

UNIVERSITY OF CALCUTTA



AUDIT & ACCOUNTS DEPARTMENT

MEMORANDUM

Senate House
Kolkata – 700 073

Memo No. A/S/2118/Idcl-ul Fitre
(Festival Advance)

Date : 07.04.2022

On the occasion of the ensuing Id-Ul-Fitre Festival, 2022 The Honourable Pro-Vice-Chancellor (Academic Affairs) has been pleased to approve payment of Festival Advance of Rs.16,000/- for this year 2022.

This interest free Festival Advance will be given to all whole time regular Muslim employees against substantive post of the University subject to the condition that the concerned employee exercises option for receiving such advance.

The stated advance is subject to adjustment in 10 equal monthly instalments commencing from July 2022.

All Head of the Department/Secretary/Concerned Establishments are requested to draw bill for Festival Advance in respect of Id-Ul-Fitre for Muslim Employees only who have exercised Option for receiving advance and send the same to Audit & Accounts Department within 20.04.2022. Option Form is enclosed herewith. Filled in Option Form duly signed and forwarded should be accompanied with the bills.

Attached option form can be downloaded from C. U. Website.

A/S
7/4/22
Accounts Officer

University of Calcutta

UNIVERSITY OF CALCUTTA



AUDIT & ACCOUNTS DEPARTMENT

Option towards Interest Free Festival Advance for the ensuing Id-UI-Fitre Festival 2022

I _____
(Name) (Designation)

_____ hereby opt to get **Festival Advance** as per the condition laid in Audit & Accounts Department Memo No. A/S/^{FAdv}418 /SAL/2022-~~2~~ (Id-UI-Fitre) dated 7/4/22 and agree for equal monthly deduction from my salary for 10 months with effect from July 2022 for realizing the same.

Forwarded

(Signature of the Head of the Dept./Secretary)

(Full Signature of the applicant with date)