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**FIT**  
INDIA



केन्द्रीय विद्यालय संगठन  
KENDRIYA VIDYALAYA SANGATHAN

(शिक्षा मंत्रालय, भारत सरकार/ Min. of Education, Govt of India)

संभागीय कार्यालय, कोलकाता /REGIONAL OFFICE, KOLKATA

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No. 25331(6)/2024-KVS (Kol)/Acad/10229-281

Date: 15.03.2024

E-mail

The Principal,  
All PM SHRI Kendriya Vidyalayas,  
Kolkata Region.

Sub.: Preparation and Submission of PM SHRI Annual Work Plan & Budget (AWP&B) for the financial year 2024-25 (for 730 KVs of First Phase) regarding

Madam / Sir,

With reference to the subject cited above, please find enclosed the KVS (HQ) letter dated 15.02.2024 containing guidelines for preparation and submission of PM Shri Annual Work Plan & Budget (AWP&B) for the financial year 2024-25.

You are requested to go through the letter and relevant documents attached herewith for preparation of budget and submit the same after due verification on or before 16.03.2024 (3:00 PM) positively.

Encl.: As above

Yours faithfully,

(Ch. Vijaya Ratnam)  
Assistant Commissioner