

**HALLMANAGEMENT CENTRE
IIT KHARAGPUR**

Date: 27th May, 2020

CIRCULAR

Sub: Reimbursement of Children Education Allowance (CEA) & Hostel Subsidy.

Eligible HMC regular employees may apply through HMC ERP for the claim of reimbursement of CEA & Hostel Subsidy for the Academic session 2019-2020 and submit the hard copy along with the documents forwarded through Wardens Respective Halls of Residence to HMC Office.

Link: Login----->Employee----->Claim----->(CEA,Medical,LTC.HTC,etc->CEA (Children Education Allowance)

Pantti Saha,
Chairman, HMC

To
The Wardens -- with a request to circulate this circular among the HMC regular Employees.
All Halls of Residence