



DHAKA WASA

New Module & Feature of Budget Management System Software for Dhaka WASA.



Data Flow Diagram & Functional Manual



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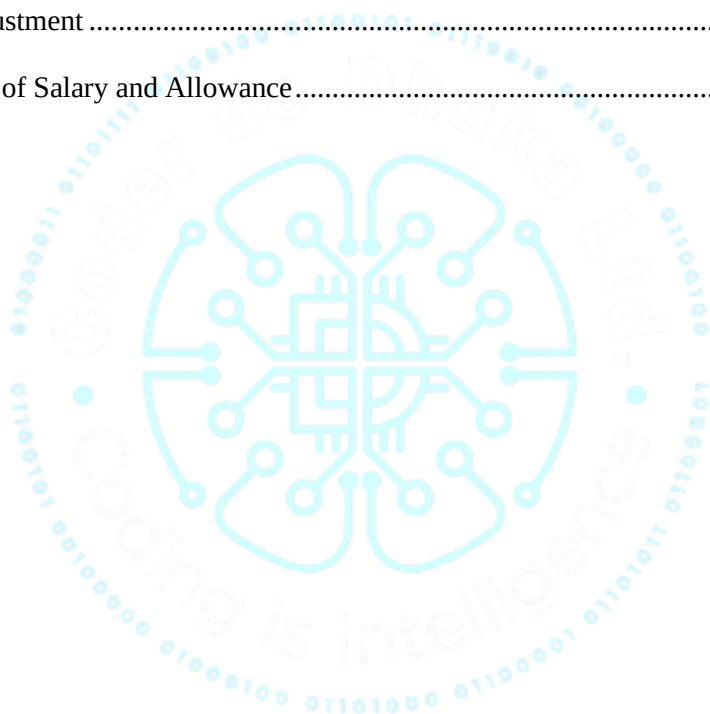
Email: coderdedhaka@gmail.com

Contact: +(88) 01915 636 758 , 01516197588

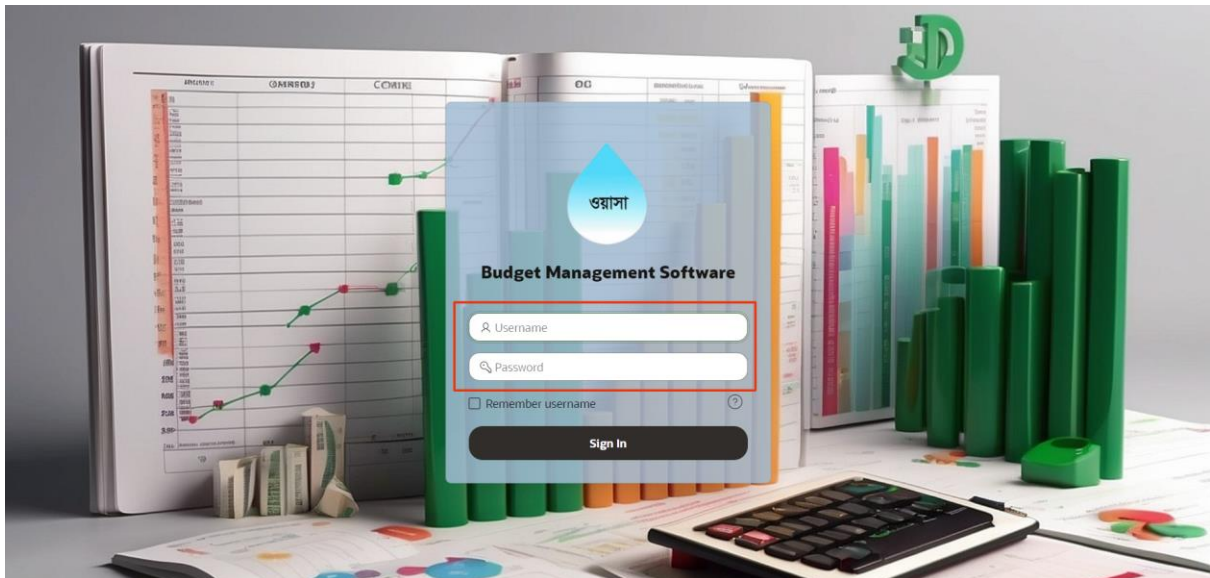
New Module & Feature of Budget Management System Software for Dhaka WASA.

TABLE OF CONTENTS

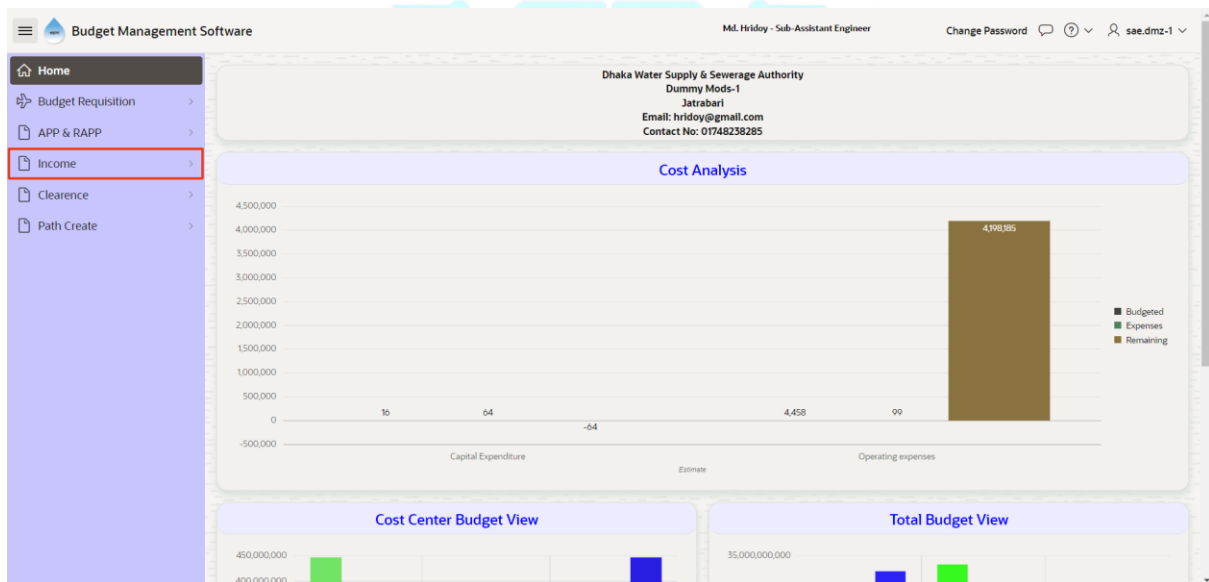
Content	Page
1. Income	03
2. Income and Expenditure Schedule Top Sheets.....	08
3. Budget Clearance	13
4. Report Modification.....	15
5. Budget Adjustment	18
6. Segregation of Salary and Allowance.....	21



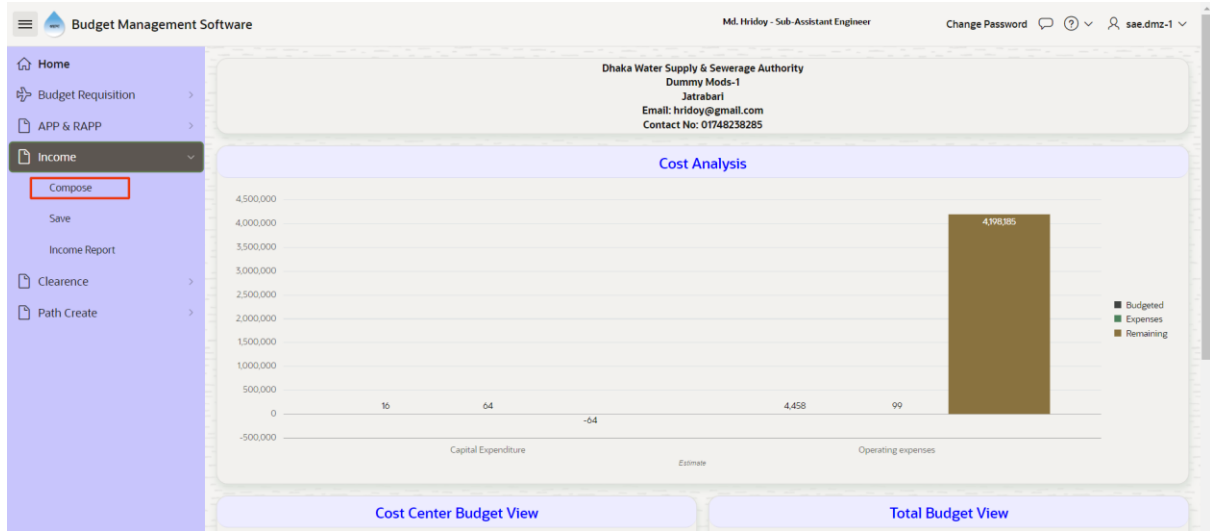
Income:



- প্রথমে Username and Password দিয়ে লগইন করতে হবে।



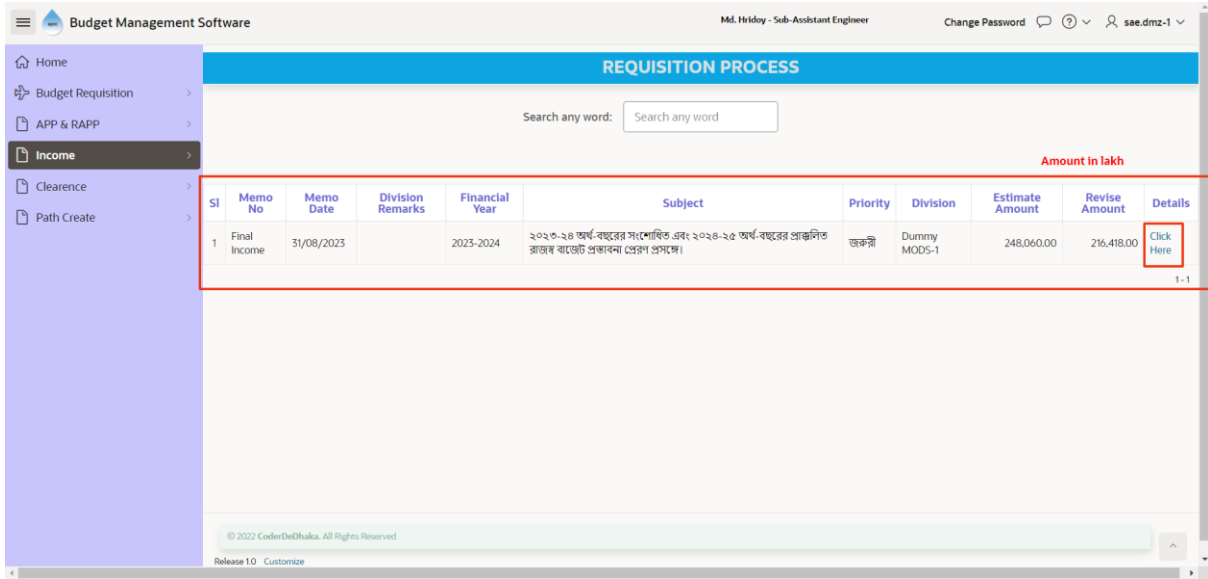
- login করার পর ড্যাশবোর্ডের বামপাশের মেনু থেকে Income এ ক্লিক করতে হবে।



- Compose বাটনে ক্লিক করতে হবে। ক্লিক করার পর নিম্নন্ত স্ক্রিন দেখাবে।

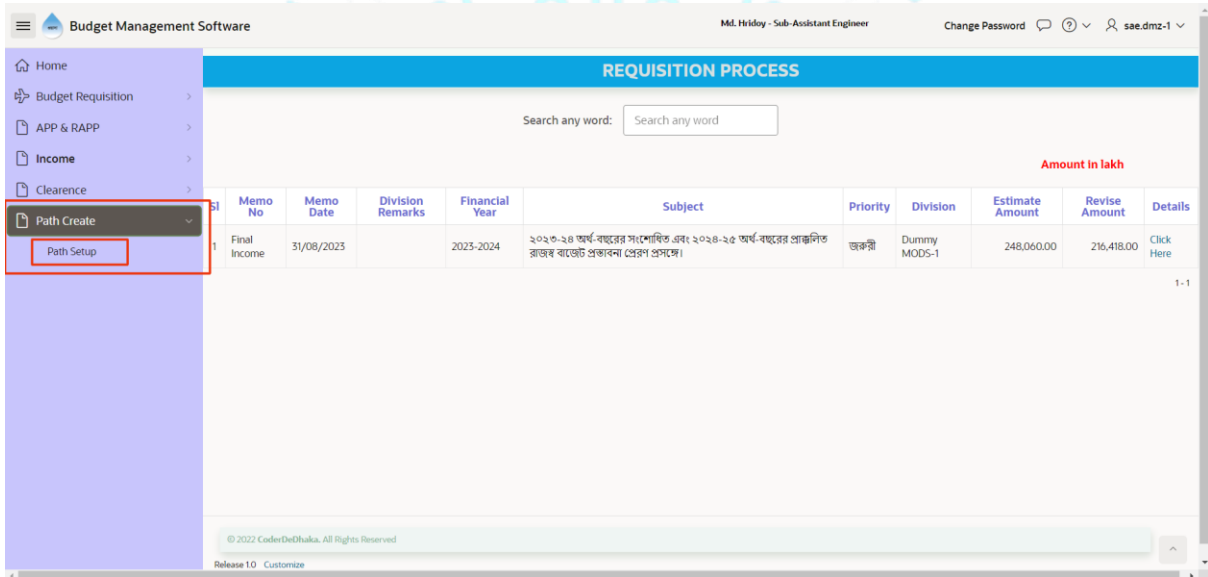
The screenshot displays the 'BUDGET REQUISITION' form in the 'Budget Management Software'. The form is titled 'BUDGET REQUISITION' and contains several input fields: 'Memo No:', 'Requisition Date:', 'Group Head:', 'Financial Year:', 'Subject:', and 'Priority:'. The 'Memo No.' field is empty. The 'Requisition Date' is set to '09/02/2024'. The 'Group Head' is set to '-ALL-'. The 'Financial Year' is set to '<--Select Financial Year -->'. The 'Subject' is set to '<--Select Subject Name -->'. The 'Priority' is set to 'সাধারণ'. The form has 'Clear' and 'Save' buttons at the bottom right. The 'Save' button is highlighted with a red box.

- ইনপুট ফিল্ডের প্রয়োজনীয় তথ্য প্রদান করে Save বাটনে ক্লিক করলে সেভ হয়ে যাবে।
- এই সেভ ফাইলটি পেতে হলে পুনরায় Income অপশনে যেয়ে Save বাটনে ক্লিক করলে, নিচের স্ক্রিনের ন্যায় সেটি দেখাবে।



- Click Here বাটনের সাহায্যে পুনরায় ফাইলটি সম্পূর্ণ ডিটেইলস দেখা যাবে।

২য় ধাপে ফাইলটি ফরয়ার্ড করার জন্য ফাইল পথ (Path) ক্রিয়েট করে নিতে হবে।



- ড্যাশবোর্ডের মেনু থেকে Path Create অপশন থেকে Path Setup এ ক্লিক করে নিতে হবে।
- Path Setup এ ক্লিক করলে নিম্নন্ত স্ক্রিন প্রদর্শিত হবে।

Budget Management Software

Md. Hridoy - Sub-Assistant Engineer

Change Password

sae.dmz-1

Home

Budget Requisition

APP & RAPP

Income

Clearance

Path Create

User Path Create

Path For: SAE.DMZ-1-Md. Hri...

User:

Seq: 40

Task Role:

New

Create

New

Seq No	User Id	Task Role	Cost Center Name	Approval Path Id
10	AE.DMZ-1	Checked by	Dummy MODS-1	
20	DE.DMZ-1	Created by	Dummy MODS-1	
30	EE.DMZ-1	Created by	Dummy MODS-1	

1-3

- পাথের ইউজার ইনফরমেশন দিয়ে Create বাটনে ক্লিক করলে নিচে ডাটা সেভ হয়ে যাবে।
- যে সিরিয়ালে ইউজার ইনফরমেশন দেওয়া হবে সেই সিরিয়াল অনুযায়ী ফাইল ট্রান্সফার / ফরয়ার্ড হবে।

Budget Management Software

Md. Hridoy - Sub-Assistant Engineer

Change Password

sae.dmz-1

Home

Budget Requisition

APP & RAPP

Income

Clearance

Path Create

Amount in lakh

SI No	Head Code	Head Name	Reason for Changes (Increase/Decrease)	Estimate 2023-2024	Revise 2022-2023	Estimated 2022-2023	Actual Income (Up to date) 2022-2023	Actual Income 2021-2022
1	03-01-001	Water (পানি)	New Test	173592	150779			
2	03-01-002	Sewer (পয়সা)	ASD	56658	49269			
3	03-02-001	Bottled Water Sale (বোতলজাত পানি বিক্রয়)		339	308			
4	03-02-002	Water Sale (Direct) (পানি বিক্রয় (সরাসরি))		234	213			
5	03-02-003	Water Sale by ATM Booth (এটিএম বুথ দ্বারা পানি বিক্রয়)		1825	1659			
6	03-03-001	Connection Fees (সংযোগ ফি)		1324	1203			

Forward to:

Ashraf Alami (Executive Engineer)-EE.DMZ-1

DUMMY.DE.DMZ-1 (Divisional Engineer)-DE.DMZ-1

Md. Abdur Rahaman (Assistant Engineer)-AE.DMZ-1

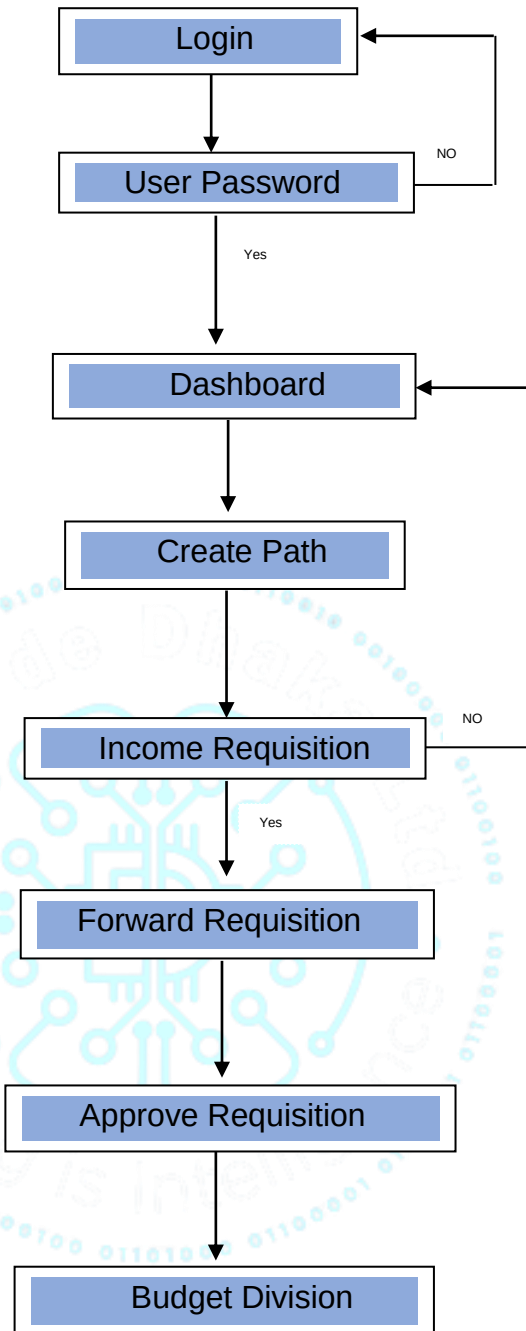
Clear

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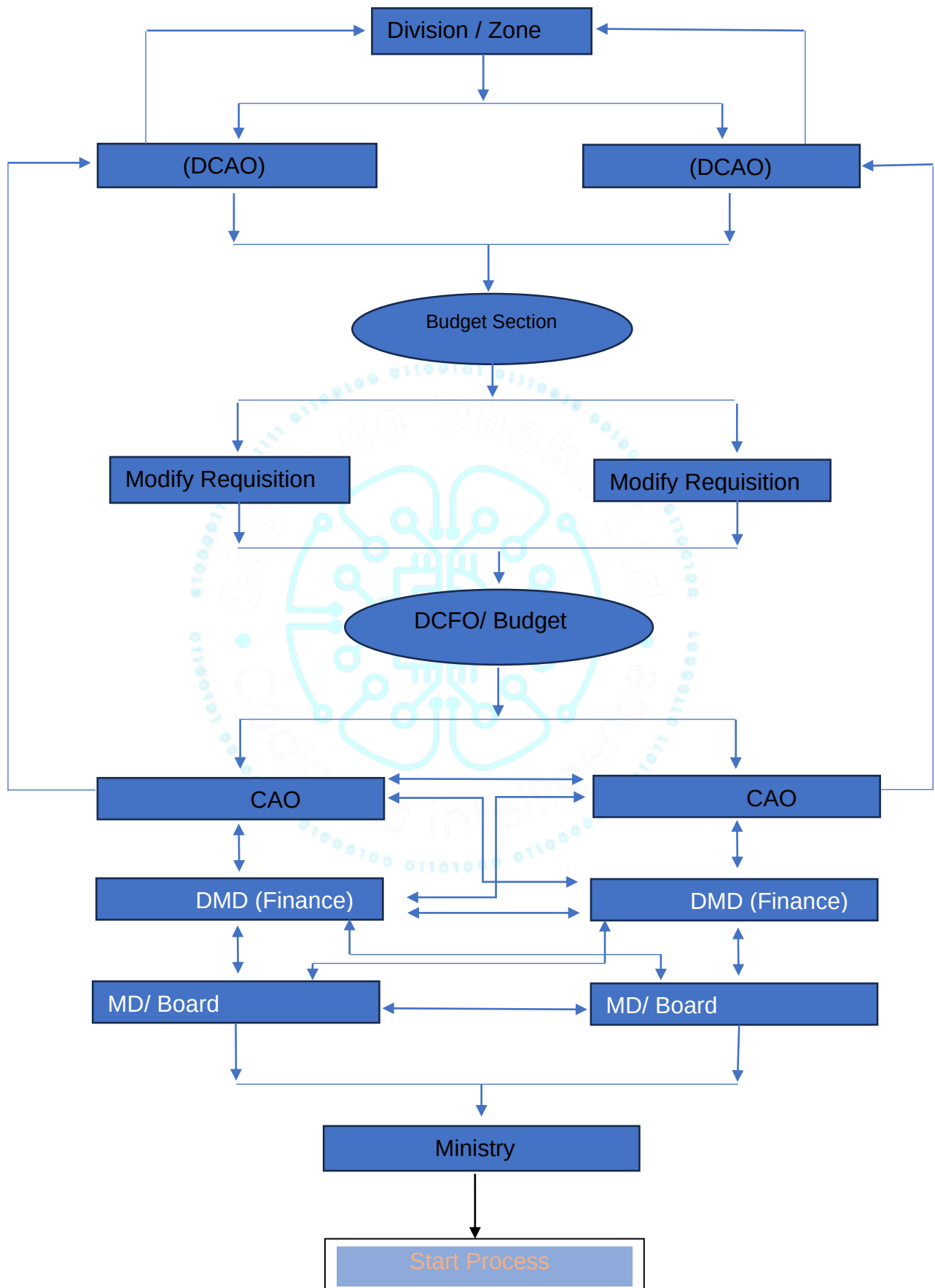
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এবার পুনরায় Income অপশন থেকে Save বাটনের সাহায্যে ফাইলটি ডিটেইলস Open করে ফাইলটি ফরয়ার্ড করা যাবে। ফরয়ার্ড অপশনে শুধুমাত্র পাথ ক্রিয়েট করা ইউজারকে দেখাবে।

Data Flow



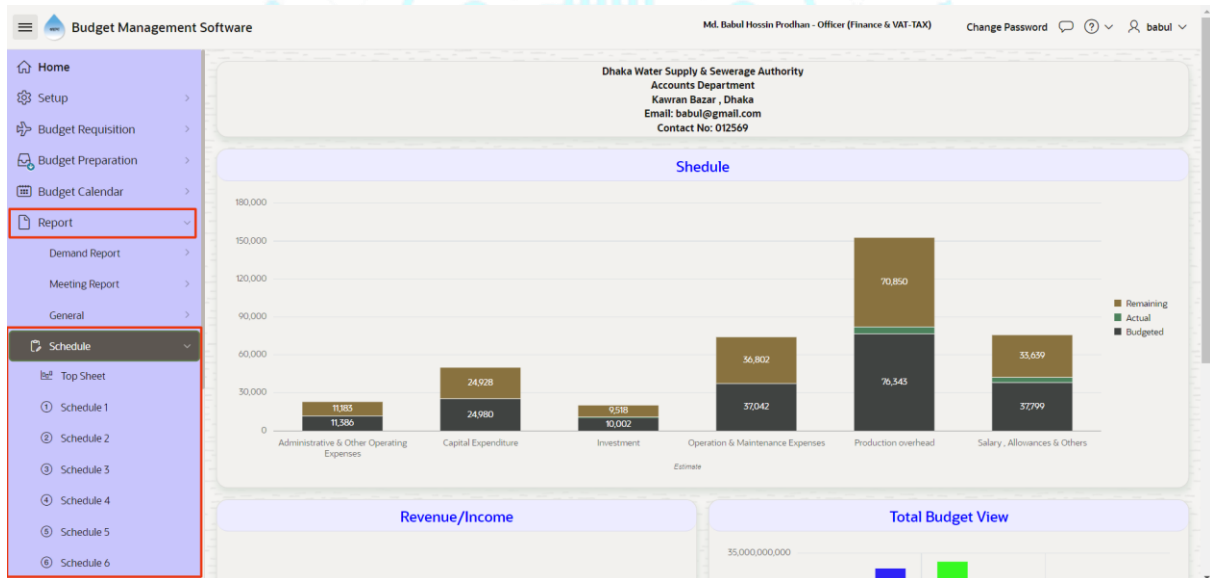
Accounts Division File Received Diagram



Income and Expenditure Schedule Top Sheets:



- প্রথমে Username and Password দিয়ে লগইন করতে হবে।



- ড্যাশবোর্ড মেনুবার থেকে Report এ ক্লিক করতে হবে। Report থেকে Schedule অপশন থেকে Top Sheet এ ক্লিক করতে হবে। ক্লিক করার পর নিম্নলিখিত স্ক্রিন প্রদর্শিত হবে।

Budget Management Software

MD. Babul Hossain Prodhon - Officer (Finance & VAT-TAX) Change Password

Type Demand x

Budget Year 2024-2025

Demand

Print

Dhaka WASA

Revised Budget for FY 2023-24 and Estimated Budget for FY 2024-25
Budget Summary in Demand Stage

Amount in lakh

SI	Code	Particulars	Notes	Estimated (2024-25)	Revised (2023-24)	Estimated (2023-24)	Actual (Up to date) (2023-24)	Actual (2022-23)
Income								
A		Service delivery earning (SDE) - Billing						
	03-01-001	Water		176,972	160,884	173,392	80,450	145,149
	03-01-002	Sewer		58,991	53,628	56,658	26,820	47,934
		Sub Total:		235,963	214,512	230,050	107,270	193,083
B		Service delivery earning (SDE) - Others						
	03-02-001	Bottled Water Sale		410	373	339	187	304
	03-02-002	Water Sale (Direct)		283	257	254	129	266
	03-02-003	Water Sale by ATM Booth		2,208	2,007	1,825	1,004	1,391
		Sub Total:		2,901	2,637	2,398	1,320	1,961
C		Total SDE(A+B)		238,864	217,149	232,448	108,590	195,044
D	03-03	Others Income		18,848	16,997	15,612	8,755	60,508
E		Total Income(C+D)		257,712	234,146	248,060	117,345	255,552
Expenditure								
F		Operating expenses						
	01-01	Salary, Allowances & Others	Schedule-02	32,723	31,320	31,074	19,610	26,382
	01-02	Administrative & Other Operating Expenses	Schedule-03	12,369	12,413	12,323	2,255	3,781
	01-03	Production overhead	Schedule-04	80,358	75,274	63,194	45,997	53,040
	01-04	Operation & Maintenance Expenses	Schedule-05	46,363	41,518	35,290	13,824	18,349
		Sub Total:		171,814	160,525	141,881	81,685	101,552
G		EBITDA*(E-F)		85,898	73,621	106,179	35,660	154,000
H		Non-cash operating expense:						
	02-01-025	Bad debts		0	0	1,000	0	0
	01-06-001	Depreciation & Amortization		65,000	65,000	65,000	0	31,270
		Sub Total:		65,000	65,000	66,000	0	31,270
I		EBIT**(G-H)		20,898	8,621	40,179	35,660	122,730
J		Non operating expense:						
	01-10	Foreign Exchange (Gain)/Loss		0	0	0	0	134,768
	01-09	Dividend to Govt. Fund		200	200	200	0	0
	01-08	Income tax provision		6,007	6,007	6,007	0	19,040
	01-07	Interest Expense		15,950	15,950	15,950	0	14,033
	01-05-11	Revaluation (Gain)/loss		0	0	0	0	0
		Sub Total:		22,157	22,157	22,157	0	167,841
K		Net Profit/(Loss)(I-J)		-1,259	-13,536	18,022	35,660	-45,111
Capital Expenditure, Investments & Loans								
L	02-01	Capital Expenditure	Schedule	37,422	37,290	25,945	9,923	16,667
M	02-02	Investment	Schedule	11,003	11,003	12,003	4,439	6,648
N	02-03	Loan Repayment(DSL)	Schedule	68,000	68,000	68,000	34,000	68,000
		Total (L+M+N)		116,425	116,293	105,948	48,361	91,315

* Earning Before Interest,Tax,Bad Debts,Depreciation & Amortization (EBITDA)
** Earning Before Interest and Tax (EBIT)

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- লাল চিহ্নিত অপশনে Type and Budget Year দিলে নিচে তার রিপোর্ট দেখা যাবে।
পুনরায় Schedule 1, Schedule 2, Schedule 3..... এ ক্লিক করলে সেগুলোর নিচের চিত্রের মত রিপোর্ট দেখা যাবে।

Budget Management Software

Md. Babul Hossain Prodhan - Officer (Finance & VAT-TAX)Change Passwordbabul

Home

Setup

Budget Requisition

Budget Preparation

Budget Calendar

Report

Transfer

Income

Certifications

Budget Adjustment

Clearance

Cancel Vouchers

Path Create

App Forward List

Schedule 1

Type : Demand

Financial Year : 2024-2025

Print

Dhaka Wasa

Revised Budget for FY 2023-2024 and Estimated Budget for FY 2024-2025

Schedule of Income

In Demand Stage

Amount in lakh

Service delivery earning (SDE) - Billing

Serial	Head Code	Budget Head Name	Estimate 2024-2025	Revised 2023-2024	Estimate 2023-2024	Actual Income (Up to date) 2023-2024	Actual Income 2022-2023	Actual(2022-2023) VS Revised (2023-2024)	Estimated(2023-2024) VS Revised (2023-2024)	Revised (2023-2024) VS Estimated(2024-2025)
1	03-01-001	Water	176,972	160,884	173,392	80,450	145,149	10.84%	-7.21%	10%
2	03-01-002	Sewer	58,991	53,628	56,658	26,820	47,934	11.88%	-5.35%	10%
SUBTOTAL			235,963	214,512	230,050	107,270	193,083			

Service delivery earning (SDE) - Others

Serial	Head Code	Budget Head Name	Estimate 2024-2025	Revised 2023-2024	Estimate 2023-2024	Actual Income (Up to date) 2023-2024	Actual Income 2022-2023	Actual(2022-2023) VS Revised (2023-2024)	Estimated(2023-2024) VS Revised (2023-2024)	Revised (2023-2024) VS Estimated(2024-2025)
1	03-02-001	Bottled Water Sale	410	373	339	187	304	22.7%	10.03%	9.92%
2	03-02-002	Water Sale (Direct)	283	257	234	129	266	-3.38%	9.83%	10.12%
3	03-02-003	Water Sale by ATM Booth	2,208	2,607	1,825	1,004	1,391	44.28%	9.97%	10.01%
SUBTOTAL			2,901	2,637	2,398	1,320	1,961			

Others Income

Serial	Head Code	Budget Head Name	Estimate 2024-2025	Revised 2023-2024	Estimate 2023-2024	Actual Income (Up to date) 2023-2024	Actual Income 2022-2023	Actual(2022-2023) VS Revised (2023-2024)	Estimated(2023-2024) VS Revised (2023-2024)	Revised (2023-2024) VS Estimated(2024-2025)
1	03-03-001	Connection Fees	1,602	1,456	1,324	729	1,393	4.52%	9.97%	10.03%
2	03-03-002	Meter Sales	281	255	232	128	913	-72.07%	9.91%	10.2%
3	03-03-003	Rent From Head Office Building	383	348	317	174	362	-3.87%	9.78%	10.06%
4	03-03-004	Int. on Deposit	5,094	4,631	4,210	2,555	5,276	-12.23%	10%	10%
5	03-03-005	Royalty from DT (Excluding DWASA) & Jar	4,012	3,510	3,350	1,756	4,243	-17.28%	4.78%	14.3%
6	03-03-006	Enlisted Fees & Contr.'s License Fees	50	45	41	36	26	73.08%	9.76%	11.11%
7	03-03-007	Sale of Scrap Materials	120	109	99	55	148	-26.35%	10.1%	10.09%
8	03-03-008	Int. on H. B., M.C. & Comp. Adv.	717	652	593	325	661	-1.36%	9.95%	9.97%
9	03-03-009	W & S Charge from Staff	1	1	1	0	0	150%	0%	0%
10	03-03-010	Sale of Tender Forms	19	18	16	9	11	63.64%	12.5%	5.56%
11	03-03-011	Misc. (Penalty, Empty base & Earth selling)	54	49	44	25	4,603	-98.94%	11.36%	10.2%
12	03-03-012	Sur-charge (Billing)	4,913	4,467	4,061	2,235	3,376	32.32%	10%	9.98%
13	03-03-013	Income from supervision of Deposit Work	68	62	56	30	45	37.78%	10.71%	9.68%
14	03-03-014	Bus fare from Staff	4	3	3	2	3	0%	0%	33.33%
15	03-03-015	Permission fees for High Rise Bldg.	0	0	0	0	0	0%	0%	0%
16	03-03-016	Deferred income for current year depreciation	0	0	0	0	38,472	-100%	0%	0%
17	03-03-017	House rent recovery	1,530	1,391	1,265	696	976	42.52%	9.96%	9.99%
SUBTOTAL			18,848	16,997	15,612	8,755	60,508			
Grand Total			257,712	234,146	248,060	117,345	255,552			

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Budget Management Software

MD. Babul Hossain Prodhon - Officer (Finance & VAT-TAX)

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Home

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Budget Requisition

Budget Preparation

Budget Calendar

Report

Transfer

Income

Certifications

Budget Adjustment

Clearance

Cancel Vouchers

Path Create

App Forward List

Schedule 2

Type: Demand

Financial Year: 2024-2025

Print Excel

Dhaka Wasa

Revised Budget for FY 2023-24 and Estimated Budget for FY 2024-25

Schedule of Salary, Allowances & Others

In Demand Stage

SI No.	Head Code	Head Name	Estimated (2024-25)	Revised (2023-24)	Estimated (2025-24) (Approved)	Actual Expense (2023-24) (Up to date)	Actual Expense (2022-23) (As per FS's)	Actual(2022-23) VS Revised (2023-24)	Estimated(2023-24) VS Revised (2023-24)	Amount in lakh Revised (2023-24) VS Estimated(2024-25)
1	01-01-001	Salary & Allowances	19,652	19,652	19,652	12,675	15,285.75	13.9%	0%	0%
2	01-01-002	Over Time	3,324	3,382	3,300	1,804	2500	36.71%	9.08%	-1.71%
3	01-01-003	wages (No work no pay)	497	453	418	302	412	85.89%	8.33%	9.69%
4	01-01-004	Outsourcing (manpower)	7,731	6,166	6,624	3,951	5104.51	16.07%	-6.91%	25.38%
5	01-01-005	Outsourcing (Security)	800	800	693	599	668.81	19.61%	15.44%	0%
6	01-01-006	Outsourcing (cleaning)	254	244	164	66	215.63	323.79%	48.92%	4.09%
7	01-01-007	Night allowance	0	0	0	0	0	0%	0%	0%
8	01-01-011	Ansar Salary	465	423	423	214	371.96	13.72%	0%	993%
9	01-01-012	Incentives	0	0	0	0	0	0%	0%	0%
Total :			32,723	31,120	31,074	19,610	24,559			
Segregation Of Salary & Allowances										
Total :			0	0	0	0	0			

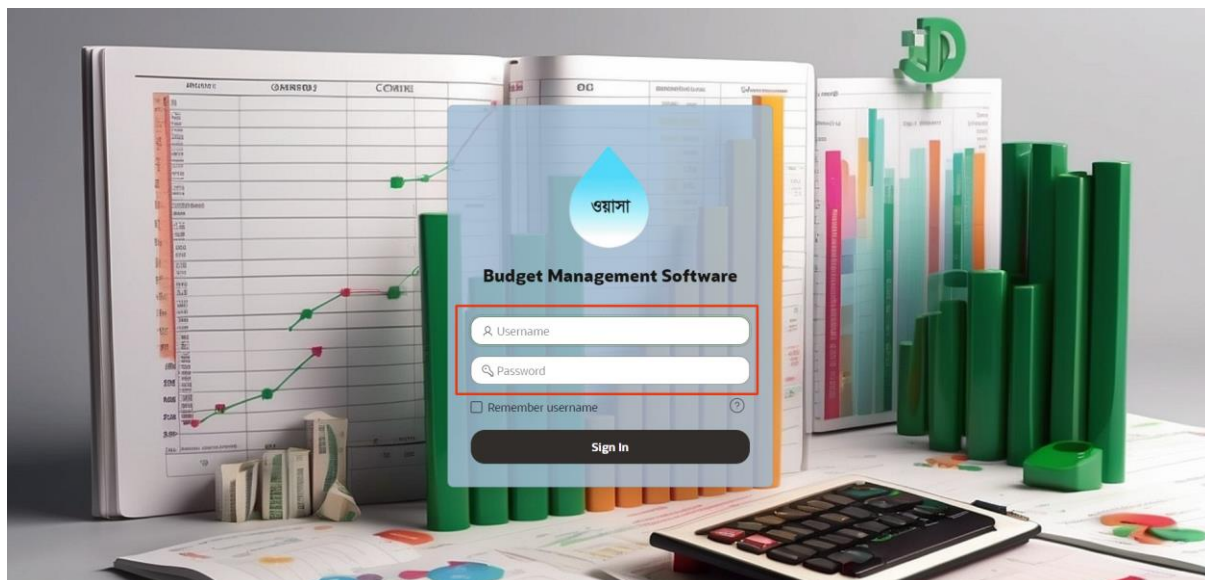
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➤ এভাবে সকল রিপোর্ট প্রিন্ট করা যাবে।

Budget Clearance:

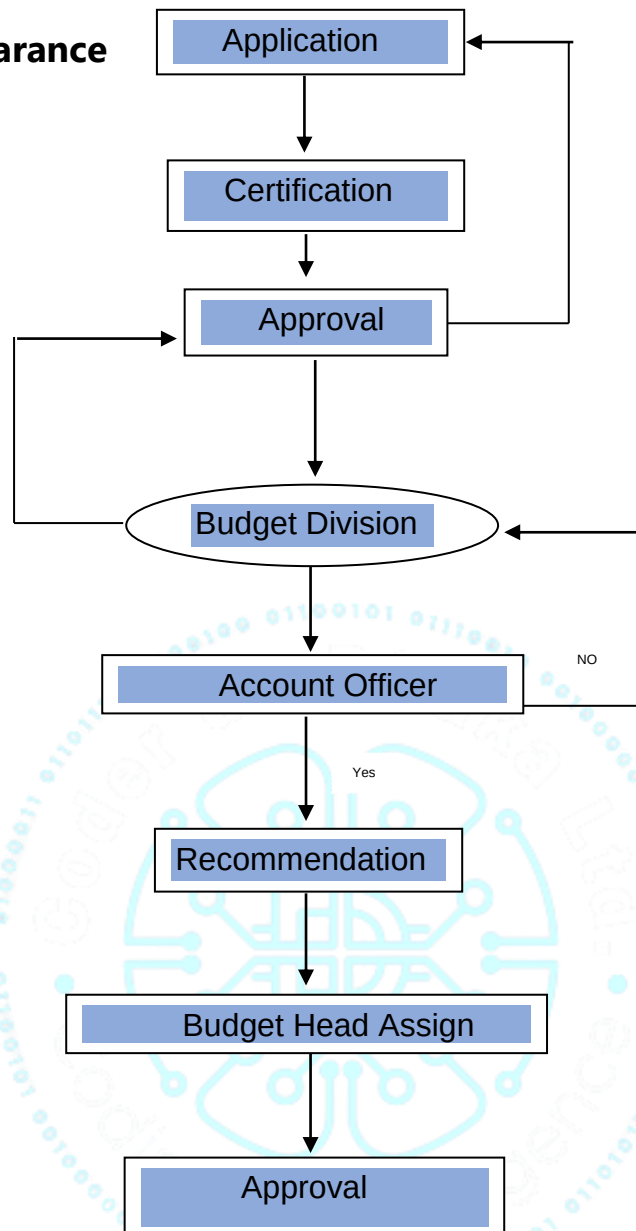
বাজেট ক্লিয়ারেন্স হল টাকা ঘটতি হলে অন্য ডিভিশন থেকে পারমিশন নিয়ে সার্টিফিকেট ক্রিয়েট করা।



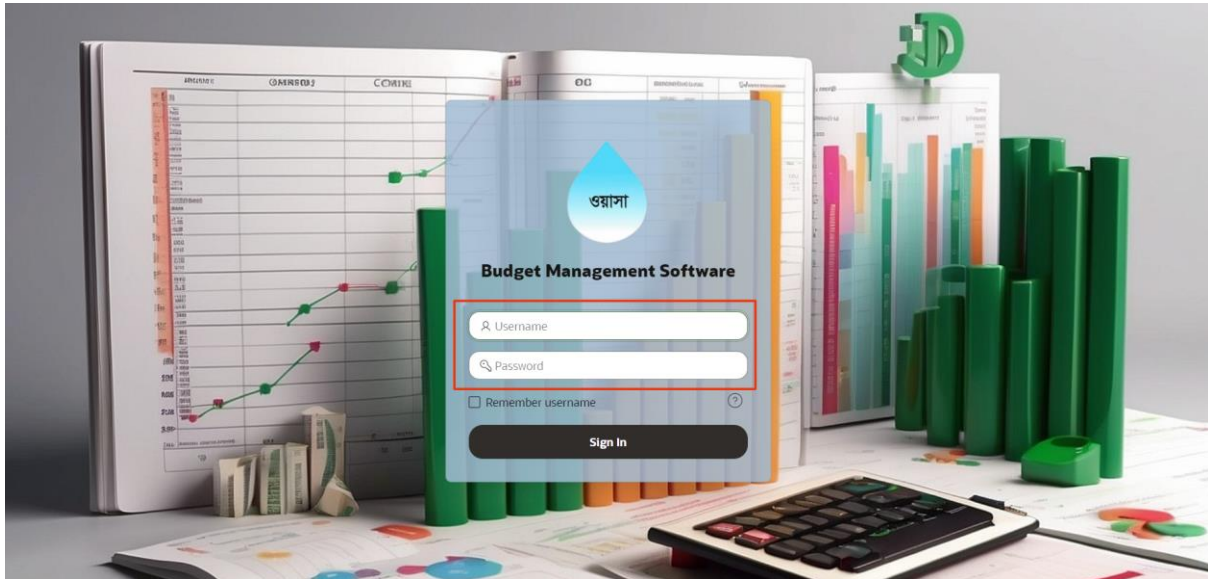
- প্রথমে Username and Password দিয়ে লগইন করতে হবে।

- মেনুবার থেকে Clearance থেকে Budget Clearance এ ক্লিক করলে উপরিউক্ত স্ক্রিন প্রদর্শিত হবে। ইনপুট ফিল্ডের প্রয়োজনীয় তথ্য প্রদান করে Create বাটনে ক্লিক করলে ফাইলটি ক্রিয়েট হয়ে যাবে।
- উপরের List বাটনের সাহায্যে তৈরীকৃত ফাইলটি দেখা যাবে।

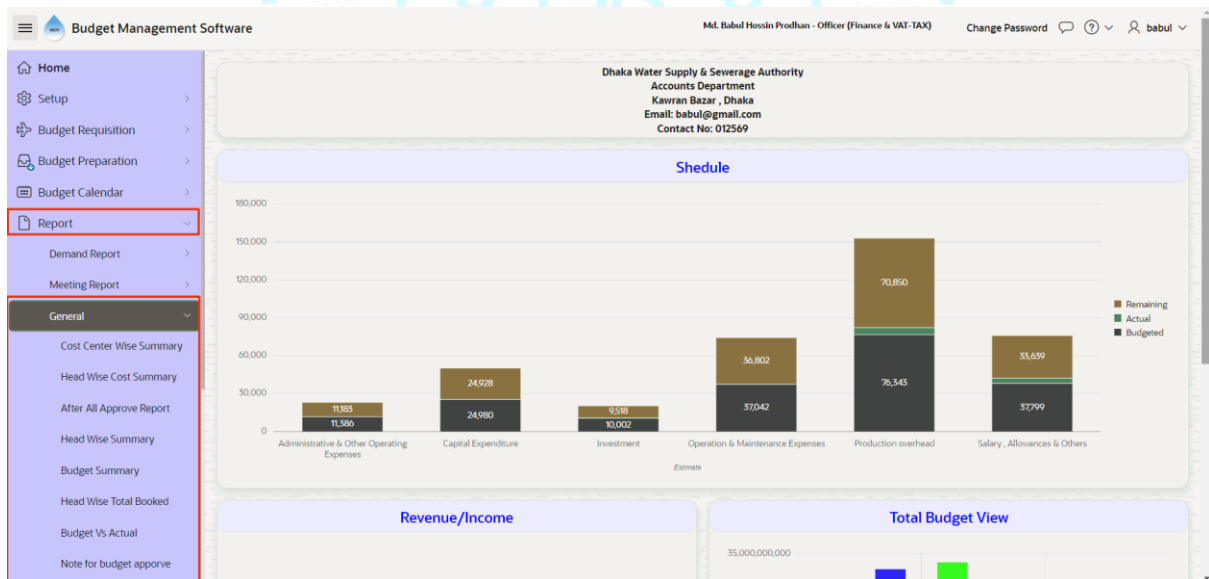
Flow Chart Clearance



Report Modification:



- প্রথমে Username and Password দিয়ে লগইন করতে হবে।



- ড্যাশবোর্ডের মেনু থেকে Report এ ক্লিক করতে হবে। এরপর General এ ক্লিক করে প্রয়োজনীয় অপশনে ক্লিক করে Report Modification করা যাবে।

Budget Management Software

Md. Babul Hossain Prodhan - Officer (Finance & VAT-TAX) Change Password babul

Financial Year: 2024-2025

Type: ☒ Estimated ☐ Revised

Cost Center Name: Land Division

Cost Center Wise Report

Sl No. T	Head Name	Budgeted Amount	Actual	Frezz	Remaining	Cost View
1	Fuel and Lubricant (Vehicles)	0.00	0.00	0.00	0.00	Q
2	Telephone	0.00	0.00	0.00	0.00	Q
3	Conveyance	250,000.00	13,450.00	0.00	236,550.00	Q
4	Vehicle maintenance	0.00	0.00	0.00	0.00	Q
5	Outsourcing (manpower)	0.00	0.00	0.00	0.00	Q
6	Office maintenance	300,000.00	9,880.00	0.00	290,120.00	Q
7	Computer maintenance	0.00	0.00	0.00	0.00	Q
8	Over Time	250,000.00	7,858.00	0.00	242,142.00	Q
9	Land acquisition	20,000,000.00	0.00	0.00	20,000,000.00	Q
10	Printing and stationery	130,000.00	0.00	0.00	130,000.00	Q
11	Land maintenance	5,000,000.00	0.00	0.00	5,000,000.00	Q
12	Furniture maintenance	0.00	0.00	0.00	0.00	Q
13	Land tax / municipal tax	30,000,000.00	0.00	0.00	30,000,000.00	Q
Report Total:		55,930,000.00	31,388.00	0.00	55,898,612.00	

1 - 13

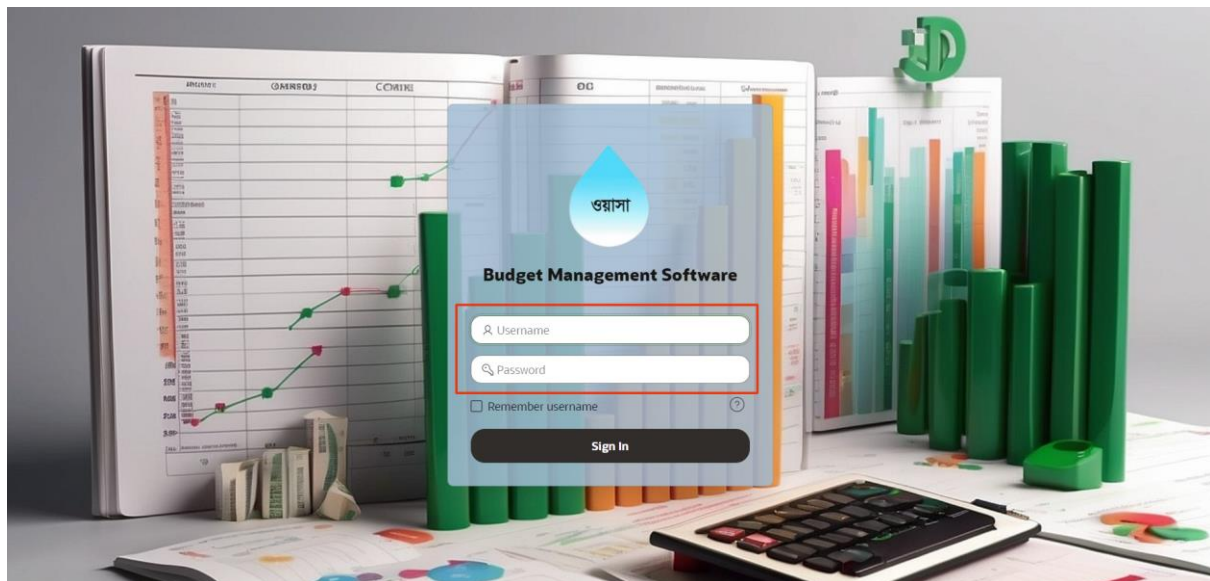
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- Report বাটনে ক্লিক করলে Pdf ফরম্যাটে প্রিন্ট করা যাবে।

Budget Management Software		Md. Babul Hossain Profilon - Officer (Finance & VAT-TAX)				Change Password			babul
Home	Financial Year	2024-2025		Type	☒ Estimated ☐ Revised		Head Name		
Setup							Fuel and Lubricant (Vehicles)		
Budget Requisition									
Budget Preparation									
Budget Calendar									
Report									
Demand Report									
Meeting Report									
General									
Cost Center Wise Summary									
Head Wise Cost Summary									
After All Approve Report									
Head Wise Summary									
Budget Summary									
Head Wise Total Booked									
Budget Vs Actual									
Note for budget approve									

Head Wise Cost						Report
Sl	Branch Name	Budgeted Amount	Actual Cost	Remaining		
1	Land Division	0.00	0.00	0.00		
2	Sever (R&D) Circle	231,000.00	2,000.00	229,000.00		
3	Pagla Sewage Treatment Plant	700,000.00	0.00	700,000.00		
4	Revenue Zone-3	200,000.00	0.00	200,000.00		
5	CTO Office	0.00	0.00	0.00		
6	Saidabad Water Treatment Plant (Operation)	300,000.00	0.00	300,000.00		
7	W & STP Circle	400,000.00	0.00	400,000.00		
8	MIS & Billing Department	0.00	0.00	0.00		
9	Water Rehabilitation and Development Division-1	50,000.00	0.00	50,000.00		
10	Procurement Division-1	156,000.00	0.00	156,000.00		
11	MODS Zone-1	7,000,000.00	722,751.00	6,277,249.00		
12	P & D Sewer	200,000.00	10,000.00	190,000.00		
13	MODS Zone-9	4,800,000.00	23,990.00	4,776,010.00		
14	FM Division-2	5,000,000.00	391,017.00	4,608,983.00		
15	SKWP	1,800,000.00	51,995.00	1,748,005.00		
16	Administration-2	247,000.00	0.00	247,000.00		
17	Revenue Zone-9	100,000.00	0.00	100,000.00		
18	Generator Division	1,300,000.00	175,951.00	1,126,049.00		
19	MODS Zone-8	4,000,000.00	0.00	4,000,000.00		
20	Revenue Zone-2	100,000.00	0.00	100,000.00		
21	Microbiology & Chemicals Division	400,000.00	0.00	400,000.00		
22	Administration-1	0.00	0.00	0.00		
23	Transport Pool	8,500,000.00	276,980.00	8,223,020.00		
24	Labor and Welfare Department	0.00	0.00	0.00		
25	Planning Monitoring and Evaluation Division	425,000.00	0.00	425,000.00		
26	Revenue Zone Central Function	100,000.00	0.00	100,000.00		
27	Saidabad WTP Ph-2 (O&M)	1,500,000.00	0.00	1,500,000.00		
28	SMWC Circle	100,000.00	0.00	100,000.00		
29	MODS Zone-4	7,000,000.00	0.00	7,000,000.00		
30	MODS Zone-5	12,000,000.00	202,829.00	11,797,171.00		
31	Water Rehabilitation and Development Circle	0.00	0.00	0.00		
32	Saidabad Water Treatment Plant (Maintenance)	2,000,000.00	110,129.00	1,889,871.00		
33	Secretariat-Board Affairs	0.00	0.00	0.00		
34	Budget Division					
35	FM Division-1	5,000,000.00	601,354.00	4,398,646.00		
36	Internal Audit Department	0.00	0.00	0.00		
37	Civil Maintenance Division	250,000.00	21,650.00	228,350.00		
38	MODS Zone-7	3,500,000.00	158,310.00	3,341,690.00		
39	Meter Division	277,000.00	15,484.00	263,516.00		
40	Computer-GIS	50,000.00	0.00	50,000.00		
41	Security and Intelligence Department	0.00	0.00	0.00		
42	Commercial Manager	500,000.00	34,000.00	466,000.00		
43	Add. C.E (R&D)	170,000.00	0.00	170,000.00		
44	Dasherkandi Sewage Treatment Plant(DSTP)	500,000.00	0.00	500,000.00		
45	Padma Water Treatment Plant	1,000,000.00	23,928.00	976,072.00		
46	Revenue Zone-4	200,000.00	0.00	200,000.00		
47	DWASA Bottled WP Plant	1,500,000.00	122,086.00	1,377,914.00		
48	SOC Division	9,000,000.00	455,355.00	8,544,645.00		
49	Sewer (R&D) Divn-01	100,000.00	0.00	100,000.00		
50	P & D (W & Hyd.)	210,000.00	0.00	210,000.00		
51	C.E (O&M) Office	200,000.00	23,500.00	176,500.00		
52	MODS Zone-10	11,000,000.00	220,887.00	10,779,113.00		
53	Chief Revenue Officer Division	0.00	0.00	0.00		
54	Revenue Zone-10	200,000.00	0.00	200,000.00		
55	Revenue Zone-5	200,000.00	0.00	200,000.00		
56	Accounts Department	74,000.00	0.00	74,000.00		
57	Water Rehabilitation and Development Division-2	650,000.00	0.00	650,000.00		
58	Secretariat-General Service	1,014,224.00	0.00	1,014,224.00		
59	Revenue Zone-8	92,202.00	0.00	92,202.00		
60	MODS Circle-2	0.00	0.00	0.00		
61	MODS Zone-2	6,000,000.00	517,110.00	5,482,890.00		
62	RPE & M Circle	325,000.00	0.00	325,000.00		
63	MODS Zone-5	7,000,000.00	1,025,020.00	5,974,980.00		
64	MODS Zone-6	7,500,000.00	1,558,715.00	5,941,285.00		
65	Sewer (R&D) Divn-02	360,000.00	0.00	360,000.00		
66	Revenue Zone-6	200,000.00	0.00	200,000.00		
67	MODS Circle-1	50,000.00	18,350.00	31,650.00		
68	Environmental & Monitoring Department	150,000.00	0.00	150,000.00		
69	Revenue Zone-1	300,000.00	0.00	300,000.00		
70	P & D (E&M)	190,000.00	16,050.00	173,950.00		
71	Procurement Division-2	150,000.00	16,350.00	133,650.00		
72	P & D Circle	150,000.00	0.00	150,000.00		
73	Revenue Zone-7	100,000.00	0.00	100,000.00		
Report Total:		116,771,426.00	6,791,711.00	109,979,715.00		

Budget Adjustment:



- প্রথমে Username and Password দিয়ে লগইন করতে হবে।

- ড্যাশবোর্ডের বামপাশের মেনু থেকে Budget Adjustment এ ক্লিক করতে হবে।

Budget Management Software

Md. Babul Hossain Prodhan - Officer (Finance & VAT-TAX) Change Password babul

Home Setup Budget Requisition Budget Preparation Budget Calendar Report Transfer Income Certifications **Budget Adjustment**

Adjustment

Financial Year Head Name Last Updated: 0

Add Amount Amount in lac Ded Amount Amount in lac Actual Expense 0

Insert

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➤ Budget Adjustment থেকে Adjustment এ ক্লিক করতে হবে।

Budget Management Software

Md. Babul Hossain Prodhan - Officer (Finance & VAT-TAX) Change Password babul

Home Setup Budget Requisition Budget Preparation Budget Calendar Report Transfer Income Certifications **Budget Adjustment**

Adjustment

Financial Year Head Name Last Updated: 0

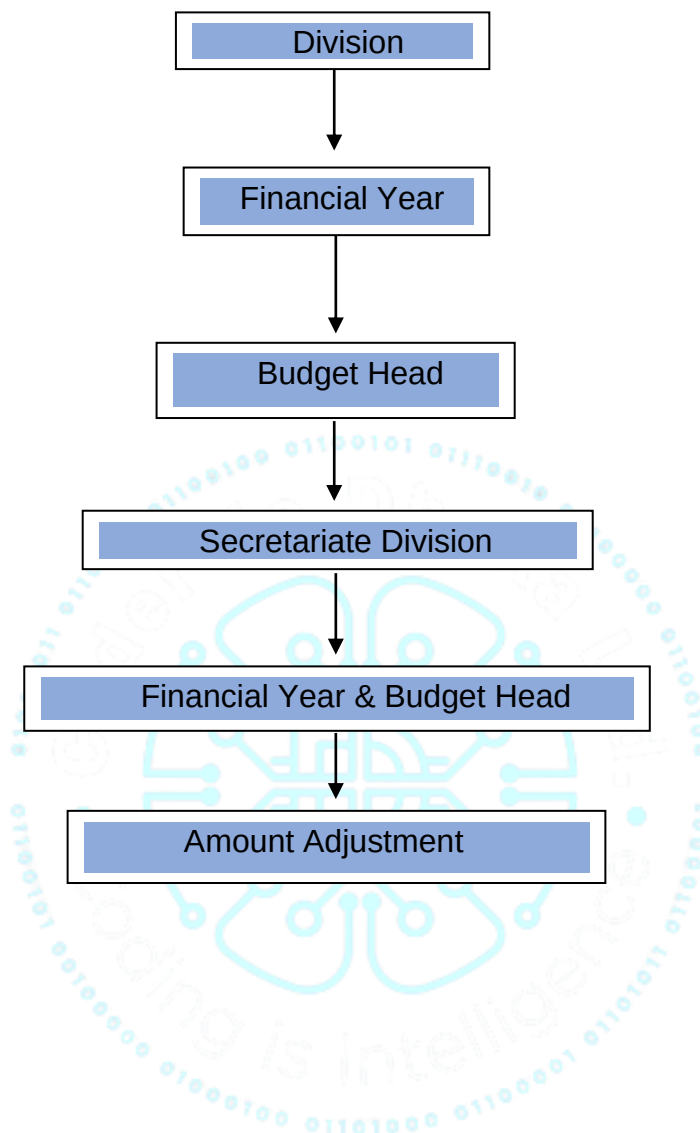
Add Amount Amount in lac Ded Amount Amount in lac Actual Expense 0

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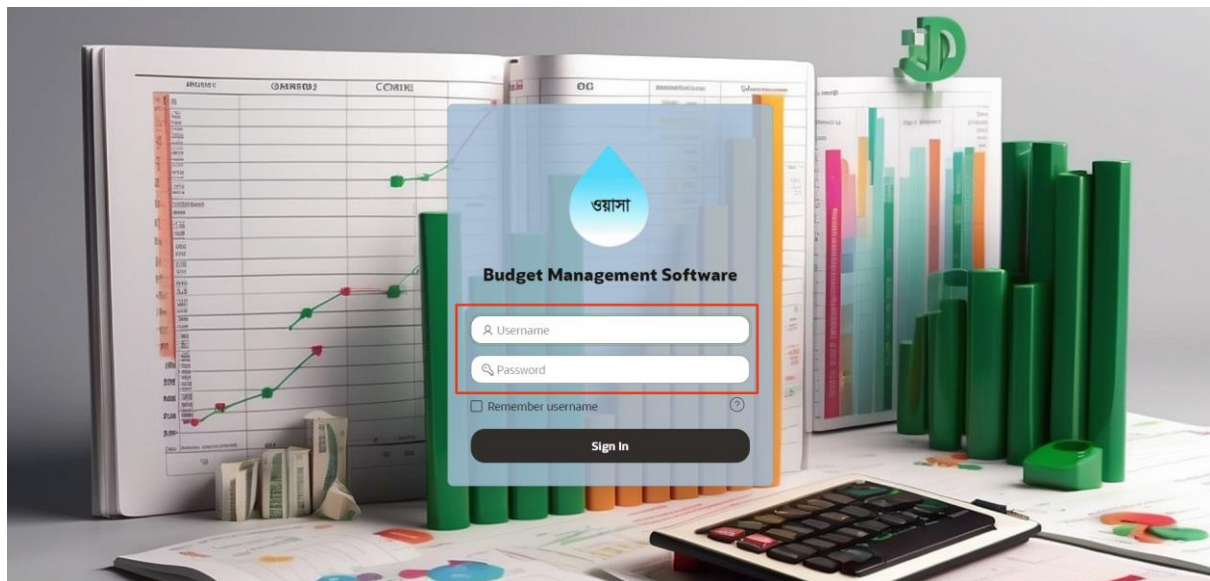
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➤ Adjustment এর প্রয়োজনীয় ইনপুট ফিল্ড এ তথ্য দিয়ে Insert বটনে ক্লিক করতে হবে।

Flow Chart Adjustment



Segregation of Salary and Allowance:



- প্রথমে Username and Password দিয়ে লগইন করতে হবে।

Budget Management Software

Md. Babul Hossain Prodhan - Officer (Finance & VAT-TAX) Change Password ? babul

Home

Setup

Budget Requisition

Budget Preparation

Budget Calendar

Report

Transfer

Income

Certifications

Budget Adjustment

Adjustment

Segregation

Clearance

Cancel Vouchers

Path Create

App Forward list

Actual expense adjustment

Adjustment

Financial Year Head Name Last Updated: 0

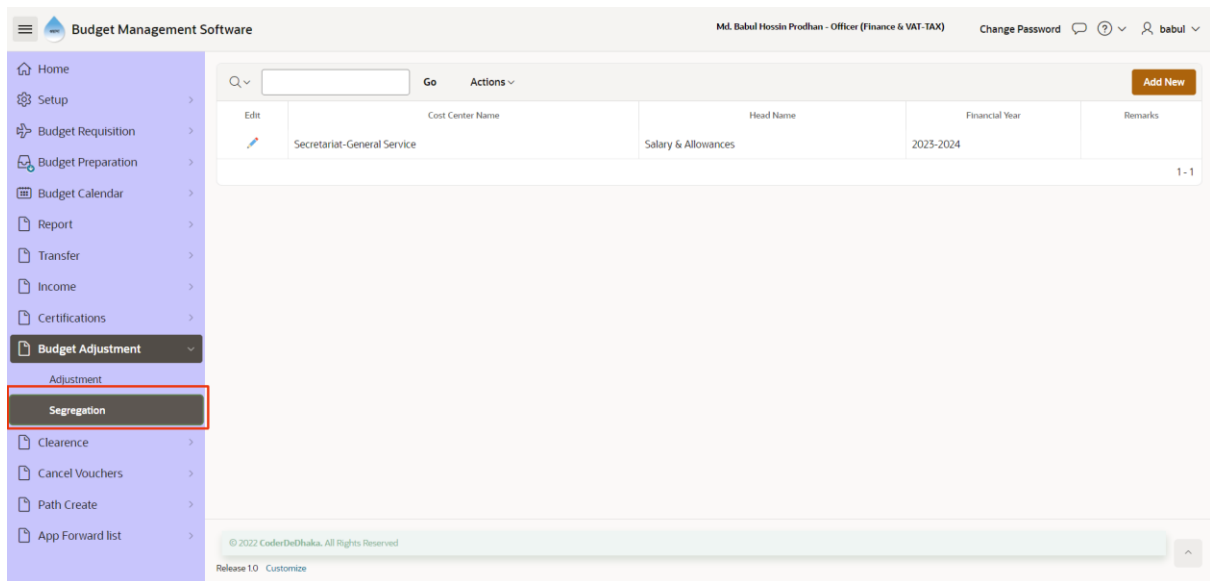
Add Amount Amount in lac Ded Amount Amount in lac Actual Expense 0

Insert

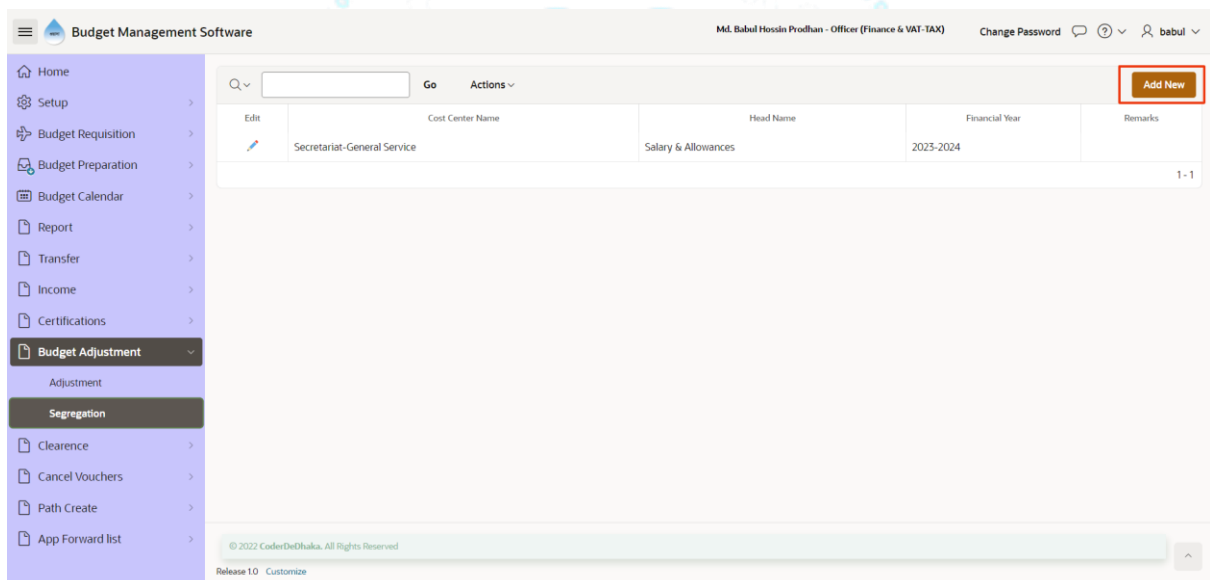
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- ড্যাশবোর্ডের বামপাশের মেনু থেকে Budget Adjustment এ ক্লিক করতে হবে।



➤ Segregation বাটনে ক্লিক করতে হবে।



➤ Add New বাটনে ক্লিক করতে হবে।

Budget Management Software Md. Babul Hossain Prodhan - Officer (Finance & VAT-TAX) Change Password babul

Budget Segregation Cancel Save New

Cost Center: Secretariat-General Se Financial Year: 2022-2023 Financial Year: Estimated Head: Salary & Allowances Budget Amount: 35000

Remarks:

Search: All Text Columns Go Actions Edit Add Row Reset

Segregation Head	Remarks	Estimated (2023-24)	Revised (2022-23)	Actual Expense (2022-23) (Up to dat	Estimated (2022-23) (Approved)	Actual
1 rows selected						

Total 1

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➤ প্রয়োজনীয় তথ্য ইনপুট করে Save বাটনে ক্লিক করলে নিম্নত্ব স্ক্রিন প্রদর্শিত হবে।

Budget Management Software Md. Babul Hossain Prodhan - Officer (Finance & VAT-TAX) Change Password babul

Budget Segregation Cancel Save New

Cost Center: Secretariat-General Se Financial Year: 2023-2024 Financial Year: Estimated Head: Salary & Allowances Budget Amount: 19652

Remarks:

Search: All Text Columns Go Actions Edit Add Row Reset

Segregation Head	Remarks	Estimated (2023-24)	Revised (2022-23)	Actual Expense (2022-23) (Up to dat	Estimated (2022-23) (Approved)	Actual Exp
☒ Bangla New Year Allow		151.00	137.00	268.00	126.00	
☐ Vehicle Maint. Allowance		487.00	443.00	869.00	391.00	
☐ Night, tiffin, risk & others all...		451.00	410.00	861.00	356.00	
☐ Education Allow		251.00	228.00	471.00	205.00	
☐ Water Allowance		114.00	104.00	224.00	98.00	
☐ Basic Pay		9742.00	8,856.00	16,629.00	7,639.00	
☐ House Rent		5,217.00	4,743.00	9,033.00	4,070.00	
☐ Medical Allowance		597.00	543.00	1,225.00	541.00	
☐ Festival Allowance		1,860.00	1,418.00	4,016.00	1,236.00	
☐ Recreation Allow		144.00	131.00	335.00	123.00	
☐ Leave Encashment		638.00	580.00	1,069.00	561.00	

1 rows selected Total 11

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➤ পুনরায় নতুন এন্ট্রি দিতে হলে New বাটনে ক্লিক করলে নতুন পেজ Create হবে।

Flow Chart Segregation

