



CENTRAL SILK BOARD

Ministry of Textiles [Govt. of India]

No CSB-2(1)2020-21/Accts

Dated: 13.04.2020

URGENT

CIRCULAR

Sub: Donation of One day's salary to Prime Minister's Citizen Assistance and Relief in Emergency Situations (PM CARES) Fund to aid the Government's efforts to fight the Corona Virus Pandemic – reg.

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It has been decided by the Competent Authority to donate one day salary (Basic plus DA) to Prime Minister's Citizen Assistance and Relief in Emergency Situations (PM CARES) Fund to aid the Government's efforts to fight the Corona Virus Pandemic. Therefore, all the Directors/Unit In-charges are hereby advised to recover one day's salary from Officer/staff working under their control for the above cause and remit to Central Office Bangalore under fund code "EXT".

Donation of one day salary (Basic + DA) may be deducted from the Salary of the employee for the month of April 2020 or DA arrears whichever is payable earlier. Further, any officer/staff who is **unwilling** to donate one day's salary for above cause may submit his/her unwillingness to the Director/Incharge officer in advance. The recoveries made may be remitted to CO with in 5<sup>th</sup> May 2020 and intimation may be sent to CSB email id: [accounts.csb@nic.in](mailto:accounts.csb@nic.in) so as to arrange the remittance to PM CARES. If, no response is received on or before 25<sup>th</sup> April 2020, it is assumed that Officer/staff is willing to the proposed deduction.

This may be treated as **Most Urgent and Important.**

  
(DR. NARENDAR REBOLLY)  
DIRECTOR (FINANCE)

To:

**All the CSB Institutes / units**