



केन्द्रीय भण्डारण निगम

(भारत सरकार का उपक्रम)

CENTRAL WAREHOUSING CORPORATION

(A Govt. of India Undertaking)

जन-जन के लिए भण्डारण/Warehousing for Everyone



No.CWC/I-R&P(Policy)/Rectt./2019

Dated: 20.05.2020

CIRCULAR

Sub:- Provision for reimbursement of mobile phone bill for Group 'D' employees of the Corporation-reg

The Corporation has implemented various e-modules to digitize the process and e-governance like HRMS, e-APAR, e-Office, Warehouse Management System, Depot Online System etc. For providing the medium of effective communication among employees, it has been decided to extend the facility of mobile reimbursement to Group 'D' employees of the Corporation; in continuation of the Corporate Office Circulars no CWC/I-Mobile Phone/Admin dated 17.02.2016, 05.01.2018 and 29.08.2018. **The maximum ceiling of mobile reimbursement for Group 'D' employees is Rs. 300 (Three hundred) only, which includes monthly rental, calls and internet charges.** Hence the actual bill produced by the employee or Rs. 300 whichever is lower will be reimbursed.

All other provision/terms and conditions of the CO Circular No. CWC/I-Mobile Phone/Admin dated 17.02.2016 will be applicable.

(Debapati Saha Chowdhury)
Asst. General Manager (Pers.)

Copy to:

1. All RMs, CWC – with the request for further circulation and providing a consolidated list of the mobile numbers and contact address of all employees who are availing the benefit of reimbursement, to the Admin Section on e-mail id perdiv@cewacor.nic.in for information and updating the records.
2. All HoDs, CWC, CO, New Delhi.
3. Sr. PA to MD/SAM to Dir.(Fin.)/PS to Dir.(Pers.)/PA to CVO, CWC, CO, New Delhi.