

Human Resource Department  
Head Office, New Delhi

Ref No. HO/Pers/WR-2017

21<sup>st</sup> May 2020

**CIRCULAR 1748**

**Sub: Restructuring of Other Allowances on Basic Pay**

In partial modification of Circular No. 1722 dated 18/04/2018, the Other Allowances/ Reimbursements admissible to employees in grades 'D' to 'R' stand restructured and modified w.e.f. 01/04/2020 in the manner given below:

SN	Allowances	Gr. D & below
1	Reimbursement of Expenses on journals/ magazines/periodicals/ Newspapers etc.	3%
2	Reimbursement of washing expenses for uniform.	5%
3	Education Allowance	1%
4	Canteen Subsidy / Meal Coupon	4%
5	Transport Allowance	4%
6	Furnishing Allowance	8%
7	LTA Encashment	10%

- a. The Conveyance Allowances (FLTE) has been discontinued w.e.f.01.04.2020. Accordingly, deduction of 5 Kms from the claim for local journey performed for official purpose, as mentioned in Circular No. 1630 dated 14.10.2011, shall be discontinued, w.e.f. 01/04/2020.
- b. The first two items are in the nature of reimbursement and will be reimbursed on monthly basis on filing of the self-certified reimbursement claims to be submitted by the employees to Finance & Accounts Department through the workflow

  
 21.5.2020