

G.I., M.F., O.M. No. 7 (2)E-Co-ord./03, dated 25-3-2004

**Ceiling revised to Rs. 150 per head for expenditure on refreshments during meetings, etc.**

This Department, *vide* its O.M. No. 7(5)E-Co-ord./98, dated 12-6-1998 (*Sl. No. 42 of Swamy's Annual, 1998*) had fixed the ceiling of Rs. 50 per head for serving refreshments, etc., during the meetings/conferences/seminars/workshops which start in the forenoon continue beyond lunch time.

2. A number of proposals have been received from various Ministries/Departments seeking relaxation of the above ceiling.

3. The matter has been re-examined and it has been decided to revise the limit of Rs. 50 per head to Rs. 150 per head for serving refreshments/working lunch during the meetings/seminars/conferences which start in the forenoon and continue beyond lunch time. The holding of meetings/conferences/seminars/workshops, etc., in hotels should be avoided to curb wasteful expenditure. The Financial Advisers are requested to adhere to the prescribed revised ceiling keeping always in view the need for austerity and economy in expenditure.