

राष्ट्रीय विज्ञान संग्रहालय परिषद  
**National Council of Science Museums**  
Block-GN, Sector-V, Bidhan Nagar  
**कोलकाता/Kolkata-700 091**

संख्या/No.I-11014/14/2022 / 1461

दिनांक/Dated: September 29, 2022

**परिपत्र /Circular**

**Sub: Austerity measures on travelling and hotel expenditure while on tour**

Based on the suggestions made in the 167<sup>th</sup> meeting of the Directors' Committee of NCSM held on 31<sup>st</sup> August, 2022, it has been decided that the following austerity measures on travelling and hotel expenditure while on tour may be adopted in NCSM with immediate effect in order to mitigate constraint in GIA-General Budget Head of NCSM, till further orders:

1. The employees, who are deputed on tour to the places where the Guest House facility of NCSM is available, should invariably stay in the Guest House and for other places, moderately good economy hotels may be chosen even if the entitlement limit for hotel stay is at higher side.
2. Local travels may be properly planned as far as practicable to avoid expenditure.

This issues with the approval of DG, NCSM.



(S.K. Mishra)  
Secretary

To:

1. PPS to DG, NCSM
2. DDG, NCSM
3. Directors of all NCSM units
4. Sr. CoFA, NCSM
5. PCs/DSOs of all NCSM units
6. CoAs/Dy. CoAs of all NCSM units
7. SO(A), VITM, Bangalore
8. PRO, NCSM & Hindi Cell
9. Office copy