



Kendriya Vidyalaya Sangathan
18 Institutional Area,
Shaheed Jeet Singh Marg
New Delhi – 110 016
Ph-011-26868567/70
Fax-011-2651417

F. No. 11053/18/2011-KVSHQ/Acad

Dated: 31.10.11

Speed Post / E-mail

OFFICE MEMORANDUM

Subject: - Fixation of life for IT Goods and the rate of depreciation for all the units under KVS (HQ) and provision of Data/Communication Devices.

I have to inform that following decisions regarding subject mentioned above have been taken in 90th meeting of Board of Governors of KVS, held on 30th August, 2011.

1. Rate of depreciation for IT goods in Kendriya Vidyalaya Sangathan is fixed @ 20% i.e. life of IT goods shall be 5 years. The term IT good shall mean & include Computer/Laptop/Software/Pendrive/Server/Printer/UPS/Netbook/DataCard/Mobile Phone and such other items that are ordinarily meant to be IT goods. Commissioner, KVS will have the power to clarify whether or not a device/gadget is IT goods.
2. As per DOPT's instructions F. No. 1(15)/E.II(A)/2009 dated 26th May, 2009, officers in receipt of Grade Pay Rs. 7600/- and above are eligible for Laptop to increase their professional efficiency on functional justification. Officers from the rank of Principal and above in KVS become eligible on this criteria. Therefore, KVS had decided to equip them with Laptop computers. Keeping in view transferability it is proposed that the officers be allowed to carry the Laptop issued to them to new unit until they are in the services of KVS. After retirement they will have an option either to retain the Laptop by paying; 5% of the book value if the instrument has completed five years; or depreciated amount if the instrument has not completed five years. In case the officer is not inclined to retain the Laptop it may be returned at the last place of work.
3. a) Board of Governors, KVS has approved the proposal of providing data card to all officers having grade pay of Rs. 7600/- and above, for that upto Rs. 3,000/- towards cost of data card may be reimbursed. Further, the monthly usage on Data Card upto Rs. 1000/- per month shall also be reimbursed on production of documentary evidence.
No limit has been prescribed for Chairman/Deputy Chairman/Vice Chairman of KVS.
b) Senior Admn Officers /Sr. Audit and Accounts Officers, KVS now re-designated as Assistant Commissioner (Admn) & Assistant Commissioner(Finance) will get reimbursement upto Rs. 500/- against mobile usage.
c) The instruments, viz. Data Card are intended for a minimum period of three years from the date of purchase. After three years a fresh reimbursement can be claimed by depositing 5% of the initial reimbursed amount or by returning the instrument.
d) Reimbursement of expenditure on use of Data Card shall be over and above the existed ceiling for use of mobile phones and Broad Band Connectivity.

N. Goyal
31/10/2011

(N. Goyal)

Assistant Commissioner (Acad &L&C).

Distribution:

1. PS to Commissioner
2. PS to Add. Commissioner (Acad)/Admn.)
3. PS to Joint Commissioner (Trg)/Acad/Personnel)
4. All Deputy Commissioners of KVS (HQs/Regional Offices) —
5. All Assistant Commissioners of KVS (Hqrs)/Regional Offices/ZIETs.
6. Principal of all Kendriya Vidyalayas.
7. All Sections of KVS(Hqrs), New Delhi

With the request to distribute copy of this O.M. to all Assistant Commissioners and Principals of your region.

Assistant Commissioner (Acad &L&C).