

# GOVERNMENT OF KERALA

## Abstract

Finance Department- Introduction of new common bill form TR 59 (A) for drawing nonsalary claims from the treasuries-Approved- Orders issued.

### FINANCE (STREAMLINING) DEPARTMENT

## G.O. (P) No. 149/2014/Fin

Dated, Thiruvananthapuram, 26-04-2014

Read:- 1. Circular No. 70/2013/Fin dated 25.9.2013

- 2. Circular No. 36/2014/Fin dated 16.4.2014
- 3. G. O. (P) No. 76/2014/Fin dated 21.2.2014
- 4. Letter No. IAU-I/II/15-16/73 dated 25.2.2014 and No. 15-16/2013-14/80 dated 28.3.2014 from the Principal Accountant General (G&SSA), Kerala, Thiruvananthapuram
- 5. Letter No. Co-ordn VI/17-37/KTC II/Vol-26/248 dated 24.2.2014 from the Principal Accountant General (A&E), Kerala, Thiruvananthapuram.

#### <u>ORDER</u>

As part of Government initiatives to tap full potential of computerisation of treasuries and to simplify treasury procedures, electronic submission of salary bills has been introduced in all treasuries in the State vide the circulars read above. A simplified salary bill form viz: TR 46 (a) was also introduced for salary claims of Self Drawing Officers vide the Government Order third read above.

2. Since the system of e-submission envisages a paperless environment in future, the submission of non-salary claims is also to be simplified to make it online. The major hurdle to achieve this goal was the different types of TR forms now in use for claiming different non-salary claims. To streamline the same, a common bill format which can be used for drawing various non-salary claims has been designed in consultation with Accountant General.

3. In view of the foregoing, Government are pleased to introduce a new common bill format, viz: TR 59 (A), appended to this order, with effect from May 2014. The new form will replace the existing TR forms such as TR-42, 47 (outer), 56 (outer), 59, 60, 61, etc. used for claims of different nature. This bill format appended is only a template hosted in the website 'www.spark.gov.in'. Based on the nature of claim selected, the required fields will be automatically populated in the bill form.

4. All the non salary claims currently being preferred in different TR bill forms shall be claimed in the new TR 59 (A) format, in future. As far as TA bills, change is made only in the outer form and the inner form depicting the details of claim will continue as such. The wages claim, currently being preferred in TR 59 will be preferred in TR 51 henceforth. 5. All the non salary claims such as GPF (all claims), Medical Re-imbursement, GIS, FBS, Terminal surrender of Earned Leave, all loans and advances, LTC, etc. shall be preferred in this new format, which can be generated through SPARK application.

6. Necessary amendments to the codal provisions in this regard will be issued separately.

By Order of the Governor, V.SOMASUNDARAN,

Additional Chief Secretary (Finance)

То

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.

Director of Insurance, Thiruvananthapuram.

All District / Sub Treasury Officers.

Senior Divisional Manager, LIC, Divisional Office, Thiruvananthapuram.

Chief Post Master General, Kerala, Thiruvananthapuram.

The Nodal Officer, www.finance.kerala.gov.in

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Accounts Officer.

| Below Rs   | (Rupees in words)   |   |                         |
|--|---|---|-------------------------|
|  | TR- 59(A)<br>Vide G.O.(P)No.149/2014/Fin dated, 26.04.2014  | 4   |                         |
| NATURE OF CLAIM-   |   | · · · · · · · · · · · · · · · · · · ·   |                         |
| Name of Treasury   |   | · · · · · · · · · · · · · · · · · · ·   |                         |
| Name of Dept<br>D D O Code /SDO Code   | Name of DDO/SDO   | 300   |                         |
|  | Designation of DDO/SDO  |   |                         |
|  | PAN/G   |   |                         |
| Bill No. :(DDO Code + Typ  | e of payment+serial no)   |   |                         |
| Expenditure Head of Acc  |   | -   | ged (C)                 |
| Salary Head of Accou   | unt Plan (P) / non Plan (N)<br>CPS/CSS  | and the second se |                         |
| Period of claim: (From)  | (То)  |   |                         |
|  |   |   | Amount                  |
| SI.No.   | Brief discription of transaction  | Number and Date of Sanction order   | Rs.                     |
|  |   |   |                         |
| Dayees particulars :   | Total<br>(Transfer credit to Treasury account/other accounts/cash<br>as detailed above. This bill is prepared strictly in accordar  |   | ovisions, rule          |
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| Payees particulars :<br>Please pay the amount<br>and regualtions. The am<br>Appropriation for cur<br>Expenditure till date                         | (Transfer credit to Treasury account/other accounts/cash<br>as detailed above. This bill is prepared strictly in accordar<br>ount claimed in this bill has not been drawn previously.   | nce with the codal pr<br>Signature of SDO/I   | DDO                     |
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