

FORM B/4 (1)

Major Head _____ Adm. Of Justice

Minor Head _____

Detailed Head _____

S.No. _____ Strength of Staff _____ No. Of Sanctioned Scale _____ Actual Pay _____ Amount of _____ Total Pay _____
 _____ Sanc. Posts _____ Increment _____ -

A. Presiding Officer _____

B. Staff:-

1. Section Officer _____ 6500-200-10500 _____
2. P.A. / Steno
 - a) Senior _____ 6500-200-10500 _____
 - b) Junior _____ 5000-150-8000 _____
3. Head Assistant _____ 5000-150-8000 _____
4. Sr. Assistant _____ 4000-100-6000 _____
5. Steno Typist _____ 4000-100-6000 _____
6. Jr. Assistant _____ 3050-75-3950-80-4590 _____
7. Drivers _____ 3050-75-3950-80-4590 _____
8. Jamadar _____ 2610-60-3150-65-3540 _____
9. Process Server _____ 3050-75-3950-80-4590 _____
10. Orderly _____ 2750-65-2660-70-4400 _____
11. Safaiwala _____ 2610-60-3150-65-3540 _____

C. ARREARS PROVISIONS

1. On account of 2nd and 3rd Ins. For festival advance of 5th pay commission
 2. For medical Claim
 3. To process servers on account of new grade
 4. For L.T.C
 5. Anticipated Exp. On account of disablement benefits of instalments declared
 6. Retiring Employees
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GRAND TOTAL (A+B+C) Anticipated Exp. For 2010-2011

In words

**STATEMENT OF DETAILS OF PROVISION FOR OFFICER USE FOR
OFFICE OF THE CITY MINSIFF COURT SRINAGAR**

Designation	Sanctioned Scale of the posts	Actual Pay Due On 2010-2011	Amount of provision for the year at rate in Col 3	Amount of Increment for the year @	Total provision for the year Col's 4+5	Remarks
1	2	3	4	5	6	7
One presiding officer						
One Jr. Steno Steno Typist						
Sr. Assistants						
Jr. Assistants						
Process Servers						
Orderly						

Grand Total

NOTE:- *All the above mentioned items are changed items*

Major Head _____ Adm. Of Justice

Minor Head _____

Detailed Head _____

Preliminary Details

Amount Required during 20__ 20__

As continued in Form B/4(i) + B/4 (ii)

1.Salaries _____

2.Travel Expenses _____

3.Office Expenses a) **Office requirements**

b) **Computer requirements** _____

c) **Contingency items** _____

d) _____

e) _____

f) _____

g) _____

Total O/E _____

4. POL & M. Vehicle _____

5. Telephone _____

6. Furniture _____

7. Stationary _____

8. Treasury / Misc. Forms _____

9.Liveries / uniform (Winter / summer) _____

10. Diat / Witness Expenses _____

11. Grant in Aid _____

12. Books & Publications _____

NOTE:- _____
