

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 the regular Non Gazetted employees - 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.20,000/- to the regular Non-Gazetted Employees of GRI 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 (regular Non-Gazetted employees of GRI only) are informed to submit the request in the prescribed format 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 regular Non-Gazetted 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

KD
24/10/26

THE GANDHIGRAM RURAL INSTITUTE (DEEMED TO BE UNIVERSITY)
GANDHIGRAM
ADVANCE APPLICATION FOR 2026-27 SANCTIONED FROM INSTITUTE FUND ACCOUNT

Name of the Festival for which advance is applied for _____

1	Name of the Staff	
2	Designation	
3	Employee Code	
4	SB A/c No	
5	Department/Section	
6	Present Basic Pay	
7	Level	
8	Date of retirement	
9	Whether the festival advance granted on the previous occasion has been recovered fully	
10	Whether under suspension / EOL /HPL / LPR and period of leave.	

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.

Place: Gandhigram

Date :

Signature of the staff