

Planning Department
Government of N.C.T. of Delhi
6th Level, B-Wing, Delhi Secretariat, IP Estate
New Delhi-110002

No. F. 18(139)/2021-22/Monit./Plg. /7684-7687

Dated: 25 Aug, 2021

OFFICE MEMORANDUM

Subject: - Formulation of Revised Estimates 2021-22 and Budget Estimates 2022-23 of Schemes / Programmes/ Projects

Finance (Budget) Department vide Budget Circular No. F.2/16/2021-22/Fin.(B)/Jsbudget/ 1413-1416 dated 12.08.2021 has issued guidelines and prescribed formats for furnishing information for Revised Estimates 2021-22 and Budget Estimates 2022-23. Finance Department has also mentioned that information relating to Schemes/ Programmes/ Projects wise Revised Estimates 2021-22 and Budget Estimates 2022-23 in the prescribed format I to IV to be sent directly to Planning Department. Planning Department has also initiated the process of preparing the Revised Estimates 2021-22 and Budget Estimates 2022-23 for Schemes/ Programmes/ Projects being implemented by your department.

2. It is suggested that while projecting the requirements of funds, which are to be utilised by the department for remaining part of the current year, a realistic assessment may be made under Revised Estimates considering the progress of various projects/schemes/programmes to avoid additional/ surrender of funds in the last quarter of the financial year.

3. Similarly, Budget Estimates for the year 2022-23 should also be projected on the basis of realistic assessment of the requirement of funds that are to be utilized by the department during next year i.e 2022-23.

4. It is, therefore, requested that complete information may be compiled in prescribed format (Annexure I to IV) in respect of your department and the Offices/ Institutions/ Autonomous bodies under your administrative control as we are not writing them separately. The prescribed format I to IV can also be downloaded from the website of Planning Department www.delhiplanning.nic.in. The complete information may be sent to Planning Department in hard copy and via email at jdplg@nic.in latest by 06th **September, 2021** so that the Pre-Budget /RE discussion can be held by Planning Department during the 2nd fortnight of Sep, 2021.

(AP) 25/8/21
ASHOK KUMAR
Director (Planning)

**All Additional Chief Secretaries/Pr. Secretaries/Secretaries/Head of Departments
Govt. of NCT of Delhi**

Copy for information to:-

1. PPS to Pr. Secretary (Planning), Planning Department, GNCTD.
2. All Joint Director(Planning), Planning Department, GNCTD
3. All Sector Officers, Planning Department, GNCTD