

File No.: PP-38/1/2020-PAP
Government of India
Ministry of Communications
Department of Posts
[Establishment Division/PAP Section]

Dak Bhawan, Sansad Marg,
New Delhi-110001
Dated: 04.09.2024

To

1. All Chief Postmasters General / Postmasters General
2. Chief General Manager, BD Directorate / Parcel Directorate / PLI Directorate
3. Director, RAKNPA / GM, CEPT / Directors of All PTCs
4. Addl. Director General, Army Postal Service, R.K.Puram, New Delhi
5. All General Managers (Finance) / Directors Postal Accounts / DAP

Subject: Revision of monetary ceiling for reimbursement of Briefcase/ Officer Bag/ Ladies Purse – reg.

Sir/Madam,

I am directed to refer to this Directorate's order No. 34-1/2013-PAP dated 16.04.2015, 23.07.2015 and order no. PP-38/1/2020-PAP dated 26.08.2020 and say that it has been decided by the competent authority to increase/revise the financial limits for reimbursement of Briefcase/ Officer Bag/ Ladies Purse as under:

Sr. No.	Level of Officers/ Officials	Rates limit (in Rs)		Period
		Existing	Revised incl. of GST	
1.	Chief Postmaster General (Level - 15)	8000	10000	Once in 3 years
2.	Regional Postmaster General (Level - 14)	6500	8125	-do-
3.	Directors Postal Services and equivalent (Level - 12- 13)	5000	6250	-do-
4.	Sr. Superintendent/ Superintendent/ ASPs and equivalent (Level - 8-11)	4000	5000	-do-
5.	IPs and equivalent (Level - 7)	3500	4375	-do-

2. The entitled Officers / Officials may procure Briefcase / Office Bag / Ladies Purse of their own choice from any of the private / public outlet. However, reimbursement shall be restricted to the above-mentioned ceiling.

3. The order will be effective from the date of issue of order.

4. This sanction issues with the approval of Secretary (Posts). The advice of Internal Finance/ Integrated Finance was conveyed vide Dy. No. 100/2024-25/FA-CS(P) dated 02.09.2024.

Signed by Ravi Pahwa
Date: 04-09-2024 09:52:02

(Ravi Pahwa)
Assistant Director General (GDS/PCC/PAP)

Copy for information and necessary actions:

1. PPS to Secretary (Posts) / PS to Director General Postal Services
2. PPS/ PS to Addl. DG (Co-ordination)/ Member (Banking)/ Member (O)/ Member(P)/ Member (Planning & HRD)/ Member (PLI)/ Member (Tech)
3. Additional Secretary & Financial Adviser
4. Sr.Deputy Director General(Vigilance)&CVO / Sr. Deputy Director General (PAF)
5. Director General P&T (Audit), Civil Lines, New Delhi
6. Secretary, Postal Services Board/ All Deputy Directors General
7. Chief Engineer (Civil), Postal Directorate
8. All other Sections of Postal Directorate
9. Assistant Director (OL) - for hindi translation of the letter.
10. All recognized Federations/ Unions/ Associations
11. GM, CEPT for uploading the order on the India Post web site
12. Guard File