

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

School Education Department – Payment of salaries of P.R.Teachers through Treasuries under “010” Salaries Head – Modalities for payment of salaries of P.R.Teachers- Orders – issued.

EDUCATION (SER.V) DEPARTMENT

G.O.Ms.No.58.

Dated:21-03-2005,
Read the following:

1. G.O.Ms.No.75, Fin (Expr.Edn), dated: 16.3.1968.
2. G.O.Ms.No.474, PR & RD (Estt.VII), dated: 11.11.98.
3. G.O.Ms.No.63, Edn(Ser.V) Department, dated: 27.9.99
4. G.O.Ms.No.36, Edn(Ser.V.) Department, dated: 1.4.2000
5. G.O.Ms.No.42, Edn(Ser.V) Department, dated: 4.4.2000
6. G.O.Ms.No.713, Fin (BG.I) Department, dated: 10.12.2004

ORDER:

At present, the salaries of Panchayat Raj Teachers are being paid through cheques from the Education funds of the concerned Mandal Parishads and Zilla Parishads from out of the releases made by the Audit Officer, State Audit, through Letter of Authority (LOA), under the detailed head “310/311-Grants-in-aid towards salaries”, by following the procedure prescribed in the G.O. 1st read above.

2. In order to streamline the entire process of payment of salaries of Panchayat Raj Teachers, Government in the G.O. 4th read above, issued orders for payment of salaries of P.R. Teachers through Treasuries w.e.f. 1.7.2000 as a pilot project in three (3) districts viz., Chittoor, Mahabubnagar and East Godavari. The expenditure however is being debited to the grant-in-aid only.

3. The Teacher’s Associations were requesting the Government to issue orders for payment of salaries to Teachers working in P.R. Schools under “010-Salaries” as in the case of Teachers working in Government Schools keeping in view the provincialisation of the services of the Panchayat Raj Teachers and also in view of common procedure followed for recruitment, transfer and promotion of Teachers working in Government Schools and P.R. Institutions.

4. Government, therefore, after careful examination of the matter have issued orders in G.O. 6th read above to pay the salaries of P.R. Teachers through Treasuries by classifying the expenditure under the detailed head “010-Salaries” with effect from 1.4.2005.

5. The modalities for payment of salaries of P.R. Teachers through Treasuries are issued as follows:-

DRAWING AND DISBURSING OFFICERS:-

The following Officers are hereby declared as Drawing and Disbursing Officers in respect of P.R. Teachers

High Schools of Zilla Parishads:	Head Masters of respective Schools
Primary & Upper Primary Schools of Mandal Parishads	Mandal Education Officers of respective Mandals

CONTROLLING OFFICERS:-

The District Education Officer will be the controlling officer at District level and the Director of School Education will be the Chief Controlling Officer at State level.

HEAD OF ACCOUNT:-

The expenditure on the salaries of P.R. Teachers shall be debitable to the following head of account.

MANDAL PARISHADS

2202 -		General Education
01 01	-	Elementary Education
MH 103	-	Assistance to Local Bodies for Primary Education
SH 05	-	Teaching grants to Mandal Praja Parishads
010	-	Salaries

ZILLA PARISHADS

2202 -		General Education
02 02	-	Secondary Education
MH 191	-	Assistance to Local Bodies for Secondary Education
SH 05	-	Teaching grants to Zilla Praja Parishads
010	-	Salaries

LIST OF PROVINCIALISED TEACHING STAFF WORKING IN SCHOOLS:-

The Mandal Education Officers should furnish the cadre strength of Provincialised Teachers working in Primary and Upper Primary Schools in the Mandal Parishads along with the names of persons against those posts to the District Educational Officers for onward transmission to Treasury Officers.

Similarly the cadre strength of the Provincialised Teachers working in the Zilla Parishad High Schools shall be furnished by the Parishad Education Officer.

They should also certify the correct pay and allowance drawn by each employee and the deductions from the salaries.

The District Educational Officers before forwarding the lists to the Treasury shall thoroughly check for its correctness and also verify whether all these posts have been admitted for grant-in-aid or not. These lists shall be attested by the District Audit Officer, State Audit and the District Educational Officer. The District Educational Officers should make available the cadre strength and salary particulars of employees to the Treasury Officers before 25.3.2005 without fail.

The authentic lists so finalized by the District Educational Officers shall be got computerized to maintain the database of the P.R. Teachers in the Pay Roll package developed by the National Informatics Centre(N.I.C.), Hyderabad. The software package can be obtained free of cost from the N.I.C. The same software can also be utilized to generate monthly paybills wherever computer facilities are available.

OPENING OF BANK ACCOUNTS:-

Regarding opening of bank account by the teachers procedure to be followed by DDOs, the orders issued in G.O.Ms.No.90-Fin (TFR) Deptt., dt.31-1-2002 read with G.O.Ms.No.508 - Fin.(TFR) Deptt., dt.10-4-2002 and G.O.Ms.No.254-Fin(TFR)Deptt., dt.17-3-2004 shall be followed. The teachers shall open bank accounts in any of the banks notified in the scheme of

payment of salaries through banks (Annaxure-I) to this order. For all pay bills recoveries, the responsibility with the DDOs and not with the teachers.

PREPARATION AND PASSING OF BILLS:-

The monthly pay bills of the Mandal Parishad Teachers as per the list approved by the District Educational Officer will be prepared by the Head Masters of designated upper Primary Schools otherwise known as Pay Unit Schools as being done presently. The pay bills will be forwarded by the Head Master to Mandal Education Officer for scrutiny, passing and submitting to Treasuries. The Mandal Education Officer can take the assistance of Mandal Parishad staff including Office Superintendent for scrutiny of bills.

The monthly pay bills of the Teachers working in Z.P. High Schools as per the sanctioned strength approved by the District Educational Officer shall be prepared by the Head Masters of the concerned Schools and the bills after passing will be directly submitted to the Treasury.

The schedule for submission of bills as applicable to other Government teachers will hold good for P.R. Teachers also.

The drawal of salaries through treasuries should be confined to Provincialised Teachers borne on regular establishment of the Zilla Parishad High Schools.

PAYBILL RECOVERIES:-

For the Government deductions like APGIS, APGLI, Profession Tax, GPF(PR) etc., the Drawing Officers shall enclose necessary schedules to the pay bills to enable the Treasury to adjust the amounts directly to the respective Head of account.

Repayment of any other loans drawn from co-operative, other financial institutions, LIC premia etc shall be the responsibility of the concerned teachers since entire net salary is directly adjusted to his Savings Bank Account.

CODAL PROVISIONS:-

The Drawing Officers ie., Mandal Education Officer and Head Masters of Z.P. High Schools shall follow the codal provision of A.P. Treasury Code and the A.P. Financial Code scrupulously in the matters of drawing the amounts from the Treasuries. The sanction of competent authority wherever required shall be obtained before preferring the claims.

BUDGET ALLOCATION:-

The Budget allocation made by the Director of School Education to the District towards salaries of P.R. Teachers shall be communicated to the District Educational Officer. The District Educational Officer, in turn, will distribute the Budget, Drawing-Officer-wise under the relevant heads to the concerned Mandal Parishad Educational Officers and the Head Masters of Z.P. High Schools.

EXPENDITURE STATEMENTS:-

Every month, each Drawing Officer shall prepare an expenditure statement showing the amounts drawn from Treasuries towards salaries and after getting the figures reconciled with Treasury submit the same to the District Educational Officer. The orders issued in G.O.Ms.No.12 –Fin.(TFR-I) Deptt., dt.13-1-2004 shall be followed.

The District Educational Officer shall consolidate the expenditure particulars for Mandal Parishads and Zilla Parishads separately and the monthly expenditure along with progressive totals shall be submitted to the Director of School Education.

The Director of School Education as the Chief Controlling Officer and Estimating Officer shall watch the progress of expenditure from time to time.

FINANCIAL ACCOUNTABILITY:

- Regarding financial accountability the orders issued in G.O.Ms.No.507-Fin.(TFR-I) Deptt., dt.10-4-2002 and G.O.Ms.No.451 – Fin(TFR)Deptt., dt.9-10-2003 to enforce financial accountability and discipline shall be followed.

GENERAL PROVIDENT FUND SUBSCRIPTION:-

The G.P.F. Accounts of P.R. Teachers are maintained at Zilla Parishads. The Treasury Officer shall adjust the GPF (PR) deductions to Z.P. GPF Accounts and shall forward the schedules to the Chief Executive Officer, Zilla Parishad for maintenance of GPF ledgers.

The GPF loans and GPF withdrawal shall be continued to be sanctioned by the Chief Executive Officer, Zilla Parishad.

FESTIVAL ADVANCE:-

- The Festival Advances to the P.R. Teachers is presently being sanctioned from out of Revolving Fund sanctioned by the Government to Mandal Parishads and Zilla Parishads.

The ongoing recoveries of Festival Advances shall be got adjusted to Government Account by enclosing recovery schedules. The unspent balances available under revolving funds shall be remitted to Government Account.

From 2005-06, the Director of School Education shall provide Budget to the Districts towards Festival Advance of P.R. Teachers.

REFUND OF UNSPENT BALANCES:-

- The funds already released to the Mandal Parishads and Zilla Parishads towards salaries of Teachers and remain unutilized with the institutions as on 31.3.2005 shall be remitted to the Treasury in Government Account by the Mandal Education Officer and Parishad Educational Officer concerned.

After refund of unspent balances including festival advance sanctioned from revolving fund (as on 31-3-2005) by MP & ZP, the exact refund amount shall be intimated to the Education Department.

ARREARS OF SALARIES:-

- All the arrears of pay and allowances and other claims debit to salary heads shall also be drawn from Treasuries only since no funds would be released separately to the P.R. institutions for such claims.

FOLLOW-UP ACTION ON STATE AUDIT REPORTS:-

- In the existing Education Audit Reports of Mandal Parishad/Zilla Parishad there are a large number of objections pertaining to excess and irregular payments to P.R. Teachers. The Mandal Education Officer and District Educational Officer should take follow-up action and order recovery of the excess payments pointed out by Audit from the concerned Teachers duly rectifying the defects pointed out in the Audit paras.

The District Educational Officer is made responsible to personally verify the settlement of audit objections on excess payments of pay and allowances to retiring teachers while forwarding their pension proposals and at the time of issuing 'No due certificate'.

INTERNAL AND EXTERNAL AUDIT:-

All the amounts drawn by the Drawing and Disbursing Officers towards salaries and deductions will be subject to the internal Audit by the Officers of Education Department and the Zilla Parishads and also test Audit by AG, AP.

The Drawing Officers shall be personally held responsible for any irregular and excess claims.

ARRANGEMENTS AT THE TREASURY:-

The Director of Treasuries and Accounts shall make necessary arrangements for implementation of these orders by issuing suitable instructions to the District Treasury Officers and Sub-Treasury Officers.

The Treasury Officer shall exercise all the audit checks before passing the salary bills of P.R. Teachers as in the case of other Government servants to ensure that the claims preferred are in order and also eligible as per Government Orders.

6. This order is issued with the concurrence of Finance (TFR-I) Department, vide their U.O.No.477/100/TFR-I/05, dt.5-3-2005 and Panchayat Raj and Rural Development Department.
7. A copy of this G.O.is available in www.aponline.gov.in.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

Dr. S.CHELLAPPA
PRINCIPAL SECRETARY TO GOVERNMENT
SCHOOL EDUCATION

To
The Director of School Education, AP, Hyderabad
All the District Educational Officers in the State
All the Parishad Education Officers in the State
All the Mandal Education Officers in the State (Through PEOs concerned)
Copy to
Commissioner, PR & RD, AP, HYderabad
Director of Treasuries and Accounts, AP, Hyderabad
Director of State Audit, AP, Hyderabad

// Forwarded :: By Order //

Section Officer.

ANNEXURE TO G.O.MS.NO.58-EDN.(SER.V)DEPTT.,DT.21-03-2005
LIST OF BANKS APPROVED IN THE SCHEME OF PAYMENT OF SALARIES
THROUGH BANKS.

G.O.Ms.No.90, dated:31-1-2002.

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| 1. | 1. | State Bank of India |
| 2. | 2. | State Bank of Hyderabad |
| 3. | 3. | Central Bank of India |
| 4. | 4. | Indian Bank |
| 5. | 5. | United Bank of India |
| 6. | 6. | IDBI Bank Limited |
| 7. | 7. | UTI Bank Limited |
| 8. | 8. | HDFC Bank |
| 9. | 9. | ICICI Bank Limited |
| 10. | 10. | Vijaya Bank |
| 11. | 11. | UCO Bank |
| 12. | 12. | Global Trust Bank Limited |
| 13. | 13. | The Jammu & Kashmir Bank |
| 14. | 14. | Development Credit Bank |
| 15. | 15. | Bank of Bahrain & Kuwait B.S.C. |
| 16. | 16. | Catholic Syrian Bank Limited |
| 17. | 17. | Dhana Laxmi Bank Limited |
| 18. | 18. | Nedungadi Bank Limited |
| 19. | 19. | The Karur Vysya Bank Limited |
| 20. | 20. | Indus Ind Bank Limited |

G.O.Ms.No.192, dated.26-2-2002.

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| 21. | 21. | The Bank of India |
| 22. | 22. | State Bank of Patiala |
| 23. | 23. | Vysya Bank Limited |
| 24. | 24. | Union Bank of India |

G.O.Ms.No.319, dated.8-3-2002.

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| 25. | 25. | The Andhra Bank |
| 26. | 26. | Syndicate Bank |
| 27. | 27. | Indian Overseas Bank |
| 28. | 28. | Kakatiya Grameena Bank, Warangal. |

G.O.Ms.No.383, dated.19-03-2002.

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| 29. | 29. | Sri Saraswathi Grameena Bank, Adilabad. |
| 30. | 30. | The Federal Bank Limited |
| 31. | 31. | Chaitanya Grameena Bank, Tenali |
| 32. | 32. | Shree Venkateswara Grameena Bank, Chittoor |
| 33. | 33. | State bank of Saurashtra. |

G.O.Ms.No.405, dated.27-3-2002.

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| 34. | 34. | Rayalaseema Grameena Bank, Cuddapah |
| 35. | 35. | Golconda Grameena Bank, Hyderabad. |

G.O.Ms.No.498, dated.04-04-2002

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| 36. | | The Bank of Rajasthan Limited |
| 36. | 37. | Sangameshwara Grameena Bank, Mahaboobnagar |
| 37. | 38. | Sree Anantha Grameena Bank, Ananthapur |
| 38. | 39. | Manjira Grameena Bank, Sangareddy, Medak |
| 39. | 40. | Pinakini Grameena Bank, Nellore. |

G.O.Ms.No.556, dated.30-04-2002.

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| 40. | 41. | Sri Rama Grameena Bank, ;Nizamabad. |
| 41. | 42. | Centurion Bank Limited. |

G.O.Ms.No.661, dated.21-06-2002.

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| 42. | 43. | Bank of Punjab |
| 43. | 44. | Nagarjuna Grameena Bank, Khammam |
| 44. | 45. | The Hongkong and Shanghai Banking Corporation Ltd. |

G.O.Ms.No.715, dated.02-08-2002.

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| 45. | 46. | Bank of Maharastra |
| 46. | 47. | Corporation Bank |

G.O.Ms.No.775, dated.28-8-2002.

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| 47. | 48. | Sri Visakha Grameena Bank. |
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G.O.Ms.No.1016, dated.31-12-2002.

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| 48. | 49. | The Karnataka Bank Limited. |
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G.O.Ms.No.356, dated.13-06-2003.

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| 49. | 50. | The Andhra Pradesh State Co-op.Bank Limited. |
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// Forwarded :: By Order //

Section Officer.