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DELHI DEVELOPMENT AUTHORITY
[FINANCE & EXPENDITURE]

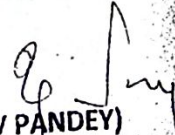
F&E Circular No. 08 /2010

In partial modification of F&E Circular No.1/2003 issued vide file No. F&E (7)76/Pt./181 dated: 22.05.2003, VC, DDA has been pleased to revise the ceiling of entertainment expenditure on light refreshment for official meetings and conferences as under:

S.No.	Designation	Existing ceiling	Revised ceiling
1.	V.C.	Full powers	Full powers
2.	Members	Full powers	Full powers
3.	Principal Commissioners	Rs.1400/-	Rs.2000/-
4.	Commissioners/Commissioner-cum Secretary/CEs/CVO/CLA/CAO & other HODs in the scale of Rs.14,300/-Rs.18,300/- & above (Pre-revised).	Rs.700/-	Rs.1000/-
5.	Directors/FA(H)/SEs/Addl.Commissioners/Addl. C.A. & other officers in the scale of Rs.12,000-Rs.16,500/- & above (Pre-revised).	Rs.500/-	Rs.700/-
6.	Officers in the scale of Rs.10,000-Rs.15,000/- & above but below Rs.12,000-Rs.16,500/-(Pre-revised)	Rs.315/-	Rs.450/-
7.	Other officers in the scale of Rs.8,000-Rs.13,500/- & above (Pre-revised) but below Rs.10,000-Rs.15,200/-(Pre-revised) who are presently entitled as per earlier office order.	Rs.280/-	Rs.400/-
8.	Officers in the scale of Rs.7500-Rs.12,000/- & above (Pre-revised) who are presently entitled as per earlier office order.	Rs.245/-	Rs.360/-

The expenditure on refreshment for official meetings and conferences up to the ceiling mentioned above will be reimbursed to the above categories of the officers who were getting the same as per the existing order. Entertainment expenditure on Seminars and Lok Shivers etc. would be incurred only with the prior approval of FM/VC, DDA.

These orders will be effective from the date of issue.


(RAJIV PANDEY)
CHIEF ACCOUNTS OFFICER

No. F&E (7)76/Pt./ 259

Dated: 30/06/2010

Copy to:-

1. OSD to VC, DDA;
2. OSD to FM, DDA/PS to EM, DDA;
3. All Principal Commissioners/CVO/CLA;
4. All Chief Engineers/HODs;
5. PS to CAO;
6. Chief Architect, DDA;
7. All Directors/FA (H);

(All DDOS)

Sr. A.D. (F&E)