

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
अनुसंधान भवन, 2 रफी मार्ग, नई दिल्ली-110001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-10001



स./No. 5-1(17)/08-PD

दिनांक/Dated: 09.10.2014

प्रेषक / From:

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To:

The Directors/Heads of all
National Labs./Instts. of CSIR Hqrs.
/Complex/Centres/Units

Sub / विषय: Office Memoranda issued by Government of India, Ministry of Finance, Ministry of Health and Family Welfare and Ministry of Urban Development – Endorsement thereof in CSIR-reg.

महोदय/Sir,

मुझे भारत सरकार के कार्यालय जापन आपकी सूचना, अनुपालन एवं आवश्यक कार्रवाई हेतु अग्रेषित करने का निदेश हुआ है।

I am directed to forward herewith the following Office Memoranda issued by Government of India for information, guidance and compliance:-

S.No.	Office Memorandum No.	Subject
1	Ministry of Finance, Department of Expenditure OM No. 19024/1/2012-E-IV dated 5th September, 2014	'Facilitation Fee' levied by authorized travel agents on air tickets booked on Government account- Withdrawal regarding
2	Ministry of Health and Family Welfare OM No. 11045/ 40/ 2012 / CGHS /HEC /CGHS (P) dated 22 nd February, 2013	Regarding tests/ investigations at private hospitals/ diagnostic laboratories/ imaging centres empanelled under CGHS
3	Ministry of Urban Development, Director of Estates OM No. 12035/ 28/ 96- Pol.II (Vol. II) dated 31 st July, 2013.	Period of retention of General Pool accommodation on retirement of allottees- Regarding

भवदीय/Yours faithfully

Vinod Kumar

(विनोद कुमार /Vinod Kumar)

अवर सचिव (नीति) / US(PD)

संलग्न/Encl. :यथोपरि/As above

प्रतिलिपि/Copy to:

1. Head, IT Division with the request to make this circular available on the website & Policy Repository.
2. Office copy

No. 19024/1/2012-E-IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi.
Dated the 5th September, 2014.

OFFICE MEMORANDUM

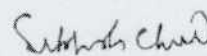
Subject:- **'Facilitation Fee' levied by authorised travel agents on air tickets booked on Government account – Withdrawal regarding.**

Attention is invited to this Department's O.M. of even number dated 10th October, 2013 wherein the authorised travel agents namely M/s Balmer Lawrie & Company Limited (BLCL), M/s Ashok Travels & Tours (ATT) and Indian Railways Catering and Tourism Corporation Ltd. (IRCTC), were allowed to levy '**Facilitation Fee**' @ ₹100/- per ticket for domestic sector and ₹300/- per ticket for international sector for air travel, wherein Government of India bears the cost of air passage.

2. The issue has been re-examined in consultation with the Ministry of Civil Aviation and Department of Legal Affairs, in the light of provisions of the Aircrafts Rules, 1937, as amended from time to time, and it has been decided to **withdraw** this Department's O.M. of even number dated 10th October, 2013 **with immediate effect**. Consequently, no fee/service charges (by whatever nomenclature), which are not included in the 'tariff' charged by Air India/Airlines, are required to be paid to the authorised travel agents.

3. Payment to the authorised travel agents for the Bills raised by them for air tickets procured/purchased till date, in respect of air travel already undertaken or due to be undertaken, would be regulated as per O.M. of even number dated 10.10.2013. It is reiterated that, as far as possible, air tickets on Government account may be obtained directly from Air India/Airlines (booking counters/offices/website) and if obtaining tickets directly from Air India/Airlines is not possible, should the services of authorised travel agents be availed of.

4. All Ministries/Departments are advised to bring these instructions to the notice of all concerned for compliance.


(Subhash Chand)
Director

To,
All Ministries/Departments of Government of India and other Government offices
(as per Standard Mailing List)

✓ Copy to:- NIC for uploading the O.M. on the website of the Department of Expenditure.



S-11045/40 /2012/CGHS/HEC/CGHS (P)

Government of India

Ministry of Health & Family Welfare

Department of Health & Family Welfare

Nirman Bhawan, New Delhi

Dated the 22nd February, 2013

OFFICE MEMORANDUM

Subject: Regarding tests / investigations at private hospitals / diagnostic laboratories / imaging centres empanelled under CGHS

The undersigned is directed to refer to the Office Memorandum of even no. dated 1st January, 2013 on the above subject wherein it has been provided under Para 3 that the serving government employees / CGHS beneficiaries shall submit medical prescription in original while claiming reimbursement of expenses incurred on diagnostic tests and investigations, from their office. Keeping in view the inconvenience and difficulties faced by the serving employees / CGHS beneficiaries in submission of prescription in original, it has been decided to relax the above condition and to allow **a self attested photocopy of the medical prescription** to claim reimbursement of medical expenses incurred on getting diagnostic tests / investigations carried out from a CGHS empanelled hospital / diagnostic laboratory / imaging centre on a valid prescription issued by a CGHS Medical Officer / Govt. Specialist, without a permission letter issued from the Department concerned.

2. The Serving beneficiaries will not require any permission from their Department for getting the diagnostic tests / investigations carried out in a CGHS empanelled private hospital / diagnostic laboratory / imaging centre in respect of investigations for which CGHS rates are available. They will get the prescribed tests done on payment basis and claim reimbursement from their Office. However, the serving employees of Ministry of Health and Family Welfare are eligible for credit facility from the CGHS empanelled private hospitals / diagnostic laboratories and imaging centres in terms of this Ministry's OM No. Rec.1-2008/Gr./CGHS/Delhi/CGHS (P) dated 10.06.2008.

3. The medical prescription issued by a CGHS Medical Officer / Government Specialist prescribing diagnostic tests / investigations shall be treated as valid for a single use within a period of two weeks from the date of prescription. However the medical prescription shall remain valid beyond two weeks for undertaking diagnostic tests / investigations if specifically prescribed by the CGHS doctor / Government Specialist about the date or period by which the prescribed tests are to be conducted for a routine check up or follow up treatment. The medical prescription would require revalidation or issue of a fresh prescription from the prescribing CGHS doctor/Government Specialist for getting the prescribed tests done after expiry of the validity period of two weeks or as prescribed by the CGHS doctor / Govt. Specialist, as the case may be.

[V.P. Singh]

Deputy Secretary to the Government of India

Telefax : 011- 23061831

To:

1. All Ministries / Departments, Government of India
2. Director, CGHS, Nirman Bhawan, New Delhi

Contd...2/-

3. Addl.DDG (HQ)/All Additional Directors /Joint Directors of CGHS cities outside Delhi
4. Additional Director (Hdqrs) / Additional Director (SZ)/(CZ)/(EZ)/(NZ), CGHS, New Delhi
5. JD(HQ) / JD (Grievance)/JD(R&H), CGHS, Bikaner House, New Delhi
6. All Pay & Accounts Officers under CGHS
7. CGHS -I/CGHS-II/CGHS-III/CGHS-IV, Directorate General of CGHS, Nirman Bhawan, New Delhi
8. Estt.I/Estt.II/Estt.III/Estt.IV Sections, M/o Health & Family Welfare
9. Admn.I / Admn.II Sections of Dte.GHS
10. Rajya Sabha / Lok Sabha Secretariat
11. Registrar, Supreme Court of India
12. U.P.S.C. Dholpur House, Shahjahan Road, New Delhi
13. Integrated Finance Division, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi
14. Deputy Secretary (Civil Service News), Department of Personnel & Training, 5th Floor, Sardar Patel Bhawan, New Delhi.
15. PPS to Secretary (H&FW)/ Secretary (AYUSH) / Secretary (AIDS Control) / Secretary (HR), Ministry of Health & Family Welfare, New Delhi
16. PPS to DGHS / AS (H) /AS & DG (CGHS) /AS&MD,NRHM/AS&FA, MOHFW, Nirman Bhawan, New Delhi
17. Swamy Publishers (P) Ltd., P. B. No. 2468, R. A. Puram, Chennai-600028.
18. Shri Umraomal Purohit, Secretary, Staff Side, National Council (JCM), 13-C, Ferozshah Road, New Delhi
19. All Staff Side Members of National Council (JCM) (as per list)
20. Office of the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi
21. All Offices / Sections / Desks in the Ministry
22. UTI-ITSL,153/1, First floor, Old Madras Road, Ulsoor, Bengaluru- 560008.
23. Sr. Technical Director, NIC, MOHFW, Nirman Bhawan, New Delhi with the request to upload this OM on the CGHS website.
24. All CGHS empanelled private hospitals / diagnostic laboratories/Imaging Centres with the request for strict compliance
25. Guard File



No.12035/28/96-Pol.II(Vol.II)
Government of India
Ministry of Urban Development
Directorate of Estates
(Policy-II Section)

Nirman Bhavan, New Delhi – 110 108.

31st July 2013.

OFFICE MEMORANDUM

Subject: Period of retention of General Pool accommodation on retirement of allottees—Regarding

Consequent upon amendments in Supplementary Rules 317-B-11 and 317-B-22 of Allotment of Government Residences (General Pool in Delhi) Rules, 1963 vide Notification of even number dated 19.6.2013, the permissible period of retention of General Pool accommodation to the allottees who retire on or after 23.4.2013, is as under:-

- (a) In cases of accommodation allotted prior to 01.07.2013: 2 months on normal licence fee, another 2 months on double of the normal licence fee, further 2 months on four times of the normal licence fee and subsequent 2 months on six times of the normal licence fee.
- (b) In cases of accommodation allotted on or after 1.7.2013: 2 months on normal licence fee, another 2 months on double of the normal licence fee and further 2 months on four times of the normal licence fee

2. It is clarified that the period of retention of 8/6 months, as the case may be, shall be admissible to the allottees, who retire on or after 23.4.2013, automatically at one go without any request or production of certificate by the allottees. The allotment of the General Pool accommodation occupied by the retiring allottees shall be cancelled by Directorate of Estates after allowing a retention of 8/6 months, as the case may be, simultaneously. The allottees, however, shall have an option to vacate the accommodation anytime during the retention period.

3. The retiring allottees shall request their DDOs to deduct the licence fee in respect of the accommodation occupied by them for the period they want to retain the same from their last pay bill and to remit the same online to Directorate of Estates. In case it is not deducted by DDOs, the allottees shall deposit the licence fee in the Directorate of Estates within one month after their date of retirement.

(S.K.Jain)

Deputy Director of Estates (Policy)

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To

- 1. All Ministries/Departments of the Government of India
- 2. All Deputy Director of Estates and Assistant Director of Estates

.... 2.

3. All Regional Offices of Directorate of Estates/CPWD.
4. Sr.Technical Director, NIC with the request to upload this OM on the website of Directorate of Estates.

Copy for information to:

1. PS to UDM
2. PS to MoS(UD)
3. Sr.PPS to Secretary, MoUD
4. PPS to JS(UD)
5. PS to DE/ PS to DE-II



(S.K.Jain)
Deputy Director of Estates (Policy)