

## Demands for Grants and Appropriations 2024-25

### Grant No - 05

### 107 - Ministry of Public Administration

#### Allocations and Activities

**1**  **Main functions of the Ministry of Public Administration:**

- a. Formation of Cadre services and first appointment to the post of Cadre services;
- b. Creation of posts and formulation/amendment of organizational structure of various government departments and institutions;
- c. Formulation and amendment of rules/policies related to terms and conditions of employment;
- d. Recruitment, transfer, and promotion of and disciplinary actions against the employees of the Ministry Public Administration both in the secretariat and field administration;
- e. Formulation of training policies and action plans for professional development of the government employees and providing training at home and abroad;
- f. Deputation posting of the employees of the Ministry of Public Administration and the assimilation of the surplus employees in the applicable services;
- g. Welfare of government employees and management of joint insurance and welfare funds; and
- h. Printing of various government documents, question papers, government cheques etc and collection and supply of office stationeries and vehicles.

**2**  **The revised budget allocation (Operating and Development) from FY 2021-22 to FY 2023-24 and the proposed allocation (Operating and Development) for FY 2024-25 of the Ministry of Public Administration:**

(Taka in Thousand)

Financial Year		Operating	Development	Total	Recurrent	Capital	Financial Assets	Liabilities
2021-22	Revised Budget	2986,70,16	545,82,00	<b>3532,52,16</b>	2824,28,94	655,42,22	52,81,00	0
2022-23	Revised Budget	3234,33,00	401,83,00	<b>3636,16,00</b>	3071,87,74	520,47,26	43,81,00	0
2023-24	Revised Budget	3776,63,56	1457,97,00	<b>5234,60,56</b>	3199,75,93	1932,03,63	102,81,00	0
2024-25	Budget	4256,81,00	1119,77,00	<b>5376,58,00</b>	3624,54,07	1632,03,93	120,00,00	0

**3**  **In FY 2024-25, the following important activities/projects/programmes are scheduled to be implemented:**

- a. Completion of Foundation Training of 1000 newly recruited and left-over in previous batches of BCS cadre employees;
- b. Completion of Law and Administration Training Course for 160 Officers of BCS Administration Cadre;
- c. Completion of Advanced Administration and Development (ACAD) course for 350 Deputy Secretaries;
- d. Completion of Senior Staff Course (SSC) for 150 Joint Secretaries;
- e. Conferring Bangabandhu Public Administration Awards to promote good governance and innovation in public administration;
- f. Ensuring welfare grants (Financial Assistance) to the families of employees died or disabled permanently due to serious injury on duty;
- g. Settlement of pension cases within 10 working days; and
- h. Ensuring necessary action within 15 working days based on Anti-Corruption Commission ACC report received from the Cabinet Division.

## Demands for Grants and Appropriations 2024-25

### Grant No. 05

#### 107-Ministry of Public Administration

(Taka in Thousand)

Charged	0	Operating	4256,81,00	Recurrent	3624,54,07
Others	5376,58,00	Development	1119,77,00	Capital	1632,03,93
				Financial Asset	120,00,00
				Liability	0
<b>Total :</b>	5376,58,00	<b>Total :</b>	5376,58,00	<b>Total :</b>	5376,58,00

(Taka in Thousand)

Economic Code	Description	Budget 2024-25	Revised 2023-24	Budget 2023-24
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#### Economic Classification

##### Recurrent Expenditure

3111	Wages and salaries in cash	1706,87,98	1564,13,56	1638,71,99
3211	Administrative expenses	212,05,62	182,06,55	173,74,30
3221	Fees, charges and commissions	16,29,12	31,46,20	14,81,78
3231	Training	154,98,75	78,51,14	153,67,30
3243	Petrol, oil and lubricants	85,47,10	67,35,94	67,18,56
3244	Travel and Transfer	48,38,74	48,81,31	46,86,81
3251	Agriculture supplies	6,00	2,00	2,00
3252	Medical and surgical supplies	30,61,63	16,00,57	15,70,07
3253	Public order and safety supplies	155,27,01	132,73,78	164,36,32
3254	Food supplies	1,50	0	30
3255	Printing and stationery	171,48,32	151,24,60	148,03,94
3256	General supplies and materials	59,52,00	53,00,29	51,99,45
3257	Professional services, honorariums and special exper	41,40,83	39,61,93	38,70,29
3258	Repairs and maintenance	124,76,36	130,20,49	121,49,41
3631	Current grants	395,49,32	390,46,85	370,73,85
3632	Capital grants	22,25,00	21,33,15	20,72,15
3721	Social assistance benefits in cash	349,34,86	261,60,80	310,94,01
3731	Employment-related social benefits in cash	31,00	78,80	1,10,00
3821	Current transfers not elsewhere classified	9,77,65	13,94,70	14,45,25
3823	Current transfers for projects	28,27,00	3,71,00	19,17,00
3911	Reserve	11,88,28	12,72,27	43,88,05
<b>Total - Recurrent Expenditure :</b>		<b>3624,54,07</b>	<b>3199,75,93</b>	<b>3416,32,83</b>

(Taka in Thousand)

Economic Code	Description	Budget 2024-25	Revised 2023-24	Budget 2023-24
<b>Economic Classification</b>				
<b>Capital Expenditure</b>				
<b>Non financial assets</b>				
4111	Buildings and structures	239,10,95	239,30,51	187,43,01
4112	Machinery and equipment	713,03,78	787,27,38	563,30,03
4113	Other fixed assets	5,08,20	2,25,50	2,55,50
4141	Land	10,05,00	786,03,83	216,18,33
<b>Sub Total - Non financial assets :</b>		<b>967,27,93</b>	<b>1814,87,22</b>	<b>969,46,87</b>
<b>Capital expenditure for project</b>				
4211	Capital expenditure for project	325,78,00	117,00,00	0
<b>Sub Total - Capital expenditure for project :</b>		<b>325,78,00</b>	<b>117,00,00</b>	<b>0</b>
<b>Reserve</b>				
4911	Reserve	338,98,00	16,41	153,50,30
<b>Sub Total - Reserve :</b>		<b>338,98,00</b>	<b>16,41</b>	<b>153,50,30</b>
<b>Total - Capital Expenditure :</b>		<b>1632,03,93</b>	<b>1932,03,63</b>	<b>1122,97,17</b>
<b>Assets</b>				
<b>Financial assets</b>				
7215	Loans	120,00,00	102,81,00	102,81,00
<b>Sub Total - Financial assets :</b>		<b>120,00,00</b>	<b>102,81,00</b>	<b>102,81,00</b>
<b>Total - Assets :</b>		<b>120,00,00</b>	<b>102,81,00</b>	<b>102,81,00</b>
<b>Total - Ministry of Public Administration :</b>		<b>5376,58,00</b>	<b>5234,60,56</b>	<b>4642,11,00</b>

## Demands for Grants and Appropriations 2024-25

### Grant No. 05

### 107 - Ministry of Public Administration

(Taka in thousand)

Charged	0	Operating	4256,81,00	Recurrent	3624,54,07
Others	5376,58,00	Development	1119,77,00	Capital	1632,03,93
				Financial Asset	120,00,00
				Liability	0
<b>Total:</b>	<b>5376,58,00</b>	<b>Total:</b>	<b>5376,58,00</b>	<b>Total:</b>	<b>5376,58,00</b>

(Taka in thousand)

Organisation Code	Description	Budget 2024-25	Revised 2023-24	Budget 2023-24
<b>Organisational Classification</b>				
<b>10701</b>	<b>Secretariat, Ministry of Public Administration</b>			
	Operating Activity	1015,67,00	849,91,61	987,89,00
	Development Activity	1119,77,00	1446,85,00	991,86,00
	<b>Total:</b>	<b>2135,44,00</b>	<b>2296,76,61</b>	<b>1979,75,00</b>
	Recurrent	952,68,62	809,99,63	978,44,00
	Capital	1062,75,38	1383,95,98	898,50,00
	Financial Asset	120,00,00	102,81,00	102,81,00
	<b>Total:</b>	<b>2135,44,00</b>	<b>2296,76,61</b>	<b>1979,75,00</b>
<b>10702</b>	<b>Training Institutions</b>			
	Operating Activity	60,55,00	45,72,50	42,00,00
	Development Activity	0	11,12,00	11,14,00
	<b>Total:</b>	<b>60,55,00</b>	<b>56,84,50</b>	<b>53,14,00</b>
	Recurrent	53,15,20	45,55,50	44,13,00
	Capital	7,39,80	11,29,00	9,01,00
	<b>Total:</b>	<b>60,55,00</b>	<b>56,84,50</b>	<b>53,14,00</b>
<b>10703</b>	<b>Offices of the Field Administration</b>			
	Operating Activity	2077,41,00	1880,46,39	1920,07,00
	<b>Total:</b>	<b>2077,41,00</b>	<b>1880,46,39</b>	<b>1920,07,00</b>
	Recurrent	1981,03,20	1791,92,83	1833,52,37
	Capital	96,37,80	88,53,56	86,54,63
	<b>Total:</b>	<b>2077,41,00</b>	<b>1880,46,39</b>	<b>1920,07,00</b>
<b>10704</b>	<b>Department of Printing &amp; Publications</b>			
	Operating Activity	371,20,00	315,00,06	320,65,00
	<b>Total:</b>	<b>371,20,00</b>	<b>315,00,06</b>	<b>320,65,00</b>
	Recurrent	295,31,05	259,20,52	263,88,46
	Capital	75,88,95	55,79,54	56,76,54
	<b>Total:</b>	<b>371,20,00</b>	<b>315,00,06</b>	<b>320,65,00</b>

(Taka in Thousand)

Organisation Code	Description	Budget 2024-25	Revised 2023-24	Budget 2023-24
<b>Organisational Classification</b>				
<b>10705</b>	<b>Directorate of Government Transport</b>			
	Operating Activity	731,98,00	685,53,00	368,50,00
	<b>Total:</b>	<b>731,98,00</b>	<b>685,53,00</b>	<b>368,50,00</b>
	Recurrent	342,36,00	293,07,45	296,35,00
	Capital	389,62,00	392,45,55	72,15,00
	<b>Total:</b>	<b>731,98,00</b>	<b>685,53,00</b>	<b>368,50,00</b>
	Total - Operating Activity:	4256,81,00	3776,63,56	3639,11,00
	Total - Development Activity:	1119,77,00	1457,97,00	1003,00,00
	<b>Total - Operating and Development Activity:</b>	<b>5376,58,00</b>	<b>5234,60,56</b>	<b>4642,11,00</b>
	Total - Recurrent:	3624,54,07	3199,75,93	3416,32,83
	Total - Capital :	1632,03,93	1932,03,63	1122,97,17
	Total - Asset:	120,00,00	102,81,00	102,81,00
	Total Liability:	0	0	0
	<b>Total-Ministry of Public Administration:</b>	<b>5376,58,00</b>	<b>5234,60,56</b>	<b>4642,11,00</b>