

No. C/85530/Policy/DGQA/ADM/RMD/GA

13 Aug 2018

To,

(All DGQA Establishments)

FACILITY OF TELEPHONE (LAND AND/OR MOBILE CONNECTION) AT THE RESIDENCE OF ENTITLED CATEGORIES OF GOVERNMENT EMPLOYEES


1. Further to this HQ letter of even No. dated 26 Nov 2008.
2. The issue regarding ceiling on re-imburement of telephone charges has been reviewed in the light of Ministry of Finance, Deptt of Expenditure OM No. 24(3)/E. Coord/2018 dated 26 Mar 2018 whereby revised ceiling has been fixed for residential telephone to entitled officers. The entitlement is for residential telephone/mobile phone/broadband/mobile data/data card facility shall be a single package.
3. As approved by the competent authority, the revised ceiling amount admissible to entitled officers is as under :-

| Srl | Rank/Designation/Level | Revised Ceiling (in Rupees per month) |
|-----|--|---|
| (a) | Addl Secretary/DGQA/Spl DGQA | Rs. 3000/- per month+ taxes as applicable |
| (b) | Joint Secretary/Maj Gen/Civilian officers and equivalent level | Rs. 2700- per month+ taxes as applicable |
| (c) | Brig/Col/Lt Col/Civilian officers and equivalent level | Rs. 2250- per month+ taxes as applicable |
| (d) | Below the rank of Dy Secretary (restricted to 50% of the sanctioned strength of Gp 'A' officers in a Ministry/Deptt/Attached /Subordinate office | Rs. 1200/- per month+ taxes as applicable |

4. Terms and conditions stipulated for the above ceiling are re-iterated as follows:-

- (a) No SIM/data Card will be provided by office
- (b) There will be no separate ceiling for the landline/mobile/broadband/mobile data/data card the amount reimbursable will cover landline and /or mobile/broadband/mobile data/data card connection and shall be limited to the ceiling proscribed or as per actual whichever is lower. Call charges over and above the ceiling prescribed along with taxes thereon shall be paid by the officers.

- (c) The amount shall be reimbursed on submission of bill/receipt by the concerned officer. Officers are at liberty to choose the service provider and the tariff package for residential landline/mobile phones.
- (d) In case where husband and wife are sharing the same residential landline telephone and both are entitled for reimbursement only one of them will be allowed reimbursement against the residential landline telephone. The claim for mobile phone charges shall be treated separately for each of the officer subject to the entitled ceiling.
- (e) Reimbursement for mobile will be restricted to the officer in whose name the mobile connection is registered.
- (f) The entitlement of an officer drawing pay in a scale intervening between that of Director and Joint Secretary would be at par with that of Deputy Secretary/Director
- (g) Telephone reimbursement will not be admissible in cases of Leave (of any nature) and trainings which are for more than one calendar months(s)
5. This letter supersedes this HQ letter of even number dated 26 Nov 2008.


(Amit Kumar)
Director(C&P)

For Director General Quality Assurance

Copy to:

SDCC / DUOA

(All Dte/Sections of DGQA HQrs)

PCDA HQ 'M' Section