

THE GANDHIGRAM RURAL INSTITUTE
(Deemed to be University)
GANDHIGRAM-624302, DINDIGUL DISTRICT, TAMIL NADU
Ministry of Education (Shiksha Mantralaya), Govt. of India
Accredited by NAAC with 'A++' Grade (4th Cycle)

All the communication should be addressed to the Registrar by designation not by name



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Dr. K. MARIMUTHU
REGISTRAR

Ref: FSI/F2/Adv/2026-27/

Date: 23.10.2026

CIRCULAR

- Sub : GRI (DTBU) – Sanction of advance for festivals to temporary staffs engaged under Maintenance Grant - reg.
- Ref : 1. Representation from the GRI Staff Welfare Association dt. 14.10.2026.
2. Approval of the Vice-Chancellor dt.23.10.2026.

With reference to the above, it is to inform that an advance of Rs.10,000/- to the temporary staff of GRI who are engaged against the vacancy positions of the sanctioned post under Maintenance Grant is approved in view of the forthcoming festivals of the year 2026-27 as part of the staff welfare measures under Institute Fund Account. The advance will be recovered in 10 equal instalments.

Hence, those who wish to avail the advance (temporary employees of GRI only) are informed to submit the request in prescribed format through the Head concerned to Finance Section-I for processing.

M. Marimuthu
23/10/26
REGISTRAR

Encl: Advance request form

To

All the Deans / HoDs / Directors / Controller of Examinations / Director of Physical Education / Estate Officer / Section Heads / Professor in-charge of Library / Professor-in-charge, Computer Centre

- with a request to circulate among the temporary employees of GRI concerned

Copy to :- 1. Finance Section-I and II / PS to Vice-Chancellor
2. The Director i/c, Computer Centre - with a request to upload Intra-mail

24/10/26

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GANDHIGRAM

**ADVANCE APPLICATION FOR 2026-27 TO TEMPORARY STAFF SANCTIONED FROM
INSTITUTE FUND ACCOUNT**

Name of the Festival for which advance is applied for _____

1	Name of the Staff	
2	Designation	
3	Department/Section/Centre	
4	Period of orders (From – To) Ref. No.	
5	SB A/c No	
6	Whether the festival advance granted on the previous occasion has been recovered fully	

I certify that the particulars given above are true and I accept to recover the Festival advance amount in TEN equal installments with effect from November 2026. Further, I undertake the responsibility to settle the Festival Advance, otherwise.

Place: Gandhigram

Date :

Signature of the staff

Recommendation of the Head concerned