



ASSAM STATE ELECTION COMMISSION
HOUSEFED COMPLEX, DISPUR, GUWAHATI - 781006. Ph. No. 0361-2263210/2220240/2264920
(tele-fax) 2220240 e-mail - secassam@gmail.com

No. SEC. 16/2017/6

Dated Dispur, the 15th May, 2017

To

- 1) DC, Karbi Anglong, Diphu.
- 2) DC, West Karbi Anglong, Hamren.
- 3) SDO(C), Bokajan.

Sub:

Rate of expenditure on light refreshment and meal charges in connection with conduct of the General Election to the Karbi Anglong Autonomous Council, 2017.

Sir,

With reference to the above, I am directed to say that the scale/norm of expenditure on Light Refreshment of meal charges in connection with conduct of General Election to the Karbi Anglong Autonomous Council, 2017 has been fixed as below in the light of Govt. (Election Department) communication vide No. ELA.73/97/93 dt. 03.03.2016.

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|--|---|---|
| 1. Light Refreshment of the officers/staff including Drivers/Grade-IV employees working 8(eight) hours or more at a stretch in the District/Sub-Divisions H.Q. | } | @Rs. 70/- (Rupees seventy) only per day per head. |
| 2. Meal Charge for the officers/staff including Drivers/Grade-IV employees working 10(ten) hours or more at a stretch in the District /Sub-Divisions H.Q. | } | @Rs. 130/- (Rupees one hundred thirty) only per day per head. |

The expenditure will be incurred by the respective Drawing and Disbursing Officers (Election) who will be responsible for maintenance of accounts in this respect. The relevant rules/procedures and formalities on incurring the expenditure, drawal and disbursing of money should be strictly followed.

Further you are requested to maintain register showing the name and designation of the persons engaged and amount spent date wise and the Register should be signed by you every day.

Yours faithfully

Secretary

Assam State Election Commission
Dispur ::: Guwahati-6