

M-11015/141/2021-CB-Part(2)  
Government of India  
Ministry of Panchayati Raj

11<sup>th</sup> Floor, Jeevan Prakash Building  
K.G Marg, New Delhi  
Dated- 10, Decembr, 2021

To

Principal Secretary/Secretary  
Panchayati Raj Department  
All States/UTs

Subject: - Transfer of funds from the account of Implementing Agencies to the Single Nodal Account (SNA) of each Centrally Sponsored Schemes.

Sir/Madam

I am directed to refer to OM F. No. I (13) PFMS /FCD/2020 dated 8<sup>th</sup> December 2021(copy enclosed) received from the Department of Expenditure, Ministry of Finance pertaining to Transfer of funds lying unutilized in the account of Implementing Agencies to the Single Nodal Account (SNA) of each Centrally Sponsored Schemes wherein it is desired that States need to submit the dully filled Performa (enclosed) signed by the Secretary of the Administrative Department concerned of the State Government. Accordingly, it is requested to furnish the dully filled Performa at the earliest to facilitate release of funds against the Annual Action Plan of your state.

2. This issue is with the approval of Competent Authority.

Enclosure - as above.

Yours faithfully,

*Pankaj*

(Pankaj Kumār)

Under Secretary to the Government of India  
Tel. No-011-23753817

F. No. 1(13)/PFMS/FCD/2020  
Government of India  
Ministry of Finance  
Department of Expenditure  
\*\*\*\*\*

5th Floor, Block 11, CGO Complex  
New Delhi, the 8<sup>th</sup> December, 2021

OFFICE MEMORANDUM


**Subject: Transfer of funds from the account of Implementing Agencies to the Single Nodal Account of each Centrally Sponsored Schemes**

The undersigned is directed to refer to this Department's OM of even number dated March 23, 2021 regarding new procedure for release of funds under the Centrally Sponsored Schemes (CSS) and to say that as per point 1 of the procedure, every State Government is required to designate a Single Nodal Agency (SNA) for implementing each CSS. The SNA will open Single Nodal Account for each CSS at the State Level in a Schedule Commercial Bank authorized to conduct business by the State Government.

2. Further as per point 13 of the procedure, after opening of Single Nodal Account of the scheme and before opening of zero balance subsidiary account of IAs or assigning them drawing rights from SNA's account, the IAs at all levels shall return all unspent amounts lying in their accounts to the Single Nodal Account of the SNA. Further as per the new procedure it is the responsibility of the State Government concerned to ensure that the entire unspent amount is returned by all the IAs to the Single Nodal account of the SNA concerned.

3. It has been observed that in a number of schemes, even though the Single Nodal Account has been opened, other accounts of the Implementing Agencies under the said scheme have not been closed or converted to zero balance account and the amount balance in these accounts has not been returned to the Single Nodal Account of the Scheme. This has resulted in parking of funds in the bank accounts of the Implementing Agencies.

4. In light of the above, Ministry/Department is requested to take up the matter with the State Government and ensure that all the accounts of IAs, except the Single Nodal Account are closed or converted to zero balance account and funds lying unutilized in these accounts are returned immediately to the Single Nodal Account of the Scheme. A certificate in the enclosed format should be furnished by the Secretary of the Department concerned of the State Government to this effect by 31<sup>st</sup> January, 2022. Release of funds to the State Government under CSS after 31.01.2022 shall be subject to furnishing of the certificate in the prescribed format by the State Government

  
(Abhay Kumar)  
Director  
Tele No. 24360647

To,

1. All Secretaries to the Government of India.
2. All Financial Advisors to the Govt. of India.
3. All Pr. CCAs/CCAs of all Ministries/Departments.

Copy to:

1. Sr. PPS to Jt. Secretary (PFS), Ministry of Finance, New Delhi
2. PPS to Controller General of Accounts.
3. PS to Addl. Controller General of Accounts (PFMS).
4. All Jt. CGAs of PFMS

Government of \_\_\_\_\_ (Name of the State)  
Department of \_\_\_\_\_ (Name of the Department)

**CERTIFICATE REGARDING CLOSURE OF ACCOUNTS & TRANSFER OF FUNDS**

It is hereby certified that the Department of \_\_\_\_\_ (Name of the Department), Government of \_\_\_\_\_ (Name of the State) has notified the Single Nodal Agency (SNA) and opened Single Nodal Account of \_\_\_\_\_ (name of Centrally Sponsored Scheme) being implemented by this Department and has transferred the entire unspent amount available in the bank account of all the Implementing Agencies of the aforesaid scheme to the Single Nodal Account of the scheme concerned. It is further certified that all other accounts of Implementing Agencies down the ladder have been closed/converted into zero balance accounts.

Name \_\_\_\_\_

Designation \_\_\_\_\_

(To be signed by the Secretary of the  
Administrative Department concerned  
of the State Government)