

GOVERNMENT OF MEGHALAYA
SECRETARIAT ADMINISTRATION DEPARTMENT::ACCOUNTS

NO.SAA.31/2018/88

Dated Shillong, the 29th August 2023

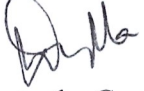
To,

All Departments/Cells/Branches in
The Meghalaya Secretariat (Civil).

All concerned who desire to avail the "Durga Puja" Festival Advance, 2023 should send their application in the following form so as to reach the undersigned on or before **29th September 2023** positively, subject to the fulfillment of the terms and conditions as laid down in the Government Order No.FEM.54/2017/4 dated 1.08.2018 and whose basic pay does not exceed ₹.49, 900/-. Application received after the above date will not be considered.

Note the following:-

- (i) All temporary Government employees should furnish surety from the permanent employees failing which their applications will not be entertained.
- (ii) The advance is admissible to an employee of this establishment only on one occasion and is entitled to one advance only in a calendar year.
- (iii) The advance is restricted to the members of the community who are directly concerned with the Festivals.
- (iv) Incomplete applications will not be considered.
- (v) Mention very clearly the name of the Bank, Branch and A/C No.


Under Secretary to the Govt. of Meghalaya,
Bⁿ Sectt. Admn.(Accounts) Deptt.

FORM OF APPLICATION

1. Name in full (Block letters) :-
2. Designation :-
3. Basic Pay :-
4. Department :-
5. State your Religion :-
6. Name of Festival :-
7. Whether any festival advance taken during the calendar year:-
8. Whether previous advance is still outstanding :-
9. Permanent/Temporary
10. Salary Account No.
11. Name of the Bank. :-
12. Mobile Number :-
13. Surety (for temporary employees with less than three years continuous service:

I do hereby stand surety for the said advance:-

- (i) Signature _____
- (ii) Name _____
- (iii) Designation _____
- (iv) Department _____

I declare that the above information is correct and if found otherwise, the application stands rejected.

Signature of the applicant