

The Kolkata Municipal Corporation
Municipal Commissioner's Office
Central Municipal Office Buildings
5, S.N. Banerjee Road
Kolkata – 700 013

Dated: 22.08.19

Municipal Commissioner's Circular No. 64 of 2019-20

All concerned are hereby directed that due to introduction of SBMS module in IFMS as notified through Memo no 2603-F(Y) dated 30.04.2019 of Addl. Chief Secretary to the Govt of W.B., Finance Dept, Audit Branch, it has been made mandatory to incorporate details of bank accounts where Scheme funds for various schemes are received from the government so that funds are continued to be received in the said bank account and for further performing schematic transactions and operations through the bank accounts. Such bank details would be entered in the SBMS module by the F&A Dept.

Accordingly, details of bank accounts which are created and maintained by the departments, other than F&A Dept, for receipt of Govt grants/Scheme funds should be sent to F&A Dept in the enclosed format by the respective Controlling Officers of the department within 7 (seven) days of issuing this order to ensure receipt of funds to that account. It is reiterated that unless the bank details are registered in the SBMS module, receipt of Scheme funds/Govt grants would neither be allowed by the Govt, nor any payment from the said account would be permitted.

It may also be noted that no entry of bank details for newly opened accounts would be permitted unless approval of Finance Dept, Govt of W.B. is obtained for generation of system based U.O. no through SBMS.

This will take immediate effect.


(KHALIL AHMED)
MUNICIPAL COMMISSIONER

Distribution:

1. PA to Hon'ble Mayor/Dy. Mayor/All MMICs
2. Jt. Municipal Commissioner (R&S)/(G&D)
3. CMF&A
4. CMA
5. All DGs
6. Spl. CMF&A
7. All Chief Managers
8. All Addl. CMF&As


(KHALIL AHMED)
MUNICIPAL COMMISSIONER

Format for Bank Statement for the non-Integrated Banks

Name of the Bank:

Name of the Branch:

IFSC Code:

Account Number:

Date on which the Account was opened:

Name of the Office/Organization:

Name(s) and designation(s) of the Operators of the Bank Account:

1.

2.

3.

Name of Scheme(s) for which fund is maintained in the Bank Account:

1.

2.

3.up to the total no of Schemes.

Opening Balance as on 1st April, 2019:

This is to certify that the information provided above is true to the best of my knowledge and belief

Signature of Operators with Seal

Signature of Controlling Officers with Seal