

**OFFICE MEMORANDUM**

Subject:- Financial proposal relating to Union Territory Administration.

The undersigned is directed to invite kind attention to this Ministry's OM No. 19011/1/90-Finance.-II dated 27/3/1990 (copy enclosed) and OM No. 13034/24/2013-ANL dated 14<sup>th</sup> August, 2013 (copy enclosed) which relates to submission of proposals of UTs having financial implications. Despite the above mentioned guidelines, instances have come to the notice of this Ministry that financial proposal including creation/upgradation of post etc. of UTs are sent to MHA by UT Administration or by the Administrative Ministries dealing with the subject matter. The Ministry of Home Affairs transfers/forwards the proposals to the subject matter Ministries for taking necessary action which only results in delay in processing of the proposal.

2. In view of the above it is reiterated that the UT Administrations are required to refer their expenditure proposals including creation of posts, upgradation of posts/revision of pay, matters relating to ACP/ MACP, pension cases etc. to the concerned subject matter Ministries and it is for that Ministry to consider the proposal and to convey the approval of the Government of India. The UT Administrations may endorse a copy of their proposal to Ministry of Home Affairs.

3. The Financial Advisors are requested to bring the aforesaid position to the notice of all officers/Sections concerned with the UT Administrations for information/compliance.

Encl:-As above.

(Sudhir Kr. Rai)  
Director  
Tel.: 23094387

To,

- (i) The Financial Advisors of all Ministries/ Department of Govt. of India.
- (ii) All UT Administrations

Copy for information to:-

- (iii) PS to HM.
- (iv) PPS to HS.
- (v) PPS to AS & FA (H).
- (vi) PPS to AS (UT).
- (vii) All Officers in UT Division.

FTS. DIARY

INWARD No. 2086 Dt. 31/10/17

OUTWARD No. Dt.

83

No.U-13034/24/2013-ANL  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/Grih Mantralaya

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North Block, New Delhi  
Dated the 14<sup>th</sup> August, 2013

OFFICE MEMORANDUM

**Sub: Financial proposal relating to Union Territory Administration.**

The undersigned is directed to invite your kind attention to this Ministry's OM No. 19011/1/90-Finance-II dated 27/3/1990 (copy enclosed) which relates to submission of proposals having financial implications. It has been observed that the Administrative Ministries dealing with the subject matter relating to UT Administrations for creation of posts, upgradation of posts/revision of pay, matters relating to ACP/MACP, pension cases etc. often send/forward such proposal to Ministry of Home Affairs for taking necessary action. The UT Administrations also forward/send their financial proposals invariably to this Ministry whereas they should send such proposals to the concerned subject matter Ministry for consideration. The Ministry of Home Affairs on receipt of such proposal transfer back to the concerned subject matter Ministry for taking necessary action and as such this exercise resulted in delay in submission of the proposal.

2. The UT Administrations are therefore required to refer their expenditure proposals to the concerned Ministries according to the subject matter and it is for that Ministry to consider the proposal and to convey the approval of the Government of India. The UT Administrations may also endorse a copy of their proposal to Ministry of Home Affairs.

3. Financial Advisors are requested kindly to bring the aforesaid position to the notice of all officers/Sections concerned with the UT Administrations for information/compliance.

Encl: As above.

  
(K.K. Pathak)  
Joint Secretary (UT)

To

- (i) All Financial Advisors
- (ii) UT Administrations



120 269 98  
/copy/

No.19011/1/90-Finance.II

Government of India

Ministry of Home Affairs

New Delhi, the 27<sup>th</sup> March, 1990

OFFICE MEMORANDUM

Subject : Proposals relating to Union Territory Administrations.

The undersigned is directed to bring the following facts relating to Union Territories to the notice of all Financial Advisers.

2. Some of the Ministries are under the impression that the budget proposals of the Union Territories are finalized by the Ministry of Home Affairs directly in consultation with the Ministry of Finance and, as such, the expenditure proposals of the UT Administrations should appropriately be dealt with in the Ministry of Home Affairs. This impression is not correct. The factual position in this behalf is that upto the year 1985 budget proposals of the UT Administrations used to be finalized by the concerned Ministries and the total budget allocation of each Union Territory was reflected in the Demands of Grants of the Ministry of Home Affairs. From the year 1986 the process of budgetary allocation has been changed by the Ministry of Finance. The annual budgetary grant of each UT Administration is now fixed by the Ministry of Finance and Major-Headwise distribution of the ceiling amount is done by the officers of the UT Administrations before the budgetary demands of the Union Territories are included in the MHA Demands for Grants. However, the revised procedure does not in any way effect the responsibility of the Ministries within their respective fields in respect of the matters of the Union Territories. For the sake of facility, Ministry of Finance had in an inter-departmental meeting identified the Major Heads which fell within the purview of the concerned Ministries and this Ministry wise distribution of Major Heads is indicated in the MHA's Demand of Grants printed copies of which are circulated to all concerned soon after the demands are passed by the Parliament. The UT Administrations are required to refer their expenditure proposals to the concerned Ministries according to the subject matter and it is for that Ministry to consider the proposal and to convey the approval of the Government of India. In case of doubt as to which Ministry is concerned with the particular proposal, a glance over the Major Head (in MHA's Demand of Grant) to which the expenditure is debitabale would reveal the Ministry which should deal with the matter.

3. Financial Advisers are requested kindly to bring the aforesaid position to the notice of all officers/Sections concerned with the UT Administrations for information/compliance.

-Sd-

(K.M. Lal)

Financial Adviser & Joint Secretary to the Government of India

To

All Financial Advisers