



**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR**  
**(Established by State Legislature Act 17 of 1995)**  
**'A' GRADE' NAAC Accredited**

NOTIFICATION

The Hon'ble Vice-Chancellor has been pleased to sanction an interest free festival Advance of Rs. 10000/- Regular/confirmed Class-IV employees of the university. The advance is payable subject to the following condition.

1. The advance will be admissible to permanent/Regular employees.
2. The Branch officer/HOD before recommending the application for the advance should satisfy himself that incumbent will continue in service until full recovery of total amount of the advance is effected.
3. The advance will be recovered in 10 equal monthly installments from the pay of the employee concerned.
4. The advance may be drawn and disbursed by 3.11.2021 Recovery will start from the month of Nov.,2021 paid in Dec.,2021.
5. The advance will not be admissible to work charged & contingent paid staff and daily wagers.
6. The advance should not be Granted by parent department to Class- IV employee who are on deputation to other Government/Corporations and Local Bodies etc.
7. Where both Husband and wife employed the advance should be allowed to one of them.
8. Application on prescribed Performa as at overleaf should reach this office latest by 28.10.2021 up to 5.00 PM positively failing which no application will be entertained.

REGISTRAR

Endst.No.A/cs/2021-2022/A-I/ 216-260

Dated: 26/10/2021

Copy of the above is forwarded to the following for information and necessary action:-

- 1 All Deans/Directors/Chairpersons/Incharges/ Branch Officers/HOD, Guru Jambheshwar University of Science & Technology, Hisar.
- 2 Secretary to Vice-Chancellor, (for kind information of the Vice-Chancellor). GJUS&T, Hisar
- 3 Supdt. o/o to the Registrar (for kind information of the Registrar), GJUS&T, Hisar.
- 4 Joint Director, Local Audit, GJUS&T, Hisar.

Superintendent(A/cs)  
For REGISTRAR

P.T.O.

To

The Asstt. Registrar (Accounts)  
Guru Jambheshwar University of Sc. & Technology,  
Hisar.

Sub:- APPLICATION FOR FESTIVAL ADVANCE FOR THE YEAR 2021-22.

Sir,

I may kindly be given Festival Advance of Rs. 10000/- Class-IV employees which may be recovered from my salary in 10 equal monthly installments starting from the salary Month of Nov, 2021 paid in Dec., 2021 and onwards.

1. Name : \_\_\_\_\_
2. Designation : \_\_\_\_\_
3. Employee Code No : \_\_\_\_\_
4. Date of Retirement : \_\_\_\_\_
5. Father's Name : \_\_\_\_\_
6. Department/Branch : \_\_\_\_\_
7. Whether confirmed/Regular : \_\_\_\_\_  
(Yes/No)
8. Whether both husband and wife are employed (Yes/No): \_\_\_\_\_

Yours faithfully,

Date:

Full signature (with Name) of the  
Employee

Bill Verified and Passed for  
Payment of Rs.10,000/-  
( Rs. Ten Thousand only)

*Superintendent (Accounts)*

Recommended and Forwarded

Signature  
Head of Deptt./  
Branch Officer  
(With Office Seal)