

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

Memo No. 1127- Edn (CS)/4A-37/2015

Date: 19.07.2019

**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 2018-19.

The undersigned is directed to state that in terms of Memorandum No. 2999-F (P-2), dated 28.05.2019 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. 30,000/- per month as on 31<sup>st</sup> March, 2019 will be entitled to Ad-hoc Bonus for the accounting year 2018-19 at the rate of Rs. 4,000/- per head. The upper eligibility ceiling of Rs.30,000/- per month as on 31<sup>st</sup> March, 2019 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 31.3.2019 exceeded Rs.30,000/- p.m. but during the year 2018-19, their emoluments at least for six months were less than Rs.30,000/- p.m. i.e. the said emoluments exceeded the eligibility ceiling of Rs.30,000/- p.m. on account of drawal of increment after remaining less than Rs.30,000/- p.m. for at least six months during 2018-19, will be entitled to Ad-hoc Bonus of Rs. 4,000/- per head under this referred order.

The employees who were in the service on 31.3.2019 and rendered at least six months continuous service during the year 2018-19 will be eligible for payment of Ad-hoc Bonus under this order according to this formula:

Emoluments as on 31.3.2019 X Eligibility period in numbers of months

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= The amount of Ad-hoc Bonus, subject to the maximum amount of Rs. 4,000/- 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 2018-19.

This is issued with the approval of the Additional Chief Secretary, Department of Higher Education, Govt. of West Bengal and in accordance with the Finance Department's Memorandum No. 2999-F(P2), dated 28.05.2019.

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.

*H. Das*

**Joint 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, W.B., 3 & 4 Lyons Range.
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, 'SHUBHANNA', SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Sector-I, DF Block, Salt Lake, Kolkata-700064.
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. .... Treasury (All).
15. Guard File.

*Handwritten signature*

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