

दूरसंचार विभाग / Department of Telecommunications

योजना अनुभाग/Plan Section

संचारभवन/Sanchar Bhawan,

नईदिल्ली/New Delhi - 110 001.

**Subject :- Format for furnishing information on "Gender Budgeting".**

Kindly find enclosed a copy of D.O. No. 15/4/2018-GB dated 04.10.2019 from the Additional Secretary, Ministry of Women & Child Development, Shastri Bhawan, New Delhi along with format for preparing Gender Budgeting Action Plan 2020-21 of this Department.

It is strongly believed that Schemes / Programmes in all Ministries / Department should have a gender component.

Kindly refer to MoF Budget Circular 2020-21 vide F.No. F2(17)-B(D)/2019 dated 2<sup>nd</sup> October, 2019, highlighting the importance of Gender Budgeting, which instructs all Ministries / Department to prepare and submit a gender budget statement to accompany the budget submission for F.Y. 2020-21 (attached at Annex. 1).

It is, therefore requested to capture the vital information of gender responsive interventions by various offices of department in the prescribed format of the GBS of the Budget Circular 2020-21 and submit the same for onward submission to MoF.

**Encl. :-** As above

*Aprajita Sharma*  
**Aprajita Sharrma**  
**DDG (B&TF)**  
**aprajita.sharrma@gov.in**

1. P.S. to Secy. (T)
2. P.S. to Member (F)
3. P.S. to CGCA
4. P.S. to D.G.(T)
5. P.S. to Advisor (F)
6. P.S. to Additional CGCA
7. P.S. to Administrator USOF
8. D.G.(NICF)
9. J.S. (T)
10. J.S. (A)

U.O. No. 167-05/2016-Plan | 1465

Dated :- 06.11.2019

*[Handwritten signature]*

No.F.2 (17)-B (D)/2019  
Government of India  
Ministry of Finance  
Department of Economic Affairs  
(Budget Division)

New Delhi, 2nd October, 2019.

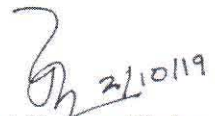
**SUBJECT: BUDGET CIRCULAR 2020-21**

The Budget Circular 2020-21, containing the formats, circulars and timelines relating to the submission of Union Budget related information to the Budget Division, Ministry of Finance, is attached.

2. All data shall be submitted on Union Budget Information System (UBIS) portal (<http://10.22.86.86/ubis>). The Statement of Budget Estimates (SBE) and the Demand for Grants (DG), inter-alia, shall be generated from the UBIS. Hence, the correctness of the figures must be ensured. **The pre-budget/RE meetings will begin on the 14<sup>th</sup> October 2019.** All Financial Advisers should ensure that the necessary details related to these meetings contained in **Appendices I to VII** are entered in the RE Module of the UBIS. This data shall be the basis for pre-Budget discussions. Hard copies of the data along with specified formats may also be submitted to the Budget Division for cross-verification.

3. All Financial Advisers are requested to go through the Budget Circular carefully. Some of the new inclusions in the Circular relate to instructions regarding filling up of SCSP/TSP, Gender, Child Budget Statements etc. The format for Output-Outcome Monitoring Framework 2020-21 has also been revised. FAs shall ensure that SBEs of their Ministries/Departments must be in congruence with the Detailed Demand for Grants(DDG), presented to Parliament.

4. Budget-making is essentially a team exercise. I solicit your active co-operation for the successful completion of this exercise.



**(Rajat Kumar Mishra)**  
Joint Secretary(Budget)

Tele: 23092734

email : jsbudget-dea@nic.in

To:

1. All Financial Advisers (By Name); and Chief Controllers/Controllers of Accounts (By Name) of all Ministries/Departments.
2. Cabinet Secretariat, President's Secretariat, Vice-President's Secretariat, Prime Minister's Office; Lok Sabha Secretariat; Rajya Sabha Secretariat; Union Public Service Commission; NITI Aayog; Supreme Court of India and Election Commission; Railway Board.
3. Principal Director (Staff), O/o Comptroller and Auditor General of India (**C&AG**), 9, Deen Dayal Upadhyaya Marg, New Delhi-110124.
4. Comptroller and Auditor General of India (**C&AG**), 9, Deen Dayal Upadhyaya Marg, New Delhi-110124.
5. Controller General of Accounts(**CGA**); Controller General of Defence Accounts (CGDA).





- (i) Statement showing provision for externally aided projects in Schemes. (**Appendix XIV**).
- (ii) During the financial year 2011-12, a new Object Head 'Grants-in-aid-Salaries' was opened. A separate Statement in Expenditure Profile from Budget 2012-13 shows budget provisions of the Ministries/Departments under the Object Head. The estimates should be prepared in the proper format (**Appendix XV**) and the amounts so indicated against the Organizations/Institutes, etc. should correspond with the provisions made in the Detailed Demands for Grants.
- (iii) Statement showing Resources Of Public Enterprises- Information has to be provided enterprise-wise in the form in **Appendix XVI**. The Internal and Extra Budgetary Resources of the public enterprises to be shown in RE 2019-20 should be as agreed to by the Public Finance (Central II) Division of this Ministry. The IEBR for 2020-21 should be as per the financing pattern decided in consultation with Department of Expenditure (Public Finance Central Division).
- (iv) Statement (**Appendix XVII**) showing provisions in the Budget for Central Sector and Centrally Sponsored schemes. In this statement all schemes for which the provision in the next Budget is ₹ 10 crore and above are to be shown distinctly and all other schemes, etc. merged under 'Other schemes/ programmes, etc.' The information to be given separately for Central sector schemes and Centrally sponsored schemes.
- (v) Statement (**Appendix XVIII**) showing the "Estimated Strength of Establishment and provisions therefor". Information in respect of estimated strength of Establishment in the **Appendix XVIII** of the Budget Circular must be duly verified and authenticated by a designated officer not below the rank of Deputy Secretary/ Director. A footnote that the information has been verified by the designated officer. Further, wherever there are large variations (Say, 5% or more), in the establishment strength or the related provisions for pay and allowances with reference to the previous year or the projections made for the next year, this may invariably be explained in brief.
- (vi) Summary Statement (**Appendix XIX**) showing contributions to international bodies. In this statement items for which the provision in BE 2020-21 is ₹ 5 lakh or more are to be shown distinctly; items of less than ₹ 5 lakh are to be bunched and, shown as 'Others'.
- (vii) Summary Statement showing grants-in-aid to private institutions/ organisations/ individuals (**Appendix XX**).

✓ 13.2 **Statement No. 13 "Gender Budgeting" in Expenditure Profile.** Gender Budgeting is a process of identifying gender specific barriers across all sectors of development. The process of budget planning and preparation provides a critical opportunity to identify, prioritize and address gender concerns in all Ministries/Departments. It may be noted here that addressing gender issues may require formulation of a specific scheme/programme for women and girls. However, Ministries/Departments may make existing schemes/programmes more gender responsive. It may be noted here that each and every sector and department has an impact on the lives of women and girls, and therefore, it is felt that schemes/programmes should have gender component. Therefore, to accompany the budget submissions for the Financial Year 2020-21, all Ministries/Departments



are required to prepare and submit a **Gender Budget Statement (Statement 13 in Expenditure Profile)** in the prescribed format. This Gender Budget Statement is to be prepared in two parts-Part A: reflecting schemes that are 100% targeted towards women and girls and all beneficiaries are women and girls. Part B: pro women and girl allocations-reflecting at least 30% allocations-Include schemes in which 30 to 99% allocations are towards women and girls.

13.3 Statement No. 10A "Allocation for Welfare of Scheduled Castes" and Statement No. 10B "Allocation for Welfare of Scheduled Tribes" in Expenditure Profile for Budget 2020-21:- These two statements highlight the quantum of public expenditure earmarked for schemes under 'Scheduled Caste Sub Plan (SCSP)' [Statement 10A] and under 'Tribal Area Sub Plan (TASP)' [Statement 10B]. Ministries/ Departments are required to feed data in UBIS relating to Actual 2018-19, Revised Estimates 2019-20 and Budget Estimates 2020-21 for allocations made under the Minor Heads '789' and Minor Head '796' in the prescribed format (**Appendix XXII and XXIII**). A copy may also be sent to the Budget Division for consolidation along with SBEs. While making provision under SCSP and TSP, instructions contained in Para 7 of this Circular may be kept in mind. All Ministries/Departments are required to carefully scrutinize their Detailed Demands for Grants and identify programmes/schemes along with their budgeted provision for inclusion in the above two statements. Allocations under these statements should be reflected correctly in the Detailed Demands for Grants. The figures against schemes provided for BE 2019-20 in the Statement shall be matched with the figures entered for the Statement in the previous year's Budget document. No existing scheme shall be deleted without prior approval of Budget Division. Clarifications, if any required, may be sought from Under Secretary(P&A), Room No.237, North Block, New Delhi, Tel. No.23093936, email: goutam.palit @nic.in

13.4 The Government has been earmarking separate allocations for the Scheduled Castes Sub Plan and Tribal Sub Plan from the Financial Year 2011-12 . The Ministries/Departments for which such allocations are made in Budget 2020-21 must ensure that the provisions are accurately reflected in Minor Head "Special Component Plan for Scheduled Castes" (Code '789') and "Tribal Sub Plan" (Code '796') below the functional Major/ Sub-Major Heads wherever applicable. Instruction under Para 3.8 of the General Directions to the List of Major and Minor Heads of Accounts shall be kept in mind. The provisions made under these Minor Heads will not be allowed to be re-appropriated, except to the same Minor heads in other schemes under "Special Component Plan for Scheduled Castes" (Code '789') and "Tribal Sub Plan" (Code '796').

13.5 **Statement No. 12 Schemes for the Welfare of Children** - Recognizing that children under 18 years of age constitutes a significant percentage of the Indian population, the Government is committed to their welfare and development. Statement No. 12 in Expenditure Profile reflects the Budget provisions of schemes that are substantially meant for the welfare of the children. The provisions in this statement indicate educational outlays, provisions for the girl child, health and provisions for child protection etc. Financial Advisers should ensure that the data in this regard is entered electronically in the UBIS. A copy may also be sent to Budget Division for reconciliation along with SBE. **The figures against schemes provided for BE**



**2019-20 in the Statement shall be matched with the figures entered for the Statement in the previous year's Budget document.** All Ministries/ Departments shall scrutinize their schemes and identify programmes/ schemes that aim at welfare of children, along with their budgeted provision, for inclusion in Statement No.12, Expenditure Profile in the enclosed proforma (**Appendix-XXIV**).

13.6 All Ministries/ Departments are directed to appoint a Nodal Officer for coordinating with the Nodal Officer in Ministry of Women and Child Development with regard to compulsory allocations of the Gender and Child Budgeting and report them under Statements 12 and 13 of the Expenditure Profile 2020-21. Instructions contained in Secretary, Ministry of WCD's DO No. GB-15/4/2018-Gender Budgeting dated 23<sup>rd</sup> August 2018 (Annex D) may be followed strictly by all the Ministries/ Departments

13.7 It has been observed that Ministries/Departments have changed the figures related to RE/BE of previous years while giving information related to Gender Budgeting, Welfare of Children, SCSP/ TSP etc. Such changes shall ordinarily not be allowed. Necessary clarifications/ reasons shall be given by them if such changes are unavoidable. The figures against schemes provided for BE 2019-20 in the Statements shall be matched with the figures entered for the Statement in the previous year's Budget document.

13.8 It may be noted that use of Major Heads 3601 and 3602, as a temporary measure, has been allowed in certain specific cases for the year 2017-18, so that the existing schemes are implemented without any glitch for the time being, vide OM No. 47(01)/PF- II/2017 dated 24<sup>th</sup> January, 2017 (**Annex R**) and 6<sup>th</sup> February, 2017 (**Annex S**)

13.9 **Statement No.19, Externally Aided Projects**—The Statement No.19 of Expenditure Profile has been revised from 2016-17 onwards. Part-I of the Statement shows Externally Aided Projects where inflows during 2018-19 are ₹ 100.00 crore or more. Part-II(i) will show the amount of Additional Central Assistance (ACA) to States for Externally Aided Projects (EAP). Part-II(ii) shows the details of major Externally Aided Projects – State sector where disbursal is ₹ 100 crore or more in B.E. 2020-21. The information relating to Part-I and Part-II(ii) of the Statement will be provided by CAA&A. Part-II(i) of the Statement will be furnished by PF-State Division, Department of Expenditure. The Ministries/ Departments will also furnish information relating to Actuals 2017-18, Budget 2018-19, Revised 2018-19 and Budget 2020-21 in respect of EAPs. Information relating to Part-II(ii) will be provided by O/o CAA&A. The required information is to be sent by Department of Expenditure and O/o CAAA to SO (P&A), Room No. 224-C, North Block, New Delhi, after communication of final ceilings allocation of B.E. 2018-19 by M/o Finance" (**Appendix XXVI**).

13.10 A new Object head 'Grants for creation of Capital assets' was introduced from FY 2009-10 onwards. A separate Statement as Annex 6 of Expenditure Profile tabulates the above information. The Statement shows 'Allocation Under Object Head Grants For Creation Of Capital Assets'. For the above estimates relating to Statement 6 of the Expenditure Profile, all Ministries and Departments are required to carefully scrutinize their Detailed Demands for Grants to identify such schemes/



## EXPENDITURE BUDGET

## APPENDIX-XIX

[See paragraph 13.1(vi)]

**Summary statement showing the Contributions to International Bodies provided for in the Budget Estimates, 2019-2020 [to be appended to SBE (Final)]**

(` in crore)

Sl. No.	Name of Ministry/Department	Total no. of items	Actual 2018-2019	BE 2019-2020	RE 2019-2020	BE 2020-2021
1	2	3	4	5	6	7

No. Ministry/Department of

Shri. R Shivakumar, Under Secretary (BA),  
Ministry of Finance, Department of Economic Affairs, Room No. 237,  
North Block, New Delhi.

For Financial Adviser  
Date  
Telephone No.

## EXPENDITURE BUDGET

## APPENDIX-XX

[See paragraph 13.1(vii)]

**Summary statement showing Grants-in-aid exceeding ` 5 lakh (recurring) or ` 10 lakh (non-recurring) sanctioned to private institutions/organizations/individuals during the year 2018-2019**

Serial No.	Name of Ministry/Department	Number of items	Total amount	
			Recurring	Non-recurring

No. Ministry/Department of

Shri. R Shivakumar, Under Secretary (BA),  
Ministry of Finance,  
Department of Economic Affairs, Room No. 237,  
North Block, New Delhi.

For Financial Adviser  
Date  
Telephone No.

EXPENDITURE PROFILE  
STATEMENT NO.13

## APPENDIX XXI

(See Paragraph 13.2)

## FORMAT FOR FURNISHING INFORMATION ON 'GENDER BUDGETING'

(i) 100% provision towards women

Demand No : .....

Name of the Ministry/Department : .....

(` in crores)

Details of Scheme	BE 2019-20	RE 2019-20	BE 2020-21

(ii) Pro-women (at least 30% of provision)

Demand No: .....

Name of the Ministry/Department: .....

(` in crore)

Details of Scheme	BE 2019-20	RE 2019-20	BE 2020-21

Note: Two separate statements in the format prescribed above may be furnished

Director (Budget)/Deputy Secretary (Budget)  
Ministry/Department .....  
Tel. No. ....

To  
Shri T. Uthaya Kumar,  
Additional Budget Officer, Ministry of Finance, Room No.242-A,  
Department of Economic Affairs, North Block, New Delhi