

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DEPARTMENT OF HEALTH & FAMILY WELFARE  
9th FLOOR, A WING DELHI SECRETARIAT, IP ESTATE, NEW DELHI

No. 11(5)/4/Purchase/AAAGH/2013-13/891-898

Dated: 05-11-2013

CIRCULAR

A circular of even number dated 30/09/2013 was issued wherein the Medical Superintendents/Directors of the Health Department were advised to refrain from incurring expenditure without approval of the competent authority.

Finance Department have advised that departmental action as well entries in the ACR be made if such default is found. Accordingly, it is felt necessary to reiterate Rule 22 of GFR-2005 which stipulates:

*"No authority may incur any expenditure or enter into any liability involving expenditure or transfer of money for investment or deposit from Government account unless the same has been sanctioned by Competent Authority."*

It has been observed in some cases of expenditure sanction, whether for outsourcing of services (eg. OPD/IPD Registration, security, sanitation) or for any other item of expenditure, that prior sanction of Secretary (H&FW) or FD, as the case may be, has not been sought before the said procurement of goods or services and release of related payments, which is a serious contravention of the provisions of GFR.

All HODs/MSs & Accounts functionaries working in hospitals/institutions of the Health Department, are again advised that incurring expenditure or liability involving expenditure without the approval of the Competent Authority is expressly against the rules and financial propriety, and such lapses must be strictly avoided.

All MSs/HODs are therefore, advised to strictly adhere to the above instructions scrupulously, and direct the officers, especially Accounts functionaries, working with them, to do likewise.

Non-compliance of this will be viewed seriously and may invite appropriate departmental action including adverse entry in the ACR.

To -  
Nodal officer  
outsourced services  
- Sanitation  
- Security  
- N.O.  
- Gas supply  
- laundry  
- Kitchen

All MSs/HODs of the Health Department.

Copy to:

1. Pr. Secretary (Finance)
2. Secretary (Medical); all Spl. Secretaries/AS/JS in H&FW Department
3. PA to Secretary (H&FW)

(S.C.L. Das)  
Secretary (H&FW)

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Secretary (H&FW)

Departmental Action for violating GFR