

Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt-110010

No. AN/XIV/14162/News Paper/I

Dated 15.02.2011

To

All PCsDA/CsDA

Subject:- Reimbursement of cost of Newspapers purchased by the officers at their residences.

Recently, it has come to the notice of this HQrs. office that some Controller's offices are allowing the reimbursement of expenditure on account of news papers purchased by the officers at their residences upto the level of AO/AAO, based on Ministry of Defence OM No. 30002/5/95/D/Estt 2 Gen-I dated 24.8.95 & Ministry of Finance Letter No. F.1(16)-E.II(A)/94 dated 13.9.1996.

2. References are being received from other Controller's offices in this regard. In this connection attention is invited to MoF, Deptt. of Expenditure vide their OM No. 1(24).EII(A)/96 dated 04.03.97 which further clarified that the instructions issued in OM dated 13.9.1996 are applicable to officers serving the Ministries/ Department only and not to attached and subordinate offices. As regards reimbursement in respect of similarly placed officers in attached and subordinate offices, it was advised that the cases could, however, be decided by those offices after consulting their FA concerned.

3. In view of the above, it is confirmed that the directions issued by this HQrs. office vide No. AN/VI/6523/VI/Lab dated 28.6.1996 still holds good. Therefore, it is once again reiterated that the Controller's offices may buy minimum number of newspapers for use in their Main Office. The scheme of reimbursement of expenditure on account of news papers purchased by the officers at their residences may be discontinued.

4. The circular is also being posted on the official website of CGDA. It is advised that the enclosures referred to above may kindly be downloaded for information and official reference if required.

This issues with the approval of CGDA.

Sd/-
(Z.V.S. Prasad)
Jt.CGDA(AN)

Copy to:-

- (i) AN IV/V/ Library Section (Local) - for information and necessary action as above.
- (ii) AT-I/AT-II/AT-IV/AT-Coord Sn. (Local) - for information
- (iii) EDP Section (Local) - for uploading the circular on the CGDA's Website


(R.K. Bhatt)
For CGDA

KAD No. : No. Finance Deptt. No. 26104492

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(9) 11/9/96

No. 1(24)E.II(A)/96
Government of India
Ministry of Finance
(Department of Expenditure)

New Delhi, the 4th March, 1997

OFFICE MEMORANDUM

Subject: Reimbursement in respect of Newspapers purchased/supplied to officers at their residence - guidelines regarding.

The undersigned is directed to refer to this Ministry's U.O. No. F.1(24)-E.II(A)/96 dated 13.9.96 (copy attached) addressed to all Financial Advisers wherein certain guidelines have been indicated to achieve uniformity in regard to reimbursement of newspapers to Officers in Ministries/Deptts. A number of references have been received seeking clarification whether these instructions are applicable to attached and subordinate offices of Govt. of India also, and if not, what are the instructions to be followed in those offices. The matter has been considered and it is clarified that the instructions dated 13.9.96 are applicable to Officers serving in the Ministries/Departments only and not to attached and subordinate offices. The matter relating to similar reimbursement in respect of attached and subordinate offices could, however, be decided by those offices after consulting the FA concerned keeping in view, inter-alia, our O.M. dated 13.9.96 and the already existing practice, but, no additional funds would be provided for meeting any additional expenditure on this account./

Narain Das

(NARAIN DAS)

Under Secretary to the Govt. of India.

To

1. All Financial Advisers as per standard distribution list.
2. All Ministries/Deptts. of Govt. of India.

ATTENTION SHRI MITTAL

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NO AN/VI/6523/XVI/Lab.,
Office of the C.G.D.A.,
West Block-V, R.K. Faram,
New Delhi - 66

Dated : 1 June 1996

To

All CgDA (including Chief CDA (Pensions) Allahabad,
C C of A (Pys) Calcutta & JCDA (Ruins) Meerut.

Sub : Supply of News Papers/Magazines to officers
and reimbursement of Expenses.

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It is observed that a few Controllers have
recorded sanction for reimbursement of News Papers
Magazines Expenses in terms of Govt. of India, Ministry
of Defence OM NO. 30002/5/95/D/Inst 2 Gen-I dated
24.06.95 upto the level of AAOs.

References have been received from other
Controllers in this regard. The points have been
examined by this HQ's. Reimbursement of expenses
on newspaper upto the level of AAOs will involve an
annual expenditure of Rs. 50 lakhs for the Department
as a whole. In view of the tight budgetary situation,
the Controllers are requested to buy the minimum number
of newspapers for use in their main office. The scheme
of reimbursement may be discontinued.

(SHOEMANA JOSHI)
DY. C.G.D.A. (AN)

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No.F.1(1G)-E.II(A)/94
Government of India
Ministry of Finance
Department of Expenditure

-16/A-

Dated 13-9-1996

subject:- Reimbursement in respect of Newspapers purchased/supplied to officers at their residence - guidelines regarding.

It has come to the notice of this Ministry that different Departments are allowing reimbursement in respect of Newspapers and Magazines purchased/supplied to their Officers at their residence subject to different ceiling amounts. Therefore, the question of issue of guidelines for bringing about uniformity in this regard has been considered in this Ministry and it has been decided that the Officers in Ministries/Departments may hereafter be allowed reimbursement of Bills in respect of Newspapers purchased by them at their residence as under:-

S.No.	Level of Officers	Maximum No. of Indian Newspapers
1.	Secretary/Secretary level	No limit
2.	Addl.Secretary/Addl.Secretary level	3
3.	Joint Secretary/Joint Secretary level	2
4.	Director/Deputy Secy./Under Secretary Section Officer or equivalent.	1

The Officers would have option to purchase the Indian Newspaper of their choice. The reimbursement in respect of the Newspapers may be made by the respective Ministries/Departments of the Officers on production of Bill/Cash Memo by the concerned Officer but in respect of Secretary/Addl.Secretary level officers, the bills can be paid directly by the Government to the newspaper agency if so desired by the Officer. The Officers will have the option to either return the old newspapers or to make a deduction from the re-imbusement bill @ 15% for retaining such Newspapers. No reimbursement in respect of Magazines/Periodicals may, however, be allowed as these may not be permitted on individual basis but could be purchased by the Library of the Department and supplied to the Officers on circulatory basis. FAs are requested to get such reimbursements regulated accordingly in their Ministry/Department.

This issues with the approval of Secretary (Expenditure).

(NARAIN DAS)

UNDER SECRETARY TO THE GOVT. OF INDIA.

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No. 3004/S, 95/D (Est. 2/Genl. 1),
Government of India,
Ministry of Defence,

New Delhi, Dated the 24th Aug. 95.

OFFICE MEMORANDUM

subject : Suppl. Newspapers/Magazines to Officers
of Ministry of Defence - Instructions
regarding.

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The question of supply of Indian Newspapers/Magazines at the residences of officers below the rank of Directors/Deputy Secretaries of the Ministry of Defence has been receiving attention of the administration for quite some time. It has now been decided to prescribe the following limits for supply of newspapers/magazines to the officers of the Ministry of Defence (Sectt.) (including the Department of Defence Production & Supply, the Department of Defence Research & Development and Defence (Finance), as under, with effect from September 1, 1995:-

S.No.	Level of Officer	Entitlement
1.	Secretary/Addl. Secy/FA & equivalents.	No Limit.
2.	Joint Secretaries/Addl. FAs & equivalents.	No Limit.
3.	Directors/Deputy Secretaries/DFAs & equivalents.	2 Newspapers & 2 Magazines subject to the maximum of Rs. 250/- per month.
4.	Under Secretaries/AFAs & equivalents.	1 Newspaper & 1 Magazine subject to the maximum of Rs. 175/- per month.
5.	Desk Officers/Section Officers & equivalents.	1 Newspaper subject to the maximum of Rs. 100/- per month.

2. Officer may obtain the publications against proper receipt and claim reimbursement after deduction of 10% of the claim (subject to the prescribed maximum limit) on account of sale proceeds of the old newspapers/magazines. The bills (in triplicate) for reimbursement may be submitted to Section D (Est. 2/Genl. 1) and AFA(E) in respect of officers of Defence (Finance) at quarterly intervals by the 7th of July, October, January and April every year.

Dated 24/8/95. 1/-