

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
Establishment Section (DO)

No.F. 36-6/86-Estt-I

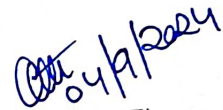
Dated the:-
04 SEP 2024

OFFICE MEMORANDUM

Sub:- Revision of monetary ceiling for re-imburement of Briefcase/Office Bag/ Ladies Purse-reg.

In continuation of Memorandum of even number dated 18.05.2018, a copy of the Office Memorandum Circular No. Z.28011/08/2023-Genl.I dated 26.06.2024 issued by the Ministry of Health & Family Welfare on the subject mentioned above which is self explanatory, is hereby forwarded for information and compliance.

This issues with the approval of the Director, AIIMS


(ANITA TETE)
SR. ADMINISTRATIVE OFFICER

Encl: As above,

Financial Advisor, AIIMS, New Delhi

Distribution:

1. Dean (Academic/Research/Exam)/Chief of Centres/Head of Departments/ Sections/ Units.
2. Medical Superintendent (Hosp.)/(Dr.RPC), AIIMS, New Delhi
3. Sr. Financial Advisor/Financial Advisor/F&CAO/Accounts Officers, AIIMS, New Delhi
4. All Sr. Administrative/Administrative/Asstt. Administrative Officers, AIIMS, New Delhi
5. All Associations/Unions of AIIMS, New Delhi
6. The Computer Facility- with the request to upload this on official website of the Institute.
7. The Hindi Officer- with the request to provide the Hindi version of the same for uploading on the AIIMS website.

Copy forwarded for information to:

PPS/PS to Director/Additional Director(Admn.)/Dy.Secy./CAO, AIIMS, New Delhi

अखिल भारतीय आयुर्विज्ञान संस्थान

अंसारी नगर, नई दिल्ली -110029

स्थापना अनुभाग (नि.का.)

फा.सं.36-6/86-स्था.।

दिनांक:-
04 SEP 2024

कार्यालय जापन

विषय:- ब्रीफकेस/ऑफिस बैग/लेडीज़ पर्स की प्रतिपूर्ति हेतु आर्थिक सीमा में संशोधन संबंधी।

दिनांक 18.05.2018 के समसंख्यक जापन के अनुक्रम में, स्वास्थ्य एवं परिवार कल्याण मंत्रालय द्वारा उपर्युक्त विषय पर दिनांक 26.06.2024 को जारी कार्यालय जापन परिपत्र सं. जेड.28011/08/2023-सामान्य.। की एक प्रति, जो स्वतः स्पष्ट है, को, एतद्वारा, सूचना एवं अनुपालन हेतु अग्रेषित किया जाता है।

इसे निदेशक महोदय, एम्स के अनुमोदन से जारी किया जाता है।

अनिता टेटे
04/9/2024
(अनिता टेटे)

वरिष्ठ प्रशासनिक अधिकारी

संलग्नक: उपर्युक्तानुसार

वित्त सलाहकार, एम्स, नई दिल्ली

वितरण:-

1. संकायाध्यक्ष (शैक्षिक/अनुसंधान/परीक्षा) / केंद्रों के प्रमुखगण / विभाग / अनुभागों के अध्यक्षगण / एककों के प्रभारीगण।
2. चिकित्सा अधीक्षक (अस्प.) / (डॉ.रा.प्र.कें), एम्स, नई दिल्ली।
3. वरिष्ठ वित्त सलाहकार/वित्त सलाहकार/वित्त एवं मुख्य लेखा अधिकारी/लेखा अधिकारी, एम्स, नई दिल्ली।
4. सभी वरिष्ठ प्रशासनिक/प्रशासनिक/सहायक प्रशासनिक अधिकारी, एम्स, नई दिल्ली।
5. सभी एसोसिएशन/यूनियन, एम्स, नई दिल्ली।
6. कंप्यूटर सुविधा:- इसे संस्थान की आधिकारिक वेबसाइट पर अपलोड करने के अनुरोध सहित।

सूचना हेतु प्रति अग्रेषित:-

निदेशक महोदय / अपर निदेशक (प्रशा.) / उप-सचिव / मुख्य प्रशासनिक अधिकारी के प्रधान निजी सचिव/निजी सचिव, एम्स, नई दिल्ली।

Nirman Bhawan,
Dated: 26-06-2024

CIRCULAR

Subject: Revision of monetary ceiling for reimbursement of Briefcase/Office Bag/Ladies Purse – reg.

Considering the prevailing market rates and increasing prices of the consumer goods, the Competent Authority has decided to revise the monetary ceiling for purchase/reimbursement of briefcase/official bag/ladies purse as under:-

Sr.no.	Level of officers/officials	Existing Ceiling incl. GST (Rs.)	Revised Ceiling incl. GST (Rs.)
1.	Secretary/Special Secretary or equivalent (Level 17)	10000/-	12500/-
2.	Addl. Secretary or equivalent (Level-15-16)	8000/-	10000/-
3.	Joint Secretary or equivalent (Level-14)	6500/-	8125/-
4.	Director/Dy. Secy/Sr. PPS or equivalent (Level 12-13)	5000/-	6250/-
5.	Under Secretary/ PPS or equivalent (Level 11)	4500/-	5000/-
6.	Section Officer/PS or equivalent (Level 8-10)	4000/-	5000/-
7.	Assistant Section Officer/PA or equivalent (Level 7)	3500/-	4375/-

2. The entitled officers/officials can purchase briefcase/office bag/ladies purse of their own choice from any private/public outlet. However, reimbursement shall be restricted to the above mentioned limits.

3. The reimbursement against purchase of briefcase/office bag/ladies purse shall be made to the officers/officials of this Department once in three years from the date of issue of earlier one. The bill in original may be sent to General Administration Branch certifying that the Briefcase/Office Bag/Ladies Purse has been purchased. The reimbursement for the same will be made subject to the revised ceiling as mentioned above with effect from 25th June, 2024.

4. This issues with the approval of AS&FA(Finance) vide diary no CD No.899 dated 25.06.2024.

Signed by

Surya Prakash

Date: 26-06-2024 17:37:26

Surya Prakash

Under Secretary to the Government of India

To.

All Officers/Sections of Department of Health & Family Welfare

Copy to:

- (i) DDO, Department of Health & Family Welfare, Nirman Bhawan, New Delhi.
- (ii) The Pay & Account Officer, Department of Health & Family Welfare, Nirman Bhawan, New Delhi.
- (iii) Staff of DoHFW through e-Office Notice Board.

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029

F.No.36-6/86-Estt.I (Part file)

Dated: 18 MAY 2018

MEMORANDUM

Subject: Provision for purchase/reimbursement of Briefcase/Official bag/ladies purse, once in three year by the Officers/Officials of AIIMS, New Delhi - regarding.

Considering requests of Officers/Officials of the Institute for providing the facility of purchase/reimbursement of Briefcase/Official bag/ladies purse on analogy of Government of India offices, the Competent Authority has decided to extend the said facility to the officer/officials of the AIIMS, New Delhi. Accordingly, the amount/rates/monetary ceiling for reimbursement of briefcase/official bag, ladies purses/hand bags are as under:

S. No.	Level of Officers/Officials	Monetary Limited (Rs.)
1.	L-17	Rs.10,000/-
2.	L-15 to 16	Rs.8000/-
3.	L-14 & 14 A	Rs.6500/-
4.	L-13, 13 A1, 13 A2 & 12	Rs.5000/-
5.	L-11, 10, 9 & 8	Rs.4000/-
6.	L-7 & 6	Rs.3500/-

The entitled officers/officials can purchase briefcases/office bags/ladies purses of their own choice from any private/public outlets as per their entitlement and submit original bill with a certificate that expenditure has been incurred on purchase of briefcases/office bags/ladies purses, for officials use, to the concerned Accounts Branch for reimbursement.

The facility of reimbursement on purchase of briefcase/office bag/ladies bag shall be provided to the above officers/officials once in three years from the date of issue of this order. In case of theft/loss/stolen/tornout etc. no exemption shall be allowed to purchase new brief case/office bags/ladies purse before the completion of stipulated period of three years

This order will be effective from the date of issue.

This issues with the approval of the Competent Authority of the Institute.


(B.S.GILL)

ADMINISTRATIVE OFFICER

Distribution:

1. All Chief of Centres
2. The Dean (Academic/Reserach/Examination)
3. The Medical Superintendent
4. All Head of Departments/Section/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 the Director, AIIMS/ PS to Dy. Director (Admn.)/Dy. Secretary
2. The Computer Facility for hosting this memorandum on website.


17/5/18


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