

**F. No. 3/14/2018-SD/AM**  
**INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS**  
**Sutradhara Division (Establishment Section)**

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New Delhi, j4<sup>th</sup> May, 2026

**CIRCULAR**


**Subject: Implementation of Austerity Measures at IGNCA**

In view of the need to ensure prudent expenditure management and optimum utilization of Government resources, it has been decided that the following austerity measures shall be strictly observed by all offices/units/divisions with immediate effect until further orders:

- Avoidance of unnecessary expenditure on hospitality, printing, publications, and office decoration.
- Restriction on non-essential travel, meetings, seminars, and conferences, with preference for virtual mode wherever feasible.
- e Economical use of electricity, water, air-conditioning, office equipment, and official vehicles.
- Rational use of stationery and promotion of e-Office/e-documentation to minimize paper consumption.
- Avoidance of purchase of new furniture, equipment, and other items unless absolutely necessary
- e Ensuring that all official expenditure is incurred strictly in accordance with extant Government instructions and with due regard to financial prudence.

All Officers and staff members are directed to extend full cooperation in effective implementation of the above austerity measures.

This issue with the approval of the Competent Authority, IGNCA.

  
(Dinesh Kochher)  
Deputy Secretary (A)

To  
All HoDs / Project Heads/Staff Notice  
Board

Copy tO:-

1) PPS to Member Secretary, IGNCA 2) PPS to  
Director (A)