



# JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

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



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Ref. No: BRLPS/Proc/120/13/III/1540

Date: 06.07.17

## OFFICE ORDER

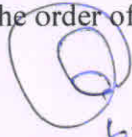
As per approved laptop policy, employees who are entitled to use of laptop for official purposes, can either have their own laptop or can purchase a laptop of not less than prescribed specification with financial loan of Rs 34,500 under option I from BRLPS. The loan amount gets settled in a total of 24 months during which the concerned official uses computer. After the period, the employee concerned is required to apply for approval of computer allowance of Rs 1500 per month under option II. Even such employees who have their own computers & use the same for official purposes have to apply for approval of computer allowance of Rs 1500.00 per month under option II.

It is expected that applications for approval of computer allowance under option II are submitted timely. But, it has been observed that applications under option II are submitted late, sometimes after expiry of several months. It is not desirable. So, it has been decided that:

- 1) An employee should submit option II form within 2 months from the date of adjustment of option I or within 2 months from the date of joining.
- 2) If the same is not submitted within stipulated period, allowance would be admissible from the date of submission of such application & its verification by authorized I.T personnel.

This order is applicable from the date of issue of this order. Rest of the terms & conditions contained in office order Ref no BRLPS/PROC/30/09/1888/09 dated 11-11-2009, BRLPS/PROC/30/09/4796 dated 23-12-2013 & BRLPS/ACCTTS/216/10/2480 dated 27-09-2014 will remain applicable.

By the order of CEO

  
6.7.2017  
B.K PATHAK  
(OSD)

Copy to: All SPMs/SFM/PS/DPMs/FMs/CFO/FO/MGRs/PO/BPMs/PAs/PCs/PMs  
DPMs are requested to circulate this order within their district.