



सत्यमेव जयते

**Government of India**  
**Ministry of Finance**  
**Department of Expenditure**  
**Office of Controller General of Accounts**  
**Mahalekha Niyantarak Bhawan**  
**Block-E, G.P.O. Complex, I.N.A., New Delhi-110023**  
**Ph. No. : 011-24665337-40 / Fax No. 011-24627678**

No.S-11012/1(6)/Banks/2016-17/ R B D/ 1815-47

Dated: 18.11.2016

To

Shri P. Vijaya Kumar,  
Chief General Manager,  
Reserve Bank of India,  
Department of Currency Management,  
Central Office, 4<sup>th</sup> Floor, Amar Building,  
Sr. P.M. Road, P.B. No.1379,  
MUMBAI – 400 001.

**FAX.NO: 022-22662442**

Sir,

This is with reference to Ministry of Finance, Department of Expenditure OM No.25(30)/E.Coord/2016, dated 17<sup>th</sup> November 2016 regarding release of Part Salary in advance amounting to Rs.10,000/- from the salary for the month of November 2016 in the form of Cash Pay-out to all Non Gazetted Employees of Central Government. Also refer your Office Letter dated 11.11.2016 which mentions that Government Departments may be allowed to draw cash beyond the stipulated limit of Rs.10,000/- in exceptional cases only on production of evidence justifying their cash requirements in writing.

2. Necessary instructions may please be issued immediately to all the banks in view of the Ministry of Finance OM dated 17.11.2016 referred above to enable Govt. offices to release advance salary as per above mentioned OM.

Yours faithfully,

Encl: as above

*Shakuntla*  
18/11/16

[Dr. Shakuntla]  
Joint Controller General of Accounts  
**Tel: 011-24645993**  
**Fax: 011-24610173**

No. 25(30)/E.Coord/2016  
Ministry of Finance  
Department of Expenditure

New Delhi the 17<sup>th</sup> November 2016

**OFFICE MEMORANDUM**

**Subject:** Salary advance for the month of November 2016 to be paid to Non-Gazetted employees of Central Government.

In terms of Rule 64 (2) of Central Government Account (Receipt & Payment) Rules, 1983, the President is pleased to release part salary, in advance, amounting to Rs. 10,000/- (Rupees ten thousand) by 23<sup>rd</sup> November 2016 from the salary for the month of November 2016 in the form of cash pay out to all Non-Gazetted employees of Central Government.

2. Employees, who do not wish to receive the cash pay-out of the part salary advance amounting to Rs. 10,000/- (Rupees ten thousand) may give their option in the enclosed proforma to their respective Drawing & Disbursing Officer by 18<sup>th</sup> November 2016. In that case, their salary will be credited to their account on the last working day of November 2016, as usual. In case no option is received by the said date, it will be presumed that the employee has opted for cash pay-out and the payment thereof will be disbursed in cash accordingly. Residual part of their salary payable for the month of November 2016 will be released as per the existing procedure.

3. The contents of this Office Memorandum may also be brought to the notice of all the Organisations under the administrative control of the Ministries/Departments.

4. Appropriate necessary instructions on the subject may be issued by respective administrative Ministries/Departments in respect of Autonomous Bodies, Department of Public Enterprises in respect of Public Sector Enterprises, Ministry of Railways and Ministry of Defence in respect of the Services.



(Annie G. Mathew)

Joint Secretary to the Government of India

To

All Ministries/Departments of the Government of India

**Copy to :** (i) Deputy C&AG  
(ii) Financial Commissioner, Ministry of Railways  
(iii) Financial Adviser (Defence Services)

**Copy also to:**

(i) **Controller General of Accounts** – with the request to issue necessary instructions.  
(ii) **NIC** - with the request to upload the D.M. on the official website.

Ministry of Finance  
Department of Expenditure  
Office of Controller General of Accounts  
Mahalekha Niyantrak Bhawan  
New Delhi

No. 3(2)/TA/Cash Remittance/2016/606

Dated.17.11.2016


OFFICE MEMORANDUM

**Subject:** Salary Advance for the Month of November, 2016 to be paid to Non-Gazetted Employees of Central Government

Reference is invited to the Department of Expenditure, Ministry of Finance O.M. No.25(30)/E.Coord/2016 dated 17.11.2016 on the above subject.

The following may be ensured while disbursing the salary advance:-

1. The proper acquittance and record of receipts as per codal provisions shall be ensured by the DDOs / Head of Offices;
2. Any undisbursed Salary Advance may be handled in accordance with Rule 92 (2) of Central Government Account (Receipts & Payments) Rules, 1983; and
3. While closing the daily cash book, the denomination-wise breakup of old series of Specified Bank Notes from other receipts, if any and new series notes should be shown separately.

  
17.11.16  
(Soma Roy Burman)

Joint Controller General of Accounts

To:

1. All Ministries/ Departments of the Government of India.
2. Deputy C&AG (Shri Prasenjit Mukherjee), Office of the C&AG.
3. Financial Commissioner, Railways.
4. Financial Advisor, Defence Services
5. Controller General of Defence Accounts.
6. All Financial Advisors of Ministries/ Departments of Government of India.
7. All Pr. CCAs/ CCAs/ CAs, Civil Ministries /Departments.
8. Chief General Manager, Central Office, DGBA, Reserve Bank of India, Mumbai.
9. General Managers, (Government Business) of all Accredited Banks.



भारतीय रिज़र्व बैंक  
RESERVE BANK OF INDIA  
www.rbi.org.in

RBI/2016-17/124

DCM (Plg) No.1256/10.27.00/2016-17

November 11, 2016

The Chairman / Managing Director/ Chief Executive Officer,  
Public Sector Banks/ Private Sector Banks / Foreign Banks/  
Regional Rural Banks / Urban Cooperative Banks/  
State Cooperative Banks

Dear Sir

**Withdrawal of Legal Tender Character of existing ₹ 500/- and ₹ 1000/- Bank Notes –Limit for Withdrawal of Cash**

Please refer to our circular DCM (Plg) No.1251/10.27.00/2016-17 November 10, 2016 on the captioned subject and see the following additional instructions in this regard:

2. Governments Departments may be allowed to draw cash beyond the stipulated limit of ₹ 10,000/-, in exceptional cases, only on production of evidence justifying their cash requirements in writing, at the discretion of an officer in the rank of General Manager and above.

Yours faithfully

(P Vijaya Kumar)  
Chief General Manager

मुद्रा प्रबंध विभाग, मार्ग .एम .सर पी .अमर बिल्डिंग , चौथी मंज़िल ,केन्द्रीय कार्यालय , पोस्ट बॉक्स स.1379- मुंबई ,400 001(भारत)  
फोन+:-91 22 2260 3000, 2260 4000+ :- फ़ैक्स ;91 22 2266 2442 :- मेल-ई ;cgmincdcm@rbi.org.in

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हिन्दी आसान हैबटाइए इसका प्रयोग ,