

**GOVERNMENT OF WEST BENGAL
FINANCE DEPARTMENT
AUDIT BRANCH**

No. 6038-F

Calcutta, the 22nd May, 1984

MEMORANDUM

Subject: Compensatory House rent allowance.

Under the existing provisions as contained in para 6 of Finance Department Memorandum No. 1925- F dated 21.10.1948 as amended, read with Memorandum No. 46-F, dated 3.1.1975, house rent allowance is admissible to both husband and wife so long as pay drawn by each of them does not exceed Rs. 500 per month. The allowance is payable to only one of them when the pay of one or both exceeds Rs. 500 per month.

2. The matter has been further reviewed by the Government and the Governor has been pleased to decide, in supersession of para 6 of Memorandum No. 1925-F, dated 21.10.1948, as amended, and Memorandum No. 46-F, dated 3.1.1975, as follows :

(a) i) In a case where husband or wife is a State Government employee and the spouse is an employee either of the State Government or of the Central or any other State Government or of an undertaking of a State or Central Government or of an educational institution or a local body etc., the allowance at usual rate will be admissible to both of them without reference to the rent certificate provided the total pay of husband and wife taken together does not exceed Rs. 1000 per month.

(a) ii) If the total pay of the husband and wife taken together exceeds Rs. 1000 per month, the allowance at usual rates will be admissible to both, the total H.R.A. drawn by them being subject to a maximum of 15% of pay of both husband and wife taken together or Rs. 275 p.m., whichever is less. However, for claiming total H.R.A. at a rate higher than Rs. 150 per month, rent certificate will have to be produced and in such cases, the total H.R.A. shall be limited to the actual rent paid.

(b) i) Where both husband and wife are State Government employees, both of them will furnish joint declarations to their respective Heads of Offices. Each Head of Office will determine the H.R.A. admissible to the Government employee under his control in accordance with the provisions contained in para 2(a) of this memorandum.

(b) ii) Where the husband or wife of a State Government employee is an employee of the Central or any other State Govt, or of undertaking of a State or Central Government or of an educational institution or a local body etc., the State Government employee will submit a declaration jointly with his/her wife husband to the concerned Head of Office, who will

determine the H.R.A. admissible to the State Government employee in accordance with para 2(a) of this Memorandum.

The declaration as mentioned above must be obtained by the Heads of Offices in January and July of every year. All Heads of Offices should strictly ensure that no house rent allowance is drawn in respect of a Govt. servant from whom such declaration has not been received.

A model declaration form is enclosed.

3. In partial modification of para 10(a) of Memorandum No. 1925-F, dated 21.10.1948 as substituted by Memo No. 11745-F, dated 19.11.82 the Governor is further pleased to direct that for the purpose of drawal of house rent allowance, i documentary evidence will not be required upto basic pay including special pay, if any of Rs. 1000 p.m. i.e. the dearness pay will not be taken into account for this purpose unless house rent allowance is claimed on an amount more than Rs. 1000.
4. The Governor is aslo pleased to decide that in respect of employees occupying accommodation owned/leased or requisitioned by Government and paying a fixed percentage of pay as house rent, house rent shall be deducted on their basic pay including special pay, if any only and D.P. shall not be taken into account for this purpose.
5. The other conditions for drawal of house rent allowance as contained in Memorandum No. 1925-F, dated 21.10.1948 as amended, shall apply.
6. This order takes effect from 1st April, 1984.

Sd/- P. K. Sarkar

Secretary to the Govt. of West Bengal.

**DECLARATION UNDER PARA 2(B) OF FINANCE DEPTT,
Memo. No. 6038-F, dated 22.5.84 read with Memo,
Nos. 1925-F, dt. 21.10.1984 and 46-F, dt. 9.1.75.**

I hereby declare for the purpose of para 6 of appendix 20 of W.B.S.R. Part-II that :

A. I AM NOT MARRIED :

My wife/husband IS NOT IN SERVICE under the Govt. of India, or any State Govt. or any Govt. Undertaking or any Statutory or Local Body, Educational Institution. etc.

OR,

- (a) My wife/ husband IS IN SERVICE and following are the particulars of her/him Name and address
of her/his office :
- (b) Present pay per mensem :
- (c) House Rent Allowance drawn by her/him per mensem :

B. HOUSE RENT PAID :

Date

Signature

Name

Designation

Department

Office

Please strike out which is not applicable

hereby declare that the particulars given above are true.

Signature of wife/husband of the Government employee

Name

Designation

Department

Office

Date