

New Delhi, the 17th October, 1996.

OFFICE MEMORANDUM

Subject:- Grant of ad-hoc bonus to the Central Government employees for the year 1995-96.

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 1995-96 to the Central Government employees who are not covered by any Productivity Linked Bonus Scheme. The payment will also be admissible to the Central Police and Paramilitary 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 ad-hoc bonus for the year 1995-96 as mentioned above will be computed on the basis of the actual emoluments upto and including Rs.3500/- per month as on 31st March, 1996. The maximum amount will, however, be restricted to the amount admissible to those drawing emoluments of Rs.2500/- per month. For the employees drawing monthly emoluments of more than Rs.2500/- per month but not exceeding Rs.3500/- per month, the ad-hoc bonus will be calculated as if the emoluments were Rs.2500/- per month. The upper ceiling limit of Rs.3500/- per month as on 31.3.1996 will be applicable irrespective of whether the emoluments are drawn in the pre-revised or revised scale of pay.

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

- (i) Only those employees who were in service on 31.3.1996 and have rendered at least six months of continuous service during the year 1995-96 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 quantum of ad-hoc bonus admissible under these orders will be worked out on the basis of emoluments as admissible on 31.3.1996. The term 'emoluments' occurring in these orders will be and include basic pay, personal pay, special pay, deputation (duty) allowance and dearness allowance and will also include additional dearness allowance and interim relief in the case of employees who have not yet opted to come over to the revised scales of pay but will not include other allowances, such as house rent allowance, compensatory (city) allowance, special compensatory (remote locality) allowance, bad climate allowance, children education allowance etc. The interim relief granted under this Ministry's OM No. 7(26).E.III/93 dated 27th Sept., 1993 and No.7(51)E.III/95 dt.14.7.95 will, however, also not be included.
- (iii) 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

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cases where the actual emoluments fall below Rs.750/- per month, the amount will be calculated on actual monthly emoluments.

(iv) All payments under these orders will be rounded off to the nearest rupee.

(v) In the matter where the aforesaid provisions are silent, clarificatory orders issued vide this Ministry OM No.F.14(10)-E. (Coord)/88 dated 4.10.1988, as amended from time to time, would hold good

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

5. 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.

6. 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

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