

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


F.No. 12(1)/2015-CDN (A&A)

Dated the 9th December, 2016

ENDORSEMENT

The Ministry of Finance, Department of Expenditure Division has issued guidelines regarding – Promotion of Payments through Cards and Digital Means and suggested the steps for all utility bill payments. As approved by the Competent Authority, this O.M.No.1(9)/2016-E. II(A) dated 08/12/2016, Ministry of Finance, Deptt. Of Expenditure, has been posted on the ICAR Web-Site www.icar.org.in for compliance.

ICAR HQs as well as Institutes are further requested to furnish the information on the subject mentioned above in the prescribed format provided by MOF in their above stated letter, within a week time.


(A.P. Sharma)
Deputy Director(Finance)

Distribution:

I ICAR Institutes:

1. Directors/Joint Directors/Project Directors of all Research Institutes/Project Directorates and National Research Centres/Bureaux
2. Project Coordinators/Coordinated Research Projects/Zonal Project Directors.
3. The Finance & Accounts Officers of all Research Institutes, Project Directorates

II ICAR Headquarters:

1. All Officers/Sections, ICAR, Krishi Bhavan, New Delhi including Krishi Anusandhan Bhavan I & II, NASC, Pusa, New Delhi
2. ADG (CDN)/ADG (PIM)/PD, DKMA.
3. ND, NAIP/Chairman, ASRB
4. Director (DARE)
5. DS (A)/DS(WS)
6. DS(GAC)/G. Adm. Section.
7. US(Cash)/All DDOs
8. Cash-I, II and Audit-II Sections, ICAR, Krishi Bhavan, New Delhi
9. Sr.PPS to Secretary, DARE & DG, ICAR/PPS to Additional Secretary, DARE & Secretary, ICAR/PPS to AS&FA, DARE/ICAR
10. Incharge, ARIC, Directorate of Knowledge Management Units (DKMA), KAB-I Pusa, New Delhi-12 for placing the above mentioned OM in the ICAR Web-Site.
11. Guard file

MOST IMMEDIATE/TIME BOUND

1(9)/2016-E.II (A)

Government of India
(Bharat Sarkar)
Ministry of Finance
Department of Expenditure

Office Memorandum

North Block, New Delhi

Dated 8th December, 2016

Subject: - Promotion of payments through Cards and Digital means

Consequent to Cabinet approval, DEA vide OM dated 29th February 2016 has detailed various measures for promotion of payments through Cards and Digital Means for incentivization of digital transactions and removal of present disincentive for such transactions.

2. Cabinet has also suggested the following steps in this regard:

a) For all utility bill payments, customer should get 1% cash back, subject to certain ceiling. The expenses shall be borne by the utility company.

b) All convenience fee/charges for digital payment should be waived from customer.

Implementation of the above decisions is to be ensured by 15th December 2016.

3. In order to review the action taken by Ministries/Departments in this regard, details in the format given are required to be compiled by each Ministry/Department including attached and subordinate offices.

Utility Bill payment:

Name of the Ministry/Department:

Agency charging utility charges including subordinate & attached offices

	Services on which utility charges are levied	Rate of utility charges	Whether cash back to customers is given. If yes, rate/quantum thereof
Agency 1			
Agency 2			

Convenience fee/charges for digital payment:

Name of the Ministry/Department:

Agency charging Convenience fee/charges for digital payment including subordinate & attached offices

	Services on which fee/charges are levied	Rate of fee/charges
Agency 1		
Agency 2		

3. You are requested to forward the above details by 3 pm on 9/12/2016 positively by fax at 011-23092652 or by e-mail at mathewag@nic.in , pankajh@nic.in

This may kindly be treated as most urgent and time bound.

(Annie George Mathew)

Joint Secretary

To,

All Secretaries to GoI.

All Financial Advisers