

**URGENT**

Through Dept website

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

1429/F1-Fin/2019/NCC

01 Mar 2019

The Group Commanders  
(NCC Group Headquarters Thiruvananthapuram/  
Kollam/Kottayam/Ernakulam/Kozhikode)

The Officers Commanding  
All NCC Units/SS Coy NCC

**FINAL SURRENDER OF GOVERNMENT FUNDS THROUGH BIMS & BAMS  
DURING THE FINANCIAL YEAR 2018-19**

1. All Drawing and Disbursing Officers are requested to inspect the accounts of Government Funds held with BiMS and BAMS under their custody to ascertain the anticipation of savings in each Head of Account and the same should be surrendered and inform to this Directorate (K&L) through **e-mail ID** as per the format given below positively by **20 Mar 2019**. Failure to meet the deadline will be viewed seriously and assumed **NIL** report. It is also mandatory for approving authority to "**Approval for Surrender**" by DDO in BiMS and SCO in BAMS.

**[nccdtejsfin@gmail.com](mailto:nccdtejsfin@gmail.com) or [financeallotment@gmail.com](mailto:financeallotment@gmail.com)**

2. The savings should not be held in reserve by the Sub Controlling Officer or Disbursing Officer, no matter the justification. If there is no reason for non utilization of the funds, the Sub Controlling Officer shall be held responsible for its demand and non utilization.

3. It is emphasized that surrender of savings from each NCC office are consolidated head-wise and submitted to Government for resumption or to re-distribute to subordinate offices that are in need of funds.

4. In view of the above, all DDOs are requested to surrender the savings through BiMS and BAMS and inform accordingly by e-mail ID ibid as per the following format :-

(a)

Object Head	Amount Allotted	Amount of Surrender as no longer required
01/4 – Med Re-imburement		
04-Travel Exp		
1-Tour TA		
2-Transfer TA		
4- LTC		
05-OE		
1-Water Charges		
2-Electricity		
3-Telephone		
4-Other Items		
45 - POL		
99 - IT		
06-RRT		

(b)

Object Head	Total Amount expended from 01 Apr 2018 to Mar 2019	Remarks
<b>01- Salary Incl Gazetted Officers</b>		
1-Pay		Total Pay of all pay bill from 01 Apr 18 to 31 Mar 2019 + Arrear Pay + TBHG
2-DA		All DA payments from 01 Apr 18 to 31 Mar 2019 + Arrear
3-HRA		-do-
5-Other Allowance		-do-
6-DA Arrear		-do-
7-Pay Rev Arrear		-do-
<b>02 - Wages</b>		
1.Pay		All payments from 01 Apr 18 to 31 Mar 2019
2. DA		-do-
3.HRA		-do-
4.Med Reimburse		-do-
5.Other Allowance		Incl all daily wages payments
6. DA Arrear		-do-
7. Pay Rev Arrear		-do-

Sd/- x x x x

(Srikanth.L.Jsohi)

Brigadier

Offg Additional Director General NCC

**Approved for Issue**

Accounts Officer/Sr Supdt Fin

GOPINATHAN. P  
 Senior Superintendent  
 State Wing (Finance)  
 NCC Directorate (K & L)  
 Thiruvananthapuram-10