

CHENNAI PORT TRUST (GRANT OF EDUCATION ALLOWANCES TO THE CHILDREN OF EMPLOYEES) REGULATIONS, 20__.

(To be published in the Gazette of India, Part II Section 3, Sub-Section (i) Extraordinary)

**MINISTRY OF SHIPPING
(PORTS WING)**

NOTIFICATION

New Delhi, Dated

G.S.R. (E) - In exercise of the powers conferred by Sub-Section (1) of Section 124, read with Sub-Section (1) of Section 132 of the Major Port Trusts Act, 1963, (38 of 1963), the Central Government hereby approves the "Chennai Port Trust (Grant of Education Allowances to the children of employees) Regulations 20....." made by the Board of Trustees of Chennai Port Trust in supersession of the existing Madras Port Trust Employees' (Reimbursement of Tuition Fees) Regulations 1993 as detailed in the Schedule annexed to this Notification.

2. The said Regulation shall come into effect from the date of publication of this Notification in the Official Gazette.

Joint Secretary to the Govt. of India,
(File No.)

SCHEDULE

CHENNAI PORT TRUST

In exercise of the powers conferred under Section 28 of the Major Port Trust Act, 1963 (Act 38 of 1963), the Board of Trustees of Chennai Port hereby frames, the following Regulations in supersession of the existing Madras Port Trust Employees' (Reimbursement of Tuition Fees) Regulations 1993:-

SHORT TITLE:

1. (i) These Regulations may be called the "**Chennai Port Trust (Grant of Education Allowances to the children of Employees) Regulations, 20.....**".

(ii) These Regulations shall come into force on the date of their publication in the Official Gazette under Section 124 (1) of the Major Port Trusts Act, 1963.

Provided that the liberalizations covered in the Regulations has been extended to all the class III and IV employees

with effect from the academic year 2010-11 onwards.

2. Object:

The Tuition fee, admission fee and term fee etc as specified under 4(d) of this Regulation, payable and actually paid by the Trust's Employees in respect of their children shall be reimbursed at the rates prescribed in these Regulations.

3. Eligibility

i) All Class III & IV employees who are on the Schedule of the Employees of the Port Trust Board irrespective of pay limit are eligible for the reimbursement of tuition fees and admission fees etc in respect of expenditure on the education of school going children only i.e. for children from classes Nursery to twelfth, including classes eleventh and twelfth held by junior colleges or schools affiliated to Universities or Boards of Examination and two years Diploma course in Polytechnic.

In the event of withdrawal of 'Cafeteria Approach' in future to the Classes I & II officers, they will be entitled for Children Education Allowance for reimbursement of tuition fees and admission fees etc, as mentioned above.

ii) Employees on deputation with the Trust will be eligible for the concession under these Regulations for the duration of their deputation, provided they are otherwise eligible and necessary provisions to this effect are made in the terms and conditions of their deputation. For the month in which they join the Trust and that in which they leave, the concession will be admissible only if the service under the Trust is not less than 15 days.

iii) Where both husband and wife are in the Trust's service, the educational assistance will be admissible in respect of one of them only.

iv) If a Trust's employee's wife or husband is employed outside the Trust and entitled to the facility of reimbursement of fees in respect of her/his children from that employer, the Trust's employee or his/her spouse may claim reimbursement from either of the organisations.

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v) The concession will be admissible to an employee who is on duty, under suspension or on leave but will not be admissible to the children of retired, deceased or discharged or dismissed or medically invalidated employees. However if an employee dies or ceases to be in Trust's service during the middle of an academic year, the allowance will be admissible till the end of that academic year in which the event takes place.

4. Definition:

In these regulations, unless the context otherwise requires –

(a) 'Board', 'Chairman', 'Deputy Chairman' and 'Head of Department' shall have the same meaning assigned to them in Major Port Trusts Act, 1963 respectively.

(b) 'Child' means a child of an employee of the Board and includes step child and an adopted child who is wholly dependent on the employee.

(c) 'Employee' means an employee of the Board.

(d) 'Education Allowances' means **reimbursement of fee payable for a child in a year** such as: -

- i) reimbursement of tuition fees;
- ii) reimbursement of admission fees; reimbursement of term fee;
- iii) reimbursement of laboratory Fee;
- iv) reimbursement for Special fee charged for agriculture, electronics, music or any other subject;
- v) reimbursement for fee charged for practical work under the program of work experience;
- vi) reimbursement for fee paid for the use of any aid or appliance by the child;
- vii) reimbursement for any fee charged for library, games/sports and for extra-curricular activities;
- viii) reimbursement for purchase of 1 set of text books and note books, 2 sets of uniforms 1 set of school shoes.

5. Course of study and Quantum of assistance:

- i) An employee shall be eligible to the reimbursement of expenditure on the education as provided in 4 (d) of the said Regulation payable and paid in respect of his/her child.
- ii) Reimbursement as indicated at 4 (d) of the said regulation will be applicable for school going children only i.e. for children from classes nursery to twelfth, including classes eleventh and twelfth held by junior colleges or schools affiliated to Universities or Boards of Examinations and two years Diploma course in Polytechnic.
- (iii) The annual ceiling fixed for reimbursement of children Education Allowance is Rs.12,000/- per child upto a maximum of two children. Reimbursement can be claimed once every quarter. The amount that can be claimed in a quarter could be more than Rs.3,000/- and in another quarter less than Rs.3,000/- subject to the annual ceiling of Rs.12,000/- per child being maintained.
- (iv) For children with disabilities, reimbursement will be twice the normal rate and the annual ceiling will be Rs.24,000/-
- v) The ceiling would be automatically raised by 25% every time the Dearness Allowance goes up by 50%.

6. Conditions for reimbursement:

- i) The reimbursement of education allowances will be admissible only if the child is enrolled in a School which is recognized by the Educational authorities of the Government of the area in which the School is situated or a School which prepares students for Matriculation Examination conducted by Boards of Examinations or schools affiliated to Universities for classes eleventh

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and twelfth held by junior colleges and two years Diploma course in Polytechnic.

- ii) The reimbursement of education allowances is admissible only in respect of two legitimate eldest surviving children of the employee (except when the number of children exceeds two due to second child birth resulting in multiple births) including step children and adopted children (where adoption is recognized under the Personal Law of the Employee) who are wholly dependant on the employee.

7. Miscellaneous conditions:

- (i) The employees should claim the reimbursement under these Regulations in the prescribed form sufficiently early for the whole academic year / half yearly / quarterly, duly producing the receipts for the fees paid along with a certificate from the Headmaster/Principal of the Institution.
- (ii) At the time of preferring the initial claim and subsequently at the beginning of each academic year, he/she shall also submit a certificate from the Headmaster or Principal of the Institution, that the institution is a recognized one. No such certificate need be produced if the School is Government or Municipal School.
- (iii) The Heads of Departments shall verify that the reimbursement of education allowance claimed is in accordance with prescribed conditions.
- (iv) The claims received from the employees along with the necessary certificates aforesaid should then be forwarded to the Finance Department for check and arranging payments.
- (v) The forms, procedure for the verification and admission of claims shall be such as prescribed by the Trust's FA&CAO from time to time.

8. REPEAL:

On commencement of these Regulations the existing Chennai Port Trust Employees' (Reimbursement of Tuition Fees) Regulations 1993 for the Reimbursement of Tuition fees in respect of the children of employees of the Trust which was in force prior to the commencement of these Regulations is hereby replaced.
