

No.: CURAJ/Fo/19-20/F-1/05

Date: 03.04.2019

CIRCULAR

The competent authority has approved the tentative allocation for the current financial year (2019-20) under the Budget Heads as per following details. Fund clearance for all these budget heads will be made by concerned controlling authority.

S. No.	Nature of Budget head	Budget Head	Amount in lakhs	Controlling Authority	Remarks
1.	Laboratory Expenses	31 (ACD) (1)	90.00	Concerned Department	As per last year Deptt. budget allotted
2.	Laboratory Expenses (for Gases)	31 (ACD) (1)	11.00	Central Store	
3.	Field work Expenses	31 (ACD) (2)	1.00	Central Budget (F&A)	
4.	Expenses on Seminars/Workshops (Travel & Reg. etc. exp.)	31 (ACD) (3)	8.00	Dean (Academic)	
5.	Expenses on Seminars/Workshops (Org exp)	31 (ACD) (4)	5.00	Dean (Academic)	
6.	Payment to Visiting Faculty	31 (ACD) (5)	7.00	Establishment	
7.	Examination Expenses	31 (ACD) (6)	10.00	Controller of Examination	
8.	Admission Expenses	31 (ACD) (8)	3.00	Dean (Academic)	
9.	Convocation expenses	31 (ACD) (9)	20.00	Controller of Examination	
10.	Publications	31 (ACD) (10)	5.00	Central Budget (F&A)	
11.	Subscription Expenses	31 (ACD) (12)	1.00	Central Budget (F&A)	
12.	Departmental Contingency Exp.	31 (ACD) (13)	20.00	Concerned Department	As per last year Deptt. budget allotted
13.	Research Activities	31 (ACD) (14)	10.00	Concerned Department	As per last year Deptt. budget allotted
14.	Faculty Improvement programme	31 (ACD) (15)	4.00	Dean (Academic)	
15.	Excursion/Education Tour	31 (ACD) (16)	2.00	Dean (Academic)	
16.	Miscellaneous Expenses	31 (ACD) (17)	4.00	Central Budget (F&A)	
17.	Course Registration fees	31 (ACD) (18)	9.00	Dean (Academic)	
18.	Central Budget	31 (ACD) (19)	5.00	Central Budget (F&A)	
19.	Electricity and Power	31 (ADM) (1)	225.00	Estate Section	
20.	Water Charges	31 (ADM) (2)	110.00	Estate Section	
21.	Insurance	31 (ADM) (3)	10.00	Central Budget (F&A)	
22.	Rent, Rates and Taxes	31 (ADM) (4)	1.00	Central Budget (F&A)	
23.	Generator Running Expenses	31 (ADM) (5)	18.00	Estate Section	
24.	Security Expenses	31 (ADM) (6)	225.00	Proctor	
25.	Postage and Telegram	31 (ADM) (7)	3.00	Establishment	
26.	Telephone, Fax expenses	31 (ADM) (8)	10.00	Estate Section	
27.	Internet connection & ICT Charges	31 (ADM) (9)	35.00	ICT Cell	
28.	Subscriptions to Academic Institutions	31 (ADM) (10)	1.00	Dean (Academic)	
29.	Advisory, Statutory and other Committee Expenses	31 (ADM) (11)	10.00	Central Budget (F&A)	
30.	Advertisement and Publicity	31 (ADM) (12)	12.00	Public Relation Officer	
31.	Legal Expenses	31 (ADM) (13)	8.00	Establishment Section	
32.	Printing and Stationary	31 (ADM) (14)	9.00	Central Store	
33.	Travelling and Conveyance Exp.	31 (ADM) (15)	10.00	Central Budget (F&A)	
34.	Hospitality	31 (ADM) (16)	7.50	Central Budget (F&A)	
35.	Auditors Remuneration/Expenses	31 (ADM) (17)	5.00	Internal Audit Section	
36.	Professional Charges	31 (ADM) (18)	5.00	Central Budget (F&A)	
37.	Magazine & Journals, Newspapers, Periodicals, Membership & other library expenses	31 (ADM) (19)	120.00	Library	
38.	Departmental Meeting Expenses	31 (ADM) (20)	15.00	Concerned Department	Deptt. wise budget will be allotted
39.	Liveries and Uniform	31 (ADM) (21)	1.00	Establishment	
40.	Photocopy Charges	31 (ADM) (22)	1.50	Central Store	

41.	Recruitment	31 (ADM) (23)	18.00	Recruitment Cell	
42.	Medicine Expenses	31 (ADM) (24)	4.00	Health Centre	
43.	Hostel running & recurring expenses	31 (ADM) (25)	5.00	Chief Warden	
44.	Rajbhasha expenses	31 (ADM) (26)	1.50	Hindi Officer	
45.	National /Foundation Day and other National Important day/ activities	31 (ADM) (27)	6.00	Dean, Student Welfare	
46.	Printing of Annual/Audit Report	31 (ADM) (28)	5.00	Registrar	
47.	Contribution to VC Discretionary Fund etc.	31 (ADM) (29)	5.00	VC office	
48.	Other General Expenses	31 (ADM) (30)	5.00	Central Budget (F&A)	
49.	Career and Counseling Cell	31 (ADM) (31)	5.00	Concerned Coordinator	
50.	Day Care Centre	31 (ADM) (32)	5.00	Concerned Coordinator	
51.	Community Development cell	31 (ADM) (33)	3.00	Concerned Coordinator	
52.	Innovation Cell	31 (ADM) (34)	1.00	Concerned Coordinator	
53.	Distinguished Lecture Series	31 (ADM) (35)	5.00	Dean (Academic)	
54.	Central Budget	31 (ADM) (36)	3.00	Central Budget (F&A)	
55.	Running expenses	31 (TPT) (1)	7.50	Transport Section	
56.	Repairs & Maintenance	31 (TPT) (2)	5.00	Transport Section	
57.	Insurance expenses	31 (TPT) (3)	3.00	Transport Section	
58.	Vehicle taken on Rent/lease/hiring exp	31 (TPT) (4)	10.00	Transport Section	
59.	Buildings	31 (R&M) (1)	50.00	Estate Section	
60.	Furniture & Fixtures	31 (R&M) (2)	10.00	Estate Section	
61.	Plant & Machinery	31 (R&M) (3)	10.00	Estate Section	
62.	Office Equipment	31 (R&M) (4)	5.00	Central Budget (F&A)	
63.	Computers & Software	31 (R&M) (5)	12.00	ICT Cell	
64.	Laboratory & Scientific Equipment	31 (R&M) (6)	10.00	Central Budget (F&A)	
65.	Audio Visual equipment	31 (R&M) (7)	5.00	Estate Office	
66.	Cleaning material & services	31 (R&M) (8)	100.00	Estate Section	
67.	Book Binding charges	31 (R&M) (9)	2.00	Library for Rs. 1.50 and F&A for Rs. 0.50	
68.	Gardening	31 (R&M) (10)	60.00	Estate Section	
69.	Electrical Maintenance	31 (R&M) (11)	110.00	Estate Section	
70.	General Maintenance	31 (R&M) (12)	7.00	Estate Section	
71.	Others (Maintenance)	31 (R&M) (13)	5.00	Central Budget (F&A)	
72.	Bank Charges & Others	31 (FIN) (1)	1.00	Finance & Accounts	
73.	Scholarship to Non-NET/JRF scholars (Ph.D Scheme)	31 (ACD) (11)	75.00	Dean (Research)	
74.	Sports Expenses	31 (ACD) (7)	7.00	Chairman, Games & Sports	
75.	Culture & Other Expenses	31 (ACD) (7)	7.00	Dean, Student Welfare	

Here, it is imperative to mention that no capital expenditure will be allowed, from any recurring Budget. This is for the kind information of all the concerned. This will be applicable with immediate effect.

This is issued with the approval of competent authority.


Finance Officer

Copy to (Through E-mail):-

1. Office of the Hon. Vice Chancellor
2. Office of the Registrar/Controller of Examinations/Librarian
3. Office of the Dean (Academics)/Dean (Research)/Dean (Student Welfare)/Dean (ARCI)
4. All Deans of the Schools
5. Office of the Proctor and Chief Warden
6. All HoDs/ Coordinators of Academic Departments/ School of Education/DDUKK
7. Joint Registrar (Finance)/Joint Registrar (Estt.)/Internal Audit Officer/Executive Engineer/Public Relation Officer/Hindi Officer/Assistant Registrar(s)
8. Purchase Section/Store Section/Security Section/Health Centre/ ICT Cell/Recruitment Cell
9. All Section In-Charge
10. Guard/Dispatch File

Central University of Rajasthan

Budget Allocation for the year 2019-20

Name of Deptt: Legal Cell

Deptt Code: LGC

Details of Budget Allocation

(Figures in lacs)

Budget Head	Budget Code	Amount
<i>Recurring Budget - (31)</i>		
1 Legal Expenses	31 (ADM) (13)	9.00
	Total	9.00

Note:

- The Imprest amount will be a part of allocated Budget under Legal Expenses & can be used only for Recurring expenditure.
- Funds will be provided only as per availability of funds from fundign agency.
- Funds will be cleared by concerned section before the commencement of the

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Finance Officer

Central University of Rajasthan

Budget Allocation for the year 2019-20

Kind Attention: Joint Registrar-II

Name of Committee: Employees and Students Grievance Redressal Committee

Details of Budget Allocation

(Figures in lacs)

Budget Head	Budget Code	Amount
<i>Recurring Budget - (31)</i>		
1 Advisory, Statutory and other Committees expenses (Employee and Students Grievance Redressal Committee including Deptt. Wise also)	31 (ADM) (11)	1.00

Note:-

- The Imprest amount will be a part of allocated Budget & can be used only for Recurring expenditure.
- Funds will be provided only as per availability of funds from funding agency (UGC).
- Funds will only be cleared before the commencement of the activity. No funds will be cleared after activity.

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Finance Officer

Copy to:-

1. Chairman, Students Grievance Redressal Committee
2. Chairman, Teacher' Grievance Committee
3. Chaiman, Non-Teaching Staff grievances Committee

Central University of Rajasthan

Budget Allocation for the year 2019-20

Name of Deptt: SC/ST and OBC Cell

Details of Budget Allocation

(Figures in lacs)

Budget Head	Budget Code	Amount
<i>Recurring Budget - (31)</i>		
1 Advisory, Statutory and other Committees expenses	31 (ADM) (11)	1.00

Note:-

- The Imprest amount will be a part of allocated Budget under Advisory, Statutory and other Committees Expenses & can be used only for Recurring expenditure.
- Funds will be provided only as per availability of funds from funding agency.
- Funds will be cleared by the concerned section before the commencement of the activity. No funds will be cleared after activity.

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Finance Officer

Central University of Rajasthan

Budget Allocation for the year 2019-20

Name of Committee: Saxual Harassment Committee

Deptt. Code - SHC

Details of Budget Allocation

(Figures in lacs)

Budget Head	Budget Code	Amount
<i>Recurring Budget - (31)</i>		
1 Advisory, Statutory and other Committees expenses	31 (ADM) (11)	0.50

Note:-

- The Imprest amount will be a part of allocated Budget under Advisory, Statutory and other committees Expenses & can be used only for Recurring expenditure.
- Funds will be provided only as per availability of funds from funding agency.
- Funds will be cleared by concerned section before the commencement of the activity. No funds will be cleared after activity.

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Finance Officer

Central University of Rajasthan

Budget Allocation for the year 2019-20

Name of Deptt: Career and Counselling Cell

Deptt. Code - CCC

Details of Budget Allocation

(Figures in lacs)

Budget Head	Budget Code	Amount
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Recurring Budget - (31)

1 Career and Counselling Cell	31 (ADM) (31)	5.00
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Note:-

- The Imprest amount will be a part of allocated Budget under Career and Counselling Cell & can be used only for Recurring expenditure.
- Funds will be provided only as per availability of funds from funding agency.
- Funds will be cleared by the concerned section before the commencement of the activity. No funds will be cleared after activity.

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Finance Officer