

Document No.:- CO1642-191019

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

From

The Comptroller,

LUVAS, Hisar

To

All Deans/Directors/Officers/HODs/DDOs/Sections

(Including outstations)

LUVAS, Hisar

Memo No. LUVAS/CVU/B-1/2019/4494-4544

Dated: - 19.10.2019

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

Ref. No. Notification No. 36/1/2010-WM(6) dated 16.10.2019 from Additional Chief Secretary to Govt. Haryana, Finance Department

The Worthy Vice-Chancellor, LUVAS, Hisar is pleased to grant interest free festival advance of Rs.8000/- to all Class-IV employees in the University who apply for it. The advance will be recoverable before the close of financial year 2019-20.

2. The advance will be admissible to permanent/temporary Class-IV employees and to ad hoc employees who are continuing in service for the last one year and are likely to continue for another four months on furnishing surety of a permanent University employee. The advance will be sanctioned by the Drawing & Disbursing Officers concerned who would, in the case of temporary employees, allow festival advance on the basis of a surety to their satisfaction, so that it is fully secured and its recovery is ensured from the loanees before the close of the financial year 2019-20.

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

1. 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.
 2. 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 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 Governments/Corporations and Local Bodies etc.

(Vi) If both husband & wife are employed, the advance should be allowed to only one of them

4. All the application complete in respects on prescribed proforma (copy enclosed) must receive in the office of Comptroller by 24.10.2019 positively.

Sd/-

Encl.: - Application Form for the festival advance

Comptroller

CC:

1. Secretary to Vice-Chancellor for kind information of Worthy Vice-Chancellor, LUVAS, Hisar.
2. SPS to Vice-Chancellor, LUVAS, Hisar
3. DDO O/o Comptroller, LUVAS, Hisar - The expenditure may be booked under each respective scheme and recovery be effected for credit to that very scheme as per prescribed procedure.
4. RSA (Internal Audit), LUVAS, Hisar.
5. J.D Audit, LUVAS, Hisar.
6. Dr. Neelesh Sindhu, In-charge, E-Gov. Cell, LUVAS for uploading the same on the website of LUVAS, Hisar.

APPROVED

R.K.Chandolia
Professor,HOD/Comptroller
Department of Veterinary Gynecology and Obsterics
Oct 19 2019 4:15PM

Respected Sir, Submitted for kind information of the Worthy Vice-Chancellor,pl Forwarded to SPS for information, pl

Y P Manchanda
Secretary to Vice-Chancellor
Vice - Chancellor's Secretariat
Oct 19 2019 4:27PM

Mr Surender, JSS, Please inform to all class IV Employees of the Department of VPB. Mr Tarun, Asstt., for record and necessary action, if any, please.

Manoj Kumar Rose
Professor,HOD, Co-ordinator of Examinations COVS
Department of Vety. Physiology and Biochemistry
Oct 19 2019 4:30PM

APPLICATION FORM FOR THE FESTIVAL ADVANCE

1. Name of the applicant (in block letter) _____
2. Father's Name _____
3. Designation _____
4. Present Section/Department _____
5. Name of Festival _____
6. Whether festival advance for similar purpose
was obtained previously & if so _____
7. Whether permanent or temporary _____
8. Present Grade Pay _____
9. Amount required _____
10. Whether the official is on leave or is about
to proceed on leave _____

I clarify that the information given is complete and true.

Signature of the Applicant

Recommended for grant of festival advance of Rs. _____ during the
financial year _____.

**Signature :
Head of Deptt./ Section Incharge**