



GOVERNMENT OF KARNATAKA
(Department of Commercial Taxes)

No.ADT-1/ACCTS& BUD/2020-21

Office of the
Commissioner of Commercial Taxes
(Karnataka), VTK-1, Gandhinagar,
Bengaluru, Dated 13.04.2020.

Commissioner of Commercial Taxes Circular No. **11**.../2020-21.

Sub: Expenditure management-Observance of economy measures and
Rationalization of expenditure.

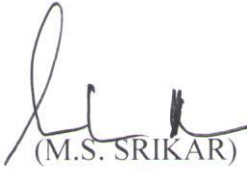
Ref: G.O No. FD 2 TFP 2020, Bengaluru, dated 01.04.2020.

In the context of current fiscal situation due to outbreak of Covid-19, as there is a need to observe strict economy measures, Government has issued certain instructions for rationalization of expenditure and to optimize the available resources vide Government order under reference. All the DDOs shall observe following guidelines while carrying out the expenditure for the month of April-2020.

1. **Salary shall be drawn ONLY for the month of MARCH-2020.** *No arrears of salary shall be drawn without the concurrence of Finance Department.* If the arrears of salary is required to be drawn, a detailed letter with reasons for not drawing salary for earlier months shall be sent by the concerned ADCOM/JCCT to the Commissioner of Commercial Taxes to seek permission of the Finance department.
2. Since only 1/12th of the Budget has been released by the Government, Administrative expenses, Building expenses, Transport expenses shall be utilized only on MOST ESSENTIAL ITEMS required to run the office.
3. No purchase of new vehicles, furniture, major repairs of buildings shall be resorted to from the amount made available under the Object Heads 195-Transport Expenses, 051-General Expenses and 071-Building Expenses.

4. The divisional officers shall send the requisitions for release of Non salary grants adhering to rules of economy measures as per the Manual of Contingent Expenditure-1958. The proposals to release the grants shall **strictly be based on actual expenditure**(against the actual Bill amount).
5. As funds have not been released under the object Heads-021-Reimbursement of Medical Expenses and 125-Modernisation, the divisional officers shall not include the same in their requisition letters to release Non salary grants.
6. DDOs shall draw funds only towards **office expenses** provided under the object Head 051.

The above instructions shall be scrupulously followed.



(M.S. SRIKAR)
Commissioner of Commercial Taxes
(Karnataka), Bengaluru.

To

All the Additional Commissioners of Commercial Taxes/ Joint Commissioners of Commercial Taxes/ All the DDOs.