

## Demands for Grants and Appropriations 2018-19

### Grant No - 05

### 107 - Ministry of Public Administration

#### Allocations and Activities

**1□ The main functions of the Ministry of Public Administration are;**

- a. Formulation of policy on regulation of services and determination of terms and conditions;
- b. Formulation of Regulation recruitment the cadre services and appointment and transfer of officers both in Secretariat and field administration and deputation of officers under administrative control of the ministry;
- c. Framing of all recruitment rules for all services and posts under the Republic and the classification of service and post including determination of their status;
- d. Formulation of training policies and preparation of career development plan for the public servants;
- e. Preparation of discipline and conduct rules for the public servants and matters relating to their welfare;
- f. Administrative research and reforms for better and economic execution of government business;
- g. Revision and amendment of organogram of the public offices and simplification of systems and procedures ;
- h. Supply of stationary items to ministries, divisions, attached and subordinate offices, publication of government document and procurement of government transport including their maintenance; and
- i. Introduction and implementation of e-Governance and e-Filing.

**2□ The revised budget allocation [Operating and Development] from FY 2015-16 to FY 2017-18 and the proposed allocation [Operating and Development] for FY 2018-19 of the Ministry of Public Administration are shown below.**

(Taka in Thousand)

Financial Year		Operating	Development	Total	Recurrent	Capital	Financial Assets	Liabilities
2015-16	Revised Budget	1680,34,47	95,34,33	<b>1775,68,80</b>	1575,77,39	147,52,89	52,38,52	0
2016-17	Revised Budget	1839,00,08	130,31,53	<b>1969,31,61</b>	1690,89,84	210,86,90	67,54,87	0
2017-18	Revised Budget	2351,89,21	168,48,00	<b>2520,37,21</b>	1905,77,70	232,82,96	381,76,55	0
2018-19	Budget	2339,89,00	287,02,00	<b>2626,91,00</b>	2048,96,72	415,17,72	162,76,56	0

**3□ In FY 2018-19, the following important activities/programmes/projects are scheduled to be implemented:**

- a. Framing of Implementation programmes for Sustainable Development Goals (SDGs) along with Vision 2021 and Vision 2041 and continuing activities in order to achieve their goals;
- b. Continuing the activities of front desk and E- Service Centre established at Deputy Commissioner offices to deliver prompt service and to continue the efforts to introduce e-Governance in the field administration including the Ministry of Public Administration.
- c. Coordinating of development programs and execution of poverty reduction and safety net programs at field level, arranging public hearing to resolve the complaints of the people at field level and conducting mobile courts to ensure law and order and to protect oppression against women/eve teasing including adulteration;
- d. Arranging meeting programme to build-up awareness regarding harmful effect of drug, violence against women/eve teasing and to combat terrorism and extremism;
- e. Introducing of Annual Performance Appraisal Report (APAR) on a pilot basis in the Ministry of Public Administration along with Annual Confidential Report (A.C.R.);
- f. Updating the National Training Guidelines on the basis of need and imparting training/higher education for civil servants to enhance their skills and capacity;
- g. Preparing career development plan for civil servants;
- h. Preparing and implementation of data base of core important functions of Ministry of Public Administration such as description of personnel assets of the officers, disciplinary actions, information of cases, settlement of audit objections, pension grants, deputation, study leave and lien of the officers;
- i. Clustering of ministries/divisions to turn the public administration into a more efficient, specialized organization and introducing e-filling system; and
- j. Operating of the Govt. Employees Hospital and modernize it with extended health services.

## Demands for Grants and Appropriations 2018-19

### Grant No. 05

#### 107-Ministry of Public Administration

(Taka in Thousand)

Charged	0	Operating	2339,89,00	Recurrent	2048,96,72
Others	2626,91,00	Development	287,02,00	Capital	415,17,72
				Financial Asset	162,76,56
				Liability	0
<b>Total :</b>	2626,91,00	<b>Total :</b>	2626,91,00	<b>Total :</b>	2626,91,00

(Taka in Thousand)

Economic Code	Description	Budget 2018-19	Revised 2017-18	Budget 2017-18
<b>Economic Classification</b>				
<b>Recurrent Expenditure</b>				
3111	Wages and salaries in cash	1073,43,29	1050,69,71	1008,82,37
3211	Administrative expenses	80,51,38	80,67,55	54,68,96
3221	Fees, charges and commissions	8,62,76	6,99,90	4,74,38
3231	Training	122,15,68	54,72,00	47,71,80
3241	Domestic travel and transfer	42,31,97	41,25,73	38,29,45
3242	Foreign travel and transfer	5,00	0	0
3243	Petrol, oil and lubricants	49,71,33	47,41,65	43,32,65
3252	Medical and surgical supplies	7,46,00	6,46,50	4,38,50
3254	Food supplies	4,25	4,01	4,01
3255	Printing and stationery	102,25,90	62,70,70	56,36,70
3256	General supplies and materials	24,29,77	78,49,88	99,09,33
3257	Professional services, honorariums and special	20,10,36	8,23,00	5,20,30
3258	Repairs and maintenance	45,48,26	50,46,28	37,12,03
3631	Current grants	206,19,00	155,13,36	147,75,36
3632	Capital grants	0	62,40,51	21,68,53
3721	Social assistance benefits in cash	252,70,00	130,00,00	95,00,00
3821	Current transfers not elsewhere classified	13,11,77	12,18,92	9,60,55
3911	Reserve	50,00	57,88,00	0
<b>Total - Recurrent Expenditure :</b>		<b>2048,96,72</b>	<b>1905,77,70</b>	<b>1673,84,92</b>

(Taka in Thousand)

Economic Code	Description	Budget 2018-19	Revised 2017-18	Budget 2017-18
<b>Economic Classification</b>				
<b>Capital Expenditure</b>				
<b>Non financial assets</b>				
4111	Buildings and structures	111,69,63	27,30,20	147,65,20
4112	Machinery and equipment	290,65,09	200,87,76	170,74,33
4113	Other fixed assets	1,78,00	4,65,00	4,40,00
4141	Land	5,00	0	0
<b>Sub Total - Non financial assets :</b>		<b>404,17,72</b>	<b>232,82,96</b>	<b>322,79,53</b>
<b>Reserve</b>				
4911	Reserve	11,00,00	0	0
<b>Sub Total - Reserve :</b>		<b>11,00,00</b>	<b>0</b>	<b>0</b>
<b>Total - Capital Expenditure :</b>		<b>415,17,72</b>	<b>232,82,96</b>	<b>322,79,53</b>
<b>Assets</b>				
<b>Financial assets</b>				
7215	Loans	162,76,56	381,76,55	51,76,55
<b>Sub Total - Financial assets :</b>		<b>162,76,56</b>	<b>381,76,55</b>	<b>51,76,55</b>
<b>Total - Assets :</b>		<b>162,76,56</b>	<b>381,76,55</b>	<b>51,76,55</b>
<b>Total - Ministry of Public Administration :</b>		<b>2626,91,00</b>	<b>2520,37,21</b>	<b>2048,41,00</b>

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(Taka in thousand)

Charged	0	Operating	2339,89,00	Recurrent	2048,96,72
Others	2626,91,00	Development	287,02,00	Capital	415,17,72
				Financial Asset	162,76,56
				Liability	0
<b>Total:</b>	2626,91,00	<b>Total:</b>	2626,91,00	<b>Total:</b>	2626,91,00

(Taka in thousand)

Organisation Code	Description	Budget 2018-19	Revised 2017-18	Budget 2017-18
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### Organisational Classification

#### 10701 Secretariat, Ministry of Public Administration

Operating Activity	853,81,00	969,42,78	527,99,44
Development Activity	256,12,00	135,01,00	191,53,00
<b>Total:</b>	<b>1109,93,00</b>	<b>1104,43,78</b>	<b>719,52,44</b>
Recurrent	751,12,33	665,01,68	484,71,09
Capital	196,04,11	57,65,55	183,04,80
Financial Asset	162,76,56	381,76,55	51,76,55
<b>Total:</b>	<b>1109,93,00</b>	<b>1104,43,78</b>	<b>719,52,44</b>

#### 10702 Training Institutions

Operating Activity	19,56,00	20,83,22	18,10,49
Development Activity	8,55,00	33,47,00	33,47,00
<b>Total:</b>	<b>28,11,00</b>	<b>54,30,22</b>	<b>51,57,49</b>
Recurrent	23,90,08	27,82,72	25,14,49
Capital	4,20,92	26,47,50	26,43,00
<b>Total:</b>	<b>28,11,00</b>	<b>54,30,22</b>	<b>51,57,49</b>

#### 10703 Offices of the Field Administration

Operating Activity	884,79,00	863,77,66	828,19,64
<b>Total:</b>	<b>884,79,00</b>	<b>863,77,66</b>	<b>828,19,64</b>
Recurrent	850,39,22	828,61,06	799,12,48
Capital	34,39,78	35,16,60	29,07,16
<b>Total:</b>	<b>884,79,00</b>	<b>863,77,66</b>	<b>828,19,64</b>

#### 10704 Department of Printing & Publications

Operating Activity	252,63,00	222,88,97	212,30,65
Development Activity	22,35,00	0	0
<b>Total:</b>	<b>274,98,00</b>	<b>222,88,97</b>	<b>212,30,65</b>
Recurrent	216,35,09	193,97,73	185,05,15
Capital	58,62,91	28,91,24	27,25,50
<b>Total:</b>	<b>274,98,00</b>	<b>222,88,97</b>	<b>212,30,65</b>

(Taka in Thousand)

Organisation Code	Description	Budget 2018-19	Revised 2017-18	Budget 2017-18
<b>Organisational Classification</b>				
<b>10705</b>	<b>Directorate of Government Transport</b>			
	Operating Activity	329,10,00	274,96,58	236,80,78
	<b>Total:</b>	<b>329,10,00</b>	<b>274,96,58</b>	<b>236,80,78</b>
	Recurrent	207,20,00	190,34,51	179,81,71
	Capital	121,90,00	84,62,07	56,99,07
	<b>Total:</b>	<b>329,10,00</b>	<b>274,96,58</b>	<b>236,80,78</b>
	Total - Operating Activity:	2339,89,00	2351,89,21	1823,41,00
	Total - Development Activity:	287,02,00	168,48,00	225,00,00
	<b>Total - Operating and Development Activity:</b>	<b>2626,91,00</b>	<b>2520,37,21</b>	<b>2048,41,00</b>
	Total - Recurrent:	2048,96,72	1905,77,70	1673,84,92
	Total - Capital :	415,17,72	232,82,96	322,79,53
	Total - Asset:	162,76,56	381,76,55	51,76,55
	Total Liability:	0	0	0
	<b>Total-Ministry of Public Administration:</b>	<b>2626,91,00</b>	<b>2520,37,21</b>	<b>2048,41,00</b>