

90

Secretariat to assess the requirement of various departments under various component during the next financial year 2005-2006 for relief on account of Natural Calamities.

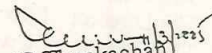
The Agenda of the meeting is detailed below:-

- A. The department should review the total requirement of funds during the financial year 2005-2006 (Non-Plan) under Major Head 2245-Relief on account of Natural Calamities and prepare action plan for its utilization.
- B. The Deputy Commissioners of both the District should assess the requirement for Cash doles and gratuitous relief etc to be paid during 2005-2006.
- C. The Heads of departments/offices should not indicate the requirement of funds for repairs and restoration of damaged residential/non-residential buildings of the departments concerned as the same are required to be assessed by APWD.
- D. The Plan expenditure which has already been included in the Budget Estimates 2005-2006 under various Sectors/Sub-Sectors as per Annexure-I should not be included in their requirement while preparing action plan for utilization of funds under relief on account of Natural calamities.

You are requested to make it convenient to attend the meeting along with detailed information and action plan.

The detailed information about activities to be taken up during 2005-2006 and amount required may be sent in the enclosed format to Finance Department by 1st April, 2005 without fail.

Yours faithfully,

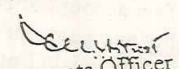

(G. Thankachan)

Senior Accounts Officer (Fin-I)

Copy to :-

1. All Administrative Secretaries/Relief Commissioner, A & N Administration with the request to attend the meeting.
2. PS to Chief Secretary.
3. PS to Commissioner-cum-Secretary (Fin)
- 4.

Copy also forwarded to Assistant Secretary (GA) with the request to make available Conference Hall of the Secretariat at the above mentioned time and date and also to arrange snacks/tea etc.


Senior Accounts Officer (Fin-I)