, it is necessary for the Nodal/Focal Point branches to prepare two sets of DMS to be submitted to Zonal Accounts Officers/Pay and Accounts Officers for March 2019 transactions - one for transactions upto March 31, 2019 and another for



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Endt.DGBA.GBD.No. /42.01.029/2018-19 of date.

Copy forwarded for information and necessary action to:

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1. the Controller General of Accounts, Ministry of Finance, Department of Expenditure, Mahalekha Niyantarak Bhawan, Room No. 102, 1<sup>st</sup> Floor, E-Block, GPO Complex, INA, New Delhi - 110 023.
2. the Principal Chief Controller of Accounts, Government of India, Office of the Chief Controller of Accounts, Central Board of Direct Taxes, Lok Nayak Bhavan, Khan Market, New Delhi - 110 003.
3. the Director, Finance (A) (II), P Government of India, Ministry of Railway, Railway Board, Rail Bhavan, New Delhi - 110001.
4. the Principal Chief Controller of Accounts, Central Board of Indirect Taxes and Customs, 1<sup>st</sup> Floor, AGCR Building, New Delhi - 110 002.
5. the Director General, (PA), Department of Posts, Government of India, Ministry of Communications, Department of Telecommunication, Dak Bhavan, 4<sup>th</sup> Floor, Sansad Marg, New Delhi -110 001.
6. the Controller General of Defence Accounts, West Block-V, R.K. Puram, New Delhi - 110 066.
7. the Deputy Director General (Budget & Accounts), Ministry of Communications, Government of India, Department of Telecommunication, Sanchar Bhavan, Dak Bhavan, 4<sup>th</sup> Floor, Sansad Marg, New Delhi - 110 001.
8. the Regional Director / Officer-in-Charge, Reserve Bank of India, Government Banking Division, Agartala / Ahmedabad / Bangaluru / Belapur, Navi Mumbai / Bhopal / Bhubaneswar / Chandigarh / Chennai / Dehradun / Guwahati / Hyderabad / Jaipur / Jammu / Kanpur / Kolkata / Mumbai / Nagpur / New Delhi / Panaji / Patna / Raipur / Ranchi / Shillong / Shimla / Thiruvananthapuram. He / She may also follow the procedure outlined in the circular.
9. the General Manager-in-Charge, Central Accounts Section, Reserve Bank of India, Additional Office Building, East High Court Road, Nagpur - 440 001.



(L S Bhati)  
Assistant General Manager



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RBI/2018-19/149

DGBA.GBD.No.2430/42.01.029/2018-19

March 26, 2019

All Agency Banks

Dear Sir / Madam

**Annual Closing of Government Accounts – Transactions of Central / State Governments – Special Measures for the Current Financial Year (2018-19)**

The Government of India has desired that all government transactions done by agency banks for Financial Year 2018-19 must be accounted for within the same financial year and has requested that, as in previous years, certain special arrangements be made for this purpose.

2. Accordingly, all agency banks should keep the counters of their designated branches conducting government banking open for government transactions up to 8.00 p.m. on March 30, 2019 and upto 6.00 p.m. on March 31, 2019.
3. All electronic transactions, including RTGS and NEFT, will continue for the extended time on March 30 and March 31, 2019 for which DPSS, RBI will issue necessary instructions.
4. Regarding reporting of GST collection in e-Kuber of RBI, the reporting window on March 31, 2019 for uploading luggage files will be extended and kept open till 12 noon on April 1, 2019. Thus, agency banks will be able to upload their luggage files of value date March 31, 2019 upto 12 noon on April 1, 2019.
5. Agency banks may give adequate publicity to the special arrangements made.

Yours faithfully

(Partha Choudhuri)  
General Manager

सरकारी एवं बैंक लेखा विभाग, केन्द्रीय कार्यालय, मुंबई सेंट्रल रेलवे स्टेशन के सामने, भायखला, मुंबई 400 008  
Department of Government & Bank Accounts, Central Office, Opp. Mumbai Central Railway Station, 4<sup>th</sup> Floor, Byculla, Mumbai 400 008  
Telephone: (022) 2308 4121, Fax No. (022) 2300 0370/2301 6072/2301 0095, e-mail: [cgmicdgbaco@rbi.org.in](mailto:cgmicdgbaco@rbi.org.in)

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RBI/2018-19/150

DBR.No.Leg.BC.30/09.07.005/2018-19

March 26, 2019

**All Agency Banks**

Dear Sir/ Madam

**All Agency Banks to remain open for public on March 31, 2019 (Sunday)**

The Government of India has advised that all Pay and Account Offices will remain open on March 31, 2019 (Sunday) to facilitate government receipt and payment transactions. Accordingly, all Agency Banks are advised to keep all their branches dealing with government business open on March 31, 2019 (Sunday).

2. Banks shall give due publicity about availability of above banking services on this day.

Yours faithfully

(Saurav Sinha)  
Chief General Manager-in-Charge