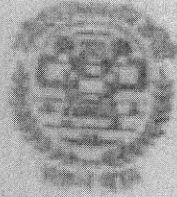


NAVODAYA VIDYALAYA SAMITI
An Autonomous Organisation
Under Ministry of HRD,
Dept. of School Education & Literacy
Govt. of India
B-15, Institutional Area
Sector-62 Noida Dist. Gautam Buddha Nagar
Uttar Pradesh -201307



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F.No.6-22/2014-15/NVS/IF&A/54

Dated: -24 /10/2016

Subject - Grant of Ad-hoc Bonus to the employees of the Samiti for the financial year 2015-16 -reg.

Approval of the competent authority is hereby conveyed for granting ad-hoc bonus, equivalent to 30 days emoluments, for the financial year 2015-16 to the eligible employees of the Samiti, as enlisted in the enclosed Annexure, subject to the following terms and conditions -

- (i) The benefit of ad-hoc bonus will be admissible to only those eligible employees of the Samiti who were in service as on 31st March, 2016 and have rendered at least 6 months of continuous service during the financial year 2015-16. However, in cases where the period of services rendered stands from six months to a full year, the pro-rata payment will be admissible to the eligible employees for the actual period of their continuous service during the year (rounded to the nearest number of months.)
- (ii) The quantum of ad-hoc bonus payable will be worked out on the basis of average emoluments/calculation ceiling whichever is lower. To calculate 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 Rs.7,000/- (where actual average emoluments exceed Rs.7,000/-, the ad-hoc bonus for thirty days would work out to $Rs.7,000 \times 30/30.4 = Rs.6907.89$ (Rounded off to Rs.6908/-).
- (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 years or more in the case of offices observing a 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 $Rs.1200 \times 30/30.4 = Rs.1184.21$ (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.

Rajul
25/10/16
For Rows.
Sh.veel.

