GOVERNMENT OF KERALA

Abstract

AD-HOC BONUS AND SPECIAL FESTIVAL ALLOWANCE 2020-21 TO STATE GOVERNMENT EMPLOYEES AND PENSIONERS – SANCTIONED – ORDERS ISSUED.

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FINANCE (LOANS) DEPARTMENT

G.O.(P)No.115/2021/Fin Thiruvananthapuram, 13th August 2021

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Read:- 1. G.O.(P) No.107/2020/Fin dated 15.08.2020.
2. G.O.(Ms) No.105/2020/Fin dated.08.10.2020.

ORDER

Government are pleased to sanction Ad hoc Bonus/ Special Festival Allowance to the State Government Employees, Employees of Aided Educational Institutions, Full-time Contingent Employees and other categories of Staff subject to the conditions specified in this order.

Ad hoc Bonus

2. All State Government employees (including Personal Staff of Ministers, Speaker, Deputy Speaker, Leader of the Opposition and Chief Whip), All India Service Officers working in connection with the affairs of the State, Employees of the Aided Educational Institutions, Staff of the Local Bodies and Employees of Panchayat Raj Institutions etc. drawing total emoluments upto and including Rs.30,008/- in the pre-revised scale (before 11th Pay Revision) and Rs.34,240/- in the revised scale (after 11th Pay Revision) of pay as on 31.03.2021 will be paid Ad hoc Bonus @ Rs.4,000/- for the year 2020-21 before the ensuing Onam Festival Subject to the following conditions.

(i) For those drawing emoluments of more than Rs. 4,000/- per month and not exceeding Rs.31,008/- in the pre-revised scale (before 11th pay revision),Rs.34,240/- in the revised scale (after 11th pay revsion) per month, the Ad hoc Bonus will be calculated as if the emoluments were Rs.4,000/- per month. In the case of those who have opted to come over to the revised scales of pay on or before 31.03.2021, the term "emoluments" means Basic pay, Personal Pay, Special Pay, Special Allowance, Personal Allowance and Dearness Allowance at 7% of the basic pay in the revised scale, excluding House Rent Allowance and other Compensatory Allowances.

(ii) In the case of employees remaining in pre-revised scale, the term "emoluments" means the same as (i) above in all other respects except that the DA will be 36% of the Basic Pay in the pre-revised scale excluding House Rent Allowance and Compensatory Allowances.

(iii) The personal Allowance sanctioned to protect drop in Dearness Allowance in Special Pay will also be reckoned as emoluments for computing Ad hoc Bonus in such cases.

(iv) In the case of employees who were on leave without allowance (except LWA under KSR Appendix XII), half pay leave, study leave or leave not due during the month of March 2021, their Ad hoc Bonus will be calculated based on the emoluments last drawn by them before proceeding on leave.

(v) The rate of Dearness Allowance for the purpose of this order will be that sanctioned vide G.O.(P)No.25/2021/Fin dated 08.02.2021.

3. The Ad hoc Bonus will be admissible to such employees who were in service on 31.03.2021 and have atleast 6 months continuous service during the financial year 2020-21. Those who have retired or even relieved from service on or before 31.03.2021 and had put in 6 months continuous service during the financial year 2020-21 will also be eligible for Ad hoc Bonus as the case may be.

4. Regular employees who were under suspension during the whole, or part of the Financial Year 2020-21 will be eligible for Ad hoc Bonus/ Special Festival Allowance, provided they have been reinstated in service on or before the date of issue of this order and the period of suspension is regularised as duty or eligible leave and have drawn full salary for that period.

5. The following categories will also be eligible to receive Ad hoc Bonus.

(i) The NMR and permanent workers/ labourers and seasonal workers of all Departments including those working in Agricultural farms, Seed farms, Regional Workshop etc. (for calculation of Ad hoc Bonus variable Dearness Allowance will also be taken into account in the case of employees drawing variable Dearness Allowance).

(ii) Provisional Employees who have at least 6 months continuous service during the financial year 2020-21 and got regular appointments in Government service through the P.S.C without service break and aided school Teachers got regular appointment in Government school, provided they were in service as on 31.03.2021.

(iii) Part-time Teachers of Education Department who are drawing pay in a scale of pay.

(iv) In the case of Government Employees who are working in Corporations/ Public Sector Undertakings or Boards on deputation during 2020-21 and if their service in the parent department was more than six months, the Ad hoc Bonus/Special Festival Allowance admissible will be drawn and disbursed by the foreign employer in relaxation of para 3 above.

(v) Part-time Contingent Employees including those working in aided educational institutions.

(vi) The employees of Government Presses will be given option either to draw Bonus as admissible to other Government employees as per these orders or the performance

allowance (including ex-gratia allowance if any) payable to industrial workers as usual. No revision of options will be allowed if the employee exercises any one of the above options.

Special Festival Allowance

6 . The following categories of employees who are not eligible to draw bonus will be paid Special Festival Allowance @ Rs. 2,750/-:

i. Who are not eligible to draw Ad hoc Bonus in terms of para 2 to 5 above are eligible for Special Festival Allowance.

ii. All regular/temporary employees including personal staff of Ministers, Speaker, Deputy Speaker, Leader of the Opposition and Chief Whip and who joined service after Onam holidays of 2020, and who are in service on the date of issue of this order and all regular P.S.C hands who joined duty before fourth Onam of 2021.

iii.Teachers deputed for training from Aided/Government Schools who are eligible for Onam Advance under Article 250 of the Kerala Financial Code Volume I.

iv.Re-employed Pensioners on re-employment pay.

v.Employees on contract appointments/ Senior residents (Doctors in bonded service) who have six months service during 2020-21 and relieved before the issuance of this order are eligible for this benefit. Contract employees who are in service on the date of issuance of this order are also eligible for festival allowance.

vi.Provisional hands recruited through Employment Exchange who are in service on the day before the First Onam (20.08.2021) but whose service are not terminated before the Fourth Onam (23.08.2021) irrespective of their length of service.

vii. All the teaching and non-teaching staff of Aided Anglo-Indian Schools which have not been brought under the direct payment system.

viii. Staff of the Sree Chithra home.

ix.Honorary Physicians of Government Ayurveda Colleges.

x.Honorary Sisters in Government Hospitals.

xi.Chainmen of the Revenue Department on daily wages.

xii.Permanent labourers in Government Departments.

Xiii.Full-time Contingent employees in Government Department, Local Bodies and the contract employees of Kerala House, New Delhi. Those who have put in 6 months continuous service on 31.03.2021 will have option to claim either Ad hoc Bonus or Special Festival Allowance.

xiv.Editors and Reporters of Indian Law Reports (Kerala Series)

xv.Government Pleaders and Additional Government Pleaders.

7. <u>The following categories of Staff will be paid Special Festival Allowance @ Rs. 1,210/-.</u>

(i) Pollination workers who are in the list of Agriculture Department and the workers under the scheme of spraying to control leaf rot disease of coconut palms implemented through Panchayat/Municipalities/ Corporations who are on the rolls of Agriculture Department and are now employed by Local Bodies under instructions from the Agriculture Department.

(ii) Cattle improvement Assistants in the Dairy Development Department.

(iii) Public Counsel

(iv) Life Guards of Tourism Department/Home Guards of the Home Department who are on daily wages.

(v) Family planning Voluntary Workers who have worked at least 30 days during the period from the last Onam holidays to the ensuing Onam holidays and part-time contingent employees on daily wages recruited from the category of Family Planning Voluntary Promoters of Trained Dais.

(vi) Scheduled Tribes Promoters working in the Scheduled Tribes Development Department and Scheduled Caste Promoters working in the Scheduled Caste Development Department.

(vii) Employees on daily wages who are in service before the first Onam (i.e. 20.08.2021) and whose services are not terminated before the Fourth Onam (i.e. 23.08.2021).

(viii)Persons acting as substitutes in the place of regular employees in Government Departments, Farms and Local Bodies and the Casual Labourers/CLR Workers including those in Irrigation Department/H.R.Workers of Irrigation Department, provided they have put in a minimum of 200 days work during the last one year beginning from the last Onam holidays to the ensuing Onam holidays will be eligible for 30 days wages as Adhoc Bonus. However, those who have put in less than 200 days work but more than 30 days work shall be eligible for Ad hoc Bonus proportionate to the days worked by them subject to a minimum of Rs. 1,210/-. In the case of Casual workers, CLR workers and HR workers who have been regularized in service, the period of eligibility as indicated above will also include the period of their service before regularization. However the maximum admissible Ad hoc Bonus is Rs. 4,000/-.

(ix) Non regularized CLR and HR workers who have put in a minimum of 30 days work between the last Onam holidays and ensuing Onam holidays.

(x) The volunteers of Attappady Hill Area Development Society.

(xi) Guest Lecturers/Instructors in Educational Institutions who have worked at least 200 hours during the financial year 2020-21.

(xii) The patient employees of the Leprosy Hospitals.

8. **The following categories of employees will be paid Special Festival Allowance @ Rs.1,200/-.**

(i) Asha Workers.

(ii) The Anganwadi/ Balawadi teachers, workers under the Social Justice Department, Rural Development Department, Scheduled Caste Development Department and Scheduled Tribe Development Departments.

(iii) Anganwadi/ Balawadi Helpers and Ayas.

(iv) Special messengers of Women Protection Officers of Mahila Samakhya Soceity.

(v) Kishori Shakthi Yojana School Counsellors.

(vi) Nurses in Palliative care.

(vii) Teachers and other Employees in Buds School.

9. **The following categories of employees will be paid Special Festival Allowance at the rates noted against each**

(i) Teachers and Ayahs of Peripathetic Schools and Single Teacher Schools - 1,300/-

(ii) Noon feeding workers in schools (including Pre-primary schools run by PTA s) - 1,300/-

(iii) School Counsellors - 1,140/-

(iv) Additional Staff of MLAs - 1,100/-

(v) Teachers and Ayahs of Pre-primary schools run by PTAs - 1,100/-

(vi) Preraks and Assistant Preraks - 1,000/-

(vii) The conveners of Balawadi/Anganwadi and Feeding Conveners of the upgraded regular feeding centres of the Rural Development Department. - 1,000/-

(viii) Sweepers on consolidated remuneration - 1,000/-
(ix) The Kashaya servants of Ayurveda Dispensaries - 1,000/-
(x) Teaching and Non-teaching staff of Special School. - 1,000/-
(xi) Teachers in Fashion Designing & Garment Technology Institutions under the control of Technical Education Dept. - 1,100/-

10. **The following categories of Pensioners will be paid Special Festival Allowance @ Rs.1,000/-.**

(i) Service Pensioners / NPS Pensioners who are not eligible for Bonus or Festival Allowance as indicated in para 3 and 6.
(ii) Family Pensioners
(iii) Pro-rata Pensioners
(iv) Pro-rata Family Pensioners
(v) Ex-gratia Pensioners
(vi) Ex-gratia Family Pensioners
(vii) Part-time Contingent Pensioners
(viii) Part-time Contingent Family Pensioners
(ix) Personal staff Pensioners
(x) Family Pensioners of Personal Staff
(xi) Compassionate Allowance Pensioners
(xii) Retired Leprosy Patient Employees
(xiii) Invalid Pensioners
(xiv) UGC Pensioners
(xv) UGC Family Pensioners

Note:- The Special Festival Allowance under any one of the above categories alone will be paid, if a pensioner comes within the purview of Para (i) to (xv) above.

11. The Categories of employees mentioned below will not be eligible to receive Ad hoc Bonus/ Special Festival Allowance.

- Those who are eligible for bonus, ex-gratia or such other payments and being governed by any other Bonus Act/ Act.

- Those who were on leave without allowance as per Appendix 12 of KSR as on 31st March 2021 to take up employment abroad or within India or to join their spouses.

12. The Ad hoc Bonus/ Special Festival Allowance should be drawn before 31.03.2022. The expenditure will be debited to the head of account from which the pay and allowances/wages/pension of the individual concerned is drawn. In the case of employees of Local Bodies, the expenditure on account of the payment of Ad hoc Bonus/ Special Festival Allowance will be met from the funds of the respective Local bodies.

13. Payment of Ad hoc bonus/ Special Festival Allowance for 2020-21 in the case of employees and pensioners will be made with effect from **16.08.2021**.

14. The employees willing to contribute Bonus/Festival Allowance to Chief Minister's Distress Relief Fund may give consent for the same and necessary arrangements for that will be made in SPARK.

By order of the Governor
Rajesh Kumar Singh
Additional Chief Secretary (Finance)

To
The Accountant General (A&E) Kerala, Thiruvananthapuram.
The Accountant General (Audit II)Kerala, Thiruvananthapuram.
The Principal Accountant General (A&E) Kerala, Kottayam, Ernakulam, Thrissur, Kozhikkode.
All Heads of Departments and Officers
All Departments (All sections) of the Secretariat.
The Secretary, Kerala Public Service Commission
Registrars of all Universities
The Secretary, Kerala State Electricity Board
The Managing Director, Kerala State Road Transport Corporation
The Registrar, High Court of Kerala, Ernakulam
All Additional Chief Secretaries, Principal Secretaries, Secretaries, Special Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and Under Secretaries to Government.
The Secretary to Governor, Raj Bhavan
The Private Secretaries to Chief Minister and other Ministers
The Private Secretaries to Speaker and Deputy Speaker
The Private Secretary to Leader of Opposition and Government Chief Whip.
Chief Election Commissioner, Kerala
The Additional Secretary to the Chief Secretary.
The Reserve Bank of India, Government and Bank Accounts (NB Section),Bandra (E), Mumbai.
Head Offices of all Nationalised Banks
The Chief Regional Manager, State Bank of India, Thiruvananthapuram
The Chief Manager, Finance and Accounts, State Bank of India, Thiruvananthapuram.
The Regional Manager, Union Bank of India, Thiruvananthapuram, Ernakulam
The Assistant Divisional Manager, Central Bank of India, Thiruvananthapuram
The Senior Manager, Canara Bank, Thiruvananthapuram
The Senior Manager, Circle Office (Annex), Canara Bank, Thiruvananthapuram
The Divisional Manager, Syndicate Bank, Thiruvananthapuram
The Manager, Zonal Office, Indian Bank, M.G.Road,Thiruvananthapuram
The Regional Manager, Indian Overseas Bank, Thiruvananthapuram
The Regional Manager, Vijaya Bank, Thiruvananthapuram
The Director of Treasuries, Kerala, Thiruvananthapuram
The District Treasuries/Sub Treasuries
The Accountant General (A&E), TamilNadu, Chennai

The Accountant General (A&E), Andra Pradesh, Hyderabad
The Accountant General (A&E), Karnataka, Bangalore
The Accountant General (A&E),Maharashtra,Mumbai
The Accountant General (A&E),Rajastan, Jaipur
The Accountant General (A&E),Mizoram, Iswal
The Accountant General (A&E),Gujarat, Ahmedabad
The Accountant General (A&E),Hariyana, Chandigarh
The Accountant General (A&E),Jammu & Kashmir, Srinagar
The Accountant General (A&E),Arunachal Pradesh, Itanagar
The Accountant General (A&E),Goa, Panaji
The Accountant General (A&E), Himachal Pradesh, Shimla
The Accountant General (A&E),Madhyapradesh, Gwalior
The Accountant General (A&E),Orissa, Bhuvaneswar
The Accountant General (A&E),Uttar Pradesh, Allahabad
The Accountant General (A&E),Bihar, Patna
The Accountant General (A&E),West Bengal, Kolkata
The Accountant General (A&E),Uttaranchal, Dehradun
The Accountant General (A&E),Assam, Dispur, Guwahati
The Accountant General (A&E),Manipur, Imphal
The Accountant General (A&E),Tripura, Agarthala
The Accountant General (A&E),Chattisgargh, Raipur
The Accountant General (A&E), Nagaland, Kohima
The Accountant General (A&E),Sikkim, Gangtok
The Accountant General (A&E),Meghalaya, Shillong
The Accountant General (A&E),Jarkhand, Ranchi
The Principal Accounts Officer, Pondicherry
The Principal Accounts Officer, Delhi Administration, Vikas Bhavan, New Delhi
Nodal Officer, Finance (www.finance.kerala.gov.in)
The Stock file/Office copy.

Forwarded/By Order

Section Officer