

MANUAL - XI

The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and report on disbursements made:

The budget allocated in each of RO under different heads for FY 2010-11 is given as below. need based arrangement of budget is made by H.O. periodically, depending upon disbursement requirement:

Head of Account	Agra	Aligarh	Allahabad	Bareilly	Dehradun	Ghaziabad	Gorakhpur
Salary & Allowance (MD)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Salary & Other Allowances (Staff)	60.26	28.06	49.03	38.47	47.64	86.78	34.76
Ex-Gratia paid to staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Honourarium to Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Staff Welfare Exp.	2.58	1.07	3.71	1.84	1.90	3.78	1.43
Staff Gratuity Payment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses on Udyog Bandhu	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling Allowance (TA/DA)	1.18	0.26	2.05	0.32	0.50	1.17	0.46
Directors Sitting Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Audit Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Corporation Contribution towards P.F.	6.49	2.94	5.50	4.10	5.21	8.28	3.66
Interest paid towards Staff P.F.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rent of Office Building	0.40	0.42	2.72	0.00	2.64	0.32	1.00
Insurance Expenses	0.04	0.02	0.07	0.07	0.14	0.11	0.07
House Tax & Water Tax	0.00	0.02	0.08	0.06	0.17	0.04	0.00
Electrical Charges	1.14	0.53	1.04	0.89	0.25	2.36	0.49
Rent , Raters & Taxes	0.04	0.00	0.00	0.00	0.00	0.00	0.00
Rent for RM's Residence	0.53	0.42	0.54	0.00	0.53	0.00	0.00
Postage & Telegraph Charges	0.22	0.07	0.14	0.12	0.08	0.14	0.06
Telephone Expenses	0.48	0.29	0.38	0.32	0.21	0.35	0.20
Expenses of forms & Printing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses on Stationery	0.18	0.09	0.50	0.10	0.10	0.30	0.10
Staff Training Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meeting Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Staff Medical Payment	2.38	1.39	3.31	1.76	2.68	3.42	2.05
Repair of Office Building	0.10	0.00	0.00	0.04	0.00	0.25	0.00
Repair of Office Furniture	0.00	0.01	0.05	0.04	0.04	0.06	0.00
Repair of Office Equipment	0.29	0.08	0.22	0.04	0.17	0.14	0.08
Repairs of Office Vehicle	0.00	0.05	0.00	0.05	0.04	0.17	0.11
Maintenance of Electric, Light & Fans	0.15	0.02	0.05	0.02	0.04	0.10	0.01
Repair & Maintenance of MD's Residence	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Expenses	0.05	0.05	0.05	0.10	0.05	0.10	0.05

Expenses on Petrol (Office Vehicle)	0.80	0.10	0.00	0.23	0.37	1.25	0.20
Conveyance Charges to Staff	2.54	1.30	2.82	1.38	2.11	3.41	1.34
Liveries to Sub-ordinate Staff	0.24	0.26	0.23	0.19	0.12	0.26	0.25
Registration & Legal Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Books & New Papers	0.05	0.04	0.03	0.03	0.02	0.05	0.01
Up-Keep of Office Premises	0.10	0.01	0.05	0.05	0.02	0.10	0.00
Sports Development Expenses	0.01	0.01	0.01	0.02	0.01	0.01	0.01
Expenses of Liasion Office	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bank Charges & Commission	0.01	0.00	0.00	0.01	0.01	0.01	0.00
Expenses of Publicity & Advertisement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Law & Professional Charges	0.02	0.01	0.07	0.03	0.08	0.08	0.05
Computer Expenses	0.14	0.00	0.24	0.05	0.02	0.08	0.01
Aman Patel Complex Flat Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dhara Rani Flat Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Computer Data Machine (Purchase)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	80.40	37.52	72.91	50.34	65.17	113.13	46.39

Head of Account	Haldwani	Jhansi	Kanpur	Lucknow	Meerut	Noida	Varanasi	Head Office
Salary & Allowance (MD)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10
Salary & Other Allowances (Staff)	34.04	19.39	67.42	113.27	55.12	87.32	35.80	556.33
Ex-Gratia paid to staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Honourarium to Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Staff Welfare Exp.	1.52	0.97	1.97	3.01	2.24	4.98	2.05	28.10
Staff Gratuity Payment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses on Udyog Bandhu	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
Traveling Allowance (TA/DA)	0.15	0.32	0.31	0.43	0.25	1.90	0.31	10.00
Directors Sitting Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.01
Audit Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Corporation Contribution towards P.F.	3.60	1.88	5.62	10.14	5.94	9.74	4.36	40.51
Interest paid towards Staff P.F.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rent of Office Building	2.65	2.64	0.00	3.56	0.16	1.51	0.35	0.00
Insurance Expenses	0.06	0.08	0.05	0.10	0.07	0.07	0.05	0.42
House Tax & Water Tax	0.00	0.00	0.00	0.00	0.25	0.12	0.24	7.37
Electrical Charges	0.29	0.71	0.00	0.79	0.68	1.51	0.78	23.40
Rent , Raters & Taxes	0.00	0.00	0.00	0.28	0.01	0.00	0.00	0.00
Rent for RM's Residence	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Postage & Telegraph Charges	0.07	0.11	0.12	0.08	0.08	0.46	0.06	0.52
Telephone Expenses	0.13	0.55	0.30	0.25	0.29	0.77	0.29	4.00

Expenses of forms & Printing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses on Stationery	0.03	0.10	0.29	0.14	0.10	0.39	0.08	1.25
Staff Training Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meeting Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50
Staff Medical Payment	1.75	0.84	6.91	5.36	2.82	4.39	1.88	29.60
Repair of Office Building	0.00	0.00	0.00	0.01	0.03	0.51	0.00	0.94
Repair of Office Furniture	0.00	0.01	0.00	0.00	0.00	0.05	0.00	1.27
Repair of Office Equipment	0.00	0.01	0.16	0.10	0.10	0.21	0.04	2.71
Repairs of Office Vehicle	0.02	0.08	0.19	0.40	0.10	1.00	0.16	0.92
Maintenance of Electric, Light & Fans	0.02	0.07	0.08	0.00	0.00	0.20	0.04	1.50
Repair & Maintenance of MD's Residence	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Miscellaneous Expenses	0.05	0.05	0.10	0.10	0.10	0.10	0.05	4.00
Expenses on Petrol (Office Vehicle)	0.25	0.30	0.65	1.15	0.29	4.00	0.20	5.00
Conveyance Charges to Staff	1.38	0.86	2.71	4.07	2.69	4.46	1.56	24.30
Liveries to Sub-ordinate Staff	0.19	0.04	0.25	0.42	0.12	0.83	0.22	2.46
Registration & Legal Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Books & New Papers	0.05	0.04	0.05	0.10	0.05	0.10	0.05	0.70
Up-Keep of Office Premises	0.05	0.00	0.00	0.00	0.02	0.12	0.10	2.24
Sports Development Expenses	0.01	0.01	0.02	0.02	0.01	0.05	0.01	0.10
Expenses of Liasion Office	0.00	0.00	0.00	2.40	0.00	4.00	0.00	0.00
Bank Charges & Commission	0.01	0.00	0.00	0.01	0.00	0.13	0.01	0.77
Expenses of Publicity & Advertisement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Law & Professional Charges	0.04	0.05	0.01	0.04	0.02	0.23	0.00	2.17
Computer Expenses	0.05	0.10	0.02	0.15	0.08	0.28	0.02	0.20
Aman Patel Complex Flat Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.84
Dhara Rani Flat Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.22
Computer Data Machine (Purchase)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
Grand Total	46.43	29.23	87.22	146.37	71.63	129.44	48.71	767.44