Dakshin Haryana Bijli Vitran Nigam

Office order no. 405/FA(HQ)/F&B-315   Dated: 05.11.2015

DHBVN is pleased to sanction the interest free Festival Advance of Rs. 5000/- (Rupees Five Thousand only) to all Class-IV permanent/temporary (including adhoc) employees for Diwali festival on the terms and conditions as laid down in the State Govt. letter no. 36/1/2010-WM(6) dated 02.11.2015 (Annexure ‘A’).

This issues with the approval of Whole Time Directors,
DHBVN, Hisar.
DA/As Above.

[Signature]
Financial Adviser/HR
DHBVN, Hisar

Endst. No. Ch-152/FA(HQ)/F&B-315   Dated 05.11.2015
A copy of above along with Annexure is forwarded to the following for information and necessary action:-
1. All CE’s in DHBVN.
2. All SE’s in DHBVN.
3. Chief Auditor/CAO/FA (MM)/FA (P&D), DHBVN, Hisar.
4. All XEN’s in DHBVN.
5. All AEE/AE’s OP in DHBVN.
6. Chief Communication Officer, DHBVN, Hisar.
7. All Employees Unions in DHBVN.
8. Notice Board.

[Signature]
Accounts Officer/F&B
DHBVN, Hisar.

CC to:
1. Sr. P.S. to Managing Director, DHBVN, Hisar for the kind information of the Managing Director.
2. Sr. P.S. to Director, Projects /Finance/Operations, DHBVN, Hisar for the kind information of Directors.
3. Company Secretary, DHBVN, Hisar.
5. SE (IT), DHBVN, Hisar for uploading the circular on the Nigam web site please.
From

The Additional Chief Secretary to Government Haryana,
Finance Department.

To

1. All Heads of Departments,
Commissioner of Divisions, All Deputy Commissioners &
Sub Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab & Haryana High Court, Chandigarh &
All District & Session Judges in Haryana.

Dated Chandigarh, the 2nd November, 2015.

Subject: Grant of interest free Festival Advance to Class IV Government employees during the year 2015-2016.

Sir,

With reference to subject noted above, I am directed to say that the State Government has decided to grant an interest free festival advance of Rs.5000/- (Rs. Five thousand only) to all Class-IV Government employees in the State who apply for it.

2. The advance will be admissible to permanent/temporary Class-IV employees and to those adhoc employees who are continuing in service for the last one year and will likely to continue for another four months, on furnishing surety of a permanent Government employee. The advance will be sanctioned by the Drawing & Disbursing Officers concerned. In case of temporary employees, allow festival advance on the basis of a surety to their satisfaction so that it will be fully secured and its recovery will be ensured from the loanee before the close of the financial year 2015-2016.

3. The following conditions should also be observed in sanctioning this advance:-

i) The Drawing & Disbursing officer concerned, before sanctioning the advance, should satisfy himself that the incumbent will continue in service until full recovery of the total amount of the advance is effected.

ii) The advance will be recovered in four equal monthly installments and the entire advance should be recovered from the pay of the employees before the close of the financial year 2015-2016.

iii) The advance may be drawn and disbursed on or before 11.11.2015

iv) The advance will not be admissible to work charged & contingent paid staff and daily wagers.
v) The advance should not be granted by parent Departments to those Class-IV employees who are on deputation to other Government/Corporations and Local Bodies etc.

vi) If both husband and wife are employed, the advance should be allowed to only one of them.

4. It is requested that the Schedule of Recoveries should be attached with each bill in the enclosed Performa-I. It is also requested that the detailed accounts of the recoveries of the advance should be maintained by the Drawing and Disbursing Officers which should be reconciled with the office of the Accountant General, Haryana (A&E) Chandigarh every month.

5. The expenditure incurred on the grant of festival advance may be communicated to the Finance Department (in Ways & Means Br.) by the Head of Departments by the end of December, 2015 positively in the enclosed Performa-II.

6. The expenditure will be debited to the Major Head, “7610-Loans to Government Servants etc-800-Other Advances (98) Festival Advances 49-Festival Advances (Non-Plan)

The recoveries made will be credited to the corresponding receipt head i.e. “7610-Loans to Government Servants etc-800-Other Advances-(98) Festival Advances (Receipt).

**Copy of this letter can be downloaded from the site www.finhry.gov.in.**

Yours faithfully,

Joint Secretary Finance
for Additional Chief Secretary to Govt. Haryana Finance Department

No.36/1/2010-WM(6)

Dated Chandigarh, 25th November, 2015

A copy is forwarded to the Accountant General (A&E and Audit) Haryana Chandigarh with 20 spare copies for information and necessary action.

2. The expenditure will be debited against Grant No.45 under Major head “7610-Loans to Govt. Servants-etc.800-Other advances-(98) Festival Advances 49-Festival Advances (Non-Plan)”.

3. The detailed accounts of recoveries will be maintained by the Drawing and Disbursing Officers.
A copy is forwarded to all Treasury Officers/Assistant Treasury Officers, of Haryana at Chandigarh/Delhi and in Haryana with the request that the stipulated date may please be strictly followed and no bill be passed after 11-11-2015. The payment made on the basis of the sanction issued by the departments concerned would be treated as payment authority in relaxation of Rule 4.113 of S.T.R. Vol.1.

Copy is forwarded to:
1. The Additional Chief Secretary to Govt. Haryana, Revenue & Disaster Management Department.
2. All the Administrative Secretaries to Govt. Haryana for information and necessary action.

To
1. The Additional Chief Secretary to Govt. Haryana, Revenue & Disaster Management Department.
2. All the Administrative Secretaries to Govt. Haryana for information and necessary action.

U.O.No.36/1/2010-WM(6) Dated Chandigarh, the 2nd November, 2015

*A copy each is forwarded to the Principal Secretary/Special Principal Secretary /Additional Principal Secretaries / All Officers on Special Duty/ Media Advisor/Political Advisor Special Senior Secretaries / Secretaries/Private Secretaries to the Chief Minister/ Ministers/ Ministers of State / Chief Parliamentary Secretaries for the information of Chief Minister/ Ministers/ Ministers of State/ Chief Parliamentary Secretaries, Haryana.

To
The Principal Secretary/Special Principal Secretary /Additional Principal Secretaries / All Officers on Special Duty/ Media Advisor/Political Advisor Special Senior Secretaries / Secretaries/Private Secretaries to the Chief Minister/ Ministers/ Ministers of State / Chief Parliamentary Secretaries for the information of Chief Minister/ Ministers/ Ministers of State/ Chief Parliamentary Secretaries, Haryana.

U.O.No.36/1/2010-WM(6) Dated Chandigarh, the 2nd November, 2015
No. 36/1/2010-WM(6)  Dated Chandigarh, the 2nd November, 2015

A Copy is forwarded to the following for information & necessary action:-

1. The State Election Commissioner, Haryana
2. The Secretary to Governor, Haryana
3. The Secretary, Haryana Vidhan Sabha.
4. Chairman/Chief Administrator/Managing Director of all Boards/Corporations in Haryana.
5. Vice Chancellor of all the Universities
6. Vice Chancellor Pt. B.D. Sharma Health University, Rohtak.

Joint Secretary, Finance
for Additional Chief Secretary to Govt. Haryana
Finance Department

INTERNAL DISTRIBUTION
1. Sr. Secy./FM
2. PS/ACSF
3. Record Section FD with 10 spare copies.

PROFORMA-I

SCHEDULE OF RECOVERIES

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name &amp; Designation of employee(s)</th>
<th>Total amount of advance Rs.</th>
<th>Recoveries upto last month of Financial Year 2014-2015 Rs.</th>
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</thead>
<tbody>
<tr>
<td>1</td>
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<td></td>
</tr>
</tbody>
</table>

Amount of advance recovered in this bill Rs.

<table>
<thead>
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<th>Amount of advance recovered in this bill Rs.</th>
<th>Total amount recovered upto date Rs.</th>
<th>Balance Rs.</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
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</tbody>
</table>

PROFORMA-II

<table>
<thead>
<tr>
<th>Name of Department</th>
<th>Name of Office</th>
<th>Drawing and Disbursing Officer</th>
<th>Amt. of Festival advance granted to the employees (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
</tbody>
</table>