

Instructions for the organization of the Chief Minister Relief Fund and the District Relief Fund

1. There shall be a fund to be known as Chief Minister's Relief Fund at the State Headquarters and there shall be a District Relief Fund at the Head quarters at each District in the State.

2. CONTRIBUTION TOWARDS THE FUND

(1) Chief Minister's Relief Fund will consist of:-

- i) Direct contributions from the individuals/ industrialists and corporate bodies;
- ii) Percentage contribution from the District Relief Fund.

(2) District Relief Fund will consist of :-

- i) Direct contributions from the public and corporate bodies.

3. DRIVE FOR COLLECTIONS OF THE FUND

(1) Govt. employees will associate themselves for the District Relief Fund only . Collections for the District Relief Fund shall be organized only once a year for about a week in the District. There may be different weeks for different Districts. Collections will not be made by the Government employees in the discharge of their official duties or with reference to the official functions like issue of licenses, registration of documents etc. Collections can be made/ raised by the Govt. employees by the organizing melas, wrestling matches, kavi darbars etc.

(2) During the transitional period of one or two years, the period of collections can be extended by the Govt. on the request of Deputy Commissioner to the maximum of one month.

4. APPORTIONMENT OF THE COLLECTIONS

Out of the collections for the district:-

- (1) 50% of the total collections of the District Relief Fund will be credited to the Chief Minister's Relief Fund.
- (2) 40% of the collections to be credited to the district Relief Fund.
- (3) 10% of the collections be given to the District Red Cross Society.

5. COMMITTEE TO ADMINISTER THE FUND AT DISTRICT LEVEL

The District Relief Fund will be administered by the committee consisting of the following:-

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| 1. | Deputy Commissioner | Chairman |
| 2. | District Medical Officer/ CMO of Distt. | Member |
| 3. | District Education Officer | ---do--- |
| 4. | District Public Relation Officer | ---do--- |
| 5. | General Assistant/ Rev. Asstt to D.C. | ---do--- |

6. INCURRING OF EXPENDITURE OUT OF THE FUND

(1) Expenditure from the Chief Minister's Relief Fund may be incurred at Chief Minister's discretion for such purposes as may be approved by him. In other words contributions will be made to the various organizations other than the Indian Red Cross Society , Himachal State Branch /its branches at the State level.

While examining proposals for grant of relief out of this fund the following facts would generally be kept in view:-

- (i) Relief to poor but brilliant students pursuing technical professional studies . In cases where the students belong to Schedule Caste, the Chief Minister may consider the request for grant of relief sympathetically without insisting on their being brilliant in studies.
- (ii) Relief to children of political sufferers keeping in view their meager financial resources .
- (iii) Relief to widows having no source of income for the maintenance of their children.
- (iv) Rewards to poets and scholars who claim to have rendered valuable services to the nation on merit basis.
- (v) Grant of relief in exceptional cases for the following categories:-
 - (a) losses sustained as a result of natural calamities.
 - (b) Premature death of the earning members of the families.
 - (c) Medical treatment in certain serious cases.
- (vi) Any other cases not covered by any of the above categories and where the Chief Minister is personally satisfied with regard to the genuineness of the demand.

(2) DISTRICT RELIEF FUND

The money lying in the District Relief Fund after apportionment to Chief Minister's Relief Fund and District Red Cross Society etc. will be spent by the

District Relief Fund Committee mainly for the jobs mentioned under sub-para 6(1) above.

Financial assistance up to a sum of Rs. 1,000/- in individual case also be given to the deserving persons by the District Relief Fund Committee. Financial assistance of more than Rs. 1,000/- in each case to deserving individuals would also be permissible with the prior approval of the Chief Secretary in each case.

7. CUSTODY OF THE ACCOUNT

The money lying in the Chief Minister's Relief Fund as well as the District Relief Fund in each District will be credited to Saving Fund Account in the State Bank of India . In district , where the State Bank of India does not have any branch, the fund will be kept in account with any other scheduled bank or Himachal State Co-operative Bank. The account in respect of Chief Minister's Relief Fund will be operated by the Chief Minister and the account in respect of District Relief Fund by the Chairman of the Committee viz. Deputy Commissioner.

8. AUDIT

The account of the funds both Chief Minister's Relief Fund and District Relief Fund will be audited by the Examiner, Local Fund Accounts, Himachal Pradesh.