

D-12016/2/2017-18-GA
Government of India
Ministry of Micro, Small and Medium Enterprises
Office of the Development Commissioner
(Micro, Small and Medium Enterprises)
(General Administration)

Nirman Bhawan, New Delhi

Dated: 19.06.2023

C I R C U L A R

Subject: Hospitality facility for the officers in the Office of the DC (MSME) - Revision of entitlement of ceiling.

In supersession of Circular of even number, dated 29.08.2019 on the subject cited above, it has been decided with the approval of the Competent Authority to enhance monetary ceiling on hospitality facilities to the Gazetted officers of the O/o DC (MSME), Nirman Bhawan, New Delhi with effect from June, 2023 onwards as per the following monetary ceiling:-

SI No.	Designation	Proposed Limited
1.	JS/ADC/DDG/equivalent officers & Above	Unlimited
2.	Dir./DS/JD/PSO/Sr.PPS & equivalent officers	Rs. 3,000/-
3.	US/RO/AD(OL)/PPS & equivalent officers	Rs. 2,000/-
4.	Desk Officers/Section Officers/PS & equivalent officers	Rs. 1,000/-

2. Carry forward of any unutilized amount to subsequent months shall not be permitted.
3. No cash payment on account of any unutilized amount shall be made to the officer. However, if the limits exceeds by any officer in a particular month, the excess amount shall be paid by the officer.
4. The items related to hospitality should be procured from the CPWD Canteen, Nirman Bhawan and M/s Royal Co-Operative Industrial (P) Society Ltd, First Floor, Nirman Bhawan, New Delhi.
5. This issues with the approval of IFW vide their Diary No. 75 dated 02.06.2023.


To,

1. All Officers of O/o DC(MSME)
2. AD(Senet) for uploading on official website of DC-MSME

Copy to:-

1. The General Manager, CPWD Canteen Nirman Bhawan, New Delhi & M/s Royal Co- Operative Industrial (P) Society Ltd. First Floor, Nirman Bhawan, New Delhi. - with the request that, they may collect the requisition slip (duly signed stamped) and should send the same alongwith the bill, separately to Cash Section (Room No. 709-A wing of the O/o DC(MSME), Nirman Bhawan, New Delhi for payment.
2. PAO(MSME), Nirman Bhawan, New Delhi.
3. DDO (Cash) (MSME), Nirman Bhawan, New Delhi.


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Ministry of Micro, Small & Medium Enterprises
विकास आयुक्त (सू. ल. एवं म. उद्यम) का कार्यालय
Office of the Dev. Commissioner (MSME)
निर्माण भवन, नई दिल्ली-110011/Nirman Bhawan, New Delhi-110011


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