

DELHI DEVELOPMENT AUTHORITY

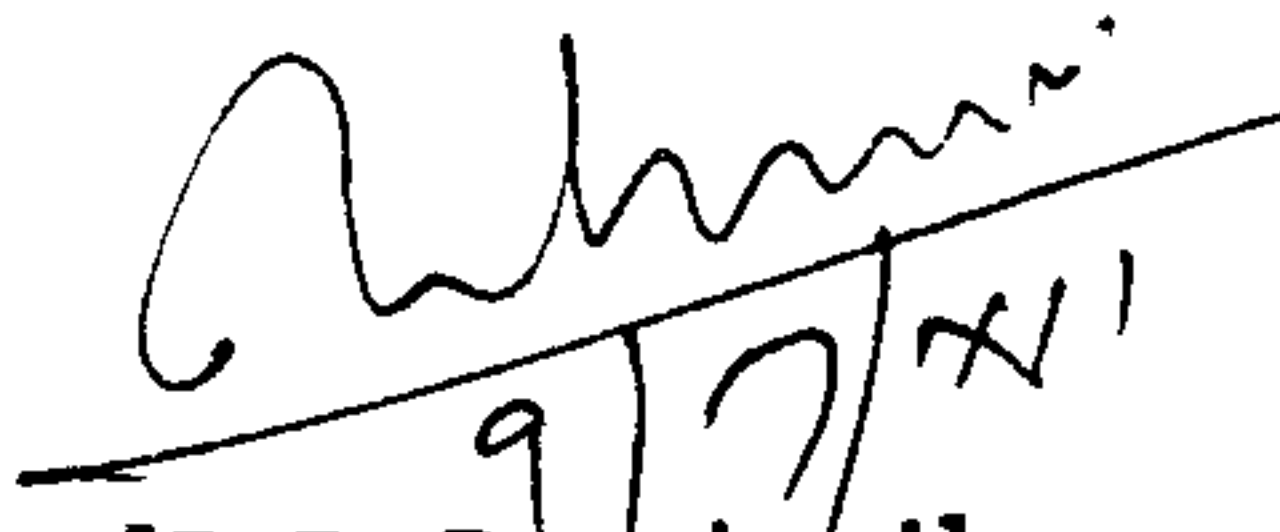
[FINANCE AND EXPENDITURE]

F&E CIRCULAR NO. 24 /2012

The undersigned has been directed to convey that Office Order No. A-37013/03/2012-Admn.-1 dated 20.06.2012 issued by the Jt. Secretary (Admn.), Ministry of Urban Development, Govt. of India, New Delhi regarding grant of honorarium to Government officials/officers (copy enclosed) would also be applicable to the employees of the Authority in the same manner.

This issue, with the approval of Vice Chairman, DDA.

Encl:- As above.

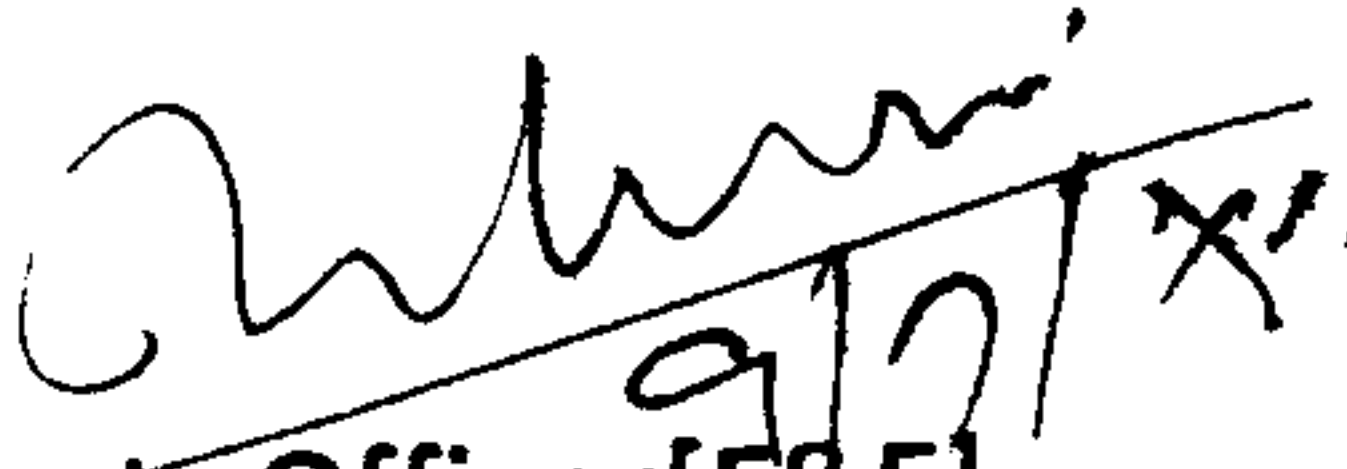

[B.P. Banduni]
Accounts Officer[F&E]

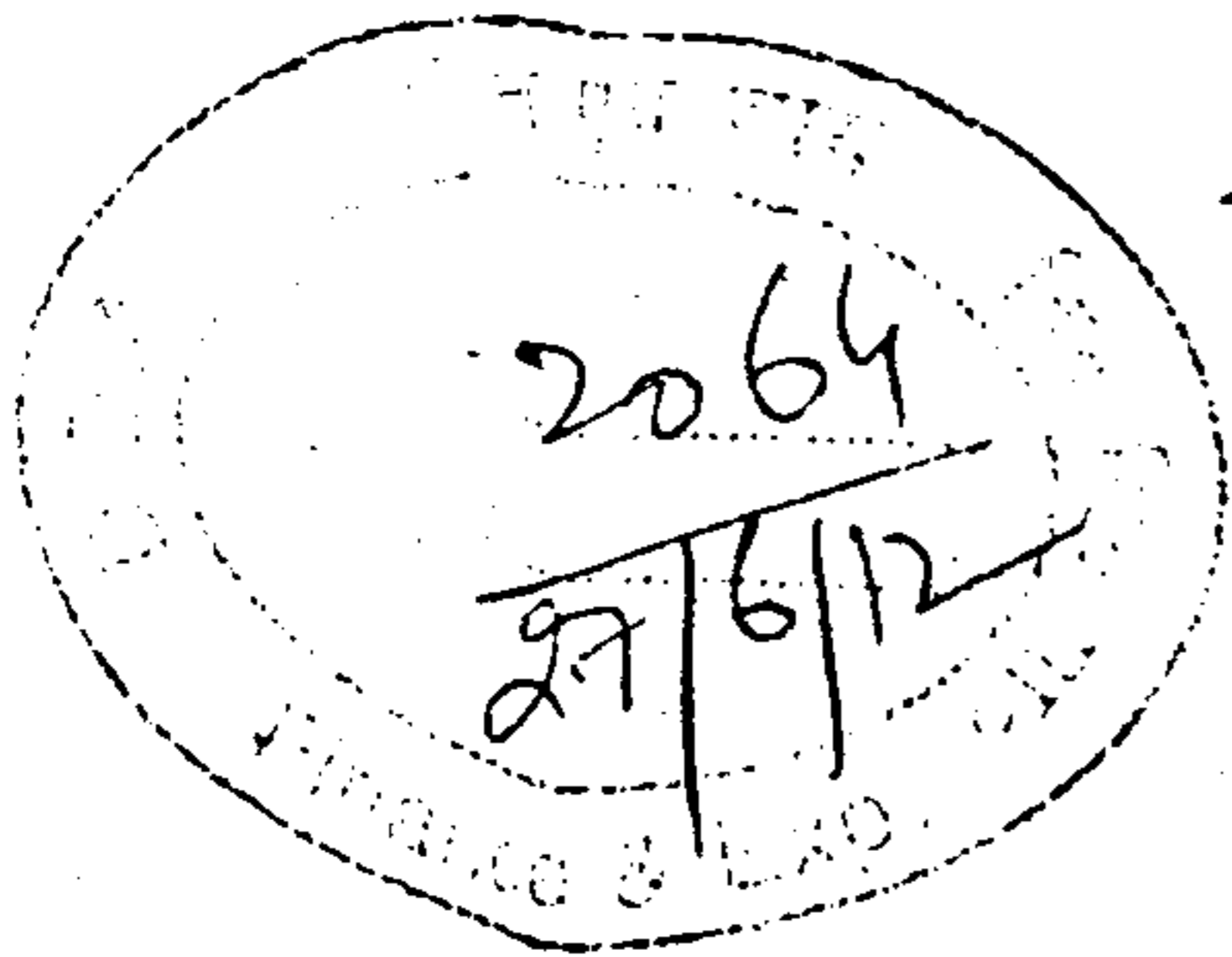
No. FE.98(02)/2008-09/SCPC/DDA/Pt. | 328

Dated 10/07/2012

Copy to:-

1. O.S.D. to V.C., DDA for information;
2. PS to F.M./E.M., DDA;
3. Pr. Commissioners/CVO/CLA, DDA;
4. All Commissioners/Commissioner-cum-Secretary/C.A.O., DDA;
5. All Chief Engineers;
6. All Zonal Dy. CAOs of DDA;
7. Dy. CAO(HQ)-I, II & III/Dy. FA(H)-I & II;
8. Sr. AO (Estt.)-Gaz. & NG/Housing/Sr. AO(PE)/PAO(EW), DDA;
9. Sr. AO(CAU)-EZ/NZ/WZ/Dwk/SZ/Rohini;
10. All DDOs of DDA;
11. Guard file/E.O. Book;


Accounts Officer[F&E]
D.D.A.



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26/6/12

संख्या सं. 1697-13
दिनांक 22/6/2012



सत्यमेव जयते

No. A-37013/3/2012-Admin-I
Government of India
Ministry of Urban Development

Nirman Bhavan, New Delhi
Dated, the 20th June 2012.

OFFICE ORDER

Subject: Grant of honorarium to officials of
Min. of Urban Development.

In connection with the subject mentioned above, attention is invited to the provisions contained in FR 46 relating to grant of honorarium to a government servant. The relevant rule is reproduced below:-

"F.R. 46(b) Honoraria.- The Central Government may grant or permit a Government servant to receive an honorarium as remuneration for work performed which is occasional or intermittent in character and either so laborious or of such special merit as to justify a special reward. Except when special reasons, which should be recorded in writing, exist for a departure from this provision, sanction to grant acceptance of an honorarium should not be given unless the work has been undertaken with prior consent of the Central Government and its amount has been settled in advance."

"F.R. 46(c) Fees and Honoraria.- In the case of both fees and honoraria, the sanctioning authority shall record in writing that due regard has been paid to the general principle enunciated in Fundamental Rule 11 and shall record also the reasons which in his opinion justify the grant of the extra remuneration."

"F.R.11 Unless in any case it be otherwise distinctly provided, the whole time of a Government servant is at the disposal of the Government which pays him, and he may be employed in any manner required by proper authority, without claim for additional remuneration, whether the services required of him are such as would ordinarily be remunerated from general revenues, from a local fund or from the funds of a body incorporated or not, which is wholly or substantially owned or controlled by the Government."

p.t.o.

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Sr. Yadav

2. Further, attention is also drawn to OM No.17011/3/97-Estt. (Allowances) dated 17-7-98 (copy enclosed) of Ministry of Personnel, Public Grievances and Pension (Department of Personnel & Training) which clarifies that "no honorarium should be granted for temporary increase in work and in a routine manner for regular items of work as such payment of honorarium is against the provisions of FR 46(b)".

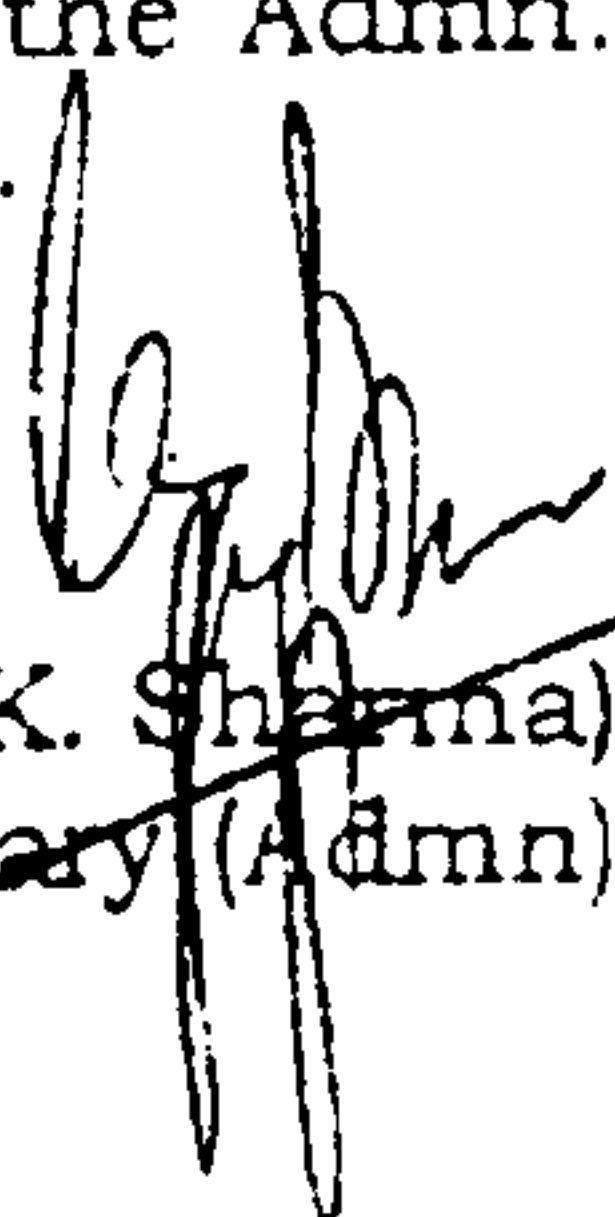
3. In view of above, all the Wing Heads are requested to append certificate, while recommending proposals for grant of honorarium w.e.f the year 2012-13, to the effect that:

- a) due regard has been paid to FR 46 (b) & (c) , general principles enunciated under FR 11, and the instructions contained in the Deptt. of Personnel & Training's OM No.17011/3/97-Estt. (Allowances) dated 17-7-98,
- b) the employee to whom honorarium has been recommended has not claimed OTA for the same purpose,
- c) that the correct name of the employee, employee code, name of the Division has been indicated clearly in the proposal.

4. Besides, care may be exercised by the Wing Heads/HoDs that instead of recommending honorarium to the employee(s) under their respective control in a routine manner, only such cases that strictly meet the provisions of FRs mentioned above are recommended with due justification separately for each employee.

5. The proposals for grant of honorarium to staff/officers of Ministry of Urban Development (Main Sectt.), if any, may be referred to the Admn. Divn. not later than February end of the financial year concerned.

Encl: As above.


(V.K. Sharma)
Joint Secretary (Admn)

To

1. Additional Secretary(UD).
2. All Joint Secretaries
3. OSD(UT)/EA
4. All DS/Directors.
5. All Under Secretaries

Copy to:-

- i) Attached/Subordinate offices.
- ii) Statutory and Autonomous bodies.

} For compliance of above guidelines
for processing cases for grant of
honorarium to their staff/officers

Copy also to:-

Sr. PPS to Secretary(UD).

No. 17011/3/97-Estt. (Allowance)
Government of India
Ministry of Personnel, Public Grievances and Pension
(Department of Personnel and Training)

Dated: the 17th July, 1998

OFFICE MEMORANDUM

Subject: Fifth Central Pay Commission's recommendation relating to Honorarium payable under FR 46 (b)- Further guidelines to restrict payment of Honorarium.

The undersigned is directed to say that the Fifth Central Pay Commission in its report has recommended that Honorarium should be paid only when the employees are entrusted with duties of a purely occasional nature and under no circumstances should any honorarium be paid for performing any functions that are legitimately part of one's defined duties and responsibilities.

2. In terms of the provisions of FR 46 (b), the Central Government may grant or permit a Government servant to receive an honorarium as remuneration for work performed which is occasional or intermittent in character and either so laborious or of such special merit as to justify a special reward. Except when special reasons, which should be recorded in writing, exist for a departure from this provision, sanction for the grant or acceptance of an honorarium should not be given unless the work has been undertaken with the prior consent of the Central Government and its account has been settled in advance.

3. Guidelines for payment of Honorarium under FR 46 (b) have already been laid down inter alia vide this Department's OM No. 17011/9/85- Estt. (AL), dated 23.12.1985 and OM No. 17020/1/91- Estt. (AL), dated 18.11.1991. It has also been clarified that no honorarium should be granted for temporary increases in work. It has, however, come to the notice of the Department of Personnel & Training that Honorarium is being paid in a routine manner by various Ministries/ Departments for regular items of work. Such payment of honorarium is against the provisions of FR 46(B) as well as the recommendations of the Fifth Pay Commission.

4. The recommendation of the Fifth Central Pay Commission has been accepted by Government and it has been decided that in addition to the items of work for which payment of honorarium is already prohibited under instructions issued by the Ministry of Finance and this Department from time to time, Ministries/ Departments should not grant honorarium for the items of work of a routine nature which form part of the duties and responsibilities of a government servant. An illustrative list of such items of work is enclosed (Annexure). It has also been decided that approval of the Financial Adviser should also be taken in cases in which the amount of honorarium payable to an individual in financial year exceeds Rs.2500/-.

5. It is also clarified that the amount of Rs.5000/ Rs, 2500/- payable 'in each case' by the

Ministries/ Departments under the powers delegated to them vide this Department's O.M. No. 17011/9/85-Estt (AL), dated 23.12.85, refers to the total amount of honorarium, whether recurring or non-recurring, that may be paid to an individual in a financial year.

6. In so far as the persons serving the Indian Audit & Accounts Departments are concerned, these orders issue in consultation with the Comptroller and Auditor General of India.

7. These orders will effective from the date of issue.

8. Hindi version is enclosed.

Sd/-

(J. Wislon)

Deputy Secretary to the Government of India

To

All the Ministries/ Departments of the Government of India.

Copy forwarded to The Comptroller & Auditor General of India (with 400 spare copies)

Copies also forwarded to:

1. Registrar General, Supreme Court of India.
2. Secretaries to Union Public Seervice Commission.
Election Commission/ Lok Sabha Secretariat/ Rajya Sabha Secretariat/ Cabinet Secretariat/ Central Vigilance Commission/ President's Secretariat/ Vice President's Secretariat/ Prime Minister's Office/ Planning Commission.
3. Controller General of Accounts/ Controller of Accounts, Ministry of Finance.
4. Department of Personnel & Training (AIS Division/ JCA/ Admn. Section)
5. Additional Secretary (Home), Ministry of Home Affairs.
6. Joint Secretary (Union Territories), Ministry of Home Affairs.
7. Secretary, National Council (Staff Side), 13-C, Feroz Shah Road, New Delhi.

Circular No 24/2012

- 76 -
http://circulars.nic.in/WriteReadData/CircularPortal/D2/D02est/jha_...

8. All officers/ Sections of the Department of Personnel
& Training/ Department of Administrative Reforms &
Public Grievances/ Department of Pension &
Pensioner's Welfare

Sd/-
(J. Wislon)
Deputy Secretar