



**Department of Posts, India**  
**O/o The Chief Postmaster General, West Bengal Circle**  
**KOLKATA – 700012.**

To

1. The Standard Circulation List no 1.
2. The ADPS (A/C)s, CO, Kol-12.
3. The Sr AO, BGT, CO, Kol-12.
4. The Guard File/ Spare.

NO :- EST/B/X-20/2016

dated at Kol-12 the 05 -10-2016.

Sub :- Productivity Linked Bonus for the Accounting Year 2015-2016.

A Copy of the Directorate's Communication no F.No 26-01/2015-PAP dated 05-10-2016 on the above noted subject , is enclosed for favour of information , guidance and taking necessary action at your end . After payment , the total expenditure incurred and number of employees paid may kindly be intimated to the Sr AO, BGT , CO forthwith.

*From*  
*5/10/16*

(S. K. Bera)

Assistant Director of Postal Services(Staff,Estt&PN)  
O/o The Chief PMG; West Bengal Circle  
KOLKATA – 700012.

Copy to :- Sri D.Bose, ADPS(TO), CO, Kolkata-12 for uploading the order in the Website.

*From*  
*5/10/16*

(S. K. Bera)

Assistant Director of Postal Services(Staff,Estt&PN)  
O/o The Chief PMG; West Bengal Circle  
KOLKATA – 700012



AD (E&H)

To

1. All Chief Postmasters General
2. All Postmasters General
3. Deputy Director General (PAF), Department of Posts.
4. All General Managers (Finance)
5. Directors/Deputy Directors of Accounts (Postal)
6. Director, RAKNPA/Directors of All PTCs

**Sub: - Productivity Linked Bonus for the Accounting year 2015-2016.**

The undersigned is directed to convey the sanction of the President of India to the payment of **Productivity Linked Bonus** for the accounting year 2015-16 equivalent of emoluments of **60 (sixty) Days** to the employees of Department of Posts in Group 'D'/MTS, Group 'C' and non-gazetted Group 'B'. **Ex-Gratia** payment of bonus to Gramin Dak Sevaks who are regularly appointed after observing all appointment formalities, and **Ad-hoc** payment of bonus to **Casual labourers who have been conferred Temporary Status** are also to be paid equivalent to allowances / wages respectively for **60 (sixty) Days** for the same period.

1.1 The calculation for the purpose of payment of bonus under each category will be done as indicated below.

2. **REGULAR EMPLOYEES:**

2.1 Bonus will be calculated on the basis of the following formula: -

$$\frac{\text{Average emoluments} \times \text{Number of days of bonus}}{30.4 \text{ (average no. of days in a month)}}$$

2.2 The term "emoluments" for regular Departmental employees includes Basic Pay in the Pay Band plus Grade Pay, Dearness Pay, Personal Pay, Special Pay (Allowances), S.B. Allowance, Deputation (Duty) Allowance, Dearness Allowance and Training Allowance given to Faculty Members in Training Institutes. In case of drawal of salary exceeding **Rs. 7000/-** (of 6<sup>th</sup> CPC) (**Rupees Seven Thousand Only**) in any month during the accounting year 2015-16, the emoluments shall be restricted to Rs.7000/- (Rupees Seven Thousand Only) per month only.

2.3 "**Average Emoluments**" for a regular employee is arrived at by dividing by twelve, the total salary drawn during the year 2015-16 for the period from 1.4.2015 to 31.3.2016, by restricting each month's salary to Rs.7000/- per month. However, for the periods of EOL and Dies-Non in a given month, proportionate deduction is required to be made from the ceiling limit of Rs.7000/-.

2.4 In case of those employees who were under suspension, or on whom dies-non was imposed, or both, during the accounting year, the clarificatory orders issued vide Paras 1 & 3 respectively of this office order No. 26-8/80-PAP (Pt-I) dated 11.6.81 and No. 26-4/87-PAP(Pt.II) dated 8.2.88 will apply.

*Signature*  
5/10



F. No.26-01/2015-PAP  
Government of India  
Ministry of Communication & Information Technology  
Department of Posts,  
(Establishment Division)  
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Dak Bhawan, Sansad Marg,  
New Delhi - 110 001

Dated: 05 October, 2016

