

Government of India  
Ministry of Defence  
(Department of Defence)  
D(Civ-I)

.....

Subject: - Circulation of OM issued by MoF/DoE regarding Salary advance for the month of November 2016 to be paid to Non-Gazetted employees of Central Government.

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All concerned are requested to download the undermentioned Govt. Order issued by Ministry of Finance/ Department of Expenditure, from the website of Ministry of Finance for necessary action/compliance. The provisions contained therein are duly applicable to Defence Civilian Employees paid from Defence Service Estimates. This is being uploaded by this office on the Ministry of Defence (Department of Defence) website under the link "OM's & Orders".

S. No.	OM issued by	OM No. & date	Subject
1.	Ministry of Finance of (Department of Expenditure)	No.25(30)/E. Coord/2016 dated 17.11.2016	Salary advance for the month of November 2016 to be paid to Non-Gazetted employees of Central Government.

*Saraj*

(Saroj Thakur)  
Section Officer, D(Civ-I)

To

D(O-II)	D(Med)	D(Works-II)	D(AG)	D(N-II)	D(BR)
D(Air-III)	D(QA)	D(Q&C)	D(GS-I/Civ)	D(GS-VI)	D(GS-II)
D(R&D)	D(QS)	D(CG)	DDP/Coord	MoD(Fin)(DFA/Coord)	
PPS to Defence Secretary/PPS to Additional Secretary(P)/PPS to JS(E/CAO)- for information					
D(IT)- With the request to upload this ID on the website of MoD at location: DoD > OM's & Orders.					

MoD ID No. 05(02)/2016- D(Civ-I) dated 18 November, 2016

Copy also to:-

AG/Mp-4(Civ)(a)	NHQ/CP Dte.	Air Hqrs/PC-5	DPR
DGDE/Admn	DGQA/Admin-7B	DGAFMS/DG-2(B)	CGDA
CAO (HR Dte)	JS(E./CAO)/Coord	Hqrs.IDS, (Dte of Pers)	OFB, Kolkata
DGAQA	DGNCC/Pers(C)	E-in-C Branch/EIC	DRDO/DoP



एक कदम स्वच्छता की ओर

No. 25(30)/E.Coord/2016  
Ministry of Finance  
Department of Expenditure

New Delhi the 17<sup>th</sup> November 2016

**OFFICE MEMORANDUM**

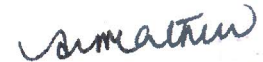
Subject: Salary advance for the month of November 2016 to be paid to Non-Gazetted employees of Central Government.

In terms of Rule 64 (2) of Central Government Account (Receipt & Payment) Rules, 1983, the President is pleased to release part salary, in advance, amounting to Rs. 10,000/- (Rupees ten thousand) by 23<sup>rd</sup> November 2016 from the salary for the month of November 2016 in the form of cash pay out to all Non-Gazetted employees of Central Government.

2. Employees, who do not wish to receive the cash pay-out of the part salary advance amounting to Rs. 10,000/- (Rupees ten thousand) may give their option in the enclosed proforma to their respective Drawing & Disbursing Officer by 18<sup>th</sup> November 2016. In that case, their salary will be credited to their account on the last working day of November 2016, as usual. In case no option is received by the said date, it will be presumed that the employee has opted for cash pay-out and the payment thereof will be disbursed in cash accordingly. Residual part of their salary payable for the month of November 2016 will be released as per the existing procedure.

3. The contents of this Office Memorandum may also be brought to the notice of all the Organisations under the administrative control of the Ministries/Departments.

4. Appropriate necessary instructions on the subject may be issued by respective administrative Ministries/Departments in respect of Autonomous Bodies, Department of Public Enterprises in respect of Public Sector Enterprises, Ministry of Railways and Ministry of Defence in respect of the Services.



(Annie G. Mathew)

Joint Secretary to the Government of India

To

All Ministries/Departments of the Government of India

Copy to : (i) Deputy C&AG  
(ii) Financial Commissioner, Ministry of Railways  
(iii) Financial Adviser (Defence Services)

Copy also to:

(i) **Controller General of Accounts** – with the request to issue necessary instructions.  
(ii) **NIC** - with the request to upload the O.M. on the official website.

**PROFORMA**

(Reference Ministry of Finance, Department of Expenditure O.M.  
No. 25(30)/E.Coord/2016 dated the 17<sup>th</sup> November, 2016)

With reference to the above mentioned Office Memorandum, I hereby give my option to **receive/not receive** (*strike out, which is not applicable*) part salary, in advance, amounting to Rs. 10,000/- (Rupees ten thousand) for the month of November 2016 in the form of cash.

Date :

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Ministry/Department/Office

To

Drawing & Disbursing Officer  
Ministry/Department/Organisation