

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
JODHPUR**

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No.F.1-1/ACO/NPaper/2019-20/3713

Dated: 4/6/2019

**OFFICE MEMORANDUM**

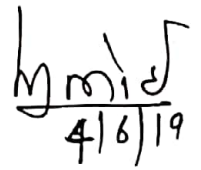
**Subject :** Reimbursement of Newspaper purchased/supplied to Officers at their residence-guidelines regarding.

In pursuance of the Ministry of Finance, Department of Expenditure's Order No. 25(12)/E.Coord-2018 dated 3<sup>rd</sup> April, 2018 on the above subject, the applicability of the provision of the said order has been considered by the competent Authority of the Institute and it has been decided that the provision contained in the aforesaid OM shall equally applicable to the employees of the Institute. Accordingly, it has been decided that the amount of reimbursement of newspaper purchased/supplied to Officers at their residence, as per their entitlement/level as per 7<sup>th</sup> CPC in accordance with aforesaid OM are as under:

S.No.	Level of Officers as per Pay matrix of 7 <sup>th</sup> Pay Commission	Reimbursement to be made per month (in ₹)
1.	Level -17	As per actual
2.	Level -15 to 16	₹ 1,100/-
3.	Level -14 & 14 A	₹ 850/-
4.	Level -8 to 13, 13 A1 & 13 A2	₹ 500/-

A certificate as per the Annexure, to the effect that expenditure has been incurred on newspaper shall be provided by the officers on half-yearly basis to the Accounts Officer for reimbursement. This order will be effective from the date of issue of aforesaid MoF OM i.e. 03.04.2018.

This issues with the approval of the Director AIIMS, Jodhpur.

  
4/6/19

(N.R.Bishnoi)  
Deputy Director(Admin)

Copy to:

1. PPS to Director, AIIMS, Jodhpur
2. Financial Advisor, AIIMS, Jodhpur
3. F&CAO, AIIMS, Jodhpur
4. Accounts Officer, AIIMS, Jodhpur
5. In-charge IT Cell for uploading the same on AIIMS, Website and circulation through webmail.

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(Statement to be furnished on half yearly basis to Accounts Branch)

Name of Applicant : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Department : \_\_\_\_\_  
Pay Level & Basic Pay (Rs.) : \_\_\_\_\_  
Date of Joining : \_\_\_\_\_

I certify that I have spent Rs. \_\_\_\_\_ towards purchases of newspaper(s) for the months of :-

i. January to June, 20 \_\_\_\_

OR

ii July to December, 20 \_\_\_\_

I further declare that (i) the newspaper(s) in respect of which reimbursement is claimed is/are purchased by me. ii) the amount for which reimbursement is being claimed has actually been paid by me and has not/will not be claimed by any other source.

Date :

Signature : \_\_\_\_\_

Note : This certificate must be submitted within three months of completion of half yearly period i.e. upto September for claims of January to June and upto 15 March for claims of July to December of preceding year. Claims of 2018-19 must be submitted by 31<sup>st</sup> July, 2019. Claims not submitted within stipulated time shall not be entertained. Original receipts for purchase/supply of newspapers need not to be attached with this claim form.