



प्रधान महालेखाकार (लेखा एवं हकदारी), झारखण्ड का कार्यालय
OFFICE OF THE ACCOUNTANT GENERAL (A&E), JHARKHAND

No. WM-I/ Briefcase Allow/2021-22/

Dated: - 04/03/2022

To,

1. The Additional Chief Secretary, Planning and Finance Department, Project Bhawan, Dhurwa, Ranchi-834004.
2. The Special Secretary, Finance Department, Government of Jharkhand, Project Bhawan, Dhurwa, Ranchi-834004.
3. The Secretary, Expenditure, Project Bhawan, Dhurwa, Ranchi-834004.
4. The Secretary, Building Construction Department, Project Bhawan, Dhurwa, Ranchi-834004.
5. The Secretary, Road Construction Department, Project Bhawan, Dhurwa, Ranchi-834004.
6. The Secretary, Rural Development Department (Rural Works Affairs) FFP Building, Dhurwa, Ranchi-834004.
7. The Secretary, Drinking Water & Sanitation Department, Nepal House, Doranda, Ranchi-834002.
8. The Secretary, Energy Department, Project Bhawan, Dhurwa, Ranchi-834004.
9. The Secretary, Rural Development Department, FFP Building, Dhurwa, Ranchi-834004.
10. The Secretary, Water Resources Department, Nepal House, Doranda, Ranchi-834002

Sub: Entitlement of reimbursement of briefcase/ office bag/ladies purse for official purpose to officials/officers of DA cadre.

Sir,

In consonance with Circular No. 04-Staff 2022 dated 03/02/2022 issued by O/o the Comptroller & Auditor General, all Sr.Divisional Accounts Officers/ Divisional Accounts Officers/ Divisional Accountants/ Divisional Accountants (P) are eligible for reimbursement of expenditure incurred on purchase of briefcase / office bag ladies purse for official purpose, under the following conditions:-

1. The entitled officers can purchase briefcase/office bag/ladies purse of their own choice from any private/public outlet. The reimbursement shall be made on production of the bill of the purchase made. Only bills drawn in the name of the concerned official/officer shall be entertained.

However, the reimbursement shall be restricted to the following ceiling limits:-

Pay Level	Ceiling (Rs)
Level 6 to Level 7	3500/-
Level 8 to Level 10	4000/-

2. The reimbursement shall be made on joining this office or from 01/02/2022, whichever is later.

3. The next reimbursement shall be due on completion of three years from the date of issue of the earlier one.
4. An entry shall be made in the service book of the concerned officer/official, regarding the fact of reimbursement of briefcase/ office bag/ ladies purse for official purpose.
5. The above expenditure shall be debitable to the concerned Salary head of the officer/official under the sub head Allowances and Honoraria.

It is therefore requested that the above position may be brought to the notice of all the Divisional Officers under your control, for making the reimbursement.

Yours faithfully,

Sd/-

Dy. Accountant General (Works)

No. WM-1/2021-22/ 1064

Dated: - 04/03/2022

Copy forwarded to Shri Pramod Ohdar, DAO-I, General Secretary, Jharkhand DAO/DA Association, RDD (RWA) Works Division, Lohardaga-835302 for information and necessary action.


Sr. Accounts Officer/WM