

This may be put on the Net in heading "DFPR" under EII(A)

Government of India
Ministry of _____
Department of _____

New Delhi, the _____

MEMORANDUM

1:- Proposal for consideration of Committee on Non-plan Expenditure (CNE).

Statement of proposal/scheme.

- 1.1 Title of the proposal/scheme and a brief description.
- 1.2 What are the objectives of the proposal/scheme.
- 1.3 Justification for the proposal/scheme and what alternatives have been considered.
- 1.4 Manner in which the proposal/scheme is proposed to be implemented, including the agency through which it will be executed.

Financial implications of the proposal.

- 2.1 Total expenditure involved; recurring and non-recurring to be given separately, its broad details and year-wise phasing.
- 2.2 Nature of the expenditure - that is direct or grants-in-aid/loan.
- 2.3 Component of grant, loan and subsidy, if any, in the total expenditure involved and their proposed terms.
- 2.4 Budget provision in the current financial year; if no budget provision exist, how is the expenditure proposed to be met?
- 2.5 Whether the expenditure is to be met from external assistance; if so, to what extent?
- 2.6 Number of posts to be created with scales of pay and the basis adopted for staffing (statement attached).
- 2.7 If the expenditure is on works, the broad details thereof, their justification and basis of estimates (statement attached).
- 2.8 Requirement of stores and equipment together with justification with cost (statement attached).
- 2.9 Whether the expenditure is a result of statutory requirement, if so spell out the requirement.
- 2.10 Economic implications of the proposal, if any.

Comments, if any of other Ministries/Departments which may have been consulted.

- 4. Supplementary information if any.
- 5. Points on which decisions/sanctions are required.

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5. Points on which decision/sanctions are required.

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Secretary to the Govt. of India,
Ministry of _____
Department of _____