

कार्यालय रक्षा लेखा महानियंत्रक, उलान बतार रोड, दिल्ली छावनी-10  
**Office of the CGDA, Ulan Batar Road, Palam, Delhi Cantt - 10**

No. AN/III/3012/Circular Vol-VII

Dated 02.06.2017

To,

All PCsDA/PCA (Fys)/PIFAs  
CsDA/CsFA (Fys)/ IFAs/RTCs  
(Through CGDA Website)

Subject: Delegation of powers to Ministries/Departments for payment  
of Sitting Fee in r/o Non-official of Committees/Panels/  
Boards etc.

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Office Memorandum No. 19047/10/2016-E-IV dated 12.04.2017 issued by  
Min of Fin, Deptt of Expenditure, received through MoD(Fin/GS-II) ID No.  
30(3)/GS-II/17 dated 28.04.2017 on the above subject, is forwarded herewith for  
information and compliance please.

  
(Mustaq Ahmad)  
Dy CGDA(AN)

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**Government of India**  
**Ministry of Defence**  
**(Fin/GS-II)**

Subject: Delegation of powers to Ministries/Departments for payment of Sitting Fee in r/o Non-officials of Committees/ Panels/Boards etc.

Please find enclosed a copy of Ministry of Finance's OM No. 19047/10/2016-E-IV dated 12.04.2017, on the subject cited above for information and compliance.

  
(SPS Tomar)  
DFA (GS)

To:

1. Addl. FA (AK) & JS
2. Addl. FA (AN) & JS
3. Addl. FA (SM) & JS
4. Addl. FA (DP) & JS
- ✓ 5. Addl. FA (RK) & JS
6. All Directors/DFAs in MoD (Fin)

*Rukane*  
11/5/17

*AFM (DAD - Coord)*

Copy to:  
US (Coord), MoD

MoD (Fin/GS-II) ID No. 30(3)/GS-II/17 dated 28.04.2017

*989/C/17*  
*3/5*

*1227/Adm. FA (AR) JS*  
*11/5/17*

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3. **Rates of Sitting Fee:** On the basis of categorisation of Committees viz. High Level Committee, Technical or Expert Committee and Other Committees, The Ministries/Departments shall ensure that the maximum rates of Sitting Fee to be paid to Non-official Chairman/ Members will not be more than the following:-

- (i) High Level Committee : Not more than Rs.10,000/- per day of Sitting.
- (ii) Technical or Expert Committee : Not more than Rs.6000/- per day of Sitting.
- (iii) Other Committees : Not more than Rs.4000/- per day of Sitting.

4. For arriving at the rates of the Sitting Fee to Non-official Chairman and Members of the Committees/Boards/Panels, the Ministries/Department shall observe the following conditions:

- i. While considering the amount of Sitting Fee, the Ministries/Departments have to keep in view facts such as nature and scope of the Committee, importance of the subject assigned to the Committee, category of the Committee (i.e. High level Committee, Technical or Expert Committee or other Committee), level/ status of Chairperson/ Members, duration of the Committee, frequency of meetings, Terms of Reference of the Committee etc.
  - ii. In no case, the ceiling should exceed 10 meetings in a month in respect of all categories of Committees viz. High Level, Technical or Expert Committees and Other Committee. It is presumed that such committees are constituted for a limited duration specified in the order.
  - iii. It is clarified that the Govt. employees nominated to such Committees/ Boards/ Panels etc. will not be entitled to Sitting Fee.
  - iv. Cases seeking deviation from the above norms may be referred to M/o Finance giving full justification for seeking deviation.
3. These instructions will be effective from the date of issue of this O.M.
4. This is issued with the approval of Finance Minister.

  
12/04/2017  
(Nirmala Dev)

Deputy Secretary to the Government of India  
Telefax. 23093276

- 1. Secretaries of all Ministries/ Department ( as per standard list).
- 2. Financial Advisers of all Ministries/ Departments (as per standard list).
- 3. Cabinet Secretariat - For information.