PRINCIPAL DISTRICT COURT: WEST GODAVARI: ELURU : DATED: 08.09.2025.

Communicated to all the Judicial Officers in the unit of West Godavari with a request to submit budget estimates for the next financial year 2026-27 and revised estimates for 2025-26 with detailed explanation justifying the requirements to the Principal District Court **on or before 15.09.2025** in order to submit consolidated budget estimates to the Hon'ble High Court.

This may be treated as most urgent.

PRL.DISTRICT JUDGE,
W.G., ELURU.

To
All the Judicial Officers in the unit of West Godavari.

Copy to:
The I/c System Officer, eCourts, Principal District Court, West Godavari, Eluru, with a direction to send the same to all the Courts through email and also place in Official Website of Principal District Court, Eluru.

Dis/4959
8/9/25

Y.V.S.B.G. PARDHA SARADHI
REGISTRAR GENERAL

AMARAVATI
(O): 0863 2372622
Fax: 0863 2372631

ROC.No.679/2025-D1(1), Dated 04-09-2025

To
All the Unit Heads.

Sir / Madam,

Sub:- BUDGET ESTIMATES for the next Financial Year 2026-2027 and Revised Estimates for 2025-2026 called for – Regarding.

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With reference to the subject cited, I am to request you to furnish **consolidated** Budget Estimates, **Minor Headwise,** for the next Financial Year 2026-27 of all the Courts in your unit, and the Revised Estimates for the current Financial Year 2025-26, 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 29-09-2025**, positively, by giving Top Priority.

Yours sincerely,

REGISTRAR GENERAL

PROFORMA

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

Head of Account	Accounts for the year 2024-25	Revised Estimates for 2025-26	Budget Estimates for next F.Y. 2026-27
010- Salaries:			
011- Pay			
012- Allowances			
013- Dearness Allowance			
014- Sumptuary Allowance			
015 – Interim Relief			
016- House Rent Allowance			
017- Medical Reimbursement			
018- Encashment of E.L.			
019- Leave Travel Concession			
321 – Contributions towards CPS			
322 – Contributions towards EHS			
Total 010			
020- Wages:			
021- Part time Contingent Employees			
022- Full time Contingent Employees			
023- Daily Wage Employees			
024- Hourly Wage Employees			
Total 020			
100 – Arrear Salaries:			
101 – Arrear Pay			
102 – Arrear Allowances			
103 – Arrear Dearness Allowance			
105 – Interim Relief Arrear			
106 – Arrear House Rent Allowance			
Total 100			
110 – Domestic Travel Expenses:			
111- Travelling Allowance			
114- Fixed Travelling Allowance			
115- Conveyance Allowance			
Total 110			
130- Office Expenses:			
131- Service postage and Telephone Charges			
135- OE- Consumables/ Stationery			

Contd..2

136- OE- Maintenance / Minor Repairs			
137- OE- Administrative Expenses			
138- OE- Internet Charges			
139- OE-Mobile Services/ Call Charges			
Total 130			
140- Rent, Rates and Taxes: 141- Rents Rates and Taxes			
Total 140			
160- Publications: 161- Publications			
162- Purchase of Books, Magazines and Periodicals			
Total 160			
170 – Training: 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			
Total 170			
200 – Other Administrative Expenses: 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			
Total 200			
210 – Supplies and Materials: 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			
Total 210			

Contd..3