

**GOA STATE ELECTION COMMISSION
ALTINHO, PANAJI-GOA.**

No. 1/199/ Standing orders /2020-SEC/1243 Dated: 30/10/2020

ORDER

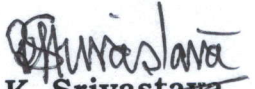
Sub: Regarding release of funds for elections to ROs / AROs and District Collectors.

The State Election Commission invariably releases funds required for the conduct of elections to the election related functionaries like ROs/AROs and the district Collectors. They are hereby directed to open a separate bank account for conduct of each general election preferably in a nationalized bank or as may be directed by the Finance Deptt; having two authorized signatories . They must ensure incurring all election related expenditure out of this account only.

All concerned are specifically directed to follow the codal formalities for incurring expenditure on various items. As a matter of general rule and also as a good practice; cash payment for the purchases & procurements has to be avoided but wherever cash payment becomes unavoidable, the officers must follow the guidelines issued by the Finance Department from time to time.

Secondly, all concerned officers who will be drawing funds as an advance through AC Bill, shall be personally responsible for submission of the DC Bill and Utilisation Certificate (UC) for the said amount drawn as an advance **positively within 30 days** of the declaration of election result for the concerned election and they shall also ensure that the aforesaid bank account is also closed simultaneously.

This is for strict compliance by all concerned.


R. K. Srivastava
State Election Commissioner

To

1. The ROs/AROs for local body elections.
2. The district Collectors.

Copy to:

1. The Director of Accounts, Govt. of Goa.
2. The Secretary, State Election Commission for necessary follow up.
3. Accounts Section, State Election Commission.