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NCC Directorate(K&L)
State wing (Finance)
Thiruvananthapuram -10

5934/F2-Fin/Obsn/2017/NCC

26 Apr 2018

The Group Commanders

(NCC Group Headquarters - Thiruvananthapuram/Kollam/
Kottayam/Ernakulam & Kozhicode)

The Officer Commanding - All NCC Units/
SS Coy NCC Kazhakuttom

SUBMISSION OF TREASURY WISE REQUIREMENT OF FUNDS
TOWARDS REFRESHMENT/HONORARIUM/WASHING ALLOWANCE/
OUT FIT MAINTANENCE ALLOWANCE ETC UNDER
34 OC (NON PLAN) – ISSUE OF DIRECTIVES:

1. It is observed with great concern that, in spite of issuing very clear instructions on the subject matter, adequate compliance has been not found adhered to the directives issued for submission of demands on quarterly wise which is contrary to Financial Rules. In order to streamline the procedure **with immediate effect** the following points to be strictly followed for the future demands for CCB-TR 59(C):-

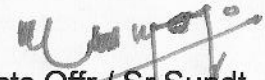
- (a) Demand against Refreshment/washing /honorarium/outfit maintenance allowances are raised Treasury wise only.
- (b) Contingent Bill TR 59(C) must be countersigned by the Officer Commanding of the Unit.
- (b) In the description column of TR59(C) –Total number of parades and total strength of NCC Cadets must be endorsed as per the Training Diary available at the Unit while demanding Refreshment charges for Cadets.
- (c) Abstract for details of Refreshment of Cadets on parade days duly authenticated is to be attached along with bill.(enclosed as Appendix-A)
- (d) Outfit maintenance allowance for ANO is to be claimed annually and hence demand may be furnished at the last quarters of Financial Year only.
- (e) Copy of Nominal Roll of NCC cadets to be attached along with TR 59(C) demand for allotment of Washing allowance claim.
- (f) A copy of comparative statement approved by Unit for supply of refreshment through contractor may be attached whenever demand is made first time along with TR59(C).
- (g) Abstract for Honorarium for ANO's and Care Taker allowances are to be attached along with TR-59(c) demands(Enclosed as appendix-B).

Contd..2/-

2. Further it is reiterated that quarterly demand for treasury wise encashment of CCBs is mandatory for proper financial management/pre-planning of available fund under head of account 34- Other Charges(Non Plan),which deals with the expenditure of whole NCC activities. Hence Units may furnish quarterly demands together with TR 59-C for the current financial year.
3. TR-59 (C) demands must be neatly filled up and alteration if any is to be amended and properly counter signed by CO of the Unit. Over writing / Unclear TR-59(C) will not be accepted.
4. Pending cases of previous financial year if any are to be forwarded before 30 May 2018. No further demand will be entertained beyond the time limit prescribed.
5. All Officers Commanding are requested to initiate appropriate steps for executing above requirement and lapses in this regard will not be entertained. Further it is informed that bulk demand for fund on 34 OC for CCBs and encashment of accumulated arrear bill at the end of the financial year will not be permitted consequent to introduction of BAMS/BIMS.

Sd/xxxx
(BG Jagadeesh)
Brigadier
Dy Director General NCC

Approved for Issue


Accts Offr / Sr Supdt
S. ASHOKAN
Accounts Officer
NCC Directorate (K & L)
State Wing
Thiruvananthapuram -10



REFRESHMENT ALLOWANCES

Sl No.	Name of Institution	Period/Date of Parade	Strength of Cadets	Total Amount	Amount Required for allotment	Amount already drawn

(Rupees----- only)

Certified that the amount claimed in this proforma has not been claimed earlier.

Signature of ANO
With seal

Signature of the Head of Institution
With seal

Signature of the OC / CO
With Seal

HONORARIUM / CARE TAKER ALLOWANCES

Name of the Unit	
Name of the Institution	
Whether self-financing Institution or not	

No, Rank & Name of the ANO	Period of Claim	Total Months	Rate per month	Amount already drawn for the current year	Amount Required for allotment(50% of state share)	

(Rupees----- only)

Certified:-

1. that the amount claimed in this proforma has not been claimed earlier.
2. that I have attended more than 80% of the parades held during the period for which the claim preferred.
3. that the amount received is shown in the taxable income.

Signature of ANO
with seal

Signature of the Head of Institution
with seal