



## ABSTRACT

Relief measures to the suffering brethren in Sri Lanka - Voluntary Contribution to Sri Lankan Tamils Relief Fund for Relief and Rehabilitation measures to the Sri Lankan Tamils - One day salary contribution by Government Employees/Teachers Associations/Unions - Procedure - Regarding.

### FINANCE (CMPRF) DEPARTMENT

G.O.Ms.No.477

Dated: 5.11.2008

20, Aypasi,

Thiruvalluvar Aandu 2039

Read:-

1. Press Release containing Honourable Chief Minister's Appeal, dated: 27.10.2008.
2. Letter received from Tamil Nadu Govt. Official's Union, dated: 29.10.2008.

#### ORDER:

In the Press Release first read above, among other things, an appeal has been made by the Hon'ble Chief Minister calling for best possible help from the people of TamilNadu to alleviate the sufferings of thousands of Tamil brethren in Sri Lanka.

2) Several Associations of Government Employees and Teachers have expressed their willingness to donate one day's salary as their contribution to this massive relief effort. It has been decided that the above request may be accepted.

3. The following procedure is prescribed to facilitate the contributions/donations made by members of the Employees and Teachers Associations/Unions. It may be noted that the contributions are purely voluntary and the following procedure may be adopted only on the basis of specific written request of the individual employees.

(i) Any employee wishing to voluntarily donate one day's salary may give his/her willingness in writing to the concerned pay-drawing officer. The Pay Drawing and Disbursing Officer will work out the amount of donation on the basis of the gross amount of salary for the month of Nov 2008 divided by 30 days. An advance salary Bill for one day for the month of Nov 2008 shall be prepared and presented by the Pay Drawing and Disbursing Officers in the respective Pay & Accounts Offices/Treasury/Sub Treasury. The Pay Drawing and Disbursing Officer will obtain a consolidated Cheque in favour of "Sri Lankan Tamils Relief Fund". The Cheque along with a statement of Names, Designation and the name of the office of the contributing employees shall be sent to the District Officer in the Department, who shall be the Nodal Officer for that District in that Department nominated by the

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all sub-ordinate  
offices today.  
6.11.08

concerned Head of Department. The Nodal Officer, in turn, will send the Cheques so received along with the Statement of particulars to the Joint Secretary to the Government and Treasurer, Sri Lankan Tamils Relief Fund, Finance (CMPRF) Department, Secretariat, Chennai-600009, under intimation to the concerned Head of Department. The Head of Department will monitor the collection and forwarding of contributions along with the Statements to the Sri Lankan Tamils Relief Fund.

(ii) In respect of Offices of Heads of Department, and the departments of Secretariat the same procedure as above shall be followed and the drawing and disbursing officer shall send the cheques and statement of particulars direct to the Joint Secretary to Govt., Sri Lankan Tamils Relief Fund, Finance (CMPRF) Department, Chennai-9

4) In respect of Self-drawing officers the same procedure outlined above can be followed and the Cheques so obtained along with the particulars may be handed over to the Pay Drawing and Disbursing Officer of their Office for onward transmission to the Nodal Officer.

5) In view of the urgency in pooling the assistance, it is desirable that the entire process be completed by the 10<sup>th</sup> of November 2008.

6) The individual receipts from the Sri Lankan Tamils Relief Fund will be given on the basis of the Statements received from the Nodal Officers.

7) Any employee willing to contribute more than one day's salary may also be permitted to do so as per the willingness given following the procedure under item(1) above.

8) The Salary for the remaining days in the month of November 2008 shall be drawn and disbursed following the regular procedure.

9) These orders shall apply mutatis mutandis to all employees of Local Bodies, Universities, Statutory Boards and Public Sector Undertakings, Aided Educational Institutions and other Institutions receiving grants from the Government and also to the employees drawing Consolidated Pay.

**10) Pay Drawing/Disbursing Officers shall ensure that the contributions are purely voluntary and the above procedure is evolved to facilitate the request for donation to the Sri Lankan Tamils Relief Fund made by the Staff Associations and Unions.**

11) This order issues with the concurrence of P & AR Department U.O.No.56863, dated: 30.10.08.

**(BY ORDER OF THE GOVERNOR)**

**K. GNANADESIKAN  
PRINCIPAL SECRETARY TO GOVERNMENT**

To  
All Secretaries to Government,  
All Heads of Departments,

All District Collectors,  
All Service Associations.  
All Universities.  
The Registrar High Court, Chennai and Madurai.  
All Public Sector Undertakings/Boards/Corporations.  
All Treasury Officers.  
The Accountant General, Chennai-9/18/35.  
The Pay and Accounts Officer, Chennai-5/9/35/79.  
The Commissioner of Treasuries & Accounts, Chennai-15.

**//FORWARDED/ BY ORDER//**

*26/11/08*  
**SECTION OFFICER**