

**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 2015-2016 (Non-Plan).

As per the instructions received from Finance(Budget) Department, GNCTD, all the branch in-charges are required to have a final review of the Budgetary position for the financial year 2015-16, 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 to avoid large savings and supplementary provisions to avoid rush of expenditure in the last month of the financial year with specific and realistic reasons of variation by 25.02.2016 at 01:00 p.m., 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 and the responsibility of any savings or excess will rest solely with the concerned officer.

(Anil Bhatnagar)

Dy. Labour Commissioner(Admn.)/HOO

No.F.5(1047)/LC/Accts./Budget/2015-16/3601

Dated : 24/02/16

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 (R.E.2015-16 Rs.50 Lakhs).
2. The Addl. Labour Commissioner, Labour Department 5-Sham Nath Marg, Delhi-110054 (R.E.2015-16 Rs.29.6 Lakhs for Adv. & Publicity, Rs.3 Lakhs for Statutory/Non-Statutory Committees / Boards and Rs.1 Lakhs for Training & Research)
3. Welfare Commissioner, Delhi Labour Welfare Board, 7<sup>th</sup> Floor, A-Wing, Vikas Bhawan-II, Upper Bela Road, Delhi-110054 (R.E.2015-16 Rs.20 Lakhs GIA General for Matching Grant, Rs.15 Lakhs for GIA General-Running of Holiday Homes and Rs.2 Lakhs GIA for Capital Assets).
4. Dy. Labour Commissioner (Admn.), 5-Sham Nath Marg, Delhi-110054 (R.E.2015-16 Rs.2.50 Lakhs for Foreign Travel Expenses).
5. Asstt. Labour Commissioner (Care Taking Branch), 5-Sham Nath Marg, Delhi-110054 (R.E.2015-16 Rs.130 Lakhs for Office Expenses and Rs.29.6 Lakhs for Adv. & Publicity).
6. System Analyst, Labour Department, to furnish the information regarding EDP Cell (R.E.2015-16 Rs.121 Lakhs) and also to upload the circular on the website of Labour Department.
7. Litigation Assistant, Labour Department to furnish the information regarding Professional Services Head (B.E.2015-16 Rs.3.95 Lakhs).
8. PA to Secy-cum-Commissioner (Labour), Labour Department, 5-Sham Nath Marg, Delhi-110054 for information.

(Anil Bhatnagar)

Dy. Labour Commissioner(Admn.)/HOO