



Rajasthan State Road Transport Corporation, Jaipur
Finance (Rules) Department

No. F.4(13)/Fin./Rules/21/2021/ 290

Dated:- 1-11-21

Office Order

In anticipation of the Corporation Board's approval, the Chairman is pleased to grant the payment of bonus to the RSRTC employees drawing their monthly pay/wages upto Rs. 21000/- per month in accordance with the provisions of Bonus Act. The Ex-gratia shall also be payable to the RSRTC employees drawing their monthly wages exceeding Rs. 21000/- per month as per State Enterprises Department, Government of Rajasthan order No F.2(23)BPE/Bonus/07/797 July 02, 2008 and F.2(23)BPE/Bonus/07/1262 dated October 01, 2008. The payment of Bonus/Ex-gratia shall be made in cash @ 8.33% of pay and DA as above for the year 2020-21, subject to the following terms and conditions:-

1. Calculation of Bonus/Ex-Gratia @8.33% shall be made on the basic pay+DA drawn by an employee during the FY 2020-21. In case of where the salary or the wages of an employee exceeds Rs.7000/- per month, the bonus/ex-gratia of such employees shall be calculated by reckoning his pay/wages at a maximum of Rs.7000/- per month.
2. The Bonus/ex-gratia shall be payable only to the regular RSRTC employees who had worked in the Corporation in the FY 2020-21 for not less than 30 working days.
3. For the purpose of bonus/ex-gratia payment, the term "Employee" includes a person employed on Daily Wages basis or on consolidated wages or on work charge basis. The apprentices and the employees working as a probationer trainee and getting fixed remuneration during the period of probation trainee shall not be entitled for bonus/ex-gratia payment.
4. For the employees remained under suspension during the year 2020-21, the amount of subsistence allowance paid to them shall not qualify for the purpose of computation of bonus/ex-gratia.
5. RSRTC employees as indicated above shall be entitled for the payment of bonus/ex-grata, except in case of those who have been terminated, removed, discharged or dismissed from the service on account of misconduct, fraud, theft or misappropriation of Corporation funds.

6. Payment of bonus/ex-gratia to the employees shall be made from the office where he/she is presently posted. In case the due drawn statement for an employee transferred from other office has not been received, such an employee shall be paid bonus/ex-gratia on the basis of amount of minimum of the pay scale of the post held by the employee, subject to the regulation of the same on receipt of the drawn statement.
7. The funds requirement for the payment of Bonus/ex-gratia may be notified to Dy. General Manager (Fin/Budget) separately together with the closing balance available at the unit level.

No over time/honorarium will be allowed to any employee for preparing/passing the claim with regard to payment of bonus/ex-gratia.

The ex-gratia payment of officers of the Corporation whose pay is drawn on issue of pay slip be also drawn as per order. **No separate pay slip in this regard will be issued.**

The expenditure on this account shall be debited to the following budget head:-

**G. WELFARE AND SUPERANNUATION
92-BONUS/EX-GRATIA**

Note:-

1. A certificate with regard to point No 4 shall be recorded by the unit officer in-charge.
2. The payment of bonus/ex-gratia to the existing employees will be made through bank.



(Sandeep Verma)
Managing Director

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Copy to the following for n/a:-

1. PS to the CMD, RSRTC, HO, Jaipur.
2. Executive Director (), RSRTC, HO, Jaipur
3. GM/Jt. GM (), RSRTC, HO, Jaipur.
4. Dy GM (), RSRTC, HO, Jaipur.
- ✓ 5. DGM (IT) with the direction to arrange uploading the order on RSRTC Finance Department's website.
6. Secretary to the Corporation, RSRTC, HO, Jaipur.
7. CPM/AO, RSRTC, CWS _____
8. Chief Manager/Manager (Finance), RSRTC _____
9. AAO Grade-I (), RSRTC, HO, Jaipur.
10. Guard File.


(Veena Gupta)
Financial Advisor