



केन्द्रीय विद्यालय संगठन
KENDRIYA VIDYALAYA SANGATHAN
18-संस्थागत एरिया, शहीद जीत सिंह मार्ग
18-INSTITUTIONAL AREA, SHAHEED JEET SINGH MARG,
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F.No.1-1/2012/KVS (JC-Fin)

Dated: 22/11/2016

The Deputy Commissioner / Director,
Kendriya Vidyalaya sangathan,s
All Regional Offices / ZIETs.

Sir/Madam,

Sub: Disbursement of Salary advance in cash to Non-Gazetted Employees of Kendriya Vidyalaya Sangathan- Reg.for the Month of November, 2016 –Reg.

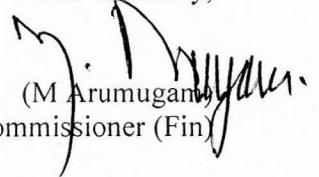
In continuation to this office letter of even number dated 18.11.2016, I am to inform you that the Principal / DDOs may give the following undertaking to the Branch Manager for withdrawing cash required for disbursement of salary advance for the month of November 2016 payable on 23.11.2016:

DECLARATION

This is to declare that the amount of Rs. _____ (Rupees _____) being withdrawn in cash against cheque no _____ dated _____ is for disbursement of Salary advance to Non-Gazetted employees as per the instructions issued by Government of India, Ministry of Finance, Department of Expenditure Office Memorandum No. F.25(30)/E.Coord/2016 dated 17th November 2016.

(Signature with date and seal of DDO)

Yours faithfully,


(M Arumugam)
Joint Commissioner (Fin)

Copy to:

1. The Deputy General Manager, Union Bank of India, New Delhi- for information with the request to issue necessary instructions to all managers to facilitate the disbursement of salary advance in cash as per instructions issued by Government of India, Ministry of Finance, Department of Expenditure Office Memorandum No. F.25(30)/E.Coord/2016 dated 17th November 2016.
2. The Deputy Commissioner (Acad), (EDP Cell), Kendriya Vidyalaya Sangathan(HQ), New Delhi – with the request to upload this circular in KVS website www.kvsangathan.nic.in ---> Announcements.