

105)

No. 1/17/2013-Bud./320
Government of India
Ministry of Water Resources

New Delhi, dated, the September 9, 2013

To

Heads of all Organizations
under MoWR

Sub: RE 2013-2014 (Plan & Non-Plan) and BE 2014-2015 (Non-plan)-submission of proposals regarding.

Sir/Madam,

I am directed to invite proposals for RE 2013-2014 (Plan and Non-plan) and BE 2014-2015 (Non-plan) in respect of your organization. While furnishing detailed proposals, the following points may be kept in view: -

- i) Inter-Unit changes (except in respect of 'Salaries') would be considered provided the total RE 2013-2014 proposals do not exceed the overall sanctioned limit for BE 2013-2014.
- ii) All instructions on economy in expenditure issued from time to time should be strictly adhered to.
- iii) Reasons for variations, if any, under individual units of appropriation, should be clear and concise. **It may please be noted that reduction in sanctioned budget or excess demand over and above sanctioned budget will not be considered if detailed reasons for saving/excess are not furnished.**
- iv) Reasons for variations, if any, should be furnished with detailed break-up of the provision as shown in **Annexure -I** to this letter.
- v) If under any unit of appropriation (except 'salaries'), there is salary component, detail break-up should be given for the same as per **Annexure-III**.
- vi) **Actuals 2012-2013** and actual expenditure incurred upto **August, 2013** should be provided along with the estimates.
- vii) R.E. 2013-2014 (Plan and Non-Plan) and B.E. 2014-2015 (Non-Plan) should be indicated both on gross and net basis, indicating the 'Recoveries' separately. The shortfall/excess in 'Recoveries' should also be explained adequately.
- viii) Effect of additional installments of dearness allowance sanctioned this year and the net additionality asked there for (that is, after setting off against savings, if any). The details should be enclosed as a separate statement.

ix) Provision for vacant posts should not be kept either in R.E. 2013-2014 or B.E. 2014-15. If any provision is kept because of necessity, the details of such posts and provisions kept therefor along with justifications should be provided in a separate statement.

x) A separate statement, indicating a) Plan provision made scheme/project-wise in B.E. 2014-2015 against externally aided projects, (b) expenditure incurred upto August 2013, (c) amount for which claims have been lodged with the office of Controller of Aid Accounts & Audit, DEA seeking reimbursement from the external donor; and (d) requirement in R.E. 2013-2014, should be enclosed.

xi) Details of authorized and held manpower and current/arrear liability on account of pay and allowances in respect of CPSUs and substantially financed autonomous bodies getting non-plan budget support should be enclosed.

xii) Details of unspent balances as on 1st April, 2013 with all grantee/loanee bodies (other than the States) in respect of all bodies which received more than Rs.1.00 crore grant/loan during 2012-2013 should be enclosed as a separate statement for each body.

xiii) Details of Estimates of committed expenditure, which is being provided for the first time as Non-Plan in R.E. 2013-2014 and thereafter in B.E. 2014-15 should be enclosed in a separate statement.

xiv) Details of items of expenditure, which are matched by or linked to receipts like externally aided projects, bonus share, cesses etc. should be enclosed in a separate statement.

xv) Detail information regarding expenditure category, Public Sector Enterprises, IEBR etc may please be sent as per **Annexure-IV**.

xvi) The budget proposals should strictly be prepared as per the Annexures – **I, II, III and IV (Part – A, B & C) enclosed**.

xvii) *As per the FRBM act only 33% of the budgeted expenditure would be permissible in the last quarter of the financial year. Budget may be accordingly formulated taking into account above restriction.*

2. It has been seen in the past that there has been substantial variation in the Budget Estimates and Revised Estimates vis-à-vis actual expenditure, which reflects that adequate care has not been taken in preparing the estimates. It has, therefore, to be ensured that the estimates are as realistic as possible.


3. If fresh/further instructions on the formulation of Budget proposals are received from Ministry Of Finance, the same will be intimated to you in due course for compliance.

4. Proposals for Estimated Revenue Receipts are required to be sent directly to the office of Controller of Accounts, Ministry of Water Resources for which instructions would be issued separately by that office.

The budget proposals, complete in all respects, should reach the Budget Section of the Ministry, duly vetted by SMD, **latest by 20.09.2013**. Receipt of this letter may kindly be acknowledged.

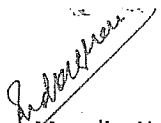
Yours faithfully,

Encls: Annexure I, II, III & IV


(Sudershan Mendiratta)
Under Secretary (Budget)
Tel. No. 2371 9302

Copy to:-

1. JS(A)/JS(PP)/ADG(MoWR)/Commr.(Indus)/Commr.(B&B)/Commr.(SP)/
Commr.(Ganga)/Commr.(Pen.R.)/Advisor (Eco), Ministry of Water Resources, New Delhi.
2. Director (GA), Ministry of Water Resources. It may please be ensured that the proposals for RE 2013-14 (Plan and Non-Plan) and BE 2014-15 (Non-plan) in respect of Ministry (proper) are furnished by **20.09.2013 positively**.
3. Controller of Accounts, Ministry of Water Resources, Shastri Bhawan, New Delhi.
4. US(Admn.), Ministry of Water Resources.
5. Cash Section, MoWR, Shastri Bhawan, New Delhi.


(Sudershan Mendiratta)
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