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Sanjay Gandhi Post Graduate Institute of Medical Sciences
संजय गाँधी स्नातकोत्तर आर्युविज्ञान संस्थान, लखनऊ
 Rae-Bareli Raod,
 Lucknow-226014 (INDIA)

Ref.No.PGI/FIN/News Paper/2019/621/RSD-7532/19(F.O)/173 /2024 Dated: 11/06/2024

CIRCULAR

In pursuance of the G.O no.12/2019/264(1)/71-2-1 dated 09.02.2019 and Institute's office order no.PGI/DIR/RSD-208/17/1165/2019 dated 14.02.2019 reimbursement of News Paper Allowance in respect of Faculty Members/Officers of the Institute are being made in the following rates based on claim form received from time to time:-

Sl.No.	Level of Officers	Reimbursements are being made per month (in Rs.)
1.	Level - 17	As per actual
2.	Level - 15 to 16	Rs.1100/-
3.	Level - 14 & 14A	Rs. 850/-
4.	Level - 8 to 13, 13A1 & 13A2	Rs. 500/-


To avoid the time taking process for reimbursement of New Paper Allowance it has been decided that the amount of newspaper allowance as per their entitlement would be released along with salary w.e.f July 2024. In this context all the concerned are requested to kindly submit their newspaper allowance claim form if not claimed till now (up to June 2024) latest by 15th of July 2024 for reimbursement. Further from July 2024 onwards a declaration, to the effect that expenditure has been incurred on newspaper has to be provided by the concerned Faculty Members/Officers once in a year.

This issue with the approval of the competent authority of the Institute.


 (Biswajeet Rai)
 Finance Officer

Copy to followings for information:-

1. Director
2. All HOD's with request to kindly bring the contents of this circular to the notice of all staff working under their control.
3. CMS/MS/In-Charge,ATC/Principal CON/ER/JD(A)/CNO.
4. HOD,BHI with request to kindly upload on Institute's website
5. All notice board


 (Biswajeet Rai)
 Finance Officer