



IMMEDIATE

## GOVERNMENT OF KHYBER PAKHTUNKHWA FINANCE DEPARTMENT

NO.BO(W&M)/6-5/2019-20  
Dated Peshawar the 6<sup>th</sup> April, 2021

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 Divisional Commissioners in Khyber Pakhtunkhwa.
7. All Heads of Autonomous/Semi-Autonomous Bodies in Khyber Pakhtunkhwa.
8. All Deputy Commissioners in Khyber Pakhtunkhwa.
9. The Registrar, Peshawar High Court, Peshawar.
10. All District & Session Judges in Khyber Pakhtunkhwa.
11. The Secretary Provincial Assembly, Khyber Pakhtunkhwa.
12. The Registrar, Khyber Pakhtunkhwa Service Tribunal, Peshawar.
13. The Secretary Public Service Commission Khyber Pakhtunkhwa, Peshawar.

**SUBJECT:- ELIMINATION OF CASH PAYMENTS - REDUCTION IN OPEN CHEQUES ISSUED BY AG-KP & PAID IN CASH AT STATE BANK'S COUNTER**

Dear Sir,

In continuation of this Department letter of even No. dated 1.12.2020, I am directed to refer to the subject noted above and to state that it has been observed with great concern that the instructions regarding the subject, issued by this Department are not being adhered by most of the Government Departments/Offices and still open cheques are issued for making cash payments to the clients. Therefore, in order to stop all kinds of cash payments and issuance of open cheques, the following procedure/instructions may immediately be adopted:-

- 1) All Principal Accounting Officers to ensure for all their DDOs under their respective domain to have an Operational designated Bank Accounts (PLS mode) for use of official business.
- 2) All kinds of cheques issued by the A.G Office/DAOs shall be deposited in the same Account instead of presenting the same in the State Bank of Pakistan, Cash Counter. Upon receipt of credit to their designated accounts, the amount may be disbursed to the beneficiary through cross cheques.
- 3) All sums realized as profit on the un-disbursed balances in PLS/Designated Bank Account, the same shall be credited to Government Treasury (Provincial Account No.1) under the following receipts head of account after making adjustment against Bank Charges etc. under intimation to Finance Department:-

C01 Total Income property and enterprises C018 Interest on Loan – Others  
C-01803-Interest realized on investment of Cash Balance

- 4) Periodical reconciliation of the same Account must be ensured at the close of each month and should be recorded in the respective cash books.
- 5) Instructions are being issued to the State Bank of Pakistan to close their Cash-Counter and no cash payment will be made after **30<sup>th</sup> April 2021**.

I am, therefore, directed to request you kindly adhere to above instructions in letter and spirit, please.

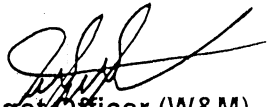


GOVERNMENT OF KHYBER PAKHTUNKHWA  
FINANCE DEPARTMENT

Endst. No & date even.

Copy forwarded for information and necessary action to:-

1. Accountant General, Khyber Pakhtunkhwa Peshawar.
2. All District Comptrollers/District Accounts Officers in Khyber Pakhtunkhwa
3. All District Officers (Finance & Planning) in Khyber Pakhtunkhwa.
4. The Chief Manager, State Bank of Pakistan, Peshawar.
5. All Additional Secretaries, Director (FMIU)/Deputy Secretaries/Budget & Section Officers in Finance Department,
6. The PSO to Chief Secretary, Khyber Pakhtunkhwa Peshawar
7. The PS to Finance Secretary, Finance Department.

  
Budget Officer (W&M)