

Special Attention/Time Limit

No. K2/6485/TC/2016

Transport Commissionerate
Kerala, Thiruvananthapuram
Date: 21/03/2016

From

The Transport Commissioner
Thiruvananthapuram

To

All DTCs/RTOs/Jt. RTOs of Sub R.T. Offices

Sir,

Sub:- Motor Vehicles Department- **Resumption of Funds**-2015-16- Finalization- Instructions-
issued- reg

Ref:- Govt: Circular No.11/16/Fin dated 10.02.2016

Kind attention is invited to the reference cited. As you aware, financial year is coming to a close and all pending claim have to be settled urgently. Also unspent balance under various heads of account operated in your office has to be surrendered to Government to avoid lapsing of funds provided in the Budget. All Deputy Transport Commissioners, Regional Transport Officers and Joint Regional Transport Officers of Sub Regional Transport Offices are therefore directed to see that all the pending bills should be presented to Treasury at the earliest. Care should be taken to furnish actual allotment received and expenditure incurred and the DDO will be held responsible for any error in statement so furnished. The unutilized funds under various head of account should be surrendered to this office **on or before 26/03/2016** in the performa enclosed. One advance copy of the statement should be sent via e-mail on **26th March 2016** itself.

Please treat this as most urgent and comply the time limit without fail

Yours faithfully

Sd/-
Senior Finance Officer
For Transport Commissioner

Approved for Issue

Senior Superintendent

[Handwritten signature]
21/3/16