

**GOVERNMENT OF ASSAM,  
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM,  
KAHILIPARA, GUWAHATI-19**

No.DHE/Budget Estimates/305/2018/2

Dated Kahilipara, the 10<sup>th</sup> October 2018.

From :- Smti Gitimoni Phukan , A.C.S.  
Director of Higher Education, Assam,  
Kahillipara, Guwahati-19

To

- ✓1. The Registrar, ( All Universities).
- ✓2. The Principal (All Govt. & Provincialised Colleges / PDUAM).
- ✓3. All Voluntary Organisation under Directorate of Higher Education, Assam.

Sub. **SUBMISSION OF BUDGET ESTIMATES FOR THE YEAR 2019-2020.**

Sir/Madam,

In inviting a reference to the subject cited above, I have the honour to request you kindly to submit the Budget Estimates under EE.Esst. Etc. for the financial year 2019-2020.

I would also like to request you to kindly submit the **BUDGET ESTIMATES** of your Office/Institution as per "L" Form enclosed herewith in quadruplicate *on or before* **31<sup>st</sup> October/2018**.

The "L" statement should be submitted separately showing number and name of incumbents for each sub-head under the various Minor, Major Head of Account included in the Estimates.

The "L" statement must be submitted in a **BOOKLET FORM**.

It is also mentioned here that non submission of Budget Estimates in due course of time, will lead to non-inclusion of provision of fund in the Budget Estimates during 2019-2020 for which DDOs concerned will be held personally responsible for the purpose.

This may pleased be treated as **TOP MOST PRIORITY**.

Please acknowledge the receipt of the same .

Yours faithfully,  
Sd/-(Smti G.Phukan)

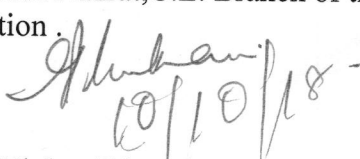
Director of Higher Education, Assam,  
Kahilipara, Guwahati-19.

Memo No. No.DHE/Budget Estimates/305/2018/2-A

Dated Kahilipara, the 10<sup>th</sup> October, 2018.

Copy to :-

- 1) The Principal Secretary to Govt. of Assam,  
Education (Higher) Department, Dispur, Guwahati-6 for information.
- 2) The Dy. Director of Higher Education, Assam, in-charge of  
Pension , Apptt./ Scholarship, ACA/Nazrat, C.E. Branch of this Directorate for  
information and necessary action .
- 3) The Deputy Director for Sanskrit Education, Assam alongwith Sanskrit &  
Pali Tols, Nalbari Sanskrit College and Assam Sanskrit Board, for information &  
necessary action.
- 4) The Supdt. of Pension, Apptt./Scholarship, ACA/Nazrat, C.E. Branch of this  
Directorate for information and necessary action .

  
Director of Higher Education, Assam,  
Kahilipara, Guwahati-19.



STATEMENT SHOWING DETAILS OF SANCTIONED POSTS AND NAME OF INCUMBENTS WITH PAY IN SUPPORT OF THE BUDGET PROPOSAL UNDER SALARY

Department Code:

Name of Department

Code

Name of Head of Department

(Please Select Department code from the list given overleaf)

DDO Code

Name of Head of Office:

Head of Accounts	Major Head	Sub-Major Head	Minor Head	Sub Head	Sub-Sub Head	Detail Head	Sub-Detail Head
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Part-I: SANCTIONED POSTS DETAILS

Sl. No.	Name of Posts	Class (I/II/III/IV)	No. of posts sanctioned			Scale of Pay	Remarks, if any
			Filled-up	Vacant	Total		
1	2	3	4	5	6	7	8

Part-II Name of incumbents with pay and allowances

Sl. No.	Name of Incumbents	Designation (Name of the post which hold)	Scale of Pay	Basic Pay as on 1 <sup>st</sup> March (Rs.)	Special Pay (Rs.)	Incremental Date	Amount of Pay for the year (Column 5 x 12 months)	Amount of increment (Rate x No. of months)	Amount of arrear pay of previous years, if any	Total of pay Col. (6+7+8+9+10)
1	2	3	4	5	6	7	8	9	10	11
	Grand Total									

(Note:- Separate sheet may be used part wise)

Signature of Budget controlling authority

W.E.F. 01-04-2019 to 31-03-2020 ( Twelve months)

Total Pay Band	Total Grade Pay	Total Basic Pay (1+2)	Total D.A.	Total H.R.A.	Total M.A.	Other Allowance	Total Pay for 2016-2017 (3+4+5+6+7)
1	2	3	4	5	6	7	8

Signature of Budget controlling authority