

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE LABOUR COMMISSIONER
5 SHAM NATH MARG, DELHI- 110054

Sub: - Final Excess & Savings statement for the year 2013-2014.

As per the instructions received from Finance(Budget) Department, GNCTD, all the offices are required to have a final review of the Budgetary position for the financial year 2013-14, based on actual expenditure during the last ten months of the year, committed liabilities and expenditure likely to be incurred in the remaining part of the year. The proposed review provides the final chance for re-appropriation or surrender of funds. **It may be noted that neither any re-appropriation of funds will be allowed nor any surrender of funds will be accepted after the finalization of Excess & Savings statements.**

It is, therefore, requested to send the Final Excess & Savings statement after careful consideration in the enclosed format by **31.01.2014**, so that the budget in each head could be demanded / surrendered as per the requirement of the department.

If no information is received by the due date, the already allocated budget figures shall be taken as final.

Encl: Performa on back page.

(V.S. Arya)

Joint Labour Commissioner(HQ)/HOO

No.F.5(906)/LC/Acctts./Budget/2013-14/4561

Dated : 10/01/2014

Copy forwarded for necessary action to:-

1. The Addl. Labour Commissioner/Member Secretary, Delhi Child Labour Rehabilitation-cum-Welfare Society, 5-Sham Nath Marg, Delhi-110054.
2. Member Secretary, Delhi Swastha Kutumb Society, 5-Sham Nath Marg, Delhi-110054.
3. The Addl. Labour Commissioner, Delhi Swalamban Yojana, Labour Department 5-Sham Nath Marg, Delhi-110054.
4. Welfare Commissioner, Delhi Labour Welfare Board, 7th Floor, A-Wing, Vikas Bhawan-II, Upper Bela Road, Delhi-110054.
5. Dy. Labour Commissioner (Care Taking Branch), 5-Sham Nath Marg, Delhi-110054
6. All the Head of Offices of districts offices of Labour Department Distt. North, North-West, South, South-West, West, East, North-East, Central & New Delhi.
7. Asstt. Director (Planning), Labour Department, 5-Sham Nath Marg, Delhi-110054.
8. PA to Secy-cum-Commissioner(Labour), Labour Department, 5-Sham Nath Marg, Delhi-110054 for information.
9. Systems Analyst, for uploading the same in the website of Labour Deptt

(V.S. Arya)

Joint Labour Commissioner(HQ)/HOO

Final Excess and Saving Statement

Plan/Non Plan
(Voted/Charged Expenditure)

Department : _____

Head of Account with nomenclature of the scheme as appearing in the Detailed Demands for Grants	Budget Estimates 2013-14 as per Detailed Demands for Grants	Additional amount authorised during the year	Amount accepted in Revised Estimates 2013-	Actual for last 10 months i.e. 1.4.2013 to 31.1.2014	Anticipated expenditure for the remaining two months i.e. 1.2.2014 to 31.3.2014	Total Expenditure for the year 2013-14	Variation between Col. 2 & 7 i.e (7- 2) Excess(+) Savings(-)	Reason for variation
1	2	3	4	5	6	7	8	9
			14			14		

- 1. Salaries
- 2. Wages
- 3. Domestic Travel Expenses
- 4. and so on

(i) All figures should be rounded off in thousand of rupees

Certified that :-

- (i) This Statement has been personally and carefully examined by me
- (ii) The funds provided are likely to be utilised before the close of the current financial year
- (iii) The amount of additional allocation provided so far has been taken care of while showing total requirement of current financial year

Signature of Head of Office

21/7/14

20/7/14