

Government of West Bengal  
Finance Department  
Audit Branch (Gr. T)  
File No - E 16907  
NAANNA  
Howrah - 711102

No:- 1038 - F(Y)

Date:- 15.03.2021

MEMORANDUM

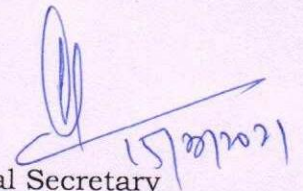
**Sub : Revised Schedule for submission of Bills for offices having Assembly Election in first two phases.**

Finance Department had earlier issued Memo No. 801 – F(Y) dated 27.02.2001 specifying the guidelines for presenting bills and advances in the month of March, 2021 at the PAOs and Treasuries.

However, the first two (2) phases of General Election to West Bengal Legislative Assembly for a few constituencies in the districts like Bankura, Purulia, West Medinipur, East Medinipur, Jhargram and South 24 Parganas in our state are scheduled to be held on 27.03.2021 and 01.04.2021. Pre-poll preparations in the areas under those constituencies will commence from 26.03.2021 and 31.03.2021 respectively.

Therefore, to ensure smooth and hassle-free completion of activities relating to financial year ending, it is now specified, ***in partial modification of FD's Memo No. 801 – F(Y) dated 27.02.2001***, that, in the respective offices under the Assembly Constituencies having General Election on 27.03.2021 and 01.04.2021, the schedule for submission of bills on the day before the election (i.e 26.03.2021 and 31.03.2021 respectively) may be preceded by one (1) day, i.e. on 25.03.2021 and 30.03.2021 respectively.

**This revised schedule is to be followed by all, as far as practicable.** However, the financial year ending for all treasuries will be on 31.03.2021, as usual.

  
Principal Secretary  
to the Government of West Bengal

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place (West), Kolkata - 700 001
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place, (West), Kolkata - 700 001
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block OF, Sector I, Salt Lake, Kolkata - 70006
4. Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_ Department. He is requested to circulate this order to all the Offices/local bodies/Parastatals under the Department.
5. Financial Advisor, \_\_\_\_\_ Department.
6. Director, \_\_\_\_\_
7. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata - 700001.
8. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phcars Lane, Kolkata - 700012.
9. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata - 700073.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II I, "SUBHANNA, SGO COM PLEX", 5th & 6th Floor, Plot No.9, Block-OF, Sector-I, Bidhannagar, Kolkata-64.
11. District Magistrate/ District Judge/ Superintendent of Police, \_\_\_\_\_
12. Sub -Divisional Officer, \_\_\_\_\_
13. Treasury Officer, \_\_\_\_\_
14. Block Development Officer, \_\_\_\_\_
15. Group \_\_\_\_\_ / \_\_\_\_\_ Branch, Finance Department.
16. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



Deputy Secretary to the  
Government of West Bengal