

# IFHRMS- Allocation of Revised Estimate (2020-21)



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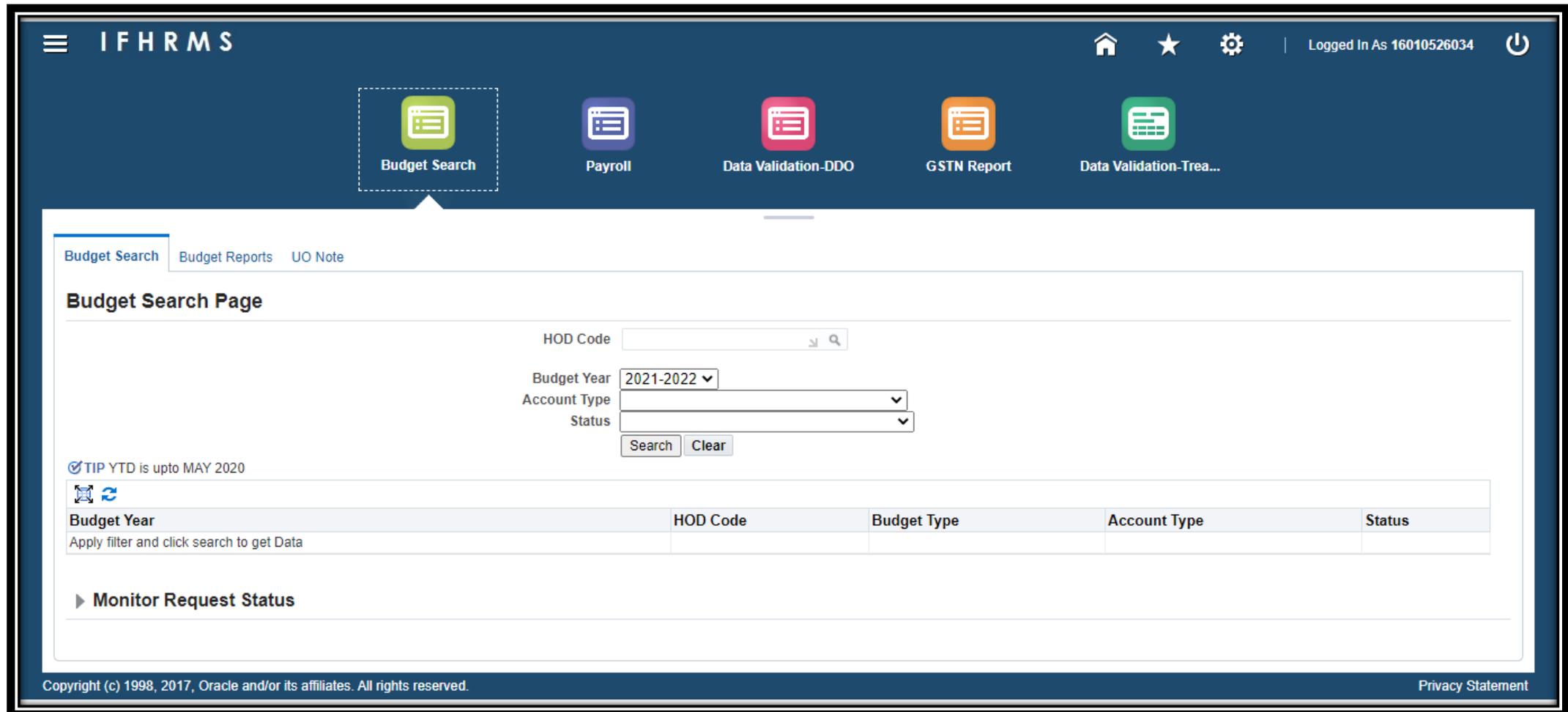
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04-Jan-2021

# Revised Estimate Allocation Process

- Revised Estimate Allocation Process can be done by HOD→BCO→DDO.
- It is the same procedure like BE Allocation and the following few points need to be remembered while doing RE Allocation.

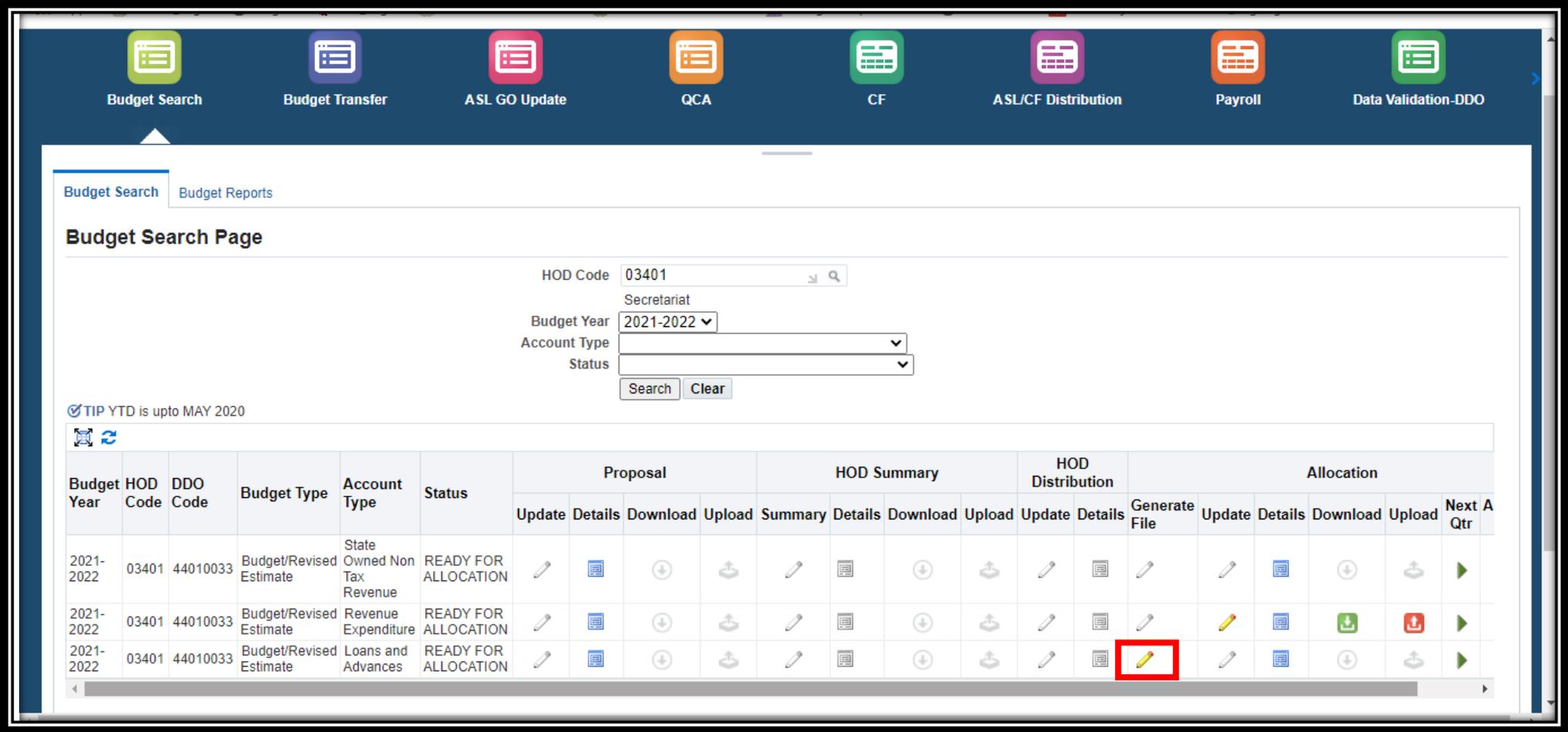
# Budget Search Page:

- Budget Search page will be shown like this and HOD may filter based on HOD Code, Budget Year, Account Type and Status.



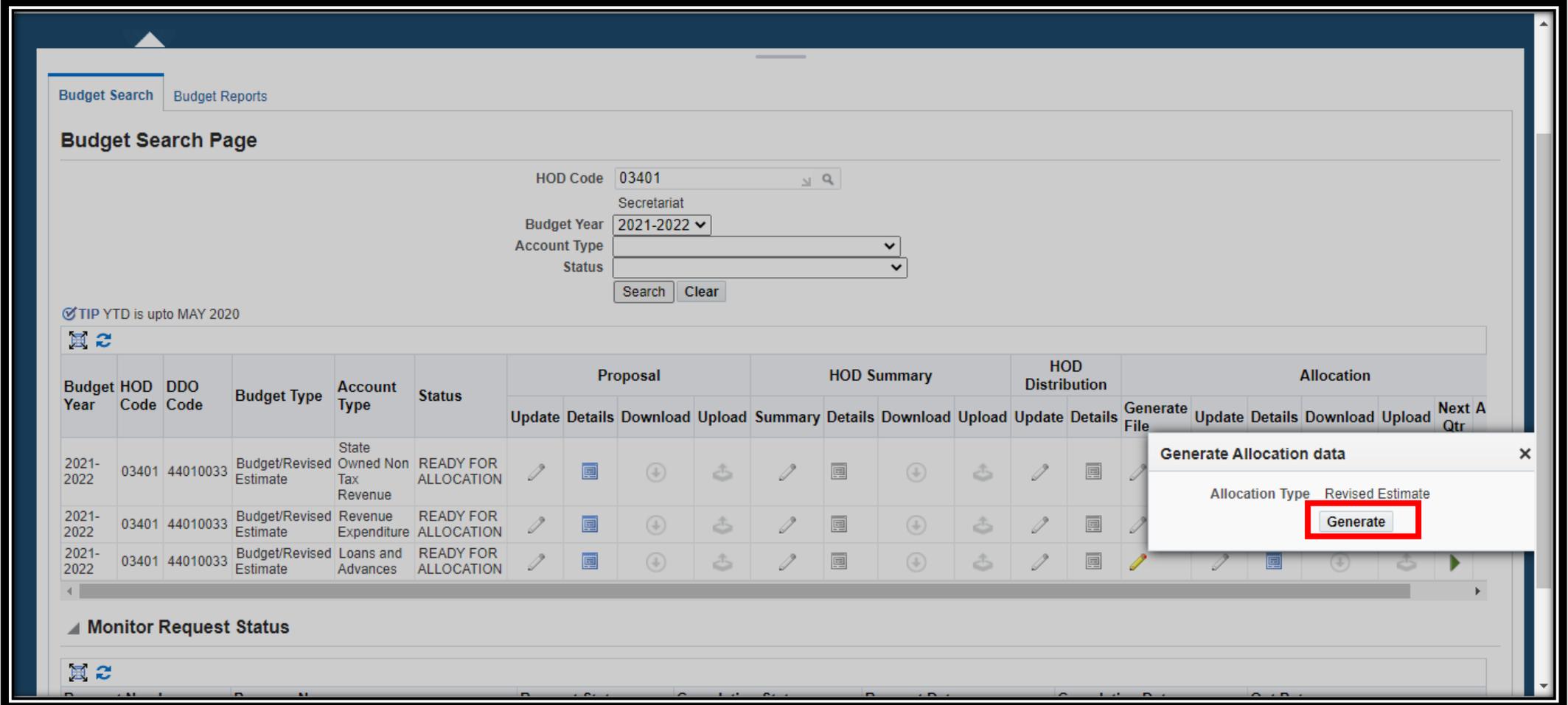
# Generate File:

➤ On Budget Search Page you can Find the Generate File Button Highlighted on Screenshot.



# Generate Allocation Data:

➤ Here you can Find the Allocation Type and Click on **Generate Button** Highlighted on Screenshot.



# File Generation Confirmation Message:

- Here you can see the Confirmation message for file generation as highlighted on Screenshot.

The screenshot displays the IFHRMS application interface. At the top, there is a navigation bar with the IFHRMS logo and user information: "Logged In As 34010127608". Below the navigation bar, there is a row of icons for various functions: Budget Search, Budget Transfer, ASL GO Update, QCA, CF, ASL/CF Distribution, Payroll, and Data Validation-DDO. The "Budget Search" icon is highlighted with a dashed white box. Below this, the "Budget Search" tab is active, and a confirmation message is displayed in a yellow box with a red border: "Confirmation" and "Generate process submitted successfully.....". Below the confirmation message, the "Budget Search Page" is visible, featuring search filters for HOD Code (03401), Budget Year (2021-2022), Account Type, and Status. A table below the filters shows search results for the budget year 2021-2022, HOD Code 03401, and DDO Code 44010033. The table has columns for Budget Year, HOD Code, DDO Code, Budget Type, Account Type, Status, Proposal, HOD Summary, HOD Distribution, and Allocation. The Allocation column includes sub-columns for Generate File, Update, Details, Download, Upload, and Next A Qtr.

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary				HOD Distribution		Allocation					
						Update	Details	Download	Upload	Summary	Details	Download	Upload	Update	Details	Generate File	Update	Details	Download	Upload	Next A Qtr
2021-2022	03401	44010033	Budget/Revised Estimate	State Owned Non Tax	READY FOR ALLOCATION																

# Monitor Request Status:

- Click on Monitor Request Status and there you can find the File Generation Status and wait till the **Completed** status.

**Confirmation**  
Generate process submitted successfully.....

### Budget Search Page

HOD Code: 03401  
Secretariat  
Budget Year: 2021-2022  
Account Type:   
Status:   
[Search] [Clear]

TIP YTD is upto MAY 2020

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary				HOD Distribution		Allocation					Next A Qtr
						Update	Details	Download	Upload	Summary	Details	Download	Upload	Update	Details	Generate File	Update	Details	Download	Upload	
2021-2022	03401	44010033	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION																
2021-2022	03401	44010033	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION																
2021-2022	03401	44010033	Budget/Revised Estimate	Loans and Advances	READY FOR ALLOCATION																

**Monitor Request Status**

Request Number	Program Name	Request Status	Completion Status	Request Date	Completion Date	Out Put
79476443	GTN Insert data into staging table	Normal	Running	04-Jan-2021 11:11:18		View Output

# ➤ Check Monitor Request Status and its Completed on the Given Screen

Budget Search Budget Reports

## Budget Search Page

HOD Code

Secretariat

Budget Year

Account Type

Status

TIP YTD is upto MAY 2020

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary				HOD Distribution		Allocation					
						Update	Details	Download	Upload	Summary	Details	Download	Upload	Update	Details	Generate File	Update	Details	Download	Upload	Next A Qtr
2021-2022	03401	44010033	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION																
2021-2022	03401	44010033	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION																
2021-2022	03401	44010033	Budget/Revised Estimate	Loans and Advances	READY FOR ALLOCATION																

### Monitor Request Status

Request Number	Program Name	Request Status	Completion Status	Request Date	Completion Date	Out Put
79476443	GTN Insert data into staging table	Normal	Completed	04-Jan-2021 11:11:18	04-Jan-2021 11:11:19	View Output

# Budget Allocation-On Screen Process:

- After the Monitor Request Completion Budget Allocation **Update** option, the Excel File Download and Upload will be Enabled on the Screen.

The screenshot displays the 'Budget Search Page' with the following search filters:

- HOD Code: 03401
- Secretariat: Secretariat
- Budget Year: 2021-2022
- Account Type: [Dropdown]
- Status: [Dropdown]

Buttons: Search, Clear

Checkbox:  TIP YTD is upto MAY 2020

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary				HOD Distribution		Allocation					
						Update	Details	Download	Upload	Summary	Details	Download	Upload	Update	Details	Generate File	Update	Details	Download	Upload	Next Qtr
2021-2022	03401	44010033	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION																
2021-2022	03401	44010033	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION																
2021-2022	03401	44010033	Budget/Revised Estimate	Loans and Advances	READY FOR ALLOCATION																

Monitor Request Status

# Budget Allocation Page – On Screen Process

- After clicking on the Update Button, Budget Allocation Page will be shown like this.
- Click on the Details Button on the Distribution Column to allocate the RE Budget

The screenshot displays the 'Budget Allocation Page' interface. At the top, there are tabs for 'Budget Search' and 'Budget Reports'. The page title is 'Budget Allocation Page', with 'Back' and 'Select Approver Group' buttons. Below this, a summary box shows 'Budget Year: 2021-2022', 'Status: READY FOR ALLOCATION', 'HOD Code: 03602', and 'HOD Name: Commissionerate of Economics and Statistics'. A search section includes input fields for 'HOA Code' and 'DH Code', and a 'Go' button. A summary bar indicates '(Amount in 000's)' with 'RE Proposed: 869682', 'RE Fixed: 840043', and 'RE Allocated: 858625'. A table lists various HOA and DH entries. The first row is highlighted, and a red box highlights the 'Details' button in the 'Distribution' column for that row.

HOA Code	HOA Name	DH Code	DH Name	RE(2020-2021)			Distribution
				RE Proposed	RE Fixed	RE Allocated	
205901053DQ	Buildings - Commissionerate of Economics and Statistics (Administered by Chief Engineer (Buildings))	31801	Periodical Maintenance	2260	1260	1260	
240100110JL	Crop Insurance Division under Pradhan Manthri Fasal Bima Yojana Schemes	30101	Pay	1933	1933	1933	
240100110JL	Crop Insurance Division under Pradhan Manthri Fasal Bima Yojana Schemes	30102	Medical Allowance	8	8	8	
240100110JL	Crop Insurance Division under Pradhan Manthri Fasal Bima Yojana Schemes	30103	Medical Charges	44	44	44	
240100110JL	Crop Insurance Division under Pradhan Manthri Fasal Bima Yojana Schemes	30104	Other Allowances	12	12	12	
240100110JL	Crop Insurance Division under Pradhan Manthri Fasal Bima Yojana Schemes	30106	House Rent Allowance	164	266	266	

# Budget Allocation Page – On Screen Process- [Search Page](#)

➤ You can Use the Search Option to Filter the Data by HOA & DH Wise

### Budget Allocation Page

[Back](#) [Select Approver Group](#)

Budget Year 2021-2022      HOD Code 03602  
Status READY FOR ALLOCATION      HOD Name Commissionerate of Economics and Statistics

▲ Search

HOA Code   
DH Code

(Amount in 000's)  
RE Proposed: 869682   RE Fixed: 840043   RE Allocated: 839717

|

HOA Code	HOA Name	DH Code	DH Name	RE(2020-2021)			Distribution
				RE Proposed	RE Fixed	RE Allocated	
345402110AE	Integrated Scheme for Development of Statistics	33302	Remuneration	25425	14023	14023	

# Budget Allocation-Distribution Page:

- After clicking on the Details Button, Distribution Page will be shown like this.

**Budget Allocation Page** Back Save

Budget Year 2021-2022      HOD Code 03401  
 Status READY FOR ALLOCATION      HOD Name Secretariat

(Amount in 000's)

**Allocation/DDO Distribution**

BT Validation Validate

Back |

DDO Code	DDO Name	HOA Code	DH Code	RE(2020-2021)							Comments	Attachment	
				BA	BT	Asl	Allocated amount	RE Proposed	RE Fixed	YTD(upto OCT-2020)			RE Allocated
44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND WATER SUPPLY DEPARTMENT, SECRETARIAT, CHENNAI.	221705800AB	30101	907	0	0	907	907	907	604	907.00		+
44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	221705800AB	30101	0	0	0	0	0	0	0	0.00		+

RE Fixation Amt: 907    RE Allocated Amt: 907

▲ Add DDO

# Budget Allocation-Distribution Page:

- Here you can find the BCO/DDO wise(Direct Reportees) values on the Screen.
  - ✓ **BA**(Total BE 2020-21 Allocation), **BT**(Budget Transfer), **ASL**, **Allocated Amount** (Sum of BE+BT+ASL), **RE (Proposed)** (RE 2020-2021), **RE (Fixed)** (RE 2020-2021), **YTD**(Upto Oct-2020).
- RE Allocated Amount will be the amount that needs to be Allocated as per Revised Estimation(2020-2021) to the BCO/DDOs(Direct Reportees).

**Budget Allocation Page** Back Save

Budget Year 2021-2022 HOD Code 03401  
 Status READY FOR ALLOCATION HOD Name Secretariat

(Amount in 000's)

**Allocation/DDO Distribution**

BT Validation Validate

DDO Code	DDO Name	HOA Code	DH Code	RE(2020-2021)							YTD(upto OCT-2020)	RE Allocated	Comments	Attachment
				BA	BT	Asl	Allocated amount	RE Proposed	RE Fixed					
44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND WATER SUPPLY DEPARTMENT, SECRETARIAT, CHENNAI.	221705800AB	30101	907	0	0	907	907	907	604	907.00		+	
44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	221705800AB	30101	0	0	0	0	0	0	0	0.00		+	

# Budget Allocation-Distribution Page:

- RE Allocation Amount Should not exceed the RE Fixed Amount for all DDOs. If you enter the RE Amount More than the Fixed Amount “You will get the Error Message on Screen”

The screenshot displays the 'Budget Allocation Page' with a yellow error banner at the top stating: 'Error: Allocated Amount Should be equal to the fixed amount'. Below the error, the page shows the budget year (2021-2022) and HOD Code (03401). The 'Allocation/DDO Distribution' table lists two DDOs. The first DDO (44010033) has an RE Fixed amount of 907 and an RE Allocated amount of 908.00, which is highlighted with a red box. The second DDO (44010061) has an RE Fixed amount of 0 and an RE Allocated amount of 0.00. At the bottom right, a summary box shows 'RE Fixation Amt: 907' and 'RE Allocated Amt: 908', with the latter value highlighted in red.

DDO Code	DDO Name	HOA Code	DH Code	RE(2020-2021)			Allocated amount	Proposed	RE Fixed	YTD(upto OCT-2020)	RE Allocated	Comments	Attachment
				BA	BT	Asl							
44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND WATER SUPPLY DEPARTMENT, SECRETARIAT, CHENNAI.	221705800AB	30101	907	0	0	907	907	907	604	908.00		+
44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	221705800AB	30101	0	0	0	0	0	0	0	0.00		+

# Budget Allocation-Distribution Page:

- RE Allocation Amount Should not be less than the RE Fixed Amount for all DDOs. If you enter the RE Amount Less than the Fixed Amount “You will get the Error Message on Screen”

The screenshot displays the 'Budget Allocation Page' with the following details:

- Budget Search** | Budget Reports
- Error Message:** Allocated Amount Should be equal to the fixed amount
- Budget Allocation Page:** Budget Year: 2021-2022, HOD Code: 03401, Status: READY FOR ALLOCATION, HOD Name: Secretariat. (Amount in 000's)
- Allocation/DDO Distribution:** Includes a 'Validate' button and a checkbox for 'BT Validation'.
- Table:** A table with columns for DDO Code, DDO Name, HOA Code, DH Code, BA, BT, Asl, Allocated amount, RE Proposed, RE Fixed, YTD(upto OCT-2020), RE Allocated, Comments, and Attachment. The first row (DDO Code 44010033) shows RE Fixed as 907 and RE Allocated as 906.00. The second row (DDO Code 44010061) shows RE Fixed as 0 and RE Allocated as 0.00.
- Summary:** RE Fixation Amt: 907, RE Allocated Amt: 906
- Footer:** Add DDO button and a search field for DDO Code.

# Budget Allocation-Distribution Page:

- If the Entered RE Allocation Amount and the RE Fixed Amount are Same, “You can save the data and You will get the Successful Confirmation Message on Screen”

The screenshot displays the 'Budget Allocation Page' interface. At the top, there are tabs for 'Budget Search' and 'Budget Reports'. A yellow information banner at the top left contains an information icon and the text 'Data saved successfully', which is highlighted with a red box. Below this, the page title 'Budget Allocation Page' is shown with 'Back' and 'Save' buttons. The main content area displays budget details: Budget Year 2021-2022, HOD Code 03401, Status READY FOR ALLOCATION, and HOD Name Secretariat. A note '(Amount in 000's)' is present. The 'Allocation/DDO Distribution' section includes a 'BT Validation' checkbox and a 'Validate' button. Below this is a table with columns for DDO Code, DDO Name, HOA Code, DH Code, BA, BT, Asl, Allocated amount, RE Proposed, RE Fixed, YTD(upto OCT-2020), RE Allocated, Comments, and Attachment. The first row (DDO Code 44010033) has '907' in the RE Fixed column and '907.00' in the RE Allocated column, both highlighted with red boxes. The second row (DDO Code 44010061) has '0' in the RE Fixed column and '0.00' in the RE Allocated column. A 'Back' button and a refresh icon are located above the table.

DDO Code	DDO Name	HOA Code	DH Code	RE(2020-2021)			Allocated amount	RE Proposed	RE Fixed	YTD(upto OCT-2020)	RE Allocated	Comments	Attachment
				BA	BT	Asl							
44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND WATER SUPPLY DEPARTMENT, SECRETARIAT, CHENNAI.	221705800AB	30101	907	0	0	907	907	907	604	907.00		+
44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	221705800AB	30101	0	0	0	0	0	0	0	0.00		+

# Budget Allocation-Distribution Page – BT Validation:

RE Allocation will not Replace the **Budget Transfer** Amount given to DDOs. So, we need to Equalize the Budget Transferred(BE) Amount while doing the RE Allocation. We are showing the Sum total of Negative values against the Parent DDO(HOD/BCO) Code BT Column.

- So, There is a Validation of Budget Transfer Amount and If you Entered any Value Less then the net Budget Transferred Amount (negative value under this column) for the DDO It will be Shown here.
- **This is a Golden rule and must be compulsorily followed.**
  - Still if the total RE Allocation itself is less than the Budget Transfer amount (in the negative), then in order to complete the RE Allocation for the remaining heads under selected “**Account Type**” a “**BT Validation**” Button is Given.
- Tick the **BT Validation** and Click **Validate**.
- After Completion of the RE Allocation process the HOD/BCO shall go to the Budget Transfer Menu and reverse the already budget transferred amount in excess of the RE Allocation.

Allocation/DDO Distribution

BT Validation  
**Validate**

Back | Previous 1-10 Next 10

DDO Code	DDO Name	HOA Code	DH Code	RE(2020-2021)							YTD(upto OCT-2020)	RE Allocated	Comments	Attachment
				BA	BT	Asl	Allocated amount	RE Proposed	RE Fixed					
41010366	AD STATISTICS HQ CHENNAI	345402110AE	33302	14023	-13908.9	0	114.1	25425	14023	0	114.10		+	
01010089	DD STATISTICS COIMBATORE	345402110AE	33302	0	118.5	0	118.5	0	0	0	118.50		+	
01010090	RJD STATISTICS COIMBATORE	345402110AE	33302	0	0	0	0	0	0	0	0.00		+	

Allocation/DDO Distribution

BT Validation  
**Validate**

Back |

DDO Code	DDO Name	HOA Code	DH Code	RE(2020-2021)							YTD(upto OCT-2020)	RE Allocated	Comments	Attachment
				BA	BT	Asl	Allocated amount	RE Proposed	RE Fixed					
41010366	AD STATISTICS HQ CHENNAI	345402110AE	33302	14023	-13908.9	0	114.1	25425	14023	0	114.10		+	

RE Fixation Amt: 14023 RE Allocated Amt: 14023

# Budget Allocation-Excel Page-Download:

➤ Alternatively, Click on the **Download** Button on Budget Search Page.

The screenshot displays the 'Budget Search Page' interface. At the top, there is a navigation bar with tabs: Budget Search, Budget Transfer, QCA, CF, ASL/CF Distribution, Payroll, Data Validation-DDO, and GSTN Report. Below the navigation bar, the 'Budget Search' tab is active, and the page title is 'Budget Search Page'. The search filters include: HOD Code (input field), Budget Year (2021-2022), Account Type (dropdown), and Status (dropdown). There are 'Search' and 'Clear' buttons. A note indicates 'TIP YTD is upto MAY 2020'. Below the filters is a table with columns: Budget Year, HOD Code, DDO Code, Budget Type, Account Type, Status, Proposal (Update, Details, Download, Upload), HOD Summary (Summary, Details, Download, Upload), HOD Distribution (Update, Details), Allocation (Generate File, Update, Details, Download, Upload), and Next A Qtr. The table contains four rows of budget items. The second row, representing 'Revenue Expenditure', has a red box around its 'Download' button in the Allocation column.

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary				HOD Distribution		Allocation					
						Update	Details	Download	Upload	Summary	Details	Download	Upload	Update	Details	Generate File	Update	Details	Download	Upload	Next A Qtr
2021-2022	03602	41010366	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION																
2021-2022	03602	41010366	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION																
2021-2022	03602	41010366	Budget/Revised Estimate	Grants in Aid from Central Government	READY FOR ALLOCATION																
2021-2022	03602	41010366	Budget/Revised Estimate	Capital Expenditure	READY FOR ALLOCATION																

# Budget Allocation-Excel Page-Download:

- Click on the **Download Button** on the Download Screen.
- There You can Filter the Excel Based on HOA Code OR DH Code.  
(Big HODs with huge HOAs/ Large DDOs shall opt for this filter for ease of Quick download)

The screenshot shows the 'Budget Search Page' interface. At the top, there are navigation tabs: Budget Search, Budget Transfer, QCA, CF, ASL/CF Distribution, Payroll, Data Validation-DDO, and GSTN Report. The 'Budget Search' tab is active. Below the tabs, there are search filters: HOD Code (with a search icon), Budget Year (2021-2022), Account Type, and Status. There are 'Search' and 'Clear' buttons. A checkbox indicates 'TIP YTD is upto MAY 2020'. Below the filters is a table with columns: Budget Year, HOD Code, DDO Code, Budget Type, Account Type, Status, Proposal (Update, Details, Download, Upload), and HOD Summary (Summary, Details, Download). The table contains four rows of data for the year 2021-2022. A 'Download' dialog box is overlaid on the table. The dialog box has a title 'Download' and a close button. It contains the text 'Enter Details' and three input fields: 'DH Code', 'From HOA', and 'To HOA'. There is an 'OR' button between 'DH Code' and 'From HOA'. A red box highlights the 'Download' button at the bottom of the dialog box.

# Budget Allocation-Excel Page-Download:

➤ Excel File will be Downloaded Like the Below Screen.

The screenshot displays a web application interface for budget management. At the top, there are navigation tabs: Budget Search, Budget Transfer, QCA, CF, ASL/CF Distribution, Payroll, Data Validation-DDO, and GSTN Report. The 'Budget Search' tab is active, showing a 'Budget Search Page' with search filters for HOD Code, Budget Year (2021-2022), Account Type, and Status. A 'Download' dialog box is open, titled 'Download', with a section 'Enter Details' containing fields for 'DH Code', 'From HOA', and 'To HOA', along with a 'Downloading...' button. Below the dialog, a table lists budget items with columns for Budget Year, HOD Code, DDO Code, Budget Type, Account Type, Status, and various action buttons (Update, Details, Download, Upload, Summary, etc.). The file name '03602\_41010366\_....xlsx' is highlighted in a red box in the download bar at the bottom.

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary			Action		
						Update	Details	Download	Upload	Summary	Details	Download	Download	Upload	Next A Qtr
2021-2022	03602	41010366	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION										
2021-2022	03602	41010366	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION										
2021-2022	03602	41010366	Budget/Revised Estimate	Grants in Aid from Central Government	READY FOR ALLOCATION										

## Budget Allocation-Excel Screen:

- Here you can find the BCO/DDO wise(Direct Reportees) values on the Screen.
  - ✓ **BA**(Total BE 2020-21 Allocation), **BT**(Budget Transfer), **ASL**, **Allocated Amount** (Sum of BE+BT+ASL), **RE (Proposed)** (RE 2020-2021), **RE (Fixed)** (RE 2020-2021), **YTD**(Upto Oct-2020).
- RE Allocated Amount will be the amount that needs to be Allocated as per Revised Estimation(2020-2021) to the BCO/DDOs(Direct Reportees).

Financial Year (2021-2022)												
HOD Code (03401-Secretariat)												
Account Type (RE)												
DH Cc	DH Name	RE Proposed	RE Fixed	DDO Code	DDO Name	BA	BT	ASL	Allocated amou	YTD(upto OCT-2020)	RE Allocated	Comments
30101	Pay	907	907	44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND W.	907	0	0	907	604	907.00	
30101	Pay			44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	0	0	0	0	0	0.00	
30102	Medical Allowance	6	6	44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND W.	6	0	0	6	0	6.00	
30102	Medical Allowance			44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	0	0	0	0	0	0.00	
30103	Medical Charges	24	24	44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND W.	24	0	0	24	0	24.00	
30103	Medical Charges			44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	0	0	0	0	0	0.00	
30104	Other Allowances	3	3	44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND W.	3	0	0	3	1	3.00	
30104	Other Allowances			44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	0	0	0	0	0	0.00	
30106	House Rent Allowance	111	111	44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND W.	111	0	0	111	66	111.00	
30106	House Rent Allowance			44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	0	0	0	0	0	0.00	
30108	City Compensatory Allowance	15	15	44010033	SECTION OFFICER BILLS, MUNICIPAL ADMIN ISTRATION AND W.	15	0	0	15	9	15.00	
30108	City Compensatory Allowance			44010061	SECRETARY TAMILNADU LOCAL BODIES OMBUDSMAN CHENNAI	0	0	0	0	0	0.00	

# Budget Allocation-Excel Screen – Filter HOA&DH:

➤ You can Filter the HOA & DH in Excel Sheet

Financial Year (2021-2022)  
HOD Code (03401-Secretariat)  
Account Type (RE)

HOA Code	HOA Name	DH Co	DH Name	RE Proposed	RE Fixed	DDO Code	DDO Name
	tration and Operational expenses						
	hood Mission	30101	Pay		907	907 44010033	SECTION OFFICER BILLS, MUNIC
	tration and Operational expenses						
	hood Mission	30101	Pay			44010061	SECRETARY TAMILNADU LOCAL

Financial Year (2021-2022)  
HOD Code (03401-Secretariat)  
Account Type (RE)

HOA Code	HOA Name	DH Code	DH Name	RE Proposed	RE Fixed	DDO Code	DDO Name
21	221780001AO Tamil Nadu Local Bodies Om		Pay		7416	1473 44010033	SECTION OFFICER BILLS, MUNIC
22	221780001AO Tamil Nadu Local Bodies Om		Pay			44010061	SECRETARY TAMILNADU LOCAL
23	221780001AO Tamil Nadu Local Bodies Om		Medical Allowance		16	8 44010033	SECTION OFFICER BILLS, MUNIC
24	221780001AO Tamil Nadu Local Bodies Om		Medical Allowance			44010061	SECRETARY TAMILNADU LOCAL
25	221780001AO Tamil Nadu Local Bodies Om		Medical Charges		3	1 44010033	SECTION OFFICER BILLS, MUNIC
26	221780001AO Tamil Nadu Local Bodies Om		Medical Charges			44010061	SECRETARY TAMILNADU LOCAL
27	221780001AO Tamil Nadu Local Bodies Om		Other Allowances		700	199 44010033	SECTION OFFICER BILLS, MUNIC
28	221780001AO Tamil Nadu Local Bodies Om		Other Allowances			44010061	SECRETARY TAMILNADU LOCAL
29	221780001AO Tamil Nadu Local Bodies Om		House Rent Allowance		1559	111 44010033	SECTION OFFICER BILLS, MUNIC
30	221780001AO Tamil Nadu Local Bodies Om		House Rent Allowance			44010061	SECRETARY TAMILNADU LOCAL
31	221780001AO Tamil Nadu Local Bodies Om		City Compensatory Allowance		74	16 44010033	SECTION OFFICER BILLS, MUNIC
32	221780001AO Tamil Nadu Local Bodies Om		City Compensatory Allowance			44010061	SECRETARY TAMILNADU LOCAL
33	221780001AO Tamil Nadu Local Bodies Om		Dearness Allowance		1392	210 44010033	SECTION OFFICER BILLS, MUNIC
34	221780001AO Tamil Nadu Local Bodies Om		Dearness Allowance			44010061	SECRETARY TAMILNADU LOCAL
35	221780001AO Tamil Nadu Local Bodies Om		Tour Travelling Allowances		400	150 44010033	SECTION OFFICER BILLS, MUNIC
36	221780001AO Tamil Nadu Local Bodies Om		Tour Travelling Allowances			44010061	SECRETARY TAMILNADU LOCAL
37	221780001AO Tamil Nadu Local Bodies Om		Transfer Travelling Allowances		2	1 44010033	SECTION OFFICER BILLS, MUNIC
38	221780001AO Tamil Nadu Local Bodies Om		Transfer Travelling Allowances			44010061	SECRETARY TAMILNADU LOCAL
39	221780001AO Tamil Nadu Local Bodies Om		Telephone Charges		200	100 44010033	SECTION OFFICER BILLS, MUNIC
40	221780001AO Tamil Nadu Local Bodies Ombudsman	30501	Telephone Charges			44010061	SECRETARY TAMILNADU LOCAL

## Budget Allocation-Excel Screen – Total Allocated Amount:

- The downloaded Excel file will show the proportionately distributed RE Allocation based on RE fixed.
- The RE Allocation column will be shown in white background.
- RE Fixed Amount and the RE Allocated Amount will be Equal when you Filter the Excel Sheet.

Financial Year (2021-2022)										
Code (03602-Commissionerate of Economics and Statistics)										
Account Type (RE)										
RE Proposed	RE Fixed	DDO Code	DDO Name	BA	BT	ASL	Allocated amour YTD(upto OCT-2020)	RE Allocated	Count	Percentage
4394	3300	41010366	AD STATISTICS HQ CHENNAI	253	-11.8	0	241.2	275	157.34	
4395		01010089	DD STATISTICS COIMBATORE	51	0	0	51	0	71.00	
4396		01010090	RJD STATISTICS COIMBATORE	0	0	0	0	0	0.00	
4397		02010035	RJD STATISTICS CUDDALORE	0	0	0	0	0	0.00	
4398		02010036	DD STATISTICS CUDDALORE	80	0	0	80	0	80.00	
4399		03010094	Assistant Director of Statistics,Dharmapuri.	90	0	0	90	0	90.00	
4400		04010022	DISTRICT STATISTICAL OFFICE, DINDIGUL	60	0	0	60	0	90.00	
4401		05010106	Deputy Director of Statistics, Erode	181	0	0	181	0	210.00	
4402		06010058	DD STATISTICS KANCHEEPURAM	112	0	0	112	0	120.00	
4403		09010129	DD STATISTICS KANYAKUMARI	100	0	0	100	0	104.00	
4404		10010068	DD STATISTICS NAGAPATTINAM	60	0	0	60	0	0.00	
4405		11010025	DEPUTY DIRECTOR OF DISTRICT STATISTICS PUDUKKOTTAI	65	0	0	65	0	0.00	
4406		12010076	DD STATISTICS RAMNAD	60	0	0	60	0	62.40	
4407		13010088	Assistant Director of Staistics,Sivagangai	51	0	0	51	0	51.00	
4408		14010007	DEPUTY DIRECTOR, STATISTICS, SALEM	72	0	0	72	0	80.00	
4409		14010120	REGIONAL JOINT DIRECTOR OF STATISTICS SALEM	0	0	0	0	0	0.00	
4410		15010062	DD STATISTICS TRICHY	60	11.8	0	71.8	0	52.26	
4411		16010090	DISTRICT STATISTICAL OFFICER, TIRUVANNAMALAI	125	0	0	125	0	130.00	
4412		17010154	RJD STATISTICS TIRUNELVELI	0	0	0	0	0	0.00	
4413		17010155	DD STATISTICS TIRUNELVELI	174	0	0	174	0	179.00	

Total Allocation Amount across the HOA → DH will be Validated against the Fixed RE Value

03602\_41010366\_RE | Average: 80.48780488 | Count: 42 | Sum: 3300 | 100%

# Budget Allocation-Excel Screen:

- RE Allocation Amount Should not exceed the RE Fixed Amount for all DDOs. If you enter the RE Amount More than the Fixed Amount “It will be Highlighted in RED Color background”

RE Proposed	RE Fixed	DDO Code	DDO Name	BA	BT	ASL	Allocated amour YTD(upto OCT-2020)	RE Allocated	Comments
4394	3300	41010366	AD STATISTICS HQ CHENNAI	253	-11.8	0	241.2	275	158.00
4395		01010089	DD STATISTICS COIMBATORE	51	0	0	51	0	71.00
4396		01010090	RJD STATISTICS COIMBATORE	0	0	0	0	0	0.00
4397		02010035	RJD STATISTICS CUDDALORE	0	0	0	0	0	0.00
4398		02010036	DD STATISTICS CUDDALORE	80	0	0	80	0	80.00
4399		03010094	Assistant Director of Statistics,Dharmapuri.	90	0	0	90	0	90.00
4400		04010022	DISTRICT STATISTICAL OFFICE, DINDIGUL	60	0	0	60	0	90.00
4401		05010106	Deputy Director of Statistics, Erode	181	0	0	181	0	210.00
4402		06010058	DD STATISTICS KANCHEEPURAM	112	0	0	112	0	120.00
4403		09010129	DD STATISTICS KANYAKUMARI	100	0	0	100	0	104.00
4404		10010068	DD STATISTICS NAGAPATTINAM	60	0	0	60	0	0.00
4405		11010025	DEPUTY DIRECTOR OF DISTRICT STATISTICS PUDUKKOTTAI	65	0	0	65	0	0.00
4406		12010076	DD STATISTICS RAMNAD	60	0	0	60	0	62.40
4407		13010088	Assistant Director of Staistics,Sivagangai	51	0	0	51	0	51.00
4408		14010007	DEPUTY DIRECTOR, STATISTICS, SALEM	72	0	0	72	0	80.00
4409		14010120	REGIONAL JOINT DIRECTOR OF STATISTICS SALEM	0	0	0	0	0	0.00
4410		15010062	DD STATISTICS TRICHY	60	11.8	0	71.8	0	52.26
4411		16010090	DISTRICT STATISTICAL OFFICER, TIRUVANNAMALAI	125	0	0	125	0	130.00
4412		17010154	RJD STATISTICS TIRUNELVELI	0	0	0	0	0	0.00
4413		17010155	DD STATISTICS TIRUNELVELI	174	0	0	174	0	179.00

Total Allocation Amount across the HOA → DH will be Validated against the Fixed RE Value

Sum: 3300,66

## Budget Allocation-Excel Screen:

- RE Allocation Amount Should not be less than the RE Fixed Amount for all DDOs. If you enter the RE Amount Less than the Fixed Amount “It will be Highlighted in RED Color background”

Financial Year (2021-2022)										
Code (03602-Commissionerate of Economics and Statistics)										
Amount Type (RE)										
RE Proposed	RE Fixed	DDO Code	DDO Name	BA	BT	ASL	Allocated amou	YTD(upto OCT-2020)	RE Allocated	Comments
4394	3300	41010366	AD STATISTICS HQ CHENNAI	253	-11.8	0	241.2	275	15.00	
4395		01010089	DD STATISTICS COIMBATORE	51	0	0	51	0	71.00	
4396		01010090	RJD STATISTICS COIMBATORE	0	0	0	0	0	0.00	
4397		02010035	RJD STATISTICS CUDDALORE	0	0	0	0	0	0.00	
4398		02010036	DD STATISTICS CUDDALORE	80	0	0	80	0	80.00	
4399		03010094	Assistant Director of Statistics,Dharmapuri.	90	0	0	90	0	90.00	
4400		04010022	DISTRICT STATISTICAL OFFICE, DINDIGUL	60	0	0	60	0	90.00	
4401		05010106	Deputy Director of Statistics, Erode	181	0	0	181	0	210.00	
4402		06010058	DD STATISTICS KANCHEEPURAM	112	0	0	112	0	120.00	
4403		09010129	DD STATISTICS KANYAKUMARI	100	0	0	100	0	104.00	
4404		10010068	DD STATISTICS NAGAPATTINAM	60	0	0	60	0	0.00	
4405		11010025	DEPUTY DIRECTOR OF DISTRICT STATISTICS PUDUKKOTTAI	65	0	0	65	0	0.00	
4406		12010076	DD STATISTICS RAMNAD	60	0	0	60	0	62.40	
4407		13010088	Assistant Director of Staistics,Sivangangai	51	0	0	51	0	51.00	
4408		14010007	DEPUTY DIRECTOR, STATISTICS, SALEM	72	0	0	72	0	80.00	
4409		14010120	REGIONAL JOINT DIRECTOR OF STATISTICS SALEM	0	0	0	0	0	0.00	
4410		15010062	DD STATISTICS TRICHY	60	11.8	0	71.8	0	52.26	
4411		16010090	DISTRICT STATISTICAL OFFICER, TIRUVANNAMALAI	125	0	0	125	0	130.00	
4412		17010154	RJD STATISTICS TIRUNELVELI	0	0	0	0	0	0.00	
4413		17010155	DD STATISTICS TIRUNELVELI	174	0	0	174	0	179.00	

Total Allocation Amount across the HOA → DH will be Validated against the Fixed RE Value

## Budget Allocation-Excel Screen- Budget Transfer Validation:

- If the Entered RE Allocation Amount is Less then the **Budget Transfer Amount** for a Particular DDO, **“It will be Highlighted Blue Color with an underline”**. So, the RE Allocation Amount Should not be Less then the Budget Transfer Amount of the Particular DDO.

Financial Year (2021-2022)										
Code (03602-Commissionerate of Economics and Statistics)										
Account Type (RE)										
RE Proposed	RE Fixed	DDO Code	DDO Name	BA	BT	ASL	Allocated amour YTD(upto OCT-2020)	RE Allocated Co		
4394	3300	3300	41010366	AD STATISTICS HQ CHENNAI	253	-11.8	0	241.2	275	10.00
4395			01010089	DD STATISTICS COIMBATORE	51	0	0	51	0	71.00
4396			01010090	RJD STATISTICS COIMBATORE	0	0	0	0	0	0.00
4397			02010035	RJD STATISTICS CUDDALORE	0	0	0	0	0	0.00
4398			02010036	DD STATISTICS CUDDALORE	80	0	0	80	0	80.00
4399			03010094	Assistant Director of Statistics,Dharmapuri.	90	0	0	90	0	90.00
4400			04010022	DISTRICT STATISTICAL OFFICE, DINDIGUL	60	0	0	60	0	90.00
4401			05010106	Deputy Director of Statistics, Erode	181	0	0	181	0	210.00
4402			06010058	DD STATISTICS KANCHEEPURAM	112	0	0	112	0	120.00
4403			09010129	DD STATISTICS KANYAKUMARI	100	0	0	100	0	104.00
4404			10010068	DD STATISTICS NAGAPATTINAM	60	0	0	60	0	0.00
4405			11010025	DEPUTY DIRECTOR OF DISTRICT STATISTICS PUDUKKOTTAI	65	0	0	65	0	0.00
4406			12010076	DD STATISTICS RAMNAD	60	0	0	60	0	62.40
4407			13010088	Assistant Director of Staistics,Sivagangai	51	0	0	51	0	51.00
4408			14010007	DEPUTY DIRECTOR, STATISTICS, SALEM	72	0	0	72	0	80.00
4409			14010120	REGIONAL JOINT DIRECTOR OF STATISTICS SALEM	0	0	0	0	0	0.00
4410			15010062	DD STATISTICS TRICHY	60	11.8	0	71.8	0	52.26
4411			16010090	DISTRICT STATISTICAL OFFICER, TIRUVANNAMALAI	125	0	0	125	0	130.00
4412			17010154	RJD STATISTICS TIRUNELVELI	0	0	0	0	0	0.00
4413			17010155	DD STATISTICS TIRUNELVELI	174	0	0	174	0	179.00

Total Allocation Amount across the HOA → DH will be Validated against the Fixed RE Value

## Budget Allocation-Excel Screen:

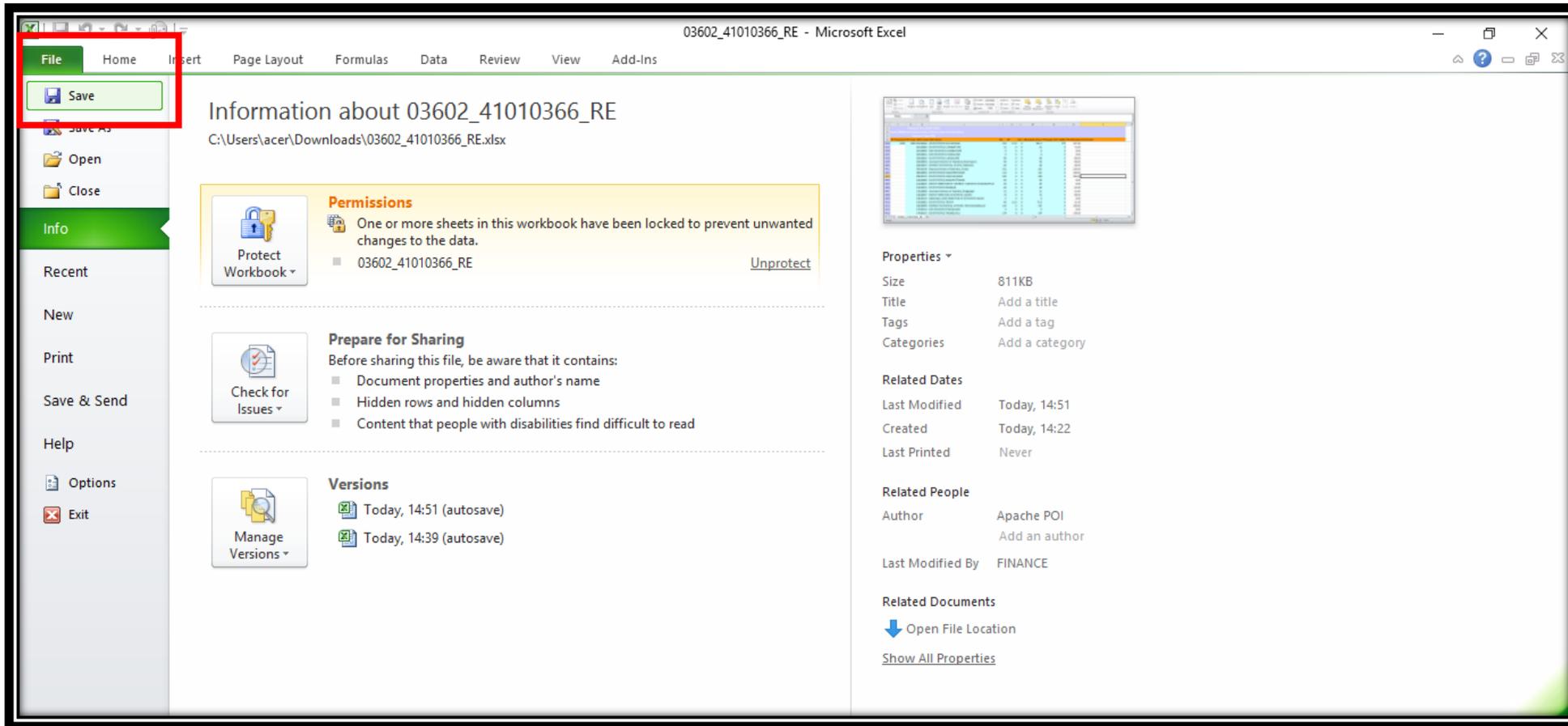
- If the Entered RE Allocation Amount and the RE Fixed Amount are Same, “It will be Highlighted in White Color Background”.

RE Propose	RE Fixed	DDO Code	DDO Name	BA	BT	ASL	Allocated amou	YTD(upto OCT-2020)	RE Allocated	Comments
4394	3300	41010366	AD STATISTICS HQ CHENNAI	253	-11.8	0	241.2	275	157.34	
4395		01010089	DD STATISTICS COIMBATORE	51	0	0	51	0	71.00	
4396		01010090	RJD STATISTICS COIMBATORE	0	0	0	0	0	0.00	
4397		02010035	RJD STATISTICS CUDDALORE	0	0	0	0	0	0.00	
4398		02010036	DD STATISTICS CUDDALORE	80	0	0	80	0	80.00	
4399		03010094	Assistant Director of Statistics,Dharmapuri.	90	0	0	90	0	90.00	
4400		04010022	DISTRICT STATISTICAL OFFICE, DINDIGUL	60	0	0	60	0	90.00	
4401		05010106	Deputy Director of Statistics, Erode	181	0	0	181	0	210.00	
4402		06010058	DD STATISTICS KANCHEEPURAM	112	0	0	112	0	120.00	
4403		09010129	DD STATISTICS KANYAKUMARI	100	0	0	100	0	104.00	
4404		10010068	DD STATISTICS NAGAPATTINAM	60	0	0	60	0	0.00	
4405		11010025	DEPUTY DIRECTOR OF DISTRICT STATISTICS PUDUKKOTTAI	65	0	0	65	0	0.00	
4406		12010076	DD STATISTICS RAMNAD	60	0	0	60	0	62.40	
4407		13010088	Assistant Director of Staistics,Sivagangai	51	0	0	51	0	51.00	
4408		14010007	DEPUTY DIRECTOR, STATISTICS, SALEM	72	0	0	72	0	80.00	
4409		14010120	REGIONAL JOINT DIRECTOR OF STATISTICS SALEM	0	0	0	0	0	0.00	
4410		15010062	DD STATISTICS TRICHY	60	11.8	0	71.8	0	52.26	
4411		16010090	DISTRICT STATISTICAL OFFICER, TIRUVANNAMALAI	125	0	0	125	0	130.00	
4412		17010154	RJD STATISTICS TIRUNELVELI	0	0	0	0	0	0.00	
4413		17010155	DD STATISTICS TIRUNELVELI	174	0	0	174	0	179.00	

Total Allocation Amount across the HOA → DH will be Validated against the Fixed RE Value

## Budget Allocation-Excel Page:

- Once you Completed the Entered Allocation Value, Click on File → Save. “**Excel File will be Saved**”.



# Budget Allocation-Excel Page-Upload:

➤ Go to Budget Search Page and Click on Upload Icon

**Budget Search Page**

HOD Code

Budget Year

Account Type

Status

TIP YTD is upto MAY 2020

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary				HOD Distribution		Allocation					Next A Qtr
						Update	Details	Download	Upload	Summary	Details	Download	Upload	Update	Details	Generate File	Update	Details	Download	Upload	
2021-2022	03602	41010366	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION																
2021-2022	03602	41010366	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION																
2021-2022	03602	41010366	Budget/Revised Estimate	Grants in Aid from Central Government	READY FOR ALLOCATION																
2021-2022	03602	41010366	Budget/Revised Estimate	Capital Expenditure	READY FOR ALLOCATION																

**Monitor Request Status**

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## Budget Allocation-Excel Page- Upload:

- You will get the File Upload screen like this shown on screen. Click on **Choose File** Button.

The screenshot displays a web application interface for budget management. At the top, there is a navigation bar with tabs: Budget Search, Budget Transfer, QCA, CF, ASL/CF Distribution, Payroll, Data Validation-DDO, and GSTN Report. Below this, the 'Budget Search Page' is visible, featuring search filters for HOD Code, Budget Year (set to 2021-2022), Account Type, and Status. A table below the filters lists budget items with columns for Budget Year, HOD Code, DDO Code, Budget Type, Account Type, Status, and various action icons. A 'Mass Update' dialog box is open over the table, containing a 'Choose File' button (highlighted with a green box) and an 'Upload' button. The dialog also shows 'Mass Upload' and 'No file chosen' text.

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary			
						Update	Details	Download	Upload	Summary	Details	Download	Upload
2021-2022	03602	41010366	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION								
2021-2022	03602	41010366	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION								
2021-2022	03602	41010366	Budget/Revised Estimate	Grants in Aid from Central Government	READY FOR ALLOCATION								
2021-2022	03602	41010366	Budget/Revised Estimate	Capital Expenditure	READY FOR ALLOCATION								

## Budget Allocation-Excel Page-Upload:

➤ Select the Correct File which you saved the RE Allocation Values and Click **Open**.

The screenshot displays a web application interface for budget management. A file explorer window is open, showing the 'Downloads' folder. The file '03602\_41010366\_RE' is selected, and the 'Open' button is highlighted. The application interface shows a table with budget details and a 'Mass Update' dialog box.

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary				
						Update	Details	Download	Upload	Summary	Details	Download	Upload	
2021-2022	03602	41010366	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION									
2021-2022	03602	41010366	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION									
2021-			Budget/Revised	Grants in Aid from	READY FOR									

**Update**  
Mass Update  
Mass Upload Choose File 03602\_41010366\_RE.xls  
Upload

# Budget Allocation-Excel Page:

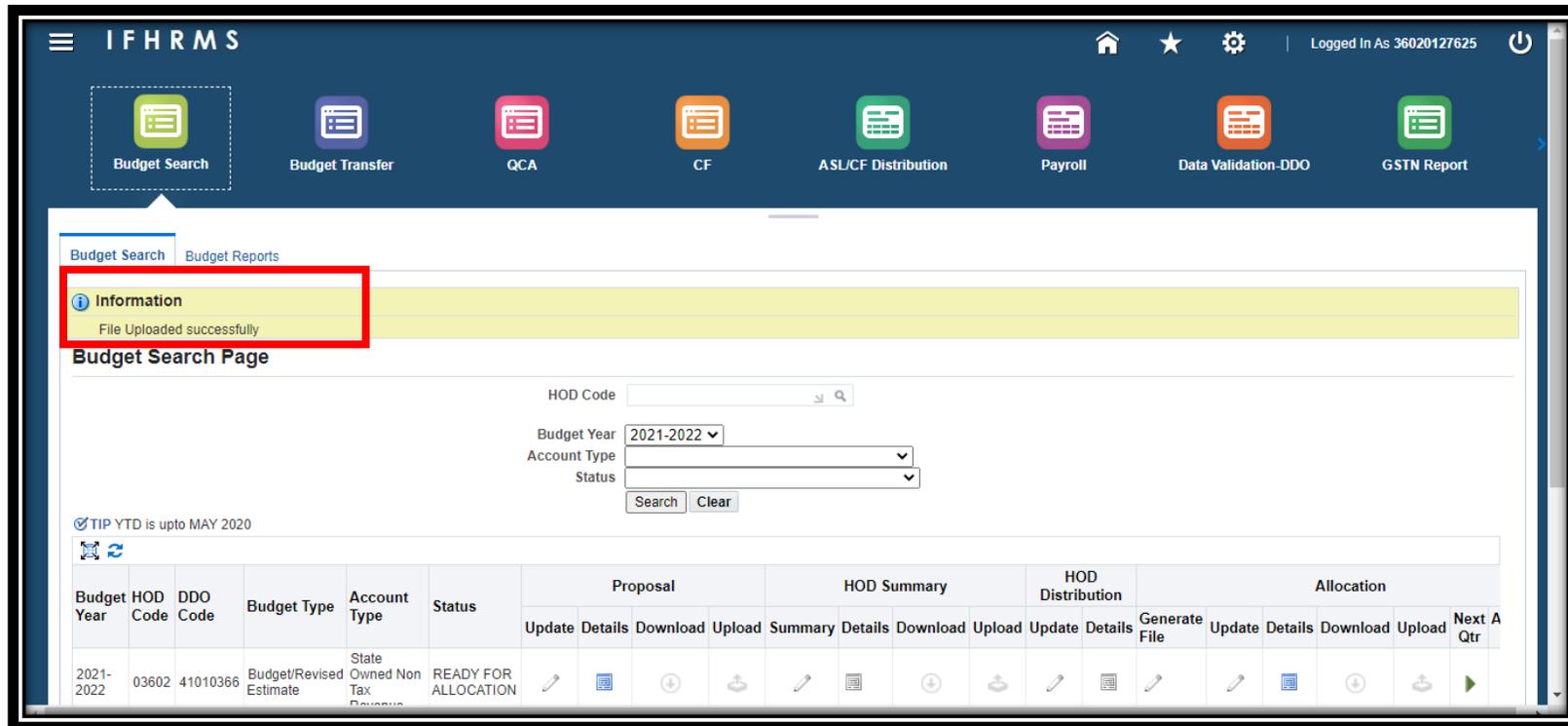
➤ File will be Selected and Click on **Upload** Button.

The screenshot displays a web application interface for budget management. At the top, there is a navigation bar with icons for Budget Search, Budget Transfer, QCA, CF, ASL/CF Distribution, Payroll, Data Validation-DDO, and GSTN Report. The main content area is titled 'Budget Search Page' and includes search filters for HOD Code, Budget Year (2021-2022), Account Type, and Status. A table below shows budget data with columns for Budget Year, HOD Code, DDO Code, Budget Type, Account Type, Status, and various actions. A 'Mass Update' dialog box is open, showing a file selection area with 'Choose File' and 'Upload' buttons. The file name '03602\_41010366\_RE.xls' is visible. The dialog box is highlighted with a red border.

Budget Year	HOD Code	DDO Code	Budget Type	Account Type	Status	Proposal				HOD Summary			
						Update	Details	Download	Upload	Summary	Details	Download	Upload
2021-2022	03602	41010366	Budget/Revised Estimate	State Owned Non Tax Revenue	READY FOR ALLOCATION								
2021-2022	03602	41010366	Budget/Revised Estimate	Revenue Expenditure	READY FOR ALLOCATION								
2021-			Budget/Revised	Grants in Aid from	READY FOR								

## Budget Allocation-Excel Page:

- Once you Completed the Entered Allocation Value, Click on File→ Save. “**Excel File will be Saved**”.



The screenshot displays the IFHRMS interface. At the top, a navigation bar includes the IFHRMS logo, a home icon, a star, a settings icon, and the text "Logged In As 36020127625". Below this is a row of icons for various functions: Budget Search (highlighted with a dashed box), Budget Transfer, QCA, CF, ASL/CF Distribution, Payroll, Data Validation-DDO, and GSTN Report. The main content area has two tabs: "Budget Search" (active) and "Budget Reports". A yellow notification bar with a red border contains the text "Information" and "File Uploaded successfully". Below this is the "Budget Search Page" with search filters for HOD Code, Budget Year (2021-2022), Account Type, and Status. A "Search" button and a "Clear" button are present. A note indicates "TIP YTD is upto MAY 2020". A table below shows search results with columns for Budget Year, HOD Code, DDO Code, Budget Type, Account Type, Status, Proposal, HOD Summary, HOD Distribution, and Allocation. The first row shows data for 2021-2022, HOD Code 03602, DDO Code 41010366, Budget Type Budget/Revised Estimate, Account Type State Owned Non Tax, and Status READY FOR ALLOCATION. The table includes various action icons for each row.

**The above process will be followed by the usual Submit/Verify/Approve process by the Initiator/Verifier/Approver as per the Approver Group Selected.**