



**DAKSHIN HARYANA BIJLI VITRAN NIGAM**  
**REGD OFFICE: VIDYUT SADAN, VIDYUT NAGAR, HISAR**  
**CIN No. U99999HR1999SGC034165**

From

Financial Adviser/Hqs  
DHBVN, Hisar

To

1. All Chief Engineers in DHBVN.
2. All Superintending Engineers in DHBVN.
3. Chief Accounts Officer/Chief Auditor/FA(MM)/FA(CBO),  
DHBVN, Hisar.
4. All XENs in DHBVN.
5. All A.Os/Sr. A.Os working as DDOs in DHBVN.
6. All MOs/SMOs in DHBVN.
7. All SDOs in DHBVN.
8. Chief Communication Officer, DHBVN, Hisar.

Memo No. Ch-130/FA/Hqs/F&B-320/Vol-II Dated: 24/05/2021

**Subject: One time Medical Advances for treatment of COVID-19 to Nigam's regular employees, Pensioners and Family Pensioners.**

Due to spreading of Corona virus in the country, large number of people are getting infected. To prevent spread the Covid cases the Nigam has taken preventive measures and issued instructions time to time.

The regular employees, pensioners and family pensioners of the DHBVN are facing financial hardship for taking treatment of COVID-19. Due to busy schedule of doctors in the hospitals, it is not possible to guide/make the estimates of expenses for advance payment.

Accordingly, the matter has been considered by Nigam management and it has been decided here asunder:

1. As a special case (COVID-19 pandemic) fixed amount i.e. Rs. 50,000/- (Rupees Fifty Thousand only) as an advance may be given to the regular employees, pensioners and family pensioners of the Nigam on producing valid COVID positive report of himself/herself only.
2. The above advance will be one time measure for himself/herself till its recovery.

3. The amount of advance will be adjusted in the medical claims so submitted within two months or will be recovered in five equal monthly installments (10 installments in case of pensioners and family pensioners) from their salary/pension/family pension.
4. The advance sanctioning authority will be DDO concerned/Head of Office for regular employees and CAO, DHBVN for pensioners and family pensioners. The concerned DDO/advance disbursing authority will ensure proper accounts/schedules of advance and its recovery within the stipulated time frame.
5. Further in case of death of the employee/pensioners/family pensioner, the unadjusted advance shall be waived off by issuing specific orders.
6. The expenditure shall be charged to GH 27.216 (Regular employees) and GH 27.217 (Pensioners and Family Pensioners) This issues with the approval of WTDs accorded in its meeting held on 20/05/2021 (Agenda Item No. 267.16).

*R. V. - 24/5/2021*  
Financial Adviser/HQ,  
DHBVN, Hisar.

CC to :-

1. SPS to MD, DHBVN, Hisar for kind information of MD.
2. SPS to Director, Operations, DHBVN, Hisar for kind information of Director/OP.
3. SPS to Director, Projects, DHBVN, Hisar for kind information of Director/Projects.
4. SPS to Director, Finance, DHBVN, Hisar for kind information of Director/Finance.
5. The CFO, DHBVN, Hisar.
6. The Company Secretary, DHBVN, Hisar.
7. The SE/IT, DHBVN, Hisar for uploading the circular on the Nigam website, pl.
8. All Employees Unions and Pension Associations in DHBVN.
9. DHBVN Notice Board.