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**GOVERNMENT OF MEGHALAYA
FINANCE (A.F) DEPARTMENT**

No.FEM.47/2009/9,

Dated Shillong, the 8th December, 2009.

From : Shri B.K. Dev Varma, IAS.,
Principal Secretary to the Govt. of Meghalaya.

To

All Administrative Departments/All Heads of Departments/
Commissioner of Division/Deputy Commissioners/Sub-Divisional
Officers/Treasury Officers/Officer i/c of Administrative Units/
Meghalaya House, Calcutta/Delhi.

Subject : Drawal of Festival Advances on the eve of important Festivals.

Sir,

In pursuance of the Govt. resolution on the Recommendation of the Fourth Pay Commission and in supersession of this Department's letter No.FEM.17/2004/11, dt. 4th September, 2007, I am directed to say that the Festival Advance may be sanctioned on the eve of important Festivals during the calendar year to all categories of non-gazetted State Govt. employees whose basic pay does not exceed Rs.18, 620/- p.m.

Further, the Governor of Meghalaya is also pleased to enhance the amount of Festival Advance from Rs.3,000/- to Rs.5,000/- subject to the following terms and conditions :-

1. The advance may be drawn not earlier than fifteen days before the actual festival falls due. It is admissible only to those who are either on duty or on leave other than Extra-ordinary leave.
2. The advance is recoverable in 5 equal monthly instalments, the first recovery commencing with the next pay bill.
3. The advance is admissible to an employee of any establishment only on one occasion and is entitled to one advance repeat one advance only in a Calendar year. Those Government servants, who would avail the advance once during the Calendar year, will under no circumstances be granted the second advance during the same Calendar year.
4. The advance is restricted to the members of the community who are directly concerned with the Festivals. The sanctioning authority should exercise caution to ensure that advance is sanctioned only to employees who are really connected with the festival and the employees should be forewarned that they should choose only one occasion during the year for taking the advance.
5. The advance may be sanctioned to an employee of any establishment who is eligible to get the advance on their individual application.
6. The sanctioning authority is at liberty to decide if the occasion is suitable for the advance taking into consideration the importance attached to it locally. For the purpose of granting the Festival Advance, the Independence Day and Republic Day will also be treated as Festival occasions.
7. Temporary Govt. employees who have not rendered at least three years' continuous service including casual employees shall have to furnish surety from permanent Govt. employees or any other form of security considered adequate by the sanctioning authority along with their applications. The sanctioning authority should also

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should also satisfy himself that temporary Govt. employees or the Casual employee has not the prospect of discharge before the advance is recovered in full.

8. The advance is not admissible to Govt. employees who still have outstanding instalment of recovery against them on account of the Festival Advance drawn during the last Calendar year or whose previous year's advance is not fully liquidated.

9. The authority competent to sanction this advance will be the Head of the Office.

10. In case of Gazette Govt. employees who draw pay in the Gazetted pay bill forms, recovery of advance shall be watched by the head of offices/Controlling Authorities/Treasury Officers concerned and for this purpose suitable register shall be maintained.

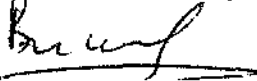
The Governor of Meghalaya is further pleased to order that for drawal of this advance the Gazetted Govt. employees who may be entitled, the authority from Accountant General for drawal of the advance will not be required.

11. The advance is debitable to the detailed head "Salaries" below the Major/Minor heads of the respective Department/Offices concerned.

12. These orders will come into force with immediate effect until amended or decided otherwise.

All Subordinate officers under your control may also informed accordingly.

Yours faithfully,



Principal Secretary to the Govt. of Meghalaya,
Finance (A.F) Department.

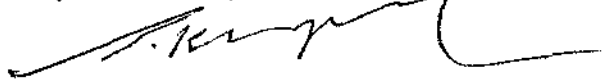
Memo.No.FEM.47/2009/9 - A,

Dated Shillong, the 8th December 2009.

Copy forwarded for information to :-

1. The Accountant General, Meghalaya etc., Shillong.
2. All Treasury Officers & Sub-Treasury Officer in Meghalaya.
3. Finance (E.A) Department.

By Orders Etc.,



Deputy Secretary to the Govt. of Meghalaya,
Finance (A.F) Department.
