

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

No. BB.28904/2017/01 (B/S)

Dated Dispur, the 10th January, 2018

OFFICE MEMORANDUM

In supersession of Finance Department's earlier OM No.BB.191/2013/77 dated: 08/12/2016 and in exercise of the power conferred under provision FR 5- A, the following procedures are required to be followed for deposit and drawal of Security Deposit Money of Contractors:-

- i. The DDOs of departments other than Works Departments and those having cheque drawal authority will deposit the SD Money deducted from Contractors to the Treasury under the H/A-8443-00-103-0000-000-00-00 after observing all the formalities as per existing procedures.
- ii. The DDOs of Works Departments and those having cheque drawal authority will deposit the SD Money deducted from Contractors to the Treasury under the H/A-8443-00-108-0000-000-00-00 after observing all the formalities as per existing procedures.
- iii. Subject to sanction to be accorded by the immediate higher authority, the DDOs of the Works Departments and those having cheque drawal authority will submit the refund voucher in favour of the Contractor to the Treasury for release of SD Money from the H/A-8443-00-108-0000-000-00-00 after fulfilment of the conditions as required as per existing rules and procedures. The Sanctioning Authority will mark a copy of the sanction to the AG, Assam.

For the works divisions, the Superintending Engineer will accord sanction of the Security Deposit to be released. The cheque drawal authority is hereby authorised to submit refund voucher for drawal of Security Deposit Money in lieu of cheque.

The release of Security Deposit Money of the Departments other than Works Departments and those having cheque drawal authority will remain same as per the existing system.

- iv. In case of fund already deposited against H/A-8443-00-103-0000-000-00-00 as per Finance Deptt's OM No.BB.191/2013/77 dated: 08/12/2016, the DDOs of the Works Departments and those having cheque drawal authority will adjust the amount by way of transfer of fund to H/A-8443-00-108-0000-000-00-00 with an intimation to AG, Assam.
- v. As regards fund kept under class II deposit by the works division which are yet to be transferred to H/A-8443-00-108-0000-000-00-00 for reflecting in the CTMIS, the DDOs shall have to deposit the amount into the Treasury with an intimation to AG, Assam. This will come into force with immediate effect.

Samir K. Sinha 10/01/18

(Samir K. Sinha, IAS)

Principal Secretary to the Govt. of Assam
Finance Department

*Upload the O.M.
Please
/Samir*

*Prasanna
17/01/18*

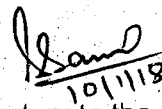
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Copy to:

1. The Accountant General (A & E), Assam, Maidamgaon, Beltola, Guwahati-29.
2. S.O. to the Chief Secretary to the Govt. of Assam for kind information of the Chief Secretary.
3. All Administrative Departments.
4. All Heads of Departments.
5. All DDOs.
6. All Sr. Financial Advisers/Financial Advisers/ Sr. Finance & Accounts Officers/Finance & Accounts Officers.
7. The Director, Accounts & Treasuries, Kar Bhawan, Dispur, Guwahati-781006.
8. All Treasury Officers.

By orders etc.



Under Secretary to the Govt. of Assam
Finance (Budget) Department