

Government of Odisha
Finance Department

Letter No. 33869 /F,
FIN-BUD1-BT-0010-2014

Date 09.12.2014

From

Sri U.N. Behera, I.A.S.
Additional Chief Secretary to Government

To

All Additional Chief Secretaries/
Principal Secretaries/
Commissioner-Cum-Secretaries/
Secretaries/
Special Secretaries to Government/
Heads of Departments

Sub: *Preparation of Revised Estimates for 2014-15 & Budget Estimates for 2015-16: Training & roll out of online preparation of Departmental Estimates by Controlling Officers and pilot on preparation of estimates by the Estimating Officers.*

Ref: Finance Department Circular No-31475/F Dt.12.11.2014.

Sir/Madam,

I am directed to say that subordinate to the Controlling Officer proposals for Revised Estimates for 2014-15 and Budget Estimates for 2015-16 were called for in Finance Department Circular No-31475/F Dt.12.11.2014. In para-22 (i) of the said Circular, it was mentioned that, all the Controlling Officers are required to submit their Non-Plan proposal to the Administrative Department using iOTMS/iFMS platform. The consolidated proposal of all Controlling Officers after examination, will be transferred online by the respective Administrative Departments using Online Budget Compilation System BETA in Secretariat LAN. The required Annexures are to be prepared in the prescribed templates and the same are to be uploaded in iOTMS/iFMS by the Controlling Officers. However, after examination by the Administrative Departments, the estimates and the required Annexures prepared by the Controlling Officers will be uploaded in BETA for facilitating pre-budget scrutiny in Finance Department. Training will be imparted to the concerned officials of the Controlling Officers and some Estimating Officers on operating this module.

2. The Non Plan Budget of the State is based on the departmental estimates submitted by the Controlling Officers and these departmental estimates are based on the estimates submitted by the district officers of the Departments i.e the Estimating

Officers. The Controlling Officer is to ensure that the estimates are as accurate as possible which is solely dependent on the correctness of the estimates of the Estimating Officer and its proper scrutiny, compilation and consolidation at the level of the Controlling Officer. For realistic estimate of expenditure for the ensuing year, the Estimating Officers are to take into account their requirement at current as well as anticipated level, committed expenditures, un-discharged liabilities and explain the reasons for variations between the trend and estimate for proper appreciation by the Controlling Officer.

3. The Non-Plan part of the budget preparation module of iFMS/BETA is now ready for use at all levels starting from the Estimating Officers to Administrative Departments and Finance Department as well. Keeping in view the paucity of time, it would not be possible to impart training to all Estimating Officers. Hence, for submission of Non-Plan proposals for Revised Estimates for 2014-15 and Budget Estimates for 2015-16, all the Controlling Officers would use the iFMS platform and initiation of proposals from the Estimating Officers would be taken up on pilot basis for Directorate of Treasuries & Inspection, Controller of Accounts, Director, MDRAFM and Director, Ground Water Survey.

4. In order to impart accuracy to the estimates of the Controlling Officers and Estimating Officers through the use of iOTMS/ iFMS/ BETA, a training programme has been arranged for the Controlling Officers and select Estimating Officers in the Finance Department Training Hall from 12.12.2014 to 18.12.2014. The detailed training programme is at Annexure-I.

7. Timely training and handholding support could not be provided on the new module to the Controlling Officers/Administrative Departments for which Administrative Departments are finding it difficult to submit the proposals within due date. Keeping in view the difficulties encountered by the Controlling Officers / Administrative Departments, the last date for submission of Non-Plan proposals to Finance Department is extended till 20.12.2014.

8. I would, therefore, request you to kindly depute the Officials entrusted with the budget work to attend the training programme and ensure timely submission of proposal for Revised Estimates for 2014-15 and Budget Estimates for 2015-16.

Yours faithfully,



Additional Chief Secretary to Government

Memo No. 33870 /F,Date: 09.12.14

Copy forwarded to all Controlling Officers/Financial Advisers/Asst. Financial Advisers of Departments of Government and Accounts Officers of Heads of Departments for information and necessary action.

D.W.
9/12/2014
Deputy Secretary to Government

Memo No. 33871 /F,Date: 09.12.14

Copy forwarded to all Officers/Section Officers of Finance Department for information and necessary action.

D.W.
9/12/2014
Deputy Secretary to Government

Memo No. 33872 /F,Date: 09.12.14

Copy forwarded to all Treasury Officers of District Treasuries and Special Treasuries/Sub-Treasury Officers/F.A. and C.A.O of all the Irrigation Projects for information and necessary action. While entertaining the pay bills for the month of November, 2014, they are requested to enquire from the DDOs under their control as to whether the DDOs have submitted the required information to their Controlling Officers.

D.W.
9/12/2014
Deputy Secretary to Government

Memo No. 33873 /F,Date: 09.12.14

Copy forwarded to Private Secretary to Minister, Finance/ Additional Chief Secretary /Special Secretaries /Additional Secretaries of Finance Department for kind information of Hon'ble Minister, Finance/ Additional Chief Secretary /Special Secretaries / Additional Secretaries.

D.W.
9/12/2014
Deputy Secretary to Government

Memo No. 33874 /F,Date: 09.12.14

Copy forwarded to the Accountant General (A&E), for favour of information.

D.W.
9/12/2014
Deputy Secretary to Government

Memo No. 33875 /F,Date: 09.12.14

Copy forwarded to the Head, State Portal with request to upload the circular in the website of Finance Department at www.odisha.gov.in/finance.

D.W.
9/12/2014
Deputy Secretary to Government

TRAINING PROGRAMME ON BUDGET MODULE OF IFMS

VENUE: TRAINING CENTRE, FINANCE DEPARTMENT

Sl.	D.No.	Department	Date	Time
1	22	Forest & Environment and their Controlling Officers	12.12.14	11 AM to 1.30 PM
2	23	Agriculture and their Controlling Officers		
3	33	Fisheries and Animal Resources and their Controlling Officers		
4	34	Cooperation and their Controlling Officers		
5	19	Industries and their Controlling Officers	12.12.14	2.30 PM to 5 PM
6	24	Steel & Mines and their Controlling Officers		
7	31	Handloom, Textiles and Handicrafts and their Controlling Officers		
8	39	Employment & Technical Education and Training and their Controlling Officers		
9	40	Micro, Small and medium Enterprises and their Controlling Officers		
10	6	Commerce and their Controlling Officers	16.12.14	11 AM to 1.30 PM
11	9	Food Supplies and Consumer Welfare and their Controlling Officers		
12	16	Planning & Coordination and their Controlling Officers		
13	21	Transport and their Controlling Officers		
14	27	Science & Technology and their Controlling Officers		
15	35	Public Enterprises and their Controlling Officers		
16	37	Information and Technology and their Controlling Officers		
17	1	Home and their Controlling Officers	16.12.14	2.30 PM to 5 PM
18	3	Revenue and their Controlling Officers		
19	26	Excise and their Controlling Officers		
20	2	General Administration and their Controlling Officers	17.12.14	11 AM to 1.30 PM
21	4	Law and their Controlling Officers		
22	8	Odisha Legislative Assembly and their Controlling Officers		
23	15	Sports & Youth Services and their Controlling Officers		
24	18	Public Grievances and pension Administration and their Controlling Officers		
25	25	Information & Public Relations and their Controlling Officers		
26	29	Parliamentary Affairs and their Controlling Officers		
27	32	Tourism & Culture and their Controlling Officers		
28	5	Finance Department and their Controlling Officers	17.12.14	2.30 PM to 5 PM
29	10	School & Mass Education and their Controlling Officers		
30	38	Higher Education and their Controlling Officers		
31	11	ST & SC Development and their Controlling Officers		
32	14	Labour & Employees State Insurance and their Controlling Officers		
33	17	Panchayati Raj and their Controlling Officers	18.12.14	11 AM to 1.30 PM
34	12	Health & Family Welfare and their Controlling Officers		
35	36	Women & Child Development Department and their Controlling Officers		
36	20	Water Resources and their Controlling Officers	18.12.14	2.30 PM to 5 PM
37	7	Works		
38	13	Housing & Urban Development and their Controlling Officers		
39	28	Rural Development and their Controlling Officers		
40	30	Energy and their Controlling Officers		