

No.15020/03/2015-Plg.Cell  
Government of India  
Ministry of Home Affairs

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North Block, New Delhi  
Dated, the 2 May, 2015

To,

The Chief Secretary,  
Union Territory of Andaman & Nicobar Administration,  
A& N Islands  
Port Blair.

The Chief Secretary,  
Govt. of Puduchhery,  
Puducherry

*PS*  
The Advisor to the Administrator  
Union Territory of Chandigarh Administration,  
Chandigarh.

The Administrator,  
Union Territory of Lakshadweep  
Lakshadweep

~~The Administrator,~~  
Union Territory of Daman, Diu, Dadar & Nagar haveli, Daman.

**Sub:-** Utilization of Plan Funds.

Sirs,

*27.5.2015*  
The need for strict monitoring and timely utilization of allocation funds made under various Heads has been emphasized from time to time. In this connection, I would like to inform you that during the discussion on Demands for Grants, the Parliament Standing Committee for Home Affairs took a serious note of the fact that due to under utilization of the funds during the initial quarters of the Financial Year, the plan component allocation to the Union Territories is reduced at R.E stage resulting in various difficulties in completion of the projects identified for the plan period. The Committee has, therefore, recommended that all out efforts should be made by the UT Administration to utilize the funds allocated in such a way that the pace of expenditure is maintained at all stages particularly during the initial quarters of the Plan Period.

*J.S.(Fin)*  
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*27/5*  
*Copy*

ADMINISTRATOR'S SECRETARIAT

1843  
1899

25/5/15  
25/5/15

SECRETARIAT, DAMAN  
FINANCE SECRETARY  
6/5/15  
25/5/15  
Letter Inward No. ....  
Letter Inward Dt. ....  
Letter Outward No. ....  
Letter Outward Dt. ....

2. It may also be appreciated that one of the reasons for cut in the allocation at the R.E stage is normally due to less utilization of funds in the initial quarter and it is therefore, necessary, that all out efforts are made to pace the expenditure in such a way that maximum expenditure is incurred in the initial quarters of the Plan Period.

3. In view of the above, it is requested that strict and regular monitoring of the expenditure be undertaken with a view to ensure timely utilization of the allocation made under various Heads to overcome the drastic cut on RE stage. A monthly report on the expenditure incurred under various Heads may also be forwarded to this Ministry, by 5<sup>th</sup> of every month positively.

Yours faithfully,



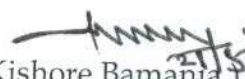
(RAKESH SINGH)  
Joint Secretary (UT)  
Tel: 23092630

No: 3/1/2015-FD/BUD/412  
Administration of Daman & Diu (UT),  
Finance Department,  
Secretariat, Moti Daman-396220.  
e-Mail [jsfin-dd@nic.in](mailto:jsfin-dd@nic.in) or  
[dsfinance2011@gmail.com](mailto:dsfinance2011@gmail.com)

Dated: 29/05/2015.

Copy forwarded for necessary action and strict compliance to :-

1. All Heads of Offices/Departments in Daman/Diu.
2. The Collector, Daman/Diu.
3. The SIO/~~DDO~~, NIC, Daman/~~Diu~~ with a request to upload the official website.



( Kishore Baman )  
Joint Secretary (Finance)  
Secretariat, Daman.