



**VISVA-BHARATI  
SANTINIKETAN**

**OFFICE ORDER**

Sub: Grant of Dress Allowance for the year 2025-26

Ref:

- a) Ministry of Finance, Department of Expenditure O.M. No. 19051/1/2017-E.IV dated 02.08.2017 regarding Dress Allowance;
- b) Notification issued by the Registrar (Acting), Visva-Bharati vide Ref. No. CPS/553/2019-20 dated 09/09/2019
- c) DoE O.M. No. 19051/1/2017-E.IV dated 24.03.2025;
- d) DoP O.M. No. F. No. 41-2/2017-PAP dated 24.09.2025;

In pursuance of the references cited above (copies enclosed), the undersigned is directed to convey that the Competent Authority has been pleased to approve the grant of Dress Allowance for the Financial Year 2025-26 to the eligible employees of Visva-Bharati as per the enclosed list, subject to fulfillment of the prescribed conditions and admissibility under the relevant Government of India instructions issued from time to time.

The amount of Dress Allowance payable to each employee has been determined in accordance with the applicable Government of India instructions, including payment on proportionate basis wherever applicable in respect of employees who joined service, retired, resigned or proceeded on lien during the Financial Year 2025-26.

The staff members drawing Dress Allowance shall wear the prescribed uniform regularly during office hours and the concerned Controlling Officers shall ensure compliance of the same.

No. Estab/O.2/  
Date: 11.06.2026

  
Registrar  
Visva-Bharati

Copy forwarded for information and necessary action to:-

1. All Directors/All Principal of Bhavanas.
2. All Heads of Academic and Non-academic Departments/Centres.  
Finance Officer.
3. Joint Finance Officer, Internal Audit.
4. Joint Registrar (Accounts) – with a kind request to take necessary action for disbursement of Dress Allowance in accordance with this Office Order.

5. Assistant Registrar & In-charge Meeting, Visva-Bharati – for ratification in the next Karma-Samiti meeting
6. Joint Registrar & CS to Vice-Chancellor.
7. Deputy Registrar (Establishment).
8. P.A. to Registrar, V.B.
9. Hindi Officer – (With a request to translate it into Hindi and arrange to upload in the University Website)
10. University Webmaster – Please upload it in the University Website

New Delhi, the 2<sup>nd</sup> August 2017

OFFICE MEMORANDUM

Subject: - Implementation of the recommendations of the Seventh Central Pay Commission. - Dress Allowance.

Consequent upon the decisions taken by the Government on the recommendations of the Seventh Central Pay Commission, in supersession of the existing orders relating to Uniform related Allowances viz. Clothing Allowance, Initial Equipment Allowance, Kit Maintenance Allowance, Robe Allowance, Robe Maintenance Allowance, Shoe Allowance, Uniform Allowance and Washing Allowance which have been subsumed in a single Dress Allowance, the President is pleased to decide the rates of Dress Allowance in r/o the following categories of Central Government employees as under:-

S.No.	Category of employee	Rate per annum (In Rs.)
1.	Special Protection Group (SPG) Operational Special Protection Group (SPG) Non-operational	27,800/- 21,225/-
2.	Officers of Army /IAF/ Navy/ CAPFs/CPOs RPF/RPSE/PS/Coast Guard.	20,000/-
3.	MNS officers, Officers of DANIPS/ACP of Delhi Police/ other Union Territories.	15,000/-
4.	Executive staff of Customs, Central Excise and Narcotics Department (both in summer and summer-cum-winter), Indian Corporate Law Service (ICLS) Officers, Legal officers in NIA, Bureau of Immigration Personal (in Mumbai, Chennai, Delhi, Amritsar, Kolkata and all check points of Bureau of Immigration) PBORs of Defence Services / CAPFs/RPF/Police Forces of Union Territories and Indian Coast Guard, Station Masters of Indian Railways.	10,000/-
5.	<del>Other categories of staff who were supplied uniforms and are required to wear them regularly like Trackmen, Running staff of Indian Railways, Staff Car Drivers, MTS, Canteen staff of Non-Statutory Departmental Canteens,</del>	5000/-
6.	Nurses	1800/- per month

2. Allowances related to maintenance, washing of Uniform are subsumed in Dress Allowance and will not be payable separately.

3. Further categories of staff who were earlier being provided Uniforms, will henceforth not be provided with Uniforms.

4. The amount of Dress Allowance shall be credited to the salary of employees directly once a year in the month of July.

5. This allowance covers only the basic uniform of the employees. Any special clothing like that provided at Siachen Glacier or inside submarine or fluorescent clothing provided to Trackmen or Indian Railways or to IB personnel posted at high altitudes will continue to be provided by the concerned Ministry as per existing norms.

6. Outfit Allowance, paid to Indian Foreign Service officers and employees will continue to be provided as before, is enhanced by 50%.

The rates of Dress Allowance will go up by 25% each time Dearness Allowance rises by 50%.

These orders shall take effect from 01<sup>st</sup> July, 2017.

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9. Separate orders will be issued by Ministry of Defence, Ministry of Home Affairs, Ministry of Railways, Ministry of Health & Family Welfare, Ministry of Corporate Affairs, Ministry of External Affairs, Department of Revenue, Department of Personnel & Training and Cabinet Secretariat in respect of employees of these Ministries/ Departments.

10. In so far as the persons serving in the Indian Audit & Accounts Department are concerned, these orders issue in consultation with the Comptroller & Auditor General of India.

Hindi version is attached.

*Annie George Mathew*

(Annie George Mathew)  
Joint Secretary to the Government of India

To,

All Ministries and Departments of the Govt. of India etc. as per standard distribution list.

Copy to: C&AG and U.P.S.C., etc. as per standard endorsement list.

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VISVA-BHARATI  
SANTINIKETAN

Ref. No. CPS/553/2019-20

Date: 09.09.2019

**NOTIFICATION**

Subject: Implementation of the recommendations of the 7 CPC- Dress Allowance with effect from the current financial year 2019-20

Ref: Ministry of Finance OM No. 19051/1/2017-E.IV dated 2<sup>nd</sup> August 2017 and University Grant Commission D.O. No. 11.1/2017(CU) dated 13/05/2019

In pursuance of 7<sup>th</sup> CPC recommendations, the revised guidelines on Uniforms and Liveries issued vide Ministry of Finance OM no. 19051/1/2017-E. IV dated 2<sup>nd</sup> August 2017 and University Grant Commission D.O. N.O.11-1/2017(CU) dated 13/05/2019, is being implemented in Visva-Bharati as follows:

1. In supersession of all existing norms and orders relating to Uniforms and Liveries Shoes, Stitching Charges, Washing Allowance etc. Which have been subsumed in a single "Dress allowance" the rates of Dress Allowance effective from the current financial year 2019-20 will be as under:

Sl. No.	Category of employees	Rate per annum (in Rs.)
1.	All categories of staff who were supplied Uniforms and are required to wear them regularly like Car Drives, MTS, Sevak, Sevika, Mali, Laboratory Attendant, Security Staff etc. (as detailed in the Ministry of Finance OM no. 19051/1/2017-E. IV dated 2 <sup>nd</sup> August 2017-copy enclosed)	5000/-

2. The issue of material to Uniform and Liveries to different categories of staff who were earlier being provided with Uniform and Liveries shall accordingly discontinued with effect from the current financial year 2019-2020
3. The amount of Dress Allowance shall be credited to the salary of eligible employees directly once in year in the month of July.
4. The rates of Dress Allowance shall go up by 25% each time Dearness Allowance rise by 50%

5. All Categories of Staff who are eligible to draw the Dress Allowance are required to maintain and wear the uniform regularly, failing which the payment of Dress Allowance for the succeeding year shall be disallowed.
6. The colour of uniform of each categories of employees to be continued as in vogue with Visva-Bharati Monogram.
7. This OM shall supersede all earlier orders and norms issued on the subject.
8. This Notification issues with the approval of the Competent Authority.

*File No*  
9191207.  
Registrar (Acting)  
Visva-Bharati

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Copy to:

1. Joint Registrar (Accounts) – List of eligible employees are enclosed for taking necessary action in this regard.
2. University Webmaster-to upload it in the University Website.

No. 19051/1/2017-E.IV  
Government of India  
Ministry of Finance  
Department of Expenditure

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North Block, New Delhi  
Dated 24<sup>th</sup> March, 2025

**OFFICE MEMORANDUM**

**Subject:- Implementation of the recommendations of the 7<sup>th</sup> Central Pay Commission – Dress Allowance – Modification in the guidelines regarding.**

The undersigned is directed to refer to this Department's O.M. No. 19050/1/2017-E.IV dated 02.08.2017 regarding admissibility of Dress Allowance to various categories of Central Government employees.

2. Several references are being received in this Department seeking clarification relating to para "4" of the said OM which provides that the amount of Dress Allowance shall be credited to the salary of employees directly once a year in the month of July.
3. The matter has been considered in this Department and in partial modification of the said OM dated 02.08.2017, the following is clarified:-
  - i. If a Central Govt. employee has joined service after Dress Allowance is paid in the month of July as per the instructions mentioned in para 4 of the said OM dated 02.08.2017, Dress Allowance would be given on proportionate basis.
  - ii. Proportionate payment of Dress Allowance would be given by using the following formula:-  
= Amount ÷ 12 × No. of months (from the month of joining government service to the month of June of the following year)
4. Other terms & conditions governing grant of Dress Allowance would be the same as prescribed in the said OM dated 02.08.2017.
5. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders are issued in consultation with the Comptroller & Auditor General of India, as mandated under Article 148(5) of the Constitution of India.
6. This is issued with the approval of the Secretary (Expenditure).

Hindi version is attached.



(Samir Kumar Das)  
Deputy Secretary to the Govt. of India

To,

All Ministries/Departments of the Government of India as per standard distribution list.

Copy : O/o C&AG, UPSC etc. as per standard endorsement list.

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F No.41-2/ 2017-PAP  
Government of India  
Ministry of Communications  
Department of Posts  
P.A.P Section/Establishment Division

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Dak Bhawan, Sansad Marg  
New Delhi – 110 001.  
Date: 24 September, 2025

**Subject: Implementation of recommendations regarding dress allowance-clarification for proportionate Dress Allowance to the entitled officials joining/retiring mid-year**

This is in continuation of this office OM of even no. dated 16.06.2025 whereby instructions regarding modification in the dress allowance to the entitled officials were issued in pursuant to DoE OM dated 24.03.2025.

2. With respect to the dress allowance to the officials retiring after July, 2025, it was mentioned in the aforesaid OM dated 16.06.2025 that a clarification was being sought from MoF and till the receipt of such clarification the prevalent instructions dated 05.03.2020 would continued to be followed in their cases. Now, the Department of Expenditure, MoF vide I.D. No. 19051/2/2025-E.IV dated 16.09.2025 has advised that the payment of Dress Allowance to officials retiring in the middle of the year may also be regulated on a proportionate basis, in the same manner as prescribed for new jonees under this Department's O.M. dated 24.03.2025, so as to maintain consistency and uniformity.

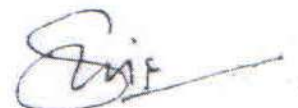
3. It has, however, been noted that the payment of Dress Allowance is made along with the pay and allowances for the month of July. Accordingly, the Dress Allowance would already have been disbursed to all entitled employees, including those retiring in the middle of the year, either at full rates or half the rates, depending upon the date of their retirements. In view of the fresh instructions of the DoE, it has been decided in supersession of this office OM dated 05.03.2020 and 16.06.2025 as under that:

i) the entitled officials retiring in the middle of the year for uniform will be paid proportionate dress allowance w.e.f. June 2025.

ii) recovery of excess proportionate amount from those employees whose retirement falls in October 2025 onwards may be made from the pay and allowances for the month of October 2025.

iii) no recovery would, however, be effected from those who have already retired as on date, or who are due to retire on 30.09.2025.


4. Further, with regard to the payment of Dress Allowance to newly recruited officials joining after July 2024, it has been brought to the notice that, in certain



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Circles, the dress allowance for the last year has not paid has not been included in the pay and allowances of July 2025. It is reiterated that prior to July 2025, the entitled officials, including those joining in the mid of year (i.e, between July 2024 to June 2025) are entitled to dress allowance in accordance with the prevalent instructions dated 16.06.2025.

This issues with the approval of the competent authority.

  
24/09/25

(Krishna Kumar Gupta)  
ADG(Medical)  
L.O- (ADG)PAP

Copy to –

1. All Chief Postmaster General/Postmasters General
2. Chief General Manager, BD Directorate/Parcel Directorate/PLI Directorate
3. Director RAKNPA/GM CEPT/Director of All PTCs,
4. Addl. Director General, Army Postal Service, R.K. Puram, New Delhi
5. All General Managers (Finance)/DAP/DDAP
6. All recognized Federations/Unions/ Associations
7. Shri Trilok Tandon, General Secretary, Bhartiya RMS and MMS Employees Union Mail Guard and MTS w.r.t. his letter dated 20.08.2025
8. GM, CEPT for uploading the order on the India Post web site
9. Office Copy.

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