Bill system in Kerala

Any withdrawal from consolidated fund of Kerala is regulated through bills which are submitted to treasury and the approval of treasury. The authority to withdraw money from state exchequer is entrusted to drawing and disbursing officer (DDO). Finance department GOK is the authority to declare a competent officer (designation) in an office of a Government department through a Government order which authorized by accountant general. Based on this treasury will issue DDO code, a unique ten digit number to each DDO after enrolling in the system. DSC is made mandatory for all DDOs for transacting with treasury. Each DDO is attached to particular treasury according to their choice.

Presently there are 47500 DDOs are in the state of which 31000 are regular departmental DDOs and 16550 are virtual DDOs who are acting as implementing officers for decentralized planning programme of LSG institutions with limited purpose.

There are different types bills according to the nature of claim. Specific type bill form are prescribed for each claim based on rules laid down in Kerala treasury code.

The following are different types of claims

All bills are generated online through appropriate system decided for each claim and submitted electronically to treasury. The following are different applications for generation of bill

Bill Information and Management System   :- BiMS

HR management system   :- SPARK

All LSGI claims   :- Sankhya

All work related claims   :- EMLI

After the approval in the treasury electronic advice is send to e-kuber system of RBI for crediting the amount to the beneficiaries account. No payment from Government account will be made through physical cash.

features

- Elimination of the need for preparing/sending allotment letters
- Introduction of standardised Bill forms, obviating the need for certain bill forms
- Introduction of automated /built-in budgetary and financial controls
- All state departments, including divisional departments are to claim expenditure through e-bills
- Bill details are captured only once, from the concerned DDOs
- Introduction of digital signatures for authorising and approving bills
- Introduction of FIFO system for processing the bills submitted online
- Introduction of the concept of Institution-wise and Project-wise tracking of expenditure
- Mandatory registration of projects/ works/ procurement/ scheme in the system before presenting relevant bills
- Elimination of the need for submitting individual salary bills by SDOs
- Complete Electronic Payment Advice to the banking interface through e-kuber system of RBI, obviates the need to issue POC/MICR Cheque
- Introduction of direct payment by state to the third party account, by including third party beneficiary details in the bills
- Need for Treasury Token and Treasury Bill Book are obviated
- Introduction of E-bills and direct transfer of payment to the third party account obviates the need for payment through cheques

- Direct crediting of monthly salary to TSB/Bank accounts of the employees
- Classification of offices into different categories for facilitating bill submission can be done away with.