

**GOVERNMENT OF INDIA STATIONERY OFFICE**  
**3 – CHURCH LANE : KOLKATA – 700 001.**

**Ministry of Housing & Urban Affairs.**

No : G-11011/8/2020-21/AC(B&G)/Dist.S.Bg.Gr.20-21/312-321 .

Dt.: 15/04/2020.

**OFFICE MEMORANDUM**

**(REVISED)**

**Sub : Distribution of Sanctioned Budget Grant for 2020– 2021**

Under the Sub - Head : 01- Controller of stationery, M.H.: 2058 : Sty. & Ptg, 01.05.01- Salaries to 01.05.21– Materials & Supplies and 02 - Deptt. Canteen of G.I.S.O, Kolkata  
**Demand No: 56** Stationery & Printing . – Regarding.

**Ref :** Demands for Grants for the year 2020-21, from Min. of Housing & Urban Affairs (HUA ), dt. 20/03/2020.

The Demand for Grants for 2020-2021 under , M.H.: 2058 : Sty. & Ptg, Sub - Head : 01- Controller of stationery and 02 - Deptt. Canteen of G.I.S.O, Kolkata has been communicated vide Ministry's Demand for Grants book cited above under reference. The Demand for Grants as accepted by the Min. have been voted by the Parliament . Thus the Sanctioned Budget Grant for 2020-21 under the Various Sub-Head of Accounts of “ 01- Controller of Stationery & 02 – Deptt. Canteen ” are distributed among G.I.S.O. Kolkata and its three Regional Stationery Depots at New Delhi, Chennai & Mumbai as follows :-

**MH : 2058 – Stationery & Printing.**  
**00.101 – Purchase & Supply of Sty. Stores.**  
**Sub-Head : 01- Controller of Stationery.**

H.Q. / DEPOTS	01.05.01- SALARY	01.05.06 – MEDICAL	01.05.11 – TRAVEL EXP.
G.I.S.O.,KOLKATA=	17,65,00,000 /=	25,50,000 /=	12,10,000 /=
NEW DELHI DEPOT=	2,90,00,000 /=	3,00,000 /=	1,50,000 /=
CHENNAI DEPOT=	1,60,00,000 /=	1,00,000 /=	1,00,000 /=
MUMBAI DEPOT=	85,00,000 /=	50,000 /=	40,000 /=
<b>TOTAL =</b>	<b>23,00,00,000 /=</b>	<b>30,00,000 /=</b>	<b>15,00,000 /=</b>

H.Q. / DEPOTS	01.05.13 – OFFICE EXP.	01.05.16 – PUBLICATION.
G.I.S.O.,KOLKATA=	46,00,000 /=	50,000 /=
NEW DELHI DEPOT=	11,00,000 /=	----
CHENNAI DEPOT=	8,00,000 /=	----
MUMBAI DEPOT=	5,00,000 /=	----
<b>TOTAL =</b>	<b>70,00,000 /=</b>	<b>50,000 /=</b>

H.Q. / DEPOTS	01.05.21 – SUPPLIES & MATERIALS	01.05.28- PROF.SERVICE	01.05.31 – GR.- IN-AIDS
G. I. S. O. , KOLKATA =	20,61,00,000 /=	1,00,000 /=	18,000 /=
NEW DELHI DEPOT =	1,00,000 /=	----	----
C H E N N A I DEPOT =	1,00,000 /=	----	2,000 /=
M U M B A I DEPOT =	1,00,000 /=	----	----
<b>TOTAL =</b>	<b>20,64,00,000 /=</b>	<b>1,00,000 /=</b>	<b>20,000 /=</b>

**Total B.E for 2019-20 = ₹ 44.81 Crores.**

Contd ..... 2.

The fund under Paper & Other Stores in respect of GISO, Kolkata may be modified as and when found necessary. The Fund distributed of G.I.S.O., Kolkata under Paper & Other Stores including Paper Items and various Misc. items, Transportation Charges & Freight Charges. The Fund under RSD's at New Delhi, Chennai & Mumbai may be utilized towards payment of Railway Freight Charges and Transport Charges. The savings, if any, in respect of Depot Offices may also be utilized in Govt. of India stationery Office, Kolkata.

**02. –Departmental Canteen.**

**G.I.S.O. Kolkata = ₹ 20,00,000 /=**

All the above said distribution of Funds will be modified as and when found necessary during the current Financial Year 2020-2021.

*(Signature)*  
15/4/2020  
( A. DATTA )

**FINANCIAL OFFICER**

**To,**

1. The Pay & Accounts Officer, Pay & Accounts Office, Min. of Urban Development, 3<sup>rd</sup> M.S.O. Bldg., DF Block, 4<sup>th</sup> Floor Salt Lake City , Kol.- 700 064.
2. The Pay & Accounts Officer, Pay & Accounts Office, Min. of Urban Development, 13, Jamnagar House, New Delhi – 110 011.
3. The Pay & Accounts Officer, Pay & Accounts Office, Min. of Urban Development, 11<sup>th</sup> Floor, Shashtri Bhawan, Annexe Bldg., Haddows Road, Chennai – 600 006.
4. The Pay & Accounts Officer, Pay & Accounts Office, Min. of Urban Development, E - 26-28 Gandhi Nagar, Nasik – 422 006.
5. The Asstt. Controller of Sty., R.S.D. New Delhi, Netaji Nagar, New Delhi – 23.
6. The Asstt. Controller of Sty., R.S.D. Chennai, 63, College Road, Chennai – 600 006.
7. The Asstt. Controller of Sty., R.S.D. Mumbai, New Marine Lines, New C. G. O. Bldg., 1<sup>st</sup> Floor, Mumbai – 400 020.
8. The Asstt. Controller of Sty.(A), G.I.S.O., Kolkata, 3 -Church Lane, Kolkata – 1.
9. The Asstt. Controller of Sty.( P), G.I.S.O., Kolkata, 3 - Church Lane, Kolkata – 1.
10. The Asstt. Controller of Sty.(Supply), G.I.S.O., Kolkata, 3 - Church Lane, Kol – 1.

**Copy to :-**

**Acctt. –** Estt. I , .....  
Estt. II , .....  
Estt. III , .....

**Head Clerk - General Branch , .....**

C.R. Branch, .....

Paper Branch, .....

**Cashier –** Cash Branch, .....

**Financial Officer**