


No. D-15014/4/2015-16/GA (Pt.-II)
Government of India
Ministry of Micro, Small and Medium Enterprises
Office of Development Commissioner (MSME)
(General Administration Division)

Nirman Bhawan, New Delhi
Dated the 5th October, 2018

CIRCULAR

Subject: Revision of Monetary ceiling for purchase /reimbursement of brief case/official bag/ladies bag regarding.

A copy of Ministry of Micro, Small & Medium Enterprises circular No.D-21013(6)/2018-GA dated 13th August, 2018 is hereby annexed on the above subject for information & necessary action by all officer of this office.


(Dr. O.P. Mehta) 2/10/18
Director (GA)

To

1. All concerned Officer/Officials of DC-MSME.
2. Pay & accounts Office, DC-MSME
3. DDO (cash), DC-MSME
4. SENET, NIC, DC (MSME) - with request to kindly upload this circular on the website of DC (MSME).
5. Hindi Section- for Hindi version.

Ministry of Micro, Small and Medium Enterprises

Udayog Bhawan, New Delhi
Dated 13 August, 2018

CIRCULAR

Subject:- Revision of monetary ceiling for purchase/reimbursement of briefcase/official bag/ladies bags- reg

Considering the prevailing market rates and increasing prices of the consumer goods, the competent authority in this Ministry has decided to revise the monetary ceiling for reimbursement of expenditure incurred for purchase of briefcase/official bag/ladies purses by the officers/staff of this Ministry as given below:-

Sl. No.	Level of Officer	Present ceiling	Revised increase Rate
1.	Secretary/Special Secretary or equivalent	Rs. 10,000/-	Rs. 10,000/-
2.	Additional Secretary or equivalent	Rs. 8,000/-	Rs. 9,000/-
3.	Joint Secretary/ equivalent	Rs. 6,500/-	Rs. 8,000/-
4.	Director/Deputy Secretary or equivalent	Rs. 5,000/-	Rs. 6,000/-
5.	Under Secretary or equivalent	Rs. 4,000/-	Rs. 5,000/-
6.	Section Officer or equivalent	Rs. 4,000/-	Rs. 4,500/-
7.	Assistant Section Officer or equivalent	Rs. 3,500/-	Rs. 4,000/-
8.	Junior Hindi Translator/SSA/ Steno (NFSO) or equivalent		Rs. 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. The above revised ceiling will be effective with immediate effect.

5. This issues with the concurrence of IFW vide their Dy. No. 196/US(Fin.I) /2018 dated 20.07.2018.

(Magan Lal)

Under Secretary to the Govt of India

To,

All officers in the Ministry of Micro, Small and Medium Enterprises.