GOVERNMENT OF KERALA

Abstract

ECONOMY IN GOVERNMENT EXPENDITURE—EXPENDITURE SAVING MEASURES IN GOVERNMENT OFFICES AND BUILDINGS—ORDERS ISSUED

FINANCE (SS) DEPARTMENT

G. O. (P) No. 233/2002/Fin. **Dated, Thiruvananthapuram, 17th April, 2002.**

Read:—G. O. (P) No. 63/2002/Fin. dated 18-1-2002.

ORDER

As per the Government Order read above, Secretary (Finance Expenditure) was asked to submit a report on measures that can be taken to reduce expenditure on Government vehicles, telephones and electricity in Government Offices and buildings, including residential buildings. Accordingly a report on expenditure saving measures in Government Offices and Buildings was submitted to Government on 14-3-2002. Government have considered the report in detail and decided to adopt the following economy measures.

Vehicles and Pol:

1. No new vehicles should be purchased except for replacement of the old vehicles. However no approval of Government is required for replacement of existing condemned vehicle as long as there is adequate Budget provision.

2. In all major departments one official car each should be retained for Head of the department, the Secretary concerned and the district offices. The full details of vehicles available with the departments should be furnished to Government within three weeks. In all minor departments only one vehicle will be permitted at the Headquarters.

3. Autonomous bodies and societies that receive more than 50% of the annual expenditure, as grant from Government should not be permitted to have a Government car for the Chief Executive.

4. Vehicles purchased under plan schemes and projects should be disposed of once the plan period or project period is over. If it becomes inevitable, the project office may be permitted to hire a vehicle as and when necessary.

GCPT. 4/1169/2002/DTP.

5. Existing ceilings on fuel and other economy measures on vehicles will continue.

6. A ceiling as given below will be introduced for Secretaries, Heads of major departments and to those who are permitted to use vehicles on payment for personal use of as follows:

In Thiruvananthapuram

Distance between the place of residence and office	*Monthly charges to be paid by the Officer (Amount in Rs.)*	*Monthly fuel ceiling for each vehicle allowed both for Private and official purposes*
Up to 8 Kms.	150	100 litres
Over 8 Kms. up to 12 Kms.	175	125 litres
Over 12 Kms. up to 15 Kms.	225	150 litres

7. Any excess fuel consumed during a month will have to be paid for by the concerned officer. However travel outside the city for official purposes when circumstances warrant would be outside the ceiling limit.

8. Hereafter heads of major departments and GAD are permitted to hire vehicles through open tender system.

Telephones:

Strict verification of the personal metered calls of the Offices shall be done. Head of office should ensure that payment for such calls are recovered from the officers concerned.

Electricity consumption:

P. W. D., Electrical Wing should prepare the feasibility report of introducing photosensitive/thermo sensitive power devices in electrical circuits in public buildings. The existing bulbs/tubes should be replaced with CFL lamps in a phased manner.

Kerala House, New Delhi:

1. Immediate steps should be taken to install solar water heating devices in Kerala House and electronic devices in wiring circuits which facilitate automatic shut off lights and AC when the room key removed by the occupant on leaving the room.

2. Two Ambassador Cars of 1996 models should be disposed of and these need not be replaced. Two posts of Drivers which are lying vacant should not be filled. Resident Commissioner is permitted to hire a vehicle as and when found necessary by open tender system.

3. Three posts of Chowkidars should be re-designated as Peons and posted against the existing vacancies. In future security may be entrusted to private/ Ex-service men agencies.

4. The vacant posts of Sweepers need not be filled and job of sweeping may be partially contracted out.

Other Measures :

1. The system of sending pension at Government cost through money order should be discontinued from 1-6-2002 and the same may be sent through cheque or bank transfer. However those who still require the amount by way of money order can avail the same on condition that cost of the money should be borne by the pensioner.

2. The Information Technology Department should expedite the networking process of District Offices, Department head offices and Secretariat so as to facilitate sending of messages through E-Mail. The Information Technology Department should expedite the computerization of office of Advocate General, Ernakulam to ensure that the OPs and statements are sent by electronic file transfer by 1-7-2002. However officers may be deputed to Advocate General's Office in emergent situations.

By order of the Governor.

V. KRISHNAMURTHY,
Chief Secretary.

To

The Accountant General, Kerala etc.
The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.
All Heads of Departments and Offices.
All Departments (All Sections) of the Secretariat.
The Secretary, Kerala Public Service Commission (with C. L.).
The Secretary, Kerala State Electricity Board (with C. L.).
The Managing Director, KSRTC (with C. L.).
The Registrar, High Court of Kerala, Ernakulam (with C. L.).
The Registrar, University of Kerala/Calicut/M. G/Kannur/Cochin/Kerala Agriculture University/ Sree Sankaracharya Sanskrit University (with C. L.).
The Advocate General, Kerala, Ernakulam (with C. L.).
All Secretaries/Additional Secretaries/Joint Secretaries/Deputy Secretaries and Under Secretaries to Government.
The Secretary to Governor.
The Private Secretary to the Chief Minister/Ministers/Government Chief Whip/Leader of Opposition.
The Private Secretary to Speaker/Deputy Speaker.
The Director of Public Relations, Thiruvananthapuram.
The Director/General Manager of Public Sector Undertakings/Corporations/ Autonomous Bodies.
The Stock File/Office Copy.