

**GOVERNMENT OF KARNATAKA**

No. DPAR (AR) 21 KTV 2022

Karnataka Government Secretariat,  
Vidhana Soudha,  
Bengaluru, dated: 04.02.2022

**CIRCULAR**

Sub: Maintenance of Cash Declaration Register in all  
the Departments of State Government – reg.


\*\*\*\*\*

In view of the directions of the Hon'ble High Court of Karnataka in the order dated 10.11.2021 in W.P. No. 79/2021 (GM-KLA), it is directed that all the Department of State Government/ Boards/ Corporation shall maintain "Cash Declaration Register" in the prescribed format annexed to this Circular following the procedure as under:

"To have transparency in the State Government offices/Boards/ Corporation etc. in the State of Karnataka, the following instructions are issued to be observed with immediate effect:-

1. A register called "Cash Declaration Register" shall be opened to note the personal cash, of each official working in the Government Offices at the commencement of the work on each day.
2. As soon as the official signs attendance register/ AMS reporting to duty on working day, he/she shall declare the amount of cash brought to the office in the Cash Declaration Register under his/her signature.
3. The Cash Declaration Register shall be in the custody of the Group-B Officer of the concerned Section/ Branch. He shall have the authority to verify the authenticity of the entries made by the officials.
4. If any official is found to be in possession of any cash in excess of what he/she declared in the cash declaration register, it shall be construed that such excess cash was obtained as illegal gratification for showing official favour and the burden of proving otherwise shall be on such official.
5. The cash declaration register shall be open for inspection at all times during office hours by any higher /competent authority/ Unit Head/ Head of the Department.

The above instructions shall be followed strictly and any lapse in this regard will be view seriously.

  
(P. RAVIKUMAR)  
Chief Secretary to Government

**To:**

1. All Additional Chief Secretaries/Principal Secretaries/ Secretaries to Government
2. The Principal Secretary to Hon'ble Chief Minister, Vidhana Soudha, Bengaluru.
3. Hon'ble Advocate General, High Court of Karnataka Building, Bengaluru
4. All Regional Commissioners/ all Deputy Commissioners
5. The Member Secretary, Karnataka State Legal Services Authority, Nyaya Degula, 1<sup>st</sup> Floor, Siddaiah Road, Bengaluru-27.
6. All Heads of Department, Government of Karnataka
7. P.S. to Hon'ble Minister for Law, Vidhana Soudha, Bengaluru
8. P.S. to Chief Secretary to Government, Vidhana Soudha, Bengaluru
9. Joint Secretary to Government, Law Department (Admin-I), Vidhana Soudha, Bengaluru
10. Section Guard File.

**Copy to:**

The Registrar General, Hon'ble High Court of Karnataka, Bengaluru – for kind information / for necessary action.