

**THE STATE TRADING CORPORATION OF INDIA LTD: NEW DELHI**

**(PERSONNEL DIVISION)**

August 02, 2016 <sup>nd</sup>

**CIRCULAR No: IR/24/2016**

**Subject: Reduction in Hotel Entitlement on Official tour – Reduction in Overhead Expenses**


**Reference: Circular No. IR/32/2012 dated 30.11.2012**

In partial modification to the referred Circular No. IR/32/2012 dated 30.11.2012 regarding Hotel Entitlement on Official Tour, there shall a reduction of 10% approximately in the existing tariff, and following are the revised entitlement:

LEVEL	EXISTING TARIFF	REVISED TARIFF
CMD/Directors/CVO	At actuals	At actuals
CGMs/GMs	Rs 10,450/-	Rs 9,400/-
Jt. GMs/DGMs	Rs 8,800/-	Rs 7,900/-
CMs/Managers	Rs 6,050/-	Rs 5,400/-
DMs/AMs/SOM-II	Rs 3,740/-	Rs 3,300/-
SOM-I/OMs	Rs 1,870/-	Rs 1,700/-
All other Staff	Rs 1,100/-	Rs 1,000/-

2. This will come into effect from the date of issue of Circular.

This issues with the approval of the Competent Authority.

  
02/08/16  
(Samit Mohapatra)  
General Manager(Pers)

- Exe. Secy. to CMD
- Exe. Secys. to Director/CVO
- All CGMs
- All divisional Heads/All BMs
- DGM(A&E)
- Notice Board/Website; for information of all concerned