

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ESTABLISHMENT SECTION (DO)

No.F.9-411/2015-Estt.I (Part file)

Ansari Nagar, New Delhi-29

Dated the : 17 MAY 2018

MEMORANDUM

Subject:- Reimbursement of Newspaper purchased/supplied to Officers at their residence – guidelines regarding.

In pursuance of the Ministry of Finance, Department of Expenditure's Order No.25(12)/E.Coord-2018 dated 3rd April, 2018 on the above subject, the applicability of the provision of the said order has been considered by the competent authority of the Institute and it has been decided that the provision contained in the aforesaid OM shall equally applicable to the employees of the Institute. Accordingly, it has been decided that the amount of reimbursement of newspaper purchased/supplied to Officers at their residence, as per their entitlement/level as per 7th CPC, in accordance with aforesaid OM are as under:-

S.No.	Level of Officers	Reimbursement to be made per month (in Rs.)
1.	Level – 17	As per actual
2.	Level – 15 to 16	Rs.1100/-
3.	Level – 14 & 14A	Rs.850/-
4.	Level – 8 to 13, 13A1 & 13A2	Rs.500/-

A certificate as per the Annexure, to the effect that expenditure has been incurred on newspaper shall be provided by the officers on half-yearly basis to the concerned Accounts Branch for reimbursement. This order will be effective from the date of issue of aforesaid MoF OM i.e. 3.4.2018.

This issues with the approval of the competent authority of the Institute.


(B.S. GILL)

ADMN. OFFICER (DO)


DISTRIBUTION:-

1. All Chief of Centres
2. The Dean(Academic)/Research/Examination
3. The Medical Superintendent
4. All Head of Departments/Sections/Units
5. The Sr. Financial Advisor/Financial Advisor
6. The Sr. Admn. Officer/Admn. Officers of all respective Establishment Sections
7. The Accounts Officers, Audit & Cash Section & all Centres

Copy to:

1. PPS to Director/PS to DD(A)
2. The Computer Facility – with request to upload on Institute's website

✓ Sh. Sanjeev Kumar for N/A please.


23/05/18

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

(Statement to be furnished on half yearly basis to Accounts Branch)

Name of the applicant :

Designation :

Department :

Pay Level & Basic Pay (Rs.) :

I certify that I have spent Rs. _____ towards purchases of newspaper(s) for the month of :-

i. Jan-June, 20__

OR

ii. July-December, 20__

(only one option is to be ticked)

I further declare that (i) the newspaper(s) in respect of which reimbursement is claimed is/are purchased by me. ii) the amount for which reimbursement is being claimed has actually been paid by me and has not/will not be claimed by any other source.

Date: _____

Signature :

Name :