

**CERTIFICATE TO BE FURNISHED BY A CENTRAL GOVERNMENT SERVANT FOR CLAIMING HOUSE RENT ALLOWANCE**

*[In substitution of the certificates prescribed in Annexure-II-A and II B of the Ministry of Finance, OM No. F. 2(37)-E-II(B)/64, dated 27-11-65]*

1. I certify that I<sup>1</sup> Name: \_\_\_\_\_ (have applied for the Government Accommodation in accordance with the prescribed procedure but) have not been provided with Government accommodation/have refused the allotment of Government accommodation) during the period in respect of which the allowance is claimed.

2. I certify that I am residing in a house hired/owned by me/my wife/husband/ son/daughter/ father/mother a Hindu Undivided family in which I am copartner.

3. I certify that I am incurring some expenditure on rent contributing towards rent.

OR

<sup>2</sup>I certify that the rental value of the house owned by me/owned by a Hindu Undivided family (HUF) in which I am a copartner and in which I am residing his ascertainable in the manner specified in para 7 of O.M.No. F-2(37)-E. II(B)/64 dt 27.11.65<sup>3</sup>. I certify that I am paying/contributing towards house or property tax or maintenance of the house.

4. I certify that I am not sharing accommodation allotted to my parent(child) by the State/Central Government, on autonomous public undertaking or semi-government organization such as municipality port etc. allotted rent free to another Government servant.

5. I certify that my husband/wife/children/parents who is/are sharing accommodation with me allotted to another employees of the central/State Government/autonomous public undertakings or semi-Government organizations like municipality, port trust etc. is/ are not in receipt of house rent allowance from the central/State Government, autonomous public undertakings or Semi-Government organizations like municipality, port trust etc.

6. I also certify that my wife/husband has not been allotted accommodation at the same station by the Central State Government organizations such as municipality, port trust etc.

Residential address of the Govt. Servant.

\_\_\_\_\_

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Dated: \_\_\_\_\_

<sup>1</sup>. The words shown in brackets may be omitted if the Government servant is not eligible for Government accommodation or if his case is covered by Notes under Paragraph 4 (b) of the OM dated the 27<sup>th</sup> November, 1965, or whether it is not obligatory for him to apply for Government accommodation for eligibility for HRA in terms of Ministry of Finance OM No. 11011/1/E. II (B)/75, dated the 25<sup>th</sup> February, 1977.

<sup>2</sup>. To be furnished by a Government servant living in his own house or in a house owned by a HUF in which he is a coparcener.

<sup>3</sup>. To be furnished by another Govt. Servant being the wife, husband, son, daughter, father or mother of the Govt. Servant owning the house who is sharing accommodation with the latter.

## UNDERTAKING

With reference to Headquarter Office Letter No; 07-Estate-10-2007 dated 12.01.2009, I do hereby undertake to refund the HRA sanctioned in my favour in case the present order is superseded by any further order for non-payment & recovery of HRA in the instant category of cases & date as determined on the said superseded order.

Signature:

Name:

Designation:

Date:

GPF No. \_\_\_\_\_ Emp Code: \_\_\_\_\_