



अटलबिहारी वाजपेयी-  
भारतीय सूचना प्रौद्योगिकी एवं प्रबंधन संस्थान, ग्वालियर  
(भारत सरकार का स्वशासी संस्थान)  
Atal Bihari Vajpayee -  
Indian Institute of Information Technology & Management, Gwalior  
(An Autonomous Institute of Government of India)

ABV-IIITM/G/Reg./2019/...605

Date.....29/3/19

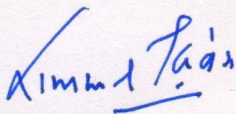
**Notification**

The applicable rates of communication facilities (including telephone/mobile and data/internet charges) for faculty and non-faculty members of the Institute will be as follows :

Sl. No.	Level/Designation	Limit of Reimbursement
1.	Director	₹. 4,200/- per month
2.	Professor on HAG, Professor, Registrar	₹. 3,000/- per month
3.	Associate Professor, Joint Registrar	₹. 2,700/- per month
4.	Assistant Professor, Deputy Registrar and Assistant Registrar	₹. 2,250/- per month
5.	All other eligible regular employees	₹. 1,200/- per month

The reimbursement will be made to the officials on declaration basis and the same will be effective from December 2018 onwards and no other charges will be reimbursed on account of communication facilities (telephone/mobile and data/internet charges).

This is issued with approval of the competent authority.

  
**Registrar**

To,  
All Faculty and Non Faculty Members of the Institute

CC:

1. Director – for kind information
2. Joint Registrar (A&A)
3. Finance and Account Section





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(राष्ट्रीय महत्व का संस्थान, मानव संसाधन विकास मंत्रालय भारत सरकार के तहत)

Atal Bihari Vajpayee - Indian Institute Of Information Technology & Management, Gwalior (MP)  
(An Institute of National Importance under Ministry of HRD, Government of India)

CLAIM FOR REIMBURSEMENT OF COMMUNICATION EXPENSES

Name of Applicant: ..... Designation: .....

Department: .....

Pay Level & Basic Pay (₹.).....

Statement to be furnished on quarterly basis by the officials for reimbursement of expenditure incurred in telephone call charges of telephone/mobile phone/broadband /mobile data/data card.

I certify that I have spent the amount of ₹...../- towards charges of telephone/mobile /phone / broadband/mobile data/data card for the month of :

i) ii) iii)

I further declare that: i) the telephone call charges of mobile/phone / telephone/ broadband / mobile data/data card in respect of which reimbursement is claimed, have been spent by me. ii) The amount for which reimbursement is being claimed has actually been paid by me and has not/ will not be claimed by any other source.

Date: .....

Signature:.....

(FOR OFFICE USE)

1. Amount claimed ₹.....

2. Amount passed for ₹.....

Dealing Hand

AR/DR/JR

Registrar