



एनबीटी बुक ट्रस्ट
एनबीटी बुक ट्रस्ट, भारत
NATIONAL BOOK TRUST, INDIA
Ministry of Human Resource Development, Govt. of India
प्लॉट नंबर 3 प्रज्ञाप्रदान एरिया, एनडी-2
एनबीटी बुक ट्रस्ट टि-सी-110000

F. No. 6/320/16/Admn.

05th January 2016

OFFICE ORDER

In partial modification of office order dated 06.01.2016 w.r.t. Conveyance Charges, Refreshment Charges and Telephone Charges to the officers and employees of the Trust who are deputed for various duties during the New Delhi World Book Fair - 2016 scheduled from 9th to 17th January 2016 at ITPO, Pragati Maidan, New Delhi will be provided the following:-

| Designation of the Officers/Officials | Conveyance Charges Not to the officers who will avail the Transport facility | Refreshment Charges Per day | Telephone Charges Per day |
|---------------------------------------|---|--------------------------------|------------------------------|
| Group 'A' Officers & equivalent | Rs. 3500/- | Rs. 250/- | Rs. 75/- |
| Group 'B' Officers | Rs. 3500/- | Rs. 250/- | Rs. 60/- |
| Group 'C' & 'D' employees | Rs. 2000/- | Rs. 250/- | Rs. 50/- |
| Contractual Staff | Rs. 2000/- | Rs. 250/- | - |

In case they do not attend the duties on any day at the Fair site for any reasons, the amount will be reduced proportionately.

(Mayank Sharma)
Assistant Director(Admn.)

Copy to:

All Sectional Heads

DD(C&F)

Accounts Section (Budget and Cash Payment)

PS to Chairman

PA to Director

PA to JD(A&F)/JD(P)

Regional Managers

Officer in-charge (BPC)

Notice Board