



JAIPUR METRO RAIL CORPORATION LIMITED
(A Government of Rajasthan Undertaking)
Khanij Bhawan, Tilak Marg, C-Scheme, Jaipur-302005
Tel. No. 0141- 2385790

No. F1(39)/DCA/HR/Terms & Cond./Dep./2013-14/6303 Dated : 27th Dec. 2013

POLICY CIRCULAR

Sub: TERMS & CONDITIONS OF DEPUTATION TO JMRC OF DMRC EMPLOYEES.

The employees of DMRC who join JMRC on deputation will be governed by the following terms and conditions of Deputation:

1. Period of Deputation:

The deputation will be for a period of three years with effect from the date incumbent is relieved from DMRC. The period of deputation may be extended, subject to mutual consent of DMRC and JMRC, for a further term not exceeding one year at a time but the total tenure shall not exceed 5 years in any case.

2. Pay:

On joining JMRC, the deputationist will draw the same Basic Pay and Dearness Allowance as he/she was drawing in DMRC at the time of getting relieved. The next date of increment shall also remain unchanged. During the period of deputation, the deputationist will continue to be governed by the pay scale, which was or would have been applicable to him/her, had he/she continued in DMRC.

3. Dearness Allowance:

During the period of deputation, the deputationist will continue to draw DA at rates which would have been applicable to him/her, had he/she continued in DMRC.

4. Deputation/ Special Allowance:

The deputationist during the period of deputation will be paid deputation allowance (as per Central Government rules), unless he is paid the Special Allowance @ 15% of the Basic Pay provided in JMRC Rules.

5. Other Allowances/Reimbursements/Facilities:

During the period of deputation, the deputationist will continue to get 35% perks under Cafeteria approach applicable in DMRC, subject to deductions, if any, as applicable in DMRC. Alternatively, he/she will have the option of availing the following allowances, honorariums and reimbursements enumerated in JMRC Recruitment Rules:

City Compensatory Allowance [rule 9.2(b)]

Washing Allowance [rule 9.2 (h)]

Reimbursement of Newspapers/Periodicals Expenses [rule 9.3(b)]

Reimbursement of Outdoor Medical Expenses [rule 9.3(e)]

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6. Medical reimbursement:

DMRC employees are eligible for medical facilities under indoor medical and outdoor medical category. The outdoor medical facility is a part of 35% perks. However, for indoor medical reimbursement the deputationist will have the option to opt for DMRC medical facilities rules or Rajasthan State Government rules/norms.

7. Leave Travel Concession:

The deputationist will be entitled to the LTC facility of DMRC and the cost thereof will be borne by JMRC, when the concession is availed during the period of deputation. The block year for LTC starts from the date of joining DMRC. The employees are eligible for one All India LTC and one Home Town LTC in a block of 4 years. If an employee foregoes the All India LTC he is eligible for two Home Town LTC. DMRC also permits Northeast LTC and J&K LTC to its employees.

8. HRA/Lease:

During the period of deputation the deputationist will draw HRA as per the classification of cities/towns and corresponding rates declared by the Central Government and subject to terms and conditions given in JMRC Recruitment Rules, 2012. Alternatively, the deputationist will have the option of occupying a company owned/leased accommodation subject to monetary limits applicable in DMRC for Jaipur. However, no self lease (lease of self property) will be allowed by JMRC.

9. Travelling and Daily Allowance:

On deputation to JMRC and on reversion therefrom, Travelling & Daily Allowance will be paid for the deputationist and his/her family under the rules and at the cost of JMRC. Travelling Allowance/Daily Allowance for tours on duty during the period of deputation will also be governed by the rules of JMRC.

10. Joining Time Pay:

The period of joining time for joining duties in JMRC will be governed by the rules of JMRC and joining time pay will be paid by JMRC.

11. Contribution on account of EPC/Gratuity and other deductions:

During the period of deputation, the deputationist will continue to be a member of the Provident Fund as he was before deputation. The deputationist will not subscribe to any CPF nor accept any pension or gratuity from JMRC. JMRC will recover the contribution on account of EPF, gratuity and other contributions from the salary of the deputationist and send it to DMRC every month.

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12. Leave and Leave Salary:

DMRC employees are eligible for 30 days Earned Leave (15 days encashable and 15 days non-encashable), in addition to 20 days medical leave. The leave availed by the deputationist has to be informed to DMRC from time to time for updation of their leave records. DMRC employees are eligible for leave encashment once a year only of the encashable leaves.

13. Advances:

Any recovery towards advances taken by the deputationist from DMRC, as reflected in his LPC, will be recovered by JMRC and sent to DMRC, every month.

14. Termination of deputation period:

After the completion of lock-in period of two years provided in JMRC Recruitment Rules, 2012, the deputation can be terminated by DMRC at any time at their sole discretion without assigning any reason by giving 15 days notice. JMRC also reserves the right to revert the deputationist at any time before completion of the deputation period without assigning any reason.

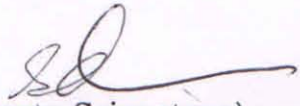
15. FSC:

FSC, if any, shall be paid by JMRC to DMRC as per the applicable rates of Central Govt.

16. Other Matters:

In all matters not specified herein, the deputationist will be governed by the rules of JMRC.

This has been approved by the competent authority on 02.07.2013.


(Susmeeta Srivastava)
Director (Corporate Affairs)

Copy to:-

1. PS to CMD, JMRC, Jaipur.
2. Director (Project)/(O&S)/(Finance), JMRC, Jaipur.
3. ACP (Dy. Director), JMRC, for uploading on the JMRC Website.
4. Policy File - HR.
5. Guard File.


Director (Corporate Affairs)