

No.14(1)-E.Coord.I/98
Government of India
Ministry of Finance
Department of Expenditure

New Delhi, the 16th September, 1998.

OFFICE MEMORANDUM

Subject:- Grant of ad-hoc bonus to the Central Government employees for the year 1997-98.

The undersigned is directed to convey the sanction of the President to the grant of *ad-hoc* bonus equivalent to 30 days emoluments for the accounting year 1997-98 to the Central Government employees in Group C and D and all non-gazetted employees in Group B, who are not covered by any Productivity Linked Bonus Scheme. The calculation ceiling of Rs.2500/- p.m. will remain unchanged. The payment will also be admissible to the Central Police and Para-Military Personnel and personnel of Armed Forces. The orders will be deemed to be extended to the employees of Union Territory Administrations, which follow the Central Government pattern of emoluments and are not covered by any other bonus or ex-gratia scheme.

2. The benefit will be admissible subject to the following terms and conditions:-

- (i) Only those employees who were in service on 31.3.1998 and have rendered at least six months of continuous service during the year 1997-98 will be eligible for payment under these orders. Pro-rata payment will be admissible to the eligible employees for period of continuous service during the year ranging from six months to a full year, the eligibility period being taken in terms of number of months of service (rounded to the nearest number of months).
- (ii) The casual labour who have worked for at least 240 days for each year for 3 years or more, will be eligible for this ad-hoc payment. The amount will be paid on a notional monthly wage of Rs.750/-. The amount of ad-hoc bonus payable will be $(Rs.750 \times 30)$ i.e., Rs.725.80 (rounded off to Rs.726/-). In
31
cases where the actual emoluments fall below Rs.750/- per month, the amount will be calculated on actual monthly emoluments.
- (iii) All payments under these orders will be rounded off to the nearest rupee.
- (iv) In the matter where the aforesaid provisions are silent, clarificatory orders issued vide this Ministry's OM No.F.14(10)-E. (Coord)/88 dated 4.10.1988, as amended from time to time, would hold good.

3. The payments under these orders will be chargeable to the sub-head Salaries' in the relevant demand for grant of the organisations concerned.

4. The expenditure incurred on account of ad-hoc bonus is to be met from within the sanctioned budget provision of concerned Ministries/Departments for the current year.

5. In so far as the persons serving in the Indian Audit and Accounts Department are concerned, these orders are issued in consultation with the Comptroller and Auditor General of India.


(SHYAM SUNDER)

Under Secretary to the Govt. of India

To

All Ministries/Departments of the Government of India as per standard distribution list etc.

Copy (with usual number of spare copies) forwarded to C.& A.G., U.P.S.C., etc. as per standard list.