

**PRINCIPAL DISTRICT COURT :: WEST GODAVARI :: ELURU DATED:10.10.2024.**

Communicated to all the Judicial Officers in the unit of West Godavari District with a request to submit the Budget Estimates for the financial year 2025-26 and Revised Estimates for the financial year 2024-25 with detailed explanation of each item, justifying the requirement, both for R.E & B.E., The information shall reach the Principal District Court on or before 30.09.2024.

*C. Ramesh Babu*  
**PRL.DISTRICT JUDGE,**  
**W.G., ELURU.**

To

All the Judicial Officers in the unit of West Godavari.

Copy to:

The In-charge System Officer, eCourts, Principal District Court, Eluru, with a direction to upload the same in the website of Principal District Court, Eluru and also send the copy through email to all Courts.

Dis No. 6054

Dt: 11/9/24

Dr. Y. LAKSHMANA RAO  
REGISTRAR GENERAL

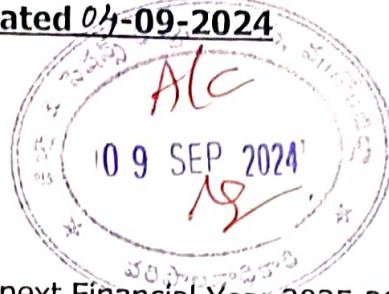


AMARAVATI  
(O): 0863 2372622  
Fax: 0863 2372631

ROC.No.579/2024-D1(1), Dated 04-09-2024

To  
All the Unit Heads.

Sir / Madam,



**Sub:- BUDGET ESTIMATES** for the next Financial Year 2025-2026  
and Revised Estimates for 2024-2025 called for – Regarding.

R-11030  
9/9/24

\*\*\*

With reference to the subject cited, I am to request you to furnish **consolidated** Budget Estimates for the next Financial Year 2025-26 of all the Courts in your unit, and the Revised Estimates for the current Financial Year 2024-25, with proper justification in the proforma enclosed herewith.

I am to inform you that, while furnishing the "CONTINGENCIES", detailed explanation should be given for each item, justifying the requirements, both for R.E. & B.E., and the practice of asking for more funds than actually required should be dispensed with. Before arriving at the actual requirements, the arrears, if any payable under any head, may be taken note of.

The above information may be furnished **on or before 01-10-2024**, positively, by giving Top Priority.

Yours sincerely,

*Y. Lakshmana Rao*  
04/9/2024  
REGISTRAR GENERAL

about  
to  
9/9

**PROFORMA**

**MAJOR HEAD : 2014- ADMINISTRATION OF JUSTICE**  
**MINOR HEAD :**  
**SUB HEAD:**

Head of Account	Accounts for the year 2023-2024	Revised Estimates for 2024-25	Budget Estimates for next F.Y. 2025-26
<b>010- Salaries:</b>			
011- Pay			
012- Allowances			
013- Dearness Allowance			
014- Sumptuary Allowance			
016- House Rent Allowance			
017- Medical Reimbursement			
018- Encashment of E.L.			
019- Leave Travel Concession			
321 – Contributions towards CPS			
322 – Contributions towards EHS			
<b>Total 010</b>			
<b>020- Wages:</b>			
021- Part time Contingent Employees			
022- Full time Contingent Employees			
023- Daily Wage Employees			
024- Hourly Wage Employees			
<b>Total 020</b>			
<b>100 – Arrear Salaries:</b>			
101 – Arrear Pay			
102 – Arrear Allowances			
103 – Arrear Dearness Allowance			
105 – Interim Relief Arrear			
106 – Arrear House Rent Allowance			
<b>Total 100</b>			
<b>110 – Domestic Travel Expenses:</b>			
111- Travelling Allowance			
114- Fixed Travelling Allowance			
115- Conveyance Allowance			
<b>Total 110</b>			
<b>130- Office Expenses:</b>			
131- Service postage and Telephone Charges			
135- OE- Consumables/ Stationery			

::2::

136- OE- Maintenance / Minor Repairs			
137- OE- Administrative Expenses			
138- OE- Internet Charges			
139- OE-Mobile Services/ Call Charges			
<b>Total 130</b>			
<b>140- Rent, Rates and Taxes:</b>			
141- Rents Rates and Taxes			
<b>Total 140</b>			
<b>160- Publications:</b>			
161- Publications			
162- Purchase of Books, Magazines and Periodicals			
<b>Total 160</b>			
<b>170 – Training:</b>			
171- Training/Course Fees			
172- Training Expenses Employees			
173- Honorarium to Trainers /Payment to Trainers			
174- Meetings / Workshops Expenses			
175- Departmental Training programmes to Employees			
<b>Total 170</b>			
<b>200 – Other Administrative Expenses:</b>			
201- Conferences, Seminars			
202- Functions& Events			
203- Hospitality & Entertainment			
204- Protocol Expenses for Dignitaries			
205- Accommodation & Travel (Non-Employees)			
208 – Water Charges			
209 – Electricity Charges			
<b>Total 200</b>			
<b>210 – Supplies and Materials:</b>			
213- Purchase of office Hardware & Peripherals			
214- Fee of Software Licenses			
215- AMC Charges- Hardware			
216- AMC Charges – Software			
217- Purchase of Furniture & Fixtures			
218 – Transportation of Materials			
<b>Total 210</b>			

<b>240 – Petrol, Oil and Lubricants:</b>			
241- Charges towards Office Vehicles			
242- Charges towards Other purposes			
<b>Total 240</b>			
<b>250 – Clothing, Tentage and Stores:</b>			
251- Clothing			
252- Providing Uniforms			
253- Stitching Charges			
254- Shoes& Socks			
255- Tentage Charges			
<b>Total 250</b>			
<b>280 – Professional Services:</b>			
281 – Pleaders Fees			
<b>Total 280</b>			
<b>290 – Other Professional Services:</b>			
297 – Honorariums/Lumpsum Payment to Nominated Posts and Advisors			
<b>Total 290</b>			
<b>300 – Other Contractual Services:</b>			
301- Individual Contract Employee			
302- Outsourcing Employees			
303- TA/DA to Contract Employees			
304- Contract Services through 3 <sup>rd</sup> party firms			
<b>Total 300</b>			
<b>310 – Grants-in-Aid:</b>			
317- Exgratia Payments (Accidental Death/ Compassionate Appointment)			
318- Obsequies Charges			
<b>Total 310</b>			
<b>510- Motor Vehicles:</b>			
511- Maintenance of Office Vehicles			
<b>Total 510</b>			
<b>520 – Machinery and Equipment:</b>			
521 – Purchase of Machinery & Equipment			
523 – Repairs & Maintenance to Machinery & Equipment			
<b>Total 520</b>			