



GOVERNMENT OF KERALA

Finance (SFC Cell-A) Department

CIRCULAR

No. 27/2017/Fin

Dated, Thiruvananthapuram, 29th April 2017

Sub:- Reconciliation of Local Government Accounts with the Treasury Data

Read: - GO (Rt) No.3689/2017/Fin dated 28/04/2017

Government in its order read above have issued instructions to the Local Governments to complete the reconciliation of the accounts of Local Governments with Treasury data by 15th May 2017. The Information Kerala Mission has made necessary modification in the reconciliation application and it is available for data entry. The user ID and password already issued has no change. The guidelines for the reconciliation are detailed below:

1. The proforma for reconciliation is available in the Saankhya Software.
2. The Accountant/ equated officer should make data entry in Local Governments
3. The Secretary should verify the data and ensure its correctness.
4. In case any modification is necessary for the data entered by the Accountant/equated officer, instruction is to be given to them for modification.
5. The filled up proforma should be endorsed by the Chairman, Finance Standing Committee, and it is not editable at Local Government thereafter.
6. Local Government officials should convince the receipt of funds to the designated Treasury officials with copies of the Government Orders.
7. Treasury officials should take expenditure data available from TIS only.
8. Treasury Officer should verify and approve the data with or without modification, as prepared by the Treasury Accountant.

9. The proforma approved by the Treasury Officer should be available to the Local Government Secretary for uploading.
10. The time limit for the programme is given below

No	Task	Date
1	Data Entry to be started by the Local Governments	01/05/17
2	Last date for submission of data to the Treasury	08/05/17
3	Reconciliation to be completed the by Treasury	12/05/17
4	Data to be submitted to the web by LG Secretary	15/05/17
5	Verification of data by IKM	20/05/17
6	Reports to Government	25/05/17

E K PRAKASH
Special Secretary to Government

To

The Principal Accountant General (G&SSA), Kerala, Thiruvananthapuram
The Principal Accountant General (A&E), Kerala, Thiruvananthapuram
The Accountant General (E&RSA), Kerala, Thiruvananthapuram
All Local Governments
The Principal Secretary, Local Self Government Department
The Director of Treasuries, Thiruvananthapuram
The Director, State Audit Department, Thiruvananthapuram
The Commissioner, Rural Development Department, Thiruvananthapuram
The Director of Panchayats, Thiruvananthapuram
The Director for Urban Affairs, Thiruvananthapuram
The Executive Director, Information Kerala Mission, Tvpm.
The Director, Kerala Institute of Local Administration, Thrissur
The Director of Information & Public Relations, Thiruvananthapuram
The Local Self Government (FM) Department
The Web and New Media, Public Relations Department (webprd@kerala.gov.in)
The Nodal Officer, Finance (www.finance.kerala.gov.in)
The Finance (/BW-J/ Dev. Wing) Department
The Bill/Stock File/Office Copy

Forwarded By Order



Section Officer