

**MOST URGENT/BUDGET**

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**CIRCULAR**

Subject : Formulation of Budget for Revised Estimates 2017-2018 and Budget Estimates 2018-2019 - Daman & Diu (UT).

The Revised Estimates 2017-2018 and Budget Estimates 2018-2019 in respect of UT Administration of Daman & Diu are required to be submitted to the Government of India, Ministry of Home Affairs by this Administration. The RE and BE should be therefore, be submitted to the Finance Department, Secretariat, Moti Daman in Hard Copy so as to reach latest by 18/09/2017. The following broad guidelines may please be kept in view while formulating the proposal.

1. The Government of India, Ministry of Finance has merge Plan and Non-Plan Sector during the current financial year 2017-18, therefore, the department should take care to make realistic budget provision in RE 2017-18 and next year BE 2018-19.
2. The figures of RE & BE should be rounded off in thousand of rupees.
3. The figures of actual expenditure be indicated by rounding off to thousands of rupees.
4. Care should be taken to make realistic provision for vacant posts as to avoid unintended savings at the end of financial year.
5. Care should be taken to make realistic budget provision for 7<sup>th</sup> Central Pay Commission in RE 2017-18 & BE 2018-19 as per Central Civil Service (Revised Pay) Rules, 2016.

