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14/07/2015

## NOTIFICATION

The 5th May, 2015

No. GA-19/2014.—In supersession of all earlier orders/office memorandums issued on providing perks and facilities, the Governor of Arunachal Pradesh is pleased to order framing comprehensive Guidelines on Telephone, Mobile, News Papers, Computer and office items/furniture and other entitlements for Council of Minister and Officers and officials of Arunachal Pradesh Civil Secretariat, Itanagar and other departments with immediate effect as shown below.

## A. Entitlement of Telephone, Mobile and News Papers :

Sl. No.	Name	Perks & facilities entitled/admissible
1.	Chief Minister	<ol style="list-style-type: none"> <li>1. Landline telephone at office &amp; residential office with STD Facilities and Fax as per requirement. No ceiling limit</li> <li>2. One mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month</li> <li>3. Six National and two local News papers and three magazine/periodicals.</li> </ol>
2.	Cabinet/Deputy/State Minister	<ol style="list-style-type: none"> <li>1. One landline telephone each at office &amp; residential office and one each for Fax at Office &amp; residential office with no ceiling limit.</li> <li>2. One mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month</li> <li>3. Two National and two local News papers and two magazine/periodicals.</li> <li>4. Refreshment (Tea &amp; Snacks) in office chamber @ ₹ 1,000 (Rupees one thousand) only per month.</li> </ol>
3.	Chief Secretary	<ol style="list-style-type: none"> <li>1. Three landline telephones each at office chamber and official residence with STD and 1+1 facilities in one telephone each at office and residence. The third phone at office will have an ISD/STD/Fax/Broad Band internet connection facility at office chamber with no ceiling limit.</li> <li>2. One mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month</li> <li>3. Four National and two local News papers and two magazine/periodicals.</li> <li>4. Refreshment (Tea &amp; Snacks) in office chamber @ ₹ 1,000 (Rupees one thousand) only per month.</li> </ol>
4.	Commissioners/Divisional & Development Commissions/Secretaries	<ol style="list-style-type: none"> <li>1. One landline telephone each at office chamber and residence with STD and 1+1 facilities. One telephone for Fax at office Chamber with ceiling limit of ₹ 5,000 for office and ₹ 3,000 for residence per month.</li> <li>2. One mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month.</li> <li>3. Two National and two local News papers and two magazine/periodicals.</li> <li>4. Refreshment (Tea &amp; Snacks) in office chamber @ ₹ 1,000 (Rupees one thousand) only per month.</li> </ol>
5.	Additional Secretaries/ Special Secretaries/ Joint Secretaries	<ol style="list-style-type: none"> <li>1. One landline telephone at office chamber and residence with STD facility with ceiling limit of ₹ 4,000 for office and ₹ 2,000 for residence per month.</li> <li>2. One mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month.</li> <li>3. One National and one local News paper and one magazine/periodical.</li> <li>4. Refreshment (Tea &amp; Snacks) in office chamber @ ₹ 1,000 (Rupees one thousand) only per month.</li> </ol>
6.	Deputy Secretaries/ Under Secretaries	<ol style="list-style-type: none"> <li>1. One landline telephone at office chamber with STD facility with ceiling limit of ₹ 2,500.</li> <li>2. Reimbursement of Mobile charges in lieu of one landline telephone at residence with ceiling limit of ₹ 2,500 per month. No. handset and SIM card shall be provided.</li> <li>3. One National and one local News paper.</li> </ol>
7.	PPS to Chief Minister	<ol style="list-style-type: none"> <li>1. One landline telephone at residence with STD facility with ceiling limit of ₹ 3,500 per month.</li> <li>2. One Mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month.</li> <li>3. One National and one local News paper.</li> </ol>
8.	All Private Secretaries	<ol style="list-style-type: none"> <li>1. Reimbursement of Mobile charges in lieu of one landline telephone at residence with ceiling limit of ₹ 2,500 per month. No. handset and SIM card shall be provided.</li> <li>2. One local or National News paper.</li> </ol>
9.	All other Group 'A' officers below the rank of Under Secy in Civil Sectt.	<ol style="list-style-type: none"> <li>1. One telephone at office with ceiling limit of ₹ 2,000 per month.</li> <li>2. One local or National News paper.</li> </ol>
10.	All Group 'B' Gazetted posts in the Civil Sectt.	<ol style="list-style-type: none"> <li>1. One local or National News paper.</li> </ol>



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11. All Heads of Officers in Arunachal Pradesh	1. One landline telephone each at office chamber and residence with STD facility and one telephone for Fax at office chamber with ceiling limit of ₹ 4,000 for office and ₹ 2,500 for residence per month. 2. One mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month. 3. One National and one local News paper and one magazine/periodical.
12. Deputy Commissioner/ Superintendent of Police	1. One telephone each at office and residence with STD facility and one telephone for Fax at office chamber with 103 Plan, with ceiling limit of ₹ 4,000 for office and ₹ 3,000 for residence per month. 2. One mobile handset and one SIM card with ceiling limit of ₹ 2,500 per month. 3. One National and one local News paper and one magazine/periodical.
13. ADC/SDO/EAC attached in the DC's office/individual office/other equivalent officers	1. One telephone each at office and residence with STD facility with ceiling limit of ₹ 3,000 for office and ₹ 1,500 for residence per month. 2. One National and one local News paper for ADCs only.
14. All Heads of the District Offices.	1. One telephone each at office chamber and residence with STD facility with ceiling limit of ₹ 2,000 for office and ₹ 1,000 for residence per month. One local or national News paper
15. Circle Officer/Officers of equivalent rank of other Department holding individual charges	1. One telephone at office chamber and residence with STD facility with ceiling limit of ₹ 2,000 for office and ₹ 1,000 for residence per month.
16. All educational institutions/Libraries/Museums/Power Stations/Hospitals	One telephone at office chamber with STD facility with ceiling limit of ₹ 1,500 per month

1. All telephone holders will certify the telephone bills as well as their residence by themselves for authentication of calls made from their telephones.

2. Government telephone will be provided to the entitled officers at their office and residence on receipt of a written requisition and after obtaining approval from the competent authority. All the users of Government telephone on transfer/retirement shall surrender their telephone sets/connection immediately and final telephone bills been duly paid.

#### EXCESS AMOUNT PAYMENT

If telephone bill exceed the ceiling limit, concerned users of telephone should make payment direct to the BSNL authority and submit the money receipt along with bill to the concerned authority for reimbursement of admissible amount.

#### SUPPLY OF NEWS PAPERS/MAGAZINE

The newspapers/magazines in respect of Joint Secretary and above shall be delivered/supplied either at office or resident. However, below officer shall be supplied in their respective offices only.

#### B. ENTITLEMENT OF OFFICE ITEMS AND FURNITURE OF MINISTERS

##### 1. Office Chamber of Ministers:

Sl. No.	Item	Quantity
1.	Executive Office Table (7 X 3") (Reputed Brand)	- 01 No.
2.	Executive Revolving Chair	- 01 No.
3.	Visitor Chair (Supreme Ornate or equivalent)	- 12 Nos
4.	Sofa set with one centre table & two side tables (Reputed Brand)	- 02 sets
5.	Chest type file drawers (six drawers) (Reputed Brand)	- 01 No.
6.	Desktop Computer set with UPS, Printer & Computer table/Fax/Scanner	- 01 set
7.	Steel Almirah (50") (Reputed Brand)	- 01 No.
8.	LED TV 42" with DTH connection	- 01 No.
9.	Photo Copier machine	- 01 No.
10.	Refrigerator	- 01 No.

**2. Residential office of Ministers:**

Sl. No.	Item	Quantity
1.	Executive Office Table (7 X 3") (Reputed Brand)	- 01 No.
2.	Executive Revolving Chair	- 01 No.
3.	Visitor Chair (Supreme Ornate or equivalent)	- 06 Nos.
4.	Sofa set with one centre table & two side tables (Reputed Brand)	- 01 set
5.	Desktop Computer set with UPS, Printer & Computer table/Fax/ Scanner	- 01 set
6.	Steel Almirah (50") (Reputed Brand)	- 01 set
7.	Refrigerator	- 01 No

**ENTITLEMENT OF OFFICE ITEMS FOR OFFICER'S OF  
ARUNACHAL PRADESH CIVIL SECRETARIAT**

**3. Chief Secretary:**

Sl. No.	Item	Quantity
1.	Executive Office Table (7 X 3") (Reputed Brand)	- 01 No.
2.	Executive Revolving Chair	- 01 No.
3.	Visitor Chair (Supreme Ornate or equivalent)	- 12 Nos.
4.	Sofa set with one centre table & two side tables (Reputed Brand)	- 02 sets
5.	Chest type file drawers (six drawers) (Reputed Brand)	- 01 No.
6.	Desktop Computer set with UPS, Printer & Computer table/Fax/ Scanner	- 01 set
7.	Steel Almirah (50") (Reputed Brand)	- 01 No.
8.	LED TV 42" with DTH connection	- 01 No.
9.	Photo Copier machine	- 01 No.
10.	Refrigerator	- 01 No.

**4. Principal Secretary/Development Commissioner/Commissioner/Secretary:**

Sl. No.	Item	Quantity
1.	Executive Office Table (7 X 3") (Reputed Brand)	- 01 No.
2.	Executive Revolving Chair	- 01 No.
3.	Visitor Chair (Supreme Ornate or equivalent)	- 06 Nos.
4.	Sofa set with one centre table & two side tables (Reputed Brand)	- 01 set
5.	Chest type file drawers (six drawers) (Reputed Brand)	- 01 No.
6.	Desktop Computer set with UPS, Printer & Computer table/Fax/ Scanner	- 01 set
7.	Steel Almirah (50") (Reputed Brand)	- 01 No.
8.	LED TV 42" with DTH connection	- 01 No.
9.	Photo Copier machine	- 01 No.
10.	Refrigerator	- 01 No.

**5. Additional Secretary/Special Secretary/Joint Secretary/ equivalent Officers:**

Sl. No.	Item	Quantity
1.	Executive Office Table (6 X 3") (Reputed Brand)	- 01 No.
2.	Executive Revolving Chair	- 01 No.
3.	Visitor Chair (Supreme Ornate or equivalent)	- 06 Nos.
4.	Sofa set with one centre table & two side tables (Reputed Brand)	- 01 set
5.	Chest type file drawers (six drawers) (Reputed Brand)	- 01 No.
6.	Desktop Computer set with UPS, Printer & Computer table/Fax/ Scanner	- 01 set
7.	Steel Almirah (50") (Reputed Brand)	- 01 No.



**6. Deputy Secretary/Under Secretary/equivalent Officers:**

Sl. No.	Item	Quantity
1.	Executive Office Table (6 X 3") (Reputed Brand)	- 01 No.
2.	Executive Revolving Chair	- 01 No.
3.	Visitor Chair (Supreme Ornate or equivalent)	- 06 Nos.
4.	Steel file Rack	- 01 No.
5.	Desktop Computer set with UPS, Printer & Computer table/Fax/ Scanner	- 01 set
6.	Steel Almirah (50") (Reputed Brand)	- 01 No.

**7. Private Secretary/Research Officer/Budget Officer/ equivalent Officers:**

Sl. No.	Item	Quantity
1.	Executive Office Table (5 X 3") (Reputed Brand)	- 01 No.
2.	Executive Revolving Chair	- 01 No.
3.	Visitor Chair (Supreme Ornate or equivalent)	- 06 Nos.
4.	Steel file Rack (four selves)	- 01 No.
5.	Desktop Computer set with UPS, Printer & Computer table/ Scanner	- 01 set
6.	Steel Almirah (78") (Reputed Brand)	- 01 No.

**8. Section Officer/Senior Research Officer/ equivalent Officers:**

Sl. No.	Item	Quantity
1.	Steel Office Table (5 X 3")	- 01 No.
2.	Revolving Chair	- 01 No.
3.	Plastic visitor Chair	- 04 Nos.
4.	Steel file Rack (four selves)	- 01 No.
5.	Steel Almirah (78")	- 01 No.
6.	Desktop Computer set with UPS, Printer & Computer table/Scanner	- 01 set

**9. Assistant/SPA/PA/UDC/ equivalent Officials:**

Sl. No.	Item	Quantity
1.	Steel Office Table (5 X 3")	- 01 No.
2.	Revolving Chair (Half back)	- 01 No.
3.	Plastic visitor Chair	- 01 No.
4.	Steel file Rack	- 01 No.
5.	Steel Almirah (78")	- 01 No.
6.	Desktop Computer set with UPS, Printer & Computer table	- 01 set

**10. Lower Division Clerk (LDC)/ equivalent Officials:**

Sl. No.	Item	Quantity
1.	Steel Office Table (4 X 3")	- 01 No.
2.	Office Chair	- 01 No.
3.	Steel file Rack	- 01 No.
4.	Steel Almirah (78")	- 01 No.
5.	Desktop Computer set with UPS, Printer & Computer table	- 01 set

**C. OTHER ENTITLEMENTS/NON-ENTITLEMENTS**

- One Photocopier machine and one Scanner shall be issued to each Branch as per requirement.
- Data Card/Dongle/Wimax /Wifi Internet facility at office shall be issued to Commissioners/Secretaries on need basis only. No such facility shall be provided for official residence.
- Standard of entitlement of Mobile Handset shall be as per Government approved rate.
- Mobile handset shall be issued once in a posting tenure. In case of replacement due to unforeseen damage or otherwise, justification shall be given in such case. The handset and SIM Card shall be returned to GA Department before relieving the charge on transfer etc. and obtain surrender certificate (applicable to those who is entitled to receive handset and SIM card from GA Department).

5. Basic items like office stationery & sundry items shall be provided to each office as per requirement.
6. No officer/official shall be entitled for any furniture/equipment/ Household/sundry items etc in their official residences.
7. No water/electricity bill shall be paid against official residence/bungalow except HCM/CS and the office room portion of Ministers' bungalow.

T. T. Gamdik  
Secretary (GA),  
Government of Arunachal Pradesh,  
Itanagar.

#### ORDER

The 6th May, 2015

No. WCD-14/94(ICDS)E.—Consequent upon her marriage with Shri Gyamar Tai as per customary law and written request made by Smti Tai Yachey for change in her Surname, Government approval is hereby accorded to change of Surname from Smti Tai Yachey to Gyamar Yachey and herein after, she will be called known and distinguished as Smti Gyamar Yachey for all purposes.

Hage Batt, IAS  
Commissioner,  
Women and Child Development Department,  
Government of Arunachal Pradesh,  
Itanagar.

#### NOTIFICATION

The 12th May, 2015

No. GA-12/2015.—The Governor of Arunachal Pradesh is pleased to re-name the following Government Institution/Assets as under.

Sl. No.	Government Institutions/Assets	Re-named as
1	Subansiri Multi Purpose Outdoor Stadium at Ziro.	Padi Yubbe Multi Purpose Outdoor Stadium Ziro.
2	District Hospital Koloriang.	Chera Talo District Hospital Koloriang.
3	Outdoor Stadium at Pasighat.	Kabang Borang Outdoor Stadium Pasighat.
4	Polytechnic Institute at Namsai.	CP Namchoom Polytechnic Institute Namsai.
5	Outdoor Stadium at Namsai.	Indrajit Namchoom Outdoor Stadium Namsai.
6	Aborani Community Hall at Hapoli.	Gyati Taka Community Hall Hapoli.

This issued with the approval of Hon'ble Chief Minister.

Ramesh Negi  
Chief Secretary,  
Government of Arunachal Pradesh,  
Itanagar.

#### NOTIFICATION

The 12th May, 2015

No. HME(A)-94/2013.—The Governor of Arunachal Pradesh is pleased to accord approval to grant of relaxation in the educational qualification as one time exception with respect to the following Group 'D' posts in the PHQ :-

1.	Group 'D' posts (now placed in Group C)	Sweeper/Barber/Washermen/ Cook/Water Carrier/ Kennelmen.	Class-VIII Pass
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This has the approval of the Cabinet meeting dated 18th December, 2014.

This notification shall come into force with immediate effect and shall supersede all earlier notifications in this regard.

Ramesh Negi, IAS  
Chief Secretary,  
Government of Arunachal Pradesh,  
Itanagar.