



सा०/No. : 5-1(49)/2008-PD

दिनांक/Dated: 12.01.2023

प्रेषक / From : संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To : सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान
The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

महोदया/Madam / महोदय/Sir,

मुझे भारत सरकार, कार्मिक, लोक शिकायत और पेंशन मंत्रालय, पेंशन और पेंशनभोगी कल्याण विभाग द्वारा जारी किए गए निम्नलिखित कार्यालय ज्ञापनों को आपकी जानकारी, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने का निदेश हुआ है:

I am directed to forward herewith the following Office Memoranda issued by the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Pension and Pensioners' Welfare for your information, guidance and compliance:

क्रम संख्या/ Sr.No.	कार्यालय ज्ञापन संख्या./ Office Memorandum No.	विषय/ Subject
1	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/1 दिनांक 25.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/1 dated 25.10.2022	Clarification regarding Dearness Relief payable on Original Basic Pension.
2	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/2 दिनांक 25.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/2 dated 25.10.2022	Clarification regarding commutation value for Government servant whose date of birth is the first of a month and who retires on the afternoon of the last day of the preceding month.
3	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/3 दिनांक 25.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/3 dated 25.10.2022	Clarification regarding pension to be taken for commutation after retirement.
4.	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/4 दिनांक 25.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/4 dated 25.10.2022	Deduction of commuted pension from the pension revised in implementation of recommendations of Pay Commission etc.
5.	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/5 दिनांक 25.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/5 dated 25.10.2022	Clarification regarding whether deductions towards commutation are required to be made from family pension for the remaining period in cases where the pensioner dies before the restoration of commuted pension.

6.	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/6 दिनांक 31.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/6 dated 31.10.2022	Commutation of pension on more than one occasion-Clarification regarding.
7.	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/7 दिनांक 31.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/7 dated 31.10.2022	Interest on delayed payment of commuted value of pension-Clarification regarding.
8.	कार्यालय ज्ञापन संख्या. 42/15/2022-P&PW(D)/8 दिनांक 31.10.2022 Office Memorandum No. 42/15/2022-P&PW(D)/8 dated 31.10.2022	Admissibility of Dearness Relief on additional pension/additional compassionate allowance and additional family pension-Clarification regarding.
9.	कार्यालय ज्ञापन संख्या. 11(15)/2022-P&PW(H)-8363 (1) दिनांक 28.10.2022 Office Memorandum No. 11(15)/2022-P&PW(H)-8363 (1) dated 28.10.2022	Timelines for completion of various activities in the process of authorisation of pension and gratuity on retirement on superannuation of a Government servant.
10.	कार्यालय ज्ञापन संख्या. 11(15)/2022-P&PW(H)-8363 (2) दिनांक 28.10.2022 Office Memorandum No. 11(15)/2022-P&PW(H)-8363 (2) dated 28.10.2022	Processing of cases for authorisation of pension/family pension in respect of (i) a Government servant who is not in a position to submit the pension forms on account of any bodily or mental infirmity, and (ii) a Government servant who dies after retirement without having submitted the pension forms.

भवदीय/Yours faithfully,

अवर सचिव (नीति प्रभाग)/ Under Secretary (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) सी.एस.आई.आर. वेबसाइट/ CSIR Website
- 2) कार्यालय प्रति/Office copy.

No. 42/15/2022-P&PW(D)/1
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 25th Oct, 2022

OFFICE MEMORANDUM

Sub:- Clarification regarding Dearness Relief payable on Original Basic Pension -reg

In accordance with Rule 52 of CCS (Pension) Rules, 2021, Dearness Relief on Pension and Family Pension against price rise is granted to Pensioners including the persons drawing compassionate allowance under Rule 41 and Family Pensioners at such rates and subject to such conditions as the Central Government may specify from time to time.

2. References/Representations have been received in this Department seeking clarification whether the Dearness Relief is payable on original basic pension or on pension as reduced after commutation. It is clarified that dearness relief is payable on the original basic pension before commutation or such basic pension before commutation as revised on implementation of recommendations of Pay Commission etc. and not on the pension as reduced after deduction of commuted pension.


(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India (as per standard distribution list).
2. C&AG of India, UPSC, etc. as per standard endorsement list.

No. 42/15/2022-P&PW(D)/2
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 25th Oct, 2022

OFFICE MEMORANDUM

Subject:- Clarification regarding commutation value for Government servant whose date of birth is the first of a month and who retires on the afternoon of the last day of the preceding month-reg

In accordance with proviso to Fundamental Rule [FR-56(a)], a Government servant whose date of birth is the first of a month shall retire from service on the afternoon of the last day of the preceding month.

2. References/Representations have been received in this Department seeking clarification as to which commutation value is to be taken in cases where a Government servant whose date of birth is first of a month and who retires from service on the afternoon of the last day of the preceding month.

3. In such cases, pension becomes due from the day following the date of retirement. Further, as per Rule 6(1)(i-a) of CCS(Commutation of Pension) Rules, the commutation of pension shall become absolute on the day following the date of retirement. Therefore, the retiring Government servant will be eligible for commutation of pension on the day following the date of his retirement and the commutation value expressed as number of year's purchase will be age on next birthday.

4. Accordingly, in the case of such Government servants who retire on attaining the age of 60 years, the age next birthday will be 61 years, including in cases where the date of birth is first of a month and the Government servant retires on the afternoon of the last day of the preceding month. Therefore, the commutation value of 61 years (i.e age on next birthday) will be applicable in this case.



(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India (as per standard distribution list).
2. C&AG of India, UPSC, etc. as per standard endorsement list.

No.42/15/2022-P&PW(D)/3
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 25th Oct, 2022

OFFICE MEMORANDUM

Subject:- Clarification regarding pension to be taken for commutation after retirement-reg

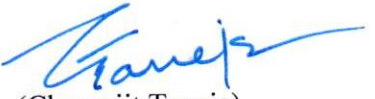
In accordance with Rule 5 of CCS (Commutation of Pension) Rules, 1981, a Government servant can commute for a lump-sum payment of an amount not exceeding 40 per cent of his pension.

2. Doubts have been raised as to which pension i.e pension authorized at the time of retirement or the pension revised subsequently and payable at the time of application for commutation shall be allowed to be commuted.

3. As per Rule 10 of CCS (Commutation of Pension) Rules, 1981, an applicant who has commuted a percentage of his final pension and after commutation his pension has been revised and enhanced retrospectively as a result of Government's decision, the applicant shall be paid the difference between the commuted value determined with reference to enhanced pension and the commuted value already authorized. For the payment of difference, the applicant shall not be required to apply afresh.

4. This Department's OM No. 42/14/2016-P&PW (G) dated 24.10.2016 provides that those pensioners who retired from 01.01.2016 till 04.08.2016 i.e the date of issue of orders for revised pay/pension based on the recommendations of the 7th CPC may be given an option, in relaxation of Rule 10 of CCS (Commutation of Pension), Rules, 1981, not to commute the pension which has become additionally commutable on revision of pay/pension on implementation of recommendations of the 7th CPC. The cases where the additional pension after 7th CPC has already been commuted will not be re-opened.

5. In cases where the pension was authorized on retirement before 01.01.2016 and the pensioner applied for commutation on or after 01.01.2016, the pension which was originally sanctioned at the time of retirement only shall be allowed to be commuted.


(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India (as per standard distribution list).
2. C&AG of India, UPSC, etc. as per standard endorsement list.

No. 42/15/2022-P&PW(D)/4
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 25th Oct, 2022

OFFICE MEMORANDUM

Sub:- Deduction of commuted pension from the pension revised in implementation of recommendations of Pay Commission etc.

In accordance with Rule 5 of CCS (Commutation of Pension) Rules, 1981 a Government servant can commute for a lump-sum payment of an amount not exceeding 40 per cent of his pension.

2. The amount of pension so commuted is deducted from subsequent monthly pensions. References have been received in this Department as to what amount shall be deducted from pension in cases where the pension is subsequently revised on implementation of recommendations of Pay Commission, etc.

3. It is clarified that in such cases, the portion/amount of pension which was originally commuted shall only be deducted from the revised pension.



(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India (as per standard distribution list).
2. C&AG of India, UPSC, etc. as per standard endorsement list.

No. 42/15/2022-P&PW(D)/5
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 25th Oct, 2022

OFFICE MEMORANDUM

Sub:- Clarification regarding whether deductions towards commutation are required to be made from family pension for the remaining period in cases where the pensioner dies before the restoration of commuted pension-reg

In accordance with Rule 5 of CCS (Commutation of Pension) Rules, 1981, a Government servant can commute for a lump-sum payment of an amount not exceeding 40 per cent of his pension. Further, in accordance with Rule 10-A of CCS (Commutation of Pension) Rules, 1981 the commuted amount of the pension shall be restored on completion of fifteen years from the date of reduction of pension on account of commutation becomes operative in accordance with Rule 6.

2. References/representations have been received in this Department seeking clarification whether deduction towards commutation are required to be made from family pension for the remaining period in cases where the pensioner dies before the restoration of commuted pension.

3. It is clarified that in such cases monthly commuted amount of pension is not required to be deducted from family pension and family pension shall be paid in full without any deduction in this regard.



(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India (as per standard distribution list).
2. C&AG of India, UPSC, etc. as per standard endorsement list.

No. 42/15/2022-P&PW(D)/6
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 31st Oct, 2022

OFFICE MEMORANDUM

Sub:- Commutation of pension on more than one occasion – Clarification regarding

In accordance with Rule 5 of CCS (Commutation of Pension) Rules, 1981, a Government servant can commute for a lump-sum payment of an amount not exceeding 40 per cent of his basic pension.

2. References/representations have been received in this Department seeking clarification whether it is permissible for a person, who has commuted a percentage of his basic pension which is less than 40% of his basic pension, to commute a percentage of basic pension on a second or subsequent occasion within the overall maximum limit of 40%.

3. As per Rule 10 of CCS (Commutation of Pension) Rules, 1981, an applicant who has commuted a percentage of his final pension and after commutation his pension has been revised and enhanced retrospectively as a result of Government's decision, the applicant shall be paid the difference between the commuted value determined with reference to enhanced pension and the commuted value already authorized. For the payment of difference, the applicant shall not be required to apply afresh. This Department's OM No. 42/14/2016-P&PW (G) dated 24.10.2016 provides that those pensioners who retired from 01.01.2016 till 04.08.2016, i.e. the date of issue of orders for revised pay/pension based on the recommendations of the 7th CPC, may be given an option, in relaxation of Rule 10 of CCS (Commutation of Pension), Rules, 1981, not to commute the pension which has become additionally commutable on revision of pay/pension on implementation of recommendations of the 7th CPC.

4. There is, however, no provision in the Central Civil Services (Commutation of Pension) Rules, 1981 for commutation of a percentage of basic pension on a second or subsequent occasion within the overall maximum limit of 40%, if the pensioner had originally commuted a percentage of his basic pension which was less than 40% of his basic pension.

5. The above clarification may be brought to the notice of the personnel dealing with the pensionary benefits in the Ministry/Department and attached/subordinate offices thereunder, for strict implementation.



(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India.
2. C&AG of India, UPSC, etc.

No. 42/15/2022-P&PW(D)/7
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 31st Oct, 2022

OFFICE MEMORANDUM

Sub:- Interest on delayed payment of commuted value of pension-Clarification regarding

In accordance with Rule 5 of CCS (Commutation of Pension) Rules, 1981, a Government servant can commute for a lump-sum payment of an amount not exceeding 40 per cent of his pension. In cases where a Government servant has applied for commutation of pension before superannuation, the commuted value of pension is to be paid at the time of retirement. In other cases, the commuted value of pension should be paid as soon as possible after it has become absolute

2. References are received in this Department seeking clarification whether any interest is required to be paid to the retired Government servant in cases where there is a delay in payment of commuted value of pension after it has become absolute.

3. It is clarified that in accordance with Rule 6 of the CCS (Commutation of Pension) Rules, 1981, in cases where the commuted value of pension is paid after retirement, the reduction of the amount of commuted pension from the monthly pension becomes operative from the date on which the Commuted value of pension is paid. As per Rule 10A of CCS(Commutation of Pension) Rules, the commuted amount of the pension is restored on completion of fifteen years from the date the reduction of pension on account of commutation becomes operative in accordance with Rule 6. Since the pensioner continues to receive full pension till the date of payment of commuted value of pension, the question of payment of any interest on delayed payment of commutation of pension does not arise.

4. The above clarification may be brought to the notice of the personnel dealing with the pensionary benefits in the Ministry/Department and attached/subordinate offices thereunder, for strict implementation. The above provisions of the rules may also be suitably incorporated in the replies to be filed in the court cases on this issue.


(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India
2. C&AG of India, UPSC, etc.

No. 42/15/2022-P&PW(D)/8
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Date:- 31st Oct, 2022

OFFICE MEMORANDUM

Sub:- Admissibility of Dearness Relief on additional pension/additional compassionate allowance and additional family pension -Clarification regarding

In accordance with Rule 52 of CCS (Pension) Rules, 2021, Dearness Relief on Pension and Family Pension against price rise is granted to Pensioners including the persons drawing compassionate allowance under Rule 41 and Family Pensioners at such rates and subject to such conditions as the Central Government may specify from time to time.

2. References/Representations have been received in this Department seeking clarification whether the Dearness Relief is also payable on additional pension/additional compassionate allowance and additional family pension.

3. It is clarified that the terms pension/compassionate allowance and family pension refer to in Rule 52 of the CCS (Pension) Rules, 2021 also include additional pension/additional compassionate allowance and additional family pension.

4. Reference is also invited to this Department's OM No. 38/37/08-P&PW(A).pt.I dated 03.10.2008 wherein it was clarified that Dearness Relief will also be admissible to additional quantum of pension available to the old pensioners in accordance with the orders issued from time to time.

5. The above clarification may be brought to the notice of the personnel dealing with the pensionary benefits for strict implementation.



(Charanjit Taneja)
Under Secretary

1. All Ministries/Departments of the Government of India
2. C&AG of India, UPSC, etc.
3. CPPCs of all authorized Pension Disbursing Banks.

OFFICE MEMORANDUM

Sub: Timelines for completion of various activities in the process of authorisation of pension and gratuity on retirement on superannuation of a Government servant.

The undersigned is directed to say that Department of Pension & Pensioners Welfare has notified the Central Civil Services (Pension) Rules, 2021 in supersession of the Central Civil Service (Pension) Rules, 1972. Chapter X of the Central Civil Service (Pension) Rules, 2021 deals with the procedure for determination and authorisation of the amounts of pension and gratuity on retirement of a Government servant.

2. The process of authorisation of pension and gratuity involves various activities to be performed by different offices/authorities. Timelines have been prescribed in the Central Civil Service (Pension) Rules, 2021 for completion of each of these activities. The details of the offices/authorities involved, the action to be taken by each of these offices/authorities and the timeline for completing these actions are summarised below:

A. Preparation of list of Government servants due for retirement- As per Rule 54, every Head of Department (HOD) is required to have a list prepared by 15th day of every month, of all Government servants who are due to retire within the next fifteen months of that date.

B. Intimation to the Directorate of Estates regarding issue of "No Demand Certificate"- As per Rule 55, complete details regarding the Government accommodation are required to be obtained from the Government servant at least one year before retirement and send these details, within 10 days to the Directorate of Estates for issuing a 'No demand certificate' in respect of the period preceding eight months of the retirement of the Government servant. If the Government servant is/was not in occupation of any residential accommodation, HOO shall issue the 'No Demand Certificate' on the basis of a declaration from the Government servant in this regard and after verification of the records and no separate 'No Demand Certificate' from the Directorate of Estates shall be necessary in such cases.

C. Preparation for processing of pension case- Elaborate procedure has been laid down in Rules 56 and 57 for preparatory work for processing of pension case on superannuation during the period of one year before retirement. This includes verification of service, making good the omissions, imperfections or deficiencies in the service book. In order to ensure that the emoluments during the last ten months of service have been correctly shown in the service book, the Head of Office shall verify the correctness of emoluments only for the period of twenty-four months preceding the date of retirement of a Government servant, and not for any period prior to that date.

At least, eight months prior to the date of retirement of the Government servant, the HOO shall furnish to the retiring Government servant a certificate regarding the length of qualifying service and the emoluments/average emoluments to be reckoned for retirement gratuity and pension and advise the retiring Government servant to submit/fill the required pension Forms .

The Government servant shall submit the completed Forms not later than six months prior to his date of retirement.

D. Completion of pension case.-Detailed procedure for completion of pension papers (i.e. Form 7) by the HOO has been laid down in Rule 59 and 60. The HOO is required to send the pension case to the Pay & Accounts Office with a covering letter in Format 10, within two months from the date of receipt of pension forms from the Government servant.

E. Authorisation of pension and gratuity by the Accounts Officer- On receipt of pension case the Accounts Officer shall apply the requisite checks and issue the pension payment order not later than two months in advance of the date of the retirement of a Government servant on attaining the age of superannuation. The Accounts Officer shall indicate in the PPO, the name of the spouse of the Government servant, if alive, as family pensioner. The names of the permanently disabled child or children and dependent parents and disabled siblings Accounts Officer shall also be indicated in the PPO, the as family pensioners, if there is no other member of family to whom family pension may become payable before such disabled child or children or dependent parents or disabled siblings.

F. Issue of Special Seal of Authority and disbursement of pension- The Accounts Officer shall forward a copy of the Pension Payment Order to the Central Pension Accounting Office, within two months from the date of receipt of pension papers from the HOO. The CPAO shall issue the Special Seal of Authority and forward the same to the Pension Disbursing Authority along with the copy of the Pension Payment Order within twenty one days from the date of receipt of the Pension Payment Order. The Pension Disbursing Authority shall thereafter take action to disburse the pension to the retired Government servant on the date on which it becomes due.

3. All Ministries/Departments are requested that the above provisions regarding timelines for processing of a pension under the Central Civil Services (Pension) Rules, 2021 may be brought to the notice of the personnel dealing with the pensionary benefits in the Ministry/Department and attached/subordinate offices thereunder, for strict implementation.



(अशोक कुमार सिंह)
अवर सचिव, भारत सरकार
फोन: 23310108

To

All Ministries/Departments/Organisations (As per standard list).-

OFFICE MEMORANDUM

Sub: Processing of cases for authorisation of pension/family pension in respect of (i) a Government servant who is not in a position to submit the pension forms on account of any bodily or mental infirmity, and (ii) a Government servant who dies after retirement without having submitted the pension forms.

The undersigned is directed to say that Department of Pension & Pensioners Welfare has notified the Central Civil Services (Pension) Rules, 2021 in supersession of the Central Civil Service (Pension) Rules, 1972.

2. In accordance with Rule 57(3)(a) and Rule 58 of the Central Civil Services (Pension) Rules, 2021, where the Head of Office is satisfied that a Government servant, who retires on superannuation or otherwise, is not in a position to submit the pension forms on account of any bodily or mental infirmity, he may allow the spouse of the Government servant or, in the absence of the spouse, the member of the family eligible to receive family pension on death of Government servant, to submit Form 4 and Form 6. If there is no member of the family eligible to receive family pension on death of Government servant, a member of the family in whose favour a nomination was made by the Government servant for payment of gratuity, may be allowed to submit the said Forms. In cases where the forms are submitted by the spouse or any other member of the family, the Government servant shall not be entitled to the benefit of commutation of a percentage of pension until he himself subsequently applies for such commutation in accordance with the Central Civil Services (Commutation of Pension) Rules, 1981.

3. In accordance with Rule 59(2) read with Rule 80(5) of the Central Civil Services (Pension) Rules, 2021, the case for authorisation of pension, gratuity and family pension in respect of a Government servant, who has died after retirement without submission of pension forms, is required to be processed in the following manner:

(1) The Head of Office shall allow the spouse of the deceased Government servant or, in the absence of the spouse, any other member of the family eligible to receive family pension on death of Government servant to submit the claim in Form 10 along with Form 4 and an undertaking to the Bank in Format 9. If there is no member of the family eligible to receive family pension on death of Government servant, a member of the family in whose favour a nomination was made by the Government servant for payment of gratuity, shall be allowed to submit Form 6 in place of Form 10 and the said member of the family shall indicate, the details of his or her Bank Account in Form 6.

(2) The Head of Office shall fill up Form 7 for payment of pension and retirement gratuity in respect of the deceased retired Government servant and he shall also make an indication in Form 7 to the effect that the case pertains to a retired Government

servant, who did not submit Form 6 and other documents before his death and if a claim for family pension has been submitted in Form 10, the Head of Office shall also issue a sanction in Format 13 for authorisation of family pension to the eligible member of the family.

(3) The Head of Office shall send Form 4, Form 7, Form 10 or Form 6, as the case may be, Format 9 and Format 13 (if applicable) with a forwarding letter in Format 10 to the Accounts Officer for authorisation of pension, retirement gratuity and family pension, if applicable.

(4) The Accounts Officer shall authorise the pension, retirement gratuity and family pension (if applicable) in Part-II of the Pension Payment Order and he shall also authorise the Head of Office to make payment of arrears of pension for the period from the date following the date of retirement up to the date of death to the member of the family who is authorised to receive family pension. If there is no member of the family eligible to receive family pension, the arrears of pension shall be paid to the member of the family who has been authorised to receive retirement gratuity.

(5) If a family pension has been authorised to a member of the family, the Accounts Officer shall forward a copy of the Pension Payment Order along with the undertaking to the Bank in Format 9 to the Central Pension Accounting Office, for issuing a Special Seal of Authority and for disbursement of family pension.

4. All Ministries/Departments are requested that the above provisions regarding processing of cases for authorisation of pension/family pension in respect of (i) a Government servant who is not in a position to submit the pension forms on account of any bodily or mental infirmity, and (ii) a Government servant who dies after retirement without having submitted the pension forms, may be brought to the notice of the personnel dealing with the pensionary benefits in the Ministry/Department and attached/subordinate offices thereunder, for strict implementation.



(अशोक कुमार सिंह)
अवर सचिव, भारत सरकार
फोन: 23310108

To

All Ministries/Departments/Organisations (As per standard list).-