

No.F.1(26)-E.II(A)/96  
Government of India  
Ministry of Finance  
Department of Expenditure  
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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).

No 127/96.  
(NARAIN DAS)

DU UNDER SECRETARY TO THE GOVT. OF INDIA.

To

All Financial Advisers.