



INDIAN INSTITUTE OF ASTROPHYSICS
(Ministry of science and Technology, Govt. of India)
Koramangala, Bangalore – 560034

No.IIA/Telephone/2011
September 7, 2011

CIRCULAR


Sub: Reimbursement of charges for mobile / residential landline phone & broadband connection to the entitled categories of IIA officials.

The Director of this Institute has approved to reimburse the charges for mobile / residential landline telephone & broadband connection at the residence of following categories of officials of the Institute as a single package with the ceiling indicated against each, in terms of the Ministry of Finance *vide* OM No.7(14)C & V(2006) dt. 14.11.2008, subject to the terms & conditions:

S.No.	Entitled categories of officials	Ceiling amount
01	Officers drawing Grade pay of Rs.8900 & Rs.10000	Rs.2000 per month
02	Officers drawing Grade pay of Rs.7600 & Rs.8700	Rs.1500 per month

Terms & conditions:

- 1) The monthly reimbursement upto the above ceiling is for meeting the expenses for mobile, residential landline & broadband connections, as a single package.
- 2) Out of the ceiling amount mentioned above, Rs.400/- per month is earmarked for reimbursement for broadband connection. In the absence of broadband connection at the residence, Rs.400/- shall be deducted.
- 3) The reimbursement will be done once in three months; i.e. April, May & June bills will be reimbursed in July; similarly, July, Aug & Sep will be reimbursed in Oct; Oct, Nov & Dec will be reimbursed in Jan; and Jan, Feb and Mar will be reimbursed in April.
- 4) The reimbursement of charges is restricted to maximum of ceiling or actuals whichever is less.
- 5) The reimbursement will be admissible in respect of the mobile/landline phone & broadband connections held in the name of the staff members.
- 6) Reimbursement of expenses is not admissible for applying new connections & installation charges or buying new instruments;
- 7) Reimbursement of charges is permitted for mobile/landline phone & broadband connections provided by any authorized service provider.
- 8) This order will come into force with effect from **1st April 2011.**


Dr. P. Kumaresan
Administrative Officer

To

- 1) Notice Board, IIA, Bangalore
- 2) Scientist-in-Charge, CREST / Gauribidanur / Kodaikanal / Resident Scientist, VBO, Kavalur / Engineer-in-Charge, IAO, Leh.
- 3) Accounts Officer