



ABSTRACT

Recent heavy rains in November and December 2015 - Disaster caused - Voluntary contribution to Chief Minister's Public Relief Fund for Relief and Rehabilitation measures - Contribution of one day's salary by the Government Employees - Procedures - Orders Issued.

PERSONNEL AND ADMINISTRATIVE REFORMS (K) DEPARTMENT

G.O.(Ms) No. 117

Dated 13.12.2015

மன்மத - கார்த்திகை 27

திருவள்ளூர் ஆண்டு 2046

Read:

ORDER:

The unprecedented heavy rains in November and December 2015 has caused disaster in several districts of the State and has caused extensive damage to infrastructure besides loss of lives and crops and the requirement of funds for relief and rehabilitation is huge.

2. Some of the recognised Tamil Nadu Government Employees Associations have expressed their desire to contribute their one day's salary towards the relief measures initiated by the Government of Tamil Nadu for the affected people. The Government have decided to accept their representation and direct to accept the voluntary contributions of one day's salary and to deduct it from the salary bill for the month of December 2015.

The following procedures be followed to facilitate the contributions made by the Government Employees:-

- (i) Any employee willing to voluntarily contribute one day's salary shall give his/her willingness in writing to the concerned pay drawing officer. The Pay Drawing and Disbursing Officer will work out the amount to be deducted on the basis of the gross amount of salary for the month of December 2015 divided by 31 days. An advance salary Bill for one day for the month of December 2015 shall be prepared and presented by the Pay

Drawing and Disbursing Officers in the respective Pay and Accounts Offices / Treasury / Sub Treasury. The Pay Drawing and Disbursing Officer will obtain a consolidated Cheque in favour of "the Chief Minister's Public Relief Fund". The cheque along with a statement of Names, Designation and the name of the office of the contributing employees shall be sent to the District Officer in the Department, who shall be the Nodal officer for that District in that Department nominated by the concerned Heads of Department. The Nodal Officer, in turn, will send the Cheques so received along with the Statement of particulars to the Joint Secretary to Government and Treasurer, Chief Minister's Public Relief Fund, Finance Department, Secretariat, Chennai-9, under intimation to the concerned Heads of Department. The Heads of Department will monitor the collection and forwarding of contributions along with the statements to the Chief Minister's Public Relief Fund. Heads of Department shall nominate an officer of his Department in each District as Nodal Officer.

- (ii) In respect of Offices of Heads of Department and the departments of Secretariat, the same procedure shall be followed and the drawing and disbursing officer shall send the cheques and statement of particulars direct to the Chief Minister's Public Relief Fund.
- (iii) In respect of Self-drawing officers the same procedure outlined above can be followed and the cheques so obtained along with the particulars may be handed over to the Pay Drawing and Disbursing Officer of their Office for onward transmission to the Nodal Officer.
- (iv) The drawing and disbursing officer shall allow tax exemption to the extent of 100% on the contribution to the Chief Minister's Public Relief Fund based on these orders. Employees who have contributed to the Chief Minister's Public Relief Fund other than salary deduction may get receipt for such contribution from the Chief Minister's Public Relief Fund to avail tax exemption.
- (v) Any employee willing to contribute more than one day's salary may also be permitted to do so as per the willingness given following the procedure under item (i) above.
- (vi) The Salary for the remaining days in the month of December 2015 shall be drawn and disbursed following the regular procedure.
- (vii) These orders shall apply mutatis mutandis to all employees of Local Bodies, Universities, Boards and Corporations, Aided

Educational Institutions and other institutions receiving grants from the Government and also to the employees drawing Consolidated Pay.

3. Pay drawing / disbursing officers shall ensure that the contributions are purely voluntary and the above procedure is evolved to facilitate the request for contribution to the Chief Minister's Public Relief Fund made by the Government Employees.

4. This order issues with the concurrence of Finance Department vide its U.O.No.64800/CMPRF/2015, dated 25.11.2015.

(BY ORDER OF THE GOVERNOR)

K. GNANADESIKAN
CHIEF SECRETARY TO GOVERNMENT

To

All Secretaries to Government, Secretariat, Chennai-9.

All Heads of Departments.

All District Collectors.

All Service Associations.

All Universities.

The Registrar, High Court, Chennai and Madurai.

All Public Sector Undertakings / Boards / Corporations.

All Treasury Officers.

The Accountant General, Chennai-9/18/35.

The Pay and Accounts Officer, Chennai-5/9/35/79.

The Commissioner of Treasuries and Accounts, Chennai-15

Copy to:

The Secretary to Hon'ble Chief Minister.

The Personal Assistant to Minister for Municipal Administration,
Rural Development, Law, Courts and Prisons)

The Personal Assistant to Minister for Finance & PWD.

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

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

The Private Secretary to Principal Secretary to Government,
Personnel and Administrative Reforms Department,
Chennai-9.

The Personnel and Administrative Reforms (AR-II) Department,
Secretariat, Chennai -9.

Stock file / Spare copy.

//Forwarded By Order//

[Handwritten Signature]
SECTION OFFICER.

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13/12/15