



# OIL & NATURAL GAS CORPORATION (WOU) KARMACHARI SANGHTANA

AFFILIATED TO - PETROLIUM & GAS WORKERS' FEDERATION OF INDIA

Reg. No. (By - II - 8268)

Tel.: 022-26274102

Flat No.102, 1st Floor, Acme Harmony-I, Poonam Nagar, Off. JV Link Road, Andheri (E), Mumbai - 400 093.

REF. : ONGC/KS/107/2017

DATE : 14/08/2017

To,

The ED - HRO,  
ONGC, WOU,  
NBP Green Heights, BKC,  
Bandra (E),  
Mumbai 400051.

O/C

**Subject : Payment of HRA to "Marine Security Supervisors", @ 30%.**

Respected Sir,

This is in reference with '**House Rent Allowance**' to "Marine Security Supervisors" who are appointed on tenure base in Mumbai Region. They were paid HRA when they were appointed for their first tenure in the year 2012. Moreover it was mentioned in their appointment letter that they are entitle to reimbursement of HRA @ 30% of term pay. Please refer the clause C-IV on page no.2. Accordingly all Marine Security Supervisors have received payment of HRA of Rs. 4500 on term pay of Rs. 15000/-.

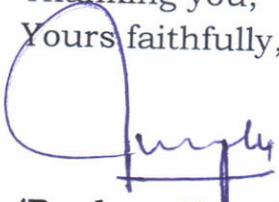
Again on their reappointment in the year 2017 in the clause C-IV it is clearly mentioned without any change that they are entitle for HRA reimbursement @ 30% on term pay.

In addition to this please refer letter no. WOU/R&P/Rectt-MSS/2013 dtd. 25/07/2013 addressed to office Incharge - Release Centre & Bureau placement cell and commander office Incharge - integrated Headquarters Ministry of Defence (Navy). In the terms & conditions of Term Based Appointment on page no. 1, clause 5.1 under the head remuneration it is mentioned that they are also entitle for HRA reimbursement @ 30% of term pay.

Accordingly file for clarification for the additional payment of HRA was sent to headquarter. We understand that headquarter has also cleared the file for additional HRA to the Marine Security Supervisors. All relevant papers are attached for your perusal please.

Your esteemed authority is requested to kindly issue the order for payment of 30% HRA on term pay of Rs. 15000/- amounts to Rs. 4500/- (Four thousand five hundred only) to all the Marine Security Supervisors at the earliest. As the payment of HRA was existing from the time of their first appointment it is earnestly requested that arrears from the date it was discontinued may be compensated in full.

Thanking you,  
Yours faithfully,



o/c

**(Pradeep Mayekar)**  
**General Secretary**

**Copy to :**

1. GM I/c HR-ER, RO, ONGC-WOU, Gr. Heights, BKC, Bandra (E), Mum. 51
2. DGM I/c HR-ER, MH Asset, ONGC-WOU, Gr. Heights, Bandra (E), Mum. 51
3. DGM I/c HR-ER, B&S Asset, ONGC-WOU, Gr. Heights, Bandra (E), Mum.
4. DGM I/c R&P, ONGC-WOU, Gr. Heights, BKC, Bandra (E), Mum. 51
5. DGM I/c IR, ONGC-WOU, Gr. Heights, BKC, Bandra (E), Mum. 51
6. CM I/c HR-ER, N&H Asset, ONGC-WOU, Gr. Heights, Bandra (E), Mum. 51

**N & H - HR**

Diary No. ....  
In 16-8-17  
Out .....

*Handwritten notes and signatures:*  
M. Subate 16/8/17  
K. S. 16/8/17  
Rd