

From

The Chief Administrator,
Haryana State Agricultural Marketing Board,
Panchkula.

To

1. All the Zonal Administrators/ZMEOs/DMEOs,
H.S.A.M. Board in the State.
2. All the Superintending Engineers/Executive Engineers,
H.S.A.M. Board in the State.
3. All the Secretary-cum-E.O.s.,
Market Committee in the State.
4. All the Branch Incharges at Headquarters,
HSAMB, Panchkula.


Cr. No.51

Memo No. GA-I-2018/18278-18470

Dated 30.03.2018

Subject:- Grant of Ex-gratia Bonus/Performance award for the year 2015-16 and 2016-2017 to the employees of the Board/Market Committees.

Please refer to the subject noted above.


 The Government vide orders dated 28.02.2018 has accorded the approval for payment of ex-gratia @ 15% of the salary (pay in Pay Band+ Grade Pay) for the year 2015-16 & 2016-17 (on pre-revised Pay Band + Grade Pay) subject to the maximum of Rs. 40,000/- (Rs. Forty Thousand only) per year to the employees {Group-II(B), III (C) and IV (D)} of Haryana State Agricultural Marketing Board. However, Class-I/Group-A or equivalent officers of the Board will not be eligible for the ex-gratia payment. Further, deputationists, daily wagers and contractual employees who are working on the pay rolls of the Board/Market Committees will also not be entitled for the benefit of ex-gratia incentive as per Govt. instructions dated 06.09.2012. The grant of ex-gratia is further subject to the conditions as mentioned in Finance Department letter No.12/1/152/96/ARO/HBPE(FD) dated 24th November, 2011.

The payment of ex-gratia bonus/performance award will not be made to the following:-

- a) An employee whose integrity is adverse or doubtful in any ACR of the last 10 years.
- b) An employee convicted of a criminal offence by a competent court of law in the last 10 years.
- c) An employee who is inflicted a major penalty in the last 10 years or a minor penalty during the relevant year.
- d) An employee whose overall grading in the ACR is 'Below Average' in any of the last 3 years and who does not possess overall 70% good record in the last 10 years.
- e) The employees who are eligible for payment of bonus will not be paid any ex-gratia.

- f) The amount of ex-gratia shall be limited to 15% of the salary (Pay in PB+GP) subject to maximum of Rs. 40,000/- to the employees (Group-II(B), III(C) & IV(D) of State Public Enterprises (SPEs) for the relevant year. However, Class-I/Group-A or equivalent officers of the SPEs will not be eligible for the ex-gratia payment.
2. The budget allotment for this purpose may be deemed to have been provided by this office in the current financial year. A formal resolution may, however, be sent to this office for the current financial year in respect of Market Committee.
3. Before releasing the payment of ex-gratia bonus/performance award, an **“Undertaking”** may be obtained from all the employees on the enclosed specimen for office record.

Encl: Undertaking



**Supdt.(Gen.),
for Chief Administrator.**

Endst. No. GA-I-2018/18471-18482

Dated:30.03.2018

A copy of the above is forwarded to the following for information and immediate necessary action:-

1. The Controller Finance and Accounts, HSAMB, Panchkula for making necessary budget provision in the current financial year.
2. Shri Anoop Singh, President, HSAMB Employees Welfare Association (Jind), HSAMB, Panchkula.
3. Shri Pawan Kumar, General Secretary, HSAMB Employees Welfare Association, HQ, Panchkula.
4. Shri O.P. Rana, President, Technocrat Association, C/o HSAM Board, Rohtak.
5. The Superintendent (C&E) Branch. He is requested to supply a list of employees who have been punished during the year 2015-16 & 2016-17 to the Sr. Accounts Officer (Pay), immediately.
6. The Superintendent (Admn.), HSAMB, Panchkula for information. He is requested to supply a list of the employees whose Annual Confidential Reports for the year 2015-16 & 2016-17 are doubtful to the Pay bill Assistant.
7. PS to Chairperson, Chief Administrator and Secretary Board.
8. The Executive Engineer (IT), HSAM Board, Panchkula to upload the same on the web-site of the Board.


**Supdt.(Gen.),
for Chief Administrator.**