

Manual-5

Rules, regulations, Instructions, manuals and records for discharging functions

{Section-4(1) (b) (vi)}

S.No.	Name of the act, rules, regulations etc.	Brief gist of the contents	Reference No. if any	Price in case of priced publications (Rs.) [approx.]
1	NDMC Act, 1994	Provides functional boundaries of the working of organization	Govt. of NCT of Delhi	180/-
2	Administration & Establishment Manual	Gives general procedure and guidelines to tackle such issues	Govt. of India's publication	625/-
3	FRSR	Defines provisions and admissibility of facilities	--do-	200/-
4	CCS (Conduct Rules)-1964	Defines expected parameters of the conduct of employees	-do-	115/-
5	CCS (CCA)-1965	Defines safeguard to the Govt. employees	-do-	180/-
6	General Financial Room	Guidelines on Financial matters	-do-	160/-
7	LTC Rules	Guidelines on leave travel	-do-	70/-
8	CCS Leave Rules	Admissibility of leave	-do-	70/-
9	T.A. Rules	Limits prescribed for drawl of allowances while on travel	-do-	135/-
10	Medical Reimbursement Rules	Reimbursement on medical Treatment taken	-do-	170/-
11	OM's and Regulations issued time to time by Govt. of India & State Govt.	-----	-----	-----
12	Delhi Education Act. Rules	Check list for recognition/up gradation and essential certificate case laws & national policy on education	-do-	120/-
13	Societies Registration Act.XXI of 1860	Formation and by laws	-do-	40/-