

**CENTRAL SILK BOARD
BANGALORE - 560 068**

No.CSB- 2[1]/2017-2018/Accts

Dated : 11/04/2017

CIRCULAR

Sub : Revised format for request for release of Grants - modification of Plan
- Salary instead of Non-Plan head - reg.

It is to inform that during the current financial year 2017 - 2018, the Ministry had sanctioned the Budget under the broad heads Plan - Salary, General and Capital and also Plan-NE - Salary, General and Capital. Accordingly the revised format for requesting the Grants on monthly basis is enclosed herewith for indenting Grants-in-Aid to Central Office, Bangalore.

The expenditure under the head Plan - Salary, includes Salary and Allowances / Wages of Labourers of Temporary status / Pension and Retirement Benefits in place of Non Plan Expenditure. Similarly, under Plan-NE, Salary includes Salary and Allowances / Wages of Labourers of Temporary Status / Pension and Retirement Benefits for North East Region expenditure.

The Monthly indents requesting for the Grants shall be submitted as per the revised format enclosed herewith for the year 2017 - 2018, onwards i.e. from April 2017 onwards.


[CA Manoharan, A.]
Joint Director [Finance]

Copy to :

All the Delegated Units

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& send by email chv.
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CENTRAL SILK BOARD, BANGALORE - 560'068

SL.NO.	NAME OF THE ACCOUNTING UNIT
	BOARD SECTT./Ros/CCs/MRMB/RMB
1	Board Secretariat
2	R.O., New Delhi
3	R.O., Kolkata
4	R.O., Jammu
5	R.O., Mumbai
6	R.O., Chennai
7	R.O., Hyderabad
8	R.O., Bhubaneshwar
9	R.O., Guwahati
10	R.O., Lucknow
11	M.R.M.B., Sibsagar
12	Certification Centre, Varanasi
13	R.M.B., Chaibasa
	TOTAL - ADMINISTRATIVE UNITS
	R & D UNITS
14	CSR & TI, Mysore
15	CSR & TI, Berhampore
16	CTR & TI, Ranchi
17	CSTRI, Bangalore
18	CSR & TI, Pampore
19	CMER & TI, Lahdoigarh
20	CSGRC, Hosur
21	SBRL, Bangalore
22	SSTL, KODATHI
	TOTAL - R & D UNITS
	SEED SECTOR UNITS
23	BTSSO, Bilaspur
24	NSSO, Bangalore
25	MSSO, Guwahati
	TOTAL - SEED SECTOR UNITS

CENTRAL SILK BOARD, BANGALORE - 560 068

NAME OF THE UNIT : [with Fax and Telephone number]

REQUEST FOR RELEASE OF GRANTS FOR THE MONTH OF APRIL 2017	AMOUNT
PLAN - SALARY [36] - [SALARY & ALLOWANCES / WAGES / PENSION / RETIREMENT BENEFITS]	
PLAN - GENERAL [31]	
PLAN - CAPITAL [35]	
NE - SALARY [36]	
NE - GENERAL [31]	
NE - CAPITAL [35]	
TOTAL	

[₹ in lakhs]

SL NO	PARTICULARS	PLAN			PLAN - NE			GRAND TOTAL
		SALARY [36]	GENERAL [31]	CAPITAL [35]	SALARY [36]	GENERAL [31]	CAPITAL [35]	
1	BUDGET ESTIMATE / REVISED ESTIMATE COMMUNICATED BY CENTRAL OFFICE							
2	GRANTS RECEIVED FROM CENTRAL OFFICE UPTO 10/04/2017							
3	a] Expenditure upto [end of previous month]							
	b] Expenditure upto [date of indent]							
4	GIA AVAILABLE AT THE BEGINNING OF THE MONTH [2 - 3a]							
5	GIA BALANCE [approx] AVAILABLE ON THE DATE OF REQUISITION FOR GRANTS [2 - 3b]							
6	GIA REQUIRED TO BE RELEASED [In case GIA required for any special purpose, the same to be mentioned in detail]							

CERTIFICATE FOR THE RELEASE OF GRANTS

Certified that :

- | | |
|--|------------|
| 1. Cash / Bank Book and Ledger books are updated | 31/03/2017 |
| 2. Band Reconciliation Statement is done upto | 31/03/2017 |
| 3. Trial Balance has been done for the month of | 31/03/2017 |
| 4. Computerization of Accounts [FAS] hs been done upto | 31/03/2017 |

[Name and Designation]