



GOVERNMENT OF SIKKIM
FINANCE, REVENUE AND EXPENDITURE DEPARTMENT
GANGTOK - 737101
FAX NO.: 03592-200200

No. 33 / Fin/Adm.

Dated: 17/4/17

CIRCULAR

Attention is invited to OM No 06/Fin/Adm. dated 21st November 2016 and corrigendum issued vide No 155/Fin/Adm dated 1st December, 2016 relating to Payment of Salaries, Pension and other personal claims electronically through banks. However, it has come to the notice of the Competent Authority that the cheques, including deduction cheques of loans, issued by the Pay & Accounts Offices are not credited in time to the respective accounts of employees in spite of clear- cut instructions vide Para 6 of the said office Memorandum, while some of the banks have also expressed their difficulties for collecting proceeds from State Bank of Sikkim for timely crediting under the individual account.

In order to address these problems and to ensure that salaries, including deduction cheques, pensions etc. are credited in time under the respective accounts of the employees, the following instructions are hereby issued for immediate compliance.

1. All the Pay & Accounts Offices, now onwards, will not affix "proximo" over the cheque if the cheques relating to salaries, pensions, including deduction cheques of loans, are issued after 21st day of each month.
2. All Drawing & Disbursing Officers are directed to ensure that the cheques are drawn well in time and forwarded to respective banks prior to 25th of each month to avoid loss of interest and accrual of interest as penalty for non submission of deduction cheques in time.
3. All the scheduled banks operating salary accounts of the government servants shall ensure that salaries and re-payment of loans are credited by 1st day of succeeding month.
4. The State bank of Sikkim shall ensure that the cheques received for crediting into the accounts of individuals in various banks are credited on or before the 1st day of the succeeding month.

By Order

Sd/-
PRINCIPAL SECRETARY
FINANCE, REVENUE & EXPDT. DEPARTMENT

Memo No.. GOS/FIN/ADM./9697/2024-PT-II/ 09-21/

Dated: 17/4/ 2017

Copy for information to:

1. All Heads of Department
2. Principal Secretary to HCM
3. Principal Director- TP&AO-FR&ED
4. All District Collectors (E/W/N/S)
5. All Officers of FR&ED
6. Director- AATI- Gangtok
7. All CP&AOs- PAO (E/W/N/S)
8. All Drawing & Disbursing Officers
9. All Sub- Divisional Magistrate(E/W/N/S)
10. PPS to Chief Administrator- Government of Sikkim
11. PPS to Chief Secretary- Government of Sikkim
12. Assistant Director- IT- FR&ED for hosting in the official Website
13. File & Guard File


CONTROLLER OF ACCOUNTS
FINANCE REVENUE & EXPENDITURE DEPARTMENT