

# Departmental Allocations Document - Revised Budget FY 2024/2025

**Prepared by:** Finance Department  
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## Summary

This document presents the revised budget allocations for each department for the fiscal year 2024/2025.

## Departmental Allocation Table

Department	Original Budget (USD)	Revised Budget (USD)	Variance (USD)	Remarks
Human Resources	250,000	230,000	-20,000	Adjusted for headcount optimization
Operations	500,000	520,000	+20,000	Increased operational activities
Finance	180,000	180,000	0	No change
IT & Systems	100,000	120,000	+20,000	System upgrades
Marketing	140,000	110,000	-30,000	Reduced promotional events

## Important Notes

- All changes in allocation should be justified and approved by relevant authorities.
- The revised budget reflects adjustments based on departmental performance and projected needs.
- Departments are required to operate within the revised budget limits.
- This document should be referenced for all fiscal planning and reporting activities for the stated period.
- Further amendments, if any, must be documented separately.