

MADHYA PRADESH ZILA PANCHAYATS (BUDGET ESTIMATES) RULES, 1997

CONTENTS

1. Short Title.
2. Definitions.
3. Intimation by the Government of probable availability of funds.
4. Allocation of funds to Janapada and Gram Panchayats.
5. Preparation of Statement of availability of funds by the Chief Executive Officer.
6. Preparation of Estimates for activities by the Standing Committee.
7. Scrutiny of estimates and inclusion of the requirement in the next Annual Budget.
8. Preparation of Budget.
9. Budget Notes.
10. Government Grant to be exhibited separately in the Closing Balance.
11. Guidelines for preparation of budget estimates.
12. Circulation among member.
13. Consideration and Approval of Budget Estimates.
14. Provision in the Budget is not a sanction.
15. Expenditure in excess of Budget allotment.
16. Supplementary Budget.
17. Re-appropriation.
18. Lapsing of Budget, Grants.
19. Budget Heads.
20. Budget Heads and Budget Code not to be changes.
21. Repeal and Saving.

MADHYA PRADESH ZILA PANCHAYATS (BUDGET ESTIMATES) RULES, 1997

[No. F.1-50 (2)-95-XXII-P-2, dated 12th January 1998, Pub.in M.P. Rajpatra Ext. dated 13-1-1998, p.20(77)]-In exercise of the powers conferred by sub-section (1) of Section 73 of the Madhya Pradesh Panchayat Raj Adhiniyam, 1993 (No. 1 of 1994), the State Government hereby makes following rules, the same having been previously published as required by sub-section (3) of the Section 95 of the said Act, namely:-

1. Short Title.-These rules may be called the Madhya Pradesh Zila Panchayats (Budget Estimates) Rules, 1997.

2. Definitions.-In these rules, unless the context otherwise requires:-

(a) "Act" means the Madhya Pradesh Panchayat Adhiniyam, 1993 (No. 1 of 1994);

(b) "Financial Year" means the year commencing on the first day of April, and ending on 31st March of the succeeding calendar year;

(c) "Form" means a form appended to these rules;

(d) "Chief Executive Officer" means the Chief Executive Officer of Zila Panchayat.

(e) "Commissioner" means the Commissioner of Division;

(f) "Section" means a Section of the Act;

(g) "Year" means a Financial year.

3. Intimation by the Government of probable availability of funds.-

The various departments of the Government will intimate directly or through their District Officers to the Zila Panchayat and amounts likely to be allotted to the Zila Panchayat for the various functions assigned to the Zila Panchayat, Janapada Panchayat and Gram Panchayat, As far as possible, the amount allotted for the Zila Panchayat, Janapada Panchayat and Gram Panchayat shall be indicated separately. Such intimation should be communicated to the Zila Panchayat by 10th day of August each year.

4. Allocation of funds to Janapada and Gram Panchayats.-In respect of funds proposed to be provided to Zila Panchayat for Janapada and Gram Panchayats, the Zila Panchayat shall hold a meeting of Zila Panchayats and discuss and decide the allocation of funds to each Janapada Panchayat. The funds proposed to be allotted shall be communicated to each Janapada Panchayat latest by end of August each year.

5. Preparation of Statement of availability of funds by the Chief Executive Officer.-The Chief Executive Officer of the Zila Panchayat shall prepare a statement of funds likely to be available including the Grant-in-Aid expected to be received from the various departments of Government for the functions assigned by them to the Zila Panchayat for the next year under different heads and for different programmes in Form No. ZPBE-I and communicate the same to Standing Committees of the Zila Panchayat by the 15th October.

6. Preparation of Estimates for activities by the Standing Committee.-Every Standing Committee of the Zila Panchayat shall, in relation to the subject assigned to it, estimate its requirement of fund for each activity for the ensuing year by the 15th November keeping in view the availability of funds indicated by the Chief Executive Officer. The estimates so prepared shall be sent by the Chief Executive Officer to the General Administration Committee for scrutiny by the 30th November.

7. Scrutiny of estimates and inclusion of the requirement in the next Annual Budget.-The General Administration Committee of the Zila Panchayat shall scrutinize the estimates of the programmes received from the different Standing Committees from financial point of view and shall submit their views to the Zila Panchayat by the 15th December. The Zila Panchayat shall then take provisional decisions for including the various requirements in the annual budget to be framed for the next year.

8. Preparation of Budget.-The Chief Executive Officer after examination of the proposals, about the programmes for the ensuing year received from the various Standing Committees and proposed allocation to Janapada Panchayat as under rule 4 shall on or before the first day of January each year cause to be prepared and laid before the General Administration Committee of the Zila Panchayat an estimate of the Income and Expenditure of the Zila Panchayat for the next financial year in Form No. ZPBE- II.

9. Budget Notes.-The basis on which the estimates in the budget have been made shall be shown in detail in budget notes which shall form an appendix to the budget.

10. Government Grant to be exhibited separately in the Closing Balance.-The estimated opening and closing balances shall show separately the amounts of any un-expended portion of specific purpose grants of loans received from the State Government or from other sources, at the beginning and at the end respectively of the financial year.

11. Guidelines for preparation of budget estimates.-The following points shall be taken into consideration while framing the estimate of Income and Expenditure for the next financial year:—

(a) The estimate of income should be exhaustive and cautions and provide for the collections of entire loans outstanding and those falling due during the budget year;

(b) Estimate should be as close and accurate as possible. A saving in an estimate is as much a financial irregularity as an excess;

(c) The estimate of Income shall be based on a comparison of the last two years Income and in case of fixed Income upon actual demand inclusive of any arrears due and the probability of their realisation;

(d) The estimate of expenditure of fixed establishment as well as fixed monthly recurring charges on account of rent, allowances etc., shall be made according to the actual sanctioned scale, irrespective of savings and shall provide for the gross sanctioned pay without deduction of Income Tax etc.;

(e) The estimation of grant must be on realistic basis;

(f) For contingent expenditure, the estimate shall be based upon the average actual expenditure for the past two years, exclusive of any special items of expenditure that may have been incurred during these year;

(g) Funds allotted by Government and other agencies for specific functions shall be provided only for those functions without any diversion for other purposes;

(h) Provision should be made for the discharge of all liabilities in respect of loans contracted by the Zila Panchayat and for all other commitments falling due for payment during the financial year;

(i) A provision shall be made in the budget estimate to complete the incomplete works with a view to their accomplishment in the next financial year or year's;

(j) Variations of more than twenty percent between the figure of the current budget and those of the previous year should be adequately explained;

(k) The estimated amount in the budget should be rounded off to the nearest multiple of thousand. For example Rs. 3700 should be noted as 4000 and Rs. 3200 as Rs. 3000;

(l) Due account should be taken of contributions from people and Institutions for aided self keeping programmes.

12. Circulation among member.-The Chief Executive Officer shall circulate the budget estimates, after consideration by the General Administration Committee to the Members of the Zila Panchayat not later than by 10th January, each year.

13. Consideration and Approval of Budget Estimates.-(i) The Zila Panchayat shall consider and approve the budget estimates by 20th day of January and submit the same to the Prescribed Officer for final approval, latest by 31st January.

(ii) On receipt of budget estimates from the Zila Panchayats the Prescribed Officer shall examine the budget estimates and shall communicate its approval, with or without modifications by 15th day of March. A copy of the budget must also be sent to the Director of Panchayat & Social Welfare.

14. Provision in the Budget is not a sanction.-The Sanctioning of the budget shall not by itself be deemed to authorise the Zila Panchayat to the incurring of all the expenditure provided therein unless the individual scheme or items with details of expenditure and staff have been already approved by the Zila Panchayat or any other competent authority. Broadly these details should be got approved before the budget is sanctioned. If any item is proposed to be taken up at a later stage the detailed sanction shall be invariably obtained before any expenditure is incurred on that item. Orders of the competent authority for the sanction of any item included in the budget shall be invariably obtained before any expenditure is incurred on that item.

15. Expenditure in excess of Budget allotment.-The Zila Panchayat shall have no authority to incur any expenditure on any item which is not included in the budget. For any expenditure in excess of budget allotment, the source from which money required for the proposed expenditure is to be funded shall be indicated. Whenever a sanction of any authority is required for any proposed expenditure such sanction shall be obtained by the Zila Panchayat before incurring the expenditure.

16. Supplementary Budget.-Where at any time during the year, it is felt that the provisions made in the budget may not be adequate and expenditure are likely to exceed the provisions or some expenditure is likely to be incurred for which no provision was made in the budget, or otherwise changes needs to be made with regard to budgetary provisions, the Chief Executive Officer in consultation with the General Administration Committee, shall prepare a supplementary budget in Form No. ZPBE-III and place it before the Zila Panchayat for consideration and approval. The approved supplementary budget, shall alongwith a detailed report justifying the proposed additional demands be also sent to the Commissioner for final approval.

17. Re-appropriation.-The amount provided in the budget as sanctioned, can be appropriated and prepared in Form No. ZPBE-IV by the Zila Panchayat from one head to another subject to the following conditions:—

(a) Funds given by Central Government or State Government or other authorities, Institutions etc. for special schemes by way of grants or loans, should not be diverted and re-appropriated in any circumstances for any other scheme without the approval of the authority concerned;

(b) The proposed re-appropriation must be sanctioned by the Zila Panchayat at a meeting; and

(c) Such re-appropriation of the funds shall be intimated to the Commissioner within 15 days of the decision by the Zila Panchayat.

18. Lapsing of Budget Grants.-The provisions made in the budget shall lapse at the end of the financial year to which it relates and no part

ZILA PANCHAYATS (BUDGET ESTIMATES) RULES, 1997 (PR)319

of it remaining un-expended at the end of the year shall be utilised unless it is provided in the budget again in the following next year.

19. Budget Heads.-All the provision proposed for the various expenditure and Income must be made under the approved budget heads and budget codes given in Form NO. ZPBE-II.

20. Budget Heads and Budget Code not to be changed.-No Change shall be made in the prescribed list of budget heads and budget code numbers without the approval of the State Government and the same heads shall be used in all accounts maintained by the Zila Panchayat.

21. Repeal and Saving.-All rules corresponding to these rules inforce immediately before the commencement of these rules, are hereby repealed:

Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

FORM NO.ZPBE-I

(See Rule 5)

.....ZILA PANCHAYAT

**Statement of Probable availability of fund for the period
1st April.....to 31st March.....**

S.No.	Source of probable receipts	Name of the Scheme	Budgetary Provision for the current year
1	2	3	4

Expenditure incurred till date	Revised estimate for the current year	Probable receipts for the next year	Remarks
5	6	7	8

Chief Executive Officer

FORM NO. ZPBE-II

(See Rule 8)

BUDGET ESTIMATES OF PROBABLE RECEIPTS AND EXPENDITURE OF ZILA PANCHAYAT.....

FOR THE PERIOD 1st APRIL.....TO 31st MARCH.....

Sl. No.	Budget Code No.	Budget Head.	Actuals of the last year
1	2	3	4

Estimates for the current year	Actuals upto 31st December	Revised Estimates for the current year	Estimate for the ensuing year
5	6	7	8

Sl. No.	Budget Code No.	Budget Head.
(1)	(2)	(3)
	10000	Receipts.
1.	10000	Opening Balances as on 1st April
		1. Cash in hand.
		2. Cash at Bank/Post Office/Treasury
		(Including the following un-expended balances of Grants Loans)
		(1) Rs.
		(2) Rs.
		(3) Rs.
		(4) Rs.
2.	10000-15999	Income
3.	10001-10050	(a) Income from Taxes and Licences
	10001	Licence Fee of Fish Ponds.
	10002-10050	Other taxes and Fees specify.
4.	10051-10099	Other Income
	10051	Income from hire charges on machinery.
	10052	Income from Rest Houses etc.
	10053	Rent received on own properties.

	10054	Rent received on Government properties vested in Zila Panchayat.
	10055	Fines and Penalties.
	10056	Interest received on Investments.
	10057	Interest received on Bank Deposits.
	10058	Interest received on loans to Panchayats.
	10059	Interest received on loans and advances to staff.
	10060	Interest on loans to others.
	10061	Income from sale of stocks/Assets.
	10062	Donations received.
	10063	Miscellaneous receipts.
	10064-10099	Other receipts-specify.
5.	10100	Grant in aid from the State Government for Zila Panchayat's own use.
	10101-10120	Rural development programmes.
	10101	Grants for DRDA Schemes.
	10102	Grants for Grameena Aawas Yojana.
	10103	Grants for Survey of Rural Development Programmes.
	10104-10120	Other grants-specify.
	10121-10140	Rural Electrification including distribution of Electricity.
	10121	Grant for promotion and development for non conventional energy sources.
	10122	Grant for energy saving schemes.
	10123	Grant for preparation and implementation of Integrated rural energy programmes.
	10124-10140	Other grants-specify
	10141-10160	Khadi Gramodhyog and Village Industries.
	10141	Grant for promotion of Village and Cottage Industries.
	10142	Grant for promotion and development of Sericulture
	10143	Grant for promotion and development of Leather Industries.
	10144	Grant for setting up and maintenance of Training-cum- production centres.
	10145-10160	Other grants-specify.
	10161-10180	Development of Forest and Social Forestry Schemes.
	10161	Grant for Development of Minor Forest Produces.
	10162	Grant for plantation of Fuel Wood and Development of grazing grounds.
	10163	Grant for waste land development programmes.
	10164	Grant for promotion and development of agro-forestry and social forestry.

10165	Grant for establishment and maintenance of Nurseries.
10166	Grant for soil and water conservation schemes.
10167	Grant for forestry competitions and awards.
10168-10180	Other grants-specify.
10181-10200	Public Health Engineering.
10181	Grant for constructions work (Drinking Water supply schemes).
10182	Grant for water treatment.
10183	Grant for water testing scheme.
10184-10200	Other grants-specify.
10201-10220	Public Works Department.
10201	Grant for construction of Roads.
10202	Grant for construction of Nullahs, Culverts and Bridges.
10203	Grants for construction of Buildings.
10204	Grants for Repairs and maintenance of Roads.
10205	Grants for Repairs & Maintenance of Culverts.
10206	Grants for repairs & maintenance of Buildings.
10207	Grants for development and maintenance of farries and other water routes.
10208-10220	Other grants-specify.
10221-10240	Public Health and Family Welfare Schemes
10221	Grant for promotion of Family Welfare programmes.
10222	Grant for promotion and development of mother and child health.
10223	Grant for implementation of immunisation programmes.
10224	Grant for health care of school Children.
10225	Grant for Hospitals, Primary HealthCentresand Dispensaries.
10226	Grant for Eradication and control of TB, Malaria, Phylariya, Blindness, Adds etc.
10227	Grants for implementation of Vatsalya Aaushmati and other schemes.
10220-10240	Other grants-specify.
10241-10260	Women and Child Development
10241	Grant for integrated child development programme
10242	Grant for implementation of 'Mid-day-meal-Scheme'
10243-10260	Other Grants-specify.
10261-10280	Social Welfare Schemes
10261	Grant for providing artificial limbs feet to disabled.
10262	Grant for providing machines and equipments to disabled.

- | | |
|-------------|--|
| 10263 | Grant for welfare schemes of the handicapped and mentally retarded. |
| 10264 | Grant for welfare of SC's ST's and weaker sections. |
| 10265-10280 | Other grants-specify. |
| 10281-10300 | Welfare Programmes and Activities for Schedule Caste, Schedule Tribes and Other Backward Classes. |
| 10281 | Grant for publicity, promotion and implementation of welfare schemes for SC and ST. |
| 10282 | Grant for construction of school buildings. |
| 10283 | Grant for Local development programmes for SC.,ST., and OBC. |
| 10284 | Grant for Running & Maintenance of Schools. |
| 10285 | Grant for Tribal group marriages. |
| 10286 | Grant for Girls Literacy programme. |
| 10287 | Grant for Scholarships to students and others. |
| 10288 | Grant for legal aid to SC, ST and OBC |
| 10289-10300 | Other Grants-specify. |
| 10301-10320 | Veterinary, Animal, Husbandary, Dairy and Poultry Development. |
| 10301 | Grant for construction of Veterinary Hospital. |
| 10302 | Grant for construction, maintenance and running of Mobile Veterinary Hospital. |
| 10303 | Grant for establishment, running and maintenance of veterinary Hospital and Animal Health Centres. |
| 10304 | Grant for Animal Breeding Centres. |
| 10305 | Grant for prevention and control of Animal diseases. |
| 10306 | Grant for Milk Development Schemes. |
| 10307 | Grant for all time availability of fodder project. |
| 10308 | Grant for poultry development schemes. |
| 10309 | Grant for piggeries promotion and development schemes. |
| 10310-10320 | Other grants specify. |
| 10321-10340 | Promotion and Development of Fisheries. |
| 10321 | Grant for Fisheries promotion and development programme. |
| 10322 | Grant for fish farmer development agency programme. |
| 10323 | Grant for loans and subsidies for fisheries. |
| 10324 | Grant for subsidies to fish farmers co-operatives |
| 10325 | Grant for implementation of fishery schemes under URDP |
| 10326-10340 | Other grants specify. |
| 10341-10360 | Promotion and Development of Agriculture. |

- | | |
|-------------|---|
| 10341 | Grant for publicity for promotion and development of agriculture. |
| 10342 | Grant for Agricultural extension programme. |
| 10343 | Grant for cotton development programme. |
| 10345 | Grant for promotion of oil-seed and coarse grain crops. |
| 10346 | Grant for crop protection programme. |
| 10347 | Grant for promotion and development for Bio-gas projects. |
| 10348 | Grant for promotion of Bio-fertilisers and compost. |
| 10349 | Grant for development of unused and waste lands. |
| 10350 | Grant for promotion of development and subsidies of modern sprinkler and drip-irrigation. |
| 10351 | Grant for construction of small ponds and stop dams. |
| 10352 | Grant for construction, maintenance and implementation of minor irrigation schemes. |
| 10353 | Grant for Training of Farmers. |
| 10354 | Grant for organising "Krishi Mela" and exhibitions. |
| 10355-10360 | Other grants specify. |
| 10361-10380 | Horticulture Development Programme. |
| 10361 | Grant for establishment of Horticultural gardens. |
| 10362 | Grant for subsidies on plantations of fruit trees. |
| 10363 | Grant for Training of Farmers. |
| 10364 | Grant for extension and training of Horticulture. |
| 10365 | Grant under integrated Horticulture development programme. |
| 10366 | Grant for promotion and development of Horticulture. |
| 10367-10380 | Other grants specify. |
| 10381-10400 | Land Improvement and Soil Conservation. |
| 10381 | Grant for implementation of land improvement and soil conservation programmes. |
| 10382 | Grant for water conservation schemes. |
| 10383-10400 | Other grants specify. |
| 10401-10420 | Grants for Educational Programmes. |
| 10401 | Construction of Higher Secondary School buildings (including extensions). |
| 10402 | Grant for planning supervision and maintaining of non formal education programme. |
| 10403 | Grants out of "Social Equipment Fund" for repairs and maintenance of school buildings. |
| 10404 | Grant for Book bank scheme. |
| 10405 | Scholarships to students. |

10406	Grant for technical training and Vocational education.
10407-10420	Other grants specify.
10421-10440	Grant for Sports and Youth Welfare Activities.
10421	Grant for District level sports training.
10422	Grant for District level rural sports meet.
10423	Grant for District level womens sports meet.
10424	Grant for supply of sports equipments to District coaching centres.
10425	Grant for District level sports talent search.
10426	Grant for construction and maintenance of open air stadium.
10427	Grant for Nehru youth centres/youth clubs.
10428-10440	Other grants-specify.
10441-10460	Food and Civil Supplies Programmes.
10441	Grant for supervision of supply of essential commodities.
10442-10460	Other grants-specify.
10461-10480	Planning, Economic and Statistics. Specify.
10481-10500	Labour and Manpower Planning. Specify.
10501-10520	Revenue Department. Specify.
10521-10570	Finance Department. Specify.
10571-10600	Water Resources Department.
10571	Grant for irrigation projects (construction).
10572	Grant for Repairs and Maintenance of Irrigation Projects.
10573-10600	Other grants specify.
10601-10620	Grant-In-Aid from Panchayatraj Fund.
10601	Zila Panchayats share in land revenue collected.
10602-10620	Other receipts for M.P. Panchayat Raj Fund.
10621-10800	General/Special Grants for the Government.
6. 10801-10900	Funds/Grants Received for Janapada/Gram Panchayats.
7. 10901-11000	Share in Joint Work (construction)
8. 11001-11999	Capital Receipts and Adjustments.
9. 11001-11099	(A) Loans.
11001	Loans from Government.
11002-11050	Loans from Panchayat.
11051	Loans from panchayat Raj Vitta Nigam.
11052	Loans from Banks.
11053-11099	Other loans (please specify the source).
10. 11100-11199	Receipt of Security and other deposits by Zila Panchayat.

11101	Security deposit received.
11102	Earnest money received.
11103-11199	Other deposits received-specify.
11. 21941-22000	Recovery of Deposits made by Zila Panchayat.
21941	Recovery of Security Deposits made.
21942	Recovery of Earnest money deposited.
21943-22000	Recovery Other deposits made Specify.
12. 22001-22299	Recovery of Loans and deposits from Janpada Panchayat/Gram panchayat and others.
22001-22299	Recovery of loans from Gram Panchayat.
22300-22499	Recovery of loans from Janapada Panchayat.
22500-22999	Recovery of loans from others-specify.
13. 23000-23999	Recovery of Loans and Advances to Employees & others.
23001	Recovery of Vehicle loan.
23002	Recovery of House building loan.
23003	Recovery of GPF/PF loan.
23004	Recovery of Grain advance loan.
23005	Recovery of Travelling advance.
23006	Recovery of Festival advance.
23007-23099	Recovery of other advances to staff.
23100-23199	Recovery of advances to out-siders specify.

Grand Total of Receipts

14.	20000	EXPENDITURE
15.	20001-20999	A. REVENUE EXPENSES.
	20001-20199	I. ADMINISTRATIVE EXPENDITURES.
	20001	Salary & Wages to staff & Officers (including DA, CCA, IR, HRA and other Allowances).
	20002	Salaries and Allowances to Secretary.
	20003	Contribution to Provident Fund.
	20004	Reimbursement of Medical Expenses.
	20005	Bonus/Ex-gratia to employees.
	20006	Gratuity payments.
	20007	Rent on accommodation hired for staff.
	20008	Rent on accommodation hired for President/Vice- President.
	20009	Honorarium to President.
	20010	Honorarium to Vice-President.
	20011	Sitting fee for meeting of Panchayat.
	20012	Travelling expenses to staff.
	20013	Travelling expenses to President/Vice-President.
	20014	Meeting expenses.

20015	Vehicle running & Maintenance Expenses. (including replacement of Tyres, Tubes and Batteries).
20016	Rent of office accommodation for hired building for use of Panchayats office work.
20017	Electricity and Water charges.
20018	Printing & Stationery
20019	Postage Expenses.
20020	Telephone expenses.
20021	Entertainment Expenses.
20022	News Papers & Periodicals.
20023	Advertisement & Publicity.
20024	Repairs to building & Properties.
20025	General repairs expenses.
20026	Expenditure on General maintenance and up-keep of office.
20027	Miscellaneous expenses.
20028	Bank charges (commission on preparation) of Drafts and collection charges levied by the Bank).
20029	Legal expenses.
20030	Audit fee.
20031	Insurance charges.
20032	Interest on loans (specify)
20033	Local conveyance charges.
20034	Freight and Transportation charges.
20035	Encroachment removal expenses.
20036	Maintenance and Development of Sites.
20037	Epidemic/Calamities relief expenses.
20038	Functions and Festivals.
20039	Religious and Charitable expenses.
20040-20045	Grant in Aid (specify).
20046-20099	Other expenses (specify).
21000-25000	Expenses out of Funds Received from the State Government.
21001-21050	RURAL DEVELOPMENT PROGRAMMES.
21001	DRDA Scheme expenses.
21002	Grameena Aawas Yojana expenses.
21003	Survey expenses for Rural Development Programmes.
21004-21050	Other expenses specify.
21051-21000	RURAL ELECTRIFICATION AND ENERGY EXPENSES.
21051	Expenses on promotion and development of non-conventional energy sources.
21052	Expenses on energy saving schemes.
21053	Expenses on preparation and implementation of integrated rural energy programmes.

21054-21099	Other expenses-specify.
21100-21150	KHADI GRAMODHYOG AND VILLAGE INDUSTRIES EXPENSES.
21101	Expenses on promotion of village and Cottage industries.
21102	Sericulture promotion and development expenses.
21103	Leather Industries Promotion and Development Expenses.
21104	Expenses on setting up and maintenance of Training-cum-production centre.
21105-21150	Other expenses specify.
21151-21200	DEVELOPMENT OF FOREST AND SOCIAL FORESTRY EXPENSES.
21151	Expenses on plantation on road sides and on other lands.
21152	Expenses on Wasteland Development.
21153	Plantation of fuel wood and development of grazing grounds expenses.
21154	Grant for development of Minor produce.
21155	Expenses on promotion and development of Agro Forestry and Social Forestrary.
21156	Expenses on establishment and maintenance of Nurseries.
21157	Soil and Water conservation expenses.
21158	Expenses on Social Forestry Competitions and Awards. ,
21159-21200	Other expenses specify.
21201-21250	PUBLIC HEALTH ENGINEERING EXPENSES.
21201	Expenses on water supply schemes (conservation).
21202	Repairs and maintenance of hand pumps.
21203	Water Treatment expenses.
21204	Water Testing expenses.
21205-21250	Other expenses-specify.
21251-21300	PUBLIC WORKS DEPARTMENT EXPENSES.
21251	Construction of Road
21252	Expenses on construction of Nullahs.
21253	Expenses on construction of culverts.
21254	Expenses on construction of Bridges.
21255	Construction of Building.
21256	Repairs and maintenance of buildings.
21257	Repairs and maintenance of Roads.
21258	Repairs & Maintenance of culverts and bridges.
21259	Development of water routes.
21260-21300	Other expenses-specify.
21301-21350	PUBLIC HEALTH AND FAMILY WELFARE EXPENSES.

21301	Expenses on promotion of family welfare programme.
21302	Expenses on promotion of Mother & Child health schemes.
21303	Immunisation expenses.
21304	Expenses on Hospitals.
21305	Expenses on dispensaries.
21306	Expenses on Health care schemes for school children.
21307	TB, Malaria, Phylariya, Blindness, Aids etc. control and eradication expenses.
21308	Expenses under "VATSALYA" scheme.
21309	Expenses under "AAYUSHMATTI" scheme.
21310-21350	Other expenses-specify.
21351-21400	WOMEN AND CHILD DEVELOPMENT EXPENSES.
21351	Integrated child development programme expenses.
21352	Expenses on Women Awareness schemes.
21353	Mid-day meal expenses.
21354-21400	Other expenses-specify.
21401-21450	WELFARE PROGRAMMES AND ACTIVITIES FOR SCHEDULE CASTS, SCHEDULE TRIBES AND OTHER BACKWARD CLASSES.
21401	Publicity of welfare schemes.
21402	Repairing and Maintenance of schools.
21403	Construction of school buildings.
21404	Expenses on Development programmes for SC & ST.
21405	Expenses on Tribal Group marriages.
21406	Legal Aid to SC & ST.
21407-21450	Other expenses-specify.
21451-21500	VETERINARY, ANIMAL HUSBANDARY, DAIRYING AND POULTRY DEVELOPMENT EXPENSES.
21451	Construction of veterinary Hospital Buildings.
21452	Purchase and running of mobile veterinary hospital.
21453	Establishment of veterinary hospitals.
21454	Repairing and maintenance of veterinary Hospitals and Animal Health centres.
21455	Animal breeding centres expenses.
21456	Prevention and control of animal diseases.
21457	Milk development programme expenses.
21458	Procurement and supply of Fodder.
21459	Poultry promotion and development expenses.
21460	Piggery promotion and development expenses.

21461-21500	Other expenses-specify.
21501-21550	FISHERIES PROMOTION AND DEVELOPMENT EXPENSES.
21501	Fisheries promotion and development expenses.
21502	Grants to fish farmer development agency.
21503	Loans to fish farmers.
21504	Subsidies to fish farmers co-operatives.
21505-21550	Other expenses-specify.
21551-21600	PROMOTION AND DEVELOPMENT OF AGRICULTURE.
21551	Expenses on publicity promotion and development of Agriculture.
21552	Expenses on Agricultural extension programme.
21553	Expenses on Cotton development programme.
21554	Expenses on promotion of oil seed and coarse grain crops.
21555	Expenses on crop protection programme.
21556	Expenses on promotion and development of Bio-gas projects.
21557	Expenses on promotion of Bio-fertilizers and compost.
21558	Expenses on development of un-used and waste lands.
21559	Expenses on promotion and development and subsidies, on modern sprinkler and drip-irrigation.
21560	Expenses on construction of small ponds and stop-dams.
21561	Expenses on construction, maintenance and implementation of minor irrigation schemes.
21562	Expenses on Training of Farmers.
21563	Expenses on organising "Krishi Mela" and exhibitions.
21564-21600	Other expenses-specify.
21601-21650	HORTICULTURE DEVELOPMENT EXPENSES.
21601	Horticulture gardens and Nurseries running and establishment expenses.
21602	Training Expenses.
21603	Purchase, repairs and maintenance of equipments.
21604	Exhibition expenses.
21605	Horticulture promotion and development expenses.
21606	Subsidies for fruit tree plantations.
21607-21650	Other expenses-specify.
21651-21700	LAND IMPROVEMENT AND SOIL CONSERVATION EXPENSES
21651	Expenses on land improvement and soil conservation.

21652	Water conservation expenses.
21653-21700	Other expenses-specify.
21701-21750	EDUCATIONAL EXPENSES.
21701	Expenses on construction and extension of school buildings.
21702	Expenses and grants for repairs and maintenance of school buildings.
21703	Expenses on non formal educational programmes.
21704	Expenses on Book bank scheme.
21705	Scholarships paid to the students.
21706	Technical training and vocational education scheme expenses.
21707-21750	Other expenses-specify.
21751-21800	SPORTS AND YOUTH WELFARE ACTIVITIES.
21751	District Sports meet expenses.
21752	Women sports meet expenses.
21753	Supply of sports equipments to coaching centres.
21754	Sports talent search expenses.
21755	Construction of open-air-stadium.
21756	Maintenance of stadiums.
21757	Nehru youth centre expenses.
21758	Youth clubs expenses.
21759-21800	Other expense-specify.
21801-21820	FOOD AND CIVIL SUPPLIES PROGRAMMES.
21821-21840	PLANNING, ECONOMIC AND STATISTIC EXPENSES.
21841-21860	LABOUR AND MANPOWER PLANNING EXPENSES.
21861-21880	REVENUE DEPARTMENT EXPENSES.
21881-21900	FINANCE DEPARTMENT EXPENSES.
21901-21920	WATER RESOURCES EXPENSES.
21901	Irrigation project expenses (construction)
21902	Repairs & Maintenance of irrigation projects.
21901-21920	Other expenses-specify.
21921-21940	SOCIAL WELFARE SCHEMES.
21921	Provision of artificial limbs and feet to disabled.
21922	Provision of Machines and equipments to the disabled.
21923	Expenses of welfare of Handicapped.
21924	Expenses of welfare of mentally retarded.
21925-21940	Other welfare expenses-specify.
10801-10900	DISTRIBUTION OF FUNDS TO GRAM/ JANAPADA PANCHAYATS.
10901-10950	EXPENSES ON JOINT VENTURES WITH GRAM/JANAPADA PANCHAYATS.

11001-11099	REPAYMENTS TO LOANS RECEIVED BY ZILA PANCHAYAT.
11001	Loans from Government.
11002-11050	Loans from panchayats.
11051	Loans from Panchayatraj Vitta Nigam.
11052	Loans from Banks.
11053-11099	Other loans (please specify the source).
11100-11199	REFUND OF SECURITY AND OTHER DEPOSITS.
11101	Refund of security deposit received.
11102	Refund of Earnest Money received.
11103-11199	Refund of other deposits received-specify.
21941-22000	SECURITY AND OTHER DEPOSITS MADE BY ZILA PANCHAYAT.
21941	Security deposits made.
21942	Earnest money deposited.
21943-22000	Other deposits made-specify.
22001-22999	LOANS TO PANCHAYATS & OTHERS
22001-22299	Loans to Gram Panchayat.
22300-22499	Loans to Janapad Panchayat.
22500-22999	Loans to others-specify.
23001-23999	LOANS AND ADVANCES TO EMPLOYEES & OTHERS.
23001	Vehicle Loan.
23002	House Building loan.
23003	Loans against GPF/PF.
23004	Grain loan.
23005	Travelling Advance.
23006	Festival Advance.
23007-23099	Other advances to employees.
23100-23199	Advances to others-specify.
16. 25000-25999	CAPITAL EXPENDITURE (OUT OF OWN SOURCES)
25001	Construction of building.
25002	Purchase of machineries.
25003	Purchase of vehicles (specify)
25004	Purchase of cycle.
25005	Purchase of Furniture & Fixtures.
25006	Purchase of Audio visual equipment.
25007	Purchase of electrical equipments & fittings.
25008	Purchase of office equipments.
25009-25999	Other assets-specify.

Total Expenditure

Total Expenditure b/f.

Closing balance of cash in hand and bank balances (inclusive of un-expended balance of Rs..... out of specific purpose Loans & Grants).

GRANT TOTAL

CHAIRMAN
GENERAL ADMINISTRATION
COMMITTEE

Chief Executive
Officer.

PRESIDENT

Sanctioned by the Zila Panchayat vide resolution No....
at the meeting held on.....

Chief Executive Officer.

President.

FORM No. ZPBE-III

(See Rule 16)

.....ZILA PANCHAYAT

Supplementary Budget For the Year.....

S.No.	Budget Code	Budged Head	Budget Estimates for the year
1	2	3	4

Actuals upto.....	Revised estimates of the year	Reasons for the anticipated increase and source where from additional requirements is proposed to be met.
5	6	7

Chairman
General Administration
Committee.

Chief Executive
Officer

President.

Sanctioned granted by the Zila Panchayat vide Resolution
No..... in the meeting held on.....

Chief Executive Officer.

President.

FORM No. ZPBE-IV

(See Rule 17)

ZILA PANCHAYAT.....

**Budget Re-appropriation Statement for the Period
1st April..... to 31st March.....**

Budget Head under which additional provision is proposed.

S.No.	Budget Code	Budgeted Head	Budget Sanction	Expenditure upto date	Revised estimates	Proposed increase
1	2	3	4	5	6	7

Budget Head from which appropriation is proposed.

Budget Code	Budgeted Head	Budgeted Sanction	Expenditure upto date

Justify the reasons for proposed increase or anticipated savings

Revised estimates	Anticipated Savings

Chairman

General Administration
Committee.

Chief Executive
Officer

President.

Sanctioned granted by the Zila Panchayat on.....vide
Resolution No..... in the meeting held on.....

Chief Executive Officer.

President.