



कार्यालय, रक्षा लेखा महानियंत्रक
उलन बटार रोड, पालम, दिल्ली छावनी - 110010
Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt- 110010



No. AN/VII/7033/Misc/Corr. 2021-22

Dated:- 23.06.2021

To

The All PCsDA/PCA(Fys)/Pr. IFAs/IFAs/CsDA

(Through CGDA Website)

Subject :- Curtailing avoidable expenditure; 20% reduction in controllable expenditure.

A copy of Ministry of Finance Department of Expenditure OM No. 7(1)E.Coord/2020 dated 10.06.2021 alongwith enclosure on the above subject is forwarded herewith for strict compliance please. The progress report of the action taken may be forwarded to this office for onward submission to Ministry.



(Sushil Kumar)

Sr. Accounts Officer (AN)

Copy to :-

IT&S Wing :- for uploading on CGDA Web site.





(Sushil Kumar)

Sr. Accounts Officer (AN)

No.7(1)E.Coord/2020
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated the 10th June, 2021

Office Memorandum

Subject: Curtailing avoidable expenditure: 20% reduction in controllable expenditure.

The Government has decided all Ministries/Departments should take steps to curb wasteful/avoidable expenditure and aim for 20% reduction in controllable expenditure. The Department of Expenditure has been directed to review the progress in the matter

2. Therefore, all the Ministries/Departments are requested to take steps to curtail all avoidable non-scheme expenditure and aim for 20% reduction in controllable expenditure, in compliance of the above decision. Expenditure in 2019-20 may be taken as the baseline for this purpose. A suggestive list of object heads of controllable expenditure is attached.
3. Expenditure related to containment of the Covid-19 pandemic is excluded from the scope of this order.
4. This issues with the approval of Finance Secretary.



(Thanglemlian)

Joint Secretary to the Government of India

1. Secretaries to the Government of India
2. All Financial Advisers of Ministries/Departments

Encl: Suggestive List of Object Heads.

A Suggestive List of Object Heads and their Codes under which expenditure Shall be controlled

Code	Description
03	Overtime allowance
05	Rewards
11	Domestic Travel Expenses
12	Foreign Travel Expenses
13	Office Expenses
14	Rents, Rates and Taxes
15	Royalty
16	Publications
20	Other Administrative Expenses
21	Supplies and Materials
23	Cost of Ration
24	POL
25	Clothing and Tentage
26	Advertising and Publicity
27	Minor Works, Maintenance
30	Service or Commitment Charges
31	Grants-in-aid General
32	Contribution
50	Other Charges