

INDIAN INSTITUTE OF TECHNOLOGY DELHI
Industrial Research & Development Unit

No. IITD/IRD/M-201/4494

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CIRCULAR

All the project staff who are working on yearly contractual basis under IRD projects and who are entitled for HRA as per norms are required to submit the documentary proof in support of their residential address for the purpose of release of HRA.

No claim for HRA will be entertained until self-attested copy of any of the supporting document i.e. Lease agreement / Electricity bill / Voter ID Card / Rent agreement / Bank Account / Aadhaar Card / Passport etc. containing full address of the premises is provided with their HRA claim form.

This issues with the approval of the Competent Authority.

(V.K. Vashistha)
Assistant Registrar, IRD

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