

**Eastern Railway**  
**[Personnel Department]**  
**17, N.S. Road, Kolkata-700001**

**No.E.740/OS(G)/PCPO/AC/2018**

**Kolkata, dated 12.4.2018**

**All Concerned**

Sub: Provision of Newspaper facility to the officers of the zonal Railways and Production Units.

Following instructions of Ministry of Railways[Railway Board] issued vide their letter No F[X]II/2018/PW/I dated 05.04.2018 on the above subject are communicated for information.

  
[U.Lahiri]

Dy. Chief Personnel Officer/R  
For Principal Chief Personnel Officer  
Phone No.24103

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Copy of Railway Board's letter No. F[X]II/2018/PW/I dated 05.04.2018 addressed to the GMs /All Indian Railways & others.

Sub: Provision of Newspaper facility to the officers of the zonal Railways and Production Units.

Based on the instructions issued by Ministry of Finance vide Department of Expenditure's O.M. No.25(12)/E. Coord-2018 dt.03.04.2018, Board has, in supersession of earlier instructions issued on the subject, fixed the ceiling limits for reimbursement in respect of Newspapers purchased /supplied to officers at their residence as indicated below:

| S.No | Level of Officers | Reimbursement to be made per month (in Rs.) |
|------|-------------------|---|
| 1    | HAG/HAG+          | 1100  |
| 2    | SAG               | 850   |
| 3    | SG/JAG/SS/JS      | 500   |

2. A certificate as per the annexure, to the effect that expenditure has been incurred on newspaper shall be provided by the officers on half yearly basis to the office for reimbursement.

3. As already intimated earlier, there shall be no subscription and circulation of newspapers and periodicals in the offices of such officers.

Sd- [Niraj Kumar]  
Director/ Finance[Exp]  
Railway Board

Annexure

Government of India  
Ministry of \_\_\_\_\_  
Department of \_\_\_\_\_

[Statement to be furnished on half-yearly basis by the Government Officer to Administration]

Name of the Applicant: \_\_\_\_\_

Designation: \_\_\_\_\_

Department: \_\_\_\_\_

Pay Level & Basic Pay (Rs.): \_\_\_\_\_

I certify that I have spent Rs. \_\_\_\_\_ towards purchase of Newspaper(s) for the months of:

- i) Jan-June, 20\_\_  
**OR**  
ii) July-December, 20\_\_

[only one option is to be ticked]

I further declare that : i) The Newspaper (s) in respect of which reimbursement is claimed, is/are purchased by me. ii) The amount for which reimbursement is being claimed has actually been paid by me and has not/will not be claimed by any other source.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_