



भारत सरकार/ GOVERNMENT OF INDIA
भारतीय भूवैज्ञानिक सर्वेक्षण/ GEOLOGICAL SURVEY OF INDIA
केंद्रीय मुख्यालय/ CENTRAL HEADQUARTERS
27, जे. एल. एन. रोड/ 27, J.L. NEHRU ROAD
कोलकाता/ KOLKATA - 700016

पं०सं/L.No.: No...../G-20012/MoM/Budget & Finance/2019-20

दिनांक/Date: 9th August 2019

द्वारा/ From:

अपर महानिदेशक (वित्त)/Additional Director
General(F),
भा०भू०सं, केंद्रीय मुख्यालय/GSI, Central
Headquarters,
27 जे०एल०एन० रोड, कोलकाता/ 27 JLN Road,
Kolkata-16

प्रति/To:

The Addl. Director General & HoD, Geological Survey of
India, ER, Kolkata / CR, Nagpur / NR- Lucknow/ NER,
Shillong/ WR, Jaipur / SR, Hyderabad;
National Missions Heads (Mission-I, Kolkata / Mission-
II, Nagpur/ Mission-III, Kolkata/ Mission-IV, Kolkata/
Mission-V, Hyderabad;
The Dy. Director General & Head, RSAS, Bangalore / TI,
Hyderabad/ DGCO, New Delhi / MCS, Mangalore.
The Director (G) & Head of Office, GSI, CHQ, Kolkata /
Director (Administration), GSI, CHQ, Kolkata

विषय/Subject: Review and control of expenditure for the Financial Year 2019-20 –reg.

महोदय/Sir,

It is well aware that the Budget for the Financial Year 2019-20 was received through Vote-on-Account for meeting the expenditure upto July 2019. Recently, MoM vide its email dated 29th July 2019 has intimated the Budget Estimates for the FY-2019-20. Based on that, budget to the different regions/ Missions / Divisions/ Wings has already been allotted on 29th July 2019. However, there are certain heads where GSI has not been provided sufficient budget to meet to expenditure during the financial year 2019-20. A brief of the same is narrated below:-

Direction & Administration - Wages Head

GSI has received less fund under D&A-Wages head against its projection made for the FY-2019-20. Considering the situation, GSI, CHQ has issuing various instructions for strict adherence to the "Guideline of Outsourcing of Personnel for Housekeeping, security etc. for various premises of GSI. It has been strictly directed to optimise the existing outsourced personnel considering the budget constraints to avoid any adverse situation.

Direction & Administration – Other Administrative Expenses

GSI has been designated as nodal agency to organise the prestigious event of 36th IGC-2020 in which GSI is also participating in various promotional activities and outreach programmes for which necessary provisions has been made in D&A-OAE head. Further, GSI has received less amount in the OAE head against the projection from MoM. Accordingly, it will be difficult to allot separate fund under OAE head except for GSI participation in 36th IGC 2020. Therefore, it is advised to utilise the fund provided under Office Expenses / Office Expenses (Voted) head to the minimal possible extent.

Administrative Support Activities – DTE

It is the collective responsibility of the Regions / Missions / Divisions / Wings that in no case expenditure exceeds the allotted budget and should be aligned with the available budget. In order to have a better control over the expenditure, it is advised that interactions / reviews should be made thorough Video Conference to the maximum possible extent and budget under the DTE head should be utilised for FSP items. Accordingly, you are requested to advice to the tour approving / sanctioning authority so that the tour proposal other than FSP items must be reduced.

Administrative Support Activities – Office Expenses

It has been seen from the past trends that the regions / divisions are utilising funds specifically in office expenses head without making proper provisions for making payment for essential services like electricity bills, water bills, telephone bills etc. accordingly, DDOs may be advised to keep aside the amount required for meeting the essential services to avoid any adverse situations.

Other Expenditure – Advertisement & Publicity

GSI has received less amount under the Advertisement & Publicity against the projection made during the FY-2019-20. Moreover, certain amount has kept for forthcoming 36th IGC. Accordingly, it will be difficult to allot separate fund under Advertisement & Publicity head except for GSI participation in 36th IGC 2020. Keeping, in view the forthcoming 36th IGC, it is advised to restrict the expenditure to the minimum possible extent to avoid any adverse impact on the budget.

Yours sincerely

Kamalakanta Panda

(Kamalakanta Panda)
Addl. Director General (Finance)
Geological Survey of India

प्रतिलिपि सूचनार्थं कृपया/ Copy for information please:

1. The All concerned as mentioned above.
2. The DDG (IT) with a request to upload the same on GSI Portal