Urgent Date Bound (30-11-2015)

From

Labour Commissioner, Haryana, Chandigarh.

To

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

Memo No. B-I/2015/ 42087-142 Dated:-

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

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

End. No. Spl - I for Labour Commissioner Haryana

Pote 24-11-15

17 cepy is torumded to IT cell for further N/ Hetres.

An Accounts officer
Lebon Commin HRY.

Form No. 32 Statement of Excess and Surrenders for the year 2015-16 (Non Plan)

Name of Office	
Nome - CII - 1	

Primary Unit	Original Appropriati on	Modified Grant(Total)	Actual exp. From 1-4-15 to 31-10-15	Anticipated exp. from 1-11-15 to 31-3-16	Total of col. No. 4 & 5	Total Anticipated exp. of the year	Excess	Surrender	Reason
1.	2.	3.	4.	5.	6.	7.	8.	9.	10
Salaries									
Wages									
Dearness Allowance									-
Travel Expenses									
Office Expenses									
RR&T									-
Motor Vehicle									
Professional Services		7 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -		5. 3 · · · · · · · · · · · · · · · · · ·					
POL									
Medical Reimbursement									5 158 151
Contractual Services									
L.T.C.									
Ex-Gratia									
Other charges									
Total									

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						
i.	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)							
Total							