

**GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF SCHOOL EDUCATION
STATE PROJECT OFFICE
SAMAGRA SHIKSHA**

F.No.36668/SS/Rem.Int/2024-25

Puducherry, dt.01.04.2025.

I.D.NOTE/CIRCULAR

Sub: DSE-SS-Educational Institution –Remittance /Transfer of unspent balance amount lying in the Saving Bank Account/ Zero balance account of the Implementing Agency/Educational Institutions for the year 2024-25- Instructions – Issued- Reg.

With reference to the above, the Implementing Agencies /Heads of Educational Institutions are hereby instructed to utilize the amounts of grants released to them during the year 2024-25 only for the purpose for which it was sanctioned. The Heads of Educational Institutions are directed to incur expenditure upto April 2025 also. Thereafter the unspent amount lying in their Saving Bank Account/ Zero balance account shall be transferred to the State Implementing Society viz., Samagra Shiksha as per the details furnished below.

2. During the month of May 2025, the Implementing Agency/Heads of Educational Institutions concerned shall draw a cheque in favour of the **BRC's concerned and forward** to the BRC along with a covering letter. The cheque amount will be the unspent balance, lying in the saving bank/zero balance account. This exercise may be completed on or before 20.05.2025 positively. Thereafter, the BRC's concerned will deposit the said cheques into their bank accounts for credit. After all the amounts are realized in the account, they may draw a cheque for the consolidated amount, in favour of the **District Project Office**, Puducherry and send the cheque to the Office of the State Project Office, Samagra Shiksha, along with the list of Educational Institutions mentioning the amount surrendered by them. This exercise may be completed on or before 30th May 2025.

This IA's/ Heads of Educational Institutions and the Accountant-cum-Supporting Staff of BRC's are requested to follow the guidelines and complete the task as scheduled.

-By Order-



**(N. DINAKAR)
STATE PROJECT DIRECTOR**

To
All Implementing Agencies/The Heads of Educational Institutions
Puducherry/Karaikal/Mahe/Yanam

Copy to

1. All the Inspecting Officers, Directorate of School Education
Puducherry/Karaikal.
2. The Assistant District Programme coordinator,
Puducherry/Karaikal/Mahe/Yanam
3. Accountant-cum-Supporting Staff, Block Resource Centre - I, II, III, IV, V & VI,

} With request to ensure the compliance of the above by the Heads of Institutions. coming under their control.