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M-12018/3/2014-RH(A/C)
Government of India
Ministry of Rural Development
(Rural Housing Division)

Krishi Bhavan, New Delhi
Dated: 20th June, 2016

To
The Deputy Commissioner
Rural Development Department
Uttar Pradesh

Subject: - Disbursement of Administrative Funds through RTGS/Cheque – Reg.

Sir,

The undersigned is directed to refer to Government of Uttar Pradesh Letter No. 589/VK/IAY/2016 dated 25th May, 2016 on the above mentioned subject and state that transfer of all funds including that of the administrative funds from the State Nodal Account (SNA), through Fund Transfer Order (FTO) has been proposed to assist in real time tracking of the movement of funds and its expenditure.

The module for transfer of Administrative Funds through FTO to Districts and the State HQ is under development and would be operationalised shortly. In order to address the concern expressed by the State of Uttar Pradesh regarding meeting of the administrative expenses for salaries and other miscellaneous expenses, it is clarified that till the new module on Admin. Fund is made functional, the states may choose to transfer the Administrative Fund to the districts and to the State HQs from the State Nodal Account through RTGS/NEFT route. However it must be ensured that it is done as per the prescribed procedure given below.

Once the module for transfer of Administrative Funds through FTO is fully operational, the same shall be used by the State for transferring the administrative funds.

Yours sincerely



(S. Rakesh Kumar)
Deputy Secretary (RH)

Encl: As above.

copy to:

1. All States

Procedure for disbursement of Administrative Fund
through the RTGS/NEFT route

Transfer of Admin. Fund from SNA to the Districts.

- a) The state to login from its state level ID.
- b) The State to go to the Fund Management Module and enter data under the option – “Fund Transfer State to Districts”
- c) Under this option, there will be a column for payment option stating :
Cheque No / Advice No. / Treasury No.
- d) The State can enter the Transaction ID of the NEFT / RTGS payment made in this column. This column can accommodate a maximum of 20 digit number.

For making payments from Admin Fund at to the State HQ

- a) The state to login from its state level ID.
- b) The State to go to the Fund Management Module and enter data under the option – “Administrative Expenditure”
- c) Under this option, there will be a column for payment option stating :
Cheque No / Advice No. / Treasury No.
- d) The State can enter the Transaction ID of the NEFT / RTGS payment made in this column. This column can accommodate a maximum of 20 digit number.