



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

क.नं.211 (संकाय भवन)

पो. आई.आई.टी. कानपुर -208016 (उ.प्र), भारत

Room No. 211 (Faculty Building)

PO. IIT KANPUR-208016 (UP), INDIA

No. Estt./OO//IITK/2014/ 3150

Date : May 22 , 2014

**OFFICE ORDER**

Subject: **Grant of washing allowances for Group 'C/D' employees.**

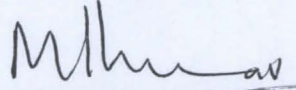
The Institute level Committee constituted to consider various allowances has noted that the Department of Personnel & Training vide its Office Memorandum No. F.No. 14/3/2008-JCA dated 11th September 2008 had announced that the rate of Washing Allowance will be revised from the existing Rs. 30/- per month to Rs. 60/- per month for all common categories of Group 'C/D' employees who have been supplied with uniforms. Moreover, the rate of washing allowance will be increased by 25% every time the Dearness Allowance payable on revised pay scales goes up by 50%. Present rate of Dearness Allowance has become 100%.

Name of the Allowances	6th CPC Revised Rates from 1.9.2008	25% Increased from 1.1.2011 (DA Crossed 50%)	25% Increased from 1.1.2014 (DA Crossed 100%)
Washing Allowance	Rs.60	Rs.75	Rs.90

The Committee examined all the facts and recommended that Government of India Orders be implemented mutatis mutandis in respect of rates of Washing Allowance for Group 'C/D' employees. The Committee after detailed examination submitted its above recommendation to the Competent Authority about the washing allowance and the Competent Authority has approved the same meant for Group 'C/D' employees who are issued the official uniform.

The said washing allowance shall be paid twice in the month of January and July every year subject to the submission of certificate from concerned HOD certifying that incumbent claiming said washing allowance does wear the official uniform issued by the Institute meant for official work. The aforesaid claim for washing allowance should be routed to Account Section through Admin. Section.

The Account Section is requested to take a note of the above for making appropriate payment to the concerned eligible staff members, as per rules.

  
**Manoj Kumar** 22/05/14  
**Assistant Registrar (Admin.)**

Copy to:

1. Director
2. Deputy Director
3. Actg. Registrar
4. Finance Officer
5. Sr. Deputy Registrar (F&A)
6. File- Allowances
7. Web Master