



GOVERNMENT OF KERALA

Abstract

Finance Department– Introduction of new common bill form TR 59 (A) for drawing non-salary 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/KT:II/Vol-26/248 dated 24.2.2014 from the Principal Accountant General (A&E), Kerala, Thiruvananthapuram.

ORDER

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-imburement, 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)

To

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.

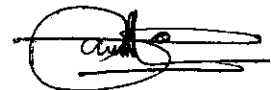
Senior Divisional Manager, LIC, Divisional Office, Thiruvananthapuram.

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)

Vide G.O.(P)No.149/2014/Fin dated, 26.04.2014

NATURE OF CLAIM-

Name of Treasury

Name of Dept

D D O Code /SDO Code

Name of office

Name of DDO/SDO

Designation of DDO/SDO

PEN of DDO/SDO

PAN/GIR

Bill No. :(DDO Code + Type of payment+serial no)

Expenditure Head of Account

Plan (P) / non Plan (N)

Voted (V) / Charged (C)

Salary Head of Account

Plan (P) / non Plan (N)

Voted (V) / Charged (C)

CPS/CSS

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Ratio

Period of claim: (From)

(To)

Sl.No.	Brief discription of transaction	Number and Date of Sanction order	Amount
			Rs.
Total			

Mode of payment..... (Transfer credit to Treasury account/other accounts/cash)

Payees particulars :

Please pay the amount as detailed above. This bill is prepared strictly in accordance with the codal provisions, rules and regulations. The amount claimed in this bill has not been drawn previously.

Signature of SDO/DDO

Appropriation for current year :

Expenditure till date

Expenditure including in this bill :

Balance available

Signature of DDO/Controlling officer

FOR TREASURY USE ONLY

Pay Rs. (Rupees

only) in CASH/cheque

Rs. (Rupees

only) by RBR and

Rs. (Rupees

only) by Transfer Credit to

Treasury/Bank account

Pay Order Cheque No./UTR No.

Date

Accountant

Treasury Officer

Received Pay Order Cheque

Pay Order Cheque issued by

Space for audit enfacement