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OFFICE MEMORANDUM

No. D.25011/10/2018-GAD/Pt.1, the 27th June, 2019.

Subject : Revision of Entitlement of residential landline Telephones including internet and mobile phones.

1. In pursuance of the Minutes of Meeting on revision of Entitlement of residential landline telephones including internet and mobile phones held on 7.3.2019 & 10.04.2019 vide No. D.25011/10/2018-GAD/Pt-I dt.25.04.2019 and in supersession of all previous Office Memoranda on entitlement of residential landline telephones including internet and mobile phones and in partial modification of OM No. D.25015/34/2016-GAD dt. 14.07.2017 issued by the Government of Mizoram, the undersigned hereby **revises entitlement of residential landline telephones including internet and mobile phones by officers** as shown below:

Sl. No.	Entitled Class of Officers	Monthly Billing of Residential landline telephone (including Internet) & Mobile Phone clubbed together (in Rs.)
1.	(a) Private residence	3,500/-
	(b) Bungalow	Actual Bill
2.	Addl. Chief Secretary, Principal Secretaries, Commissioners, Secretaries, Special Secretaries, DGP, IGP	3,500/-
3.	Additional Secretaries, Joint Secretaries, Heads of Departments (including Addl. Director), Superintendents of Police, Commandants, DIGP	2,500/-
4.	Deputy Secretaries, Under Secretaries and equivalent Officers posted in the Mizoram Secretariat	1,000/-
5.	Superintendents, Stenographers Grade -I and equivalent officers posted in the Mizoram Secretariat	600/-

2. The category "*Other Officers*" reflected in the previous Office Memoranda is no more shown in the table of list of entitlement. Those officers who have already been specifically allowed by the Government to retain residential landline telephone, internet and mobile phone under 'Other Officers' in the previous Office Memoranda may reimburse their bills not exceeding Rs.600/- per month or they may seek approval of the Government for revision as per their equivalent rank. Those officers whose nature of works genuinely demands residential landline telephone, internet and mobile phone may be considered case to case. In such cases, their request may be considered by the Government and the ceiling may be decided as per the equivalent rank of the officer. Thus, 'Other Officers' shall be construed to mean only those officers or class of officers who have been specially allowed by Government of Mizoram, General Administration Department to reimburse residential landline telephone, internet and mobile phone bills, in view of the nature of works / duties assigned to them even though they may not be otherwise entitled to retain such means of communications.
3. It has come to the notice of the Government that Secretariat Administration Department (SAD) has been in receipt of bills from officers for different periods. As there are large numbers of entitled officers in the Mizoram Secretariat, some of them submitted their bills monthly/bi-monthly while others did quarterly. At times, some bills were lost at the dak level. In light of the problems encountered by the Secretariat Administration Department in the current system of reimbursement of the bills, a uniform system of payment similar to that of the payment system of household peons may be adopted for reimbursement of the telephone including internet and mobile phone bills in respect of officers posted in the Mizoram Secretariat. Even if the actual bill exceeds the ceiling or is less than the admissible rate, a fixed amount shall be paid to the entitled officers every month. Thus, irrespective of the actual bills, a fixed sum of money has to be reimbursed to the officers every month as per their entitlement.
4. For officers who are included in the entitled class of officers but who are not posted in the Mizoram Secretariat, the sum of the actual monthly bills for residential landline including internet and mobile phone bills, not exceeding the ceiling, should be reimbursed by them every month from their respective Departments / Offices on production of original receipts / cash memos. Re-imburement should be made only for those bills which bear the name of the entitled officers concerned and no other name is admissible including a bill which bears the name of his / her members of the family.

This revision of Entitlement of residential landline telephones including internet and mobile phones shall become **effective from 1st July, 2019.**

This is issued with the concurrence of Finance Department (EC) vide I.D. No. FIN (EC)141/2019-GAD Dt.13.06.2019.

Biaktluanga,
Commissioner & Secretary to the Govt. of Mizoram,
General Administration Department.