



Government of Jammu and Kashmir
Higher Education Department, Civil Secretariat, Jammu.

CIRCULAR

1. Financial Codes Vol-I & II, Book of Financial Powers and J&K CSR Vol. I & II prescribe procedures to be followed in all financial matters.
2. In order to pre-empt commission of financial/ procedural irregularities, instructions were issued from time to time by this Department.
3. Circulars/instructions were issued from time to time by Higher Education Department for enabling Principals of all Government Degree Colleges to maintain financial discipline by observing all codal formalities. In furtherance of these instructions, circular instructions were also issued vide circular No. HE/Acctts/Financial Powers/2016-17 dated 04.8.2016 to instil a sense of responsibility/accountability amongst the Principals of Government Degree Colleges across the State.
4. Principals of all Government Degree Colleges are again advised to adhere to Financial Code while exercising DDO powers in consonance with instructions issued by this Department from time to time while incurring any expenditure out of any funds, whether operated through banks or Government Treasuries.
5. It is again reiterated that for development of infrastructure procedural formalities as prescribed in PWD manual and instructions/guidelines issued by the State Government in this regard from time to time shall be duly observed/followed.
6. No proposal shall be entertained by the Administrative Department unless/until concerned principal owns responsibility/accountability for each proposal involving financial implications.
7. Purchases should be made as per actual requirements through purchase committees constituted for the purpose at college level by ensuring transparency and students' participation in consonance with rules & regulations in force.
8. Proper documentation and maintenance of records should be adhered to as per rules.

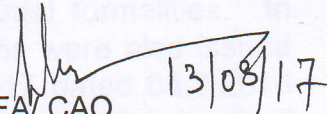
Sd/-
(Dr.Asgar H. Samoon),IAS
Commissioner /Secretary to Government
Higher Education Department

No:- HE/Accts/2013-14

Dated:- 13-03-2017

Copy for information to the:-

01. Accountant General (A&E) Jammu & Kashmir for information.
02. Director Vigilance Organisation J&K Jammu for information.
03. Director Colleges, Higher Education Department for information.
04. Principal GCET Jammu.
05. Principal IASE Srinagar.
06. All GDC, Principals, for information and necessary action.
07. Private Secretary to Commissioner Secretary to Govt. GAD for information of Commissioner Secretary to Govt. GAD.
08. Private Secretary to Commissioner Secretary to Govt. Higher Education Department for information of Commissioner Secretary to Govt. Higher Education Department.


FA/CAO 13/03/17

Higher Education Department

Sd/-
(Dr. Asgar H. Samoon) IAS
Commissioner /Secretary to Government
Higher Education Department