

**Prasar Bharati**  
**(India's Public Service Broadcaster)**  
**Directorate General: Doordarshan**  
**Doordarshan Bhawan**  
**New Delhi**  
**(Budget Section)**

No.G-21011/3/2020-BII

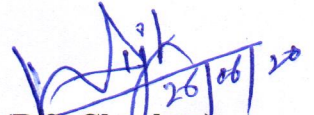
Date: 25.06.2020

**Subject: - Cash Management System in Central Government- Guidelines for Expenditure control in Q2 (July, 2020 to September, 2020)– reg.**

Please find enclosed herewith Ministry of I & B letter dated 24.06.2020 along with Ministry of Finance OM dated 23.06.2020 on above mentioned subject.

2. All concerned DD Kendras/Field Units are, therefore, requested to take note of the instructions contained in the said letter for information, guidance and strict compliance please.

**Encl: as above.**

  
**(R.S. Chouhan)**  
**Dy. Director (F)**

1. All HOO/DDO of Doordarshan Kendras/Field Units.
2. ADG(P)(PKS)/ ADG(E), DG:DD.
3. All zonal ADG(E)s.
4. ADG(CPC), Khel Gaonw, New Delhi.

**Copy to:-**

1. PS to DG, DD, New Delhi.
2. Engg. Budget/DDG(E), DG:DD, New Delhi.
3. DDO CPC, Khel Gaonw, New Delhi.
4. SO, P-III Section, DG:DD, New Delhi.
5. SO, Cash Section, DG:DD, New Delhi.
6. PPS to ADG (F)/DDG(F)/ DD(F) at this DG:DD.
7. IT Cell, DG:DD with a requested to upload the letter on Doordarshan website.
8. Guard File.

**BUDGET MATTER**

Government of India  
Ministry of Information & Broadcasting  
(Budget & Accounts Section)  
\*\*\*\*\*

**Subject: Cash Management System in Central Government – Guidelines for expenditure control in Q2 (July, 2020 to September, 2020).**

Reference is invited to Ministry of Finance, Department of Economic Affairs's O.M. No. 12(15)-B(W&M)/2020 dated 23rd June, 2020 (copy enclosed) on the subject mentioned above vide which attention is drawn to the guidelines already circulated by them for fixing Monthly/Quarterly Expenditure Plan (MEP/QEP) for Quarter –I vide O.M. No.12(13)-B(W&M)/2020 dated 8th April, 2020 which was circulated to all concerned in the Ministry through B&A Section's e-mail dated 08th April, 2020.

2. In the aforesaid O.M. of Ministry of Finance dated 8th April, 2020, Ministry of I&B was kept under Category 'C' with the spending restriction of 15% and 5% of BE 2020-21 allocation on quarterly/monthly basis for the first quarter of FY 2020 - 21. The same expenditure restrictions have been imposed by Ministry of Finance for second quarter also. Expenditure on Salaries will be as per actual requirement and shall be within overall limits prescribed under Cash Management guidelines.

3. Apart from the above restriction, Ministry of Finance has also re-iterated that the amounts that remained unspent in a month will not be available for automatic carry-forward into the next month. The amounts that remained unspent in a Quarter will not be available for automatic carry forward in the next Quarter. Specific approvals of Secretary, Department of Expenditure shall be obtained by the Ministries/Departments for utilizing these unspent amounts.

4. Accordingly, all Joint Secretaries and Heads of Media Units/Autonomous Bodies are requested to figure out their actual anticipated expenditure for the months of July, August and September, 2020 under Establishment Expenditure (Salary and Non-Salary wise), Central Sector Schemes and Other Central Expenditure (GIA- Salaries, GIA - General and Grants for creation of Capital Assets) and forward to Budget Division by 26th June, 2020 positively

Encl: As above.

  
(Sanjay Kumar)  
Deputy Secretary (B&A)  
☎ 2338 5587

JS(P&A)/JS(Films)/JS(B)/JS(EW)

All Media Units and Autonomous Bodies as per attached list-I

**M/o I&B's I.D. Note No. G- 21011/1/2019-B&A dated: 24<sup>th</sup> June, 2020**

**Copy to:** All Administrative Sections as per attached list-II

**Copy for information to:** PPS to SS&FA, M/o I&B/PS to CCA, M/o I&B.

F.No.12(15)-B(W&M)/2020  
Ministry of Finance  
Department of Economic Affairs  
( Budget Division )

New Delhi,  
23<sup>rd</sup> June, 2020.

**OFFICE MEMORANDUM**

**Subject: Cash Management System in Central Government – Guidelines for expenditure control in Q2 (July, 2020 to September, 2020).**

Attention of Ministries/Departments is drawn to this Ministry's O.M. issued under F.Nos 15(39)-B(R)/2016 dated 21.8.2017 and of even number dated 8.4.2020 regarding modified exchequer control based expenditure management under Cash Management System in Central Government.

2. Considering the need to effectively manage the cash flows of the Government, it has been decided to retain and continue with the same expenditure management measures in Q2, as was applicable for Q1 of FY 2020-21. For Q2 of FY 2020-21, i.e. July, 2020 to September, 2020, the following guidelines are additionally being stipulated:

- (i) All Grants/Appropriations shall continue to be classified as per categories 'A', 'B' and 'C' given in the O.M. of 8<sup>th</sup> April 2020. Quarterly Expenditure Plans (QEP) for Q2 of the Ministries/Departments shall be governed by the ceilings mentioned therein;
- (ii) Monthly Expenditure Plan (MEP) for July, August and September will mirror the MEP stipulation that were spelt out for April, May and June 2020;
- (iii) Expenditure on 'salaries' and 'pensions' will be as per actual requirement and shall be within the overall limits prescribed under cash management guidelines;
- (iv) The amounts that remained unspent in a month will not be available for automatic carry-forward into the next month. The amounts that remained unspent in a Quarter will not be available for automatic carry-forward into the next Quarter. Specific approvals of Secretary, Department of Expenditure shall be obtained by the Ministries/Departments for utilising these unspent amounts; and



(from pre-page)

- (v) Ministries/Departments while utilising their allocations shall take utmost care not to bunch up expenditures/releases in a bid to improve their pace of expenditure leading to parking of funds. In this time of acute cash stress, utmost care may be taken to avoid releases that can contribute to idle parking of funds.
3. This has the approval of Secretary, Department of Expenditure.



( Vyas R )

Deputy Secretary (Budget)

Cabinet Secretary, Government of India;  
Comptroller & Auditor General of India;  
Secretaries of all Ministries/Departments;  
Secretary (Defence Finance), Ministry of Defence;  
Financial Commissioner, Ministry of Railways;  
Member (Finance), Department of Telecommunications;  
Controller General of Accounts, Ministry of Finance, Department of  
Expenditure; and  
Financial Advisers/Pr.CCAs/CCAs of all Ministries/Departments.

## **LIST-I**

### **INFORMATION WING**

1. IIMC
2. NEW MEDIA WING
3. BOC
4. PIB
5. PCI
6. RNI
7. PUBLICATION DIVISION
8. EMPLOYMENT NEWS

### **FILM WING**

9. FCAT
10. CBFC
11. FILMS DIVISION
12. NFAI
13. CFSI
14. FTII
15. DFF
16. SRFTI

### **BROADCASTING WING**

- 17.EMMC
- 18.PRIVATE FM RADIO STATION
19. PRASAR BHARATI

## **LIST-II**

### **INFORMATION WING**

1. IP&MC SECTION
2. NEW MEDIA CELL
3. MUC-II SECTION
4. PRESS SECTION
5. MUC-I SECTION
6. CASH SECTION/ADMIN-III SECTION
7. PRINCIPAL ACCOUNTS OFFICE (ADMIN)

### **FILM WING**

8. F (F) DESK
9. F (A) DESK
10. F (C) DESK
11. F (FTI) DESK
12. F (I) DESK

### **BROADCASTING WING**

13. BC-I SECTION
14. FM CELL
15. CRS CELL
16. PRASAR BHARATI
17. BC-IV SECTION