



RAJASTHAN STATE INDUSTRIAL DEVELOPMENT
& INVESTMENT CORPORATION LIMITED:
UDYOG BHAWAN: TILAK MARG: JAIPUR302005

RIICO COMPENSATORY ALLOWANCE FOR USE OF OWN
CONVEYANCE RULES, 1988

In exercise of the powers conferred by Article 93 (xv) of the Articles of Association of the Corporation, the working committee of the Board of Directors of Rajasthan State Industrial Development and Investment Corporation Limited, have been pleased to approve the following rules to regulate the payment of Compensatory Allowance to its officers and officials as reimbursement for the use of their own vehicle for official work:-

1. **Short title** : These rules may be called the "**RIICO Compensatory Allowance for use of own Conveyance Rules, 1988**".
2. **Commencement** : These rules shall come into force with immediate effect.
3. **Applicability** : These rules shall apply to all officers of the Corporation appointed as Managers and above.
4. **Conditions for the grant of Compensatory Allowance :**
 1. The payment of the Compensatory Allowance shall be regulated on the following conditions:-
 - (i) that the vehicle for which compensatory allowance is claimed by the officer stands registered in his own name.
 - (ii) that the officers not below the rank of DGM/Sr. RM who are working in Head Office shall be allowed for car allowance and Managers/Dy. Managers and above shall be allowed scoter/moped allowance..
 - (iii) that the officer concerned shall not be entitled to the use of the Corporation vehicle for undertaking official journeys within the Municipal limits of the town in which he is posted or within a radius of 8 kilometers from his place of posting, whichever is higher.

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"Provided that the officer concerned will be permitted to use the Corporation vehicle for going to and coming from the Railway Station/Bus Stand/Airport for embarking upon and coming back from tour out of the Headquarters."

- (iv) (a) that in case of the officer in whose favour by virtue of his posting, a Corporation vehicle stands allotted and at the same time, he is owner of a vehicle duly registered in his own name, the Compensatory allowance shall be payable to him from the date the officer surrenders-the-Corporation vehicle and furnishes a certificate to his effect.
- (b) that in case officers is owner of a vehicle duly registered in his own name but he uses the Corporation vehicle for official use within the Municipal limits of the town where he is posted or within radius of 8 kilometers from the place of his posting, whichever is higher, he shall not be entitled to draw Compensator allowance under these rules.
- (v) that in case of an officer who does not own a vehicle duly registered in his name, he can claim compensatory allowance only from such date on which a vehicle is purchased and is duly registered in his name.
- (vi) No Compensatory Allowance will be admissible to officer posted in field offices/Unit Offices.

5. **Rates of fixed allowance payable (For Head Office):-**

The Compensatory Allowance shall be paid as under:-

Sr. No.	Designation of the officer	Rate of the Fixed Allowances payable for		
		Car	Scooter	Moped
1.	Dy.General Manager and above	300	100	70
2.	Managers/Dy. Manager	--	100	70

Note: - If Dy.General Manager and above officer maintains a Car but not registered in his name, he will be entitled for Compensatory allowance for scooters.


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6. **Claim for reimbursement:**

Each officer shall furnish a certificate to the Manager (Accounts) who is responsible for preparing pay bills so as to reach him on or before 20th of each month indicating the vehicle owned by him in his own names used for Corporation work in that month.

7. **Miscellaneous:**


For the purpose of maintenance / repairs / replacement, if the vehicle is of the road for 10 days in a month it will be deemed to be available for the whole month. In case, the vehicle is off the road for more than 10 days in a month the officer shall make appropriate declaration and send it to the Manager (Accounts) who shall arrange the payment of the Compensatory Allowance proportionately in that month.

8. **Payment of Compensatory Allowance during leave and joining time payment of Compensatory Allowance shall not be admissible during:-**

- a) Joining time.
- b) Leave other than Casual Leave, exceeding ten days leave other.
- c) Temporary transfer to other station, and
- d) Holidays prefixed and / or suffixed to leave other than casual leave and joining time.
- e) The period of suspension.

9. **Sanctioning Authority:**

The Advisor (A&M) shall be the Competent Officer to sanction Compensatory Allowance under these rules.


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