

F.No.14/4/2017-IR  
Government of India  
Ministry of Personnel, Public Grievance & Pension  
Department of Personnel & Training

North Block, New Delhi  
Dated the 25<sup>th</sup> September, 2017

To

The Pay & Accounts Officer  
Pay & Accounts Office  
Ministry of Personnel, PG & Pension  
Department of Personnel & Training  
Lok Nayak Bhavan,  
Khan Market, New Delhi

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Khan Market, New Delhi

Subject:- Centrally Sponsored Scheme on 'Improving Transparency and Accountability in Government through Effective Implementation of RTI Act' – Release of funds to HP Institute of Public Administration, Shimla.

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Sir,

I am directed to convey the sanction of the President to make a total payment of Rs.3,00,000/- (Rupees Three Lakhs only) to HP Institute of Public Administration, Shimla towards Preparation/ Printing of RTI manual.

2. The details of sum, being released, alongwith the conditions attached thereto are furnished in the Annexure.
3. The expenditure of Rs. 3,00,000/- would be met from Major Head 2070- Other Administrative Services, 41.01-Propagation of Right to Information Act, 41.01.26 – Advertising and Publicity under Demand No.70 for the year 2017-18.
4. The amount of Rs. 3,00,000/- may be released electronically through RTGS as per the Bank details mentioned below.  
**State Bank of Patiala, Account No. 55069387025, IFSC Code: SBIN0052024**
5. This issues with the concurrence of Integrated Finance Division vide their CF No. 3131896 dated the 14.09.2017.

Yours faithfully,

  
(M.M. Maurya)

Under Secretary to Government of India  
Tel: 23092356

Copy to:-

1. The Drawing & Disbursing Officer, Department of Personnel and Training, New Delhi.
2. IFD, MHA
3. Director, HP Institute of Public Administration, Fairlawns, Shimla, Himachal Pradesh-171012. A confirmation may please be sent immediately after the receipt of the amount in your bank account.
4. ✓ NIC, DOPT (To upload this Sanction letter on DOPT's website in the head of OMs & Orders –RTI)
5. Guard File (2017-18)

Annexure to Sanction Order No.14/4/2017-IR  
Dated 25<sup>th</sup> September, 2017

The fund of Rs. 3,00,000/- is subject to the following terms and conditions:

- (i) This grant is released for Preparation/ Printing of RTI manual.
- (ii) The General Financial Rules, 2017 should be followed while incurring the expenditure.
- (iii) HP Institute of Public Administration, Shimla should furnish to this Department for record and audit, Utilization Certificate in GFR 12-A Form duly countersigned by the Head of the Institute along with Achievement-cum-Performance Report as required under Rule 238 of General Financial Rules, 2017.
- (iv) The unutilized amount of grant, if any, may be surrendered to this Department by a Demand Draft drawn in favour of "Under Secretary (Cash), DOPT payable at New Delhi.
- (v) There should not be any overlap of activities under any other Scheme.

  
(M.M. Maurya)

Under Secretary to Government of India