

### **Reimbursement of Expenses of Cleansing Material**

All staff members are allowed reimbursement of expenses of Cleansing material at their residence on a quarterly basis as under:-

| <b>Cadre</b>                               | <b>Amount Per Quarter (Rs.)</b> |
|--|---------------------------------|
| Officers in Scale VIII                     | 2,000/-                         |
| Officers in Scale VII                      | 1,500/-                         |
| Officers in Scale VI                       | 1,200/-                         |
| Officers upto Scale V                      | 1,000/-                         |
| Clerical Staff including Special Assistant | 1,000/-                         |
| Subordinate Staff                          | 1,000/-                         |

Reimbursement may be claimed on an undertaking basis through HRMS.

**(Human Resource Management Division Circular No. 495/2020 dated 26.03.2020)**