

File No. 10/22/2019 Bgt-I
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya



Room No. 7, 2nd floor
Major Dhyan Chand National Stadium,
New Delhi-110002.

Dated: August 28, 2019

OFFICE MEMORANDUM

29 AUG 2019

Subject: Formulation of Revised Estimates 2019-2020 and Budget Estimates 2020-2021-regarding.

The undersigned is directed to say that the Budget Circular, calling for detailed proposals for Revised Estimates 2019-2020 (Capital and Revenue) and Budget Estimates 2020-2021 (Revenue and Capital), is likely to be issued by Ministry of Finance shortly. In order to meet strict deadlines, it is highly advisable that the Budget allocations available of BE 2019-2020 are reviewed vis-à-vis the trend of expenditure / progress of works, etc. and realistic estimates are worked out for inclusion in the proposals for RE 2019-20 and BE 2020-2021.

2. Time and again, the Audit and the PAC have observed that the Budget Estimates / Revised Estimates are unrealistic; that the Supplementary Demands obtained from Parliament have not been fully utilized; and that re-appropriation of funds are made at will which are often infructuous. In order to obviate such a scenario hereafter, the following aspects may be kept in mind while reviewing / firming up proposals for RE 2019-2020 and BE 2020-2021.

- (i) Prioritise activities and schemes, identify such activity/ scheme which can be eliminated/reduced in size/merged with any other scheme/activity;
- (ii) Past experience of achieving targets (both physical and financial) and bottlenecks, if any, should be taken into account;
- (iii) In case of new/recent projects/schemes, the anticipated time to obtain final approval of the Competent Authority, expected time lag for implementation, institutional capacity to implement as per schedule, constraints on incurring expenditure by the agencies, should be duly factored in.
- (iv) Undertake thorough assessment of ground realities at field level to arrive at accurate projections in all cases.

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3. The proposals, including those in respect of CAPFs / CPOs / Attached / Subordinate Offices, along with detailed justifications, duly approved by their respective Administrative Divisions, separately for Grant No. 46-MHA, Grant No. 47-Cabinet and Grant No. 48 Police, may be sent in the Pro-forma enclosed (Annexure I) to Under Secretary (Budget), Hall No. 7 2nd floor, Major Dhyan Chand National Stadium, New Delhi-02 latest By **25th September, 2019.**

4. It may be ensured that Grant wise separate proposals are sent in respect of items included in more than one Grant and a soft copy of the same may be sent at sobud1-mha@nic.in

5. Contact details including email ID, mobile No. etc may invariably be mentioned in all communications.

Encl :- As above

M. Vasudevan
28/8/2019

(M. Vasudevan)

Under Secretary to the Government of India

Tele No. 2307-2237

To,

1. AS (UT) / AS (P) / AS (PM) / AS (J&K)
2. All Joint Secretaries of the Ministry of Home Affairs / Joint Secretary (Security), Cabinet secretariat / Joint Secretary (DOL) / RGI
3. Directors / Dy. Secretaries / Under Secretaries in the Ministry of Home Affairs / Deptt. Of Official Language / RGI.
4. All Finance Secretaries of the Union Territories in respect of concerned UT Demand

Copy forwarded for information and necessary action:-

1. Under Secretary (Cash) Ministry of Home Affairs, NDCC-II Building, New Delhi.
2. Smt. Anita Bhardwaj, Section Officer, Cash -I, MHA, NDCC-II Building New Delhi
3. Shri M.S Rawat, Section Officer, **Parliamentary Committee on Official Language**, 11, Teen Murti Lane, New Delhi.
4. Shri D.K. Shami, Fire Adviser & Head of Office, **Directorate General of Civil Defence**, East Block VIII, Level VII, R.K. Puram, New Delhi-110066.
5. Shri Sanjay Kumar, Joint Director (Budget), O/O the **Registrar General of India**, 2/A, Man **Singh** Road, New Delhi.
6. Shri G.S. Saini, Director, **National Civil Defence College**, Ministry of Home Affairs, **Nagpur-440001.**
7. Shri Ravinder Singh, Dy. Secretary, **Inter-State Council Sectt.**, Vigyan Bhavan Annexe, **New Delhi.**
8. Shri Shamim, Director, **National Fire Service College**, Ministry of Home Affairs, **Nagpur.**

9. Shri Om Prakash, Section Officer (Budget), **Deptt. of Official Language**, 4th Floor, NDCC II Building, Jai Singh Road, New Delhi.
10. Shri M. Bhattacharjee, Senior Accounts Officer, **National Human Rights Commission**, Manav Adhikhar Bhawan, INA, New Delhi.
11. Shri Sudershan Kumar, Deputy Secretary, **Zonal Council Sectt**, Jam Nagar House, New Delhi.
12. Shri J. K. S. Rawat, DIG, **National Disaster Response Force**, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi
13. Shri Krishna Saluja, Section Officer (II A Unit), **President's Sectt.**, New Delhi.
14. Shri Surajit Dutta, Under Secretary, **Prime Minister's Office**, South Block, New Delhi.
15. Ms. Saumitra Sahar, Under Secretary (Ad.-I), **Cabinet Secretariat**, Rashtrapati Bhawan, New Delhi. Ms Lalita T. Hedao, Under Secretary (M&G), CS Division, MDCNS, New Delhi.
16. Shri Ashish Kumar Panda, Under Secretary, O/o **Principal Scientific Adviser to the Govt. of India**, 310-A, Vigyan Bhavan Annexe, New Delhi.
17. Shri R.K Jain, Deputy Secretary, **National Security Council Sectt**, 3rd Floor, Sardar Patel Bhawan, Parlt. Street, New Delhi. 110001.
18. Shri B.R. Sharma, Chairman, **Land Ports Authority of India**, Lok Nayak Bhawan, New Delhi.
19. Shri Nikhil J. Gupta, Deputy Director (Admn), **Sardar Vallabhbhai Patel National Police Academy**, Ministry of Home Affairs, Hyderabad-500052
20. Shri Anil Kumar Singh, DD (Finance), **NATGRID**, Shivaji Stadium Annexe, New Delhi.
21. Shri Limatenjen, Joint Director, **North Eastern Police Academy (NEPA)**, Umsaw, Ri-Bhoi District, Shillong, Meghalaya.-793123.
22. Shri S.N. Pandey, SP (Admn.), **National Investigation Agency**, Lodhi Road, New Delhi.
23. Shri Ratan Singh, Jt. Dy. Director (Budget), **Intelligence Bureau**, S P Marg, New Delhi.
24. Shri Parveen Kumar, Deputy Director (Admn.), **Narcotics Control Bureau**, West Block No.1, Wing No. 5, R.K. Puram, New Delhi.
25. Shri M.P. Sharma, Joint Director(Admn),**NCRB**, NH-8, Mahipalpur, New Delhi-110037.
26. Shri K.C. Sharma, Jt. Director (Admn.), **Directorate of Co-ordination, Police Wireless**, Block No.9, CGO Complex, New Delhi.
27. Shri Sankha Roy, , Under Secretary (Security), **Cabinet Sectt**, North Block, New Delhi
28. Shri N.K. Banerjee, Assistant Director, (Admn.), **BPR&D**, NH-8, Service Road, Mahipalpur, New Delhi-110037.
29. Shri Y.M. Upadhyay, DIG(Admn), **LNJP National Institute of Criminology & Forensic Science**, Ministry of Home Affairs, Sector-3, Outer Ring Road, Rohini, Delhi-110085.

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30. Dr. I. Haque, Senior Scientific Officer (FS) **Central Forensic Science Laboratory/ DFS**, Block No. 4, 4th Floor, C.G. O Complex, Lodhi Road, New Delhi.
 31. Shri B.N. Bardhan, Director, **Central Forensic Science Laboratory (CBI)**, Block No.4, 4th Floor, C.G.O. Complex, Lodhi Road, New Delhi.
 32. Shri A.K. Ganjoo, Director cum Chief Forensic Scientist, **DFS**, Block No9 CGO Complex, Lodhi Road, New Delhi.
 33. Shri Vikas Chandra Karol, Asstt. FA, **Central Reserve Police Force**, Block No.1 CGO Complex, Lodhi Road, New Delhi-3.
 34. Shri P.S. Gosain, Assistant Commandt, **CRPF**, Block No.1 CGO Complex, Lodhi Road, New Delhi-3.
 35. Shri Keshar Singh Bist ,Deputy Commandant, SAO (Fin), **Assam Rifles**, Shillong, Meghalaya. (Through Liaison Office, Assam Rifles New Delhi).
 36. Shri Surender Mohan, AC (Fin.), **Border Security Force**, Block No.1, CGO Complex, Lodhi Road, New Delhi.
 37. Shri Ashok Saini, Accounts Officer, **Indo-Tibetan Border Police**, Block No. II, CGO Complex, Lodhi Road, New Delhi.
 38. Ms. Revathy D., Asstt. Financial Adviser, **National Security Guard**, Mehram Nagar, Nr. Domestic Airport, Palam, New Delhi 110037.
 39. Shri J. C. Garkoti, Asstt. Director (Accounts), **Central Industrial Security Force**, 13, CGO Complex, Lodhi Road, New Delhi.
 40. Shri Sanjeev Sharma, DIG(Admn.), **Sashastra Seema Bal**, Block No. V (East), R.K. Puram, New Delhi-110066.
 41. Shri Navneet Singh, FA to CP, **Delhi Police**, MHA, New Delhi
 42. Mr. A.V.S. Kaliyar, AIG (A/Cs), **Special Protection Group**, SPG Complex, Adm. Block, Sector VIII, Dwaraka, New Delhi.
 43. Shri Basant Swaroop, Director (Finance), **National Technical Research Organisation**, Block-III, Old JNU Campus, New Delhi -110016.
 44. Financial Advisor, **National Disaster Management Authority**, A-I, Safdarjung Enclave, New Delhi-110029.
 45. Accounts Officer, **National Institute of Disaster Management**, I.P. Estate, New Delhi
 46. Shri Anil Subramaniam, Dir (WS) & Consultant, Women Safety Division, New Delhi
 47. Shri Balram Jain, Sr. Accounts Officer (A/Cs), **Pay & Accounts Office**, Departmental **Accounting Organisation of MHA**, Khan Market, New Delhi.
 48. Shri G. Anand, AO, Pr. Accounts Office (Admn.), **Departmental Accounting Organization of MHA**, Room No. 6, MDCNS, New Delhi.
 49. PAO (Cabinet Affairs), Ministry of PPG&P, C-I Hutments, Dara Shikoh Road, New Delhi.
 50. Pay & Accounts Officer (Pr.), Ministry of Personnel, Public Grievances and Pensions, 3rd floor, Lok Nayak Bhawan, Khan Market, New Delhi.

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Copy also forwarded for information to:

- (i) PS to SS & FA (Home)/PS to Pr. CCA (H)
- (ii) PS to CCA (H)/ Dir (Fin-Home)/Director (Fin-Pers)/CA (Budget)
- (iii) US (Bgt-II) / SO (Budget-II)
- ✓ (iv) SO (IT)-with the request to upload the OM & Its annexure on MHA Website (under what's New) as well as on e-office.

Spare Copies-20

M. Vasudevan
28/08/2019

(M. Vasudevan)
Under Secretary to the Government of India

