



GOVERNMENT OF SIKKIM
FINANCE DEPARTMENT
GANGTOK

No. 1(65)2022-23/Bud /Fin/05

Date: 26/09/2023

CIRCULAR

Subject: Annual Budget 2024-25

The Finance Department is in the process of preparing the Annual Budget for the financial year 2024-25. In order to project the correct requirement as per the O.M. 1(65)2022-23/Bud/Fin/09 dated 16/01/2023, all Heads of the Department are requested to direct their Resource Controlling Officer (R.C.O) to forward a correct estimation under various Normal Administrative Expenditure Heads (eg:- Office expenses, Domestic Travel expenses, Foreign Travel expense, Rent, Rates and Taxes, Fuel and Lubricants, Repair and Maintenance, etc) under their demand within the limit of allocations as per previous financial year.

The above information should be sent to the Budget Division of the Finance Department latest by 30th November 2023. However, if no information is received by the last date as specified above, the current allocation reflected in the Annual Budget 2023 – 24 will be taken as final figure duly deducting one time/State earmarked allocations.

The prescribed format for submission of the above details is enclosed.

Sd/-

Secretary cum Controller of Accounts

Finance Department

Copy to:

1. All Head of the Departments.
2. Accountant General, Lekha Pariksha Bhawan, Sikkim.
3. The Pr. Director, Treasury, Pay & Accounts Office, FD
4. All Resource Controlling Officers.
5. All Drawing and Disbursing Officers.
6. Joint Director, IT Cell, Finance Department for uploading on website.


Principal Director
(Budget)
Finance Department
Finance Department

