

Rajasthan State Industrial Development & Investment Corporation Ltd.

Jaipur

No. F1 (1)3/2019-20

Date: 1.0...Jan., 2020

CIRCULAR


Subject: Revised Estimates for the year 2019-20 and Budget Estimates for the year 2020-21.

The Budget Estimates for the year 2020-21 and Revised Estimates for the current financial year are to be compiled and presented to the Board for approval in its ensuing meeting. The Divisional/Unit Heads are, therefore, requested to review the performance achieved so far, as compared to the budget targets for 2019-20 and to determine the targets for the remaining months of the year as also for the next year i.e. 2020-21. In this regard actual result of F.Y. 2019-20 up to 31st Dec., 2019 should be taken as benchmark/reference. While compiling the Budget Estimates, following points may also be kept in view:

1. The format of budget should be in consonance with the format of our annual accounts. All accounting policies and practices may be kept in view so as to avoid variation of over 5% in profit between budgeted figure and actual achievement.
2. In order to use budget as a management tool for control, the budget is to be prepared in such a manner so as to enable the management to monitor monthly financial and physical progress.
3. The targets for recovery are to be fixed keeping in view current dues as well as over-dues. The details of current dues and over-dues may be indicated separately. The quantum of revenue is to be determined after assessing the same in a judicious manner so as to channelize greater efforts on the part of operating heads to collect the outstanding.

4. Detailed note with regard to constraints and favorable points in support of your projections may also be enclosed with the Budget Estimates.
5. Further, the targets should be clearly translated in financial and physical terms and monthly break up to targets should also be given apart from the annual targets, to facilitate effective budgetary control and review of monthly performance vis-a-vis to budget targets.
6. Any new Scheme/Policy introduced/or likely to be introduced having significant bearing on the working/performance of the Corporation may also be highlighted.
7. The concept of "Activity Based Budgeting" should be kept in mind while grouping.

Kindly compile Revised Estimates for the year 2019-20 and budget Estimates for the year 2020-21 as suggested above, in the existing formats and send to the Finance Division along-with explanatory notes and physical/financial targets latest by 30th January, 2020.


(Ashok Pathak)
Financial Advisor

Copy to:

1. P.S. to M.D. for kind information of M. D.
2. Advisor (A&M)/Advisor (Infra)
3. CGM/GM's/Secretary
4. GM (F-IPI)/GM(Fin. - CA & Taxation)
5. OSD (Land)
6. Sr. Dy. General Manager/Dy. General Manager