



केन्द्रीय विद्यालय संगठन(मु.)
KENDRIYA VIDYALAYA SANGATHAN(HQ)
18 - संस्थागत एरिया, शहीद जीत सिंह मार्ग
18, Institutional Area, Shaheed Jeet Singh Marg
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दूरभाष/TEL 26858570, फैक्स/FAX 26415179
वेबसाइट: www.kvsangathan.nic.in
ई-मेल/E-mail: kvsjcfm@gmail.com

F No. 110239/51/2017/Budget/KVS(HQ)

Date : 14.9.2018

The Deputy Commissioner/Director
Kendriya Vidyalaya Sangathan
All Regional Offices/ZIETs

Sub : Relief to flood affected people of Kerala- Donation of One day's salary – regarding

Madam/Sir,

I am directed to refer the MHRD letter F No. 1-3/2018-Cash dated 24.8.2018(enclosed) vide which it has been decided to appeal to all officers and staff of Ministry of HRD as well as of the organizations under its control that they may contribute one day's salary as relief to the flood affected people of Kerala, to be paid to the Chief Minister's Relief fund.

It is requested that necessary instructions may be issued to all the units for circulation of this appeal amongst all the employees of KVs/ROs/ZIETs. Further the option form may also be obtained in the given below format.

" I, (Name & Designation of the employee) give my consent to contribute one day's salary to Kerala Chief Minister's Distress Relief Fund.

Signature
(Name & Designation with date) "

The Option Form duly signed by the individual employee be kept on records by the respective payee units viz, Vidyalayas/ROs/ZIETs.

After obtaining the consent from the employees, one day's salary will be deducted by all the units from the Pay bill of Sept' 2018 and shown under the coloumn "**Contribution to Kerla Relief fund**" to be inserted by UBI, Saket Branch temporarily for this purpose . The Pay Bill of Sept' 2018, uploaded by now, may be

rejected by all the respective units and uploaded again after making the aforesaid deduction.

It is further intimated that no payment of donation will be remitted by KVs/ROs/ZIETs directly to "Donation to Chief Minister's Distress Relief Fund. However, the pooled amount shall be remitted by KVS (HQ) to the said relief fund. The Project Kendriya Vidyalayas have to remit the consolidated amount to their respective Regional Offices which will in turn, remit the same to KVS Hqrs through NEFT/RTGS in the "KVS Main Fund Account no. 1098101032877 in Canara Bank, IFSC CNRB0001098. Govt. Financed KVs/ZIETs/ROs are not required to remit the funds to Regional Offices/KVS(HQ) as the amount of deduction will be taken from the pay bill itself by KVS(HQ) for remitting the same to the aforesaid fund.

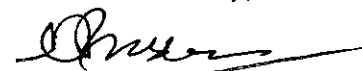
Compliance may be ensured and required information may be sent to KVS (HQ) through mail (kvsbudget@gmail.com) only in the following format.

Name of the Region/ZIET	Number of all employees who contributed.	Total amount deducted and remitted to KVS(HQ) in respect of Project KVs.	Total amount deducted in respect of Govt. financed KVs/ROs/ZIETs.

This issues with the approval of the Competent Authority.

Hindi version follows.

Yours faithfully,



(Dr. E Prabhakar)

Joint Commissioner (Trg & Fin)

Copy to :

1. The PS to Commissioner, KVS Hqrs, New Delhi
2. The PS to Addl Commissioner (Admn), KVS Hqrs , New Delhi.
3. The Deputy Commissioner (Acad./EDP), with a request to upload in KVS website.
4. The Assistant Commissioner (Fin) (Cash), KVS(HQ)for similar action in respect of KVS(HQ) Unit.
5. The Principal, KVs Trehan, Moscow and Kathmandu for similar action.
6. The Branch Manager, UBI, Saket, New Delhi with the request to modify the nomenclature of the column reference "AM" meant for "Membership Contribution to respective Associations" in the pay bill format as "Contribution to Kerala Relief Fund" for the pay bill of Sept'2018 only. It is also requested to reject all the pay bills already uploaded by the KVs/ROs/ZIETs .

E FD-477318

F.No. 1-3/2018-Cash
Government of India
Ministry of Human Resource Development

Subject: Relief to flood affected people of Kerala – donation of one day's Salary – regarding

1. It has been decided a to appeal all officers and staff of Ministry of HRD as well as of the organizations under its control may contribute their one day's salary as relief to the flood affected people of Kerala. The contribution will be paid to the Chief Minister's Relief fund as per the details given below:-

Donation to Chief Minister's Disaster Relief Fund
Account No. 67319948232
IFSC Code: SBIN0070028
City Branch, State Bank of India
Thiruvananthapuram

Or by


Cheque/Demand Draft
Principal Secretary (Finance), Treasurer,
Chief Minister's Distress Relief Fund
Secretariat,
Thiruvananthapuram - 695001

2. All Bureau Heads are accordingly requested to take immediate action in this regard and take up the matter with the concerned organizations under their administrative control for necessary action.

3. The payment to the above should preferably be made in a pooled manner at the level of an institution and sent to the branch/ functionary mentioned in para 1 above.

3.1 The institutions would intimate their respective Bureau in MHRD about the amount of contribution made.

3.2 In MHRD, the payment will be made in a pooled manner by PAO, MHRD. A format for conveying willingness for contribution is enclosed.

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SO(U/3)

(P. Sasikumar)
Deputy Secretary (Admn.)
24.08.2018

1. PS to Hon'ble HRM/MoS(UK)/MoS(SPS)
2. PSO to Secy.(HE)/PPS to Secy. (SE&L)
3. All Bureau Heads in Department of Higher Education and Department of School Education & Literacy.
4. Pr.CCA/ CCA, MHRD.
5. DDO, MHRD for necessary action/ PAO, MHRD.
6. All officers and staff of Department of Higher Education and Department of School Education & Literacy.

Option Form

I _____ give my consent to contribute one day's salary to Kerala Chief Minister's Distress Relief Fund.

Signature

(Name & Designation)

DDO