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**INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
KRISHI BHAVAN: NEW DELHI**

F.No. 9 (7)/97-CDN (A&amp;A)

Dated the 16 October, 2012

**ENDORSEMENT**

The Ministry of Finance, Department of Expenditure has issued orders for grant of Non-Productivity Linked Bonus (Ad-hoc Bonus) to Central Government Employees for the year 2011-12 and its Extension to Autonomous Bodies vide its OM.NO.7/24/2007/E III(A) dated the 5<sup>th</sup> October, 2012 and OM No.7/22/2008-E-III(A) dated the 10<sup>th</sup> October, 2012 respectively. As approved by the Competent Authority, the OMs have been uploaded and posted on the ICAR Web-Site [www.icar.org.in](http://www.icar.org.in) for information, guidance and necessary action. The OMs can also be viewed or down loaded, if necessary, from the Web-Site [www.finmin.nic.in](http://www.finmin.nic.in) of Ministry of Finance, Department of Expenditure.

  
**(G.P. Sharma)**  
**Dy. Director (Fin.)**

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S.No 89 (R)

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No.7/22/2008-E-III (A)  
 Government of India  
 Ministry of Finance  
 Department of Expenditure  
 E III (A) Branch

New Delhi, the 10<sup>th</sup> October, 2012.OFFICE MEMORANDUM

**Subject: - Grant of Non-Productivity Linked Bonus (Ad-hoc Bonus) to Central Government Employees for the year 2011-12 - Extension of orders to Autonomous Bodies.**

Orders have been issued vide this Ministry's Office Memorandum No. 7/24/2007 E-III (A) dated 5<sup>th</sup> October, 2012 authorizing 30 days emoluments as Non-PLB (Ad-hoc bonus) for the accounting year 2011-12 to the eligible Central Government employees not covered by the Productivity Linked Bonus Schemes, subject to terms and conditions laid down therein.

2. The undersigned is directed to say that it has now been decided that the Non-PLB (Ad-hoc) bonus so admissible subject to the terms and conditions laid down in the aforesaid orders, may be extended to the employees of autonomous bodies, partly or fully funded by the Central Government which (i) follow the pattern of pay structure and emoluments identical to that of the Central Government and (ii) do not have any bonus or ex-gratia or incentive scheme in operation

3. In case of doubt as to the operation of these orders the clarificatory orders, circulated vide this Ministry's O.M. No.14(10)E-Coord/88 dated 4.10.88, as amended from time to time, may be kept in view, mutatis mutandis.

4. Any request for funding by the Government to meet the liability on account of Non-PLB (Ad-hoc bonus) in respect of various autonomous organizations would not be considered by the administrative Ministries concerned, having regard to the stipulation of aforesaid O.M. dated 5<sup>th</sup> October, 2012 that the expenditure on Non-PLB (Ad-hoc bonus) should be met from within the existing budgetary provisions of the respective organizations. While the Autonomous Bodies not funded by the Central Government may also adopt these orders as per their own administrative and financial judgment in respect of their employees, no liability for funding will in any case lie on the Central Government on this account.



(Amar Nath Singh)

Deputy Secretary to the govt. of India

All Ministries and Departments of the Government of India (as per standard distribution list)

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संख्या-7/22/2008-ई.111-ए

भारत सरकार

वित्त मंत्रालय

व्यय विभाग

संस्था-111(क) शाखा

नई दिल्ली, दिनांक 10 अक्टूबर, 2012

कार्यालय जापन

विषय:- वर्ष 2011-12 के लिए केन्द्र सरकार के कर्मचारियों को उत्पादकता असंबद्ध बोनस (तदर्थ बोनस) प्रदान किए जाने संबंधी आदेशों को स्थायित्व निकायों के लिए भी लागू करना।

इस मंत्रालय के 5 अक्टूबर, 2012 के कार्यालय जापन सं. 7/24/2007-ई.111(ए) द्वारा केन्द्र सरकार के ऐसे पात्र कर्मचारियों को, जो उत्पादकता से संबद्ध बोनस (पी.एल.बी.) स्कीम के अंतर्गत नहीं आते, उक्त कार्यालय जापन में निर्धारित शर्तों पर लेखा वर्ष 2011-2012 के लिए 30 दिनों की परिलब्धियां उत्पादकता असंबद्ध बोनस (तदर्थ बोनस) के रूप में प्राधिकृत करने के आदेश जारी किए गए हैं।

2. अपोस्टाक्षरी को यह कहने का निदेश हुआ है कि अब यह निर्णय लिया गया है कि उपर्युक्त आदेशों में निर्धारित निबंधन एवं शर्तों के अधीन यथास्वीकार्य उत्पादकता असंबद्ध बोनस (तदर्थ बोनस) ऐसे स्थायित्व निकायों के कर्मचारियों को भी दिया जाए जिनका निधियन अंशतः अथवा पूर्णतः केन्द्र सरकार द्वारा किया जाता है और जो (i) केन्द्र सरकार के कर्मचारियों के समान वेतन संरचना और परिलब्धियों की पद्धति का अनुसरण करते हैं और (ii) जहां अन्य कोई बोनस या अनुया राशि या प्रोत्साहन स्कीम प्रचालन में नहीं है।

3. इन आदेशों को लागू करने के संबंध में किसी संदेह की स्थिति में, इस मंत्रालय के समय-समय पर यथा-संशोधित दिनांक 04/10/1988 के का.जा.सं.14(10)/संस्था समन्वय/88 द्वारा परिचालित स्पष्टीकरण आदेशों को आवश्यक परिवर्तनों सहित ध्यान में रखा जाए।

4. विभिन्न स्थायित्व संगठनों के संबंध में उत्पादकता असंबद्ध बोनस (तदर्थ बोनस) के प्रति देयता की पूर्ति के लिए सरकार द्वारा निधियन के किसी भी अनुरोध पर, संबंधित मंत्रालयों द्वारा 5 अक्टूबर, 2012 के उपर्युक्त कार्यालय जापन में दी गई इस शर्त को ध्यान में रखते हुए विचार नहीं किया जाएगा कि उत्पादकता असंबद्ध बोनस (तदर्थ बोनस) पर होने वाले व्यय की पूर्ति, संबंधित संगठनों के मौजूदा बजटीय प्रावधानों में से की जानी चाहिए। हालांकि, ऐसे स्थायित्व निकाय भी जिन्हें केन्द्र सरकार द्वारा धन नहीं दिया जाता है, अपने प्रशासनिक एवं वित्तीय मूल्यांकन के अनुसार अपने कर्मचारियों के संबंध में इन आदेशों को लागू कर सकते हैं तथा इसके लिए वित्त-पोषण या कोई भी दायित्व किसी भी स्थिति में केन्द्र सरकार पर नहीं होगा।

अमरनाथ सिंह

(अमर नाथ सिंह)

उप सचिव, भारत सरकार

भारत सरकार के सभी मंत्रालय और विभाग (मानक वितरण सूची के अनुसार)।

Sh/KK  
12/10/12

No.7/24/2007/E III (A)  
Government of India  
Ministry of Finance  
Department of Expenditure  
E III (A) Branch  
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New Delhi, the 5<sup>th</sup> October, 2012

**OFFICE MEMORANDUM**

**Subject: - Grant of Non-Productivity Linked Bonus (ad-hoc bonus) to Central Government Employees for the year 2011-12.**  
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The undersigned is directed to convey the sanction of the President to the grant of Non-Productivity Linked Bonus (Ad-hoc Bonus) equivalent to 30 days emoluments for the accounting year 2011-12 to the Central Government employees in Groups 'C' and 'D' and all non-gazetted employees in Group 'B', who are not covered by any Productivity Linked Bonus Scheme. The calculation ceiling for payment of ad-hoc Bonus under these orders shall continue to be monthly emoluments of Rs. 3500/-, as hitherto. The payment of ad-hoc Bonus under these orders will also be admissible to the eligible employees of Central Para Military Forces and Armed Forces. The orders will be deemed to be extended to the employees of Union Territory Administration which follow the Central Government pattern of emoluments and are not covered by any other bonus or ex-gratia scheme

2 The benefit will be admissible subject to the following terms and conditions:-

(i) Only those employees who were in service as on 31.3.2012 and have rendered at least six months of continuous service during the year 2011-12 will be eligible for payment under these orders. Pro-rata payment will be admissible to the eligible employees for period of continuous service during the year from six months to a full year, the eligibility period being taken in terms of number of months of service (rounded off to the nearest number of months)

(ii) The quantum of Non-PLB (ad-hoc bonus) will be worked out on the basis of average emoluments/calculation ceiling whichever is lower. To calculate Non-PLB (Ad-hoc bonus) for one day, the average emoluments in a year will be divided by 30.4 (average number of days in a month). This will thereafter be multiplied by the number of days of bonus granted. To illustrate, taking the calculation ceiling of monthly emoluments of Rs. 3500 (where actual average emoluments exceed Rs. 3500), Non-PLB (Ad-hoc Bonus) for thirty days would work out to Rs.  $3500 \times 30 / 30.4 = \text{Rs. } 3453.95$  (rounded off to Rs. 3454/-)

(iii) The casual labour who have worked in offices following a 6 days week for at least 240 days for each year for 3 years or more (206 days in each year for 3

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years or more in the case of offices observing 5 days week), will be eligible for this Non-PLB (Ad-hoc Bonus) Payment. The amount of Non-PLB (ad-hoc bonus) payable will be (Rs.1200x30/30.4 i.e Rs 1184.21 (rounded off to Rs.1184/-). In cases where the actual emoluments fall below Rs 1200/- p.m., the amount will be calculated on actual monthly emoluments.


(iv) All payments under these orders will be rounded off to the nearest rupee

(v) The clarificatory orders issued vide this Ministry's OM No.F.14 (10)-E Coord/88 dated 4.10.1988, as amended from time to time, would hold good

3. The expenditure on this account will be debitable to the respective Heads to which the pay and allowances of these employees are debited.

4. The expenditure incurred on account of Non-PLB (Ad-hoc Bonus) is to be met from within the sanctioned budget provision of concerned Ministries/Departments for the current year.

5. In so far as the persons serving in the Indian Audit and Accounts Department are concerned, these orders are issued in consultation with the Comptroller and Auditor General of India



(Amar Nath Singh)  
Deputy Secretary

To,

All Ministries/Departments of the Government of India as per standard list etc

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