

Citizen's Charter

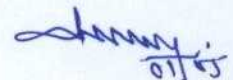
Finance Department :

1. a) Provides Advisory services to other administrative departments.
 - b) Formulates budget and exercises budgetary control over the spending of UT Government Departments.
 - c) Monitors the mobilization of resources through taxes, non tax revenue etc.
2. Delivery of services –
Different Administrative Departments constitute the client of the Finance Department. The Finance Department will provide its advice and opinion on the proposals of Administrative Departments within a week. List of cases concurred with by Finance Department will be shortly placed on the website on daily basis.
3. Grievance redressal:-

Name of the Department/Unit	Public Grievance Officer	Staff Grievance Officer
Finance Department	Shri P. S. Reddy, IAS, Finance Secretary, Secretariat, Moti Daman – 396 220. Email id: fs-dmn-dd@nic.in Ph: (0260) 2230726 Fax: (0260) 2230550	Shri Kishore Bamanian, Joint Secretary (Finance) Secretariat, Moti Daman – 396 220. Email id: jsfin-11@nic.in dsfinance2011@gmail.com Ph: (0260) 2230979

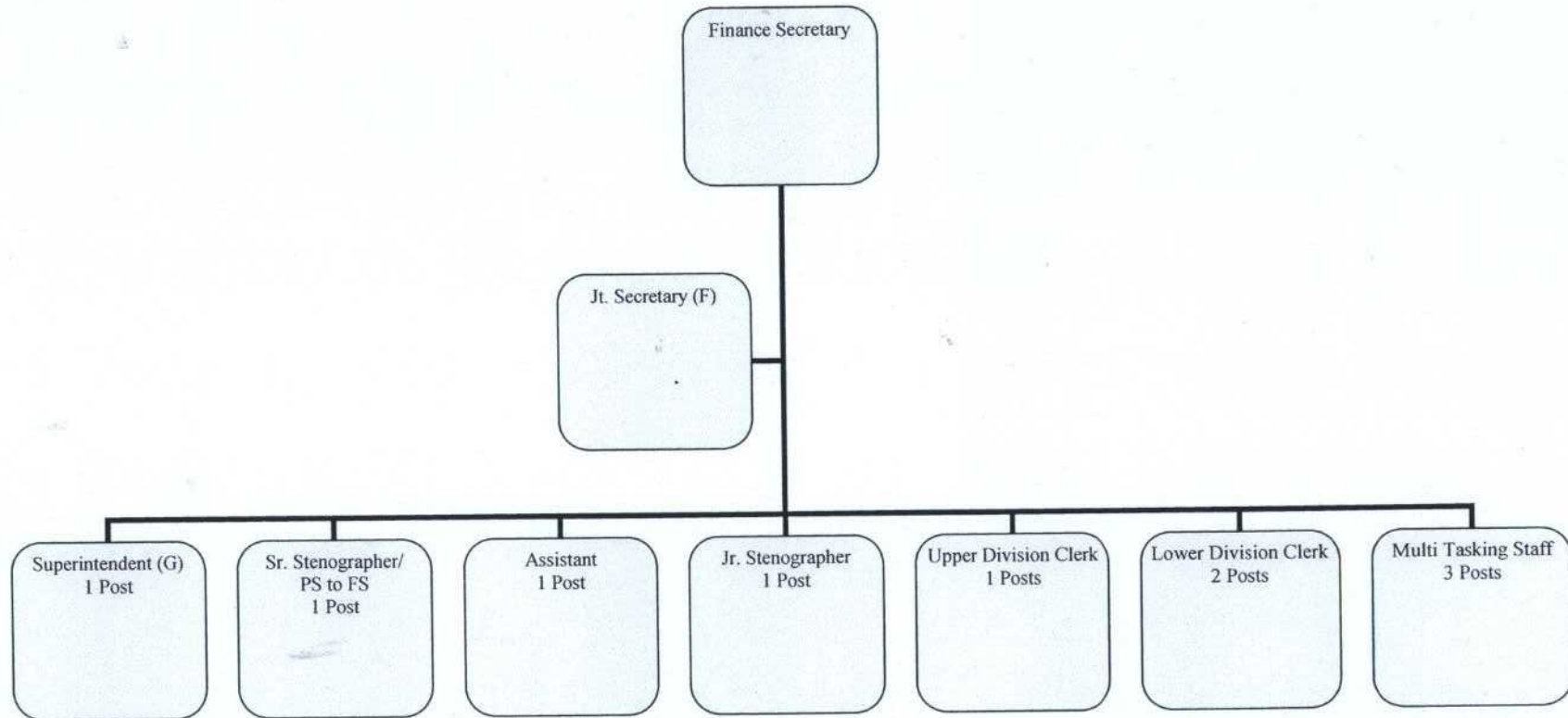
Helpline/Reception:

Name	Designation & Address	Phone No & E-mail address
Mrs. Niza Gudes	Sr. Stenographer/P.A. to Finance Secretary Secretariat, Moti Daman – 396 220.	2230726 2230550 (Fax)


01/05

Organization Chart

Finance Secretary is the official Head of the Department. The structure of the Finance Department is as follows:-



Signature
6/1/19

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