

# **JADAVPUR UNIVERSITY**

Date: 30.6.2020

## **URGENT COMMUNICATIONS DURING LOCKDOWN PERIOD:: JU FINANCE-4**

### **CIRCULAR FOR ALL CONCERNED**

#### **Payment of Salary, Pension, Fellowships etc..for the fourth month during LOCK-DOWN period**

In continuation of the first communication dated 27.3.2020, 28.4.2020 & 29.5.2020 (during Lock-down period); we would like to make the following announcements from the Finance Office-JU to address some issues relating to the disbursement of Salary, pension, fellowships and allied matters.

1. All Employees are requested to note that their Salaries for the month of June 2020 have been paid today, through Banks transfer, along-with the ARREARS for two months (January & February 2020). This has been possible for Govt. support and the continuous and active help and support from a section of colleagues of Pay Section and Cash section, this is the fourth month during the Lockdown in the country in view of the Corona pandemic. **The disbursement of due allowances and other payments due upto March 2020 as well as, the arrears of two months (Jan & Feb, 2020) is included with the salary of June 2020.** After the launching of the finance.jdvu.ac.in/e-payroll, all employees can view and download the Pay slip of June 2020 from today.

**Arrangements have been made for on-line availability of the Income Tax Declaration and submission of Tax applicability option, to be provided by 15/7/2020 [where both the options are available for checking of tax liability under both the options]. Those will not respond, will automatically be covered with Option-1.**

**HRA Declaration submission through the portal is due for more than two hundred staff; it is decided that such data for all must be available to Pay Section by 15/7/2020. Else the HRA will be stopped. The proof of HRA drawn by the Spouse must be submitted in hard copies to the undersigned for verification and action, within 15/7/2020.**

2. **There is a great news for all the Pensioners that the we could complete the revision of Pension, as per Govt. orders [For the GPF Scheme-dated 13.3.2020 & For the CPF Scheme-dated 12.6.2020]** and the arrangements have been made with the Banks for disbursement of their revised Pension of June 2020 1st July 2020. Kindly note the following points:

(i) The fixation is provisional and subject to changes, if any mistake/error is detected or pointed out by the Payees.

(ii) This has been possible due to the support & help of a small section of employees, including a Pensioner & many from other sections.

(iii) The arrears of Pension for five months will be paid next month. But other arrears due to Post-2016 Pensioners will be paid on receipt of funds from the Govt.

(iv) The last day of the submission of 'Life Certificate' has been extended to 10<sup>st</sup> August 2020.

Contd..P/2

3. The Research Fellows, receiving their monthly payments from the University, are assured that their Fellowship payment of June 2020 are being processed, as per attendance report of February 2020, if found otherwise eligible and arrangements are made with the Banks for their disbursement of fellowships by 1<sup>st</sup> July 2020, despite the total Lockdown in view of the Corona pandemic. This has been possible due to the support & help of a section of employees of the concerned sections. For any problems & issues as to non-payment, backlog etc., the Scholars are requested to contact the Superintendent in mail: [cdyutiman@gmail.com](mailto:cdyutiman@gmail.com).

The Grants under RUSA-2.0 is still awaited, thus, the entire process of extension of tenure of Fellows is yet to be finalized.

4. The JU Vendors, service providers and other agencies & payees of the University are requested to note that we have started paying of all bills lying with us, mainly in RUSA, UGC Cell, and the Accounts Section and partly in Research section. **The bills of 2019-20, involving TDS of Income Tax or GST can't be processed after 30th April 2020, as deposit of money to the Government after that date will attract penalty & interest.**

The vendors/service providers, whose bills are lying in the departments or those vendors who are yet to submit the bills, are requested to bear with us for our inability to make the payments at the present moment.

The few sincere & dedicated staff members, who took the risk of attending the office during COVID LOCK-DOWN period [19 March to 31 May 2020] deserve to be sincerely thanked. Those members of the staff who are not in a position to come to the office must appreciate the measures adopted by us to ensure the payment of salaries, pensions, fellowships and scholarships to the JU community for four continuous month; that too 'under revised scale' and also 'in time'.

**It may be mentioned that the Government of West Bengal has ensured smooth flow of funds; and is also keen to ensure that flow of all payments are maintained and has hence released the Salary grants upto June 2020, till date. I request all to be in touch through phone & mail, as the lock-down has been extended till 31<sup>st</sup> July 2020 and the social-distancing clause is in force; thus normal functioning and speed of work should not be expected.**

**The option for the Donation to the Hon'ble Chief Minister's Fund is still open and any option for contribution given now will be recovered from next month's salary. Those interested can send their options by email to the FO.**

**FINANCE OFFICER**

To,  
All Concerned