NO. 12/1-2019 Ad (3) ORDER

Dated, Panchkula, the 20.04.2021

A copy of letter No. 46/1/2011/WM(6)/188 dated 16.04.2021 received from Deputy Director (SB&FM) O/o Additional Chief Secretary to Govt. of Haryana, Finance Department regarding Grant of interest free advance to Government employees for the purchase of wheat during the year 2021-22 is forwarded to the following for strict compliance:

1. All the Principals of Government Colleges in the State.
2. All the Commanding Officers, NCC Units in the State.
3. Registrar, Kuruukshatra University, Kurukshetra/Maharishi Dayanand University, Rohtak/Chaudhary Devi Lal University, Sirsa/Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan (Sonepat)/Indira Gandhi University, Meerpur (Rewari)/Chaudhary Ranbir Singh University, Jind/Chaudhary Bansi Lal University, Bhiwani/Gurugram University, Gurugram/ B.R. Ambedkar National Law University, Rai (Sonepat)/Balmiki Sanskrit University, Mundri, Kaithal
4. All the Librarians of District Libraries/Sub Divisional Libraries in the State of Haryana/ Librarian.

Endst. No. Even
A copy is forwarded to the following for information and necessary action:-

1. PS/DGHE, Steno/Joint Director Admn.
2. Registrar Education
3. All the Branch officers/Superintendent

Superintendent Administration
for Director General Higher Education

Dated, Panchkula the 20.04.2021

Superintendent Administration
for Director General Higher Education
From

The Additional Chief Secretary to Government Haryana,
Finance Department.

To

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

Subject: Grant of interest free advance to Government employees for
the purchase of wheat during the year 2021-22.

Sir,

With reference to subject noted above, I am directed to say that the State
Government has decided to grant an interest free advance of Rs. 20,000/- (Twenty
thousand only) to all Class-IV Government employees in the State who wish to buy
wheat for their own/their families consumption during the year 2021-22. The advance
will be recoverable in monthly instalments to be fixed by the Departments concerned
so as to effect its full recovery before the close of the financial year 2021-22. Full
loan should be recovered before 31.03.2022.

2. The advance will be admissible to permanent/temporary/regular class-IV
employees only. The advance will be sanctioned by the Drawing & Disbursing
Officers concerned. In the case of temporary employees, allow advance on the basis
of a surety to their satisfaction so that it is fully secured and its recovery is ensured
from the loanee before the close of the financial year 2021-22.

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

   i) A certificate may be obtained within one month of the drawal of the
      advance from the loanee to the effect that he has **utilized the loan for the purchase of wheat.**
   ii) The officer concerned, before sanctioning the advance, should
       satisfy himself that the incumbent will continue in service until full
       recovery of the total amount of advance is affected.
   iii) These orders will cease to operate after 16th May, 2021.
   iv) The recovery of the first instalment of the advance should preferably be made from the pay for the month of June, 2021.
   v) The advance should not be granted to those employees who are
      on deputation to other Govt./Corporations and Local Bodies etc.
   vi) The advance will not be admissible to work charged, contractual
       and daily wages employees.
   vii) Where both husband and wife are employed, the wheat advance
       should be allowed to only one of them.
4. It is requested that the schedule of recoveries should be attached with each pay bill in the proforma enclosed. 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) every month.

5. The expenditure incurred on the grant of wheat advance may be communicated to the Finance Department (Ways & Means Branch) by the Head of Departments by 30.06.2021 positively in the enclosed Performa.

6. The expenditure may be debited to the Major Head, "7610-Loans to Govt. Servants. etc-800- Other Advances-(99) Advances for purchase of Foodgrains (P-01-45-7610-51-800-99-51). The recoveries made may be credited to the corresponding receipt head i.e. "7610-Loans to Govt. Servants. etc-800- Other Advances-(99) Advances for Purchase of Foodgrains (7610-51-800-99-51(Receipt))."

7. These instructions are also available of website www.финры.gov.in.

Yours faithfully,

Deputy Director (SB&FM)
for Additional Chief Secretary to Govt. Haryana
Finance Department

Dated Chandigarh, the 16th April, 2021.

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-(99) Advances for purchase of Foodgrains (P-01-45-7610-51-800-99-51).

3. Detailed accounts of recoveries will be maintained by the Drawing and Disbursing Officers.

Deputy Director (SB&FM)
for Additional Chief Secretary to Govt. Haryana
Finance Department

Dated Chandigarh, the 16th April, 2021.

A copy is forwarded to all Treasury Officers/Assistant Treasury Officers, of Haryana and Chandigarh/Delhi with the request to entertain sanctions upto 16.05.2021. No bills should be passed after that. These instructions may be strictly followed. 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.

Deputy Director (SB&FM)
for Additional Chief Secretary to Govt. Haryana
Finance Department.
Copies are forwarded to:-

1. The Additional Chief Secretary & Financial Commissioner to Govt. Haryana, Revenue & Disaster Management Department.
2. All the Additional Chief Secretary/Principal Secretaries/Administrative Secretaries to Govt. Haryana for information and necessary action.

Dated Chandigarh, the 16th April, 2021.

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

To

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

Dated Chandigarh, the 16th April, 2021.

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. Chief Administrator/Managing Director of all Boards/Corporations in Haryana.
5. Vice Chancellor of all the Universities/Directors Medical Colleges in Haryana.

Dated Chandigarh, the 16th April, 2021.

Internal Distribution

1. PS/ACSF
2. Record Section FD with 20 spare copies.
# PROFORMA

<table>
<thead>
<tr>
<th>Name of Department</th>
<th>Name of Office</th>
<th>Drawing and Disbursing Officer</th>
<th>Amount of wheat advance to employees</th>
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# SCHEDULE OF RECOVERIES

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<th>S. No</th>
<th>Name &amp; Designation of employees</th>
<th>Total amount of advance</th>
<th>Recoveries upto last month</th>
<th>Amount of advance recovered in this bill</th>
<th>Total amount recovered upto date</th>
<th>Balance</th>
<th>Remarks</th>
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