



CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION

(Established by the Government of Kerala)

PROCEEDINGS

CAPE-Estt- Ad-hoc Bonus, Special Festival Allowance and Onam Advance to the employees - Sanctioned orders issued.

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No.Acc2-2770/2019/CAPE/1939 Dated,Thiruvananthapuram, 03/09/2019
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- Read:-
1. G.O. (P)No. 115/2019/Fin dated 26.08.2019.
 2. G.O. (P)No. 116/2019/Fin dated 26.08.2019.
 3. Approval No. 7571/Min(Co-op,TSM & DEV)/2019 of the Hon'ble Chairman, CAPE.

The Government have sanctioned Adhoc Bonus/Special Festival Allowance to the State Govt. Employees vide G.O read as 2nd paper above. Accordingly a note was submitted to the Honourable chairman in this regard for sanctioning Adhoc Bonus/Special Festival allowance to the employees of CAPE and got approved for disbursing the same as shown below subject read as 3rd paper above.

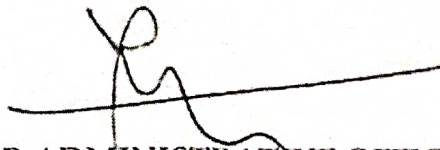
In the circumstances it has been decided to sanction Ad-hoc Bonus/Special Festival Allowance to the employees of CAPE as on 31.03.2019 for the year 2019 as shown below.

Sl. No.	Categories of employees	Amount of Ad-hoc Bonus/ Special Festival Allowance sanctioned during 2019
1.	All employees who are drawing pay on scale of pay and the total emoluments (Basic Pay + DA@15%) drawn by them as on 31-03-2019 not exceed Rs.27,360/-	Rs.4,000/- (Ad-hoc Bonus)
2.	All other employees including teaching staff who are drawing pay on scale of pay and who are drawing emoluments exceeding Rs. 27,360/- as on 31.03.2019.	Rs.3,000/- (Special Festival Allowance)
3.	Daily wage employees/Provisional hands who are in service before 1 st Onam (10.09.2019) and whose service are not likely to be terminated before 4 th Onam (13.09.2019).	Rs.3,000/- (Special Festival Allowance)
4.	Those entered in service on contract basis and still continuing in CAPE service.	Rs.3,000/- (Special Festival Allowance)
5.	Other categories of employees including Adhoc teaching staff	Rs.2,250/- (Special Festival Allowance)

Also resolved to sanction an amount Rs15,000/- as Onam Advance to all regular employees. The Regularized and Part-Time contingent employees are also permitted to draw an amount of Rs.7,500/- & Rs.5,000/- respectively as Onam advance. The advance so availed by the employees shall be recovered in five equal monthly instalments from their pay & allowances for the month of October 2019 onwards.

4. The Principal, College of Engineering, Aranmula.
5. The Principal, College of Engineering & Management, Punnapra.
6. The Principal, College of Engineering, Kidangoor.
7. The Principal, College of Engineering, Vadakara.
8. The Principal, College of Engineering, Thalassery.
9. The Principal, College of Engineering, Trikaripur.
10. The Director, IMT, Punnapra.
11. The Director, KIMB, Punnapra.
12. The Administrator, Sagara Hospital, Punnapra.
13. The Accounts section, CAPE.
14. All staff members, CAPE HO - *for circulation*.
15. OC/SF.

FORWARDED / BY ORDER



SENIOR ADMINISTRATIVE OFFICER

In the circumstances, the following orders are issued for early compliance.

ORDER

- i. Sanction is accorded to all the Head of the Institutions to draw and disburse Ad-hoc Bonus/Special Festival Allowance to the eligible employees as mentioned above table subject read as 3rd paper above.
- ii. Sanction is also accorded to draw and disburse Onam advance of Rs.15,000/- (Rupees fifteen thousand only) to all regular employees and who are willing to accept Onam Advance. The Regularized and Part-Time contingent employees are also permitted to draw an amount of Rs.7,500/- & Rs.5,000/- respectively as advance.
- iii. No advance shall be granted after Onam. The advance so availed by the employees shall be recovered in five equal monthly installments from their pay & allowances for the month of October 2019 onwards. A separate register shall be maintained for recording the recovery of Onam Advance.
- iv. Those who were on leave without allowance as on 31.03.2019 for Joining Spouse Aboard or employment propose in India or abroad will not be entitled for Ad-hoc Bonus.
- v. Service Pensioners who are employed/re-employed in CAPE Service and eligible for Ad-hoc Bonus/ Special Festival Allowances from Govt. exchequer vide G.O. (P)No. 116/2019/Fin dated 26.08.2019 are not eligible for receiving Ad-hoc Bonus/ Festival Allowance etc from CAPE fund.
- vi. Eligibility of Ad-hoc Bonus/ Festival Allowance/Onam Advance other than the above conditions will be accepted from G.O. (P) No. 115/2019/Fin dated 26.08.2019 G.O. (P)No. 116/2019/Fin dated 26.08.2019.

All Head of Institution shall draw and disburse the Ad-hoc Bonus /Special Festival Allowance, and Advance to all employees of CAPE from 4th September 2019 onwards, in view of ensuing Onam Festival.

Sd/-
DIRECTOR

To

1. The Principal, College of Engineering Muttathara.
2. The Principal, College of Engineering, Perumon.
3. The Principal, College of Engineering, Pathanapuram.