

**Government of West Bengal  
Finance Department  
Organisation Methods Branch**

No. 18-O&M

Date: 30.09.2009

***Sub: Supply of daily newspapers and periodicals at Government cost.***

The supply of daily newspapers to the Ministers and different categories of officers of this Government and periodicals to the officers at Government cost were so long governed by Memo No. 29-O&M dated 20.2.1995 and Memo. No. 4406-F dt. 21.4.1992 respectively.

In order to economize, the question of revision of the existing scale and fixing of some ceiling of expenditure have been under active consideration of the Government for some time past.

After care full consideration of all the aspects of the matter, the Governor has been pleased to fix the following scale and ceiling of expenditure towards supply of daily newspapers to the Ministers and officers and periodicals to the Officers at Govt. cost, in supersession of Memo No. 29-O&M dated 20.2.1995 and Memo No. 4406-F dated 21.04.1992.

This order will take effect for supplies of newspapers and periodicals from October, 2009 onwards.

**A) Newspapers:**

Sl. No	Admissible to	Maximum no. of newspaper	Ceiling of expenditure per month (Rs.)
1)	All Ministers/Ministers of State	8 (eight)	No limit
2)	Chief Secretary/Additional Chief Secretary	6 (six)	800.00
3)	All Principal Secretaries/ Secretaries/ Special Secretaries	3 (three)	400.00
4)	All Joint Secretaries	2 (two)	300.00
5)	All heads of Directorates	2 (two)	300.00

The officers will have the option to either return the old newspapers or to make a deduction from the reimbursement bill at the rate of 15 per cent for retaining such newspapers when suppliers are received at their residences.

<http://wbxpress.com/>

**B. Periodicals:**

Sl. No.	Admissible to	Ceiling of expenditure per month (Rs.)
1)	Chief Secretary/Additional Chief Secretary	400.00
2)	All Principal Secretaries/Secretaries of the Departments	200.00
3)	Head of Department, Head of Directorate and District Officers (viz. District Magistrate, Superintendent of Police and other declared as such for DEPR)	150.00
4)	Sub-Divisional Officers/Heads of Offices.	100.00

Only Indian Periodicals may be allowed to be purchased. If purchase of any foreign periodicals is felt absolutely necessary, permission from this Department will have to be taken after furnishing justification.

Prior concurrence of the Finance Department for purchase of books, as considered necessary, may be taken as per the existing provisions.

*Sd/- K. K. Bandyopadhyay.*

Joint Secretary to the  
Government of West Bengal  
Finance Department