

**VARIATION OF THE LIMITS OF ADVANCE ACCOUNT ACTIVITIES**  
**ADVANCE TO PUBLIC OFFICERS – 2023**

- A. **Ministry** :
- B. **Department:**
- C. **Present Postal Address:**
- D. **Item No.** :
- E. **Financial Year:**
- F. **Name of Activity:**
- G. The limits authorized by the relevant Appropriation Act.

<b>Maximum Limit of Expenditure</b>	<b>Minimum Limit of Receipts</b>	<b>Maximum Limit of Debit Balance</b>
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Rs.	Rs.	Rs.
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- H. The figures in terms of F.R. 503(1) showing separately the figures already reconciled with Treasury Books and those awaiting reconciliation.

I. Debit Balance Brought down on 1<sup>st</sup> January, 2023 .....

**Add**

II. (a) Reconciled debts under each category of advance up to month of ..... 2023 .....

(b) Un reconciled debts under each category of advance for ..... 2023 .....

(c) Anticipated debts each category of advance for .....2023 \_\_\_\_\_

(d) Total debts for 2023 \_\_\_\_\_

**Less**

III. (a) Reconciled credits up to the month of .....2023 .....

(b) Un reconciled credits for ..... 2023. ....

(c) Anticipated credits for .....2023 \_\_\_\_\_

(d) Total credits up ..... 2023 \_\_\_\_\_

IV. The balance outstanding on 31<sup>st</sup> December 2023

I. The variation for which authority is now sought under each category of limits

Type of Limit	Limit prescribed in Estimates	Authority now sought for the new limit	Excess / Shortfall
Maximum Limit of Expenditure			
Minimum Limit of Receipts			
Maximum Limit of Debit Balance			

J. Reason for the excess of shortfalls

- i) Reason for the excess of expenditure:
- ii) Reason for the shortfall of receipts:
- iii) Reason for the excess of debit balance:

K. (a) I certify that the last statement reconciling the total of balances in individual accounts with the balance of the Advance Account.

(b) I also certify that the department figures were reconciled with the Treasury records up to the month of .....2023.

Date:.....

.....  
**Head of the Department**

.....  
**Secretary**

Recommended and forwarded

.....  
**Deputy Chief Secretary (Finance), EP.**

Authority No:.....

Authorized

.....  
**Chief Secretary, EP.**