

**GOVERNMENT OF MEGHALAYA
FINANCE (ECONOMIC AFFAIRS) DEPARTMENT**

OFFICE MEORANDUM

Dated Shillong, the 5th May 2020

FEA 108/2019/205 – Currently all government departments are authorized to issue advertisements and to disburse the advertisement bills from the budget provisions of their respective Heads of Accounts. However, to streamline and expedite the process of clearing the advertisement bills of various local and national media and print agencies which carry the State Government advertisements, the following new procedure is to be adopted.

1. All Bills relating to media and print agencies will henceforth be paid only by the Directorate of Information and Public Relation (DIPR)
2. Government Departments can issue advertisements and the bills are to be submitted to the issuing department by the media and print agencies.
3. The Competent Authority in the Department will then countersign the bills to confirm the receipt of the service and then submit the bills to DIPR for payment, within one month of submission of bills.
4. DIPR will clear the bills from the budget provision available in the appropriate Heads of Accounts.
5. All bills currently pending with the different departments may immediately be verified and countersigned by the Competent Authority and sent to DIPR for disbursement.


(Dr. Vijay Kumar D)
Commissioner & Secretary
Government of Meghalaya
Finance Department

Memo No. FEA 108/2019/205-A,

Dated Shillong, the 5th May 2020.

Copy to :

1. P.S to the Chief Secretary to the Government of Meghalaya for information of Chief Secretary.
2. P.S to the Additional Chief Secretary to the Government of Meghalaya for information of Additional Chief Secretary.
3. P.A to Principal Secretary/Commissioner & Secretary / Secretary to the Government of Meghalaya _____ for information of Principal Secretary/Commissioner & Secretary/Secretary.
4. Director of Accounts and Treasuries, Meghalaya, Shillong with a request to inform all Treasuries.
5. All Heads of Departments.
6. The Accountant General (A&E), Meghalaya, Shillong for information and necessary action.

By order etc.,


Director Institutional Finance & Ex-Officio
Joint Secretary to the Government of Meghalaya
Finance (Economic Affairs) Department