

GOVERNMENT OF MANIPUR
FINANCE DEPARTMENT
(Treasury Section)

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OFFICE MEMORANDUM

Imphal, the 8th July, 2013.
12th

Subject: **Regional Electronic Clearing Service-Credit
(RECS-Credit) mode of payment.**

No.8/14/2010-FD(TRY)/ECS: In supersession of all earlier orders in this regard, it has been decided to implement the Regional Electronic Clearing Service-Credit(RECS-Credit) mode for disbursement of the following categories of Govt. Payments/funds in all Districts of the State:

1. Salaries & personal entitlements of Govt. employees;
2. Monthly pension payment to pensioners/family pensioners;
3. Payments of Scholarships/Stipends (by Deptts. of Minority, Other Backward Classes & Scheduled Castes, Higher Education, Tribal Affairs & Hills);
4. Payment of Old Age Pension (by Social Welfare Department) and
5. Any other categories of payments separately/subsequently notified.

2. The RECS(Credit) mode of payment will be implemented as per the procedure laid down under para 3 of the O.M. No.1/67/2007-D/IF dated 19.08.2010, as amended from time to time, as follows:-

- 2.1 DDOs shall distribute Form E-5 to all its employees for filling up by the employee concerned and the duly filled forms shall be sent to the concerned banks/destination bank branches for obtaining counter signature for necessary comparison with their records and certification.
- 2.2 DDOs shall submit the Salary Bills at least 7(seven) days before the last working day of the month so as to provide sufficient time for checking and process by the Treasuries & Banking Institutions and also for making effective payment on the 1st working day of the following month. Bills received later than 7(seven) days before the last working day of the month will not be processed till the following month.
- 2.3 DDOs shall install RECS(Credit) software developed for preparation of RECS(Credit) data file in their Department's Computer System in consultation with their concerned Treasury/Sub-Treasury Offices before actual implementation.
- 2.4 DDOs shall maintain a new Bank Account for the purpose of RECS(Credit) transaction with the Treasury Bank Branch/Sponsored Bank Branch, if there is no existing DDO Account.
- 2.5 Para 41 of ECS procedural guidelines shall no longer apply and Form E-4 of ECS mode of payment shall be done away with for all grades of employees/pensioners/beneficiaries of the State Government.

Contd. ... p/2.

3. All Payments of salaries, pensions and other payments falling under the categories noted above shall be made through the RECS(Credit) mode of payment w.e.f. 1st August, 2013. The arrangements will not apply to Jiribam Treasury being a non-Banking Treasury.



(**R.R. Rashmi**)

Addl. Chief Secretary (Finance),
Govt. of Manipur.

No.8/14/2010-FD(TRY)/ECS:

Copy to:

Imphal, the 8th 12th July, 2013.

1. The Secretary to His Excellency, the Governor, Raj Bhawan, Imphal
2. The Secretary to the Hon'ble Chief Minister, Govt. of Manipur.
3. The PPS to the Hon'ble Dy. Chief Minister, Govt. of Manipur.
4. All PPS/PS to the Hon'ble Ministers, Govt. of Manipur.
5. All Addl. Chief Secretaries/Principal Secretaries, Govt. of Manipur.
6. The Accountant General, Manipur, Imphal.
7. All Commissioners/Secretaries/Special Secretaries, Govt. of Manipur.
8. All Deputy Commissioners, Manipur.
9. The Director, Treasuries & Accounts, Manipur. **He is requested for necessary actions for the proposed implementation.**
10. The State Informatics Officer, Manipur Secretariat North Block. **He is requested for the necessary support for RECS(Credit) data preparation.**
11. All Head of Departments, Manipur.
12. All Branch Managers of Banks conducting Govt. Business in Manipur. **They are requested not to honour bills presented in any other mode for the above categories of disbursement w.e.f. 01.08.2013.**
13. All Treasury/Sub-Treasury Officers, Manipur.
14. Order Book/Guard File.



(**Mercina R. Panmei**)

Deputy Secretary(Finance)
Govt. of Manipur.

12/7/2013

This is Urgent

DD/FI

16/7/2013

AD.