



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

**Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar**



1st Floor, Vidyut Bhawan - II, Bailey Road, Patna - 800 021; Ph. : +91-612-250 4980; Fax : +91-612-250 4960, Website : www.brplp.in

Ref. No.: BRLPS/Admn/01/06/VOL-V/3767

Date : 17/1/13

Office Order

The Executive Committee of BRLPS vide agenda item No. 7/28, approved the proposal relating to provision of advance for purchasing Laptop to support staff, (Office Assistants /Accountants /Steno-cum-PA / DTP Operator) at BPIUs/DPCUs/SPMU.

As per the provision, an amount of Rs. 34,500/- is to be given as advance to such willing support staff who have aptitude and knowledge of working on computer and who apply for getting advance for purchase of Laptop. This amount of advance would be recoverable in 20 equal monthly installments. The concerned staff will have to submit one signed and updated account payee cheque in favour of Bihar Rural Livelihoods Promotion Society along with application for approval of advance for purchasing Laptop. He/She will have to purchase Laptop within one month from the date of getting advance and submit proof thereof to the office concerned.

This is for information of all concerned for doing needful.

By the order of the CEO

[Handwritten Signature]
17-01-13

(Rajesh Parimal)
Administrative Officer

Copy to :

1. OSD/CFO/FO/PS
2. All SPMs /PMs
3. All DPMs / BPMs
4. It Section
5. Concerned files