

IMMEDIATE/CONFIDENTIAL

No. F1(12)-CD/78(1)
GOVERNMENT OF INDIA
Ministry of Finance
Department of Economic Affairs

New Delhi, the 27th November, 1978.

To

The Finance Secretary to the Government of Kerala, Trivandrum.

Subject:- Additional Emoluments (Compulsory Deposit) Act, 1974-Premature
Repayment of Deposits to Employees affected by floods and rainfall in Kerala.

Sir,

I am directed to refer to this Ministry's letters No. F1 (6)-CD/77 (111) dated 1st July, 1977 and No. F1 (6)-CD/77 (1) dated 27th October, 1977 and to say that premature repayment of compulsory deposits on grounds of extreme hardship under the first proviso to section 9(1) of the Additional Emoluments (Compulsory Deposit) Act may also be sanctioned by the competent authorities to the employees-

- (i) who have their place of residence in an area affected by the recent floods/rains in Kerala and specified in the Ministry of Finance, Department of Expenditure O.M. No. F. 18(2)-E11(A)/78 dated 27th November, 1978 (copy endorsed to the State Government); or
 - (ii) who have suffered loss of property and/or belongings in such an area due to floods/rainfall.
2. In order to expedite disposal of applications for premature repayment of compulsory deposits from employees affected by recent floods/rainfall, the following guidelines may be observed:
- (i) The flood-affected employees seeking premature repayment of compulsory deposits may be required to apply in the prescribed Form (Annexure 11)
 - (ii) The Head of Office, through whom the applications are to be forwarded, should verify that, (a) the place of residence and home town indicated by the applicant are correct, and (b) the residence of the employee and/or the place where the employee claims to have suffered loss of property/belongings is located in an area affected by floods/rains and record a certificate to that effect. The Head of Office should also indicate the balance (both principal and interest) standing to the credit of the employee in each deposit account.
 - (iii) Premature repayment may be sanctioned by the competent authority in all cases where the applicant-
 - (a) has his place of residence in an area specified in Annexure 1; or
 - (b) claims to have suffered loss of property/belongings in his home town due to floods/rains and the home town is located in any of such areas.

(iv) The employees should not be asked to produce any certificate from any outside authorities in support of their claims. The declaration made by the employee and the certificate furnished by the Head of Office vide (ii) above should be considered sufficient for this purpose.

3. The Heads of Departments may, if they consider it necessary, authorise all or any of their Heads of Offices to sanction premature repayment to the flood-affected employees subject to an *ex-post-facto* check by the Heads of Departments of the sanctions accorded in pursuance of such authorisation or an appropriate percentage thereof, to satisfy themselves that these have been issued properly and are in keeping with the spirit underlying these instructions.

4. The above instructions may please be communicated immediately to all the Heads of Departments for information and necessary action. They may also be advised to interpret these instructions liberally and not in narrow manner and ensure that applications for refund are processed with maximum promptitude.

5. It may please be noted that these instructions are meant primarily for Official use of the Heads of Departments, who are the competent authorities to sanction premature repayment and the Heads of Offices, through whom applications are to be forwarded and who have to verify certain information and give the necessary certificate. Hence, only Annexure to this letter need be circulated among the employees.

6. Premature repayments sanctioned in pursuance of these instructions may please be reported to the Finance Ministry each month in the enclosed Form (Annexure 111) so as to reach that Ministry by the end of the month following that to which the report relates. The first such report should show the position as on 31st December, 1978 and should reach this Ministry by the 31st January, 1979.

Yours faithfully,
(Sd.)

R.N.HINGORANI,

Deputy Secretary to the Government of India.

ANNEXURE 1

Particulars of areas affected by floods/rains in Kerala (Vide) Ministry of Finance
Department of Expenditure O.M. No. F. 18(2)-E11(A)/78 dated 27-11-1978.

<i>Sl.No.</i>	<i>District</i>	<i>Taluks</i>
1.	Trivandrum	Neyyattinkara, Trivandrum, Nedumangad and Chirayinkil.
2.	Quilon	Quilon, Karunagappally, Kunnathur, Pathanamthitta, Pathanapuram, Kottarakara.
3.	Alleppey	Karthikappally, Mavelikara, Chengannur, Thiruvalla, Kuttanad, Ambalapuzha, Sherthallai.
4.	Kottayam	Changanassery, Kottayam, Kanjirappally, Meenachil, Vaikom.
5.	Idukki	Peermedu, Udumbanchola, Devikulam, Thodupuzha.
6.	Ernakulam	Cochin, Kanayannur, Kunnathunad, Alwaye, Parur, Muvattupuzha, Kothamangalam.
7.	Trichur	Kodungallur, Mukundapuram, Trichur, Thalappally, Chowghat.
8.	Malappuram	Ponnani, Tirur, Perinthalmanna, Ernad.
9.	Kozhikode	Kozhikode, South Wynad, Quilandy, Badagara.

ANNEXURE 11

**Form of Application for Premature Repayment of Compulsory Deposit on Account
of loss of Property/Belongings due to Floods**

PART-A

(to be filled by Applicant)

1. Name of applicant
2. Designation
3. Department/Office in which employed
4. Place of residence (precise address, indication among other things, House number, Village, Tehsil and District).
5. Home town (indicating village, tehsil and district)
6. Nature of loss of, or damage to property/belongings due to floods
7. Place where property/belonging has been lost/damaged due to floods
8. Estimated value of loss
9. Amount of refund applied for
- 10.

I hereby declare that the particulars given above are correct.

Signature of the applicant.

Place:

Date:

PART-B

(to be filled by Head of Office)

Certified that-

- (a) The information regarding place of residence and home-town by the applicant against Serial No. 4 and 5 of Part 'A' is correct as per office records.
- (b) The place of residence (vide Serial No. 4 of Part 'A') and/or the place at which property/belongings are claimed to have been lost (vide Sl.No. 7 ibid) is located in a flood affected area.
- (c) The balance standing to the employee's credit in each of the Deposit Accounts is as follows:

Deposit *Interest*

- (i) additional wages deposits
- (ii) additional dearness allowance deposits (old)
- (iii) additional dearness allowance deposits (new)

Place:

Date:
Seal:

Name, designation and signature of the
Head of Office

PART-C
(Orders of the Competent Authority)

Place:
Date:
Seal:

Name, designation and signature of
competent authority.