



# भारतीय आयुर्विज्ञान अनुसंधान परिषद INDIAN COUNCIL OF MEDICAL RESEARCH

वी. रामलिंगरवामी भवन, अन्सारी नगर, पोस्ट बॉक्स 4911, नई दिल्ली - 110 029  
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No.16/140 /2015-Admn.II

Dated : 06.11.2015

To

The Directors/Directors-in-Charge  
of all permanent Institutes/Centres of ICMR.

Sub : Regarding Expenditure incurred for the entertainment by the  
Heads of Divisions of ICMR Institutes/Centres/ICMR Hqrs.

Sir/Madam,

I am directed to state that the Competent Authority has approved provision of following items for entertainment purposes for all the Heads including Scientists-G of the Divisions at ICMR Hqrs. as well as all permanent Institutes/Centres. Accordingly, items given below may be issued to the concerned scientists on monthly basis for their official use :-

- |                                 |   |               |
|---------------------------------|---|---------------|
| 1. A box of 100 normal tea bags | } | for one month |
| 2. One kg. Sugar                |   |               |
| 3. 500 gm milk powder           |   |               |

The above scientists can avail either canteen facility available in the Institutes/Centres/ICMR Hqrs. or facility as mentioned above.

The above items be purchased from Govt. agencies w.e.f. November, 2015.

Yours faithfully,

(Bharat Bhushan)  
Admn. Officer  
For Director General

1. PS to DG, ICMR
2. PS to Sr.DDG(A)/Sr.FA
3. PS to All Divisional Heads
4. ADG(AX) and ADG(JP)
5. Sr. Admn. Officer (Admn.I)
6. Sr. Accounts Officer
7. Accounts Officers
8. Audit Section
9. BIC – to upload on ICMR