



SAMBALPUR UNIVERSITY
Jyoti Vihar-768019, Dist-Sambalpur, Odisha

No 4988 /Estt-I

Dated 14/9/2021

CIRCULAR

In pursuance to the F.D.O.M.32216/F dated 06.10.2018, employees drawing pay in the Pay level of 9 and below in the pay matrix as per 7th Pay Structure (In congruence to the employees drawing pay with grade pay not exceeding Rs.4,200/- as per 6th Pay Structure) may apply for grant of an advance of Rs.20,000/- (Rupees Twenty Thousand) only on account of ensuing "Dusserah Festival". The advance shall be recovered in 10 (Ten) equal consecutive installments. An employee can avail festival advance only in one occasion during a calendar year.

The prescribed application form is available in the Establishment -I section. The last date of receipt of application is 22.09.2021.

S Nayak
14/9/21
Registrar

Memo No 4989 /Estt-I

Dated 14/9/2021

Copy forwarded for information and necessary action to:

1. All Officers/Chairman, P.G. Council/All Heads of P.G. Departments.
2. Director, CDC/HRDC-UGC/SUIIT/DDCE/PEC/Dy. Director, e-Governance/Convenor, USIC/Programme Coordinator, NSS/University Health Centre/ Warden, P. G. Hostel/ All Hostel Superintendents.
3. Principal, L. R. Law College, Sambalpur/Jyoti Vihar Higher Secondary School/Head Master, Jyoti Vihar High School, J.V.
4. All Section Officers/Secretary to Vice-Chancellor/Personal Assistant/Type Superintendents.
5. 03 (Three) spare copies to Estt-I section.

S Nayak
14/9/21
Registrar