



**GOVERNMENT OF KERALA**  
**Abstract**

Integrated Financial Management System (IFMS) - Introduction of online Bill System for grant -in-aid bills – Guidelines issued

**Finance (Streamlining) Department**

G.O.(P) No. **42/2016/Fin**

Dated, Thiruvananthapuram, **22.03.2016**

Read:- G.O. (P) No. 34/2016/Fin dated 4.3.2016.

**ORDER**

The Integrated Financial Management System (IFMS) envisages online submission of all treasury bills pertaining to Government departments. As a part of this, from 1<sup>st</sup> April 2016 onwards, allocation of budget provision of Government Departments will be made online through Budget Allocation Management System (BAMS), replacing allotment letters issued by departmental officers, vide the G.O. read above.

2. The institutions/agencies receiving grant in aid from the Government are now permitted to submit grant in aid bills directly to treasuries after obtaining the countersignature of the controlling officers. In the IFMS scenario, the online bill submission facility will be restricted to authorised Drawing and Disbursing Officers (DDOs) only. This necessitates new procedure for submission of grant in aid bills. Accordingly the following instructions are issued to process grant in aid bills through treasuries.

- (i) Hereafter all Government Orders sanctioning grant-in-aid shall specifically mention the DDO under the respective Controlling Officer through whom the bill shall be presented to the treasury.
- (ii) Based on this sanction, the grantee institution shall submit their claim along with the sanction order to the DDO concerned.
- (iii) The DDO shall process the claim and submit the bill online to the treasury in the bill Form T.R. 59(E).
- (iv) The Treasury Officer shall duly verify and pass the claim and disburse the amount by crediting the same to the TSB Account/bank account of the institution/ beneficiary concerned.
- (v) The Chief Controlling Officer shall also provide required budget allocation to the DDO and treasury concerned for the drawl of fund through BAMS.

3. Necessary amendments to the codal provisions in this regard will be issued separately.

BY ORDER OF THE GOVERNOR,

**Dr. K.M. ABRAHAM**  
ADDITIONAL CHIEF SECRETARY (FINANCE)

To

The Principal Accountant General (A&E/G&SSA), Kerala, Thiruvananthapuram.

The Accountant General (E&RSA), Kerala, Thiruvananthapuram.

The Director of Treasuries, Thiruvananthapuram.

All District/Sub Treasury Officers (Through Director of Treasuries).

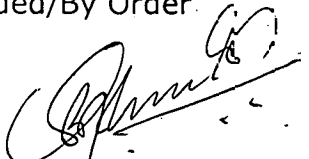
All Heads of Departments/Secretaries, etc.

The Director, Information & Public Relations Department (For Press release).

✓ The Nodal Officer, [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in)

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Section Officer

Below Rs..... (Rupees in words)

TR- 59(E)

(Vide G.O. (P) No.42/2016/Fin dated 22.3.2016 & G.O. (P) No.43/2016/Fin dated 26.03.2016)

**NATURE OF CLAIM-**

Name of Treasury

Name of Dept   
 D D O Code   
 Name of office.....

Name of DDO   
 Designation of DDO

PEN of DDO

PAN/GIR

Bill No : (DDO Code + Type of payment + Serial No).....

Expenditure Head of Account	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Plan (P) / non Plan (N)	<input type="text"/>	Voted (V) / Charged (C)	<input type="text"/>	<input type="text"/>
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CPS/CSS  Ratio

Sl.No.	Item description with Sanction order number and date	Gross Bill Amount	Deductions
		Rs.	Rs.
			1. Income Tax..... 2. WWFB..... 3. VAT..... etc...
	Total	A=	B=
		Net Amount, C=A-B=Rs.....	

Mode of payment..... (Transfer credit to Treasury account/other accounts/cash)  
 Account NO, IFSC code, etc...

Payees particulars : .....

Please pay the amount as detailed above. This bill is prepared strictly in accordance with the codal provisions, rules and regulations. The amount claimed in this bill has not been drawn previously.

Signature of DDO

Appropriation vide LOC, GO number and date : .....

Expenditure in this bill : .....

Balance available

Signature of DDO/Controlling officer

Pay Rs..... (Rupees.....)  
 Rs. .... (Rupees.....)  
 Rs. .... (Rupees.....)

only) in CASH/cheque  
 only) by RBR and  
 only) by Transfer Credit to  
 Treasury/Bank account

Pay Order Cheque No./UTR No. .... Date.....

Accountant

Treasury Officer

Pay Order Cheque issued by

Space for audit enfacement