



**EMPLOYEES' STATE INSURANCE CORPORATION**  
**HQRS. OFFICE: C.I.G. MARG : NEW DELHI-110002**  
**( ISO 9001-2008 QMS CERTIFIED )**

No.D-11/18/Leased Accommodation/96-Estate

Dated: 15/06/2010

**CIRCULAR**

**Subject:- Revision in rates of Leased Accommodation to Officers of the Corporation.**

The Standing Committee in its meeting held on 7th June, 2010 has approved the revision of rates for leased accommodation. The approved rates are given below:-

**Approved Revised Rental Rates per month as per Classification of Cities:-**

S. No.	Pay Scale of the Officers (in Rupees)	Grade Pay (in Rupees)	Classification of Cities		
			X City (in Rupees)	Y City (in Rupees)	Z City (in Rupees)
1.	37400-67000	10000	27,000	17,000	12,000
2.	37400-67000	8900	25,000	16,000	11,000
3.	37400-67000	8700	22,000	14,000	10,000
4.	15600-39100	7600	20,000	12,500	9,000
5.	15600-39100	6600	18,000	11,000	7,500
6.	15600-39100	5400	16,000	10,000	7,000
7.	9300-34800	4800	13,000	8,500	6,500
8.	9300-34800	4600	12,000	8,000	6,000

These rates will be effective from 9<sup>th</sup> June, 2010.

Officers drawing Grade Pay of Rs. 7600/- per month and above will have to seek prior approval from the Hqrs. Office before hiring leased accommodation.

5% of basic pay of the Officer concerned will be deducted towards license fee and HRA will not be admissible to the officers & his/her spouse who avail the facility of leased accommodation with the approval of Estate Officer.

The retention of leased accommodation for two months is permissible in case of transfer, resignation, superannuation or voluntary retirement, death, etc. of the concerned officer.

The officers who are entitled to the leased accommodation and desire to avail the facility of leased accommodation shall have to obtain and submit "No Accommodation Certificate" from the concerned Estate Officer.

Facility of leased accommodation shall be provided only to those Officers who are falling in the category of All India transfer and do not own a house either in his/her own name or in the name of his/her spouse in the city where he/she is posted.

The officer concerned will be responsible for finding a suitable accommodation at the most economical rent within the limit of rates provided in the Scheme. Further, he will be responsible to pay the other charges on account electricity, water, security, etc. He would also be responsible for vacating leased accommodation immediately on termination of Lease Agreement.

The lease Agreement with the Landlord on behalf of ESI Corporation shall be signed only by the respective Estate Officer(s).

Hindi version will follow.

  
( GULSHAN KUMAR )  
DY. DIRECTOR (GENL. )

To

1. All Additional Commissioners / Regional Directors / Jt. Directors (I/c) /Regional office / NTA / Sub-Regional Office / Divisional Office, ESI Corporation.
2. All SSMCs / SMCs/ Medical Superintendents / ESI Hospital, D(M)D/ D(M) Noida.
3. All Jt. Director (Fin.) / Dy. Director (Fin.), ESIC, ROs/ SROs/ Divisional Offices / NTA / Hospitals for information & necessary action.
4. All Officers of ESIC, Hqrs. Office for information.
5. System branch with a request to upload the same on website.
6. Hindi Cell for translation.
7. Guard File.