

बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

विद्या विहार, रायबरेली रोड, लखनऊ-226025

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

Vidya Vihar, Raebareli Road, Lucknow-226025

Letter No. 1356/BBAU/18

Date: 28/09/2018

CIRCULAR

Sub:- Preparation of Revised Budget Estimate for 2018-2019 and Budget Estimate for 2019-2020 Recurring and Non - Recurring heads.

It is informed to all concerned that the preparation of Revised Budget Estimate for 2018-2019 and Budget Estimate for 2019-2020 is due and to be prepared on priority basis.

In this regard, all the Deans, Heads, Coordinators of Schools/Departments / Centres and Units Incharge are requested to submit the following details on or before 06.10.2018.

A) Recurring

S. No.	Particulars	Fund required under various heads for the F.Y. 2018-2019	Expenditure incurred upto 30.09.2018 under various heads	Requirement of further funds for rest months (2018-2019)	Justification for additional requirement if any	Requirement of funds for F.Y.2019-2020	Justification for requirement if any	Remarks

B) Non -Recurring (Creation of Capital Assets)

S. No.	Particulars	Fund required under various heads for the F.Y. 2018-2019	Expenditure incurred upto 30.09.2018 under various heads	Requirement of further funds for rest months (2018-2019)	Justification for additional requirement if any	Requirement of funds for F.Y.2019-2020	Justification for requirement if any	Remarks

Thanking you.

Yours faithfully

Finance Officer

Copy forwarded to the following for information and necessary action :-

1. S.O. to Hon'ble V.C.
2. P.S. to Registrar
3. All Deans of Schools, Heads of Departments /Sectional Heads of Unit, BBAU, Lucknow.
4. I/C website with request to upload on the University website

Handwritten signature and date
28/9/18

Finance Officer