MONETARY CEILING FOR EXPENDITURE FOR LOCAL PURCHASE OF EMERGENT, LIFE SAVING AND ESSENTIAL DRUGS


2. As per Para 4 of ibid letter, request for increase of ceiling as per format through e-mail was to be addressed to MD ECHS (mdechs-mod@nic.in) with a copy to Dir (P&FC) and Dir (Med) by Stn HQ. It is observed that lot of duplicacy occurred due to different addresses and created confusion, also there is a loss to state in terms of paper consumption and extra work flow. In view of the above, it has been decided that henceforth the request to increase of ceiling is to be forwarded only to Dir (P&FC) through e-mail on (dirpfceechs-mod@nic.in). Further it is also noticed that some Polyclinics are also forwarding the copy to this HQ which is not entertainable until and unless the same has been received from Stn HQs. Hence, this practice needs to be terminated immediately. Polyclinics are not to forward their request to this HQ. All request for increase of ceiling are to be addressed to Stn HQs Only.

3. Stn HQs are to forward the request for increase of ceiling as per the revised performa placed at Appx 'A' henceforth.

4. In view of the above it is requested that the policy is to be circulated to Stn HQs and OIC Polyclinics under your AOR for strict compliance.

5. This has the concurrence of MD ECHS.

(Regd) S Sagar
Gp Capt
Dir (P&FC)
for MD ECHS

Internal:-
Dir (O&C),  For information.
Dir (Med)  
Dir (S&A)  For uploading in ECHS website.
MONETARY CEILING FOR EXPENDITURE FOR LOCAL PURCHASE OF EMERGENT, LIFE SAVING AND ESSENTIAL DRUGS

1. ECHS PC _________ (Name of PC), Type _________ (A, B, C or D) has a monetary ceiling of Rs. _________ (Rs. 2.5 lac or 1.5 lac or 1.0 lac/-) per month to incur expenditure for local purchase of emergent drugs & consumables.

2. An increase of monetary ceiling is required from Rs. _________/- to Rs. _________/- for the month of_____. The details of expenditure as on____ (Date) is as follows:

<table>
<thead>
<tr>
<th>Total Fund allotted to the Stn HQ (363/01)</th>
<th>Expend done by Stn HQ (363/01)</th>
<th>Fund Balance with Stn HQ</th>
<th>Expend of PC for the month (in Rupees)</th>
<th>Balance Available with PC for the month (in Rupees)</th>
<th>Increase in Monetary Ceiling required for (in Rupees)</th>
<th>Average Daily Sick Report</th>
<th>Additional fund Required if Any/ Remarks</th>
</tr>
</thead>
</table>

3. It is certified that the list of Drugs & consumables indented from the authorised local chemist for the month of _______ (Jul 19) along with quantities indented has been included in the Polyclinic indent to SEMO in the month of______ (Aug 19)

sdxxx
OIC ECHS Cell
for Stn Cdr

Copy to :
HQ Command