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INDIAN COUNCIL OF  
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भारतीय आयुर्विज्ञान अनुसंधान परिषद  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार  
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

No.18/1/2020-Admn-II

Dated: 15.9.2020.

To,

The Directors/Directors-in-Charge of  
permanent Institutes/Centres of ICMR.

Subject : Economy Instructions-Printing activities-reg.

Sir/Madam,

I am directed to refer a copy of email dated 2.9.2020 received from Joint Secretary, Deptt. of Expenditure, Ministry of Finance DBT Mission, Cabinet Secretariat, New Delhi forwarding therewith a copy of OM No. 7(2)/E.Coord/2020 dated 2.9.2020 issued by the Ministry of Finance, Deptt. of Expenditure wherein it has been directed that there will be no further activities towards printing wall calendars, desktop calendars, diaries, festival greeting cards and similar materials with immediate effect. All such activities including materials which were earlier printed in physical format shall be done digitally online. The printing of Coffee Table books is also banned and appropriate use of E-Books is encouraged. Therefore, all concerned are directed to make efforts to adopt innovative means to use digital or online method for the above activities.

Yours faithfully,

(Jagdish Rajesh)

Asstt. Director General (Admn.)

Encl: As above

Copy to:-

1. PS to DG/PS to Addl. DG/PS to Sr. DDG (A)/PS to Sr. FA
2. All Divisional Heads
3. ADG(A) 1/II
4. Dr. L.K.Sharma, Scientist 'E' – soft copy of the same has been mailed at your email ID([sharma.lk@icmr.gov.in](mailto:sharma.lk@icmr.gov.in)) for website upload.

No. 7(2)/E.Coord/2020  
Government of India  
Ministry of Finance  
Department of Expenditure

North Block, New Delhi  
Dated 2<sup>nd</sup> September, 2020

Sr. DDG (A) Office  
Dy. No. : 585796  
Dated : 04/09/20

OFFICE MEMORANDUM

**Subject: - Economy Instructions - Printing activities**

As the world is increasingly moving towards adopting digital force multipliers for productivity and given the fact that using technological innovations for planning, scheduling and forecasting is known to be economical, efficient and effective, the Government of India has decided that there will be no further activities towards printing wall calendars, desktop calendars, diaries, festival greeting cards and similar materials by all Ministries/Departments/Autonomous Bodies and other organs of the Government. All such activities including materials which were earlier printed in physical format shall be done digitally online. The printing of Coffee Table books is also banned and appropriate use of E-Books is encouraged. Therefore, all concerned are directed to make efforts to adopt innovative means to use digital or online method for the above activities.

2. This issues with the approval of Secretary (Expenditure) and will come into force with immediate effect.

(Thanglelian)

Joint Secretary to the Government of India

All Secretaries of the Government of India

Copy to:-

1. Principal Secretary to the Prime Minister
2. Cabinet Secretary
3. CEO, NITI Aayog
4. All the Financial Advisors
5. Secretary, Department of Public Enterprises – with a request to reiterate the same to all PSEs
6. Secretary, Department of Financial Services – with a request to reiterate the same to all Public Sector Banks.

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ADG I

20/04/19

ADG (SR)

02/09

Sr. ADG (A II)

S.No. 948  
8/9/2020