



# UNIVERSITY OF KASHMIR

NAAC ACCREDITED A+ GRADE UNIVERSITY

HAZRATBAL SRINAGAR – 190006

## CIRCULAR

**Subject: Submission of Online Annual Budget Proposals under Head of Accounts; Revenue, Local Fund and Self-Finance Seat Share (40%) for the financial year 2022-23.**

Online budget proposals for the financial year 2022-23 are invited under the head of accounts; Revenue, Local Fund and Self-Finance Seat Share for submission over *Budget and Finance Management System 'BFMS' portal* at [https:// https://uok.edu.in/bfms/PIlogin.aspx](https://uok.edu.in/bfms/PIlogin.aspx) from various spending Departments/ Institutes/ Satellite Campuses/ Directorates/ Centres/ Administrative Units etc., as per the following broad guidelines:

### 1) Revenue (Non-plan):

- Office Expenses (O.E.)/Contingencies:  
As per Government Order No. 98-F of 2022 dated: 31.03.2022, *'Focus of expenditure should be outcome based and wasteful expenditure should be avoided.*
- Such items that are non-recurring and have been purchased earlier should be avoided and more focus should be on student centric / Academic facilities.
- Subject to availability, the budget allocation under Revenue shall be upto  $\pm 10\%$  of allocation approved by BAAC during last financial year 2021-22. All proposals should be submitted accordingly within such ceilings.

### 2) Local Fund:

- Total opening balance as on 01.04.2022 under Local Funds (*Cash in hand/Bank/CDR/FDR etc.*) if any, supported by the documentary evidence be kept available for uploading on the BFMS portal.
- The proposal for allocation under Local Funds has to be strictly as per the guidelines for usage notified by the University from time to time.
- Copy of approval for engagement of Contractual staff /daily-wagers/hire & fire/out-sourced staff (***already approved by the competent authority upto March 2022***) whose wages are to be borne on Local Fund/Self-financed budget shall have to uploaded in the respective Budget Head in PDF format.

### 3) Self Finance Seat Share:

- The proposal must be well within the anticipated income to be accrued by way of payment of 40% Self-Finance Seat Share for current academic year ONLY. Actual number of students admitted during current academic year under Self-financed category and fee per student per annum be filled in the prescribed format.
- Expenditure under SIS category shall be strictly as per the actual amount received (to be reviewed by the concerned HoDs).

- c) The proposal for allocation under Self Finance seat share has to be strictly as per the guidelines for its usage notified from time to time.
4. The budget proposals must be discussed and approved by the Departmental Committee before submission.
  5. Link on the portal shall be opened for submission on 15/04/2022 and closing date/time for submission will be 25/04/2022 (upto 08.00 pm).
  6. In order to make budget allocation well in time and to avoid inconvenience to end users, no extension in the last date of submission whatsoever shall be considered.
  4. Concerned HoDs should reflect the liability of previous financial year if any under relevant head, while submitting proposals. Such liability shall be debited as “First Charge” to current year Budget Allocation if covered under rules.
  5. **Please note no hard copy is required to be submitted** to the Budget Section hence forth. Also 50% of the budget provision of 2021-22 shall be released immediately after the closing date for submission of online budget, to meet out the day to day expenditure of the financial year 2022-23 on account of wages/contingencies/fuel etc. till approval of annual budget by Budget Assessment and Approval Committee.



(Dr. Ashfaq Ahmed Zarri)

Joint Registrar (Budget & Creation)



No: F (Annual-Budget/Proposal)Bgt/KU/22

Dated: 12/04/2022.