

Appendix –IV (B)	Nominal Roll of Employees other than Regular Employees having Consolidated Pay ( <i>i.e. Adhoc/ Co-Terminus/ Consolidated</i> )
Appendix-V (A)	List of Non Functional Vehicles
Appendix-V (B)	List of Functional Vehicles

**Further,**

Appendix-VI	Consolidated Abstract Showing Nominal Roll of Employees on Regular/MR/ADHOC of PSU/Autonomous bodies/Local bodies, <b>receiving Grants-in-Aid for Salaries &amp; Wages from the State Government.</b> Expenditure Head wise.
Appendix-VI (A)	Nominal Roll of Employees on Regular Scale only.
Appendix-VI (B)	Nominal Roll of Employees on MR/ OFOJ/ ADHOC/ CONSOLIDATED/ Co-TERMINUS.

The correctness of the estimates and its authenticity depends largely on the efforts and exercise done by the departments. A hard copy of Nominal Roll prepared and generated from Pranali, duly verified and certified by D&DO/ RCO and Head of Department to be submitted to Budget Division in addition to the online submission of Nominal Roll through Pranali. The RCOs must strictly ensure that submission of complete information with regard to all DDOs under them.

The work flow for submission through PRANALI is as under:-

- |  |                   |
|--|-------------------|
| i. Office Level                        | => Save & Approve |
| ii. District Level (LRDMD & Education) | => Save & Approve |
| iii. RCO Level                         | => Save & Approve |

Further, to adhere to the restructuring of object heads based on the O.M. No. 1(65)2022-23/Bud/Fin/09 dated 16/01/2023 which has resulted in changes in allocation under Salaries, bifurcation of Appendix I (A) will be as below:

Object Head	Allocation
01- Salaries	Total of Column 10 of Appendix I (A)
07- Allowances	Total of Column 11 to 14 of Appendix I (A)
06- Medical Allowances	Total of the 5% of Column 10 of Appendix I (A)

The Consolidated Form-I and Form-II generated from Pranali at the RCO level should be certified by both RCO and Head of Department. **The Nominal Roll for Salaries/ Wages drawn in the form of Grants in Aid and as state support required for Salary/Wages to Scheme Fund, should be submitted separately by the D&DO/ RCO through Heads of Department in regular excel format. The Nominal Roll must be submitted to the Budget Division latest by 31/10/2023.**

Over the years it has been noticed that the documents submitted by some of the departments are incomplete, delayed and are not as per the instruction. This not only causes unwanted inconvenience and delays in preparation of the entire work of the State Budget but defeats the correctness in projecting the estimates. As such the departments should verify all the figures pertaining to their department with the Budget Division by the 10<sup>th</sup> of January, 2024. The departments having any doubt may contact the Budget Division for further clarification.

Principal Director  
(Budget)  
Finance Department