

**DELHI JAL BOARD: GOVT. OF N.C.T. OF DELHI**  
**OFFICE OF THE ACCOUNTS OFFICER (F&G)**  
**VARUNALAYA PHASE-II: NEW DELHI-110005**

No. DJB/AO (F&G)/2014/

147177

Dated: 08.12.2014

10

The following instructions endorsed to Chief Executive Officer, DJB is circulated for information and strict compliance please.

Office Memorandum No.	Issued by	Subject
O.M. No.F.8/4/2014-AC/DSIV/1878-2027 dated 03.11.2014	Chief Secretary, Govt. of NCT of Delhi	Economy in Plan and Non-Plan expenditure
O.M. No. 1(3)/2008-E.II (B) dated 25.09.2014	Under Secretary to Govt. of India, Mini. of Finance, Department of Expenditure	Rates of Dearness Allowance applicable w.e.f. 01.07.2014 to the employees of Central Govt. and Central Autonomous Bodies continuing to draw their pay in the pre-revised scale as per 5 <sup>th</sup> CPC
O.M. No. 19024/1/2012-E-IV dated 05.09.2014	Director, Govt. of India, Mini. of Finance, Department of Expenditure	'Facilitation Fee' levied by authorized travel agents on air tickets booked on Government account-Withdrawal regarding
O.M. No. 19030/3/2014-E.IV dated 08.10.2014	Director, Govt. of India, Mini. of Finance, Department of Expenditure	Travelling Allowance (TA) Rule-submission of Boarding Pass alongwith TA bills-regarding

Encls. As above

  
Sr. Accounts Officer (F&G)

All DDO's

Copy to:-

- 1) CEO (DJB) for kind information Pl.
- 2) CVO (DJB) for kind information pl.
- 3) Member (Admn.)(Fin.)/W.S./Drainage for information Pl.
- 4) Director (F&A)/Addl. CEO/A&P/DOR/DOV/Secy. DJB for information Pl.
- 5) All Chief Engineers for kind information pl.
- 6) All SEs/LO/AC (T)/(B)/(G)/(D)/(W)/(L&E)/Jt. Director (F&A)-I/II/ Dy. Dir.(F&A)- I/II/III/IV/V, Dy. Dir. (LW)/DTQC/Dy. Dir.(Vig.)-I/II  
**EE (EDP), for upload on DJB website.**
- 7) All Sr. AO/CSO, AOs
- 8) All A.A.O.s

  
Sr. Accounts Officer (F&G)



EE/EDP

AGE N

281/c

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

Dated: 22/10/14

ENDORSEMENT

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

- Jt. Director (F&A)-II**  
 D.O. No. 5570  
 Date 3-11-14  
 Delhi Jt. Board
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.

(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 <sup>th</sup> 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 <sup>th</sup> CPC.
3	Ministry of Finance, Department of Expenditure, Govt. of India.	No.19024/1/2012-E-IV dated 5 <sup>th</sup> 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 <sup>th</sup> October, 2014	Travelling Allowance (TA) Rules- submission of Boarding Pass alongwith TA bills - reg.

Director (F & A) A.O. (F & G)  
 Delhi Jt. Board

D.O. No. 3343  
 Date 31-10-14

CEO in  
 M.F. (in)  
 Jt. Dir (F&A)  
 J.D. II  
 D.D.  
 D.S. (F)

J.D. II  
 651  
 3-11-14

D.D. (F)

J.D. II

J. J. (F)

J. J. (F)

282/2

No.F.8/4/2014-AC/DSV/1848-2027  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
FINANCE (ACCOUNTS) DEPARTMENT  
'A' Wing, 4<sup>th</sup> Level, Delhi Secretariat, I.P. Estate, New Delhi.

Dated: 03/11/2014

OFFICE MEMORANDUM

Subject: Economy in Plan and Non-Plan expenditure.

DATE 10-11-14  
6093

Attention of all Departments / Autonomous Bodies / Statutory Bodies / Grantee Institutions / Corporations of Government of NCT of Delhi is invited to the delegation order dated September 23, 2011 read with economy instructions issued by Finance Department from time to time, vide which the following ceilings/limits of expenditure have been prescribed in respect of items listed in column (2):-

Sl. No.	Items	Ceiling/limit
1	2	3
(a)	Expenditure on petrol/diesel.	200 Liters per vehicle per month.
(b)	Hiring charges of Non-AC vehicles.	₹25,000/- (Rupees twenty thousand only).
(c)	Inaugural functions.	₹10,000/- per occasion.
(d)	Working lunch during meetings/conferences, etc.	₹300/- per head with a ceiling of ₹10,000/- per occasion.
(e)	Expenditure on refreshments served to guests in official meetings.	₹25/- per head and ₹2,00,000/- (Rupees two lakhs only) per annum to the Administrative Secretary.

In the context of the current fiscal situation, there is a need to rationalize expenditure and optimize available resources without restricting the operational efficiency of the Government.

Breach of prescribed ceilings in routine defeats the purpose of prescribing ceilings. Indeed, need for relaxation has to be occasional and in exceptional circumstances with full justification.

It is, therefore, impressed upon all concerned that the above said ceilings/limits shall be observed scrupulously.

The Office Memorandum No.F.3(9)/Fin.(Rev.I)/14-15/dsVI/790-792, dated 08.08.2014, issued by FD regarding POL limit in respect of DCs and SDMs stands withdrawn forthwith with the condition that in case they require any relaxation in respect of POL in excess of 200 litres per month per vehicle, they may submit each proposal to seek the approval of FD / Chief Secretary with proper justification. Such cases will be examined on case to case basis.

Handwritten notes and signatures on the left side of the page, including "J.D.T.", "5685", and "12.11.14".

Handwritten signature of D.M. Spolia.

(D.M. Spolia),  
Chief Secretary.

5726  
18-11-14  
3464  
Dated..... 11/11/14

(contd.....P/2)

F. No. 1/3/2008-E.II (B)  
Government of India  
Ministry of Finance  
Department of Expenditure  
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FIN/14/15432

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North Block, New Delhi  
Dated: 25<sup>th</sup> 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 5<sup>th</sup> Central Pay Commission.**

The undersigned is directed to refer to this Department's Office Memorandum of even No. dated 22<sup>nd</sup> 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 5<sup>th</sup> 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 3<sup>rd</sup> 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).

✓  
DO (SHU)  
DO (SHU)  
MINIA

278/c

North Block, New Delhi.  
Dated the 5<sup>th</sup> September, 2014.

OFFICE MEMORANDUM

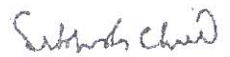
Subject:- 'Facilitation Fee' levied by authorised travel agents on air tickets booked on Government account – Withdrawal regarding.

Attention is invited to this Department's O.M. of even number dated 10<sup>th</sup> October, 2013 wherein the authorised travel agents namely M/s Balmer Lawrie & Company Limited (BLCL), M/s Ashok Travels & Tours (ATT) 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 10<sup>th</sup> 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.

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

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North Block, New Delhi  
Dated the 8<sup>th</sup> 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.