

कार्यालय—निदेशक, माध्यमिक शिक्षा राजस्थान, बीकानेर

ORDER

In exercise of the powers conferred upon me under rule 3 (a) of the General Financial and Accounts Rules निम्न सूची के कॉलम संख्या तीन के अनुरूप for the purpose of the Financial Rules of the Government in respect of निम्न सूची के कॉलम संख्या दो के अनुरूप He/She shall exercise all the financial and other powers delegated to a Head of Office under the Financial Rules and orders issued from time to time.

The duties and responsibilities are generally laid down in the various provisions of the General Financial and Account Rules of the Government. An abstract of important duties are contained in Appendix-I.

The निम्न सूची के कॉलम संख्या तीन के अनुरूप shall perform the following duties in particular:-

- (1) To sign as a Drawing and Disbursing Officer, all bills for personal claims of all Government servants and contingent expenditure to be presented to the treasury;
- (2) To account for all the receipts and payments made out of the funds so drawn and to make payments to the proper payee's against valid acquittance and to attest it in token of payments;
- (3) To maintain Cash Book and all account registers and records particularly, Register for Watching Encashment of Bills, Bill Transit Register, Register of Short Term Advances, Register of Contingent Expenditure, Register of Advance and Adjustments, Stock Registers, Register of Mis-appropriation, etc., Register showing Receipt, Disposal of Cheques, Drafts, Postal Money Orders, etc. and Register of Payments made by Postal Money Order/Drafts and to sign the relative entries;
- (4) To incur recurring and non-recurring contingent expenditure in accordance with Financial Rules, Orders and delegation of Financial Powers issued by the Government from time to time and sign Register of Contingent Expenditure;
- (5) To ensure adjustment of temporary advances given to Government Servants and to ensure recovery of unspent balances within the prescribed period and take action thereon as provided in these Rules; and
- (6) To ensure economical procurement of stores articles and to arrange their proper accounting and custody.
- (7) These orders are valid up to finance matters.
- (8) These orders are effective up to joining of Head of office.

Signature valid

Digitally signed by Sanjay Dhawan
Designation: Financial Advisor
Date: 2023.07.12 17:47:54 IST
Reason: Approver

RajKaj Ref No. : 4263859



क्र.सं.	विद्यालय का नाम जिनके अधिकार दिए जाते हैं	आहरण वितरण अधिकारी का नाम, पदनाम एवं विद्यालय / कार्यालय का नाम	कोष / उपकोष
1	MAHATMA GANDHI GOVT. SCHOOL RASIDPUR (492713) (Principal & Equivalent	KAUSHLESH SHARMA (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL ROT HADIYA (212888) , (DOB : 02-05-1972), (pay manager office id : 8769)	MAHUA (1303)
2	SHAHEED RAMJI GOVT. SENIOR SECONDARY SCHOOL BARNIA (491507) (Principal & Equivalent	NAHER SINGH MEENA (Principal & Equivalent) , GOVT. SENIOR SECONDARY SCHOOL BICHHIVADA (223626) , (DOB : 05-09-1965), (pay manager office id : 27521)	RISHABHDEO (4112)
3	GOVT. SENIOR SECONDARY SCHOOL BHANDARI (481792) (Principal & Equivalent	ARVIND KUMAR PATIDAR (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL PEETH (223677) , (DOB : 14-11-1973), (pay manager office id : 20842)	SIMBALWARA (1503)
4	GOVT. SENIOR SECONDARY SCHOOL SUWANS (217648) (Principal & Equivalent	BABU LAL MEHAR (Lecturer (I Gr.)), MAHATMA GANDHI GOVT. SCHOOL RELAWAN TEH. KISHANGANJ BARAN (217649) , (DOB : 02-12-1967), (pay manager office id : 21611)	KISHANGANJ (0404)
5	MAHATMA GANDHI GOVT. SCHOOL KHILCHIPUR (217916) (Principal & Equivalent	SANJAY KUMAR JAIN (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL SHERPUR KHILCHIPUR (217917) , (DOB : 09-12-1981), (pay manager office id : 8434)	SAWAI MADHOPUR (3400)
6	GOVT. SENIOR SECONDARY SCHOOL MADLIYA (219700) (Principal & Equivalent	DHANNA RAM PALECHA (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL MADLIYA (219700) , (DOB : 05-09-1992), (pay manager office id : 12271)	Pipar Shahar (2710)
7	GOVT. SENIOR SECONDARY SCHOOL BHAIRWAI (214180) (Principal & Equivalent	MOHAN LAL JAT (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL KOTDI (221492) , (DOB : 01-07-1989), (pay manager office id : 15676)	ROOPANGARH (0108)
8	GOVT. SENIOR SECONDARY SCHOOL SABU SHINGH KI DHANI (220249) (Principal & Equivalent	BABU SINGH RATHORE (Lecturer (I Gr.)), SHAHEED SHRI BHERUSINGH GOVT. SENIOR SECONDARY SCHOOL TENA (220221) , (DOB : 13-06-1967), (pay manager office id : 12986)	SHERGARH (2705)
9	GOVT. SENIOR SECONDARY SCHOOL AKHASAR (219831) (Principal & Equivalent	REWANT RAM (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL PABOOSAR (219873) , (DOB : 10-07-1984), (pay manager office id : 30844)	KHINVSAR (3010)
10	GOVT. SENIOR SECONDARY SCHOOL NIBHORE (494324) (Principal & Equivalent	ANIL MAHLAWAT (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL NIBHORE (494324) , (DOB : 04-11-1967), (pay manager office id : 36597)	BAHROD (0202)
11	GOVT. SENIOR SECONDARY SCHOOL MANDIRPUR (224692) (Principal & Equivalent	KULDEEPAK MEWARA (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL DAG (224703) , (DOB : 11-02-1993), (pay manager office id : 22043)	GANGDHAR (2402)
12	GOVT. SENIOR SECONDARY SCHOOL NIKUMBH (224375) (Principal & Equivalent	SUNIL KUMAR JHANWAR (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL NIKUMBH (224375) , (DOB : 29-04-1968), (pay manager office id : 21384)	BARISADRI (1108)
13	GOVT. SENIOR SECONDARY SCHOOL KERAL (213982) (Principal & Equivalent	HARI RAM (Lecturer (I Gr.)), SANGHAVI BHURMAL TEJAJI JAIN DHANAPURA WALA GSSS SHEOGANI , (DOB : 30-06-1968), (pay manager office id : 14729)	SHIVGANJ (3604)
14	GOVT. SENIOR SECONDARY SCHOOL KARVARIKALAN (217647) (Principal & Equivalent	JAGMOHAN JATAV (Principal & Equivalent) , GOVT. SENIOR SECONDARY SCHOOL SEVNI (217651) , (DOB : 10-08-1975), (pay manager office id : 21619)	KISHANGANJ (0404)
15	GOVT. SENIOR SECONDARY SCHOOL SULAWAS (223276) (Principal & Equivalent	VIJAY LAKSHMI SARASWAT (Principal & Equivalent) , GOVT. GIRLS SENIOR SECONDARY SCHOOL BAMBORA (223269) , (DOB : 11-07-1972), (pay manager office id : 20673)	Udaipur City (3800)
16	GOVT. SENIOR SECONDARY SCHOOL HIRNAWALI (212326) (Principal & Equivalent	RAKESH KUMAR (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL HIRNAWALI (212326) , (DOB : 17-03-1983), (pay manager office id : 2988)	HANUMANGARH (1700)
17	SHAHEED CHIMNA RAM GOVT. SENIOR SECONDARY SCHOOL LOHASANA BARA (215417) (Principal & Equivalent	SHISH RAM (Vice Principal (School)), SHAHEED CHIMNA RAM GOVT. SENIOR SECONDARY SCHOOL LOHASANA BARA (215417) , (DOB : 01-01-1970), (pay manager office id : 4070)	CHURU (1200)
18	GOVT. SENIOR SECONDARY SCHOOL LAKHMAWA CHHOTA (213979) (Principal & Equivalent	GANESHA RAM MEENA (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL ALPA (213981) , (DOB : 02-07-1967), (pay manager office id : 14522)	SHIVGANJ (3604)
19	GOVT. SENIOR SECONDARY SCHOOL MAHARAWAR (217129) (Principal & Equivalent	SUMER SINGH (Lecturer (I Gr.)), GOVT. SENIOR SECONDARY SCHOOL MAHARAWAR (217129) , (DOB : 15-04-1966), (pay manager office id : 6970)	KUMHER (0705)

Signature valid

Digitally signed by Sanjay Dhawan
Designation: Financial Advisor
Date: 2023.07.12 17:47:54 IST
Reason: Approved

RajKaj Ref No. : 4263859



20	GOVT. SENIOR SECONDARY SCHOOL CHETA BLOCK HINDOLI (221552) (Principal & Equivalent	ASHOK KUMAR JAIN (Lecturer (I Gr.)),GOVT. SENIOR SECONDARY SCHOOL CHETA BLOCK HINDOLI (221552) , (DOB : 26-12-1965), (pay manager office id : 27330)	HINDOLI (1001)
21	GOVT. SENIOR SECONDARY SCHOOL OWAN (222238) (Principal & Equivalent	SOHAN LAL PRAJAPATI (Lecturer (I Gr.)),GOVT. SENIOR SECONDARY SCHOOL OWAN (222238) , (DOB : 25-10-1967), (pay manager office id : 16829)	HINDOLI (1001)
22	GOVT. SENIOR SECONDARY SCHOOL RAWATPURA (223277) (Principal & Equivalent	VIJAY LAKSHMI SARASWAT (Principal & Equivalent),GOVT. GIRLS SENIOR SECONDARY SCHOOL BAMBORA (223269) , (DOB : 11-07-1972), (pay manager office id : 20673)	Udaipur City (3800)
23	GOVT. SENIOR SECONDARY SCHOOL MAGRA (502333) (Principal & Equivalent	LALURAM BHAGORA (Principal & Equivalent),GOVT. SENIOR SECONDARY SCHOOL DHEEKWAS (223426) , (DOB : 06-05-1967), (pay manager office id : 27523)	KHAIRWARA (4104)
24	GOVT. SENIOR SECONDARY SCHOOL GUDLI (223267) (Principal & Equivalent	MADHU RATHORE (Lecturer (I Gr.)),GOVT. SENIOR SECONDARY SCHOOL GUDLI (223267) , (DOB : 19-11-1973), (pay manager office id : 18980)	Udaipur City (3800)
25	RAMKUMAR BHARADIYA GOVT. GIRLS SENIOR SECONDARY SCHOOL NAYA BAS SUJANGARH (215523) (Principal & Equivalent	HARI PRASAD TAILOR (Lecturer (I Gr.)),SHREE GANESHIRAM JHANWAR GGSSS WARD NO. 23 NAYA BASS SUJANGARH , (DOB : 17-10-1986), (pay manager office id : 4085)	SUJANGARH (1205)
26	GOVT. SENIOR SECONDARY SCHOOL BARODA (223553) (Principal & Equivalent	PREM SHANKER CHOUBISA (Lecturer (I Gr.)),GOVT. SENIOR SECONDARY SCHOOL BARODA (223553) , (DOB : 07-06-1974), (pay manager office id : 18556)	SALUMBER (4107)
27	GOVT. SENIOR SECONDARY SCHOOL NIWALI (494354) (Principal & Equivalent	JEET SINGH (Principal & Equivalent),GOVT. SENIOR SECONDARY SCHOOL DOHALI (215130) , (DOB : 17-04-1984), (pay manager office id : 26401)	RAMGARH (0208)
28	GOVT. SENIOR SECONDARY SCHOOL RAGHUNATHPURA (222215) (Principal & Equivalent	DURGA SHANKAR GURJAR (Lecturer (I Gr.)),GOVT. SENIOR SECONDARY SCHOOL SAHASPURIYA (222214) , (DOB : 23-09-1984), (pay manager office id : 16842)	HINDOLI (1001)
29	GOVT. SENIOR SECONDARY SCHOOL KANDAAL (227458) (Principal & Equivalent	LAXMAN LAL DAMOR (Principal & Equivalent),GOVT. SENIOR SECONDARY SCHOOL KARNAUVA (225274) , (DOB : 09-11-1963), (pay manager office id : 33206)	KHAIRWARA (4104)
30	GOVT. SENIOR SECONDARY SCHOOL SHEESHWARA (212900) (Principal & Equivalent	VIJAY SINGH MEENA (Lecturer (I Gr.)),GOVT. SENIOR SECONDARY SCHOOL DHAND (212939) , (DOB : 01-07-1982), (pay manager office id : 30919)	MAHUA (1303)
31	GOVT. SENIOR SECONDARY SCHOOL PANCHU-KHARKARA (491977) (Principal & Equivalent	YADRAM JAT (Lecturer (I Gr.)),GOVT. SENIOR SECONDARY SCHOOL PANCHU-KHARKARA (491977) , (DOB : 05-08-1972), (pay manager office id : 37242)	NEEM KA THANA (3504)
32	GOVT. SENIOR SECONDARY SCHOOL THATHANA (219979) (Principal & Equivalent	MOHAN RAM (Principal & Equivalent),GOVT. SENIOR SECONDARY SCHOOL PADAMPURA (219970) , (DOB : 01-01-1965), (pay manager office id : 11775)	Nawa

नोट - क्र.सं0 32 पर अंकित विद्यालय के संबंध में इस कार्यालय के पूर्व प्रसारित आदेश दिनांक: 28.06.2023 (Ref.No. 4148123) में आंशिक संशोधन कर उप कोष कार्यालय में परिवर्तन कर नवीन आदेश संबंधित संस्था की हद तक जारी किए जाते हैं शेष शर्तें यथावत रहेगी ।

वित्तीय सलाहकार
माध्यमिक शिक्षा राजस्थान, बीकानेर

क्रमांक—शिविरा/माध्य/स्थिरी—स/34180—02233/ 2023

प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है—

- 1 महालेखाकार, लेखा एवं हकदारी, राज. जयपुर।
- 2 सम्बन्धित जिला शिक्षा अधिकारी (मुख्यालय)—माध्यमिक/ब्लॉक शिक्षा अधिकारी।
- 3 सम्बन्धित संस्था प्रधान।
- 4 प्रोग्रामर, बजट अनुभाग, कार्यालय हाजा को प्रेषित कर लेख है कि उल्लिखितानुसार 03 पांवर स्वीकृति के अनुसार IFMS 3.0 पोर्टल पर कार्यालयाध्यक्ष को अद्यतन करवाने हेतु।
- 5 सम्बन्धित कोष/उपकोष।
- 6 सिस्टम एनालिस्ट, कार्यालय हाजा को विभागीय वेबसाइट पर अपलोड करने/सम्बन्धित को ई-मेल प्रेषित करने हेतु।

वित्तीय सलाहकार
माध्यमिक शिक्षा राजस्थान, बीकानेर

Signature valid

Digitally signed by Sanjay Dhawan
Designation: Financial Advisor
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RajKaj Ref No. : 4263859

