

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

Name of Head of Department

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

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 st 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)
			4	5	6							
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. 01-04-2021 to 31-03-2022 (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 2021-2022 (3+4+5+6+7)
1	2	3	4	5	6	7	8

Signature of Budget controlling authority