# GOVERNMENT OF ASSAM FINANCE (BUDGET) DEPARTMENT

No. U/O BB. 5082/2009/01

Dated Dispur the 5th September, 2009.

From:

Shri H. S. Das, IAS

Principal Secretary to the Govt, of Assam,

Finance Department.

To :

The Principal Secretary/Commissioner & Secretary/Secretary to the

Govt. of Assam.

Panchayat & Rural Development Department/Urban Development

Department/Guwahati Development Department.

Sub :

Format for Budget Allotment/Drawal etc. in respect of

Local Self Government Institutions under Head of

Account "3604 Compensation and Assignments to Local

Bodies and PRIs".

Sir,

I am directed to say that for implementation of the various schemes and payment of Salary of the employees of Local Self Government Institution necessary fund has been provided under Head of Account "3604- Compensation and Assignments to Local Bodies (Panchayati Raj Institutions and Urban Local Bodies). Finance Economic Affairs (State Finance Commission Cell) Department has been entrusted to issue necessary Budget allotment and sanction for the purpose. To avoid any confusion in respect of allotment made from the devolution of fund for Local Self Government with the normal budget allotment to be issued by the concerned Administrative Department, it has been decided to introduce new format for the Local Self Government Institutions under the Caption LSGI (Local Self Government Institutions) I, II, III, IV.

The new format will come into force with effect from 1st September

2009.

Enclo:

As stated above

Principal Secretary to the Govt. of Assam,

Yours faithfully,

Finance Department.

Contd/-2

## Memo No. U/O BB 5084/2009/01-A

Dated Dispur the 5th September, 2009.

### Copy to The Accountant General (A&E), Assam, Maidamgaon, Guwahati-29. 1. All Chairman, Municipality Board -----2. All Chairman, Town Committee -----3. All Deputy Commissioners -----4. The Commissioner, Assam Panchayat & Rural Development, 5. Juripar, Guwahati. The Commissioner/ Director Municipal Administration/ Guwahati 6. Municipal Corporation. The Joint Director, SFC Cell under Finance (Economics Affairs) 7. Department. All Chief Executive Officers-----8. The Principal Secretary, BTC, Kokrajhar/KAAC, Diphu/N.C. Hills, 9. Haflong. The Director of Accounts and Treasuries, Assam, Kar-Bhawan, 10. Guwahati-6. He is requested to take necessary steps to capture the expenditure of the LSGI drawn through Treasuries showing Budget provision in the CTMIS. The Director, Audit (Local Fund), Assam, Kar-Bhawan, Dispur, 11. Guwahati-6. The Principal Accountant General (Audit)/Local Bodies (Audit & 12. A/Cs), Assam, Beltola, Maidamgaon, Guwahati-29. The Deputy Secretary, SA (Accounts) Department. 13. All Sub Divisional officers----14.

All Treasury Officers-----

15.

By orders etc.

Officer-On-Special Duty, Finance(Budget) Department.

LSGI FORM -I
PROPOSAL FOR BUDGET ALLOTMENT OF FUND FOR SALARY AND NON SALARY
LOCAL SELF GOVERNMENT INSTITUTIONS UNDER MAJOR HEAD "3604"

(To be used by the Drawing and disbursing officer)

(In Takh of Rupees)

T											=	Corollano de	DDO
											[4]		DDO
				- 00							101		LSGI CODE
											13	141	NAME OF LSGIs
												15	Grant No
											-	161	Major Head
		X4.		1				1				171	Sub.Maj or Head
											No. of	18	Minor Head
	T										2000	191	Sub. Head
											1	[10]	Sub Head
												11	Detail Head
	T											[12]	Sub Detail Head
					200							[13]	Plan/ Non Plan
										7		[14]	GA/SSA
							5					[15]	GA / SSA Voted/Charged
					200		35					[16]	Requiremen t of fund
				1								117	
												118	allotement e incurred received till date
												119	Balance in hand
												20	2 3 3
			1			T			1		T	121	Remarks

N.B. -Separate Statement for Salary and non Salary Component is to be submitted

Signature of the Drawing and Disbursing officer

Date

Memo No :Proposal Submitted to :L Head of Department

Signature of the Drawing and Disbursing officer

TOTAL DETAILED BUDGET ALLOTMENT FOR SALARY AND NON-SALARY COMPONENT LOCAL SELF GOVERNMENT INSTITUTIONS UNDER MAJOR HEAD"3604" LSGI FORM -II

(To be used by controlling Authority)

DDO	Code		Ξ								
DDO Designation	33		[2]								
Grant	Z <sub>o</sub>		[3]								
Major	Head		4								
Sub.	Major	Head	[5]								
Minor	Head		[6]								
Sub	Head		[7]								
Sub	Sub	Head	[8]								
Detail	Head		[9]								
Sub-	Detail	Head	[10]								
Plan/	Non-Plan		[III]								
	SSA		[12]								0
An	(Rs i	Voted	[13]								
Amount	(Rs in lakh)	Charged	[14]		d	TIV					

Copy forwarded for information and necessary action to:
1. All Concerned

Finance ( Economic Affairs) Department. Joint Director,

# LSGI FORM -III BUDGET ALLOTMENT FOR SALARY LOCAL SELF GOVERNMENT INSTITUTIONS UNDER MAJOR HEAD "3604" (To be used by controlling Authority)

Budget Allotment reference No Name of Department Name of Treasury **Budget Allotment period** Designation / authority : Treasury code:

Code **DDO** Designation 14 No Crant ij. Major 4 Major Head Minor 6 Head 7 (Rupres -Head Sub Detail 9 Sub-Detail Head ) only Non-Plan Plan/ Ξ [12] SSA CV Voted [13] (Rs in lakh) Amount Charged 14

The fund sanctioned for payment of salary to PRIs is exempted from the purview of ceiling vide No.

Dated Disput the --

1 The Accountant General (A& E), Assam, Beltola, Guwahati-29 for information

Copy to: -Memo No

The Treasury officer, Treasury
 The Director, Accounts & Treasury, Assum, Kar Bhawan, Disput for information and necessary action

4 The Deputy Secretary to Govt of Assum . --

5 The D D.O.

6. The Commissioner / Director,

7. The Director, Audit (Local Fund) Assam, Karthuwan, Dispur

The State Informatic Officer, NIC Dispur
 The Principal Accountant Genreal (Audit), Local Bodies, (Audit & A/Cs) Assum, Beliola

Finance ( Economic Affairs) Department. Joint Director,

Finance ( Economic Affairs) Department Joint Director,

# LSGI FORM-IV DRAWAL AMOUNT FOR NON-SALARY COMPONENT LOCAL SELF GOVERNMENT INSTITUTIONS UNDER MAJOR HEAD "3604"

Name of Treasury	Treasury code	Drawal valid upto (dd/mm/yyyy)	Drawal for the month of (mm/yyyy)	Budget Allotment reference No	
				Date	Date of the second of the seco

Name of Department Designation of issuing authority

			2000			100	2,4	The state of	6.4	Diani	-1	Amo	as 1
DDO	DDO Designation	Grant	Major	Major	Minor	Head	Seb	Head	Detail	Non-Plan	ASS	(Rs in	E 1
Code		36	11000	Hoad		- Parison	Head	200000	Head	Wild GOVER		Voted	Charged
=	[2]	131	4	35	16	171	Q6	191	[10]	[11]	[12]	[13] [14]	_
			100						2000				
							N. I.						
													100
													1
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													1
													1
													1
				0									1
													1
													1
													1
													1
													1
													-
	Total												

The fund sanctioned for payment of Non-Salary to PRIs and ULBs is exempted from the purview of coiling. vide No

(Rupers -

-) only

Finance ( Economic Affairs) Department Joint Director,

Dated Dispur the

Memo No 1. The Accountant General (A& E), Assum., Beltola, Guwahati-29 for information.

2. The Treasury officer, Treasury : -

The Commissiner / Director.

7. The DDOs Principal Secretary.

8. The State Informatic Officer, NIC Disput

9. The Principal Accountant Genreal (Audit), Local Bodies, (Audit & A/Cs) Assum, Beltola

Joint Director, Finance ( Economic Affairs) Department