



C I R C U L A R

Subject:- Acceptance of gift.

ECDA Regulations of AAI provide in relation to acceptance of gifts, *inter-alia*, that "no employee shall accept or permit any member of his family or any other person acting on his behalf to accept any gift". As a matter of fact, even on social occasions, like marriages, anniversaries, religious functions, etc., employees are permitted to accept gifts upto the value of Rs.5,000/- only, that too, only from their near relatives or from their personal friends having no official dealing with them. In any other case, gift exceeding Rs.1,000/- cannot be accepted from the same person within twelve months without the permission of the competent authority.

2. CVC and the DPE have also been emphasizing, time and again, that officials working in various CPSEs should refrain from accepting any gift from vendors/firms or persons who are directly or indirectly associated with the functioning of the CPSEs. Despite specific provisions to this effect, it has been observed in the past that gifts in various forms are distributed routinely by many firms/vendors/persons in Rajiv Gandhi Bhawan and other AAI offices around important festivals, more so, around Diwali. In fact, it is a common sight to see many cars/vehicles entering Rajiv Gandhi Bawan and other AAI offices carrying packets of gifts for distribution to officers around Diwali. Needless to say that it dents the image of the organization in the public eyes.

3. With a view to discourage the officials of AAI from accepting any gift, particularly around the forthcoming festival of Diwali, the above instructions are hereby reiterated.

4. The Commandant, CISF and Reception Officers are also advised to strictly but politely decline entry to such vendors/firms or visitors to AAI especially around the festive season in case they carry any gift for any officer of AAI.

5. This issues with the approval of Chairman.


(K.K. Jha)
Member (HR)

Distribution:-

- Chairman/ Member(Plg)/ Member(ANS)/ Member(OPS)/ Member(Fin)/ CVO
- All HoDs/GMs at CHQ/Operational Offices/New Office Complex
- GM(IT) – for uploading the circular in AAI website
- General Secretary, AAEU
- All Officers Associations - AAOA(I)/IAAIOA/ACOA(I)/ATC Guild(I)/AAI Engg Guild/ AAI SCST Employees Welfare Association
- Commandant, CISF / Reception Officer, Rajiv Gandhi Bhavan, New Delhi
- Notice Board.

Copy also to:-

All REDS/APDs/Director, IAA/ Principal, CATC Allahabad - For similar action.

Copy also forwarded for information to:-

OSD to Hon'ble Minister, MoCA / Sr PPS to Secretary, Civil Aviation