

No. 2/1/2021-DC/1272
Central Water Commission
Departmental Canteen

Sewa Bhavan, 3rd Floor
R.K. Puram, New Delhi
Date: 14.02.2025

CIRCULAR

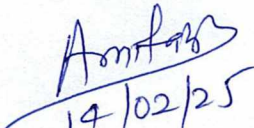
Subject: Levy of 10% service charge on ordering of hospitality items –reg.

May please refer to the CWC, O&M section order no. G-17018/1/2020-O&M dated 02.08.2021 and subsequent clarification letter dated 01.08.2022 from the Departmental Canteen, CWC (attached herewith as Annexure-I) vide which it was conveyed/clarified that CWC departmental canteen is providing hospitality items for official use to all the entitled officers with **a deduction of 10% on the entitled amount.**

Due to various administrative reasons, the implementation of the said O.M. was kept in abeyance for some time. Now, it has been decided to re-implement the said order and hence an amount of 10% will be levied as service charge on the order amount.

This issues with the approval of Chairman, Managing Committee, Dept Canteen CWC.

Encl: Annexure-I


14/02/25

(Amitabh Tiwari)

Honorary Secretary
CWC Departmental Canteen.

Copy for kind information to:

1. Sr. PPS to Chairman, CWC
2. PPS. to Member, D.&R./ W.P.&P./ R.M., CWC
3. PS to all Chief Engineers, CWC
4. Secretary, CWC.
5. All members of Managing Committee of CWC, Dept. Canteen
6. Deputy Director, S.M.Dte, for placing on the CWC website.

भारत सरकार
जल शक्ति मंत्रालय
जल संसाधन, नदी विकास और गंगा संरक्षण विभाग
केन्द्रीय जल आयोग
विभागीय कैटीन



Government of India
Ministry of Jal Shakti
Deptt. of Water Resources, RD&GR
Central Water Commission
Departmental Canteen

No. 2/1/2021-DC/722

dated: 01.08.2022

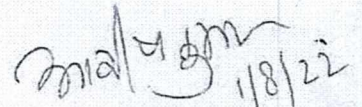
Sub: Clarification regarding deduction of 10% from hospitality items

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)