

No. 2020/HQ/Admin/RTI-513

Sh. Vinit
Gujarat

Subject: Providing information w.r.t. Original Application received under the RTI Act.2005.

Reference: Your RTI Application dated 30.06.2020 received through DOPT.

Information as obtained from the concerned record holding office is provided herewith as under;

S.No	Point No.	Information sought for	Information provided
1.	1 & 2	Refer the original application dt. 30.06.2020	Available circulars on the subject are attached.

Appellate Authority's name and address is as under;

Ms. R. P. Chhibber
GM/Administration DFCCIL,
5th Floor, Supreme Court Metro Station Building,
Pragati Maidan, New Delhi-110001.



(S.K. Roy)
Dy. G.M/Admn.(PIO)
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011-23454707

DA: 07 sheets



डेडीकेटेड फ्रेट कोरीडोर

डेडीकेटेड फ्रेट कोरीडोर कार्पोरेशन ऑफ इंडिया लि.
Dedicated Freight Corridor Corporation of India Limited
(भारत सरकार का उपक्रम)
(A Govt. of India Enterprises)
5th Floor, Pragati Maidan Metro Station Building Complex,
New Delhi -110001

No. HQ/HR/Retention of House/1

Dated: 20.04.2017

Circular No. 05/2017

Sub: Retention of Company (Third Party) Leased Accommodation on Transfer/ Repatriation/ Retirement/Death.

The Board of Directors (BOD) in their 59th meeting held on 27.02.2017 has approved retention of Leased Accommodation on Transfer/ Repatriation/ Retirement/Death for incorporation in Rule -8 of Chapter-IX of Company Lease Rules of HR Manual as under.

Chapter - IX - Company Lease (Residential Accommodation) Rules

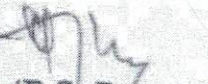
Rule 8 : Retention of Company Leased (Third Party) Accommodation.

In the event of transfer, repatriation, retirement and Death, retention of (Third Party) lease accommodation will be as under:

Event	Retention period
i. Transfer: From one CPM unit to another CPM unit/ Corporate office and vice versa.	<p>i) Two Months with same lease entitlement. Beyond two months the employee can avail the lease facility at the same place but the lease entitlement will be limited to the rate applicable at the new place of posting or actual lease amount, whichever is less, in accordance to Rule 2(c).</p> <p>ii) On account of Education or Medical grounds, the employee can retain the lease accommodation for the following period beyond the normal period of two months as mentioned in (i) above with same lease entitlement:</p> <p>a) <u>On educational grounds:</u></p> <p>(i) Six Months - Bonafide certificate from school or college to be submitted in respect of dependent children for retention of lease accommodation six months beyond two months.</p> <p>(ii) Beyond six months further extension may be granted to cover the Academic/scholastic session. The Academic/Scholastic session will mean period up to "last paper of annual examination plus fifteen days time".</p> <p>b) <u>On medical grounds:</u></p> <p>Six months in case of "Severe illness". Illness of the nature of acute debilitating disease, which requires hospitalization and/or prolonged indoor medical treatment or repeated indoor treatment to the officer or member of his/her family will come under the category of "Severe illness". For the purpose of this rule requisite medical certificate of Authorized Medical Attendant</p>

	should be submitted along with the request for retention of accommodation.
ii) Repatriation	Two months
iii) Retirement	Two months at the rate of the last lease entitlement.
iv) Death-	Four months at the rate of the last lease entitlement.
<p>Note:</p> <ol style="list-style-type: none"> 1. The above rule will be applicable for third party lease only. 2. For availing the retention of company lease accommodation under the above rule, the officer/staff/family of the employee, as the case may be, will have to submit request along with the documents wherever applicable. 3. The above rule will be applicable for construction phase only. 4. MD may relax the above conditions in exceptional circumstances. 	

2. This Rule will be effective from the date of issue of this circular.


 (R.S. Rawat)
 JGM/HR

E-Mail to:

1. Secy. to MD – for kind information of MD
2. Dir./OP&BD, Dir./Infra, Dir./PP, Dir./Fin. & CVO
3. ED/EDFC & ED/WDFC.
4. All GGMs/GMs/CPMs and all officials under them for information.
5. AGM/HR, JGM/HR-I&II, AGM/Fin., JGM/Fin.-II, DGM/HR-II, AM/Fin.
6. Company Secretary.
7. Notice Board.

Circular No. 23 /2019

Sub: Revision of perks and allowances other than basket, lodging charges, daily allowances and lease accommodation ceiling limit as per 3rd PRC in respect of Board level and below board level executives of DFCCIL.

Competent Authority has reviewed the following perks / allowances/ reimbursements being granted to the employees (regular/ deputationists) and have approved the revision of the same as shown here under:-

1. Hard and Soft furnishing;

Category	Recommended by NRC
CMD/MD Director	Rs. 250000/-
ED (E9)	Rs. 225000/-
GGM/GM	Rs. 200000/-
AGM (E7)	Rs. 150000/-
JGM (E6)	Rs. 125000/-
DGM (E5)	Rs. 100000/-
E4 - E0	Rs.75000/-

- i) Employees will be eligible to purchase any household items like: A/C, Inverter, Multi-functional printer, Heat convector, Furniture, Television, Carpet, Mattresses, Curtain, Refrigerator etc.
- ii) Regular employees are entitled to two times in their whole tenure including the period of deputation with a minimum gap of 5 years between the two purchases.
- iii) Five years period for next purchase is to be counted from the date of first purchase of any of the furnishing items by the employee including the period of deputation/extended period of deputation.
- iv) Deputationists will be entitled to the furnishing reimbursement once in their tenure.
- v) Where an officer on deputation takes permanent absorption, he will be eligible for the next purchase only after a gap of 5 years.
- vi) The depreciated cost for the above items will be 60% for the first year, 40% for the second year, 20% for the third year, 10% for the fourth year and nil for the fifth year. If an officer is leaving the organization, he/she will be allowed to purchase the items at the depreciated value indicated above. The existing cases, if any, will also be dealt at mentioned rates.
- vii) At the time of leaving the organization the employees will be allowed to buy back the items at the depreciated value indicated in item (vi) above without GST.
- viii) The official (GM and above) who have already availed the furnishing allowance as per the existing rate may avail the difference between the existing and the revised rates.
- ix) The existing pending cases will be dealt as per the above policy.

[Signature]

2. Reimbursement limit on entertainment Expenses:

Grade	Proposed limit for DFCCIL
Jr. Manager/Asstt. Manger/Manager (E2, E3 and E4)	Rs. 1500/- per occasion subject to a maximum of Rs. 20,000/- p.a.
DGM/JGM (E5 and E6)	Rs.4000/- per occasion subject to a maximum of Rs. 50,000/- p.a.
AGM (E7)	Rs.7500/- per occasion subject to a maximum of Rs. 90,000/- p.a.
GM /GM (Co-ord.)(E8)	Rs.10,000/- per occasion subject to a maximum of Rs. 1,20,000/-p.a.
ED/GGM/CGM	Rs.12,500/- per occasion subject to a maximum of Rs. 1,50,000/-p.a.

This will be reimbursed on submission of the bills, subject to ceiling.

3. The following existing allowances are to dispensed with w.e.f 01.09.2019;

- News Paper Allowance-CDA Employees
- Sumptuary-CDA employees
- Annual grants for technical journal / Magazine-CDA
- Club membership (Reimbursement of membership fee for club/societies/Library)
- Children education allowance

4. Professional updation-education allowance (part of basket in IDA): This allowance is payable @ 15% of the revised pay in 7th CPC for CDA employee's w.e.f 01.09.2019.

5. Transport Allowance(part of basket in IDA): In case of deputationists (CDA scale) the revised rates of Transport Allowance notified by Govt. of India (Ministry of Finance)will be payable at the following rates w.e.f. 1/9/2019:-

Level	Employees posted in X & Y cities as per Ministry of Finance(O.MNo.21/5/2017-E.II(B) dt.7-7-2017)	Employees posted in all other places
9 and above	Rs.7200 + DA thereon	Rs.3600 + DA thereon
3 to 8	Rs.3600 + DA thereon	Rs.1800 + DA thereon
1 and 2	Rs.1350 + DA thereon	Rs. 900 + DA thereon

The other conditions for grant of Transport Allowance will be as per Ministry of Finance, Government of India letter No. 21/5/2017-E.II (B) dt.7-7-2017.

6. Medical Allowance (Outdoor Treatment): The Medical Allowance for CDA employees (deputationist) is revised from 4% of BP to 7% of basic pay and dispensed with electricity allowance w.e.f 01.09.2019.



The allowance is admissible on reimbursement basis i.e. on submission of bills/ certification on monthly basis.

7. **Revised Basket of allowances under Cafeteria Approach for IDA employees:** The limit of outdoor medical allowance in the basket of allowances for IDA employees of DFCCIL increased from 4% to 7%. This allowance will be admissible on reimbursement basis.

8. **Lodging Charges (Hotel):** The revised rates are as under:

S.No	Level	Ceiling for Lodging Charges		
		X	Y	Z
i.	MD	Ashoka Hotel Suite	90% of the rate of Ashoka Hotel Suite	80% of the rate of Ashoka Hotel Suite
ii.	Director			
iii.	ED	10000	9000	7500
iv.	GGM/GM	10000	9000	7500
v.	AGM/JGM	7500	6000	5000
vi.	DGM	6000	5000	4000
vii.	Jr. Mgr to Mgr	3000	2500	2000
viii.	Sr.Exe./Exe.	2200	2000	1000
ix.	Skilled Staff (N5 to N7)	1500	1300	800
x.	TADK (N1 to N4)	1000	800	500

9. **Daily Allowance on Tour :** The revised rates of Daily Allowance on Tour are as under:

Category	Rate per day	in Rs
CMD/MD	2800/- or actual supported by Bill	
DIRECTORS	2300/- or actual supported by Bill	
ED	1500/-	
GGM/GM	1350/-	
AGM/JGM/DGM	1200/-	
Mgr.	1050/-	
AM/Jr Manager/Sr.Exe	900/-	
Executive	800/-	
Non-Executives(N5-N7)		
Skilled Staff	500/-	

10. **Lease Accommodation**

Third Party lease: Base Lease Rates as on 01.07.2019, are as under:-

Level	DFCCIL Monthly rental ceiling for Third Party		
	X	Y	Z
MD	74263		
Director	69010	NA	NA
ED	62381	NA	NA
GGM	57183	43815	25356
GM	50711	40208	23340
AGM	42118	35646	20688
JGM	34585	29599	17187
DGM	34373	24401	14110
Manager	33737	24189	14004
AM	28114	23764	13792
Jr.Mgr	26629	19839	11458
Sr.Exe	22809	18778	10821
Exe.	15065	16126	9336
		10609	6153

Note:

1. 6.5%, 4 % and 1.5% of the employees' basic pay will be added to the base lease rate to arrive at the maximum lease entitlement of the employee. The amount so arrived is to be rounded off to the extent of next 10 in case of Rs.5 and above, and to previous 10 if it is less than Rs.5.
2. Rent recovery will be @ 7.5%, 5% and 2.5% of the Basic pay for X, Y and Z class cities respectively.
3. Lease rates shall be revised to the extent of an increase of @ 3% annually on 1st July.
4. In addition to the above, base lease rate shall be enhanced to the extent of 25% for main areas of Delhi (A, B and C categories of colonies as per Delhi Govt. notification).
5. Tax on housing perquisites value will be borne by DFCCIL @ average tax rates as per Income tax rules.
6. The concept of self-lease has been withdrawn. The employees who are owners (fully/partial) of the property will be eligible to draw HRA only. All other properties will be treated as 3rd party lease.
7. All the employees having Lease/Self Lease already in operation may continue the same as per current lease rates as well as rate of recovery till the expiry of the current Lease.

11.Reimbursement of expenses towards purchase of Instruments (Mobile / Landline) :

Category	Rate(once in 2 years)	
	Mobile	Landline/code-less phone
ED		
GGM/GM	30000	5700
AGM	27000	5700
JGM	21000	2990
DGM	18000	2990
	15000	2990

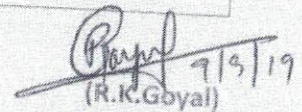
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Mgr (E4)	12000	0
Jr. Mgr/Asst. Mgr	10000	0
Sr.Exe./Exe.	8000	0
Skilled Staff (N7 to N5)	6000	0
MTS (N4 to N1)	6000	0

DEPRECIATION: Depreciation (SLM) @ 47.5% pa, 5% being scrap to be paid by the concerned employee to DFCCIL. This is inclusive of GST. This will be applicable on the purchase of mobile instruments under revised rate w.e.f 01.01.19.

12. Brief case:

Category	Revised rate (once in 2 years)	in Rs.
ED (E-9)		9500
GGMs (E8)		9000
GMs (E-8)		8000
AGM (E-7)		7000
JGMs (E-6)		6000
DGMs (E-5)		5000
Mgr (E4)		4000
AM /Jr.Mgr E-3) & (E-2)		3000
Sr. Executive (E-1)		2000
Executive (E-0)		2000
Below Executives (N1 to N7) (E-0)		1500


(R.K.Goyal)

Group General Manager/HR-II

Copy to:

1. MD
2. Dir./OP&BD, Dir./Infra, Dir./PP, Dir./Fin. & CVO
3. EDs/GGMs/GMs/AGMs
4. All CGMs – for information of all employees working under them.
5. Company Secretary.
6. Notice Board.
7. AM/IT- for placing on intranet.