No. EDN-H(4)3 (C) Non Plan 2012-13  
Directorate of Higher Education  
Himachal Pradesh

Dated Shimla- 1st April, 2012

To

1. All the Dy. Director of Higher Education,  
Himachal Pradesh.  
2. All the Principals of Government Colleges, H.P.  
3. All the Principal/ Headmaster,  
GSSS/GHS of Himachal Pradesh

Sub:- Submission of demands for budget in different SOEs for the Financial Year 2012-13

Sir,

As you are aware that the financial year 2012-13 has commenced and the allocation of budget would be taken in hand shortly. In order to make the allocations on the basis of actual pendency and requirement, all the Principals/ Headmasters of GSSS/GHS shall submit their demands to concerned Dy. Directors of Higher Education and Dy. Director will further submit the demands in a consolidated manner in respect of all the schools of his Distt. to this Directorate through online email only. In order to avoid wastage of paper and unnecessary postage, no hard copy will be submitted by any of the Institutions for the demand of budget henceforth. All Heads of Institutions will also ensure routing of their proposals through proper channel only. No direct correspondence from the schools, except in emergent cases, for the demand of budget will be accepted in future.

It may also be ensured that no demand of budget is made in anticipation for the whole year except for Salary, Wages and RRT. As regards demands in other SOEs viz. Medical, TA, OE etc., funds will be allocated on the basis of actual pendency of bills. Therefore, all the Principals/headmasters of GSSS/GHS will ensure submission of their demand to concerned DDHE and DDHE in turn will send consolidated demand through e-mail at budgetbr@rediffmail.com. As regards the Principal colleges, they will submit their demands directly through email.
Further, it has been observed in the past that officials from schools used to visit this Directorate for the demand of budget which involves substantial amount of TA/DA, which is otherwise avoidable. As such, all the Heads of Institutions will ensure that no official journey is undertaken for obtaining budget demands in future. Any deviation on this issue would also be viewed seriously.

Yours faithfully,

[Signature]

Director Higher Education
Himachal Pradesh