



KERALA STATE ELECTRICITY BOARD LTD.

(Incorporated under the Indian Companies Act, 1956)

CIN : U40100KL2011SGC027424

Office of the Chief Engineer (Human Resources Management)

Vydyuthi Bhavanam, Pattom, Thiruvananthapuram, Kerala- 695 004)

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No.GB.II/ General/2022-23

Dated: 14.02.2023

To

**ALL ARU HEADS
KSEBL**

Sir,

Sub - Medical Advance sanctioned not settled within the time limit - reg

The interest free medical advance is being sanctioned on the condition that the particulars of utilization of advance with all bills should be submitted within the period of three months from the date of availing the treatment and the advance should be settled within six months from the date of drawal of the advance.

After the prescribed time limit, 18% interest per annum for the outstanding amount should be charged and the balance amount with interest should be recovered from the salary of the incumbent from the date of disbursement of advance.

Hence all ARU Heads are strictly directed to take immediate necessary and adequate steps to trace out and close all the pending Medical Advances sanctioned from this office and from field offices with immediate effect as per rules. Necessary entries shall be made in the Service Book of all incumbents concerned. Please treat the matter as **MOST URGENT**.

Sd/-

CHIEF ENGINEER (HRM)

Skp.