

Date Bound
Most Immediate

Subject:- Regarding Certificate for the drawal of House Rent Allowance for the year 2023-24.

Will the

1. All Special Senior Secretaries/Senior Secretaries/ Secretaries/ Private Secretaries to CM/Deputy CM/ Ministers/State Ministers/CPS/CS/PSCM/ APSCM/DPSCM /OSD to CM/POSD to CM/ Political Secretary to CM/ Advisor to CM/ ACS/Principal Secretary/ Secretary /Special Secretary.
2. Joint Secretaries/ Deputy Secretaries/ Under Secretaries/ Chief staff officer/ Superintendents and all Class III and Class IV Officials working in Haryana Civil Secretariat, Chandigarh.

Kindly refer to the subject noted above?

2. In term of rule 14 of Haryana Civil Services (Allowances to Government Employees) Rules, 2016, it is mandatory for every Government employee to submit certificate for the drawal of House Rent Allowance in the starting of every financial year. Therefore, it is directed to submit their consent on the enclosed prescribed performa regarding HRA latest by 10.04.2023 in Accounts Branch and Accounts and Partition Branch respectively for the year 2023-24. In the absence of failing to submit information in prescribed performa, HRA may be considered to be withheld.

3. It is also directed that the Government employees those are residing whether in their own houses or rented houses or in government houses kindly acknowledge through a certificate in their respective branches (in Accounts Branch and Accounts & partition Branch).

4. This may be treated as **MOST URGENT.**

(the copy of performa and certificate may be download from the website www.csharyana.gov.in)

Shamsher Singh

Superintendent Accounts & Partition
for Chief Secretary to Government, Haryana.

To

1. All Special Senior Secretaries/Senior Secretaries/ Secretaries/ Private Secretaries to CM/Deputy CM/ Ministers/State Ministers/CPS/CS/PSCM/ APSCM/DPSCM /OSD to CM/POSD to CM/ Political Secretary to CM/ Advisor to CM/ ACS/Principal Secretary/ Secretary /Special Secretary.
2. Joint Secretaries/ Deputy Secretaries/ Under Secretaries/ Chief staff officer/ Superintendents and all Class III and Class IV Officials working in Haryana Civil Secretariat, Chandigarh.

U.O.No.13/58/2020-3AP

Dated Chandigarh the 13.03.2023

P.T.O.

HARYANA CIVIL SECRETARIAT, CHANDIGARH

CERTIFICATE FOR THE DRAWAL OF HOUSE RENT ALLOWANCE FOR THE YEAR 2023-24

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 Organization 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 ₹_____ 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/ son/ daughter/ parents/ grand-parents/ parents-in-law, House No. _____ Sector/Street _____ City _____.
5. I certify that I am residing in **Government house**, i.e. in a house allotted to me / my spouse / son / daughter / parents / grand-parents / parents-in-law, House No. _____ Sector/Street _____ City _____.

(Signature of the official)

Dated

Name in Capital letters _____

Father's Name _____

Designation _____

Branch _____