

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN: NEW DELHI**

F. No. FIN/ 22/01/2016-CDN (A&A)

Dated the 13th September 2018

ENDORSEMENT

The Ministry of Finance, Department of Expenditure, New Delhi has issued an O.M. No. 23(5)/E.Coord/2018 (Pt.) dated the 30th August, 2018 regarding **Timely clearance of cases referred to Integrated Finance Division (IFD) of Ministries/ Departments.**

As approved by the Competent Authority, the O.M. No. 23(5)/E.Coord/2018 (Pt.) dated the 30th August, 2018 has been uploaded on ICAR Web-site www.icar.org.in for information, guidance and compliance.



(Sanjeevan Prakash)
Deputy Director (Finance)

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8. Sr. PPS to Secretary, DARE & DG, ICAR/PPS to Additional Secretary, DARE & Secretary, ICAR/PPS to AS&FA, DARE/ICAR.
9. Incharge, ARIC, Directorate of Knowledge Management Units (DKMU), KAB-I, Pusa, New Delhi-12 for placing the above mentioned Office Memorandum in ICAR Web-site.
10. Secretary (Staff Side), CJSC, NRC on Meat, Hyderabad.

F.No. 23(5)/E.Coord/2018 (Pt.)
Government of India
Ministry of Finance
Department of Expenditure

अपर सचिव एवं वित्त सलाहकार
(डेयर/भा. क. अनु. परिषद)
Addl. Secretary & Fin Adviser
(DARE/ICAR) 3761R
डा. सं./Dy. No. 619118 Date

North Block, New Delhi.

Dated: 30th August, 2018

Office Memorandum

Sub: Timely clearance of cases referred to Integrated Finance Division (IFD) of Ministries/ Departments.

The existing system of IFD in Ministries / Departments has been in place for considerable time to assist the administrative Ministries to freely exercise their delegated powers with the guidance of IFA. The Charter of IFAs lays down the guidelines for the Ministries / Departments towards achievement of their objectives, facilitate implementation of approved programmes with due financial prudence and ensure that monies allocated are spent in time, in the prescribed manner to achieve the intended outcomes.

However, instances of delays due to protracted correspondence between the Programme Division of the Ministry / Department and the concerned IFD resulting in non-implementation of the programme in a timely manner as well as cost and time overruns have been brought to notice. In this connection, it is stated that IFDs of Ministries / Departments should ensure that piecemeal observations / queries are avoided while examining the proposals. Queries / observations ought to be raised in a comprehensive manner by IFDs of the Ministries / Departments and adequately addressed by the Programme Divisions to obviate iterations and frequent file movement.

3. In order to streamline the procedure for examination / scrutiny of projects by IFD of Ministries / Departments, the following measures are suggested:-

- The Programme Division is to submit proposals complete in all respects to IFD with the approval at appropriate level. For this purpose Ministries /Departments should develop a checklist in consultation with IFD.
- The concerned IFD is to examine / scrutinize the proposals and process within a mutually agreed timeframe to be worked within the Ministry / Department. Queries / observations, if any, are to be conveyed in a consolidated manner duly addressing all issues.
- The concerned Programme Division is to expeditiously answer to the queries / observations raised by IFD in a comprehensive manner.
- In case of any further difference, FAs of the Ministries / Departments are advised to resolve any such issues in a meeting with the Head of the concerned Programme Division and process the proposal accordingly.
- It may be ensured that no proposal remains unresolved for more than one month and any difficulty in processing any case despite the above measures, are to be brought to the notice of Secretary of the Department.

3. The FAs of the Ministries / Departments are requested to follow the above instructions.

To

All FAs of Ministries / Departments

ASFA
DARE/ICAR
US(B/F)

(Annie G Mathew)
Joint Secretary (Pers)

Pl. spk. 27/9/18

DD - F-II, ICAR

Spoken. II ended
SO (Cdn. Asst.)
Sh. Ashwini
US(B/F), DARE 12/9/18