



भारतीय लेखापरीक्षा एवं लेखा विभाग
कार्यालय प्रधान निदेशक लेखापरीक्षा (केन्द्रीय), चंडीगढ़

Indian Audit & Accounts Department
Office of The Director General of Audit (Central),
Chandigarh



No. DGA(C)/Admn-II/ Telephone /2025-26/ 315

Date: 30.07.2025

Office Order

In accordance with the instructions contained in Ministry of Finance, Department of Expenditure's Office Memorandum No. 24(3)/E.Coord/2018 dated 26.03.2018 and endorsed by Headquarters Office letter No. 253-FMD/Policy/24-2024 dated 03.07.2024, officers below the rank of Deputy Secretary and equivalent to the Government of India are eligible for reimbursement of residential telephone/mobile/broadband/mobile data card charges, restricted to 25% of the sanctioned strength of Group-A officers. The Director General is pleased to allow following Senior Audit Officers reimbursement of residential telephone/mobile/broadband/mobile data card charges with effect from 01 August 2024:

S. No.	Name of Post
1	Secretary to Director General
2	Senior Audit Officer/ OE&Admn-II
3	Senior Audit Officer/Admn-I
4	Senior Audit Officer/DT-Hqr
5	Senior Audit Officer/DT-DP
6	Senior Audit Officer/INDT-Hqr
7	Senior Audit Officer/INDT-DP-I
8	Senior Audit Officer/INDT-DP-II
9	Senior Audit Officer/CE-Hqr
10	Senior Audit Officer/CE-DP-I
11	Senior Audit Officer/CE-DP-II
12	Senior Audit officer/DT-Vetting

The reimbursement shall be as per the following guidelines laid down in the
aforementioned OM:

1. The reimbursement shall be limited to ₹1200/- per month plus applicable taxes, or actual expenses, whichever is lower
2. The amount shall be reimbursed on submission of bills/receipt in the name of the officer concerned. Officers are at liberty to choose the service provider and the tariff package for residential landline/mobile phones.
3. No SIM card or data card shall be provided by the office.
4. In case where husband and wife are sharing the same residential landline telephone and both are entitled for reimbursement, only one of them will be allowed reimbursement against the residential landline telephone. The claim for mobile phone charges shall be treated separately for each of the officer subject to the entitled ceiling.
5. Reimbursement for mobile will be restricted to the officer in whose name the mobile connection is registered.
6. Telephone reimbursement will not be admissible in cases of Leave (of any nature) and trainings which are for more than one calendar month(s).
7. The bill is to be submitted on eHRMS by concerned officer.

This issues with the approval of the Competent Authority.

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Director (Admin)

No. DGA(C)/Admn-II/ Telephone /2025-26/ 316-325

Date: 30.07.2025

A Copy is sent to the following for information and necessary action.

1. Private Secretary to Director General
2. Personal Assistant, to Director (Admn., DT, INDT & CE)
3. Sr. Audit Officer (Admin I, OE/Admin-II, INDT HQ, DT HQ, CE HQ).
4. Notice Board.

(P. Mahesh)
29/07/25
Sr. Audit officer (Admn-II)