



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भोपाल

परिवहन उपयोगकर्ता समिति

परिपत्र

IISERB/TUC/CIR/2015/___

January 28, 2015

Sub: Revised structure of user charges for Institute hired vehicles.

The Institute vide Circular No. IISERB/DIR/2013/21 dated August 29, 2013 issued comprehensive guidelines on user charges for hired vehicles and official staff cars.

The updated structure of user charges, in order to use the spare capacity of the buses operated between ITI-Bhauri campus for connecting the transit campus with the main campus, is appended below.

The arrangement of operating the Institute hired buses shall be in place till the complete shifting of the transit campus facilities to the main campus, which is likely to take place before the beginning of the Academic Session-I, 2015-16.

SNo.	Users' category	Type of vehicle	The users' charges payable
1.	All the Institute employees and Institute/R&D project employees and their respective dependent family members using the bus facility on the strength of ID card issued by the Institute.	Hired bus	Rs. 200/- per month
2.	All the professional category outsourced employees (through BIS) and their respective dependent family members using the bus facility on the strength of ID card issued by the manpower agency.	Hired bus	Rs. 200/- per month
3.	The officials availing of enroute pick up / drop facility in the empty trips of office staff cars on the strength of ID card issued by the Institute.	Office staff cars attached to IWD, DOSA and F&A / S&P / RO.	Rs. 300/- per month
4.	The non-entitled users only on case to case basis with prior approval of the Convener, TUC and on issuance of authority letter by AR(A). Payment must be made only after the approval from Convener, TUC.	Hired buses	Rs. 400/- per month

5.	Daily wage employees of outsourced service agencies on the strength of ID card issued by the agency only.	Hired buses	Rs. 100/- per month
6.	Travel in personal capacity without any ID card, authority letter or reference, by any visitor of the Institute for any works related to the Institute.	Hired buses	Rs. 20/- per each trip and per head on obtaining a payment challan from the on-duty driver or security shift supervisor or security guard.
7.	All the officials in case of any emergency on certification by HoD, post- facto.	Any hired / Institute vehicle or a vehicle hired through a travel agency / personal vehicle.	Reimbursement shall be made on actual basis with the post-facto approval of the competent authority.

Any of the above category of the users shall be permitted to travel only subject to availability of the space in the buses during the scheduled trips which are operated on the recommendations of the TUC and approved by the Hon'ble Director.

No additional trips shall be provided without the prior approval of the request by the competent authority.

This is for information and necessary action by all concerned.

This has the approval of the Hon'ble Director.

Hindi version follows.

Apurba Lal Koner

संयोजक, परिवहन उपयोगकर्ता समिति

प्रतिलिपि :

1. माननीय निदेशक महोदय, सूचनार्थ |
2. कुलसचिव |
3. सभी अधिष्ठाता/समन्वयक/विभागाध्यक्ष |
4. वित्तीय सलाहकार एवं मुख्य लेखा परीक्षक |
5. प्रभारी अधीक्षण अभियंता, संस्थान निर्माण विभाग |
6. सलाहकार, पुस्तकालय एवं सूचना सेवाएं / उप पुस्तकालयाध्यक्ष |
7. उप कुलसचिव (वित्त एवं लेखा) |
8. सहायक कुलसचिव (प्रशासन) |
9. सभी संकायगण/कर्मचारियों |