

तार : 'फूडकोर्प'	भारतीय खाद्य निगम  FOOD CORPORATION OF INDIA	मुख्यालय
Gram : 'FOODCORP'		नई दिल्ली
फैक्स नं. : एचएफसीआई एनडी ०६६९९९२३४९३२४९	आओएसओ ९००१ २००० प्रमाणित ISO 9001: 2000 CERTIFIED	Head Quarters New Delhi
००६९९९२३४९३१०३	१६-२०, बाराखम्बा लेन, नई दिल्ली-११०००९, दूरभाष-२३४९३८७९-२३४९४८७२-२३४९४८८०	
Fax No. : HFCI ND	16-20, BARAKHAMBA LANE, NEW DELHI-110001, PHONE : 23413871-23414872-23414880	
00911123413241		
00911123413103		

No.EP-19(1)/94-Vol.VI

Dated: 23.01.2008

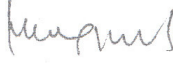
(Circular No.EP-13-2008-03)

Subject: Reimbursement of lodging charges for Executive while on tour – Revision thereof.

In partial modification to this office circular No.EP-13-2005-09 dated 19.4.2005 (issued from file No.EP-19(1)94-Vol.V), it has been decided with the approval of the competent authority that the reimbursement of lodging charges for Hotel tariff while on tour in respect of Executives other than Chairman/Managing Director shall be as follows:

Sl. No.	Category of Officers	Lodging charges admissible on tour per day	
		Principal Cities (Rs.)	Other Cities (Rs.)
I	EDs/ CGMs and equivalent	7000/=	5600/=
II	GMs/DGMs and equivalent	5500/=	4400/=
III	AGMs/Area Managers/Managers and equivalent	2500/=	2000/=

2. Reimbursement of lodging charges in respect of Chairman/Managing Director shall continue to be regularized on the basis of actual expenditure incurred.
3. The other terms and conditions issued from time to time shall remain unchanged.
4. These instructions shall come into force from the date of issue of this circular.


(M.L. Nagpal)
General Manager (P&IR)

Distribution:
As per enclosed list