

Dated, November 14, 2006

OFFICE MEMORANDUM

Subject: Facility of telephone (landline and/or mobile connection) at the residence in respect of entitled categories of Government employees.

The undersigned is directed to refer to this Department's O.M no. 7(8)-E.Coord/82 dated 8.6.1982 regarding ceiling on number of calls allowed on official account to officers in the telephone provided at their residence. Since the last OM was issued, there have been many changes in the field of telecommunications and major technological advancements have taken place. This has brought Internet, mobile facilities to the domain of the common people. Many service providers with various schemes have also entered into the market. Further, usage of telecommunication services has proliferated. Therefore, it is imperative that Government officers adopt to the changing trends in communication. In this regard, OM No.7(2)/E.Coord/2005 dated Nov. 23, 2005 on Budget/Expenditure Management; economy measures, rationalization of expenditure and measures for augmentation of revenues, mentions to avail the services of providers other than MTNL/BSNL to curtail the expenditure on telephones and also exhorts that the increased use of information and communication technology should be further encouraged. Though tariff rates have come down, unit duration of calls has decreased and not necessarily resulting into lower call rates. Keeping this in view and the technology available in the field of communication, the existing instructions on the subject have been reviewed. The existing entitlement regarding reimbursement of telephone charges of residential telephones provided to the officers as also on the mobile phones to the entitled officers to the Government of India, and broadband facility at home has been converged into a single package. Accordingly, in supersession of OM No.7(8)-E.Coord/82 dt. 8.6.1982; OM No.5(3)/E.Coord/2002 dt. 1.1.2003; OM Nos. 7(3)/E.Coord/2003 dt. 14.1.2004, 26.2.2004 and 5.4.2004, the following decisions have been taken :

2. The maximum amount reimbursable to a category of officer will be regulated as given in the table below :

S.No.	Rank/Designation	Ceiling Amount
1.	Secretary to the Government of India and equivalent rank	Rs. 2800 per month
2.	Additional Secretary and Joint Secretary to the Government of India	Rs.2000 per month
3.	Equivalent rank to Additional Secretary and Joint Secretary to the Government of India	Rs. 1800 per month
4.	Director and Deputy Secretary to the Government of India and equivalent rank	Rs.1500 per month
5.	Below the rank of Deputy Secretary to the Government of India(restricted to 25% of Group 'A' Officers below the rank of Deputy Secretary)	Rs. 800 per month

- (i) The amount will be reimbursed within the prescribed ceiling on submission of bill/receipt by the concerned officer. There will not be any separate ceilings for landline/mobile/broad-band.
- (ii) The amount reimbursable will cover landline and/or mobile connection.
- (iii) The amount reimbursable is exclusive of all taxes, if any.
- (iv) Officers are at liberty to choose the service provider and avail any options for payment within the maximum monetary ceiling.
- (v) It will also include broadband facility or such facilities through which data, voice or image is transferred.
- (vi) STD facility may be provided in the residential telephones. However, there would be no enhancement of ceilings as prescribed above.
- (vii) No instruments would be provided by the office, except to the Secretary and Secretary level officers of the Government of India, for which the cost of handset for mobile phone would be limited to Rs. 10,000/- in each case.
- (viii) The amount reimbursable will be reduced by Rs. 400/- if the officer of the rank of Deputy Secretary and above does not have broadband facility at his residence.
- (ix) All the offices are instructed to bear the extra cost from their 'Office Expenses-Telephone' and no additional fund will be provided in this regard.

Manish Kumar
(MANISH KUMAR)

DEPUTY SECRETARY TO THE GOVT. OF INDIA

To

All Ministries/Departments of the Government of India