

**GOVERNMENT OF WEST BENGAL**

Finance Department  
(Audit Branch)  
Nabanna, Howrah-711102.

No.2479-F(Y)

Dated, Howrah, the 24<sup>th</sup> April, 2019

**ORDER**

**Sub:** Implementation of Cheque Truncation System (CTS) in the selected PAOs/ Treasuries

Cheque Truncation System of movement of digital images of the cheques from the link Banks to the PAOs/Treasuries for accounting of the same and from the PAOs/Treasuries to the Office of the Accountant General along with monthly accounts had been under active consideration of the Government for some time.

The system was introduced as a Pilot project in 3 PAOs/Treasuries and later 39 other PAOs/Treasuries were under the scope of Cheque Truncation System.

The Governor is, now, pleased to declare that Cheque Truncation System would be compulsorily implemented in 44 PAOs/Treasuries (Annexure A) from the 1<sup>st</sup> May 2019.

- Those PAOs/ Treasuries would receive digitized images of the cheques (in gov mails of the PAO/TO) from their respective link banks.
- After accounting of the same, the digitized images would be transmitted to a dedicated mail ID of the Accountant General (A&E) WB before physical submission of monthly accounts.
- Treasury/Deposit Account Cheques would be arranged in different folders Head of Account wise (for the entire month) and be mailed in a zipped form to the referred dedicated mail ID of AG (A&E) WB.
- The Encashed Cheque Report (category wise) would be physically signed and sent along with the monthly accounts as usual.

As per RBI Circular No.DGDA.GAD.No.H-1204/42.01.035/2014-15 Dated 18.09.2014, all presenting banks would be required to preserve the physical cheques for a period of at least 10 years. If required, the government may ask the drawee banks to produce the physical cheques so preserved for the purpose of litigation, reconciliation etc during the period of preservation.

Appendix 10 of WBTR 2005 stands modified to such extent.

The dedicated mail ID for providing the images to AG WB are:

1. [agaewestbengal@cag.gov.in](mailto:agaewestbengal@cag.gov.in)
2. [Chakrabortys.wbl.ae@nic.in](mailto:Chakrabortys.wbl.ae@nic.in)

Any change in the dedicated mail ID, if made in due course by AG WB, the Directorate of Treasuries & Accounts would intimate the Treasury Officers accordingly.

Other Treasuries would also be brought under the ambit of Cheque Truncation System as and when the digitized Cheque Clearing System would be introduced by RBI in such areas from time to time.

Sd/- H.K.Dwivedi  
Additional Chief Secretary to the  
Government of West Bengal

**ANNEXURE-A  
LIST OF PAOs/TREASURIES**

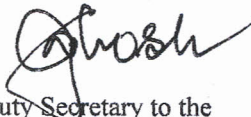
Sl.No.	Treasury	Sl.No.	Treasury
1.	Alipore-II	23.	Kalyani
2.	Howrah-II	24.	Contai
3.	PAO-I	25.	Tamluk
4.	Alipore-I	26.	Midnapore
5.	Barasat-I	27.	Kharagpur
6.	Barasat-II	28.	Asansol-I
7.	Barrackpore-I	29.	Asansol-II
8.	Baruipur	30.	Malda-I
9.	Bassirhat	31.	Siliguri-II
10.	Bidhannagar	32.	Raigunj-I
11.	PAO-III	33.	Durgapur
12.	Bongaon	34.	Berhampore-I
13.	Canning	35.	Berhampore-II
14.	Howrah-I	36.	Malda-II
15.	Kakdwip	37.	Birbhum-I
16.	Uluberia	38.	Raigunj-II
17.	Diamond Harbour	39.	Burdwan-I
18.	Hooghly-I	40.	Burdwan-II
19.	Hooghly-II	41.	Siliguri-I
20.	Chandernagore	42.	Birbhum-II
21.	Serampore-I	43.	Lalbagh
22.	Serampore-II	44.	PAO-II

No.2479/1(200)-F(Y)

Dated, Howrah, the 24<sup>th</sup> April, 2019

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata-700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata-700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Building, 5<sup>th</sup> Floor, Block DF, Sector-I, Salt Lake, Kolkata-700064.
4. Additional Chief Secretary/ Principal Secretary/ Secretary, \_\_\_\_\_  
Department, Govt. of West Bengal.
5. Commissioner, \_\_\_\_\_ Division.
6. Financial Advisor, \_\_\_\_\_ Department.
7. Director, Directorate of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata-700001.
8. The General Manager, UBI, 21, Old Court House Street, Kolkata-700001.
9. The General Manager, SBI, 1, Strand Road, Samriddhi Bhawan, Kolkata-700001.
10. The General Manager, RBI, 15, N.S. Road, Kolkata-700001.
11. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Pherars Lane, Kolkata-700012.
12. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata-700073.
13. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No.9 Block DF, Sector-I, Bidhannagar, Kolkata-700064.
14. Treasury 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