

- 15 - - 144 -

**GOVERNMENT OF MANIPUR
SECRETARIAT: FINANCE DEPARTMENT
(BUDGET SECTION)**

OFFICE MEMORANDUM
Imphal, the 6th July, 2006

Subject:- Drawal of salaries and allowances on the strength of Manipur Government Employees List(MGEL).

Ref: Finance (Budget) Department letter no.1/6/2005-FB dated 6.4.2006 & 21.4.2006.

No.1/6/2005-FB: Attention of Treasury/Sub-Treasury Officers is drawn to the letters of Finance Department vide above wherein they were instructed to disburse salaries and remuneration of Government employees from the Treasury strictly on the basis of the list of employees of an office borne against the sanctioned posts in the respective office authenticated by the Joint Secretary Finance (Budget). The authenticated List shall contain a list of sanctioned posts for each category of post in the respective office and the names of employees borne against those posts. The list is to be accompanied by a certificate from Joint Secretary(FB) to the effect that the details of post creation orders for the relevant office and employees have been entered in the Manipur Government Employees List (MGEL) database (maintained by NIC) and that the number of employees and posts sanctioned for the respective office have been matched satisfactorily.

Drawal of salary against sanctioned posts:

With a view to remove any doubts in this regard, it is further reiterated that the Treasury Officers/Sub-Treasury officers shall allow drawal of salary only for those posts which are specifically sanctioned for a particular office. Treasury officers/Sub-Treasury Officers are to verify the number of such sanctioned posts and the employees posted against the respective categories of posts on the basis of the MGEL prepared by the NIC and the certificate issued by the Finance Department. This is to ensure that no post created by the Government for a specific office is transferred by the Administrative Department to another office without the required approval of the Cabinet and concurrence of the Finance Department.