



GOVERNMENT OF WEST BENGAL  
URBAN DEVELOPMENT AND MUNICIPAL AFFAIRS DEPARTMENT  
STATE URBAN DEVELOPMENT AGENCY

"ILGUS BHAVAN", HC Block, Sector III, Bidhannagar, Kolkata – 700 106, West Bengal

☎ : 033-6636 6600, e-mail : wbsudadir@gmail.com

Memo No. : SUDA-12017(11)/3/2020/2264(41)

Date : 09.03.2026

MEMORANDUM

Funds are hereby released electronically in favour of Urban Local Bodies towards **Honorarium / Salaries** (all categories of Officer & staff) upto the month of **March, 2026** including arrear Honorarium / Salaries of newly joined Health Officer & HHWs and Urban ASHAs shifted from rural areas and remuneration for engagement of retired SIs (arrear if any) and **Ad-hoc Bonus** for the Muslim employees under **Community Based Primary Health Care Services (CBPHCS) and HHW Scheme** for the year 2025-26 as per order issued by the Finance Department vide no. 811-F(P2) dated 27.02.2026 except for Honorary Health Workers (HHWs) & First Tier Supervisors (FTSs). **HHWs & FTSs of Community Based Primary Health Care Services (CBPHCS) and HHW Scheme** are entitled to get Ad-hoc bonus of Rs. 6,800/- (Maximum) irrespective of their monthly average Honorarium of **Rs. 5,250/- & 6,500/- each (maximum) respectively**, as per details shown in the following page for implementation of **Community Based Primary Health Care Services (CBPHCS) and HHW Scheme**.

Statement of Expenditure (SOE) and Utilization Certificate (UC) of the fund received from SUDA to be uploaded within 05<sup>th</sup> of every month after utilization of fund at [www.sudawb.org](http://www.sudawb.org) → e-service positively.

Encl. : As stated.

  
09.03.2026  
Director, SUDA

## Scheme : CBPHCS &amp; HHW Scheme

Sl. No.	ULBs	Honorarium / Salaries	Ad-hoc Bonus for Muslim employees for the year 25-26	Total	Payee Treasury Code	Operator Code of Payee	Scheme ID of the Payee Operator
		(Upto the month of March, 2026 including arrear if any)					
1	Arambag	0	27800	27,800	HGC	14	22119
2	Ashokenagar Kalyangarh	0	13600	13,600	NPA	11	22093
3	Baduria	0	47600	47,600	NPE	4	22155
4	Bankura	88571	0	88,571	BAA	26	22192
5	Basirhat	0	68000	68,000	NPE	3	22155
6	Beldanga	0	48200	48,200	MUA	20	22184
7	Berhampur	0	13600	13,600	MUA	18	22184
8	Bishnupur	0	6800	6,800	BAB	10	22024
9	Bolpur	0	41400	41,400	BRB	2	22479
10	Chakdah	68643	0	68,643	NAC	15	22068
11	Chandrakona	0	6800	6,800	MIC	9	22339
12	Contai	0	6800	6,800	MIB	2	22387
13	Dhulian	0	123600	1,23,600	MUC	10	22245
14	Dinhata	0	6800	6,800	COC	5	22239
15	Dubrajpur	0	48800	48,800	BRA	24	22050
16	Gobardanga	0	6800	6,800	NPA	10	22093
17	Gushkara	0	13600	13,600	BUA	18	22362
18	Habra	0	6,800	6,800	NPA	9	22093
19	Haldibari	0	13600	13,600	COE	3	22224
20	Islampur	0	6800	6,800	UDA	7	22049
21	Jaynagar Mazilpur	0	6800	6,800	SPD	7	22181
22	Jangipur	0	60750	60,750	MUC	9	22245
23	Kandi	0	6800	6,800	MUD	11	22535
24	Katwa	0	21000	21,000	BUG	6	22003
25	Khirpai	0	6800	6,800	MIC	8	22339
26	Krishnagar	0	6800	6,800	NAA	13	22149
27	Memari	0	27800	27,800	BUA	19	22362
28	Mirik	75286	0	75,286	DAF	1	22454
29	Murshidabad	0	13600	13,600	MUE	7	22312
30	Nabadwip	88571	0	88,571	NAA	3	22149
31	Nalhathi	0	55000	55,000	BRC	11	22086
32	Old Malda	75286	0	75,286	MDB	3	22176
33	Panskura	0	41400	41,400	MIG	26	22069
34	Raghunathpur	0	6800	6,800	PUB	7	22112
35	Rampurhat	0	48200	48,200	BRC	10	22086
36	Ranaghat	0	13600	13,600	NAD	19	22099
37	Sainthia	0	6800	6,800	BRA	26	22050
38	Suri	0	6800	6,800	BRA	22	22050
39	Taki	0	20400	20,400	NPE	5	22155
40	Tamluk	0	20400	20,400	MIG	36	22039
41	Tarakeshwar	0	20400	20,400	HGD	7	22081

Memo No. : SUDA-12017(11)/3/2020/2264(41)/1(2)

Date : 09.03.2026

- CC: 1. The Mayor / Chairman, ..... Municipal Corporation / Municipality  
2. The Administrator, ..... Municipal Corporation / Municipality

*Thangam*  
09.03.2026

Director, SUDA

**Government of West Bengal**  
Finance (Audit) Department  
NABANNA  
325, Sarat Chatterjee Road, Howrah-711 102.

No.811-F(P2)

Dated : 27/02/2026

Subject : Grant of Ad-hoc Bonus to the State Government Employees and some other categories of Employees for the year 2025-2026.

**MEMORANDUM**

The undersigned is directed by order of the Governor to say that the Governor is pleased to decide that the State Government employees who are not covered by any of the productivity linked Bonus Scheme and whose revised emoluments did not exceed Rs.46,000/- per month as on 31<sup>st</sup> March, 2026 will be entitled to ad-hoc bonus for the accounting year 2025-2026 at the rate of **Rs.7,400/-** per head. The upper eligibility ceiling of Rs.46,000/- p.m. as on 31<sup>st</sup> March, 2026 will be applicable irrespective of whether the emoluments are drawn in the pre-revised or revised structure of pay or on fixed/consolidated contract pay.

2. The benefit will be admissible subject to the following terms and conditions:-

i) Ad-hoc Bonus admissible under this order will be worked out on the basis of emoluments as admissible on 31.03.2026. For the employees drawing pay and allowances in terms of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019, the term revised emoluments in this order will mean the pay drawn in the applicable Level in the Pay Matrix in the revised pay structure, dearness allowance and includes the non-practising allowance, if any, but will not include any other pay and other allowance such as house rent allowance, medical allowance, compensatory allowance, etc.

For those who are drawing pay and allowances in the un-revised pay structure under WBS (ROPA) Rules, 2009 the term 'emoluments' will mean and include basic pay (pay in the Pay Band plus Grade Pay), dearness allowance, deputation (duty) allowance, Steno allowance but will not include specialist pay and other allowances such as house rent allowance, medical allowance, compensatory allowance, etc. For those who are drawing remuneration on contract basis, the term 'revised emoluments' will mean the consolidated contract pay drawn by them.

ii) The employees whose revised emoluments on 31.03.2026 exceeded Rs.46,000/- p.m. but during the year 2025-2026 their emoluments at least for six months were less than Rs.46,000/- p.m. i.e., the said emoluments exceeded the eligibility ceiling of Rs.46,000/- p.m. on account of promotion, drawal of increment, implementation of C.A. Scheme, enhancement of dearness allowance and revision of pay, etc. after remaining less than Rs.46,000/- p.m. at least six months, will be entitled to ad-hoc bonus of **Rs.7,400/-** per head under this order.

iii) The employees who rendered at least six months continuous service during the year 2025-2026 will be eligible for payment of ad-hoc bonus under this order.

Pro-rata payment will be admissible in such cases to the eligible employees for periods of continuous service during the year ranging from six months to full year, the eligibility period being taken in terms of number of months of service (rounded off to the nearest number of months). A fraction of 15 days or more should be counted as one month.

iv) The amount of ad-hoc bonus on pro-rata payment as admissible under 2(iii) pre-page will have to be calculated according to the following formula:-

Emoluments as on x Eligibility period in number of months

31<sup>st</sup> March, 2026 12

= The amount of ad-hoc bonus, subject to maximum amount of **Rs.7,400/-** only.

v) The casual workers who have put in work at least for 120 days and the employees on consolidated pay in the year 2025-2026 will also be entitled to ad-hoc bonus under this order according to the following formula:-

Total amount of salary/wages earned during the year 2025-26

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= The amount of ad-hoc bonus, subject to maximum amount of **Rs.7,400/-** only.

The salary/wages in these cases should have the same meaning as 'revised emoluments' as defined in Para 2(i) pre-page.

3. The disbursement of Ad-hoc Bonus sanctioned hereinabove should be made in case of Muslim State Government Employees before the Festival Eid-UI-Fitr, 2026 and in case of other State Government employees (other than Muslim State Government employees) such disbursement should be made between 28/09/2026 to 01/10/2026.

In case of failure, the disbursement should be made as early as possible before the Festival of Id-UI-Fitre/Durga Puja.

4. The charge in respect of payment of ad-hoc bonus under this order will be debitable to the detailed head viz., "Ad-hoc Bonus" the opening of which was sanctioned under the 'Salary' head sub-ordinate to all Major, Minor and sub-heads in the Revenue Expenditure section of the State Budget in terms of Para 9 of this Department's Order No. 4611-F, dated 22.04.1988 and necessary fund for this purpose have been provided under the above detailed heads in the budget grant.

5. The Governor is further pleased to direct that the benefit of ad-hoc bonus sanctioned under this order will also be available to the different categories of employees who had been allowed the same in the last year in accordance with Finance Department's Memo. No. 1023-F(P<sub>2</sub>), dated 18/03/2025 by issue of Government Orders by various Departments in this connection. As done in the last year, orders for grant of ad-hoc bonus in respect of the employees of Statutory Bodies/Local Bodies/State aided Non-Government Educational Institutions and such other categories of employees of various establishments, who were allowed ad-hoc bonus/ex-gratia at par with the State Government employees or at the rate not more than the rate as approved by the Government in the last year, should be issued by the Departments concerned without referring the file to Finance Department, Group 'P<sub>2</sub>'.

6. Clarifications issued in previous years in respect of various points raised in connection with admissibility and drawal of ad-hoc bonus would continue to apply.

Sd/- P.K.Mishra

Additional Chief Secretary  
to the Government of West Bengal

No.811-/1(300)-F(P2)

Dated : 27/02/2026

Copy forwarded for information and necessary action to:

- 1) The Principal Accountant General(A&E), West Bengal, Treasury Buildings, Kolkata – 700 001.
- 2) The Director of Treasuries & Accounts, West Bengal, Kolkata – 700 001.
- 3) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I/II/III.
- 4) The Registrar & DDO, Finance Department, Accounts Branch, Nabanna, Howrah.
- 5) The District Magistrate/District Judge/Superintendent. of Police..... (All)
- 6) The Sub-Divisional Officer.....(All)
- 7) The Treasury Officer.....Treasury (All)
- 8) The.....Department/Directorate (All)
- 9) The Commissioner.....(All)
- 10) The Principal Industrial Training Institute.....
- 11) The Superintending Engineer/Executive Engineer.....(All)
- 12) Shri Sumit Mitra, Network Administrator, Finance Department for uploading this Memorandum in the Finance Department Website

  
Special Secretary  
to the Government of West Bengal