

No. 20/01/2014-DCH/Genl.  
Government of India  
Ministry of Textiles  
**Office of the Development Commissioner (Handlooms)**

Udyog Bhavan, New Delhi.  
Dated 1<sup>st</sup> August, 2014

**Office Order**

**Subject:- Revision of monetary ceiling for purchase/reimbursement of briefcase/official bag/ladies purse- regarding.**

With the approval of Competent Authority, it has been decided to revise the monetary ceiling for purchase/reimbursement of briefcase/ office bag/ladies purse with effect from 01.08.2014 as per the details given as under :

S.No.	Category of officers	Existing Monetary Limit	Revised monetary limit inclusive of Taxes
01.	Additional Secy./ DC(HL)	Upto Rs. 3,000/-	Rs. 8,000/-
02.	ADC/JDC	Upto Rs. 2,700/-	Rs.5,000/-
03.	AD/PS/DDC	Upto Rs. 2,400/-	Rs. 4,000/-
04.	Assistant/Steno Gr.I	-	Rs. 3,500/-

2. The entitled officers/officials can purchase briefcase/office bag/ladies purse of their own choice from Kendriya Bhandar, NCCF, CCIC or any authorized Dealer of branded Briefcases. However, reimbursement shall be restricted to the above mentioned ceiling limits.
3. The briefcase /office bag/ladies purse shall be provided to the above officers/officials on joining this office or on completion of three years from the date of issue of earlier one.
4. The officers seeking reimbursement shall have to produce item for verification and submit the bill in original along with a forwarding note certifying purchase of the said item.
5. This issues with the approval of D.C. Handlooms under delegated power by the Secretary Textiles.

  
(Dinesh Singh)

Addl. Development Commissioner (Handlooms)

Tele: 23062402

**Copy to :**

1. All concerned Officers, O/o D.C. Handlooms.
2. All Assistant/Steno Gr. I in O/o D.C. Handlooms.
3. PS to DC(HL)
4. B & A Section.
5. Guard File.

*4/8/14 Recd  
D.S.*