

(S)

77

East Central Railway

Joint Policy Circular No. 2

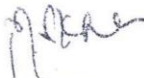
No.ECR/S&T/Tele Policy/135

Dated: 08.02.2007

Sub: Revised Policy guidelines for provision of BSNL/Cell phones in the office/residence of non-Gaz supervisory staff.

With immediate effect, guidelines for providing BSNL./cell phones in office/residence of non-gaz. supervisory staff will be as under:-

1. Employee concerned in whose favour BSNL phone is proposed will be asked whether to get Installed the personal BSNL phone at his own cost at his residence for which he/she will be allowed reimbursement of maximum Rs.500 per month or less amount as become due for payment to BSNL. He/she will be required to record a certificate that the expenses have been incurred towards official calls made from his/her personal telephone.
2. If employee concerned does not opt for personal telephone with a provision of reimbursement, maximum amount of Rs.500/- per month or less as per actual, option will be asked whether he/she wants to get install non-STD telephone at Railway expenses for which expenditure will be permissible to the extent of Rs.500/- per month subject to the maintenance of proper record of all out going telephone calls. If in any particular month, bill exceeds beyond the prescribed limit of Rs.500/- in the range of Rs.500 to Rs.1500, the reimbursement will be allowed on the basis of the record, duly accepted by CSTE, on the recommendation of concerned P/CHOD and sanction of G.M. with prior finance concurrence.
3. BSNL phone should include both land line and mobile phone and reimbursement of Rs.500/- can be made for **any one connection** only subject to the condition that cost of procurement of SIM and Handset should be borne by the Railway officials.
4. Only those proposal which are agreed to by CSTE and concurred in by FA&CAO personally will be submitted for GM/AGM sanction as per their options explained in Para 1, 2 and 3.

  
(M.S.Khan)  
FA&CAO

  
(A.K.Misra) 81202  
C.S.T.E.

Copy to:-

1. Secy./GM for kind perusal of GM
2. All P/CHODs
3. All DRMs
4. DRM (S&T)/DHN, MGS, DNR, SEE & SPJ