

From

The Comptroller,

LUVAS, Hisar.

To

All Deans/Directors/Officers of the University

Heads of Departments, Including outstations,

LUVAS, Hisar.

Memo No. CVU/2019/7191-7235

Dated: 06.02.2019

Sub: Submission of certificate to claim HRA.

Rule-14 of Haryana Civil Services, Rule 2016 (Allowances to Government employees) provide that requisite certificate is to be given by the concerned employee once in a calendar year or at the time of change of head quarter. Therefore, certificate may be obtained from all concerned employees in the prescribed performa and send to this office latest by 16.02.2019. It may also be ensured that in future certificate is obtained from all the concerned employees in the month of January every year.

If certificate is not supplied by due date HRA for the month of February to be paid in March will not be drawn.

Sd/-

Comptroller

Encl. Prescribed performa (overleaf).

CC: The In-charge (Dr. Neelash) E-gov. for uploading on the University website.

APPROVED

Surender Kumar
Deputy Comptroller
Office of Comptroller
Feb 6 2019 12:51PM

for n/a pl.

Certificate

1. I certify that no Government accommodation or rent free accommodation has been allotted to me or my spouse by any Department or Organization under Haryana Government or any other Government upto 20 kms outer limits of the Municipal limit of place of my posting.
2. I certify that I am not residing in a Government accommodation or rent free accommodation allotted to any member of my family, by any Department or Organisation under Haryana Government or any other Government upto 20 kms outer limits of the Municipal limit of place of my posting.
3. I certify that I am residing in a rented house and have paid Rs. _____ as rent for the month of _____ for House No. _____ Street _____ Sector _____ City _____.
4. I certify that I am residing in own house, i.e. in a house owned by me/my spouse/so /daughter/parents/grand-parents/parents-in-law, House No. _____ Sector/street _____ City _____.

Date: _____

(Signature) _____

Designation _____