

**Circular No. 07 of 2019**

No. IFA/109/Gen Issue

Dated: 22.08.2019

To


All PIFAs/IFAs  
(Through CGDA Website)

Sub:- Examination of issue of excess expenditure/saving occurred under various Minor Head of Revenue and Capital Head by Ministry Deptt. - Reg.

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A copy of Ministry of Defence (Finance) Budget Division MoD (Fin) ID No. 6(1)/Bud-I/2019 dated 09.05.2019 on above subject is enclosed herewith for information and further necessary action please.

This issues with the approval of Sr. Jt. CGDA(Finance).

  
(Priyanka Chandra)  
Sr. Dy. CGDA (Finance)

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IMPORTANT AND URGENT

Ministry of Defence (Finance)  
Budget Division  
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**Subject:- Appropriation Accounts (Defence Services) for 2018-19**

**Reference:- MoD (Fin) ID Nos. 6(1)/ Bud-I/2017 dated 07/05/2018.**

As per practice in vogue Appropriation Accounts are to be prepared immediately after completion of Financial Year and presented in the Parliament for regularization of excess expenditure, if any, occurring in a Grant after the closing of bookings made during the month of March. CGDA office had notified the date of closing of accounts in respect of March Supplementary -I (March Final) for the FY 2018-19 as 01/05/2019 vide their letter No. A/I/13311/ACA/2018-19 dated 19/03/2019.

2. All budget holders are therefore requested to review their expenditure statements with the allocated budget and render detailed explanations for excess / savings occurred under each Minor Head under a grant, so that the same may be incorporated in Appropriation Account. The detailed instructions for variation between (a) Budget Estimates + Supplementary Grants and Modified Appropriations; (b) variations between Budget Estimates + Supplementary Grants and Actual Expenditure during 2018-2019 without considering re-appropriations done under a Minor Head have already been circulated in the previous years may be adhered to. Further, separate explanations for the variation between Modified Appropriation and Actual Expenditure may also be provided. It is pertinent to mention here that Explanations for excess/ savings occurred under 'Voted' and 'Charged' expenditure must be explained separately, as it is one of the primary requirements of the audit.

3. As requested earlier, the explanations given for excess/ savings should not be vague and general such as 'Reduction in Capital Budget by MoD (Fin)' or 'Normal Variation' etc. as these are not specific, convincing and tenable to audit. Moreover, it may be ensured that the reasons for variations are brief,

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lucid, analytical and mentioned in the order of their importance to avoid adverse observation of Public Accounts Committee (PAC) and Audit.

4. The above instructions as well as all the earlier instructions issued on the subject should be followed scrupulously. All Budget Holders in the Service HQrs are requested to furnish above information latest by 14<sup>th</sup> June, 2019 positively.

(Ambarish Barman)  
Deputy Secretary (Budget)  
Tel. No.2301 2554

CGO (Addl. FA) & JS  
C. No. 24/2019  
Date: 15/5

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|-----------------------|-----------------|----------------------------|------------------|
| 1. ADG FP, Army       | 2. DG NCC       | 3. ACNS (P&)               | 4. ACAS (Fin P)  |
| 5. ACIDS (FP), HQ IDS | 6. DF&MM (DRDO) | 7. Dte. of Standardisation |                  |
| 8. ATVP               | 9. DGAQA        | 10. DGQA                   | 11. DGO, Kolkata |

MoD (Fin) ID No. 6(1)/Bud-I/2019 dated 9 -05-2019

Copy for information to:-

1. CGDA (In r/o all PCDA/ Pr.IFA/ CDA/IFA)
2. All JS and JS & AM
3. All JS & Addl. FA, Directors/ DFAs
4. OF Cell 'G' Block Hutments.

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