

PANJAB UNIVERSITY, CHANDIGARH

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| From The Registrar Panjab University Chandigarh | To 1. All Deans/ Directors 2. Chairperson, Heads of all the teaching/ non-teaching Departments, Branches 3. Librarians, A.C. Joshi Library, Chd. 4. S.V.C./O.S.D. 5. P.U. Regional Centre, Ludhiana 6. P.U. Extension Library, Ludhiana 7. Chairperson, V.V.B.I.S.&I.S. Hoshiarpur 8. Director S.S.G.P.U.R.C., Hoshiarpur 9. All office Supdt. (Accounts Branch) 10. A.C.L.A., P.U., CHD |
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No. 16368-16568/A

Dated 06.10.2016

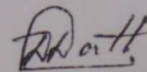
Dear Sir/ Madam,

The Vice- Chancellor has been pleased to allow the payment of Diwali Festival loan/advance of Rs. 7200/- to all "B & C" employees on their written request and the recovery will be made from their salary in four equal installments @ Rs. 1800/- p.m. w.e.f. November, 2016 to February, 2017.

In addition to this, all daily wagers employees working against substantive post or on D.C. rates have also been allowed this loan/advance of RS. 5600/- which will be recovered in four installments @ Rs. 1400/- per month w.e.f. November, 2016 to February, 2017.

The claim bill on contingent bill forms alongwith specified Performa be sent to the Account Branch latest by **18/10/2016**.

Yours faithfully,



Assistant Registrar (Accounts)

PANJAB UNIVERSITY, CHANDIGARH

To

The Registrar
Panjab University
Chandigarh

Sir,

Reference Circular No. 16368-16568/A dated 6/10/2016 regarding grant of Festival Advance,
I am interesting to draw an advance/loan.

I hereby authorize the Registrar, Panjab University, Chandigarh to deduct a sum of Rs. _____
per month out of my salary in four months equal installments of festival loan/advance sanctioned to me
during the period November, 2016 to February, 2017.

Signature of Employee

Full Name(BLOCK): _____

Designation: _____

P.F. No. _____

Branch/Deptt. _____

Countersigned

Head of the Branch/Department

Seal