

From

The Comptroller,
Lala Lajpat Rai University of Veterinary and Animal Sciences,
Hisar

To

All Deans/Directors/Officers/HODs/DDOs/Sections
(Including outstations)
LUVAS, Hisar

Memo No. LUVAS/CVU/B-1/2022/5421-65

Dated :- 06/10/2022

Subject: Grant of interest free Festival advance to Class- IV employees of LUVAS during the year 2022-23.

The Worthy Vice-Chancellor, LUVAS, Hisar is pleased to grant interest free festival advance of **₹10,000/- to all Class-IV** employees in the University who apply for it up to **07.10.2022**.

2. 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 loanee.
3. The following conditions should 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 10 equal monthly instalments.
 - (iii) The advance may be drawn and disbursed on or before 20.10.2022.
 - (iv) The advance will not be admissible to work charged & contingent paid staff and daily wages employees.
 - (v) The advance should not be granted by parent Department 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.
 - (vii) No application for the purpose of Grant of festival advance shall be entertained and no advance shall be sanctioned/dispursed to Government employee who are under suspension or against whom proceedings are pending under Rule 7 of HCS (Punishment and appeal Rule 2016) as per Govt. instructions adopted by the University and circulated vide Endst No. LUVAS/CVU/B-1(65)/2021/ 4345-90 dated 18.10.2021.

All the applications complete in respects on prescribed proforma (copy enclosed) along with service book must receive in the office of Comptroller latest by 07.10.2022.

Encl. :- Application Form for the festival advance

-Sd-
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.
4. RSA (Internal Audit), LUVAS, Hisar.
5. The J.D., Local Audit, Haryana, LUVAS, Hisar.
6. Dr. Dinesh Mittal, Secretary-cum-Working Incharge, University Website with the request to upload the same on Website of LUVAS, Hisar..
7. Dr. Gaurav Charaya, Social Media Champion, LUVAS, Hisar.

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. (i) Whether festival advance for similar purpose
was obtained previously _____
- (ii) If yes, whether fully recovered _____
7. Whether permanent or temporary _____
8. Present Pay Scale _____
9. Amount required (Maximum Rs.10000) _____
10. Whether the official is on leave or is about
to proceed on leave _____

I clarify that the information given is complete in all respect and true.

Signature of the Applicant

Certified that my spouse is/ is not a Govt./ University employee and he/she has not applied/obtained the advance for the same purpose during the current financial year.

Dated _____

Signature and Designation of the Applicant

It is also certified that the employee is neither under suspension nor serious charges are pending against the official which are likely to result in his removal, dismissal or compulsory retirement from service.

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

Signature:
Head of Deptt./ Section Incharge

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. All Sub Divisional Officers (Civil) in Haryana.
5. The Registrar, Punjab & Haryana High Court, Chandigarh.
6. All District & Session Judges in Haryana.

Dated Chandigarh, the 6th October, 2022

Subject: Grant of interest free Festival Advance to Class IV Government employees during the year 2022-23.

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.10,000/- (Rupees Ten thousand only) to all Class-IV Government employees in the State who apply for it upto 07.10.2022.

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 ten 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 in equal ten instalments.
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 ten equal monthly instalments.
 - iii) The advance may be drawn and disbursed on or before **20.10.2022**.
 - 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.
 - vii) No application for the purpose of Grant of festival advance shall be entertained and no advance shall be sanctioned/dispensed to Government employee who are under suspension or against whom proceedings are pending under Rule 7 of HCS (Punishment and appeal Rule 2016) as per letter dated 27.9.2021.
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, 2022 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 downloaded from the website of Finance Department, Haryana i.e. www.finhry.gov.in.

Yours faithfully,


Superintendent, Ways & Means,
for Additional Chief Secretary to Govt. Haryana,
Finance Department. 

Endst. No.36/1/2010-WM(6)/21287

Dated Chandigarh, the 6th October, 2022

A copy is forwarded to the Principal Accountant General (Audit) and Accountant General (A&E) Haryana, Chandigarh for information and necessary action.

2. The expenditure will be debited against Grant No. 07 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.


Superintendent, Ways & Means,
for Additional Chief Secretary to Govt. Haryana,
Finance Department. 

Endst. No.36/1/2010-WM(6)/21287

Dated Chandigarh, the 6th October, 2022

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 20.10.2022. 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.


Superintendent, Ways & Means,
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.


Superintendent, Ways & Means,
for Additional Chief Secretary to Govt. Haryana,
Finance Department. 

To

1. The Additional Chief Secretary to Govt. Haryana, Revenue & Disaster Management Department.
2. All the Administrative Secretaries to Govt. Haryana.

U.O.No.36/1/2010-WM(6)/21287

Dated Chandigarh, the 6th October, 2022

A copy each is forwarded to the Additional Chief Secretary/ 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.


Superintendent, Ways & Means,
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.

U.O.No.36/1/2010-WM(6)/21287

Dated Chandigarh, the 6th October, 2022

Endst. No.36/1/2010-WM(6)/21287

Dated Chandigarh, the 6th October, 2022

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 of Haryana.


Superintendent, Ways & Means,
for Additional Chief Secretary to Govt. Haryana,
Finance Department. 

INTERNAL DISTRIBUTION

1. PS/FM/CM
2. PS/ACSF
3. In-Charge, Computer Cell for uploading on website.

PROFORMA-I

SCHEDULE OF RECOVERIES

S. No.	Name & Designation of employee(s)	Total amount of advance Rs.	Recoveries upto July, 2023 (@Rs. 1000/- X 10)
1	2	3	4

PROFORMA-II

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