OFFICE ORDER

Sub: Grant of Washing Allowance to the ‘D’ employee/s (As per the Sixth Pay Commission) w.e.f. 1st September 2008

Consequent upon the implementation of Sixth Pay Commission, the Washing Allowance has been revised to double of the existing rates from Rs.30/- per month to Rs.60/- per month. w.e.f. 01.09.2008 onwards to those Group ‘D’ employee/s of the Institute who have been supplied with uniforms.

This allowance is admissible and shall be paid to such employee/s who fulfill the following conditions:

1. The employee/s should submit an undertaking that they will report for duty in the uniform supplied to them, duly signed by the Head of the Departments/Units/Sections in the first month of every financial year to the Accounts Section.

2. In the event of the non-receipt of undertaking, further supply of uniforms/ payment of washing Allowance shall be stopped.

The rate of said allowance shall be increased by 25% every time the Dearness Allowance payable on revised pay scales goes up by 50%.

Encl: undertaking in respect of washing allowance

Copy to:
1. Director
2. Dy. Director
3. Head, Departments/Sections/Units
4. Dy. Registrar(Admin.)
5. Dy. Registrar (F&A)
6. Notice Boards
7. Web Master
INDIAN INSTITUTE OF TECHNOLOGY, KANPUR

WASHING- ALLOWANCE FORM


Name ____________________________ P.F.No____________________

Designation ____________________________ Department/Section/Unit ____________________________

Certified that above mentioned Group 'D' employee maintains and uses his Uniform for official duties in the Institute/Concerned Department / Section /Unit from ______________ to ______________.

Signature & Seal of Head of Department/Section/Unit

Signature ____________________________

Name ____________________________

Designation ____________________________

Seal ____________________________

The said format is to be submitted to Dy. Registrar (F&A) for payment.