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NCC Directorate(K&L)  
State wing (Finance)  
Thiruvananthapuram -10

5934/F2-Fin/Obsn/2017/NCC

14 Feb 2018

**The Group Commanders**

(NCC Group Headquarters - Thiruvananthapuram/Kollam/  
Kottayam/Ernakulam & Kozhicode)

The CO / OC - All NCC Units/  
SS Coy NCC Kazhakuttom

**TREASURY WISE REQUIREMENT OF FUNDS TOWARDS  
REFRESHMENT/HONORARIUM/ WASHING ALLOWANCE/  
OUT FIT MAINTANENCE ALLOWANCE ETC UNDER  
34 OC (NON PLAN) FOR THE FY-2017-18 -:REGARDING**

1. It is observed with great concern that, in spite of issuing very clear instructions, some Units have submitted their TR-59(C) claims without endorsing parade details, total strength of cadets, Rank of ANO's and period of claiming honorarium etc which has resulted in non-encashment of their bills and has also caused fund lapses under the Head of Accounts 34 OC(N/P) during the previous year. However requirement of funds for the purpose may be furnished together with TR-59(C) latest by 25 Feb 2018. This information is required for issuance of sanction from the competent financial authority for transaction of bills through related treasuries.

2. Further it is intimated that, CFA sanction for Refreshment and Honorarium for the previous financial year will not be accepted with vague demands. Such demands may be forwarded through Group Headquarters endorsed with reason for not claiming the demands in the previous year. An abstract of statement as per the following format is also to be certified by the Commanding Officer of the Unit:-

**REFRESHMENT/WASHING ALLOWANCES**

SI No.	Name of Institution	Period of claims	Amount already drawn	Balance Required from state share	Reason for not claiming the previous year

**HONORARIUM FOR ANO'S**

SI No.	Name of ANO, Rank and Institution	Period of claims	Amount already drawn	Balance Required from state share	Reason for not claiming the previous year

3. All CO's / OC's are requested to initiate appropriate steps for executing above requirement and lapses in this regard will not be entertained. Further it is informed that bulk demand for fund on 34 OC for CCBs and encashment of accumulated arrear bill at the end of the financial year will not be permitted consequent to introduction of BAMS/BIMS.

Sd/xxx  
(BG Jagadeesh)  
Brigadier  
Dy Director General NCC

**Approved for Issue**



  
Accts Offr / Sr Supdt  
**SABU JACOB**  
Senior Superintendent  
State Wing (Finance)  
NCC Directorate (K&L)  
Thiruvananthapuram-10