

JK

INDIAN STATISTICAL INSTITUTE
203,B.T.ROAD,KOLKATA-700108

No:CAF/13-2(A)/346
8th August'2012

OFFICE ORDER

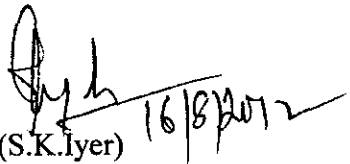
Subject:Purchase of Note Book/Laptop Computers by the employees of the Institute

In terms of office Memorandum no.1(15)E11(A)/2009 dated 14th May'2012 issued by the Ministry of Finance,Department of Expenditure,Government of India,duly forwarded to this Institute by the Ministry of Statistics and Programme Implementation, Government of India vide circular no.A-46011/4/2008-Budget and Accounts dated 28.05.1012 on the abovementioned subject ,it has been decided that on handing over the charge of the post the officer may be given option to retain the laptop on payment of book value.

2.For the purpose of calculation of Book value a depreciation of 15% per year may be adopted.Thus an officer who has had a term of five years will be required to pay 25% of original cost of the laptop at the time of handing over charge at the end of the term deducting depreciation of 75%(15x5). In case of loss,the loss will be recovered from the officer based on the book value of the laptop after allowing for depreciation of 15% per annum as stated above.

3.All other terms and conditions in this regard shall remain unchanged.

This issues with the approval of the Director.


(S.K.Iyer) 16/8/2012

Chief Executive(Administration & Finance)

To1)All Heads of Divisions/Departments/Sections/Units etc.,including outlying centres/offices/Branches of the Institute.

2)Head,C.S.S.C,

3) Dy.C.E(F),

4)Chairman,Website committee for uploading the order in the Institute website,

5) Sri Manoj Pandey,Administrative Officer(for making Hindi version of the order).