



**GOVERNMENT OF KERALA**  
Finance (Streamlining) Department

**CIRCULAR**

No.61/2016/Fin.

Dated, Thiruvananthapuram, **21.07.2016**

Sub: One Office One DDO System - Claiming of bills without pre-check -  
Clarification issued.

Ref: G.O.(P) No.89/2016/Fin Dated 2.7.2016.

As per the G.O. read above, pre-check by the office of the Accountant General before preferring arrear claims of retired gazetted officers was dispensed with. Instances have come to the notice of Government whereby pre check is insisted for terminal surrender, etc. despite Accountant General issued authorisation slips. This causes inordinate delay in getting pensionary benefits of retired gazetted officers. At present, all establishment claims, including those of gazetted officers are drawn and disbursed by the Drawing and Disbursing Officer (DDO) after ensuring the eligibility of the claim. Hence pre check on the bills prepared based on the authorisations already issued is no longer required.

2. In these circumstances, Government are pleased to clarify that no pre check of bills is required for any claim preferred based on the authorisation or pay slips issued by the Accountant General provided the claim is submitted by the Drawing and Disbursing Officer.

3. Director of Treasuries shall issue necessary directions to all treasury officers to honour such claims accordingly.

**A.R. AJAYAKUMAR**

Additional Secretary to Government

To

The Principal Accountant General (A&E/G&SSA) Kerala, Thiruvananthapuram.  
The Accountant General (E&RSA) Kerala, Thiruvananthapuram.  
All Heads of Departments.  
All Departments of the Secretariat  
The Director of Treasuries, Thiruvananthapuram.  
All District / Sub Treasury Officers.  
The State Informatics Officer, NIC, Thiruvananthapuram.  
The Chief Project Manager, SPARK, Uppalam Road, Thiruvananthapuram.  
The Senior Divisional Manager, LIC, Divisional Office, Pattom, Thiruvananthapuram.  
The Chief Post Master General, Kerala, Thiruvananthapuram.  
The Director of Insurance, Thycaud, Thiruvananthapuram.  
The Director, I & PRD (for press release).  
✓The Nodal Officer, [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in)  
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Section Officer