

No. EDN-HE(PS-DHE)3/2020-Misc-63  
Directorate of Higher Education  
Himachal Pradesh

Dated: Shimla the 22<sup>nd</sup> April 2020

To

1. All Deputy Director Higher Education in HP
2. All the Principals of Govt. College in HP
3. The Principal SCERT Solan/GCTE Dharamshala
4. The Group Commander NCC Group HQ and the DDO's of NCC.
5. The DDO / Suptd. G-I Directorate of Higher Education HP Shimla`
6. All the Distt Lib/State Lib Shimla and CSL Solan.

Subject : Deduction on account of HP COVID-19 Solidarity Response Fund.

Sir,

Reference to Finance Department letter No. FIN(TR)B (15)-11/15-V Dated 18-4-2020 and 22-4-2020 on the subject cited above vide which it has been decided by the Government to deduct one day gross salary of all officers and staff and deposit the same in COVID -19 Solidary Fund. It was decided that the deduction be made centrally through eSalary from the salary of April to be paid in May. However, many officer and staff have already contributed towards C.M. Relief Fund or HP COVID -19 Solidarity Response Fund since 24-3-2020. Such officers and staff are to be exempted from deduction, if they so wish, by DDO on production of proper receipt regarding contribution made towards either of the two funds before 25-4-2020.

Therefore, for deducting contribution in respect of all officer and staff following procedure is laid down:

1. Deduction of one day Gross salary has been done on eSalary and made available to DDOs against their login IDs.
2. DDOs have the option to edit the amount or to delete the amount (DDOMenu->Salary Updation (DDO)->Employee DDO Deduction (add/remove) I eSalary.
3. DDOs may allow exemption i.e. delete deduction entry in respect of officers and staff who have contributed equal to or more than one day basic salary towards CM COVID -19 Solidarity Response Fund or C.M. Relief Fund on or before 24-3-2020. However, DDO will allow exemption only on production of proper receipt by such officers/staff before 25-4-2020 i.e. before processing the salary.

Further, if the amount contributed by officer or staff is less than one day gross salary, the difference amount will be deducted by the DDO from the salary so as to make it equal to one day gross salary.

4. The deducted amount will be transferred in the bank account of HP COVID-19 Solidarity Response Fund in the 1st week of May 2020.



(Dr. Amarjeet K Sharma)  
Director Higher Education  
Himachal Pradesh  
22<sup>nd</sup> April 2020

Endst. No. Even

Dated: Shimla the

Copy for information to:-

1. The Principal Secretary (Finance) to the Govt. of HP w.r.t. letter No. FIN(TR)B (15)-11/15-V Dated 18-4-2020 and 22-4-2020.
2. The Principal Secretary (Education) to the Govt. of HP.
3. All the Officers and Staff working in the Establishment of Directorate of Higher Education are directed to intimate regarding their contribution already paid receipt thereof accordingly on the **WhatsApp No. 9816072935 Sh.Virender Kumar Suptd. (Cash Section) with their name and designation** for further necessary action.
4. Sh.Virender Kumar Suptd. (Cash Section) for further necessary action.



Director Higher Education  
Himachal Pradesh