

No.Mise.202012/01/2019-Admn.II
Government of India
Ministry of Animal Husbandry Dairying & Fisheries
Department of Fisheries

Krishi Bhawan, New Delhi
Dated 17th June, 2019

CIRCULAR

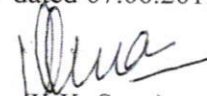
Subject: Providing / Reimbursement of expenditure incurred for Briefcase / Office Bag / Ladies Purse to the entitled officers / officials of the Department of Fisheries (DoF) and fixing of monetary ceiling thereof.

The undersigned is directed to convey approval of the competent authority for purchase Briefcase / Office Bag / Ladies Purse by the entitled officers of this Department from Open Market as per following monetary ceilings in respect of the officers / officials as shown below:-

S.No.	Level of Officers / Officials	Rates limit	Periodicity in year
1.	Secretary / Special Secretary or equivalent	10,000	One in 3 (Three) years
2.	AS & Equivalent	8,000	-do-
3.	JS & Equivalent	6,500	-do-
4.	Director & Equivalent	5,000	-do-
5.	DS /Sr. PPS or Equivalent	5,000	-do-
6.	US / PPS & Equivalent	4,000	-do-
7.	SO / PS & Equivalent	4,000	-do-
8.	ASO / PA (GP. Rs.4,600/-) & Equivalent	3,500	-do-

2. Briefcase / Office Bag / Ladies purse may be purchased by the officer / official himself / herself and the bill may be sent to GA section (Admn.II) certifying that the Briefcase / Office Bag / Ladies purse has been purchased and the reimbursement for the same will be made subject to the prescribed ceiling mentioned above.

3. This issue with the concurrence of IFD vide their Dy. No. 797 dated 07.06.2019


(K.K. Suan)

Under Secretary to the Government of India

To

All Officers / Sections of Department of Fisheries

Copy to

1. Pay & Account Officer, Ministry of Animal Husbandry Dairying & Fisheries, Department of Fisheries, 35, Krishi Bhawan, New Delhi.

2. Under Secretary (FY) / Under Secretary (Admn.III) with the request to make necessary entry about issue of the Briefcase / Lady Hand Bags in the LPC of the officials who are subsequently transferred from this Department under Rotational Transfer policy of DoPT etc. A copy of the LPC may be endorsed to US (Admn.II) / General Section.
3. Section Officer (Cash Section), DDO D/o Fisheries, Krishi Bhawan, New Delhi.
4. Tech. Dir. NIC AHD&F with a request to upload this Circular.
5. Guard file.