

From

The Chief Secretary to Government Haryana.

To

- i) All the Heads of Departments & Deputy Commissioners in the State.
- ii) Commissioner, Hissar/Gurgaon/Rohatak/Ambala Division.
- iii) All the Managing Directors of the Board and Corporations in the State.

Dated Chandigarh, the 17.9.91.

Subject: Use of Govt. Staff Cars.

Sir,

I am directed to refer to Govt. instructions issued vide circular letter No. 49/1/84-RVA, dated 3.1.1989 and subsequent instructions issued by Finance Department vide its circular letter No. 5/15/89-1B&C dated 19.1.1991 and 11.2.1991 on the above cited subject and to say that the whole issue has been re-considered and the following decisions have been taken:-

- (i) That instructions issued vide circular letter No. 5/15/89/1B&C dated 19.1.1991 and 11.2.91 are hereby withdrawn.
- (ii) That officers would be allowed to use staff cars/vehicles for official journeys between Chandigarh Delhi, Gurgaon and Faridabad henceforth. However, no additional budgetary allocations will be allowed for POL expenditure on account of this relaxation. The departments are advised to manage within their existing Budget Provisions.
- (iii) The rates for official journeys performed by personal vehicles would continue to be Rs. 2/-

per K.M. Similarly, rates for non-official use of Govt. vehicles for private journeys would also be Rs. 2/- per K.M.

- iv) In case of Ministers/ Administrative Secretaries, Managing Directors of Board/Corporations, Heads of Departments, Addl. PSOM and OSD to C.M.Haryana, who are having Ambassador Cars attached with them, use of the vehicles for non-official journeys, including journeys between the residence and the office, upto a total distance of 400 K.Ms on payment of Rs. 200/- per month is allowed. It is, further, stated that the amount of Rs. 200/- shall be deducted from the salary of such officer at source unless the concerned officer submits in writing that he has not been provided with any such vehicle and that he does not use any such vehicle for private use including journeys between residence-office and back.

(v) For private journey "in excess of the permissible limit of 400 Kilometers," the payment would be made by the officer concerned in cash on the close of the calendar month at the rates given above in para (iii).

(vi) The entries pertaining to each journey performed for non-official purposes must be entered in the log-book by the actual user.

(vii) The use of Govt. vehicles for non-official purposes will be subject to the condition that such use must not interfere with the official requirement and the official journeys must always take precedence over private ones.

(viii) The use of Govt. vehicles for non-official journeys should be such as not to attract public criticism. For example, Govt. vehicles should not be taken to such place of public

amusement as clubs, theatres, cinema halls, shopping etc.

(ix)

The staff cars can be used by all the officers entitled to these benefits, at Chandigarh, Delhi and any where in Haryana where they have taken the car on official tour. For example, the use of staff car for non-official journeys within the limits of 400 Kms. would be available in Delhi, if the officer is on tour at Delhi.

(x)

The decision should be implemented in an appropriate manner and proper accounts of payments received from the concerned Ministers/officers be maintained.

(xi)

These instructions should be brought to the notice of all the Ministers/officers using Govt. owned vehicles for strict compliance.

(xii)

The additional daily allowance of Rs. 75/- to officers performing journey by surface public transport would no longer be available now.

Note:

Since these instructions will come into force w.e.f. 17.9.91, The private journey for the month of September would be restricted to 200 Kms. and an amount of Rs. 300/- would be deducted at source from the salary payable on 1st October, 1991 as contribution for the month of September and October, 1991.

2.

These instructions will come into force with immediate effect.

3.

This issues with the concurrence of Finance Department conveyed ^{vide} their U.O.No. 5/15/89-1B&C, dated 17.9.91.

Yours faithfully,

R. Bhatnagar

Under Secretary, Protocol,
for Chief Secretary to Government Haryana.
A copy, with one spare copy, is forwarded to

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