

D-21013/4/2012-Ad.II  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

North Block, New Delhi.  
Dated: 15<sup>th</sup> May, 2012

**Subject:- Revision of monetary ceiling for purchase/ reimbursement of briefcase/ official bag/ ladies purses- regarding.**

Considering the prevailing market rates and increasing prices of the consumer goods, the competent authority has decided to revise the monetary ceiling for purchase/ reimbursement of briefcase/ official bag/ ladies purses as under:-

S. No	Level of Officers	Old Rates (in Rs.)	Revised Rates (in Rs.)
1	Secretary/ Special Secretary or equivalent	6,500/-	10,000/-
2	Additional Secretary or Equivalent	5,500/-	8,000/-
3	Joint Secretary or equivalent	4,500/-	6,500/-
4	Director/ Deputy Secretary or equivalent	3,400/-	5,000/-
5	Under Secretary/ Pr. Private Secretary or equivalent	2,400/-	4,000/-
6	Section Officer/ Private Secretary or equivalent	2,400/-	4,000/-
7	Assistant/PA or equivalent	2,000/-	3,500/-

2. The entitled officers/ officials can purchase briefcase/ office bags/ ladies purses of their own choice from any private/ public outlet. However, reimbursement shall be restricted to the above mentioned ceiling limits.
3. The briefcase/ office bag/ ladies purse shall be provided to the above officers/officials on joining this ministry or on completion of three years from the date of issue of earlier one.
4. This issues with the concurrence of Integrated Finance Division (IFD) of this Department vide their Dy. No. CC/26974/ AS & FA (H) dated 03/05/2012
5. The above revised ceiling will be effective from 01/04/2012.

  
(S.C. SHARU)

Under Secretary to the Govt. of India  
Tel: 23094579

To

1. All Officers in the Department of Personnel & Training including PESB.
2. Integrated Finance Division (IFD) w.r.t. their Dy. No. referred above.
- ✓ 3. NIC for uploading in INTRAMOP.