

No. G-25018/1/2014-15/MF-CGA/FA/OM-IGAS-2 & 3/1089

**GOVERNMENT OF INDIA
MINISTRY OF FINANCE, DEPARTMENT OF EXPENDITURE
OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS
4TH FLOOR, LOK NAYAK BHAVAN,
KHAN MARKET, NEW DELHI- 110003**

Dated 18.03.2015

OFFICE MEMORANDUM

Subject: - Submission of information in accordance with Indian Government Accounting Standard (IGAS) 2 on "Accounting and Classification of Grants-in-aid" and IGAS: 3 on "Loans and Advances made by Government" for Union Government Finance Accounts 2014-15

Ministry of Finance has notified the **Indian Government Accounting Standards 2 – "Accounting and Classification of Grants-in-aid"** vide Notification No. S.O. 1113(E) dated 19.05.2011. The standard prescribes principles of accounting and classification of Grants-in-aid in the Financial Statements of Government. It stipulates that henceforth, all grants-in aid shall be distinguished by appropriate sub-classification i.e. grants paid for operating expenditure and grants paid for creation of capital assets and shall be disclosed in the Financial Statements of Government as the details of total funds released as Grant-in-aid and funds allocated for creation of capital assets by the grantee during the financial year.

2. Further, Ministry of Finance has notified the **Indian Government Accounting Standard (IGAS) 3 on Loans and Advances made by Union Government** vide Notification No. S.O. 268(E) dated 13.02.2012. The objective of the Standard is to lay down the norms for Recognition, Measurement, Valuation and Reporting in respect of Loans and Advances made by the Union and the State Governments in their respective Financial Statements to ensure complete, accurate and uniform accounting practices, and to ensure adequate disclosure on Loans and Advances made by the Governments consistent with best international practices.

3. Aforementioned two standards envisage the preparation of following statements:-
- i. Appendix to Statement No. 9 Disclosure Statement: Accounting and Classification of Grants-in-aid (in accordance with IGAS-2)
 - ii. Statement no. 3: Summary statement of Loans and Advances made by the Union Government (in accordance with IGAS-3) and
 - iii. Statement no. 15: Detailed Statement of Loans and Advances made by the Union Government (in accordance with IGAS-3).

Contd. /2

Detailed instructions and guidelines for the preparation of the above are appended herewith as Annexure-1 to Annexure-3.

4. All the CCAs/CAs/Dy. CAs and also the Accountants Generals rendering accounts of Union Territories are requested to submit these statements by **05.06.2015**.

Hindi version will follow.



(Alok Kumar Verma)
Deputy Controller General of Accounts
Tele: 24651562

Encl: As above

To

1. All Pr. CCAs/CCAs/CAs/Dy. CAs of Civil Ministries under Government of India.
2. Controller of Aid Accounts and Audit, Ministry of Finance, Department of Economic Affairs, New Delhi.
3. Dy. Accountant General, O/o the Pr. Accountant General (A&E), U.T. Chandigarh, 17- Bays Building, Sector 17, Chandigarh - 160017.
4. Accountant General, Gujarat, Ahmedabad 380 001.
5. Controller General of Defence Accounts (Defence), Ulan Batar Road, Palam, Delhi Cant, New Delhi-110010
6. Controller General of Defence Accounts (Civil), Ulan Batar Road, Palam, Delhi Cant-110010.
7. Secretary, Ministry of Railways, Rail Bhawan, New Delhi.
8. Director General, Department of Telecommunications, Sanchar Bhawan, New Delhi.
9. Director of Accounts & Budget, O/o the Chief PAO, Andaman & Nicobar Admn., Port Blair - 744101.
10. Director (PA-II), Dak Bhawan, Sardar Patel Chowk, Parliament Street, New Delhi.
11. Director of Accounts, U.T. Daman & Diu, Daman.
12. Director of Accounts, U.T. of Dadra and Nagar Haveli, Silvassa
13. Pay & Accounts Office, Lakshadweep, Kavaratti - 682 555.
14. AG (Audit) Delhi, I.P. Estate, New Delhi, for furnishing the consolidated information in respect of the entire Audit Department.
15. PAO, President Secretariat, Rashtrapati Bhawan, New Delhi.
16. PAO, Rajya Sabha, Parliamentary House Annexe, New Delhi.
17. PAO, Lok Sabha, Parliamentary House Annexe, New Delhi.
18. PAO, Election Commission, Nirvachan Sadan, Ashoka Road, New Delhi.

Copy to:-

1. Dy. CGA (ITD), O/o CGA, New Delhi for placement of this circular on the Web site.

INSTRUCTIONS FOR PREPARATION OF DISCLOSURE TO STATEMENT NO. 9 - AS PER IGAS – 2

1. Complete information for all grantee categories is to be furnished as per Proforma 1(a) and 1(b). If there is no information to be furnished, a NIL report may invariably be sent. **The statement is to be signed by the CCA/CA (only independent charge).**

2. Under PFMS (formerly CPSMS) Grants-in-aid under Plan funds are already being captured along with Grantee category. Grantee category available in PFMS corresponds with the category in IGAS-2. The mapping between two is as under:

Name/Category of the Grantee as per IGAS-2	Corresponding Mapping as per CPSMS
State Government	State Government
UT Governments	
Urban Local Bodies	Local Bodies
Panchayati raj Institutions	
Public Sector Undertakings	State Govt. PSUs and Central Govt. PSUs
Non-Governmental Organizations(NGOs)	Registered Societies (NGOS)
Autonomous Bodies	Registered Societies (Govt. Autonomous bodies)
Cooperative Societies and Cooperative Institutions	Trusts
Statutory Bodies and Development authorities	Statutory Bodies
others	Central Govt., Private Sector Companies, Individuals, International Organization, State Govt. Institution and state Govt. DDO(name of entities)

3. Information may be furnished in lakh of Rupees with complete detailed classification.

4. Grants released under all major heads including functional major heads may be accounted for while furnishing the requisite information. The IGAS-2 statement should be prepared on the gross basis.

5. Information for 'grants-in-aid in kind' must be accounted for as per Performa – 1(b). It was observed during previous years that some of the ministries/departments furnished same set of figures for both 'total funds released as grants-in-aid' and 'value of grants –in-aid released in kind' whereas some of them did not furnish statement for 'value of grants –in-aid released in kind' at all.

6. Information furnished must be consistent with bookings made in the SCT. Information furnished must also be cross checked with controller wise/grant wise bookings of Grants-in-aid made through e-Lekha up to object head level (object head 31, 35 & 36). There must not be any difference between the

information furnished, bookings of Grants-in aid in the SCT and grant-wise object head-wise bookings of Grant-in aid in e-Lekha.

7. The statement of Grants-in-aid provided in PFMS should be reconciled with e-lekha using above mapping. Differences between e-Lekha and PFMS, if any, may be analysed and reasons should be furnished along with IGAS-2 statement.

Identification of difference between e-Lekha and PFMS figures: e-Lekha shows net grants released during the year taking into account 'Deduct -Recovery of unspent balance of grant-in-aid' under the minor head 911/912/913. PFMS, however, shows gross release of grants made during the year. The difference may be for some other reasons also, e.g. multiple payments in COMPACT for a single bill due to GePG payment failure, RBI advises for grants released to State/UT with legislature wrongly entered multiple times in PFMS etc.

8. A reconciliation statement showing that information furnished for Plan and Non-Plan agree with e-lekha (Plan & n-Plan) figures and PFMS (Plan) figures is to be furnished in Proforma 1(c).

9. Effect of Changes in the SCTs through JEs must also be reflected in the statement of Grants-in-aid, if applicable, and intimated to this office along with the JEs. The reconciliation statement with CPSMS should be also changed accordingly.

Instructions for preparation of Statement no. 3: Summary statement of Loans and Advances made by the Union Government

1. Complete information in respect of all units functioning under the Ministry/Department is to be furnished as per Section -1 to 3 given under PROFORMA – 2. If there is no information to be furnished, a NIL report may invariably be sent. **The statement is to be signed by the CCA/CA (only independent charge).**
2. It may be ensured that the information of loans and advances made by the Union Government furnished to this office for inclusion in the Union Government Finance Accounts agrees with the figures appearing in Statement no. 15 and the SCT.
3. (i) Under Section: 1 the Information in respect of loan and advances is to be given as per the following grouping under "**Loanee Group**": -
 - (a) State Governments
 - (b) Union Territory Government
 - (c) Foreign Governments
 - (d) Government Corporations, Non-Government Institutions, Local Funds, Cultivators etc.
 - (e) Government Servants
- (ii) Figures relating to the financial year 2014-15 only (and not the progressive figures) are to be indicated in the footnote 1 below Section 1.
- (iii) In the footnote 2 below Section 1 only the progressive figure is to be indicated.
- (iv) For the footnote 4 below Section 1 the grouping under "**Loanee Group**" is as given in 3(i) above.
4. Under Section: 2 – Summary of Loans and Advances: Sector-wise, information is to be given as per following grouping under "**Sector**": -
 - (a) General Services (Major Head 6075)
 - (b) Social Services (Major Heads from 6202 to 6250)
 - (c) Economic Services (Major Heads from 6401 to 7475 and Major Head 7615)
 - (d) State Governments (Major Head 7601)
 - (e) U.T. Governments (Major Head 7602)
 - (f) Foreign Government (Major Head 7605)
 - (g) Government Servants (Major Head 7610)

Instructions for preparation of Statement no. 15: Detailed Statement of Loans and Advances made by the Union Government

1. Complete information in respect of all units functioning under the Ministry/Department is to be furnished as per Section -1 to 3 given under PROFORMA – 3. If there is no information to be furnished, a NIL report may invariably be sent. **The statement is to be signed by the CCA/CA (independent charge only).**
2. It may be ensured that the information of loans and advances made by the Union Government furnished to this office for inclusion in the Union Government Finance Accounts agrees with the corresponding figure appearing in Statement no. 3 and that in SCT.
3. In Section 2 and 3 **“earliest period to which the arrears relate”** is not to be changed from what it was depicted during last year. However, if some amount is repaid which necessitates the change in the earliest period to which arrears relate, it is to be ensured that said amount also appears in the SCT. For any other reason including change due to reconciliation, proper explanation may be furnished in the footnote.
4. Further, in Section 2 and 3 under the column – “Total loans outstanding against the entity on 31.3.2015” only the principal portion of the loan is to be depicted i.e. interest in arrear is not to be included under said column.
5. It has been seen from information furnished in the past that the terms and conditions of loans given to Government owned companies/ corporations, non-Government institutions, local funds, etc. have not been finalized for many years. The reasons for non-finalization of terms and conditions in this regard may please be furnished invariably in sub-Para 2 under Additional Disclosures below Section: 3. Non-finalization of the terms & conditions has been brought to the notice of P.A.C. through C&AG’s report. As such, special attention should be given by the CCAs/CAs in such cases.

INDIAN GOVERNMENT ACCOUNTING STANDARD: 2**(a) Statement Containing Details of Total Funds released during the Year 2014-15 as Grants-in-aid and Funds allocated for creation of Capital Assets**

(Rupees in Lakh)

Name/Category of the Grantee		Total funds released as Grants-in-aid			Funds allocated for creation of capital assets out of total funds released under column 2		
1		2			3		
	Head of Accounts	Plan	N-Plan	Total	Plan	N-Plan	Total
	State Government						
	Union Territories Government						
	Urban Local Bodies						
	Panchayati Raj Institutions						
	Public Sector Undertakings						
	Non-Government Organizations						
	Autonomous Bodies						
	Co-operative Societies and Co-operative Institutions						
	Statutory Bodies and Development Authority						
	Others						
	TOTAL						

Chief Controller of Accounts/Controller of Accounts
Name of the Ministry: -

Telephone No.: -

(b) Statement Containing Details of Total value of grants-in-aid in kind released during the Year ----- and value of Grants-in-aid in kind being Capital Assets in nature

(Rupees in Lakh)

Name/Category of the Grantee		Total funds released as Grants-in-aid	Funds allocated for creation of capital assets out of total funds released under column 2
1		2	3
	Head of Accounts		
State Government			
Union Territories Government			
Urban Local Bodies			
Panchayati Raj Institutions			
Public Sector Undertakings			
Non-Government Organizations			
Autonomous Bodies			
Co-operative Societies and Co-operative Institutions			
Statutory Bodies and Development Authority			
Others			
TOTAL			

Chief Controller of Accounts/Controller of Accounts
Name of the Ministry: -
 Telephone No.: -

(c) Reconciliation Statement for Indian Government Accounting Standard-2

(Rupees in Lakh)

Name/Category of the Grantee	Concurrent Mapping as per CPSMS	Object Head	As per manual submitted report		As per E-lekha System		As per PFMS System
			Plan	N-plan	Plan	N-Plan	Plan
State Government	State Government	31					
		35					
		36					
UT Governments		31					
		35					
		36					
Urban Local Bodies	Local Bodies	31					
		35					
		36					
Panchayati raj Institutions		31					
		35					
		36					
Public Sector Undertakings	State Govt. PSU and Central Govt. PSU	31					
		35					
		36					
Non-Governmental Organizations (NGOs)	Registered Societies (NGOs)	31					
		35					
		36					
Autonomous Bodies	Registered Societies (Govt. Autonomous bodies)	31					
		35					
		36					
Cooperative Societies and Cooperative Institutions	Trusts	31					
		35					
		36					
Statutory Bodies and Development authorities	Statutory Bodies	31					
		35					
		36					
others	Central Govt., Private Sector Companies, Individuals, International Organization, State Govt. Institution and state Govt. DDO(name of entities)	31					
		35					
		36					

Chief Controller of Accounts/Controller of Accounts
Name of the Ministry: -

Telephone No.: -

INDIAN GOVERNMENT ACCOUNTING STANDARD: 3 (i)
Statement No. 3 - Statement of Loans and Advances made by the
Union Government for 2014-15

Section: 1 Summary of Loans and Advances: Loanee group wise

(In lakhs of rupees)

Loanee Group	Opening Balance on April 1, 2014	Disbursements during the year	Repayment during the year	Write-off of irrecoverable loans and advances	Closing Balance on March 31, 2015 {(2+3) - (4+5)}	Net increase/decrease during the year (6-2)	Interest payment in arrears
1	2	3	4	5	6	7	8
State Governments							
Union Territory Government							
Foreign Governments							
Government Corporations, Non-Government Institutions, Local Funds, Cultivators etc.							
Government Servants							
TOTAL							

Notes: -

1. Out of total amount of Rs. lakhs paid as loans to State/Union Territory Governments, loans granted to cover gaps in resources of the State/Union Territory amounted to Rs. lakhs.
2. In pursuance of the recommendations of the 13th Finance Commission, repayments by the States/Union Territories amounting to Rs. lakhs have been written off up to March 31, 2015.
3. At the beginning of the year, there was a balance of Rs. lakhs sanctioned to State Governments as Ways and Means Advances. **During the year**, an amount of Rs. Lakhs was paid as Ways and Means Advances to State Government for clearance/avoidance of overdrafts from the Reserve Bank of India. The State Governments repaid Rs. ... lakhs during the year leaving a balance of Rs. lakhs.
4. Following are the cases of a loan having been sanctioned as "loan in perpetuity":

(In lakhs of rupees)

S. No.	Loanee entity	Year of Sanction	Sanction Order No.	Amount	Rate of Interest
1.	State and Union Territory Governments				
2.	Other loanee entities				
TOTAL					

Section: 2 Summary of Loans and Advances: Sector-wise

(In lakhs of rupees)

Sector	Opening Balance on April 1, 2014	Disbursements during the year	Re-payment during the year	Write-off of irre-coverable loans and advances	Closing Balance on March 31, 2015 {(2+3) - (4+5)}	Net increase/decrease during the year (6-2)	Interest payment in arrears
1	2	3	4	5	6	7	8
General Services (Major Head 6075)							
Social Services (Major Heads from 6202 to 6250)							
Economic Services (Major Heads from 6401 to 7475 and Major Head 7615)							
State and U.T. Governments (Major Head 7601 & 7602)							
Foreign Government (Major Head 7605)							
Government Servants (Major Head 7610)							
TOTAL							

Section: 3 Summary of repayments in arrears from State or Union Territory Governments and other Loanee entities

(In lakhs of rupees)

Loanee-Entity	Amount of arrears as on March, 31, 2015			Earliest period to which arrears relate	Total loans outstanding against the entity on March 31, 2015
	Principal	Interest	Total		
1	2	3	4	5	6
State and Union Territory Governments					
Other Loanee entities					
TOTAL					

Chief Controller of Accounts/Controller of Accounts
Name of the Ministry: -
Telephone No.: -

INDIAN GOVERNMENT ACCOUNTING STANDARD: 3 (ii)

No. 15 – Detailed Statement of Loans and Advances made by the Union Government

Section: 1 Major and Minor Head wise Details of Loans and Advances

Out of total disbursement, amount for plan purpose has been shown in brackets below the total figure of disbursement for each major head

(In lakhs of rupees)

Major /Minor Head of Account Head	Opening Balance on April 1, 2014	Dis-bursements during the year	Re-payment during the year	Write-off of ir-recoverable loans and advances	Closing Balance on March 31, 2015 {(3+4) – (5+6)}	Net increase/ decrease during the year (7-3)	Interest credited
1 & 2	3	4	5	6	7	8	9
6202 – Loans for Education, Sports, Art and Culture							
01- General Education -							
202 Secondary Education							
203 University and Higher Education							
600 General							
902 Deduct recoveries met from the social and infrastructure development fund							
Total –(01)							
02- Technical Education -							
104 Polytechnics							
105 Engineering/Technical Colleges and Institutes							
800 Other Loans							
Total – (02)							
03-Sports and Youth Services-							
800 Other Loans							

Total - (03)							
04-Art and Culture-							
102 Promotion of Arts and Culture							
797 Transfer to/from Reserve Funds and Deposit Accounts							
Total - (04)							
TOTAL							
:							
:							
:							
And so on							
GRAND TOTAL							

Section: 2 Repayments in arrears from State or Union Territory Governments

(In lakhs of rupees)

Name of the State or Union Territory Government	Amount of arrears as on March, 31, 2015			Earliest period to which arrears relate	Total loans outstanding against the entity on March 31, 2015
	Principal	Interest	Total		
1	2	3	4	5	6
Andhra Pradesh					
Arunachal Pradesh					
Assam					
:					
:					
:					
And so on					
Total - State Governments					
Andaman and Nicobar Islands					
Chandigarh					
:					
:					
And so on					
Total - Union Territory Governments					
Total - State Governments & Union Territory Governments					
Total of other Loanee entities					
Grand Total - State Governments, Union Territory Governments and of other Loanee entities					

Section: 3 Repayments in arrears from other Loanee Entities or Institutions

(In lakhs of rupees)

Loanee-Entity	Amount of arrears as on March, 31, 2015			Earliest period to which arrears relate	Total loans outstanding against the entity on March 31, 2015
	Principal	Interest	Total		
1	2	3	4	5	6
Central Fisheries Corporation of India, Howrah					
Hindustan Aeronautics Ltd., Bengaluru					
: : : And so on					
TOTAL					

Additional Disclosures

Fresh Loans and Advances made during the year 2014-15

(In lakhs of rupees)

Loanee Entity	Number of Loans	Total Amount of loans	Terms and conditions	
			Rate of interest	Moratorium period, if any
1	2	3	4	5
Andhra Pradesh				
Arunachal Pradesh				
: : : And so on				
Total – State Governments				
Andaman and Nicobar Islands				
Chandigarh				
: : : And so on				
Total – Union Territory Governments				

Mayanmar				
Turkmenistan				
:				
:				
:				
And so on				
Total – Foreign Governments				
Himachal Agro Limited				
Malabar Arabian Fisheries Limited, Kochi				
:				
:				
:				
And so on				
Total – Government Corporations, Non-Government Institutions, Local Funds, Cultivators etc.				
House Building Advance to Government Servants				
Motor Conveyance advance to Government Servants				
Other Conveyance advance to Government Servants				
Computer Advance to Government Servants				
Other Advances to Government Servants				
Total – Loans to Government Servants etc				
GRAND TOTAL				

NOTES:

Disclosures indicating extraordinary transactions relating to Loans and Advances:

1. Following are the cases of a loan having been sanctioned as 'loan in perpetuity':

(In lakhs of rupees)				
Sl. No.	Year of Sanction	Sanction Order No.	Amount	Rate of Interest
Arunachal Pradesh				
Assam				
:				
:				
:				
And so on				
Total – State Governments				
Andaman and Nicobar Islands				
Chandigarh				
:				

:				
:				
And so on				
Total – Union Territory Governments				
Mayanmar				
Turkmenistan				
:				
:				
:				
And so on				
Total – Foreign Governments				
Himachal Agro Limited				
Malabar Arabian Fisheries Limited, Kochi				
:				
:				
:				
And so on				
Total – Government Corporations, Non-Government Institutions, Local Funds, Cultivators etc.				
House Building Advance to Government Servants				
Motor Conveyance advance to Government Servants				
Other Conveyance advance to Government Servants				
Computer Advance to Government Servants				
Other Advances to Government Servants				
Total – Loans to Government Servants etc				
GRAND TOTAL				

2. The following Loans have been granted by the Government though the terms and conditions are yet to be settled:

(In lakhs of rupees)

Loanee Entity	Number of loans	Total amount	Earliest period to which the loans relate
1	2	3	4
Andhra Pradesh			
Arunachal Pradesh			
:			
:			
:			
And so on			
Total – State Governments			

Andaman and Nicobar Islands			
Chandigarh			
:			
:			
:			
And so on			
Total – Union Territory Governments			
Mayanmar			
Turkmenistan			
:			
:			
:			
And so on			
Total – Foreign Governments			
Himachal Agro Limited			
Malabar Arabian Fisheries Limited, Kochi			
:			
:			
:			
And so on			
Total – Government Corporations, Non-Government Institutions, Local Funds, Cultivators etc.			
House Building Advance to Government Servants			
Motor Conveyance advance to Government Servants			
Other Conveyance advance to Government Servants			
Computer Advance to Government Servants			
Other Advances to Government Servants			
Total – Loans to Government Servants etc			
GRAND TOTAL			

3. Fresh loans and advances made during the year to the loanee entities from whom repayments of earlier loans are in arrears:

(In lakhs of rupees)

Name of the Loanee entity	Loans Disbursed during the current year		Amount of arrears as on March 31, 2015			Earliest period to which arrears relate	Reasons for disbursement during the current year
	Rate of Interest	Principal	Principal	Interest	Total		
1	2	3	4	5	6	7	8
Andhra Pradesh							
Arunachal Pradesh							

:							
:							
:							
And so on							
Total – State Governments							
Andaman and Nicobar Islands							
:							
:							
:							
And so on							
Total – Union Territory Governments							
Mayanmar							
Turkmenistan							
:							
:							
:							
And so on							
Total – Foreign Governments							
Himachal Agro Limited							
Malabar Arabian Fisheries Limited, Kochi							
:							
:							
:							
And so on							
Total – Government Corporations, Non-Government Institutions, Local Funds, Cultivators etc.							
House Building Advance to Government Servants							
Motor Conveyance advance to Government Servants							
Other Conveyance advance to Government Servants							
Computer Advance to Government Servants							
Other Advances to Government Servants							
Total – Loans to Government Servants etc							
GRAND TOTAL							

Chief Controller of Accounts/Controller of Accounts
Name of the Ministry: -
Telephone No.: -

CHECK LIST FOR SUBMISSION OF MATERIAL AS PER IGAS-3

1. Action Taken Note in respect of Adverse Balances is enclosed.
2. Details of balances adopted/dropped on proforma basis are enclosed or has been sent already vide letter No. _____ dated _____.
3. Reasons for minus transactions have been furnished.
4. State/UT wise breakup of figures under 7601/7602 has been furnished.
5. The prescribed certificate of correctness of account has been furnished.
6. It may be ensured that the information of loans and advances made by the Union Government as furnished to this office must reconcile with the Statement no. 3, 15 and in the SCT.

Chief Controller of Accounts/Controller of Accounts
Name of the Ministry: -
Telephone No.: -