

No.EDN-KGR (A-2) BUDGET-DEMAND -SOE-2021  
O/o the Deputy Director of Higher Education,  
Kangra at Dharamsala.

Dated Dharamsala- 176215

To,

All the BPOs cum-Principal.  
Kangra District.



**Subject: - Guidelines and procedure for speedy execution of work.**  
Memo,

This is w. r. t. the letter (s) No. EDN-HE (4) C (1) 3/2024 Dated 28<sup>th</sup> Feb, 2025 received from directorate of Higher Education Himachal Pradesh Shimla-1(Copy enclosed) on the subject cited above.

In this connection, you are hereby directed to go through the instruction and take immediate action on the following points:-

1. The detail of deposit in various bank accounts by different departments as supplied by the Lead Bank will be scrutinized by the Planning Department in consultations with the concerned departments at length after initial scrutiny by the Administrative Secretaries.
2. All such works/schemes sanctioned before 31<sup>st</sup> March, 2022 but could not be started for any reason may be identified and the entire sanctioned amount which was drawn from the treasury less a token provision of Rs. 5,000/- per work/scheme may be deposited into the treasury within 2 days.
3. All such works/schemes sanctioned and started initially however, no physical progress could be made in the execution of these works after 31<sup>st</sup> March, 2022 for any reason may be identified and the entire utilized amount against the amount drawn from the treasury less a token provision of Rs. 5,000/- per work/scheme may be deposited into the treasury within 2 days.

*The unspent funds as stated point No. 2 & 3 above may be deposited in concerned receipt Head of Accounts of the Department i.e for Schools 0202-01-102-03-Misc.*

4. All the interest accrued/earned on the funds drawn from the treasury under all the schemes/ programmes and deposited into the bank account (other than those mandated and monitored by the Gol as SNAs and CNAs under various centrally sponsored schemes) may be calculated and deposited into the treasury immediately.

*The interest amount so identified and calculated may be deposited in receipt Head of Account:-0049-04-800-13 immediately as per the instructions of Finance Department Treasuries Accounts & Lotteries letter No. Fin(TR) B(15)11/95-VI-I-4647-4648 dated 25-02-2025 (copy enclosed).*

Further after depositing the unspent sanctioned amount and interested accrued in relevant receipt Head of account as ibid you are directed to supply the information (Block level) on the following proforma along with copies of Challan to this office through [emailddhekangra3@gmail.com](mailto:emailddhekangra3@gmail.com) immediately.

Head of Account and SOE under which Amount has been withdrawn from Treasury	Amount	Receipt Head of Account under which unspent amount has been deposited in Treasury through Challan.	Amount

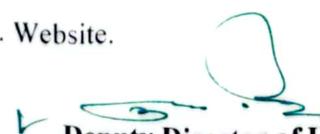
Encl: (As above).

  
Deputy Director of Higher Education  
Kangra at Dharamsala  
March, 2025

Endst. No. Even Dated: Dharamshala-176215

Copy to: -

1. All the Heads of Govt. Sr. Sec. /High School with the directions to provide the information to concerned BPO immediately.
2. The Director of Higher Education H.P Shimla -1 w. r. t his above letter No. and dated for information please.
3. The N. O. (IT) to upload the letter on Deptt. Website.
4. Guard file.

  
Deputy Director of Higher Education  
Kangra at Dharamsala