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भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

No: A.60011/101/2014/HRPC/.

MAY 28, 2015

The Regional Executive Director,
Airports Authority of India
Northern/Western/Eastern/Southern/NER
Delhi/Mumbai/Kolkata/Chennai/Guwahati

The Executive Director
Airports Authority of India
RCDU/FIU,
New Delhi.

The Airport Director
Airports Authority of India
Kolkata/Chennai Airport

The Director
Indian Aviation Academy
New Delhi.

The Principal
CATC
Allahbad

The General Manager
CRSD/E&M Workshop
AAI, New Delhi

CHRM CIRCULAR NO. 06/2015

SUB.: Issue of Brief Case/Ladies Purse to Executives- Revision of rates reg.

In supersession to earlier Circular No. PERS/GEN.1/1212/25/85 dated 28.04.1997 regarding reimbursement towards cost of Brief Case to Officers of AAI, it has been decided to revise the admissibility towards procurement of Brief Case/Ladies Purse as under:-

S.NO.	LEVEL/GRADE OF THE EXECUTIVES	ENTITLED AMOUNT
1.	Chairman/Board Level Members/CVO	Rs. 10,000/-
2.	EDs/GMs	Rs. 8,000/-
3.	DGMs	Rs. 5,000/-
4.	AGMs/SMs	Rs. 3,000/-

2. Reimbursement for purchase of Brief Case/Ladies Purse to the Executives, as indicated above, will be allowed once in a block of 3 (three) years commencing from 01.04.2015 to 31.03.2018 and so on.

3. Eligible executives may purchase the Brief Case/Ladies Purse (as the case may be) of their own choice from any of the private/public outlet and submit their claim along with the original bill/cash receipt to HR/Admn. Directorate for verification/service records and thereafter the same will be forwarded to Directorate of Finance for reimbursement.

... Contd. ...

राजीव गांधी भवन
Rajiv Gandhi Bhawan

सफदरजंग हवाई अड्डा नई दिल्ली-110003
Safdarjung Airport, New Delhi-110003

दूरभाष : 24632950
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4. The executives, having more than one year balance service for superannuation in the applicable block year period will only be eligible for reimbursement of the cost of Brief Case/Ladies Purse.
5. This issues with approval of the Competent Authority.


(ANUJ AGGARWAL)
MEMBER (HR)

Copy to :-

- OSD to Chairman
- Member (Plg./ANS/Ops./Fin./O/o Member (HR)/CVO
- All HoDs at CHQ
- ED(Admn.)/GM(Admn.)
- GM (IT) : For uploading on AAI website.
- SAP/ERP, HR Core Team
- General Secretary, AAEU
- President/General Secretary- AAOA(I)/IAAIOA/ACOA(I)/ATC Guild(I)/
AAI Engg. Guild/AAI (SC/ST) EWA