

स्वर्ण जयंती वर्ष - 2013 / Golden Jubilee Year - 2013



केन्द्रीय विद्यालय संगठन/ **KENDRIYA VIDYALAYA SANGATHAN**
18, संस्थानिक क्षेत्र/ **18, Institutional Area**
शहीद जीत सिंह मार्ग/ **Shaheed Jeet Singh Marg**
नई दिल्ली-16/ **New Delhi - 16**
Phone No. 011-26858570

F. No. 110238/2/2013/KVS (HQ)/ Budget

Date: - 01.11.2013

To

The Deputy Commissioner,
Kendriya Vidyalaya Sangathan
All Regional Offices/ ZIET's.

Subject: - Disbursal of salary for October 2013, Bonus
and DA arrears to staff reg.

Sir/ Madam,

This has a reference to the subject cited above and to state that the salary to the staff of Kendriya Vidyalaya Sangathan is being disbursed by Union Bank of India through its web-portal for which adequate funds is regularly remitted to the UBI well in time by the Sangathan. The existing system of disbursal of salary to the staff through UBI Web-portal is not only a hassle free and full proof arrangement but also saves time on both sides. As a result, all employees of Sangathan are getting their salary on the last working day. There are instances where the project authorities failed to remit the funds to Vidyalayas as per the terms & conditions of (MOU) Memorandum of Understanding to meet the Recurring & Non-recurring expenditure including salary that facilitated slight delay in disbursal of salary to the employees of one or two project Vidyalayas. In such cases too, Sangathan initiated necessary action suo motu and provided required funds to meet such contingency.

2.) As far as the payment of Bonus, DA Arrears and salary to staff is concerned, it is informed that adequate funds got released by the Sangathan (HQ) to the Regional Offices/ UBI during the last two weeks for further remittance to the Kendriya Vidyalayas/ employees for payment of Bonus, DA arrears and salary to the staff. In the given circumstances, it is presumed that all Kendriya Vidyalayas might have disbursed Bonus, DA Arrears including salary to their staff in time. In fact, it is the personal responsibility of the Principals being the Drawing & Disbursing Officer to disburse Bonus, DA arrears and

salary to their staff. Delay in disbursal of such personal claims to the staff on any pretext other than inadequate funds will be viewed seriously by the higher authorities of the Sangathan.

You are therefore requested please to direct all the Principals of the Vidyalayas under your jurisdiction to disburse Bonus, DA Arrears and salary to their staff immediately, if not paid so far. Short fall of funds, if any, noticed by any of the Regional Offices towards the payment of Bonus, DA Arrears and salary may be reported to KVS (HQ) today positively i.e. 01.11.2013 for release of funds.

Action taken may be informed to KVS (HQ).

Yours faithfully,


(S. Muthusivam)
Assistant Commissioner (Fin.)

Copy forwarded for information to: -

1. PS to Commissioner, KVS (HQ).
2. PA to Joint Commissioner (Fin.), KVS (HQ).
3. Deputy Commissioner (EDP) KVS (HQ) with the request to upload this letter on the KVS website for immediate action.
4. The Senior Manager, UBI, Saket Branch, New Delhi.
5. Finance Officer (Budget), KVS (HQ).
6. Finance Officer (Cash), KVS (HQ).



Assistant Commissioner (Fin.)