

N.F. Railway

Office of the
General Manager/Constt.
Maligaon, Guwahati - 11
Date- 06/04/2020

No.- E/283/NG/Bill/Misc/CON
To
CAO/Constt/1,2,3
PFA/Constt/MLG,PCMM/Constt/MLG
CEE/Constt/MLG,FA&CAO/C
CSTE/Constt/1&2/MLG
CE/Contt/1,2,3,4,5,6,7,8&9
Secy to GM/Constt/MLG

Sub :- Contribution to "Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund" (PM CARES Fund)"COVID -19 Epidemic

- Ref :-1) Railway Board's letter no.- 2020/E(LL)/PMNRF/I dated- 30 /03/2020 circulated vide GM(P)/NFR/MLG's letter MISC 3072, No.- E/195 G/I Pt XIV dated- 30.03.2020**
2) **Railway Board's letter no.- 2020E(LL)/PMNRF/I DATED 27.03.2020 circulated vide GM(P)/MLG's letter MISC 3068, NO.- E/195 G/Pt XIV(C) dated 27.03.2020 and"Press Information Bureau (PIB)'s release on PM CARES Fund dated 28.03.2020.**
3) **This Office letter of even no. dated -02/04/2020**

In terms of Railway Board's letter dated 30.03.2020 circulated vide GM(P)/MLG's letter MISC 3072, NO.E/195 G/Pt XIV(C) dated 30.03.2020 on the above subject, it has been decided that an appeal should be made to each one of Railway Servants under your respective control through letter/SMS/other electronic means of communication duly involving recognized trade Unions etc.to generously contribute to **"Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund" (PM CARES Fund): COVID -19 Pandemic** in partial suppression of Board's referred letter 27.03.2020 and this office letter no.- E/283/NG/Bill/Misc/CON dated - 02/04/2020 .It may be noted that donations to PM CARES Fund will be exempted from Income Tax under Section 80(G) of the Income Tax Act 1961 for those tax payers who wish to opt for benefit of the deduction(s)

In order to facilitate voluntary and generous contribution to PM CARES Fund to support the government in the wake of this emergency due to the pandemic of COVID -19.It is suggested that one **day's basic pay** should be deducted from salary bill of **April/ 2020** from all Railway Servants of N.F.Railway except those who give a specific declaration for either of the following option :-

North East Frontier Railway(Construction)
DECLARATION FORM FOR VOLUNTARY CONTRIBUTION TO PM CARES FUND
COVID-19 PANDEMIC

(Donations to this fund will be exempted from Income Tax under Section 80(G) of the Income tax ACT.1961 for those tax payers who wish to opt for benefit of deduction(s).)

[Ref :APO/CON/MLG'S LETTER No.E/283/ NG/Misc/CON DATED- 06.04.2020 Railway Board's letter no. 2020/E(LL) PMNRF/I dated 30.03.2020circulated vide GM(P)/NFR/MLG,s letter NO. MISC3072., E/195 G/Pt XIV(C) dated 30.03.2020]

In terms of APO/CON/MLG's Letter dated- 06/04/2020 & d and Railway Board's letters refered above, I submit my option for deduction /non deduction from my salaryof April/ 2020 for contribution to "Prime Minister's Citizen Assistance and relief in Emergency situation Fund "(PM CARES Fund) to support the government in the wake of this emergency due to the pandemic of COVID -19. Biodata details and option is furnished below :

1. Employee PF/NPS No. _____
2. Name _____
3. Department _____
4. Designation _____
5. Unit _____
6. Place of Posting _____
7. Bill Preparing Authority _____
8. Mobile No. _____
9. Email Address _____
10. Option for contribution to PM Cares Fund. Please cross(x)the box against your option
 - (a) **Option 1**- Deduction of one day's basic pay
 - (b) **Option 2**- Deduction of an amount less than one day's basic pay
 - (c) **Option 3**- Deduction of an amount more than one day's basic pay
 - (d) **Option 4** – No deduction to be made
- 11.(a) If **option 2** is opted , please mention amount to be deducted :Rs
- 12 (b) If **option 3** is opted , please mention amount to be deducted :Rs

Date:

Signature of the official

- (a) Option 1- deduction of One Day's Basic Pay
- (b) Option 2- deduction of an amount less than One Day's basic pay
- (c) Option 3- deduction of an amount more than One day's basic pay
- (d) Option 4- No deduction to be made

In case of **no option** is received in writing or through any other electronic media(SMS, Whatsapp, or online Option Form) to respective controlling officers, supervisors, Bill Clerks, it will be presumed that the employee is willing to contribute one day's Basic Pay and accordingly the amount will be deducted from his /her salary of April/2020.

Keeping in view of the lockdown of the entire nation upto 14-04-2020 and in order to facilitate the employees to submit their respective option from home through mobile device or computer, a web based online **Declaration Form** has been created which can be used to submit the option for contribution to PM CARES Fund, The short url link of the online declaration Form is <http://tinyurl.com/nfrcon-donsates-to-pmcaresfund>.

The link of the said declaration form to contribute is also available on the website of N.F.Railway, Notice Board webpage of Personnel Department(www.nfr.indianrailways.gov)and NFREIS mobile app. The **url** link of declaration form may be widely circulated through SMS ,Whatsapp,email and other social media for information of all Railway Servants and an appeal for contribution involving recognized trade Unions.

The said option is to be submitted to respective Supervisors /Controlling Officers physically or SMS or through online declaration Form on or before **10.04.2020**.

As desired by Railway Board, the total amount of recovery effected on account of contribution from Railway Servants to PM CARES Fund should be intimated to Board at the earliest. It is hereby requested that the matter may please be treated as **top most priority** and may give **wide publicity** amongst Officers and staff working under respective control in HQ and Field Units.

(R.R.Das)

APO/CON

For General Manager/Constt.