



सत्यमेव जयते

সত্যমেব জয়তে

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## GOVERNMENT OF WEST BENGAL

OFFICE OF THE DISTRICT INSPECTOR OF SCHOOLS (SECONDARY EDUCATION)

SOUTH 24-PARGANAS,

NEW ADMINISTRATIVE BUILDING, 5TH FLOOR, ALIPORE, KOLKATA 700027

TELEPHONE NO.: 2479-7868 & 2479-0127

FAX:- 2479-2007,

E-MAIL ID: [dis.south24pgs@gmail.com](mailto:dis.south24pgs@gmail.com)

### NOTICE

MEMO. No. 858/Gen.

DATE: 06.8.14.

As per order of the Asst. Secretary to the Govt. of West Bengal, School Education Dept. vide memo no. 191-SE Dt. 22.07.2014 regarding admissibly Ad-hoc Bonus to the Teaching & Non Teaching employees of Non-Govt. Aided/ Govt. Sponsored schools and Madrasahs, the HM/TIC of all schools/Madrasahs under the jurisdiction of this inspectorate are hereby instructed to follow following guidelines in the time of online submission of Ad-hoc Bonus :-

1. Only those employees who were in service on 31.03.2014 and have rendered at least 6 months of continuous service during the year 2013-2014 and also who emoluments did not exceed Rs. 22,000/- per month, as on 31.03.2014 will be eligible to get ad-hoc bonus.
2. Pro-rata payment will be admissible in such cases to the eligible employees for periods of continuous service during the year ranging from six months to full year, the eligibility period being taken in terms of number of months of service (rounded of to the nearest number of months). A fraction of 15 days or more should be counted as one month.
3. Admissible amount of ad-hoc bonus, should be calculated on the basis of dearness allowance component admissible to the employees on 31.03.2014 and should be restricted to the maximum amount of Rs.3000/- only.

  
DISTRICT INSPECTOR OF SCHOOLS (SE)  
SOUTH24-PARGANAS