



**FINANCE [Allowances] DEPARTMENT**

**G.O.Ms.No.2, Dated 6<sup>th</sup> January 2020.**

*(Vihari, Margazhi--21, Thiruvalluvar Aandu 2050)*

**ABSTRACT**

**BONUS** – Payment of Ad-hoc Bonus and Special Ad-hoc Bonus for the Accounting Year 2018–2019 – Sanction – Orders – Issued.

---

**Read the following:-**

G.O.Ms.No.5, Finance (Allowances) Department, dated: 08-01-2019.  
-oOo-

**ORDER:**

Government has decided to grant Adhoc Bonus equivalent to 30 days emoluments on a base of 30 days a month to all 'C' and 'D' Group regular and temporary Government employees, employees of Local Bodies and Aided Educational Institutions including teachers on regular time scales of pay for the Accounting Year 2018-2019.

**2.** In the Government Order read above, orders were issued to grant Ad-hoc Bonus for the Accounting Year 2017-2018 equivalent to 30 days emoluments subject to a ceiling of Rs.3,000/- to 'C' and 'D' Group regular and temporary Government employees, employees of Local Bodies in Government aided educational institutions. Accordingly, Government direct that all regular and temporary Government employees who are on regular time scales of pay, employees of Local Bodies and Aided Educational Institutions including teachers on regular time scales of pay in 'C' and 'D' groups be paid Ad-hoc Bonus equivalent to 30 days emoluments on a base of 30 days a month for the Accounting Year 2018-2019.

**3.** The Ad-hoc Bonus shall be computed on the basis of actual emoluments as on 31st March 2019. The amount of ad-hoc bonus shall be calculated as if monthly emoluments were Rs.3,000/- per month. In respect of those drawing pay in the pre-revised / revised scales of pay, the calculation of Ad-hoc bonus shall be based on the emoluments drawn subject to the upper ceiling of Rs.3,000/- (Rupees Three thousand only) per month. The upper ceiling limit shall be applicable irrespective of whether the emoluments are drawn in the pre-revised or revised scales of pay.

**4.** Government also direct that the Special Ad-hoc Bonus of Rs.1,000/- (Rupees One thousand only) be paid to full-time and part-time employees paid from contingencies at fixed monthly rates, employees on consolidated pay / special time scale of pay including employees in Nutritious Meal Programme / Integrated Child Development Service (ICDS) Scheme (Anganwadi Workers / Mini Anganwadi Workers), Village Assistants, employees on daily wages and the employees partly worked on daily wages and subsequently brought under regular establishment and worked

continuously for atleast 240 days or more during the Accounting Year 2018-2019.

5. The above orders on payment of Ad-hoc Bonus / Special Ad-hoc Bonus shall not be applicable to the Government employees in Groups 'A' and 'B' including All India Service Officers and Officers governed by University Grants Commission (UGC) / All India Council for Technical Education (AICTE) / Indian Council of Agricultural Research (ICAR) Regulations.

6. The 'C' and 'D' Group deputationists from the State Government service working in Corporations / Boards / Joint Sector companies who are not in receipt of bonus / exgratia payment from the undertakings concerned are eligible for the benefit of Ad-hoc Bonus / Special Ad-hoc Bonus.

7. The Ad-hoc Bonus/Special Ad-hoc Bonus sanctioned above shall be admissible subject to the conditions prescribed in the Annexure to this order.

8. The expenditure on Ad-hoc Bonus/Special Ad-hoc Bonus shall be debited to the sub-detailed head "04. Other Allowances" under the detailed head "01. Salaries" or the detailed head "02. Wages" as the case may be, under the relevant service head of the department concerned.

9. This order shall also apply to the employees of Local Bodies, Over Head Tank Operators and Sweepers working in Rural Development and Panchayat Raj Department.

**(BY ORDER OF THE GOVERNOR)**

**S.KRISHNAN  
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT**

To

All Secretaries to Government.

The Secretary, Legislative Assembly Secretariat, Chennai-9.

The Additional Chief Secretary to Governor, Chennai-22.

The Comptroller, Governor's Household, Raj Bhavan, Chennai-22.

The Governor's Secretariat, Raj Bhavan, Guindy, Chennai-22.

All Heads of Departments.

The Tamil Nadu Information Commission, Chennai-18.

All Departments of Secretariat (OP/Bills)

All Sections in Finance Department.

All Collectors / All District Judges / All Chief Judicial Magistrates.

The Accountant General (Accounts and Entitlements), Chennai-18.

The Principal Accountant General (Audit-I), Chennai-18.

The Accountant General (Audit II), Chennai-18.

The Accountant General (CAB), Chennai -9 / Madurai.

The Principal Secretary / Commissioner of Treasuries and Accounts, Chennai-35.

All Pay and Accounts Officers.

All Treasury Officers / All Sub-Treasury Officers.

The Chairman, Tamil Nadu Public Service Commission, Chennai-3.

The Commissioner of Tribunal for Disciplinary Proceedings, Chennai-108.

The Registrar General, High Court, Chennai-104.

The Registrars of all Universities.

All State owned Corporations and Statutory Boards.

The Commissioner, Greater Chennai Corporation, Chennai-3.

The Commissioner, Corporation of Madurai / Coimbatore / Tiruchirappalli / Salem / Tirunelveli / Erode / Tirupur / Thoothukudi / Vellore / Thanjavur / Dindigul / Nagercoil / Hosur / Avadi.

All Divisional Development Officers.

All Tahsildars.

All Block Development Officers.

All Municipal Commissioners.

All Revenue Divisional Officers.

All Chief Educational Officers.

The Director, Integrated Child Development Services, Tharamani, Chennai-113.

All Recognised Service Associations.

**Copy to:**

The Secretary to Hon'ble Chief Minister, Chennai-9.

The Deputy Secretary to Hon'ble Deputy Chief Minister, Chennai-9.

The Senior Personal Assistant to Hon'ble Chief Minister, Chennai-9.

The Private Secretary to Chief Secretary to Government, Chennai-9.

The Principal Private Secretary to the Additional Chief Secretary to Government, Finance Department, Chennai-9.

The Secretary to Government of India, Ministry of Home Affairs, New Delhi.

The Secretary to Government of India, Ministry of Finance (Department of Economic Affairs), New Delhi.

The Secretary to Government of India, Ministry of Finance (Department of Expenditure), New Delhi.

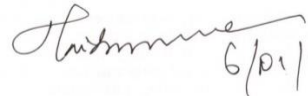
The Secretary to Government of India, Ministry of Finance (Department of Banking and Revenue), New Delhi.

The Secretary to Government of India, Ministry of External Affairs, New Delhi.

The Senior Research Officer, Pay Research Unit, Ministry of Finance, (Department of Expenditure), Room No.261, North Block, New Delhi.

Stock File / Spare Copies.

**-/ Forwarded : By Order /-**

  
6/11/2020

**SECTION OFFICER.**

4  
**ANNEXURE**

**[G.O.Ms.No.2, Finance (Allowances) Department, Dated: 06.01.2020]**

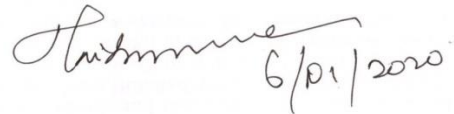
- (i) The emoluments for purposes of Ad-hoc Bonus under these orders shall be worked out on the basis of basic pay, special pay and dearness allowance as on 31<sup>st</sup> March, 2019 and in the case of employees remaining on the pre-revised scales of pay the emoluments shall be worked out on the basis of basic pay, dearness pay, personal pay, special pay and dearness allowance as on 31<sup>st</sup> March, 2018. House Rent Allowance, City Compensatory Allowance and other Compensatory Allowances shall not be included. The eligible Government servants as groups only C and D shall be as ordered in G.O.Ms.No.21, Personnel and Administrative Reforms (A) Department, Dated: 05-03-2019.
- (ii) The employees who were in service on 31<sup>st</sup> March 2019 and have rendered a full year of service from 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019 shall be eligible for the full amount of Ad-hoc Bonus sanctioned in this Order at the rate of 30/30 days of emoluments.
- (iii) The employees who have rendered service of six months and above, but less than a year during 2018-2019 shall be eligible for proportionate amount of Ad-hoc Bonus. For the purpose of this rule, period less than 15 days shall be ignored and fifteen days and above shall be treated as a full month of service.
- (iv) The Ad-hoc Bonus shall be rounded to the nearest rupee, i.e., fraction of 50 paise and above shall be rounded to the next higher rupee and fraction below 50 paise shall be ignored.
- (v) The period of service for the purpose of computing Ad-hoc Bonus shall include all leave other than the extraordinary leave without Allowances. In the case of employees who were on extraordinary leave without allowances / Half Pay / Study Leave without pay during the month of March 2019, the Ad-hoc Bonus shall be determined based on the emoluments last drawn before proceeding on leave.
- (vi) In the case of employees under suspension at any time, during 2018-2019 Subsistence allowances paid during suspension shall not be treated as emoluments. Such an employee may be paid Ad-hoc Bonus / Special Ad-hoc Bonus as and when the period of suspension is treated as duty. In other cases, the period of suspension shall be excluded for the purpose of Ad-hoc Bonus/Special Ad-hoc bonus. In the case of suspension, if any, after 31<sup>st</sup> March 2019 there shall be no bar for the payment of Ad-hoc Bonus / Special Ad-hoc Bonus.
- (vii) Employees who retired on superannuation / Voluntary retirement / died in harness / invalidated from service, etc., prior to 31<sup>st</sup> March 2019 are eligible for Ad-hoc Bonus / Special Ad-hoc Bonus on the basis of actual service, subject to provision in para (iii) above.
- (viii) Superannuated employees who were re-employed are eligible for Ad-hoc Bonus / Special Ad-hoc Bonus provided the period of service prior to and after re-employment taken together is not less than six months, subject to provision in para (ii) and (iii) above. In such cases, the eligibility period has to be worked out separately for the period prior to and after re-employment. The total amount admissible, for the period prior to superannuation and for

**5**

the period after re-employment shall be restricted to the maximum admissible Ad-hoc Bonus / Special Ad-hoc Bonus; and

- (ix) Employees who have rendered service of six months and above in Group 'C' are eligible for proportionate Ad-hoc Bonus only. If an employee rendered less than six months of service in Group 'C' and more than six months in Group 'B', he shall not be eligible for Ad-hoc Bonus.

**-/ True Copy /-**

A handwritten signature in cursive script, followed by the date "6/01/2020" written in a similar style.

**SECTION OFFICER.**