

No. 1/39/2012-Estt.  
Government of India  
Ministry of Finance  
Department of Financial Services

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Jeevan Deep Building, Parliament Street,  
New Delhi, dated 14.08.2012

Subject: **Allocation of Work to Minister of State in Ministry of Finance –  
reg.**

Please find enclosed herewith an Office Order No. A.22012/1/2012-Admn.I(II) dated 8<sup>th</sup> August, 2012 received from Department of Expenditure, Ministry of Finance on the above cited subject for information and necessary action.



(Vijay Malhotra)

Under Secretary to  
the Government of India

All Officers/Sections in Department of Financial Services

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No.A.22012/1/2012-Admn.I(ii)  
Government of India  
Ministry of Finance  
Department of Expenditure

New Delhi, the 8<sup>th</sup> August, 2012

**OFFICE ORDER**

Subject: **Allocation of work to Minister of State in Ministry of Finance**

Finance Minister has decided that the Minister of State (E&FS), in the Ministry of Finance will be allocated the following items of work with immediate effect:

**MOS (EXPENDITURE & FINANCIAL SERVICES):**

**(A) Department of Expenditure**

- (i) Minister of State will look after all the work relating to Department of Expenditure including State finances except for matters concerning financial advice.
- (ii) The following cases will be put up to Finance Minister through the Minister of State:
- All matters meant for the Cabinet and its Committees
  - Cases approved by PIB and EFC
  - All policy matters
  - Plan allocations
  - All demands likely to figure as supplementaries.
  - Assistance to States, including assistance for natural calamities.
  - Disposal of V.I.P. references received from P.M./Cabinet Ministers/Chief Ministers.
  - Disciplinary cases of Group 'A' officers – both for initiation and final orders.
  - Appointment, promotion, resignation, voluntary retirement and disciplinary action of Indian Civil Accounts Service and Indian Cost Accounts Service Officers except matters required to be submitted to ACC.
  - Appeals/Petitions in disciplinary cases of officers of Group 'A'.
  - Cases of training/deputation abroad.
  - Requests of Indian Civil Accounts and Indian Cost Accounts Officers for pre-mature retirement under FR 56(k) and Rule 48 of Pension Rules.

**(B) Department of Economic Affairs & Department of Financial Services**

- (i) Minister of State will look after
- Matters pertaining to Department of Financial Services
  - Matters pertaining to Currency & Coinage except as indicated in (ii) below:

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(ii) The following matters will be submitted to Finance Minister through Minister of State:

- (a) All matters meant for the Cabinet and its Committees,
- (b) All policy matters.
- (c) Any matter considered important by the Minister of State and Secretary.
- (d) Appeals and petitions in disciplinary cases of Group 'A' officers and executives.
- (e) Cases of training/deputation abroad.
- (f) All statutory approvals.
- (g) Disposal of VIP references received from P.M./Cabinet Ministers/Chief Ministers.
- (h) National Savings Organizations and small saving related matters.

(C) General:

- (a) All Unstarred Questions and all matters pertaining to Assurances relating to Departments of Expenditure, Department of Economic Affairs & Department of Financial Services would be disposed of by MoS (E&FS) at his level unless marked by the Secretary concerned or the Minister of State to the Finance Minister.
  - (b) All Starred Questions in respect of Department of Expenditure, Department of Financial Services and Currency & Coinage will be submitted to the Finance Minister through Minister of State.
  - (c) Verification and authentication of notifications, other documents, reports etc. which are required to be laid on the Table of Rajya Sabha from all the five Departments of MoF viz. Expenditure, Revenue, Economic Affairs, Disinvestment & Financial Services will be done by MoS (E&FS).
  - (d) Minister of State (E & FS) will assist the Finance Minister in all Parliamentary work relating to the Department of Expenditure, Department of Economic Affairs & Department of Financial Services and, whenever required, in Parliamentary work relating to Department of Revenue and Department of Disinvestment.
- (D) All other matters not specified in (A) & (B) will be submitted directly to Finance Minister.

*Madhulika Prasad*  
(MADHULIKA P. SUKUL)

JOINT SECRETARY TO THE GOVERNMENT OF INDIA

To

1. All Secretaries/Additional Secretaries/Joint Secretaries in the Ministry of Finance.
2. Secretary to the Prime Minister.
3. Private Secretary to Finance Minister/Minister of State for Revenue/ Minister of State for Expenditure & Financial Services.
4. Parliament Section.

Haksh/office order