

**URGENT**

**GOVERNMENT OF ASSAM  
FINANCE (BUDGET) DEPARTMENT  
DISPUR**

No. BB.277/2009/119

Dated Dispur, the 31<sup>st</sup> May, 2016

From : Dr. Ravi Kota, IAS  
Commissioner & Secretary to the Govt. of Assam  
Finance Department.

To : The Commissioner & Secretary to the Govt. of Assam  
Elementary Education Department.

Sub : Regarding release of fund to SSA under Grants-in-aid (salary)  
component of Central Share meant for salary of TET teachers.

Sir,

In inviting a reference to the subject cited above, it has come to the notice of the Finance Department that the existing procedure in releasing fund to SSA under Grants-in-aid (Salary) component of Central Share meant for salary of TET teachers has been resulting in delay.

With a view to timely release of the fund, the matter has been reviewed with the Commissioner & Secretary, Elementary Education Department, Mission Director, SSA, Chief Financial Officer, SSA, Director (Budget), Joint Director (Budget) from Finance Department on 30/05/2016.

After detailed deliberations, it has been decided to implement the following procedure with immediate effect in the interest of prompt release of salaries to the TET Teachers.

Sl.No.	Procedure to be followed	By whom	Timelines
01	Administrative Department will issue sanction order showing month wise salary due to TET teachers for the whole year within the budget allocation	Elementary Education Department	By 10.06.2016 (this year) and soon after the budget is communicated to the Department in the beginning of the Financial Year
02	Based on the sanction, within the fund credited into State Exchequer from GOI, Finance Department will suo-moto release the ceiling to the Administrative Department	Finance (Budget) Department	Within three working days from the date of receipt of funds from the GOI
03	The Administrative Department will release the FOC to the DDO ( Directorate of Elementary Education)	Elementary Education Department	Within three clear working days
04	Based on the above the DDO will submit the bills to the treasury and deposit in the account of SSA Account (registered under PFMS)	Directorate of Elementary Education	Within three clear working days
05	SSA will put an IT enabled application for receipt and	SSA	By 1 <sup>st</sup> working day of each new month

	processing of bills from all the blocks and release the salary to the TET teachers through RTGS		
06	Similar system shall be followed for remuneration for the cooks of Mid-day-meal after the Bank accounts of SMC Committee registered under PFMS system	SSA and Elementary Education Department	By 1 <sup>st</sup> working day of each new month

The above procedure and timelines may be strictly adhered to by all concerned.

This issues with the approval of Hon'ble Finance Minister, Assam.

Yours Faithfully

*slr*

Commissioner & Secretary to the Govt. of Assam  
Finance Department

Memo No. BB.277/2009/119-A

Dated Dispur, the 31<sup>st</sup> May, 2016

Copy to:-

1. The P.S. to Hon'ble Finance Minister, Assam for kind information.
2. The Mission Director, Sarba Siksha Abhijan, Assam, Kahilipara, Ghy for information and necessary action.
3. Director of Elementary Education, Assam, Kahilipara, Ghy for information and necessary action.
4. The P.S. to Additional Chief Secretary, Finance Department for information.
5. ☒ The Finance (e-Governance) Department for uploading in the website.

By Orders etc.,

*slr* 31/05/16

Commissioner & Secretary to the Govt. of Assam  
Finance Department

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