

F.No.7(14)/C&V/2006  
Government of India  
Ministry Of Finance  
Deptt. Of Expenditure

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New Delhi, dated 9<sup>th</sup> July , 2007

Sub: 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. of even no. dated 14/11/2006, on the subject mentioned above and to say that references have been received from various Departments/Offices seeking enhancement of ceiling amounts and for restoration of the earlier practice of reimbursing those STD calls, made by Officers of the level of Joint Secretary and above as also by Private Secretaries/ Officers on Special Duty to the Ministers (who have been provided with residential telephone facility as per norms) from their residential telephones and which are certified as 'Official'. It has been brought to notice that at times, due to unavoidable reasons, the officers concerned have to incur expenditure in excess of the ceiling amount for making calls which are for bonafide official purposes.

2. The references received on the aforesaid issue have been carefully considered and it has been decided that excess expenditure upto 30 (thirty) percent of the ceiling amount (applicable to the officer) can be reimbursed to officers of the level of Joint Secretary and above and also to Private Secretaries/Officers on Special Duty to the Ministers subject to their submitting a certificate, duly justified, that excess expenditure incurred was for official purposes and was unavoidable. Reimbursement of the excess expenditure (upto 30%) would further require the concurrence of the Financial Adviser concerned and sanction of the Secretary/Secretary equivalent officer of the Department/Organisation. In so far as Secretary/Secretary equivalent Officer are concerned, they shall be competent to exercise the aforesaid powers in their own cases also. The power to sanction the expenditure shall not be delegated.

3. It has further been decided that the ceiling amount for officers of the rank of Additional Secretary to the Government of India & equivalent shall be Rs.2500/- p.m. Officers of the rank of Joint Secretary to the Government of India and equivalent ranks shall be treated alike for the purpose of reimbursement of telephone facilities. The ceiling amount in respect of this category shall henceforth be Rs 2000/-p.m.

4. All Ministries/Departments may implement this O.M. It is reiterated that no additional funds shall be provided for this purpose and concerned Ministries/Departments/Organizations will have to meet all the expenditure on this account within the existing budget for 'Office Expenses- Telephones'.

*Manish Kumar*

( Manish Kumar )

Deputy Secretary to the Govt. of India.

To

All Ministries/Departments of Govt. of India.  
All Financial Advisers.