

DIRECTORATE OF HEALTH SERVICES JAMMU DIVISION JAMMU

(Near MLA Hostel, Indra Chowk Jammu (J&K) Pin. 180001)

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(Email address: dhsjammu@rediffmail.com)

Subject: - Preparation of Budget Estimates of 2020-21 and Revised Estimates of 2019-20.

C I R C U L A R


The timely submission of Budget Estimates for the next financial year and Revised Estimates for the current Financial year to the Administrative Department and Finance Department depends upon receipt of these estimates in this Directorate well in time from the subordinate Officers/DDO's. But as observed in past that these estimates are not received well in time with the result compilation of Budget proposals in this office gets delayed and ultimately results in delay of further submission of these budget proposals to the Administrative Department. As such preparation and submission of Budget proposals well in time is required to be taken up seriously so that no delay may take place on this account.

In this connection, it is necessary to ensure that Budget Estimates as well as Revised Estimates are prepared accurately. It is equally important to ensure that these Estimates are submitted well in time through the Concerned Chief Medical officers or directly as the case may be. Accordingly, the budget proposals shall be prepared and submitted to the concerned quarter in respect of the below mentioned account heads on the prescribed form i.e. B-4 (Showing the Lakhs of posting of each employees) B-(i) B-4(ii) B-3(iii) B-2 and B-10 strictly as per rule and guidelines on the subject alongwith schematic details:

- Major Head 2210- Medical & Public Health (Non-Plan)
- Major Head 2071-Pension & Other Requirement Benefits -670-
Leave Encashment.
- Major Head 2071-Pension and other Retirement Benefits 117-Govt.
Contribution for Defined Contribution pension Scheme
Under detail head 641-Pension Charges.
- Major Head 2058-Stationery and printing
- Revenue Receipt Budget
- Establishment Budget.

Further the detailed information about (i)0364 Wages /Outsource of up keep rate of wages /outsources of up keep in respect of the each appointee drawing their wages scheme wise /liabilities, if any, with details projected in the Revised Estimates 2019-20 and funds revised (2) RRT-about the rate of each rented building hired by the Health department and other taxes/liabilities if any (3)Honorarium – about the exact number of R I S Teachers and pending liabilities in respect of honorarium and (4) Electricity Charges details of Institutions wise Installations of electricity Meters and amount of Electric Bills issued by the concerned Department and liability if any, so that the same be projected properly in Revised Estimates 2019-20 and Budget Estimates 2020-21 and to avoid the further accumulation of liabilities.

Therefore all the concerned Officers are directed to take up the preparation of Budget Estimates for 2020-21 and Revised Estimates 2019-20 right now on the prescribed forms of the above noted account heads and ensure that the same are prepared at the earliest and submitted through the concerned Chief Medical officers or directly as the case may be so as to reach this Directorate by or before 10th of August 2019.


(Dr. Samir Mattoo)
Director Health Services
Jammu

NO:- DHS-J/Acctts/BS/2018-19/1427-1022

Dated:- 11/07.2019

Copy to the:-

1. Financial Commissioner, Health & Medical Education Deptt. Civil Sectt. J&K Srinagar for information please.

Copy for information and necessary action to the:-

1. Director General Economics & Statics, J&K Srinagar.
2. Dy. Secretary to Hon'ble Governor's Secretariat, J&K Srinagar.
3. Dy. Director Health Services (HQ) I/C SHTO Jammu for necessary action.
4. State Malariaologist, Jammu for necessary action
5. Medical Superintendent Govt. Hospital, Gandhi Nagar, for necessary action.
- 6-15 Chief Medical Officer, Jammu, Kathua, Samba, Udhampur, Reasi, Doda, Kishtwar, Ramban, Rajouri, Poonch for necessary action.
- 16-17 Medical Supdtt. Govt. Hospital Sarwal/Rajiv Gandhi & LRPV Hospital, Jammu
- 18-26 Medical Superintendent District Hospitals _____ for necessary action.
- 27-28 State Veneriologist/Assistant Director, R-I-S, Jammu for necessary action
- 29-32 Controller of Stores (H), Jammu/Medial Officer, MMU/DTO, Jammu/Epidemiologist for necessary action.
- 33-34 Medical Superintendent, District Hospital Anantnag/Baramulla.
- 35-40 DTO, Jammu/Kathua/Rajouri/Poonch/Kishtwar/Udhampur
- 40-96 Concerned Block Medical Officers _____ for necessary action.