

**Urgent**  
**Date Bound (30-11-2015)**

From

Labour Commissioner,  
Haryana, Chandigarh.

To

- 1 Additional Labour Commissioner, (NCR) Gurgaon
- 2 All Presiding Officers Industrial Tribunal cum Labour Court, in the State of Haryana.
- 3 All Deputy Labour Commissioner in the State of Haryana.
- 4 All Deputy Director Industrial Safety & Health in the State of Haryana.
- 5 Deputy Director, Industrial Health Gurgaon & Faridabad.
- 6 Assistant Labour Commissioner, Ambala, Yamuna Nagar-I, Kurukshetra, Karnal, Rewari, Sonapat-I, Bhiwani, Sirsa, Palwal, Jhajjar at Bahadurgarh, Kaithal, Jind and Mewat.
- 7 Assistant Director Industrial Safety & Health Yamuna Nagar-I, Kurukshetra, Karnal, Rewari, Sonapat, Rohtak, Bhiwani, Sirsa and Jind.
- 8 Assistant Director Industrial Safety & Health cum certifying surgeon Ambala, Hisar, Panipat, Gurgaon, Faridabad (**For Plan Schemes**)
- 9 Head Assistant, Budget O/o Labour Commissioner Haryana Chandigarh.

Memo No. B-1/2015/ 42087-142

Dated:-

19/11/15

**Sub:- Excess and Surrender Statement for the year 2015-16**

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Please refer to the subject cited above.

The Excess and Surrender statement (Revised budget) for the year 2015-16 in respect of each minor head of the Plan/ Non Plan schemes may please be sent to this office by 30-11-2015 positively thorough fax as well as registered post in the enclosed Performa (Form No. 32 and Statement -I) along with explanatory memorandum and reasons in respect of excess and surrenders in details. In case requisite information is not received within the stipulated period then it would be presumed that you have no requirement of additional demand. Budget proposals would be finalized by the department according to its own best judgment and their original budget allotment will be considered as revised budget estimates for the year 2015-16.

DA: As above.


  
Accounts Officer

for Labour Commissioner Haryana

Date 24-11-15

Encl. No. SPL-I

17 copy is forwarded to IT cell for further N/A action.

  
Accounts officer  
for Labour Commissioner HRY.



**STATEMENT-I**

**Statement showing the details of expenditure incurred/to be incurred  
Under standard objects of office expenses.**

Minor Head Expenditure incurred during	Office Expenses	
	Expenditure from 1-4-15 to 31-10-15	Anticipated from 1-11-15 to 31-3-16
Telephone Bills		
Electricity Bills		
Postage Stamps		
Cost/Repair of furniture		
Water Bill		
Misc. exp.with details (if any)		
<b>Total</b>		