



जवाहरलाल स्नातकोत्तर आयुर्विज्ञान शिक्षा एवं अनुसंधान संस्थान  
JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION & RESEARCH  
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)  
(An Institution of National Importance under Ministry of Health & Family welfare)  
धन्वंतरि नगर, पुदुच्चेरी / Dhanwantari Nagar, Puducherry- 605 006



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No. PBS / Bonus / CIRC. / 2018-19

Dated: 20.10.2018

**CIRCULAR**

Sub: Pay Bills Section – Payment of Ad-hoc Bonus – Undertaking – called for – Reg.

In pursuance of the approval of the Competent Authority, all the eligible Group B (Non – Gazetted) & Group C employees of the Institute are being paid ad-hoc bonus for the year 2017-18. Hence, the employees concerned are informed to submit an undertaking in the format attached below that should reach by the forenoon of 23.10.2018 to Pay Bills Section without fail.

If an undertaking is not submitted by any eligible employee before the due date, it will be construed that such employee is deemed to have agreed to recover the ad-hoc bonus for the year 2017-18 at one instalment from the salary payable in the next month following the Audit Objection or any order issued for recovery of the ad-hoc bonus paid for the year 2017-18.

Those who are unwilling for claiming the ad-hoc bonus for the year 2017-18 by giving an undertaking as aforesaid are hereby instructed to give a reply declining the bonus in writing on or before 23.10.2018 to Pay Bills Section without fail. Otherwise it will be construed that all are claiming ad-hoc bonus for the year 2017-18 by giving an undertaking as given below.

  
FINANCE & CHIEF ACCOUNTS OFFICER  
JIPMER, Puducherry – 06.

To

All the HoDs/Office in charge of all section/Units/Wards - with a request to circulate the circular among all the staff members concerned.

**JIPMER, PUDUCHERRY – 06.**

**UNDERTAKING**

I \_\_\_\_\_ do hereby agree to recover the ad-hoc bonus paid for the year 2017-18 in one instalment from the salary payable in the next month following the Audit Objection or any order issued for recovery of the ad-hoc bonus paid for the year 2017-18 in JIPMER.

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Employee No : \_\_\_\_\_

Designation : \_\_\_\_\_

Date: Office / Section /  
Dept. in which

Place: Employed : \_\_\_\_\_