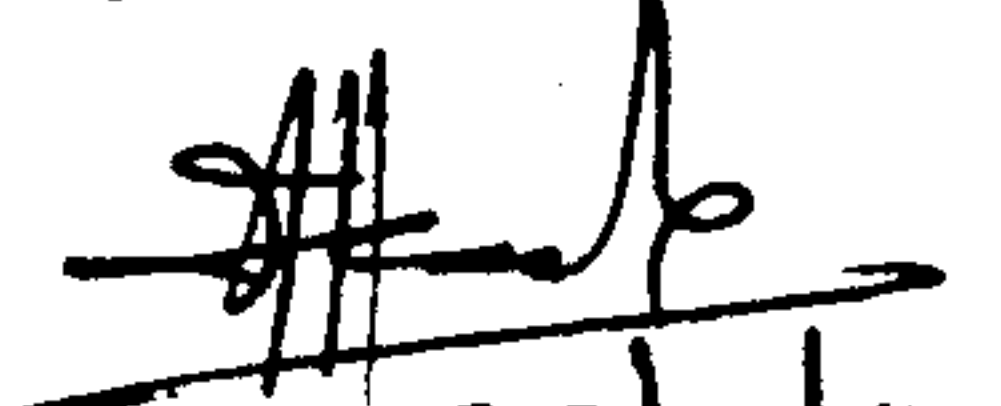




GOVERNMENT OF KERALA
HEALTH AND FAMILY WELFARE (M) DEPARTMENT

- 1) Odm - inform all DMOS
- 2) Post in DHS website
- 3) EC


29/x/13
DHS

No.25811/M3/2013/H&FWD

Thiruvananthapuram
Dated: 26/10 /2013

Circular

80895

Sub: H&FWD – Compliance of the Codal Provisions for the maintenance of Accounts of HDS & RSBY by the Superintendents- instruction issued.

As per Rule 92 a (ii) of Kerala Treasury Code (KTC), Volume I, all monetary transactions should be entered in the cash book as soon as they occur and are attested by the head of the office in token of check. Further, according to Rule 131(a) of KTC, the contents of cash chest shall be counted by the head of the office or under his orders by the Subordinate Gazetted Officer at the close of business on each working day and verified with cash book balance. A memorandum of verification shall be signed and dated by the Government servant who counted the cash.

AG has observed that the misappropriations are made possible with regard to the maintenance of Accounts of HDS & RSBY in Government Hospitals because of the absence of exercise of checks by the officers responsible as prescribed in the codal provisions for the maintenance of cash book. Each entry of receipt and payment made in the cash book should have been checked by the officers during attestation with reference to the counter foils of cheque books, Bill passed by the sanctioning authority, acquittance roll etc and any discrepancy could have been detected immediately.

Hence Superintendents of all Government Hospitals are hereby directed to strictly follow the Codal Provisions stated in the maintenance of Accounts of HDC & RSBY, failure of which will be viewed seriously by the Government.

Dr.M. Beena
Secretary- in - charge

To,

All District Collectors
Director of Medical Education, Thiruvananthapuram

Director of Health Services, Thiruvananthapuram
Director of Ayurveda Medical Education, Thiruvananthapuram
Director of Indian Systems of Education, Thiruvananthapuram
Director of Homoeopathy, Thiruvananthapuram
Principal & Controlling Officer, Government Homoeopathic
Medical College, Thiruvananthapuram
All District Medical Officers (Health) (through DHS))
All District Medical Officers (Ayurveda) (through DAME)
All District Medical Officers (ISM) (through DISM)
All District Medical Officers (Homoeo) (through Director of
Homoeopathy)
All Superintendents of Government Hospitals (through DHS/
DAME/ DISM/ Director of Homoeopathy)
AG (Audit)/A&E, Thiruvananthapuram
Stock File / Office copy

Forwarded /By order


Section Officer

Endt on O&M1 – 80895/13/DHS dated 31/10/2013

Copy communicated to all District Medical Officers of Health and EC
Section in DHS, for information and necessary action


For Director of Health Services

To

1. All District Medical Officers of Health – to communicate the circular to subordinate institutions
2. The Superintendent, EC Section
3. J.C. Johns, Comp. Programmer – to post the Circular in DHS website