

Indira Gandhi Delhi Technical University for Women, Kashmere Gate Delhi

ENTITLEMENT OF PERKS & PRIVILEGES TO UNIVERSITY OFFICERS AND OTHER FUNCTIONARIES PER MONTH MAXIMUM CEILING - ON REIMBURSABLE BASIS							
Designation	Mobile	Internet On Land Line	Land Line Telephone	Mobile. Hand Set (Life 03 Yrs)	Hospitality	News Papers/ Magazine	Bag/ Purse *
Hon'ble Vice Chancellor	No ceiling	No ceiling	No ceiling	No ceiling	No ceiling	No ceiling	No ceiling
Registrar					Rs.3,000/-		Rs. 5,000/-
Controller of Finance/ Controller of Examinations/ Deans/ OSD to VC or Eq. Officers.	Rs.1,500/-	Rs.1,000/-	Rs.1,200/-	Rs.15,000/-	Rs.1,500/-	2 News Papers and 2 Magazine	Rs. 5,000/-
Dy. Registrar/ HoDs/ Dy. CoE/ Proctor/ DFO/SE/EE/ Chief Warden/ Librarian/Asstt. Registrar/AFO/PRO/Branch Incharge/ T&P Coordinator or Eq. Officers/ functionaries	Rs. 900/-	Rs. 500/-	Rs. 800/-	Rs.10,000/-	Rs.1,200	2 News Papers and 1 Magazine	Rs. 3,500/-
Section Officer/PS/ Sr. PA	-	-	-	-	-	1 News Paper	Rs. 2,500/-
DDO/SO (Purchase)	Rs. 500/-	-	-	-	-	-	-
Official looking after security and sanitation services/ Staff Car Drivers of VC/ Registrar/ COF/COE	Rs. 300/-	-	-	-	-	-	-

1. Vice Chancellor is entitled for free use of University Car. In case University car is not availed/provided, an amount of Rs.20,000/- per month may be paid towards Fixed Travel Allowance (FTA)
2. The Registrar/Controller of Finance/Controller of Examination may be allowed University Car for commuting between residence to office and *vice-versa*. In case university car is not availed/provided, an amount of Rs. 15,000/- per month may be paid towards Fixed Travel Allowance (FTA)
3. Less expense in land line may be claimed in expenses of internet and *vice-versa* subject to combined ceiling.
4. In case an Officer holds multiple posts, he/she may be allowed to claim perks only for one post.

* Replacement after five years only without surrendering the previous one