

(A Govt. of India Undertaking)

Control Office

Hyderabad

Dept: PERSONNEL

Circular No.

302

Ref No.

20/75

Date:

23.08.1986



Sub: Festival Advance -
Sanction of one
month's Gross Salary.

Please refer to our circular No.281, Ref.No.20/22, dated 6.8.86 wherein it was informed that some of the matters discussed during the recent I.R.C. meeting need approval of the Chairman/Board before implementation.

We are happy to inform you that the issue of grant of one month's gross salary as festival advance has been favourably considered and approved. The implementation of other issues shall be kept in abeyance till further instructions.

Consequently, employees of all cadres i.e., officers, clerks and subordinate staff are entitled for one month's gross salary, interest free, as festival advance.

The festival advance granted is recoverable in 10 monthly instalments and the recovery will start from the succeeding month of sanction.

Festival advance may be availed of by the employees for any one of their festivals depending upon their faith and the recovery will start from the succeeding month of sanction.

The amount of gross salary for the purpose of festival advance is rounded off to the nearest lowest ten rupees.

Gross salary for the purpose of festival advance will include basic pay, D.A., H.R.A., C.C.A. and special allowance if any, as shown in the Salary Register.

No fresh festival advance is to be sanctioned if any amount is previously outstanding under this head.

Branches are required to grant festival advance accordingly in future.

[B.SRINIVASA RAO]
GENERAL MANAGER

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