



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

कुलसचिव कार्यालय
(सामान्य प्रशासन)

Office of the Registrar
(General Administration)

Ref. No. IIT(BHU)/GAD/3(7)/Tel. Remb. (II)/Gen./9746

Date: 24.10.2024

NOTICE

In supersession of Notice Nos. IIT(BHU)/GAD/3(7)/Tel. Remb./Gen./7056 dated 09.08.2018 and IIT(BHU)/GAD/3(7)/Tel. Remb./Gen./13191 dated 10.08.2023 and in compliance of FC Resolution No. 19.7 dated 05.10.2024, it is informed that the revision in existing rate of telephone charges of residential telephone/mobile phone/broadband/ mobile data/data card being paid to the faculty and non-faculty members of the Institute as prescribed in O.M. No. F.24(3)/E.Coord./2018 dated 26.03.2018 of the Department of Expenditure, Ministry of Finance has been adopted for implementation for corresponding Pay Levels in the Institute as under:

Pay Level	Reimbursement limit
Level 15 & above	₹ 3,000 plus taxes per month
Level 14 & 14(A)	₹ 2,700 plus taxes per month
Level 12, 13 & 13(A)	₹ 2,250 plus taxes per month
Level 11	₹ 1,200 plus taxes per month

This shall be effective from the date of approval of the Finance Committee i.e 05th October, 2024.

Further, the rate of reimbursement of expenditure to other categories of staff of the Institute shall remain unchanged till further orders.

Furthermore, the reimbursement of telephone charges of residential telephone/mobile phone/broadband/mobile data/data card shall be made in the following manner:

1. Receipts issued by the telecom service provider must be submitted while seeking the reimbursement. Receipts issued by any third party i.e. Local Vendors etc. shall not be accepted.
2. The reimbursement, may be claimed once in a month/bi-monthly or on annual basis for the period from January to December.
3. The reimbursement shall be limited to the maximum monthly ceiling amount corresponding to the pay levels in the table above.

This issues with the approval of the Competent Authority.


Deputy Registrar (GAD)

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Copy forwarded to the following for information and necessary action:

1. All the Deans





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Office of the Registrar
(General Administration)

2. All the Associate Deans
3. All the Heads of Departments/Coordinators of Schools
4. The Chairman, Web Management & E-mail Services Committee – *With a request to upload the notice on the Institute's website.*
5. All faculty members of the Institute through respective Heads/Coordinators
6. All the Joint Registrars
7. Secretary to the Director
8. All the Deputy Registrars
9. All the Assistant Registrars
10. All staff members of the Institute through respective Heads/Coordinators
11. P.A. to the Registrar

Indian Institute of Technology (Banaras Hindu University).

Deputy Registrar (GAD)

Priya Paloua

Level	Pay Level
Level 13 & above	₹ 1,00,000 plus house rent allowance
Level 12 (A)	₹ 75,000 plus house rent allowance
Level 12 (B)	₹ 70,000 plus house rent allowance
Level 11	₹ 65,000 plus house rent allowance