

Department-wise Expenditure Statement

Organization Name
Statement Date: 2024-06-28

Reporting Period: January 2024 - June 2024 Prepared By: Finance Department
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Summary of Department-wise Expenditure

Department	Budget Allocated (USD)	Expenditure Incurred (USD)	Variance (USD)	Remarks
Human Resources	75,000	68,500	+6,500	Within Budget
Information Technology	120,000	126,300	-6,300	Exceeded (Upgrade Costs)
Marketing	60,000	54,200	+5,800	Efficient Spending
Operations	150,000	144,500	+5,500	Within Budget
Research & Development	90,000	88,950	+1,050	Within Budget
Total	495,000	482,450	+12,550	

Important Notes:

- This statement summarizes departmental expenditures against the allocated budgets for the specified period.
- All variances should be reviewed to ensure accountability and financial control.
- Supporting documentation for all expenditures should be maintained for audit purposes.
- This document is for internal financial monitoring and reporting.