

**DELHI STATE INDUSTRIAL & INFRASTRUCTURE
DEVELOPMENT CORPORATION LIMITED.**
N – 36, Bombay Life Building, Connaught Circus, New Delhi

(GENERAL ADMINISTRATION DIVISION)

DSI IDC/GAD/Tele policy1/Re-Imb./2018-19

Dated: - 10.01.2019

CIRCULAR


Sub.: Reimbursement of Monthly Mobile Bill/Recharge/Residential landline phone of officers/ officials of DSI IDC.

In supersession all previous orders on the subject cited above, the reimbursement of the monthly mobiles bills and monthly recharge in respect of residential landline phones and mobile phones including Internet facility to the officers / officials are revised to a maximum limit as mentioned below:-

S. No.	Categories	Level of officers /officials Grade Pay	Maximum limit of reimbursement for monthly Bill/ recharge of Mobile phone
1)	Entitled Category	Chairman/MD/ED/ DF	Unlimited
2)		G.M./CE	Unlimited
3)		Officer in the Grade Pay of Rs. 7600/-	Rs. 1000/- P.M.
4)	Non-Entitled Category	Officer in the Grade Pay of Rs. 6600/-	Rs. 700/- P.M.
5)		Officer in the Grade Pay of Rs. 5400/-	Rs. 500/- P.M.
6)		Officer in the Grade Pay of Rs. 4800/-	Rs. 400/- P.M.
7)		Consultant / other officials	Rs. 300/- P.M.

- i. Any officer formally designated as equivalent in rank, status and privileges to those officers as mentioned above at S. No. 1 & 2 shall be entitled to reimbursement as per the corresponding privileges of reimbursement.
- ii. Any officer / official who is availing higher entitlement due to functional requirement with the Approval of Competent Authority may ipso – facto continue.
- iii. Cases other than above shall be dealt separately and in such cases, the approval of Competent Authority i.e. M.D. is variably solicited.
- iv. Payment shall be made on submission of bills duly verified by the concerned officers / officials.
- v. Amount reimbursable shall be inclusive of all taxes.
- vi. For non-entitled category of officers / officials, the application for availing above facilities (must be recommended by Head of the Division) may be routed through GAD for the approval of MD, DSI IDC.
- vii. These orders will be effective with immediate effect.

This issues with the approval of Competent Authority.


(Prabhat Kumar)
D.M. (GAD)

All Concerned:

Copy for information to:

- 1) PS TO Chairman
- 2) PA TO MD,
- 3) PA TO ED
- 4) PA TO D.F.
- ✓ 5) DM (IT)- for uploading on the website