



A-60011/09/2011-PP

भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

8 February, 2011

The Regional Executive Director
Airports Authority of India
NR/SR/WR/ER/NER

The Executive Director (RCDU)
Airports Authority of India
New Delhi

The Airport Director
Airports Authority of India
Kolkata/Chennai

The General Manager (CRSD)
Airports Authority of India
New Delhi

The Principal
CATC
Allahabad

The Director
IAA(NIAMAR)
New Delhi

The Executive Director (FIU)
Airports Authority of India
New Delhi

The General Manager
E&M Workshop, AAI
New Delhi

Corporate HRM Circular -6/2011

Subject: -Provision of mobile handset to the executives.

The issue regarding provision of mobile handsets to the executives has been considered by the Management. It has been decided to reimburse the cost of the mobile handset subject to following monetary ceiling:-

(i)	ED & equivalent	Rs.15,000/-
(ii)	GM & equivalent	Rs.10,000/-
(iii)	Jt, GM/DGM	Rs.7,500/-
(iv)	Senior Manager	Rs.4,500/-

2. Reimbursement of mobile handset to the executives as indicated above will be allowed once in three years. Eligible executives may purchase the handset of reputed manufacturers and submit their bills to the Directorate of Finance for reimbursement.

3. In this connection, the following may also be noted:-

- (i) The executives to whom mobile handsets have already been provided by AAI as per existing policy will be eligible for reimbursement of the cost of mobile handsets under new scheme after completion of three years from the date earlier handset were provided.
- (ii) In case, the earlier handset has been damaged and found to be not repairable, the executives will be entitled for new handsets only after completion of three years from the date of issue of the said handsets.

4. This supersedes the existing policy of providing handsets to the executives of the level of ED and equivalent.

(K.K. JHA)
MEMBER (HR)

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- AAI Engg Guild(I)/ AAI SC & ST Employees Welfare Association/ President, AAEU/ Notice Board.

SM Jolly
GM (Com)