



केंद्रीय विद्यालय संगठन / Kendriya Vidyalaya Sangathan  
18, संस्थानिक क्षेत्र / 18, Institutional Area  
शाहीद जीत सिंह मार्ग / Shaheed Jeet Singh Marg  
नई दिल्ली-16 / New Delhi - 16  
Phone No. 011-26523070

F.No.110239 (21)/JCM/2012/KVS (Budget)

Dated: 7.08.2015

The Deputy Commissioner/Director  
Kendriya Vidyalaya Sangathan  
All Regional Offices/ZIETs

Subject: Issue of Salary Slips to Kendriya Vidyalaya Sangathan employees.

Sir/Madam,

I am to refer to this office letter No.F.110239/59/2008/KVS (Budget) dated 16.12.2008 wherein you were directed to issue Salary Slip to each Kendriya Vidyalaya employee through computer generated statements/manual statement every month indicating clearly the amount paid under different heads.

The General Secretary Kendriya Vidyalaya Pragatisheel Shikshak Sangh (KVPSS) has made a request that Kendriya Vidyalaya Sangathan employees are issued computer generated salary slips but these salary slips cannot be used for any official purpose unless and until they bear the signature and office stamp of the issuing authority.

In this connection the request has been considered by the Commissioner, Kendriya Vidyalaya Sangathan and it has been decided that all the Drawing & Disbursing Officer may sign the salary slip or affix the facsimile signature on each salary slip with designation of DDO before issuing the same to the employees.

You are, therefore, requested to issue necessary direction to all the DDOs of Kendriya Vidyalayas falling under your jurisdiction for compliance of the above said instructions with immediate effect.

Yours faithfully

(S.Muthusivam)  
Asstt. Commissioner (Fin.)

Copy to:

1. The General Secretary All recognized Staff Association of Kendriya Vidyalaya Sangathan.
2. All Officers/Section at Kendriya Vidyalaya Sangathan (HQ).
3. The Finance Officer/DDO, Kendriya Vidyalaya Sangathan (HQ), for similar action.
4. The Deputy Commissioner(EDP) with the request to upload the same on the KVS website.

Asstt. Commissioner (Fin.) 7/8/15