

**Government of Haryana
Chief Secretary's office
Secretariat Establishment (Accounts Br.)**

Dated, Chandigarh, 6.5.2013

To

1. All Additional Chief Secretaries/Principal Secretaries/Commissioners and Secretaries/Special Secretaries/Additional Secretaries/Joint Secretaries to Government Haryana.
2. All the Heads of Departments of Haryana State
3. All Managing Directors/Chief Administrators of the Boards/ Corporations in Haryana,
4. All Deputy Commissioners of Haryana State,

Subject: Clubbing of financial entitlements for all the communication facilities of the entitled officers in the State of Haryana on the pattern of Government of India.

Sir,

It has been decided to club the financial entitlements for all the communication facilities (Residential Landline Phone, Mobile, Internet, Data card etc) to the entitled officer in the State of Haryana on the following terms & conditions:-

- (i) The maximum clubbed amount entitlement for officers in different categories would be as follows.

Sr No.	Level of Officers	Entitlement (Per month)
1.	All Additional Chief Secretaries/Principal Secretaries and above and Officers of the equivalent ranks.	Rs. 3708/- +Taxes+Rentals of Landline
2.	Administrative Secretaries/ Secretaries/Special Secretaries/Officers of the equivalent ranks.	Rs. 3008/- +Taxes+Rentals of Landline
3.	Heads of departments/MDs/CEOs of Boards & Corporation who are not covered under Sr.No 2 above	Rs. 2308/- +Taxes+Rentals of Landline
4.	Additional Secretaries/Joint Secretaries and equivalent officers	Rs. 2058/- +Taxes+Rentals of Landline

- (ii) The entitlement of financial scale as per above would be regulated as per the actual bills subject to the limits prescribed herein. Any expenditure over and above the above entitlement would have to be met by the concerned officer from out of his own pocket.
- (iii) The above entitlement limits would operate on a monthly basis linked with the actual bills. In case of any savings from the prescribed monthly entitlements, the same shall not be carried over to the following month.
- (iv) No communication device, except a Mobile Instruments as per the approved scale, shall be provided by the Government and cost of the same shall be borne by the officer concerned.
- (v) The officer concerned would have the flexibility to choose any operator/plan beneficial to him/her. However, the Residential landline connectivity shall be maintained under all circumstances.

The amount will be reimbursed to the officer every month. If the officer is transferred during this period the amount up to the last month will be paid to him and a mention will be made in his LPC.

2. This issues with the concurrence of the Finance Department conveyed by them vide U.O.No 12/33/2004-IFG-I/11428(3) dated 02/05/2013.

3. This expenditure will be met from the head the officer draw his pay.

4. The entitlement of Chief Secretary and officers attached with Hon'ble C.M.Shall remain unchanged,

5. This revised instructions will take effect from 1.5.2013.

RAJBIR SINGH

Secretary to Government, Haryana.
Secretariat Establishment

Dated: 3.5.2013

Endst. No 32/12/2012-11 A

Dated, Chandigarh, 6.5.2013

A copy of each is forwarded to the following for information and necessary action:-

1. All the Additional Chief Secerarties/Principal Secretaries/Commissioners and Secretarie/Special Secretaries/Additiional Secretaries /Joint Secretaries to Government Haryana.
2. All the Heads of Departments of Haryana State
3. All Managing Directors/Chief Administrators of the Boards/Corporations in Haryana,
4. All Deputy Commissioners of Haryana State,

Arjun Kumar

Joint Secretary (General)
for Secretary to Government, Haryana
Secretariat Establishment