

Telegram: TECHNOLOGY

FAX: (0512)259-0260

Phone: 597738,7776



भारतीय प्रौद्योगिकी संस्थान कानपुर  
INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
प्रशासन विभाग  
ADMINISTRATION SECTION

पो. आई.आई.टी. कानपुर - 208016 (उ.प्र), भारत  
PO. IIT KANPUR-208016 (UP), INDIA

No.Estt./OO/2009/IITK/ 290  
Date: March 09, 2009

**OFFICE ORDER**

**Sub: Grant of Washing Allowance to the 'D' employee/s (As per the Sixth Pay Commission) w.e.f. 1<sup>st</sup> 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%.

  
Sanjeev Kashalkar  
Registrar

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



# भारतीय प्रौद्योगिकी संस्थान कानपुर

धुलाई-भत्ता प्रपत्र

सन्दर्भ: कार्यालय आदेश संख्या स्था./OO/2009/IITK/290 दिनांक 09 मार्च 2009

नाम \_\_\_\_\_ व्य.पत्रा.सं \_\_\_\_\_

पदनाम \_\_\_\_\_ विभाग/अनुभाग/यूनिट \_\_\_\_\_

यह प्रमाणित किया जाता है कि उक्त कर्मचारी ने अवधि \_\_\_\_\_ से \_\_\_\_\_ तक सरकारी कार्य हेतु संस्थान /संबन्धित विभाग/अनुभाग/ यूनिट में दी गई वर्दी का उपयोग किया है ।

विभाग/अनुभाग/यूनिट प्रमुख के हस्ताक्षर मुहर सहित

हस्ताक्षर \_\_\_\_\_

नाम \_\_\_\_\_

पदनाम \_\_\_\_\_

मुहर

यह प्रपत्र उप-कुलसचिव (लेखा एवं वित्त) को भुगतान हेतु प्रस्तुत करना है ।



## INDIAN INSTITUTE OF TECHNOLOGY, KANPUR

### WASHING- ALLOWANCE FORM

Reference: Office Order No.Estt./OO/2009/IITK/290 dated : 09 March 2009

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.