

**Accounting Procedure for bringing Autonomous Bodies (ABs)
under Treasury Single Accounts (TSA) System:**

- (a) In order to bring Autonomous Bodies (ABs) under Treasury Single Account System each Autonomous Body will open bank accounts for each type of grants-in-aid issued by Ministries/ Departments with Reserve Bank of India in terms of Department of Expenditure OM No. F. No. 26(118)/EMC Cell/2016 dated 27th July, 2017.
- (b) Based on the Monthly Expenditure Plan (MEP), requirement of the AB and expenditure trend of the Autonomous Bodies, Programme Division of the Ministry will process the release and issue sanction for releasing the funds to AB concerned. The Terms and Conditions regarding TSA shall be mentioned.
- (c) Drawing and Disbursing Officer will prepare a bill on the basis of the sanction and submit the same to PAO for releasing the funds.
- (d) In order to ensure that the funds are available with the Government till actual utilization, PAO based on sanction order, through PFMS will advise RBI to honour payment instruments issued by the AB concerned up to the limit assigned in the advice. The 'Assignment Advice' will contain data relating to the Pay & Accounts Officer responsible for accounting of the funds assigned to AB, Unique identifier for Sanction, heads of account and Bill prominently. A copy of the sanction order and Assignment Advice will seamlessly travel to the AB concerned.
- (e) Simultaneously to account for the issue of advice for assignment in favour of AB in Government account the PAO will credit the amount under Public Account (Proposed Correction Slips for Heads of Account Annexed) by per contra debit to the object head 31, 35 or 36 under the concerned functional head.
- (f) PFMS and e-Kuber of RBI will capture the details as contained in the 'Assignment Advice' for reference, reporting and reconciliation purposes.
- (g) Authorized Signatory of the Autonomous Body after ensuring the genuineness of expenditure with reference to the relevant 'Assignment Advice' will digitally sign and issue the payment advice using the PFMS platform. The payment advice will contain all the related details of the Pay & Accounts Officer and heads of accounts.
- (h) Reserve Bank of India will honour the payment instruments issued by the ABs and on the basis of the information embedded in the payment advice, prepare payment scrolls PAO wise for each account for debiting the Government account with an amount equivalent to the total of the payment scroll and crediting the ABs assignment account. Below the entries relating to Pay & Accounts Officers own payments, payments made by Autonomous Bodies against assignment will be inserted. A copy of the scroll will also be sent to the PAO concerned. Based on the scrolls received from RBI the

aforesaid head in Public Account will be relieved by an equivalent amount by the PAO concerned in his account by per contra credit to the head '8675-Deposit with Reserve Bank -101- Central Civil- Reserve Bank (HQ)'.
(i) Unutilized Balances at the close of the year will lapse to the Government and hence written back in Government Account by minus debiting concerned functional head of account and minus crediting to the head in Public Account. Ministries releasing Grants-in-Aid to the AB concerned will have to explain the saving in the related Appropriation Accounts.

Note on second tier institutions in proposed model: Since the new system envisages just in time releases i.e. debiting Government account when the payment is released to the end beneficiary, there should not be any adjustment in Government account when an Autonomous Body transfers funds to the account of its subsequent level units. Payment Advices issued by the subsequent level units against that Grant needs to contain the details of the PAO and heads of accounts. Till such time, when the amount is actually spent the balances in account of the subsequent level units will be considered as balance under assignment with the mother AB.

Assignment to the second tier AB by the Autonomous Bodies:

When an assignment against grants-in-aid received by an autonomous body is released by it further to its subsidiary autonomous body the advice transferring the assignment will be digitally signed by the authorised signatory of the autonomous body and contain details of the Assignment Advice issued by the Pay & Accounts Officer. This assignment will be treated as sub-assignment of the Autonomous body and treated as normal assignment i.e. account of the autonomous body will not be debited. The payment advices issued by the second tier autonomous body will contain the details of the assignment advice issued by the Pay & Accounts Officer concerned. Consequent upon making payment to the beneficiary, RBI will prepare scrolls and send original to the second tier AB and copies to the AB and Pay & Accounts Officer concerned and debit the Government Account with an equivalent amount by per contra credit to the account of the AB.

Since an Autonomous Body may be sanctioned Grants-in-Aid for different schemes the scrolls so received from the RBI will be collated scheme wise by PFMS and necessary accounting entries passed to relieve the concerned heads of accounts in Public Account as detailed above.

Draft

Ministry of Finance
Department of Expenditure
Office of the Controller General of Accounts
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List of Major and Minor Heads of Account of Union and States

Correction Slip No ...

Dated:

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Public Account

Sector K. Deposits and Advances

Sub-Sector (b): Deposits not bearing interest

Insert new Major Head as under:

Major Head: 8454 Deposit Account for Autonomous Bodies

***Each Department will be
a Sub Major Head***

**Each Autonomous Body listed under the parent
Ministry will be a distinct Minor Head (1)**

Note: (1) Sub-Head may be opened corresponding to the programme minor heads in the Section 'Expenditure Heads (Revenue Account)' to which the Grants-in-Aid is being awarded. For this purpose, the nomenclature of the sub head may indicate the function as per sub-major head or as per major head, in the absence of a sub-major head, on the revenue expenditure side followed by the programme minor head. For example "Adult Education - Rural Functional Literacy Programmes", "Crop Husbandry - Agricultural Engineering", "Consumer Industries - Textiles" etc. When the nomenclature of the sub-major head does not give an indication of the concerned function, the nomenclature of the sub head will also indicate the name of the major head also within brackets after the sub-major head. For example "General (Medical & Public Health) - Health Statistics and Evaluation", "General (Nutrition) - Diet Surveys and Nutrition Planning" etc. Where it is not possible to identify the Grants-in-Aid with any programme distinctly, the minor head will indicate the relevant sub-major/major head as above followed by the words "Other Grants", e.g. "General (Education) - Other Grants", "Crop Husbandry - Other Grants", etc.

Likewise, at the detailed head level, details of sub-schemes or activities corresponding to Sub-Schemes, if any, in the Section 'Expenditure Heads (Revenue Account)' below the function may be indicated. The Object Heads Grants-in-Aid (General), Grants for creation of Capital Assets and Grants in Aids (Salaries) shall be used for classification.

(3) Under each Minor Head separate Sub-head '99-Uncredited items of Autonomous Bodies under Treasury Single Account System' may be opened.

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(Authority T-14018/15/2017/TSA/Code)

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Example 1: When there is Sub-Major Head.

Heads	Expenditure(Revenue)	Public Account
Major Head	2202-General Education	8454- Funds for Autonomous Bodies under TSA System
Sub-Major Head	03-University and Higher Education	xx-Ministry of Human Resource Development
Minor Head	102-Assistance to Universities	xxx-University Grants Commission (UGC)
Sub-Head	01-Support to UGC	xx-University and Higher Education-Assistance to University
Detailed Head	00	00
Object Head	31-Grants-in-Aid- General	31-Grants-in-Aid- General
	35-Grants for creation of Capital Assets	35-Grants for creation of Capital Assets
	36-Grants-in-aid- Salaries	36-Grants-in-aid- Salaries

Example 2: When Sub-Major Head does not give an indication of concerned function:

Heads	Expenditure(Revenue)	Public Account
Major Head	2202-General Education	8454- Funds for Autonomous Bodies under TSA System
Sub-Major Head	80-General	xx-Ministry of Human Resource Development
Minor Head	800-Other Expenditure	xxx- National University of Education Planning and Administration(NUEPA)
Sub-Head	43-Planning, Administration & Global Engagement	xx-General (Education)-Other Grants
Detailed Head	01-National University of Education Planning and Administration(NUEPA)	xx- Planning, Administration & Global Engagement
Object Head	31-Grants-in-Aid- General	31-Grants-in-Aid- General
	35-Grants for creation of Capital Assets	35-Grants for creation of Capital Assets
	36-Grants-in-aid- Salaries	36-Grants-in-aid- Salaries

Example 3: When there is no Sub-Major Head

Heads	Expenditure(Revenue)	Public Account
Major Head	2203-Technical Education	8454- Funds for Autonomous Bodies under TSA System
Sub-Major Head	00	xx-Ministry of Human Resource Development
Minor Head	112-Engineering/Technical Colleges and Institutes	xxx- IIT, Delhi
Sub-Head	05-Indian Institutes of Technology	xx-Technical Education-Engineering/Technical Colleges and Institutes
Detailed Head	xx- IIT, Delhi	00
Object Head	31-Grants-in-Aid- General	31-Grants-in-Aid- General
	35-Grants for creation of Capital Assets	35-Grants for creation of Capital Assets
	36-Grants-in-aid- Salaries	36-Grants-in-aid- Salaries