

XI. SPECIAL CONDITIONS OF GRANT OF ADVANCES IN CONNECTION WITH NATURAL CALAMITIES

Rule 64. Powers of Sanction.-A Head of Office may sanction the grant of an advance to a non-Gazetted Government servant under his administrative control whose property, movable or immovable, has been substantially affected or damaged in an area affected by a natural calamity, subject to the following conditions:

(i) that the concerned State Government of the State in which the natural calamity has occurred, has declared the area as having been affected by the natural calamity;

(ii) that the State Government has also issued orders sanctioning financial assistance to their own employees whose property, movable or immovable, has been damaged by the natural calamity in the areas declared as having been affected by the natural calamity; and

(iii) an application is made in Form IX of the Compendium.

EXPLANATION.-In this rule, the term "non-Gazetted Government servant" includes similar categories of staff in industrial establishments under the Central Government and work-charged staff who are eligible for pension or Contributory Provident Fund benefits, but does not include staff paid from contingencies.

GOVERNMENT OF INDIA'S DECISIONS

(1) **Head of Account.**-The advance sanctioned under this Rule should be booked under the detailed head "Salaries" to which the pay and allowances of the employees are ordinarily debited and the recoveries thereof be watched through the Pay Bill Register.

[M.F., O.M. No. 18 (I)-E. II (A)/90, dated the 22nd January, 1991.]

(2) **Government servant liable to disciplinary action if his declaration is found not true.**-An employee applying for natural calamity advance in terms of this Rule shall also be required to give a declaration showing the details of the movable/immovable property damaged due to the natural calamity along with his application. In case the declaration given by him is not found true at any stage, he shall be liable to disciplinary action in terms of Rule 11 of the Central Civil Services (Classification, Control and Appeal) Rules, 1965, as amended from time to time.

Rule 65. Notwithstanding anything contained in Rule 64, no advance shall be sanctioned to a Government servant, if he does not apply for it within three months from the date of Government orders under which an area is declared to be affected by a natural calamity.

Rule 66. Amount of Advance.-Subject to the provisions of Rule 67, the amount of an advance which may be granted to a Government servant shall not exceed Rs. 2,500 (Rupees Two thousand five hundred).

Rule 67. Normally, a second advance on this account should not be sanctioned, if an earlier advance for the same purpose remains unadjusted. If, however, the grant of second advance becomes necessary, the quantum of the second advance *plus* the outstanding balance of the first advance should not exceed the limit prescribed in Rule 66 above.

Rule 68. Recovery of Advance .- The amount of advance granted under Rule 66 shall be recovered in not more than twenty-five equal monthly installments.

Rule 69. The recovery of the amount of an advance shall commence from the second issue of pay after the advance is drawn.

GOVERNMENT OF INDIA'S DECISIONS

(1) Date of drawal to be reckoned with reference to date of payment.-The date of drawal of the advance should be the date on which the amount of advance is actually disbursed to Government servant. The timelag between dates of drawal and disbursement should be reduced to the minimum.

(2) Clarification regarding grant of second advance.-1. According to G.I., M.F., O.M. No. F. 18 (4)-E. II (A)/77, dated 30-11-1977, the Heads of Offices have been delegated power to sanction natural calamity advance to non-Gazetted Central Government employees under their administrative control for rendering immediate assistance to the employees whose property, movable or immovable, has been substantially affected or damaged by a natural calamity subject to the fulfillment of the following two conditions:

(i) that the concerned State Government of the State in which the natural calamity has occurred, has declared the areas as having been affected by the natural calamity; and

(ii) that the State Government has also issued orders sanctioning financial assistance to their own employees whose property, movable or immovable, has been damaged by the natural calamity in the areas declared as having been affected by the natural calamity.

The grant of this advance will also be subject to the fulfillment of all other conditions laid down under Rules 64 to 69 of the Compendium, as amended from time to time.

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3. But despite the above position obtaining under the rules/orders in force, instances have come to notice of this Ministry that some Heads of Offices have been sanctioning advances in infringement of the conditions prescribed, thus creating embarrassment for the Government. It is clarified that the delegated power has to be exercised only when the

above two conditions are fulfilled. It is also clarified that in terms of Rule 67 of the Compendium, normally a second advance on this account is not to be sanctioned if an earlier advance for the same purpose remains unadjusted. However, keeping in view the severity of the natural calamity, second or subsequent advance may be sanctioned in accordance with the examples given as under

Example I (for Second Advance):

1. Amount of advance sanctioned in previous year(s) Rs. 2,500
2. Amount of advance already recovered ... Rs. 1,500
3. Balance yet to be recovered.Rs. 1,000
4. Amount of second advance admissible under the existing rules and can be drawn Rs. 1,500
5. Amount of second advance to be increased by 50 % in relaxation of Rule 67 of the Compendium (subject to a ceiling of Rs. 2,500)... .. Rs. 2,250
6. Amount to be treated as a fresh advance...Rs. 3,250 (i.e.Rs.2,250 plus Rs. 1,000)
7. Number of installments in which the amount of fresh advance is recoverable... .. 25 (twenty-five)

Example II (A) (for Third and Subsequent Advance):

1. Amount of consolidated advance already sanctionedRs. 3,250
2. Amount of advance already recovered ... Rs. 1,950
3. Balance yet to be recovered Rs. 1,300
4. Amount of advance which can be sanction on third/subsequent occasion subject to the ceiling of Rs. 2,500 as laid down in Rule 67 of the Compendium Rs. 1,200
5. Number of installments in which the fresh advance is to recovered 25 (twenty-five)

Example II(B):

1. Amount of consolidated advance already sanctioned Rs. 3,250
2. Amount of advance recovered ... Rs. 650
3. Balance yet to be recovered... .. Rs. 2,600

No advance in this case can be sanctioned by the Head of Office under the delegated powers since the amount of outstanding advance exceeds Rs. 2,500.

[G.I., M.F., O.M. No. F. 18 (2) E. II (A)/80, dated the 5th June 1981, read with Rule 62 of the Compendium.]