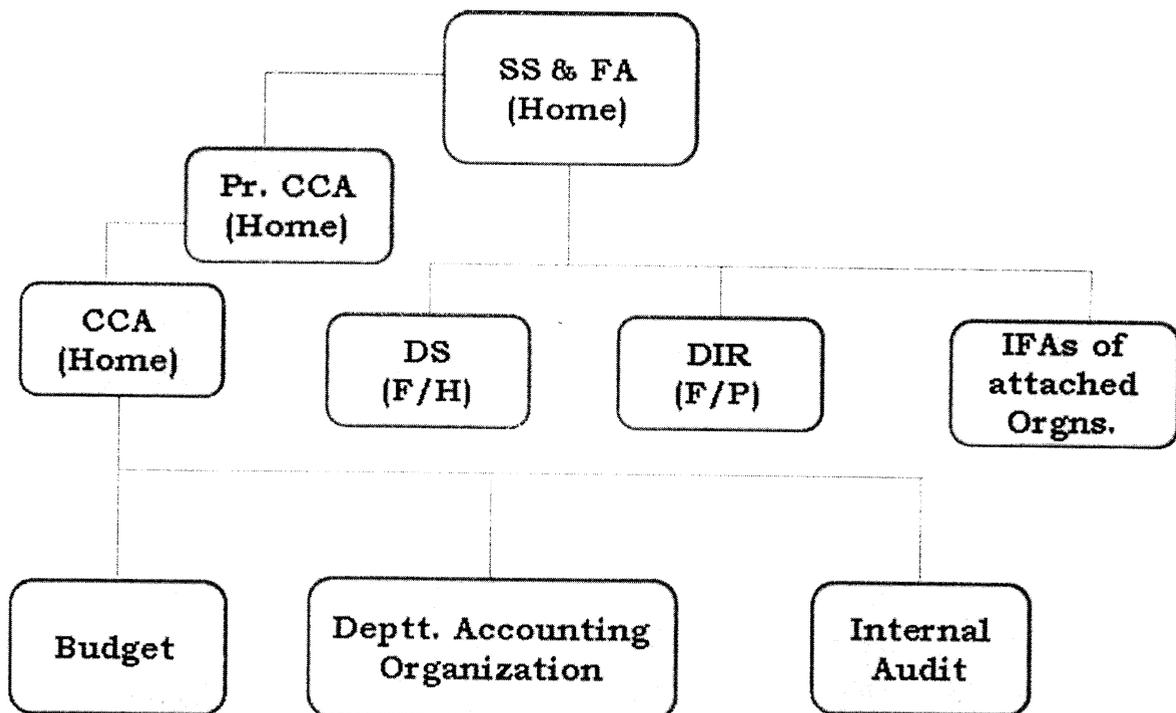


Finance Division of Ministry of Home Affairs

Background : Finance wing in the Ministry functions according to revised charter of Financial Advisors issued by the Ministry of Finance in 2006. Internal Financial Advice (IFA) system envisaged by the Ministry of Finance with a defined set of responsibilities is discharged by the IFD of MHA. The broad functions of the division include financial advice, budget, accounts and internal audit in the Ministry. Organization Structure: The Finance Division at present is headed by Special Secretary & Financial Advisor in MHA. He is assisted by Pr. Chief Controller of Accounts on issues related with budget, accounts and internal audit and by Director (Finance/Pers) on personnel related finance issues. Also, Deputy Secretary/Director (Finance/Home) assists the Financial Advisor in discharge of Financial Advice function and appraisal of various projects in Ministry of Home Affairs. Finance function in various attached organizations of MHA is being discharged by IFAs nominated in these organizations. These IFAs in their respective organizations discharge the finance function on behalf of FA(H) to the extent of delegation given to the executive authorities in attached organizations. IFAs are expected to carry out directives issued by the finance wing of MHA in their respective organizations. Also, Finance Wing of MHA carries out policy guidelines and directives issued by the Ministry of Finance.

Organization Chart :



Function of Finance Wing of MHA :

The functions of Finance Wing of MHA broadly include following aspects:

1. Financial Advice to the Administrative Ministry on all matters falling within the field of delegated powers to facilitate smooth functioning and timely implementation of schemes and programmes.
2. Financial appraisal and evaluation of projects and programs.
3. Responsible for carrying out directives of Ministry of Finance and ensures their implementation in MHA.
4. Monitoring the processing of Action Taken Notes on C&AGs para and taking prompt measures for their settlement.
5. FA is required to assist the Ministry of Home Affairs in optimum inter se programme prioritization and allocation based on expenditure profiles of each programme.
6. Finance wing also monitors closely the execution of budgetary process and coordinates with various administrative divisions and the Ministry of Finance in processing the cases of supplementary requirement, re-appropriations etc.
7. Budget formulation according to guidelines of Ministry of Finance is carried out by the Budget Division.
8. Prepares output outcome monitoring framework in respect of the schemes of the Ministry to monitor output outcome target.
9. The accounts wing working under FA, is responsible for preparation of Appropriation and Finance Accounts for the Ministry and submitting it to the Controller General of Accounts.
10. The internal audit of various schemes, programme and spending units is carried out by audit parties working under finance wing of MHA.
11. A monthly expenditure report is being submitted to executive authorities and a regular review of expenditure is being carried out along with executive authorities of MHA.
12. Implementation and monitoring of New Pension Scheme in various offices of MHA is being carried out by the Finance Wing.
13. The supervision of payment and Accounting functions in the Ministry is being carried out by FA and it is ensured that claims are being timely processed and appropriate service levels are being maintained in the organization.
14. A regular review of banking arrangement is also being carried out to ensure that appropriate service is provided by the accredited bank.
15. Finance wing acts as an interface between Ministry of Home Affairs and Ministry of Finance as well.

16. Issues related to delegation, processing of personal claims, revision of pensions and allowances arising out of implementation of recommendations of Pay Commission etc. are also being done by the Finance wing of MHA.

Budget at a Glance:

Budget Division of Ministry of Home Affairs administers ten grants of Union Government dealing with a wide range of organizations. Two of these grants are directly controlled by the Ministry and deal with expenditure related to Ministry's Secretariat, Registrar General of India for Census activities, National Population Register, Police Organisations under the Ministry, Border Management, Police Training, Modernization of Police Forces, Security Related Expenditure for Jammu & Kashmir, Naxal Management and North Eastern Areas, Crime and Criminal Tracking Network System, Freedom Fighters Pension, Disaster Management, Relief & Rehabilitation Programs, etc. Besides, there are five grants which account for expenditure incurred by five Union Territories without Legislature and two grants relate to Transfers to UTs with Legislature. Also, for the allocation related to Cabinet there is a separate grant.