



No. 2/1/2021-DC/722

dated: 01.08.2022

**Sub: Clarification regarding deduction of 10% from hospitality items**

We all know that as per CWC O/o G-17018/1/2020-O&M dated 2.8.2021, Departmental Canteen, CWC is providing hospitality items for official use to all the entitled officers with deduction of 10% on the entitled amount. But, some officers are raising objections/questioning to this 10% deduction, hence, its clarification is as under:

As per para 8.15.2 of Administrative Instructions on Departmental Canteens in Government Offices and Industrial Establishments- 2008 (Green Book) under (Decentralization of power of fixation of prices of eatables), ***“Departmental Committee should ensure that while determining the sale prices, a reasonable margin is provided to cover wastage, wear and tear, breakage of crockery etc. as no financial assistance/grant-in-aid is to be provided for maintenance of Canteens/Tiffin rooms.”***

The present practice of 10% deduction is being followed in our Ministry and even in Central Electricity Authority, Sewa Bhawan also.

From above, provision of 10% deduction is well within the rules. Please bear with us.

(Ashish Kumar)  
Honorary Secretary  
(CWC Departmental Canteens)

To  
All concerned officers (through CWC portal)