

From

The Chief Administrator,
Haryana State Agricultural Marketing Board,
Panchkula.

To

1. All the Zonal Administrators/ZMEOs/DMEOs,
H.S.A.M. Board in the State.
2. All the Superintending Engineers/Executive Engineers,
H.S.A.M. Board in the State.
3. All the Secretary-cum-E.O.s.,
Market Committee in the State.
4. All the Branch Incharges at Headquarters,
HSAMB, Panchkula.

Cr. No. 59

Memo No. GA-I-2023/ 64213-502

Dated: 10.11.23

Subject:- Grant of Ex-gratia Bonus/Performance award for the year 2021-22 to the employees of the Board/Market Committees.

Please refer to the subject noted above.

The Government vide orders dated 09.11.2023 has accorded the approval for payment of ex-gratia @ 15% of the salary (Basic Pay) subject to the maximum of Rs.40,000/- (Rs. Forty Thousand only) to the employees {Group-II(B), III (C) and IV (D)} of Haryana State Agricultural Marketing Board for the year 2021-22 on 7th Pay Commission. However, Class-I/Group-A or equivalent officers of the Board will not be eligible for the ex-gratia payment. Further, deputationists, daily wagers and contractual employees who are working on the pay rolls of the Board/Market Committees will also not be entitled for the benefit of ex-gratia incentive as per Govt. instructions dated 06.09.2012. The grant of ex-gratia is further subject to the conditions as mentioned in Finance Department letter No.12/1/152/96/ARO/HBPE(FD) dated 24th November, 2011.

The payment of ex-gratia bonus/performance award will not be made to the following:-

- a) An employee whose integrity is adverse or doubtful in any ACR of the last 10 years.
- b) An employee convicted of a criminal offence by a competent court of law in the last 10 years.
- c) An employee who is inflicted a major penalty in the last 10 years or a minor penalty during the relevant year.
- d) An employee whose overall grading in the ACR is 'Below Average' in any of the last 3 years and who does not possess overall 70% good record in the last 10 years.
- e) The employees who are eligible for payment of bonus will not be paid any ex-gratia.

- f) The amount of ex-gratia shall be limited to 15% of the salary (Basic Pay) on 7th Pay Commission subject to maximum of Rs.40,000/- to the employees (Group-II(B), III(C) & IV(D) of State Public Enterprises (SPEs) for the relevant year. However, Class-I/Group-A or equivalent officers of the SPEs will not be eligible for the ex-gratia payment.
2. The budget allotment for this purpose may be deemed to have been provided by this office in the current financial year. A formal resolution may, however, be sent to this office for the current financial year in respect of Market Committee.
3. Before releasing the payment of ex-gratia bonus/performance award, an **"Undertaking"** may be obtained from all the employees on the enclosed specimen for office record.

Encl: Undertaking

A. Das
**Dy. Supdt.(Gen.),
for Chief Administrator.**

Endst. No. GA-I-2023/ 64503-510,

Dated: 10.11.23

A copy of the above is forwarded to the following for information and immediate necessary action:-

1. The Controller Finance and Accounts, HSAMB, Panchkula for making necessary budget provision in the current financial year.
2. The Superintendent (C&E) Branch. He is requested to supply a list of employees who have been punished during the year 2021-2022 to the Sr. Accounts Officer (Pay), immediately.
3. The Superintendent (Admn.), HSAMB, Panchkula for information. He is requested to supply a list of the employees whose Annual Confidential Reports for the year 2021-2022 are doubtful to the Pay bill Assistant.
4. PS to Chairman, Chief Administrator and Secretary Board.
- ✓ 5. The Executive Engineer/SDE (IT), HSAM Board, Panchkula to upload the same on the web-site of the Board.

A. Das
**Dy. Supdt.(Gen.),
for Chief Administrator.**