

Tele : 23014676

**A/31668/Stores/CAO/SM-II**

Government of India  
Ministry of Defence  
Office of JS & CAO,  
'E' Block Hutments  
New Delhi-110011

Dated : 19 Jan 2021

To,

The PCDA HQrs  
'G' Block, New Delhi-110011

Sub : Revision of monetary ceiling for reimbursement of cost of Briefcase/Handbag.

I am directed to refer to Govt. of India, Min of Defence, O/o the JS & CAO letter No. A/31668/CAO/SM-II dated 19 Dec 2013 regarding authorization/entitlement for Briefcase/Handbag allowance for official use.

2. In order to implement 7<sup>th</sup> CPC recommendation, the Department of Expenditure issued order dated 06 July 2017 regarding entitlement of various allowances which inter-alia includes monetary ceilings of Briefcase allowance/Ladies Purse/hand bag. Accordingly it has been decided to revise the monetary ceiling for purchase./reimbursement of briefcase/Handbag as under:-

| Sl No. | Pay Band/GP as per 6 <sup>th</sup> CPC | Pay Level as per 7 <sup>th</sup> CPC | Reimbursable Monetary ceiling (in Rs.) | Period           |
|--------|--|--------------------------------------|--|------------------|
| 1.     | Apex                                   | Level 17                             | 10000/-                                | Once in 03 years |
| 2.     | HAG,HAG+                               | Level 15 and 16                      | 8000/-                                 | -do-             |
| 3.     | GP 10000                               | Level 14                             | 6500/-                                 | -do-             |
| 4.     | GP 7600 to GP 8700                     | Level 12 and 13                      | 5000/-                                 | -do-             |
| 5.     | GP 4800 to GP 6600                     | Level 8 to 11                        | 4000/-                                 | -do-             |
| 6.     | GP 4200 to GP 4600                     | Level 6 to 7                         | 3500/-                                 | -do-             |

The above ceiling shall further increase by 25% each time DA increases by 50%

3. The entitled officers/officials can purchase briefcase/office bag/ladies purses of their own choice from any private/public outlet. However, reimbursement shall be restricted to the above mentioned ceilings limits.

4. The other terms and condition issued vide earlier letter will remain unchanged.

5. This issues with the concurrence of Ministry of Defence(Finance) Vide their ID No. 19(8)MO/2010-680 dated 06<sup>th</sup> Jan, 2021.

*Rashmi*

(Rashmi Saxena)  
Dir (E&A)  
For JS & CAO

Copy to :-

The CGDA  
The Director of Audit, Defence Services  
Director(DCW&Trg)O/o JS & CAO  
Dy Dir of Audit, L-11 Block  
Min of Def/Fin(MO)  
All user organizations whose inventories are held with the O/o the JS & CAO  
ADG(Adm & Coord), IHQ Of MoD(Army)  
PC(Coord, Air HQ  
DOA(Stores), Naval HQ

CAO/EDP ✓