

Expenditure Estimates Document

Revised Budget for Financial Year 2023-2024

1. Department / Ministry Details

Department Name:

Ministry of Finance

Division:

Budget & Accounts Division

Prepared By:

Jane Doe

Date:

March 25, 2024

2. Summary of Expenditure Estimates

| Expenditure Head | Original Budget (₹) | Revised Estimate (₹) | Variance (₹) | Remarks |
|------------------------|------------------------------|------------------------------|-----------------------------|-------------------------------|
| Salaries & Wages | 5,00,00,000 | 5,20,00,000 | +20,00,000 | Increase due to new hires |
| Office Expenses | 1,50,00,000 | 1,40,00,000 | -10,00,000 | Efficiency savings |
| Travel | 60,00,000 | 75,00,000 | +15,00,000 | Increased travel requirements |
| Grants & Subsidies | 2,00,00,000 | 1,90,00,000 | -10,00,000 | Reduction in grant recipients |
| Total | 9,10,00,000 | 9,25,00,000 | +15,00,000 | |

3. Detailed Justifications

Salaries & Wages:

Increase attributed to recruitment for new projects and filling of existing vacancies.

Office Expenses:

Reduction due to implementation of cost-effective measures and digitization.

Travel:

Higher due to expanded inter-state collaboration and training programs.

Grants & Subsidies:

Decrease owing to completion of several grant schemes in the previous quarter.

4. Important Notes

- This document reflects the most recent estimates based on actuals and projections as of March 2024.
- All variances from the original budget should be justified with clear reasons and supporting data.
- Estimates are subject to review and approval by the appropriate financial authorities.
- Accurate and timely submission of revised expenditure estimates is crucial for efficient budget management.
- Ensure compliance with relevant government financial regulations and guidelines while preparing estimates.