

CHAPTER - 4

HOUSE RENT ALLOWANCE

1. The House Rent Allowance shall be payable as under with effect from **1st November 2012.**

	Area	Rate as percentage of Pay (No Minimum/ No Maximum)
1	Places with population of more than 45 lakhs and Project Area Centres in Group 'A'	10.00%
2	Places with population of 12 lakhs and above including State of Goa and Project Area Centres in Group 'B'	9.00%
3	Other places not covered in (i) and (ii) above	7.50%

Note:

- a) Where quarters are provided, HRA shall not be payable and the rent to be recovered shall be 0.3% of the first stage of the Scales of Pay.
- b) All other existing provisions relating to House Rent Allowance shall remain unchanged.
2. Pay for the purpose of HRA shall be Basic Pay, Stagnation Increments, Special Pay, Graduation Pay, Professional Qualification Pay and Officiating Pay, if any.
(e-Circular No.CDO/P&HRD-IR/25/2015-16 dated 26.06.2015)
3. All places consisting of an urban agglomeration are taken as a unit.**(CL-69/1993-94)**
4. Employees working in branches/offices situated in places which are upgraded as per Census 2011 are eligible to be paid higher rate of HRA. This shall be effective from 1st March 2011.
(eC-45/2015-16 dated 02.09.2015)
5. HRA is payable from the date on which a place becomes a part of the City/Town or Urban agglomeration.
(C-168/1980)
6. The population of entire revenue village, inclusive of its hamlets, has to be taken as pertaining to one centre for the purpose of determining HRA. **(C-11/1996-97)**
7. Where residential accommodation is provided to employees in project areas or in other centres, apart from non-payment of HRA, no other recovery need be made from them.
(CL-49/1990)

8. When an employee is on leave of any kind without pay, he will not be entitled to draw any HRA.
9. Where an employee is on leave, other than leave of any kind without pay, he will be entitled to be paid HRA.
10. In case, where separate residential quarters are not provided by the Bank, but an employee is allowed to sleep in the Bank's premises, he will be entitled to receive HRA.
11. Employees on probation are also eligible for HRA.

12. **H.R.A. PROTECTION / REIMBURSEMENT**

1. On redeployment/transfer of an employee on redeployment/transfer from a higher HRA to a lower HRA centre, the HRA being drawn by him immediately prior to redeployment/transfer will be protected in cases where the employee retains his family at higher HRA centre. The difference between higher HRA payable at the original centre and the eligible lower HRA payable at the centre where employee redeployed/transferred will be paid as 'Personal Allowance' which shall not count for any other benefit like DA, Pension, PF etc.
2. The amount of Personal Allowance will be revised as and when the rate of HRA are revised at Industry-level or when the amount of HRA eligible to be paid to the employee is charged on account of change in the pay for calculation of HRA.
3. The personal allowance will be withdrawn on transfer of the employee to his original place of posting or any other place at his request or on shifting of the family to a place other than the original place of posting.
4. Employees who continue to occupy the quarters provided by the Bank, even after redeployment/transfer, will not be eligible for Personal Allowance.

13. **H.R.A. ON RENT RECEIPT BASIS:**

To mitigate the hardship of the employees who retain their families at the places from where they were redeployed/transferred and to compensate part of expenditure to be incurred in securing accommodation at new place of posting etc. they may be reimbursed with the house rent paid at the new place subject to the maximum of the following amounts on certificate basis:-

A. Clerical Staff	:	Rs.1,500/- p.m.
B. Sub-ordinate Staff	:	Rs. 900/- p.m.

(The amounts are revised w.e.f. 1st April 2016 in terms of Memorandum of Settlement dated 07.04.2016 with All India State Bank of India Staff Federation)

14. The monetary benefits connected with the redeployment/transfer as above will be payable from the date the employee reports at the new place of posting till he/she remains posted thereat.