

Rajasthan State Road Transport Corporation, Jaipur

Finance (Rules) Department, Head Office

No.F.4(13)/Finance/Rules/21/14/ 7453

Dated: 27/10/2014

Office Order

In anticipation of the Corporation Board's approval, the Chairman and Managing Director is pleased to grant the payment of Bonus to the RSRTC employees drawing their monthly pay/wages upto Rs. 10,000/- per month is hereby granted in accordance with the provision of the Bonus Act. The ex-gratia@8.33% shall also be payable to the RSRTC employees drawing their monthly wages exceeding Rs. 10,000/- per month. The payment of Bonus /ex-gratia shall be made in cash@8.33%of Pay and DA as above for the year 2013-14, 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 Financial Year 2013-14. In case where the salary or the wages of an employee exceeds Rs. 3500/- per month, the Bonus/Ex-gratia of such employees shall be calculated by reckoning his pay/wages at a maximum of Rs. 3500/- per month.
2. The Bonus /ex-gratia shall be payable only to the regular RSRTC employees who had worked in the Corporation in the financial Year 2013-14 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 Training, shall not be entitled for Bonus/Ex-gratia payment.
4. For the employees remained under suspension during the year 2013-14 the amount of subsistence allowance paid to them shall not qualify for the purpose of computation of Bonus/ ex-gratia.
5. All RSRTC employees as indicated above shall be entitled for the payment of Bonus /ex-gratia, except in case of those who have been terminated, removed discharged or dismissed from the service on account of mis-conduct, fraud, theft or misappropriation of the Corporation funds.
6. Payment of Bonus/ex-gratia to the employees shall be made from the office where he 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 the amount of minimum of the pay-scale of the post held by the employee, subject to the regularization 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 of the employee for preparing /passing of the claims in regards to payment of Bonus/ex-gratia.

The Ex-gratia payment of officers of the Corporation whose pay is drawn on issue of pay-slip also be drawn as per order

No separate pay-slip in this regard will be issued.

The expenditure on this account shall be debited to head:

G- "WELFARE & SUPERANNUATION"
92-BONUS/ Ex-gratia.

Note: 1. A certificate with regards 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.

(Bhaskar A. Sawant)

Chairman & Managing Director

Dated: 27/10/2014

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Copy forwarded to the following for information and necessary action :-

- 1 P.S. to Chairman & Managing Director, RSRTC, H.O. Jaipur.
- 2 Executive Director (), RSRTC, H.O. Jaipur.
- 3 Gen. Manager/Jt Gen. Manager () RSRTC, H.O. Jaipur.
- 4 Dy. Gen. Manager/E.M.() RSRTC, H.O. Jaipur.
- 5 Dy G.M. (I.T.) with the direction to arrange uploading the order on finance Department's section of Corporation Web Site .
- 6 Secretary to Corporation, RSRTC, H.O. Jaipur.
- 7 C..P.M./Accounts Officer, RSRTC, CWS,
- 8 A.O.()/Vigilance Officer RSRTC, H.O. Jaipur.
- 9 Chief Manager/Manager (Finance), RSRTC.....
- 10 A.A.O Grade -1(), RSRTC, H.O. Jaipur.
- 11 Office/ Guard File.

(K.K.Gadeock)

Financial Advisor