

**F.No. 14013/20/2018-GAR**

Government of India  
Ministry of Finance  
(Department of Revenue)

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New Delhi, 13<sup>th</sup> October, 2021

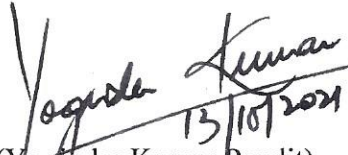
**CIRCULAR**

**Subject: Re-Opening of Gym & Yoga Centre of Department of Revenue.**

In continuation of this Department's circular of even number dated 15<sup>th</sup> March, 2019 regarding Guidelines for Gym and Yoga Centre of Department of Revenue (copy enclosed), the undersigned is directed to inform that the Gym & Yoga Centre of Department of Revenue will **re-open from 20.10.2021 (Wednesday)**. In the Gym & Yoga Centre, all the intended users need to maintain protocol and strict compliance with Covid-appropriate behaviour, proper social distancing, sanitization and should be fully vaccinated against COVID-19.

**2. The intended users may deposit the amount in cash or by cheque favouring SO(Cash), Department of Revenue with SO(GAR)/ Caretaker, GAR as per the application form enclosed with the circular.**

**3. This issues with the approval of the Competent Authority.**

  
13/10/2021  
(Yoginder Kumar Pandit)  
Section Officer (GAR)  
Telephone No. 23095384

To

1. All Officers/Officials in the Department of Revenue, Expenditure & Economic Affairs.
2. SO (Computer Cell)- for uploading the Circular in DoR / E-Office portal.

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New Delhi, the 15<sup>th</sup> March, 2019

CIRCULAR

**Subject: Guidelines for Gym and Yoga Centre of Department of Revenue**

With increased involvement of Government in various activities for the benefit of the people at large, the workload of Government employees has increased manifold. Their sedentary behavior can have many detrimental effects including an increased likelihood for developing illness which may reflect on the quality output. As an employer it has been felt necessary that steps are taken to ensure health and well-being of the employees so as to enable them contribute more effectively in discharge of their official duties. Therefore, this Department has decided to set up a Gymnasium/Yoga Centre at workplace as per the guidelines issued vide OM of the Department of Personnel and Training No. 145/1/2015-16/CCSCSB dated 14.9.2017. Accordingly, **this Department has set up a Gymnasium and Yoga Centre at Ground Floor of North Block (opp. Room No. 48-C), which was inaugurated by Dr. Hasmukh Adhia, the then Finance Secretary on 28<sup>th</sup> November, 2018.**

2. Now since the Gym and Yoga Centre has been made operational, in order to streamline and rationalize its usage, the Department has decided that an **annual membership fee of Rs.2500/-** will be charged for the intended users of the Ministry of Finance. This membership fee will only be for the officers/staff that are on the payroll of the Ministry and drawing their salaries from the respective DDOs of the Departments of Expenditure, Economic Affairs and Revenue. For other officers (from field offices and other organizations) who are working in the Ministry but are not drawing their salaries from the DDOs of the Departments, the annual membership fee will be Rs.5000/-. In that case their respective administration will have to certify about their working in the Ministry. Smooth running of the Gym and Yoga centre will be supervised by a Committee headed by Director(General Admn.) and comprising of US(GAR), US(Coordn.), US(Ad.I), US(Ad.1/A&B), SO(GAR), DDO, one nominated person from Recreation Club as Members and Caretaker, Department of Revenue as Member Secretary. **The intended users may deposit the amount in Cash or by Cheque favouring SO(Cash), Department of Revenue, by 15<sup>th</sup> April, 2019 with SO(GAR)/Caretaker, GAR, as per the application form enclosed with this Circular. The cumulative amount thus collected will then be deposited in Cash Section against a proper receipt.** No request of membership will be entertained after expiry of the said date. However, any officer/official who joins the Department afresh at any point of time can avail the membership within one month of his/her joining the Ministry.

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3. The timing of the Gym and Yoga centre will be as follows:-

1. 7.30 a.m. to 9.00 a.m. - Open
2. 1.00 p.m. to 2.30 p.m. - For Lady officers/officials
3. 5.30 p.m. to 8.00 p.m. - Open

4. The Gym equipment will be available on 'first come – first serve' basis, however, the time is limited to only for 5-10 minutes on one equipment.

5. All the users are requested to strictly adhere to the above timings. Any kind of injury/mishap to any individual will be his/her sole responsibility and the Department shall not bear any kind of responsibility in this regard. For the purpose of small injuries, a first aid box has been provided in the Gym, which may be used in case of any small injury. This Department may not be able to provide any suitable Instructor, therefore, it would be appropriate for the individual officer/staff member who intends to use the Gym facility to first fully equip and train himself/herself with proper functioning/working of the gym equipment, especially Treadmill and Gym Station, and only after full satisfaction start using these facilities of the Gym in the Department.

6. All the officers/officials are requested to maintain official decorum while using the Gym facility.

7. This issues with the approval of the Competent Authority.



(Rakesh Kumar)

Under Secretary to the Government of India

Tel. No. 23095366

To:

**All Officers/Officials in the Departments of Revenue, Expenditure & Economic Affairs.**

Copy for information to:

1. Director (Admn.), Department of Expenditure (10 copies)
  2. Deputy Secretary (Admn.), Department of Economic Affairs (10 copies)
- [with the request to issue this Circular to all the officers/officials in their respective departments]

Copy for information to:

1. PS to MOS(R) / PPS to FS / PPS to RS / PPS to Expenditure Secretary
2. PPS to JS(R)

Government of India  
Ministry of Finance  
Department of Revenue  
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APPLICATION FORM FOR MEMBERSHIP OF 'GYM AND YOGA CENTRE'

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Designation: \_\_\_\_\_

Office Address: \_\_\_\_\_

Mobile No.: \_\_\_\_\_ Tel. No. (Office) \_\_\_\_\_

Annual membership amount: \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_