

SPECIAL ALLOWANCE REGISTER

Sl. No.	Name and Designation	Dates on which deployed to perform duty for 10 hrs. or more on working days and/or 5 hrs. or more on Holidays	Group (A) (B) (C) (D)	Nature of work performed	Amount of Special Allowance admissible/paid	Initials of Head of the Section/ Competent Authority
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Note : Each Section will maintain Special Allowance Register in which entries shall be made as and when duty entitling Special Allowance, authorized by the Competent Authority, is performed by the employee concerned. In case the Divisional Officers, such register shall be maintained by themselves.