

GOVERNMENT OF N.C.T. OF DELHI
DIRECTORATE OF AUDIT
(Administration Branch)

04th Level, 'C'-Wing,
Delhi Sachivalaya,
New Delhi.

No. F.9(1)/DOA/Estt./2014/dcaaudit/6723-26.

Dated: 11.11.2014

**Sub.: Regarding endorsement of various Office Memorandums issued by
DOPT and Ministry of Finance, GOI.**

Please find enclosed herewith the copy of Dy. Secretary-V (Finance) letters No. 459 dated 14.10.2014 and No. 469 dated 22.10.2014, alongwith enclosures, on the subject cited above, for information and taking necessary action accordingly.

Encl: As above.

Alka
11/11/14
(ALKA BANSAL)
ASSTT. ACCOUNTS OFFICER (ADMN.)
TEL. NO. 23392280

Copy to: -

1. All the Dealing Clerks in Admn. Branch.
2. Bill Clerk, Accounts Section.
3. AAO(Website) for uploading on the website of Deptt.
4. Guard file.

*Sh Chandan / Samrajivinder / Sh Dinesh
for n.c.*

F. No. 4(73)/Fin. (Estb-III)/2010-11/dsv/459
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE DEPARTMENT
 4TH LEVEL, 'A WING' DELHI SECRETARIAT.
 I.P. ESTATE, NEW DELHI 110002
CD No:- 012143600

Fin/14/15822
 21-10-14

Handwritten notes and signatures: "Spoken", "21/11", "Dated: 14/10/14", and various initials.

ENDORSEMENT

The copies of the under mentioned papers are forwarded herewith for information and necessary action to the following:-

1. All Heads of Department, Govt. of NCT of Delhi.
2. All Pay & Accounts Officers, Pay and Accounts Office, Vikas Bhawan, Govt. of NCT of Delhi.
3. All Heads of Autonomous Bodies, Govt of NCT of Delhi.
4. Commissioner M.C.D(North, East & South), Town Hall, Chandni Chowk, Delhi.
5. Chairperson, NDMC, Palika Kendra, New Delhi.
6. Chief Executive Officer, Delhi Cantonment Board, Delhi.
7. CEO, Delhi Urban Shelter Improvement Board, I.P. Estate, New Delhi.
8. Guard File.
9. Website of Finance Department.

Handwritten signatures and initials: "Sh. B...", "20/10", "DCA".


 (MANOJ KUMAR)
 DY. SECRETARY-V(FINANCE)

List of paper forwarded

S N o	Name of the Ministry/Deptt.	O.M. No. and Date	Subject
1	Ministry of Personnel PG and Pensions (Department of Personal and Training)	No.31011/3/2014-Estt.(A-IV) dated 26 th September,2014	Central Civil Services (Leave Travel Concession) Rules, 1988 - Relaxation to travel by air to visit NER and A&N.

No. 31011/ 3/ 2014-Estt.(A-IV)

Government of India

Ministry of Personnel, Public Grievances and Pensions
Delhi

Department of Personnel and Training
Govt. of NCT of Delhi

North Block, New Delhi-110 001
Dated: 26th September, 2014

01 OCT 2014

2014/47700

OFFICE MEMORANDUM

Dy. No.

Subject:- Central Civil Services (Leave Travel Concession) Rules, 1988 -
Relaxation to travel by air to visit NER and A&N.

The undersigned is directed to say that in relaxation to CCS (LTC) Rules, 1988, it has been decided by the Government to permit Government servants to travel by air to North East Region (NER), Jammu and Kashmir and Andaman & Nicobar Islands (A&N) as per the following scheme -

- (i) All eligible Government servants may avail LTC to visit any place in NER/ A&N against the conversion of one block of their Home Town LTC. Fresh Recruits are also eligible for this benefit against conversion of one of the three Home Towns in a block of four years applicable to them.
- (ii) Government servants entitled to travel by air can avail this LTC from their Headquarters in Economy class.
- (iii) Government servants not entitled to travel by air may be permitted to travel by air in Economy class in the following sectors:
 - a. Between Kolkata/ Guwahati and any place in NER
 - b. Between Kolkata/ Chennai/ Bhubaneswar and Port Blair.
 - c. Between Delhi / Amritsar and any place in J&K

Journey for these non-entitled employees from their Headquarters up to Kolkata/ Guwahati/ Chennai/ Bhubaneswar / Delhi / Amritsar will have to be undertaken as per their entitlement.

- (iv) Air travel is to be performed by Air India in Economy Class only and at LTC-80 fare or less.

Air travel by non-entitled officers on the sectors mentioned in item (iii) above may be permitted while availing LTC to any place in India (4 year Block) also.

Handwritten initials: M, K, T, X

Dr. M. M. KUTTY
Pr. Secretary (Finance)

SSP

USF(A/c)

for endorsement please

DSF (Exp. V)

Handwritten signature and date: 29.10.14

Contd...

Handwritten initials: 9/X

DO (F-II)

DSF (Exp. V) 9/10/14

From pre-page:

- (vi) Air Tickets to be purchased directly from the airlines (Booking counters, website of airlines) or by utilizing the service of Authorized Travel Agents viz. 'M/s Balmer Lawrie & Company', 'M/s Ashok Travels & Tours' and 'IRCTC' (to the extent IRCTC is authorized as per DoPT's O.M. No. 31011/6/2002-Estt.(A) dated 02.12.2009) while undertaking LTC journey. Booking of tickets through other agencies is not permitted.
2. These orders shall be in operation for a period of two years from the date of issue of this O.M.
3. All the Ministries/ Departments are advised to bring it to the notice of all their employees that any misuse of LTC will be viewed seriously and the employees will be liable for appropriate action under the rules. In order to keep a check on any kind of misuse of LTC, Ministries/ Departments are advised to randomly get some of the air tickets submitted by the officials verified from the Airlines concerned with regard to the actual cost of air travel vis-a-vis the cost indicated on the air tickets submitted by the officials.
4. In their application to the staff serving in the Indian Audit and Accounts Department, these orders issue after consultation with the Comptroller and Auditor General of India.

10/12
(B. Bandyopadhyay)
Under Secretary to the Govt. of India
Ph. (011) 23040341

To

All Ministries/ Departments of the Government of India.

BF

F. No. 4(86)/Fin. (Estb-III)/2010-11/ds II/469
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE DEPARTMENT
4TH LEVEL, 'A WING' DELHI SECRETARIAT.
I.P. ESTATE, NEW DELHI 110002
CD No:- 012147679

Fin/14/162.0
 31-10-14

Dated: 29/10/14

31/10
 DCA
 AD/AD (M)

ENDORSEMENT

The copies of the under mentioned papers are forwarded herewith for information and necessary action to the following:-

1. All Heads of Department, Govt. of NCT of Delhi.
2. All Pay & Accounts Officers, Pay and Accounts Office, Vikas Bhawan, Govt. of NCT of Delhi.
3. All Heads of Autonomous Bodies, Govt of NCT of Delhi.
4. Commissioner M.C.D(North, East & South), Town Hall, Chandni Chowk, Delhi.
5. Chairperson, NDMC, Palika Kendra, New Delhi.
6. Chief Executive Officer, Delhi Cantonment Board, Delhi.
7. CEO, Delhi Urban Shelter Improvement Board, I.P. Estate, New Delhi.
8. Guard File.
- Website of Finance Department.

3/10/14
 Circulation to all dealing Asstts for Bombarth

M/K

(MANOJ KUMAR)
DY. SECRETARY-V(FINANCE)

List of paper forwarded

S No	Name of the Ministry/Deptt.	O.M. No. and Date	Subject
1	Ministry of Personnel PG and Pensions (Department of Pension & Pensioners' Welfare)	No.42/10/2014-P&PW(G) dated 29.09.2014	Grant of Dearness relief to Central Government pensioners/family pensioners -Revised Rates effective from 01.07.2014.
2	Ministry of Finance, Department of Expenditure, Govt. of India.	No.1(3)/2008-EII (B) dated 25 th September, 2014	Rates of Dearness Allowance applicable w.e.f. 1.7.2014 to the employees of Central Govt. and Central Autonomous Bodies continuing to draw their pay in the pre-revised scale as per 5 th CPC.
3	Ministry of Finance, Department of Expenditure, Govt. of India.	No.19024/1/2012-E-IV dated 5 th September, 2014	'Facilitation Fee' levied by authorized travel agents on air tickets booked on Government account-Withdrawal regarding.
4	Ministry of Finance, Department of Expenditure, Govt. of India.	No.19030/3/2014-E.IV dated 8 th October, 2014	Travelling Allowance (TA) Rules- submission of Boarding Pass alongwith TA bills - reg.

Delhi Secretariat
R&I Br.
Govt. of NCT of Delhi
13 OCT 2014
Dy. No. 42/2014-4986

F. No. 42/10/2014-P&PW(G)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi - 110003
Date: 29th Sept, 2014

OFFICE MEMORANDUM

Subject: Grant of Dearness Relief to Central Government pensioners/family pensioners - Revised rate effective from 1.7.2014.

The undersigned is directed to refer to this Department's OM No. 42/10/2014-P&PW(G) dated 9th April, 2014 on the subject mentioned above and to state that the President is pleased to decide that the Dearness Relief (DR) payable to Central Government pensioners/family pensioners shall be enhanced from the existing rate of 100% to 107% w.e.f. 1st July, 2014.

2. These orders apply to (i) All Civilian Central Government Pensioners/Family Pensioners (ii) The Armed Forces Pensioners, Civilian Pensioners paid out of the Defence Service Estimates, (iii) All India Service Pensioners (iv) Railway Pensioners and (v) The Burma Civilian pensioners/family pensioners and pensioners/families of displaced Government pensioners from Pakistan, who are Indian Nationals but receiving pension on behalf of Government of Pakistan and are in receipt of ad-hoc ex-gratia allowance of Rs. 3500/- p.m. in terms of this Department's OM No. 23/1/97-P&PW(B) dated 23.2.1998 read with this Department's OM No. 23/3/2008-P&PW(B) dated 15.9.2008.

3. Central Government Employees who had drawn lump sum amount on absorption in a PSU/Autonomous body and have become eligible to restoration of 1/3rd commuted portion of pension as well as revision of the restored amount in terms of this Department's OM No. 4/59/97-P&PW (D) dated 14.07.1998 will also be entitled to the payment of DR @ 107% w.e.f. 1.7.2014 on full pension i.e. the revised pension which the absorbed employee would have received on the date of restoration had he not drawn lump sum payment on absorption and Dearness Pension subject to fulfillment of the conditions laid down in para 5 of the O.M. dated 14.07.98. In this connection, instructions contained in this Department's OM No. 4/29/99-P&PW (D) dated 12.7.2000 refer.

Payment of DR involving a fraction of a rupee shall be rounded off to the next higher rupee.

Contd..2..

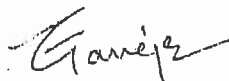
A.X

13/X
D. K. KUTTY
Pr. Secy (P&PW)

DSFF
14/8/14

Dr. (Em) 14/8/14

5. Other provisions governing grant of DR in respect of employed family pensioners and re-employed Central Government Pensioners will be regulated in accordance with the provisions contained in this Department's OM No. 45/73/97-P&PW (G) dated 2.7.1999 as amended vide this Department's OM No. F. No. 38/88/2008-P&PW(G) dated 9th July, 2009. The provisions relating to regulation of DR where a pensioner is in receipt of more than one pension, will remain unchanged.
6. In the case of retired Judges of the Supreme Court and High Courts, necessary orders will be issued by the Department of Justice separately.
7. It will be the responsibility of the pension disbursing authorities, including the nationalized banks, etc. to calculate the quantum of DR payable in each individual case.
8. The offices of Accountant General and Authorised Public Sector Banks are requested to arrange payment of relief to pensioners etc. on the basis of these instructions without waiting for any further instructions from the Comptroller and Auditor General of India and the Reserve Bank of India in view of letter No. 528-TA, II/34-80-II dated 23/04/1981 of the Comptroller and Auditor General of India addressed to all Accountant Generals and Reserve Bank of India Circular No. GANB No. 2958/GA-64 (ii) (CGL)/81 dated the 21st May, 1981 addressed to State Bank of India and its subsidiaries and all Nationalised Banks.
9. In their application to the pensioners/family pensioners belonging to Indian Audit and Accounts Department, these orders issue after consultation with the C&AG.
10. This issues with the concurrence of Ministry of Finance, Department of Expenditure conveyed vide their OM No. No 1(4)/EV/2004 dated 26th Sept, 2014
11. Hindi version will follow.



(Charanjit Taneja)

Under Secretary to the Government of India

To,



All Ministries/Departments of the Government of India/Chief Secretaries and AGs of all States/UTs.

Please visit this Department's website <http://pensionersportal.gov.in> for the orders on pension matters including above orders.

North Block, New Delhi
Dated: 25th September, 2014.

OFFICE MEMORANDUM

Subject:- Rates of Dearness Allowance applicable w.e.f. 1.7.2014 to employees of Central Government and Central Autonomous Bodies continuing to draw their pay in the pre-revised scale as per 5th Central Pay Commission.

The undersigned is directed to refer to this Department's Office Memorandum of even No. dated 22nd April, 2014 revising the rates of Dearness Allowance in respect of employees of Central Government and Central Autonomous Bodies who continue to draw their pay and allowances in the pre-revised scales of pay as per 5th Central Pay Commission.

2. The rates of Dearness Allowance admissible to the above categories of employees of Central Government and Central Autonomous Bodies shall be enhanced from the existing rate of 200% to 212% w.e.f. 1.7.2014. All other conditions as laid down in the O.M. of even number dated 3rd October, 2008 will continue to apply.
3. The contents of this Office Memorandum may also be brought to the notice of the organizations under the administrative control of the Ministries/Departments which have adopted the Central Government scales of pay.


(A. Bhattacharya)

Under Secretary to the Govt. of India

To,

All Ministries/Departments of the Government of India (as per standard distribution list).

Copy forwarded to:-

C&AG, UPSC, etc., as per standard list (with usual number of spare copies).

↓
DB (C&AG)
bpr (UPSC)
12/11/14

फा.सं. 1/3/2008-संस्था-II (बी)

भारत सरकार

वित्त मंत्रालय

व्यय विभाग

नॉर्थ ब्लॉक, नई दिल्ली
दिनांक 25 सितम्बर, 2104

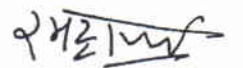
कार्यालय जापन

विषय: पांचवें केन्द्रीय वेतन आयोग के अनुसार संशोधन-पूर्व वेतनमान में वेतन आहरित कर रहे केन्द्र सरकार तथा केन्द्रीय स्वायत्त निकायों के कर्मचारियों के लिए 01.07.2014 से लागू महंगाई भत्ते की दरें।

अधोहस्ताक्षरी को इस विभाग के 22 अप्रैल, 2014 के समसंख्यक का.जा. का अवलोकन करने का निदेश हुआ है जिसके तहत केन्द्र सरकार और केन्द्रीय स्वायत्त निकायों के ऐसे कर्मचारियों के संबंध में महंगाई भत्ते की दरों में संशोधन किया गया है जो पांचवें केन्द्रीय वेतन आयोग के अनुसार संशोधन-पूर्व वेतनमानों में अपना वेतन आहरित कर रहे हैं।

2. केन्द्र सरकार और केन्द्रीय स्वायत्त निकायों के उपर्युक्त श्रेणियों के कर्मचारियों के लिए स्वीकार्य महंगाई भत्ते की दरें दिनांक 01.07.2014 से मौजूदा 200 प्रतिशत से बढ़ाकर 212 प्रतिशत कर दी जाएंगी। 03 अक्तूबर, 2008 के समसंख्यक का.जा. में दी गई अन्य सभी शर्तें लागू रहेंगी।

3. इस कार्यालय जापन की विषय-वस्तु को मंत्रालयों/विभागों के प्रशासनिक नियंत्रण में आने वाले संगठनों के ध्यान में भी लाया जाए जिन्होंने केन्द्र सरकार के वेतनमानों को अंगीकार किया है।



(ए. भट्टाचार्य)

अवर सचिव, भारत सरकार

सेवा में

प्रति अग्रेषितः

भारत सरकार के सभी मंत्रालय/विभाग (मानक वितरण सूची के अनुसार)।
नियंत्रक एवं महालेखापरीक्षक, संघ लोक सेवा आयोग आदि को मानक सूची
के अनुसार (सामान्य संख्या में अतिरिक्त प्रतियों सहित)

North Block, New Delhi.
Dated the 5th September, 2014.

OFFICE MEMORANDUM


Subject:- 'Facilitation Fee' levied by authorised travel agents on air tickets booked on Government account – Withdrawal regarding.

Attention is invited to this Department's O.M. of even number dated 10th October, 2013 wherein the authorised travel agents namely M/s Balmer Lawrie & Company Limited (BLCL), M/s Ashok Travels & Tours (AT.T) and Indian Railways Catering and Tourism Corporation Ltd. (IRCTC), were allowed to levy 'Facilitation Fee' @ ₹100/- per ticket for domestic sector and ₹300/- per ticket for international sector for air travel, wherein Government of India bears the cost of air passage.

2. The issue has been re-examined in consultation with the Ministry of Civil Aviation and Department of Legal Affairs, in the light of provisions of the Aircrafts Rules, 1937, as amended from time to time, and it has been decided to **withdraw** this Department's O.M. of even number dated 10th October, 2013 **with immediate effect**. Consequently, no fee/service charges (by whatever nomenclature), which are not included in the 'tariff' charged by Air India/Airlines, are required to be paid to the authorised travel agents.

3. Payment to the authorised travel agents for the Bills raised by them for air tickets procured/purchased till date, in respect of air travel already undertaken or due to be undertaken, would be regulated as per O.M. of even number dated 10.10.2013. It is reiterated that, as far as possible, air tickets on Government account may be obtained directly from Air India/Airlines (booking counters/offices/website) and if obtaining tickets directly from Air India/Airlines is not possible, should the services of authorised travel agents be availed of.

4. All Ministries/Departments are advised to bring these instructions to the notice of all concerned for compliance.


(Subhash Chand)
Director

To,
All Ministries/Departments of Government of India and other Government offices
(as per Standard Mailing List)

Copy to:- NIC for uploading the O.M. on the website of the Department of Expenditure.

सं. 19024/1/2012-ई. IV

भारत सरकार

वित्त मंत्रालय

व्यय विभाग

नॉर्थ ब्लॉक, नई दिल्ली

दिनांक 05 सितम्बर, 2014

कार्यालय जापन

विषय: सरकारी खाते में बुक की गई हवाई टिकटों पर अधिकृत ट्रेवल एजेंटों द्वारा लगाए गए 'सुविधा शुल्क' को वापस लिए जाने के संबंध में।

इस विभाग के 10 अक्टूबर, 2013 के समसंख्यक कार्यालय जापन की ओर ध्यान आकृष्ट किया जाता है जिसमें अधिकृत ट्रेवल एजेंटों, अर्थात् मैसर्स बॉमर लॉरी एंड कंपनी लिमिटेड (बीएलसीएल), अशोक ट्रेवल्स एवं टूअर्स (एटीटी) और इंडियन रेलवेज कैटरिंग एंड टूरिज्म कॉरपोरेशन लि. (आईआरसीटीसी) को हवाई यात्रा के लिए जहां हवाई यात्रा की लागत भारत सरकार वहन करती है, घरेलू क्षेत्र में 100/- रुपए प्रति टिकट की दर से और अंतर्राष्ट्रीय क्षेत्र में 300/- रुपए प्रति टिकट की दर से 'सुविधा शुल्क' लगाने के लिए अनुमति दी गई थी।

2. समय-समय पर यथा-संशोधित वायुयान नियमावली, 1937 के प्रावधानों के आलोक में, नागर विमानन मंत्रालय और विधि कार्य विभाग के परामर्श से इस मामले पर पुनः विचार किया गया है और इस विभाग के 10 अक्टूबर, 2013 के समसंख्यक कार्यालय जापन को तत्काल प्रभाव से वापस लिए जाने का निर्णय लिया गया है। परिणामस्वरूप, कोई भी फीस/सेवा प्रभारों का (नाम कुछ भी हो) जो एयर इंडिया/एयरलाइंस द्वारा प्रभारित 'भाड़े' में शामिल नहीं हैं, अधिकृत ट्रेवल एजेंटों को भुगतान किए जाने की आवश्यकता नहीं है।

3. पहले की जा चुकी अथवा की जाने वाली हवाई यात्रा के संबंध में आज तक प्राप्त की गई/खरीदी गई हवाई टिकटों के लिए अधिकृत एजेंटों द्वारा प्रस्तुत बिलों का भुगतान, दिनांक 10.10.2013 के समसंख्यक कार्यालय जापन के अनुसार विनियमित किया जाएगा। यह पुनः दोहराया जाता है कि जहां तक संभव हो, सरकारी खाते में हवाई टिकटें एयर इंडिया/एयरलाइंस (बुकिंग काउन्टर/कार्यालय/बेवसाइट) से सीधे प्राप्त की जाएं और अधिकृत ट्रेवल एजेंटों की सेवाएं तभी ली जाएं जब एयर इंडिया/एयरलाइंस से सीधे टिकट प्राप्त कर पाना संभव न हो।

4. सभी मंत्रालयों/विभागों को परामर्श दिया जाता है कि इन अनुदेशों को अनुपालन के लिए सभी संबंधितों के ध्यान में लाया जाए।

सुभाष चन्द

(सुभाष चन्द)

निदेशक

सेवा में

भारत सरकार के सभी मंत्रालय/विभाग और अन्य सरकारी कार्यालय (मानक डाक सूची के अनुसार)

प्रतिलिपि: एनआईसी को व्यय विभाग की बेवसाइट पर इस कार्यालय जापन को अपलोड करने के लिए।

No. 19030/3/2014-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated the 8th October, 2014


Office Memorandum

**Subject: Travelling Allowance(TA) Rules- submission of Boarding Pass
alongwith TA bills- reg.**

References have been received in this Department, seeking review of the existing guidelines relating to submission of Boarding Passes alongwith TA bills for air journeys performed on Government account.

2. O/o Controller General of Accounts have clarified that as per provisions of Civil Accounts Manual, Pay and Account Offices are ~~mandated~~ to ask the DDOs to produce records to ensure that the journey for which TA is being claimed, was actually performed and DDOs may accordingly be asked to enclose the Boarding Passes with the TA bills.

3. Since submission of Boarding Passes as proof of having ~~undertaken~~ the journey is a requirement under the rules and procedures for passing TA claims, all concerned are required to follow these instructions. ~~Ministries/Departments~~ etc. are accordingly advised that these instructions may be brought to the notice of all concerned for strict compliance.


(Subhash Chand)
Director

To,
All Ministries/Departments of the Govt. of India, etc. as per standard distribution list.

Copy to:

1. C&AG and UPSC, etc. (with usual number of spare copies) as per standard endorsement list.
2. NIC, MoF with the request to upload the OM on the website of Ministry of Finance.

सं. 19030/3/2014-ई.IV

भारत सरकार

वित्त मंत्रालय

व्यय विभाग

नॉर्थ ब्लॉक, नई दिल्ली

8 अक्टूबर, 2014

कार्यालय ज्ञापन

विषय: यात्रा भत्ता नियम- यात्रा भत्ते के बिलों के साथ बोर्डिंग पास प्रस्तुत किए जाने के संबंध में।

इस विभाग में अनेक पत्र प्राप्त हुए हैं जिनमें सरकारी खर्च पर की गई हवाई यात्राओं के लिए यात्रा भत्ते के बिलों के साथ बोर्डिंग पास प्रस्तुत किए जाने से संबंधित वर्तमान दिशानिर्देशों की समीक्षा किए जाने का अनुरोध किया गया है।

2. महालेखानियंत्रक के कार्यालय ने स्पष्ट किया है कि सिविल लेखा मैनुअल के प्रावधानों के अनुसार, भुगतान और लेखा कार्यालयों को अधिदेश दिया गया है कि वे आहरण एवं वितरण अधिकारियों को यह सुनिश्चित करने के लिए रिकार्ड प्रस्तुत करने को कहें कि जिस यात्रा के लिए यात्रा भत्ते का दावा किया गया है, वह वास्तव में की गई थी और तदनुसार आहरण एवं वितरण अधिकारियों से यात्रा भत्ते के बिलों के साथ बोर्डिंग पास संलग्न करने के लिए कहा जाए।

3. चूंकि यात्रा भत्ते के दावों को पास करने के लिए की गई यात्रा प्रमाण के तौर पर बोर्डिंग पास का प्रस्तुत किया जाना नियमों और पद्धतियों के तहत आवश्यक है इसलिए सभी संबंधितों द्वारा इन अनुदेशों का पालन आवश्यक है। तदनुसार मंत्रालयों/विभागों आदि को सलाह दी जाती है कि इन अनुदेशों को सख्ती से अनुपालन के लिए सभी संबंधितों के ध्यान में लाया जाए।

सुभाष चन्द्र

(सुभाष चन्द्र)

निदेशक

सेवा में

भारत सरकार के सभी मंत्रालय/विभाग आदि (मानक वितरण सूची के अनुसार)।

प्रतिलिपि:

1. नियंत्रक एवं महालेखापरीक्षक और संघ लोक सेवा आयोग आदि (मानक पृष्ठांकन सूची के अनुसार) (सामान्य संख्या में अतिरिक्त प्रतियों के साथ)।
2. एनआईसी, वित्त मंत्रालय को इस अनुरोध के साथ कि इस कार्यालय ज्ञापन को वित्त मंत्रालय की वेबसाइट पर अपलोड किया जाए।