



डेडीकेटेड फ्रेट कोरीडोर

**Dedicated Freight Corridor Corporation of India Ltd.**

**(A Government of India Enterprises)**

5<sup>th</sup> Floor, Pragati Maidan, Metro Station Building Complex, New Delhi- 110001

Corporate Identity Number U60232DL2006GOI155068 Web:

[www.dfccil.gov.in](http://www.dfccil.gov.in)

No. 2018/HQ/Admin/RTI-184

New Delhi: 09.07.2018

Shri Prasenjit Biswas

25, Niranjana Nagar, Block-A

P.O.- Garulia, P.S. Noapara,

Distt.- 24 PSG (N),W.B

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

**Reference: Original Application dated 30.04.18 received on 07.05.18.**

The information received is provided herewith as under;

S.No	Point No.	Information sought for	Information provided
1.		Service Conduct rule for 'Junior Executive (N5) grade'.	Reply has not been received as on date.
2.		Bond Policy of above mentioned grade.	Reply has not been received as on date.
3.		Promotion policy for above mentioned grade (if not available then upon which policy they are working currently?)	Promotion Policy for Junior Executive (N5) grade in DFCCIL has not been formulated yet.
4.		Office equipment facility.	Copy of this office circular No. HQ/HR/3/Allow. Pol./2 dated 25.01.16 enclosed.

Hope the above information is complete and satisfactory. If not, then you can appeal within 30 days of receipt of the letter to the 1st Appellate Authority whose name and address is as under;

Shri Satish Kothari, GGM/ Administration DFCCIL,  
5th Floor, Pragati Maidan Metro Station Building, New Delhi-110001.

Dy. G.M/ Admn.(PIO)  
E-mail: [skpanda@dfcc.co.in](mailto:skpanda@dfcc.co.in)  
9717636811

Copy to:

DGM/HR:	<i>Case pertains to the month of April. Till date no information has been received in respect of point No.1&amp;2. Information may be provided on items pertaining to your domain.</i>
JGM/HR:	



डेडीफ्रेट कॅरिडोर

डेडीफ्रेट कॅरिडोर कॉर्पोरेशन ऑफ इंडिया लि.  
Dedicated Freight Corridor Corporation of India Limited  
(भारत सरकार का उपक्रम)  
(A Govt. of India Enterprises)  
5<sup>th</sup> Floor, Pragati Maidan Metro Station Building Complex,  
New Delhi -110001

HQ/HR/3/Allow.Pol./2

Dated: 25.01.2016

**Sub: Perks & Allowances attached to the Non-Executive posts below E0 level in IDA/CDA pay scales.**

The Board of Directors (BoD) in their 52<sup>nd</sup> meeting held on 27.11.2015 has approved the allowances attached to the Non-Executive posts (i.e. below E0 level in IDA/CDA Pay Scales) as per Annexure-A.

(R.S. Rawat)  
DGM/HR-I

Copy to:

1. Secy. to MD for kind information of MD.
2. Director (OP & BD), Director (Infra), Director (PP), Director (Finance), CVO.
3. All GGMs/GMs, CPMs
4. AGM/HR, JGM/HR-I & II, JGM/Fin. II & DGM/Fin. II.
5. Company Secretary - for information.

ANNEXURE-A

**ALLOWANCES ATTACHED TO THE NON-EXECUTIVE POSTS i.e. BELOW EO LEVEL IN IDA/CDA PAY SCALES.**

The perks and allowances for Non-Executive employees i.e. in below EO scales, IDA for regular employees and corresponding CDA scales for deputationists are as under:

1 HRA:

Cities/Towns	Rates of House Rent Allowance
X	30%
Y	20%
Z	10%

2 The items contained in the basket will be applicable for IDA scales below EO i.e. N1 to N7 also. Presently the items included are:

- (a) Medical Allowance
- (b) Transport Allowance
- (c) Furnishing Allowance
- (d) Children Education Allowance
- (e) Sumptuary Allowance
- (f) Electricity Charges
- (g) Newspaper/Magazine
- (h) Professional Updation
- (i) Club Membership
- (j) Canteen Allowance/Voucher
- (k) Special Personal Allowance

3 Room Entitlement-Medical Rules: As per Medical Rules defined in HR Manual.

4 LTC: As per LTC Rules as per travel entitlement for performing official duties.

5 Reimbursement of expenses for Residential Telephones/Mobile Phones/Broadband Connection:

Level	Entitlement for call charges (Project offices only)		Instruments (Both for Project & CO)	
	Landline	Mobile	Landline (Every 3 Yrs.)	Mobile (Once in a year)
Skilled Staff	450	600	400	1500
Multi Tasking Staff	0	0	0	0

In order to enable greater flexibility and optimal use of the communication network, for employees working in the project offices, reimbursement (on submission of bills) shall be made by clubbing the charges for Landline+Mobile usage taken together.

Note: Reimbursement of call charges for below Executive will be for specified category of staff with approval of MD.

6 Travelling and Daily Allowance for travel on duty:

Level	Travelling Allowance (Field & CO)	Daily Allowance		
		Field Units	Corporate Office	
		Actual movement basis beyond 8 km from HQ	Beyond 60 Km from HQ	Within 60 Km of HQ (CTA)
Skilled Staff	Actual expenditure as per the entitled mode of travel for journey away from HQ	400	400	-
Multi Tasking Staff		300	300	-

7 Travel Entitlement and Transport Allowance:

Mode	Designation	Travel entitlement on official tour
By Rail including Rajdhani Shatabdi	Jr.Executives Gr. I,II & III, MTS Gr. I & II	AC-3 Tier
	MTS Grade III & IV	Sleeper Class
By Road	Jr.Executives Gr. I,II & III, MTS Gr. I & II, MTS Grade III & IV	Non-AC/Public Bus as per actual/Auto rickshaw

8 Lodging Charges:

Level	Upper Ceiling for Lodging Charges (exclusive of taxes and surcharge)		
	X Class City	Y Class City	Z Class City
Skilled Staff (N5 to N7)	1500	1300	800
Multi Tasking Staff (N1 to N4)	1000	800	500