

F. No. 37-1/2014-15/GA
National Institute of Educational Planning and Administration
(Deemed to be University u/s-3 of the UGC Act, 1956)
17-B, Sri Aurobindo Marg, New Delhi-110016

Dated: August 08, 2024

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OFFICE ORDER NO. 203 /2024-25/NIEPA

Sub: - Grant of Dress Allowance to Driver/MTS Staff (ect)-Reg.
Ref: - OM of DOPT in F.No. 14/4/2015-JCA 2 dated 31.08.2017.

All drivers, MTS staff, and other staff eligible to receive dress allowance are required to wear uniforms regularly, and they shall be paid dress allowance at the rate of Rs. 5,000 per annum, till further notification.

To maintain discipline and decorum in the office premises, the details of the uniform mentioned in the circular F.No. 14-3/2023/Estt.(Misc.) dated October 5, 2023 are as follows:

- a) Women Employees: a Blue Saree or Gray Salwar with a light blue Suit/ Kurta and formal shoes.
- b) Men Employees: Navy Blue Pants, a Light Blue Shirt, and formal shoes.

All the entitled staff who are eligible to receive the dress allowance shall note that the payment of dress allowance shall be subject to periodic verification by the reporting officer. The employees not wearing uniforms during office hours, as prescribed above will not be entitled to dress allowance.

This is issued with the approval of Competent Authority.


Registrar

CC:

1. Sr. Ps to VC for information of Hon'ble Vice Chancellor
2. PA to Registrar for information
3. Administrative Officer
4. Finance Officer
5. Master File
6. Office Order File
7. All Sectional heads
8. Systems Analyst- with request to upload the office order on NIEPA website (Staff Corner)