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NCC Directorate (K&L)
State Wing (Finance)
Cotton Hill Bungalow
Vazhuthacaud
Thiruvananthapuram – 10

No. 7949 /E3-Fin/2014/NCC

04 Nov 2014

The Group Commanders :-

NCC Group Headquarters – Thiruvananthapuram / Kollam /
Kottayam/Ernakulam & Kozhikode

The Commanding Officers :-

All NCC Units / SS Coy NCC, Kazhakuttom

Subject : **Financial Sanction for NCC Camps and Courses – Directives
issued – regarding**

In the recent past, it has been observed that on completion of Camps / Courses , detailed accounts are being forwarded to the AG without obtaining concurrence from this Directorate. On scrutiny, it has been found that few accounts were wrongly calculated in the ratio of refund to Central / State Fund , and other discrepancies were also noticed. This practice may be ceased forthwith and the following **directives be strictly adhered to with immediate effect :-**

2. **Financial Sanctions.** Hereinafter, there will be **two phases** of Financial Sanction. They are :-

(a) **Initial Financial Sanction.** This will be accorded on timely receipt of Budget Estimates and prior to commencement of Camp or Course.

(b) **Final Financial Sanction** . This will be accorded on receipt of Actual Expenditure statement through which sanction for re-appropriation or revised financial sanction (as the case may be) will also be issued. Detailed account should be based on this Final Financial Sanction which is formed as settlement of Initial Financial Sanction.

3. **Submission of Budget Estimates** . All Camps / Courses are forecast well in advance and hence Units conducting camps are required to attain Training Sanction from the Central Wing (Training section) of this Directorate. A copy of this sanction is required to be enclosed with the Budget Estimates. If the strength of the camp/course is amended for increase, no additional financial sanction will be released while the camp is in progress. The same will be considered on receipt of actual expenditure statement.

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4. **Preparation of Budget Estimates** . Reasons given in the Budget Estimates seeking Financial Sanction should be clear and not in vague terms. Also it should not be excessive, unnecessary and unreasonable. Each item of expenditure estimated must be supported by a detailed breakdown which must be sufficient to convince the sanctioning authority.

5. **Closure of Camp accounts**. All Initial Financial sanctions are to be considered as interest free advance to meet contingent expenditures and thereby it should be settled by submitting Actual Expenditure Statement for settlement of advance drawn. After scrutiny, Final Financial Sanction will be accorded for preparation of Detailed Account for onward transmission to AG and this Directorate.

6. This has the concurrence of the Additional Director General NCC.



(**M. Abdul Kalam**)
Accounts Officer
for Additional Director General NCC

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