

Govt. of NCT of Delhi  
Finance (Budget) Department

4<sup>th</sup> Level, 'A' Wing, Delhi Secretariat, New Delhi - 110002


No.F.2/11/2018-19/Fin(B)/866-871

Dated: 21/06/2018

OFFICE MEMORANDUM

Subject: Quarterly Review of Expenditure, 2018-19

1. With the approval of the Appropriation Act, 2018, funds as per Detailed Demands for Grants for 2018-19 are available with the department(s) for incurring expenditure at the beginning of the financial year (vide Finance Department communication dated 29.03.2018).
2. A balanced pace of expenditure is to be maintained by all departments throughout the financial year to avoid rush of expenditure in the last quarter and especially during the last month of the financial year. Timely utilization of funds also reflects on the efficient management of projects and schemes.
3. Finance Department will monitor the expenditure of departments on a quarterly basis. The first such review meetings are scheduled in the second fortnight of July 2018. The exact schedule for which will be communicated separately.
4. Accordingly, all Secretaries/HODs are advised to have mechanisms in place for regular review of expenditure at their level to evaluate the trend of expenditure especially implementation of Government schemes/programs/projects. This will enable early remedial action, if required, to be put in place to achieve targets within stipulated timelines.

  
(Renu Sharma)

Principal Secretary Finance

Copy forwarded to for information and necessary action to:

1. All Secretaries/Head of Departments, Govt. of NCT of Delhi
2. The Secretary to Deputy Chief Minister/Finance Minister, Govt. of NCT of Delhi.
3. The O.S.D. to Chief Secretary, Govt. of NCT of Delhi.
4. The Special Secretary (Finance/Planning), Govt. of NCT of Delhi
5. The Joint Secretaries (Expenditure/Accounts), Govt. of NCT of Delhi
6. The Deputy Secretaries Finance (I / II / IV / VI), Govt. of NCT of Delhi.

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1 to 16 - All for CE's / CE's / CPM's / PM's

PWD SECRETARIAT  
Govt. of NCT of Delhi  
5th Level, 'B' Wing

Dy No. 6203  
D. 22/06/18

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EIC  
SS (Prud)

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प्रमुख अभियन्ता  
आवती सं 7812  
दिनांक 25.6.18  
प्रमुख अभियन्ता एवं सहा.  
सचिव (प्रशासन)  
सचिव (वित्त/आ/अनु/क.पु.जी.)