

**GOVERNMENT OF ODISHA
FINANCE DEPARTMENT**

NO. 6747 /F,
FIN-CS2-ALW-0013-2022

Date 14/03/2024

OFFICE MEMORANDUM

SUB: Revision in the rate of House Rent Allowance.

Consequent upon implementation of Odisha Revised Scales of Pay, 2017, the State Government have been pleased to revise the House Rent Allowance in respect of Government employees in the revised Scale of Pay i.e. ORSP Rules, 2017 in the following rate and manner:

Sl. No.	Category	Rate of H.R.A
1.	Municipal Corporation of Bhubaneswar, Berhampur, Cuttack, Rourkela, Sambalpur.	16% of Basic Pay
2.	District Headquarters/Municipalities of Balangir, Balasore, Baragarh, Bhadrak, Bhawanipatna, Barbil, Dhenkanal, Jharsuguda, Keonjhar, Baripada, Puri, Rayagada, Rajgangpur, Brajarajnagar, Paradeep, Jeypore, Jatni, Sunabeda.	12% of Basic Pay
3.	District Headquarters/Municipalities of Angul, Talcher, Titilagarh, Jaleswar, Soro, Basudevpur, Choudwar, Deogarh, Paralakhemundi, Hinjilicut, Jagatsinghpur, Jajpur, Vyasagar, Belpahar, Kendrapara, Pattamundai, Anandapur, Joda, Khordha, Koraput, Malkangiri, Rairangpur, Nayagarh, Nabarangpur, Umerkote, Phulbani, Gunupur, Sonapur, Birmiritrapur, Sundargarh, Nuapada, Boudh.	8% of Basic Pay
4.	In other areas	4% of Basic Pay

2. The term basic pay in the revised pay structure means the pay drawn in the prescribed pay levels in the pay matrix but does not include any other type of Pay like Special Pay.

3. The Government have further decided that House Rent Allowance would be admissible to the employees of the State Government at the above rates subject to the following stipulations.

a) The rate at which House Rent Allowance would be admissible shall be determined according to the place in which the Headquarters of the Government employee is located.

- i. However, a Government employee staying in a hired accommodation/ living in his own house within 8 KM of his Headquarters shall be eligible to draw House Rent Allowance.
- ii. For Urban Headquarters, a Government employee staying in a hired accommodation / own house either within a radius of 8 KM from Headquarters or the limits of Urban Local Body (Municipal Corporation, Municipality and Notified Area Council) as per F.D.O.M No.8741/F, dt.31.03.2017 shall be eligible to draw House Rent Allowance as per admissible rate.

- (b) A Government employee who is living in a house which belongs to him / her father or mother or owned by his wife or children or who is staying in a hired accommodation will be eligible to get house rent allowance as admissible to him/her. However, a Government servant sharing Government accommodation allotted by Government to another Government servant shall not be eligible for House Rent Allowance.
- (c) If both the husband and wife are Government servants and are posted at the same Headquarters, House Rent Allowance will be payable to one of them. Similarly, H.R.A. will not be admissible to a State Government employee within the same Headquarters whose husband/wife is in receipt of House Rent Allowance or provided with accommodation by the State Government / Central Government or Reserve Bank of India, Nationalized Bank, or Regional Rural Banks, Co-operatives Organization of State Government, autonomous body, local body, Public Sector Enterprises, Government Societies, undertakings, companies etc. owned, controlled or aided by Central / State Government and such Government employees shall furnish a certificate in the prescribed form.
- (d) House Rent Allowance shall be admissible to a Government employee who refuses Government accommodation when offered or surrenders the same after occupying to move to his own house or hired accommodation. This will not be applicable to earmarked Government quarters. However, Government employees debarred from allotment of Government accommodation due to unauthorized subletting or for breach of allotment rules will not be eligible for House Rent Allowance.
- (e) Grant of House Rent Allowance during leave and transfer will be regulated by the relevant provision of Rule 101 of Odisha Service Code. The allowance will be admissible during absence from Headquarters on tour.
- (f) A Government employee shall continue to draw house rent allowance during joining time at the same rates at which he was drawing the allowance at the station from where he was transferred. Where, however, joining time is affixed to leave, payment of house rent allowance shall be regulated by the provision of Rule 101 of Odisha Service Code.
- (g) House Rent Allowance shall be admissible to a Government employee deputed in training provided the period of training is treated as duty and he/she has retained his / her family at the old station where Government accommodation has not been provided.
- (h) House Rent Allowance will also be admissible to the employee during the period of suspension if at the place of his Headquarters as fixed by the competent authority, Government accommodation has not been provided.
- (i) This concession shall apply mutatis mutandis to the Government employees borne in Work-charged establishment but shall not apply to staff paid out of contingencies and laborers employed on casual and nominal muster rolls.
- (j) The Government employees shall furnish a certificate in the prescribed form (as at Annexure) along with his first claim for House Rent Allowance and also in July of each year.

(k) The grant of House Rent Allowance to the employees shall be made by the Head of office on receipt of the certificate from him in the prescribed form.

(l) This shall be applicable to regular State Government employees.

(m) This shall be effected from its date of issue.

By order of the Governor



(Vishal Kumar Dev)
Principal Secretary to Government

Memo No. 6748 /F,

Date 14/03/2024

Copy forwarded to Principal Secretary to Governor / Secretary to Chief Minister / P.S. to Minister, Finance / P.S. to Chief Secretary / P.S. to DC-cum-ACS / P.S. to Principal Secretary, Finance Department / Principal Accountant General (A&E) Odisha / Accountant General (Audit), Odisha, Bhubaneswar / Deputy Accountant General, Puri, Odisha / Deputy Accountant General (Projects) Odisha, Koraput / All Departments of Government / All Heads of Department / Member, Board of Revenue, Odisha, Cuttack / DG Police, Odisha / Secretary, Lokayukta, Odisha / All Financial Advisers / All Assistant Financial Advisers / All RDCs / All Collectors / All Sub-Collectors / DT&I (O) / All Treasury Officers of District Treasuries, Special Treasuries and Sub-Treasuries / Director, Madhusudan Das Regional Academy of Financial Management, Chandrasekharpur, Bhubaneswar / Principal, Shorthand and Typewriting Institute, Bhubaneswar / Registrar of All Universities / Principal, Secretariat Training Institute, Bhubaneswar / Director General, Gopabandhu Academy of Administration, Chandrasekharpur, Bhubaneswar for information and necessary action.

MS-1
14.3.24

Under Secretary to Government

Memo No. 6749 /F,

Date 14/03/2024

Copy forwarded to All Officers / All Branches of Finance Department for information.

MS-1
14.3.24

Under Secretary to Government

Memo No. 6750 /F,

Date 14/03/2024

Copy forwarded to Portal-in-Charge, FID, Finance Department with a request to upload this Office Memorandum in the Website of Finance Department at www.finance.odisha.gov.in for general information.

MS-1
14.3.24

Under Secretary to Government

**CERTIFICATE TO BE FURNISHED BY A GOVERNMENT EMPLOYEE
FOR GRANT OF HOUSE RENT ALLOWANCE**

Particulars furnished by the Officer

Sl No	Description of the particulars	Remarks
(1)	(2)	(3)
1	Whether Government accommodation has been provided to the self/spouse during the period at place of posting	Yes/No
2	Staying in house owned by me/wife/son/children/father/mother/husband within a radius of 8 KM from Headquarter	Yes/No
3	Staying in house owned by me/wife/son/children/father/mother/husband within the limits of the Urban Local Body (Municipal Corporation, Municipality, Notified Area Council) of Headquarter	Yes/No
4	Staying in a hired accommodation within a radius of 8 KM from Headquarter	Yes/No
5	Staying in a hired accommodation within the limits of the Urban Local Body (Municipal Corporation, Municipality, Notified Area Council) of Headquarter	Yes/No
6	Allowed to retain the Government accommodation at my old place of posting to retain my family on payment of normal rent/penal rent for the period from to	Yes/No @
7	My spouse is a State Government / Central Government or Reserve Bank of India, Nationalized Bank or Regional Rural Banks, Co-operatives Organization of State Government, autonomous body, local body, Public Sector Enterprises, Government Societies, undertakings, companies etc. Name, Employer details & place of posting:	Yes/No *
8	Whether widow/widower/unmarried	Yes/No
9	My spouse is posted in the same Headquarter	Yes/No
10	My spouse is in receipt of House Rent Allowance	Yes/No

Strike out which is not applicable.

@ If the answer is yes, the period is to be mentioned in Column No.-2.

* If the answer is yes, the details of the employer & place of posting of the spouse is to be mentioned in Column No.-2.

I certify that the above particulars are true to the best of my knowledge.

Present local residential address

Signature of the Officer
Designation:
Date: