

## Chapter 4

## Rules Regulation for Discharging Functions

1	Conduct, Discipline And Appeal Rules 1999 (Amended 2018)
2	Recruitment Rules and Promotion Policy – 2017 (Amended 2018)
3	General Terms & Conditions of Service - 2013
4	Annual Confidential Report - ACR Rule
5	Employees Transfer Policy
6	Leave Rules -2018
7	Travelling & Daily Allowance Rules, 2019
8	Medical Attendance Rules 2019
9	Leave Travel Concession (L.T.C)
10	Reimbursement of briefcase/bag for office use
11	Compensation policy for working on holidays and beyond office hour
12	Policy for issuance of Laptops to the Executives
13	Telephone and Mobile Facility Guidelines
14	General Purpose Advance (GPA)
15	Festival Advance Guidelines
16	Conveyance Advance Rule 2017
17	Computer Advance Rule
18	House Building Advance (Grant And Recovery) Rules-2013
19	Guidelines for engagement of Consultants
20	Hiring of Manpower on Outsource Basis - Guidelines

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