

## Circular

Sub : - Various measures to streamline Financial implication due to COVID-19 pandemic situation.

Ref :- Govt. of Maharashtra Resolution & Corrigendum issued subsequently on Dated. 14.08.2020 & 16.09.2020.

Due to COVID-19 pandemic situation there is stress on finances of the Corporation. Revenue is decreasing day by day, so therefore following austerity measures are to be implemented in the Corporation as per above referred Government resolutions.

All HOD's and other concerned officers should ensure that these measures are strictly followed.

1. No expenditure is to be incurred without budget provision.
2. The concerned HOD's should not sanction or propose purchase of office equipment / machinery, Furniture, renovation expenditure.
3. ~~No Seminars/ Training should be conducted.~~ HOD's should take review of Consultants appointed in the department and propose measures for ascertainment of expenditure on consultants.
4. No expenditure shall be proposed or done on publication of Diaries, Calendars, and Greetings etc.
5. Expenses on advertisement and publicity should be done where ever absolutely required as per statutory requirements (such as tender notices etc.) or advertisement on marketing schemes.
6. Recurring and Non-recurring expenses should not be increased.
7. The expenditure on public health and sanitation will be as per normal terms and conditions.
8. No New appointment on posts shall be made and no transfer of employees shall be done where transfer allowances is required to be paid.

*Please circulate urgently.*  
*Please circulate to all SRS/RECS for n/a.*  
*16/10/2020*

9. The Department implementing capital and infrastructure development projects should take review of existing works and submit proposal so that priorities can be decided accordingly.

10. All the departments to take review of proposed Budget provisions and recommend curtailment of expenditure wherever necessary.

In Special circumstances wherever it is absolutely necessary to incur expenditure in spite of above restrictions in such cases the sanction of VC & MD shall be obtained.

11. All the HOD's are instructed to submit their monthly Cash flow requirements from Oct.2020 onwards in advance to Chief Accounts Officers (Finance Circle). So that fund arrangements can be done accordingly for payments.

These orders will come into force with immediate effect and will be applicable up to 31<sup>st</sup> March, 2021.

  
16/10/20  
V.C & M.D

**To, All HOD's for information & necessary action**

**Copy to:-**

- 1) Joint M.D (I)
- 2) Joint M.D (II)
- 3) Joint M.D (III)

4)CA (NT):- The necessary instructions may be issued to various departments at New Towns, Aurangabad