



एम.टी.एन.एल.
MTNL

महानगर टेलीफोन निगम लिमिटेड

(भारत सरकार का उद्यम)

MAHANAGAR TELEPHONE NIGAM LIMITED

(A GOVERNMENT OF INDIA ENTERPRISE)

निगम कार्यालय, CORPORATE OFFICE

MTNL/CO/Pers/Sr/94/LTC/04/part-I

25/03/2014

23/c
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(1)	Executive Director	(2)	Executive Director	(3)	CGM(WS)
	MTNL		MTNL		MTNL
	Delhi		Mumbai		Delhi

Sub: Expenditure Management- Economy measures and Rationalization of expenditure- Reg.

Reference is invited to DPE OM No. DPE/3(4)/08(Fin) dated 15th October, 2013 forwarded by DoT (copy enclosed) on the above subject for strict compliance. Accordingly, the following measures for fiscal prudence and economy comes into immediate effect in MTNL.

(A) Seminars and Conferences:

- (1) Utmost economy shall be observed in organizing conferences/seminars/workshops. Only such conferences, workshops, seminars etc. which are absolutely essential, should be held wherein also a 10% cut on budgetary allocations shall be effected.
- (2) Holding of exhibitions/seminars/conferences abroad is strongly discouraged except in the case of exhibitions for trade promotion.
- (3) There will be a ban on holding of meetings and conferences at five star hotels.

(B) Purchase of Vehicles

- a. Purchase of Vehicles is banned until, further orders, except against condemned vehicles.

(C) Domestic and Foreign Travel

- (1) All officers are to travel in economy class for domestic travel. For International travel, all officers may travel by economy class except Board Members, Executive Directors and CVO.

Office Address: 6th Floor, Core-III, Mahanagar Door Sanchay Sadan, 9, CGO Complex Lodhi Road New Delhi 110 003



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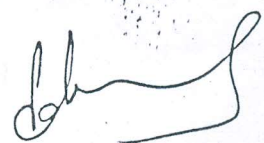
In all cases of air travel, only the lowest fare air tickets of the entitled class are to be purchased/procured. No companion free ticket on domestic/international travel is to be availed of. The existing instructions regarding travel on LTC (Leave Travel Concession) would continue.

- (2) Foreign travel should be restricted to most necessary and unavoidable official engagements based on functional necessity, and that extant instructions are strictly followed.
- (3) Where travel is unavoidable, it will be ensured that officers of the appropriate level dealing with the subject are sponsored instead of those at higher levels. The size of the delegation and the duration of the visit will be kept to the minimum.
- (4) Proposal for participation in study tours, workshops/conferences/seminars/presentation of papers abroad at Government cost will not be entertained except those that are fully funded by sponsoring agencies.
- (5) Travel expenditure should be so regulated as to ensure that allocated budget remains the same.

(D) Creation of Posts:

- (1) There will be a total ban on creation of new posts.
- (2) Posts that have remained vacant for more than a year are not to be revived except under very rare and unavoidable circumstances and after seeking clearance of Board of Directors of MTNL.

This issues with the approval of Competent Authority.


(Deepak Chanduka)
GM (HR)

Encl: As Above

Copy to:

- 1) PS to CMD- for kind information of CMD.
- 2) Director (HR)/(Tech.)/(Fin.), MTNL
- 3) CVO, MTNL
- 4) GM(Admn) MTNL Delhi/Mumbai
- 5) GM(Finance) Delhi/Mumbai/Corporate Office

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F. No DPE/3(4)/08-Fin
Government of India
Ministry of Heavy Industries & Public Enterprises
Department of Public Enterprises

Public Enterprises Bhavan
Block No. 14, CGO Complex
Lodhi Road New Delhi-110003

Dated. 15th October, 2013

OFFICE MEMORANDUM

Sub : Expenditure Management - Economy Measures and Rationalization of Expenditure - regarding

The undersigned is directed to enclose herewith Department of Expenditure OM No. 7(2)/E.Coord/13 dated 18th Sep, 2013 on the above subject and to say that the instructions contained therein are extended *mutatis mutandis* to the CPSEs.

2. CMDs of Schedule 'A' CPSEs (profit making with no accumulated losses and no budgetary support from the Government in the preceding three years and in the current year) will be deemed in Apex Level for the application of these instructions pertaining to domestic and foreign travel, Guidelines regarding companion free ticket. vide O. M. of even number dated 10.05.2013 stands withdrawn.

4. Chief Executive Officers of the CPSEs will be responsible for ensuring the compliance of the measures outlined in this O.M.

5. Wherever a relaxation from the extant instructions is necessary in the interest of industrial growth, business development and capacity building of the human resources as envisaged in their business plans, the same should be considered on a case - to - case basis with approval of DPE/ Administrative Ministry.

6. All the administrative Ministries/Departments are requested to issue suitable instructions to CPSEs under their administrative control for strict compliance.

7. This issues in consultation with of IF Wing Ministry of HI & PE vide their Diary No 831/Fin. III dated 01.10.2013

8. These instructions are issued with approval of Minister (HI & PE).

V.K. Jindal
(V. K. Jindal)
Director
Tel: 24362770

Encl. : As above

To

1. Secretaries of Administrative Ministries/Departments
2. Chief Executive of CPSEs
3. Financial Advisors of the Administrative Ministries/Departments
4. C&AG of India, 10, Bahadur Shah Zafar Marg, New Delhi
5. Department of Expenditure w.r.t. their OM. No. 7(2)/E Coord/13 dated 18th Sep, 2013