



From

The Labour Commissioner,  
Haryana

To

1. Presiding Officer Industrial Tribunal-cum-Labour Court, Ambala, Panipat, Rohtak, Faridabad-I/II/III, Gurgaon-I/II and Hisar.
2. Deputy Director, (IS&H) Gurgaon O/o Addl. Labour Commissioner, (NCR) Gurgaon
3. Dy. Director(IS&H), Ambala, Panipat, Faridabad, Gurgaon-I and Hisar
4. Dy. Director,(IH) Faridabad and Gurgaon-II
5. Deputy Labour Commissioner, Panipat, Panchkula, Faridabad, Gurgaon-I & II, Hisar & Rohtak
6. Assistant Director, (IS&H), Yamunanagar-I, Kurukshetra, Karnal, Rewari, Sonapat-I, Rohtak, Bhiwani & Sirsa
7. Assistant Labour Commissioner, Ambala, Yamunanagar-I, Kurukshetra, Karnal, Rewari, Sonapat-I, Bahadurgarh, Bhiwani, Sirsa, Palwal, Kaithal, Jind and Mewat at Nuh.
8. Assistant Director, Industrial Health-cum-Certifying Surgeon, Ambala, Hisar, Panipat, Gurgaon and Faridabad
9. Section Officer (HQ)

No: B-I/2018/ 17240-91

Dated: 17-5-18

**Subject: Regarding demand of Budget through proper channel.**

It is found that field offices generally asked for budget allotment in various sub-head telephonically which is not a proper procedure. So all the field offices are requested to send their budget proposal in written duly justified. So in total budget demand, previous allotment, till date expenditure alongwith documentary proof/sanction for which budget is required.

It is also requested that demand may be justified with previous expenditure so that unnecessary budget will not lie idle in the budget account.

Accounts Officer  
for Labour Commissioner, Haryana