



**UNIVERSITY OF HYDERABAD**

Office of the Registrar,  
Establishment Section-II

No. UH/E-II/C1/2020/847

Date: 17-12-2020

**C I R C U L A R**

Sub:- Admissibility of Transport Allowance during Nation-wide Lockdown due to Covid-19 pandemic – Reg.

The Ministry of Finance, Department of Expenditure vide OM. No. 21/3/2020-E.II(B), dated 01-12-2020 has clarified the following issues on the admissibility of Transport Allowance during nation-wide Lockdown from 23<sup>rd</sup> March to 20<sup>th</sup> April and further upto 20<sup>th</sup> May, 2020 due to COVID-19 pandemic:

- (i) Transport Allowance is granted to Central Government employees to compensate them for the cost incurred on account of commuting between residence and office. The Central Government employees, who could not attend office in a whole calendar month during Lockdown period, are not eligible to draw Transport Allowance for that month as these employees had not incurred any expenditure for commuting office.
- (ii) Thus, the Central Government employees, who could not attend office and worked from home in a whole calendar month, are not eligible to draw Transport Allowance for that month as these employees had not incurred any expenditure for commuting office.
- (iii) Physically disabled employees and pregnant women employees who were exempted to attend office and were directed to work from home during exempted period as per instructions issued by DOP&T are not eligible to draw Transport Allowance during exemption period as these employees have not incurred any expenditure for commuting to office.
- (iv) The non-entitled officers / officials, who are temporarily provided with facility of official car for commuting between office and residences throughout the whole calendar month on account of non-availability of public transport facility due to COVID-19 pandemic, are also not eligible to draw Transport Allowance.

**Therefore, the Deans of the Schools, Heads of the Departments/Centres and Divisional Heads of Administration are requested to furnish the information relating to the attendance status of Faculty and Non-Teaching Staff for the period March to September, 2020 for implementation of the decision of the Govt. of India, positively by 31-12-2020.**

In case no reply is received within the specified date, it will be presumed that the Faculty and Non-Teaching Staff working under their control did not attend duties during the said period and necessary action with reference to the stipulations of said OM will be taken.

**(Authority: Vice-Chancellor's orders dated 17-12-2020)**

**(P. Sardar Singh)  
REGISTRAR**

To  
All the Teaching & Non-Teaching Employees.

**Copy to:**

1. All the Deans of Schools / Heads of Departments & Centres/ Divisional Heads of Administration.
2. OSD to Vice-Chancellor.
3. PS to Pro-Vice-Chancellor-I & II.
4. PS to Registrar.
5. PS to Finance Officer.
6. Webmaster – With a request to upload the Circular on the University website.