



**Government of Kerala  
Finance (Inspection Wing – Non Technical – K) Department**

**CIRCULAR**

No.29/2017/Fin.

Dated, Thiruvananthapuram, 29<sup>th</sup> April 2017.

**Sub:-** Abnormal pendency of Reconciliation Certificates – Expedite the process of reconciliation – Instructions - Issued

- Ref:-** (1) G.O. (P) No. 476/2013/Fin dated 13/09/2013  
(2) Circular No. 42/2014/Fin dated 15/05/2014  
(3) Circular No. 43/2015/Fin dated 07/04/2015  
(4) Circular No.50/2016/Fin dated 09/06/2016  
(5) D.O. Letter No. TM II/11-65/2016-17/391684/1811 dated 09/12/2016 of the Principal Accountant General(A&E)  
(6) Circular No.95/2016/Fin dated 28/12/2016

In the Government Order and Circulars cited, instructions were issued to all Heads of Departments/Chief Controlling Officers/Controlling Officers to complete pending reconciliation of departmental figures of both expenditure and receipts as per the schedule prescribed in the Government order and submit the Reconciliation Certificates to Accountant General strictly following the time limit and to forward Quarterly Progress Reports to Government in Finance Department.

2) The Office of Principal Accountant General has already hosted the data for reconciliation in their website for facilitating speedy reconciliation as well as for the convenience of all departments. Even though User ID and Password as well as procedure to download the Compilation Sheet has been communicated to all Controlling Officers, the reconciliation status for 2015-16 accounts onwards depicts abnormal pendency. The Principal Accountant General, in his DO letter cited has pointed out that percentage of reconciliation of Receipt and Expenditure at present is 0.12 % and 6.53 % respectively against 0.07% and 2.71 % as on 30.09.2016 for the financial year 2016-17; up to 6/2016 accounts and desires that appropriate instructions be issued to all the Controlling Officers to expedite the process of reconciliation of their respective Accounts for the year 2015-16 and forward the certificates to his office. The Comptroller and Auditor General Office has also adversely commented on the low level of percentage of reconciliation of accounts and directed to take vigorous action for achieving 100 % reconciliation.

3) Therefore, in continuation of the instructions issued in the Government Order and Circulars cited all Controlling Officers are hereby directed to access the data for reconciliation and download the Compliation Sheet hosted in the website viz. <http://www.agker.cag.gov.in> of the Accountant General, Kerala, with the User ID and Password already provided and expedite the process of reconciliation of their respective Accounts and to forward the pending Reconciliation Certificates to the Accountant General urgently. Finance (Inspection Wing) Department and District Finance Inspection Squads will conduct surprise inspection in those Offices, which have committed undue delay in reconciliation accounts to fix responsibility against the delinquent officers for non-compliance of the above instructions in time.

**Teeka Ram Meena**  
**Principal Secretary**  
**Finance Expenditure**

To

The Principal Accountant General (A&E), Kerala, Thiruvananthapuram  
The Principal Accountant General (G&SSA), Kerala, Thiruvananthapuram  
The Accountant General (E&RSA), Kerala, Thiruvananthapuram  
All Additional Chief Secretaries, Principal Secretaries, Secretaries, Special Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries, Under Secretaries to Government  
All Heads of Departments / Chief Controlling Officers and Controlling Officers for strict compliance  
All Departments (All Sections) of Secretariat including Law, Finance & Legislature  
The Secretary, Kerala Public Service Commission, Thiruvananthapuram (with CL)  
The Registrar General, High Court of Kerala, Ernakulam (with CL)  
The Advocate General, Kerala (with CL)  
The Registrar, University of Kerala/ Cochin/Calicut/ Mahatma Gandhi/ Kannur/ Kerala Agriculture University/ Sree Sankaracharya Sanskrit University/Kerala University of Fisheries & Ocean Sciences/ Kerala University of Veterinary and Animal Sciences (with CL)  
The Registrars / Secretaries of various Commissions in Kerala.  
The Director of Treasuries, Thiruvananthapuram  
All District Treasury / Sub Treasury Officers  
The Director, Information and Public Relations Department (for publishing in website)  
All District Finance Inspecting Officers  
✓ The Nodal Officer, [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in)  
Stock File/Office Copy

Forwarded / By Order

  
Section Officer