

U.T. Administration of Daman & Diu,  
Finance Department,  
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No : 3/1/2013-FD/GIA/ 05

Dated:- 07 April, 2014.

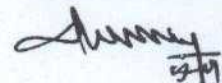
Subject : Procedures for release of Grants-in-aid.

### ORDER

The Administrator, Daman & Diu and Dadra & Nagar Haveli is pleased to implement the following procedure for release of Grant-in-aid (GIA) to the Local Bodies and Other Grantee Institutions for the next financial year 2014-15.

1. The funds for GIA to the Local Bodies and Others Grantee Institutions in respect of following heads of accounts shall be placed at the disposal of DDOs/HOs of U. T. Administration of Daman & Diu as per details below :-

Sr. No.	Head of account	Existing HO/DDO with whom the fund is placed	Revised HO/DDO with whom the fund to be placed at the disposal
I.	<b>GIA to District Panchayats/Village Panchayats</b>		
1.	2225-Welfare of SC, ST & OBCs	CEO/Dy./AE(DP)	SO, TSP, Daman.
2.	3454-Census Surveys and Statistics	CEO/Dy./AE(DP)	Dy. Director (Plg.), Daman.
3.	2401-Crop Husbandry	CEO/Dy./AE(DP)	Zonal Agriculture Officer, Daman.
4.	2402-Soil & Water Conservation	CEO/Dy./AE(DP)	Zonal Agriculture Officer, Daman.
5.	2403-Animal Husbandry	CEO/Dy./AE(DP)	Veterinary Officer, Daman.





6.	2405-Fisheries	CEO/Dy./AE(DP)	Supdt. of Fisheries, Daman.
7.	2236-Nutrition (Mid-Day-Meals)	CEO/Dy./AE(DP)	Asstt. Director of Education, Daman.
8.	2515- Other Rural Development Programmes	CEO/Dy./AE(DP)	Dy. Collector (HQ), Daman.
9.	2801-Power	CEO/Dy./AE(DP)	.Ex. Engineer (Elect.), Daman.
10.	2406-Forestry and Wildlife	CEO/Dy./AE(DP)	Dy. Conservator of Forest, Daman.
11.	2210-Medical and Public Health	CEO/Dy./AE(DP)	Director, Medical & Health Services, Daman.
12.	2202-General Education	CEO/Dy./AE(DP)	Asstt. Director of Education, Daman.
13.	2204-Sports and Youth Services	CEO/Dy./AE(DP)	DDO of Sports Department, Daman.
14.	2205-Art and Culture	CEO/Dy./AE(DP)	Asstt. Director of Education, Daman.
15.	2852-Industries	CEO/Dy./AE(DP)	General Manager (DIC), Daman.
16.	3054-Roads and Bridges	CEO/Dy./AE(DP)	Supdtg. Engineer, PWD, Daman.
17.	3452-Tourism	CEO/Dy./AE(DP)	Asstt. Director (Tourism), Daman.
18.	2215-Water Supply and Sanitation	CEO/Dy./AE(DP)	Supdtg. Engineer, PWD, Daman.
19.	2216-Housing	CEO/Dy./AE(DP)	Supdtg. Engineer, PWD, Daman.
20.	2702-Minor Irrigation	CEO/Dy./AE(DP)	Supdtg. Engineer, PWD, Daman.
21.	2711-Flood Control and Drainage	CEO/Dy./AE(DP)	Supdtg. Engineer, PWD, Daman.
22.	2235-Social Security & Welfare	CEO/Dy./AE(DP)	SO,TSP, Daman.
23.	2810-New and Renewable Energy	CEO/Dy./AE(DP)	Ex. Engineer (Elect.), Daman.
<b>II.</b>	<b>GIA to Other Departments</b>		
1.	2515-Other Rural Development Programmes	BDO, Daman & Diu	Dy. Collector (HQ), Daman.
2.	2202-General Education (UT Share for SSA)	ADE(DP)/EO(DP)	Asstt. Director of Education, Daman.

*[Handwritten Signature]*  
23/11



3.	2202-General Education (New Govt. College)	Collector, Diu.	Asstt. Director of Education, Daman.
4.	2203-Technical Education (New Govt. Polytechnic)	Collector, Diu.	Principal, Govt. Polytechnic, Daman.
5.	2204-Sports and Youth Services	Head of Sports, Daman.	DDO of Sports Department, Daman
6.	2204-Sports and Youth Services	Collector, Diu.	DDO of Sports Department, Daman.
7.	2205-Art and Culture	ADE, Daman & Diu	Asstt. Director of Education, Daman.
8.	2235-Social Security and Welfare	BDO, Diu.	SO, TSP, Daman.
<b>III.</b>	<b>GIA to Municipal Councils</b>		
1.	2217-Urban Development	DMA/Collector/CO(DMC)	Associate Town Planner, Daman & Diu.
2.	2711-Flood Control and Drainage	DMA/Collector/CO(DMC)	Supdtg. Engineer, PWD, Daman.
3.	2810-New and Renewable Energy	DMA/Collector/CO(DMC)	Ex. Engineer (Elect.), Daman & Diu.

2. The Local Bodies and Others Grantee Institutions should submit their proposal for release of Grant-in-aid along with documents required (Audit Report, Utilization Certificates and Performance Report in respect of GIA released during previous financial year) to the concerned Head of Office (as indicated in the table above) through the concerned District Collector.
3. The Head of Office of the concerned Department shall process the proposal received from the Local Bodies and Others Grantee Institutions through the Secretary of the concerned department for concurrence of Finance Department and approval of Hon'ble Administrator.
4. The concerned Head of Office will be responsible for obtaining Utilization Certificate & other required documents, etc. and process the proposal as per General Financial Rules, 2005 for release of GIA to Local Bodies and Others Grantee Institutions.

*[Handwritten Signature]*



5. On getting the approval of Hon'ble Administrator, concerned Head of Office will issue GIA sanction order and release GIA as per the terms and conditions prescribed by Finance Department and in accordance with GFR, 2005.
6. The concerned Head of Office should ensure that the disbursement of GIA should be immediately made directly in the bank account of the Local Bodies and Others Grantee Institutions as the case may be through electronic transfer.

By order and in the name of the  
Administrator, Daman & Diu and Dadra  
& Nagar Haveli



( Kishore Bamanian )  
Joint Secretary (Finance)

To,

1. The SO to the Administrator, Daman & Diu, Daman.
2. The P.S. to Development Commissioner, Daman & Diu, Daman.
3. The P.S. to Finance Secretary, Daman & Diu, Daman.
4. The Collector, Daman/Diu.
5. The Dy. Collector (HQ), Daman.
6. All Heads of Departments/Heads of Offices, Daman & Diu.
7. The Chief Executive Officer, District Panchayat, Daman.
8. The Chief Executive Officer, District Panchayat, Diu.
9. The Chief Officer, Daman Municipal Council, Daman.
10. The Chief Officer, Diu Municipal Council, Diu.
11. The Block Development Officer, Daman/Diu.
12. The Panchayat Secretary of all the Village Panchayats of Daman/Diu.
13. The Dy. Director (Planning & Statistics), Daman with a request to publish in the Official Gazette of the UT Administration.
14. The Dy. Director/Head of Office of Govt. Printing Press, Daman with a request to circulate to all Heads of Offices/Departments in Daman District.
15. The Collector, Diu with a request to circulate to all Heads of Offices/Departments in Diu District.
16. Guard file.
17. Office copy.