



सत्यमेव जयते

**GOVERNMENT OF INDIA**

**COMPENDIUM  
ON  
PENSION RELATED ORDERS  
2020**

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No.12/4/2020-P&PW(C)-6300

**Government of India**  
**Ministry of Personnel, Public Grievances & Pension**  
**Department of Pension & Pensioners' Welfare**

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8<sup>th</sup> Floor, Janpath Bhawan, Janpath,  
New Delhi-01,  
Dated: 17 January, 2020

**CIRCULAR**

**Subject: Obtaining of Life Certificate by Banks from the doorstep of the pensioners**

The undersigned is directed to say that instructions have been issued from time to time for submission of Life Certificate by the pensioners during the month of November every year. Attention is also drawn to the following circulars meant to facilitate submission of Life Certificate by Pensioners and ensure Ease of Living for them:

- i. CPAO/Tech/Grievances/2010-11/531 dated 30.06.2011 issued by Central Pension Accounting Office, New Delhi, which provides for exemption from personal appearance by Pensioners submitting Life Certificate, if the prescribed form in Annexure-XVII of Para 15.2(i) of Scheme Booklet, is signed by certain specified authorities.
- ii. CPAO/Tech/Life Certificate/2014-15/31-32 dated 30.01.2015 issued by Central Pension Accounting Office, New Delhi, which highlights the Digital Life Certificate mode of submission as part of Prime Minister's "Digital India" scheme.
- iii. RBI/2014-15/587 dated 07.05.2015 issued by the Reserve Bank of India, prescribing mandatory issue of acknowledgement to Pensioners on submission of Life Certificates and promoting the use of digital life certificates among Pensioners which would eliminate the need for their physical presence at branches.
- iv. RBI/2017-18/89 dated 09.11.2017, issued by Reserve Bank of India, directing Banks for enabling Ease of submitting Life Certificate whereby a Pensioner can submit Life Certificate in any branch of the pension paying Bank and the same is uploaded promptly in CBS by the receiving branch itself. It also directs all Banks to ensure Door-step submission of Life Certificate facility along with Banking to all senior citizens of more than 70 years of age and differently abled or infirm persons including pick up of cash and delivery of cash against withdrawal.
- v. OM No. 1/20/2016-P&PW(E) dated 14.11.2017 issued by Department of Pension & Pensioners' Welfare, which re-iterates RBI's concern w.r.t. old/infirm pensioners for whom Banks should make concrete efforts to provide the facility of obtaining LC from their premises/residence and exempt personal appearance.
- vi. OM No. 1/20/2018-P&PW (E) dated 18.07.2019, issued by Department of Pension & Pensioners' Welfare, which prescribes that pensioners aged 80 years and above may be allowed to give their Life Certificate w.e.f. 1<sup>st</sup> October every year, which would be valid till 30<sup>th</sup> November of the subsequent year, in order to provide Senior pensioners with an exclusive window at Banks for the activity and avoid the general rush.

(2) In spite of detailed instructions, as brought out above, it has been observed that a large number of pensioners (around 8-10 percent) are unable to submit their life certificate by the stipulated date, i.e. 30<sup>th</sup> November every year on account of various reasons. The pension disbursing authorities/banks are constrained to discontinue disbursement of their monthly pension in such cases due to non-submission of the life certificate. Such pensioners face a lot of difficulty in re-commencement of their pension.

(3) In order to promote Ease of Living for Pensioners and minimize the cases of non-submission of Life Certificate by the pensioners and ensure uninterrupted disbursement of pension to them, in addition to the instructions contained in Para 1 above, the following instructions are hereby issued for strict compliance: -

- i. All Pension disbursing banks shall send SMS/E-mail to the pensioners on 24<sup>th</sup> October, 1<sup>st</sup> November, 15<sup>th</sup> November and 25<sup>th</sup> November, every year reminding them to submit their Annual Life Certificate by the stipulated date, i.e. 30<sup>th</sup> November.
- ii. All Pension disbursing banks shall make an exception list as on 1<sup>st</sup> December every year of those pensioners who fail to submit their Life Certificate by 30<sup>th</sup> November and send SMS/E-mail to the pensioners included in the aforesaid exception list advising them to submit the Life Certificate at the earliest to avoid discontinuation of their pension. The Bank shall also ask such pensioners through SMS/E-mail as to whether they are interested in submission of Life Certificate through doorstep visit by the bank. Wherever a call centre /App based facility is available, Banks should also encourage taking request for doorstep visits through such modes. The banks shall not charge any Pensioner more than Rs. 60/- for such a doorstep visit. In line with the Reserve Bank of India circular RBI/2014-15/587 dated 07.05.2015, all banks shall encourage promoting Life Certificate through Digital means.
- iii. As regards pensioners who have failed to submit their Life certificate for the year 2019, the banks will prepare an exception list of such pensioners immediately and follow the steps mentioned in sub-para 3(ii) above.
- iv. The CPPCs of Pension Disbursing Banks (in case of more than 1 CPPC in any Bank then one nominated official on behalf of the bank as a whole) shall report to the Department of Pension & Pensioners' Welfare in the months of January, February and March, respectively, the total number of Central Govt Pensioners who have given the Life Certificate, the number of Pensioners who have not given their Life Certificate, along with a break-up of the certificates submitted physically and through digital means on the following email address: [rajesh.kr73@nic.in](mailto:rajesh.kr73@nic.in)

(4) CPPCs/Branches of your bank may be advised to strictly comply with the above instructions. The banks are also requested to give wide publicity by putting up these instructions in their websites and also on the notice boards of the branches of the bank etc.

This is issued with approval of competent authority.  
Hindi version will follow.

(Rajesh Kumar)  
Under Secretary to the Government of India  
Tel No. 23310108

To,  
CMDs of all Pension Disbursing Banks

Copy for information to: (1) Central Pension Accounts Officer, CPAO-Trikoot-II, Bhikaji Cama Place, New Delhi (2) Department of Financial Services, Jeevan Deep Building, Sansad Marg, New Delhi

**No. 7/5/2012-P&PW(F)/B**  
**Ministry of Personnel, Public Grievances and Pensions**  
**Department of Pension and Pensioners' Welfare**

Lok Nayak Bhavan, Khan Market,  
New Delhi-110003  
Dated: 12 February, 2020.

**OFFICE MEMORANDUM.**

**Subject: Counting of service on joining new service in State Government / Central Government / autonomous body for the benefit of gratuity in respect of Central Govt. Employees covered under National Pension System (NPS).**

The undersigned is directed to say that vide this Department's O.M. No. 38/41/06-P&PW(A) dated 05.05.2009, in the event of death / disability during service, the benefits of Invalid / Disability pension, Family pension and retirement / death gratuity were provisionally extended to NPS employees at par with the employees appointed before 01.01.2004. Subsequently, the benefit of retirement gratuity and death gratuity has been extended to all Central Government employees covered under National Pension System (NPS) vide this Department's OM No. 7/5/2012-P&PW(F)/B dated 26.08.2016 on the same terms and conditions, as are applicable to employees covered by CCS (Pension) Rules, 1972.

2. References have been received in the Department seeking clarification with regard to the benefit of retirement gratuity on mobility from one organization to another organization. This matter has been considered in consultation with Department of Expenditure. It has been decided that the grant of retirement gratuity and counting of service for gratuity on mobility of an NPS Government employee may be regulated in the following manner:

(i) On mobility from a Central Government service to another Central Government service, the service rendered in the previous Department in the Central Government shall be counted for the purpose of grant of gratuity. There shall be no sharing of gratuity liability between the two Departments of Central Government.

(ii) On mobility from a Central Government service to a State Government service having National Pension System with provision for Retirement / Death Gratuity for its employees similar to those in Central Government, the service rendered in the Central Government shall be counted for the purpose of grant of gratuity. Same provisions shall apply on mobility of NPS employees of the State Government to Central Government Department. There shall be no sharing of gratuity liability between the Central and State Governments.

(iii) On mobility from Central Government service to a Central or State Autonomous Body service having National Pension System with provision of retirement / death gratuity for its employees similar to that in the Central Government, the service rendered in the Central Government would be counted for grant of gratuity. The Government will discharge its gratuity liability by paying the amount of retirement gratuity for the service rendered in the Government to the Central or State Autonomous body. This procedure shall be followed mutatis mutandis in respect of NPS employees going over from one autonomous body to another autonomous body or from an



autonomous body to Central Government / Department / organisation both having National Pension System with provision of retirement / death gratuity for its employees similar to that in the Central Government.

(iv) On mobility from Central Government service to a Central or State Autonomous Body or to a State Government where the provision for grant of gratuity similar to that in Central Government does not exist or to a Public Sector Undertaking, the NPS Government employees shall be granted retirement gratuity for the service rendered in the Central Government subject to the condition that the total gratuity admissible in respect of the service rendered under the Government of India and that under the later organization, shall not exceed the amount that would have been admissible, had Government servant continued in Government service and retired on the same pay which he/ she drew on retirement from the later Organization.

The above provisions would be applicable to Government employees covered under NPS who resign to take up with proper permission, another appointment in the Central / State Government or Central / State Autonomous body or a PSU.

3. This issues with the concurrence of Ministry of Finance, Department of Expenditure vide their U.O. Note No. 1(4)/EV/2006-II Dated 30.10.2019.

4. In their application to the employees of Indian Audit and Accounts Department, these orders issued after consultation with the Comptroller and Auditor General of India, as mandated under Article 148(5) of the Constitution.

5. All the Ministries / Departments are requested to bring the above instruction to the notice of all offices / field formation working under their administrative control.

(Ruchir Mittal)  
Deputy Secretary to the Government of India

To

All Ministries / Departments of the Government of India.

**No. 57/04/2019-P&PW (B)**  
**Government of India**  
**Department of Pension and PW**

Lok Nayak Bhawan, Khan Market  
New Delhi-110003  
Dated: 17 February, 2020

**OFFICE MEMORANDUM**

**Subject: Coverage under Central Civil Services (Pension) Rules, 1972, in place of National Pension System, of those Central Government employees whose selection for appointment was finalized before 01.01.2004 but who joined Government service on or after 01.01.2004.**

The undersigned is directed to say that consequent on introduction of National Pension System (NPS) vide Ministry of Finance (Department of Economic Affairs) Notification No. 5/7/2003-ECB & PR dated 22.12.2003, all Government servants appointed on or after 01.01.2004 to the posts in the Central Government service (except armed forces) are mandatorily covered under the said scheme. The Central Civil Services (Pension) Rules, 1972 and other connected rules were also amended vide Notification dated 30.12.2003 and, after the said amendment, those rules are not applicable to the Government servants appointed to Government service after 31.12.2003.

2. Representations have been received in this Department from the Government servants appointed on or after 1.1.2004 requesting for the benefit of the pension scheme under Central Civil Services (Pension) Rules, 1972 on the ground that their appointment was delayed on account of administrative reasons or lapses. Similar references have been received from Ministries/Departments seeking advice of this Department on the question whether the Government servants who were appointed on or after 1.1.2004 could also be extended the benefit of pension scheme under CCS (Pension) Rules, if their appointment was delayed beyond 31.12.2003 on account of administrative reasons and the delay in appointment was beyond the control of the said Government servants.

3. From the representations of the Government employees and the references received from Ministries/Departments, it has been observed that in many of the cases referred to this Department, selection process (including written examination, interview and declaration of result) for recruitment had been completed before 01.01.2004 but the employee joined the Government service on or after 01.01.2004. A few illustrations where the selection was finalized before 01.01.2004 but actual joining took place on or after 01.01.2004 are as under:

(i) The result for recruitment was declared before 01.01.2004 but the offer of appointment and actual joining of the Government servant was delayed on account of police verification, medical examination etc.;

(ii) Some of the candidates selected through a common selection process were issued offers of appointments and were also appointed before 01.01.2004 whereas the offers of appointment to other selected candidates were issued on or after 1.1.2004 due to administrative reasons/constraints including pending Court/CAT cases.

(iii) Candidates selected before 01.01.2004 through a common competitive examination were allocated to different Departments/organization. While recruitment process was completed by some Department(s) / organizations on or before 31.12.2003 in respect of one or more candidates, the offers of appointment to the candidates allocated to the other Departments / organization were issued on or after 01.01.2004.

(iv) Offers of appointment to selected candidates were made before 01.01.2004 with a direction to join on or after 01.01.2004.

(v) Offers of appointment were issued to selected candidates before 01.01.2004, and many/most candidates joined service before 01.01.2004. However, some candidate(s) were allowed extension of joining time and they joined service on or after 01.01.2004. However, their seniority was either unaffected or was depressed in the same batch or to a subsequent batch, the result for which subsequent batch was declared before 01.01.2004.

(vi) The result for recruitment was declared before 01.01.2004 but one or more candidates were declared disqualified on the grounds of medical fitness or verification of character and antecedents, caste or income certificates. Subsequently, on review, they were found fit for appointment and were issued offers of appointment on or after 01.01.2004.

In all the above illustrative cases, since the result for recruitment was declared before 01.01.2004, denial of the benefit of pension under CCS (Pension) Rules, 1972 to the affected Government servants is not considered justified.

4. The matter has been examined in consultation with the Department of Personnel & Training, Department of Expenditure and Department of Legal Affairs in the light of the various representations/references and decisions of the Courts in this regard. It has been decided that in all cases where the results for recruitment were declared before 01.01.2004 against vacancies occurring on or before 31.12.2003, the candidates declared successful for recruitment shall be eligible for coverage under the CCS (Pension) Rules, 1972. Accordingly, such Government servants who were declared successful for recruitment in the results declared on or before 31.12.2003 against vacancies occurring before 01.01.2004 and are covered under the National Pension System on joining service on or after 01.01.2004, may be given

A **One-time option** to be covered under the CCS (Pension) Rules, 1972. This option may be exercised by the concerned Government servants **latest by 31.05.2020**.

5. Those Government servants who are eligible to exercise option in accordance with para-4 above, but who do not exercise this option by the stipulated date, shall continue to be covered by the National Pension System.

6. The option once exercised shall be final.

7. It is clarified, that the above option would be available to only those Government servants who were declared successful for recruitment before 01.01.2004, against vacancies pertaining to the period prior to that date. This option shall, however, not be available to the Government servants appointed on or after 01.01.2004 if they fall in any of the following categories:

(i) Government servants whose names were included in a panel of selected candidates before 01.01.2004 for recruitment against vacancies occurring on or after 01.01.2004 and were, accordingly, recruited on or after 01.01.2004.

(ii) A Government servant whose name was included in a panel of selected candidates prepared before 01.01.2004 for vacancies arising before and after 01.01.2004 but was actually appointed after 31.12.2003 against a vacancy arising on or after 01.01.2004.

(iii) Government servants who were selected against vacancies pertaining to the period prior to 01.01.2004 on the basis of an advertisement/notification issued before 01.01.2004 or a written examination/interview held before 01.01.2004 but results for recruitment were declared on or after 01.01.2004.

(iv) Government servants who joined on or after 01.01.2004 after they were granted extension of joining time on their own request and, in accordance with the instructions issued by the Department of Personnel & Training, their seniority was depressed on account of such extension of joining time to a batch for which the result for recruitment was declared on or after 01.01.2004.

8. The matter regarding coverage under the CCS (Pension) Rules, 1972 based on the option exercised by the Government servant shall be placed before the appointing authority for consideration in accordance with these instructions. In case the Government servant fulfils the conditions for coverage under the CCS (Pension) Rules, 1972, in accordance with these instructions, necessary order in this regard shall be issued latest by **30<sup>th</sup> September, 2020**. The NPS account of such Government servants shall, consequently, be closed w.e.f. **01<sup>st</sup> November, 2020**.

9. The Government servants who exercise option to switch over to the pension scheme under CCS (Pension) Rules, 1972, shall be required to subscribe to the General Provident Fund (GPF). Regarding account of the corpus in the NPS account of the Government servant, Controller General of Accounts (CGA) has furnished the following clarification vide letter No. 1(7)(2)/2010/cla./TA III/390 dated 14.11.2019:

- i. **Adjustment of Employees' contribution in Accounts:** Amount may be credited to individual's GPF account and the account may be recasted permitting up-to-date interest (Authority-FR-16 & Rule 11 of GPF Rules).
- ii. **Adjustment of Government contribution under NPS in Accounts:** To be accounted for as (-) Dr. to object head 70 - Deduct Recoveries under Major Head 2071 - Pension and other Retirement benefit - Minor Head 911- Deduct Recoveries of overpayment (GAR 35 and para 3.10 of List of Major and Minor Heads of Accounts).
- iii. **Adjustment of increased value of subscription on account of appreciation of investments** – May be accounted for by crediting the amount to Govt. account under M.H. 0071- Contribution towards Pension and Other Retirements Benefits 800- Other Receipts ( Note under the above Head in LMMHA).

10. **All Ministries/Departments are requested to give wide publicity to these orders.** The cases of those Government servants who fulfil the conditions mentioned in this O.M. and who exercise option to switch over to the pension scheme under CCS (Pension) Rules may be settled by the administrative Ministries/Departments in accordance with these orders.

11. These orders issue with the concurrence of Ministry of Finance, Department of Expenditure, vide their I.D. Note No. 1(7) EV/2019 dated 08.01.2020.

12. In their application to the employees of Indian Audit and Accounts Department, these orders are issued after consultation with Comptroller and Auditor General of India, as mandated under Article 148(5) of the Constitution.

13. Hindi version will follow.

(Ruchir Mittal)  
Deputy Secretary to the Government of India

To,

1. All Central Govt. Ministries / Departments.
2. Department of Expenditure, Ministry of Finance, North Block, New Delhi.
3. C&AG, Bahadur Shah Zafar Marg, New Delhi.
4. Ministry of Railways, Railway Board, for information, New Delhi.
5. Department of Personnel and Training, North Block, New Delhi.
6. Department of Financial Services, Jeevan Deep Building, Parliament Street, New Delhi.

**No.12/5/2020-P&PW(C)-6363**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pension**  
**Department of Pension & Pensioners' Welfare**

8<sup>th</sup> Floor, Janpath Bhawan, Janpath,  
New Delhi-01  
Dated: 20 February, 2020

**CIRCULAR**

**Subject: Consolidated instructions on Life Certificate and commencement of family pension if pensioner / family pensioner is living abroad**

This Department has been receiving grievances of pensioners residing abroad mentioning the difficulties and inconvenience faced by them with respect to submission of life certificate as well as commencement/continuation of family pension. Instructions have already been issued time to time on the above subject in order to ensure Ease of Living for them. The circulars have been consolidated and are as under:-

- i. In the case of a pensioner residing abroad, the following methods are available for submission of life certificate -**
  - a. If he/she is drawing pension through any bank included in the Second Schedule to the Reserve Bank of India Act, 1934, the life certificate may be signed by an officer of the Bank.
  - b. An authorized official of the Embassy of India/High Commission of India/Indian Consulates may issue the life certificate.
  - c. In case the pensioner is unable to visit the Embassy/Consulate, he/she may submit requisite documents by post to the Embassy/Consulate, including Doctor's Certificate showing the pensioner's inability to present himself/herself in person. Embassy of India may also assist pensioners/family pensioners in submission of Life Certificate.
  - d. A Pensioner, not resident in India, in respect of whom a duly authorized agent produces a Life Certificate, signed by a magistrate or a notary or an officer of an Indian authorized Bank or Diplomatic Representative of India, is exempted from special appearance.
  - e. There have been complaints that life certificate submitted over the counter of pension paying branches are misplaced causing delay in payment of monthly pension. In order to alleviate the hardship faced by pensioner agency banks are instructed to mandatorily issue duly signed acknowledgements. They were also advised to consider entering the receipt of life certificate in CBS and issue a system generated acknowledgements which would serve the twin purpose of acknowledgement as well as real time updation of records.

***(RBI/2018-19/1DGBA.GBD.No.-1/31.02.007/2018-19, dated 2<sup>nd</sup> July, 2018)***

- ii. For commencement of family pension, after demise of a pensioner residing abroad following procedure will be followed –**
  - a. In case the pensioner and spouse are holding a joint account, the requirement of Form 14 has been dispensed off. The spouse may inform the pension disbursing Bank of the death of the pensioner and request the bank for commencement of family pension, through a simple letter. He/she may enclose a copy of death certificate of the pensioner, PPO, proof of his/her own age/date of birth and an undertaking for recovery of excess payment. In

other cases, i.e., where the pension is not being credited to the joint bank account of the pensioner and his/her spouse, Form 14 will be continued to be obtained by the banks. However, the condition of attestation of Form 14 has been done away with and witnessing by two persons has been considered as sufficient.

***(G.I. D/o of Pension & Pensioners' Welfare's .OM No.1/27/2011-P&PW(E)  
dated, 20<sup>th</sup> September, 2013)***

- b. In case of family pensioners who are unable to come to India for personal identification, they may be allowed pension/family pension on the basis of a certificate to be issued by an authorized official of the Embassy of India/High Commission of India/Indian Consulate in the country where the pensioner is residing. This certificate is to be issued on verification of Pensioner/Family Pensioner on the basis of the photograph available in the PPO or on the basis of the photograph available on the Passport.

***(CGA's Authority No.-F.No.1(7)/CPAO Scheme Book/2005/TA/585 dated 22.09.2006)***

2. CPPCs/Branches of all the Pension disbursing banks may be advised to strictly comply with the above instructions.

This issue with the approval of competent authority.

(Rajesh Kumar)  
Under Secretary to the Government of India  
Tel. No.23310108

To,

1. Chairman, Railway Board
2. Secretary, CPV and Overseas Indian Affairs
3. Secretary Department of Financial Services
4. Secretary, Ex-Servicemen Welfare
5. Secretary Posts
6. Secretary Telecom
7. Controller General of Accounts, Department of Expenditure
8. MDs of all the Pension Disbursing Banks
9. Head of CPPCs of All Pension Disbursing Banks.
10. Coordination Division, Ministry of External Affairs, Room No 29 A, South Block, New Delhi-01.
11. Central Pension Accounts Officer, CPAO, Trikot-II, Bhikaji Cama Place, New Delhi.
12. NIC:- for posting on the website of the Department.

**No. 1/6/2020-P&PW (E)**  
**Government of India**  
**Ministry of Personnel, P.G. & Pensions**  
**Department of Pension & Pensioners' Welfare**

Lok Nayak Bhawan, Khan Market,  
New Delhi-110003  
Dated: 3 March, 2020

**OFFICE MEMORANDUM**

**Subject: Co-authorization of permanently disabled child/children in PPO for Family Pension – reg**

It has come to the notice of this Department that pensioners are facing difficulties in co-authorizing their disabled child or sibling in the Pension Payment Orders (PPOs), due to the insistence of sanctioning authorities for supply of information such as passport size photographs of the guardian, copy of passbook/particulars indicating Bank account details of the guardian, etc. The undersigned is directed to say that several guidelines have already been issued in the matter to avoid any hardship to pensioners while processing their case of co-authorization in favour of permanently disabled child/children. On the basis of OMs already issued, the process of co-authorization is being reiterated as under-

1. Permanently disabled child/children or sibling can be co-authorized in the PPO issued to the retiring Government servant if there is no other eligible prior claimant for family pension other than the spouse. (*OM No. 1/27/2011-P&PW (E) dated 1<sup>st</sup> July, 2013*).
2. The Pension Disbursing Authority shall authorize payment of family pension to a permanently disabled child or dependent parent or disabled sibling whose name has been included in the Pension Payment Order after receipt of claim on death or ineligibility of family pensioner. Bank will also facilitate in opening account if there is no account in the name of co-authorized individual. (*As per proviso under Sub-rule 2(vi) of Rule 81 of CCS (Pension) Rule, 1972*).
3. In the case of a mentally disabled child/children or sibling, the family pension shall be payable to a person nominated by the Government servant or the pensioner. (*As per proviso under Sub-rule 6 of Rule 54 of CCS (Pension) Rule, 1972*).
4. In case no such nomination has been furnished to the Head of Office by such Government servant or pensioner during his lifetime, it will be payable to the person nominated by the spouse of such Government servant or family pensioners later on. (*As per proviso under Sub-rule 6 of Rule 54 of CCS (Pension) Rule, 1972*).
5. Certificate of guardianship issued by the local level committees under Section 14 of the National Trust Act, 1999 (the Act is issued on the authority of the law passed by the Parliament), may be accepted for nomination / appointment of guardian for grant of family pension in respect of persons suffering from the above disabilities included in the Act. (*As per proviso under Sub-rule 6 of Rule 54 of CCS (Pension) Rule, 1972*).



6. The authorization shall be made in the PPO or by issuing a revised authority if a child/children or sibling is authorized for Family pension after issue of the PPO. (OM No. 1/27/2011-P&PW(E) dated 1<sup>st</sup> July, 2013). In view of above, it is clarified that Pensioners may not be persuaded to furnish information such as name of guardian, photo of guardian and their Bank account details. Only details of disabled child or sibling along with disability certificate will suffice, for processing the case of such a dependent for co-authorization in the PPO for family pension.

(Sanjoy Shankar)  
Under Secretary to the Government of India  
Ph. 24644632

All Ministries/Departments of the Government of India

1. O/o CGA, 7<sup>th</sup> Floor, Lok Nayak Bhawan, New Delhi. (Apart from the usual action, it is also requested to make necessary amendments in the format of the PPO to accommodate authorization of the permanently disabled children/siblings and dependent parents.)
2. CPAO, Trikoot-II, Bhikaji Kama Place, New Delhi-66 (It is requested to make necessary amendments in the Scheme Booklet to facilitate implementation of the above decisions).
3. NIC for uploading the OM

**No.12/4/2020-P&PW(C)-6300**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pension**  
**Department of Pension & Pensioners' Welfare**

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8<sup>th</sup> Floor, Janpath Bhavan, Janpath,  
New Delhi-110003  
Dated: 15 May, 2020

**OFFICE MEMORANDUM**

**Subject : Consolidated instructions for Pension Disbursing Authorities to ensure smooth payment of pension/family pension to pensioners/family pensioners.**

On an analysis of the grievances received in this Department, it has been observed that updated and consolidated instructions will help improve the processing of Pensioner's requests by banks and others. Hence, an attempt has been made herein, to consolidate relevant instructions issued by Department of Pension & Pensioners' Welfare from time to time with regard to disbursement of pension and family pension. These Banks are adopting different procedures, while releasing pension/ family pension or seeking declarations/certificates from pensioners / family pensioners at different periodicity. Therefore, the following consolidated guidelines are being issued with an objective to create awareness among CPPCs/ bank branches on updated rules and instructions in this regard:-

**(i) Requirement of pensioners to be present in person before paying bank branch for credit of first pension** : The pensioner is no longer required to visit bank in person for credit of his first pension. The undertaking with regard to recovery of overpayment from pensioner is forwarded to concerned bank CPPC through CPAO along with the PPO. Bank will not insist for the presence of pensioner in order to activate their pension account. **(DoPPW's OM No. 1/27/2011-P&PW dated 7<sup>th</sup> may 2014)**

**(ii) Requirement of family pensioner to submit form 14** : On death of a pensioner, the spouse is not required to submit form 14, if he/she was having a joint account with the pensioner and authorization for payment of family pension exists in the Pension Payment Order (PPO) in his/her favour. In such cases, spouse will be required to provide only a copy of the death certificate to the pension paying branch in order to commence his/her family pension. Pension disbursing bank will identify the family pensioners based on the information furnished in PPO and its own Know Your Customer procedure without insisting him/her to physically present himself/herself in the paying bank. **(DoPPW's OM No. 1/27/2011-P&PW dated 20th September 2013 )**

**(iii) Insisting spouse to open separate bank account for getting family pension** -:Banks will not insist for opening a new account when the spouse was having a joint account with the pensioner and authorization for payment of family pension exists in the Pension Payment Order (PPO) in his/her favour. **(RBI Circular- Disbursement of Government Pension by Agency Banks dated September 9, 2019)**

**(iv) Submission of declaration for taking up commercial employment after retirement**: This declaration is required from pensioners who have retired from Group 'A' services/posts. This declaration is required only in the first year after retirement of a Group A officer. Therefore, this declaration may not be sought from the pensioner after expiry of one year from the

date of retirement. If a pensioner declares that he has taken up commercial employment within one year from the date of retirement without obtaining permission of Government, Pension disbursing bank will seek the orders of the Government through the CPAO before making further pension payments. However, if a pensioner declares that he has taken up commercial employment within one year after retirement with the permission of the Government, Pension disbursing bank will continue to pay his /her pension. (**Rule 10 of CCS Pension Rule**).

(v) **Submission of re-employment certificate**: A pensioner is required to furnish a re-employment declaration once in a year i.e. in the month of November every year. If a pensioner declares that he is re-employed under the Central or State Government, or a Corporation/Company/Body/Bank under them, the element of dearness relief during the period of re-employment may not be credited by the bank during the period of such re-employment. However, if a pensioner declares about his re-employment and also states that in accordance with the relevant rules/instructions, entire amount of his/her pension has been ignored while fixing his/her pay in the re-employment post, he will continue to be eligible to draw dearness relief along with pension. If a pensioner fails to submit requisite declaration in the month of November, the element of dearness relief on his monthly pension may not be credited by the bank and he may be paid pension excluding the dearness relief. Employment/re-employment of spouse does not affect his/her family pension. Therefore, Dearness Relief will continue to be paid with family pension to the spouse who is employed/re-employed in the aforesaid organizations. (**Rule 55 of CCS (Pension) Rules, 1972**).

(vi) **Submission of non-earning certificate** : A family pensioner, other than spouse, has to submit a declaration of non-earning his/her livelihood every year in the month of November. As per rule 54(6) of CCS (Pension) Rules, 1972, family pension is allowed to a son, daughter, disabled sibling or parents of a deceased pensioner or a deceased Government servant until he/she starts earning his/her livelihood. This declaration is, however, not required from the spouse for continuing his/her family pension. (**Rule 54(6) of CCS Pension Rules**).

(vii) **Submission of declaration of marriage** : A family pensioner, other than spouse, has to submit a declaration of non-marriage/non re-marriage every six months. The family pension is discontinued if she/he gets married/re-married. If the spouse is a recipient of family pension, no certificate of remarriage is required to be furnished by him/her. At the time of commencement of family pension, an undertaking will be obtained from him/her to the effect that in the event of his/her re-marriage, he/she will report the fact to the pension disbursing bank promptly. However childless widow of deceased Government servant and disabled child of a pensioner/Government servant will continue to get family pension even if they get married/re-married. (**Rule 54(6) of CCS (PENSION) RULES, 1972**)

(viii) **Submission of life certificate**: Life certificate has to be submitted by every pensioner/family pensioners in the month of November every year. Pension Disbursing bank will also accept Aadhar enabled Digital Life Certificate "Jeevan Pramaan". Old aged pensioners who are 80 years and above can submit life certificate in the month of October also. (**D/o Pension & Pensioners Welfare's OM No. 1/20/2018 P&PW (E) Dated 18.07.2019**)

(ix) **Submission of disability certificate** : If family pension has been sanctioned to a disabled child **and the disability is temporary**, the guardian of such disabled child shall produce disability certificate once in every 5 years to the effect that he/she continues to suffer from such disorder /disability in order to continue family pension. No fresh certificate of disability would be required in the case of a child with permanent disability. A disabled child will also be required to self-certify every year that he/she has not started earning his/her livelihood (**Rule 54(6) of CCS Pension Rule,1972**)

**(x) Restoration of commuted portion of pension:** Restoration of commuted portion of pension after 15 years is to be made automatically by bank. Pensioner will not be asked to make application for restoration of commuted portion of pension. Incases where the date of commutation is not readily available in the PPO, the bank will obtain the information from the Accounts Officer who issued the PPO through Central Pension Accounting Office before restoring the commuted portion of pension. The amount of commuted pension will not be deducted from family pension. {[Rule 10 of CCS \(Commutation of Pension\) Rules,1981](#) }

**(xi) Paying additional amount of pension on attaining the age of 80 years and above:** The additional quantum of pension/family pension will be paid on attaining the age 80 years and above. Additional pension is paid from the first day of the month in which a pensioner/family pensioner completes the age of 80 years and above. For example, if a pensioner /family pensioner completes the age of 80 years in the month of August, 2020, he will be paid additional pension/family pension from 1st day of the month of August, 2020. Bank will not insist for any request /application from pensioners /family pensioners in order to pay additional pension to them. The quantum of additional pension/family pension to the old pensioners/family pensioners is as follows:-

<b>Age of Pensioner</b>	<b>Additional quantum of pension</b>
From 80 years to less than 85 years	20% of basic pension
From 85 years to less than 90 years	30% of basic pension
From 90 years to less than 95 years	40% of basic pension
From 95 years to less than 100 years	50% of basic pension
100 years or more	100% of basic pension

**(D/o Pension & Pensioners Welfare's OM No. dated 38/37/08 P&PW(A) dated 2<sup>nd</sup>September & 3<sup>rd</sup>October 2008)**

**(xii) Obtaining of Life Certificate from the doorstep of the pensioners:-** The Department has issued directions to all the Pension Disbursing Banks to send SMSs/Emails to all their pensioners on 24<sup>th</sup> October, 1<sup>st</sup> November, 15<sup>th</sup> November and 25<sup>th</sup> November every year reminding them to submit their Annual Life Certificates by 30<sup>th</sup> November. The Department directed all Pension Disbursing Banks to make an exception list as on 1<sup>st</sup> December every year of those pensioners who fail to submit their Life Certificate and issue another SMS/Email to them for submitting the Life Certificate. The bank in addition will also ask such pensioners through SMS/Email as to whether they are interested in submission of Life Certificate through a chargeable door-step service, on a nominal charge not exceeding Rs. 60/-. ([D/o Pension & Pensioners Welfare's Circular No. 12/4/2020-P&PW\(C\)-6300, dated 17.01.2020](#)).

2. All banks are advised to comply with the above instructions and to give wide publicity by putting up these instructions on their websites and also on the notice boards of the branches of the bank etc.

3. This issues with the approval of the competent authority.

(Rajesh Kumar)

Under Secretary to the Government of India

Tel No. 23310108

To

CMDs of all Pension Disbursing Banks

**Copy to:**

1. Central Pension Accounts Officer, Chief Controller of Pension, Ministry of Finance, Department of Expenditure, Trikot-II, Bhikaji Cama Place, New Delhi
2. Secretary, Department of Financial Services, Jeevan Deep Building, Sansad Marg, New Delhi
3. Secretary, Ministry of Defence, South Block, New Delhi
4. Chaiman, Railway Board, Ministry of Railways, Rail Bhawan, New Delhi
5. Secretary, Department of Posts, Dak Bhawan, Patel Chowk, New Delhi
6. NIC: for posting on website of this Department

**No. 28/30/2004-P&PW (B)**  
**Government of India**  
**Ministry of Personnel, Public Grievances and Pension**  
**Department of Pension and Pensioners' Welfare**

Lok Nayak Bhavan, Khan Market  
New Delhi-110003  
Dated: 11 June, 2020

**OFFICE MEMORANDUM**

**Subject: Mobility of personnel amongst Central /State & Autonomous Bodies while working under Pensionable establishments – regarding.**

The undersigned is directed to say that the New Pension Scheme (now called as National Pension System) was introduced vide Department of Economic Affairs' notification No.5/7/2003-ECB.PR dated 22.12.2003. It was provided that NPS would be mandatory for all new recruits to the Central Government service from 1<sup>st</sup> of January 2004 except the Armed Forces.

2. In this Department's O.M. of even number dated 26.7.2005, it was provided that all employees who joined Central Government service or in the service of an autonomous body set up by the Central Government before 1.1.2004 and who were governed by old pension scheme under the Central Civil Service (Pension) Rules, 1972 will continue to be governed by the same pension scheme / rules and will count their past service if they take up new appointment in another Ministry / Department of the Central Government or a Central Autonomous Body covered by the CCS (Pension) Rules on or after 1.1.2004, subject to their satisfying the conditions laid down in Para 4 of DP&AR's O.M. No.28/10/1984-PU dated 29.8.1984.

3. Subsequently, vide this Department's O.M. of even number dated 28.10.2009, the benefit of counting of past service under the CCS(Pension) Rules, 1972 was extended to those employees who were initially appointed before 1.1.2004 in (i) Central Government Departments covered under Railway Pension Rules or other similar non-contributing pensionable establishments of Central Government covered by old Pension Scheme /rules other than CCS(Pension) Rules, 1972 OR, (ii) State Government covered under old pension scheme similar to CCS(Pension) Rules, OR (iii) Central / State Autonomous Body covered by the old pension scheme and who resigned to join a Central Government Department / Office or a Central Autonomous Body having pensionable establishment.

4. Representations have been received in this Department from employees who joined under NPS in Central Government / Central Autonomous Bodies after 1.1.2004 but before 28.10.2009, after technical resignation from a pensionable establishment of a Central Government Department, State Government or Central / State Autonomous Body and who were denied the benefit of counting of past service in the old pension scheme in the Central Government.

5. The matter has been examined in consultation with Department of Personnel and Training and Department of Expenditure. It has been decided that those employees who joined Central Government / Central Autonomous body under NPS during 1.1.2004 to 28.10.2009 after submitting technical resignation from Central Govt. / Central Autonomous Body or a State Government / State Autonomous Body and who fulfill the conditions for counting of past service in terms of this Department's O.M. dated 28.10.2009, may be given an option for induction in old pension scheme and to get their past service rendered in the Central / State Government or Central / State Autonomous Body counted for the purpose of pensionary benefits on their final retirement from the Central Government / Central Autonomous Body, subject to fulfillment of all

other conditions of counting of such past service in terms of DPAR's O.M. dated 29.8.1984 read with this Department's O.M. dated 7.2.1986 as amended from time to time.

6. Such option may be exercised within 3 months of issue of this O.M. Such employees who are appointed under NPS during 1.1.2004 to 28.10.2009 and are eligible to exercise option in terms of para 5 above but do not exercise the option within the stipulated period will continue to be covered by the provisions of National Pension System. Those employees who joined during 1.1.2004 to 28.10.2009 and have already been given the benefit of CCS (Pension) Rules in terms of O.M. dated 28.10.2009, will continue to be governed by those rules.

7. Those employees who exercise option for counting of past service in accordance with the above provisions may be allowed to avail the benefit under CCS (Pension) Rules, 1972. The capitalized value of pension and gratuity for the past service in the Central / State Autonomous Body will be deposited by that Body to the Central Government / Central Autonomous Body in accordance with the instructions contained in the O.M. No. 28/10/84-Pension Unit dated 29.8.1984. In case the employee concerned has received the pensionary benefits from the Central Government Departments, State Government, Central / State Autonomous Body, etc., he would be required to deposit the amount of such pensionary benefits (along with interest to be calculated in accordance with this Department's O.M. No. 38/34/2001-P&PW(F) dated 29-07-2002) with the Central Government Department /Central Autonomous Body in which he has joined, to enable counting of past service. The employee's share in the accumulated wealth of National Pension System with interest / returns accrued thereon under the NPS, would be deposited in the GPF account of the employee. The employer's share along with interest / returns accrued thereon under the NPS would be deposited in the account of Central Government / Central Autonomous Body in accordance with modalities provided in para 9 of this OM.

8. In some cases, due to non-availability of benefit of counting of past services under the old pension system during 01.01.2004 to 28.10.2009, the employees of State Government/ State Autonomous bodies etc. may have been compelled to take voluntary retirement before joining pensionable Central Government Department/ Central Autonomous bodies after 01.01.2004 but before 28.10.2009. It has been decided that 'voluntary retirement' of such employees may be treated as 'technical resignation' and the benefit of provisions of para 5 to para 7 above may also be extended to them subject to fulfillment of all other conditions for counting of service.

8.1 The forwarding the application through proper channel for the post they had joined after getting voluntary retirement is a pre-requisite for considering it as technical resignation.

8.2 The provisions of this O.M. is mandatory in all such cases.

9. The modalities of accounting of the NPS accumulation would be as under:

S. No.	Issues	Adjustment process
1	Adjustment of employee's contribution to NPS	Amount may be credited to the individual's GPF account and the account may be recasted permitting up to date interest. (FR 16 & Rule 11 of GPF Rules)
2	Adjustment of Government contribution to NPS	To be accounted for as (-) Debit to Object Head "70-Deduct Recoveries" under Major Head " 2071- Pensio and other Retirement Benefits" and Minor Head " 911 – Deduct Recoveries of overpayments" (GAR 35 and Para 3.10 of LMMH and Para 5.1.3 (iii) of Civil Accounts Manual refers)
3	Adjustment of increased value of subscription in NPS on account of appreciation of investment	May be accounted for by crediting the amount to Government Account under Major Head "0071- Contribution & Recoveries towards Pension & other Retirement Benefits" and Minor Head "800-Other-Receipts" (Note under above Major Head in LMMH)

10. All Ministries / Departments are requested to bring the contents of these orders to the notice of Controller of Accounts/Pay and Accounts Officers and Attached, Subordinate Offices and Autonomous bodies under them.

11. This issues in consultation with of Ministry of Finance, Deptt. Of Expenditure vide ID Note No. 25(6)/EV/2017 Dated 06.01.2020 and in consultation with Controller General of Accounts vide their I.D. Note No. 1(7)(2)/2010/c/a/TA/860 dated 18.08.2017.

12. In their application to the employees of Indian Audit and Accounts Department, these orders are issued after consultation with Comptroller and Auditor General of India, as mandated under Article 148(5) of the Constitution.

13. Hindi version will follow.

(Ruchir Mittal)

Deputy Secretary to the Government of India

To,

1. All Central Government Ministries / Departments.
2. Chief Secretaries of all State Governments/UTs.
3. Accountant Generals in the States and UTs.
4. Department of Expenditure, Ministry of Finance, North Block, New Delhi.
5. C&AG, Bahadur Shah Zafar Marg, New Delhi.
6. Ministry of Railways, Railway Board, New Delhi.
7. Department of Financial Services, Jeevan Deep Building, Parliament Street, New Delhi.
8. CGA, Department of Expenditure, INA, New Delhi.
9. AD(OL) for Hindi version.
10. NIC for posting on the website of this Department.



**F.No .38/37/2016-P&PW (A)**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**Department of Pension & Pensioners' Welfare**

8<sup>th</sup> Floor, Lok Nayak Bhawan Khan Market  
New Delhi-110003  
Dated: 18 June, 2020

**OFFICE MEMORANDUM**

**Subject: Revision of pension of pre-2016 pensioners / family pensioners in implementation of Government's decision on the recommendations of the 7th Central Pay Commission-Concordance Table Corrigendum regarding.**

The undersigned is directed to refer to this Department's OM of even number dated 06.07.2017 on the subject mentioned above and to say that there is some error in the entries relating to the pre-revised pay of Rs.21820/- (6<sup>th</sup> CPC Grade Pay : Rs.5400/-, 7<sup>th</sup> CPC Level-9) in Table 29 enclosed therewith.

2. It is requested that the existing Table 29 may be substituted by the enclosed Table 29. The revised entries have been shown in bold letters.

(R. C Sethi)  
Under Secretary to the Government of India

To,

1. All Ministries/Department of Government of India (as per standard mailing list).
2. Controller General of Accounts, New Delhi
3. Comptroller & Auditor General of India, New Delhi
4. Central Pension Accounting Office, New Delhi.

**Table No. 29**

Scale of pay/Pay in the pay Band & Grade Pay at the time of retirement

From 01.01.1986 to 31.12.1995	2200-75-2800-100-4000
From 01.01.1996 to 31.12.2005	8000-275-13500
From 01.01.2006 to 31.12.2015	9300-34800 GP 5400
Corresponding level w.e.f. 1.1.2016	Level-9 (53100-167800)

Basic Pay From 01.01.1986 to 31.12.1995	Basic Pay From 01.01.1996 to 31.12.2005	Basic Pay From 01.01.2006 to 31.12.2015	Pay range for pensioners retired during 1.1.2006 to 31.12.2015		Notional Pay as on 01.01.2016	Revised Pension /Enhanced Family pension (if applicable) w.e.f. 1.1.2016	Revised Family pension w.e.f. 1.1.2016
			Minimum	Maximum			
2200	8000	20280		20660	53100	26550	15930
2275	8000	20280		20660	53100	26550	15930
2350	8000	20280		20660	53100	26550	15930
2425	8275	20800	20670	21280	54700	27350	16410
2500	8275	20800	20670	21280	54700	27350	16410
2575	8275	20800	20670	21280	54700	27350	16410
2650	8550	21310	21290	21900	56300	28150	16890
2725	8550	21310	21290	21900	56300	28150	16890
2800	8550	21310	21290	21900	56300	28150	16890
<b>2900</b>	<b>8825</b>	<b>21820</b>	<b>21910</b>	<b>22560</b>	<b>56300</b>	<b>28150</b>	<b>16890</b>
3000	9100	22330	21910	22560	58000	29000	17400
3100	9375	22840	22570	23220	59700	29850	17910
3200	9650	23350	23230	23920	61500	30750	18450
	9925	23870	23930	24630	63300	31650	18990
3300	10200	24380	23930	24630	63300	31650	18990
3400	10475	24890	24640	25360	65200	32600	19560
3500	10750	25400	25370	26140	67200	33600	20160
3600	10750	25400	25370	26140	67200	33600	20160
3700	11025	25910	25370	26140	67200	33600	20160
3800	11025	25910	25370	26140	67200	33600	20160
3900	11300	26420	26150	26920	69200	34600	20760
4000	11300	26420	26150	26920	69200	34600	20760
4100	11575	26930	26930	27740	71300	35650	21390
4200	11850	27450	26930	27740	71300	35650	21390
4300	11850	27450	26930	27740	71300	35650	21390

	12125	27960	27750	28560	73400	36700	22020
	12400	28470	27750	28560	73400	36700	22020
	12675	28980	28570	29410	75600	37800	22680
	12950	29490	29420	30310	77900	38950	23370
	13225	30000	29420	30310	77900	38950	23370
	13500	30510	30320	31200	80200	40100	24060
	13775	31030	30320	31200	80200	40100	24060
	14050	31540	31210	32140	82600	41300	24780
	14325	32050	31210	32140	82600	41300	24780
			32150	33110	85100	42550	25530
			33120	34120	87700	43850	26310
			34130	35130	90300	45150	27090
			35140	36180	93000	46500	27900
			36190	37270	95800	47900	28740
			37280	38400	98700	49350	29610
			38410	39570	101700	50850	30510
			39580	40770	104800	52400	31440
			40780	41980	107900	53950	32370
			41990	43220	111100	55550	33330
			43230	44510	114400	57200	34320
			44520	45830	117800	58900	35340
			45840	47190	121300	60650	36390
			47200	48590	124900	62450	37470
			48600	50030	128600	64300	38580
			50040	51550	132500	66250	39750
			51560	53110	136500	68250	40950
			53120	54700	140600	70300	42180
			54710	56340	144800	72400	43440
			56350	58010	149100	74550	44730
			58020	59760	153600	76800	46080
			59770	61550	158200	79100	47460
			61560	63380	162900	81450	48870
			63390	65290	167800	83900	50340

**No. 38/37/16-P&PW (A)**  
**Government of India**  
**Ministry of Personnel Public Grievances and Pensions**  
**Department of Pension and Pensioners Welfare**

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Lok Nayak Bhawan, Khan Market,  
New Delhi – 110003,  
Dated: 22 June,2020

**OFFICE MEMORANDUM**

**Subject: Regulation of pension and other retirement benefits of Government servants who were on Extraordinary leave/unauthorized absence/suspension as on 1.1.2016 and retired/died thereafter without joining duty.**

The undersigned is directed to say that in accordance with Rule 33 of the CCS (Pension) Rules, for calculation of pension, the expression 'emoluments' means basic pay as defined in Rule 9(21) (a) (i) of the Fundamental Rules which a Government servant was receiving immediately before his retirement or on the date of his death. In accordance with Note 3 under this rule, if a Government servant immediately before his retirement or death while in service had been absent from duty on extraordinary leave or had been under suspension, the period whereof does not count as service, the emoluments which he drew immediately before proceeding on such leave or being placed under suspension shall be the emoluments for the purpose of this rule.

2. Doubts have been raised in regard to the manner in which the pension and other retirement benefits of Government servants, who were on extraordinary leave/unauthorized absence/suspension as on 1.1.2016 and retired/died thereafter without joining duty, would be regulated. The matter has been examined in consultation with the Ministry of Finance (Department of Expenditure) and the following clarifications are issued:

Category of Government servant	Manner in which pension and other pensionary benefits are to be regulated
Government servant, who was on extraordinary leave/unauthorized absence the period whereof does not count as qualifying service – as on 1.1.2016 and retired/died thereafter without joining duty	<p>In accordance with Rule 33 of CCS (Pension) Rules, 1972, the basic pay which he drew immediately before proceedings on such leave shall be the emoluments for the purpose of pension. The pension/family pension thus calculated will be revised in the accordance with the instructions contained in the Department's O.M. No. 38/37/16-P&amp;PW (A) dated 12.05.2017 read with O.M. No. 38/37/16-P&amp;PW(A)(ii) dated 04.08.2016 and will be paid to the pensioner/family pensioner from the date it becomes due.</p> <p>For the purpose of gratuity, the emoluments shall also include Dearness Allowance (as per 6<sup>th</sup> CPC) admissible on the date of retirement/death of the Government servant.</p> <p>The Pension/family pension/commutation of pension and gratuity will be regulated in accordance with the rules/instructions applicable</p>

	before 1.1.2016
Government servant, who was on extraordinary leave – the period whereof counts as qualifying service – as on 1.1.2016 and retired/died thereafter without joining duty.	<p>The pay of such a Government servant will be notionally revised w.e.f. 1.1.2016 and this notionally revised basic pay will be reckoned as emoluments for the purpose of pension.</p> <p>For the purpose of gratuity, the emoluments shall also include Dearness Allowance (as per 7<sup>th</sup> CPC) admissible on the date of retirement/death of the Government Servant.</p> <p>His pension/family pension, commutation of pension and gratuity will be regulated in accordance with the instructions contained in this Department's O.M. No. 38/37/16-P&amp;PW (A) dated 12.05.2017 read with O.M. No 38/37/16-P&amp;PW(A)(i) dated 04.08.2016 and will be paid to the pensioner/family pensioner from the date it becomes due.</p>
Government servant, who was under suspension as on 1.1.2016 and retired thereafter without joining duty.	Such a Government servant, on retirement, is entitled to only provisional pension. The emoluments which he drew immediately before suspension shall be the emoluments for the purpose of provisional pension. This provisional pension will be revised in accordance with Department's O.M. No. 38/49/16-P&PW (A) dated 12.02.2018. The provisional pension will be reviewed / regularized on conclusion of the departmental/judicial proceedings and issue of final orders thereon.

3. These orders issue with the concurrence of Ministry of Finance (Department of Expenditure) vide their U.O. No. 1(23)/EV/2019 dated 05.02.2020.

4. In their application to the employees of Indian Audit and Accounts Department, the orders are issued under Article 148(5), of the Constitution with the concurrence of the Comptroller and Auditor General of India.

(R. C. Sethi)

Under Secretary to the Government of India

1. All Ministries/Departments.
2. CGA/CAG/CPAO.
3. As per standard mailing list.
4. NIC for uploading on Department's website.

**No. 57/04/2019-P&PW(B)**  
**Government of India**  
**Ministry of Personnel, Public Grievances and Pensions**  
**Department of Pension and Pensioners' Welfare**

Lok Nayak Bhawan, Khan Market  
New Delhi-110003  
Dated: 25 June, 2020

**OFFICE MEMORANDUM**

**Subject: Coverage under Central Civil Services (Pension) Rules, 1972, in place of National Pension System in terms of DoPPW OM dated 17.02.2020 – clarifications regarding.**

The undersigned is directed to say that instructions have been issued vide this Department's O.M. of even number dated 17<sup>th</sup> February, 2020, that in all cases where the results for recruitment were declared before 01.01.2004, against vacancies occurring on or before 31.12.2003, the candidates declared successful for recruitment shall be eligible for coverage under the Central Civil Services (Pension) Rules, 1972. Accordingly, such Government servants who were declared successful for recruitment in the results declared on or before 31.12.2003, against vacancies occurring before 01.01.2004 and are covered under the National Pension System on joining service on or after 01.01.2004, may be given a **one-time option** to be covered under the CCS(Pension) Rules, 1972.

2. References have been received in this Department seeking clarifications in regard to the implementation of the aforesaid instructions in certain circumstances. The issues raised by the various Departments have been examined in this Department and the position is clarified as under:

<b>S. No.</b>	<b>Issue raised</b>	<b>Clarification</b>
1	A Government servant joined in a Department /Office of the Central Government on or after 01.01.2004 on the basis of results declared before 01.01.2004 against vacancies occurred prior to 01.01.2004 and thereafter joined another Central Government Department / Office with proper permission after tendering technical resignation. Can the option exercised by such a Government servant be considered in accordance with the O.M. dated 17.2.2020	Such a Government servant is also eligible to exercise option under O.M. dated 17.02.2020. A decision on the option shall be taken by the appointing authority of the post in the Department/Office for which such option is exercised by Government servant. In case the Government servant has submitted his option in his latest Department/office, that Department/Office shall forward the option to the concerned Department/office, for taking an appropriate decision. The decision taken by the concerned Department/Office shall be communicated to his latest Department. In such cases, the instructions relating to mobility as contained in this Department's O.Ms. No. 28/30/2004-P&PW (B) dated 26.07.2005 and 28.10.2009 shall also

	<p>and, if so, which Department/office will take a decision on such option.</p>	<p>be applicable and further action for counting of past service for pension/gratuity shall be taken in accordance with the CCS (Pension) Rules, 1972 by the latest Department/Office.</p>
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<p>2</p>	<p>Can an option exercised by a member of the family of the deceased Government servant be considered.</p>	<p>If a Government servant, who was otherwise eligible to exercise option in terms of the O.M. dated 17.02.2020, has already died, the option exercised by the member of the family, who is eligible to receive NPS benefits on death of the Government servant in accordance with PFRDA (Exits and Withdrawals under NPS) Regulations, may be accepted and processed in accordance with the instructions contained in this Department's OM dated 17.02.2020.</p> <p>If, before his death, the Government servant had joined another Central Government Department/office with proper permission after tendering technical resignation, the option exercised by the such nominee shall be processed in accordance with the clarification No. (1) above.</p>
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<p>3</p>	<p>In cases covered by clarification No. (2), how will the amount of the corpus in the NPS account, which was transferred to the Government consequent on death of the Government servant in accordance with the O.M. No. 38/41/06/P&amp;PW(A) dated 05.05.2009, be adjusted.</p>	<p>The amount of the corpus in the NPS account, which was transferred to the Government consequent on death of the Government servant, shall be adjusted in the manner indicated in para 9 of this Department's O.M. dated 17.02.2020, with the modification that the employee's contribution in the NPS account along with up-to-date interest, calculated on the rates applicable to GPF from time to time, shall be paid to the person in whose favour a nomination to receive NPS amount was submitted by the Government servant under the Regulations notified by PFRDA.</p>
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4.	Will the instructions contained in the OM dated 17.02.2020 be applicable in the case of Government servants who joined on or after 01.01.2004 on appointment on compassionate grounds. If so, how the eligibility of such Government servants to exercise option under OM will dated 17.02.2020 be determined.	A Government servant, who joined on or after 01.01.2004 on appointment on compassionate grounds, shall be eligible to exercise option in terms of the OM dated 17.02.2020, if the competent authority had taken the decision on the recommendation of the Screening/Selection Committee to appoint the Government servant on compassionate grounds before 01.01.2004.

3. All Ministries / Departments are requested to bring the contents of these clarifications to the notice of Controller of Accounts/Pay and Accounts Officers, Attached office and Subordinate Offices under them.

4. Hindi version will follow.

(S. Chakrabarti)  
Under Secretary to the Government of India

To,

1. All Central Govt. Ministries / Departments.
2. Department of Expenditure, Ministry of Finance, North Block, New Delhi.
3. C&AG, Bahadur Shah Zafar Marg, New Delhi.
4. Ministry of Railways, Railway Board, for information, New Delhi.
5. Department of Personnel and Training, North Block, New Delhi.
6. Department of Financial Services, Jeevan Deep Building, Parliament Street, New Delhi.
7. CGA, Department of Expenditure, INA, New Delhi,
8. AD(OL) for Hindi Version
9. NIC for posting on the website of this Department.



**No.12/12/2020-P&PW(C)-6526**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pension**  
**Department of Pension & Pensioners' Welfare**

8<sup>th</sup> Floor, Janpath Bhavan, Janpath  
New Delhi-110001  
Dated: 27 June, 2020

**OFFICE MEMORANDUM**

**Subject: Dispensing with the requirement of BSR code of bank from the pension claim forms**

\*\*\*\*\*

While submitting pension claim form, a retiree or family member has to provide the detail of his/her bank account, IFSC and BSR code of concerned bank branch. This Department has received many representations from retirees to dispense with the requirement of BSR codes from pension claim form as it is neither written in the passbook nor available on the website of concerned bank. In order to get information of the BSR code, sometimes a retiree has to make multiple visits to the concerned bank branch.

2 Therefore in order to avoid hardship of retiree and family members, it has been decided to dispense with the requirement of BSR code for processing all type pension cases with immediate effect. Henceforth a retiree or family pensioner will not be required to provide detail of BSR code while submitting form 5 or form 14. Only the bank account detail along with IFSC will be taken for processing the pension claim.

3 The Administrative Divisions of all Ministries/Department and attached/subordinate offices are requested to bring these instructions to the notice of all concerned for compliance.

This issues with the approval of the competent authority

(Rajesh Kumar)

Under Secretary to the Government of India  
Tel No. 23310108

To,

1. All the Ministries/ Department, Government of India
2. NIC, DoPPW: to incorporate the change in Bhavishya module
3. Controller General of Accounts, MahalekhaNiyantarak Bhawan, Ministry of Finance, GPO Complex, Block E, INA Colony, New Delhi.- With reference to their U.O. No
4. 13013(12)/2/2020-IT Technical/cs-1435/248 dated 18.06.2020.

**No.12/9/2020-P&PW(C)-6450**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pension**  
**Department of Pension & Pensioners' Welfare**  
\*\*\*\*\*

8<sup>th</sup> Floor, Janpath Bhavan, Janpath  
New Delhi-110001  
Dated: 17 July, 2020

**OFFICE MEMORANDUM**

**Subject: Provisional release of retirement benefits as per Rule 64 of CCS (Pension) Rules, 1972 during Covid Pandemic time.**

The undersigned is directed to say that in view of the unprecedented situation which has arisen due to the outbreak of COVID-19, there may be cases where the processing of pension case of a retiring Government servant gets delayed due to various factors. A Government servant may find difficulty in submission of his pension Forms (Form 5, Form 3, etc.) to the Head of Office (HOO) or the Head of Office (HOO) may not be able to forward the claim form in hard copy along with service book to the concerned Pay & Accounts office in time, particularly when both the offices are located in different cities. There may also be cases where the Pay & Accounts Office is not able to process the case for authorization of pension before the retirement of the Government servant.

2. Rule 64 of the CCS (Pension) Rules, 1972 provides for sanction of provisional pension and provisional gratuity in cases where a Government servant is likely to retire before finalization of his pension and gratuity. In order to ensure timely payment of pension and retirement gratuity on retirement of a Government servant, wherever a Government servant is likely to retire before finalization of his pensionary benefits, the Head of Office may rely upon the information as available in the official records and take action to sanction provisional pension and provisional gratuity, with the approval of the Head of Department. The provisional pension and provisional gratuity may be sanctioned in those cases also, where retiring Government servant is unable to submit the pension claim Forms for any reason. In cases where it is not possible to verify the entire length of qualifying service immediately, provisional gratuity may be sanctioned in respect of the verified continuous spell of service immediately preceding the date of retirement. A copy of the draft letter for sanction of provisional pension is being enclosed.

3. The Pay & Accounts Office shall consider the case on the basis of details of last emoluments and length of qualifying service indicated by the Head of Office and release the provisional pension and provisional gratuity in the same manner as pay and allowances of the establishment are paid. The Pay & Accounts Office shall not insist for complete documents of the case, including service book, at the stage of release of provisional pension and provisional gratuity.

4. These instructions shall also be applicable in cases where the Government servant retires otherwise than on superannuation, i.e. voluntary retirement, retirement under FR 56, etc.

5. In cases where the amount of provisional pension is later found to be in excess of the final pension, the excess amount of pension may be adjusted in the manner indicated in Rule 64 of CCS (Pension) Rules, 1972.

6. The payment of provisional pension sanctioned in accordance with para 2 above, may initially continue for a period not exceeding six months from the date of retirement. The period of provisional pension may be further extended, in exceptional cases, with the concurrence of PAO and after approval by the Head of Department. However, the total period of provisional pension shall, in no case, be more than one year from the date of retirement.

7. The date from which the final pension shall be commenced by the Pension Disbursing Authority, may be indicated by the Pay & Accounts Office in the PPO. The date for commencement of final pension by the PDA shall be at least two months after the date of issue of the PPO, taking into consideration the time likely to be taken by CPAO and CPPC to process the pension case. Pay & Accounts Office shall record a note in the PPO, as mentioned below, while authorizing the final pension.

“Provisional pension has been/shall be paid by the office for the period from ----- to -----  
@ Rs. ----- plus DA. The payment of final pension shall commence from the bank  
w.e.f. -----.”

The payment of provisional pension shall, accordingly, continue from the office till the date mentioned in the PPO for commencement of final pension by the PDA so that there is no gap between the date upto which the provisional pension is to be paid and the date of commencement of final pension by the PDA.

8. The instructions in this OM, in so far as they are at variance with the provisions of rule 64, shall be applicable till the work in offices is affected due to the outbreak of COVID-19. These instructions would be reviewed by this Department after normalcy is restored. The provisions of Rule 64 of the CCS (Pension) Rules, 1972 shall stand relaxed to the extent indicated above.

9. The Administrative Divisions of all Ministries/Department and attached/subordinate offices are requested to bring these instructions to the notice of all concerned for compliance.

10. This issues with the approval of the competent authority.

(Rajesh Kumar)  
Under Secretary to the Government of India  
Tel No. 23310108

1. All the Ministries/ Department, Government of India
2. All Officers/Desks of the department
3. NIC, DoPPW: for uploading on website of this Department.

**Copy to:- Controller General of Accounts, Mahalekha Niyantak Bhawan, Ministry of Finance, GPO Complex, Block E, INA Colony, New Delhi, Delhi 110023:- With reference to their UO Note No.TA-3-104/8/2019-TA-III/CS-568/285 dated 30<sup>th</sup> June, 2020.**

No.....  
Government of India  
Ministry of.....  
Department/Office.....

Dated the.....

To

Shri/Smt./Km. ....

.....  
.....

(Name, designation and address of the Government servant)

Sub: Sanction of provisional pension and provisional gratuity in favour of  
(Shri /Smt. /Km.....)

Sir,

I am directed to say that Shri/Smt./Km..... (Name and Designation) of this Ministry/ Department/office has retired/ is due for retirement from Government service with effect from..... However there is likely to be a delay in assessment and settlement of his/her pension and gratuity and issuing Pension Payment Order. Shri/Smt./Km.....was drawing/shall be drawing a basic pay of Rs..... on the date of retirement and he/she has .....years qualifying service on the date of retirement. Shri/Smt./Km..... has submitted Form 5 on ...../has not submitted Form 5 so far.

2. In accordance with Rule 64 of the Central Civil Services (Pension) Rules, 1972, sanction of the competent authority is here by accorded authorizing payment of the following:

\* (i) An amount of Rs...../- per month as provisional pension for a period commencing from ..... (Date following the date of retirement of Government servant)

\*\* (ii) An amount of Rs. ....-/- as provisional gratuity

\* The amount of provisional pension shall be 100% of pension calculated based on emoluments and qualifying service on the date of retirement.

\*\* The amount of provisional gratuity shall be calculated after withholding 10% of the amount of gratuity from the amount of retirement gratuity calculated based on the emoluments and qualifying service on the date of retirement.

3. The following are the details of Government dues which will be recovered out of the amount of provisional gratuity indicated in para 2 above.

(a) Balance of the house-building or conveyance advance	Rs.
(b) Overpayment of pay and allowances including leave salary	Rs.
(c) Income Tax deductible at source under the Income Tax Act, 1961 (43 of 1961)	Rs.
(d) Arrears of license fee for occupation of Government accommodation	Rs.
(e) The amount of license fee for the retention of Government accommodation for the permissible period beyond the date of retirement	Rs.
(f) Amount to be withheld as per intimation of the Directorate of Estates under rule 72(5), if any	Rs.
(g) Any other assessed/ dues and the nature thereof	Rs.
(h) Amount to be withheld on account of unassessed govt.due	Rs.
Total	

4. The payment of provisional pension shall continue for a period of six months for the period from ..... to.....

**OR**

The payment of provisional pension has been further extended with the concurrence PAO for the period from..... to..... (Period to be specified provided that provisional pension will not be extended in any case after one year of retirement.).

In case the PPO determining the amount of final pension and the amount of final gratuity is issued before the expiry of a period of six months from the date of retirement or the extended period, the payment of provisional pension shall discontinue from the date of commencement of final pension, to be indicated in the Pension Payment Order.

5. If the amount of provisional pension is found to be in excess of the final pension, the excess amount of pension shall be adjusted out of the withheld amount of gratuity failing which it shall be recovered in instalments by making short payments of the pension payable in future.

Yours faithfully,

Head of Office

Copy for information to: The Pay and Accounts Officer

No.3/7/2020-P&PW(Desk-F)E.6574  
Government of India  
Ministry of Personnel, Public Grievances & Pension  
Department of Pension & Pensioners' Welfare  
\*\*\*\*\*

8<sup>th</sup> Floor, B-Wing, Janpath Bhavan,  
Janpath, New Delhi-110001,  
Dated: July 17, 2020

**OFFICE MEMORANDUM**

**Subject: - Missing credits in GPF accumulation of subscriber**

\*\*\*\*\*

This office has been receiving grievances from retired government servant for less payment of GPF accumulation at the time of retirement due to some old missing credits in a their GPF account. The missing credits in GPF were reported by the subscribers who have been moved from one establishment to another or have been assigned foreign deputation or the officers belong to All India Service. In such case the GPF account is maintained by the separate authority other than the authority generating salary bill and deducting the GPF subscription. The co-ordination between these two authorities is crucial to avoid any missing credits.

2. In order to avoid such grievances, the office maintaining GPF accumulation are hereby advised to intimate the particulars of missing credits once in a year to the authority responsible for deducting the GPF subscription under intimation to subscribers. Further, the statement of all missing credits and all debits will be provided to the subscriber before two years of the retirement and thereafter before one year of retirement mandatorily. The subscriber can make representation on the statement provided to him and the office responsible to maintain the GPF accumulation, shall resolve the grievance within two month from the date of such grievances.

3. The Administrative Divisions of all Ministries/Department and attached/subordinate offices are requested to bring these instructions to the notice of all concerned for compliance.

Sd/- (Rajendra  
Kumar Dutta)  
Under Secretary to the Government of India  
Tel No. 011- 23310106

- i. All the Ministries/ Department, Government of India
- ii. Comptroller and Auditor General of India
- iii. Controller General of Accounts
- iv. All Accountant General (State)
- v. NIC, DoPPW: for uploading on website of this Department.

**No.1/7/2017--P&PW (F)**  
**Government of India**  
**Ministry of Personnel Public Grievances and Pensions**  
**Department of Pension and Pensioners Welfare**

\*\*\*\*\*

3<sup>rd</sup> Floor, Lok Nayak Bhawan, Khan  
Market, New Delhi-110003

Dated: 28 July, 2020

**OFFICE MEMORANDUM**

**Subject: Grant of disability pension, comprising service element and disability element to pre-2006 disability pensioners, who were boarded out from service, with less than 10 years of qualifying service, due to an injury/disability, attributable to Govt. service – regarding.**

.....

The undersigned is directed to say that, considering the hardship being faced by the disabled Government servants, covered under the provisions of CCS (EOP) Rules, the Government had decided to dispense with the minimum service required for earning service element of disability pension, with effect from 01.01.2006 and orders were issued vide OM No.33/5/2009-P&PW (F), dated 10<sup>th</sup> December 2010.

2. A doubt has been raised whether the provision of the aforesaid OM, dated 10.12.2010, would be applicable to the Government servants who were boarded out of service, prior to 01.01.2006, with a qualifying service of less than ten years.

3. The matter has been examined and it is clarified that Central Civil Government servants who were boarded out, prior to 01.01.2006, with a qualifying service of less than ten years and were in receipt of only the disability element of disability pension, would also be eligible for the service element of disability pension, w.e.f. 01.01.2006, in addition to the disability element.

4. For calculating the disability pension w.e.f. 01.01.2006, the disability pension comprising, both the service element and the disability element, will be notionally fixed from the date of boarding out and the same will be notionally revised in accordance with the orders for revision of disability pension, issued from time to time. **The actual payment of such revised disability pension would be payable only w.e.f. 01.01.2006.** No arrears on account of grant of service element, for the period prior to 01.01.2006, would be admissible. The amount of service gratuity, if any paid, to the Government servant at the time of boarding out would be adjusted from the arrears of pension accruing as a result of these orders.

5. This issues with the concurrence of the Ministry of Finance, Department of Expenditure, vide their I.D. Note No. 1(9)/EV/2019 dated 25/06/2020.

6. In their application to the persons belonging to Indian Audit and Accounts Department, these orders are issued under Article 148(5) of the Constitution and after consultation with the Comptroller and Auditor General of India

7. The Administrative Divisions of all Ministries/Department & attached/subordinate offices are requested to bring the contents of these instructions to the notice of all concerned for compliance.

(Seema Gupta)  
Director  
Ph. 23350012

To-

1. All Ministries/Departments of the Government of India
2. President's Secretariat
3. Vice President's Secretariat
4. Prime Minister's Office
5. Comptroller & Auditor General of India
6. Cabinet Secretariat
7. Union Public Service Commission
8. NIC for uploading in the Website

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**No. 1/11/2020-P&PW (E)**  
**Government of India**  
**Ministry of Personnel, P.G. & Pensions**  
**Department of Pension & Pensioners' Welfare**

3<sup>rd</sup> Floor, Lok Nayak Bhawan, Khan  
Market, New Delhi,  
Dated: 29 July, 2020

**OFFICE MEMORANDUM**

**Subject: Relaxation of Rule 80-A for payment of provisional Family Pension on death of a Government Servant during service.**

The undersigned is directed to say that in accordance with Rule 80-A of the CCS (Pension) Rules 1972, on death of a Government servant during service, Head of Office shall sanction and draw provisional family pension and death gratuity in favour of claimant or claimants, after the family pension case, including Form 18 and other documents referred to in Rule 80, has been forwarded by the Head of Office to the Pay & Accounts Office. It has been brought to the notice of this Department that the process of forwarding the family pension case to Pay & Accounts Office along with requisite documents itself takes a long time. It is also understood that, in a large number of cases, provisional family pension and gratuity are not being sanctioned on death of a Government servant. The delay in finalization of family pension and gratuity results in hardship to the family of the deceased Government servant.

2. The matter has been examined in this Department. In accordance with Rule 54 (2) (ii) of the CCS (Pension) Rules, on death of Government servant during service, the family of a deceased Government Servant becomes entitled to family pension even in cases where a government servant dies before completion of one year of continuous service, provided the deceased government servant concerned, immediately prior to his/ her appointment to the service or post, was examined by appropriate medical authority and declared fit by that authority. Thus family pension is payable to the family of deceased Government servant irrespective of the length of service of the Government servant before his death. Therefore, verification of the entire service is not relevant for determining the amount of family pension. The amount of death gratuity, however, depends on the length of qualifying service of the deceased Government servant. Any Government dues in respect of the deceased Government servant are also required to be recovered from the amount of death gratuity.

3. Keeping in view the position mentioned in para 2 above and in order to avoid any hardship to the family of the deceased Government servant, it has been decided to relax the provisions of rule 80-A of the CCS (Pension) Rules, 1972 to the extent that if a claim for family pension in Form 14 along with death certificate and bank account details of the claimant has been received and the Head of Office is satisfied about the bonafide of that claim, he shall sanction provisional family pension immediately. The Head of Office shall not wait for forwarding of the family pension case (including Form-14, Form-18 and other relevant documents mentioned in Rule 80) to Pay & Accounts Office before sanctioning the provisional family pension.

4. The amount of provisional family pension shall not exceed the maximum family pension as admissible under Rule 54 of CCS Pension Rules, 1972.

5. In Central Armed Police Forces related cases, where death of an employee occurs, initially provisional family pension may be sanctioned without waiting for the final Operation

## Casualty Report.

6. The Pay & Accounts Office shall release the provisional family pension on the basis of sanction order issued by the Head of Office without insisting for any other documents including service book. The provisional family pension shall be paid in the same manner as Pay and Allowances of the establishment are paid.

7. A format for sanctioning the provisional family pension by the Head of Department is enclosed.

8. There will be no change in regard to the provisions for sanction of provisional gratuity under Rule 80-A. Action for sanction of death gratuity under rule 80-A may be taken by the Head of Office after forwarding Form-18 and other relevant documents to Pay & Accounts Office. In case the amount of provisional family pension is later found to be in excess of the final family pension, the same may be adjusted from the amount of death gratuity, failing which, it may be recovered in installments from the family pension payable in future.

9. The payment of provisional family pension sanctioned as per Para 3 above may initially continue for a period of six months from the date, following the date of death of employee. The period of such provisional family pension sanctioned may be further extended, for not more than six months at a time, on the advice of Pay & Accounts Office and with the approval of Head of Department (HOD).

10. The provisional family pension may continue to be paid for two months succeeding the month in which the Pension Payment Order for final family pension is issued by the Pay & Accounts Office, keeping in view the time likely to be taken by Central Pension Accounting Office (CPAO) and Central Pension Processing Centre (CPPC) for processing the case. While authorizing final family pension after receipt of complete family pension case, the Pay & Account office shall indicate the date from which the family pension authorized in the Pension Payment Order is to be paid by the Pension Disbursing Authority. Accordingly, the Office of Pay & Account may record a note in the Pension Payment Order, as mentioned below, while authorizing the final family pension:

“Provisional family pension has been/shall be paid for the period from ----- to --- @ Rs. ----- plus Dearness Relief. The payment of final family pension may be commenced by the bank w.e.f.-----.”

11. The Administrative Divisions of all Ministries/Department and attached/subordinate offices are requested to bring these instructions to the notice of all concerned for compliance.

The issues with the approval of Competent Authority

(Sanjoy Shankar) Under  
Secretary to the Government of India  
Ph. 24644632

1. All Ministries/Departments of the Government of India
2. O/o the Comptroller & Auditor General of India
3. O/o the Controller General of Accounts, Lok Nayak Bhawan, New Delhi.
4. Pensioners' Associations as per list maintained in the Department
5. All Officers/Desks
6. NIC for Uploading the Office Memorandum on the website

No.....  
Government of India Ministry  
of.....  
Department/Office.....

Dated the.....

To

Shri/Smt./Kumari..... (Name and address of claimant)

Subject: - Grant of provisional family pension.

Sir/Madam

I am directed to say that Shri/Smt./Kumari.....  
.....(Name and designation) died on.....As  
per service record you are eligible to receive family pension.

2. In accordance with Rule 80-A of the Central Civil Services (Pension) Rules, 1972 read with the O.M. No. 1/11/2020-P&PW (E) dated 29<sup>th</sup> July, 2020 of Department of Pension & Pensioners' Welfare, sanction of the competent authority is hereby accorded for payment of an amount of Rs...../- per month as provisional family pension commencing from.

(Date following the date of death of Government servant)

\* The amount of provisional pension shall be 100% of family pension as assessed based on the pay on the date of death of Government servant.

3. The payment of provisional family pension sanctioned as per Para 3 of the OM No 1/11/2020-P&PW dated 29<sup>th</sup> July, 2020 may initially continue for a period of six months from the date, following the date of death of employee. The period of such provisional family pension sanctioned may be further extended, for not more than six months at a time, on the advice of Pay & Accounts Office and with the approval of Head of Department (HOD).

4. If the amount of provisional family pension is found to be in excess of the final family pension, it shall be recovered from gratuity instalments from the family pension payable in future.

Yours faithfully,

Head of Department

Copy for information to the Pay and Accounts Officer

**File No. 55/11/2017-P&PW (C)/E-4513**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**Department of Pensions & Pensioners' Welfare**

**3<sup>rd</sup> Floor, Lok Nayak Bhavan**  
**Khan Market, New Delhi-11003**  
**Dated: 26.08.2020**

**Office Memorandum**

**Subject: Facility for Central Government Civil pensioners to store Electronic PPO in Digi Locker-regd.**

1. It has come to the notice of this Department, that several Pensioners, over a period of time, misplace the original copies of their Pension Payment Order (PPO) which, needless to say, is a very important original document. In the absence of their PPO, these pensioners have to face innumerable hardship at various stages of their retired life. For newly retiring officials, in view of the widespread Covid-19 pandemic, it is a dilemma to physically receive hard copies of the PPO.
2. Accordingly, the Department of Pension & Pensioners' Welfare (DoPPW) has decided to integrate the electronic Pension Payment Order (e-PPO) generated through Public Financial Management System (PFMS) application of CGA (Controller General of Accounts) with Digi Locker, in order to enhance Ease of Living of Central Government Civil Pensioners. This system will enable any Pensioner to obtain an instant copy/print-out of the latest copy of his PPO from his Digi Locker account. This initiative will create a permanent record of his PPO in his Digi Locker and at the same time eliminate delays in reaching the PPO to new pensioners, as well as the necessity of handing over a physical copy.
3. This facility has been created within '**Bhavishya**' software, which is a **single window platform for Pensioners, right from the start of their Pension processing, till the end of the process.** "Bhavishya" shall now provide an option to the retiring employees, to link their Digi-locker account with their "*Bhavishya*" account and obtain their e-PPO in a seamless manner.
4. The following steps are required to store e-PPO in Digi Locker:
  - "Bhavishya" provides option to retiring employees for linking their Digi-locker account with "*Bhavishya*" to get e-PPO.
  - Above option is available to the retiree at the time of filling of retirement forms, as well as after submission of the forms
  - Retiree will sign into their Digi-locker account from *Bhavishya* and authorize *Bhavishya* to **PUSH** the e-PPO to Digi Locker.
  - As soon as e-PPO is issued, it is automatically **PUSHED** into corresponding Digi locker account and the retiree is informed about the same through SMS and Email by *Bhavishya*.

- To view/download the e-PPO, retiree has to log into the Digi Locker account and simply click on the link.
5. The Administrative Divisions of all Ministries/Department and attached/subordinate offices are requested to bring these instructions to the notice of all concerned for compliance.
  6. This issues with the approval of the Secretary (Pension & Pensioners' Welfare).

**(Manoj Kumar)**  
**Under Secretary to the Government of India**

**To**

1. **All the Ministries/ Department, Government of India**
2. **NIC, DoPPW: for posting on website of this Department.**

**Copy to: -**

**PPS to Secretary (Pension) – for kind information of Secretary (Pension).**

**PPS to JS (Pension) – for kind information of JS(P).**

**No.18/1/2020-P&PW(C)-6681**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pension**  
**Department of Pension & Pensioners' Welfare**  
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8<sup>th</sup> Floor, Janpath Bhavan, Janpath  
New Delhi-110001  
Dated: 11 September, 2020

**OFFICE MEMORANDUM**

**Subject: Extension of period for submission of Life Certificate from October 2020 till December 2020.**

Every Central Government pensioner has to submit life certificate in the month of November for further continuation of his/her pension. It has been observed that a large number of Central Government pensioners physically visit bank branches for this purpose.

2. Earlier, as a measure to enable additional dedicated time to very senior pensioners, this department, vide its OM No. 1/20/2018-P&PW(E), dated 18.07.2019, allowed the pensioners in the age group of 80 years and above, to submit Life Certificate from 1<sup>st</sup> October onward instead of 1<sup>st</sup> November, every year.

3. In view of the ongoing Covid-19 pandemic and keeping in view of the vulnerability of elderly population to Corona Virus, it has now been decided to extend the existing timeline for submission of Life Certificate. This year, all Central Government pensioners may submit Life Certificate from 1<sup>st</sup> November, 2020 onward, till 31<sup>st</sup> December 2020. However, the pensioners in the age group of 80 years and above, can submit Life Certificate from 1<sup>st</sup> October, 2020 onwards, to 31<sup>st</sup> December, 2020. During this extended period, the pension will be continued to be paid by the Pension Disbursing Authorities (PDAs) uninterrupted.

4. Further, in the line of RBI notification no. RBI/2019-20/138, dated January 9, 2020, which permits Video based Customer Identification Process (V-CIP) as a consent based alternate method of establishing the customer's identity, PDAs may also explore the said methodology for obtaining a Life Certificate from the pensioner, to the extent permitted by RBI guidelines, in order to avoid rush at the branches.

5. The above measures are expected to avoid rush at branches and maintain social distancing, while obtaining Life Certificates from the elderly this year. PDAs shall also ensure proper arrangements and social distancing measures at the branches and prevent overcrowding.

6. All Pension Disbursing Authorities are requested to take note of this OM for compliance and give wide publicity to the same amongst the pensioners.

This issues with the approval of the competent authority.

(Rajesh Kumar)  
Under Secretary to the Government of India

To,

1. CMDs of all Pension Disbursing Banks
2. Controller General of Accounts, Mahalekha Niyantarak Bhawan, Ministry of Finance, GPO Complex, Block E, INA Colony, New Delhi, Delhi 110023
  
3. Central Pension Accounts Office (CPAO), Ministry of Finance, Department of Expenditure, Trikot-II, Bhikaji Cama Place, New Delhi
4. CPPCs, All Pension Disbursing Banks
5. Chairman, Railway Board, Ministry of Railways, Rail Bhawan, New Delhi
6. Secretary, Ministry of Defence, South Block, New Delhi.
7. Secretary, Department of Ex-Servicemen Welfare, South Block, New Delhi.
8. Secretary, Department of Financial Services, Jeevan Deep Building, Sansad Marg, New Delhi.
9. Secretary, Department of Telecommunications, Sanchar Bhavan, New Delhi.
10. Secretary, Department of Posts, Dak Bhavan, New Delhi
11. All Chief Secretaries of States.
12. Secretary, Ministry of External Affairs, South Block, New Delhi
13. NIC:-**for posting on website of this Department.**

**No.18/1/2020-P&PW(H)-Vol-III-6786**  
Government of India  
Ministry of Personnel, Public Grievances & Pension  
Department of Pension & Pensioners' Welfare

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8<sup>th</sup> Floor, Janpath Bhavan, Janpath  
New Delhi-110001  
Dated: 23 November, 2020

**OFFICE MEMORANDUM**

**Subject: Extension of period for submission of Life Certificate by Central Government pensioners till February 28, 2021.**

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The undersigned is directed to refer to this Department's O.M. No. 18/1/2020-P&PW(C)-6681 dated 11<sup>th</sup> September, 2020 regarding the extension of timeline for submission of Life Certificate by Central Government pensioners from 1<sup>st</sup> November, 2020 onward, till 31<sup>st</sup> December 2020.

2. This Department has been in receipt of numerous petitions from various Pensioners' Associations as well as individuals requesting a further extension in the date for submitting Life Certificate, in view of the ongoing Covid-19 pandemic and the vulnerability of elderly population to Corona Virus. After consultation with the office of Controller General of Accounts, it has now been decided to further extend the existing timeline for submission of Life Certificate. This year, all Central Government pensioners may submit Life Certificate from 1<sup>st</sup> November, 2020 onward, till February 28, 2021. During this extended period, the pension will be continued to be paid by the Pension Disbursing Authorities (PDAs) uninterrupted.

3. The above measures are expected to avoid rush at branches, stagger the submission of the LCs by the elderly population while maintaining social distancing, and to that extent, prevent the spread of Corona virus. PDAs shall also ensure proper arrangements and social distancing measures at the branches and prevent overcrowding.

4. All Pension Disbursing Authorities are requested to take note of this OM for compliance and give wide publicity to the same amongst pensioners.

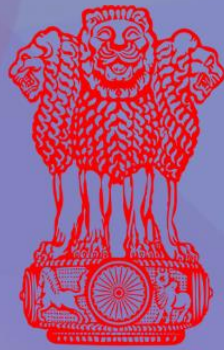
This issues with the approval of the competent authority.

(Rajesh Kumar)  
Under Secretary to the Government of India

To,

1. Secretary, Dept of Expenditure, Ministry of Finance, North Block, New Delhi.
2. CMDs of all Pension Disbursing Banks
3. Controller General of Accounts, Mahalekha Niyantarak Bhawan, Ministry of Finance, GPO Complex, Block E, INA Colony, New Delhi.





सत्यमेव जयते

**GOVERNMENT OF INDIA**  
**MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS**  
**DEPARTMENT OF PENSION & PENSIONERS' WELFARE**  
**Address - 3rd Floor, Lok Nayak Bhawan**  
**New Delhi -110003**



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