

**MOST IMMEDIATE**  
**TIME BOUND**

GOVERNMENT OF NCT OF DELHI  
DEPARTMENT OF SOCIAL WELFARE  
GLNS COMPLEX : DELHI GATE : NEW DELHI  
(ACCOUNTS-I BRANCH)

No.F.7(1)/DSW/ACCT-I/2020-21/ 7796-7808

Dated:

05 OCT 2020

To

✓ All DDO/HOO/Implementing Officers/AD(Plng.),  
Department of Social Welfare,  
Delhi/New Delhi.

Sub: **Revised Estimates 2020-21 and Budget Estimates 2021-22.**

Madam/Sir,

This is in continuation of letter dated 17/9/2020 on the subject cited above, Finance (Budget) Department, GNCTD has issued Budget Circular on 01/10/2020 with direction to submit the Revised Estimates (RE) for 2020-21 and Budget Estimates (BE) for 2021-22 in the prescribed proforma Statement I to VI and Annexure I to IV for additional information relating to Scheme/Programme/Projects in accordance with the provisions of the General Financial Rules, 2017 and detailed guidelines enclosed.

In this regard, all DDOs/HOOs are directed to submit their proposal for Revised Estimates 2020-21 and Budget Estimates 2021-22 in the prescribed proforma **by 07.10.2020 positively** either through email (niranjan.kmr@gov.in) or through hard copy to the undersigned and information relating to Scheme/Programme/Projects may be sent directly to AD(Planning) for further necessary action.



(A.K. Aggarwal)  
Dy. Controller of Accounts  
Ph.23392479

Encl:As above.

No.F.7(1)/DSW/ACCT-I/2020-21/ 7796-7808

Dated:

Copy forwarded for information & necessary action to:-

1. All Distt. Officers/SO(RTE)/RGO/In Charge (VAC)/All Deputy Directors/In Charge Drug Abuse Coordination Unit/All Branch In Charges.
2. PA to Director.
3. Sr. System Analyst for uploading on Deptt.'s website.

(A.K. Aggarwal)  
Dy. Controller of Accounts

Department wise abstract for RE 2020-21 and BE 2021-22

Statement-I

Demand No.: \_\_\_\_\_

Name of Department: \_\_\_\_\_

Major Head of Account	(₹ in thousand)		
	Budget Estimates 2020-2021	Revised Estimates 2020-2021	Budget Estimates 2021-2022
<b>(A) Revenue Section</b>			
1. Establishment & Other Committed Expenditure			
2. State Schemes and Projects including			
3. Centrally Sponsored Schemes			
<b>Total- Revenue Section (A)</b>			
<b>(B) Capital Section</b>			
1. State Schemes and Projects including			
2. Other Expenditure			
<b>Total- Capital Section (B)</b>			
<b>(C) Loan &amp; Advances</b>			
<b>Total- Loan &amp; Advances (C)</b>			
<b>Grand Total (A+B+C)</b>			

**Detailed Head Wise Statement of Gross Budget Estimates for RE 2020-21 and BE 2021-22 of Department**

Statement-II

Demand No.: \_\_\_\_\_

Name of Department: \_\_\_\_\_

Major /Sub Major/Minor/Sub/Detailed head/ Object head as available in DDG (15 digits)	Voted/ Charged	Actuals		Budget Estimates	Expenditure of last six months (actuals)	Expenditure of first six months (actuals) upto 30.09.2020	Revised Estimates	Budget Estimates	Reasons for variation between columns			
		2018-2019	2019-2020						2020-2021	2020-2021	2021-2022	5 & 8
1	2	3	4	5	6	7	8	9	10	11		
<b>Total</b>												

Note: Reasons for variations may be given in a separate sheet, if necessary.



**ABSTRACT OF NOMINAL ROLLS -REVISED ESTIMATES 2020-21**

Statement-III

Demand No.: \_\_\_\_\_  
 Name of Department: \_\_\_\_\_  
 Major Head: \_\_\_\_\_

(₹ in thousands)

Group of Post	Particulars	No of Post	Pay Level	Total provision for all posts as per col.No.3					Grand total (Col.5+6+7+8+9)
				Basic pay	DA	Transport Allowances	H.R.A.	Other Allowances	
1	2	3	4	5	6	7	8	9	10
A	Post Filled								
B	Post Filled								
C	Post Filled								
	<b>Sub Total filled Posts</b>								
A	Post Vacant								
B	Post Vacant								
C	Post Vacant								
	<b>Sub Total Vacant Posts</b>								
	<b>Grand Total Filled &amp; Vacant Posts</b>								

Note:

1. The Abstract of Nominal Rolls should be prepared Major Head-wise as in the Demands for Grants.
2. A Consolidated statement for the Grant as a whole should also be sent along with the detailed Nominal Rolls.
3. Estimates for vacant posts should be filled up based on the number of months for which the posts are likely to be filled up in the current financial year.

**ABSTRACT OF NOMINAL ROLLS - BUDGET ESTIMATES 2021-22**

Statement-IV

Demand No.: \_\_\_\_\_  
 Name of Department: \_\_\_\_\_  
 Major Head: \_\_\_\_\_

(₹ in thousands)

Group of Post	Particulars	No of Post	Pay Level	Total provision for all posts as per col.No.3					Grand total (Col.5+6+7+8+9)
				Basic pay	DA	Transport Allowances	H.R.A.	Other Allowances	
1	2	3	4	5	6	7	8	9	10
A	Post Filled								
B	Post Filled								
C	Post Filled								
	<b>Sub Total Filled Posts</b>								
A	Post Vacant								
B	Post Vacant								
C	Post Vacant								
	<b>Sub Total Vacant Posts</b>								
	<b>Grand Total Filled &amp; Vacant Posts</b>								

Note:

- 1 The Abstract of Nominal Rolls should be prepared Major Head-wise as in the Demands for Grants.
- 2 A Consolidated statement for the Grant as a whole should also be sent along with the detailed Nominal Rolls.
- 3 Estimates for vacant posts should be filledup based on the number of months for which the posts are likely to be filled up in the next financial year.

**STATEMENT SHOWING NEW SERVICE \*/NEW INSTRUMENT OF SERVICE \*\* FOR WHICH PROVISION HAS BEEN PROPOSED IN REVISED ESTIMATES  
2020-2021 AND BUDGET ESTIMATES 2021-2022**

Demand No.: \_\_\_\_\_

Name of Department: \_\_\_\_\_

Sl. No.	Name of the Scheme/Activities/Item of Expenditure	Major/Sub-head/Minor/Sub-head/Detailed head/Object Head	Voted/Charged	Budget Estimates			Reference No and date of sanction with copy thereof		Whether it requires prior approval of Legislative Assembly or to be reported to Legislative Assembly #
				2020-21	Revised Estimate 2020-21	Budget Estimate 2021-22	7	8	
1	2	3	4	5	6	7	8	9	

New Service: \*

As per Article 115 (1)(a) of the Constitution of India, it refers to expenditure arising out of new policy decision not brought to the notice of Parliament earlier, including a new activity or a new form of investment.

New Instrument of Service: \*\*

Refers to relatively large expenditure arising out of important expansion of an existing activity. (Please see O.M. No.F.1(23)-B (AC)/2005 dated 25.5.2006 for details).

Column 9 #

Please see Rule 10 and Govt. of India Decision thereunder of DFPR, 1978













**Proposed Estimated Receipts and Expenditure of Autonomous Bodies / Grantee Institutions / PSUs for RE 2020-21 & BE 2021-22**

**ANNEXURE-IV**

(Rs/ Lakh)

Name of Institution .....		Actual 2019-20	BE 2020-21	Actuals for 1st 06 months 2020-21	RE 2020-21	BE 2021-22
A	Opening Balance as on 1st April, 2020	3	4	5	6	7
	Description					
1	2					
<b>B.</b>	<b>Receipts</b>					
1	Major item wise Receipts from Operations (Eg. Water tariff, Tickets Sell, Fee from student, Property Tax etc.)					
1.a	.....					
1.b	.....					
1.c	.....					
2	Interest Income					
3	Grant from Govt. of India					
4	Grant from GNCTD					
5	Other Receipts					
	<b>Total Receipts (1 to 5)</b>					
<b>C</b>	<b>Expenditure</b>					
1	Salary					
2	Wages					
3	Essential Administrative expenses					
4	Capital Expenditure					
5	Other Expenditure					
	<b>Total Expenditure (1 to 5)</b>					