

भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण  
(पोत परिवहन मंत्रालय, भारत सरकार)

मुख्यालय : ए-13, सेक्टर-1, नोएडा-201 301. (उ.प्र.)

**INLAND WATERWAYS AUTHORITY OF INDIA**

(Ministry of Shipping, Govt. of India)

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No. 11-IWAI/Estt./9/2001 Pt.I

Date : 27.04.2018

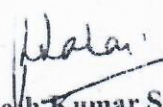
**CIRCULAR**

Sub. : **Reimbursement in respect of Newspaper purchased / supplied to officers at their residence- guidelines – reg.**

In order to implement the decision relating to reimbursement in respect of Newspaper purchased / supplied to officers at their residence- guidelines, the copy of the O.M. no.- 25(12)/E.Coord-2018, dated 03.04.2018 of Department of Expenditure, Ministry of Finance, Govt. of India is being attached for further necessary action.

2. As per the clause 2 of the above O.M., a certificate as per enclosed Annexure, to the effect that expenditure has been incurred on newspaper shall be provided by the Officers on **half yearly basis** for reimbursement.

Therefore, all concerned are requested that the claims for reimbursement in respect of Newspaper may be submitted accordingly.

  
(Umesh Kumar Sahai)  
Assistant Secretary (A&E)

Encl.- As above.

Copy to :

1. All Sr. Officers/Officers, IWAI, Noida
2. Director/Office Incharge, IWAI, Patna/Kolkata/Guwahati/ Kochi/Allahabad/  
Varanasi/ Bhagalpur/Sahibganj/ Farakka/Dibrugarh/ Dhubri/Swaroopganj/  
Kollam/Bhuwaneshwar/Vijayawada
3. Office Copy 4. Master Copy 5. Notice Board

No. 25(12)/E.Coord-2018  
Government of India  
Ministry of Finance  
Department of Expenditure  
(E Coord Branch)

North Block, New Delhi  
Dated 3<sup>rd</sup> April 2018

OFFICE MEMORANDUM

**Subject: Reimbursement in respect of Newspapers purchased/ supplied to officers at their residence-guidelines regarding.**

Department of Expenditure, Ministry of Finance, vide order no. 1(24)/E.IIA/96 dated 13<sup>th</sup> September, 1996, had issued guidelines on the subject cited above. It has been felt that these guidelines are dated and need to be updated. It has therefore, been decided that in place of the existing practice of getting monthly reimbursement of newspaper on production of newspaper bills, reimbursement for newspaper may be made at the rates mentioned below based on the certification given by the entitled officer.

S.No	Level of Officers	Reimbursement to be made per month (In Rs.) As per actuals
1.	Secretary/Secretary equivalent	
2.	Additional Secretary/ Additional Secretary equivalent	Rs. 1100
3.	Joint Secretary/Joint Secretary equivalent	Rs. 850
4.	Director/ Deputy Secretary / Under Secretary/Section Officer or equivalent	Rs. 500

2. 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 office for reimbursement.
3. This issues in supersession to all earlier guidelines of Department of Expenditure on the subject.
4. The orders will be effective with immediate effect.

*H.A.*  
3/4/18.  
(H.Atheli)  
Director

To:

1. All Ministries/ Departments of the Government of India
2. All Financial Advisors of Ministries/ Department of the Government of India
3. Office of Comptroller & Auditor General of India

Annexure

Government of India

Ministry of \_\_\_\_\_

Department of \_\_\_\_\_

[Statement to be furnished on half-yearly basis by the Government Officer to Administration]

Name of the Applicant \_\_\_\_\_

Designation: \_\_\_\_\_

Department \_\_\_\_\_

Pay Level & Basic Pay (Rs.): \_\_\_\_\_

I certify that I have spent Rs. \_\_\_\_\_ towards purchase of Newspaper(s) for the months of :

i) Jan-June, 20\_\_

OR

ii) July-December, 20\_\_

[only one option is to be ticked]

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:

Name: