GOVERNMNENT OF ANDHRA PRADESH
A B S T R A C T

Purchase of Computers/Laptops/Note Books/Tablets/Mobile Phones/I-pods/Printers/Scanners by Ministers/Departments – Providing option to Ministers/Officers to return on handing over charge – Calculation of depreciation - Orders – Issued.

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FINANCE (TFR) DEPARTMENT

G.O.Ms.No.205,   **Dated:01-08-2013**.

Read the following:-

> Office Memorandum No.1(15)/E-II(A)/2009, dt:14-05-2012, GOI, Ministry of Finance, Department of Expenditure, New Delhi.

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O R D E R:

　　　　Government of India in the reference read above, has prescribed the procedure to give an option to the officers for handing over charge to return Lap Top on book value subject to certain conditions laid down therein.

2)　　　Government after careful examination hereby adopt the above guidelines for retention of official laptops, Mobile phones/Note Book/I-Pads/Tablets/Printers/Scanners and other electronic gadgets at the time of handing over charge subject to the following conditions:

i. Adequate functional justification for the purchase of Lap-Top and other electronic gadgets not being issued routinely, should be ensured.

ii. The cost of Lap-Top including standard software, should not exceed Rs.70,000/-.

iii. The officer, who is given the Lap-Top/Electronic Gadgets, shall be personally responsible for the safety and security of the Lap-Top/Mobile phones/Note Book/I-Pads/Tablets/Printers/Scanners and other electronic gadgets which will remain Government property and will need to be surrendered at the time of handling over of the charge. In case of loss, the loss will be recovered from the officer based on the book value of the Lap-Top and other electronic gadgets. The officer concerned will be at liberty to have the Lap-Top insured at his personal cost.

iv. On handing over the charge of the post, the officer shall be given an option to retain the Lap-Top and other Electronic Gadgets on payment of book value. For the purpose of calculation of book value a depreciation of 15% per year shall be adopted. Thus an officer who has had a term of five years will be required to pay 25% of original cost of the Lap-Top/Electronic Gadgets at the time of handling over charge at the end of the term deducting depreciation of 75% (15X5). In case of loss, the loss will be recovered from the officer based on the book value of the Lap-Top/Electronic Gadgets after allowing for depreciation of 15% per annum. The calculation of book value on depreciation of 15% per year is illustrated and annexed to this G.O.,

v. The officers should hand over the lap-top and other electronic gadgets with good working condition while handing over the charge.

[P.T.O]

vi.   The existing orders on procurement of electronic gadgets shall continue.

3)   These orders are also available in Andhra Pradesh Government Website http://www.aponline.gov.in and http://www.apfinance.gov.in.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

V.BHASKAR
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
All Secretariat Departments.
All the Heads of Departments.
All the District Collectors.
All the P.S's to Ministers.
The Registrar General, A.P. High Court, Hyderabad.
The Registrar General, A.P. Administrative Tribunal, Hyd.
The Secretary, APPSC, Hyderabad.
The Director of Treasuries and Accounts, A.P. Hyderabad.
The Principal Accountant General (Audit-I) A.P .Hyderabad.
The Principal Accountant General (Audit-II) A.P. Hyderabad.
The Principal Accountant General (A&E) A.P. Hyderabad.
Copy to:
Principal Secretary to C.M.
P.S. to Chief Secretary to Government
PS to PFS/PS to PFS (IF)/PFS (R&E)/PFS (FP)/Secy.(W&P).
All Officers and Sections in Finance Department.
S.F./S.Cs.

// Forwarded :: by order //

SECTION OFFICER.

A N N E X U R E

A)	Actual cost/book value of the Laptop	:	Rs.47,944/-

B) Period to count for depreciation is
    from 01-12-2010 to 30-06-2013
    (i.e., 2 years and 7 months)

C) Depreciation value
    i.e., 2 years X 15% of Rs.47,944/-   =   Rs.14,383/-
    7 months X 1.25% (8.75) of Rs.47,944/-   =   Rs.4,195/-
                                                   Rs.18,578/- (-)   Rs.18,578/-

D) Book value after deducting depreciation value =   Rs.29,366/-

SECTION OFFICER.