

**(TO BE COMPLETED BY THE APPLICANT'S LOAN SANCTIONING
AUTHORITY)**

No.

Dated

Forwarded to the Secretary to Government Punjab, Department of Finance (Loans cell), S.C.O. No. 110-111 Sector 17-C, Chandigarh.

1. I have scrutinised the application and have satisfied myself of the correctness on the facts etc. stated therein.
2. It is certified that the advance is admissible under the rules/instructions on the subject and all formalities prescribed under the rules have been completed.
3. It is certified that the possession of conveyance by the officer/official is in public interest.
4. It is certified that the value of the conveyance proposed to be purchased is not less than the amount of advance recommended and it will serve as a good security in the shape of mortgage.
5. It is recommended that an advance of Rs. _____ (Rupees _____) which is admissible under rule 10.21/10.22 of Punjab Financial Rules Vol. I may be granted to this applicant. The amount of advance will be recovered in _____ instalments @ Rs. _____ monthly and interest accrued thereon in _____ instalments. The recovery of advance will commence from the first issue of pay after the drawal of advance from Treasury.
6. I have satisfied myself on the basis of monthly deductions etc. made from the applicants salary, that after allowing him the carry home salary of 40 per cent the amount is well within his repaying capacity and that the entire amount of the advance with interest accrued thereon will be recovered from the applicant before his retirement.
7. It is certified that the original documents with appropriate stamp fee, where required have been kept in the record of this officed.

Signature

Designation

Name of the Department.

**APPLICATION FORM FOR GRANT OF ADVANCE FOR
PURCHASE OF BICYCLE**

1. Name (in block letters) : _____
2. Father's/Husband's Name : _____
3. Designation : _____
4. Department/Office : _____
5. (a) Date of Birth : _____ Entries in column No. 5 verified
- (b) Date of entry into Govt. Service : _____
- (c) Date of superannuation : _____
- (d) Whether belongs to SC/BC ? : _____
- (e) Whether permanent or temporary ? : _____
- Signature of Head of Office with Seal.
- (If temporary attach surety of a permanent Govt. employee)
- (f) Date of retirement of surety : _____
6. Scale of Pay : _____
7. (A) Details of Pay (other than HRA) : _____
- (a) Basic Pay : _____
- (b) Personal Pay : _____
- (c) Dearness Pay : _____
- (d) Special Pay : _____
- (e) Dearness Allowance : _____
- (f) CCA : _____
- Total : _____
- (B) Deductions :
- (a) Compulsory GP Fund subscription : _____
- (b) Instalment on account of House Building Advance : _____
- (c) Income Tax : _____

PURCHASE OF BICYCLE

(d) GIS.

(e) Others

(f) Proposed instalment on account of bicycle advance

Total

(C) Net Payable (Carry Home Salary)

(D) Whether the Carry Home Salary is

more than 40 per cent of Gross Salary ?

8. Treasury/Sub Treasury from which advance to be drawn

9. Amount of advance admissible

10. Amount of advance required

11. Whether the intention is to Purchase :-

(a) New or old bicycle

(b) Indicate the date till which agreement is valid (in the case of old bicycle)

(c) Name and address of the owner of the bicycle

(d) Price to be paid/settled (attach an attested copy of agreement/with the seller/proforma invoice from the dealer)

12. Whether any advance for purchase of bicycle was taken previously ? If so, give the

Entries in column No. 12 verified

(a) No. of Cycle advances taken

(b) Date of drawl & amount of advance

(c) Whether the bicycle purchased with the previous advance has been lost or is un-serviceable ?

Signatnres of Head of office with Seal

(d) Code No.

13. Proposed moathly instalment of recovery

APPLICATION FORM FOR GRANT OR ADVANCE FOR PURCHASE

(TO BE COMPLETED BY THE APPLICANT'S LOAN SANCTIONING AUTHORITY)

No. _____

Dated _____

Forwarded to the Secretary to Govt. Punjab, Department of Finance (Loans Cell) S.C.O. No. 110-111, Sector 17-C, Chandigarh.

1. I have scrutinised the application and have satisfied myself of the correctness of the facts etc. stated therein.

2. It is certified that the advance is admissible under the rules/instructions on the subject and all formalities prescribed under the rules have been completed. The applicant has not taken any advance for repair/enlargement of his house before this.

3. It is recommended that an advance of Rs. _____ (Rupees _____) which is admissible under rule 10.19 of Punjab Financial Rules Vol. I may be granted to this applicant. The amount of advance will be recovered in _____ instalments @ Rs. _____ monthly and interest accrued thereon in _____ instalments. The balance of Rs. _____ still left over will be recovered from D. C. R. G. of the applicant which works out to Rs. _____ on his present emoluments. The recovery of advance will commence from _____ issue of pay after the drawl of advance from Treasury.

4. I have satisfied myself on the basis of monthly deductions etc. made from the applicant's salary, that after allowing him the carry home salary of 40% the amount is well within his repaying capacity and that the entire amount of the advance with interest accrued thereon, will be recovered from the applicant before his retirement either through monthly instalments and or by adjustment from the Death-com-retirement Gratuity.

5. It is certified that the original documents with appropriate stamp fee, where required, have been kept in the record of this office.

Signature _____

Designation _____

Name of the Department _____

Total

- (a) Compulsory GPF subscription
- (b) Instalment on account of House Building Advance
- (c) Income Tax
- (d) GIS
- (e) Deductions

**APPLICATION FORM FOR GRANT OF ADVANCE FOR PURCHASE
OF MOTOR CAR/MOTOR CYCLE/SCOOTER/MOPED**

1. Name (in block letters) : _____
2. Father's/Husband's Name _____
3. Designation : _____
4. Department/Office : _____
5. (a) Date of Birth _____ Entries in column No. 5 verified
- (b) Date of entry into Govt. Service : _____
- (c) Date of superannuation : _____
- (d) Whether belongs to SC/BC ? _____
- (e) Whether permanent or temporary ? _____ Signature of Head of
(if temporary attach surety of _____ Office with seal.
a permanent Govt. employee) _____
- (f) Date of retirement of surety _____
6. Scale of Pay : _____
7. (A) Details of Pay (other than HRA) _____
 - (a) Basic Pay _____
 - (b) Personal Pay _____
 - (c) Dearness Pay _____
 - (d) Special Pay _____
 - (e) Dearness Allowance _____
 - (f) CCA _____

Total : _____
- (B) Deductions
 - (a) Compulsory GPF subscription _____
 - (b) Instalment on account of House
Building Advance. _____
 - (c) Income Tax _____
 - (d) GIS : _____

(e) Others _____

(f) Proposed instalment on account of conveyance advance: _____

Total: _____

(C) Net Payable (Carry Home Salary) _____

(D) Whether the Carry Home Salary is more than 40% of Gross Salary ? _____

8. Treasury/Sub Treasury from which advance is to be drawn. _____

9. Amount of advance admissible _____

10. Amount of advance required _____

11. Whether the intention is to purchase :—

(a) A new or old motor car/motor cycle/Scooter/Moped. _____

(b) If the intention is to purchase the vehicle through a person other than a regular or reputed dealer, attach prior sanction of the competent authority as required under the Conduct Rules. _____

(c) Indicate the date till which agreement is valid. _____

(d) Name and address of the owner of the vehicle. _____

Price to be paid/settled (attach an attested copy of agreement/Proforma Invoice from the dealer): _____

If the cost is more than the advance admissible, the source from which the balance amount will be met with details :-

(i) Drawal out of GP Fund _____

(ii) Savings _____

(iii) Loan from relatives/friends _____

(iv) Others, if any _____

Entries in column No. 12 verified.

12. Whether any advance for purchase of conveyance was taken previously? If so, give the -

(a) Date of drawal and amount of advance

Signature of Head of office with seal.

(b) Date of purchase of vehicle

(c) Date of submission of registration papers

(d) Date of submission of hypothecation papers

(e) Amount of advance/and or interest thereon still outstanding, if any

(vi) Whether the conveyance purchased with the previous advance has been sold? If so, indicate the sale proceeds.

(vii) Code No.

13. Proposed monthly instalment of recovery (Where the date of retirement of surety is earlier to that of the date of retirement of applicant, repayment of advance and interest is to be ensured before the retirement of surety)

DECLARATION

1. I undertake to utilise the amount of advance for the purpose for which it has been applied for and understand that in case of misutilization of the advance, I will be liable to pay penal interest on the advance in addition to disciplinary action, under the rules.

2. I undertake to refund the balance left, if any.

3. I undertake to purchase the bicycle within one month from the date of drawal of advance from the Treasury and furnish to the Head of my office a certificate giving full particulars of the bicycle purchased with the advance and the cash receipt for the amount actually paid for it.

4. I have read rules/instructions regulating the grant of advance and agree to abide by the terms and conditions thereof. I shall be liable to refund the amount of advance alongwith interest and penal interest besides disciplinary action in the case of non-fulfilment of any condition/terms of sanction rules/instructions issued from time to time by the Government.

Signature of the applicant

Designation :

Deptt./Office (in which employed)

Documents Attached :

- 1.
- 2.
- 3.

**(TO BE COMPLETED BY THE APPLICANT'S LOAN SANCTIONING
AUTHORITY)**

No.

Dated

Forwarded to the Secretary to Govt. Punjab, Department of Finance (Loans Cell), S.C.O. No. 110-111, Sector 17-C, Chandigarh.

1. I have scrutinised the application and have satisfied myself of the correctness on the facts etc. stated therein.

2. It is certified that the advance is admissible under the rules/instructions on the subject and all formalities prescribed under the rules have been completed.

3. It is certified that the possession of bicycle by the official is in public interest.

4. It is recommended that an advance of Rs. _____
(Rupees _____) which is admissible under rule 10.23 of Punjab Financial Rules Vol. I may be granted to this applicant. The amount of advance will be recovered in _____ instalments @ of Rs. _____ monthly and interest accrued thereon in _____ instalments. The recovery of advance will commence from, the first issue of pay after the drawal of advance from Treasury.

5. I have satisfied myself on the basis of monthly deductions etc. made from the applicants salary that after allowing him the carry home salary of 40 per cent the amount is well within his repaying capacity and that the entire amount of the advance with interest accrued thereon, will be recovered from the applicant before his retirement.

6. It is certified that the original documents with appropriate stamp fee, where required have been kept in the record of this office.

Signature _____

Designation _____

Name of the Department _____

7.64. Grant of House Building Advance to Government employees.

It is to invite your attention to the subject noted above and to say that as per Rule 10.16 (vii) of Punjab Financial Rules Volume-I, a Government employee can hold/mortgage property for purposes of loan alongwith his father or son but he or she cannot similarly hold/mortgage property for loan if such property is held by his/her mother or daughter. This is a discrimination on the basis of sex. In order to remove this discrimination the Government has decided to amend the provisions of Rule 10.16 (vii) and note 2 below rule 10.16 (iv) of the Punjab Financial Rules Volume-I to the effect that the words "father or son" wherever occurring may be substituted by the words "father, mother, son or daughter"

No. F.D.—Loans—SOI—94/24/9313 Dated 27th April, 1994

7.65. Grant of House Building Advance to Government employees—simplification of procedures.

It is to invite your attention to the subject noted above and to say that advance for the constructions of a house is granted/disbursed in two equal instalments as per instructions issued vide this Department letter No 1930-FD-Loans Cell-SOI/PF-31/91/7567 dated 19th April, 1991. In the case of grant of advances for the purchase of ready built house under the self Financing Schemes, etc., the loan amount is released in instalments as per schedule of payment given by the housing agency. The detailed scrutiny of the loan cases is done by the Finance Department when the case is received from the loan sanctioning authority for the first time. If the case is found in order it is admitted for earmarking of funds and first instalment is released. The employee after completing the construction upto a certain level or in respect of housing agencies when the instalment falls due, request the Government for release of subsequent instalments. The case is again referred to the Finance department by the loan sanctioning authority for release of subsequent instalments. As a step towards simplification of procedures the Government feels that the work relating to release of second/subsequent instalments can easily be transferred to the concerned loan sanctioning authority. This would save time and un-necessary paper work of the Finance Department. The Government has, therefore, decided to delegate the power of releasing the second/subsequent instalments (in the case of self financing schemes etc.) due in the same financial year to the loan sanctioning authority. The Finance Department (Loans Cell) would henceforth be releasing the amount of advance for the construction of house due for utilisation in the same financial year in one go for its further sanction/drawal by the loan sanctioning authority in two equal instalments or as per schedule of payment (in the case of Self Financing Schemes etc.) after observing all the necessary formalities required under the rules/instructions issued from time to time. For any lapse in this regard, the loan sanctioning authority will be solely responsible.

2 However, if the second/subsequent instalments are to be released in the subsequent financial year, the case will have to be referred to this department for its further earmarking of funds and for proper accounting and budgetary control.

3. The loan sanctioning authority should ensure before drawing the funds of the first instalment of advance from the Treasury, the necessary mortgage deed is executed by the Government employee taking the advance and that it has been duly registered and kept in the safe custody.

4. This may be brought to the notice of all employees working under your control.

No. FD—Loans—SOI—94/31/9452 Dated 2nd May, 1994

7.66. Loans & Advances to the State Government employees

Your attention is invited to the Subject cited above. It has been brought to the notice of this department that the cases of Loans & Advances of the State Government employees are unduly delayed at various levels. The delay normally occurs at the level of the sponsoring authority and at the sanctioning level. It has also been reported that in some of the department, the loan cases are not processed and forwarded to the Finance Department in the Loan Cell, unless certain settlement is first arrived at. Some unscrupulous element do not hesitate even to involve the authorities that are not directly concerned with such cases. This is a sad State of affairs. This tendency among the Loan Processing/Sanctioning authorities is required to be curbed.

2. As for as loan Cell is concerned, we have worked out a time schedule which is for our internal guidance. According to this it needs about 12 days to finally dispose off the case from the date of receipt in the Loan Cell. This time schedule has been worked out keeping in view the large number of cases of the employees being received in the Loan Cell. It has accordingly been decided that in case the concerned department does not hear from us within 15 days from the date of receipt of the Loan case in the Loan Cell, the department/official concerned can enquire about his case from the Director Treasuries & Accounts or from Deputy Director (Loans) on any working day. This was necessary because the officials sometime are conveyed wrong information regarding time required to be taken by the Loan Cell.

3. It is felt that similar time schedule is required to be framed by the Administrative Department/Head of Deptt. If such time schedules are framed, it will not leave the discretion with the dealing hand to delay the cases, for whatever reason.

4. It has further been observed that most the cases which are received, are incomplete. Either requisite documents are not attached or these documents are not properly completed and signed. This results in repeated back-references which in turn causes delay and avoidable harassment and inconvenience to the officials concerned. It is requested that the dealing hands should be advised to familiarise themselves with the procedure for completing the Loan cases. Attention is also invited to this department circular letter No. FD—Loans—SOI 94/Manual /10741 dated the 16th May, 1994 with which a booklet entitled LOANS AND ADVANCES TO Government Employees, as corrected upto 30th April, 1994, was sent to all the Heads of Department. This should be given wide publicity so that the officials are aware of the formalities required to be completed for cases of Loans & Advances. A register has been maintained departmentwise in the Loan Cell, where the deficiencies in Loan cases will be recorded. We shall be periodically sending

you the list of deficiency so that corrective measures can be taken to see that these deficiencies do not occur in future. This will also help you in pinpointing the responsibility of the dealing hand (s) incharge of the branch. In case of persistent defaults you may have to initiate disciplinary action for wilful negligence in the performance of duties.

No. FD—Loans—SOI—94/25/21008 Dated 28th September, 1994

7.67. Rate of interest to be charged on loans and Advances to the Undertaking and to the employees of the State Government during the year 1994-95

It is to invite reference to this Departments circular letter issued vide No. 6/193—5FBII/6632, dated 23rd September, 1993 on the subject noted above and to say that the Governor of Punjab has been pleased to decide that interest shall be charged on loans advanced or to be advanced by the State Government to the Public Undertaking including the Punjab State Electricity Board, the Punjab State cooperative Supply and Marketing Federation and the State Housing Development Board during the year 1994-95 at the following rates namely —

| | (Interest rate) (Percent per annum) |
|--|--|
| I. Public Undertakings | |
| Including Punjab State Cooperative Supply Marketing Federation and State Development Housing Board but excluding Punjab State Electricity Board and Pepsu Road Transport Corporation | |
| (i) Investment Loans | 16 |
| (ii) Working Capital loans and Loan to meet cash losses | |
| (Maximum maturity period five years) | 18.50 |
| II. Punjab State Electricity Board and Pepsu Road Transport Corporation | |
| (i) Investment Loans | |
| (a) Punjab State Electricity Board | 12.50% |
| (b) Pepsu Road Transport Corporation | 14% |
| (ii) Working Capital Loans and Loans to meet cash losses | |
| (maximum maturity period five years) | 18 |
| III. Capital Contribution made by the State Government to the Pepsu Road Transport Corporation | |
| | 11.75 |

These rates will not, however, apply to :—

- (a) Short term loan assistance received from the Govt. of India for the purchase and distribution of agricultural inputs, which is passed on by the State Govt. to the Institutional Agencies (Public Undertakings) concerned at the rate of interest half percent more than that charged by the Govt. of India in accordance with the conditions on which that Govt. provides this assistance; and
 - (b) Loans advanced by the State Govt. to the Punjab State Cooperative Supply and Marketing Federation and the Punjab State Civil Supplies Corporation for the purchase of gunny bales which will be charged interest at the rate at which money is borrowed by the State Government from the State Bank of India for financing the food procurement operations.
2. The Governor of Punjab is further pleased to decide that loans to Government employees advanced or to be advanced during the year 1994-95 shall bear interest as follows :—
- | | |
|---|------------------|
| (a) For House Building | 12.00% per annum |
| (b) For the purchase of vehicles other conveyance | 12.00% per annum |

3. It is clarified that the rate of Interest for the schematic loans to be advanced to the Public Undertakings will be determined by the Government keeping in view the nature and the objectives of the scheme concerned for which a separate sanction determining the rates of interest applicable in each case will be issued.

4. The Governor of Punjab has also been pleased to decide that where repayments of principle and payment of interest are not made according to the prescribed time schedule, penal interest at the rate $3\frac{1}{2}\%$ shall be charged on the defaulted amount for the defaulted period, in addition to the prescribed rate of interest.

In regard to the other irregularities, the penal interest will be charged as per instructions contained in circular letter No. F. D. Loans S.O.I.92/5/19165, dated 20th October, 1992 issued by the Directorate of Treasuries and Accounts, Punjab, Chandigarh.

Please acknowledge its receipt.

No. 6/2/94—5FB II/6874 dated 3rd October, 1994

7.68. Grant of house Building Advance for construction of Houses.

.....

Reference is invited to this Department circular letter No. 5198—FD—Loans Cell SAI—76/9812, dated 10th November, 1976, reiterated vide circular letter No. 838—(Loans Cell) SAI—78/950, dated 8th February, 1978 on the subject cited above. The decision of the Government to earmark 20% of the House Building loans for Scheduled Castes/Scheduled tribes and 5% for backward classes is in force and the position already existing in the above, referred circular letter of 1976 and 1978 is hereby reiterated. It should be brought to the notice of all concerned for compliance clarification (s) if issued contrary to above withdrawn/modified accordingly with immediate effect.

No. FD—Loans—S.O.I.—94/P. 3/25930 Dated Chandigarh the 6th December, 1994

CHAPTER 9

DEARNESS ALLOWANCE

9.87. Grant of Dearness Allowance to the employees of the Government of Punjab with effect from 1st January, 1993.

It is to refer to this Department's letter No. 3/2/92—FPI/172, dated 8th January, 1993, and to say that having regard to the decision of the Government of India, the Governor of Punjab is pleased to decide that the rates of Dearness Allowance payable to the employees of the Government of Punjab shall stand modified with effect from the 1st January, 1993, as follows:—

| Date from which payable | Pay Range | Rate of Dearness Allowances per mensem |
|-------------------------|---|---|
| 1st January, 1993 | Basic Pay up to Rs. 3,500 per mensem | 92 per cent of pay |
| | Basic Pay above Rs. 3,500 per mensem and up to Rs. 6,000 per mensem | 69 per cent of pay Subject to a minimum of Rs. 3,220. |
| | Basic Pay above Rs. 6,000 per mensem | 59 per cent of pay Subject to a minimum of Rs. 4,140. |

2. The 'Pay' for the purpose of these orders shall be the 'Pay' as defined in Rule 2.44(a) of the Punjab Civil Services Rules, Volume I, Part I, which is commonly known as 'Basic Pay' Non Practising Allowances and Stagnation increments in respect of employees drawing pay in the Revised Scales of Pay as per Punjab Civil Services (Revised Pay) Rules 1988. In the case of employees who have not opted for the revised scales of pay but continue to draw pay in the pre-revised scales of pay, the 'Pay' for the purpose of these orders will include, in addition to 'Basic pay' the Dearness Allowance, Dearness Pay, *ad hoc* Dearness Allowance and interim Relief (wherever allowed) appropriate to that pay admissible under orders in existence on the 1st January, 1986. In terms of Punjab Government Notification No. 3/1/5/FCD/5988, dated 11th July, 1990 (published in Punjab Government Gazette (Extraordinary), dated the 31st July, 1990), the dearness allowance is not admissible on deputation allowance.

3. The payment on account of dearness allowance involving fraction of 50 paise or above may be rounded off to the next higher rupee and the fraction of less than 50 paise may be ignored.

4. While incurring expenditure on account of the dearness allowance instalment sanctioned,—*vide* this letter, the instructions contained in this Department's circular letter No. 1/15/86—IFPI/23979, dated the 16th December, 1986, may be kept in view.

5. These orders are also applicable to the work-charged employees.

6. These orders will not be applicable to the staff paid from contingencies, casual labour, staff employed on daily wages and those working on piece-rate system. These orders will also not be applicable to those employed on contract basis except where dearness allowance is admissible in terms of their contract. However, in so far as the payment of Dearness Allowance to the staff employed on 89 days temporary basis is

concerned, the departments are advised to allow such employees to purchase National Saving Certificates with the dearness allowance amount deduced from their salaries or National Saving Certificates may be purchased by the departments themselves on their behalf till such amount is not credited to their GPF accounts for want of allotment of regular General Provident Fund Accounts Nos. If there exist similar cases prior to the issue of these instructions, [those] may also be treated likewise.

7. As regards the employees of the Universities and privately-managed recognised Schools, Colleges and other Institutions, attention is invited to this Department's Memorandum No. 4/21/83—FEII, dated the 24th December, 1986.

8. The amount of Dearness Allowance for the period from 1st January, 1993, up to 30th June, 1993 in respect of all Government employees shall be credited to their General Provident Fund Accounts, that is the Additional Dearness Allowance due for payment from the 1st January, 1993 to the 30th June, 1993, would be drawn and credited in the General Provident Fund Accounts of the employees in July, 1993. Where any Government employee was, during the said period, not eligible to subscribe to the Provident Fund, the drawl of arrears of Dearness Allowance shall be deferred till the employee concerned becomes eligible to contribute to the Provident Fund and the Provident fund Account is opened in his/her name. In such a case, as and when the Provident Fund Account is opened and the amount of Dearness Allowance is credited there to interest will accrue from the 1st July, 1993. The Government employees who have retired or had closed their General Provident Fund Accounts before the issue of the letter or who might close their accounts by the time the arrears are drawn, shall be paid the arrears of Dearness Allowance in cash in July, 1993.

9. The payment of Dearness Allowance in cash to the employees shall commence with effect from the 1st July, 1993 that is in the pay bills for the month of July, 1993, payable in the same month. Ready Reckoner showing the amount of Dearness Allowance payable with effect from the 1st January, 1993 onwards in terms of these orders is appended (at Appendices I, II)

No. 3/2/93—FPI/5183 Dated 2nd July, 1993

APPENDIX-I

Ready Reckoner showing the amount of Dearness Allowance admissible with effect from the 1st January, 1993 to the employer in respect of pay in the revised scales under the Punjab Civil Services (Revised Pay) Rules 1988.

| Pay | Dearness Allowance payable w.e.f. 1st January, 1993 (per mensem) | Total (Col. 1+Col.2) |
|------|--|----------------------|
| 1 | 2 | 3 |
| Rs. | Rs. | Rs. |
| 770 | 708 | 1478 |
| 800 | 736 | 1536 |
| 830 | 764 | 1594 |
| 860 | 791 | 1651 |
| 890 | 819 | 1709 |
| 920 | 846 | 1766 |
| 950 | 874 | 1824 |
| 985 | 906 | 1891 |
| 1020 | 938 | 1958 |
| 1055 | 971 | 2026 |
| 1090 | 1003 | 2093 |
| 1125 | 1035 | 2160 |
| 1160 | 1067 | 2227 |
| 1200 | 1104 | 2304 |
| 1240 | 1141 | 2381 |
| 1280 | 1178 | 2458 |
| 1320 | 1214 | 2534 |
| 1365 | 1256 | 2621 |
| 1410 | 1297 | 2707 |
| 1455 | 1339 | 2794 |
| 1500 | 1380 | 2880 |
| 1550 | 1426 | 2976 |
| 1600 | 1472 | 3072 |
| 1650 | 1518 | 3168 |
| 1700 | 1564 | 3264 |
| 1750 | 1610 | 3360 |
| 1800 | 1656 | 3456 |
| 1850 | 1702 | 3552 |
| 1900 | 1748 | 3648 |
| 1950 | 1794 | 3744 |
| 2000 | 1840 | 3840 |
| 2060 | 1895 | 3955 |
| 2130 | 1960 | 4090 |
| 2200 | 2024 | 4224 |
| 2270 | 2088 | 4358 |
| 2340 | 2153 | 4493 |
| 2410 | 2217 | 4627 |

| 1 | 2 | 3 |
|------|------|-------|
| Rs. | Rs. | Rs. |
| 2480 | 2282 | 4762 |
| 2550 | 2346 | 4896 |
| 2625 | 2415 | 5040 |
| 2700 | 2484 | 51 4 |
| 2775 | 2553 | 5328 |
| 2850 | 2622 | 5472 |
| 2925 | 2691 | 5616 |
| 3000 | 2760 | 5760 |
| 3100 | 2852 | 5952 |
| 3200 | 2944 | 6144 |
| 3300 | 3036 | 6336 |
| 3400 | 3128 | 6528 |
| 3500 | 3220 | 6720 |
| 3600 | 3220 | 6820 |
| 3700 | 3220 | 6920 |
| 3800 | 3220 | 7020 |
| 3900 | 3220 | 7120 |
| 4000 | 3220 | 7220 |
| 4125 | 3220 | 7345 |
| 4250 | 3220 | 7470 |
| 4375 | 3220 | 7595 |
| 4500 | 3220 | 7720 |
| 4625 | 3220 | 7845 |
| 4750 | 3278 | 8028 |
| 4875 | 3364 | 8239 |
| 5000 | 3450 | 8450 |
| 5150 | 3554 | 8704 |
| 5300 | 3657 | 8957 |
| 5450 | 3761 | 9211 |
| 5600 | 3864 | 9464 |
| 5750 | 3968 | 9718 |
| 5900 | 4071 | 9971 |
| 6100 | 4140 | 10240 |
| 6300 | 4140 | 10440 |
| 6500 | 4140 | 10640 |
| 6700 | 4140 | 10840 |

Note :—Dearness Allowance on Additional Pay as shown in the table issued—*vide* Finance Department letter No. 1/155/92-F.P.I./8186, dated 24th December, 1992, is admissible as per Annexure—II

APPENDIX—II

Ready Reckoner showing the amount of Dearness Allowance admissible with effect from the 1st January, 1993 to employees in respect of Pay in the revised scales under the Punjab Civil Services Revised Pay Rules, 1988.

| Pay | Dearness Allowance payable w.e.f. 1st January, 1993 (per mensem) | Total (Col.1+Col. 2) |
|-----|--|----------------------|
| 1 | 2 | 3 |
| Rs. | Rs. | Rs. |
| 5 | 5.00 | 10.00 |
| 10 | 9.00 | 19.00 |
| 15 | 14.00 | 29.00 |
| 20 | 18.00 | 38.00 |
| 25 | 23.00 | 48.00 |
| 30 | 28.00 | 58.00 |
| 35 | 32.00 | 67.00 |
| 40 | 37.00 | 77.00 |
| 45 | 41.00 | 86.00 |
| 50 | 46.00 | 96.00 |
| 55 | 51.00 | 106.00 |
| 60 | 55.00 | 115.00 |

9.88 Grant of Dearness Allowance to the employees of the Government of Punjab with effect from the 1st July, 1993.

It is to refer to this Department's letter No. 3/2/93-FP1/5183, dated 2nd July, 1993, and to say that having regard to the decision of the Government of India, the Governor of Punjab is pleased to decide that the rates of Dearness Allowance payable to the employees of the Government of Punjab shall stand modified with effect from the 1st July, 1993, as follows :—

| Date from which payable | Pay Range | Rate of Dearness Allowance per mensem |
|-------------------------|---|---|
| 1st July, 1993 | Basic Pay up to Rs. 3,500 per mensem | 97 percent of pay |
| | Basic Pay above Rs. 3,500 per mensem and up to Rs. 6,000 per mensem | 73 per cent of pay subject to a minimum of Rs. 333.95 |
| | Basic Pay above Rs. 6,000 per mensem | 63 per cent of pay subject to a minimum of Rs. 4,380 |

2. The 'Pay' for the purpose of these orders shall be the 'Pay' as defined in Rule 2.44(a) of the Punjab Civil Services Rules, Volume I, Part I, which is commonly known as 'Basic Pay' Non-Practising Allowance and stagnation increments in respect of employees drawing pay in the Revised Scales of Pay as per Punjab Civil Services (Revised Pay) Rules, 1988. In the case of employees who have not opted for the revised scales of pay but continue to draw pay in the pre-revised scales of pay, the 'Pay' for the purpose of these orders will include, in addition to 'Basic Pay', the Dearness Allowance, Dearness Pay *ad hoc* Dearness Allowance and Interim Relief (wherever allowed) appropriate to that pay admissible under orders in existence on the 1st January, 1986. In terms of Punjab Government Notification No. 3/1/5/FCD/5988, dated 11th July, 1990 [published in Punjab Government Gazette (Extraordinary), dated the 31st July, 1990], the dearness allowance is not admissible on deputation allowance.

3. The payment on account of dearness allowance involving fraction of 50 paise or above may be rounded off to the next higher rupee and the fraction of less than 50 paise may be ignored.

4. While incurring expenditure on account of the dearness allowance instalment sanctioned, *vide* this letter, the instructions contained in this Department's circular letter No. 1/15/86-1FP1 23979, dated the 16th December, 1986, may be kept in view.

5. These orders are also applicable to the work-charged employees.

6. These orders will not be applicable to the staff paid from contingencies, casual labour, staff employed on daily wages and those working on piece-rate system. These orders will also not be applicable to those employed on contract basis except where dearness allowance is admissible in terms of their contract.

7. As regards the employees of the Universities and privately-managed recognised Schools, Colleges and other Institutions, attention is invited to this Department's Memorandum No. 4/21/83-FEII, dated the 24th December, 1986.

8. The amount of Dearness Allowance for the period from 1st July, 1993, up to the 31st December, 1993 in respect of all Government employees shall be credited to their General Provident Fund Accounts that is the Additional Dearness Allowance due for payment from the 1st July, 1993 to the 31st December, 1993, would be drawn and credited in the General Provident Fund Accounts of the employees, in January, 1994. Where any Government employee was, during the said period, not eligible to subscribe to the Provident Fund, the drawal of arrears of Dearness Allowance shall be deferred till the employee concerned becomes eligible to contribute to the Provident Fund and the Provident Fund Account is opened in his/her name. In such a case, as and when the Provident Fund Account is opened and the amount of Dearness Allowance is credited thereto, interest will accrue from the 1st January, 1994. The Government employee who have retired or had closed their General Provident Fund Accounts before the issue of this letter or who might close their accounts by the time the arrears are drawn, shall be paid the arrears of Dearness Allowance in cash in January, 1994.

9. The payment of Dearness Allowance in cash to the employees shall commence with effect from the 1st January, 1994 that is in the pay bills for the month of January, 1994, payable in the same month. Ready Reckoner showing the amount of Dearness Allowance payable with effect from the 1st July, 1993 onwards in terms of these orders is appended (at Appendices I, II).

No. 3/4/93 - FPI/8321 Dated 21st December, 1993

APPENDIX I

Ready Reckoner showing the amount of Dearness Allowance admissible with effect from 1st July, 1993 to the employees in respect of pay in the revised scales under the Punjab Civil Services (Revised Pay) Rules, 1988.

| Pay | Dearness Allowance payable w. e. f. 1st July, 1993 (per mensem) | Total (Col. 1+Col. 2) |
|-------|---|-----------------------|
| 1 | 2 | 3 |
| Rs. | Rs. | Rs. |
| 770 | 747 | 1,517 |
| 800 | 776 | 1,576 |
| 830 | 805 | 1,635 |
| 860 | 834 | 1,694 |
| 890 | 863 | 1,753 |
| 920 | 892 | 1,812 |
| 950 | 922 | 1,872 |
| 985 | 955 | 1,940 |
| 1,020 | 989 | 2,009 |
| 1,055 | 1,023 | 2,078 |
| 1,090 | 1,057 | 2,147 |
| 1,125 | 1,091 | 2,216 |
| 1,160 | 1,125 | 2,285 |
| 1,200 | 1,164 | 2,364 |
| 1,240 | 1,203 | 2,443 |
| 1,280 | 1,242 | 2,522 |
| 1,320 | 1,280 | 2,600 |
| 1,365 | 1,324 | 2,689 |
| 1,410 | 1,368 | 2,778 |
| 1,455 | 1,411 | 2,866 |
| 1,500 | 1,455 | 2,955 |
| 1,550 | 1,505 | 3,054 |
| 1,600 | 1,552 | 3,152 |
| 1,650 | 1,601 | 3,251 |
| 1,700 | 1,649 | 3,349 |
| 1,750 | 1,698 | 3,448 |
| 1,800 | 1,746 | 3,546 |
| 1,850 | 1,795 | 3,645 |
| 1,900 | 1,843 | 3,743 |
| 1,950 | 1,892 | 3,842 |
| 2,000 | 1,940 | 3,940 |
| 2,060 | 1,998 | 4,058 |
| 2,130 | 2,066 | 4,196 |

| 1 | 2 | 3 |
|-------|-------|--------|
| Rs. | Rs. | Rs. |
| 2,200 | 2,134 | 4,334 |
| 2,270 | 2,202 | 4,472 |
| 2,340 | 2,270 | 4,610 |
| 2,410 | 2,338 | 4,748 |
| 2,480 | 2,406 | 4,886 |
| 2,550 | 2,474 | 5,024 |
| 2,625 | 2,546 | 5,171 |
| 2,700 | 2,619 | 53,19 |
| 2,775 | 2,692 | 5,467 |
| 2,850 | 2765 | 5,615 |
| 2,925 | 2,837 | 5762 |
| 3,000 | 2,910 | 5,910 |
| 3,100 | 3,007 | 6,107 |
| 3,200 | 3,104 | 6,304 |
| 3,300 | 3,201 | 6,501 |
| 3,400 | 3,298 | 6,698 |
| 3,500 | 3,395 | 6895 |
| 3,600 | 3,395 | 6995 |
| 3,700 | 3,395 | 7,095 |
| 3,800 | 3,395 | 7,195 |
| 3,900 | 3,395 | 7,295 |
| 4,000 | 3,395 | 7,395 |
| 4,125 | 3,395 | 7,520 |
| 4,250 | 3,395 | 7,645 |
| 4,375 | 3,395 | 7,770 |
| 4,500 | 3,395 | 7,895 |
| 4,625 | 3,395 | 8,020 |
| 4,750 | 3,468 | 8,218 |
| 4,875 | 3,559 | 8,434 |
| 5,000 | 3,650 | 8,650 |
| 5,150 | 3,760 | 8,910 |
| 5,300 | 3,869 | 9,169 |
| 5,450 | 3,979 | 9,429 |
| 5,600 | 4,088 | 9,688 |
| 5,750 | 4,198 | 9,948 |
| 5,900 | 4,307 | 10,207 |
| 6,100 | 4,380 | 10,480 |
| 6,300 | 4,380 | 10,680 |
| 6,500 | 4,380 | 10,880 |
| 6,700 | 4,380 | 11,080 |

APPENDIX II

Ready Reekoner showing the amount of Dearness Allowance admissible with effect from the 1st July, 1993 to employees in respect of pay in the revised scales under the Punjab Civil Services (Revised Pay) Rule, 1988.

| Pay | Dearness Allowance payable w. e. f. 1st July, 1993 (per mensem) | Total (Col. 1+Col. 2) |
|-----|---|-----------------------|
| 1 | 2 | 3 |
| Rs. | Rs. | Rs. |
| 5 | 5.00 | 10.00 |
| 10 | 10.00 | 20.00 |
| 15 | 15.00 | 30.00 |
| 20 | 19.00 | 39.00 |
| 25 | 24.00 | 49.00 |
| 30 | 29.00 | 59.00 |
| 35 | 34.00 | 69.00 |
| 40 | 39.00 | 79.00 |
| 45 | 44.00 | 89.00 |
| 50 | 49.00 | 99.00 |
| 55 | 53.00 | 108.00 |
| 60 | 58.00 | 118.00 |

Note :—Dearness Allowance on Additional Pay as shown in the table issued—vide Finance Department letter No. I/15/92-F. P. I./8186, dated 24th December, 1992. is admissible as per Annexure-II

9.89. Grant of Dearness Allowance to the employees of the Government of Punjab with effect from 1st January, 1994.

It is to refer to this Department's letter No. 3/4/93-FPI/8321, dated 21st December, 1993, and to say that having regard to the decision of the Government of India, the Governor of Punjab is pleased to decide that the rates of Dearness Allowance payable to the employees of the Government of Punjab shall stand modified with effect from the 1st January, 1994, as follows :—

| Dated from which payable | Pay Range | Rate of Dearness Allowance per mensem |
|--------------------------|---|---|
| 1st January, 1994 | Basic Pay up to Rs. 3,500 per mensem | 104 per cent of pay. |
| | Basic Pay above Rs. 3,500 per mensem and up to Rs. 6,000 per mensem | 78 per cent of pay subject to a minimum of Rs. 3,640 P.M. |
| | Basic Pay above Rs. 6,000 per mensem | 67 per cent of pay subject to a minimum of Rs. 4,680 P.M. |

2. The 'Pay' for the purpose of these orders shall be the 'Pay' as defined in Rule 2.44 (a) of the Punjab Civil Service Rules, Volume I, Part I, which is commonly known as 'Basic Pay', Non-Practising Allowance and stagnation increments in respect of employees drawing pay in the Revised Scales of pay as per Punjab Civil Services (Revised Pay) rules 1988. In the case of employees who have not opted for the revised scale of pay but continue to draw pay in the pre-revised scale of pay, the 'Pay' for the purpose of these orders will include, in addition to 'Basic Pay', the Dearness Allowance, Dearness Pay, *ad hoc* Dearness Allowance and Interim Relief (wherever allowed) appropriate to that pay admissible under orders in existence on the 1st January, 1986. In terms of Punjab Government Notification No. 3/1/5FCD/5988, dated 11th July, 1990 [published in Punjab Government Gazette (Extraordinary), dated the 31st July, 1990] the dearness allowance is not admissible on deputation allowance.

3. The payment on account of dearness allowance involving fraction of 50 paise or above may be rounded off to the next higher rupee and the fraction of less than 50 paise may be ignored.

4. While incurring expenditure on account of the dearness allowance instalment sanctioned vide this letter, the instructions contained in this Department's circular letter No. 1/15/86-IFPI/23979, dated the 16th December, 1986, may be kept in view.

5. These orders are also applicable to the work-charged employees.

6. These orders will not be applicable to the staff paid from contingencies, casual labour, staff employed on daily wages and those working on piece-rate system. These orders will also not be applicable to those employed on contract basis except where dearness allowance is admissible in terms of their contract. However, in so far as the payment of Dearness Allowance to the staff employed on 89 days temporary basis is concerned, the departments are advised to allow such employees to purchase National Saving Certificates with the dearness allowance amount deducted from their

Salaries or National Saving Certificates may be purchased by the department themselves on their behalf till such amount is not credited to their General Provident Fund accounts for want of allotment of regular General Provident Fund Accounts Nos. If there exist similar cases prior to the issue of these instructions, those may also be treated likewise.

7. As regards the employees of the Universities and privately-managed recognised Schools, Colleges and other Institutions, attention is invited to this Department's Memorandum No. 4/21/83-FEII, dated the 24th December, 1986.

8. The amount of Dearness Allowance for the period from 1st January, 1994, up to the 31st March, 1994 in respect of all Government employees shall be credited to their General Provident Fund Accounts that is the Additional Dearness Allowance due for payment from the 1st January, 1994 to the 31st March, 1994, would be drawn and credited in the General Provident Fund Accounts of the employees, in June, 1994. Where any Government employee was during the said period, not eligible to subscribe to the Provident Fund, the drawal of arrears of Dearness Allowance shall be deferred till the employee concerned becomes eligible to contribute to the Provident Fund and the Provident Fund Account is opened in his/her name. In such a case, as and when the Provident Fund Account is opened and the amount of Dearness Allowance is credited thereto, interest will accrue from the 1st June, 1994. The Government employees who have retired or had closed their General Provident Fund Accounts before the issue of this letter or who might close their accounts by the time the arrears are drawn, shall be paid the arrears of Dearness Allowance in case in June, 1994.

9. Ready Reckoner showing the amount of Dearness Allowance payable with effect from the 1st January, 1994 onwards in terms of these orders is appended (at Appendices I, II).

No. 3/5/93—IFPI/4179 Dated 9th June, 1994.

APPENDIX I

Ready Reckoner showing the amount of Dearness Allowance admissible with effect from 1st January, 1994 to the employees in respect of pay in the revised scales under the Punjab Civil Services (Revised Pay) Rules, 1988.

| Pay | Dearness Allowance payable w. e. f. 1st January 1994 (per mensem) | Total (Col. 1+Col. 2) |
|-------|---|-----------------------|
| 1 | 2 | 3 |
| Rs. | Rs. | Rs. |
| 770 | 801 | 1,571 |
| 800 | 832 | 1,632 |
| 830 | 863 | 1,693 |
| 860 | 894 | 1,754 |
| 890 | 926 | 1,816 |
| 920 | 957 | 1,877 |
| 950 | 988 | 1,938 |
| 985 | 1,024 | 2,009 |
| 1,020 | 1,061 | 2,081 |
| 1,055 | 1,097 | 2,152 |
| 1,090 | 1,134 | 2,224 |
| 1,125 | 1,170 | 2,295 |
| 1,160 | 1,206 | 2,366 |
| 1,200 | 1,248 | 2,448 |
| 1,240 | 1,290 | 2,530 |
| 1,280 | 1,331 | 2,611 |
| 1,320 | 1,373 | 2,693 |
| 1,365 | 1,420 | 2,785 |
| 1,410 | 1,466 | 2,876 |
| 1,455 | 1,513 | 2,968 |
| 1,500 | 1,560 | 3,060 |
| 1,550 | 1,512 | 3,162 |
| 1,600 | 1,664 | 3,264 |
| 1,650 | 1,716 | 3,366 |
| 1,700 | 1,768 | 3,468 |
| 1,750 | 1,820 | 3,570 |
| 1,800 | 1,872 | 3,672 |
| 1,850 | 1,924 | 3,774 |
| 1,900 | 1,976 | 3,876 |
| 1,950 | 2,028 | 3,978 |
| 2,000 | 2,080 | 4,080 |
| 2,060 | 2,142 | 4,202 |
| 2,130 | 2,215 | 4,345 |
| 2,200 | 2,288 | 4,488 |

| 1 | 2 | 3 |
|-------|-------|--------|
| Rs. | Rs. | Rs. |
| 2,270 | 2,361 | 4,631 |
| 2,340 | 2,434 | 4,774 |
| 2,410 | 2,506 | 4,916 |
| 2,480 | 2,579 | 5,059 |
| 2,550 | 2,652 | 5,202 |
| 2,625 | 2,730 | 5,355 |
| 2,700 | 2,808 | 5,508 |
| 2,775 | 2,886 | 5,661 |
| 2,850 | 2,964 | 5,814 |
| 2,925 | 3,042 | 5,967 |
| 3,000 | 3,120 | 6,120 |
| 3,100 | 3,224 | 6,324 |
| 3,200 | 3,328 | 6,528 |
| 3,300 | 3,432 | 6,732 |
| 3,400 | 3,536 | 6,936 |
| 3,500 | 3,640 | 7,140 |
| 3,600 | 3,640 | 7,240 |
| 3,700 | 3,640 | 7,340 |
| 3,800 | 3,640 | 7,440 |
| 3,900 | 3,600 | 7,540 |
| 4,000 | 3,640 | 7,640 |
| 4,125 | 3,640 | 7,765 |
| 4,250 | 3,640 | 7,890 |
| 4,375 | 3,640 | 8,015 |
| 4,500 | 3,640 | 8,140 |
| 4,625 | 3,640 | 8,265 |
| 4,750 | 3,705 | 8,455 |
| 4,875 | 3,803 | 8,672 |
| 5,000 | 3,900 | 8,900 |
| 5,150 | 4,017 | 9,167 |
| 5,300 | 4,134 | 9,434 |
| 5,450 | 4,251 | 9,701 |
| 5,600 | 4,368 | 9,968 |
| 5,750 | 4,485 | 10,235 |
| 5,900 | 4,602 | 10,502 |
| 6,100 | 4,680 | 1,0780 |
| 6,300 | 4,680 | 10,980 |
| 6,500 | 4,680 | 11,180 |
| 6,700 | 4,680 | 11,380 |

Note :—Dearness Allowance on Additional Pay as shown in the table issued,—*vide* Finance Department letter No. 1/155/92-FP-1/8186, dated 24th December, 1992 is admissible as per Annexure II.

APPENDIX II

Ready Reckoner showing the amount of Dearness Allowance admissible with effect from the 1st January, 1994, to employees in respect of pay in the revised scales under the Punjab Civil Service (Revised Pay) Rules, 1988.

| Pay | Dearness Allowance payable w. e. f. 1st January 1994 (per mensem) | Total (Col. 1 + Col. 2) |
|-----|---|-------------------------|
| 1 | 2 | 3 |
| Rs. | Rs. | Rs. |
| 5 | 5.00 | 10.00 |
| 10 | 10.00 | 20.00 |
| 15 | 16.00 | 31.00 |
| 20 | 21.00 | 41.00 |
| 25 | 26.00 | 51.00 |
| 30 | 31.00 | 61.00 |
| 35 | 36.00 | 71.00 |
| 40 | 42.00 | 82.00 |
| 45 | 47.00 | 92.00 |
| 50 | 52.00 | 102.00 |
| 50 | 57.00 | 112.00 |
| 60 | 62.00 | 122.00 |

I.D. No. 3/5/93-1FPI/

dated Chandigarh, the 9th June, 1994.

9.90. Grant of Dearness Allowance to the employees of the Government of Punjab with effect from 1st July, 1994.

It is to refer to this Department's letter No. 3/5/93-1FPI/4179, dated 9th June 94 and to say that having regard to the decision of the Government of India, the Governor of Punjab is pleased to decide that the rates of Dearness Allowance payable to the employees of the Government of Punjab shall stand modified with effect from the 1st July, 1994, as follows :—

| Date from which payable | Pay Range | Rate of Dearness Allowance per mensem |
|-------------------------|---|--|
| 1st July, 1994 | Basic Pay up to Rs. 3,500 per mensem | 114 per cent of pay |
| | Basic Pay above Rs. 3,500 per mensem and up to Rs. 6,000 per mensem | 85 per cent of pay subject to a minimum of Rs. 3,990 |
| | Basic Pay above Rs. 6,000 per mensem | 74 per cent of pay subject to a minimum of Rs. 5,100 |

2. The 'Pay' for purpose of these orders shall be the 'Pay' as defined in Rule 2.44(a) of the Punjab Civil Services Rules, Volume I, Part I, which is commonly known as 'Basic Pay', Non-Practising Allowance and stagnation increments in respect of employees drawing pay in the Revised Scales of Pay as per Punjab Civil Services (Revised Pay) Rule, 1988. In the case of employees who have not opted for the revised scales of pay but continue to draw pay in the pre-revised scales of pay, the 'Pay' for the purpose of these orders will include, in addition to 'Basic Pay', the Dearness Allowance, Dearness pay, *ad hoc* Dearness Allowance and Interim relief (wherever allowed) appropriate to that pay admissible under order in existence on the 1st January, 1986. In terms of Punjab Government notification No. 3/1/5/FCD/5988, dated 11th July, 1990 [Published in Punjab Government Gazette (*Extraordinary*), dated the 31st July 1990], the dearness allowance is not admissible on deputation allowance.

3. The payment on account of dearness allowance involving fraction of 50 paise or above may be rounded off to the next higher rupee and the fraction of less than 50 paise may be ignored.

4. While incurring expenditure on account of the dearness allowance instalment sanctioned.—*vide* this letter the instructions contained in this Department's circular letter No. 1/15/86-1FPI/23979, dated the 16th December, 1986 may be kept in view.

5. These orders are also applicable to the work-charged employees.

6. These orders will not be applicable to the staff paid from contingencies, casual labour, staff employed on daily wages and those working on piece-rate system. These orders will also not be applicable to those employed on contract basis except where dearness allowance is admissible in terms of their contract. However, in so far as the payment of Dearness Allowance to the staff employees on 89 days temporary basis is concerned, the departments are advised to allow such employees to purchase National Saving Certificates with the dearness allowance amount deducted from their salaries or National Saving Certificates may be purchased by the departments themselves on their

behalf till such amount is not credited to their GPF accounts for want of allotment of regular General Provident Fund Accounts Nos. If there exist similar cases prior to the issue of these instruction, those may also be treated likewise.

7. As regards the employees of the Universities and privately-managed recognised Schools, Colleges and other Institutions attention is invited to this Department's Memorandum No. 4/21/83-FEII, dated the 24th December, 1986.

8. The amount of Dearness Allowance for the period from 1st July, 1994, up to 31st December, 1994, in respect of all Government employees shall be credited to their General Provident Fund Accounts, that is, the Additional Dearness Allowance due for payment from the 1st July, 1994 to the 31st December, 1994, would be drawn and credited in the General Provident Fund Accounts of the employees, in January, 1995. Where any Government employee was, during the said period, not eligible to subscribe to the Provident Fund, the drawal of arrears of Dearness Allowance shall be deferred till the employee concerned becomes eligible to contribute to the Provident Fund and the Provident Fund Account is opened in his/her name. In such a case, as and when the Provident Fund Account is opened and the amount of Dearness Allowance is credited thereto, interest will accrue from the 1st January, 1995. The Government employees who have retired or had closed their General Provident Fund Accounts before the issue of this letter or who might close their accounts by the time the arrears are drawn, shall be paid the arrears of Dearness Allowance in cash in January, 1995.

9. The payment of Dearness Allowance in cash to the employees shall commence with effect from the 1st January, 1995, that is, in the pay bills for the month of January, 1995, payable in the same month. Ready Reckoner showing the amount of Dearness Allowance payable with effect from the 1st July, 1994, onwards in the terms of these orders is appended (at Appendices I, II)

No. 3/2/94-1FPI/7905 Dated—25-11-1994.