

GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF ACCOUNTS AND TREASURIES
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No.DAT/B&A/TE/RBI E-Kuber/2025-26/177

Puducherry, the 7th March, 2026.

CIRCULAR

Sub : DAT – B&A – Instructions for submission of bills on 31st March 2026 – Reg.

Ref : 1.Lr.No.DGBA.GBD.No.S964/42-04-022/2025-2026 dated 10.02.2026 of the Manager, Department of Government and Bank Accounts, Reserve Bank of India, Mumbai.

2. This Directorate's Circular No.DAT/Cash-ECS/2025-2026/02 dated 20.02.2026.

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Kind attention of all the Heads of Departments is drawn on the subject mentioned above.

2. As the Financial Year 2025–26 is nearing its close on **31st March 2026**, all expenditures contemplated in the Budget for the current Financial Year shall be incurred on or before 31st March 2026 so as to account for the same in the Financial Year 2025-26. Any e-payment made after 31st March 2026 will fall under the FY 2026-27.

3. In this connection, the **Reserve Bank of India**, being the banker to the **Government of Puducherry** and processing all e-payments through its platform, has communicated the following special arrangements and best practices for the successful completion of the Financial Year:

Special arrangements:

- i. Cut off time for accepting e-payment files on March 31, 2026 will be 2400 hours.
- ii. Cut off time of National Automated Clearing House (NACH) presentation session for processing Direct Benefit Transfer (DBT) payments will be extended from 1200 hours to 1500 hours on March 31, 2026.

Best practices:

To avoid last minute rush and accumulation of a large number of files in the e-Kuber system, the bank has advised that the payment files may be send well in advance by 2200 hours itself on March 31, 2026. The Bank has further advised the Government to consider placing an internal cut-off time to maintain a buffer period between the Government's cut-off time and 2200 hours.

4. The Directorate of Accounts and Treasuries being the Pay & Accounts Office, is obliged to process all bills received during the current Financial Year by 31st March 2026. It has been observed in the past that hardship is experienced during the fag end of the Financial Year, as this Directorate, upon receipt of the bills from various Departments, is required to pre-audit the bills by verifying expenditure sanctions, budget provisions under the respective head of accounts, making necessary entries in relevant registers, and to check compliance with relevant financial rules. This process requires considerable time period. Dumping of large number of bills at the last day or during the final hours causes significant hardship and may result in non-processing of bills by March 31, 2026.

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5. In order to avoid last minute rush of bills and to ensure processing of all bills presented at DAT, the following timeline/cut-off time are framed for presenting important and urgent nature of bills other than routine bills for which separate instructions were issued by DAT, vide circular No.DAT/Cash-ECS/2025- 2026/02 dated 20.02.2026.

- a. BEAMS Authorisation -**cut-off time: 1800 hours on 31st March 2026.**
- b. Receipt of bills other than State scheme DBT bills at DAT bill counters – Up to **1830 hours on 31st March 2026.**
- c. Receipt of State scheme DBT bills at DAT bill counters – On or before **1000 hours on 31st March 2026.**

6. Hence, all the Heads of Departments are requested to instruct their respective Heads of Offices/ Drawing and Disbursing Officers to strictly adhere to the above timelines and make suitable arrangements to get the expenditure sanctions well in advance and submit bills to the Directorate of Accounts and Treasuries as stipulated above in order to book the expenditure in the current Financial Year 2025-26 itself. **Any lapse in adhering to the above timeline will result in non-booking of expenditure in the current Financial Year.**

7. This issues with the approval of the Development Commissioner –cum-Secretary to Government (Finance).

(H. SHEIK MOIDEEN)
DIRECTOR

To

All Heads of Departments.

Copy to:

1. The Joint Secretary (Finance) / Under Secretary (Finance), Puducherry.
2. The Budget Officer, Finance Department, Puducherry.
3. The DDAT, Puducherry/Karaikal/Mahe/Yanam.

Copy submitted to:

1. The Secretaries / Special Secretaries /Deputy Secretaries / Under Secretaries to Govt., Puducherry.
2. The Secretary to Lieutenant Governor, Puducherry.
3. The District Collector, Puducherry/Karaikal.
4. The Regional Administrators, Mahe/Yanam.
5. The OSD to Chief Minister / Home Minister, Puducherry.
6. The Private Secretary to Speaker / All Ministers / P.A. to Dy. Speaker, Puducherry.
7. The Private Secretary to Chief Secretary, Puducherry.
8. The Private Secretary to Development Commissioner-cum- Secretary (Finance), Puducherry.