



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)]

Pawan Shree

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.

Ravi Sheo

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.

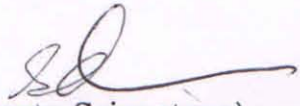
15. FSC:

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)



Jaipur Metro Rail Corporation Limited

Khanij Bhawan, Udhayog Bhawan Premises, Tilak Marg, C-Scheme, Jaipur-302005

CIN: U60221RJ2010SGC030630

Tel : 0141-5192102 / 2385791 Website :www.jaipurmetrorail.in

No. F1(39)/JMRC/DCA/HR/Term.&Cond./Dep./2014-15/2988 Dated: September 16, 2014

Policy Circular

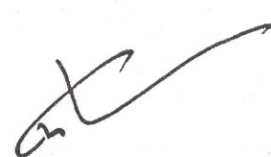
Sub: - Amendment in Terms & Conditions of deputation to JMRC of DMRC Employees.

Ref: - Policy Circular No. F.1(39)/DCA/HR/Terms & Cond./Dep./2013-14 /6303, dated 27.12.2013.

First sentence of para no. 5 of Policy circular, dated 27.12.2013 (referred above) is amended as below:-

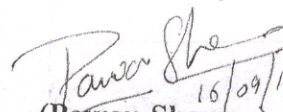
Existing Sentence	Amended Sentence
During the period of deputation, the deputationist will continue to get 35% perks under Cafeteria approach applicable in DMRC, subject to deductions, if any, as applicable in DMRC....	During the period of deputation, the deputationist will continue to get perks under Cafeteria approach at the rate as applicable in DMRC from time to time, subject to deductions, if any, as applicable in DMRC....

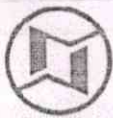
This issues with the approval of the competent authority.


(R. C. Sharma)
Executive Director
(Corporate Affairs)

Copy to:- 2989-95

1. All Directors, JMRC, New Delhi (CA)
2. All Executive Directors (JMRC), Jaipur
3. GM (HR), DMRC, New Delhi
4. All employees working in JMRC through email
5. JGM (IT Cell) for uploading on JMRC internet
6. Guard File
7. Notice Board.


(Pawan Sharma)
DGM (HR)



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)
2nd Floor RSIC Wing, Udhog Bhawan, Tilak Marg, C-Scheme, Jaipur-302005
Phone No. 0141-5192408, E-mail: edca@jaipurmetrorail.in

No. F.1 (39)/JMRC/DCA/HR/Terms & Cond./Dep./2013-14/3615 Dated: 8.09.2017

Policy Circular (Amendment-2)

Subject: Amendment in Terms & Conditions of deputation to JMRC of DMRC Employees

Ref: 1. Policy Circular No. 6303 dated 27/12/2013

2. Amendment in policy circular even no. 2988 dated 16/09/2014

Existing terms & conditions no. 11 in the above referred policy circular (Ref-1) is hereby replaced as under:

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

- (i) During the period of deputation, the deputationists will continue to be a member of the Provident Fund as he was before deputation. The deputationists will not subscribe to any CPF nor accept any pension or gratuity from JMRC.
- (ii) JMRC will recover the contributions on account of EPF, Superannuation pension and other deduction/recoveries mentioned in their Last Pay Certificate from the salary of the deputationist and send it to DMRC through NEFT/RTGS by the 7th of every month together with the employer's matching contribution towards EPF.
- (iii) In addition, the following contribution will be payable to DMRC at the end of every year of completion of service of each employee respectively:
 - a) Leave Salary: To pay the leave salary contribution based on Pay + Grade Pay + DA @ 2 1/2 days of every completed service of one month or part thereof duly adjusting any leave availed or encashed. The half pay leave contribution @ 20/365 of the days of service rendered during the year has to be contributed to DMRC after adjusting the availed half pay leave, along with the above.
 - b) Gratuity Contribution: To pay the gratuity contribution @ 15/26 of pay and allowance (Pay+DA+Grade Pay) for every completed one year service or part thereof.
 - c) PF Contribution: To pay to DMRC @ 12% of Basic Pay+ DA+Grade Pay in addition to employee's contribution towards Provident Fund.
 - d) Superannuation benefits: To pay to DMRC @ 2 1/2% of the Basic Pay in addition to 7 1/2% of Basic Pay recovered from the salary of the employee."


This is issued with the approval of the Competent Authority.


8/9/17
(Neeraj Naruka)

Executive Director (Corp. Affairs)

Copy to: 3616-21

1. PS to CMD, JMRC, Jaipur
2. All Functional Directors, JMRC, Jaipur
3. GM (HR), Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi for kind information w.r.t. your office letter no. DMRC/Pers/27/Jaipur/2017 dated 17/08/2017
4. All DMRC employees through Intranet
- ✓ 5. IT Cell to upload on JMRC Intranet
6. Policy Guard File


8/9/17

Dy. General Manager (HR)



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

2nd Floor, Wing-A, Admin Building, Metro Depot, Bhriku Path, Mansarovar, Jaipur-302020

Tele: 0141-2822752, E-mail: edca@jaipurmetrorail.in

No. F.1 (H-39)/DCA/Terms & Cond. Dep. /2013-14/4522 Dated: 06 December, 2021

06 DEC 2021

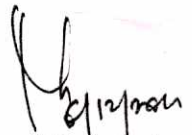
Policy Circular (Amendment-3)

Subject: Amendment in Terms & Conditions of deputation to JMRC of DMRC Employees

- Ref:** 1. Policy Circular No. 6303 dated 27.12.2013
2. Amendment in policy circular even no. 2988 dated 16.09.2014
3. Amendment in policy circular even no. 3615 dated 08.09.2017

With the approval of Competent Authority, following point no. (iii) (e) is added in point no. 11, Contribution on account of EPF/Gratuity and other deductions, (Ref.-3) of the Terms & Conditions of deputation to JMRC of DMRC Employees:

(iii) (e). Post Retirement Medical Benefit as applicable.


(Neeraj Naruka)

Executive Director (Corp. Affairs)

Copy to: 4523-4527

1. PS to CMD, JMRC
2. All Functional Directors, JMRC
3. GM (HR), Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi
4. IT Cell to upload on JMRC Intranet
5. Policy Guard File


6/12/2021
Dy. General Manager (HR)