

From

The Chief Executive Officer,
Haryana State Rural Livelihoods Mission,
Akshay Urja Bhawan, 2nd Floor,
Institutional Plot No.-1, Sector-17,
Panchkula

To

All the Additional Deputy Commissioner-
cum-District Mission Director,
Haryana State Rural Livelihoods Mission,

Memo No. HSRLM-2014/2958
Panchkula dated 29-10-2014

Subject:- Reimbursement of communication allowance to the staff of Haryana State Rural Livelihoods Mission

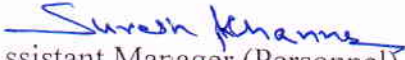
The Executive committee of Haryana State Rural Livelihoods Mission in 3rd meeting held on 27-8-2014 has approved the Human Resource Development Manual and approved communication allowance to be paid to the contractual employees of Haryana State Rural Livelihoods Mission.

In order to give effect to the provisions of salary and benefit policy contained in Chapter-6 of the Human Resource Development Manual, it has been decided to grant communication allowance to the employees as under:-

Sr. No.	Level of staff	Communication allowance (per month) (Amount in Rs.)
1.	Level-I (PD, SPMs, Manager (F&A))	Rs. 600/-
2.	Level-II (DPMs, DFMs, BPMs)	Rs. 500/-
3.	Level-III	Rs. 400/- (for field staff only or as authorized by CEO)
4.	Level-IV (Peons, Chowkidar and part-time sweepers)	Not applicable

The employees of HSRLM will have to purchase and maintain his/her mobile instrument. The employees will give undertaking as per the Annexure attached.


These instructions will come into force from the date of the issue of this letter.


Assistant Manager (Personnel)
for Chief Executive Officer,
Haryana State Rural Livelihoods Mission,
Panchkula, Haryana

Endst No. HSRLM/2014/2959

Dated:29-10-2014

A copy is forwarded to PS/ACS (RD) for kind information of worthy Additional Chief Secretary to Govt. of Haryana, Rural Development & Panchayats Department.



Assistant Manager (Personnel)
for Chief Executive Officer,
Haryana State Rural Livelihoods Mission,
Panchkula, Haryana

Endst No. HSRLM/2014/2960

Dated:29-10-2014

A copy is forwarded to the following for information and necessary action:-

1. Project Director, HSRLM, Panchkula
2. State Programme managers, HSRLM, Panchkula
3. All District Programme Managers/ Block Programme Managers, HSRLM
4. Manager (F&A), HSRLM, Panchkula
5. PA/CEO, HSRLM, Panchkula
6. Programmer, HSRLM, Panchkula


Assistant Manager (Personnel)
for Chief Executive Officer,
Haryana State Rural Livelihoods Mission,
Panchkula, Haryana

Annexure

Certified that I have incurred an amount of Rs. _____ as communication charges for the month of _____, 2014. My Mobile No. is _____

Date _____

Name _____

Designation _____