

GOVERNMENT OF JAMMU & KASHMIR
FINANCE DEPARTMENT
Civil Secretariat, Jammu/Srinagar

Subject: Timelines for Release of Funds & payment of bills.

Government Order No. 244 -F of 2026
Dated: 22.07.2026

The Finance Department vide Circular No. DGAT/SNA-SPARSH/PS/DR/181 dated 22.05.2026, has specified timelines for submission, processing and payment of bills under the SNA-SPARSH framework. In order to ensure smooth payment cycle supported by robust budget release ecosystem, the following directions are issued for strict compliance:

1. Release of CAPEX Budget

After release of funds under CAPEX sector on BEAMS Portal by the Finance Department, the Administrative Department shall release the funds **within 10 days** to the Head of the Department; who, in turn, shall further release the funds **within 10 days** to the Executing Agency/ DDO. In case of any delay beyond 10 days at the level of Administrative Department / HoD, the funds shall get reversed to the Finance Department along-with disabling of the said activity on BEAMS portal, and any review for re-release by the department shall have to be taken up with the Finance Department.

2. Centrally Sponsored Schemes under SNA-SPARSH

In respect of Centrally Sponsored Schemes (CSS) onboarded on the SNA-SPARSH platform, all Mother Sanctions received from the concerned Ministries, Government of India, are being conveyed to the concerned Administrative Department on the **same day** of their receipt by Resource Division of Finance Department. After release of budget (central share along-with UT share, if any) by the Finance Department, all the departments shall further release the same to the subordinate offices **within two working days (48 hours)**.

3. Advance Drawl

After issuance of Financial Concurrence by the Finance Department, the Administrative Department shall issue the sanction for advance drawal **within five (05) working days** from the date of dispatch of such concurrence. The DDO shall present the bill relating to the sanctioned Advance Drawal to the concerned Treasury **within five (05) working days** from the date of sanction. In the event of failure to adhere to the timelines prescribed above, the sanction/authorization for the Advance Drawal shall be deemed to have lapsed. Simultaneously, the funds earmarked for the Advance Drawal shall be de-authorized along-with disabling of the said

activity on the BEAMS portal. In such cases, a fresh reference shall have to be made by the Administrative Department concerned to the Finance Department for re-issue of the financial concurrence and release of funds.

4. Processing of Bills

SNA-SPARSH bills received in the Treasury shall be processed within **two working days** for onward submission to the Cyber Treasury or in case of any deficiency, returned to the DDO **within one working day** of receipt of the bill. The Cyber Treasury shall, in turn, push the bills to PFMS **within one working day**.

Moreover, all bills pertaining to Capital Expenditure shall similarly be accorded top priority and shall invariably be processed for payment within two working days (**48 hours**) of their receipt in the Treasury, subject to fulfilment of all codal formalities. No bill shall be kept pending in any Treasury beyond the prescribed timelines. In cases where any deficiency, discrepancy or omission is noticed in a bill, the same shall be communicated to the concerned DDO through a Memo **within one working day** of receipt of the bill, clearly indicating the deficiencies requiring rectification.

5. Monitoring of Bill Processing

The J&K NIC shall put in place a monitoring dashboard for tracking the movement and processing of bills at various levels of the Treasury system. The dashboard shall facilitate real-time monitoring of bill flow & pendency against the prescribed timelines and shall be monitored at the level of the Additional Chief Secretary, Finance Department.

It is further directed that all Treasury Officers shall ensure strict adherence to the timelines prescribed in this Government Order. The Provincial Directors of Accounts & Treasuries organization shall monitor processing and disposal of bills on a day-to-day basis and ensure that no pendency occurs.

Moreover, Director(s) Finance/ Financial Advisors of the Administrative Departments shall be responsible for ensuring strict adherence to the prescribed timelines relating to processing of sanctions, release of funds and all actions under the aforementioned framework.

By order of the Government of Jammu & Kashmir.

Sd/-

(Shailendra Kumar), IAS

Financial Commissioner (ACS),

Finance Department.

Dated: 22.07.2026

No: DGAT/SNA/2026/PS/DR/7936501/240

Copy for information to:

1. All Administrative Secretaries to Government.
2. All Director(s) General of Finance Department.
3. All Heads of Departments/ Controlling Officers.

4. Divisional Commissioner Jammu/ Kashmir.
5. All Deputy Commissioners.
6. Director(s) Finance of all Administrative Departments.
7. Provincial Directors, Accounts & Treasuries.
8. All Treasury Officers.
9. Pvt. Secretary to the Hon'ble Chief Minister.
10. Pvt. Secretary to the Chief Secretary.
11. Pvt. Secretary to the Additional Chief Secretary, Finance Department.
12. Government Order file (W2scs).

Copy also to:

State Informatics Officer, NIC J&K for necessary action.


22.7.26
Director General,
Accounts & Treasuries,
Finance Department.