

**Government of West Bengal**  
**Higher Education Department, C.S. Branch**  
**Bikash Bhavan, Salt Lake, Kolkata 700091**

Memo No.599-Edn (CS)/4A-37/2015

Date 19.07.2016

**ORDER**

**Sub:** Grant of Ad-hoc Bonus to the Govt. approved Part time Teachers (PTTs, excepting Superannuated Full-time teachers serving as PTTs) and Contractual Whole Time Teachers (CWTTs) of the Govt. General Degree Colleges, Govt.-aided Colleges including erstwhile sponsored Non-Govt. educational institutions for the year 2015-16.

The undersigned is directed to state that in terms of Memorandum No. 3141-F (P-2), dated 13.6.2016 issued by the Finance Department, Audit Branch, Govt. of West Bengal, the Government approved Part Time Teachers (PTTs, excepting Superannuated Full-time Teachers serving as PTTs) and Contractual Whole Time Teachers (CWTTs) of the Government General Degree Colleges, Government-aided Colleges including erstwhile sponsored Non-Government Educational Institutions, who are not covered by any of the productivity linked bonus scheme and whose revised emoluments did not exceed Rs. 25,000/- per month as on 31st March, 2016 will be entitled to Ad-hoc Bonus for the accounting year 2015-16 at the rate of Rs. 3,400/- per head. The upper eligibility ceiling of Rs.25,000/- per month as on 31st March, 2016 will be applicable irrespective of whether the emoluments are drawn in the pre-revised or revised scale of pay on fixed/consolidated contract pay.

The employees whose revised emoluments on 31.3.2016 exceeded Rs.25, 000/- p.m. but were less than Rs. 25,000/- p.m. during the year 2015-16 for at least for six months. i.e. the said emoluments exceeded the eligibility ceiling of Rs. 25,000/- p.m. on account of drawal of increment after remaining less than Rs. 25,000/- p.m. for at least six months during 2015-16, will be entitled to Ad-hoc Bonus of Rs. 3,400/- per head under this referred order.

The employees who were in the service on 31.3.2016 and rendered at least six months continuous service during the year 2015-16 will be eligible for payment of Ad-hoc Bonus under this order according to this formula:

**Emoluments as on 31.3.2016 X Eligibility period in numbers of months**

12

**= The amount of Ad-hoc Bonus, subject to the maximum amount of Rs. 3,400/- only.**

The eligibility period being taken in terms of number of months of service (rounded off to the nearest number of months) ranging from six months to a full year. A fraction of 15 days or more should be counted as one month.

The charge of this account shall be debitable to the detailed head, "Ad-hoc Bonus" under the respective minor and sub-heads subordinate to the major head, 2202-General education in the budget for the year 2015-16.

This is issued with the approval of the Principal Secretary, Higher Education Department, Govt. of West Bengal.

The Accountant General, West Bengal, The Pay & Accounts Officer, Kolkata, Pay & Accounts office and the Director of Treasury & Accounts, W.B. and others concerned are being informed.

Sd/- M. Roy

**Secretary**  
**to the Govt. of West Bengal,**  
**Higher education Department**

**Copy forwarded for information and necessary action to:**

1. Accountant General (A&E), West Bengal, Treasury Building, Kolkata-700001
2. Principal Accountant General (Audit), West Bengal, Treasury Building, Kolkata-700001
3. Director of Treasury & Accounts, WB, 3 & 4 Lyons Range, with the request to inform all the Treasuries under his jurisdiction keeping in view of time constraint due to ensuing festivals.
4. Pay & Accounts Officer, Kolkata Pay & Accounts Office-1, 81/2/2/ Phears Lane, Kolkata 700073
5. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Hyde Lane, Kolkata 700073
6. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1<sup>st</sup> floor, Sector-III, IB Block, Kolkata-700106
7. Finance (Audit) Department, Govt. of West Bengal
8. Finance (Budget) Department, Govt. of West Bengal
9. P.S. to Hon'ble M.I.C., H.E. Department, Govt. of West Bengal
10. Director of Public Instruction, Govt. of West Bengal, Bikash Bhawan Kolkata-700091
11. Addl. Director of Public Instruction (Admn), Govt. of West Bengal, Bikash Bhawan Kolkata-700091
12. Jt. Director of Public Instruction (PPS), Govt. of West Bengal, Bikash Bhawan Kolkata-700091
13. Jt. Director of Public Instruction (NGC), Govt. of West Bengal, Bikash Bhawan Kolkata-700091
14. Guard File

Sd/- M. Roy

**Secretary  
to the Govt. of West Bengal,  
Higher Education Department**

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Date 19.07.2016

Copy forwarded to Sri S. Basuroy, Joint Secretary (IT) with the request to arrange for uploading this order into this Department's website at the earliest convenience.



**Secretary  
to the Govt. of West Bengal,  
Higher Education Department**