

Government of Jammu and Kashmir
Finance Department, Civil Secretariat

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No: FD-VII-Gen. (18)/2014-15

Dated: 10 -09-2018

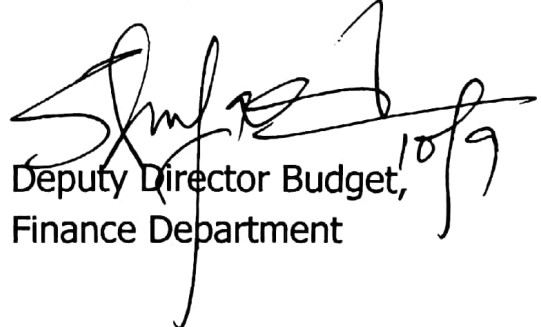
Subject: Preparation of Budget Estimates of 2019-20 and Revised Estimates of 2018-19.

The process for the preparation of the State Budget 2019-20 is required to be set in motion now so as to accomplish the task within the specified timelines. All the Administrative Departments / HoDs are, therefore, requested to furnish to the Finance Department the duly filled in Form B-4 (I) and Form B-4 (II) (revised formats enclosed) to be authenticated by the Administrative Secretary concerned and the Director Finance / Financial Advisor & CAO of the Department.

The Departments shall also provide the category wise details of the daily wagers / casual workers in the following template:

HoD / Department	Category	No.	Date on which engaged	No. of months wages received in			
				2015-16	2016-17	2017-18	2018-19
1.	2.	3.	4.	5.	6.	7.	8.

The information may be furnished to the Finance Department within 10 days from the date of issue of this communication.


Deputy Director Budget,
Finance Department

Financial Commissioner/
Principal Secretary to Government/
Commissioner Secretary to Government/
Secretary to Government,
_____ Department

Copy to the:

1. Ld. Advocate General, J&K, Srinagar.
2. Accountant General (A&E) J&K, Srinagar/ Jammu.

3. Principal Resident Commissioner, J&K Government, 5-Prithivi Raj Road, New Delhi.
4. Divisional Commissioner Kashmir/Jammu.
5. Registrar General, J&K High Court, Srinagar.
6. Director and Ex-Officio Secretary to Government, SKIMS, Soura, Srinagar.
7. All Heads of Departments.
8. All Directors Finance / Financial Advisors & CAOs.
9. Additional Secretary to Government, Finance Department.
10. Director/SIO, NIC, Srinagar/Jammu
11. Joint Director, Resources, Finance Department.
12. OSD to Advisor (V) to Hon'ble Governor.
13. Pvt. Secretary to Principal Secretary to Government, Finance Department.
14. All Sectional Heads of Finance Department.
15. I/c Finance Department Website.
16. P.A. to Director Budget, Finance Department
17. Stock file.

FORM B-4 (i)

Object Head-wise provision proposed for pay of Officers / Establishment.

BUDGET YEAR: 20...-20...

DEPARTMENT :

OFFICE :

DEMAND NO. :

MAJOR HEAD :

MINOR HEAD :

SUB-HEAD/DETAILED HEAD :

(in ₹)

Object Head	Accounts of the previous fin. Year	Original Estimates for the ongoing fin. year	Revised Estimates for the ongoing fin. year	Estimates for the Budget year
1	2	3	4	5
A- Pay of officers				
Pay in the Level				
PP/SP/CA				
D.A				
M.A				
H.R.A				
C.C.A				
T.M.A				
Others*				
Total (A)				
B- Pay of Establishment				
Pay in the Level				
PP/SP/CA				
D.A				
M.A				
H.R.A				
C.C.A				
T.M.A				
Others*				
Total (B)				
Total (A+B)				

PP-Personal Pay; SP-Special Pay; CA-Charge Allowance

* Each of the allowance that is drawn along with salary should be shown separately with nomenclature.

Signature and Designation of officer

Date:

Notes; 01. In column 2, kindly indicate accounts (actuals) of the year preceding the ongoing financial year.

In columns 3 and 4, indicate original and revised estimates for the ongoing financial year.

Column 5 relates to the Budget year.

02. "Voted" and "Charged" items to be shown separately.

FORM B-4 (ii)

Details of posts / nomenclature-wise provision proposed for pay of Officers / Establishment Budget Year: 20....-20....

DEPARTMENT :

OFFICE :

DEMAND NO. :

MAJOR HEAD :

MINOR HEAD :

SUB-HEAD/DETAILED HEAD :

Revised Estimates for the ongoing financial year

(in ₹)

S. No.	Sanctioned strength & nomenclature of posts	Pay Level	Salary		Salary Total	Allowances						Allowances Total	Grand Total
			Pay in Level	PP/SP/CA		DA	MA	HRA	CCA	TMA	Others		
1	2	3	4	5	6	7	8	9	10	11	12	13	14
	A-Gazetted												
1													
2													
3													
.													
.													
	Total (Gazetted)												
	B-Non-Gazetted												
1													
2													
3													
.													
.													
	Total Non-Gazetted												

Estimates for the Budget year

S. No.	Sanctioned strength & nomenclature of posts	Pay Level	Salary		Salary Total	Allowances						Allowances Total	Grand Total
			Pay in Level	PP/SP/CA		DA	MA	HRA	CCA	TMA	Others		
1	2	3	4	5	6	7	8	9	10	11	12	13	14
	A-Gazetted												
1													
2													
3													
.													
.													
	Total (Gazetted)												
	B-Non-Gazetted												
1													
2													
3													
.													
.													
	Total Non-Gazetted												

Signature and Designation of officer
Date:

Note: 'Voted' and 'Charged' items to be shown separately