

PRINCIPAL DISTRICT COURT: WEST GODAVARI: ELURU: DATED.19.09.2026

Communicated to all the Judicial Officers in the Unit of West Godavari District, with a request to submit the requirement of budget for the next Financial Year 2027 - 2028 and revised estimates for the current Financial Year 2026 - 2027 as called for by the Hon'ble High Court in the prescribed proforma **by 24.09.2026 to this Court**, for onward submission of the consolidated budget requirement to the Hon'ble High Court.


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

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

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

DIS NO. 6651
DATE 19-09-2026

**GUTTALA GOPI
REGISTRAR GENERAL**



MOST IMMEDIATE / BUDGET MATTER

AMARAVATI
(O): 0863 2372622
Fax: 0863 2372631

ROC.No.844/2026-D1(1), Dated 15-09-2026

**To
All the Unit Heads.**

Sir / Madam,

Sub:- BUDGET ESTIMATES for the next Financial Year 2027-2028
and Revised Estimates for 2026-2027 called for – Regarding.

With reference to the subject cited, I am to request you to furnish **consolidated** Budget Estimates, **Minor Head - wise**, for the next financial year 2027-28 of all the Courts in your Unit, and the Revised Estimates for the current Financial Year 2026-27, 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 requirement, both for R.E. & B.E., and the practice of asking for more budget than actually required should be dispensed with. Before arriving at the actual requirement of budget, the arrears, if any, payable under any head, may be taken note of.

The above information may be furnished **on or before 30-09-2026**, positively, by giving Top Priority.

Yours sincerely,

15/9

REGISTRAR GENERAL

13
12

PROFORMA

MAJOR HEAD : 2014- ADMINISTRATION OF JUSTICE

MINOR HEAD :

SUB HEAD:

Head of Account	Accounts for the year 2025-26	Revised Estimates for 2026-27	Budget Estimates for next F.Y. 2027-28
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			

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			

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