

Year-wise Budget Compliance Statement

Organization: Example Institution

Department: Finance

Reporting Period: 2019 - 2023

| Year | Sanctioned Budget | Actual Expenditure | Variance | Compliance (%) | Remarks |
|------|-------------------|--------------------|----------|----------------|-----------------------------------|
| 2019 | 1,200,000 | 1,175,000 | -25,000 | 98% | Within approved limits |
| 2020 | 1,350,000 | 1,320,000 | -30,000 | 97.8% | Funds utilized efficiently |
| 2021 | 1,400,000 | 1,410,000 | +10,000 | 100.7% | Minor excess, approved post-facto |
| 2022 | 1,500,000 | 1,480,000 | -20,000 | 98.7% | Effective budget control |
| 2023 | 1,600,000 | 1,590,000 | -10,000 | 99.4% | On target |

Important Notes:

- Variance reflects the difference between sanctioned budget and actual expenditure for each year.
- Compliance percentage is calculated as (Actual Expenditure ÷ Sanctioned Budget) × 100.
- Prompt reporting of over-expenditure, if any, is required for regulatory compliance.
- Document should be supported with appropriate financial records and audited accounts.
- Ensure figures reconcile with annual financial statements before submission.