

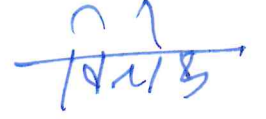
भारतीय मानक ब्यूरो
(प्रशासन विभाग)

परिपत्र

विषय: ब्यूरो ऑफ आउटरीच एंड कम्यूनिकेशन (बीओसी) द्वारा कैलेंडरों, डायरियों, डेस्क कैलेंडरों एवं डायरियों की छपाई के संबंध में

उपर्युक्त विषय पर उपभोक्ता मामले, खाद्य एवं सार्वजनिक वितरण मंत्रालय, भारत सरकार से प्राप्त कार्यालय ज्ञापन (ओएम) संख्या 21/02/2020-(पी&सी) दिनांक 14 फरवरी 2020 के साथ अग्रेषित कैबिनेट सचिव, भारत सरकार के अर्धशासकीय पत्र संख्या 331/1/2/2020-टीएस दिनांक 07 फरवरी 2020 की एक प्रति सूचना एवं सख्त अनुपालन हेतु संलग्न है।

2. सक्षम प्राधिकारी के अनुमोदन से जारी ।



(विनोद कुमार)

निदेशक (प्रशासन)

संलग्न: यथोपरि ।

हमारा संदर्भ: प्रशा/09/04/2014

परिचालित: बीआईएस इंटरनेट के माध्यम से मुख्यालय के सभी विभागों/क्षेत्रीय/शाखा कार्यालयों/
प्रयोगशालाओं/एनआईटीएस

BUREAU OF INDIAN STANDARDS
(Administration Department)

CIRCULAR


Subject: Printing of Calendars, Diaries, Desk calendars and diaries by the Bureau of Outreach and Communication (BOC) – reg.

Please find attached the Office Memorandum (OM) No. 21/02/2020-(P&C) dated 14 February 2020 received from the Ministry of Consumer Affairs, Food & PD, Govt. of India, forwarding herewith a copy of the D.O. note of Cabinet Secretary, Govt. of India, vide D. O. No. 331/1/2/2020-TS dated 07 February 2020, on above subject for information and strict compliance.

2. This issues with the approval of Competent Authority.

Encl: as above

Our Ref: ADMN/09/04/2014


(Vinod Kumar)
Director (Administration)

Circulated to: All Departments at HQs/ROs/BOs/Labs/NITS etc. through BIS Intranet.

2192612

आने वाली डाक
Incoming Dak
जी.एस.डी. नम्बर
GSD No. 1120
दिनांक
Date 24/2/2020

No.21/02/2020-(P&C)
Govt of India
Ministry of Consumer Affairs, Food & PD
Department of Consumer Affairs
(P&C Division)

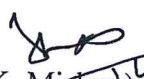
Krishi Bhavan, New Delhi,
Dated: 14-02-2020

Office Memorandum

SUBJECT:- Printing of Calenders, Diaries, Desk calenders and diaries by BOC-Reg.

The undersigned is directed to forward herewith a copy of DO letter No.331/1/2/2020-TS dated 07.02.2020 received from Cabinet Secretary on the above subject for kind information and strict compliance please.

Encl'. As above


(S. K. Mishra) 14/2/2020


Under Secretary to the Govt of India
Tele: 23381233
E/M:uspc-ca@nic.in

DG Dy. No. 1146
Dated 21-2-20

All Divisional Heads,DOCA

Copy for information to:

✓ DG(BIS)/DG(NTH)


Prasad
21.2.


DG

आने वाली डाक
Incoming Dak
जी.एस.डी. नम्बर
DUGA No. 783
दिनांक
Date 24/02/2020

आने वाली डाक
Incoming Dak
जी.एस.डी. नम्बर
DUGA No. 37
दिनांक
Date 24/2/2020

राजीव गाँवा

Rajiv Gauba



सत्यमेव जयते



एक कदम सचता की ओर

मंत्रिमंडल सचिव

भारत सरकार

CABINET SECRETARY
GOVERNMENT OF INDIA

D.O. No. 331/1/2/2020-TS

7th February, 2020

Dear Secretary,

As you may be aware, the Bureau of Outreach and Communication (BOC), under the Ministry of Information & Broadcasting, is entrusted with printing and distribution of Govt. of India calendars and diaries to various Ministries/Departments/PSUs. These are provided free of cost to Ministries/Departments based upon the annual requisitions placed by them. In addition, customized diaries and calendars are also printed and provided by BOC, on chargeable basis, to Departments/PSUs on demand.

2. It has, however, been observed that various Ministries/Departments and PSUs & other organizations under their administrative control, are printing calendars, desk calendars and diaries in addition to those supplied by BOC. This results in duplication of efforts and wastage of financial resources. In this regard, it is also relevant that the usage of paper calendars and diaries has been on the decline, primarily on account of various digital tools and applications available on the Mobile, IPad, Desktop etc.

3. It has, therefore, been decided that Ministries/Departments, as well their PSUs and attached/ subordinate offices, may henceforth make use of printed diaries and calendars supplied by BOC only. Ministries/Departments & PSUs may not undertake such activity on their own. BOC will decide the number of diaries and calendars for each Ministry/Department, including their PSUs, taking into account the employee strength and other requirements and intimate them accordingly. The Ministry/Department concerned may request BOC for additional requirement, if any, with full justification. PSUs/autonomous bodies will be supplied diaries/calendars on chargeable basis. BOC will plan the schedule of printing and distribution of diaries and calendars every year in such a way that the entire distribution is completed on or before 31st December every year.

4. BOC will also make available mobile app of Government diaries and calendars for use by Ministries/Departments etc.

5. These instructions will be effective for the printing of diaries and calendars for the year 2021 onwards. All Ministries/ Departments/PSUs and autonomous bodies are requested to strictly comply with these instructions.

With regards

Yours sincerely,

Shri Avinash Kumar Srivastava
Secretary,
Deptt. of Consumer Affairs
New Delhi

(Rajiv Gauba)