

**GOVERNMENT OF ASSAM,
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION,ASSAM,
KAHILIPARA,GUWAHATI-19**

No.ACB/BE/14/2013/15

Dated Kahilipara,the 14th August /2013.

From :- Shri P. Jidung M.A., M. Phil, LL.B, A.E.S.
Director of Higher Education,
Assam,Kahillipara,Guwahati-19.

To

The Principal (All Provincialised Colleges).

P.O.....Dist.....

Sub. SUBMISSION OF BUDGET ESTIMATES FOR THE YEAR 2014-15.

Sir/Madam,

In inviting a reference to the subject cited above, I have the honour to request you to submit budget estimate for the financial year 2014-15.

I would also like to request you to kindly submit the BUDGET ESTIMATES of your Office/Institution as per "L" form is enclosed herewith in quadruplicate on or before 10th September /2013.

"L" statement should be submitted separately showing number and name of incumbents for each sub head under the various Minor ,Major head of account included in the estimates.

"L" statement must be submitted in a BOOKLET FORM .

It is also mentioned here that non submission of Budget estimates in due time, the provision of fund may not be considered for inclusion in the budget estimates 2014-15 for which DDOs concerned will be held personally responsible .

This may pleased be treated as TOP MOST PRIORITY.

Please acknowledge the receipt of the same .

Yours faithfully,

Sd/-(P.Jidung)
Director of Higher Education, Assam,
Kahilipara, Guwahati-19.

Memo No.ACB/BE/14/2013/15-A

Dated Kahilipara,the 14th August /2013.

Copy to :-

- 1) The Commissioner Secy. to the Govt. of Assam, Education (H) Deptt., Dispur, Ghy-6 for information.
- 2) The Dy. Director of Higher Education, Assam, i/c of G(A),Apptt./Scholarship,ACA/Nazrat,G(B) branch of this Office for information and necessary action .
- 3)The Supdt. of G(A),Apptt./Scholarship,ACA/Nazrat,G(B) branch of this Office for information and necessary action .

Sd/-(P.Jidung)
Director of Higher Education, Assam,
Kahilipara, Guwahati-19.

FORM - "L"

STATEMENT SHOWING DETAILS OF SANCTIONED POSTS AND NAME OF INCUMBENTS WITH PAY IN SUPPORT OF THE BUDGET PROPOSAL UNDER SALARY

Department Code:	<input type="text"/>	Name of Department	<input type="text"/>
Sub-Department Code	<input type="text"/>	Name of Head of Department	<input type="text"/>
DDO Code	<input type="text"/>	Name of Head of Office:	<input type="text"/>
Budget proposal year	<input type="text"/>		

Head of Accounts	Major Head	Sub-Major Head	Minor Head	Sub Head	Sub-Sub Head	Detail Head

Part-I: SANCTIONED POSTS DETAILS

Sl. No.	Name of Posts	Class (I/II/III/IV)	No. of posts sanctioned			Scale of Pay (Rs.)	Remarks, if any
			Filled-up	Vacant	Total		
1	2	3	4	5	6	7	8

Part-II Name of incumbents with pay and allowances:

Sl. No.	Name of Incumbents	Designation (Name of the post hold)	Pay band	Basic Pay as on 1st March (Including Grade pay) (Rs.).	Special Pay (if any) (Rs.)	Amount of Pay for the year (Column (5+6) X 12 months)	Amount of Increment (Rate X No. of months)	Total of pay column (6+7+8) (Rs.)
1	2	3	4	5	6	7	8	9
	Grand Total							

Signature of Budget controlling authority.

SUMMARY OF BUDGET 2014-2015

For University				For Colleges			
Nos of Post	Filled up	vacant	Total	Nos of Post	Filled up	vacant	Total
Vice-Chancellor				Principal			
Registrar				Vice-Principal			
Deputy Registrar				Professor			
Assistant Registrar				Associate Professor			
Professor				Assistant Professor			
Associate Professor				Librarian			
Assistant Professor				Assistant Librarian			
Deputy Librarian				S.A./H.A.			
Assistant Librarian Sr.				U.D.A.			
Assistant Librarian				L.D.A.			
Grade III				Lab Assistant			
Grade IV				Lib Assistant			
And other				Lab Bearer			
				Lib Bearer			
				Grade IV			
				Demonstrator			
Others .							
W.E.F. 1.4.2014 to 31.3.2015(Twelve months)							
Total pay Band	Total grade Pay	Total Basic Pay (1+2)	Total D/A	Total H/R	Total M/A	Other allowance	Total Pay for 2014-2015 (3+4+5+6+7)
1	2	3	4	5	6	7	8

Signature of the D.D.O.