

No. 3-3/2021-B/ 938
Deptt. of Telecommunications
(Budget Section)

723, Sanchar Bhawan, New Delhi.

Dated: 02.03.2022

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To

CGCA / DG (T)

All Pr. CCAs/CCAs/DDGs (TERM)

DDG (SU), DDG (CS), Sr. Administrative Officer (WMO), Director (Accounts-II), DoT HQs, ADG (F&A) TEC, Director (PSU-I), Director (TDSAT), Director (NICF) Ghitorni /Director, NTIPRIT Ghaziabad, Director (IP), ADG (IR-II), S.O. (Cash)

Subject: Surrender of savings in the Budget Allotment for the FY 2021-22.

As prescribed under Rule 56(1) of GFR, Departments of Central Government should surrender to Finance Ministry before the close of financial year, all anticipated savings noticed in the Grant or Appropriation.

In view of stipulated rule as above, it would be appropriate that units are required to work out details of their requirement and ensure surrender of surplus/ savings by prescribed date. In working out the details of such surrenders the allotment (including additional allotment) communicated during the year may be taken into account. It is needless to mention that any excess or savings attracts adverse comments by Audit as well as PAC. It may therefore be ensured that expenditure is restricted to the available funds after surrender of anticipated surplus.

It has been observed that during previous years, some of the units failed to adhere to the due date resulting in undue delay in submission of the report to Ministry of Finance. It is, therefore, requested that action to work out the anticipated savings under each sub-head of Appropriation may be initiated well in time so as to ensure submission of the aforesaid report by **10th March 2022** to this office positively. The anticipated surrender under each head must be accompanied with reasons for surrender.

SI No	Head of Account (up to object head level)	Funds allotted	Actual Expenditure up to Feb 2022	Funds Surrendered	Reasons for funds surrender

The proposals for surrender of savings in the above noted Performa may be sent to ADG (Budget) at aobgt.hq-dot.nic.in The receipt of this letter may kindly be acknowledged.

Aprajita Sharma
(Aprajita Sharma)

Dy. Director General (B, TF & PEF)

Copy to: JS (A), JS(T), Wireless Adviser, DDG (AS), Jt. Administrator (F), USOF for similar action.