

From

Director,  
Treasuries and Accounts Department,  
Haryana, Chandigarh.

To

All the Treasury Officers/Assistant Treasury Officers  
In Haryana State.

Memo No. TA-HR(DMC)/2012/2908  
Dated: 12-12-2012

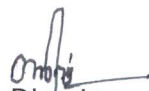

Subject: Preparation of Budget Estimates for the year 2013-14-Instructions regarding

Kindly refer to Govt. letter No. 2/5/2012-1B&C dated 12-12-2012 (Copy enclosed)

In this regard it is brought to your notice that above instructions of Finance Department regarding preparation of Budget Estimates for the year 2013-14 and revised Budget Estimates for the year 2012-13 may be implemented in letter and spirit. All DDOs under your jurisdiction may be apprised of the above said Govt. instructions. The copy of the above instructions may also be displayed on the notice board in your treasury as well as sub-treasuries offices to enable all concerned to read the same to avoid any complication at a later stage.

2. Time Schedule for DDO/BCO/BCA (copy enclosed) regarding preparation and submission of budget estimates may also be displayed on **Notice Board** is also enclosed.

DA/As Above

  
Joint Director  
for Director, Treasuries and Accounts  
Department, Haryana, Chandigarh.  


**BUDGET INSTRUCTIONS**  
**MOST IMMEDIATE**  
**DATE BOUND**

No. 2/5/2012-1B&C

From

Principal Secretary to Government Haryana,  
Finance Department.

To

1. All the Heads of Departments in Haryana.
2. Registrar(General), Punjab & Haryana High Court, Chandigarh.
3. All the Commissioners, Ambala, Hisar, Gurgaon and Rohtak Division.
4. All the Deputy Commissioners and Sub Divisional Officer (Civil) in Haryana State.

Dated, Chandigarh, the 12<sup>th</sup> December, 2012.

**Subject: Preparation of Budget Estimates for the year 2013-2014 - Instructions regarding.**

Sir,

Kindly refer to budget instructions dated 18<sup>th</sup> July, 2012 issued vide No. 2/5/2012-1B&C and also instructions No. 28/31/2012-5B&C dated 22<sup>nd</sup> October, 2012 in relation to Budget Estimates for Financial Year 2013-14 and Revised Estimates for Financial Year 2012-13.

As per the above referred instructions dated 22<sup>nd</sup> October, 2012, it is now required that expenditure budget for Plan as well as Non-Plan Schemes should be sent online to the Finance Department through Online Budget Allocation, Monitoring & Analysis System (bamsharyana.nic.in). In view of the above, all the departments are advised to ensure compliance of instructions dated 22<sup>nd</sup> October, 2012 and their proposal to Finance Department for Budget Estimates for Financial Year 2013-14 and Revised Estimates for Financial Year 2012-13 should be accompanied with a report of budget proposal generated through this system. The budget requirement proposal should be sent to Finance Department only after sending the budget online to the Finance Department. In case manual budget proposal has already been sent to the Finance Department, then concerned department should ensure that data is entered online and sent online to the Finance Department also at the earliest so that their budget demand can be considered. Further in case DDOs fail to submit their non plan budget requirements online by 18<sup>th</sup> December, 2012 then they will not be able to draw any payments from the treasury w.e.f. 19<sup>th</sup> December, 2012. Similarly, if BCO fails to send budget requirements by 24<sup>th</sup> December, 2012 then all DDOs created by him in his userID will not be able to draw any payment from treasury w.e.f. 25<sup>th</sup> December, 2012 and in case BCA fails to send non plan budget requirements to Finance Department by 2<sup>nd</sup> January, 2013 then DDOs created by him in his userID will not be able to draw any payment from treasury w.e.f. 3<sup>rd</sup> January, 2013. This should be noted and timelines be provided to DDOs and BCOs to fill up the budget requirement data online. If DDO fails to act within specified time, then BCO can prepare budget at its level without waiting for the DDO and similarly BCA can also act if BCO fails to act timely.

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