



GOVERNMENT OF SIKKIM
FINANCE, REVENUE AND EXPENDITURE DEPARTMENT
GANGTOK - 737103

Ref No: 1/Budg/Pin

Dated: 11.6.2019

C I R C U L A R


During preparation of the Annual Budget, Finance Revenue & Expenditure Department collect salary details of all the employees vide the nominal rolls submitted by the concerned departments. These details are then checked and entered in the budget by the Budget Division. However over the years it has been noticed that the documents submitted by some of the department are incomplete, delayed and not as per the standing instructions. This has caused unwanted inconvenience and the entire work of the State Budget preparation is delayed. This also causes huge variation in budget provision for salaries and wages.

The process of preparation of State budget starts from the department and its correctness depends on the exercise done by them. Therefore, all departments are hereby instructed to project accurate figures for salaries and wages. In case of an unexplained variation of more than 5%-7% between the budget estimate vis a vis the final expenditure at the end of the financial year, the concerned officer(s) in charge of accounts in the department shall be held accountable for inaccurate projection.

-/Sd
Additional Chief Secretary
Finance, Revenue & Expenditure Department

Copy to:

1. All the Secretaries/ Heads of Departments.
2. The Registrar General, High Court of Sikkim, Gangtok.
3. The Member Secretary, State Legal Service Authority.
4. The Secretary, Public Service Commission.
5. The Pr. Director, Internal Audit.
6. The District & Session Judges East, West, North & South.
7. The Principal Director, Treasury, Pay & Accounts Office, Gangtok.
8. The Principal Director (Accounts), Finance Rev. & Expenditure Deptt.
9. The Director (PIG PF)
10. The District Collectors, East, West, North & South.
11. All Drawing & Disbursing Officers.


Additional Chief Secretary
Finance, Revenue & Expenditure Department