

POLICE



DEPARTMENT

No.B1-117657/2022/PHQ

Police Headquarters,

Thiruvananthapuram

✉phq.pol@kerala.gov.in

☎04712721547

Dated. 06-08-2022

Circular. 20/2022/PHQ

Sub : Police Dept- Temporary Advance Drawal and Delayed regularisation of Final bills - Levy on Interest - instructions - reg.

Ref : 1.G.O.(P) No.419/2011/Fin dated 04.10.2011

2.GO(P) No.5/2020/Fin dated 9.01.2020

3.Govt Circular No. 87/2019 Fin dtd 23.10.2019.

It has come to notice that officers of various units who have drawn temporary advance / work advance are not settling the same even though the advance drawn is not fully utilized .

Drawing advance more than actually required and keeping the same in hand without remitting back the unutilised portion to the treasury and delayed presentation of the final bills are serious irregularities.

Inorder to avoid the chance of misusing the Government money, vide GO cited 1st , the following orders are issued:-

1. A time limit of 3 months is fixed for the presentation of final bill.
2. In cases where temporary advance is not utilised fully but the adjustment bill is submitted in time, interest at the rate of 18% per annum will be charged on the unutilised portion of the advance from the date of drawl to the date of refund of advance.
- 3.In cases where the adjustment bill is not submitted within the prescribed time, the entire amount of advance may be recovered in one lump immediately on the expiry of such time limit. Interest at the rate prescribed at (2) above will be charged in the entire amount of advance from the date of drawal to the date of recovery of the amount.

As per the circular 3rd cited, Govt. have issued strict instruction to follow the instructions scrupulously. But it has come to the notice of Govt. that DDOs of some departments having special permission are repeatedly taking advances without settling previous ones and Accountant General has raised several objections in this regard.

Government have examined the matter in detail and guidelines are issued to settle the temporary advance in time as per the G.O. 2nd cited (copy enclosed), and instructed that :

- 1.BIMS should be modified to capture the details such as PEN of the employee to



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whom the advance is sanctioned so that no new advance should not be permitted without settling the existing one and also the same will be noted in the LPC or NLC of the officer, as the case may be, and necessary entries in SPARK is to be made to avoid disbursing his future payments. The liability will be fixed calculating 18% interest as per G.O read as (1) above.

In view of the above Govt. Orders, and circular, all Units Heads are hereby directed to follow the Govt. directions scrupulously and settle the advance bills within the prescribed time limit, otherwise liability will be fixed to the responsible persons, calculating 18% interest as per G.O read as (1) above.



K Padmakumar IPS
Additional Director General of Police

To : All Unit Heads for necessary action

Copy : AO , JS F, S,N,Mod,T,Bldg,H, C for necessary action

To CA to SPC, ADGP(HQ),IGP (Traffic & RSM), AIG II /SFO

