



INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

RELOCATION EXPENSES TO THE NON-TEACHING STAFF OF IITGN

(As approved by the Board of Governors in its 14th meeting held on 02 August 2014)

The Board of Governors of the Institute in its 14th meeting held on 02 August 2014 approved the following norms for reimbursement of relocation expenses to new non-teaching staff joining the Institute:

1. The reimbursement of relocation expenses will be applicable only to those staff members who at the time of joining IIT Gandhinagar happen to be working in a regular position in a government organization (Central or State) and its autonomous bodies or public sector enterprises.
2. The cost of travel for self and eligible dependents from the place of employee's residence to the Institute by public transport as per the entitlement of the post to which the employee has been appointed.
3. The employee may also be reimbursed expenses for transportation of personal effects as per rates applicable for the case of a Central Government employee in case of transfer.
4. The reimbursement approved in all cases will be subject to the condition that if the employee, for whatever reason leaves the services of the Institute before completion of a period of three years after joining, the Institute may recover the above relocation expenses.
5. Prior approval of the competent authority must be obtained for availing relocation expenses.