

**No. NFRA-05/18/2020-Comp-MCA  
Government of India  
Ministry of Corporate Affairs**

**5<sup>th</sup> Floor, 'A' Wing, Shastri Bhawan  
New Delhi-110001,  
Dated October, 2020**

To

The Secretary  
National Financial Reporting Authority  
8<sup>th</sup> Floor, Hindustan Times Building  
Kasturba Gandhi Marg, New Delhi

**Subject: Methodology of implementation of Perks and allowances in NFRA-reg.**

I am directed to refer to NFRA's letter No. NF-12019(11)/8/2019 dated 05.08.2020, on the subject mentioned above and to say that approval of the Competent Authority is hereby accorded for the proposed methodology of implementation of perks and allowances in NFRA.

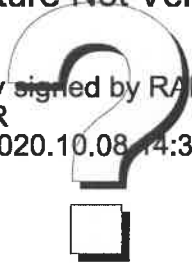
2. Further, NFRA is requested to adopt, within the next three months, the formats adopted by IBBI so as to ensure harmony.
3. This issues with the approval of Competent Authority and concurrence of AS&FA vide their note #34 dated 21.09.2020.

Yours faithfully,

**(Rakesh Kumar)  
Under Secretary to the Govt. of India**

Signature Not Verified

Digitally signed by RAKESH  
KUMAR  
Date: 2020.10.08 14:33:53 IST



भारत सरकार / Government of India  
राष्ट्रीय वित्तीय रिपोर्टिंग प्राधिकरण / National Financial Reporting Authority  
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7<sup>th</sup> Floor, Hindustan Times House,  
Kasturba Gandhi Marg, New Delhi

No.NF-12019(11) / 8 / 2019

Dated 5.8.2020

To

Ministry of Corporate Affairs  
Shastri Bhawan  
New Delhi-110001  
[Kind Attn: Shri Rakesh Kumar, Under Secretary]

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**Subject: Methodology of implementation of Perks and allowances in NFRA**

Reference: 1. MCA letter No. NFRA – 05 / 19 / 2019 / COMP-MCA dated 28.05.2020– Annexure - I  
2. NFRA Letter of even No. dated 7.7.2020 - Annexure – II  
3. MCA email dated 19.7.2020 – Annexure - III

Sir,

Kindly refer to the letters / emails under reference above. Copy enclosed for ready reference.

2. In above reference, kindly find attached draft Methodology of implementation of Perks and allowances in NFRA as Annexure – IV along with draft forms A to L for kind approval after vetting of IFD.

3. Further, as requested vide NFRA letter dated 7.7.2020 under reference 2 above, it is requested to kindly permit officers on deputation / short term contract in NFRA to avail medical facilities as being availed by them in their parent organisation from the date of their joining NFRA, till the actual implementation of the perks in NFRA after due approvals. The payment to the parent organisation / officer may be done accordingly. This is vital as NFRA is a new organisation and no officer can be left without medical facilities.

4. It is requested to kindly arrange to expedite approval of proposals in paras 2 and 3 above on priority please.

5. This issues with the approval of Chairperson NFRA

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**Draft Methodology of implementation of Perks and allowances in NFRA for approval of IFD**

S.No.	Name of Perk / allowance	Proposed to be paid as part of Salary	Proposed to be paid on self certification in stipulated format	Proposed to be paid on submission of bill along with duly filled in stipulated format	Remarks
1	Dearness Allowance	Yes	No	No	May be calculated based on website of IBA (copy enclosed as Appendix-I). As per point XX of MCA approval dated 28.5.2020, Special allowance shall count for calculation of Dearness Allowance and Superannuation benefits. A sperate request has been sent to MCA to include Grade Allowance for calculation of DA on same lines as IBBI (Appendix II). In case of officer on deputation / short term contract it will be payable if he / she opts for NFRA Pay scale.
2	New Pension Scheme	No	No	No	Only for staff directly recruited by NFRA as per RR. For employees on deputation / short term contract, the contribution by NFRA may be as per the correspoding scheme of the parent department . For example refer Appendix III - PFRDA employee on deputation / Short term contract to NFRA, 10% of (Basic + DA + Grade Allownace + Special Allowance) as employee contribution +14% of ( Basic + DA + Grade Allowance + Special Allowance) as employer contribution to be deposited on monthly basis along with salary.
3	Grade Allowance	Yes	No	No	To be paid as a part of salary as per level of the employee. In case of officer on deputation / short term contract it will be payable if he/she opts for NFRA Pay scale.
4	House Allowance	Yes, if not residing in GPRA	No	No	To be paid as a part of salary based on decalaration of officer whether residing in GPRA or not. In case staying in GPRA then conditions as per MUD OM will apply (copy enclosed as Appendix- IV) Further, in case of employee on deputation / short term contract the same is subject to agreement between lending organisation and NFRA as per DOPT OM No. 6/8/2009-Estt (Pay-II) dated 17.6.2010 (Annendix VIII)
5	Family allowance	Yes	No	No	To be paid as a part of salary as per level of the employee. Definition of family and dependent may be same as that in case of IBBI Appendix V. Declaration regarding family of employee or officer on deputation or short term contract to be taken from his Service Book / his Parent Department / LPC. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.

S.No.	Name of Perk / allowance	Proposed to be paid as part of Salary	Proposed to be paid on self certification in stipulated format	Proposed to be paid on submission of bill along with duly filled in stipulated format	Remarks
6	Medical benefit: Group Mediclaim Policy	No	No	No	In respect of Group Mediclaim Policy, for the present it is proposed that the parent organisation / employee may be reimbursed for the policy premium subject to the condition that the insured amount is as per the MCA letter dated 28.5.2020 (para VI) so as to ensure continuity of insurance cover. Further in case of employees not having insurance through parent employer, such employees may be got insured by the same insurer on same terms and conditions as that by IBBI for 1 year. For the next year bidding procedure may be followed on the lines of IBBI / PFRDA. PFRDA has obtained Group Mediclaim Policy from New India Assurance Company (Appendix VI). Policy of IBBI not available. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not. In respect of staff on deputation / short term contract having CGHS card / card of their parent organisation, they may be allowed to retain it by paying requisite contribution to the entity concerned with the undertaking that they will not use the same and will avail the Group Mediclaim Policy facility of NFRA. In case of deputationists having CGHS card, NFRA may deposit the amount of CGHS deduction to MCA who may deposit the same with CGHS.. Further, till this is implemented officers on deputation may be allowed to use their CGHS card so as to have continuity of medical cover.
7	Medical Benefit Domiciliary	No	Yes. Draft Format enclosed as Form A	No	To be paid on declaration basis by the employee subject to limit stated in MCA letter dated 28.5.2020. In respect of staff on deputation / short term contract having CGHS card / card of their parent organisation, they may be allowed to retain it by paying requisite contribution with the undertaking that they will not use / avail the same and will avail the Domiciliary facility of NFRA. The amount so deducted may be deposited with the parent organisation by NFRA / the employee concerned. In case of deputationists having CGHS card, NFRA may deposit the amount of CGHS deduction to MCA who may deposit the same with CGHS. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not. Further, till this is implemented officers on deputation may be allowed to use their CGHS card so as to have continuity of medical cover.
8	Medical Benefit : Annual health check up	No	No	Yes. Draft Format enclosed as Form B	The reimbursement to be done on yearly basis upon submission of bill and medical report by the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
9	Leave fare concession	No	No	Yes Draft Format enclosed as Form C	To be paid on declaration basis along with all receipts/tickets by the employee. The entitlement may be as per SEBI (Appendix VII). Further, in case of employee on deputation / short term contract, the same is subject to agreement between lending organisation and NFRA as per DOPT OM No. 6/8/2009-Est.(Pay-II) dated 17.6.2010 (Appendix VIII)

S.No.	Name of Perk / allowance	Proposed to be paid as part of Salary	Proposed to be paid on self certification in stipulated format	Proposed to be paid on submission of bill along with duly filled in stipulated format	Remarks
10	GSLI	no	no	no	For GSLI also, bidding shall be done & Insurance Policy to be taken by NFRA based on L1. For each staff member working on deputation / short term contract in NFRA irrespective of the fact if he has opted for NFRA pay scale / perks or not. In addition, the contribution being paid by the officer for any such scheme on deputation / short term contract will continue to be deducted from his salary and paid to the parent department ( for example contribution towards CGEGIS).
11	Reimbursement of Education expenses	No	No	Yes Draft Format enclosed as Form D	This reimbursement to be done on declaration basis to be made yearly. Further, in case of employee on deputation / short term contract the same is subject to agreement between lending organisation and NFRA as per DOPT OM No. 6/8/2009-Estt.(Pay-II) dated 17.6.2010 (Annexure VIII)
12	Book Grant	no	no	Yes Draft Format enclosed as Form E	The reimbursement to be done on yearly basis upon submission of bill by the employee. The books purchased should be relevant to the subject matter dealt with in NFRA / GOL This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
13	Brief case	no	no	Yes Draft Format enclosed as Form F	The reimbursement to be done on yearly basis upon submission of bill by the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
14	News paper	No	Yes Draft Format enclosed as Form G	No	The reimbursement to be done on quarterly basis upon declaration by the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
15	Gratuity	No	No	No	Only for staff directly recruited by NFRA as per RR.
16	Tax on Perquisites	No	No	No	To be directly paid to Govt. in respect of perks availed by the respective employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
17	Local allowance	Yes	No	No	To be paid as a part of salary as per level of the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
18	Local compensatory Allowance	Yes	NO	NO	To be paid as a part of salary as per level of the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not. The cost of petrol will be detimend based on the average price of petrol per month of Indian Oil.

S.No.	Name of Perk / allowance	Proposed to be paid as part of Salary	Proposed to be paid on self certification in stipulated format	Proposed to be paid on submission of bill along with duty filled in stipulated format	Remarks
19	Reimbursement towards office entertainment	No	Yes Draft Format enclosed as Form H	No	The reimbursement to be done on monthly basis upon declaration by the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
20	Equipment Mtce Allowance	Yes	No	No	To be paid as a part of salary as per level of the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
21	Personal Allowance	Yes	No	No	To be paid as a part of salary of ED. In case of officer on deputation / short term contract it will be payable if he/she opts for NFRA Pay scale.
22	Special Allowance	Yes	No	No	To be paid as a part of salary as per level of the employee. In case of officer on deputation / short term contract it will be payable if he/she opts for NFRA Pay scale.
23	Residential Office Allowance	Yes	No	No	To be paid as a part of salary as per level of the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.
24	Deputation Allowance	Yes	No	No	Only for those officers who are deputation / short term contract who do not opt for NFRA Pay Scale.
25	Conveyance Allowance (Petrol Allowance)	No	Yes Format enclosed as Form I	No	It would not be necessary for the officer to actually incur expenses on petrol to claim this amount. The reimbursement to be done on monthly basis upon declaration by the employee. Further, in case of employee on deputation / short term contract the same is subject to agreement between lending organisation and NFRA as per DOPT OM No. 6/8/2009-Estt.(Pay-II) dated 17.6.2010 (Appendix VIII). NFRA can provide vehicle, if the officer so desires, for the level of Grade F and above however the petrol consumption in the said vehicle will be as per the entitlement stated in para XXIII. In case vehicle has been provided by NFRA, conveyance allowance will not be payable. Option for vehicle will be exercised only once at the time of joining NFRA on an eligible post.
26	Driver salary	No	Yes Format enclosed as Form J	No	The reimbursement to be done on monthly basis upon declaration by the employee. Further, in case of employee on deputation / short term contract the same is subject to agreement between lending organisation and NFRA as per DOPT OM No. 6/8/2009-Estt.(Pay-II) dated 17.6.2010 (Appendix VIII). NFRA can provide vehicle, if the officer so desires, for the level of Grade F and above however the petrol consumption in the said vehicle will be as per the entitlement stated in para XXIII. In case vehicle has been provided by NFRA, driver salary will not be payable. Option for vehicle will be exercised only once at the time of joining NFRA on an eligible post.

S.No.	Name of Perk / allowance	Proposed to be paid as part of Salary	Proposed to be paid on self certification in stipulated format	Proposed to be paid on submission of bill along with duly filled in stipulated format	Remarks
27	Reimbursement towards computing device, phone and Internet connectivity and mobile handset	No	No	Yes Format enclosed as Form K and Form L	<p><u>Purchase of Phone / Laptop:</u> The reimbursement to be done once in 4 years basis depending upon eligibility of the employee. Declaration along with bill to be submitted by the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.</p> <p><u>Charges for Phone &amp; Internet connectivity:</u> The reimbursement to be done on quarterly basis depending upon eligibility of the employee. Declaration along with bill to be submitted by the employee. This is irrespective if officer on deputation / short term contract opts for NFRA Pay scale or not.</p>

Such Allowances which are not admissible to regular employees of NFRA of corresponding status shall not be admissible to officer on deputation / short term contract in NFRA.

The above may be made effective from the date the employee / officer on deputation / short term contract joins NFRA. In case of Medical cover this should be applicable so as to ensure continuity of his medical cover without any break.