

CHAPTER-VI

RULES, REGULATIONS AND INSTRUCTIONS

The Doordarshan Kendra, Lucknow normally follows the instructions rules and regulations and the instructions issued thereof by the Prasar Bharati, Directorate General, Doordarshan including Ministry of Finance and Department of Personal and Training (DOPT). Apart from these general rules and regulations like the General Financial rules (GFR), Leave rules, rules on advance for Government servant, Delegation of Financial powers, Central Services Conduct rules etc, the ministry has setup rules and act which provide frame work for the decision making process. The list of reference books would include:

- i) AIR Manual Book of Forms
- ii) Doordarshan Manual Volume 1 Part II Book of Forms
- iii) Doordarshan Manual Volume 1 Part III
- iv) Doordarshan Manual Volume III
- v) AIR Manual Vol I Part I & II

LIST OF REFERENCE BOOKS

1. Part I – General Rules
2. Part II- T.A. Rules
3. Part III- Central Civil Services (Leave) Rules
4. Part IV- Dearness Allowance, Dearness Relief and Ex Gratia to CPF Beneficiaries
5. Part V-HRA and CCA.
6. Swamy's Pension Compilation incorporating CCS (Pension) Rules
7. Swamy's Compilation of CCS (Commutation of Pension) Rules.
8. Swamy's CCS (Extraordinary Pension) Rules
9. Swamy's Compilation on Central Government Employees' Group Insurance Scheme
10. Swamy's Compilation of Staff Car Rules
11. Swamy's Compilation of Medical Attendance Rules
12. Swamy's Compilation of CCS (CCA) Rules
13. Swamy's Compilation of (Conduct) Rules
14. Swamy's Compilation of General Provident Fund Rules
15. Swamy's Compilation of Leave Travel Concession Rules

16. Swamy's Compilation of Children's Educational Assistance
17. Swamy's Compilation of General Financial Rules
18. Swamy's Compilation of Delegation of Financial Powers Rules
19. Swamy's Compilation of House Building Advance Rules
20. Swamy's Compilation on Suspension and Reinstatement
21. Swamy's CCS (Temporary Service) Rules, 1965
22. Swamy's Compilation of New Pension Scheme
23. Manual of Office Procedures