

From

Director  
Treasuries & Accounts Department  
Haryana, Chandigarh.

To

All Treasury Officers and Assistant Treasury Officers,  
in Haryana State

Memo No TA-HR (DMC)/2012 : 2365  
Dated: 17/07/2012

**Subject** Monitoring of regular receipt and expenditure by various treasuries and sub-treasuries booked by banks.

Please refer to the subject noted above.

2. In order to monitor the regular receipt and expenditure incurred by various treasuries and booked by banks, a new feature has been added in Online Budget Allocation System. This feature will automatically ask TOs/ATOs to enter the details about the payment and receipt data. Once TO logs in Online Budget Allocation System using his TO/ATO user, a form will appear on the desktop. This form will show you the details about the payment and receipt data pertaining to your treasury/sub-treasury from bank and preparation of account by your office thereon.

This screen contains following information.

**1. Date of Scroll**

Date of Scroll, which indicates the date of actual payment by bank for which scroll has been sent by it.

**2. Date of receipt of expenditure scroll**

Here you have to enter the actual date of receipt of payment scroll from the bank e.g. if bank has sent the scroll for payment on 05/07/2012 and the scroll is sent to treasury on 06/07/2012 then you have to enter 06/07/2012 as the date of receipt of payment scroll.

**3. Expenditure scroll amount in rupees**

Here you have to enter the total amount of the payment scroll in rupees only, as shown in the scroll received from bank.

**4. Date of preparation of expenditure account**

Here you have to enter the date on which the accounts have been prepared for the date mentioned against column number 2. If the difference between date of receipt of payment scroll and date of preparation of expenditure account is more than 7 days, **the color of this column will become red.**

**5. Date of receipt of receipt scroll from the bank**

Here you have to enter the actual date of receipt of Receipt scroll from the bank e.g. if bank has sent the scroll for Receipts on 05/07/2012 and this scroll is sent to treasury 06/07/2012 then you have to enter 06/07/2012 as the date of receipt of Receipt scroll.

**6. Receipt of scroll amount in rupees**

Here you have to enter the total amount of the Receipt scroll in rupees only.

**7. Date of preparation of receipt account**

Date of preparation of Receipt account: here you have to enter the date on which the accounts have been prepared for the date mentioned against column number 2. **If the difference between date of receipt of Receipt scroll and date of preparation of Receipt account is more than 7 days, the colour of this column will become red.**

8. Proceed button has been provided at the bottom of the screen, using which you can start other operations provided to you in various menus **but in future, the system will not allow treasury officers to log in until unless there is no pendency of more than 7 days in account preparation.**

Encls: Specimen of the Proforma

Joint Director(DMC)  
Director Treasuries & Accounts  
Department, Haryana Chandigarh

# Online Budget Allocation Monitoring & Analysis System

## Expenditure and Receipt Data from the Bank (In Rupees)

Once Record Entered Cannot Be Modified, Please Ensure Before Saving The Record.

Logout

Scroll Date	Date Of Receipt Of Expenditure Scroll	Expenditure Scroll Amount In Rupees	Date Of Preparation Of Expenditure Account	Date Of Receipt Of Receipt Scroll	Receipt Scroll Amount In Rupees	Date Of Preparation Of Receipt Account
18/06/2012	19/06/2012	22307897	20/06/2012	19/06/2012	567348	20/06/2012
19/06/2012		0			0	
20/06/2012		0			0	
21/06/2012		0			0	
22/06/2012		0			0	
23/06/2012		0			0	
25/06/2012		0			0	
26/06/2012		0			0	
27/06/2012		0			0	
28/06/2012		0			0	
29/06/2012		0			0	
30/06/2012		0			0	

SAVE

PROCEED