

**GOVERNMENT OF ASSAM
FINANCE (Estt-A) DEPARTMENT
DISPUR, GUWAHATI-6**

**Order by the Governor
NOTIFICATION**

No. FEG.28/2017/ 41

Dated Dispur, the 25th May, 2018

Sub : "Scheme for Compassionate Family Pension in lieu of Compassionate Appointment", in short called as Compassionate Family Pension (CFP) Scheme

Ref : This Department's earlier Notification No FEG. 28/2017/26 Dated 14-09-2017

In continuation of Notification No. FEG.28/2017/26 Dated 14-09-2017 and Consequent upon the decision taken by the Government of Assam, relating to Compassionate Family Pension Scheme, the Governor of Assam is pleased to order as follows-

1. If the next of kin of deceased government employee is an employee of the State/central Government or Government undertaking, Corporation or Autonomous Body receiving Grants in aid from State/ Central Government, he/she shall be eligible for Compassionate Family Pension.
2. Relief shall be admissible to such categories of family in terms of P & P.G. Department's O.M. No. PPG (P) 151/2004/51 Dated 12-12-2016.
3. The Compassionate Family Pension Scheme is not applicable to fixed pay employees.

Sd/-

(Shyam Jagannathan, IAS)

Commissioner & Secretary to the Govt. of Assam
Finance Department
Dispur, Ghy-6

Memo No.FEG. 28/2017/41-A

Dated Dispur, the 25th May, 2018

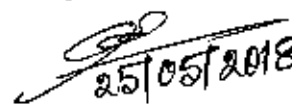
Copy forwarded to :-

1. The A.G. (A&E), Assam, Maidamgaon, Beltola, Guwahati-29.
2. The Staff Officer to Chief Secretary, Assam.
3. All Principal Secretaries/Commissioner & Secretaries to the Govt. of Assam,
.....
4. All Administrative Department
5. The Personnel (B) Department, Dispur, Guwahati-6 for information.
6. The P & PG Department, Dispur, Guwahati-6 for information.
7. The Legislative Department, Dispur, Guwahati-6 for information.
8. All Heads of Departments.
9. All Commissioner of Divisions, Assam / All Deputy Commissioners / Sub- Divisions.
The Joint Secretary to the Govt. of Assam, General Administrative Department, Dispur, Guwahati-6 is requested to circulate the same to the Commissioner of Divisions/Deputy Commissioners / Sub-Divisional Officers, Assam for internet for their early receipt.
10. The Joint Secretary to the Govt. of Assam, Political (Cabinet Cell) Department, Dispur, Guwahati-6 for information.
11. All Sr. F.As./F.As, all Departments, Dispur.

Contd.

12. All Treasury Offices/Sub Treasury Offices, Assam. In-charge, e-Governance Cell, Finance Department is requested to circulate the same to all the Treasury Officers, Assam through internet for their early receipt.
13. The Trade Adviser to the Govt. of Assam, Assam House, 8 Russel Street, Kolkata.
14. The Resident Commissioner, Assam House, New Delhi/Liaison Officer, Assam House, Shillong/Assam House, Mumbai.
15. The Principal Secretary, Karbi Anglong Autonomous Council, Diphu/ N.C. Hills Autonomous Council, Haflong.
16. The Principal Secretary, B.T.C., Kokrajhar/Rabha Hasong Autonomous Council, Dudhnoi, Goalpara/Lalung (Tiwa) Autonomous Council, Morigaon/ Mising Autonomous Council, Gogamukh, Dhemaji.
17. The Director, Printing & Stationery, Assam Government Press, Bamunimaidam, Guwahati-21 for publication in the next issue of Assam Gazette.
- ✓ 18. (e-Governance Cell), Finance Department for uploading the O.M. in Government portal.
19. The Director, Information & Public Relation Department for wide publication of the Notification through Press/Radio/T.V.

By Order etc.


25/05/2018
Under Secretary to the Govt. of Assam,
Finance (Estt.-A) Department, Dispur.

GOVERNMENT OF ASSAM
PENSION & PUBLIC GRIEVANCES DEPARTMENT
DISPUR:::GUWAHATI::6

No. PPG(P) 151/2014/51

Dated Dispur, the 12th December, 2016

OFFICE MEMORANDUM

In pursuance of the judgement of Hon'ble High Court dated 24/08/2016 in WP(C) No.41/2015 (Smti Dipa Bhattacharjee - Vs - The State of Assam & Ors.) and with the concurrence of Finance (EC-III) Department vide their U/O. No. 1697/2016, dated 25/10/2016 and Judicial Department vide their U/O. No. 897/2016, dated 21/10/2016, Pension & Public Grievances Department hereby withdraw its earlier O.M. No. PPG(P) 151/04/14, dated 29/01/2011 & O.M. No. PPG(P) 151/04/17, dated 30/07/2011 regarding relief to employed family pension / superannuation pension holders with immediate effect.

Sd/- A.U. Choudhury
Commissioner & Secretary to the Govt. of Assam,
Pension & Public Grievances Department.

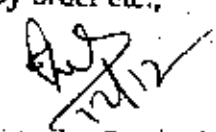
Memo No. PPG(P) 151/2014/51-A

Dated Dispur, the 12th December, 2016

Copy to :-

1. The Accountant General (A&E), Assam, Maidamgaon, Beltola, Guwahati-29 for information & necessary action.
2. The Director of Pension, Assam for information & necessary action.
3. All Administrative Departments, Dispur for information.
4. The Treasury Officer, District for information & necessary action.
5. The Commissioner & Secretary to the Govt. of Assam, Finance Department for information with reference to their U/O. No. 1697/2016, dated 25/10/2016.
6. The Commissioner & Secretary to the Govt. of Assam, Judicial Department for information with reference to their U/O. No. 897/2016, dated 21/10/2016.
7. The Standing Counsel, P & PG Department for kind appraisal of Hon'ble High Court.
8. The Director, Assam Govt. Press, Bamunimaidam, Guwahati-21. He is requested to publish the above OM in the next issue of Assam Gazette.
9. Office Copy.

By order etc.,


Joint Secretary to the Govt. of Assam,
Pension & Public Grievances Department.



THE ASSAM GAZETTE

অসাধাৰণ
EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

নং 179 দিশপুৰ, বৃহস্পতিবাৰ, 18 জুন, 2009, 28 জ্যৈষ্ঠ, 1931 (শক)

No.179 Dispur, Thursday, 18th June, 2009, 28th Jyaistha, 1931 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
EDUCATION (HIGHER) DEPARTMENT

NOTIFICATION

The 18th June, 2009

No.AHE.331/2008/26.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Assam is hereby pleased to make the following rules further to amend the "Assam Non-Government College Management Rule, 2001" hereinafter referred to as the Principal Rules, namely:

- | | |
|--|---|
| 1. Short title, extent and Commencement. | 1. (1) These Rules may be called the Assam Non-Government College Management (Amendment) Rules, 2009.
(2) They shall come into force on the date of their publication in the Official Gazette.
(3) They shall have extent as the Principal Rules. |
| 2. Amendment of Rule 1. | 1. In Rule 1(i) in the title, after the words "be called the" the words "Assam Provincialised Colleges and" be added.
2. In Rule 1(3) after the words "be applicable to" the words "Assam Provincialised Colleges and" be added. |
| 3. Amendment of Rule 2. | 1. In Rule 2(a) after the words "means a" the words "Provincialised College and" be added.
2. In Rule 2(f) and Rule 2(g) the words "Non-Government" be deleted.
3. In Rule 2(g) the words "Post secondary" be substituted by the words "post senior Secondary". |

4. Amendment of Rule 3. In Rule 3, the words "Non-Government" and the words "to be constituted by the Director" be deleted, Rule 3 be numbered as 3 (1).
5. Amendment of Rule 4.
 1. Rule 4 be amalgamated with Rule 3 and numbered as Rule 3 (2). The number of all subsequent Rules be changed accordingly.
 2. (a) In Rule 4(i) (a), after the words "one President" the following words be added "who shall be an eminent person from the field of Education. He shall be appointed by the Director of Higher Education and shall have a term of five years. He shall however continue beyond this period till his successor is appointed. The Director may however remove him before five years for reasons to be recorded in writing".
 - (b) In Rule 4 (i) (d), after the words "the affiliating University concerned" the following words be added "they shall have a term of 3 years. They shall however continue beyond this period till new persons are nominated by the University".
 - (c) Rule 4 (i) (e) and 4 (i) (f) be deleted. They may be substituted with the following rule, numbered as Rule 4 (i) (e) with changes in the numbers of the subsequent clauses "Three guardians of students studying in the college as members. They shall be nominated by the Director, Higher Education. One of them shall be a lady. Their term shall be for three years or till their ward is a student of the college whichever is earlier".
 - (d) Rule 4(3) be deleted.
6. Amendment of Rule 5.
 1. In Rule 5 the words "The term of the Governing Body shall be for a period of three years from the date of its constitution. The term may, however, be extended for another period of two years by the Director with prior approval of the State Government" be deleted. They be substituted by the words "The Governing Body shall be a permanent authority. Its members would have tenures as provided. This would, however, not affect the permanent nature of the said body".
 2. In Rule 5 the words "dissolve the Governing Body and constitute a fresh Governing Body thereafter recording" be deleted. They be substituted by the words "suspend a Governing Body and appoint an Administrator, who shall exercise the powers of the Governing Body during the period. The Director shall record".
7. Amendment of Rule 6 & 7. In Rules 6 & Rule 7 the words "non Government" be deleted.
8. Amendment of Rule 12. In Rule 12 (i) the word "Director" be deleted. It shall be substituted by the following words " appropriate authority as stated in Rule 3".
9. Amendment of Rule 18. In Rule 18 the words "No final decision regarding appointment, promotion, suspension, termination, removal or dismissal of teaching & non-teaching staff including that of the Principal or any construction works involving Rs.1,00,000/- (Rupees One Lakh) or more shall be undertaken by the Governing Body without the prior approval of the Director" be deleted and "Government shall be the Appellate Authority/Forum in case of grievances" be added

10. Amendment of Rule 19.
1. In the first line of Rule 19 the words "Non Governing" and the words "receiving deficit Grants-in-aid" be deleted.
 2. The following new clause in Rule 19 be inserted as Rule 19 (xiv) :-
" (xiv). To decide on the quantum of tuition fee and any other fund to be charged from the students".
11. Amendment of Rule 21.
1. In rule 21 (i) the words "as well as the State Government to be obtained through the Director with regards to the inclusion of additional subjects, introduction of major course and any existing subject or opening of new faculty and creation of additional post" be deleted and the following words be added after the words "affiliating University concerned" "provided that there is no financial liability for Government."
 2. In Rule 21 (iv) the words "Prescribed by the State Government or with the approval of Director" be deleted.

H. M. CAIRAE,

Principal Secretary to the Government of Assam,
Education (Higher) Department.

FINANCE (ESTT-A) DEPARTMENT
DISPUR, GUWAHATI-6.

ORDERS BY THE GOVERNOR

Notification

No.FEG.11/2013/Pt-II/ 28

Dated Dispur the 31st July, 2015.

Sub : **Grant of 2 years (730 days) Child Care Leave to Women employees of Government of Assam.**

Consequent upon the decision taken by the Government of Assam, relating to Child Care Leave in respect of Women employees of State Government, the Governor of Assam is pleased to order that in the Fundamental Rules and Subsidiary Rules after S.R.121 (1), the following new provision as SR-121 (2) shall be inserted, namely :-

"SR-121 (2) : Women employees having minor children (Children upto 18 years of age) may be granted Child Care Leave (CCL) by an authority competent to grant leave, for a maximum period of two years (i.e.730 days) during their entire service for taking care of upto two minor children whether for rearing or to look after any of their needs like examination, sickness etc./subject to the following conditions :-

- (i) The Child Care Leave (CCL) shall not be admissible, if the child is more than eighteen years of age.
- (ii) During the period of such Child Care Leave (CCL), the women employees shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.
- (iii) The Child Care Leave (CCL) may be availed in more than one spell.
- (iv) The Child Care leave (CCL) shall not be debited against the leave account.
- (v) The Child Care Leave (CCL) may also be allowed for the third year as leave not due (without production of Medical Certificate).
- (vi) The Child Care Leave (CCL) may be combined with leave of any other kind, if due and admissible.
- (vii) No Child Care Leave (CCL) shall be admissible during probation period.
- (viii) The nature of Child Care Leave (CCL) shall be like the Earned Leave and therefore, Saturdays, Sundays, Gazetted holidays etc. falling during the period of Leave would also be counted for Child Care Leave (CCL), as in case of Earned Leave.
- (ix) The Child Care Leave (CCL) shall not be demanded as a matter of right and under no circumstances can any employee proceed on Child Care Leave (CCL) without prior sanction of leave by the competent authority.
- (x) The period of willful absence or unauthorized absence shall not be converted into Child Care Leave (CCL).
- (xi) The period of Earned Leave or any other kind of leave already sanctioned or availed shall not be converted into Child Care Leave (CCL) with retrospective effect.
- (xii) An application for grant of Child Care Leave (CCL) by a woman employee already on Leave (other than CCL) within India or out of India, who submits her application for grant of CCL, may be considered provided she submits application one month before the expiry of Leave. If Child Care Leave (CCL) is not sanctioned by the competent authority before the expiry of Leave, she shall have to join her duty.
- (xiii) The Child Care Leave (CCL) is meant for the care of children, therefore, LTC shall not be admissible while on Child Care Leave (CCL)".
- (xiv) This provision shall take immediate effect from the date of issue of this Notification.


21/7/15

Memo No.FEG.11/2013/Pt-II/28-A

Dated Dispur, the 31st July, 2015.

Copy forwarded to:

1. The A.G. (A & E) Assam, Guwahati-29.
2. Staff Officers to Chief Secretary, Assam.
3. All Principal Secretaries/Commissioner & Secy./Secretaries to the Govt. of Assam
4. All Administrative Department
5. All Heads of Departments/
6. All Commissioners of Division, Assam
7. All Deputy Commissioners/Sub-Division.
8. All Sr. F.As./F.As, all Department's Dispur.
9. All Treasury Officers/Sub-Treasury Officers.
10. The Trade Adviser to the Govt. of Assam, Assam House, 8 Russel Street, Kolkata.
11. The Resident Commissioner, Assam House, New Delhi/Liaison officer, Assam House, Shillong/Assam House, Mumbai.
12. To the Principal Secretary, Karbi Anglong Autonomous Council, Dhipu/N.C. Hills Autonomous Council, Haflong.
13. The Principal Secretary B.T.C., Kokrajhar Rabha Hasong Autonomous Council, Dudhnoi, Goalpara/Lalung (Tiwa) Autonomous Council, Morigaon/Mising Autonomous. Gogamakh, Dhemaji.
14. The Director Printing & Stationery, Assam Government Press, Bamunimaidam, Ghy-21 for publication in the next issue of Assam Gazette.
15. (e-Governance Unit), Finance (Estt-B) Department for uploading the O.M. in Government portal.
16. Director, Information & Public Relation Department for wide publication of the Notification through Press/Redio/T.V.

By order etc.,

Under Secretary to the Govt. of Assam,
Finance (Estt-A) Department,
Dispur.

Director of Health Services,
Dengraabari, Ghy-6.

M. Day
22/9/15

GOVERNMENT OF ASSAM
FINANCE (ESTT.-A) DEPARTMENT
DISPUR :: GUWAHATI-06

E-88/A
22/9/15

Order by the Governor

NOTIFICATION

No.FEG.11/2013/PL-II/33

Dated Dispur, the 16th September, 2015.

Sub : Grant of 2 years (730 days) Child Care Leave to Women Employees of Government of Assam.

Consequent upon the decision taken by the Government of Assam, relating to Child Care Leave in respect of Women Employees of State Government, the Governor of Assam is pleased to order that in the Fundamental Rules and Subsidiary Rules under SR-121 (2), the following new provision as SR-121 (2) (xv) be inserted after SR-121 (2) (xiv), namely :-

"SR-121(2)(xv)- The Child Care Leave shall be granted for a maximum of three spells in a calendar year".



(Simanta Thakuria IAS),
Secretary to the Govt. of Assam,
Finance (Estt.-A) Department,
Dispur.

Memo No.FEG.11/2013/pl.II/33 -A

Dated Dispur, the 16th September, 2015.

Copy forwarded to:

1. The A.G. (A & E) Assam, Guwahati-29.
2. Staff Officers to Chief Secretary, Assam.
3. All Principal Secretaries/Commissioner & Secy./Secretaries to the Govt. of Assam
4. All Administrative Department
5. All Heads of Departments/ *Director of Health Services, Hengrabari, Ghy-6.*
6. All Commissioners of Division, Assam
7. All Deputy Commissioners/Sub-Division.
8. All Sr. F.As./F.As. all Department's Dispur.
9. All Treasury Officers/Sub-Treasury Officers.
10. The Trade Adviser to the Govt. of Assam, Assam House, 8 Russel Street, Kolkata.
11. The Resident Commissioner, Assam House, New Delhi/Liaison officer, Assam House, Shillong/Assam House, Mumbai.
12. To the Principal Secretary, Karbi Anglong Autonomous Council, Diphu/N.C. Hills Autonomous Council, Haflong.
13. The Principal Secretary B.T.C., Kokrajhar Rabha Hasong Autonomous Council, Dudnoi, Goalpara/Lahung (Tiwa) Autonomous Council, Morigaon/Mising Autonomous, Gogamukh, Dhemaji.
14. The Director Printing & Stationery, Assam Government Press, Barunimaidam, Ghy-21 for publication in the next issue of Assam Gazette
15. (e-Governance Unit), Finance (Estt.-B) Department for uploading the Notification in Government portal.
16. Director, Information & Public Relation Department for wide publication of the Notification through Press/Radio/T.V.

All concerned Authorities are requested to maintain Leave Account of CCL of the Women Employees similar to that of EL/HPL etc. & sanction of CCL will be similar to that of EL/HPL.



Office of the Principal

L.T.K. COLLEGE

P.O. Azad-787031, North Lakhimpur, Assam

www.ltkcollege.ac.in::email:ltkcollege@yahoo.in::Phone No: 03752-230119(0), 9954189103(M)

Ref. No. :

Date :

6.3 Faculty Empowerment Strategies

6.3.1 The Institution has effective welfare measures and performance Appraisal System for teaching and non teaching staffs

Effective Welfare Measures		Teaching Staffs	Non-Teaching Staffs
1	Gratuity	Yes	Yes
2	Pension	Yes	Yes
3	Commutation Pension	Yes	Yes
4	Casual Leave	12 days	12days
5	Spl. Casual Leave	10 days	No
6	Duty leave	30 days	Yes
7	Study leave	As per Govt. rules	No
8	Earned leave	150 days	300 days
9	Maternity leave	180 days	No
10	Child care leave	2 years	No
11	Permission to attend FDP/ prof. dev	Yes	Yes

Effective Financial Support		Teaching Staffs	Non-Teaching Staffs
1	To attend Workshop/Seminar/Conference	Yes	Yes
2	For Carryout mini research at college level	Yes	No
3	Advance Payment for emergency work	Yes	Yes
4	Thrift society	Yes	Yes
5	Publication of research paper/Research article/UGC care listed journals or SCOPUS	Yes	No

6.3 Faculty Empowerment Strategies

Infrastructure/Material Benefits		Teaching Staffs	Non-Teaching Staffs
1	To organize meetings/conference/workshop etc.	Yes	Yes
2	Accommodation of Hostel	Yes	No
3	Equipments for Night Chowkider/domestic staffs	No	Yes
4	Thrift society	Yes	Yes
5	Publication of research paper/Research article/UGC care listed journals or SCOPUS	Yes	No

Maive
Principal
L.T.K. College, P.O. Azad,
North Lakhimpur



Office of the Principal

L.T.K. COLLEGE

P.O. Azad-787031, North Lakhimpur, Assam

www.ltkcollege.ac.in::email:ltkcollege@yahoo.in::Phone No: 03752-230119(0), 9954189103(M)

Ref. No. :

Date :

6.3 Faculty Empowerment Strategies

6.3.1 The Institution has effective welfare measures and performance Appraisal System for teaching and non teaching staffs

Retirement benefits		Teaching Staffs	Non-Teaching Staffs
1	Govt. insurance schemes	LIC Group Insurance	LIC Group Insurance
2	Gratuities/Pension and all other government welfare schemes and measured are given	As per Govt. of Assam rules from time to time	As per Govt. of Assam rules from time to time
3	Leave encashment benefits	Benefited as per Assam Govt. rules	Benefited as per Assam Govt. rules
4	GPF	As per Govt. rules	As per Govt. rules
5	NPS	As per Govt. rules	As per Govt. rules

Medical benefits		Teaching Staffs	Non-Teaching Staffs
1	Medical Care	Yes	Yes
2	First aid facilities	Yes	Yes
3	Medical Allowances	Benefited as per Assam Govt. rules	Benefited as per Assam Govt. rules

Cater to Emotional and Physical Needs		Teaching Staffs	Non-Teaching Staffs
1	Teachers nominee to G.B.	Yes, 2 members	Yes, 1 members
2	Indoor Games facilities	Yes	Yes
3	Gymnasium	Yes	Yes
4	Outdoor Games	Yes	Yes

Avenues for Career Development and Progression		Teaching Staffs	Non-Teaching Staffs
1	Annual orientation, Workshop and Popular and Motivational talks	Yes	Yes
2	Initiation and training programmes for the newly recruited staff	Yes	Yes
3	Research project/MRP,PFMS,M/S office	Yes	Yes
4	Waste Management, Operating fire extinguisher training	Yes	Yes

[Signature]
Principal
L.T.K. College, P.O. Azad
North Lakhimpur

OFFICE OF THE ACCOUNTANT GENERAL (A&E) ASSAM
MAIDAMGAON, BELTOLA, GUWAHATI-781 029

EDP-Cell/Allot/ 379.

Date : 03/06/13.

THE PRINCIPAL L.T.K. COLLEGE, Lakhimpur

Subject : Allotment of GPF Account Number
Ref : LTKC/129/07/39 Dated 16-MAR-13

04 JUN 2013

Attested
Principal
L.T.K. College, Assam
North Lakhimpur, Assam

Consequent on receipt of GPF Statement/Application for allotment of GPF A/C Number, I am to inform you the following GPF Account Number(s) have been allotted in respect of employees working under your control. This may be intimated to concerned authority at your end with following instructions:

- The Account Number allotted against the name of the employees may please be noted in the service book of the respective employees.
- The correct Account Number may invariably be quoted in the schedule/challan/voucher and when sent to this office to avoid discrepancy in the subscriber's account.
- Any correspondence in the matter of allotment of GPF Account Number may be made with Accounts Officer (EDP), O/O the AG(A&E) Assam, Maidamgaon, Beltola, Guwahati-781029.

The Receipt of the letter may please be acknowledged.

Name	A/C No.	D.O.B.	D.O.J.	Guardian Name
RAHMAN DR, HAMIDUR	CED/6690	20/05/1955	01/04/1987	LT, AZIZUR RAHMAN
BORAHIN PADMANATHI	CED/6691	19/12/1955	01/04/1987	INDRA GOHAIN
GOGOI NARAYAN CH	CED/6692	28/09/1955	01/04/1987	LT, BAPIRAM GOGOI
BORUAH NARAYAN CH	CED/6693	11/01/1955	01/04/1987	MAHESWAR BORUAH
GOGOI KALPANA	CED/6694	05/08/1957	01/04/1987	LT, JADAV BORGHAIN
SAIKIA SONESWARI	CED/6695	01/06/1958	01/04/1987	TILESWAR BORAH
CHALIHA SAMPURNA	CED/6696	01/03/1959	25/08/1988	DR, LATU SAIKIA
BORUAH JYOTI	CED/6697	31/08/1961	26/08/1988	BISWAJIT BHUYAN
ISLAM MD, SAHARIN	CED/6698	01/02/1961	26/08/1988	LT, ABDULHAMED ALI
BEGUM SALENA	CED/6699	28/01/1955	01/09/1988	DR, HAMIDUR RAHMAN
KAKOTI RAMESH	CED/6700	29/11/1961	01/04/1992	ROMA KT, KAKOTI
CHUTIA BIDYUT	CED/6701	18/02/1963	01/04/1992	BHUBAN CH CHUTIA
DUTTA RUMEE	CED/6702	13/09/1964	01/04/1992	HARIPRASHAD DUTTA
SONOWAL BIJU KR	CED/6703	04/04/1977	05/08/2000	LOHIT CH SONOWAL
DUTTA DR, SWAPNA	CED/6704	26/09/1968	13/11/2000	PRASANTA DUTTA
GOSWAMI DR, RUNALI	CED/6705	08/01/1968	11/01/2002	DR, TARUN CH,
DAS DEEPAJI	CED/6706	01/02/1972	19/03/2001	MAHANTA BISWAPRADIP SAIKIA

Attested
Principal
L.T.K. College, Assam
North Lakhimpur, Assam

**GOVERNMENT OF ASSAM
FINANCE (ESTT-A) DEPARTMENT
DISPUR, GUWAHATI-6.**

No.FEG.11/2013/53

Dated Dispur the 7th January, 2015.

Notification

Consequent upon the decisions taken by the Government of Assam relating to Maternity Leave, the Governor of Assam is pleased to decide that the existing provisions of SR- 120 (1) of Fundamental Rules and Subsidiary Rules shall be amended as follows in respect of the female employees of Government of Assam :-

The existing ceiling of 135 days Maternity Leave provided in Finance Department's Notification No.FEG.5/98/15 dated 28-06-2005 shall be enhanced to 180 days with the following conditions:-


- (i) The women employees in whose case the period of 135 days of Maternity Leave has not expired on the date of this Notification shall also be entitled to the Maternity Leave of 180 days.
- (ii) The Maternity Leave can be taken only in one spell and not in segments.
- (iii) The proposed 180 days of Maternity Leave will be inclusive of holidays.
- (iv) In case of Women employees of Vacation Institutions, if the Maternity Leave period overlaps with the period of vacation, fully or partly, then the Maternity Leave period will be inclusive of the vacation period to the extent of the overlap.
- (v) After having one living child, if twins or more babies are born at a time, then also the woman employee will be eligible for normal Maternity Leave as applicable in case of delivery of a single baby.
- (vi) Any Woman employee with less than two surviving children at any point in time can avail Maternity Leave.

The existing provision of SR-121 (1) (a) of FRs & SRs as provided vide Finance Department's Notification No.FEG.11/2010/1 dated 12-04-2010 shall be substituted by the following :-

"SR-121 (1) (a)- Maternity Leave can be combined with leave of any kind as due up to 45 days in addition to 180 days of Maternity Leave".

All other conditions leaving this as laid down in Finance Department's Notification No.FEG.23/78/363 dated 14-09-1990, No.FEG.14/94/47 dated 01-11-1997, No.FEG.5/98/21 dated 10-10-2006 shall remain same.

This order shall take effect from the date of issue of this Notification.. i.e., dated 07-01-2015.


(Imdadul Haque, IAS)
Secretary to the Govt. of Assam,
Finance (Estt-A) Department
Dispur.

Contd./2.

Memo No.FEG.11/2013/53-A

Dated Dispur, the 7th January, 2015.

Copy forwarded to

1. The A.G. (A & E) Assam, Guwahati-29.
2. Staff Officers to Chief Secretary, Assam.
3. All Principal Secretaries/Commissioner & Secy./Secretaries to the Govt. of Assam
4. All Administrative Department
5. All Heads of Departments
6. All Commissioners of Division, Assam
7. All Sr. F.As./F.As, all Department's Dispur.
8. All Treasury Officers/Sub-Treasury Officers.
9. The Trade Adviser to the Govt. of Assam, Assam House, 8 Russel Street, Kolkata.
10. The Resident Commissioner, Assam House, New Delhi/Liaison officer, Assam House, Shillong/Assam House, Mumbai.
11. To the Principal Secretary, Karbi Anglong Autonomous Council, Dhipu/N.C. Hills Autonomous Council, Haflong.
12. The Principal Secretary B.T.C., Kokrajhar Rabha Hasong Autonomous Council, Dudhnoi, Goalpara/Lalung (Tiwa) Autonomous Council, Morigaon/Mising Autonomous, Gogamakh, Dhemaji.
13. The Director Printing & Stationery, Assam Government Press, Bamunimaidam, Ghy-21 for publication in the next issue of Assam Gazette.
14. (e-Governance Unit), Finance (Estt.-B) Department for uploading the O.M. in Government portal.

By order etc.,

R. Deva
7-1-2015

Under Secretary to the Govt. of Assam,
Finance (Estt-A) Department
Dispur.

GOVERNMENT OF ASSAM
FINANCE (AUDIT & FUND) DEPARTMENT
JANATA BHAWAN, BLOCK-F, GROUND FLOOR, DISPUR

No.FM 5/2010/63

Dated, Dispur, the 10th July, 2018

OFFICE MEMORANDUM

SUB: HOUSE RENT ALLOWANCE TO THE STATE GOVERNMENT EMPLOYEES.

In partial modification of Office Memorandum No.FM 5/2010/59 dated 19th April, 2017 as per Government Resolution on the report of the Anomaly Committee vide Notification No.FPC.4/2018/113 dtd 2nd July, 2018, the Governor of Assam is pleased to revise the House Rent Allowance payable to the State Government employees as follows:-

(a) Revised rates of House Rent Allowance.

- i) 10% of pay (including PBP+GP) for employees posted in Guwahati Metro area.
- ii) 08% of pay (including PBP+GP) for the district and sub-divisional head quarters.
- iii) 07% of pay (including PBP+GP) for other places of posting.

(b) This shall be applicable for all employees including those joining the service after implementation of the revised pay scale.

(c) The House Rent Allowance applicable to the employees working in the establishments outside N.E. shall be as per the rates recommended by the 7th Assam Pay and Productivity Pay Commission, i.e. The employees working in the establishment located outside North East shall be paid House Rent Allowance at the rates applicable to the Central Government employees. Accordingly, in cities of Class X, Y & Z status the rates will be 24%, 16% and 8% of the basic (PB+GP). However, Non Practising Allowance (NPA) will not be included in pay for this purpose and there will be no revision on account of increased in the DA beyond 50%.

(d) Other terms and conditions shall remain the same as per OM No.FM 5/2010/59 dated 19th April, 2017 & OM No.FM 5/2010/29 dated 29th March, 2012.

(e) This will come into force w.e.f. 01-04-2016.


Sd/- (Shri Shyam Jagannathan, IAS)
Commissioner & Secretary to the Govt of Assam,
Finance Department

Memo No.FM.5/2010/63 A

Dated, Dispur, the 10th July, 2018

Copy forwarded to:-

1. The Accountant General (Audit), Assam, Maidamgaon, Beltola Guwahati-29.
2. The Accountant general (A&E), Assam, Maidamgaon, Beltola, Guwahati-29.
3. The Chairman, Board of Revenue/Assam Administrative Tribunal, Guwahati.
4. All Addl. Chief Secretaries/Principal Secretaries/Commissioners & Secretaries/Secretaries to the Government of Assam.
5. All Commissioners of Divisions.
6. The Secretary to the Governor of Assam, Dispur, Guwahati-6.
7. Secretary to Chief Minister, Assam.
8. P.S. to Ministers/Ministers of State.
9. All Deputy Commissioners/Sub-Divisional Officers (Civil).
10. All Administrative Departments/Heads of Departments.
11. The Resident Commissioner, Assam House, New Delhi.
12. The Trade Adviser & Director of Movements, Government of Assam, 8 Russell Street, Calcutta/Assam Bhawan, Shillong.
13. All Sr. Financial Advisers/ Financial Advisers /Finance & Accounts Officers.
14. All Treasury Officers in Assam.
15. Director, Information & Public Relation, Last Gate, Guwahati-6.
16. e-Governance (Unit), Finance (Rstt-B) Department for uploading the OM in the Government of Assam portal.
17. The Superintendent, Govt. Press Bamunimaidam, Guwahati-21 for publication in the next issue of Assam Gazette and supply 500 copies to this Department.

By orders etc.

Joint Secretary to the Govt of Assam,
Finance (A & F) Department

**GOVERNMENT OF ASSAM,
PENSION AND PUBLIC GRIEVANCES DEPARTMENT
DISPUR: GUWAHATI.**

**ORDERS BY THE GOVERNOR
OFFICE MEMORANDUM**

No.PPG(P)140/2017/9

Dated Dispur, the 12th July, 2017

In pursuance of the Government decisions on the recommendations of The Assam Pay and Productive Pay Commission, 2017 announced under Government Resolution No.FPC.1/2017/Pt./1, dated 17th March, 2017 as published in the Extra-Ordinary Issue No.74 of the Assam Gazette dated 17/03/2017, sanction of the Governor is hereby accorded to the regulation/revision of pension/family pension with effect from **1st April, 2016** in respect of pre 01/04/2016 pensioners/family pensioners in the manner indicated herein in succeeding paragraphs.

1. These orders shall apply to all pensioners /family pensioners who were drawing /entitled to pension/family pension on 31/03/2016 as per provisions of The Assam Services (Pension) Rules, 1969 as amended.
2. In these orders following terms are used in the sense explained herein below;
 - (a) **"Existing pensioner/Family pensioner"** means a pensioner/family pensioner who was drawing or entitled to pension/family pension on 31/03/2016 under The Assam Services (Pension) Rules, 1969 as amended.
 - (b) **"Existing pension"** means basic pension inclusive of commuted portion, if any, due on 31/03/2016. It covers all classes of pension under The Assam Services (Pension) Rules, 1969 as amended.
 - (c) **"Existing Family pension"** means the basic family pension drawn or entitled to as on 31/03/2016 under The Assam Services (Pension) Rules, 1969 as amended.

3. Revision of pension/Family pension:

- a. The pension/Family pension of existing pensioners/family pensioners i.e. pre 01/04/2016 pensioners/family pensioners shall be revised with effect from 01/04/2016 in the following manner.

The revised Basic pension/family pension on 01/04/2016 of the pensioners/family pensioners who were drawing pension/family pension on 31/03/2016 under The Assam Services (Pension) Rules, 1969 as amended shall be fixed by multiplying the existing pension/family pension by a factor of 2.48. The amount so computed shall be rounded off to the next multiple of Rs.10/- and will be the Basic Pension for all purposes with effect from 01/04/2016.

b. The above computation is subject to the following conditions.

- (i) The revised Basic Pension in no case shall be lower than 50% (fifty) percent of the sum of minimum of the pay in the Pay Band and the Grade Pay thereon corresponding to the pre revised pay scale/ Pay Band from which the pensioner had retired. This is applicable to those pensioners who retired on or before 31/3/2016 and after completing 25/33 years of qualifying service as the case may be. It will be reduced to pro-rata where the pensioner had less than the required length of qualifying service mentioned above.
- (ii) The revised pension/family pension computed at 3 (a) above in no case shall be less than Rs.5500/- per month and more than Rs 65000/- per month.
- (iii) Pension for the purpose of this calculation will include commuted portion of pension if so commuted.
- (iv) Payment of revised pension shall be subject to exclusion of Commuted portion till the restoration is due.

4. Additional Quantum of Pension:

(i) The basic pension of pensioners (excluding family pensioners) shall be increased by 20% as and when he/she attains the age of 80 years. This shall be calculated on the basic pension drawn by the pensioner on the date of attainment of 80 years of age.

(ii) The basic pension of pensioners who have already attained or crossed 80 years of age on 01/04/2016, will be calculated on the basic pension drawn on 01/04/2016.

(iii) Dearness Relief is also admissible on additional quantum of pension. The additional quantum of pension may be calculated and paid by the Pension Disbursing Authorities as a separate element, keeping necessary note in both halves of PPO. No further orders from pension issuing authority is required. This will be effective only from 01/04/2016 without any arrear.

For example, in case where a pensioner is 80 years of age or more and his/her revised pension is Rs.10,000/- pm, the pension will be shown as (i) Basic Pension = Rs.10,000 and (ii) Additional Pension = Rs.2000 pm.

5. The existing pension/family pension shall be revised and computed as per the instructions given in Para 3. (a) of this OM and **no Ready Reckoner** in this regard will be issued further.

6. Commutation of Pension:

Fresh commutation/residual commutation will be admissible on the revised pension as the case may be. Other provisions of the Assam Services (commutation of Pension) Rule 1965 shall remain unchanged until further orders.

7. Special Family pension:

The existing provisions of the Special Family Pension shall continue until further orders.

8. Dearness Relief:

The rates of Dearness Relief to the Government Pensioners/Family Pensioners and Extra-ordinary Pensioners are indicated below;

- | | |
|---------------------|-----|
| a. From 01/07/2016; | 2% |
| b. From 01/01/2017; | 4%. |

9. Payment of Arrear:

Arrear of revision of pension/family pension with effect from 01/04/2016 to 30/09/2016 authorised by the Accountant General, Assam/Director of Pension, Assam may be calculated and paid by the pension disbursing authorities including selected Public Sector Banks immediately in the first quarter of 2017-18 and the balance arrears will be paid later on after issue of necessary govt. notification in this regard. The govt. Notification **No FPC.9/2017/1 dtd 23rd March 2017** may please be referred to in this regard.

10. Expenditure on account of revision of pension/family pension, revised rates of Dearness Relief is debitable to the appropriate Budget Head to which it relates.

11. The Assam Services (Pension) Rules, 1969 shall be deemed to have been amended by these orders contained herein. Formal amendment will be issued in due course.

12. **Power of interpretation of rules:** In case of any doubt/confusion relating to the interpretation of these rules, it shall be referred to the P & P G Department, Government of Assam whose decision thereon shall be final.

This issues with the concurrence of Finance (PRU) Department conveyed vide their U/O No. FPC. 93/2017 dtd 30/06/2017.

Sd/- A.U. Choudhury
Commissioner & Secretary to the Govt. of Assam,
Pension and Public Grievances Department,
Dispur, Guwahati.

Copy to :-

1. The Accountant General (A&E), Assam, Maidamgaon, Beltola, Guwahati-29.
2. The Director of Pension, Assam, Housefed Complex, Guwahati-6.
3. The Principal Secretary to the Hon'ble Chief Minister, Assam.
4. All Principal Secretary / Commissioner / Secretary to the Govt. of Assam, All Administrative Department.
5. All Divisional Commissioner.
6. The Secretary, Assam Public Service Commission, Khanapara, Guwahati-22.
7. The Secretary, Assam Legislative Assembly, Dispur, Guwahati-6.
8. All Heads of Department.
9. All Treasury Officer.
10. The Principal Secretary, Karbi Anglong Autonomous Council / N.C. Hills.
11. All Senior Financial Adviser/Financial Adviser/ FAOS.
12. The Regional Manager / Manager, United Bank of India / State Bank of India / United Commercial Bank / Punjab National Bank / Allahabad Bank / Central Bank, Guwahati / Canara Bank / Bank of Baroda / Union Bank of India.
13. The Deputy General Manager, Reserve Bank of India, Guwahati.
14. The Resident Commissioner, Assam Bhawan, New Delhi.
15. The Trade Adviser and Director of Movement, Assam House, Kolkata.
16. The Registrar, Gauhati High Court, Panbazar, Guwahati-1.
17. The Chairman, Assam Administrative Tribunal, Panbazar, Guwahati-1.
18. The Staff Officer to the Chief Secretary, Assam, Guwahati-6.
19. The Commissioner & Secretary to the Govt. of Assam, Finance (PRU) Department, Dispur, Guwahati-6 with reference to their U/O. No. FPC. 93/2017 dtd 30/06/2017.
20. The Director, Assam Government Press, Bamunimaidam, Guwahati-21 for publication of this Office Memorandum in the next issue of the Assam Gazette with request to supply 1000 copies to the Department immediately.

By order etc.,

Joint Secretary to the Govt. of Assam,
Pension & Public Grievances Department.

RULES REGARDING CONDUCT AND DISCIPLINE OF THE EMPLOYEE OF AIDED EDUCATIONAL INSTITUTIONS.

1. Definition.

“Employee” means every person employed in an Educational Institution receiving maintenance grants from Government except menials i.e. all employees covered by grant-in-aid.

2. Conduct.

No employee shall, without the previous sanction of the Director of Public Instruction engage in any trade, calling or accept any private employment:

Provided that the Assistant Headmasters/Headmistresses and Assistant Teachers may accept private tuition for not more than one hour a day subject to prior approval of the Inspector of Schools. The Headmasters/Headmistresses shall, however, not be allowed to accept private tuitions;

Provided further that an employee may undertake honorary work of a social and charitable nature subject to the condition that his/her normal duties shall not suffer and

he/she shall not undertake and shall discontinue such work if so directed by the Managing Committee.

COMMENTS

Under R. 2 hereof, no employee without the previous sanction of the Director of Public Instruction shall engage in any trade or calling or accept any private employment although the Assistant Headmasters/Headmistresses and Assistant Teachers may accept private tuition but for not more than one hour a day subject to prior approval of the Inspector of Schools. The employees, however, can undertake honorary work of a social and charitable nature subject to the condition that such work shall not suffer the normal duties of such person.

3. Discipline.

- (1) The Appointing Authority with the prior approval of the Inspector of Schools may place an employee under suspension if-
 - (a) a departmental enquiry into his/her conduct has become necessary or is pending and when his/her continuance in service is *prima facie* detrimental to the interest of education and discipline, or to the enquiry itself.

- (b) The employee is being prosecuted on a criminal charge with his/her position as an employee of the Institution or is likely to embarrass him/her in the discharge of his/her duties as such or involves moral turpitude.
- (2) For the period of suspension an employee may be paid a subsistence allowance of not less than one-fourth of his pay which should be fixed by the authority ordering suspension considering the circumstances of the case.
- (3) The period of suspension may be treated as a period spent on duty if the employee is honourably acquitted of the charges for which he was suspended. Otherwise, the period may be treated in such manner as the revising authority may deem proper in accordance with the circumstances of the case.
 - (a) The following penalties for good and sufficient reasons be imposed upon any employee by the authority which appoints him/her:
 - (i) Censure;
 - (ii) Withholding of increments;
 - (iii) Reduction in rank;

- (iv) Recovery from pay;
 - (v) Removal from service, which does not disqualify for future employment;
 - (vi) Dismissal from service, which ordinarily disqualifies from future employment.
- (b) None of these penalties shall be imposed on an employee until he/she has been given reasonable opportunity of showing cause against the action proposed to be taken in regard to him/her, and without approval of the D.P.I.

Provided that this clause shall not apply-

- (i) where a person is dismissed or removed or reduced in rank on the ground of conduct which had led to his/her conviction on the criminal charge;
- (ii) where the authority empowered to dismiss or remove an employee or to reduce him/her in rank is satisfied that for special reasons to be recorded in writing, it is not reasonably practicable to give to that person opportunity of showing cause; or
- (iii) where the Appointing Authority is satisfied that in the interest of the institution or security of the State, it is

not expedient to give to the persons such an opportunity.

Interpretation.

If any question arises relating to the interpretation of these rules it shall be referred to the Government whose decision thereon shall be final.

5. No employee shall publish or cause to be published in his own name or anonymously or contribute to the press any matter, which is likely to lead to academic indiscipline or promote defiance of authority.
6. No employee shall offer himself as a candidate for election to a Legislative Body or for holding office of any political organisation except in accordance with provisions of Rule 7:

Provided that an employee may seek election as an independent candidate of a panchayat with the previous approval of the managing committee as the case may be but he shall not be entitled to accept any office there under except in accordance with the provision of Rule 7.

7. Any employee desiring to seek election to Legislative Body or to hold office of any Political Organisation or Local Bodies shall be on compulsory leave without pay from the date of filing his nomination till the announcement of the result by the proper authority and shall be eligible to rejoin his post

immediately. In case he is elected, he shall be on compulsory leave without pay from the date of filling his nomination till the termination of his office to which he is elected. Such elected employee shall be allowed to retain a lien on his post for a period not exceeding the full term of the elected body to which the employee is so elected. In the event of such employee joining the post against which he had a lien the interim period of absence on compulsory leave will count for national increment benefits of pay from the date of such re-joining.

COMMENTS

Rule 7 was substituted *vide* Notification No. EPG. 549/86/9, dated the 29th August, 1987 and published in the Assam Gazette, Part II-A, dated 7th October, 1987, page 1269.

Under R. 3, an employee can be placed under suspension if –
(a) a departmental enquiry into his or her conduct has become necessary or is pending and when his or her continuance in service is *prima facie* detrimental to the interest of education and discipline or to the enquiry itself;
(b) the employee is being prosecuted on a criminal charge.
Under R. 4, an employee can be dismissed from service but before such dismissal, a reasonable opportunity for showing cause against the action proposed to be taken in regard to him may be given and approval of the Inspector of Schools has also to be taken. These Rules have no statutory force, and in the light of various decisions of Supreme Court, and

the Gauhati High Court, it follows that even if in case a person is dismissed *mala fide* he has no civil remedy for his reinstatement.

LEAVE RULES

These rules shall apply to all employees, except menials.

1. Leave is earned by actual duty only.
2. Leave cannot be claimed as a matter of right. When the exigencies of service so require, discretion to refuse or revoke leave of any description is reserved to the authority empowered to grant it.

3. Casual leave.

Casual leave cannot be accumulated and cannot be combined with any other kind of leave, vacation or holidays; can be granted up to 15 (fifteen) days in a calendar year, and ordinarily shall not be more than 5 (five) days at a time.

4. Earned leave.

An employee not in permanent employ is not eligible for any earned leave in respect of the first of service.

- (a) Earned leave is not admissible to an employee in permanent employ in respect of duty performed in any year in which he avails of the full vacation.
- (b) Earned leave admissible to such an employee in respect of any year in which he is prevented from availing himself in the full vacation is such proportion of 30 days as the number of days of vacation not taken bears to the full vacation.

If in any year the officer does not avail himself of all the vacations, earned leave will be admissible to him in respect of that year at 1/11th of the period spent on duty.

An officer ceases to earn earned leave when the earned leave due amounts to 180 days.

Provided that earned leave whether taken in combination with or in continuation of other leave or not, shall not exceed the amount of earned leave due and up to 120 days at a time;

Provided further that the total duration of vacation, earned leave and commuted leave taken in conjunction shall not exceed 240 days.

5. Half-pay leave.

Half-pay leave admissible to an employee in permanent employee in respect of each completed year of service is 20 days.

The half-pay leave may be granted on medical certificate or on private affairs.

Employee not in permanent employ is eligible of half-pay leave at the rate mentioned above.

No half-pay leave may be granted unless the authority competent to sanction leave has reason to believe that the employee will return to duty on expiry of the leave.

6. Maternity leave.

Maternity leave on full pay may be granted to female employees who have put in more than one year's service for a period which may extend up to the end of three months from the date of its commencement or to the end of six weeks from the date of confinement which ever is earlier.

- 7.** (a) Commuted leave not exceeding half the amount of half pay leave may be granted on medical certificate only to an employee in permanent employment subject to the following conditions:

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days:
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half pay leave due:
- (iii) The total duration of leave and commuted leave taken in conjunction shall not exceed 240 days.

Provided that no commuted leave may be granted under this rule, unless authority competent to sanction leave has reason to believe that the employee will return to duty on its expiry.

- (b) In case a question arises as to how to treat the commuted leave already granted to an employee who subsequently intends to retire on expiry of such leave, the Governor of Assam has been pleased to decide that when commuted leave is granted to an employee under the aforesaid rule and he intends to retire subsequently, the commuted leave shall be converted into half pay leave and the difference between the leave salary in respect of commuted leave and half pay leave should be recovered. An undertaking to this effect, should, therefore, be taken from the employee, who avails himself of commuted leave but the question whether the employee should be called upon to refund the money drawn in excess as leave salary should be

decided on the merits of each case, *i.e.*, if the retirement is voluntary, refund should be enforced, but if the retirement is compulsorily entrusted upon him by reason of ill-health incapacitating him for further service, no refund should be taken.

COMMENTS

These rules have been inserted by Amendment Act of 1970.
