

No.F.3(1)-E.II(A)/99  
Government of India  
Ministry of Finance  
Department of Expenditure

New Delhi, the 9<sup>th</sup> February, 1999.

OFFICE MEMORANDUM

Subject:- Recovery of charges for staff cars used for private purposes by officers of the level of Secretary to the Govt. of India and above.

The undersigned is directed to refer to this Ministry's Office Memoranda No No.F.20(5)-E.II(A)/93 dated 28 January, 1994 and No.F.3(3)E.II(A)/96 dated 8th July, 1996 regarding private use of staff cars by Secretary level officers and installation of air-conditioners in staff cars respectively, and to state that due to the increase in the cost of fuel, maintenance and other charges, it has been decided to revise the rates prescribed in para 2 of OM dated 28 January, 1994 and para 3 of the OM dated 8 July, 1996.

2. The revised rates for use of staff cars by Secretaries to the Government of India for private purposes upto 500 kms are as given below:

<u>For cars</u>	<u>Non-AC</u>		<u>Air-conditioned</u>	
	Existing	Revised	Existing	Revised
Upto 16 HP	Rs.350/pm.	Rs.440/pm.	Rs.450/pm	Rs.560/pm.
Above 16 HP	Rs.450/pm.	Rs.560/pm.	Rs.550/pm	Rs.700/pm.

3. These orders will take effect from the date of issue. Hindi version of the OM is enclosed.

*V. Sekar*

(V. Sekar)  
Director

To

- i) All the Ministries/Departments of the Govt. of India etc. etc.
- ii) All the Financial Advisers.

No.F.3(3)-E.II(A)/88  
Government of India  
Ministry of Finance  
Department of Expenditure

New Delhi, the 24<sup>th</sup> July, 1996.

OFFICE MEMORANDUM

Subject : Installation of air-conditioners in staff cars used by officers of the level of Secretary to the Govt. of India and above.

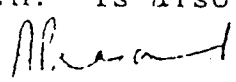
The undersigned is directed to invite attention to this Ministry's U.O.No.3(1)-E.II(A)/84 dated 27.3.1984 regarding ban on installation of air-conditioners in staff cars and U.O.No.3(1)-E.II(A)/84 dated 7.11.1985 wherein it was mentioned that air-conditioners may be installed in the staff cars used by the Ministers, if it is so desired by them.

2. The question of providing air-conditioners in the staff cars used by Secretary level officers and above in the Government of India has been considered. Secretary level officers have to frequently move out of their office premises to attend inter-ministerial and other meetings. Protocol and representational obligations also often necessitate their wearing formal clothes, which makes travel onerous in the absence of air conditioners in the staff cars used by them. Keeping in view these considerations, it has been decided that air-conditioners may be provided in the staff cars used by officers of the level of Secretary to Government of India and above, if so desired by them.

3. As the Secretaries to the Government of India in addition to use of staff cars for journeys between residence and office are also allowed the use of staff car for private purposes upto 500 kms. per month on payment basis, it has been decided to revise these rates where air-conditioners are fitted, as under :-

<u>For Cars</u>	<u>Existing</u>	<u>Revised</u>
i) upto 18 HP	350/- p.m.	450/- p.m.
ii) above 16 HP	450/- p.m.	550/- p.m.

4. These orders will take effect from the date of issue. Hindi version of this O.M. is also enclosed.

  
( ANURADHA PRASAD )

Deputy Secretary to the Government of India.

- To
- i) All the Ministries/Departments of the Govt. of India etc. etc.
  - ii) All the Financial Advisers.

No.F.3(3)-E.II(A)/90  
Government of India  
Ministry of Finance  
(Department of Expenditure)  
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New Delhi, the 3rd April, 1991.  
13th Chaitra, 1913(Saka).

OFFICE MEMORANDUM

Subject: Economy in consumption of petrol/diesel in Government vehicles including staff cars.

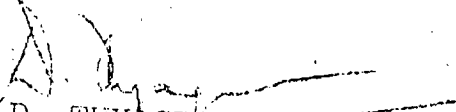
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The undersigned is directed to refer to this Ministry's O.M.s of even number dated 27.6.1990, 22.8.1990 & 24.8.1990, in which instructions have been issued regarding economy in the use of petrol/diesel. These instructions which will continue to be operative for the year 1991-92 are reiterated as under:-

- a) The consumption of petrol/diesel during the year 1991-92 should not exceed 80% of the actual consumption during the year 1989-90.
- b) Government vehicles, except when on deployment for emergency and other unavoidable duties, and staff cars shall not be used on Sundays.
- c) The consumption of petrol/diesel in the cars used by the Ministers and their personal staff shall be restricted to a ceiling of 600 ltrs. per quarter.
- d) The limit of consumption of petrol/diesel during 1991-92 as mentioned at (a) above and ban on the use of Government vehicles and staff cars on Sundays will continue to be applicable in respect of all statutory/autonomous bodies.

2. All Ministries/Departments are requested to ensure strict compliance of the above instructions including those relating to the restrictions on the use of vehicles and staff cars belonging to Public Sector Undertakings, circulated vide this Ministry's O.M. of even number dated 30.8.90 and 18.1.91. The monthly returns on the consumption of petrol/diesel prescribed under this Ministry's D.O. of even number dated 24.8.1990 may continue to be sent to this Ministry under intimation to Ministry of Petroleum and Natural Gas (Sh. Vivek Rae, Dy. Secretary).

3. Department of Public Enterprises and Banking/Insurance Division of Department of Economic Affairs may also issue similar instructions to all Public Sector Undertakings and Banking Institutions, LIC, GIC for strict compliance of the above economy instructions.

4. Hindi version is enclosed.

  
(D. THYAGESWARAN)

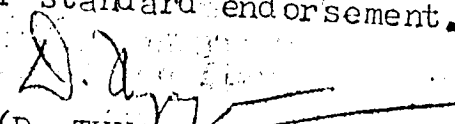
Under Secretary to the Govt. of India.  
Tel: 3013159.

To  
All the Ministries/Departments of the Government of India. etc.

No. F. 3(3)-E, II(A)/90

Copy to:

1. All Financial Advisers
2. Deptt. of Public Enterprises.
3. Banking Division and Insurance Wing of Deptt. of Economic Affairs.
4. C&AG, UPSC, etc. etc. as per standard endorsement.

  
(D. THYAGESWARAN)

Under Secretary to the Govt. of India.  
Tel: 3013159.