महालेखाकार (ले व ह) केरल का कार्यालय,
तिरुवनन्तपुरम-695 001

SUPREME AUDIT INSTITUTION OF INDIA
लोकहितार्थ सत्यनिष्ठा
Dedicated to Truth in Public Interest

OFFICE OF THE ACCOUNTANT GENERAL (A&E)
KERALA, THIRUVANANTHAPURAM-695 001

P19/IV/DRSSA/2024-25/

Date 19.11.2025

To
The Senior Accounts Officer
The Office of the Principal Accountant General(A&E)
(As per mailing list)

(Special Seal)

Sir,

Sub: Grant of Ad-hoc Bonus and Special Festival Allowance 2024-25 to the Employees and Pensioners/Family Pensioners of Kerala State Government– reg.

Ref: G.O. (P) No. 107/2025/Fin, dated 26.08.2025 of Government of Kerala, Finance (Loans) Dept.

***

I am to enclose herewith the copy of G.O. cited under reference, received from Finance (Loans) Department, Government of Kerala regarding grant of Ad-hoc Bonus and Special Festival Allowance 2024-25 to the Employees and Pensioners/Family Pensioners of Kerala State Government. The same is being placed in the official website of this office, www.cag.gov.in/ae/kerala/en, under pension – download under the link "DR and related orders of Kerala State". A copy of this letter may be exhibited on the notice board of the treasuries.

Yours faithfully

R. [signature]
19/11/25
Sr. Accounts Officer

दूरभाष/Telephone: 0471-2776100
फैक्स/Fax: 0471-2330242
वेबसाइट/Website : cag.gov.in/ae/kerala/en
ई-मेल/Email: agaekerala@cag.gov.in

GOVERNMENT OF KERALA

Abstract

AD-HOC BONUS AND SPECIAL FESTIVAL ALLOWANCE 2024-25 TO STATE GOVERNMENT EMPLOYEES, EMPLOYEES IN AIDED EDUCATIONAL INSTITUTIONS, FULL TIME CONTINGENT EMPLOYEES, EMPLOYEES IN OTHERCATEGORIES AND PENSIONERS – SANCTIONED – ORDERS ISSUED

FINANCE (LOANS) DEPARTMENT

G.O(P)107/2025/Fin Thiruvananthapuram, Dated 26.08.2025

Read:- G.O(P) No. 78/2024/Fin Dated 06/09/2024

ORDER

Government are pleased to sanction Ad hoc Bonus / Special Festival Allowance to the State Government Employees, Employees of Aided Educational Institutions, Full- time Contingent Employees, Employees in other categories and Pensioners, subject to the conditions specified in this order

Ad hoc Bonus

2.All State Government employees (including Personal Staff of Ministers, Speaker, Deputy Speaker, Leader of the Opposition and Govt. Chief Whip), All India Service Officers working in State Service, Employees of Aided Educational Institutions and Local Self Governments, etc. drawing total emoluments up to and including Rs. 36036/- in the pre revised scale (before 11th Pay Revision) and up to and including Rs. 39,872/- in the revised scale (in 11th Pay Revision) as on 31.03.2025 are sanctioned Ad hoc Bonus @ Rs.4,500/- for the year 2024-25, subject to the following conditions

i) The eligible employees coming under the total emoluments ceiling prescribed above, is sanctioned one month salary or Rs. 4500/- which ever is less, as the ad hoc bonus for the year 2024-25.

ii) In the case of employees who have opted to come over to the revised scales of 11th pay revision on or before 31.03.2025, the 'total emoluments' should be calculated by adding the Basic pay, Personal Pay, Special Pay, Special Allowance, Personal Allowance and Dearness Allowance @ 12% of the basic pay in the revised scale. But House Rent Allowance and other Compensatory Allowances need not be reckoned for this purpose

(iii) In the case of employees who are remaining in pre-revised scale of 10th or previous pay revisions, the 'total emoluments' should be calculated by adding the Basic pay, Personal Pay, Special Pay, Special Allowance, Personal Allowance and Dearness Allowance @ 43% of the basic pay in that scale. But House Rent Allowance and other Compensatory Allowances need not be reckoned for this purpose.

(iv) The Personal Allowance sanctioned to protect the drop in Dearness Allowance on Special Pay should also be reckoned for calculating the total emoluments for the purpose of determining the eligibility for ad hoc bonus.

(v) In the case of employees who were on leave without allowance (except LWA under KSR Appendix XII), half pay leave, study leave or leave not due during the month of March 2025, their eligibility for Ad hoc Bonus will be determined based on the emoluments they have last drawn before proceeding on leave.

(vi) For determining the eligibility for Ad hoc Bonus as per this order, the rate of Dearness Allowance sanctioned vide G.O.(P)No.91/2024/Fin dated 26/10/2024 should be taken into account.

3. The Ad hoc Bonus will be admissible to such employees who were in service on 31.03.2025 and who have at least six months continuous service during the financial year 2024-25. Those who have retired or relieved from service on or before 31.03.2025 but had put in a minimum of six months continuous service during the financial year,2024-25 will also be eligible for Ad hoc Bonus.

4. . Regular employees who were under suspension for the whole, or part of2024-25 Financial Year will also be eligible for Ad hoc Bonus/ Special Festival Allowance, provided they have been reinstated in service on or before the date of issue of this order and the period of suspension has been regularised as duty or as eligible leave and have drawn full salary for the suspension period.

5.<u>The following categories will also be eligible for Adhoc Bonus as per the para above</u> .

i) The NMR Workers/permanent workers / labourers and seasonal workers (SLR) of all Departments including those working in Agricultural Farms, Seed Farms,Regional Workshop etc. (in the case of employees/workers who are in receipt of variable DA, this Variabale DA should be considered for determining their eligibility for Ad hoc Bonus).

(ii) Provisional Employees who have at least six months continuous provisional service during the financial year 2024-25 and later got regular appointments in Government service through the P.S.C and the aided school Teachers who got regular appointment in Government service without any service break.

(iii) Part-time Teachers in Education Department who are drawing pay in a scale of pay.

(iv) The Government Employees who are working on deputation basis in Corporations / Public Sector Undertakings, Boards/Corporations or Grant-in aid Institutions during 2024-25, may be sanctioned ad hoc bonus or special festival allowance by the foreign employer, at the rate they were eligible if they would have continued in the parent dept, subject to their eligibility in reckoning their eligible service both under parent department and the foreign employer and their total emoluments, in relaxation of other conditions specified in Para 3 above.

(v) All Part time and Full time Contingent Employees including those working in aided educational institutions subject to the eligibility under para 3 above..

(vi) The employees of Government Presses will have the option to receive either the Ad hoc Bonus as admissible to other Government employees as per this order or the usual performance Allowance (including ex-gratia allowance if any) sanctioned to the industrial workers.Option once exercised in this regard will not be permitted to change

Special Festival Allowance

6. **The following categories of employees who are not eligible for Ad hoc Bonus under the conditions laid down in paragraphs 2 to 5 above shall be entitled to receive the Special Festival Allowance at the rates as mentioned below**

SL. No	Employees	Amount
I	(i) All regular/temporary employees including personal staff of Ministers, Speaker, Deputy Speaker, Leader of the Opposition and Chief Whip and who joined service after last year's Onam holidays and who are in service on the date of issue of this order and all regular P.S.C hands who joined duty before 4th Onam of 2025 (ii)Teachers who are deputed for training from Aided/Government Schools and are eligible for Onam Advance under Article 250 of the Kerala Financial Code Volume I. (iii) Re-employed Pensioners who are in receipt of re employment pay.	3000/-
	(iv) Employees appointed on contract or co-terminus basis / Senior residents on Contract or Bonded Service (Doctors on Bonded Service) who have six months continuous service.Those who have relieved before the date of this order will also be eligible, if they have completed a continuous service of six months during 2024 25. (v)Provisional appointments recruited through Employment Exchange who will be in service on the day before the First Onam (04.09.2025) but whose service will not likely to be terminated before the Fourth Onam (07.09.2025) will also be eligible. (vi) All the teaching and non-teaching staff of Aided Anglo-	3000/-

	Indian Schools who are not coming under the direct payment system . (vii) Staff of the Sree Chithra home. (viii) Honorary Physicians of Government Ayurveda Colleges (ix) Honorary Sisters in Government Hospitals. (x) Chainmen of the Revenue Department on daily wages. (xi) Permanent labourers in Government Departments. (xii) Full time Contingent employees of various Government Departments, Local Government and the contract employees of Government offices situated outside the State. Those who have put in 6 months continuous service on 31.03.2025 will have option to claim either Ad hoc Bonus or Special Festival Allowance. (xiii) Editors and Reporters of Indian Law Reports (Kerala Series) (xiv). Government Pleaders and Additional Government Pleaders.	3000/-
II	(i) Teachers and Ayahs in Peripathetic Schools and Single Teacher Schools (ii) Noon feeding workers in schools (including Pre-primary schools run by PTA.)	1550/-
III	i) Pollination workers who are in the roll of Agriculture Department both working in the Department and the workers employed in Local Governments under instructions from the Agriculture Department under the Scheme of 'Spraying to Control Leaf Rot Disease of Coconut Palms' implemented through Panchayat/Municipalities/Corporations, who are in service on the date of this Order.	1460/-

(ii) Cattle improvement Assistants in the Dairy Development Department. (iii) Public Counsel (iv) Life Guards of Tourism Department/Home Guards of the Home Department who are on daily wages. (v) Family planning Voluntary Workers who have worked at least 30 days during the period from the last Onam holidays to the ensuing Onam holidays and part time contingent employees on daily wages recruited from the category of Family Planning Voluntary Promoters of Trained Dais. (vi) SC/ST Promoters. (vii) Employees appointed through Employment Exchange including employees on daily wages who are in service before first Onam (04.09.2025) and may not likely to be removed from service before fourth Onam (07/09/2025). Employees referred to in paragraph 6 (I) (4) who have not completed six months of service on the date of this order are also entitled to receive Festival allowance at this rate. (viii)Persons serving as substitutes in the place of regular employees in Government Departments, Farms and Local Bodies and the Casual Labourers/CLR Workers including those in Irrigation Department/H.R.Workers of Irrigation Department, who have put in a minimum of 30 days work during previous year starting from the last Onam holidays to the ensuing Onam holidays will be eligible for Festival Allowance at the rate of 1460/-. If they worked for not less than 200 days during this period, they will be eligible for one months wages as bonus subject to a maximum of Rs. 4500/-. However, those who have put in less than 200 days work but more than 30 days work shall be eligible for Ad hoc Bonus proportionate to the days they have worked subject to a minimum of Rs. 1,460/-. In the case of Casual workers, CLR workers and HR workers who have been regularized in service, the period of eligibility as indicated above can also be included the period of their service before regularization. However, the maximum admissible Ad hoc Bonus is Rs. 4,500/-. (ix)Contract workers in State Government offices, outside the State who have not completed the eligible period of service for bonus, of six months (x))Non regularized CLR and HR workers who have put in aminimum of 30 days work between the last Onam holidays and	1460/-

	ensuing Onam holidays. (xi) The volunteers of Attappady Hill Area Development Society. (xii) Guest Lecturers/Instructors in Educational Institutions who have worked at least 200 hours during the financial year 2024-25. (xiii) The patient employees of the Leprosy Hospitals.	1460/-
IV	(i) Asha Workers. (ii) The Anganwadi/Balawadi teachers and workers under the Social Justice Department, Rural Development Department, Scheduled Caste Development Department and Scheduled Tribe Development Departments (iii) Anganwadi/Balawadi Helpers and Ayas. (iv) Special messengers of Women Protection Officers of Mahila Samakhya Soceity. (v) Kishori Shakthi Yojana School Counsellors. (vi) Nurses in Palliative care. (vii) Teachers and other Employees in Buds School.	1460/-
V)	School Counsellors	1390/-
VI)	1) Additional Staff of MLAs (2)Teachers and Ayahs of Pre primary schools run by PTAs who	1350/

	who receives honorarium 3) Teachers in Fashion Designing & Garment Technology Institutions under the control of Technical Education Depr.	
VII)	(1) Preraks and Assistant Preraks (2)The conveners of Balawadi/Anganwadi and Feeding Conveners of the upgraded regular feeding centres of the Rural Development Department (3) Sweepers on consolidated remuneration (4) The Kashaya servants of Ayurveda Dispensaries (5) Teaching and Non teaching staff of Special School (6) Employees working in various State/Centrally Sponsored Projects (those not mentioned in the previous paragraphs)	1250/-
	(i) Service Pensioners / NPS Pensioners who are not eligible for Bonus or Festival Allowance at the rate of 3000/- as indicated in Para(3)	1250/-
	(ii) Service Pensioners/Family Pensioners (iii) Pro-rata Pensioners (iv) Pro-rata Family Pensioners (v) Ex-gratia Pensioners (vi) Ex-gratia Family Pensioners (vii) Part-time Contingent Pensioners (viii) Part-time Contingent Family Pensioners (ix) Personal Staff Pensioners (x) Family Pensioners of Personal Staff (xi) Compassionate Allowance Pensioners (xii) Retired Leprosy Patient Employees (xiii) Invalid Pensioners (xiv) UGC Pensioners (xv) UGC Family Pensioners	

Note:- The pensioners mentioned from i to xv under para 6 (VIII) above, who are eligible for Special Festival Allowance will be eligible for only one Special Festival Allowance

7. The following Categories of employees will not be eligible for Ad hoc Bonus/Special Festival Allowance.

- (i)Those who are eligible for bonus, ex-gratia or similar benefits under any other Bonus
- Act.

- (ii) Those who were on leave without allowance to take up employment abroad or
- within India or to join their spouses and as per Appendix XII of KSR as on 31st March
- 2025 and has not rejoined service before the date of this order

8. i)The Ad hoc Bonus/Special Festival Allowance sanctioned as per this order should be drawn before 31.03.2026. The expenditure for this purpose will be debited to the head of account from which the pay and allowances/wages/pension of the employee concerned has been drawn. In the case of employees of Local Governments, the expenditure for this purpose will be met from the funds of the respective Local Governments from which salary/wages are being paid.

ii) Employee are be entitled to receive either Bonus or Festival allowance as per their eligibility but are not entitled to receive Festival allowance and bonus together or more than one Festival allowance.

9). The Disbursement of Ad hoc bonus/Special Festival Allowance for 2024-25 will be started from 29-08-2025.

By order of the Governor
AM JAFAR
ADDITIONAL SECRETARY(FINANCE)

To

The Principal Accountant General (A&E) Kerala, Thiruvananthapuram.
The Accountant General (Audit II)Kerala, Thiruvananthapuram.
The Principal Accountant General (A&E) Kerala, Kottayam, Ernakulam, Thrissur, Kozhikkode.
All Heads of Departments and Officers
All Departments (all sections) of the Secretariat,
The Secretary, Kerala Public Service Commission
Registrars of all Universities
The Secretary, Kerala State Electricity Board
The Managing Director, Kerala State Road Transport Corporation
The Registrar, High Court of Kerala, Ernakulam
All Additional Chief Secretaries, Principal Secretaries, Secretaries, Special Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and Under Secretaries to Government.
The Secretary to Governor, Raj Bhavan, Thiruvananthapuram
The Private Secretaries to Chief Minister and other Ministers
The Private Secretaries to Speaker and Deputy Speaker
The Private Secretary to Leader of Opposition and Government Chief Whip.
State Election Commissioner, Kerala

The Director of Treasuries, Kerala, Thiruvananthapuram
The District Treasuries/Sub Treasuries
The Additional Secretary to the Chief Secretary.
The Reserve Bank of India, Government and Bank Accounts (NB Section),Bandra(E), Mumbai.
Head Offices of all Nationalised Banks
The Chief Regional Manager, State Bank of India, Thiruvananthapuram
The Chief Manager, Finance and Accounts, State Bank of India, Thiruvananthapuram.
The Regional Manager, Union Bank of India, Thiruvananthapuram, Ernakulam
The Assistant Divisional Manager, Central Bank of India, Thiruvananthapuram
The Senior Manager, Canara Bank, Thiruvananthapuram
The Senior Manager, Circle Office (Annex), Canara Bank, Thiruvananthapuram
The Divisional Manager, Syndicate Bank, Thiruvananthapuram
The Manager, Zonal Office, Indian Bank, M.G.Road,Thiruvananthapuram
The Regional Manager, Indian Overseas Bank, Thiruvananthapuram
The Regional Manager, Vijaya Bank, Thiruvananthapuram
The Accountant General (A&E), TamilNadu, Chennai
The Accountant General (A&E), Andra Pradesh, Hyderabad
The Accountant General (A&E), Karnataka, Bangalore
The Accountant General (A&E),Maharashtra,Mumbai
The Accountant General (A&E),Rajastan, Jaipur
The Accountant General (A&E),Mizoram, Iswal
The Accountant General (A&E),Gujarat, Ahmedabad
The Accountant General (A&E),Hariyana, Chandigarh
The Accountant General (A&E),Jammu & Kashmir, Srinagar
The Accountant General (A&E),Arunachal Pradesh, Itanagar
The Accountant General (A&E),Goa, Panaji
The Accountant General (A&E), Himachal Pradesh, Shimla
The Accountant General (A&E),Madhyapradesh, Gwalior
The Accountant General (A&E),Orissa, Bhuvaneswar
The Accountant General (A&E),Uttar Pradesh, Allahabad
The Accountant General (A&E),Bihar, Patna
The Accountant General (A&E),West Bengal, Kolkata
The Accountant General (A&E),Uttaranchal, Dehradun
The Accountant General (A&E),Assam, Dispur, Guwahati
The Accountant General (A&E),Manipur, Imphal
The Accountant General (A&E),Tripura, Agarthala
The Accountant General (A&E),Chattisgargh, Raipur
The Accountant General (A&E), Nagaland, Kohima
The Accountant General (A&E),Sikkim, Gangtok
The Accountant General (A&E),Meghalaya, Shillong
The Accountant General (A&E),Jharkhand, Ranchi
The Principal Accounts Officer, Pondicherry
The Principal Accounts Officer, Delhi Administration, Vikas Bhavan, New Delhi
Nodal Officer, Finance (www.finance.kerala.gov.in)
The Stock file/Office copy.(e- 3213579) Loans-L1/187/2025 FIN

Forwarded/By Order

Section Officer