## INDIAN COUNCIL OF AGRICULTURAL RESEARCH KRISHI BHAWAN: NEW DELHI 110 001

BYFAX

F.No. Fin4-6/2012-Accounts-II

Dated: 11th May, 2015

To,

The Director of all ICAR institutes/Bureaus/Directorates/PDs/NRCs/ZPDs etc.

Subject: Review of Expenditure on monthly basis in revised format-reg.

Sir,

All ICAR Institute are required to submit the status of monthly expenditure every month for review in Sr.Officers Meeting at ICAR Hqrs and also onward submission of information based on this data to Ministry of Finance.

- 2. The format of Monthly Expenditure are being revised keeping in view the requirement of furnishing of such information in three object heads i.e. Grant in Aid Capital, Grant in aid Salary and Grant in aid General. Further, the expenditure under 'Plan' also need to be captured as per allocation, i.e. 'NEH', 'TSP' and 'other than NEH & TSP'. Accordingly, the monthly progressive expenditure in revised format for the month of APRIL, 2015 onwards, may be forwarded to Council by fax/e-mail at accounts.icar@yahoo.com.
- 3. All ICAR unit must note that these are standing instructions and the units are required to adhere to the timeline in submission of the requisite information in the REVISED prescribed format on monthly basis. (Annexure-I)
- 4. It may also be noted that the expenditure reported by the units in detailed heads as per earlier format would also be continued to be in existence for reporting by units at the end of each quarter i.e. after June, September, December, and March every year. (Annexure-II)

Yours faithfully,

Encl: (Annexure-I & II)

(Devendra Kumar)
Director (Finance)

# Name of the ICAR Institute/Directorate/Centre

Statement of Progressive Expenditure for the month ending			(R:	Rs.in lakhs)		
		Grants for creation of Capital Assets(CAPITAL)	Grants in Aid - Salaries (REVENUE)	Grants in Aid - General (REVENUE)	TOTAL	
1	NON PLAN - Govt.Grant					
2	Non Plan - IRGS					
	Total Non-Plan & IRGS			· · · · · · · · · · · · · · · · · · ·		
3	NON PLAN SCHEME(one)Name of Scheme					
	NON PLAN SCHEME(Two)Name of Scheme			,		
	NON PLAN SCHEME(Three)Name of Scheme					

**Total of All Non- Plan Schemes** 

#### PLAN

		Other than TSP & NEH	TSP	NEH	TOTAL
	INSTITUTE PLAN				
1	Grants for creation of Capital Assets(CAPITAL)				
2	Grants in Aid - Salaries (REVENUE)				
3	Grants in Aid - General (REVENUE)				
	Total Institute Plan	對 基型 紅色	RESULTED A	祖長時代にい	
	PLAN SCHEMES(one)				
	(Name of the Plan Scheme )				
1	Grants for creation of Capital Assets(CAPITAL)				
2	Grants in Aid - Salaries (REVENUE)				
3	Grants in Aid - General (REVENUE)				
	Total Plan Scheme (one)				
	PLAN SCHEMES(Two)				
	(Name of the Plan Scheme )				
1	Grants for creation of Capital Assets(CAPITAL)				
2	Grants in Aid - Salaries (REVENUE)				
3	Grants in Aid - General (REVENUE)				4
	Total Plan Scheme (Two)				
	PLAN SCHEMES(Three)				
	(Name of the Plan Scheme )				
1	Grants for creation of Capital Assets(CAPITAL)				
2	Grants in Aid - Salaries (REVENUE)				
3	Grants in Aid - General (REVENUE)				
	Total Plan Scheme (Three)				
	Total of All Plan Schemes	<b>医</b> 根据其他等于是		<b>国等等深有书</b>	年表 法

#### REVENUE GENERATION

Target	Actual Realization

#### ANNEXURE-II

## Name of the ICAR Institute: REVIEW OF EXPENDITURE ON QUARTERLY BASIS For the quarter ending on \_\_\_\_\_

(Rs. in lakhs)

5. No.	Head	Non-Plan upto						Plan Upto					
	,.	B.E√R.E. 2015-16	Opening Balance as on 01.04.2015	during	Fund received during 2015- 16	Progressive Expenditure during 2015-16	Closing Balance (4+5+6-7)	B.E.∕R.E. 2015-16	Opening Balance as on 1.4.2015	Refund during 2015-16, if any	Fund received during 2015-16	Progressive Expenditure during 2015-16	Closing Balance (10+11+12-13
1	2	3	4	5	6	7	8	9	10	11	1.2	13	14
	Grants for creation of												
1	Works												
	(A) Land												
	(B) Building												
	i Office Building												
	ii Residential Building												
	iii Minor Works									1			
2	Equipments												
3	Information Technology												
1	Library Books and Journals												
5	Vehicles & Vellels											1	
D	Livestock												
7	Furniture & Fixtures												
S	Others												
	Toal - CAPITAL (Grants for creation of Capital Assets												
	Grannts in Aid - Salaries (REVENUE)												
	Revenue												
1	Establishment Expenses												
	(A) Salaries												
	i Establishment Charges												
	ii Wages												
	in Overtime Allowance												
	(B) Loans & Advances												
	Total - Establishment Expenses (Grants in Aid - Salaries)												

Scholerships etc  C Publicity & Exhibition  D. Guest House - Maintainance  E Other Miscellaneous  Total Miscellaneous  Expenses  Expenses  Total - Grants in Aid -  General  Total Revenue (Grants in  Aid - Salaries + Grants in  Aid - General  Grand Total (Capital +  Revenue)
in in
in in
5
CATICAL MATERIAL CHOLOGOPHICS
Miscellaneous Expenses
(D) Others (excluding TA)
i Equipments, Vehicles & Others
( C ) Repairs & Maintenance
Administrative Expenses
Total Res. & Operational
(B) Operational Expenses
Research & Operational
Total - Travelling Expenses
TA
Benifit

### Plan Scheme Expenditure

Name of Plan Schemes/ AICRP/Network Project etc.	Source of fund i.e. ICAR HQ/ Icar institutes/ Education Division/ NAIP, etc.	units(List of ICAR institutes	Uptodate Consolidated Expenditure as reported by implementing centres of ICAR units	Release to other than ICAR units, i.e. SAUs/NGOs etc	Actual Expenditure incurred by the institute, if any	Total utilization	
1	2	3	4	5	6	7(4+5+6)	

It may be noted that the expenditure related to scheme should not be release based. Actual expenditure incurred by various units need to be consolidated by Project Coordinating Centres scheme wise.

Head of Institute

Signature Head of Finance