

भारत सरकार/Government of India
परमाणु ऊर्जा विभाग/Department of Atomic Energy
सचिवालय समन्वय अनुभाग/Secretariat Coordination Section

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May 6, 2020

CIRCULAR


Subject: Option for Voluntary Contribution to PM CARES Fund – Regarding.

Kind reference is invited to Secretary, DAE's Appeal dated 05.05.2020 to all colleagues of the Department of Atomic Energy requesting to generously contribute additional amounts to the PM CARES Fund as per individual's capacity.

2. In this connection, proforma of option form to be submitted by the individual employee for voluntary contributions to the PM CARES Fund in response to Secretary, DAE's appeal is enclosed herewith for further action.

3. This issues with the approval of Competent Authority.

Encl: One Page.


(Sandeep S. Deokar)
Under Secretary (SCS)

All Heads of Constituent Units /PSUs/ Aided Institutions of DAE

Copy also to:

1. All Administrative Heads of Units / PSUs/Aided Institutions of DAE
2. Under Secretary (Adm.), DAE – For further necessary action in respect of DAE Secretariat
3. Head, CISD, DAE – For uploading the above communication in DAE Website
4. All Officers and Sections in DAE Secretariat – through DARPAN
5. Secretary, Staff Site, DAE Departmental Council.

OPTION FORM FOR VOLUNTARY CONTRIBUTION TO PM CARES FUND

I hereby communicate my willingness to voluntarily contribute the following amount from my Salary towards **PM CARESFUND**:

(A) Rupees _____ Per Month for _____ Month(s)

OR

(B) _____ Day(s) Salary per month for _____
Month(s)

I may be provided a certificate of my contribution to PM CARES FUND from my Salary for claiming Income Tax Rebate under Section 80 G of Income Tax Act

Name: _____

Designation: _____

Unit _____

Date _____

To,

PAO of Concerned Unit/ /PSU/Aided Institution

Illustrations

(I) If an employee volunteers to contribute Rs1000 pm for the next 6 months then "1000" and "6" should be filled up against the respective blanks at (A) above

(II) If an employee volunteers to contribute One day salary for the next 4 months then "01" and "4" should be filled up against the respective blanks at (B) above