FORM-L

STATEMENT SHOWING DETAILS OF SANCTIONED POSTS AND NAME OF INCUMBANTS WITH PAY IN SUPPORT OF THE BUDGET PROPOSAL UNDER SALARY.

Department Code: [ ] Name of Department: [ ]
(Please select Department code from the list given overleaf)

Sub_Department Code: [ ] Name of Head of Department [ ]
(Please select Sub_Department code from the list given overleaf)

DDO Code: [ ] Name of Head of Office: [ ]

Budget proposal year [ ]

Head of Accounts	Major Head	Sub-Major Head	Minor Head	Sub Head	Sub-Sub Head	Detail Head

Part-I : SANCTIONED POSTS DETAILS:

Sl No	Name of posts	Class (I/II/III/IV)	No. of posts sanctioned			Scale of Pay	Remarks if any
			Filled-up	Vacant	Total		
1	2	3	4	5	6	7	8

Part-II: Name of incumbents with pay and allowances:

Sl No	Name of incumbents	Designation (Name of the post which hold)	Scale of Pay	Basic Pay as on 1st March (Rs.)	Special Pay (Rs.)	Increment Date	Amount of Pay for the year (Column 4 x12 months)	Amount of Increment (Rate X No. of months)	Amount of arrear pay of previous years if any	Total of pay Col. (5+7+8)
1	2	3	4	5	6	7	8	9	10	11
	Grand Total									

(Note:- Separate sheet may be used Part wise)

Signature of Budget controlling authority