



GOVERNMENT OF KERALA
FINANCE (STREAMLINING) DEPARTMENT

CIRCULAR

No. 34/2022/Fin.

Dated, Thiruvananthapuram 23.04.2022

Sub :- Finance Department – Assigning DDO charge to Aided School/College Teachers who are given the charge of HM/Principal of Schools/Colleges – Time limit fixed – Instructions - Issued

- Ref :-*
1. Circular No. 42/2019/Fin dated 07.05.2019
 2. Letter No. ACAD H2/4340/2020 dated 04.12.2021 of the Registrar of Kannur University.
 3. Minutes of the meeting held on 10.01.2022 in File No. SPK-A4/147/2021-Fin-Part (1)

As per the Circular referred above, Government have issued instructions in the case of Schools that the DDO charge can be given to the senior-most teacher initially for a period of three months and additionally extendable to a period of three more months at a stretch, till new HM/Principal took charge. The concerned bill countersigning authority would issue necessary orders in this regard each time. In the case of aided institutions, the same can be assigned only with the approval of the authority concerned and e-submission would be permitted to that countersigning authority only, if the charge arrangement is beyond three months.

In many cases, the charge arrangement is seen made indefinitely due to various reasons and requests are being received to continue with the same arrangement indefinitely, which is not acceptable. Hence Government have examined the matter in detail and decided to adopt a uniform stand in the case of Aided Schools/Colleges subject to the modification at para 2 of instructions of the circular referred above as follows:

The charge arrangement of DDOs can be permitted in all such cases for a total period of 9 months (that is, initially 3 months and extendable with two further stretches of 3 months each) only. For each 3 months, the countersigning authority has to issue formal proceedings and the same is to be shared to SPARK PMU for DDO setting. After 9 months, the bill countersigning authority has to act as DDO as envisaged in the circular cited above and e-submission of bills will be possible only for that authority.

K MOHAMMED Y SAFIRULLA
OFFICER ON SPECIAL DUTY (FINANCE RESOURCES)

To

The Principal Accountant General (A&E) Kerala, Thiruvananthapuram.
The Accountant General(Audit II) Kerala, Thiruvananthapuram.
The Director of Treasuries, Thiruvananthapuram.
The Director of General Education, Thiruvananthapuram.
The Director of Collegiate Education, Thiruvananthapuram.
General Education Department (through e-office notice board)
Higher Education Department (through e-office notice board)
Finance (SPARK PMU) Department
The Nodal Officer, www.financekerala.gov.in
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Forwarded/By Order,



Assistant Section Officer