



**GOVERNMENT OF SIKKIM  
FINANCE DEPARTMENT  
GANGTOK**

**No. /FIN/ADM/116**

**Dated: 15/10/2020**

**OFFICE ORDER**

Following the retirement & posting of officers in the Finance Department, it has become necessary to review the working arrangement of officers of the Department. Accordingly; the changes are hereby made in the working arrangement of the officers in partial modification of O.O.No.177/Fin/Adm. dated 23-11-2018 as under:

**1) Shri Karma Choepel, Principal Director**

**(Accounts, General Administration, Loan and Revenue)**

- A) He shall head Loan & advances and Revenue Cell in addition to his existing assignments with the following additional responsibilities:
- B) He shall be responsible for monitoring of Audit Inspection reports of various departments and Draft Audit Reports forwarded by office of the Principal Accountant General. He shall be responsible for obtaining necessary replies of the departments on Audit Reports, Appropriation Accounts and other documents presented in the State Legislative Assembly.
- C) He shall arrange to present separate Audit Reports of PSUs to the State Legislative Assembly in close coordination with office of Principal Accountant General.
- D) He shall represent the Finance Department in Public Accounts Committee meetings in absence of Additional Chief Secretary, Finance Department.
- E) All matters related to financial institutions (both Banking & Non-Banking) and State level Bankers committee & State level Coordination Committee.
- F) He shall supervise the implementation of SIFMS.
- G) He shall also attend any other work assigned to him by higher authorities from time to time.
- H) He shall also examine the files of following Departments:
  - i) Department of Personnel
  - ii) Education
  - iii) Labour
  - IV) Information & Public Relation
  - v) Roads & Bridges
  - vi) Sikkim Public Service Commission

**He shall be assisted by the following Officers:**

- i) Mrs. Persis G. Lucksom, Addl. Director, Accounts

ii) Shri Choppel T.Lachungpa ,Additional Director(Nodal Officer, Loans & Advances/Revenue)

- iii) Shri Mahendra Pradhan, Additional Director, FCD/Administration
- iv) Shri P.K.Chettri,Dy. Director, Accounts
- v) Shri B.M.Karki, Accounts Officer, Loan/Revenue/Service

## **2) Shri Choppel T. Lachungpa, Addl. Director, Loans & Advances and Revenue Division (Nodal Officer)**

A) He shall assist Pr. Director, Accounts/ Administration, Loans and Revenue Division, for all the works relating to Loans and Revenue in addition to his existing assignments.

B) He shall supervise the implementation of SIFMS.

C) He shall be assisted by the following officers:

- i) Shri Rajendra Chettri Dy. Director, IT
- ii) Shri B.M. Karki, Accounts Officer
- iii) Shri P.L. Adhikari, Accounts Officer

## **3) Shri Mahendra Pradhan, Additional Director (Finance Commission Division / Administration.)**

He shall assist Pr. Director (FCD) & Director, FCD in all Finance Commission related works of the State Government and to Pr. Director, Accounts /Administration for other works.

**He shall be responsible for the following assignments:**

A) He shall look after Administrative Matters/ Division of the Department.

B) He shall function as Vigilance Officer of the Department.

C) He shall act as SPIO of the Finance Department (HQ).

D) He shall deal with all Legal matters of Finance Department (HQ) and references made by various departments on legal issues.

E) Matters relating to E-payment E-Governances, National Pension Schemes of GOI and correspondences relating thereto etc.

F) Matters relating to compliance & implementation of Indian Income Tax Act, 1961 in Sikkim & filing of returns by the D & DOs.

G) Matters relating to implementation of Direct Benefit Transfer (DBT) Schemes by the Departments.

H) Matters relating to Goods & Service Tax (GST)

I) Matters relating to Financial Institutions (both Banking & Non-Banking)

J) Matters relating to State level Bankers Committee, State level Coordination Committee.

K) Matters relating to implementation of Digital Document Execution (DDE) in Banks.

L) He shall also function as APIO of the department.

M) He shall also attend any other work assigned to him by higher authorities from time to time.

**He shall be assisted by the following officers:**

i) Shri K.S.ChettriDy.Director,FCD

ii) Shri R.B.Rai,Dy.Secretary

iii) Shri B.M.Karki, Accounts officer

iv) Shri Rajendra Chettri, Dy.Director(IT)

## **4) Shri Kumar Bardewa, Director, Budget/Nodal Officer- PFMS**

A) He shall head Budget Division of the Department.

B) He shall supervise the release of resources to the departments.

C) He shall be in-charge of Debt Management of State Government.

D) He shall also monitor the Government Investments other than Market borrowings.

E) He shall monitor & supervise the Receipts of Fund from Government of India, maintaining the requirements of Government Guarantee & Monitoring of daily Cash balances.

F) He shall be responsible for timely preparation of budgetary documents for submission to the State Legislative Assembly.

G) Presentation of Finance & Appropriation Accounts & CAG Reports to the State Legislative Assembly.

H) He shall also attend any other works assigned to him by higher authorities from time to time.

I) He shall be responsible for work relating to PFMS and shall provide secretarial support to State Advisory Group (SAG) on PFMS. He shall be the Nodal officer for PFMS.

**He shall be assisted by the following officers:**

- i) Miss Arpana Noami Rai, Joint Director
- ii) Shri Nawang Pintso Bhutia, Assistant Director
- iii) Shri Sidarth Rai, Assistant Director

**5) Shri Benu Kumar Mukhia, Principal Director,  
(FCD/FRBM/TPAOs/PGIPF/AUDIT)**

A) He shall supervise the matters relating to Treasury, Pay& Accounts Offices, PGIPF Cell and Internal Audit/Local Fund Audit in addition to his existing assignments.

B) He shall also attend any other works assigned to him by higher authorities from time to time.

C) He shall also examine the files pertaining to following Departments:

- i) Public Health Engineering
- ii) Sikkim Legislative Assembly
- iii) Planning & Development
- iv) Sports & Youth Affairs
- v) Information Technology
- vi) Commerce & Industries
- vii) Culture

**He shall be assisted by the following officers:-**

- i) Shri Linus Rai, Additional Director, FCD/FRBM.
- ii) Shri Mahendra Pradhan, Addl. Director, FCD/Adm.
- iii) Shri Keshar Singh Chettri, Deputy Director, FCD
- iv) Shri Rajen Chettri, Dy. Director, IT

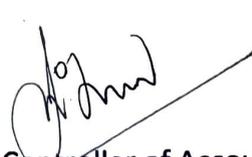
Sd/-  
(V.B. Pathak) IAS,  
Additional Chief Secretary,  
Finance Department

Memo No 347-55/Fin/Adm.

Dated: 15.10.2020

Copy for information & necessary action to:

1. All Officers of Finance Department,
2. Director, Treasury, Pay& Accounts,
3. Director, Internal Audit/L.F.A,
4. Chief Accounts Officer ,PGIPF,
5. Dy. Director, IT
6. Central Diary,
7. File and,
8. Guard file

  
Secretary cum Controller of Accounts