



GOVERNMENT OF KHYBER PAKHTUNKHWA FINANCE DEPARTMENT

Finance Department Civil Secretariat Peshawar <http://www.financekpp.gov.pk> [facebook.com/GoKPPD](https://www.facebook.com/GoKPPD) twitter.com/GoKPPD

NO.BO (W&M)/1-11/FD/2018-19
Dated the Peshawar 26 April, 2019

To

1. All Administrative Secretaries to Government of Khyber Pakhtunkhwa.
2. The Senior Member, Board of Revenue Khyber Pakhtunkhwa, Peshawar.
3. The Secretary to Governor, Khyber Pakhtunkhwa.
4. The Principal Secretary to Chief Minister, Khyber Pakhtunkhwa.
5. All Heads of Attached Departments in Khyber Pakhtunkhwa
6. All Commissioners in Khyber Pakhtunkhwa.
7. All Deputy Commissioners in Khyber Pakhtunkhwa.
8. The Registrar, Peshawar High Court, Peshawar.
9. All District & Session Judges in Khyber Pakhtunkhwa.
10. The Secretary Provincial Assembly, Khyber Pakhtunkhwa.
11. The Registrar, Khyber Pakhtunkhwa Service Tribunal, Peshawar.
12. The Secretary Public Service Commission Khyber Pakhtunkhwa, Peshawar.
13. The Chief Manager, State Bank of Pakistan, Peshawar.
14. The Regional Operation, National Bank of Pakistan, Peshawar/Mardan/ Abbottabad/ D.I.Khan.

Subject: SCHEDULE FOR SUBMISSION OF BILLS/CLEARANCE OF CHEQUES TO OBSERVE FISCAL DISCIPLINE 2018-19.

Dear Sir,

I am directed to refer to the subject noted above and to state that with a view to observe fiscal discipline and streamline the management of public accounts, the competent authority has been pleased to approve the following measures to be strictly observed by **30th June 2019** positively:

1. The funds placed at the disposal of Departments/Offices are expended uniformly during the current financial year and all valid/accrued liabilities are promptly cleared and are not postponed towards the end of current financial year.
2. All the concerned authorities shall ensure the issuance of sanctions, completion of codal formalities and procurement of stores well in time, so that claims can be presented for pre Audit to the Accountant General/respective District/Agencies Accounts Offices timely.
3. All bills against the releases for financial year 2018-19 must be presented to the Accountant General, Khyber Pakhtunkhwa/ District/Agency Accounts Officers on or before **20-06-2019**.
4. The Accountant General, Khyber Pakhtunkhwa/District/Agency Accounts officers shall issue all cheques/pay orders by **26-06-2019** and the last schedule for the month of June would be sent to SBP before presenting of the cheque for payment.
5. Cheques of lapsable PLAs/SDAs/Assignment Accounts, Reserve Fund, Forest and Works Accounts must be issued well in time and got cleared from the Treasury Officer, Peshawar/DAO concerned. All cheques drawn against PLAs/ SDAs/ Assignment Accounts, Forest Works Accounts shall be encashed **upto 30-06-2019**.
6. All cheques already issued or to be issued, which pertain to the **financial year 2018-19**, shall be valid up to **30th June 2019** except salary cheques issued to the DDOs if any for the month of **June 2019** which is payable on or after **1st day of July 2019**.
7. Any defect in cheque such as overwriting/deletion, payees address, difference of amount in figures and words and lack of signature of authorized person shall be avoided as a result of which the cheques would be rendered un-passed.
8. The authorities issuing Cheques/pay orders may affix the stamp "**not payable after 30-06-2019**" on all the cheques /pay orders except salary cheques issued to the DDOs if any.

(P.T.O)

