



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण

(सड़क परिवहन और राजमार्ग मंत्रालय)

National Highways Authority of India

(Ministry of Road Transport and Highways)

जी-5 एवं 6, सेक्टर-10, द्वारका, नई दिल्ली-110075

G-5 & 6, Sector-10, Dwarka, New Delhi-110075

दूरभाष / Phone : 91-11-25074

फैक्स / Fax : 91-11-25093507

NHAI/Policy Guidelines/Clarification to Guidelines for External Professionals & Young Professionals/2018

Policy No.1.3.1.17, Dated the 26th June 2018

(Decision taken on Note sheet on 13.06.2018)

Sub: Clarifications to NHAI/Policy Guidelines/External Professionals & Young Professionals/2017 issued vide circular No.1.3.1.12/2017 Dated, the 21st June, 2017.

NHAI has engaged External Professionals and Young Professionals as per the provisions of the policy circular dated 21.06.2017.

2. Certain issues were raised by the concerned cadre controlling division, Finance Division and field offices relating to entitlements, statutory deductions, equivalency in the existing hierarchy etc., of External Professionals and Young Professionals engaged under the policy circular dated 21.06.2017.

3. The issues have been examined and following clarifications are issued to the Policy Guidelines dated 21.6.2017 referred to above:

A. Clarifications on procedure relating to claims for payments, statutory deductions and issue of assets:

Sl. No	Issues	Clarifications
(i)	Claims of EPs / YPs for release of payment.	Leave account (CL & Sick leave) shall be maintained by the respective division at HQ/PIU wherein EP/YP is posted. On approval of their controlling officer/concerned CGM, the bill shall be directly submitted to Finance Division for disbursement.
(ii)	The head where monthly remuneration will be booked i.e. Salary expenses or Professional Expenses?	The remunerations payable / paid is not salary / wages, but professional charges and hence, may be booked under Professional expenses / consultancy charges, after recovery of TDS (Income Tax) u/s 194-J of the Income Tax Act, 1961.
(iii)	EPF deduction in the case of EPs and YPs.	The EPs and YPs are not entitled for any benefit under EPF and hence, the remuneration is to be paid without deducting any contribution towards EPF.
(iv)	Issuing of IT assets and other allied IT issues like e-mail ID, FTS ID etc to Advisors, Jt Advisors, Consultants and Young Professionals	Such issues shall be decided by IT Division as per functional requirement.

B. Equivalence for EPs and YPs vis-à-vis levels in NHAI for ascertaining their transport allowance entitlement, TA/DA on official tours and in other matters shall be as under:

SL. No.	EP / YP	Equivalent level in NHAI	YPs/EPs in the cities as per Annexure to OM No.21/5/2017-E.II(B) dt 7.7.2017 of Deptt of Expend.	YPs/EPs posted at other places
(i)	Young Professional	Deputy Manager	As per General terms and conditions: Para 11 (i) of the guidelines dated 21.6.2017, the YPs shall not be entitled to any Transport Allowance thereby meaning that their remuneration includes the component of Transport Allowance. Equivalence being drawn only for the purpose of TA/DA on official tours, if any.	
(ii)	Assistant Advisor	Manager	Rs.7200 + DA	Rs.3600+DA
(iii)	Joint Advisor	General Manager	Rs.7200 + DA	Rs.3600+DA
(iv)	Advisor	Chief General Manager	Rs.7200 + DA	Rs.3600+DA

4. This issues with the approval of Competent Authority.


 (V.K. Sharma)
 Chief General Manager (Coord.)

To

1. All Officers at NHAI HQ/ROs/PIUs/CMUs/Site Offices
2. Hindi Officer for translation in Hindi