

**MOST IMMEDIATE / BUDGET MATTER**

File No. 10/18/2020- Bgt-I  
Government of India / Bharat Sarkar  
Ministry of Home Affairs/ Grih Mantralaya  
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Hall No.7, Open Gallery, MCDN Stadium  
New Delhi, dated October, 2020

**OFFICE MEMORANDUM**

**Subject: Budget Circular 2020-21- Information required for RE 2020-21 Meeting-regarding.**

The undersigned is directed to say that Ministry of Finance, Department of Economic Affairs has issued **Budget Circular 2021-22** vide their communication No.F.2 (17)-B (D)/2020 dated October 2020. The Budget Circular 2021-22 is available on the website of Ministry of Finance at the following link:

<https://dea.gov.in/sites/default/files/Budget%20Circular%202021-2022.pdf>

2. For the RE / BE discussions with Ministry of Finance, the information in respect of following statements are urgently required:

S.No.	Appendix No.	Statement	Action by
1.	Appendix-III	Pending UCs and Unspent Balances	Various Divisions
2.	Appendix-V A	Grant in Aid to Autonomous Bodies	LPAI and NHRC
3.	Appendix-VI A	List of User Charges levied by the Departments/Ministries	BM-II in respect of LPAI
4.	Appendix-VI B	Pending Liabilities/Committed Expenditure of Ministries	All Divisions
5.	Appendix-VI C	Details of Corpus Funds	All Divisions
6.	Appendix-VI D	Details of Procurement through GEM	All Divisions
7.	Appendix- VII	Name of Company	AS (UT) in respect of Delhi Police

3. It is requested that updated statements in the prescribed pro-forma (copy enclosed) may please be forwarded to the Budget-I Section (email ID: [sobud1-mha@nic.in](mailto:sobud1-mha@nic.in)) latest by **7<sup>th</sup> October, 2020**.

4. This may be accorded **TOP PRIORITY**.

*M Vasudevan*  
05/10/2020

(M Vasudevan)

Under Secretary to the Govt. of India

Tele: 2307-2237

To,

1. AS& RGI, Man Singh Road, New Delhi
2. All Additional Secretaries in the Ministry of Home Affairs
3. All Joint Secretaries in the Ministry of Home Affairs
4. Director (Finance/Home), MHA, North Block, New Delhi
5. Sr. Accounts Officer (A/Cs), Pay & Accounts Office, Departmental Accounting Organisation of MHA, Khan Market, New Delhi.
6. As per standard list enclosed

**Copy forwarded for information and necessary action:-**

1. Under Secretary (Cash) Ministry of Home Affairs, NDCC-II Building. New Delhi.
2. Smt. Anita Bhardwaj, Section Officer, Cash -I, MHA, NDCC-II Building New Delhi
3. Shri M.S Rawat, Section Officer, **Parliamentary Committee on Official Language**, 11, Teen Murti Lane, New Delhi.
4. Shri D.K. Shami, Fire Adviser & Head of Office, **Directorate General of Civil Defence**, East Block VIII, Level VII, R.K. Puram, New Delhi-110066.
5. Shri Sanjay Kumar, Joint Director (Budget), O/O the **Registrar General of India**, 2/A, Man Singh Road, New Delhi.
6. Shri G.S. Saini, Director, **National Civil Defence College**, Ministry of Home Affairs, Nagpur-440001.
7. Shri Ravinder Singh, Dy. Secretary, **Inter-State Council Sectt.**, Vigyan Bhavan Annexe, New Delhi.
8. Shri Shamim, Director, **National Fire Service College**, Ministry of Home Affairs, Nagpur.
9. Shri Om Prakash, Section Officer (Budget), **Deptt. of Official Language**, 4<sup>th</sup> Floor, NDCC II Building, Jai Singh Road, New Delhi.
10. Shri M. Bhattacharjee, Senior Accounts Officer, **National Human Rights Commission**, Manav Adhikhar Bhawan, INA, New Delhi.
11. Shri Sudershan Kumar, Deputy Secretary, **Zonal Council Sectt**, Jam Nagar House, New Delhi.
12. Shri J. K. S. Rawat, DIG, **National Disaster Response Force**, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi
13. Shri Krishna Saluja, Section Officer (II A Unit), **President's Sectt.**, New Delhi.
14. Shri Surajit Dutta, Under Secretary, **Prime Minister's Office**, South Block, New Delhi.
15. Ms. Saumitra Sahar, Under Secretary (Ad.-I), **Cabinet Secretariat**, Rashtrapati Bhawan, New Delhi. Ms Lalita T. Hedao, Under Secretary (M&G), CS Division, MDCNS, New Delhi.
16. Shri Ashish Kumar Panda, Under Secretary, O/o **Principal Scientific Adviser to the Govt. of India**, 310-A, Vigyan Bhavan Annexe, New Delhi.
17. Shri R.K Jain, Deputy Secretary, **National Security Council Sectt**, 3<sup>rd</sup> Floor, Sardar Patel Bhawan, Parlt. Street, New Delhi. 110001.
18. Shri B.R. Sharma, Chairman, **Land Ports Authority of India**, Lok Nayak Bhawan, New Delhi.
19. Shri Nikhil J. Gupta, Deputy Director (Admn), **Sardar Vallabhbhai Patel National Police Academy**, Ministry of Home Affairs, Hyderabad-500052
20. Shri Anil Kumar Singh, DD (Finance), **NATGRID**, Shivaji Stadium Annexe, New Delhi.
21. Shri Limatenjen, Joint Director, **North Eastern Police Academy (NEPA)**, Umsaw, Ri-Bhoi District, Shillong, Meghalaya.-793123.
22. Shri S.N. Pandey, SP (Admn.), **National Investigation Agency**, Lodhi Road, New Delhi.
23. Shri Ratan Singh, Jt. Dy. Director (Budget), **Intelligence Bureau**, S P Marg, New Delhi.
24. Shri Parveen Kumar, Deputy Director (Admn.), **Narcotics Control Bureau**, West Block No.1, Wing No. 5, R.K. Puram, New Delhi.
25. Shri M.P. Sharma, Joint Director (Admn), **NCRB**, NH-8, Mahipalpur, New Delhi-110037.
26. Shri K.C. Sharma, Jt. Director (Admn.), **Directorate of Co-ordination, Police Wireless**, Block No.9, CGO Complex, New Delhi.
27. Shri Sankha Roy, , Under Secretary (Security), **Cabinet Sectt**, North Block, New Delhi
28. Shri N.K. Banerjee, Assistant Director, (Admn.), **BPR&D**, NH-8, Service Road, Mahipalpur, New Delhi-110037.
29. Shri Y.M. Upadhyay, DIG (Admn), **LNJP National Institute of Criminology & Forensic Science**, Ministry of Home Affairs, Sector-3, Outer Ring Road, Rohini, Delhi-110085.

30. Dr. I. Haque, Senior Scientific Officer (FS) **Central Forensic Science Laboratory/ DFS**, Block No. 4, 4<sup>th</sup> Floor, C.G. O Complex, Lodhi Road, New Delhi.
31. Shri B.N. Bardhan, Director, **Central Forensic Science Laboratory (CBI)**, Block No.4, 4<sup>th</sup> Floor, C.G.O. Complex, Lodhi Road, New Delhi.
32. Shri A.K. Ganjoo, Director cum Chief Forensic Scientist, **DFS**, Block No9 CGO Complex, Lodhi Road, New Delhi.
33. Shri Vikas Chandra Karol, Asstt. FA, **Central Reserve Police Force**, Block No.1 CGO Complex, Lodhi Road, New Delhi-3.
34. Shri P.S. Gosain, Assistant Commandt, **CRPF**, Block No.1 CGO Complex, Lodhi Road, New Delhi-3.
35. Shri Keshar Singh Bist ,Deputy Commandant, SAO (Fin), **Assam Rifles**, Shillong, Meghalaya. (Through Liaison Office, Assam Rifles New Delhi).
36. Shri Surender Mohan, AC (Fin.), **Border Security Force**, Block No.1, CGO Complex, Lodhi Road, New Delhi.
37. Shri Ashok Saini, Accounts Officer, **Indo-Tibetan Border Police**, Block No. II, CGO Complex, Lodhi Road, New Delhi.
38. Ms. Revathy D., Asstt. Financial Adviser, **National Security Guard**, Mehram Nagar, Nr. Domestic Airport, Palam, New Delhi 110037.
39. Shri J. C. Garkoti, Asstt. Director (Accounts), **Central Industrial Security Force**, 13, CGO Complex, Lodhi Road, New Delhi.
40. Shri Sanjeev Sharma, DIG(Admn.), **Sashastra Seema Bal**, Block No. V (East), R.K. Puram, New Delhi-110066.
41. Shri Navneet Singh, FA to CP, **Delhi Police**, MHA, New Delhi
42. Mr. A.V.S. Kaliyar, AIG (A/Cs), **Special Protection Group**, SPG Complex, Adm. Block, Sector VIII, Dwaraka, New Delhi.
43. Shri Basant Swaroop, Director (Finance), **National Technical Research Organisation**, Block-III, Old JNU Campus, New Delhi -110016.
44. Financial Advisor, **National Disaster Management Authority**, A-I, Safdarjung Enclave, New Delhi-110029.
45. Accounts Officer, **National Institute of Disaster Management**, I.P. Estate, New Delhi
46. Shri Anil Subramaniam, Dir (WS) & Consultant, Women Safety Division, New Delhi
47. Shri Balram Jain, Sr. Accounts Officer (A/Cs), **Pay & Accounts Office**, Departmental **Accounting Organisation of MHA**, Khan Market, New Delhi.
48. Shri G. Anand, AO, Pr. Accounts Office (Admn.), **Departmental Accounting Organization of MHA**, Room No. 6, MDCNS, New Delhi.
49. PAO (Cabinet Affairs), Ministry of PPG&P, C-I Hutments, Dara Shikoh Road, New Delhi.
50. Pay & Accounts Officer (Pr.), Ministry of Personnel, Public Grievances and Pensions, 3<sup>rd</sup> floor, Lok Nayak Bhawan, Khan Market, New Delhi.

**Copy also forwarded for information to:**

- (i) PS to SS & FA (Home)/PS to Pr. CCA (H)
- (ii) PS to CCA (H)/ Dir (Fin-Home)/Director (Fin-Pers)/CA (Budget)
- (iii) US (Bgt-II) / SO (Budget-II)
- (iv) SO (IT)-with the request to upload the OM & Its annexure on MHA Website (under what's New) as well as on e-office.

Appendix-II (A)						
Pending Ucs and Unspent Balances						
Grant No. 46-MHA						
						(Rs in crores)
Name of the Scheme	Division	As on 31st March, 2020	Pending Ucs	As on 30 September, 2020	Unspent Balances	Pending Ucs
		Unspent Balances		Total Releases in FY 2020-21	Unspent Balances	
<b>Central Sector Schemes</b>						
1	Enhanced Compensation for damage to Industrial properties in 1984 riots	UT				
2	Additional relief to victims for communal riots of 2002 in Gujarat	IS-I				
3	Additional relief to Bhagalpur riot victims of 1989-90					
4	Infrastructure for Bodo territorial Council	NE				
5	Rehabilitation Scheme-Mizoram	NE				
6	Rehabilitation Scheme-Tripura	NE				
7	Land Boundary Agreement between India and Bangladesh					
8	Repatriates from Sri Lanka					
9	Tibetan Refugees	FFR				
10	Assistance to Dalai Lama's Central Tibetan Relief Committee					
11	National Cyclone Risk Mitigation Project					
12	Other Disaster Management Scheme with School Safety Programme					
13	National Disaster Response Reserve	DM				
14	National Institute of Disaster Management-Grant in Aid					
15	Special Industrial Initiative in Jammu & Kashmir	J&K				
<b>Other Central Expenditure</b>						
15	National Human Rights Commission-Grants in Aid	IS-I				
16	Regional Institute of Correctional Admn-Grants-in-Aid	WS				
17	National Population Register-Grants-in-Aid	RGI				

## Appendix-III (B)

## Pending Ucs and Unspent Balances

Grant-48-Police

(Rs. In Crores)

S.No	Name of the Scheme	Division	As on 31st March, 2020		As on 30th September, 2020	
			Unspent Balances	Pending Ucs	Total release in FY 2020-21	Unspent Balances
<b>Central Sector Schemes</b>						
1	Narcotics Control Bureau- Grants-in-Aid	IS-II				
2	National Emergency Response System (NERS)					
3	Safe City projects of States and Uts					
4	Grants to States for Strengthening of Forensic Science	WS				
5	Anti Human Trafficking Unit Including Women Helpdesk in Police stations					
6	Cyber Crime Prevention against Women and Children	CIS				
<b>Centrally Sponsored Scheme</b>						
7	Modernisation of Police Forces					
8	Assistance to states for Special project for upgradation of Police Infrastructure	PM				
9	CCTNS	WS				
10	E-Prisons					
11	Special Central Assistance for 35 LWE affected Districts	LWE				
12	Special Infrastructure for LWE Affected Areas					
13	Administration of Central Act and Regulations					
14	Registration and Surveillance of Foreigners	F				
15	Administration of Citizenship Act					
16	Border Area Development Program (BADP)	BM-II				
<b>Other Central Expenditure</b>						
17	Lands Ports Authority of India (LPAI)- Grants-in-Aid	BM-II				



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**Appendix VI B**  
**Pending Liabilities/Committed Expenditure of Ministries:**  
 (See Para 1.2)

(₹ in crore)

Scheme/ Item	Pending Liability upto 31 March 2020	BE 2020-21	Estimated Expenditure in 2020-21 (not including pending liability of previous year)	Remarks

**Appendix VI C**  
**Details of Corpus Funds**  
 (See Para 1.4)

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(₹ in crore)

Sl. No.	Name of Autonomous & Other Body	Whether in Public Account (Y/N)	Accumulated Balances as on 31.03.20	Actual Expenditure			Allocations In BE 2020-21	Expenditure till 09/20	Reasons for Creation of Corpus Fund
				2017-18	2018-19	2019-20			

**Appendix VI D**  
**Details of Procurement through GeM**  
 (See Para 2.16)

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(₹ in crore)

Procurement through GeM as % of total eligible procurement during 2019-20	Target of procurement through GeM as % of total eligible procurement 2020-21	Actual procurement through GeM during 2020-21 (Up to 30.9.2020)	Target of 2020-2021 procurement through GeM as % of total eligible procurement 2021-22
1	2	3	4

*Note: Eligible procurement means all procurement excluding work contracts, tenders through Central Public Procurement Portal.*





**Appendix VII**  
**Name of the Company**  
**(See Para 1.2)**

(₹ in crore)

Sl. No.	A. General Financial Parameters	2019-20
1	Total paid up share capital	
2	Paid-up equity share capital	
3	Reserves and Surplus	
(i)	As per balance sheet	
(ii)	Defined reserves (free reserves, share premium account and capital redemption account)	
4	Cash & Bank Balance	
5	Investment in mutual fund (if any)	
6	Income	
(i)	Revenue from Operation	
(ii)	Other Income	
(iii)	Total Income	
(iv)	Other Income as a % of Total Income	
7	Face value of share	
8	Market Value/Book Value of shares	
<b>B. Financial Parameters for Dividend Pay-out</b>		
9	Net-Worth as per the Audited Accounts	
10	Net-Worth as per the Company Act	
11	PAT	
12	Borrowings	
(i)	Long-Term Borrowings	
(ii)	Short-Term borrowings	
(iii)	Total Borrowings	
13	CAPEX as per the MoU target for 2018-19	
14	Leveraged Ratios	
(i)	Debt equity ratio as per the Audited Account	
(ii)	Debt equity ratio as per sector/industry benchmark	
(iii)	Debt equity ratio based on current market situation	
<b>Minimum dividend payment in terms of para 5.3 of the Capital Restructuring Guidelines dated 27.05.2016</b>		
15	30% of PAT	
16	5% of Net-Worth	
17	Higher of Column 15 or 16	
<b>Maximum dividend payment in terms of para 5.3 of the capital Restructuring Guidelines dated 27.05.2016</b>		
18	Maximum dividend pay-out in terms of para 5.3 of the Guidelines	
19	Amount proposed	
20	Reasons for seeking exemptions	