

कार्यालय-निदेशक, माध्यमिक शिक्षा राजस्थान, बीकानेर

ORDER

In exercise of the powers conferred upon me under rule 3 (a) of the General Financial and Accounts Rules to the officers mentioned in column no. 3 of below table for the purpose of the Financial Rules of the Government in respect of schools/offices mentioned in column no. 02 of below table. He/She shall exercise all the financial and other powers delegated to a Head of Office under the Financial Rules and orders issued from time to time.

The duties and responsibilities are generally laid down in the various provisions of the General Financial and Account Rules of the Government. An abstract of important duties are contained in Appendix-I.

The officers whose name is mentioned in column no. 3 of below table shall perform the following duties in particular:-

(1) To sign as a Drawing and Disbursing Officer, all bills for personal claims of all Government servants and contingent expenditure to be presented to the treasury;

(2) To account for all the receipts and payments made out of the funds so drawn and to make payments to the proper payee's against valid acquittance and to attest it in token of payments;

(3) To maintain Cash Book and all account registers and records particularly, Register for Watching Encashment of Bills, Bill Transit Register, Register of Short Term Advances, Register of Contingent Expenditure, Register of Advance and Adjustments, Stock Registers, Register of Mis-appropriation, etc., Register showing Receipt, Disposal of Cheques, Drafts, Postal Money Orders, etc. and Register of Payments made by Postal Money Order/Drafts and to sign the relative entries;

(4) To incur recurring and non-recurring contingent expenditure in accordance with Financial Rules, Orders and delegation of Financial Powers issued by the Government from time to time and sign Register of Contingent Expenditure;

(5) To ensure adjustment of temporary advances given to Government Servants and to ensure recovery of unspent balances within the prescribed period and take action thereon as provided in these Rules; and

(6) To ensure economical procurement of stores articles and to arrange their proper accounting and custody.

(7) These orders are valid up to finance matters.

(8) These orders are effective up to joining of Head of office.

क्र.सं.	विद्यालय का नाम जिनके अधिकार दिए जाते हैं, मय ऑफिस आई. डी	आहरण वितरण अधिकारी का नाम, पदनाम एवं विद्यालय / कार्यालय का नाम मय एम्प्लॉई आई. डी	कोष / उपकोष
1	GOVT. SENIOR SECONDARY SCHOOL JAROLI (211758) (Principal & Equivalent , 29563)	ABHISHEK TIWARI (Lecturer (I Gr.)) , GOVT. SENIOR SECONDARY SCHOOL PIPHERA (211757)) , (DOB : 15-04-1988) , (pay manager office id : 7367) , (Employee Id : RJDH201214038683)	SAIPAU (1404)
2	BOHARE BADRI PRASAD GOVT. SENIOR SECONDARY SCHOOL PARUA (211772) (Principal & Equivalent , 7449)	LOKESH KUMAR MEENA (Lecturer (I Gr.)) , BOHARE BADRI PRASAD GOVT. SENIOR SECONDARY SCHOOL PARUA (211772)) , (DOB : 07-08-1986) , (pay manager office id : 7449) , (Employee Id : RJBI201309000738)	SAIPAU (1404)

3	GOVT. SENIOR SECONDARY SCHOOL TIHAWALI (213102) (Principal & Equivalent , 30635)	DURGA SINGH GAUD (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL TIHAWALI (213102)) , (DOB : 17-02-1990) , (pay manager office id : 30635) , (Employee Id : RJRA201731009691)	FATHEPUR (3502)
4	GOVT. SENIOR SECONDARY SCHOOL BHULON (216989) (Principal & Equivalent , 21730)	RAKESH KUMAR MEENA (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL BHULON (216989)) , (DOB : 04-06-1983) , (pay manager office id : 21730) , (Employee Id : RJDU201215014406)	CHHABRA (0402)
5	GOVT. SENIOR SECONDARY SCHOOL RANCHOD NAGER LETA (472842) (Principal & Equivalent , 37570)	KAILASH SINGH RAJPUROHIT (Lecturer (I Gr.)) ,MAHATMA GANDHI GOVT. SCHOOL, SHIVAJI NAGAR, JALOR (221146)) , (DOB : 05-08-1977) , (pay manager office id : 14344) , (Employee Id : RJJL200521018201)	JALORE (2300)
6	GOVT. SENIOR SECONDARY SCHOOL KHAMELI FALA (481567) (Principal & Equivalent , 41506)	ANIL KUMAR SONKARIA (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL PUNAWARA (223063)) , (DOB : 09-07-1986) , (pay manager office id : 31000) , (Employee Id : RJAL201402022331)	SIMBALWARA (1503)
7	GOVT. SENIOR SECONDARY SCHOOL BAJAWAS (497273) (Principal & Equivalent , 42107)	YASHVENDRA SINGH (Lecturer (I Gr.)) ,SHREE NAKODA BHAIKAV GOVT. SENIOR SECONDARY SCHOOL MEWANAGAR (220648)) , (DOB : 01-07-1993) , (pay manager office id : 30946) , (Employee Id : RJBM201705010358)	PACHPADRA (4301)
8	GOVT. SENIOR SECONDARY SCHOOL KUSHLAWA (220201) (Principal & Equivalent , 26907)	RAJEEV KUMAR (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL KUSHLAWA (220201)) , (DOB : 01-01-1988) , (pay manager office id : 26907) , (Employee Id : RJBW201308021398)	PHALODI (4900)
9	GOVT. SENIOR SECONDARY SCHOOL BALAU JATI (220699) (Principal & Equivalent , 13643)	DEEPAK KUMAR (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL BALAU JATI (220699)) , (DOB : 26-01-1994) , (pay manager office id : 13643) , (Employee Id : RJCR201512032449)	PACHPADRA (4301)
10	GOVT. SENIOR SECONDARY SCHOOL NIRIYA NADA PAYALA KALLA (220790) (Principal & Equivalent , 30405)	RAMESH KUMAR (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL PAYALA KALA (220789)) , (DOB : 20-01-1990) , (pay manager office id : 13677) , (Employee Id : RJBL202447107016)	Sindhari (4304)
11	GOVT. SENIOR SECONDARY SCHOOL BARASAN (220931) (Principal & Equivalent , 13375)	OKHA RAM RABARI (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL BARASAN (220931)) , (DOB : 22-12-1981) , (pay manager office id : 13375) , (Employee Id : RJBM201705004869)	GUDAMALANI (0503)

12	GOVT. SENIOR SECONDARY SCHOOL JHUNTHRI (225273) (Principal & Equivalent , 33205)	PREM PRAKASH MEENA (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL JHUNTHRI (225273)) , (DOB : 05-06-1981) , (pay manager office id : 33205) , (Employee Id : RJUD200537016794)	KHAIRWARA (4104)
13	GOVT. SENIOR SECONDARY SCHOOL THAVO KI DHANI (405017) (Principal & Equivalent , 37389)	HARI RAM HUDA (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL KADANADI (220791)) , (DOB : 01-08-1981) , (pay manager office id : 13382) , (Employee Id : RJNA201428025103)	Sindhari (4304)
14	MAHATMA GANDHI GOVT. SCHOOL KHOD (221437) (Principal & Equivalent , 15435)	KUKA RAM MEGHWAL (Lecturer (I Gr.)) ,MAHATMA GANDHI GOVT. SCHOOL KHOD (221437)) , (DOB : 03-08-1974) , (pay manager office id : 15435) , (Employee Id : RJPA199829020068)	RANI (3108)
15	GOVT. SENIOR SECONDARY SCHOOL HARNI AMRAPURA (493149) (Principal & Equivalent , 40359)	BHAGWAT SINGH SOLANKI (Principal and Equivalent) ,GOVT. SENIOR SECONDARY SCHOOL ANAPUR (493150)) , (DOB : 13-02-1967) , (pay manager office id : 40650) , (Employee Id : RJSR198534015149)	REODAR (3603)
16	SWATANTRATA SENANI SWARGIYA SHRI SANWATRAM GSSS SOLANA (215811) (Principal & Equivalent , 4507)	DEEPCHAND (Lecturer (I Gr.)) ,SWATANTRATA SENANI SWARGIYA SHRI SANWATRAM GSSS SOLANA (215811)) , (DOB : 09-02-1989) , (pay manager office id : 4507) , (Employee Id : RJA201701007295)	CHIRAWA (2501)
17	GOVT. SENIOR SECONDARY SCHOOL KAKNIYAVAS (221517) (Principal & Equivalent , 31411)	ARVIND PARIHAR (Principal and Equivalent) ,GOVT. SENIOR SECONDARY SCHOOL RAMPURA (413961)) , (DOB : 29-01-1977) , (pay manager office id : 36593) , (Employee Id : RJA200501005624)	ROOPANGARH (0108)
18	GOVT. SENIOR SECONDARY SCHOOL NIDHARA (217545) (Principal & Equivalent , 7322)	HARI CHARAN MEENA (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL NIDHARA (217545)) , (DOB : 01-08-1971) , (pay manager office id : 7322) , (Employee Id : RJSM201132019133)	BASERI (1402)
19	GOVT. SENIOR SECONDARY SCHOOL BHEDOLA (217947) (Principal & Equivalent , 8277)	SITARAM VERMA (Vice Principal (School)) ,GOVT. SENIOR SECONDARY SCHOOL BHEDOLA (217947)) , (DOB : 03-01-1971) , (pay manager office id : 8277) , (Employee Id : RJSM199332000725)	CHOUTH KA BARAWADA (3407)
20	GOVT. SENIOR SECONDARY SCHOOL RANI DUNGLA (468518) (Principal & Equivalent , 37711)	JITESH BHARDWAJ (Principal and Equivalent) ,GOVT. SENIOR SECONDARY SCHOOL RANIA (468519)) , (DOB : 23-12-1987) , (pay manager office id : 37710) , (Employee Id : RJUD201237013335)	VALLABH NAGAR (4110)

21	MAHATMA GANDHI GOVT. SCHOOL PUNRASAR (509829) (Principal & Equivalent , 39382)	VIKAS MANAV (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL PUNRASAR SHRIDUNGARGARH BIKANER (211481)) , (DOB : 12-03-1981) , (pay manager office id : 3527) , (Employee Id : RJB1200809017131)	SRI DUNGAGARH (0906)
22	GOVT. SENIOR SECONDARY SCHOOL PUNAM SINGH KI DHANI (227235) (Principal & Equivalent , 35255)	RATAN LAL MALI (Vice Principal (School)) ,PM SHRI GOVT. SENIOR SECONDARY SCHOOL NOKH (220438)) , (DOB : 16-11-1967) , (pay manager office id : 13251) , (Employee Id : RJS198720010950)	BAAP (4901)
23	GOVT. GIRLS SENIOR SECONDARY SCHOOL DEHGAON (495176) (Principal & Equivalent , 42506)	HARIOM (Vice Principal (School)) ,GOVT. SENIOR SECONDARY SCHOOL DEHGAON (217401)) , (DOB : 05-07-1971) , (pay manager office id : 26540) , (Employee Id : RJB199707000123)	BAYANA (0701)
24	MAHARAJA UDAYBHAN GOVT. SENIOR SECONDARY SCHOOL INFANT (211785) (Principal & Equivalent , 29168)	ANVAR KHAN (Lecturer (I Gr.)) ,MAHARAJA UDAYBHAN GOVT. SENIOR SECONDARY SCHOOL INFANT (211785)) , (DOB : 23-07- 1984) , (pay manager office id : 29168) , (Employee Id : RJDH201114024058)	DHOLPUR (1400)
25	MAHATMA GANDHI GOVT. SCHOOL JHARJHANI (224123) (Principal & Equivalent , 21225)	BHERU LAL (Lecturer (I Gr.)) ,MAHATMA GANDHI GOVT. SCHOOL JHARJHANI (224123)) , (DOB : 21-02-1979) , (pay manager office id : 21225) , (Employee Id : RJB201110008958)	RAWATBHATA (1107)
26	GOVT. SENIOR SECONDARY SCHOOL BADOLIYA BLOCK BHAINSROADGARH (224121) (Principal & Equivalent , 27765)	LALITA VAISHNAV (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL BADOLIYA BLOCK BHAINSROADGARH (224121)) , (DOB : 14-12-1974) , (pay manager office id : 27765) , (Employee Id : RJCT200811027669)	RAWATBHATA (1107)
27	GOVT. SENIOR SECONDARY SCHOOL BASKARNISAR (479299) (Principal & Equivalent , 37459)	RANVEER SINGH (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL MAHADEVWALI (211276)) , (DOB : 08-02- 1987) , (pay manager office id : 26309) , (Employee Id : RJHA201316015281)	LOONKARANSAR (0903)
28	GOVT. SENIOR SECONDARY SCHOOL NEMEDA (401778) (Principal & Equivalent , 42460)	NARESH KUMAR (Vice Principal (School)) ,GOVT. SENIOR SECONDARY SCHOOL KANAI KALA (221765)) , (DOB : 15- 07-1982) , (pay manager office id : 29386) , (Employee Id : RJTO201136019886)	BHINAI (0107)
29	GOVT. SENIOR SECONDARY SCHOOL BHINYAD (213538) (Principal & Equivalent , 13857)	KHANGARA RAM (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL BHINYAD (213538)) , (DOB : 05-01-1991) , (pay manager office id : 13857) , (Employee Id : RJBM201705004649)	SHIV (0505)

30	GOVT. SENIOR SECONDARY SCHOOL MEHRAMANIYON MEGHWALO KI DHANI (498174) (Principal & Equivalent , 37391)	GANGARAM CHAUDHARY (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL LOLAVA (220806)) , (DOB : 05-04-1970) , (pay manager office id : 13383) , (Employee Id : RJBM199305001869)	Sindhari (4304)
31	GOVT. SENIOR SECONDARY SCHOOL BERLA (496451) (Principal & Equivalent , 39935)	SURENDER SHARMA (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL JAIROLI (215112)) , (DOB : 01-08-1988) , (pay manager office id : 5411) , (Employee Id : RJKT202453106146)	TIJARA (5101)
32	GOVT. SENIOR SECONDARY SCHOOL BARODIYA KUNDAL (224122) (Principal & Equivalent , 21362)	VEERENDRA KUMAR JOSHI (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL BARODIYA KUNDAL (224122)) , (DOB : 22-12-1979) , (pay manager office id : 21362) , (Employee Id : RJCT201311014711)	RAWATBHATA (1107)
33	GOVT. SENIOR SECONDARY SCHOOL BARKHEDA (224130) (Principal & Equivalent , 21251)	KAMLESH KUMAR DHAKAR (Lecturer (I Gr.)) ,GOVT. SENIOR SECONDARY SCHOOL BARKHEDA (224130)) , (DOB : 21-09-1984) , (pay manager office id : 21251) , (Employee Id : RJCT200811005690)	RAWATBHATA (1107)

(डॉ. ज्योति बाला व्यास)
वित्तीय सलाहकार
माध्यमिक शिक्षा राजस्थान, बीकानेर
दिनांक : As in E-sign

क्रमांक :- शिविरा/माध्य/स्थिरी-स/34180-02233/2026/पार्ट-1
प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

- 1 महालेखाकार, लेखा एवं हकदारी, राज. जयपुर।
- 2 सम्बन्धित जिला शिक्षा अधिकारी (मुख्यालय)-माध्यमिक/मुख्य ब्लॉक शिक्षा अधिकारी।
- 3 सम्बन्धित संस्थाप्रधान।
- 4 प्रभारी, बजट अनुभाग, कार्यालय हाजा को प्रेषित कर लेख है कि उल्लिखितानुसार 03 पांवर स्वीकृति के अनुसार IFMS 3.0 पोर्टल पर कार्यालयाध्यक्ष को अद्यतन करवाने हेतु।
- 5 सम्बन्धित कोष/उप कोष।
- 6 सिस्टम एनालिस्ट, कार्यालय हाजा को विभागीय वेब साइट पर अपलोड करने/सम्बन्धित को ई-मेल प्रेषित करने हेतु।

वित्तीय सलाहकार
माध्यमिक शिक्षा राजस्थान, बीकानेर