

**Government of West Bengal
Finance Department
Budget Branch**

No.1368-F.B.

Dated, Kolkata the 24th September, 2009.

MEMORANDUM

Subject : Rules regulating the grant of advances to the State Government
Employees for purchase of personal Computer.

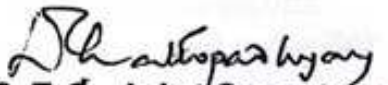
In partial modification of Memo. No.1567-F.B. dt.6th July 1999, the undersigned is directed by order of the Governor to say that the Governor has been pleased to allow the State Govt. employees, in terms of Rule 316 of West Bengal Financial Rules, Vol.- I, to draw an advance not exceeding Rs.30,000/- for the purchase of Personal Computer subject to the following terms and conditions :

- i) The advance may be restricted to Rs.30,000/- or the anticipated price of the Computer (excluding Customs duty, if any), whichever is less. The advance will be granted to the employees whose basic pay (pay in the Pay Band plus Grade Pay) is Rs.18,000/- or more per month.
- ii) The officer concerned will be entitled to draw a personal computer advance after three years from the date of complete recovery (including interest) of earlier advance for the purpose.
- iii) The applicant should be required to execute an Agreement in the appropriate form as enclosed before drawing the advance agreeing to mortgage the said personal computer to the Government as soon as the purchase of the said Computer is completed. For the purpose F.R. Form No.35 for executing the Agreement and F.R. Form No.36 for mortgaging the personal computer to the Government as prescribed in Rule 316 of W.B.F.R., Vol.-I may be used.
- iv) An application for the grant of advance for the purchase of personal computer shall be required to be made as per Form enclosed.
- v) No advance for the payment of customs duty on the personal computer shall be sanctioned.
- vi) The advance shall be recovered in such number of equal monthly instalments as the officer concerned may elect on option, but not exceeding 36 (Thirty Six) monthly instalments. The recovery shall commence from the first issue of pay after drawal of the advance. The amount of interest to be accrued thereon shall be recovered in subsequent 12 (twelve) monthly instalments.

vii) Interest at such rates as may be fixed by Government from time to time shall be charged on advances granted to Government servants for the purchase of a personal computer.

2. The advance for the Personal Computer will be debited to the head "7610-Loans to Government Servants, etc.-00-204-Advances for purchase of Computers-NP-Non-Plan-001-Purchase of Computers (FA)."

3. Necessary action for insertion of this provision in appropriate rule of the W.B.F.R., Vol.-I will be taken in due course.


OSD & E.O. Joint Secretary
Finance Department

No.1368-F.B. 1(300)-F.B.

Dated, Kolkata the 24th September, 2009.

Copy forwarded for information to :-

1. The Additional Chief Secretary / Principal Secretary / Secretary, _____
Municipal Affairs Department.
2. The Pay & Accounts Officer, Kolkata Pay & Accounts Office,
81/2/2, Phears Lane, Kolkata – 700 012.
3. The Principal Accountant General (A&E), West Bengal, Treasury Buildings,
Kolkata – 700 001.
4. The Commissioner _____ Division.
5. The District Magistrate, _____
6. The Treasury Officer, _____
7. Treasury Cell of Finance Department.

They are requested to take necessary steps for amendments in the West Bengal Financial Rules, Vol.-I


Deputy Secretary