



अखिलभारतीयआयुर्विज्ञानसंस्थान, बीबीनगर, हैदराबाद
ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BIBINAGAR, HYDERABAD
"An INI under the aegis of Ministry of Health & Family Welfare, Govt. of India"
हैदराबादमेट्रोपोलिटनक्षेत्र (एचएमआर), तेलंगाना – 508126, भारत
Hyderabad Metropolitan Region (HMR), Telangana-508126, India *th*

संख्या/No. AIIMS/BBN/345/P&A/2025/EST/20

दिनांक / Date. 4 Oct 2025

परिपत्र/CIRCULAR

विषय/SUB : Revision of monetary ceiling for reimbursement of Briefcase/Office Bag/Ladies Purse - Reg.

- Reference to Letter of Ministry of Health & Family Welfare (PMSSY-IV Section) No.A-27023/15/2024-PMSSY-IV (8279285) dated 18 Jul 2024.
- In accordance with the above, approval of Competent Authority is hereby conveyed, In pursuance of order issued by MoH&FW regarding reimbursement of Briefcase Allowance/monetary ceiling for reimbursement of briefcase/official bag, ladies purse/hand bags as detailed below:-

Sl. No.	Level Of Officers/ Officials	Rate limit in Rs.		Period
		Exisiting Ceiling (Rs.)	Revised Ceiling (Rs.)	
1	Level -17	10,000/-	12,500/-	On joining the Institute or on completion of three years from the date of issue of earlier one
2	Level-15&16	8,000/-	10,000	-do-
3	Level-14&14A	6,500/-	8,125/-	-do-
4	Level-13, 13A1, 13A2, & 12	5,000/-	6,250/-	-do-
5	Level – 11	4,500/-	5,000/-	-do-
6	Level -10, 09, 08	4,000/-	5,000/-	-do-
7	Level- 7,6	3,500/-	4,375/-	-do-

- The entitled officer/staff can purchase briefcase/ office bag and ladies purse of their choice from any private/public outlet. It may, however, be noted that reimbursement shall be limited to the above-mentioned ceiling limits and subject to submission of proper invoice/ Bills with GST Number, Book Number and Invoice Number of the trade. The Bills should clearly mention the article and name of the officers/ Staff purchasing the article.
- The reimbursement of briefcase/ office bag/ ladies bag shall be granted to the officers/ Staff once in three years from the date of issue of earlier one.
- This is issued with the approval of the competent Authority Aiims Bibinagar.



Siddharth
4/10/25
डॉ पी एस सिद्धार्थ राव /Dr PS Siddharth Rao)
संकाय प्रभारी प्रशासन / Faculty I/C Administration

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