

No.F.8/4/2014-AC/DSW/1878-2014
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE (ACCOUNTS) DEPARTMENT
 'A' Wing, 4th Level, Delhi Secretariat, I.P. Estate, New Delhi.

Dated: 03/11/2014

OFFICE MEMORANDUM

Subject: Economy in Plan and Non-Plan expenditure.

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dated 08.08.2014, issued by FD regarding POL limit in respect of DCs and SDMs stands withdrawn forthwith with the condition that in case they require any relaxation in respect of POL in excess of 200 litres per month per vehicle, they may submit each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.


 (D.M. Spolia),
 Chief Secretary .

(contd.....P/2)

To

1. All Pr. Secretaries/Secretaries/ HODs of Departments of Government of NCT of Delhi.
2. All Executive Heads of Autonomous/Statutory Bodies, grantee institutions, Commission, etc., of Government of NCT of Delhi.
3. All Deputy Secretaries/Under Secretaries/Desk Officers of Finance Department.
4. Controller of Accounts, Pr. Accounts Office, Vikas Bhawan, New Delhi.
5. Controller of accounts, Directorate of Audit, Delhi Sachivalaya, New Delhi.
6. All PAOs of Government of NCT of Delhi.

Copy to:

1. Pr. Secretary to Lt. Governor, Delhi.
2. Staff Officer to Chief Secretary, Delhi.
3. P.S. to Pr. Secretary (Fin.), Government of NCT of Delhi.
4. P.A. to Special Secretary (Finance).
5. Web site of Finance Department.
6. Guard File/Office Order file.