

## ENTITLEMENT DURING SUSPENSION

**Authority** The Company's CDA Rule No.21 and SO No.29 provides for payment of subsistence allowance, DA and other compensatory allowance. But, Company's CDA Rules (and SOs) do not explain about various payment/reimbursement during the period of suspension. By making a reference to the provisions of the CCS (CA) Rules and decision taken in previous cases, a suspended officer is entitled for the following during suspension :

### 1. **Payment of Subsistence Allowance :**

1.1 He is entitled to subsistence allowance @ 50% of Basic Pay which he was entitled to immediate preceding the date of such suspension for first six months. Thereafter, it may be enhanced to 75%, if the delay is not directly attributable to the conduct of the suspended employee. However, it may be reduced to 25% of Basic Pay if the delay is prolonged due to the reasons directly attributable to the suspended employee.

1.2 He is required to produce a certificate to the effect that he has not engaged himself in any other employment(s) such as business, trade, profession, vocation, etc., during the period of suspension and is further subject to review as provided in the Company's Rules.

### 2. **Payment of Dearness Allowance (DA) :**

2.1 He is They are entitled to draw DA on the basis of subsistence allowance paid to him during the period of suspension.

### 3. **Payment of City Compensatory Allowance (CCA) :**

3.1 He is entitled to draw CCA from the date from which he has been paid subsistence allowance at the same rate as he was drawing immediately prior to suspension.

### 4. **Payment of HRA & Rent for Self Leased/ Leased Accommodation**

4.1 He is entitled to HRA/Lease Rent under self leased/leased accommodation from the date from which he has been paid subsistence allowance and the quantum would be the same as drawing immediately before suspension.



**5 Recovery of House Rent for Self Leased/Leased Accommodation :**

5.1 It would be the same as the employee was paying immediately before the day of his suspension.

**6. Entertainment (courtesy) Coupons :**

6.1 No entertainment (courtesy) coupons will be issued to him during the suspension.

**7. Residential Telephone :**

7.1 Only rental in actuals will be reimbursed by the Company and the charges for any call during the period of suspension will be borne by the suspended employee.

**8. LTC/LTA :**

8.1 Since the suspended employee is not entitled to any kind of leave, he cannot avail LTC/LTA in respect of self during the period of his suspension. But, his dependent family members can avail, independently of the suspended employee during the period of suspension.

**9. Medical Facility :**

9.1 He will continue to enjoy Medical Facility in respect of self and eligible dependent family members as per Rules.

**10. Interest Subsidy :**

10.1 He will continue to receive the payment of Interest subsidy on the House Building Loan at the same quantum which he was in receipt on the date of his suspension.

**11. Payment of Incentive for family planning :**

11.1 He will continue to receive the payment of incentive for family planning at the same quantum which he was in receipt on the date of his suspension.

**12. Non-Reimbursement :**

12.1 During the period of suspension, the expenses incurred by the suspended employee in respect of the following will not be reimbursed :

- (i) Expenditure Incurred on News Paper & Periodicals;
- (ii) Payment of Incentive/PLAI;
- (iii) Payment of Washing Allowance;
- (iv) Payment of Canteen Subsidy & Lunch Allowance;
- (v) Expenditure Incurred on Maintaining own Vehicle for Official Duty;  
and
- (vi) Payment of Interest Free Special Advance.

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