



JAMIA HAMDARD

(Deemed to be University)
Accredited by NAAC in 'A' Category

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NEW DELHI - 110062

D. No.:Estab/LD/207
Dated:05/03/2021

CIRCULAR

Subject:- Payment of House Rent Allowance.

It has come to the notice that a few of serving employees of Jamia Hamdard are staying in the official accommodation allotted to their spouse /parents / children by Govt./ Autonomous bodies/ Public Sector undertakings / Private Organization. They have not reported it to the Establishment Section of the University. In this regard, their attention is invited to the rules regarding admissibility of HRA to those employees who are staying in the accommodation allotted to their spouses /parents /children. The rule position on this matter is briefly stated hereunder for their reference:-

The employees shall not be entitled to House Rent Allowance if:

- i) he/she shares official accommodation allotted to another employees; or
- ii) he/she resides in accommodation allotted to his/her parents/son/daughter by the Central Government, State Government, an autonomous public undertaking, semi-Government organization or a private organization.
- iii) His wife/her husband has been allotted accommodation at the same station by the Central Government, State Government, an autonomous public undertaking, semi-Government organization or private organization, etc., whether he/she resides in that accommodation or he/she resides separately in accommodation rented by him/her.

Contd..2.

All serving employees are requested to intimate by an undertaking/declaration that they are not contravening above said provisions and if they are staying in any of the accommodation as referred to the ibid clauses, they should intimate immediately so that payment of HRA to them may be stopped as per rule. Any staff found violating of the above rules shall be liable to the disciplinary proceeding in accordance with the rules as applicable from time to time.

The undertaking / intimation be submitted by 15th March 2021 to the office of the Deputy Registrar.

Issued by the order of Competent Authority.


(S.S. Akhtar)
Registrar

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