

Indian Institute of Technology Delhi
IRD Accounts

No. IITD/IRD Accounts/Salary/HIRA/691

Date: 14/11/2014

Subject: Recovery of House Rent/License Fee from IRD Project Employees allotted IRD Married Accommodation in IP/Nalanda.

It has been decided by the Competent Authority to recover the House Rent/License Fee from the IRD Project Employees who have been allotted IRD Married Accommodation in IP/Nalanda as per the following mechanism:

i) IRD employees drawing Salary+HRA:

The HRA shall be debited from the concerned Project and License Fee to be recovered from the salary of concerned employees every month.

ii) IRD Project employees drawing Salary without HRA or Consolidated Salary inclusive of HRA component:

HRA @ Rs. 250/- per day as per Institute norms shall be applied. The concerned staff are required to deposit monthly rent @ Rs. 250/- per day in the following bank account every month. The salary will be released subject to submission of copy of bank receipt along with the salary bill every month only. However, the water and electricity charges shall be continued to be deposited in the Institute Revenue Account in SBI/Canara Bank, as per present practice.

Name of Account Holder: IRD, IIT Delhi
Bank Name/Branch: Canara Bank, IIT Delhi
Bank Account No.: 08599101000396
Bank IFSC Code: CNRB0008599

This is issued with the approval of the Competent Authority.



(M. Shamim)

Assistant Registrar (IRD Accounts)

Distribution: All faculty members (through email)

Cc:

1. Dy. Director (Operations)
2. Dean (R&D)
3. Associate Dean (R&D)
4. Associate Dean (Hostels Management)
5. A.R. (IRD)
6. All Dealing Assistants (IRD Salary)
7. Canara Bank, IIT Delhi

O/C