

# NATIONAL HIGHWAY AUTHORITY

Admin Wing (Welfare-II Bureau)

No 12(1)/Admn/Wel-II/NHA/17- 3896.

Sep 7, 2017


Sub: **Charges on Occupancy of NHA Rest Houses / Office-cum-Residence**

1. In pursuance of Clause 17 of Chapter-Six of NHA Code, the Chairman NHA has been pleased to approve the following:-

- a. The officer to whom accommodation in the Rest House/ Office-cum-Residence may be allotted shall pay rent @ Rs 1500/- (Rs 2000/- in case of family) for Karachi, Quetta, Peshawar, Rawalpindi and Naran Stations only. For rest of the Stations, the charges will be Rs 1,000/- per night.
- b. If an officer avails NHA's room as a bachelor accommodation, room rent @ Rs 500/- per day shall be charged. In case of shared accommodation, the charges per day will be Rs 250/-.
- c. Room rent @ Rs 150/- per night shall be charged from the officer(s) as a rent availing bachelor accommodation across Balochistan except Quetta.
- d. If an officer retains NHA's Rest House/ Banglow for his family, the rent of the same shall be charged equivalent to his/her authorized monthly house ceiling.
- e. NHA's rest Houses shall be under the administrative control of Establishment Wing and shall be managed by a Caretaker notified by the Personnel Bureau, at each Station.
- f. A proper log book of each rest house will be maintained by the concerned caretaker covering details of all articles, their purchases/ disposal date, pictures, etc. Detailed instructions in this regard shall be issued separately.

2. NHA's SOP on Rest Houses issued vide letter No 12(1)/Admn/Wel-II/NHA/17-3791 dated July 28, 2017 shall be deemed to be amended to the above extent.

3. All DDs (Accounts) in coordination with Caretakers shall ensure that rent is deducted from salary of the concerned officer timely. For this purpose, account Code 630401 "rental income from Guest Houses" and account Code 7153 "Guest House expenditure" may be used.

  
(Raja Ubaid Khalid)

Asstt Director (Welfare-II)