

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

From

The Additional Chief Secretary to Government Haryana,  
Finance Department.

To

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

Dated Chandigarh, the 16<sup>th</sup> October, 2019.

**Subject: Grant of interest free Festival Advance to Class IV Government employees during the year 2019-20.**

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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.8000/- (Rupees Eight 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 2019-20.

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 instalments and the entire advance should be recovered from the pay of the employees before the close of the financial year 2019-20.
- iii) The advance may be drawn and disbursed on or before **25.10.2019**.
- 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 Branch) by the Head of Departments by the end of November, 2019 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-50-Advances". 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 down loaded from the site [www.finhry.gov.in](http://www.finhry.gov.in).**

Yours faithfully,



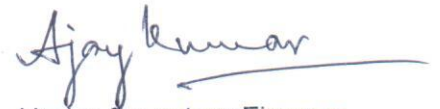
Under Secretary Finance,  
for Additional Chief Secretary to Govt. Haryana  
Finance Department

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

Dated Chandigarh, the 16<sup>th</sup> October, 2019

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-(50)-Advances".
3. The detailed accounts of recoveries will be maintained by the Drawing and Disbursing Officers.

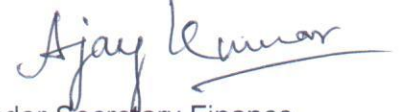


Under Secretary Finance,  
for Additional Chief Secretary to Govt. Haryana  
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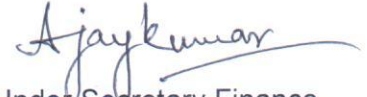
A copy is forwarded to all Treasury Officers/Assistant Treasury Officers, of Haryana at Chandigarh/Delhi and in Haryana with the request that the stipulated date may please be strictly followed and no bill be passed after 25.11.2019. The payment made on the basis of the sanction issued by the departments concerned would be treated as payment authority in relaxation of Rule 4.113 of S.T.R. Vol.1.



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

Copies are 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.



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


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Dated Chandigarh, the 16<sup>th</sup> October, 2019.

A copy each is forwarded to the Principal Secretary/ Additional Principal Secretary/ Deputy Principal Secretary/ Officer on Special Duty/ Special Senior Secretaries/Secretaries/ Private Secretaries to the Chief Minister/Ministers/Ministers of State, Haryana.



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

To

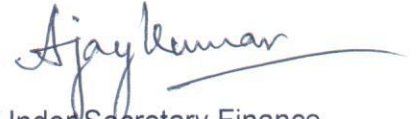
The Principal Secretary/Additional Principal Secretary/ Deputy Principal Secretary/ Officer on Special Duty/ Special Senior Secretaries/Secretaries/ Private Secretaries to the Chief Minister/Ministers/Ministers of State, Haryana.

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Dated Chandigarh, the 16<sup>th</sup> October, 2019.

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.



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

#### INTERNAL DISTRIBUTION

1. PS/FM
2. PS/ACSF
3. Record Section FD with 20 spare copies.
4. In-Charge, Computer Cell.

#### PROFORMA-I

##### SCHEDULE OF RECOVERIES

S. No.	Name & Designation of employee(s)	Total amount of advance Rs.	Recoveries upto last month of Financial Year 2018-2019 Rs.
1	2	3	4

#### PROFORMA-II

Name of Department	Name of Office	Drawing and Disbursing Officer	Amt. of Festival advance granted to the employees (Rs.)
1	2	3	4