

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

NORMS FOR TRAVEL EXPENSES REIMBURSEMENT FOR FACULTY JOINING THE INSTITUTE

(As approved by the Board of Governors in its 3rd meeting held on 7th January 2011)

The Institute currently reimburses relocation expenses to faculty for joining the Institute limited to Rs. 50,000/- for relocation from within India, and limited to Rs. 1,00,000/- for relocation from abroad. Visiting Faculty being invited from abroad are being reimbursed only travel expenses limited to Rs. 1,00,000/- (for one round trip).

In view of the experience gained till date, the following relocation norms are proposed:

- 1) Faculty joining the Institute from another Central Government (including UGC) Funded University/Institute/Organization: Reimbursement of relocation expenses as per Government of India norms for TA on transfer in public interest including the composite transfer grant equal to one month's basic pay (Band Pay plus Academic Grade Pay), without limit on the amount.
- 2) Faculty joining the Institute from within India: Reimbursement of relocation expenses, as per Government of India norms for TA on transfer in public interest (excluding the composite transfer grant), subject to a maximum of Rs.1,00,000/- .
- 3) Faculty joining the Institute from outside India: Reimbursement of expenses for travel of family (air travel by economy class) and cost of transportation of personal effects from residence abroad to residence in Ahmedabad, subject to a maximum of Rs.2,00,000/-.
- 4) Visiting Faculty: Total amount of reimbursement of travel expenses at the time of joining and on completion of tenure (from residence in Ahmedabad to the actual place of relocation) to be limited to Rs.50,000/- for to and fro relocation within India, and to Rs.1,00,000/- for that from abroad.
- 5) Wherever considered appropriate in the interest of the Institute, the Standing Committee may approve a higher amount on a case by case basis and the same shall be reported to the Board.