

## PREFACE

It is our great pleasure to bring out this Booklet on the sanction and payment of Pensionary benefits to Defence Personnel (including Defence Civilians).

Accepting the total quality management as a philosophy for the day to day functioning of the DAD, a need has been felt to lay special emphasis on making training an effective tool in performance enhancement, increasing awareness, improving quality of service and human resource development by promoting a culture of learning organization and integrating the training with performance.

This Booklet brings out the salient features on the entitlement and sanction of Pensionary benefits/awards to Armed Forces Personnel and also Defence Civilians and their families (including DAD, Coast Guard and GREF Personnel and their families), Audit of pension payment to Defence pensioners made by various pension disbursing Agencies all over India as also through agencies located abroad and compilation of all payments related to pension.

The Office of the Principal CDA (Pensions) Allahabad, erstwhile Office of the Controller of Military Accounts (Pensions) is a unit of Controller General of Defence Accounts, under Ministry of Defence (Finance). The Office was earlier the Controller's office upto 18.12.88 and from 19.12.88 this office had been upgraded as the Office of the Chief Controller of Defence Accounts (Pensions) Allahabad. The office of the Chief CDA(P) has been re-designated as the office of Principal CDA(P) with effect from 24.9.1999.

### **2. The Office of the Principal CDA (Pensions) is centrally responsible for:**

(i)	Sanction of pensionary benefits/awards to Armed Forces Personnel (i.e. Commissioned Officers and PBOR in the Army and their families) and also Defence Civilians and their families (including DAD, Coast Guard and GREF Personnel and their families).
(ii)	Sanction/revision of all types of pensionary awards of Naval & Air Force personnel discharge/died prior to 1.11.85. (Cases falling on or after 1.11.85 are being done by Pr CDA (Navy) Mumbai and CDA (Air Force) New Delhi.
(iii)	Audit of Payment of pensions to Defence pensioners made by various Pension Disbursing Agencies all over India as also through agencies located ex-India.
(iv)	Compilation of all payments related to pension.
(v)	Maintenance of Pension Circulars/Pension Payment Orders since 1902 onwards.
(vi)	Settlement of complaints received from various sources (i.e. from CGDA, Ministry of Defence, VIP/MIN and DP&PW).

3. A notable feature of the functioning of this organisation is the efforts made towards computerization of pension sanction. The sanction of Service Pension to personnel below Officers rank was taken up first of all for computerisation in the year 1987. Since then various other type of sanctions have been computerised. Presently during 2007-2008, 99% PPOs were issued through computers.

4. We are sure this training material would be of immense help to the readers so far as the functions of this office are concerned. This Handbook is also expected to serve as a helpful guide to pensioners. The P.D.As/H.O.Os/R.Os should also find useful information

5. The information available in this handbook may be taken as a guideline and is not to be quoted as an authority on any matter whatsoever.

We shall be grateful for your valuable suggestion for improvements of this material.

NEW DELHI

***CGDA***

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## 01. PENSION –DEFINITION, THE CHANGING CONCEPT AND HOW THE PENSION IS EARNED

### DEFINITION

Pension as compensation to retired members of Armed forces or their dependents for old age, disability, or death from service causes, were of great antiquity as old age, retirement or disability benefits. They have been in force in one form or other in some countries for almost hundred years. The custom of providing pension for aged employees who were no longer able to discharge their duties efficiently began during the nineteenth century in Europe and spread to other parts of the world. The expression pension has the following meaning in the constitution-vide Article 366(17).

2. “Pension means a Pension, whether contributory or most of any kind what so ever payable to or in respect of any person, and includes retired pay so payable, a gratuity so payable or any sum or sums so payable by way of return, with or without interest thereon or any other addition thereto, of subscriptions to a provident fund”.

Pension has thus been defined to mean pension payable to or in respect of any person and, to that extent the definition does not help in understanding etc. meaning. This definition serves the purpose of bringing pension, retired pay, gratuity and provident fund dues within its reach. It does not, and is not meant to define pension as one of the terminal service benefits of employees of Government. A reading of Central Civil Services (Pension) Rules, 1972 and Pension Regulations for the Armed Forces shows that for most easily understood and commonly applicable rules, the pension has been defined as follows: -

“Pension includes gratuity except when the term pension is used in contradiction to Gratuity”

3. The Railway Establishment Manual does not provide better definition of pension. The Pension Act, 1871 which was earliest Act to consolidate and amend the law relating to pension and grants by Government of money or land revenue also does not define pension. It will thus appear that although the Act, the Rule and Regulations mentioned above have been made to govern the grant of pensions, they do not contain a definition of the term which could be said to explain its meaning.

### *CHANGING CONCEPT*

4. During the British period and sometime thereafter “Pensions” has been treated a charity or an ex-gratia payments or a purely social welfare measure. Now it is beyond controversy and enforceable by law by virtue of the decision of the Supreme Court in Deoki Nandan Prasad Vs. State of Bihar that pension is not a bounty payable on the sweet-will and pleasure of the Government and that, on the other hand, the right to pension is a valuable right vesting in a Government servant. Their Lordship further declared that the right to receive pension is a “Property ” under Article 31(1) of the Constitution and by a mere executive order the State has no power to withheld the same and also the claim to pension is also ‘Property’ under Article 19(1)(f).

5.

## HOW PENSION IS EARNED

6. It is difficult to find out and enunciate the fundamental or essential nature of pension or its doctrinal approach. It would be simple to mention following factors which may be taken into consideration in determining pension:

- (i) The age at which various categories of employees retire.
- (ii) The state of health of employee.
- (iii) Length of service of employee.
- (iv) Pay which an employee gets.
- (v) Conditions of service, cause of death, nature of injury sustained, diseases contacted and circumstances in which casualty took place.
- (vi) Political philosophy to which the state has committed itself.
- (vii) The state of development of society in which employees serves.
- (viii) The benefit that may be available to employees in addition to pension, after retirement.

7. Traditionally, pensions were unalterable but that was because the value of money was stable. A serious question for consideration is whether pension should be adjusted in line with the rise in cost of living or inflation. It has to be appreciated that while a pensioner and an employee both suffer from erosion of real value of his income, the pensioner is less equipped to find a remedy because of his age and other disabilities to make good the deficit. It seems, therefore, that there is no escape from the concept of adjustment in view of the persistent rise in cost of living. Keeping this in view, the 4<sup>th</sup> Pay Commission has recommended the same rate of Dearness Allowance as Dearness Relief to all the pensioners. The 5<sup>th</sup> Central Pay commission has also followed the suite and recommended similar Interim Relief to pensioners as for employees.

## **02. PENSION SANCTIONING AUTHORITIES**

### **PR.CDA (P), PR. CDA (NAVY) & CDA (AIR FORCE)**

1. Initially; there were offices of the Superintendent of Family Pension and Pension Pay Master, Bombay in the year 1876. In the year 1914, the Controller of Military Accounts Department was re-organised in 14 offices and these offices used to sanction pension for their respective regions. Later on, in 1927 the pension was centralized to six main offices of:
  - (i) Controller of Military Pension Accounts, Lahore.
  - (ii) Controller of Military pension Accounts, Mhow.
  - (iii) Controller of Military Accounts, Burma.
  - (iv) Controller of Marine Accounts, Bombay.
  - (v) Controller of Factories Accounts, Calcutta.
  - (vi) Controller of Royal Air Force Accounts, Ambala.
2. After partition in 1947, the work relating to pension sanction was further centralized in one office of the Pr.C.D.A(P), Allahabad.
3. The P.C.D.A (P) Allahabad sanctions all kinds of pensionary awards in respect of the following categories:
  - (i) Officers and personnel of Armed Forces except in the case of Naval and Air Force Officers and personnel below officer rank who retire/die while in service on or after 1.11.1985. Government of India, Ministry Of Defence was the competent sanctioning authority for grant of service pension in respect of Commissioned Officers till 1968. After that the powers were delegated to C.D.A (P) Allahabad.
  - (ii) Defence Civilians of Defence Factories, Army, Navy and Air Force Units/ Establishments, D.A.D., GREF and Coast Guards.
4. The Pr. C.D.A (Navy), Mumbai sanctions pensionary awards in respect of Naval Officers and Sailors who became non-effective on or after 1.11.1985.
5. The C.D.A (AF), New Delhi is the authority to sanction pensionary awards in respect of Air Force Officers and Airmen who became non-effective on or after 1.11.1985.
6. The service gratuity and family gratuity in respect of personnel below officer rank are sanctioned by the respective P.A.Os.
7. The Principal C.D.A (P), Allahabad still continues to sanction the family pensionary awards and re-assessment of disability pension in respect of Naval and Air Force Officers and personnel below officer rank who became non-effective prior to 1.11.1985.
8. The P.C.D.A(P), Allahabad also adjudicates the entitlement, for special family pension, disability pension, disability element, reassessment of disability pension in respect of Naval and Air Force Officers and personnel below officer rank who became non-effective on or after 1.11.1985 but award is notified by the Pr. C.D.A(Navy) or C.D.A(AF) as the case may be. With effect from 7.2.2001, in injury cases, adjudication of the claim has been dispensed with. In disease cases, only one review medical board will be held and its finding would be treated as final.

### **03. ORGANISATIONAL UNITS INVOLVED IN GRANT OF PENSION AND PAYMENTS OF PENSIONS.**

#### **A. COMMISSIONED OFFICERS**

#### **B. Personnel below Officers Ranks (PBOR)**

#### **C. DEFENCE CIVILINS**

1. Organizational Units involved in grant of pension
2. Following is the list of units involved in grant of pension to various categories of officers and personnel.
  - A. **ARMED FORCES COMMISSIONED OFFICERS:**
    - (i) Ministry of Defence
    - (ii) Service Headquarters
    - (iii) Units last served
    - (iv) C.D.A (Officers), Pune in the case of Army Officers
    - (v) Pension sanctioning Authorities.
  - B. **ARMED FORCES PERSONNEL:**
    - (i) Record offices in the case of Army personnel, Bureau of Sailors for Naval personnel and Air Force Record Office, for Airmen.
    - (ii) Concerned Pay and Account Office
    - (iii) Pension Sanctioning Authorities.
  - C. **DEFENCE CIVILIANS, D.A.D., GREF & COAST GUARD OFFICERS AND EMPLOYEES :**
    - (i) Heads of Offices of Units/Formations.
    - (ii) Principal C.D.A(Pensions), Allahabad
3. **ORGANISATIONAL UNITS INVOLVED IN PAYMENT OF PENSION:**
  - (i) Pension Sanctioning Authorities: PCDA (P), PCDA(Navy) & CDA(AF), New Delhi.
  - (ii) Public Sectors Banks – 26 with its over 46,000 Paying Branches.
  - (iii) Private Sector Banks – ICICI, UTI, IDBI and HDFC.
  - (iv) State and Central Treasuries – over 534.
  - (v) Pay Accounts Offices –5 (a) Pay and Account office No. III Delhi Administration, RK Puram, New Delhi-66
    - (b) Pay & Accounts Officer No. V (Pensions) Delhi Administration Tis Hazari, Delhi
    - (c) Chief Pay and Account officer, Andaman & Nicobar Administration, Port Blair
    - (d) Pay and Accounts Office, Govt. of Maharashtra, Mumbai
    - (e) Pay Account Office Panji (Goa) & Pondicherry
  - (vi) Defence Pension Disbursing Officers – 61
  - (vii) Post Offices –2 (Doda in J & K and Campbell P.O in Andaman and Nicobar Islands)
  - (viii) Pension Disbursing Officers in Nepal & Bhutan – 2.
  - (ix) Indian Embassy Kathmandu, Nepal.



## 04. PROCESSING OF PENSION CLAIMS ON RETIREMENT

- (A) COMMISSIONED OFFICERS
- (B) PBOR
- (C) DEFENCE CIVILIANS.

### *COMMISSIONED OFFICERS - ARMY:*

Army officers retiring with 20 years or more of qualifying service is granted Retiring pension by the Principal C.D.A (Pensions) Allahabad.

- 1 On receipt of under mentioned documents/information from concerned authorities/officers.
  - (a) The MS. Branch/ D.G.A.F.M.S issues retirement notification ten months before the date of retirement of the officer and forwards four copies thereof along with following information / documents – to the C.D.A(Officers) not later than 6 months before the date of retirement and immediately in the case of premature retirement :-
    - (i) Effective date of retirement.
    - (ii) Whether or Not any disciplinary / quasi-judicial/judicial proceedings are pending against the officer. Later, if it comes to notice that the officer is involved in disciplinary/quasi-judicial/judicial proceedings, the Dis. and Vig. Directorate / Unit /formation concerned are to report promptly to the P.C.D.A(P).
    - (iii) In case of pre-mature retirement, a certificate that provisions of Reulation. 19 of Pension Regulations for Army Pt-I (1961) is not attracted.
  - (b) The A.G. MP - 5 of A.H.Q also submits 2 copies of the nomination made by the officer for payment of Life Time Arrears of pension.

### **5. THE RETIRING OFFICER SUBMITS :**

- (i) To the O.C Units, eight months before his retirement information relating to the advances taken or any other public dues in the prescribe format.
- (ii) To the C.D.A(Officers) through his O.C Unit:
  - (a) Two copies of joint photographs alongwith his spouse in civil dress.
  - (b) Application for commutation of pension, if desired.
  - (c) Particulars of his Pension Disbursing Officer from where he desires to draw his pension.
  - (d) Address after his retirement.
  - (e) Details of pre-Commissioned service, if any, and allowed to count by the Principal C.D.A (Pensions).

**6. THE O.C UNIT SUBMITS TO THE C.D.A(OFFICERS):**

- (i) Demand outstanding against the officer on the prescribed format six months before the date of retirement of the officer.
- (ii) Report within one month of the date of retirement such of the demands which come to notice or arise subsequently and which could not be recovered/adjusted.

The Military Hospital forwards to C.D.A (officers) two copies of medical examination report (AFMSF-18) at least 4 months in advance of the date of retirement of the officer. In case the officer was brought before Release Medical Board, extract of annotation made by Release Medical Board about his longevity along with (AFMSF-18) medical examination report is also forwarded to CDA (O), Pune.

7. The C.D.A (Officers) forwards to the Pr.CDA (Pension) Allahabad the following information/ documents at least 2 months before the retirement:

- (i) L.P.C-cum-data sheet.
- (ii) Release/retirement order with effective date of retirement.
- (iii) Certificate that no judicial/ disciplinary proceedings are pending against the officer.
- (iv) Two copies of the joint photograph of the officer with his spouse duly verified on the reverse of the officer.
- (v) Particulars of Pension disbursing Officer.
- (vi) Address of the officer after retirement.
- (vii) Application for commutation of pension, if he so desires.
- (viii) Medical examination report (AFMSF-18) or a copy of annotation made about longevity of the officer alongwith Medical Examination Report.
- (ix) Two copies of nomination made by the officer for payment of Life Time Arrears of pension.

8. The P.C.D.A(Pensions) after proper scrutiny and audit of the claim calculate the retiring pension, retirement gratuity and commuted value of pension where applied for payable to the officer and ordinary family pension that would be payable to the spouse of the officer in the event of death of the officer after retirement. Simultaneously recover from the retirement gratuity payable to the officer all dues outstanding against him and also with 10 percent of retirement gratuity to cover unassessed due, if any. On receipt of demand, if any, against the officer after grant of pension, the outstanding dues are adjusted against the withheld amount and authorise the balance to the officer, but the withheld amount is released automatically after expiry of six months period from the date of retirement in case no information received from C.D.A (Officers) about the outstanding dues.

The Principal C.D.A(Pensions) on receipt of the above documents/ information, notify the pensionary award in the Pension Payment Order one month before the date of retirement of the officer and forward the P.P.O to the P.D.A concerned with intimation to the officer concerned, C.D.A(Officers) and A.H.Q

**PERSONNEL BELOW OFFICER RANK OF ARMY.**

Personnel Below Officer Rank discharged from service with 15 years or more qualifying service, are granted service pension retirement gratuity, commutation of pension and ordinary family pension ( payable to spouse in the event of death of the Personnel) on receipt of the under mentioned information/documents from Record Office concerned who interacts with Unit and individual 8 months before the date of discharge.

9 The unit concerned of the individual forward all information/documents relating to pension along with details of the family to the record office concerned at least 8 months before the date of discharge of the individual.

10 The individual to be discharged is required to furnish the following information/documents to his Record Office through his Unit at least 8 months before his date of discharge:

- (i) Three copies of joint photograph with his spouse in civil dress duly verified on the reverse by his O.C Unit.
- (ii) Application for commutation of his pension, if desired.
- (iii) Nomination for payments of Life Time Arrears of his pension in quadruplicate.
- (iv) Particulars of his Pension Disbursing Authority.

#### **11. THE RECORD OFFICE CONCERNED**

- (i) Checks the record of service (Sheet Roll) within the next 18 months and initiate the preliminary action 12 months in advance of his discharge for grant of service pension and retirement gratuity etc.
- (ii) Verify the service and Record, a certificate to that effect 9 months in advance.
- (iii) Obtain sanction of the Competent Authority for condonation of deficiency in service/Rank, where necessary.
- (iv) Prepare a Last Pay Certificate -cum-data sheet in triplicate containing the service particulars other details and forward in duplicate to his PAO (ORs) along with Sheet Role at least 5 months in advance of the date of discharge for check and completion.
- (v) On receipt of LPC-cum-data sheet, the PAO (ORs) submit the same along with following documents at least 3 months in advance of date of discharge to the Principal CDA (P) for grant of pensionary benefits to the individual:
  - (a) Discharge Role-cum-pension application form (I.A.F.Y-1948-A)
  - (b) Commutation Application (I.A.F.A-340-A (I)) if applied for.
  - (c) Medical Examination Report (A.F.M.S.F-18) or a copy of annotation made about longevity of the individual for the purpose of commutation of pension along with Medical Examination Report ( A.F. M.S.F-18) if the individual was brought before Release Medical Board.
  - (d) Family details.
  - (e) One copy of the nomination made for payment of Life Time Arrears of pension.
  - (f) Sanction of the Competent Authority where such sanction is necessary under Pension Regulations.
  - (g) One copy of joint Photograph with spouse of the discharged individual in civil dress.

- (h) Certificate whether or not a disciplinary / judicial proceedings is pending against the individual.

12. The Principal CDA(P) scrutinise and check the pension claim and calculate service pension, retirement gratuity, commutation of pension, if applied for and ordinary family pension admissible to the individual and notify the same in Pension Payment Order not later than one month before the date of discharge of the individual. All dues intimated by the Record Office / PAO (OR's) is recovered from the retirement gratuity due and in addition withheld ten percent of retirement gratuity or rupees RS. 1000/- whichever is less to cover unassessed dues. The withheld amount of retirement gratuity is released automatically after 6 months of the date of retirement unless any due intimated by PAO(ORs) / Record Office is adjusted against the withheld amount.

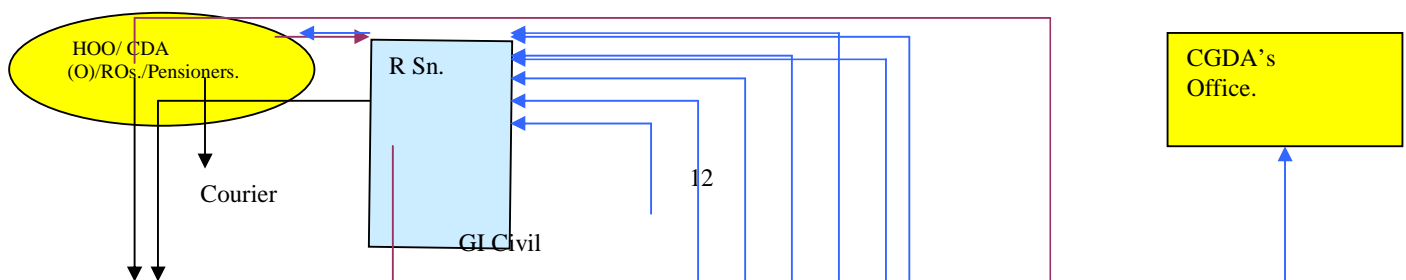
Two copies of PPO (original and triplicate) is forwarded to the Record Office concerned along with pension certificate (to be handed over to the individual) for onward transmission of original copy of PPO to the PDA concerned for arranging payment.

## DEFENCE CIVILIANS

Rule governing pensionary entitlement of Defence Civilians, Defence Accounts Department (DAD), General Reserve Engineering Force(GREF) and Coast Guard Personnel.

1. Defence Civilians, DAD, GREF And Coast Guard officers/Personnel are governed by following rules for grant of pensionary benefits:
  - (i) Central Civil Service (Pensions), Rules 1972 in the matter of pensions Gratuity and family pension.
  - (ii) Central Civil services (Commutation of pension) Rules, 1981 in the matter of commutation of pension.
  - (iii) Central Civil Services (Extra-ordinary pension) Rules in the matter of disability pension and extra-ordinary family pension.

### Process Flow Chart of PCDA (P).



## **05. ORGANISATIONAL STRUCTURE OF PRINCIPAL CDA (PENSIONS) WITH EMPHASIS OF EACH FUNCTIONAL UNIT / SECTION.**

The office of the Principal CDA (P) Allahabad erstwhile office of the Controller Of Military Accounts (Pensions) is a unit of Controller General of Defence Accounts under Ministry of Defence (Finance). Earlier it was the Controller's office upto 18.12.88 and from 19.12.88 this office has been upgraded as the office of the Chief Controller of Defence Accounts (Pension) Allahabad. Further, with effect from 24.9.99 this office has been re-designated as Principal CDA (Pensions) Allahabad.

2. The office of the Principal CDA (P) Allahabad, is the pension sanctioning Authority in respect of Armed Forces personnel and Defence civilians.

Similarly, PCDA (Navy), Mumbai and CDA (Air Force), New Delhi are the pension sanctioning authorities in respect of service officers and Personnel Below Officer rank of Navy and Air force respectively.

3. The office of the Principal Controller of Defence Accounts (Pension) Allahabad is centrally responsible for:

- (i). Sanction of pensionary benefits/awards to the Armed forces personnel i.e.
  - (A) Commissioned officers and their families
  - (B) Personnel Below Officer rank and their families
  - (C) Defence civilians and their families including DAD, Cost Guards and GREF Personnel and their families.
- (ii). Audit of payment of pension to Defence pensioners made by the various PDAs (PENSION DISBURSING AGENCIES) and also through agencies located Ex-India.
- (iii). Compilation of all payments related to pension.
- (iv). Maintenance of draft pension circulars / Pension Payment Orders.
- (v). Sanction of OTI in pension in respect of Pre- 1.1.86 Armed Forces pensioners wef from 1.1.92.
- (vi). Settlement of complaints received from various sources i.e. from CGDA, Min Of Def., VIP, DP & PW and PGO complaints. Giving information under Right to Information Act.
- (vii). Various types of sanction of pension and compilation of accounts through computer.
- (viii). Holding of Defence Pension Adalat at different places all over India.
- (ix). Revision of pension cases w.e.f. 1.1.96 for pre and post 1996 and pre and post 1986 on account of Vth Central Pay Commission recommendations.
- (x). Revision of pension on account of Govt. orders on "IMPROVEMENT OF PENSION" in r/o of PBOR.

4. The office of the PCDA (P) Allahabad is organized in different sections with different functions of each section. It can be broadly divided into the following wings:-

- (i) General Administration / Misc. wing
- (ii) Grants / EDP wing
- (iii) Audit wing and
- (iv) Various important cells

**(1) General Administration/Misc. Wings:**

This wing comprises of the following sections:

- (a) Admin and Pay section
- (b) Records and old Records section
- (c) Account section
- (d) Post – Audit section and
- (e) 'D' section and Vigilance

**(A) ADMIN AND PAY SECTION:**

Admin Section mainly deals with all administrative matters which includes Discipline, Promotions, Confirmation, Transfer, etc. Pay section is responsible for preparation of Pay and Allowances Bills, Supplementary Pay bills, sanction of loans / advances etc. in respect of officers and staff of the office.

**(B) RECORDS AND OLD RECORDS SECTION:**

Record section deals with:-

- (I) Receipt, Marking, Diarisation and Distribution of incoming and outgoing Daks which includes registered and parcels.
- (ii) Maintenance of office Library
- (iii) Procurement and supply of stationary items, stores and printing equipment.
- (iv) Maintenance of typewriter machines and duplicating machines and it's periodical service.

Old Record section with:

Maintenance of PC / PPO binders category wise and year wise. The life span of PPO binders is 75 years.

**(C) ACCOUNTS SECTION:**

Accounts section is responsible for: -

- (i) Compilation of pension Payment Vouchers/Scrolls and reimbursement
- (ii) Adjustment and reconciliation of transaction with bank/RBI
- (iii) Budgeting and expenditure on Defence pension.

**(D) POST AUDIT SECTION**

This section deals with the post Audit of various types of bill etc. pertaining to all the CsDA except PCDA (P) Allahabad.

- (i) Post Audit of pay and allowance Bills
- (ii) Post Audit of Medical Bills
- (iii) Post Audit of Contingent bills and
- (iv) Post Audit of TA / DA / LTC bills

So far as PCDA (P) in respect of the above type of bills, it is subjected to the post audit by CDA (Patna), who is the Auditing Controller for the office of the PCDA (P) Allahabad.

**(E) 'D' SECTION AND VIGILANCE:-**

'D' section is responsible for:

- (i) Preparation and issue objects of cheques on behalf of PCDA (P) to various parties and
- (ii) Preparation and submission of schedule – III on daily basis. The vigilance Cell is attached with 'D' section to ensure Verification of specimen signature of all the officers signing payments order of passing bills and vouchers are held on it's record. It also ensures correctness of issue of fresh cheques in lieu of cancelled cheques etc.

**2) GRANTS/EDP WINGS:-**

This Wing comprises of the following Sections:

- (a) Grants – I /Military Section
- (b) Grants-I/Civil Section
- (c) Grants (Ors) Section
- (d) Pension Revision Section
- (e) EDP Centre
- (f) Revision section

**(a) GRANTS-I/MILITARY SECTION:**

This section deals with all types of grants of pensionary benefits /awards in respect of commissioned officers and their families.

There is also a sub-section in this section known as a "State Force " section which deal with all kind of pensionary matter related to Ex-state Force personnel.

**(b) GRANTS-I/CIVIL SECTION:-**

This section deals with all types of grants of pensionary benefits/awards to the Defence civilians and their families, including DAD, Coast guard and GREF personnel and their families.

(c) **GRANTS (ORS) SECTION: -**

This section deals with all types of grants of pensionary benefits/awards to JCO/Ors (Now PBOR) This grants (Ors) wing is further divided into the following sections: -

(i) ***Coordination and Technical Section: -***

Coordination section deals with the overall establishment work in Ets(ORs) Section). Technical examination of cases referred to Govt. monitoring and interpretation of rules and orders, procedural research and decision cases of complicated nature.

(ii) ***Grants-2 Section:***

This section deals with grant of service pensionary benefits/awards to Personnel Below Officer Rank. There is one cell functioning with G-2 section known as "double pension cell ", deals with consolidation of two pension cases.

(iii) ***Grants-3 Section:***

This section deals with grant of disability pensionary award to Personnel Below Officer rank and reassessment of disability pensionary award to Personnel Below Officer rank.

(iv) ***Grants-4 Section:***

This section deals with family pensionary awards in respect of families of PBOR (liberalised family pension, special and ordinary family pension).

(v) ***PEA Section: (i.e. pending Inquiry Awards Section)***

This section deals with authorisation, audit and accounting of PEA sanction to soldiers/families by this office, and also arranges cash remittance by Money Order.

(vi) ***Commutation Section:***

This section deals with authorisation of commuted value of pension (C.V.P), after initial grant of service/disability pension.

(vii) ***PPO Section :***

This is known as Pension Payment order Section and is responsible for issue of Fair copies of draft PPO's prepared manually through section concerned, vis-à-vis duplicate copies of P.P.O demanded by pension paying Agencies/Record Offices.

(d) ***EDP CENTR***

This section deals with processing of pension claims and generating computerised PPO's. The sanction of service pension to PBOR, was taken up first of all for computerisation



in the year 1987. Since then various other types of sanction have been computerised. It also deals with compilation of accounts pertaining to Accounts section.

**(e) PENSION REVISION**

This section deals with revision of pension of pre and post 1986 and 1986 cases respectively.

**(iii) AUDIT WING:**

This wing deals with the audit of payment of pensionary awards and spot audit of treasuries and Banks. This wing constitutes and following section as well.

**(a) Audit Coordination and technical section:**

Audit coordination section deals with the over all establishment work. Technical section deals with the technical examination of cases referred to government and in addition also deals with monitoring and implementation of rules and orders, counting of former military service towards service, with other department other than Defence, fake PPO's and fraudulent drawal of pension cases etc.

**(b) Spot Audit/Audit Coord-II**

Detailing teams for spot audit of PDAs and further follow up action.

**(c) DPDO Cell**

Audit Correspondence in respect of all categories of pensioners drawing pension from DPDOs & U.K./Burma/ HKSRA/PAK pensioners. Audit & reimbursement.

**(d) Audit Treasury Cell**

Audit correspondence in respect of all categories of pensioners drawing pension through treasuries/ PAOs, Indian Embassy Nepal.

**(e) Audit PSB Cell**

Audit correspondence in respect of all categories of pensioners drawing pension from Public Sector Banks.

**(f) O.T.I. CELL**

Clearance of demands in respect of O.T.I payments.

**(iv) VARIOUS IMPORTANT CELLS:**

This wing comprises of the following four important cells in this office.

**(a) O&M Cell**

- (b) Hindi Cell
- (c) Legal Cell and
- (d) Pension Adalat cell
- (e) Complaint Cell
- (f) RTI Cell

**(a) O & M Cell**

This is known as “Organization and Method Cell “and there are three different Cells functioning under it :-

- (ii) Inspection Cell
- (iii) O & M Study Cell
- (iv) Training Cell / DPTI

**(ii) INSPECTION CELL**

This cell carries out internal inspection of all the sections of this office. The objection statements are issued and watch their settlement likewise. In addition to internal inspection, this cell also conducts inspection of four D.P.D.Os viz. Kolkata, Kanpur, Gorakhpur and Allahabad and their follow up action.

**(III) O & M STUDY CELL:**

O & M study are being carried out by this cell based on job steps furnished by this section/ Group concerned. It determines the quantum of work and manday available and there by to fix quota.

**(IV) TRAINING CELL/DPTI:**

This cell / DPTI is responsible for arranging various training programs i.e. imparting training to the external agencies like PSBs, RO/PAO,HOO & TOs and also for internal training for officers/staff..

**(B) HINDI CELL:**

This cell deals with the promotion of Hindi as national Language and also use of “Rajbhasa” in a day to day working in this office.

**(C) LEGAL CELL:**

Deals with all court cases of Defence personnel including DAD employees.

**PENSION ADALAT CELL :**

This cell deals with holding of Pension Adalat at various places all over India. The Main objective of holding such Adalat is settlement of Pensioners grievances on the spot.  
**(E) COMPLAINT CELL :**

This cell deals with receipt, diarisation and distribution of complaints received from various sources viz., CGDA, VIP/Min. of Defence and DP & P W complaints and prepares M.P.R. based on their clearance.

**(F) RTI CELL :**

This cell is responsible for imparting information sought for under RTI Act-2005

## 06. KINDS OF PENSIONARY AWARDS

### PENSIONARY AWARDS IN RESPECT OF COMMISSIONED OFFICERS.

#### **Qualifying Service for earning Retiring Pension**

- \* **The minimum period of qualifying service (without weightage) for earning retiring pension shall be 20 years (15 years in the case of late entrants).**
- \* The term qualifying service shall mean actual qualifying service rendered maximum upto 33 years. A fraction of a year equal to 3 months and above but less than 6 months shall be treated as a completed  $\frac{1}{2}$  year. Similarly, nine months or more but less than one year shall be treated as a completed one year and reckoned as qualifying service. This shall, however, not be applicable for completing minimum qualifying service for pensionary award.

#### **Periods of Service Qualifying for Pension**

- (i) Service as a permanent regular Commissioned Officer
- (ii) Service rendered before attaining the age of 17 years.
- (iii) Embodied or called out service as an officer of TA or Auxiliary Air Force subject to refund of gratuity, if any.
- (iv) Service in the rank if followed by permanent regular Commissioned service without a break subject to refund of gratuity, if any.
- (v) All leave including study leave with pay.
- (vi) Period of suspension from duty when the officer is not brought on trial or court martial with result favour-able to the officer.
- (vii) Service under an Office /Department/Ministry of the Central or State Government.
- (viii) Any period of Civil service under Central or State Government. if followed by military service subject to refund of gratuity, if any.
- (ix) Service rendered in the autonomous bodies
- (x) The period of ante-date of commission and the period of Secondment subject to the following maxima:- (a) Ante-date of commission -18 months (b) Secondment -12 months (c) when both ante- date and Secondment granted - 24 months
- (xi) Service rendered in aid of civil administration.

**No Weightage: - The rank weightage to qualifying service for the purpose of computation of pension stands withdrawn w.e.f. 01.01.2006.**

(Para 6.1 (a) & (b) substituted MOD letter dated 12.11.2008)

pension shall be reduced.

The reckonable emoluments for retiring/service/invalid pension shall comprise pay in the Pay Band, Grade pay, Military service pay and Non practicing allowance if any, last drawn.

The retiring pension of an officer of the rank of Lt. Colonel (TS), Brigadier or Major General shall not be less than the pension which would have been admissible as a Major, Colonel or a Brigadier had he not been promoted to the higher rank.

### ***Retirement Gratuity***

An officer who has completed 5 years qualifying service (actual) and is eligible for retiring /invalid/ special pension or gratuity of any type will be granted retirement gratuity equal to ¼th of the reckonable emoluments for each completed six monthly period of qualifying service subject to the maximum of 16 ½ times of the Reckonable emoluments which will be restricted to Rs. 10 lakhs.

The term “**Reckonable Emoluments** “ will include pay in the Pay Band, Grade Pay , Military service Pay and NPA, if any, plus dearness allowance on the date of retirement.

### ***Commutation of Pension***

An officer is entitled to commute for a lump sum payment a fraction not exceeding 50% of his/her pension which is sanctioned for life.

Commutation of pension if applied after one year of retirement/invalidment is to be submitted through pension disbursing authority. In such cases, commutation is to be done after medical examination only.

#### ***Calculation of Commuted Value of Pension***

The commutation of pension is calculated as under:-

Portion of monthly pension to be commuted x 12 x purchase value applicable to the age next birthday.

Note1: Para 9.2 and 9.3 of MOD letter dated 12.11.2008 substituted.

### ***Restoration of Commutation Portion of Pension***

The pensioners who have commuted a portion of their pension and on 1.4.1985 or thereafter have completed 15 years or will complete from the respective dates of retirement or from the date on which reduction in pension on account of commutation becomes effective will have their commuted portion restored.

Additional pension to old pensioners added.

(Para 10 of MOD letter dated: 12.11.2008.)

### ***Disability Pension***

An Officer who is retired/ invalided from Army service on account of disability arising/sustained under the circumstances mentioned in category B and C below which is accepted as attributable to or aggravated by such service and is assessed at 20% or over shall be entitled a disability pension. The disability pension consists of service element and disability elements.

Note: the condition of minimum assessment of 20% of disability shall, however, be not required in cases of invalidment.

For determining the pensionary benefits the circumstances to decide the attributability/aggravation have been categorized as under:-

#### ***Category “A”***

Death or disability due to natural causes neither attributable to nor aggravated by military service, such as constitutional diseases, chronic ailments, prolonged illness while not on duty.

#### ***Category “B”***

Death or disability due to causes which are accepted as attributable to/ aggravated by military service such as diseases contracted because of continued exposure to hostile work environment subject to extreme weather conditions or occupational hazards.

#### ***Category “C”***

Death or disability due to accidents while performing duty, such as,

- (i) accidents while traveling on duty in Government/public /private vehicles or during air journey or mishap at sea.
- (ii) electrocution while on duty.
- (iii) accidents during participation in organized sports events/ adventures activities/expeditions/training

**Category "D"**

Death or disability due to acts of violence/attack by extremists, anti-social elements, whether on duty or even when not on duty , bomb blasts in public places or transport or disability occurring while employed in aid of civil power in dealing with natural calamities.

**Category "E"**

*Death or disability arising as a result of :-*

- (i) enemy action in international war, action during peace keeping mission abroad, border skirmishes.
- (ii) during laying/clearance of mines, accidental explosions of mines.
- (iii) war like situations, including cases which are attributable to / aggravated by:-
  - (a) extremist acts, exploding mines, etc while on way to operational area.
  - (b) battle inoculation training exercises, or demonstration with live ammunition.
  - (c) kidnapping by extremist while on operational duty.
- (iv) an act of violence/attack by extremists and antisocial elements etc. while on operational duty or while employed in aid of civil power in quelling agitation, riots or revolts by the demonstrators.
- (v) operations specially notified by Government from time to time.

**Disability pension on Invalidment**

The amount of service element and disability element of disability pension in case of invalidment are determined as under:-

- (i) Service element- the amount of service element shall be equal to the retiring pension determined.

There shall be no condition of minimum qualifying service for earning this element.

- (ii) Disability element- The amount of disability element depends on the assessed degree of disablement by Invaliding Medical Board and rank of the officer. Disability lower than 100% shall be reduced with reference to percentage as laid down in clause (iii) below.

(iii)

Percentage of disability as finally accepted	Percentage to be reckoned for computing of disability element
1 to 49	50
50 and 75	75
76 and 100	100

Note1: Rounding off benefit is not admissible where disability is assessed at nil percent by the Invaliding Medical Board.

**Disability element on Retirement**

Where a Commissioned Officer is retained in service despite disability arising/ sustained in the circumstances mentioned in category "B" and 'C' above and is subsequently retired on attaining age of retirement or on completion of tenure he shall be entitled to disability element at the rate as prescribed for 100% disablement.

For disabilities less than 100% but not less than 20% the rate will be proportionately reduced.

No disability element shall be payable for disabilities less than 20%.

Rounding off benefit as admissible in case of invalidment, shall not be applicable in such cases.

#### ***Rate of Disability Element***

The rate of disability element for 100% disability shall be  
**Rs.5880/- p.m. w.e.f. 01.01.2006,**

#### ***Constant Attendance Allowance***

Constant Attendance Allowance is sanctioned to an officer for 100% disablement, if in the opinion of IMB/RSMB subject to acceptance by the pension sanctioning authority; he needs the services of a Constant Attendant for at least a period of 3 months subject to the condition that the pensioner actually employs a paid attendant to look after him.

The Constant Attendance Allowance will not be payable for:

- (i) any period during which the pensioner was an inmate or inpatient of a Government institution or Hospital.
- (ii) any period for which a constant and paid attendant was not actually employed to look after him
- (iii) for the period of re-employment of the pensioner

#### ***Rate of Constant Attendance Allowance***

Constant Attendance Allowance shall be admissible @ Rs. 3000/- p.m. irrespective of the rank w.e.f. 01.01.2006. This rate is to be increased by 25% every time the dearness allowance payable on revised pay band goes up by 50%.

#### ***Lump-sum Compensation in Lieu of Disability Element***

In case a service officer is found to have a disability which is sustained under the circumstances mentioned in category 'B' and 'C', and is assessed at 20% or above for life but is retained in service despite such a disability, he shall be paid a compensation lump sum (in lieu of disability pension) equal to the capitalized value of disability element on the basis of disability actually assessed

Note: Provision of rounding off benefit shall not apply.

For the above purpose, the age next birth day will be reckoned with reference to the date of onset of disability with loading of age, if any, recommended by the Disability Compensation Medical Board.

Once a compensation has been paid in lieu of disability element, there shall be no further entitlement to the disability element for the same disability. Such disability shall also not qualify for grant of any pensionary benefits or relief subsequently.

The payment of compensation in lieu of disability element will be made on the basis of payment authority issued by Pension Sanction Authority.

### ***Invalid Pension***

When an officer is invalided out of service on account of a disability which is neither attributable to nor aggravated by military service, he will be entitled to invalid pension, if service actually rendered is 10 years or more and invalid gratuity, if it is less than 10 years.

The amount of invalid pension will be equal to the service element of disability pension that would have been admissible in case the causes were attributable to or aggravated by military service.

The invalid pension will be subject to the minimum of Rs. 3500/- p.m. but in no case it will be less than the normal rate of ordinary family pension i.e. 30 % of pay last drawn.

### ***Invalid Gratuity***

The amount of invalid gratuity shall be calculated at half a month's reckonable emoluments i.e. pay in the Pay Band, Grade Pay, Military Service Pay and NPA, if any, last drawn and dearness allowance, for each completed six monthly, period of qualifying service.

### **War Injury Pension on invalidment**

Where an officer is invalided out of service on account of disability sustained under circumstances mentioned in category "E" above, he shall be entitled to war injury pension consisting of service element and war injury element as follows

- (i) Service element- Equal to retiring pension to which he would have been entitled on the basis of his pay on the date of invalidment but counting service upto the date on which he would have retired in that rank in normal course.  
There shall be no condition of minimum qualifying service for earning this element.
- (ii) War injury element- equal to reckonable emoluments last drawn for 100% disablement.

### **War Injury Pension on Retention in Service.**

An officer who is retained in service despite the disability due to war injury sustained under circumstances mentioned in category 'E' and retire subsequently shall have an option as follows.

- (a) to draw lump sum compensation in lieu of war injury element foregoing war injury element at the time of subsequent retirement.

Or

- (b) to draw war injury element at the time of retirement in addition to retiring pension admissible on retirement, foregoing lump sum compensation.

### **Lump sum compensation in lieu of war injury pension**

In case an officer is found to have a disability, which is attributable/ aggravated and is assessed at 20% or more for life but the officer is retained in service despite such disability and opts for lump sum compensation, he shall be paid the lump sum compensation in lieu of war injury element.

The rate for calculation of lump sum compensation in lieu of war injury element for 100% disability for life will be Rs. 11760/- p.m. w.e.f. 01.01.2006.



For disability due to war injury of less than 100%, the rates shall be proportionately reduced.

The one time compensation in lump sum in lieu of war injury element will be equal to the capitalized value of war injury element.

Age next birth day will be reckoned with reference to the date of onset of disability with loading to age, if any, recommended by the Competent Medical Board.

Once the compensation in lieu of war injury element due to disability for life has been paid, there shall be no further entitlement on account of such a disability at the time of retirement from Armed Forces. Since this is one time payment of compensation, no restoration will be permitted.

### **War Injury Element on subsequent Retirement**

Where an officer is retained in service despite injury/disability sustained under the circumstances mentioned in Category 'E' and does not opt for lump sum compensation in lieu of war injury, he shall be entitled to the payment of war injury element on a monthly basis at the rate prescribed above on subsequent retirement.

For disabilities less than 100 %, the above rate shall be proportionately reduced. No war injury shall be payable for disabilities less than 20 %.

### **Liberalised Disability Pension**

An officer sustaining disability under the circumstances mentioned in category 'D' shall be entitled to same benefits as admissible to war injury cases on invalidment/retirement including lump sum compensation. However, on invalidment, they shall be entitled to disability element instead of war injury element in addition to service element.

The service element will be equal to retiring pension to which he would have been entitled on the basis of his pay on the date of invalidment but counting service upto the date on which he would have retired in that rank in normal.

There shall be no condition of minimum qualifying service for earning this element.

The rate of disability element will be Rs. 5880/- p.m. for lower percentage of disablement, this amount shall be proportionately reduced. However, in no case aggregate of service element and disability element shall be less than 80% of the reckonable emoluments last drawn i.e. Pay in the Pay Band, Grade Pay, Military Service Pay and N.P.A, if any.

### **Ex-gratia Award to Cadets (Direct in Case of Disablement.**

Ex- gratia awards (except service entry) in respect of Cadets in the event of disablement due to cause attributable to or aggravated by conditions of military training shall be admissible @ Rs. 1275/- p.m. with effect from 1.8.1997 for life.

In addition, a disability award on ex-gratia basis shall also be admissible to the ex-cadets @ Rs. 2100/- p.m. with effect from 1.8.1997 for 100% disability during the period of disability.

The amount of disability award shall be proportionately reduced when the degree of disablement is less than 100% No disability award shall be payable whose degree of disablement is less than 20%.

Constant Attendance Allowance @ Rs. 600/- p.m. with effect from 1.1.1996 and Rs. 3000/-P.M. w.e.f01.01.2006 shall also be admissible.

### **Appeal**

An officer may submit two appeals against rejection of disability pension. He may prefer first appeal to the Service HQrs (Director PS-4 ) within six months from the date on which decision on the entitlement is communicated to him.

The officer can make a second appeal within six months from the date of rejection of Service HQrs. The second appeal is considered by the Defence Ministry Appellate Committee headed by Raksha Mantri /Rajya Raksha Mantri.

**Family Pension: - Para 11.1, 11.2, 11.3 and 11.4 added. Govt. letter dt.12.11.2008.**

### **Ordinary Family Pension**

Ordinary family pension is payable to the widow and children of the officer who died/die while in service or after retirement with a retiring/disability/invalid/ special pension on account of causes which are neither attributable to nor aggravated by service.

### **Eligible Members of Family for Ordinary Family Pension**

- (i) Wife lawfully married before or after retirement
- (ii) A judicially separated wife
- (iii) Son/unmarried daughter below the age of 25 years (including those illegitimate and adopted legally before or after retirement) or till the date of earning livelihood i.e. not more than Rs. 2550/ pm., whichever is earlier.
- (iv) Widowed/ divorced daughter till she attains the age of 25 years or upto the date of re-marriage and the earning is not more than Rs. 2550/- p.m. whichever is earlier.
- (v) Parents wholly dependant and has not left behind a widow, widower, eligible son or daughter or a widowed/ divorced daughter and the earning of the parent is not more than Rs. 2550/- p.m. The beneficiary is required to furnish income certificate by himself or herself. The family pension to parents will be admissible with effect from 1.1.1998 but will cover cases where death occurred even prior to 1.1.1998)

In case of parents, the mother will receive the pension first. In addition to above, the following members are also eligible for ordinary family pension:-

- (i) Handicapped children- son or daughter suffering from any disorder of disability of mind or physically crippled or disabled so as to render him unable to earn a living even after attaining the age of 25 years.
- (ii) Post retrial spouses-
- (iii) Children born out of void or voidable marriage
- (iv) Children born from divorced wife where conception took place before divorce.

### **Ordinary Family Pension In Case Of Missing Personnel Pensioners**

Ordinary family pension in such cases is admissible to the eligible member of the family from the date of lodging FIR one year after the date of lodging FIR or expiry of leave of the officer who has disappeared, whichever is later.

### **Rates Of Ordinary Family Pension**

Normal Rate – The ordinary family pension at normal rate shall be calculated @ 30% of reckonable emoluments last drawn subject to a minimum of Rs. 3500/- p.m. and a maximum of 30% of the highest pay.

### **Enhanced Rate Of Ordinary Family Pension**

Where an officer dies while in service having rendered not less than 7 years continuous qualifying service, or who dies after retirement with pension. Ordinary family pension at enhanced rate shall be granted for a period of 10 years or upto the date on which the deceased would have attained the age of 70 years. The amount of enhanced rate shall be the lowest of the following amounts:

- (i) 50% of the reckonable emoluments
- (ii) amount of retiring/ invalid/ service element of disability pension

For this purpose, reckonable emoluments comprises of pay in the Pay band, Grade Pay, Military Pay, Service pay and NPA, if any, last drawn.

### **Special Family Pension**

Special Family Pension is admissible if the death of an officer whether during service or after retirement is caused due to the circumstances mentioned in category 'B' or 'C'.

There shall be no condition of minimum service on the date of death for grant of Special Family Pension.

The decision whether the cause of death is attributable to or aggravated by service or otherwise rests with Government of India (now Service Hqrs. with effect from 14.8.2001.)

The minimum rate of special family pension will be Rs.7000/- PM w.e.f.01.01.2006.

Eligible Members for Special Family Pension

(i) Wife (lawfully married before or after retirement) including a judicially separated life.

(ii) Sons/Un-married daughters/ widowed/ divorced daughters (including those illegitimate and adopted legally) till he/she attains the age of 25 years or upto the date of his/her marriage/ re-marriage whichever is earlier. In case the eligible child is physically or mentally handicapped and unable to earn livelihood, the Special Family Pension would be admissible for life.

(iii) Father

(iv) Mother

(v) Brother

(vi) Unmarried sister.

Special Family Pension shall be calculated @ 60% of reckonable emoluments drawn at the time of death of the officer subject to a minimum of Rs. 2550/- p.m. irrespective of whether widow has children or not.

There shall be no maximum ceiling on Special Family Pension.

Emoluments will comprise pay in the Pay Band, Grade Pay, Military Service Pay and NPA, if any, last drawn by the officer.

### **Special Family Pension on Re-marriage of widow**

<b>(i) If widow has children</b> <b>(a) If she continues to support children after re-marriage</b> <b>(b) if she does not support children after re-marriage</b>	<b>Full Special Family Pension continue to widow</b> <b>Ordinary family pension equal to 30% of the last pay drawn to the re-married widow.</b> <b>50% of the Special Family Pension to eligible children.</b>
<b>(ii) If widow has no children</b>	<b>Full Special Family Pension to widow</b>

### **Dependent Pension to Parents and Brothers/Sisters**

A claim for dependent's pension arises in favour of parents/ eligible brothers and sisters (in the absence of parents) of the deceased officers who die under circumstances mentioned in category B or C as a bachelor or widower without children.

### **Conditions of Eligibility to Dependent Pension**

(i) The parents/ eligible brothers/ sisters were largely dependent on the officer for support and are in pecuniary need.

(ii) In case of parents, upto the date of death or in the case of female parent who re-marries- upto the date of re-marriage.

(iii) In the case of brothers/sisters- upto the date he/she attains the age of 25 years or until she gets married, whichever is earlier. The dependents pension may be continued beyond 25 years if they are incapable of self-support by reason of mental or physical infirmity.

Note: There shall be no condition of "means limit" for grant of dependent pension provided they were largely dependent on the deceased officer for support and are in pecuniary need. A self attested declaration on any normal paper shall be treated as sufficient proof for grant of dependent pension.

### **Rate of Dependent Pension**

At a rate equal to 50% of the notional Special Family Pension that would have been admissible as per Para 49 above subject to a minimum of Rs. 3500/- p.m.

### **Liberalised Family Pension**

In case of an officer under the circumstances mentioned in category 'D' or 'E' eligible members of the family shall be entitled to liberalised family pension equal to Reckonable emoluments last drawn

Reckonable emoluments include pay in the Pay Band, Grade Pay, Military Service Pay and NPA, if any, last drawn.

Liberalised Family Pension shall be granted to the widow until death or disqualification. If the officer is not survived by the widow but is survived by child/ children only, all children together shall be eligible for Liberalised Family Pension at the rate equal to Special Family Pension. Liberalised Family Pension shall be payable to child/ children for the period during which they would have been eligible as in the case of Special Family Pension. It shall be paid to the senior most eligible child at a time. On his/her death/ disqualification, it will pass on to the next eligible child.

### **Liberalised Family Pension on Re-marriage of Widow.**

<b>(i) If widow has children</b> <b>(a) If she continues to support children after re-marriage</b> <b>(b) if she does not support children after re-marriage</b>	<b>Full Special Family Pension continue to widow</b> <b>Ordinary family pension equal to 30 to widow</b> <b>60% Special Family Pension to eligible children.</b>
<b>(ii) If widow has no children</b>	<b>Full Special Family Pension to continue to widow</b>

### **Dependent Pension (Liberalised)**

Where an officer dies as a bachelor or as a widower without children under the circumstances in category 'D' or 'E'. The dependant pension (liberalised) shall be admissible to parents without reference to their pecuniary circumstances at the rate of 75% of Liberalised Family Pension for both parents and at the rate of 60% of Liberalised Family Pension for single parent. On the death of one parent, dependent pension at the latter rate shall be admissible to the surviving parent. In the absence of parents, dependent pension shall be admissible to dependent brother(s)/ sister(s), if otherwise eligible, at the rate of 60% of Liberalised Family Pension.

Note: Condition of age and marriage shall equally apply to dependent brother/sister for grant of dependant pension which shall be paid to the senior most eligible brother/ sister at a time.

Ex-Gratia awards in case of death of cadets:

The Ex-gratia awards in respect of Cadets in the event of death due to causes attributable to military training shall be payable to the next of the kin depending upon his martial status.

### **RATE OF EX-GRATIA AWARDS**

In case of married Cadet,

- (i) Rs. 600/- p.m. upto 31.7.1997 and thereafter @ Rs. 1275/- p.m. w.e.f. 1.8.97 to 31.12.2005 and Rs.3500/-PM w.e.f. 01.01.2006 to the widow /children.
- (ii) In case of unmarried/widower Cadet Rs. 375/- p.m. up to 31.7.1997 and thereafter @ Rs. 1275/- p.m. w.e.f. 1.8.97 to 31.12.2005 and Rs.3500/-PM w.e.f. 01.01.2006 to the dependent parents for life. In absence of parents, to the dependent brother(s) /un-married sister(s) in order of seniority in age till they attain the age of 25 years. In case of un-married sister(s), ex-gratia shall be stopped on her/their getting married.
- (iii) Ex-gratia amount of Rs. 2.5 lakhs is payable in addition where death is due to cause attributable to or aggravated by military training occurring on or after 1.8.1997.

Note: Ex-gratia awards shall not be treated as pension for any purpose. However, dearness relief shall be payable.

### **Ex-Gratia Lump-Sum Compensation Who Die In Harness:**

W.e.f. 1.8.97 ex-gratia lump-sum compensation is admissible to the families of the Commissioned Officers who die in harness in the performance of their bonafide official duties as under:

(a)	Death occurring due to accidents	Rs. 10 Lakhs
(b)	Death occurring due to acts of violence by terrorists, antisocial elements, etc.	Rs. 10 Lakhs
(c)	Death occurred in (i) border skirmishes and action against militants, terrorists, extremists	Rs. 15 Lakhs
(d)	Death occurred in enemy action in international war or such war like engagements which are specifically notified by Ministry of Defence	Rs. 20 lakhs

Note 1 Provision of clause (d) above shall be applicable w.e.f. 01.01.2006

Note 2 The conditions and guidelines to be observed governing the payment of ex-gratia lump-sum compensation are laid down in Government of India Ministry of Defence letter No. 20(i)/98/D( Pay/Sers) dt. 22.9.98 & 21.10.2008 as amended.

#### DEATH GRATUITY

If an Army officer dies while in service, his family will be entitled to death gratuity. The quantum of death gratuity will be determined on the basis of length of qualifying service and the emoluments drawn at the time of death, which are as under:-

	Length of qualifying service	Rate of Death Gratuity
(i)	Less than 1 year	2 times of emoluments.
(ii)	1 year or more but less than 5 years.	6 times of emoluments.
(iii)	5 years or more but less than 20 years	12 times of emoluments
(iv)	20 years or more	Half of reckonable emoluments for each completed six monthly period of qualifying service subject to a minimum of 12 times of reckonable emoluments and a maximum of 33 times of reckonable emoluments.

Note 1. The reckonable emoluments include Pay in the Pay Band, Grade Pay, Military Service pay and NPA, if any, plus Dearness Allowance admissible on the date of death.

Note 2. In respect of death occurring on or after 1.1.1996, the amount of death gratuity shall in no case exceed Rs. 3.5 lakhs and on or after 01.01.2006 Rs. 10 Lacks.

Note 3. If deceased officer fails to nominate any member of his family, the payment of death gratuity shall be paid as per provisions.

Note 4. Weightage of 5 years will be given to qualifying service subject to maximum of 33 years. In case actual service is less than 5 years, no weightage will be given.

#### **Additional Family Pension to Old Family Pensioners.**

Para 11.5 of MOD letter Dt. 12.11.2008 added.

Minimum/Maximum Pension

Para 13 of MOD letter dt.12.11.2008 added.

**Dearness Relief:**

w.e.f.	Rate of DA
01.01.2006-30.06.2006	NIL
01.07.2006-31.12.2006	2%
01.01.2007-30.06.2007	6%
01.07.2007-31.12.2007	9%
01.01.2008-30.06.2008	12%
01.07.2008-31.12.2008	16%
01.01.2009-30.06.2009	22%
01.07.2009-31.12.2009	27%
01.01.2010-30.06.2010	35%

**Monetary Allowances Attached to Gallantry Awards.**

The scheme of Gallantry Awards for Armed forces Personnel can be broadly divided into two categories i.e. Pre-Independence Gallantry Awards and Post-Independence Gallantry Awards. The Pre-Independence Gallantry Awards include Indian order of Merit, Military Cross, etc after independence different series of Gallantry Awards were introduced. The Vir Chakra series of awards are given for acts of conspicuous bravery/gallantry in the presence of the enemy and the Ashok Chakra series for bravery other than in the face of the enemy.

These awards carry a monetary allowance with them which is payable for two lives.

**Rates Of Monetary Allowance Attached To Gallantry Decorations**

(i) Param Vir Chakra	Rs. 1500.00/- p.m. 3000/-
(ii) Ashok Chakra	Rs. 1400.00/- p.m. 2800/-
(iii) Mahavir Chakra	Rs. 1200.00/- p.m.. 2400/-
(iv) Kriti Chakra	Rs. 1050.00/- p.m. 2100/-
(v) Vir Chakra	Rs. 850.00/- p.m. 1700/-
(vi) Shaurya Chakra	Rs. 750.00/- p.m. 1500/-
(vii) Sena Medal	Rs.250.00/- p.m. 500/-

Note 1. The award at the above rates is applicable w.e.f

Note 2 The Monetary allowance will not be taken into account for computing dearness relief.

**Lump-sum Monetary Awards to Nepalese Gorkhas Recipient of Indian Gallantry Decorations.**

Gorkhas of Nepalese domicile who are awarded the gallantry decoration will get special lump sum monetary awards w.e.f. 1.8.2003 as per the scale given below:

Gallantry Decoration	Amount of lump sump
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	in Rs.
Param Vir Chakra	1,50,000
Ashok Chakra	1,25,000
Mahavir Chakra	1,00,000
Kriti Chakra	75,000
Vir Chakra	50,000
Shaurya Chakra	40,000
Sena Medal	20,000

### **Pensionary awards in respect of non - Regular Commissioned Officers (SSC, TC, EC and SSRC)**

The pensionary awards in respect of non - Regular Commissioned Officers (SSC, TC, EC and SSRC) are regulated in terms of provisions contained in AI 6/S/65, as amended.

Serving JCOs/ORs granted emergency commission will have the option either:

- (i) To accept any pension/gratuity earned for pre commissioned service

To forego the terminal gratuity pension/gratuity in substantive rank held before grant of emergency commission.

### **Counting of Pre-Commissioned Service**

Full rank service and full Commissioned Service shall be taken into account for determining total qualifying service for those opted for JCOs/ORs pension whereas in case of officers who opted for pension of Commissioned Officers in their cases qualifying service shall be reckoned by counting rank service as under

<b>Prior to 1.7.66</b>	<b>half</b>
<b>from 1.7.66 upto 31.12.85</b>	<b>2/3rd</b>
<b>From 1.1.86 onwards-</b>	<b>Full.</b>

### **Retiring Pension**

Serving JCOs/ORs granted emergency Commissioned and short service Regular Commissioned will be eligible for retiring pension after rendering 12 years qualifying service (without weightage) actually rendered.

EC/SSRC Officers retiring after rendering actual qualifying service of 12 years and more but less than 20 years will be granted rank-wise weightage.

### **Invalid Pension**

Eligible for invalid pension if officers retired with 10 years or more but less than 12 years of qualifying service.

### **Disability Pension**

Service element- equal to service pension as admissible under A.I 6/S/65 Disability element admissible at the same rate as for regular Commissioned Officers.

### **Constant Attendance Allowance**

Constant Attendance Allowance is admissible at the same rate and under the same conditions as far regular Commissioned Officers.

### **Family Pension**



Ordinary/Special/Liberalised family pension and death gratuity shall be admissible at the same rates and subject to same general conditions as are applicable to permanent regular Commissioned Officers.

### **Counting of Past Service**

Pre-Commissioned service may pertain to the following

- (i) Military service
- (ii) Govt. Civil service
- (iii) Central Government autonomous bodies.

Pre-commissioned service pertaining to above may count towards qualifying service as under:

### **Counting of pre-commissioned- Military service**

<b>Regular Officers</b>	<b>Full</b>
<b>Service rendered as JCO prior to 1.7.66</b>	<b>Half</b>
<b>Service rendered after 1.7.66</b>	<b>2/3rd</b>
<b>Service rendered after 1.1.86</b>	<b>full</b>

### **Counting of Pre- commissioned -Civil service**

(i) All former pensionable gazetted service	Full
(ii) All pensionable non-gazetted service where the initial pay of which is Rs. 60/- p.m. or more (Pay limit was raised to Rs. 137/- and Rs. 200/- with effect from 1.7.59 and 1.7.66	Full
(iii) All pensionable non-gazetted service where the initial pay is less than Rs. 80/- p.m.. The pay limit was raised to Rs. 130/- p.m. with effect from 1.7.99	half
(iv) with effect from 1.7.66, non-gazetted civilian service where the initial pay is less than Rs. 200/- p.m.	2/3rd

### **Counting of Pre-Commissioned Service- Central Govt. Autonomous Bodies.**

With effect from 1.12.77, service rendered in an appointment, the initial pay of which is Rs 200/- pm. or more	Full.
Service rendered in an appointment, the initial pay of which is less than Rs. 200/-p.m.	2/3rd

Note- Total qualifying service rendered in autonomous bodies will not exceed one-half of the Commissioned service counting for pension.

### **Condonation of Break in Service**

Interruption between two spells of service will be treated as automatically condoned and pre-interruption service treated as qualifying service for pension provided that interruption was not caused due to resignation, dismissal or removal from service or participation in strike.

### **Pro-rata Pension**

An officer who has rendered not less than 10 years qualifying service without weightage prior to his absorption in Public Sector Undertaking/Autonomous Bodies, etc shall be granted pro-rata monthly pension from the date of such absorption with an option to commute 50% of pension.

### **Retirement Gratuity**

Retirement Gratuity based on the length of qualifying service of an officer till the date of absorption will be admissible.

Every absorbee will be required to exercise an option within six months for either of the alternatives indicated below:-

- (a) receiving pro-rata pension and retirement gratuity
- (b) receiving Retirement Gratuity and lump-sum amount in lieu of monthly pro-rata pension.

Note: Facilities of receiving capitalized value equivalent to 100% Commutation of pension on absorption has been withdrawn with effect from 10.11.1996.

### **Restoration of Commuted portion of pension case of absorption**

The officers who had drawn lump-sum payment on absorption and have become entitled to restoration of 1/3rd commuted portion of pension shall, apart from payment of revised restored amount of 1/3rd commuted portion of pension, be also entitled to dearness relief on notionally revised full pension from the date of restoration instead of dearness relief on the revised restored amount of 1/3rd commuted portion.

However, the officers who have opted for lump sum commuted value of their total pro-rata pension may get their pension restored to the extent of 43%

### **EX- SERVICEMEN CONTRIBUTORY HEALTH SCHEME(ECHS)**

Service personnel, who are transferred to pension establishment on or after 1.4.2003, will compulsorily be a member of Ex- Servicemen Contributory Health Scheme (ECHS) by contributing his share of contribution as given below and the scheme would be for life time. Similarly, ex-servicemen who have already retired can become members by making a one time contribution. There would be no restriction on age or medical condition.

<b>Pension/family pension</b>	<b>Lump sum contribution</b>
Upto Rs. 3000/-	Rs. 1800/-
Rs. 3001/- -- Rs. 6000/-	Rs. 4800/-
Rs. 6001/- Rs. 10000/-	Rs. 8400/-
Rs. 10001/- Rs. 15000/-	Rs. 12000/-
Rs. 15001/- and above	Rs. 18000/-

Retired personnel joining the scheme will forfeit the medical allowance of Rs. 100/- and those who do not join the scheme would continue getting medical allowance. Such persons would not be entitled to any medical facility from Armed Forces clinics/hospitals or polyclinics set up under the scheme.

**Note:** War Disabled soldiers and War widows and other next of kin e.g. children, parents etc. whosoever by virtue of eligibility and are in receipt of liberalised family pension or a portion of it because of division thereof are exempt from payment of ECHS Contribution.

Grant of Family Pension under Employees Pension Scheme, 1995 and Family Pension Scheme 71 in addition to Family Pension from military side

A Family Pension who are re-employed in the organizations/ establishments, where Employees Pension Scheme, 1995 and Family Pension Scheme, 1971 are in force, shall also be eligible for grant of ordinary family pension from military side with effect from 27.07.2001.

## **VARIOUS TYPES OF PENSIONARY AWARDS TO PBOR**

The various types of pensionary awards admissible to PBOR are: -

- (i) Service Pension.
- (ii) Service Gratuity.
- (iii) Retirement /Death Gratuity.
- (iv) Disability Pension.
- (v) Constant Attendance Allowance
- (vi) Invalid Pension/Gratuity.
- (vii) War Injury Pension.
- (viii) Ordinary Family Pension.
- (ix) Special Family Pension.
- (x) Liberalised Family Pension.
- (xi) Special Pension/Gratuity.

### **Conditions for admissibility of various types of pensionary awards:**

(i) **Service Pension:**

Service Pension is a pension, which is sanctioned to a PBOR on completion of his terms of engagement for the qualifying service rendered by him in the Armed forces.

The minimum qualifying service for earning a service pension is 15 years [20 years in case of NCs(E)].

Service pension to PBOR is payable at 50 % of the emoluments last drawn or average reckonable emoluments drawn during last 10 months, whichever is more beneficial.

➤ **Reckonable emoluments mean -**

Pay in the **Pay Band, Grade Pay, Military Service Pay, "x" group pay and whole of classification allowance** if any, last drawn.

(ii) **Service Gratuity:**

The minimum period of qualifying service for earning service gratuity is 5 years (without weightage) provided the personnel has not completed the minimum qualifying service for earning pension.

- The minimum period of qualifying service for earning service gratuity is 5 years.

- Amount of Service Gratuity = 1/2 of the \*Reckonable Emoluments for each completed six monthly period of Qualifying Service actually rendered.

**Reckonable Emoluments = PAY IN THE PAY BAND, GRADE PAY, MILITARY SERVICE PAY, "X" GROUP PAY AND CLASSIFICATION ALLOWANCE, IF ANY PLUS DEARNESS ALLOWANCE ADMISSIBLE ON THE DATE OF DISCHARGE.**

**(iii) Retirement /Death Gratuity.**

**(a) Retirement Gratuity:**

An individual who has completed 5 years qualifying service and is eligible for service/invalid gratuity or pension of any type.

**Retirement gratuity = PAY IN THE PAY BAND, GRADE PAY, MILITARY SERVICE PAY, "X" GROUP PAY AND CLASSIFICATION ALLOWANCE, IF ANY PLUS DEARNESS ALLOWANCE ADMISSIBLE ON THE DATE OF DISCHARGE X1/4]** for each completed six monthly period of actual qualifying service rendered.

**(b) Death Gratuity:**

Death gratuity at the following rates is admissible in the event of death in harness: -

	<b>Length of Qualifying Service</b>	<b>Rate of Death Gratuity</b>
(i)	Less than one year	Two times of reckonable emoluments.
(ii)	One year or more but less than 5 years	Six times of reckonable emoluments.
(iii)	Five yrs or more but less than 20 yrs	Twelve times of reckonable emoluments
(iv)	20 years or more	Half of the reckonable emoluments for each completed six monthly period of qualifying service subject to a min. of 12 times and a maximum of 33 times of the reckonable emoluments with a overriding ceiling of Rs. 10 lakhs.

**(iv) Disability Pension.**

For determining the pensionary benefits for death or disability, the cases will be broadly categorised as follows:-

**Category 'A':**

Death or disability due to natural causes neither attributable to nor aggravated by military service as determined by the competent medical authority.

**Category 'B':**

Death or disability due to causes which are accepted as attributable to or aggravated by military service as determined by the competent medical authority.

**Category 'C':**

Death or disability due to accidents in the performance of duties such as:-

- (i) Accidents while travelling on duty in Govt. vehicles or public /private transport.
- (ii) Accidents during air journeys.
- (iii) Mishaps at sea while on duty
- (iv) Electrocution while on duty, etc.
- (v) Accidents during participation in organised sports events/adventure activities/expeditions/training.

**Category 'D':**

Death or disability due to acts of violence/attack by terrorists, anti-social elements, etc, whether on duty or not. Bomb blasts in public places or transport, indiscriminate shooting incidents in public, etc, would be covered under this category, besides death/disability occurring while employed in the aid of civil power in dealing with natural calamities, etc.

**Category 'E':**

Death or disability arising as a result of

- (a) enemy action during international war.
- (b) Action during deployment with a peace keeping mission abroad.
- (c) Border skirmishes
- (d) During laying or clearance of mines including enemy mines as also mines sweeping operations.
- (e) On account of accidental explosions of mines while laying operational oriented mine field or lifting or negotiating mine field laid by the enemy or own forces in operational areas near international borders or on the line of control.
- (f) War like situations including cases which are attributable to/ aggravated by :
  - 
  - (i) extremists' acts, exploding mines, etc, while on way to an operational area.
  - (ii) battle inoculation training exercises or demonstration with live ammunition.
  - (iii) kidnapping by extremists while on operational duty.
- (g) An act of violence/attack by extremists, antisocial elements, etc, while on operational duty.
- (h) Action against extremists antisocial elements, etc, death/disability while employed in the aid of civil power in quelling agitation, riots or revolt by demonstrators.

**Disability Pension on discharge:-**

Where an Armed Forces personnel is discharged from service and his disabilities is accepted as attributable to or aggravated by military service, he/she shall be entitled, to disability pension consisting of service element and disability element as follows: -

- (1) **Service Element:** Equal to normal service pension  
 (2) **Disability Element:** The rate of disability element for 100% disability for various ranks shall be as follows: -

Rank	Amount p.m.
(A) Junior Commissioned Officers and equivalent rank of the three services TA & DSC	Rs. 4300/-
(B) Other ranks of three services, TA & DSC	Rs.3510/-

Disability element for disablement lower than 100% shall be reduced proportionately. Where permanent disability is not less than 60%, the disability pension (i.e. total of service element plus disability element) shall not be less than 60% of the reckonable emoluments last drawn.

#### **Disability Pension on Invalidment**

Where an Armed Forces personnel is invalided out of service the extent of disability or functional incapacity shall be determined in the following manner for the purposes of computing the disability element: -

Percentage of disability as assessed finally by Competent Authority	Percentage to be reckoned for computing of disability element
1- 49	50
Between 50 and 75	75
Between 76 and 100	100

#### **(v) Constant Attendance Allowance :**

It is payable at the rate of Rs. 3000/- per month irrespective of the rank on the recommendation of medical board, subject to the condition that the individual has actually employed a constant attendant and was not an inmate/ inpatient in any Govt. hospital/institution.

#### **(vi) Invalid Pension/Gratuity :**

When an individual is invalided out of service with a disability neither attributable to nor aggravated by service, he will be entitled to invalid pension equal to service element of disability pension, if the service actually rendered is 10 years or more and invalid gratuity, at half a month's reckonable emoluments (Pay including classification allowance and dearness allowance admissible on the date of discharge), if the service actually rendered is less than 10 years.

#### **(vii) War Injury Pension on Invalidment:**

Where an Armed Forces personnel is invalided out of service on account of disabilities sustained under circumstances in category 'E', he shall be entitled to War Injury Pension consisting of Service Element and War Injury Element.

- (a) **Service Element:** Equal to service pension  
 (b) **War Injury Element:** Equal to reckonable emoluments

Pay including classification allowance, stagnation increment, if any, last drawn) for 100% disablement. War Injury Element for lower percentage of disability, shall be proportionately reduced.

**(viii) Ordinary Family Pension:**

The ordinary family pension shall be admissible to the families of the Armed Forces personnel at the rate of 30% of reckonable emoluments subject to a minimum of Rs. 3500/- p.m.

Where an individual has rendered minimum 7 years' service, the Ordinary Family Pension at enhanced rate is to be paid subject to maximum of 50% of the reckonable emoluments or service pension whichever is less for 7 years from the date of death or 67 years of age which occurs earlier.

**(ix) Special Family Pension:**

In case of death of a PBOR under the circumstances mentioned in category 'B' or 'C' special family pension shall be admissible to the families of such personnel at the uniform rate of 60% of reckonable emoluments (Pay including classification allowance, stagnation increments, if any, last drawn) subject to a minimum of Rs. 2550/- p.m., irrespective of whether widow has child/children or not. There shall be no maximum ceiling on special family pension and also no condition for minimum qualifying service. In case, children become beneficiary all the children together shall be entitled for SFP @ 60% of reckonable emoluments subject to a minimum of Rs. 2550/- p.m. The senior most eligible child will be sanctioned special family pension in the first instance. Thereafter, it will pass on to next eligible child till eligibility of all children is exhausted.

**(x) Liberalised Family Pension :**

In case of death of a PBOR under the circumstances mentioned in category 'D' and 'E' stated above, the nominated heir shall be entitled to liberalised family pension equal to reckonable emoluments (Pay including classification allowance, stagnation increments, if any, last drawn) until death or disqualification.

**(x) Special Pension/Gratuity:**

In cases where large number of JCOs/ORs are discharged due to reduction/reorganisation etc, they are given special pension/gratuity.

**(a) Special Pension**

15 years or more [20 years or more in case of NCs(E)]	Equal to normal service pension
10 years or more but less than 15 years [15 years or more but less than 20 years in case of NCs(E)]	Equal to 50% of reckonable emoluments for 20 years of qualifying service subject to minimum of Rs. 3500/- p.m

**(b) Special Gratuity**

5 years or more but less than 10 years [5 years or more but less than 15 years in case of NCs(E)]	Equal to 1 1/3 months reckonable emoluments for each completed years of qualifying service.
Less than 5 years	Equal to 3 months' reckonable emoluments.

**KIND OF PENSIONARY AWARDS ADMISSIBLE TO DEFENCE CIVILIANS**

- 1) Superannuation pension
- 2) Retiring Pension
- 3) Invalid Pension
- 4) Compensation Pension
- 5) Compulsory Retirement Pension
- 6) Compassionate Allowance
- 7) Pro-rata Pension on absorption in public sector Undertaking/Autonomous Bodies/public Enterprise.
- 8) Retirement Gratuity
- 9) Service Gratuity.
- 10) Death Gratuity
- 11) Family Pension
- 12) Disability Pension (under EOP Rule)
- 13) Extra Ordinary Family Pension

The grant of Pensionary awards are based on the emoluments/average emoluments and qualifying service rendered by the Govt. Servant which is determined as under.

**EMOLUMENTS: -**

The emoluments means basic pay as defined in Rule 9(21)(a)(i) of the Fundamental Rules which a Govt. Servant was receiving before his date of retirement or on the date of his death and also includes Non Practicing Allowance granted to Medical Officers and stagnation increment(s) if any.

**Basic pay in the Revised Pay Rule-2008 means the pay drawn in the prescribed pay band plus the applicable grade pay but does not include any other type of pay like special pay etc.**

Refer para 33 of CCS (P) Rule 1972.

**EMOLUMENTS FOR GRATUITY: -**

For computation of gratuities the emoluments last drawn by a Govt. servant as defined above will also include dearness allowance drawn by the Govt. servant on the date of retirement / death.



### **AVERAGE EMOLUMENTS: -**

The average emolument is determined with reference to the emoluments drawn by a Govt. servant during the last 10 months of his service.

If during the last 10 months of service, a Govt. Servant has been absent from duty on EOL or had been under suspension (without pay and allowances) the above period of leave or suspension is disregarded in calculation of average emoluments and equal period before the ten months is included.

*Refer para 34 of CCS (P) Rule 1972.*

### **QUALIFYING SERVICE: -**

Qualifying service for pension of a Govt. Servant commences from the date he takes charge of the post to which he is first appointed. Service rendered before attaining the age of eighteen years does not count except for compensation gratuity. The service of Govt. Servant does not qualify unless his duties and pay are regulated by the Govt. or under condition determined by Govt. Service means service under the Govt. and paid by the Govt. from the consolidated fund of India or a local fund administered by the Govt. but does not include service in a non pensionable establishment unless service so treated as qualifying by that Govt.

*Refer para 13 of CCS (P) Rule 1972.*

### **CONDITIONS FOR ADMISSIBILITY OF VARIOUS TYPE OF PENSIONS**

#### **(I) SUPERANNUATION PENSION:**

A Superannuation pension is granted to a Government servant who is retired on his attaining the age of compulsory retirement. The normal age of compulsory retirement in r/o Group 'A' 'B' and 'C' 'D' employees is 60 years w.e.f 13.5.98 as per Govt. of India, Min. of P.A.G. & P No. 25312/2/97-Estt (A) dated 13.5.98 provided they have rendered qualifying service for 10 years.

*Refer para 35 of CCS (P) Rule 1972.*

#### **(II) RETIRING PENSION:**

Retiring pension is granted to Government servant who is permitted to retire after qualifying service of 30 years or on attaining the prescribed age for such retirement which is 50 years in the case of group A and B Government servant and 55 years for other. A Government servant may be permitted to retire voluntary on completion of qualifying service of not less than 20 years.

*Refer para 36 of CCS (P) Rule 1972.*

#### **(III) PENSION ON ABSORPTION IN PUBLIC UNDERTAKINGS:**

A government servant who is permanently absorbed in public Undertaking/Autonomous bodies is deemed to have retired from Government service from

the date of such absorption and is eligible to receive retirement benefits, which he may be entitled from such date as may be determined.

The pro-rata pension is based on actual length of qualifying service and the emolument on the basis of absorption. The pro-rata pension can be commuted under normal rules upto 40% of pension.

Retirement gratuity as admissible under normal rules is also admissible in addition to the awards mentioned above.

The facility for receiving a lump sum amount in lieu of pension has been withdrawn from 31.3.95

*Refer para 37 of CCS (P) Rule 1972.*

#### **(IV) INVALID PENSION:**

Invalid pension is granted if a Govt. servant retired from the service on the account of any bodily or mental infirmity, which permanently incapacitated him for the service.

*Refer para 38 of CCS (P) Rule 1972.*

#### **(V) COMPENSATION PENSION:**

A compensation pension is granted to a government servant who is discharged from Govt. service on abolition of his permanent post.

Where the individual was offered alternative post, which was accepted by him, the claim for pension will be preferred on retirement for two spell of service. The latter spell of service will not count for pension unless the post is substantive and the individual is confirmed on the post.

If a Govt. Servant, who is entitled to compensation pension, accepts instead another appointment under the Govt. and subsequently becomes entitled to receive pension of any class, the amount of such pension shall not be less than the compensation pension, which the individual would have claimed if he had not accepted for the appointment. The amount of compensation shall be determined in accordance with the method laid down for superannuation pension.

*Refer para 39 of CCS (P) Rule 1972*

#### **(VI) COMPULSORY RETIREMENT PENSION:**

A Government servant when compulsorily retired from service as a penalty may be granted by the authority competent, to impose such penalty, pension or gratuity or both at a rate not less than two-third and not more than full compensation pension or gratuity or both admissible to him on the date of his compulsory retirement. Pension granted or awarded however shall not be less than **Rs. 3500/- pm. w.e.f. 01-01-2006.**

*Refer para 40 of CCS (P) Rule 1972.*

#### **(VII) COMPASSIONATE ALLOWANCE:**

A Government servant who is dismissed or removed from service shall forfeit his pension and gratuity provided that the authority competent to dismiss or remove him from service may, if the case is deserving of special consideration, sanctions a compassionate allowance not exceeding two thirds of pension or gratuity or both which would have been admissible to him, if he had retired on compensation pension. A compassionate allowance shall not be less than **Rs.3500/- w.e.f. 01-01-2006.**

*Refer para 41 of CCS (P) Rule 1972.*

**(VIII) RETIREMENT GRATUITY:**

A Government servant, who has completed five years qualifying service, shall on his retirement, be granted retirement gratuity equal to one fourth of his emoluments for each completed six monthly period of qualifying service, subject to a maximum of 16 ½ times the emoluments provided that the amount of retirement gratuity payable shall in no case exceed **Rs.10 lakh rupees**. There is no ceiling on reckonable emoluments for calculating gratuity.

*Refer para 50 of CCS (P) Rule 1972.*

**(IX) SERVICE GRATUITY:**

A Government Servant who has not rendered 10 years of qualifying service required to earn a pension before his retirement is granted service gratuity equal to ½ month's emoluments for each completed six monthly period of qualifying service.

**(X) DEATH GRATUITY:**

If a Government servant dies while in service, the death gratuity shall be paid to the nominated member of the family or in its absence to the family member.

<b>RATE OF DEATH GRATUITY LENGTH OF QUALIFYING SERVICE</b>	<b>RATE OF DEATH GRATUITY</b>
Less than 1 year	2 times of emoluments.
One year or more but less than 5 years	6 times of emoluments.
5 years or more but less than 20 years	12 times of emoluments.
20 years or more	Half of emolument for every completed six monthly period of qualifying services subject to a maximum of 33 times of emoluments or <b>Rs.10 lakh</b> whichever is less.

*Refer para 50 of CCS (P) Rule 1972.*

**(XI) FAMILY PENSION:**

Family pension is granted to the family of a Govt. Servant in the event of his death while in service or after retirement provided he was in receipt of a pension at the time of his death.

For the purpose of grant of Family Pension, the 'Family' shall be categorized as under:-

**Category-I**

- (a) Widow or widower, upto the date of death or re-marriage, whichever is earlier.
- (b) Son/daughter (including widowed daughter), upto the date of his/her marriage/re-marriage or till the date he/she starts earning or till the age of 25 years, whichever is

the earliest.

**Category-II**

- (c) Unmarried/Widowed/Divorced daughter, not covered by Category I above, upto the date of marriage/re-marriage or till the date she starts earning or upto the date, whichever is earliest.

- (d) Parents who were wholly dependent on the Government servant when he/she was alive provided the deceased employee had left behind neither a widow nor a child.

Family pension to dependent parents unmarried/divorced/widowed daughter will continue till the date of death.

Family pension to unmarried widowed/divorced daughters in Category -II and dependent parents shall be payable only after the other eligible family members in Category-I have ceased to be eligible to receive family pension and there is no disabled child to receive the family pension. Grant of family pension to children in respective categories shall be payable in order of their date of birth and younger of them will not be eligible for family pension unless the next above him/her has become ineligible for grant of family pension in that category.

*Refer para 54 of CCS (P) Rule 1972.*

**RATE OF FAMILY PENSION: -**

- (a) **NORMAL RATE:** Normal rate of family pension is 30% of emoluments last drawn by the Govt. servant.
- (b) **ENHANCED RATE:** If the individual dies after having rendered not less than 7 years continuous service, the rate of family pension payable to the family shall be equal to 50% of the emoluments last drawn and the amount so admissible shall be payable from the date following the date of death of the Government Servant for a period of seven years or for a period upto the date on which the deceased government servant would have attained the age of 67 years had he service, whichever is less. However the enhanced family pension shall be payable to the family of a Govt. servant who dies in service from the date following the date of death of the Govt. servant for a period of 10 years, without any upper age limit.

Family pension is payable from the date following the death of the Govt. servant and after the expiry of currency of the enhanced rate the family pension payable shall be at the normal rates.

## **INITIATION PENSION CLAIM THROUGH DATA SHEET BY HEAD OF OFFICE**

Claims for pensionary awards in respect of Defence civilians are submitted by the respective Heads of offices to Principal C.D.A.(P) Allahabad for necessary sanction and notification of the awards in the Pension Payment Orders. Pensionary awards include pension, death and retirement gratuity, commutation and family pension. The pension is determined with reference to the length of qualifying service and average of pay drawn during the period of last ten months preceding the date of retirement. Death-cum-retirement gratuity is determined with reference to the quantum of qualifying service and the last pay drawn and DA thereon the date of death or retirement. Family Pension is based on the percentage of the last pay. Length of qualifying service is established on the basis of Annual pay verification certificate as recorded in the service book. Entries relating to pay details are also found endorsed in the service book. As such it is essential for the head of office to submit the service book along with the pension claim to Principal C.D.A.(Pensions) to work out the pensionary awards.

Requirement of service book dispensed where pension claim is submitted alongwith data sheet

2. The requirement of the service book in support of pension claim (IAFA-356) for sanction of pensionary awards in respect of Defence civilians has been dispensed with. In lieu thereof a "Data-Sheet" containing integrated information forms the basis for the notification of pensionary awards. The Data-Sheet contains all the relevant information which are necessary for computing the award of pension, gratuity and consists of five parts namely service, pay, commutation, family and PDA particulars.
3. The Data-Sheet is completed by the head of office and passed on alongwith the service book and pension claim to the LAO/BAO concerned for necessary checkup.
4. The Branch Account Officer will carry out the requisite check of the Data-Sheet, particularly the entries relating to length of qualifying service and pay columns with reference to the service documents, sign it under his seal and authority and forward the same (without the service book) to the Principal C.D.A(P) for determination of the Pensionary awards. The service book is returned to the claim initiating head of office.
5. On receipt of the pension claim in the office of the Pr.CDA(P), the data - sheet is further subjected to a final check to ensure that it is complete in all respect. The Data-Sheet is then send to the EDP centre for punching and final generation of a computerised PPO.

## 07. PENSION DISBURSING SCHEMES & AGENCIES OLD AND NEW BANKING SCHEME PENSION PAYING FOREIGN AGENCIES

### (I) *Pension sanctioning authority (P.S.A)*

The P.C.D.A.(P) Allahabad is the authority to sanction pension to Defense Pensioners including D.A.D, Coast Guards and GREF personnel. In case of Navy and Air Force personnel however. C.D.A.(Navy), Bombay and the C.D.A.(AF), New Delhi is the authority to sanction and notify pensionary award centrally.

### (II) *The instrument, notifying pensions:*

The pension payment Order(P.P.O.) is the instrument through which pension is notified by the pension sanctioning authority (P.S.A). The PPO contain full details i.e. the name pensioner, designation, age, rate of pension, date of commencement, period of grant, place and channel of payment etc.. The P.P.O embossed with a colorless payment authority seal and sign by an officer authorised to sign the same and whose specimen signatures are circulated to all the P.D.As.

#### (i) *Pension disbursing agencies: (P.D.A) ;*

Pensionary awards are paid by one of the following agencies:

(a)	Civil Treasury officers	534
(b)	Defence pensioner disbursing officer	60
(c)	Post Offices	2
(d)	Pay & Accounts Offices	5
(e)	Public Sector Banks	46000
(f)	Private Banks	4

#### (a) **CIVIL TREASURY OFFICERS:**

The Civil Treasuries, which function under respective state Government are still one of the largest agencies disbursing pension to defence pensioners on the authority of the PPOs issued by the P.S.A referred to above. Pension is paid on prescribed bills as per guiding instructions contained in Pension payment instruction (P.P.I-1973) and Central Treasury Rules. The monthly pension paid vouchers are furnished by the treasury officers to this office through their respective A.Gs for cash settlement.

Pension to some 5 Lakhs Defence Pensioners is arranged through some 534 civil treasuries throughout the country.

#### (b) *Defence Pension Disbursing Office (D.P.D.Os)*

The D.P.D.O are departmental agency disbursing pension to defence pensioners including Defence civilians. There are 60 DPDOs functioning at present. The DPDOs situated in southern part of the country under C.D.A, Chennai and those in northern part

under C.D.A(PD) Meerut. Most of DPDOs are arranging payments under new banking schemes (which will be explained in subsequent paragraphs). Cash payment is however also arranged by them on prescribed pension, bills like civil Treasury officers. About 6 lakhs pensioners are being paid pension through DPDOs.

**(c) POST OFFICES:**

Excepting Doda Post office in J & K and Campbell Post Office in Andaman and Nicobar island, which are still arranging payment of pension to defence pensioners, the work of all other post offices have since been taken over by DPDOs. The Post Offices also arrange payment on prescribed pension bill which is submitted to this office on monthly basis through respective D.G.P & T.

**(d) PAY & ACCOUNTS OFFICES (PAOs):**

Pay & accounts offices functioning under local Administrative Authorities at Delhi , New Delhi, Bombay, Panji (Goa) and Pondichery Chief PAO, Andman & Nicobar Administration Port Blair disburse pension to Defence pensioners in the same manner as civil Treasury office.

**(e) PUBLIC SECTOR BANKS (OLD BANKING SCHEME)**

The scheme for payment of pension to Defence pensioners through Public Sector Banks was first introduced on 1<sup>st</sup> April, 1977 under Ministry of Defence letter No. 5(1)/76/D(Pension/Services), dated 15.3.77 in a selective number of states and Union territories wef. 1.4.78 under the scheme, the pensioners are required to open S.B/Current Accounts with the Banks and payment of pension is arranged by credit to the S.B/Current Account of the pensioners. The pensioners are not required to claim pension on individual bill. The monthly bank scroll, containing full details of pension credited to the pensioners account is submitted by the Paying Branch to their link branch which is sent to the reimbursing branch by the link branch. The Nodal Branch, after reimbursement of the total amount to the link bank, submits the entire bank scroll to this office, on monthly basis.

Prior to 1.1.87, the PPOs notified on the P.S.B was routed through the concerned District Treasury Officers / DPDOs. as the case may be. The transfer of pension account from one P.S.B to another was also being arranged through DTO / DPDO. With effect from 1.1.87, the P.S.B are functioning as full-fledged and independent pension paying agency. The PPOs notified on banks reaches to the PSB direct and arrear claims etc. are now directly submitted to this office by the P.S.Bs.

The P.S.B happens to be now the largest agency disbursing pension to defence pensioners. Some 35,000 paying branches are paying pension to over 8 lakhs pensioners.

**(iv) NEW BANKING SCHEME**

This scheme was introduced during March 1985. The New banking Scheme is, an internal arrangement for disbursing of pension through Bank's S.B / Current Account in respect of, defence pensioners, who are on the pension establishment of DPDO. Under the scheme, while such pensioners , draw their monthly pension from their respective bank, they continue to remain on pension strength their DPDO for all other purpose. The pensioners desiring to opt drawl of pension under N.S.B has to open a saving bank / Current Account in their name with his bank and apply on a prescribed form to his DPDO. The DPDO keeps a bank wise record of all such pensioners, prepares consolidated Pension payment schedule in triplicate bank wise, containing full details of the pensioner alongwith their net amount and SB/Current account Nos. Such payment schedule in duplicate alongwith a covering chouse for the total amount is sent by the DPDOs to the concerned Bank, positively by the 3<sup>rd</sup> week of the proceeding month to which the pensioner relate. The

bankers, have only to credit the S.B/ Current Account concerned with the amount recorded in the payment schedule and return one copy of the payment schedule to the DPDO. by 1<sup>st</sup> week of the Succeeding month, duly endorsing thereon " S.B/Current A/c credited " under their stamped signature. Under the scheme, the bankers are not to maintain any pensionary record of the pensioner, as such.

The new banking scheme (N.B.S) which is operative only in case of pensioners drawing pension from DPDO, was introduced during March, 1985, presently almost 90 pc. of total payments made by DPDOs is arranged through new banking scheme excepting a few northern DPDOs., where pension is still arranged through cash payment , to quite a large number of pensioners , all DPDO have been covered under N.B.S and have adopted computer processing system..

**(V) *Advantage of New Pension Disbursing System (NPDS):***

The various advantage of New Pension disbursement system are given below:

- (1) Pension will automatically be credited to the pensioner's accounts on the last day of the month and can be drawn on any day after it is credited. Pensioner will have to meet the DPDO for annual Identification at the camp area notified by the DPDO once in the year only.
- (2) They can draw pension from any branch of Public Sector Banks / Cooperative Banks / Chetriya Gramin bank nearest to their residence.
- (3) They are not to worry about the date allotted by the DPDO as pension will automatically be credited to his/her bank account.
- (4) Pensioner will earn interest on the balance of amount of pension credited to his/her account.
- (5) The DPDO will be responsible for correctness of payment of pension to the pensioner. Any increase in pension due to sanction in the installment of relief or restoration of pension after 15 years from the date of retirement will be adjusted by DPDO. Ant increase as a result of corrigendum PPO issued by pension sanctioning authorities and authorisation of arrears / L.T.A will be acted upon by the DPDO and pensioner is not to worry about it.
- (6) Pensioners can contact the DPDO on any working day to get clarification of their doubts.

**(vi) *PENSION PAYING FOREIGN AGENCIES:***

The payment of pension to Indian Defence pensioners in foreign countries is arranged through our Embassies / High Commission abroad. Indian Embassy, Katmandu, Nepal is among such agency which arranges payment of pension to over 1 lakh Indian Military pensioners of Nepal Domicile every month.



## **08. TRANSFER OF PENSION ACCOUNT FROM ONE PENSION DISBURSING AUTHORITY TO OTHER PENSION DISBURSING AUTHORITY**

When a pensioner desires to receive the pension permanently or for a prolonged period from a treasury/Pay Account Office at a station other than that at which he is being paid, he is to submit a simple application to (on plain paper) his PDA ( other than PSB) from which he is drawing his pension at present.

2. If he is drawing his pension from a PSB- and desires to draw the same from same bank or from a different bank in some other area/station, he is to submit prescribed application as per Annexure to this brochure in triplicate to his banker.

3. In no case a pensioners is to submit application to Principal Controller Of Defence Accounts (Pensions) for transfer of his pension account from one PDA to other. The PDAs are under instruction to transfer pension account to the desired PDA without any delay free of cost.

### ***Procedure for transfer of pension***

4. Application in Annexure C for transfer of pension may fall under one of the following categories :

- (i) Transfer from one branch to another of the same P.S.B at the same station /district having common link branch.
- (ii) Transfer from one branch to another of the same P.S.B in different district having another link branch.
- (iii) Transfer from one branch to another of the different P.S.B at the same station ( this will be allowed only once in a financial year);
- (iv) Transfer from one branch to another of the different P.S.B in the different District/Treasury office/Defence Pension Disbursing Office : and
- (v) Transfer from Treasury / Defence Pension Disbursing office to a Branch of Public Sector Bank;
- (vi) Transfer from Treasury /DPDO to DPDO / Treasury another station.

5. Request falling under categories (I) & (ii) above may be entertained by the P.S.B itself. The Paying Branch will indicate on the Pension documents the months upto which the pension has been paid and will thereafter return the pension documents to the link branch. The link branch will make necessary entry in the register maintained by it in Annexure D-1 and forward the pension documents to the other paying branch under its control or other link branch as the case may be for arranging future pension payment under intimation to Pension Sanctioning Authority and also to CDA(P) in all cases.

6. In cases falling under (ii) and (iv) above, the paying branch will return to its link branch the Pension Documents along with the application of the pensioner indicating the month upto which the payment of pension has been made. The link branch after making entries in the statement as in Annexure "D-II", will forward these documents to the concerned link branch of the other PSB under intimation to the Pension Sanctioning Authority and also to CDA (P) in all cases. The latter will, after making necessary entries in the register maintained by its in Annexure 'D-II", Pass on the documents to the paying branch, opted by the pensioners, for arranging payment.

7. In case of (V) and (vi) above, the treasury/officer/DPDO will arrange to send under a special seal the following documents referred to as Pension Documents alongwith original copy of the application to the link branch of PSB/hereafter Treasury /DPDO concerned:-

(A) CIVILIANS OF DEFENCE SERVICE (INCLUDING DAD, GREF AND COAST GUARD PENSIONERS)	(I) PENSION PAYMENT ORDER / PAYMENT AUTHORITY (II) PENSION CERTIFICATE (III) IDENTIFICATION DOCUMENTS WITH PHOTOGRAPHS (IV) EXTRACT OF CHECK REGISTER
(b) Commissioned Officers	(i) Pension Payment Order / Payment Authority (ii) Extract of check Register (iii) Photograph of the pensioner
(c) Personnel Below Officer rank	(i) Pension Payment Order (ii) Extract of Check Register (iii) Descriptive Roll with photograph of pensioner

In case the PSB Branch is situated outside the jurisdiction of the Treasury /DPDO, the Treasury Officer DPDO will forward the pension documents to the PPO issuing authority for arranging payment of pension through the branch of the PSB concerned. Where DPDO/Treasury is forwarding pension documents to other DPDO /Treasury at the same or other station, the documents are forwarded direct and not through the P.P.O issuing authority. The month upto which the pension was paid by the Treasury /DPDO and the month from which the pension payment is to be arranged by the PSB will also be indicated. Applications received to TOs/DPDOs upto 15<sup>th</sup> of the month shall be forwarded by them expeditiously by the link branch of the P.S.B concerned latest by 25<sup>th</sup> of that month to facilitate commencement of pension payment by the P.S.B Paying Branch on due date.

8. The documents will be sent to the P.S.B link branch or to the concerned authority through a messenger or under Register cover.

9. The original copy of ANNEXURE 'C' containing the pensioner's request will be sent alongwith the pension documents. The duplicate copy will be sent to CDA (P). Allahabad and triplicate copy be retained by DPDO/TO/PSB (quadruplicate copy be sent to CDA (N) or CDA (AF) where important).

**IMPORTANT**

10. Before a Pension Payment Order/letter of authority is acted upon, it should be verified by the transferee link branch of P.S.B / DPDO / Treasury that the Pension Payment Order/letter of Authority has been embossed with the uncolored seal and has been signed by the officer who is authorised to sign it with reference to the specimen signature of the officer on record with PSB/DPDO/Treasury.

11. In case any of the above requirements is not complete the PPO/letter of authority will not be acted upon and returned to the issuing authority.

**ANNEXURE -C**

**APPLICATION FOR DRAWAL OF PENSION BY A DEFENCE PENSIONER  
(THROUGH PUBLIC SECTOR BANKS)**

(To be submitted in triplicate / quadruplicate)

To,  
The

Place :

Sir ,

I opt to draw my pension through Public Sector Banks and give below necessary particulars to enable you to make arrangement in this regard .

1. Particular of Pension :

- (a) Name .....
- (b) P.P.O No. ....
- \* (c) Treasury Serial no. ....  
Personal Serial No.  
As allotted by T.O / DPDO
- (a) Present Address

2- Particulars of P.S.B

- (a) Name .....
- (b) Branch where payment desired .....

\*3. Pensioner's SB/Current Account No. at the Branch to which pension is to be credited  
.....

4. Specimen Signature of the Pensioner :

1.

2.

Your's faithfully  
(Pensioner)

Place .....

Date.....

\* Delete whichever is not applicable

## **09. HISTORY OF CHANGE IN ENTITLEMENT OF COMMISSIONED OFFICER, PBOR & DEFENCE CIVILIANS.**

### **RETIRING PENSION**

1. Retiring Pension in respect of Commissioned Officers was based on their standard service approved for various ranks upto 31-03-79.
2. **W.e.f. 1-4-79**, on the basis of Supreme Court judgement and as per Govt. of India, Ministry of Defence Letter No.1(4)/82/1/D(pension/services) dated 03-12-83 read with their letter No.1(4)/82/D(Pension/Services) dated 22-11-83, formula for calculation of pension was changed and they have been brought at par with the Civilian Officers in respect of (i) Officers who retired prior to 01.04.79 and (ii) Officers who retired after 31.03.79 as per the formula given below :
  - (i) Pension for maximum of 33 years of Qualifying Service is calculated @ 50% for the first Rs.1,000/- of average emoluments reckonable for pension, 45% for the next Rs.5,00/- and 40% for the balance amount, and pension for less than 33 years Qualifying Service is reduced proportionally and
  - (ii) It provides for overall monetary ceiling on pension for 33 years of Qualifying Service at Rs.1, 500/- pm.
3. **W.e.f 1-1-86**, under IVth Pay Commission, following changes have taken place.

### **CHANGE IN QUALIFYING SERVICE**

Under Govt. Letter dated 30-10-87, it has been decided to add weightage which is according to rank in Physical Qualifying Service e.g. 8 years weightage is added in Physical Qualifying Service of Major.

- (ii) Pre-Commissioned Service which was counted 2/3<sup>rd</sup> or 1/2 has been taken into account in full in respect of those Officers proceeding on pension on or after 1-1-86.
- (iii) Change in Definition of Basic Pay : Rank Pay, NPA and Stagnation Pay, if any, are also treated as pay for pension purposes.
- (iv) Calculation of Pension: Pension is calculated on the basis of 50% of the Average Pay of last 10 months for 33 years of Qualifying Service including weightage. If Qualifying Service is less than 33 years, pension is reduced proportionally.

- (v) Commutation of pension: Maximum 43% of Retiring/Invalid pension/Service Element of Disability pension.

#### 4. CHANGE UNDER V<sup>TH</sup> CPC ORDERS

**Authority: GOI, MOD Letter No; 1(6)/98 D(Pension/Ser) Dated: m03/02/1998**

- I. Reckonable Emoluments:** Consist of Pay including Rank Pay, Stagnation increment and NPA, if any last drawn. As per SAI 2/s/98, SNI/2/S/98 & SFAI 2/S/98
- II. Average Emoluments:** Shall be determined with reference to RE drawn by him/her during the last 10 months of service.
- III. Qualifying Service:** will mean actual qualifying service rendered by the individual plus weightage (in years) appropriate to the rank held last subject to the maximum of 33 years.

**NOTE:**

(a) There will be no weightage for officers who retire prematurely for permanent absorption in PSU/Autonomous bodies or belong to Territorial Army.

(b) Weightage will not be reckoned for determining the minimum qualifying service, admissible for pension. (i.e. 20/15 Years for Commissioned officers/Late Entrants & 15 Years for PBORs 12 Years for ESC/SSC officers

(c) Full pre-commissioned service renders under the central Govt. will be taken into account for Q.S.

(d) Fraction of a Year equal to 3 Months or more but less than 6 Months will be treated as Half-Year.

- IV. Calculation of Retiring Pension:** It will be calculated at 50% of average emoluments as defined at **Para 4 (I) & (II)** above for 33 years. For Lesser period of qualifying service, this amount proportionately reduced.

#### **5. CHANGES UNDER VI<sup>TH</sup> CPC ORDERS:**

**Authority: GOI, MOD Letter NO: 17 (4)/2008/2/D(Pen/Ser) dated:12/11/2008 & 27/11/2008**

- I. Reckonable Emoluments:** Consist of Pay in the pay Band, Grade Pay, Military Service Pay & NPA & Class Allow if any last drawn.

- II. Average Emoluments:** Shall be determined with reference to RE drawn by him/her during the last 10 months of service.
- III. Qualifying Service:** will mean actual qualifying service.
- IV. Calculation of Retiring Pension:** Linkage of pension with 33 years of Q.S is dispensed with. Hence it will be calculated at 50% of Reckonable emoluments (RE) last drawn or average emoluments during the last 10 months, which ever is beneficial.

## **DCRG**

Before 10-09-70, there was no provision of DCRG. On issue of AI 8/S/70, DCRG was admissible to Commissioned Officers.

- (2) Change in Definition of Pay for Calculation of DCRG :
- (i) W.e.f 1-1-86, last Pay drawn including Rank Pay, Stagnation Increment and NPA
- (ii) W.e.f 1-1-96, in addition to above, full DA as admissible on the date of retirement/death for calculation of DCRG.
- (iii) Weightage : Maximum Weightage for DCRG is 5 years.

**Maximum Limit of DCRG:** It was changed from time to time. Present Limit for DCRG is 3.5 Lakhs.

**As per VIth CPC** weightage of 5 years is withdrawn and the maximum limit of DCRG is 10.0 Lacs.

## **SPECIAL FAMILY PENSION**

It is payable when cause of death of Officer is attributable to or aggravated by the Military Service as decided by the Govt. Before 1-1-73, it was admissible according to the rank, and after 1-1-73, it is on the basis of Slab System. Various rates applicable from time to time are given below:

Sl.No.	RANK	Rates prior to 1-3-68	Rates w.e.f 1-3-68 prior to 31-12-72	1-1-73	1-1-78

1.	2 <sup>nd</sup> Lt/Lt.	Rs.150/-	Rs.170/-	(i) 25% of pay of the deceased Officer (for the Pay Range from Rs.400 to 1199) subject to max. Rs.250/- and min. Rs.125/-	Spl. F/P would be payable till death or disqualification of the widow at double the rate of Ord. F/P or 50% of pay of deceased, whichever is less if the deceased Officer had a Q.S. of 7 years or more.
2.	Capt.	Rs.160/-	Rs.170/-		
3.	Maj.	Rs.180/-	Rs.220/-		
4.	Lt. Col.	Rs.220/-	Rs.270/-		
5.	Col.	Rs.240/-	Rs.300/-		
6.	Brig.	Rs.260/-	Rs.330/-		
7.	Maj. Gen.	Rs.300/-	Rs.350/-		
8.	Lt. Gen.	Rs.350/-	Rs.360/-		
9.	General	Rs.400/-	Rs.400/-	(ii) 20% of pay of the deceased Officer (for pay of Rs.1200 and above) subject to max. Rs.460/- and min. Rs.270/-	

**SPECIAL FAMILY PENSION W.E.F 1-1-86 TO 31.12.1995**

Sl. No.		Reckonable Emoluments	Rates of Special Family Pension
(a)	If the widow is childless	(i) Not exceeding Rs.1500/-  (ii) Exceeding Rs.1500/- but less than Rs.3000/-  (iii) Exceeding Rs.3000/-	50% of Reckonable Emoluments  40% of Reckonable Emoluments subject to min. of Rs.750/-  30% of Reckonable Emoluments subject to min. of Rs.1200/- and max. of Rs.2500/-
(b)	If the widow has child/children	In all cases	60% of Reckonable Emoluments subject to min. of Rs.750/- and max. of Rs.2500/-

**Special Family Pension w.e.f 1.1.1996 to 31.12.2005**

**Authority: GOI, MOD Letter NO: 1 (2)/97/D (Pen-C) dated:31/01/2001**

- I. In case of death of an armed forces Personnel under the circumstances mentioned in category 'B' & 'C' of Para 4 above GOI Letter, SFP will be admissible to the families of such personnel.
- II. The SFP shall be calculated at the uniform rate of 60% of reckonable emoluments (RE) subject to minimum
- III. **Qualifying Service:** will mean actual qualifying service rendered by the individual plus weightage (in years) appropriate to the rank held last subject to the maximum of 33 years.
- IV. **Calculation of Retiring Pension:** It will be calculated at 50% of average emoluments as defined at **Para 4 (I) & (II)** above for 33 years. For Lesser period of qualifying service, this amount proportionately reduced.

#### **LIBERALISED FAMILY PENSION**

It is applicable where cause of death is "Killed in action". Before 1-2-72, only Special Family Pension was admissible. Consequent on issue of Govt. Letter dated 24-02-72, Liberalised Pensionary awards for the War Widows was granted which was applicable to personnel killed in action in various wars from 1947 but its financial effect was w.e.f 1-2-72 which was further revised vide GoI, MoD Letter dated 30-11-95.

#### **Rates of Liberalised Family Pension in respect of Commissioned Officers :**

##### **Govt. Letter dated 24-02-72 w.e.f 01-02-72**

- (i) Upto the deemed date of retirement of the deceased officer or for a period of 7 years from the date of casualty, whichever is later, Spl. F/P is payable at the rate of  $\frac{3}{4}$ th of the basic pay of the rank held at the time of death. No children and education allowance will be payable in addition.
- (ii) Thereafter, Spl. F/P will be paid, payable at the rate of normal retiring pension.

**Under IVth CPC :** Last pay drawn is admissible to the widow till death or disqualification.

#### **DEPENDENT FAMILY PENSION**

In the case of the officers who die as Bachelors or Widows without children, a dependent pension will be admissible to the parents regardless of the means limit as under.



50% of the notional Spl. F/P to parent(s)

**Liberalised Dependent Family Pension:** 3/4<sup>th</sup> of the last pay drawn in case of both parents and 3/4<sup>th</sup> of this rate for single parent. No order for Dependent Pension has so far been issued under IV<sup>th</sup> CPC.

#### **ORDINARY FAMILY PENSION**

Ordinary Family Pension has been introduced w.e.f 1-1-64 on issue of AI 2/S/64.

#### **Rates of new Ordinary Family Pension Scheme**

- (i) If the officer became non-effective from 1-1-64 to 31-12-72

Pay of Deceased Officer	Rates of Family Pension admissible
(a) Rs.200/- and above but below Rs.800/-	15% of pay subject to max. of Rs.96/- and min. of Rs.60/-
(b) Rs.800/- and above	12% of pay subject to max. of Rs.150/-

If the Officer becomes non-effective on or after 1-1-73 and upto 1-1-86

(a) Rs.400/- and above but Below Rs.1200/-	15% of pay subject to max. of Rs.160/- and min. of Rs.100/-
(b) Rs.1200/- and above	12% of pay subject to min. of Rs.160/- and max. of Rs.250/- pm

#### **IV<sup>TH</sup> CPC**

Reckonable Emoluments Pension	Rates of Ordinary Family
(i) Not exceeding Rs.1500/- pm	30% of the reckonable emoluments subject to min. of Rs.375/- pm
(ii) Exceeding Rs.1500/- but not exceeding Rs.3000/- pm	30% of the reckonable emoluments subject to min. of Rs.450/- pm

- (iii) Exceeding Rs.3000/- pm 15% of the reckonable emoluments subject to min. of Rs.600/- and max. of Rs.1250/- pm

#### V<sup>TH</sup> CPC

**Normal Rate** : 30% of last pay drawn.

**Enhance Rate** : 50% of last pay drawn or retiring pension whichever is less for 7 years from the date following the date of death or 65 years (67 years from 30-05-98) of the age of the deceased officer, whichever is earlier.

**Death Gratuity** : It is admissible while death in service.

Under Fourth and Fifth CPC

Length of Qualifying Service	Rates of Death Gratuity
For less than 1 year	2 times of Reckonable Emoluments
1 yr or more but less than 5 yr	6 times of Reckonable Emoluments
5 yr or more but less than 20 yr	12 times of Reckonable Emoluments
20 years or more	½ of the Reckonable Emoluments of each completed six monthly period of Q.S. subject to a min. of 12 times and max. of 33 times of the Reckonable Emoluments.

**NOTE:** The maximum limit of Retirement/Death Gratuity is 3.5 lakhs. W.e.f. 1.1.96.

#### DISABILITY / WAR INJURY PAY/PENSION / INVALID PENSION

It is admissible when percentage of disablement is 20% or more. No Disability pension is admissible if disability is less than 20%. Disability pension consists of two elements :

- (i) Service Element
- (ii) Disability Pension

(i) Calculation of S.E.: It is calculated like regular pension subject to minimum of Rs.375/- p.m. w.e.f. 1.1.86 and Rs.1, 275/- P.m. w.e.f. 1.1.96.

(ii) Disability Element: Disability Element for 100% disability is Rs.750/- w.e.f 1-1-86. If the percentage of Disability is less than 100%, it is reduced proportionally.

**NOTE:** *under Vth CPC, no order has yet been issued for revision of D.E.*

**War Injury Pay/Pension:** Prior to 1-2-72, Disability Pension was admissible to an Officer. War Injury Pay is admissible w.e.f 1-2-72 under Govt. Letter dated 24-02-72 in respect of Officers who were invalided out of service during various Wars/Operations etc. from 1947. War Injury Pay consists of two elements:

(i) Service Element (iii) Disability Pension

(i) **Service Element** : will be equal to the amount of normal retiring pension of the rank held at the time of disablement of maximum service of the rank.

(ii) **Disability Element** : Disability Element for 100% disability will be equal to the amount of emoluments last drawn by the Serviceman minus the service element, the amount being limited to Rs.500/-.

**Under IVth Pay Commission applicable w.e.f 1-1-86 :** War Injury Pay has been termed as War Injury Pension.

**Rates of War Injury Pension in respect of Officers who were invalided out of service and not retained in service:** War Injury Pension for 100% disability shall be equal to the reckonable emoluments last drawn. If disability is less than 100%, it will be reduced proportionally. In no case the War Injury Pension is less than 60% of the reckonable emoluments last drawn even if disability is assessed at below 20% at the time of invalidment or at any subsequent reassessment stage.

**Rates of War Injury Pension in respect of Officers who were retained in service\_:**

Under Govt. letter dated 29-02-2000 applicable w.e.f 1-1-86, rates of War Injury Pension is as under :

(i) Service Pension equal to retiring pension

- (ii) Disability Element for 100% disability is Rs.1,500/- pm. For lower percentage, it will be reduced proportionately. No Disability Element is admissible if disability is less than 20%.

**NOTE: Commutation** of War Injury Pension is also admissible if disability is of permanent nature for life.

**Invalid Pension:** When an Officer is invalided out of service with 10 years or more (without weightage) of Q.S. on account of Disability which is accepted as neither attributable to nor aggravated by Military Service.

Invalid Pension is granted at the rate equal to the amount of S.E. of Disability Pension subject to a Minimum of Rs.375/- p.m. w.e.f. 1.1.86 and Rs.1275/- p.m. w.e.f. 1.1.96.

**Compensation in lieu of War Injury Element :** Armed Forces Officers who are retained in service in spite of disability due to War Injury and retired subsequently were given an option to :

- (i) Draw War Injury Pension at the time of subsequent retirement

OR

- (ii) to draw lump sum Compensation in lieu of War Injury Element and foregoing War Injury Pension at the time of subsequent retirement.

The rate for calculation of lump sum Compensation in lieu of War Injury Pension for 100% disability for life will be Rs.1, 500/- pm for disability due to War Injury. For less than 100% disablement, the rates will be reduced proportionally. This provision is applicable to cases during on or after 1.1.86.

#### **RESTORATION OF COMMUTED PORTION OF PENSION**

The Officers who have drawn lump sum payment on absorption in Public Sector

Undertaking/ Autonomous bodies are entitled @43% of commuted portion of pension after 15 years from the date of commutation or 1-4-85 whichever is later. They will also be entitled for Dearness Relief on full pro-rata pension sanctioned at the time of their absorption.

**Authority:** Govt. Letter dated 14-07-98 and 24-06-99.

#### **TA OFFICERS**

TA Officers are authorised pension w.e.f 1-11-85 as per the rates applicable to regular Army Officers provided their embodied service is 20 yrs. or more. No pension was admissible to TA Officers who were retired/discharged prior to 1-11-85. They are entitled only for terminal gratuity

### **PRIOR TO 1.6.53 (OLD PENSION CODE)**

History of pension for Armed Forces Personnel can be traced back to British periods. The concept of pension was introduced with Pension Act 1871.

Pension structure in respect of PBOR was governed under old pension codes vide Pension Regulation Act-1928 and 1940 Edn. The special features were:

1. Minimum qualifying service for pension was 15 years. Service pension' was termed as 'ordinary pension'.
2. If service was 10 years or more, benefit of 'mustering out' pension was available but the rates were different from rank to rank.
3. There were no pay groups of JCOs/Ors.
4. Different rates of pension were fixed for different Arms of service for the same rank e.g. Infantry, M.T., Pioneer, Sower, Combatant clerks.
5. Pension assessed on the lowest rank or grade held for the last 3 years of service.
6. Pension calculated with reference to rank and qualifying service rendered by the individual in the slab system e.g. 15-18 years, 19-21, 25-28, 28 and above.
7. Qualifying service was calculated upto the date on which individual was declared fit to be released from service, i.e. the date on which ADMS approved the medical board proceedings and the period from the date of ADMS signature & date of invalidment/release/discharge was treated as non-qualifying service.
8. Provision for special pension and special gratuity existed in respect of those who were discharged from service on disbandment of units, reduction in the strength of Army or as a policy decision of his Majesty Govt.
9. In order to compensate the pensioner, due to increase in cost of living, an element named 'Temporary Increase' (TI) in a form of fixed amount for pensioners drawing pensions upto a certain limit was introduced from 1941.
10. There were no provisions for ordinary family pension, invalid pension, DCRG, and liberalised family pension.
11. No provision for commutation
12. No benefit for 1/2 year qualifying service
13. No rounding of pension
14. No benefit of Hony. Rank of NB/Subedar was allowed for havildars.
15. No Medical Advisers (Pension) was posted to Principal C.D.A. (P) for adjudication of disability & family pension cases.

## NEW PENSION CODE

In 1949-50, a committee known as Armed Forces pension Revision committee (AFPRC) reviewed the pension structure and w.e.f. 1.6.53 new pension code was introduced.

New pension rules were applicable to those who joined service on or after 1.6.53 or discharged on or after this date.

### (I) Special features:

- (i) JCOs/ORs were allotted 8 pay groups A to H and accordingly pension was also fixed with reference to pay groups.
- (ii) Pension calculated with reference to rank and group last held in substantive or paid acting capacity for the last two years of the date of discharge.
- (iii) Pension rates tables were prepared by Min. of Defence with reference to pay, rank and group and qualifying service. As per the rates provided in tables pension was notified for each year of qualifying service.
- (iv) Benefit of paid acting rank allowed in 1955.
- (v) Benefit of 1/2 years' service introduced w.e.f. 22.4.60 by Raghuramiah Committee.
- (vi) Emoluments taken for calculation of pension:
  - Basic pay
  - Rank appointment pay
  - Increments of pay
  - Good service pay
  - Para pay, if any
  - Dearness pay where applicable
- (vii) Minimum qualifying service for pension was 15 years for JCOs/Ors and 20 years for NSC (E).

### II. Group of P.B.O.R.

Prior to 1.6.53, there was no pay group for PBOR. Pension was sanctioned with reference to rank and qualifying service and Arms of the Service. Pay groups of all ranks of PBOR was introduced in new pension code which came into operation w.e.f. 1.6.53. There were eight pay groups A, B, C, D, E, F, G & H

In pursuance of recommendations of 3<sup>rd</sup> Central pay commission the above 8 pay groups were reduced to the following groups: A, B, C, D & E

Existing 'G' 'H' groups were converted to 'E' and group 'F' to Group 'D'. There was no change suggested by the 4<sup>th</sup> Central Pay commission. In pursuance of recommendation of V<sup>th</sup> Central Pay Commission pay group structure of PBOR was streamlined and the existing 5 groups were reduced only to the following three groups w.e.f. 10.10.97.

1.1.96 to 9.10.97

10.10.97 onwards

A, B, C, D, E & E

X, Y & Z

### (III) D.S.C. Personnel

Pay and pension structure of DSC personnel is somewhat different from the regular Army personnel since in this corps all of the Ex.Armed Forces Personnel/pensioners are re-enrolled. They are in receipt of pension/gratuity. On re-enrolment in DSC they have the following options:

Either to retain pension or gratuity already earned by virtue of former service. In this case they will continue to draw pension during re-enrolment in DSC in addition to the pay. But their former service will not count for enhanced pension in DSC

or

To count their former service towards enhanced pension. In this case they will have to refund pension and gratuity with interest already paid and have to cease to draw pension.

DSC personnel are of the following two categories:

- (a) Those who are employed on clerical duties.
- (b) Others

See the PBOR Pension Tables: DSC

### IV. Various dates on which rates of Service pension revised:

Subsequently service pension rates were further revised by govt. from time to time for those who were discharged from service on or after these dates vide various GOI orders:

1.4.61	A1/4/S/61
1.3.68	A1/25/S/68
1.12.68	AI 5/S/69
1.12.69	A1 41/71
10.9.70	A1 8/S/70
1.1.73	A1 1/S/75
1.10.77	
1.3.78	
1.4.79	Min. of Def. Letter dt. 22.11.83 and 3.12.83
1.2.82	
1.7.82	
2.6.83	
2.3.85	
1.1.86	Min. of Def. Letter No.

	1(5)/87/D(pen/Ser) dt.30.10.87
1.1.92	Min. of Def. Letter dt.16.3.92
1.1.96	Min. of Def. Letter No. 1(6)/98/D(pen/Ser) dt.3.2.98

**V. Hony Rank Allowance to Havildar granted Hony Rank of NB/Sub on retirement:**

In regulation 137 PRA Part-I (1961) provision exists for grant of additional pension for Hony rank @ Rs. 12/- p.m. to those Havildar who are granted Hony rank of Nb/Sub on retirement. The rates of Hony Rank allowance were revised as under:

(i)	Rs. 30/- p.m.	With effect from 1.1.73 to those who retired on or after 31.12.72
(ii)	Rs. 36/- p.m.	With effect from 1.3.78 to those who retired on or after 1.3.78
(iii)	Rs. 45/- p.m.	With effect from 1.4.79 to those who retired on or after 1.4.79
(iv)	Rs. 100/- p.m.	With effect from 1.10.91 to those who retired / discharged on or after 1.10.91

Note: (1) Addl. Pension for Hony rank is treated as pension and may be commuted.

(2) Relief is also payable on this

**VI. Minimum pension and family pension**

Rs. 25.00 p.m. w.e.f. 1.1.64

Rs. 40.00 p.m. w.e.f. 1.3.70

Rs. 60.00 p.m. w.e.f. 1.1.73

Rs. 150.00 p.m. w.e.f. 1.4.82

Rs. 160.00 p.m. w.e.f. 1.4.83

Rs. 375.00 p.m. w.e.f. 1.1.86

Rs. 1275.00 p.m. w.e.f. 1.1.96

**VII. Fraction of a year of qualifying service Prior to 22.4.60**

Service rendered in full years was computed for pension. **w.e.f. 22.4.60** i.e. those discharged on or after this date service rendered 180 days or above was taken as 1/2 year i.e. benefit of 1/2 year service was allowed from this date. Subsequently **w.e.f. 28.6.83** service rendered 3 months or more, 9 months or more over and above completed years is taken as 1/2 year and full year respectively.



### **VIII. Rounding of pension to Rupees**

**Prior to 12.4.66** pension was sanctioned in Rupees and paise if the actual calculation works out to in rupees and paise. Pension was rounded to next 5 paise from the date decimal coinage system introduced in 1955. But w.e.f. 12.4.66 pension is rounded off to next higher rupees.

### **IX. 10 month's rank rule**

In pursuance of Supreme court landmark judgement in Nakra's case benefit of 10 month's rank was introduced w.e.f. 1.4.79. In other words, pension started to be assessed on the rank and group held during the last 10 months of service. The special feature of this judgement was that this benefit was allowed to all past cases also w.e.f. 1.4.79. Accordingly, pension of all past retirees was revised w.e.f. 1.4.79 apropos appex court judgement.

Conclusion- 36 months service in the Rank - Prior to 1.6.53

24 months service in the Rank - w.e.f. 1.6.53

10 months service in the Rank - w.e.f. 1.4.79

Pension was not based on average pay but rank and pay group held during above periods.

### **X. Condonation of deficiency in qualifying service:**

This is a special dispensation allowed to PBOR only. Deficiency in service upto 180 days may be condoned by the competent authority (Officer in-charge Records) to make the individual eligible for a minimum pension.

### **XI. No pension to those who are dismissed from service:**

No pension is admissible to those who are dismissed from service under Army Act under the normal rules. However, President may sanction pension/gratuity in exceptional cases at a rate not exceeding that for which he, would have otherwise qualified had he been discharged on the same date.

### **XII. Miscellaneous:**

#### **(i) Admissibility of Temporary increase (TI):**

Those who were sanctioned pension under the old Pension code i.e. under Pension Regulation 1940 were granted revised Temporary Increase (TI) at the following revised rate w.e.f. 1.4.58

Pension	Rate of TI
Pension upto Rs.50	Rs. 10

Above Rs.50 and upto Rs.100 Rs. 12.50

Above Rs.100

Pension plus TI should not exceed Rs.112.50

(ii) **Adhoc increase (AHI):**

All the existing pensioners/family pensioners were sanctioned AHI w.e.f. 1.10.63 (A1 19/S/63) as revised w.e.f. 1.9.69 (A1 4/S/69) at the following rates:

Pension	w.e.f. 1.10.63	w.e.f. 1.9.69
Above Rs. 30/- p.m.	5.00	15.00 p.m.
Above Rs. 30/- but not above Rs 75/-p.m.	7.50	17.50 p.m.
Above Rs. 30/- but not above Rs. 200/-p.m.	10.00	20.00 p.m.
Above Rs. 200/- p.m.	Pension plus AHI should not exceed Rs. 210/-	Pension plus AHI should not exceed Rs. 220/-

(iii) **Adhoc relief (AHR) w.e.f. 1.1.73**

Adhoc relief is admissible to those pensioners who retired prior to 1.1.73 at the following rates w.e.f. 1.1.73

(i)	Pension below Rs. 85/- p.m.	Rs. 15.00 p.m.
(ii)	Rs. 85/- and above but below Rs. 210/- p.m.	Rs. 21.00 p.m.
(iii)	Rs. 210/- and above but below Rs. 500/- p.m.	Rs. 25.00 p.m.
(iv)	Rs. 500/- p.m. and above	Rs. 35.00 p.m.

(iv) **Graded Relief w.e.f. 1.8.73**

Admissible to all the then existing pensioners/family pensioners at the rates notified by Govt. of India, Ministry of Defence letter No. 32(1)/77/D(Pen/Sers) dt. 10.04.78 from time to time.

To pensioners @ 5% w.e.f. 1.8.73 increased from time to time.

To family pensioners @ 35% w.e.f. 1.10.75, increased from time to time.

(v) **Adhoc ex.gratia allowance w.e.f. 1.9.84**

Adhoc ex.gratia benefit was given to all Armed Forces pensioners (PBOR) who from 10.9.70 to 1.1.73 at the rates: Rs.10/- to Rs.35/- p.m.

Amount of Adhoc Ex.gratia who retired prior to 10.9.70 @ Rs.10/- to Rs.25/- p.m.

**Note-1:** Temporary increase, adhoc increase, adhoc relief were ceased to be payable w.e.f. 1.1.86 since all these elements were consolidated w.e.f. 1.1.86 under 4<sup>th</sup> Central pay commission orders.

**Note-2:** However adhoc ex.gratia allowance continued to be paid beyond 1.1.86 and this is still payable in addition to pension consolidated w.e.f. 1.1.96 under Min. of Defence letter dt. 24.11.97.

(vi) **One time increase (OTI) w.e.f. 1.1.92:**

In orders to shorten the gap between pension rates between pre-1986 and post-86 pensioners, Govt. of India, introduced the scheme for payment of one time increase w.e.f. 1.1.92 in respect of those who were discharged prior to 1.1.86. This was given based on the rank, group and qualifying service and pension. Hence it differed from one group to another or one rank to another.

Note: The payment of one time increase has been discontinued w.e.f. 1.1.96

under Vth Central Pay Commission's orders since existing pension including one time increase was consolidated w.e.f. 1.1.96 under Min. of Defence letter dt. 24.11.97.

## **WAR INJURY PENSION**

The concept of War injury pay was introduced to all war injured personnel who were / are invalided out of service in an international war/war like operations/Border skirmishes since 1947-48. However this benefit was made available to past pensioners w.e.f. 1.2.72 under Min. of Defence letter dt. 24.2.72.

War injury pay is calculated with reference to last pay drawn including home saving element at the time of invalidment on account of wound injury and maximum of service pension admissible for this rank and group. The difference of service pension and total of the reckonable emoluments drawn is war injury pay for 100% war injury restricted to Rs. 500/- upto 31.12.85 and Rs. 1000/- w.e.f. 1.1.86 onwards.

In case of those who are retained in service despite War injury they will get service element as per their qualifying service at the time of retirement & disability element as due on that date but with reference to rank held at the time of injury, first incurred.

### **War Injury Pension (w.e.f. 1.1.86)**

The War Injury pay term was changed to war injury pension w.e.f. 1.1.86 under IVth Central Pay Commissions' recommendations. This will now not consist of service element and disability element but will be a consolidated amount. War Injury pension for 100% disability is equal to reckonable emoluments last drawn. If the War Injury is less than 100% , the same is proportionately reduced. However, in no case, in case of PBOR, it is less than 80% of reckonable emoluments.

### **Compensation in lieu of war injury (w.e.f. 1.1.86)**

If an individual is retained in service despite his war injury accepted for life, he may be allowed lump sum compensation equal to capitalised value on the rank held and taking into his age on the date of sustaining injury. Lump sum compensation will be calculated @ Rs. 900 & Rs.1100 p.m. for 100% War injury i.e. at the double the rate of ordinary disability

element. This will be paid through cheque for crediting the amount to his IRLA. However, on subsequent retirement, he will have no claim for that disability for which lump sum compensation has been paid.

The above concession is also available to normal disabilities for life but @ of 450/- and 550/- for 100% only i.e. single rate.

#### **Special pension for partial blindness:**

Special pension for partial blindness is admissible to those who are discharged/invalided out of service on account of disability due to partial blindness attributable to military service and assessed @ 40% and above. Special pension for partial blindness is payable in addition to disability pension.

This is sanctioned by Govt. of India, ISSA Board, R.K.Puram, New Delhi on the audit report rendered by Principal C.D.A. (P), Allahabad on receipt of claim to this effect from the ROs.

Minimum pension benefit is not applicable on special pension. No relief is payable on this and it is not commutable.

Rates of special pension Rs.15.00 p.m.

Revised to Rs. 30/- p.m. w.e.f. 1.1.73

Revised to Rs. 50/-/- w.e.f. 3.7.82

#### **Authority:**

AO 606/64,

AO 318/73,

Govt. of India, Ministry of Defence letter No. A/49325/AG/PS4(b)/2004/ C/D(Pen/Sers) dt. 1.9.79

#### **DCRG**

Under A1 8/S/70 Death cum retirement gratuity came into operation w.e.f. 10.9.70 i.e. for those who were discharged from service on or after 10.9.70 with 5 years or more of qualifying service. Thus minimum 5 years qualifying service is required for DCRG. In the beginning two month's emoluments in respect of married personnel were deducted from DCRG as contribution for ordinary family pension. However, deduction of two month's emoluments was done away with effect from 22.9.77.

Retirement gratuity is calculated equal to 1/4 of the emoluments for each completed six monthly period of qualifying service subject to maximum of 16 1/2 times of emoluments but limited to rupees as shown below whichever is less with reference to date of discharge/retirement. Weightage of 5 years is allowed in qualifying service provided he has rendered 5 years of qualifying service.

10.9.70 to 31.12.72	Rs. 24000/- only
1.1.73 to 31.1.82	Rs. 30000/- only
1.2.82 to 31.3.85	Rs. 36000/- only
1.4.85 to 31.12.85	Rs. 50000/- only
1.1.86 to 31.3.95	Rs. 100000/- only
1.4.95 to 31.12.95	Rs. 250000/- only
1.1.96 onwards	Rs. 350000/- only

### **Commutation of pension**

Commutation of pension to PBOR was not admissible prior to 1.4.61. With effect from 1.4.61 they were also allowed to commute a portion of their pension. At that time they were allowed to commute 50% of their pension. However, consequent upon introduction of DCRG scheme w.e.f. 10.9.70 this has been reduced to 45% in respect of PBOR. The table of purchase value is in vogue since 1971 and revised table introduced w.e.f. 02.09.2008.

### **PRE-64 FAMILY PENSION**

Ordinary family pension scheme is introduced only w.e.f. 1.1.64. ordinary family pension was not admissible to those who retired or died prior to 1.1.64. Since the family pension was not allowed to the widows of pre-64 origin, these widows went into the supreme court for family pension. The Hon'ble court ordered that the widows of pre-64 employees/pensioners should also be allowed the benefit of ordinary family pension. Accordingly Govt of India, Ministry of Defence issued orders vide their letter dt. 8.8.85 and 12.5.86 for grant of family pension to these widows w.e.f. 22.9.77. In other words irrespective of date of death the pension is admissible to the next of kin (NOK) only w.e.f. 22.9.77 or from a subsequent date, if death occurred after 22.9.77.

### **Vth CPC**

#### **Revision of Pension in respect of Pre-86 pensioners/family pensioners:**

Consolidation of pension/Family Pension in respect of Pre-96 pensioners/Family pension under Min. of Defence letter dated 24.11.97 was an interim revision for Pre-86 pensioners/Family pensioners. Accordingly orders in this regard were issued by Min. of Defence vide letter No. 1(2)/98 D(Pen/Sers) letter dated 14.7.98. Revision of pension in respect of PBOR of Pre-86 vintage is Table based and this is to be revised by PDAs as per Tables. Where PDAs are not in a position to revise pension, the case will be referred to Principal CDA(P) , Allahabad for revision through ROs. Similarly ordinary family pension of PBOR under modified parity formula is also table based and will be paid by the PDAs. However the revision of service pension under modified parity order is beneficial only to Sub/Majors granted Hony Commission. Similarly family pension under modified parity is beneficial only to the widows of JCOs and above.

### **Authority**

Govt. of India, Ministry of Defence, letter No. 1(2)/98/D(Pen/sers) dt. 14.7.98

### **Authority**

Govt. of India, Ministry of Defence, letter No. 1(1)/99/D(Pen/sers) dt. 7.6.99

## **II. Revision of pension/family pension in respect of Pre-96 pensioners/family pensioners:**

In pursuance of recommendations of Vth CPC, Govt. of India, Ministry of Defence issued orders for consolidation of existing pension/family pension of all the pre-96 pensioners family pensioners w.e.f. 1.1.96 by adding together the following:

### **Authority**

Govt. of India, Ministry of Defence, letter No. 1(2)/97/D(Pen/sers) dt. 24.11.97

- (i) Existing pension/family pension - It includes basic pension before commutation, OTI and disability pension.
- (ii) Dearness relief upto CPI-1510 @ 148%, 111% and 96% of basic pension.
- (iii) Interim relief-I
- (iv) Interim relief-II
- (v) Fitment weightage @ 40% of existing pension/family pension.

The amount which will be worked out as above will be the revised consolidated pension (RCP) w.e.f. 1.1.96 and revised dearness relief will be payable w.e.f. 1.7.97 on this revised consolidated pension (RCP).

## **Revision of pension in respect of Post-96 pensioners/family pensioners:**

In pursuance of recommendations of Vth CPC, Min. of Defence issued orders for fixation of service pension formula and calculation of ordinary family pension.

Service pension in respect of PBOR will be calculated on maximum of the pay scale, including 50% of the highest classification allowance, if any, of the rank held and group in which paid.

Family pension will be calculated at a uniform rate of 30% of the last pay drawn by the deceased.

### **Vth CPC:Distinct features**

#### **1. Medical Allowance : w.e.f. 1.12.97**

Every existing pensioner/family pensioner w.e.f. 1.12.97 will be entitled for payment of fixed medical allowance of Rs. 100/- p.m. in lieu of outdoor patient department (OPD) facilities provided he opts for the same and gives undertaking to the effect that he is residing in an area where no MH/MI room facilities exist. Similarly all the prospective pensioners/family pensioners will also be entitled to it subject to option and undertaking. In their case, fixed medical allowance will be notified in the pension payment order (PPO)

**Authority:**

Govt. of India, Ministry of Defence letter dt. 15.6.98

**Calculation of retirement gratuity and other gratuities w.e.f. 1.1.96**

All types of gratuities w.e.f. 1.1.96 will now be calculated taking into account the last pay, classification allowance, stagnation increment (if any) and full dearness allowance drawn/admissible at the time of retirement

**Authority:** Govt. of India, Ministry of Defence letter dt. 3.2.98

**Modified parity:**

This is a unique feature of Vth CPC which stipulates that w.e.f. 1.1.96 pension of a pensioner will not be less than 50% of the minimum of the revised pay scales introduced w.e.f. 1.1.96 of the rank and group last held at the time of discharge. This will be pension for 33 years service. If the service is less than 33 years including admissible weightage, the pension will be proportionately reduced.

Similarly w.e.f. 1.1.96 family pension will not be less than 30% of the minimum of the revised pay scale introduced w.e.f. 1.1.96 of the rank last held by the pensioner/deceased. Thus the modified parity concept has brought on the same level to all the existing pensioners/family pensioners as on 1.1.96.

**Authority:** Govt. of India, Ministry of Defence letter No. 1(1)/99/D(Pen/Sers) dt. 07.06.99

**Changes in pensionary entitlements of Civil pensioners in the past****Chronological highlights of Govt. Orders****Abbreviations:-**

**A.E** Average emoluments **AHI-** Adhoc increase

**AMT** Amount **AHR** Adhoc relief

**DCRG** Death cum Retirement Gratuity **FP-** Family pension

**LPR-50** Liberalised pension Rules, 1950 **Max-** Maximum

**Min** - Minimum **Q.S.** - Qualifying Service

**TI** - Temporary increase

<b>Crucial Dates</b>	<b>Service Qualifying for Pension ; Average Emoluments ; Pension formula and amount of pension</b>	<b>Family pension</b>	<b>Gratuity &amp; Commutation</b>
1.	2.	3.	4.

Before 17.4.1950	<p><b>Service Qualifying for Pension</b> 1. Only that part of service qualified for pensionary benefits which was paid and held substantively in a permanent post</p> <p>2. Periods of leave with allowances counted as qualifying service to the following extent :</p> <p>(a) Qualifying service upto 15 years - 1 year</p> <p>(b) Q. service beyond 15 years &amp; upto 30 years - 2 years</p> <p>3. Only completed years of service counted for pensionary benefits. Fraction of a year was disregarded.</p> <p>4. Non qualifying period of service are as under:</p> <p>(a) Temporary service</p> <p>(b) Period of extraordinary leave without pay</p> <p>(c) Casual/daily rated service</p> <p>(d) Service paid out of contingencies</p> <p>(e) Suspension period, if not treated as duty.</p> <p>(f) Dies-non</p> <p>(g) Period of break in service</p> <p>Max. service for pension - 30 years/Min. service - 10 years</p> <p><b>Average Emoluments</b> Average of emoluments drawn during the last 36 months period preceeding the date of retirement.</p> <p><b>Pension formula and amount of pension</b></p> <p><b>A.E.X Q.S. (Max. 30)</b></p>	No provision existed for payment of Family Pension	<p><b>Gratuity</b></p> <p>No provision existed for payment of DCRG</p> <p><b>Commutati on</b> Max. upto 50% of pension could be commuted.</p>
OLD PENSION RULES			



	60		
	Maximum pension Rs. 562.50/-		
1)	2)	3)	4)
17.4.1950 LPR - 50 comes into force.  NEW PENSIO N RULES.  I CPC	<p><b>Service Qualifying for Pension</b> Half of temporary service rendered in a pensionable post if followed by confirmation will count as qualifying service. Other conditions remain unchanged</p> <p><b>Average Emoluments: no change</b></p> <p><b>Pension formula</b></p> <p><b>Pension formula:</b></p> $\text{A.E.} \times \frac{\text{Q.S.}}{30} (\text{Max. } 80)$ <p><b>Amount of pension: Max. pension Rs.675/-</b></p>	<p><b>Family pension:</b> Provision for payment of Family Pension made in LPR - 50 as under:</p> <p>(i) F.P. admissible provided the casualty occurs after completion of not less than 20 years qualifying service either after retirement or while in service</p> <p>(ii) Duration - F.P. admissible for a limited period of 10 years subject to the condition that payment of F.P. will not extend beyond 5 years from the date of superannuation or assumed date of superannuation</p> <p>(iii) Amount - Half of superannuation pension subject to max. of Rs.150/-pm and min. of Rs.30/-pm</p>	<p><b>Death cum Retirement Gratuity</b> Provision for payment of DCRG comes into force. Conditions for payment are as under:</p> <p>(i) Admissible to those who retire with pension or service gratuity or die while in service after completion of 5 years qualifying service.</p> <p>(ii) Amount - Nine Twentieth of emoluments for each completed year of service on the date of retirement subject to a maximum of 15 times of emoluments. In the event of death while in service, the amount of DCRG will be subject to a min. of 12 times of emoluments</p> <p>(iii) Provided that in no case, it shall exceed Rs.24,000/-</p> <p><b>Commutation</b> Max. upto one third of pension could be commuted.</p>

01.4.1958	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula:</b>no change</p> <p><b>Amount of pension</b> The pensioners who retired from service before 15.07.1952 are granted Temporary Increase in their pension as under:</p> <p>a)If Pension upto Rs.50-then TI-Rs.10 pm</p> <p>b) If Pension Rs.51 to Rs.99p.m. then -TI-Rs.12.50 pm</p> <p>c) If Pension Rs.100 &amp; above-then -TI-Such amount as will bring the total of pension and TI to Rs.112.50p.m.</p>	<p><b>Family Pension</b> No change</p>	<p><b>DCRG &amp; Commutation</b> No change</p>
22-4-1960 II CPC	<p><b>Service Qualifying for Pension</b> (i)Temporary service followed without interruption by confirmation counts in full as qualifying service.</p> <p>(ii) Fraction of a year equal to 6 months and above counts as half year qualifying service.</p> <p>(iii) Other provisions remain unchanged.</p> <p><b>Average Emoluments Pension formula and amount of pension:</b> No change</p>	<p><b>Family Pension:</b> No change</p>	<p><b>Death cum Retirement Gratuity</b> i) Formula for DCRG revised as under.</p> <p>(ii) The amount of gratuity will be one fourth of the emoluments for each completed six monthly period of qualifying service subject to max. of 15 times of emoluments.</p> <p>(iii) In the case of death while in service, the gratuity will be subject to min. of 12 times of emoluments.</p> <p>(iv) provided that in no case the amount of DCRG shall exceed Rs.24,000/-</p> <p><b>Commutation:</b> No change</p>
1-04-1963	<p><b>Service Qualifying for Pension</b> i) All periods of leave with allowances count as qualifying</p>	<p><b>Family Pension:</b> No change</p>	<p><b>DCRG &amp;Commutation</b> No Change</p>

	service.  (ii) Other provisions remain unchanged.  <b>Average Emoluments &amp; Pension formula and amount of pension :No change</b>		
1.10.1963	<b>Service Qualifying for Pension No change</b>  <b>Average Emoluments No change</b>  <b>Pension formula No Change</b>  <b>Amount of pension</b> :The pensioners who were in receipt of Pension/FP upto Rs. 200 were granted AHI at the following rates:  a) If Pension upto Rs.30 then AHI of Rs.5/-  b) If Pension of Rs.30 to Rs.75 then AHI of Rs.7.50/-  c) If Pension of Rs.76 to Rs.200 then AHI of Rs.10/-  d) Pension of above Rs. 200 then AHI such as will bring the total pension to Rs.210 pm.  e) AHI is payable in addition to TI	<b>Family Pension:</b> No change	<b>DCRG &amp; Commutation</b> No Change
01-01-1964	<b>Service Qualifying for Pension No change</b>  <b>AE No change</b>  <b>Pension formula No Change</b>	<b>Family pension</b> scheme 1964 introduced.Terms and conditions are as under:  (i) Admissible in case of death while in service or after retirement on or after 1-1-1964  (ii) In case of death while in service, the deceased employee should have rendered a minimum period of 1 year service.  (iii) In case of death after retirement, the retiree should be in receipt of pension on the date of his death.  (iv) The beneficiary of the scheme will be required to surrender a portion of gratuity equal	<b>Gratuity &amp; Commutation</b> : No change

	<p><b>Amt. of pension :</b></p> <p><b>Min. pension - Rs.25/-pm</b></p> <p><b>Max Rs.675/-pm</b></p>	<p>to two months pay subject to max. of Rs.3600/-.</p> <p>(v) The amount of family pension</p> <p><b>PAY</b>-Below Rs.200      <b>F.P.</b>-30% of pay subject to min.</p> <p style="text-align: right;">of Rs. 25/-pm</p> <p><b>Pay</b>- Rs.200 to Rs. 799; <b>FP</b> -15% of pay subject to max.</p> <p style="text-align: right;">Rs. 96/- and min. of Rs.60/-</p> <p><b>Pay</b>-Rs.800 and above    <b>FP</b>-12% of pay subject to a max.</p> <p style="text-align: right;">of Rs.150/-</p> <p>(vi) Duration:a)Widow/ widower will be entitled to family pension till death or remarriage whichever is earlier.</p> <p>b) Son and unmarried daughter will be entitled to FP till the age of 18 years and 21yrs. respectively.</p>	
1.1.1966	<p><b>Service Qualifying for Pension No change</b></p> <p><b>Average Emoluments No change</b></p> <p><b>Pension formula and amount of pension No change</b></p>	<p><b>Family Pension:</b> Enhanced rate of F.P. introduced. Terms and conditions are as under:</p> <p>i) Where a Govt. servant dies while in service after completion of not less than 7 yrs of continuous service, the enhanced rate of F.P. will be 50% of pay or double the normal rate of F.P. whichever is less.</p> <p>Duration: The amount of F.P. will be payable for a period of 7 years from the date following the date of death or upto the age of 65 yrs (had the deceased Govt. servant survived) whichever is less.</p> <p>(ii) In the event of death after retirement, the F.P. determined above will be payable for 7 years from the date following the date of death or upto the age of 65 yrs had the deceased survived</p> <p>(iii) Provided in no case the amount of F.P.shall exceed the pension authorised to him on his date of retirement.</p>	<p><b>DCR G</b></p> <p><b>&amp; Commu-tation No change</b></p>

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1.9.1969	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula</b> :No change</p> <p><b>Amount of pension</b> The rates of AHI increased by Rs. 10 p.m. w.e.f. 01.09.1969 as under:</p> <p><b>Pension</b> Upto Rs.30 -                      <b>AHI</b> Rs.15 Pm</p> <p><b>Pension</b> Rs. 31 to Rs75                      <b>AHI</b> Rs.17.50 p.m.</p> <p><b>Pen.</b> Rs.76 to Rs.200                      <b>AHI</b> Rs.20 p.m</p> <p><b>Pension</b> Above Rs 200 -                      <b>AHI</b> Such as will bring the</p> <p style="text-align: right;">total pension to</p> <p>Rs. 220</p>	<b>Family Pension:</b> No change	<b>Gratuity &amp; Commutation</b> No change
1.3.1970	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula</b> No change</p> <p><b>Amount of pension</b> Min amount of pension stepped up Rs. 40 p.m. (inclusive of TI / AHI)</p>	Min amount of FP stepped up Rs. 40 p.m. (inclusive of TI / AHI)	<b>Gratuity and Commutation</b> No change

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1.	2.	3.	4.
1-1-1973 III CPC	<p><b>Service Qualifying for Pension</b> Max. qualifying service raised from 30 to 33 years</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula</b> Pension formula changed :</p> <p>A.E. x <u>Q.S.(Max.33 yrs)</u></p> <p style="text-align: center;">80</p> <p><b>Amount of pension</b> (i) <b>Invalid pension</b> shall not be less than the amount of ordinary family pension.</p> <p>(ii) Govt. Servants who retired prior to 01.01.1973 are eligible to payment of adhoc relief at the following rates:</p> <p><b>Pension</b> below Rs.85                      <b>AHR</b> Rs.15pm</p> <p><b>Pension</b> Rs. 85 to Rs.209              <b>AHR</b> Rs.21 p.m. <b>Pension</b> Rs.210 to Rs 499              <b>AHR</b> Rs.25 pm</p> <p><b>Pension</b> Rs 500 and above.              <b>AHR</b> Rs.35 pm</p> <p>AHR is payable in addition to TI/AHI.</p> <p>AHI ceases to be payable to those who retired on or after 1.1.1973</p> <p>Max. pension Rs.1000/-pm &amp; Minimum pension Rs. 40 p.m.</p>	<p><b>Rates of FP revised</b></p> <p><b>PAY</b> below Rs.400 <b>FP</b> 30% of pay subject to Min. of Rs. 60 and Max. of Rs.100</p> <p><b>PAY</b> Rs.401 to Rs.1200 <b>FP</b>- 15% of pay subject to min.of Rs. 100 and Max. of Rs.160</p> <p><b>Pay</b> above Rs.1200 <b>FP</b> -12% of pay subject to min Rs.160/- and max. Rs.250/-</p>	<p><b>Death cum Retirement Gratuity</b> (i) Formula for working out DCRG remains unchanged.</p> <p>(ii) Upper limit of gratuity raised from Rs.24,000/- to Rs.30,000/-</p> <p><b>Commu-tation</b> No change</p>

5-9-1973	<p><b>Service Qualifying for Pension</b> Period of extraordinary leave on medical grounds counts as qualifying service <b>Average Emoluments</b> No change</p> <p><b>Pension formula and amount of pension</b> No change</p>	<b>Family Pension:</b> No change	<b>DCRG &amp; Commutation:</b> No change
1-3-1976	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> Average emoluments to be determined with reference to emoluments drawn during the last 10 months (instead of 36 months) period preceding the date of retirement.</p> <p><b>Pension formula and amount of pension</b> No change</p>	<b>Family Pension</b> No change	<b>DCRG &amp; Commutation</b> No change
22-9-1977	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula and amount of pension</b> No change</p>	<p><b>Family Pension:</b></p> <p>i) Contribution of 2 months emoluments towards the benefits of F.P. Scheme-64 dispensed with.</p> <p>(ii) Govt. orders issued in implementation of Apex Court Judgement that</p> <p>a) The benefit of F.P. Scheme extended to all the eligible family members who retired/ died before 1-1-64 and are alive on 22.9.77</p> <p>b) The benefit also extended to those who were granted F.P. under LPR 50.</p> <p>c) The financial effect was given w.e.f 22.9.77.</p>	<b>DCRG &amp; Commutation</b> No change
27-1-1979	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments:</b>No change</p> <p><b>Pension formula &amp; Amount of pension</b> No change</p>	<p><b>Family Pension:</b></p> <p>i) Admissible. to the family of those deceased employee who died with less than 1 yr service.</p> <p>(ii) These orders made applicable to past cases also but financial benefit available w.e.f. 24.10.1986 only.</p>	<b>DCRG &amp; Commutation</b> No change
1-4-79	<p><b>Service Qualifying for pension:</b> No change</p> <p><b>Average Emoluments:</b> No Change</p>	<b>Family Pension</b> No change	<b>Death cum Retirement Gratuity Commutation</b>

	<p><b>Pension formula revised as under:</b> Slab system formula comes into force.</p> <p><b>AE Upto Rs.1000 - Amt of pension -50% of AE</b></p> <p><b>AE Next Rs.500 - Amt of pension -45% of AE</b></p> <p><b>Balance AEs - Amt of pension -40% of AE</b></p> <p>The total amount of pension arrived at will be pension for 33 years. Pension should be reduced proportionately for lesser period of service.</p> <p>The Govt. issued orders in implementation of Apex Court judgement that the benefit of (1) Slab system formula (2) 33 years service and (3) AE for last 10 months, may be extended to all those who retired prior to 1-4-79 but the financial benefit would be given from 1-4-79 only.</p> <p><b>Max. pension - Rs.1500/-and Min. pension - Rs.40/- pm</b></p>		No change
30.12.1980	<p><b>Service Qualifying for Pension</b> Temporary service of not less than 20 yrs treated as qualifying service for pensionary benefits in respect of those who retired on superannuation/ invalidment.</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula and amount of pension</b> No change</p>	<p><b>Family Pension</b> No change</p>	<p><b>Gratuity and Commutation</b> No change</p>
1.02.1982	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula and amount of pension</b> No change</p>	<p><b>Family Pension</b> No change</p>	<p><b>DCRG:</b> Upper limit of Gratuity raised from Rs. 30,000 to Rs. 36,000/-</p> <p><b>Commutation</b> No change</p>
1.04.1982	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments &amp; Pension formula:</b> No change</p> <p><b>Amount of pension</b> Min pension stepped up to Rs. 150/- p.m. (incl. of TI/AHI/Relief</p>	<p><b>Family Pension</b> Min FP stepped up to Rs. 140/- (inclusive of PI/HI/Relief</p>	<p><b>DCRG &amp; Commutation :</b> No change</p>



	etc.)	f etc.)	
1.04.1983	<b>Service Qualifying for Pension</b> No change  <b>Average Emoluments &amp; Pension formula:</b> No change  <b>Amount of pension</b> Min pension stepped up to Rs. 160/- p.m. (incl.of TI/AHI/Relief etc.)	<b>Family Pension</b> Min FP stepped up to Rs. 150/- (incl. of PI/HI/Relief etc.)	<b>DCRG &amp; Commutation:</b> No change
10.9.1983	<b>Service Qualifying for Pension</b> Fraction of a year equal to 3 months and above treated as a completed one half year and reckoned as qualifying service in respect of those who retired on or after 10.09.1983.  <b>Average Emoluments ; Pension Formula and amount of pension :</b> No change	<b>Family Pension</b> No change	<b>DCRG &amp; Commutation</b> No change
1.04.1985	<b>Service Qualifying for Pension</b> No change  <b>Average Emoluments</b> No change  <b>Pension formula and amount of pension</b> No change	<b>Family Pension</b> No change	<b>Death cum Retirement Gratuity</b> Upper limit of Gratuity raised from Rs. 36,000 to Rs. 50,000/- <b>Commutation</b> No change

1-01-1986  IV CPC	<b>Service Qualifying for Pension</b> i) Temporary service of not less than 10 yrs qualifies for pensionary benefits on superannuation/ invalidment.  (ii) Acquiring substantive appointment in a permanent post delinked from the availability of pensionary benefits.  <b>Average Emoluments</b> No change  <b>Pension formula</b> i) Pension formula revised to 50% of average	<b>Family Pension</b> Rates of Family Pension revised as under:  <b>a) Pay</b> upto Rs.1500-  <b>FP</b> 30% of pay subject to min. of Rs.375/- p.m.  <b>b) Pay-From</b> Rs.1501 to Rs.3000 <b>FP</b> 20% of pay subject to min. of	<b>Death cum Retirement Gratuity</b>  (i) The concept of DCRG separated into two elements as retirement gratuity and death gratuity  ii) Formula for working out retirement gratuity unchanged  (iii) Formula for death gratuity as under:  <b>a) Length of QS:</b> Less than One year then <b>DCRG:</b> 2 times emoluments  <b>b) Length of QS</b> 1 year to below 5 years then- <b>DCRG</b> 6
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	<p>emoluments for the last 10 months period preceding the date of retirement. (For maximum 33 years of service)</p> <p><b>Amount of pension:</b> Min. pension Rs.375 p.m. Max.pension- Rs.4500/- pm</p>	<p>Rs.450/- p.m.</p> <p><b>c) Pay-</b> above Rs. 3000 <b>FP</b> Exceeding 15% of pay subject to Min. of Rs.600 and max. Rs.1250/-</p>	<p>times emoluments</p> <p><b>c) Length of QS</b> 5 years to below 20 years then <b>DCRG</b> 12 times emoluments</p> <p><b>d) Length of QS</b> 20 years and more then <b>DCRG</b>: Half of emoluments for each completed six monthly period of service subject to a maximum of 33 years:</p> <p>iv) Max. ceiling of retirement and death gratuity raised from Rs. 50,000 to Rs.1,00,000</p> <p><b>Commutation</b> No change</p>
1.04.1995	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula and amount of pension</b> No change</p>	<p><b>Family Pension:</b> No change</p>	<p><b>Gratuity</b> i) A portion of DA representing 97% merged with pay for the purpose of death and retirement gratuity only</p> <p>(ii) Upper ceiling of death and retirement gratuity revised to Rs.2,50,000</p> <p><b>Commutation</b> No change</p>
1.01.1996 V CPC	<p><b>Service Qualifying for Pension</b> No change</p> <p><b>Average Emoluments</b> No change</p> <p><b>Pension formula:</b> No change.</p> <p><b>Amount of pension</b></p> <p><b>(I) Min FP Rs.1275/-</b></p> <p><b>(II) Max. FP Rs. 15000/-</b></p>	<p><b>Family Pension</b> Family pension at the uniform rate of 30% of last pay drawn, instead of slab system as heretofore, irrespective of the rank/post held by the deceased Government servant.</p> <p>(ii) Widowed/ divorced daughter and dependent parents included in the definition of "family" for the purpose of grant of family pension</p> <p>(iii) Min FP Rs.1275 Max. FP Rs. 9000/-</p>	<p><b>Death cum Retirement Gratuity</b> (I) DA drawn on the date of retirement/ death treated as emolument for the purpose of working out gratuity (ii) Upper limit of gratuity raised from Rs. 2,50,000 to Rs. 3,50,000</p> <p><b>Commutation</b> A portion of pension not exceeding 40% of pension could be commuted</p>

## 10. BUDGET AND ACCOUNTS FOR PENSION

### A. CLASSIFICATION OF PENSIONERS

There are more than 22, 18,904 lakhs Defence pensioner as on 01.04.2008. The pensionary awards of these pensioners are notified by DAD. Their annual pensionary budget is also prepared by DAD. These pensioners have been put in different classes. According to their nature of pension, they have been classified as class - I, class - II, class V, class-VI, class-VII, class - VIII & class - IX pensioners. The PDAs are required to give the number of pensioner and amount involved in payment of their pension separately while rendering the pension payment account every month. This classification helps the department to prepare more realistic budget, to compile the pension account and to collect data. The detail of the classification of Defence pensioner is as under:

#### **CLASS - I PENSIONERS**

Commissioned officers of the Armed forces:

- (1) Army ( including those holding substantive Kings commission ) and Military Nursing Services
- (2) Navy
- (3) Air Force

#### **CLASS - II PENSIONERS**

Families of those mentioned in class -I

<b>CLASS - III</b>		<b>Blank</b>
<b>CLASS - IV</b>		

#### **CLASS- V PENSIONERS**

Civilian pensioners of Defence Services DAD and their heirs. granted pension under the C.C.S (Pension) Rules.

#### **CLASS-VI PENSIONERS**

Armed Force pensioners below officers rank(PBOR)

- (a) JCOs (including those holding Honorary commissions ) NCO and ORs of the army granted pension under pension regulations.
- (b) Master Chief Petty officers ( including those holding Hony Commission) and lower ranks i.e. upto Ratings of Navy.
- (c) Master Warrant Officers ( including those holding Hony Commission ) and lower ranks i.e. upto Airman of the A.F.
- (d) Non-combatants (Enrolled )

**Note:** Indian soldiers of local Asiatic Company of Royal Garrison Artillery, Hong Kong and Singapore Royal Garrison Artillery, Hong Kong Regiment, Ceylon and Mauritius Artillery etc. who are U.K liability pensioner are also being treated as class-VI pensioners.

**CLASS - VII PENSIONERS**

Families of those mentioned in class -VI

**CLASS - VIII PENSIONERS**

Gallantry Awardees Defence Pensioners of World war- I , world war-II and those notified after independence, and their families.

**CLASS - IX PENSIONERS**

UK pensioners and Imperial Pensioners including all those who are sanctioned pension by one of the following authorities.

- (i) Pay Master General, London
- (ii) Army Pension office (London) (Formerly the war office London Royal Hospital, Chelsea.)
- (iii) The Deptt. Of Health and Social Security London (formerly the Ministry of pension.)
- (iv) The Admiralty, London.
- (v) The Air Ministry.
- (vi) The ministry of Overseas development, London and
- (vii) Authority other than the above departments

The pension of U.K Pensioner is notified in sterling by a pension sanctioning authority, London. As the payment is made to the pensioners in India by PDAs, the exchange rate to be applied for the conversion of sterling pension into Indian currency will be intimated in each individual's case by P.C.D.A (P) and no deviation from that is allowed under any circumstances.

The PCDA(P) acts as overseas Paying Agent (DPA) for above mentioned Authorities of British Govt., whose pensioners reside in India.

2. The Pension Payment Order PPOS issued to the Commissioned Officers or their families are invariably be prefixed by 'M'.

In respect of Civilian Employee or their families PPO are prefixed by "C".

In respect of Personnel below Officer Rank or their families the PPO for different type of pensionary awards are prefixed by the signs as given here under against each.

Type of Pensionary Award	Prefixed by
Service Pension PPOs	"S"
Disability pension PPOs	"D"
Ordinary family Pension PPOs	"F/NA"
Special family pension PPOs	"F"
Disability Pension battle Casualty PPOs i.e. War Injury Pay	"D/BC"
Family pension Battle Casualty PPOs	"F/BC"

## **B. COMPILATION OF PENSION PAYMENT VOUCHERS/ SCROLLS AND RE-IMBURSEMENT**

The Defence pension in India is paid to the defence pensioners through the following Pension Disbursing agencies (PDAs):

1. Public Sector Banks and four other private Banks (viz. ICICI, HDFC, AXIX & UTI)
2. Treasury offices
3. Defence Pension Disbursing Offices(D.P.D.Os)
4. Post- Office (In Kathua at Jammu and Kashmir and Campbell in Andman Nicobar Island)
5. Pay and accounts Offices.

2. After the pension is paid the pension paid voucher/scrolls is required to be submitted to the Pr.C.D.A.(P) Allahabad by all the PDAs, except DPDOs, in respect of the services i.e. Army , Air Force, DAD , CGO and GREF . Though the pension in respect of Navy and Air Forces is Granted by the respective Pr.CDAs, the pension paid voucher/ scrolls in respect of this services also is submitted to the Pr.C.D.A.(P) Allahabad as this office is centrally responsible for the budgetary control over the Defence pension budget .

3. The vouchers/scrolls received from the PDAs are properly recorded state / station wise and distributed to the concerned groups in Account section for classification of the expenditure and compilation to the proper head of account.

### ***Necessity for classification and compilation of the expenditure:***

2. The annual expenditure likely to be incurred on Defence pension payment is projected to the Govt. Of India through the Budget Estimates. In the BE, the likely expenditure under various pension Heads i.e. Retiring Pension, Gratuity, Commutation, Family Pension etc. is estimated and accordingly granted by the Government.

3. Now that the entire pension budget has been divided into various pensionary Heads. It becomes necessary on our part to classify the pension paid vouchers to ascertain the expenditure under various Heads. After the vouchers have been classified the expenditure in each head is compiled to the respective Code Heads through punching media. This compilation finds place in the All India compilation of RDR heads enabling all level of officials to monitor the expenditure in each Head.

### ***Reimbursement:***

6. From the forgoing, it is clear that the PCDA (P) Allahabad is centrally responsible for budgetary control over the Defence pension budget. Accordingly, it is the responsibility of Pr.C.D.A.(P) Allahabad to settle the transaction with the PDAs.

*The method of reimbursement to the different PDAs is given below.*

**(i) Treasury offices**

The T.Os after disbursing pension send the paid vouchers to the PCDA(P), Allahabad simultaneously advising the A.G of the state, the amount paid by him on account of Defence pension. The concerned A.G consolidates all the payment made by the T.Os in the state and prefers an outward settlement claim to the PCDA(P). The claim is scrutinized and cheque issued in favour of the A.G concerned in satisfaction of the Inward Settlement Claim Register being maintained in Accounts Section of Pr.CDA(P)

**(ii) Public Sector Banks and 4 Private sector Banks.**

Each Bank has authorized its nodal Branches across India in such a manner that they cover the nations geographically. Each nodal Branch of a Bank receives Pension Payment scroll from all Paying Branches under its jurisdiction via Link Branch. Then the scrolls are consolidated and forwarded to Pr.CDA(P) by the nodal branch. Simultaneously the nodal branch also forwards a Reimbursement claim to its Link Cell at Nagpur, for submission to RBI (CAS) Nagpur. RBI(CAS) Nagpur which maintains a Proforma Account in respect of both Parties i.e. PCDA(P) and the Bank, affords necessary Credit/Debit and Contra-Debit/Credit to the parties. Thus, the settlement is done through book adjustment.

**(iii) Post Offices:**

The Post offices in J & K send debit advice to the R.B.I, CAS, Nagpur through the Director of Post Offices. The R.B.I. Nagpur debits our Performa account and affords credit to the Postal Department.

**(iv) Pay and Accounts Offices**

PAOs forward vouchers and its claim directly to Pr. CDA(P) and after due linkage Accounts Section of PCDA(P) issues cheques in favour of the concern PAOs.

### **C. ADJUSTMENT AND RECONCILIATION OF TRANSACTIONS WITH BANK/R.B.I.**

Before April, 1977 banking transactions were confined only to payment of cheques issued by Main Office as well as D.P.D.Os. under its jurisdiction at the Branches of R.B.I. and Associated Banks of S.B.I. The scheme for payment of pension directly to Defence pensioner through Public Sector Banks was introduced wef. 1.4.77.

2. Under this scheme paying branches prepare pension payments scrolls in triplicate at the time of making payment to pensioners. They retain the Triplicate copy and forward the first two copies to their link branches to enable them to consolidate the amount paid by all the paying branches in their area and claim reimbursement thereof from the Nodal Branch. The link branch sends the original copy of vouchers to the reimbursing bank while retaining the duplicate copies as their records. The Nodal Branch forward the vouchers to PCDA (P) along with a debit scroll showing the total amount and date of transaction. At the same time it reports, the transactions on the bank's prescribed Proforma to it's Link cell for Claiming re-imbursement from R.B.I, CAS, Nagpur.

3. R.B.I, CAS, Nagpur prepares a monthly summary of transactions and furnishes it to this office along with daily statement of transaction. Scrolls received in this office from banks are entered date wise and station wise in register maintained for the purpose. At the end of each month, these transactions are totaled and linked with the RBI Report. Discrepancies brought out during linking are referred to the banks concerned and their HQrs, for early reconciliation. A detailed station wise discrepancy statement for each bank is prepared at the end of each month and forwarded to the HQrs of the bank concerned for settlement.

4. In the case of cheques issues by this office, a new scheme has been introduced w.e.f 1.10.93. Under this scheme called Focal Point Branch scheme all cheques paid at any banks except R.B.Is are sent to S.B.I, Allahabad which has been designated a the Focal Point branch for this office. S.B.I Allahabad consolidates these cheques and prepares a main scroll on day to day basis and hands it over to our representative, These cheques are entered in a register and totalled at the end of each month and reconciled with the help of D.M.S received to it's HQrs by S.B.I , Allahabad, from S.B.I Allahabad. One copy of the DMS is also endorsed to help it raises necessary debit advice against this office through R.B.I CAS, Nagpur in the monthly closing balances.Branches of R.B.I Function as independent Focal Point branches in case of cheques issued on them. After sending the paid cheques alongwith debit scrolls directly to this office , they report the transaction to R.B.I, CAS, Nagpur for raising of necessary debit against this office. The same procedure is followed in the case of M.R.Os. However, in case of credit transaction other than M.R.Os, the same procedure as followed in the case of pension payment vouchers is adhered to.

5. All transactions between this office and various banks are settled by R.B.I, CAS, Nagpur, Which maintains Proforma account in respect of this office as well as other government Department and banks, on book adjustment basis i.e. no actual transfer of cash takes place. On the basis of debit advices received from HQrs / Link Cells of various banks R.B.I, CAS, Nagpur debits our account and credits their respective accounts. Similarly in the case of credit transaction they credit our accounts while debiting their respective accounts.

## **D. ADJUSTMENT OF BANK SCROLLS ON ACCOUNT OF PENSION PAYMENT TO PENSIONERS**

### **1. Action in P.C.D.A(P) office:**

On receipt of the Defence Debit Scrolls with pension Payment Scrolls, these are checked to see that:

- (i) The entire pension Payment scrolls pertain to Defence Pension.
- (ii) The total of each pension payment Scrolls has been correctly worked out.
- (iii) The aggregate of all the pension payment Scrolls is shown in the Defence Debit Scroll correctly.

After the above checks each Defence debit Scrolls is recorded in the Register maintained in the Account Section of PCDA (P) Nodal Branch wise/Bank wise. Thereafter these Debit Scrolls with relevant pension payment scrolls are transmitted to classification groups for compiling the amount to respective services Heads, by raising Punching Medium.

### **2. Action in classification groups:**

On receipt of Defence debit scrolls with relevant pension payment Scrolls, these are again checked to verify the correctness of the amount. Each pension Payment Scrolls is codified and the relevant code head marked against each payment. All payment under each code head are picked up and totalled in a summary sheet. The grand total of all the payment under various Code Heads should agree with the Defence Debit Scrolls. After scrutiny as above a punching medium is prepared debiting the amount to the relevant service head and crediting the same to the R.B.I. Suspense classified by minus debit. Such classified amounts with two copies of punching medium are transmitted to the respective Audit Section for audit. Original copy of the P.M is sent to the E.D.P center, for compilation. After checking the correctness of the code head the Audit section return one copy of P M to Account section.

## **E. PROBLEMS OF ACCOUNTING PLETHORA OF CODE - HEADS UNLINED, THE CIVIL SIDE. HOW WE CAN REDUCE THE NUMBER OF CODE HEADS.**

Before we discuss about the problem of Accounting and difficulty involved in classification of expenditure, it is considered necessary to have an idea about the present system of sanction of pensionary awards, channels through which pension is paid to pensioners and receipt of paid pension vouchers from the various pension disbursing agencies in the office of Principal Controller Of Defence Accounts (Pension), Allahabad

- 2. Presently, there are following three agencies which notify pension to Defence service personnel and Defence civilian including BRO (Border Road Organisation), C.G.O.(Coast Guard Organisation) and D.A.D. Personnel.



(I) The P.C.D.A.(P) Allahabad (a) Notifies Pensions case of Commissioned Officers and J.C.Os./ORs of the Army  
(b) All Defence civilians and D.A.D. Personnel including BRO and C.G.O.

(II) C.D.A.(AF) New Delhi Notifies pension to Air Force and Airmen

(III) P.C.D.A. (Navy) Mumbai Notifies Pensions of Naval Officer and sailor

3. The agencies which have entrusted with responsibility of payment of pension to Defence pensioner are Broadly classified in the following categories:

- (a) Treasury Offices
- (b) Defence Pension Disbursing Offices (DPDOs)
- (c) Public Sector Banks and Four private banks.
- (d) Post Office (Presently Post Office Kathuwaj is only Post Office paying agency)
- (e) Pension paying Offices nominated by the Govt. of India or Foreign Govts. for the making payments to pensioners, residing in countries abroad.
- (f) Indian Embassy, stationed in Nepal.
- (g) Pay & Accounts Offices.

4. After making payments of pension to Defence pensioners, the paid vouchers (excepting payments made by D.P.D.Os. which are subjected to audit by the C.D.A. (PD) are received in the Office of P.C.D.A.(P), Allahabad and classified under various pension code heads.

In case of payments made by Treasury Officers, the system of re-imbursement and submission of paid vouchers (Accounts) is as follows:-

(i) Payments made by Treasuries, the re-imbursement is claimed by A.G. concerned, who prefers the claim in advance, to P.C.D.A.(P), Allahabad and the latter issues cheque for the amount.

Pension payment vouchers (A/Cs) are received in the Office of the P.C.D.A.(P) Allahabad in two-batches- Ist list and IInd list. Wanting vouchers if any, are immediately called for and in case, any voucher is not coming forth, counter claim is raised against A.G. concerned/or amount is retrenched from the subsequent claim.

(ii) In case of payments made by banks, settlement is made with R.B.I CAS, NAGPUR. Amounts paid by the banks are re-imburse by RBI, CAS Nagpur, necessary settlement/adjustment is made by R.B.I. CAS, Nagpur in Defence balances held with them in the name of Pr. C.D.A.(P) Allahabad. Debit/credit scrolls are received from Nodal Branches banks and these are reconciled with R.B.I. Advices. Discrepancies involved are pointed out on monthly basis.

(iii) In other cases where foreign agencies are involved, payment is made through Ministry of External Affairs.

5.. All pension paid vouchers after verification of the correctness, ensuring that no case of non-defence pensioner is included are sorted out according to various audit section wise

(Example, pension vouchers in respect of Commissioned Officers and civilians to Audit-I Section). Each payment as shown in the vouchers is marked, with code No. under which is compliable. Thereafter, a statement is prepared showing the code Numbers and amount compliable under different Audit sections by which the amounts are adjustable. This statement is totaled up and reconciled with the amount shown as paid by the TO/Bank concerned.

6. On the basis of the above summary or statements, a punching medium is prepared separately for each audit section in 4 copies, showing the classification of amount under each code head. The punching medium is prepared by debiting the relevant service Head by per contra credit to the suspense head of the A.G. Concerned (in case of Treasury) and R.B.I. suspense classified (in case of payments made by PSBs).

#### **ACCOUNTING DIFFICULTY;**

7. While there are not much difficulty in case T.Os. in which case provision exists for raising counter claim against A.G. for any deficiency in submission of Accounts, some difficulties do finds place in pension payment scrolls, received from banks. These are precisely enumerated below:

- (a) Scroll Pertains to Railways, P&T, State Pensioners, PSE etc. are also included in Defence Pension scrolls and total amount wrongly debited against PCDA (P), Allahabad.
- (b) Full description of PPO NO. viz. S/ / D/ / , F/ / , C/ / etc are not being given. The prefixing alphabets viz. S, D, C, F, etc which denotes the nature and category of pensioners are omitted. Sometimes, in place of PPO NOs. saving Bank Account numbers are given.

8. This Office complies the pensionary awards to about 40-45 code heads comprising different types of awards to different services of the Defense including CGO, BRO and DAD. The following are the heads to which the pensionary awards are compiled.

#### **a) CIVIL (DAD,C.G.O & BRO & JKLI)**

- |    |                     |        |
|----|---------------------|--------|
| 1. | Ordinary pension    | 014/11 |
|    | DAD, C.G.O, BRO     |        |
| 2. | Commutated value of | 014/12 |
| 4. | Gratuities          | 014/14 |

Prefix 04 & 06 for BRO  
CGO & JKLI respectively.

#### **FAMILY PENSION**

- |    |                  |        |
|----|------------------|--------|
| 1. | Ordinary Pension | 014/15 |
|----|------------------|--------|

#### **OTHER BENEFITS**

- |    |                     |         |
|----|---------------------|---------|
| 1. | Contribution to CPF | 01/4/16 |
| 2. | leave encashment    | 01/4/20 |

**b) DEFENCE**

		<u>Army</u>	<u>Navy</u>	<u>Air Force</u>
1.	Retiring Pension	014/33	014/44	014/55
2.	Gratuities	014/34	014/45	014/56
3.	Arrears due to SCJ	014/35	014/46	014/57
4.	Commutated value of Pension	014/36	014/47	014/58
5.	Family Pension	014/37	014/48	014/59
6.	Contribution to Provident Fund	014/38	014/49	014/60
7.	Rewards	014/39	014/50	014/61

**F. BUDGETING AND EXPENDITURE ON DEFENCE PENSION THE TECHNIQUE AND LIMITATION.**

The budgeting is an essential ingredient of fiscal management. This is the basis on which the financial structure of an establishment or a Govt. is built. The procedure for preparation of budget estimates in respect of Non-effective heads is laid down in para 38 Office Manual Part-IV (Volume-I) and Para 199 of Defence Accounts Code. There is a separate group in the Accounts section for dealing with work relating to the preparation and submission of Budget Estimate.

1. The expenditure which is provided for in the Defence services Budget Estimates falls broadly under the following categories:-

- (i) Pay and allowances
- (ii) Transportation charges
- (iii) Miscellaneous expenses
- (iv) Payment for stores
- (v) Works Expenditure
- (vi) Non-effective expenditure

2. *The budget estimates can be divided as under:*

- A (i) Preliminary revised estimated for the current year.
- A (ii) Forecast estimates for the ensuing year.
- B (i) Revised Estimates for the current year. (These are correction to preliminary revised estimated)
- B (ii) Budget estimates for the ensuing year ( these are corrections to budget forecast)

The above estimates are prepared by this office and forwarded to the Ministry of Defence ( Finance) through C.G.D.A, New Delhi.

The figures for inclusion in the forecast Estimates are based on the actuals of the preceding year and these are increased or decreased with reference to the average increase or decrease in the expenditure during the three years previous to the year to which it

relates, with due regard to the orders or circumstances which may have given rise to these differences. The amount proposed under the Head ' Commutation of pension ' is based on the information obtained from Grant Section of this office and the C.D.A(AF) and P.C.D.A(Navy).

**The preparation of various Estimates is further elaborated as under:-**

**A. *Preliminary Revised Estimates for the Current year :***

These are ordinarily framed on the basis of the average of the figures arrived at after computing the estimated expenditure by applying the following three formulae:

- (a) On the basis of the compiled actual upto the month of September of the current year, proportionate expenditure for the remaining months is added in the actual expenditure upto September.
- (b) On the basis of the compiled actuals upto the month of September of the last year, a variation rate relating to this expenditure which bore to the entire expenditure for the last year is determined. By applying this variation rate to the compiled actuals upto the month of the September of the current year, the estimated expenditure for the entire year is assessed.
- (c) The compiled actuals for the previous is taken as the basis and the same is increased or decreased with reference to the average increase or decrease during the three years previous to that year.

**(B) *Revised Estimates for the Current Year :***

The method indicated in (a), (b), (c) of previous years are adopted. The only difference is that the compiled actuals upto and including October are taken as basis.

**(C) *Forecast and Budget estimated for the ensuing year :***

These estimates are arrived at by taking the actuals of the preceding year as the basis and by increasing or decreasing the same with reference to the average increase or decrease in expenditure during the three years previous to that year with due regard to the orders or the circumstances which may have given rise to those differences.

**(D) *MODIFIED APPROPRIATION FOR THE CURRENT YEAR :***

The method indicated as in (a), (b), (c) of Para (A) above are adopted. The only difference is that the compiled actuals upto and for February are taken as basis. It is ensured that these estimates are most accurate reflecting what the results of the year are likely to be.

From the above it would be seen that framing of Forecast estimates and asking for funds is not enough but the progress of expenditure against the sanctioned budget is mentioned at different stages so as to exercise constant review and ask for more funds through the various Modified Estimates etc.

**(E) SUBMISSION OF BUDGET ESTIMATES:**

The parties to whom and the dates by which the various estimates for Non-effective Heads are deputed by the account sections are as under:

	<b><u>Due date to reach CGDA</u></b>	<b><u>Due date to reach DFA(Budget)</u></b>
(a) Preliminary revised Estimates For the current year and forecast Estimates for the ensuing year	5/11	16/11
(b) Revised estimates for the current year and budget estimates for the ensuing year.	17/12	24/12
(c) Modified appropriations for the current year.	5/3	20/3

**(F) *LIMITATIONS:-***

The limit upto which expenditure can be incurred is the amount of sanctioned Budget. As it has been discussed in earlier chapter regarding treasury accounts and compilation, the compiled actual taken as basis for the purpose of restricting our expenditure upto the sanctioned limit. This is done by verifying the figures from the printed compilation Report, received monthly from E.D.P. Centre, wherein all the Punching Media raised by us in a month are printed and copies of which are sent to C.G.D.A. and Services Headquarters and Ministry of Defence (Finance).

**G. METHODOLOGY OF BUDGET FORMULATION AND BUDGETARY CONTROL**

The methodology adopted by the P.C.D.A.(P) in formulation of budget under Major Head- 2071 Defence pensions (no-effective ) is base on the basis rules contained in para 189(v) read with paras 198 and 199 Defence Accounts Code, para 38 of O.M. Part-IV Vol. I and Rules 89,93 Financial Regulation Part-1 as well as instruction issued from time to time by the Govt., The Budgeting for pensions is based on the incremental system of budgeting. Basic principle is to take the trend of increase/decrease in the actual of the preceding three years. Further while formulating the estimates, the financial impact of any Govt. Order sanctioning any additional pensionary benefits to the pensioners, viz. reliefs, ex-gratia awards, revision of pension, which results in increase over the previous years estimates is assessed. The stages of estimates provided are:-

- (i) (a) Preliminary revised Estimates for the current year and.  
(b) The forecast estimates for the ensuing year (This is rendered during the month of November).
- (ii) (a) Revised Estimates for the current year and  
(b) Budget Estimates for the ensuing year (This is rendered during the month of December).
- (iii) Modified Appropriations for the current year

- (iv) Appropriation Accounts (This is rendered during the month of July).

The basic stage for the budget of a year is the "FORECASTS" which is based on the actuals of the preceding year. These are increased or decreased with reference to the average increase or decrease in the expenditure during the three year previous to the year to which it relates with due regard to the orders or circumstances which may have given rise to these differences. The amount proposed under the head commutation and DCRG is based on the fact available with grants section and other controllers. The "FORECASTS" are converted into "BUDGET ESTIMATES" at the next stage. The progress or expenditure during the current year upto September are taken into consideration and keeping in view the trend thereof the " BUDGET ESTIMATES" for the ensuing year are assessed and increased or decreased over " FORECAST". The financial impact due to issue of Govt. orders are also added.

There are two stages of revision of budget estimates:-

- (i) Preliminary revised Estimates.
- (ii) Revised estimates

#### ***PRELIMINARY REVISED ESTIMATES***

The actual expenditure under each head of accounts upto September are taken into account from the "PRINTED COMPILATION" received from the EDP centre keeping in view of the initial provisions and the trend of expenditure upto September as per printed compilation the figures against each head of accounts are increased or decreased in the P.R.E . The financial impacts involved due to issue of Govt. orders are also added.

#### ***REVISED ESTIMATES***

It is the revision of the figures of preliminary revised estimates of the current year and final allotment. The expenditure upto October as per printed compilation are taken into account and the figures in " Revised estimates " are increased or decreased as per trend of expenditure. The financial impact involved due to issue of Govt. orders are also added.

#### ***MODIFIED APPROPRIATIONS***

Based on the actual expenditure head of accountwise upto January of the current year as per printed compilation, the figures in the "MODIFIED APPROPRIATIONS " re-appropriated and finally reflected.

#### ***APPROPRIATION ACCOUNTS***

It is the final set of the budget. The expenditure against each head of account booked as per printed compilation upto March supplementary correction (14) are taken into account and reflected in the "APPROPRIATION ACCOUNT " to be submitted in July of each Year. The reasons of variations between the final allotment and actual expenditure are critically explained and action to regularise, exercise, if any, are taken.

The framing of estimates under major head – 2071 – defence pension is complicated, as there are various type of pensionary award admissible to defence pensioners of the army, Navy and Air Force including defence civilians. In addition, estimates in respect of pension of DAD, BRO and CGO and JKLI are also prepared. There are merely 45 heads of accounts for which estimates are prepared by the PCDA(P). The expenditure under these heads are compiled by all the controllers and reported to the PCDA(P) through estimates / printed, compilation for projecting the budget to the Ministry through the CGDA. The Govt. letters sanctioning any pensionary benefits do not contain the financial impact of the order and as such, this office has to assess the financial impact as best as we can. The actual pension expenditure is available only after the pension payment vouchers / bank scrolls are received through pension disbursing agencies i.e. treasuries, Public Sector Banks, pay account offices, Indian Embassy, Nepal. The expenditure booked by the defence pension disbursing officer is available to this office in the monthly compilation.

### ***MONITORING OF BUDGET***

So far as the monitoring of budget is concerned, the trend of expenditure is being watched through the printed compilation. The PCDA(P) receives the pension paid vouchers / bank scrolls from the various pension disbursing agencies except defence pension disbursing officers and classifies it to proper head of account. The pension disbursing agencies get reimbursement of the accounts paid by them to Defence pensioners through their Accounts Officer viz. AG's, RBI etc. In the case of payments by treasuries, we reimburse the amount provisionally in advance compiling the amount to a suspense head pending receipt of vouchers from treasuries concerned. So far receipt of pension payment vouchers is concerned, it takes two to three months and sometimes even more. These factors lead to retention of amounts under various suspense heads in the end of financial year at the time of closing of Accounts. Similarly, in case of the banks transactions, if bank scrolls are received, the amount will be to be carried in a suspense heads and adjusted in the next financial year. All these problems will also arise, if the vouchers have been received late but they do not contain full and complete details to help in classification of the expenditure to the relevant correct head of account. Thus the booking of Defence pension (non-effective) budget exclusively depend on the quantum of pension paid bank scrolls/ pension payment vouchers received in the office of the P.C.D.A.(P)

### ***ACCURACY IN PREPARATION OF BUDGET ESTIMATES***

No accurate budgeting is possible because of the following reasons:-

- (i) This office does not have a complete and accurate statistics of living pensioners updated at periodical regular intervals. It is therefore, exactly not know how many living pensioners are on the strength of various agencies paying pension.
- (ii) On account of orders issued by the Govt. regarding restoration of commuted portion of pension. A large number of pensioners are getting their pension restored. Since this work has been assigned to the pension disbursing agencies, no separate accurate figures are available in this respect. Consequently the budgetary impact on restoration of commuted value of pensions cannot be precisely estimated.

(iii) The various Govt. Order issued in the past involving huge monetary benefits to the pensioners and changes in the pensionary structure with effect from 1.1.86, have also resulted in much fluctuations in the formulations of Defence pension Budget.

The budgeting of pension is, therefore, an exercise which can be done only on approximate unlike estimation of the salary budget for which full details are usually available.



## 11. AUDIT OF PENSION

### i) PRINCIPALS OF AUDIT OF PENSION PAYMENTS

#### (i) *Objective of Audit*

- (a) To ensure that entitlement of pensions sanctioned by Pension Sanctioning Authorities are correctly worked out and paid by Pension Disbursing Authority in accordance with the relevant rules and orders.
- (b) To ensure that the amount of payment made by PDAs are recovery of over payment / demands if any, are correctly compiled to the relevant heads of accounts.

#### (ii) *PENSION DISBURSING AGENCIES IN INDIA*

- (i) Pensionary awards issues by Pension Sanctioning Authorities are paid by one of the following agencies :
  - (a) Civil Treasury Officers
  - (b) Defence Pension Disbursing Officers
  - (c) Pay and Accounts officers
  - (d) Public Sector Banks & Private sector Banks.
  - (e) Indian Embassy Nepal
  - (f) Post offices (kathua & Campbell)
- (ii) Civil Treasury Officers and Pay and Account Officers are under State Government and are making payment to Defence pensioner on the Authorities of the Pension Payment Order issued by Pension sanctioning Authorities. Pension is paid by them on prescribed bill as per guidelines given in pension Payment Instructions and under Central Treasury Rules. Monthly pension paid vouchers are furnished by the Treasury officers to the office of the PCDA (P), Allahabad. the concerned Accountant General of the state prefers claim on account of monthly expenditure incurred on Defence pensioner by the Treasury Officers every month to PCDA(P), Allahabad for reimbursement which is made to Accountant General concerned through cheques. There are 534 civil treasuries throughout India.
- (iii) There are over 60 DPDOs who are departmental agencies and are working under CDA (PD), Meerut and CDA Chennai.

All the DPDOs are making payment under new banking Scheme for which NPDS masters are being generated through concerned EDP centres throughout India.

### 2. *FORM I AND II, FORM D-II AND D-I*

When a new pensioner is brought on the pension strength of a pension disbursing officer, he / she is allotted PS/TS number which is intimated to Audit Section of PCDA(P), Allahabad through Form-II. Similarly, Form-I is issued by PDAs when a pensioner is struck

off the strength on any account to the PCDA(P) for updation of Audit Cards and Master Sets.

Where the PDAs are bankers Form D-I & D-II corresponding to Form-I & Form-II are issued by them to PCDA(P), Allahabad.

### ***MAIN FUNCTIONING OF AUDIT***

The main function of Audit is to carry out audit of pensionary benefits paid to pensioners by different PDAs on the authority of PPOs issued by pension sanctioning Authorities for ensuring that the entitlement of pension are correctly worked out and paid to correct person.

### ***PAYMENT TO PENSION BY PDAs***

A pension other than a family pension shall be payable from the date following that of retirement/discharge which is prominently shown in the PPO issued by pension Sanctioning Authority.

A family pension shall be payable from the date following the date of death of serving personnel / pensioner.

A pension is payable for the day on which the pensioner dies.

### ***TRANSFER OF PENSION ACCOUNTS***

Pension is paid in rupees in India. Transfer outside India of pension of pensioners will not be permissible.

Transfer of payment of pension from one place to another in India is permissible if a pensioner desires to do so. He/she has to apply to his/her pension disbursing authority. No intervention of the Principal Controller Of Defence Accounts(Pensions) is necessary.

### ***Re-employed pensioner***

A pensioner drawing pension shall be required to furnish a certificate of non-employment/re-employment under a Government office/company/corporation/undertaking/autonomous body etc.

Dearness Relief on family pension/pension is admissible w.e.f. 18.07.97 as per the provisions contained in Government orders, as under :-

(i) All family pensioners in receipt of family pension from the Central Government who were/are employed under the Central Government / State Government / Corporation/Company/Body/Bank under them in India or abroad shall be eligible to draw the dearness relief at rates applicable from time to time on the amount of family pension.

(ii) In so far as reemployed pensioners are concerned, the entire pension admissible is to be ignored at present only in the case of those ex-servicemen who held posts below the rank of Commissioned Officer(PBOR) at the time of their retirement. Dearness relief is admissible

to reemployed PBOR . For this purpose re-employing authorities shall be required to issue a certificate indicating the following :-

- (a) The re-employed pensioner retired from a Civil or Military post in the Central Government and was holding a post not included in classified as Group 'A' or a post below the rank of Commissioned Officer in the Armed Forces.
  - (b) The entire amount of pension sanctioned by the Central Government was ignored in fixation of the pay on re-employment i.e. no part of the pension was taking into account in such fixation of pay in the pay scale of the post, and
  - (c) The pay of the re-employed/retired pensioner was/is fixed at the minimum of the pay scale of the post in which he had/had been initially re-employed after his retirement from the Central Government.
  - (d) In case pay on reemployment is fixed at the level more than the minimum of the pay Scale, by allowing one or increment but benefit of last pay protection has not been given/allowed.
- (iii) No dearness relief shall be admissible to re-employed commissioned officers, during the period of their re-employment.

#### **PAYMENT OF PENSION TO INSANE PENSIONERS**

When a pensioners is certificate by a Magistrate to be insane, the payment of pension and gratuity shall be regulated by the competent authority as under:

***(a) Where the insane pensioner is lodged and in an asylum***

The whole of pension and gratuity will be paid to the dependents of the pensioners on production of pension certificate and the life certificate. The questions of payment by then of the cost of the pensioner's maintenance being left to be decided by the court on an application by the asylum authorities under provision of section 26 of lunacy act.

***(b) Where the instance is incharge of his / her dependents or a friend or any other relative :***

The pension and gratuity will be paid to dependents or in two shares one to the person has incharge of the Lunatic and another to dependents.

#### **BAR ON SUITS RELATING TO PENSION**

No civil court shall entertain any suit relating to pension.

No pension whether due are to become due can be attached by process of any court until it has actually been paid. No pensioner can assign or sell any interest in respect of pension not them due.

#### **IDENTIFICATION OF PENSIONERS**

A pensioner must take payment in person after the Pension Disbursing Authority has satisfied himself as to his/her identity.

The PDA should verify the genuineness of the pensioner from the descriptive role / joint photograph and specimen signature.

A life certificate is required to be produced by the pensioner who is unable to appear in consequence of bodily illness or infirmity and desires payment through a representative once in month of November each year.

#### ***CONVICTED PENSIONER***

Should a PDA become aware of any case in which a pensioner is sentenced to imprisonment or is convicted by a court he, will forthwith suspend the payment of his pension and report the fact to pension sanctioning authorities for instructions.

#### ***COMMUTATION OF PENSION-RESTORATION OF***

The commuted portion of pension will be restored after completion of 15 years as follows:-

- (a) Where the commuted portion of pension has been notified jointly the commuted amount should be restored after 15 years from the date of retirement/discharge.
- (b) In all other cases where commutation led to deduction in the second or subsequent month 15 years will be reckoned from the date of reduction of the amount of pension.

#### ***PAYMENT OF LIFE TIME ARREARS OF PENSION***

Pension for the period it was not drawn during the life time of a pensioner should not be paid after receipt of information about his/her death. According to Arrears of pension (Nomination ) Rules, 1983, pensioner are required to nominate another person to receive the arrears of pension due to pensioner on his/her death. This is paid to the nominee, and if there is no nominee, life time arrears can be given to legal heirs. However, time barred claims will be settled by pension sanctioning authorities.

#### ***PAYMENT OF TIME BARRED PENSION/ARREARS***

Pension drawn for more than one year becomes time barred which is paid only after sanction of the competent authority i.e. TO/PAO/DPDO.

Where pension is being drawn from PSBs they will send an arrears claim on the prescribe form to PCDA (P), Allahabad for sanction. Only on receipt of sanction from PCDA (P), Allahabad, PSBs will make arrears of pension.

#### ***DELAY IN ISSUE OF LOSS CERTIFICATE FOR ISSUE OF DUPLICATE PPO IN CASE OF LOSS OF PPO***

To avoid delay in payment of pension where a PPO issued by pension sanctioning authority is lost a certified true copy thereof will be obtained urgently from pension sanctioning Authority by furnishing a certificate on the following lines under registered cover to the office In-charge of PPO Section of the pension sanctioning Authority:

“Certified that pension payment Order (PPO) of .....in respect of.....

Personal No. /Regt. No. (Rank and name of .....Unit/formation ..... has been Lost/is not available and to avoid double payment a note has been kept in the records in my office/bank to the effect that if the same is subsequently found for any authority will not be acted upon but will be returned to the PSA for cancellation.

Signature Seal  
PDA

Station  
Dated

### ***REGULATION OF ENHANCED RATES OF FAMILY PENSION***

As per extant order enhanced rates of family pension is granted for a period of 7 years from the date following the date of death of deceased or upto the date on which the deceased would have attained the age of 65 years had he been alive whichever is earlier. This is specifically mentioned in the PPO. It has been observed that the enhanced rate of family pension is continued beyond the stipulated date indicated in the PPO. He payments family pension is invariably reduced to ordinary family pension from the specified date as indicated in the PPO. In this regard a specific red entry for payment of enhanced rate of family pension for a specified period should be noted in the check register/ index register to avoid overpayment cessation of continuance award of disability pension.

Continuance of disability pension is notified through D/RA PPO which is for a specified period reflected in the PPO. In most of the cases he payment of disability pension is continued beyond the specified date which should be avoided. SPECIFIC red entry in this regard should be made in the check register/index register to avoid overpayment.

### ***SALIENT FEATURE FOR CHECKING FRAUDULENT PAYMENT OF FAKE PPOS***

Checks to be observed for preventing fraudulent payment on fake PPOs:

1. All PPOs are generated in computer and PPOs on computer format are printed out on computer and not typed on a manual typewrite.
2. Name, Code No. and the signature of the PPOs should be verified.
3. The signature of the officer authorized to sign should be in ink and not on rubber stamp with code No. allotted.
4. PPO bears the uncolored seal of PSAs.
5. Joint photograph/specimen signature of the pensioner duly attested by competent officer.
6. PPOs/Payment authorities have been received through authorities channel should be verified.
7. In case of any deficiency and doubt the PPO should not be acted upon but the matter should be immediately reported to PSAs.
8. Note - III & IV below para 2.2 of pension payment Instruction (1973 Edn) and para 8.1 of " Scheme for payment of pension of defence pensioners by Public Sector Banks " should invariably invoked before making any payment.

### ***CORRESPONDENCE WITH PCDA(P)/OTHER PENSION SANCTIONING AUTHORITIES***

Following information should invariably be given while making references to pension sanctioning authorities:

- (i) Name of pensioner:
- (ii) PPO No.
- (iii) TS/PS No. allotted
- (iv) Name of PDA ( Paying branch with account No. in case of PSBs ;
- (v) Address of pensioner :

In case of urgency please issue telegram/fax/letter by speed post.

**Address of this office:**

**Office of the Principal Controller Of Defence Accounts(Pensions),**

Draupadi Ghat, Allahabad – 211014

Telephone No. 2622618, 2622698, 2622699

Telegram MILPENSIONS – Allahabad

Fax No. 0532-2624053

0532-2621549

**ii) GENERAL. PRINCIPAL & RULES OF AUDIT:**

The primary function of audit is to verify the accuracy and completeness of accounts to secure that all receipts are brought to account under the proper head that all expenditure and disbursement are authorised, vouched and correctly classified and that the final account represents a complete and true statement of the final transaction if purports to exhibit.

Audit duties are clearly distinct from administrative functions. Govt. of India, make financial Rules and Regulations for the defence services and D.A.D ensure that those rules and orders are followed. It is the function of Audit to verify those rules and orders are properly applied. It is not the function of audit to prescribe what such rules and orders shall be.

Audit by D.A.D is conducted with references to Defence Audit Code, Financial and other regulations for the defence services and other orders instructions issued by Govt. of India. The standards of financial propriety enumerated in para 30 of the defence Audit code are the basic rules on which all audit is conducted as regards propriety of expenditure.

During course of Audit, DAD make such, queries observations or call for such vouchers statements requires, explanations etc. for proper discharge of their duties but in courteous language.

Audit of sanction to expenditure means expenditure is covered by the sanction to the authority.

Audit against propriety, it is of equal importance to see that the broad principle of orthodox finance are borne in mind not only by disbursing offices but also by sanctioning authorities.

No precise rules can be laid down for regulating the course of Audit against propriety. As object is to support a reasonably high standards of public financial morality, of sound financial administration and devotion to the financial interest of the Govt.. The canons of propriety are:

- (i) Every public officer should exercise the same vigilance in respect of expenditure incurred from public moneys as a person of ordinary prudence to exercise in respect of expenditure of his own money.
- (ii) The expenditure should not be prima facie more than the occasion demands.
- (iii) No authority should sanction expenditure to pass an order which will be directly or indirectly advantage to his personnel.
- (iv) Public money should not be utilised for the benefit of particular person or section of the community.
- (v) The allowance such as TA should not be source of profit to the recipient

The duties in this field may delicate every public officer is expected to exercise the same vigilance as a person of ordinary prudence would exercise on his own money

Payment of pension in an item of expenditure allotted the NIL budget estimates some of the broad checks are outlined in the para 46.

The main object of Audit of expenditure are to ensure:

- (a) that there is provision of funds for the expenditure duly authorised by C.A.
- (b) the expenditure is in accordance with a sanction of proper authority.
- (c) the claim are made in accordance with rules on proper forms.
- (d) The prelimines of expenditure are observed.
- (e) The expenditure sanctioned for allotted period is not admitted in audit.
- (f) The payment is made to proper person and that it is so acknowledge and recorded that a second claim against Govt. same account is impossible.
- (g) The claim is correctly classified.
- (h) The expenditure does not involve a breach of any of the standards of financial propriety.

Chapter 13 of the defence Audit code deals exclusively with pension.

Para 380 as pension claims are dealt with by PCDA(P), (Navy) & (AF).

***Para 383        AUDIT OF PENSION CLAIMS***

- (i) Claim is duly supported by all relevant documents i.e. certificates declarations report of the medical board.
- (ii) The qualifying condition governing grant are fulfilled.
- (iii) In cases where pension is depend on the length of the qualifying service the service qualification is properly carried out in the Sheet Role , Army list role service book, history of gazetted services.
- (iv) In cases of disability pension claim, medical board findings are available.
- (v) In case of family pension, the eligibility of the claimant should be ensured.

***Para 387        PAYMENT AND AUDIT OF PENSION***

Pension are paid by PDO on the authorisation issued by PCDA(P), PCDA (Navy) & CDA (Air Force) and audit also done on that

***Para 388***        All grants and payments of pensions should be recorded in audit registers (Pension Audit Cards).

***Para 389***        The Audit Registers and Audit Card will invariably consulted while auditing pension payment.

***Para 390***        The Audit of payment of pension besides testing the form, accuracy of vouchers consists broadly seeing the following special points.

- (1) The pension schedules/journals are prepared on the prescribed form and are signed by the P.D.O.



- (2) The particulars of the pensioner as shown in schedule or journals agree with these entered in the register or pension audit card.
- (3) The rules regarding the identifications of pensioners are observed by the P.D.O. identification is an essential audit.
- (4) The pensions have been duly sanctioned and the amount of pension paid is correct as notified in PPO and entered in the Audit registered or pension audit card.
- (5) Various conditions attached to the grant have been fulfilled.
- (6) Payment of family pension C.A. or disability pension where sanctioned for limited period are not made beyond the period.
- (7) The prescribed certificate and declaration regarding non-employment, widowhood etc. have been duly signed and attested where so.
- (8) The demands noted in the PPO or the conditions otherwise realised from authorised to do so.
- (9) Payment of arrears claimed after more than a year also payments to convicted pensions are supported by the sanction of so.
- (10) The prescribed life certificate is furnished by the person if he does not appear in to receive the payment.

***The main duties of Audit section are:-***

- (i) To watch receipt of the pension Account from P.D.Os.
- (ii) To prepare Audit cards from master set of PPOs.
- (iii) To maintain Master set of circulars issued upto 30.9.71
- (iv) to render financial advised on payment of pension matters.
- (v) to accept debit of proportionate pensionary charges.

***Classes of pensioners:***

- (I)
- (II)
- (III)
- (IV)
- (V)
- (VI)
- (VII)
- (VIII)

***The following is the list of documents which are required to accompany the pension accounts submitted by the P.D.O. to the P.C.D.A.(P)***

- (a) Paid bills of pensioner (s).
- (I) IAFA- 319 for Class I pensioners.
- (II) IAFA-818 for Class II Pensioners.

- (III) IAFA-410 for Class II dependents.
- (III) IAFA-358 for Class V pensioners.
- (b) Schedule of payments (IAFA-380OR 380-A)
- (c) Death certificates, Declaration of Heirship certificates. (IAFA-381), Descriptive Roll and pension Certificates of the deceased pensioners also Heirship certificate, Indemnity bond.
- (d) Declaration of employment of pensioners (IAFA-379).
- (e) Employment/Non-employment and discharge certificates.
- (f) Non-marriage of widow certificates (IAFA-378) for female pensioners.
- (g) Last pension certificate.
- (h) Change statements.
- (i) Change statements in respect of VI,VII,VIII.

Authority from P.C.D.A.(P) for payment of arrears of pension beyond 12 months.

- (j) Life certificate, certificate of non –employment, authority letter in case of pensioners who are not paid in person.
- (k) I.T. schedule, top schedule, IAF (CDA) 649 and
- (l) Demand Recovery statement.

### **iii) BROAD FEATURE OF AUDIT OF PENSION PAYMENT VOUCHERS/P.P JOURNALS/BANKS SCROLLS.**

The Audit wing deals with the audit of payment of pensionary awards and spot audit of treasuries and Banks. This wing constitutes and following section as well.

#### **(a) *Audit Coordination and technical section:***

Audit coordination section deals with the over all establishment work. Technical section deals with the technical examination of cases referred to government and in addition also deals with monitoring and interpretation of rules and orders, counting of former military service towards service, with other department other than Defence. Fake PPO's and fraudulent drawl of pension cases etc.

#### **(b) *Spot Audit/Audit Coord-II***

Detailing teams for spot audit of PDAs and further follow up action.

#### **(c) *DPDO Cell***

Audit Correspondence in respect of all categories of pensioners drawing pension from DPDOs & U.K./Burma/ HKSRA/PAK pensioners. Audit & reimburse-ment.

#### **(d) *Audit Treasury Cell***

Audit correspondence in respect of all categories of pensioners drawing pension through treasuries/ PAOs, Indian Embassy Nepal.

**(e) Audit PSB Cell**

Audit correspondence in respect of all categories of pensioners drawing pension from Public Sector Banks.

**(f) O.T.I. CELL**

Clearance of demands in respect of O.T.I.

**CLASS OF PENSIONERS:**

(i)	Class - I	Pensioners	Commissioned officers.
(ii)	Class - II	Pensioners	Families of officers
(iii)	Class-V	Pensioners	Civilians and their families.
(iv)	Class-VI	Pensioners	JCO(Ors) and N.Cs(E)
(v)	Class- VII	Pensioners	Families of Class-VI Pensioners
(vi)	Class- VIII	Pensioners	Gallantry Pensioners Holders
(vii)	Class-IX	Pensioners	Imperial Pensioners whose pensionary liability is that of U.K Government.

1. The audit of pension payment is being conducted at spot by the teams deputed from this office to the office of T.Os/DPDOs/PSBs while conducting spot Audits, the audit team deputed by this office is required to carry with them one months pension payment schedule of the PDA/bank for detailed scrutiny and Index register of pensioners maintained in this office. The audit is, however, conducted by the teams based on originals PPOs/Check register / payment register on strength of the P.D.A. itself.

**2. WHILE CONDUCTING SPOT AUDIT BY THE TEAM FOLLOWING POINTS WILL BE SEEN**

- (i) Pension Payment vouchers have been prepared on the prescribed forms ;
- (ii) The charges has been correctly classified.
- (iii) The particulars of pensioners i.e. Rank - Name - Corp / Units and TS/HO Nos. agree with those given on the PPO / Check Register / Payment register.
- (iv) The descriptive Serial No. / PPO No. shown in the vouchers agree with that shown on the PPO / check register;
- (v) Rate of pension / relief etc. shown are correct.
- (vi) Period of payment is within the period of grant.
- (vii) Demand, if any has been recovered.
- (viii) Income Tax, where recoverable, has been recovered nearest rupee.
- (ix) Net Amount payable has been rounded off to the nearest rupee.

- (x) Relief in admissible for the period of payment with specific reference to employment, if any.
- (xi) The amount paid has been correctly worked out after taking into account (v) to (x) above.
- (xii) Revenue stamp has been affixed, where required.
- (xiii) Full particulars of re-employment have been furnished by the re-employed pensioners. In the case of fresh cases of re-employment, necessary action to intimate the particulars of pensioners to the re-employing authorities and pay Audit officer is taken. In case where pension is required to be suspended on re-employment, it should be seen that no payment has been made from the date of re-employment. In the case of re-employed pensioners where, commuted value has been drawn, Pay Audit Officer is advised to endorse recovery of monthly rate for which capitalised.
- (xiv) The pensioner has put his signature or affixed thumb impression in token of acquittance as also two declarations regarding non re-employment and non receipt of 2<sup>nd</sup> pension in the columns provided for the same.
- (xv) Full particulars of second pension, if any, are furnished and with reference to these particulars the continuance or otherwise of pension determined.
- (xvi) Thumb impression have been attested by another pensioner or some responsible person.
- (xvii) The P.D.A has initialed in the payment vouchers in proof of payment.
- (xviii) In case of female pensioners a declaration of widowhood / widowhood certificate non-marriage certificate has been obtained and are recorded.
- (xix) In case of division of family pension, a certificate to the effect that the original recipient is still alive and eligible for his/her share of pension has been furnished.
- (xx) In case of re-marriage of widow, special family pensioner with the real brother of the deceased's husband born of the same parents, a certificate to that effect duly attested by the armed forces pensioners has been furnished in support of payment.
- (xxi) In case of daughter granted CA a certificate of non-marriage has been furnished if she is alive the age of 16 years and the certificate has been attested by the two Armed Forces pensioners.
- (xxii) A life certificate has been furnished by the pensioner once in a year where the pensioner has been drawn through a representative i.e. schedule bank in the authority of power of attorney executive in favor of the bank where payment is made on life certificate it is seen that the period of payment has been covered under the period of certifications.
- (xxiii) In case of LTA payments it will be ensured that :
  - (a) payment has been made to the nominee as per nomination certificate / legal heir.
  - (b) In case there is no nomination the payment has been made to the heir approved by the competent legal authority.
  - (c) All documents viz. pension Certificate, Descriptive Role Certificate of Heirship, declaration the Heirship, declaration of non-re-employment etc. have been received in support of payment.
  - (d) Indemnity Bond where necessary have been got executed and the pension paying officers certified to the effect that the same has been got executed and kept on record will also be looked for.

- (xxiv) In case of payment of arrears/Life arrears made on the authority of this office, the original letters of authority has been sent by the Pension paying officers in support of the payment.
- (xxv) In case of payment made by M.O , a certificate from the Pension paying Officer to the effect that all payments made in the previous months have been paid. to the proper person and that Money Order receipts have been obtained and recorded is look for.
- (xxvi) In case of payment of Commuted value of pension as a result of medical examination it will be ensured that Form 'C' has been sent in support of payment and the word "verified" together with the date of payment recorded on the form.
- (xxvii) It would be ensured that all the certificates required to be furnished by the PDOs are signed on IAFA-380 (outer).
- (xxviii) During Audit of payment of pension for the month of march paid on or after April each year, it should be ensured that Annual verification has been made and a certificate to this effect has been given by the P.D.Os at the end of the schedule of payments rendered in April each year and in subsequent months in which the pensioner is paid for the first time after 1<sup>st</sup> April.

### **3. ACTION ON ARREARS CLAIMS / L.T.A CLAIMS**

Arrears claims / L.T.A claims should be disposed of expeditiously and in no case their finalisation delayed. The following points will be seen while scrutinizing the claim.

- (i) Part - I : of the claim has been properly completed by the pensioner/claimant.
- (ii) Reason for non-drawl of pension/LTA in time have been furnished.
- (iii) The requisite certificate viz. certificate of non re-employment , non-conviction, widowhood, non-marriage certificate in respect of female C.A holder after attaining the age of 16 years ,life certificate in respect of original recipient of family pension where the same has been divided, certificate of non-admission to the hospital etc. where C.A.A has been claimed are duly furnished.
- (iv) The L.T.A claim has been preferred by the nominated heir mentioned in the nomination Form and is his/her absence by the heir granted heirship certificate by the competent legal authority .
- (v) Part - II of the claim has been attested by the armed Forces pensioners showing their H.O / T.S No. or by some other respectable person known to pension paying officer.
- (vi) Part - III : of the claim has been completed by the pension paying officer and in case of completion by Sub Post Master / Sub Treasury officer it has been countersigned by the Head Post Master / head treasury officer
- (vii) The non-payment of arrears claim has been certified and date upto and for which last paid , specified therein by the Pension paying officer.
- (viii) Certificate of identification has been given by the Pension paying officer. The Pension Paying Officer has given certificate of identification.
- (ix) An opinion regarding the explanation being satisfactory / creditable or not has been given by the Pension Paying Officer.
- (x) In the case of LTA claim the under mentioned documents have been furnished with the claims :

1. Pension Certificate
  2. Descriptive Roll
  3. Heir ship Certificate where required
  4. Declaration of heir ship
  5. Death certificate
  6. Indemnity Bond on IAFA-643 duly stamped, where required.
  7. Declaration of Non-payment of the pensioner obtained from the claimant.
- (xi) Calculation of arrears of pension / LTA have been correctly made.
  - (xii) Relief has not been claimed for the period for which the pensioner remained re-employed under the Government.
  - (xiii) Outstanding demand, if, any, have been adjusted.
  - (xiv) In the case of L.T.A claim, the deceased pensioner has not been treated as dead for drawl of pension for a period of over 3 years.

After the claim is scrutinized keeping in view of the above said points, an office Note will be submitted in the prescribed Performa for order of the officer Incharge Group Officer / C.D.A / Chief C.D.A. The claim having been duly adjudicated, necessary orders regarding payment of arrears will be communicated to the pension Paying officer in prescribed Performa. Where the claim has been rejected, necessary order will be communicated to the pension paying officer giving their reasons for rejection. In cases where some demands are outstanding a not will be given in payment Authority Performa that the same may be adjusted. Audit Cards where available will also be duly endorsed to the above effect.

#### **4. *AUDIT OF ARREARS CLAIMS/L.T.A CLAIMS RECEIVED IN AUDIT SECTION***

The following special points are looked for while auditing the above claims submitted to this office for pre-audit and sanctions.

- (a) After claim is scrutinised keeping in view the above points on office note will be submitted in the prescribed Performa for order of the officer Incharge G.O/Jt. C.D.A(P). The claim having been duly adjudicated, necessary orders regarding payment of arrears will be communicated to P.D.O in the prescribed Performa, the claim has been rejected/ returned for re-submission, necessary orders will be communicated to the P.D.O giving brief reasons to rejection and return. In cases where some demands are outstanding a note will be given in the payment Authority proforma that the same may be adjusted, Audit Cad will also be duly endorsed to the above effect.
- (b) After approval of the office copy of the payment Authority letter it should be got signed by the Officer whose specimen signature have already been communicated to the pension Disbursing Officer. Thereafter these should be suitably endorsed with the special payment Authority Seal in the presence of an officer who keeps the Seal in his custody and he will suitably endorsed the office copy of the payment Authority stating the original payment Authority has been Embossed. A suitable record of payment authorities embossed will be kept in a separate register.

#### **5. *ADDITIONAL BODS OF AUDIT SECTION***

The undermentioned types of Important Cases are dealt with in Audit section:

Where such cases come to notice while dealing with correspondence, due attention should be given in such cases that case may be regulated correctly

**(a) CONVICTED PENSIONER:**

Indian Military pensioners, who are convicted of serious crimes etc. and are imprisoned, their cases for restoration or otherwise of pensioners dealt with in accordance with the instruction contained in Para: 73.1 to 74 of PPI 2005 Edition.

**(b) INSANE PENSIONERS:**

Indian Military Pensioners, who are reported to be insane their cases of payment of pension etc. will be dealt with under the provisions contained in Para : 81.1 to 81.4 of P.P.I 2005 edition.

**(c) CASES OF GRAVE MISCONDUCT OF FAMILY PENSIONERS:**

On receipt of report from Civil Authorities that a particular family pensioner is living an openly immoral and promiscuous life or living in circumstances which tantamount marriage, the matter will be reported to the competent authority for order regarding the continuance of pension or otherwise under the provisions contained in Reu:74 (f) P.R.I. Part-II (1961).

**(d) MIGRATED PENSIONERS :**

Pensioners who prior to partition of the country i.e. before 18.8.47 were drawing pension from the pension Disbursing Officer now located in Pakistan and had migrated to India upto 36.6.55 provision payment of pension in India in their cases was authorised after 31.12.1947 the pensionary liability is that of Pakistan Government and the charges are classified to requisite Pakistan head of Account for eventual adjustment with that Government.

**(e) MISSING PENSIONER:**

Payment of family pension and gratuity to the family of Armed force personnel/pensioner who disappear suddenly and whose whereabouts are not known:

(i) Copy of F.I.R.

(ii) Indemnity Bond from the family on the prescribed form.

(iii) Certificate from the P.D.A. stating that-

(A) the period of pension of last paid -

(B) The pension account of the missing pensioners has not been transferred to another P.D.A.

The following points to be observed by the P.D.As before making the payment of family pension to family of missing pensioner:-

(i) The pensioner's name may be SOS of the pension strength and included in form-I

(ii) The family pensioner may be taken on payment strength and her name included in Form-II

(iii) The following documents have been obtained from the family and submitted to this office separately from the vouchers.

**(A) INDEMNITY BOND**

(B) The certificate showing the period upto which pension was last paid to the missing pensioners and confirmation to this effect that his pension document were not transferred to another P.D.A.

- (iv) In case the individual re-appears at a later date the payment of pension to the family shall be stopped and case reported to this office.
- (v) The payment made to the family may be included in the change statement.

**6. PAYMENT TO PENSION MISSING PENSIONERS:**

Prior to issue of Govt. Of India, Deptt. of P&PW OM No. 1/17/86-P & PW dated 29.8.86, eligible family members of employee, who had suddenly disappeared and whose where about were not known for a period of 7 years. The family pension was sanctioned to the eligible members of missing pensioners, from the following the date of elapse of 7 years since the date of missing after obtaining Govt. sanction. This principle was based on section 108 of the India Evidence Act which provides that when the question is whether the person is alive or dead and it is provided that if he had not been heard of for 7 years by those who would naturally have heard of him if he had been alive will be presumed dead. The burden of proving that he is not alive is shifted to the person who affirmed it unless a period of 7 years had elapsed since the date of disappearance of the employee,. Be could not be deemed to be dead and retirement benefit could not be paid to the family.

On issue of Govt. of India, Deptt. of P&PW OM No. 1/17/86-P&PW dated 29/8/86 as amended by govt. C&AC, New Delhi general circular No. 69-AC 11/87/(No.1486-AC-II/125-86) dated 8/12/87 the position as stated above has under gone a change. As per provisions contained in above Govt. letter when employee/pensioner disappears leaving behind his family the family may lodge F.I.R. with the Police authorities of Area. The family can be paid in the first instance the amount of salary due , leave encasement due and amount of GPF after a lapse of one year from the date mentioned in FIR or from the date of filling FIR with the POLICE Authorities. Other benefits like death gratuity, family pension may also be granted to the family subject to production of a copy of FIR to the effect employee / pensioner could not be traced after all efforts had been made by the police and Indemnity Bond by the claimant that all the payment will be adjusted against the payment due to the employee in cash be appears on the scene and makes any claim.

It has further been clarified in CGDA's UD No. 5132/AT-P dated 4.7.89 read with Government of India , Min. of PPG & Pension DP&P OM No. 1/17/86-P&PW(C) dated 25.1.91 that the date of disappearance of employee/pensioner will be reckoned from the date the FIR is lodged with police. As per Govt. Of India, Deptt of pension & Pensioners welfare Ministry of Personnel Public Grievance and Pensioners, New Delhi OM No. 1(17) P&PW / 86-E dated 18.2.93 and No. 1/10/94-P&PW dated 7/9-12-94. The family pension will be paid from the date of lodging the FIR..Accordingly the family pension may be sanctioned after 1 year from the date of lodging FIR commencing from the date of lodging FIR .

LTA can not be paid until the presumptive date of death is fixed. The responsibility of determining the presumptive date of death lies on the administrative authorities or the



Ministry concerned. Once the presumptive date of death has been notified by the ministry keeping in view the whole circumstances, evidence, LTA will be paid to the legal heir of missing pensioner from the date following the date upto and for which the pensioner has been last paid to the date preceding that from which family pension has commenced subject to adjustment of family pension already Paid.

*(f) Counting of military service:*

**COUNTING OF FORMER ARMY SERVICE TOWARDS CIVIL RE-EMPLOYMENT SERVICE:**

1. The counting of former Army service rendered by the Ex-servicemen to words civil re-employed service in Central/State Govt. is permissible in accordance with provisions of Rule-19,C.C.S.(P) rules-1972. In cases, where the individual is already in receipt of military pension. The case for counting of former military service towards civil pension will be dealt with the Audit Section concerned and where only service Gratuity has been granted. The cases are dealt with AT/Tech. II Section

2. To enable this office to accord the formal sanction to the re-employing authority the following points are considered:-

(i) The service verification on Appendix 'A' to the Govt. of India letter NO.52324/gen/ord.3(records (d)/411 (pension/Services) dated 10.1.1963 is obtained from the Record Office of the Unit in which the individual last served duly verified by the P.A.O. concerned.

(ii) The individual will have to opt within 1year from the date of his reemployment in civil Deptt. in accordance with rule 19 C.C.S. pension Rule 1972.

(iii) He has to refund the pension/gratuity paid to him for his Army service at the rate applicable to GPF Deposit determined from time to time. Moreover, in acse individual does not deposit the pensionary benefits received by him within one month after issuing order by competent authority for refund of pensionary benefits on the basis of option exercised by the employee, a panel interst of 2% per annum will be charged in addition to normal rate of interest.

(iv) On fulfillment of the above condition the P.C.D.A.(P) accords the formal sanction to the re-employing authority accepting pensionary liability for the army service rendered by the Ex-servicemen.

3. Where an individual is in receipt of pension etc. his pension is immediately stopped and the amount of pension so paid to the Ex-servicemen is to be refunded by him with interest from the date, his pension has been sanctioned till the date he was last paid his pension and the formal sanction is granted on receipt of the Demand draft from the re-employed pensioner

*(g) DEMAND:*

The intimation regarding demands on account of Government Dues/Public Claims detected after retirement/notification of pensionary awards will now be received in

concerned grants section who will notify the same in a Corr. PPO. On receipt of a copy of Corr. PPO by C.H. section. They will intimate the recovery to the concerned Audit group for noting down the same in the Demand Register and for keeping in a watch of its recover

***(h) TEST AUDIT OBJECTIONS:***

(i) These are the objections which are raised by DADs after conducting the audit of payment of pension of Defense pensioners. State A.Gs are also conducting audit of pension payment made by P.S.Bs. The objections raised by AGs. Are send to DADs, Allahabad who peruse these objections as test Audit Objections.

As soon as the objections are raised, the DADs forward their extract to this office giving their objection number interalia asking us to pursue the matter with the concerned PDAs to effect the recovery of overpayment where involved and also to afford the credit where short payment has been made. On receipt of these objections they are scrutinized with reference to the documents held in this office and where it is found that the objections are not fit to be referred to the P.D.As. and can be settled locally they are so forwarded under proper authority. Where the objection relates to overpayment or short payment in these cases the matter is taken up with the concerned PDAs and their finalisation is watched through periodical expenditure. In case the response is not forthcoming the level of correspondence is raised to get the objections settled. In some cases Audit teams are also detailed for spot settlement when the objection reaches at finality, the DADS is informed and is asked to issue the settlement memo and on it's receipt the objection is finally settlement.

The objection which despite vigorous efforts are not forwarded within one year are invariably included in the Audit report and are converted in the Draft Para.

***(j) CLAIM TO FOREIGN PENSIONERS :***

U.K Govt., Burma and Pakistan pensioners who are residing and drawing their pension in India, their pensionary liability is that of U.K, Burma and Pakistan Govt. repetitively. The claims for re-imbursement on account of payment of pension to the above category of pensioners are being dealt with centrally with AT-3 section. This section is centrally responsible for collecting paid vouchers / Payment certificates form the Pension Disbursing Authority and arranging / processing claims for re-imbursement of the amount paid on half yearly basis . The claims for re-imbursement duly supported with required paid vouchers / payment certificate and other certificate will be centrally prepared by this cell and forwarded to Accounts section (Local) - who will arrange re-imbursement of the amount paid to these pensioners with the concerned governments.

***(k) CHANGE OF NATIONALITY :***

On change of his/her nationality the pensioner should apply to his/her PDA for drawl of pension while staying abroad stating the fact of change of nationality, the name of the scheduled bank through which he/she wishes to draw pension and also send with the application, nationality certificate and the power of attorney executed in the favor of the

scheduled bank. It should be ensured that if the power of attorney is executed before Notary Public abroad, it must be signed in the presence of an official of Indian Embassy / mission who should attest the signature of the pensioner.

The pensioner should prefer arrear claim on IAFA(CDA)-651, if the pension has not been drawn more than one year with nationality and non-employment certificate and life certificate duly attested by a banker/magistrate/Ministry/Notary Public or any gazetted officer.

Sanction for continuance / discontinuance of pension in respect of pensioners, who are residing ex-India and who have acquired a foreign nationality are now to be accorded by the Principal CDA(Pensions) excepting in cases of Israel and south Africa. Such cases will be referred to the Govt. for sanction as usual.

The following instruction may be followed in the matter of exercise the above delegation of powers:

- (i) The power will be exercised by the PCDA(P) personally.
- (ii) The decision given in the past by the Government- with reference to the circumstances of each case will be used as guidelines.

## **7. RESTORATION OF COMMUTED PORTION OF PENSION**

Commutation is notified in two ways :

- (i) Commutation is notified simultaneously with the pension the reduction in pension will be operative from the date following the date of retirement.
- (ii) The commutation is notified separately the reduction in pension will be operative from the date the commuted value of pension is paid/credited to pensioners account or 3 months from the date of issue of PPO whichever is earlier.

As regards restoration commuted portion of pension, the instructions issued in govt. of India,Min. of personnel, Public grievances and pensioner (P&PW)OM No. 34/2/86 P&PW (a) dated 22.8.90, circulated under this office No. GI/C/04/Vol.VIII/Tech dated 7.1.91 are to be followed. According to above letters restoration of commuted portion of pension is admissible on completion of 15 years from the date of retirement provided payment of CVP was made during the 1st month of retirement leading to appropriate reduction on account of commutation in the first pension itself. In all other cases i.e. where the commutation of pension led to reduction in the 2<sup>nd</sup> or subsequent month the 15 years period will be reckoned from the date on which reduction in the pension on account of commutation becomes effective.

The benefit of Restoration of commuted portion of pension was made available only wef. 1.4.85 those who have completed 15 years on 1.4.85 or thereafter, their pension will be restored from concerned date but in no case it will be restored prior to 1.4.85.

## ***PAYMENT OF CVP AND DCRG IN DEATH CASES:***

Generally pension is notified before retirement in case the pensioner dies before retirement, the PPO shall not be acted upon but returned to pension sanctioning authorities for cancellation. In the case the pensioners died after retirement but before receiving the payment of CVP and DCRG, the CVP will be paid to the legal heir of the deceased pensioner as LTA, and DCRG shall not be paid. The fact of death before receiving DCRG shall be reported to G-4/Section of this office for authorisation. In case the pensioner has made nomination to receive DCRG on death, the DCRG shall be paid to the nominated heir. In case there is no nomination, DCRG shall be authorized to all eligible members in equal share to avoid legal complications through PPO payment of DCRG shall be made as per authorization through PPOs to eligible heirs as stated above.

### ***Audit of first payment***

First payment of pensions to pensioners on admission to pension establishment including payment on account of gratuity / DCRG and commuted value of pension is termed as first payment.

#### ***The following points will be seen while Auditing the first payment.***

1. The first payment of pension has been made at full rate or reduced rate, as payable in arrears on or after the date following the month of retirement / commencement of pension or credited to the saving / current account of the pensioners payable for the on the last working day of the month to which it relate except in the cases of pension for the month of March which shall be credited on or after the first working day of succeeding month.
2. The payment of Gratuity / DCRG, commuted value of pension has been made to a pensioner on or after the date of commencement of pension. As a result of commutation of pension the date of reduction in pension shall be as under :
  - (a) Where commutation become absolute for the date of commencement of pension, reduction in pension shall be made :
    - (i) By treasury / DPDO / PAO etc. from the date of payment of capitalized sum are at the end of 3 months after the issue of the PPO which ever is earlier or.
    - (ii) By PSB's from the date the capitalized sum is credited to pensioner's account.
  - (b) In case commutation becomes absolute after the date of commencement of pension, the reduction in the amount of pension on account of commutation shall be made from the date of commencement of pension. Where payment of commuted value of pension is made after the month of commencement of pension, the reduction in pension shall be made from the date of payment of commuted value of pension.
3. The amount of DCRG has been paid on or after the date of commencement of pension or credit has been afforded by the paying branch to pensioner's account only after the date of retirement even if the PPO has been received earlier if the individual has died before receiving the pensionary award the LTA and commuted value of pension has been made to the legal heir/heirs but in no case the amount of gratuity/DCRG has been paid to his/her heir/heirs without obtaining further instructions from the PSA's.

4. The amount of death gratuity has been paid to the nominated heirs as authorised along with family pension.
5. The general conditions/instructions for payment of pension/DCRG/ commuted value of pension/relief/interim relief etc. have been complied with. The requisite certificates require have been obtained before making the payment.
6. The demand if any, notified in The PPO has been adjusted/recovered before making the first payment.
7. The amount of DCRG and CVP has been properly adjusted to the correct head of account.
8. The certificate of Identification has been given by the pension paying officer.
9. Revenue stamp wherever required have been affixed and full signature/thumb impression have been affixed in token of acquittance. Thumb impression have been attested by other pensioner or a responsible person.
10. The payment of first pension have been included/reflected in the change statement of the month by the PDA's.
11. An endorsement will be made on the Audit Card.

**9. *Audit of last payment of Pension :***

Last payment of pension due to cessation of pension on account of marriage/re-marriage and those reduced/stopped under special orders on account of misconduct or expiry of awards is made.

The following points will be seen while scrutinizing the claims and audit of pension paid vouchers relating to last payment of pension:

1. Payment of family pension, children allowance or disability pension where sanctioned for a limited period are not made beyond the period for which they have been sanctioned.
2. Prescribed certificates & orders etc. wherever necessary, have been duly signed and attested, where required, by person/authorities authorised to do so.
3. Rate of pension admitted are correct.
4. Amount paid has been correctly worked out with reference to entitlement, reduced or stopped under special orders and period of payment.
5. The demand or the Govt. dues, otherwise, realizable from the pensioners have been adjusted / recovered.
6. Pay order has been signed by the PDA and the bill is stamped with paid stamp.
7. Revenue stamp wherever required have been affixed and full signature/thumb impression have been affixed in token of acquaintance. Thumb impression has been attested by other pensioner or a responsible person.
8. Endorsement will be made on the Audit card.

#### **10. *Audit of Arrears of Pension:***

Pension remains undrawn for more than 12 months becomes time barred. If the pensioner afterwards appears and claims for the pension. The pension disbursing officer will pay the arrears in the following manner :--

Class-I & VI pensioners, who fail to draw their pension within 3 years from the due date, the TO's/PAO's will scrutinise/investigate and pay arrears of pension provided the claims are of the straight forward nature and the PDA is satisfied regarding the title and amount due. Arrears claim preferred after 3 years from the due date, will invariably be forwarded to the PCDA(P), Allahabad for accordingly necessary time barred sanctioned. Arrears of pension in respect of the above classes of pensioners drawing their through DPDO's may be investigated / scrutinise and paid in the above manner if the claims is submitted to him with in 3 years and 5 years respectively.

Where the pension remains undrawn for more than one year in respect of other than the above class of pensioner the same will not be paid by the PDA's without obtaining prior sanction of the competent authority. In case of pensioners drawing their pension from PBSs and failed to draw their pension within one year, the same will not be paid by the bank authority but the arrears claims will be forwarded to PCDA(P), Allahabad for according necessary time barred sanctions.

***While scrutinizing the arrears claim the following points will be seen:***

- (i) The claim is submitted on the proper form (i.e. IAFA (CDA) - 651 )
- (ii) Pt. I of the arrears claim has been properly completed by the pension claimant.
- (iii) Reason for non-drawl of pension have been furnished and found satisfactory.
- (iv) Pt II of the claim has been witnessed by the two pensioner showing their TS/PS Nos.
- (v) Pt. III of the claim has been completed by the PDA duly certified the non payment of arrears claimed and date upto & for which last paid.
- (vi) The claim has been counter signed by the PDA with his recommendation regarding genuineness of the claim.
- (vii) Certificates regarding non-employment, non-conviction, non- re-marriage of the pensioner and pension certificate/descriptive role etc. have been furnished with the claim.

After the claim scrutinised keeping in view of the above points, and office note will be submitted in the prescribed proforma for orders of the officer-in-charge/Group officer / JCDA / CDA(P) as the case may be. The claim having been duly adjudicated, necessary order regarding payment of arrears of pension will be communicated to the PDA by issuing a payment authority duly signed by the authorised officer and embossed with payment authority seal, demands if any, outstanding a note will be given in the payment authority for it's recovery / adjustment. Where the claim had been rejected necessary orders will be communicated to the PDA under intimation to the pensioner, giving brief reason for rejection and the arrears claim will be returned. An endorsement will also be made to the above effected on the Audit card as well as original copy of PPO.

**iv) PREPARATION OF AUDIT CARDS, IT'S MAINTENANCE AND UPDATION AND AUDIT OF PENSION PAYMENTS**

**1. OBJECTIVE OF AUDIT SECTION**

- (a) To ensure that entitlement of pensions sanctioning by Pension Sanctioning Authorities are correctly worked out and paid by Pension Disbursing Authority in India.
- (b) To ensure that amounts are correctly complied to the relevant Heads of Accounts.

**2. PENSION DISBURSING AGENCIES IN INDIA**

Pensionary awards issued by Pension Sanctioning Authorities are paid by one of the following Agencies:

- (a) Civil Treasury Officers
- (b) Defence Pension Disbursing Offices
- (c) Pay and Account Officers
- (d) Public Sector Banks
- (e) Post offices

**3. AUDIT CARDS :**

Audit Section is also responsible for preparation, updation and maintenance of Audit Cards for each pensioners which contains the entitlement and place and channel of payment.

**4. PREPARATION OF AUDIT CARDS ( CARD HOLDER SECTION)**

Audit Cards are prepared on the prescribed form with reference to the duplicate copy of the Pension Payment Order which are later retained as Master copy of P.P.O. These cards are maintained for audit of pension payment vouchers and keeping a record of the payment audited. Any other change effecting the pensionary entitlement are also noted on the Audit Cards e.g. date of re-employment in Govt. Dept. local body etc. and grant of second pension by any other accounts officers. The following particulars are recorded in the Audit Cards at the time of it's preparation.

- (i) Particulars of pensioners viz. Regtl No., rank, Name and age and the Corps / Unit of the pensioners as per pension payment order.
- (ii) Rate of pension, and other allowances the date of commencement and the period for which payable.
- (iii) Demands notified through Pension Payment Order.
- (iv) Condition under which awards is payable.
- (v) Nature of grant i.e. retiring/ Superannuation/Service/Disability/family pension.
- (vi) Linking of pension payment orders and posting of audit cards with reference to the corrigenda PPO to Pension Circulars / Pension Payment Orders.

When a new pensioner is brought on the pension strength of a Pension Disburdening Officer, he is allotted PS/TS/HO Number by the Pension Disbursing Officers and the same is intimated to Audit section of this officer through Form-II. Similarly Form-I is issued by the PDAs when a pensioner is struck off the strength on any account of a PDA during a month which are made use for updation of Audit cards and Master sets where the PDAs are Bankers, they issue corresponding form D-II & D-I.

#### **MAINTENANCE / CUSTODY / ISSUE OF AND REPLACEMENT OF AUDIT CARDS**

The maintenance of Audit cards of effective pensioner, supply of pension Audit Cards to Audit Sections on demand and carrying out stock taking of Audit Cards periodically are the main function of Central Card Library (C.C.L) section.

#### **4. Conventional Audit**

##### ***Scope of Audit***

The main function of the Audit is to carry out Audit of Pensionary benefits paid to pensioner by different PDAs on Authority of PPOs / payment Authority issued by pension sanctioning Authority. To accomplish this one month payment in every 12 months is Audited in full as per selection given by the officer-in-charge is so far as pensioners drawing pension from Post-Office, one quarter payment in every four quarters is audited in full.

#### **5. WADING :**

##### ***Change & Wading item Audit***

As some of the pensioners may not draw their pension on the month in which they fall due, they are required to be identified from the accounts of subsequent months and their payment audited. They may receive payments in subsequent months.

#### **6. SPOT AUDIT**

The audit of pension payment is also been conducted at spot by the teams deputed from this office to the office of TOs/DPDOs/PSBs while conduction spot Audit, the Audit team deputed by this office, is required to carry with them one month's Pension Payment Schedules of the PDAs/Bank for detail scrutiny and Index register of pensioner maintained in this office, The Audit is, however conducted by the teams based on the original PPOs/Check Register/Payment register on strength of the PDA itself.

## **12.LEGAL ISSUES**

### **THE INTRODUCTION**

The Defence Accounts Department is committed to rendering efficient, correct and prompt services to the armed Forces PENSIONERS through PCDA (P) Pension Allahabad . whenever any instances of deficiency in service come to the notice the office has sensitizes the staff about the expectations of the valued to 20,00,000 PENSIONERS for commitment of



prompt services to pensioners by upgrading the skills and providing prompt redresses by the staff working in this office. However instances do happen when internal and external agencies /pensioners take legal course of action for settlement of their grievances through court and legal authorities. In the last few years, the number of legal cases faced by our Department has increased very drastically. The possible causes are

- ✓ Quantum jump in Defence Budget and resultant transactions handled by Department.
- ✓ Increased public Awareness of individual's rights.
- ✓ Life longevity of pensioner's and impacts of Various orders of Government having retrospective effects on admissibility of pension.
- ✓ Judicial activism and awareness about comparing pension with colleague pensioners.

Such a state of affairs calls for crystal-clear and unambiguous amount of legal knowledge to all types of supervisory officer. This is for ensuring that the interests of the Government are fully protected by this office in each case. Though the education profile of our department is without a doubt noteworthy, remarkable and impressive, but we have very few employees having law qualifications. The level of legal knowledge in the department certainly needs to be improved at all levels.

The notes ahead will explain by and large the indispensable necessities required to be known to each and every supervisory level and as well to the staff handling the legal cases in their sections. It looks at the legal system and procedures from a layman's point of view. This will cover most of the topics that our staff and supervisory staff needs to be familiar with for handling the legal cases still more efficiently, correctly and timely to avoid the CONTEMPT OF COURT as well as to become more familiar with the terminologies used in the court orders and court communications.

### **BASICS**

The judiciary occupy an important place in the Indian Federal System. The constitution has divided their jurisdiction through three lists

1. THE UNION LIST
2. THE STATE LIST
3. THE CONCURRENT LIST

The constitution of India lays down that the judiciary would resolve the disputes between the Centre and the states or between states. More over the judiciary is also responsible for ensuring that the rights of citizens are protected and the powers of the Government do not cross the limits prescribed.

India has a solitary, integrated judicial system for the entire country.

- ✓ The SUPREME COURT is at the top of the judicial system.
- ✓ There are HIGH COURTS at the state levels.
- ✓ There are subordinate Courts at the District levels.

### **TYPE OF WRITS**

#### **1. HABEAS CORPUS:**

The writ of Habeas corpus is a remedy available to a person who is confined without legal justification.

#### **2. MANDAMUS:**

The word 'Mandamus' literally means command. The writ of mandamus is, thus, a command issued to direct any person, corporation, inferior court, or Government

requiring them to do a particular thing therein specified which pertains to his or their office and is further, in the nature of a public duty.

**3. PROHIBITION:**

A writ of Prohibition is issued by the Superior Court to an Inferior Court preventing the latter from usurping jurisdiction, which is not legally vested in it.

**4. CERTIORARI:**

It is available to any person whenever any body of persons having legal authority to determine questions affecting the rights of subjects and having the duty to act judicially in excess of their legal authority.

**5. QUO WARRANTO:**

The writ of Quo Warranto enables enquiry into the legality of the claim that a person asserts to an Office or franchise and to oust him from such position if he is an usurper. The holder of the Office has to show to the Court under what authority he holds office.

It is issued when:

- (i) The office is of public and of a substantive nature;
- (ii) Created by statute or by the Constitution itself, and
- (iii) The respondent must have asserted his claim to the Office. It can issue even though he has not assumed the charge of the Office.

Few terminologies being used in the legal matters are narrated below with their abbreviation and long forms and meaning thereof:

- (i) CS - Civil Suit
- (ii) CWP - Civil Writ petition
- (iii) OA - Original Application
- (iv) OP - Original petition
- (v) SBCWP - Single Bench CWP
- (vi) DBCWP Double Bench CWP
- (vii) WA -Writ Appeal
- (viii) CCP - Civil Contempt Petition
- (ix) Execution petition - Filed in lower Court equals to CP
- (x) LPA - Letter Patent Appeal
- (xi) RSA - Regular Second Appeal
- (xii) SLP - Special Leave Petition
- (xiii) WS - Written Statement →reply to CS
- (xiv) PWC - Para Wise comments ----- Reply to CWP
- (xv) RA - Review Application
- (xvi) CMP - Civil Miscellaneous Petition
- (xvii) CA - Counter Affidavit →Rejoinder Affidavit
- (xviii) SWP - Special Writ Petition.

The detailed functioning of legal cell in this office is narrated in the forthcoming paragraphs indicating duties, monitoring and various types of legal proceedings dealt up in the operating section and also in legal cell.

It is to be borne in the mind by each supervisory level that the onus of furnishing full details of the case with rule position and facts of the case & if required with parawise comments lies with the operating section and legal cell functions in the supporting section capacity from law point of view.

1. The duties of Legal Cell in the office of the PCDA (P) are: -

- (i) To monitor the court cases/Legal notices with promptitude of action thereon in the laid down time schedule either for section itself or by operative section.
- (ii) To maintain general administration, official decency and decorum under conduct Rules conducive to the efficient functioning thereof in legal cell.
- (iii) To receive, register and distribute inward Dak received from R Section, Administration Section, other sections, O&M Cell and couriers and dispatch outward Dak including faxes and E-mails.
- (iv) To render Report and Returns including non-implementation of Judgements and contempt of courts to administrative authorities on WEEKLY/FORTNIGHTLY/MONTHLY basis to G.O./J.C.D.A/C.D.A. & also to impart MIS report in time  
WEEKLY: EVERY MONDAY  
FORTNIGHTLY :ON 1 MONDAY AND 3<sup>rd</sup> MONDAY OF THE MONTH  
MONTHLY; IN FIRST WEEK OF FOLLOWING MONTH
- (v) To advise the executive on points that may appear pertinent in the presentation of Defence of a case where subject matter relates to a pension claim involving payment of dues where audit report is necessary under statutory rules.
- (vi) To indent for, receive and distribute stationery and forms.
- (vii) To ensure efficient and up to date "Records management".
- (viii) To depose counter affidavits wherever necessary replies to writs/contempt petitions on their receipt from the Govt. counsels duly prepared and completed in all respects and submit them to the courts concerned.

#### MONITORING

1. On receipt of the Legal Notice/Court Judgements/Contempt petition the initial scrutiny of these documents shall be carried out by the concerned Accounts Officer in the Legal Cell himself.
2. In no case those documents shall be marked down for scrutiny at lower level.
3. Each Accounts Officer In-charge of the concerned Groups, in the Legal Cell, shall maintain a DAIRY. While forwarding a legal notice/Court Judgements/Petition to the concerned Grants/Audit Sections, he shall keep a note of the date by which the action is due on the above mentioned documents according to classification of these documents as, "Action Today"/Most/Immediate/Urgent.
4. Each of the Accounts Officer in the Legal Cell shall review is DAILY on a daily basis in the morning.
5. Wherever he notices that the concerned Grants/Audits section have not taken appropriate action on a Court document, he shall personally contact the concerned Accounts Officer.
6. In case, he does not get any positive response from the concerned Accounts Officer the matter should be immediately reported to GO (Legal Cell) JCDA and CDA.
7. There should be no delay in reporting this to PCDA etc.

8. When an Accounts Officer proceeds even on a short leave he shall prepare and hand over an extract of cases to be action during his leave period to his successor Officer. The same will hold good where an officer is transferred out of this Cell/station.
9. GO (Legal Cell) shall personally ensure this.
10. The concerned Accounts Officer in the concerned Grants/Audits Sections shall also maintain a dairy in which he shall keep an account of the dates by which action on a court document or Legal Notice is required to be taken, wherever the concerned Accounts Officer etc. are not available, the concerned GO shall ensure that the relevant document is given to another officer.
11. Who shall maintain a similar diary for action by due date, and ensure that appropriate action is taken by due date.

#### REVIEW OF CASES

1. In the first week of every quarter i.e. January April July & October Legal Cell will review all outstanding cases files and submit a group wise analysis on pending cases category wise, agency wise i.e. with sections, R.O./H.O.O. PDAs Ministry, Legal Cell and Advocates and propose suitable action for liaison meeting etc.
2. The SAOs'/AOs will be responsible for submitting this report along with their registers for legal notice, Court cases, court Judgement etc. the consolidated review report of Legal Cell will be shown to CCDA & CDA also.

#### **NODAL CELL**

2. The charter of duties of Liaison Officer will be as follows: -
  - (i) To ascertain from concerned Govt. counsels the details of the cases against DAD (irrespective of organisation) listed for hearing on the following dates and attend the court/CAT with the Govt. Counsel on the date fixed for such hearing.
  - (ii) To inform the Nodal Jt. CDA/DCDA in the main office of the respondent Controller, the outcome of the hearing by Telex/Telegram or on Telephones.
  - (iii) To maintain a Register of Court/CAT cases controller wise/organisation wise & submit the Register to the Nodal JCDA in the case of Liaison officers serving in Main Office & to the Head of the office in case the Liaison officer is serving in the sub-office. In case the Liaison officer is serving in the sub-office. In case, he himself happens to be the head of the office, the Register will be submitted to inspecting officer.
  - (iv) To procure the CTC of the Judgement, as soon as the Judgement is pronounced and obtain the opinion of the Govt. counsel who defended the case in writing in regard to the feasibility or otherwise of filing SLP or review petition and forward the same to the Nodal JCDA of the respondent Controller and watch acknowledgement.
  - (v) Where Govt. counsel desires discussion or production of documents, he would be required to obtain such requirement in writing to the Govt. counsel and forward the same to the Nodal JCDA of the respondent controller. It will also be his responsibility to pursue the case till the requirement of Govt. counsel is complied with.
  - (vi) If the Notices to Controllers have been handed over to Govt. counsel, it will be his responsibility to collect the Notices together with letter of Govt. counsel & despatch the same to the responding Controller.

3. As far as the Nodal JCDA is concerned, he would be required to monitor the progress of each case irrespective of Organisation personally with a view to ensure timely action and will be personally responsible for any lapses in the matter of Court/CAT cases. On transfer, proper handling over/taking over of the Register will be made & the outgoing officer will brief the officer taking over properly.

### 13. GRIVANCES REDRESSAL MECHANISM

#### INTRODUCTION :

In 21 st century imparting correct and accurate information to any agency is a prime important working zone for any institute. The correctness of outputs of any organization is measured by various yardsticks and management information system. One of the major area in the office of P.C.D.A(P) ALLAHABAD is to collect all such information through complaint cell.

The office of the Pr.CDA (P), Allahabad has embarked upon to institute a centralized Complaint Cell as a Nodal link. The prime object is to ensure effective control and monitor complaint cases. The functions of the cell are fully computerized.

Main functions and processes of the cell are:-

Firstly, to register in computers, all types of complaints and grievances which are received from following agencies:-

CGDA – VIP Cases – Raksha Mantri, PMO, Cabinet Secretary, and Ministry.

Ordinary Cases- Case references and Reminders.

PGO- Cases received through post, E-mail cases.

Each case is examined and appropriate section is marked. Subsequently, Distribution Sheets are generated on the computers and transmitted along with computer-generated Top sheets to concerned Coordination Group and in turn to concerned section. Grants Coordination Group intimate to this Cell the concerned section which needs to effect final disposal of cases.

For Ordinary PGO – Cases following action is ensured in the cell: -

PART-A This category comprises cases fulfilling required information. Such cases are transmitted to operative sections concerned for eventual disposal.

PART -B Under this categorization, certain important information is wanting. This cell addresses the pensioner to furnish all basic information in the formatted reply. On receipt of necessary information, case is actioned as under Part A.

PART-C:- This category comprise all grievances or complaints wherein certain basic information is wanting and does not indicate postal address. It also comprise cases of non-pensionary matters. Finally, Part B cases for which no reply is received after lapse of 1 month are classed under this category.

Towards Reporting and Monitoring activities, following course of action is adopted:-

1. No Reply outstanding cases is generated and Daily Report is rendered to Group Officer.

2. A Weekly Report of the No Reply outstanding cases is generated and rendered to Pr.CDA (P).
3. A Fortnightly Report of both No Reply and Interim Replied outstanding cases is generated and rendered to Pr.CDA (P).
4. Based on this Report, Group Officers of concerned operative sections are furnished of Lists each fortnight of No Reply and Interim Replied cases to expedite final disposals.
5. Monthly Progress Report to CGDA is also rendered on the basis of second Fortnight Report.

Interim Replied cases represent initial temporary disposal of cases. Actions pend with other agencies viz. Treasury Offices, Public Sector Banks, Record Offices, AHQ/MOD, Pensioners for claims or other requirements. Final disposal action are as a result of receipt of documents or confirmation.

It is to be borne that all disposal or settlement of cases are effected in this Cell only on the basis of Settlement Lists, which are periodically received from CGDA New Delhi.

In brief, complaints or grievance cases though being diarised since long, the centralized nodal cell has been formed since September 2003. All cases received from CGDA, Ministry of Defence, VIP, PGO and E-mail categories are received, registered, distributed and closely monitored for timely final disposal. The operations are in computer-process. In case of non-receipt of computer generated Top Sheets for final disposals, computer-generated Reminders Lists are issued to concerned sections. MIS Reports too are ensured.

#### GRIEVANCES REDRESSAL OF VISITING PENSIONERS RECEPTION CENTRE:

Towards enhancing the activities of the Grievances redressal, pensioners, representatives or NOK of pensioners visit the office to vent their cases. Since they are barred from visiting sections and premises within, therefore all are requested to hand over their petitions with photocopies of relevant enclosures. Gate- passes are prepared daily and concerned sections accord priority action of disposal on the same day. Upon examination, Gate-passes are returned to the Centre along with status or requirement furnishing a copy to the visitor. Daily Report to PCDA (P) detailing receipts and other information is generated on the computer as a result of feeding the gate-passes information and the section replies along with file No. and date of disposals. On consolidation, a Weekly Report on similar lines is rendered to PCDA (P). In addition, Group Officers are nominated each week for Super-Review of visiting pensioners' cases and their Analysis Report rendered to PCDA (P). The Centre now functions under the control of Complaints Cell and headed by Public Grievance Officer of the rank of JCDA.

#### TYPES OF COMPLAINTS AND AGENCY - WISE ANALYSIS -

Following constitute broad types of pensionary benefits on which complaints are received:-

- Non/less grant of service pension
- Non/less grant of one time increase in pension
- Non payment of family pension/special family pension
- Non payment of DA, IR to Reemployed Army Officers
- Non grant & revision of family pension

- Non grant of disability pension
- Non-finalization of appeal against rejected disability pension/special family pension.
- Transfer of pension account from one to other P.D.A.
- Loss of pension pass book & issue of duplicate pension book
- Issue of duplicate PPO
- Restoration of commuted portion of pension.
- Revision of pension pre and post 01.01.1986
- Revision of pension pre and post 01.01.1996
- Counting of former service
- Sanction of LTA/ Arrears of pension
- Division of pension
- Legal notice/ court cases
- Fraudulent drawl of pension
- Non-implementation/ incorrect implementation of V CPC orders.
- Non-payment of medical allowance.

Based on broad analysis of the agencies upon whom action devolves it has been studied that by and large the position is as follows: -

SL NO.	ACTION ON THE PART OF WHICH AGENCY	PERCENTAGE
1.	Principal CDA (P)	16%
2.	Individuals	17%
3.	Head of Offices	12%
4.	Record Offices	9%
5.	Government Decision Awaited	3%
6.	Banks	18%
7.	DPDOs	13%
8.	Treasuries	6%
9.	Other PDAs	6%
	Total	100%



## DEFENCE PENSION ADALAT

Right from the year 1987 when Defence Pension Adalat was introduced, Defence Accounts Department has been holding the Adalats with zeal and dedication. So far the department has conducted 70 Adalats across the country. The aim of Adalat is to redress the grievances of the senior Citizens on Pension sanction and Disbursement with utmost promptitude by liaison with the authorities concerned for prompt and correct settlement.

### **Need for an Adalat.....**

An estimated 21 lakh Defence pensioners and their families settled in various parts of the country are drawing their monthly pension from different pension disbursing agencies across the country. A large community of Ex-servicemen are settled in the interiors as also remote areas where the dissemination of information and communication of latest orders/circulars is slow. The lack of awareness at the ground level specially the disbursing agencies leads to generation of grievances on delays in disbursement and incorrect payments.

The process for grant of pension and the payment involves a large number of agencies. Agencies like the Record offices/Heads of offices initiate pension claims. Pension sanctioning authorities viz the PCDA (P) Allahabad, PCDA (Navy) Mumbai and Jt. CDA (AF) New Delhi grant the pension. These are then paid by approximately 35,000 branches of the Public Sector Banks, 582 Treasury offices of the various govts., 61 Defence Pension Disbursing Offices, 5 pay account Offices and the Indian Embassy, Nepal. The PCDA(P) Allahabad is centrally responsible for the accounting, audit and budgeting of all pension payments, which amounts to Rs. 12,000 crores annually.

The system on sanction and disbursement of pension awards to Defence Pensioners is complex as it involves grant of special pensionary benefits like disability pension, Special/Liberalized family pension, war injury pension, Ex-gratia award etc. These awards, require special understanding and interpretation of complex rule and provisions.

Owing to the above reasons there is generation of grievances. Mechanism for redressal of grievances exists at the end of different authorities and action is taken for settlement of complaints in the shortest possible time. However, a sizable number of grievances are required to be sorted out in liaison with more than one authority, which takes time. At times complaints linger on for considered time and finally get buried under the weight of copious correspondence.

### **Aims and objectives....**

The forum of Defence Pension Adalat steps in at this juncture with the objective of taking the grievance redressal mechanism to the doorstep of the retired Defence Personnel to resolve the grievance on the spot through personal interaction and dialogue. The adalat addresses to the grievances of the pensioners community at a given station through representatives of various authorities and a final view is taken for appropriate action in a time bound manner. The Adalat also serves to disseminate latest information, orders, circulars, procedures, forms and formats to the pensioners' community and to various local authorities like Heads of offices/Banks/TOs etc. Besides, it also aims at re-establishing a communication channel between the ex-servicemen and the various authorities who's representative are associated with the business of the Adalat.

The forum of Defence Pension Adalat was set up in the year 1987 under the aegis of Ministry of Defence. The Adalats are held by the Defence Accounts Department headed by the Controller General of Defence Accounts. These Adalats are reorganized by the PCDA(P) Allahabad, the nodal authority on all Defence pension matters. The Adalats are also organized by CDA (PD) Meerut and CDA Chennai at places where DPDOs are disbursing pensions. The 1<sup>st</sup> Adalat was held at Jalandhar in 1987, and so far 70 Adalats have been held in different states.

The Defence Pension Adalats aims at the following :

- # To take the grievance redressal mechanism to the doorstep of the defence pensioners with a view to resolving the grievances on the spot.
- # To invite applications on pension specific complaints from the pensioners residing in and around in a particular station.
- # To resolve the queries and complaints of the visiting pensioners during the days of the Adalat, a dialogue between the pensioner and the pension experts.
- # To educate and inform pensioners in and around the station on the latest orders circulars, provisions and procedures on pension, to provide various pension forms and formats to the pensioners.
- # To educate the various pension disbursing agencies of the various latest orders, circulars, provisions and procedures on pension matters as also to clarify their doubts on them.

**How are Adalats organized.....**

A calendar for holding Defence Pension Adalat is chalked out for a financial year and is approved in advance. On an average six Adalats are held every year. Of these six, four are conducted by PCDA(P) Allahabad and one each by CDA (PD), Meerut and CDA Chennai.

The process of Adalats starts 2 to 3 months in advance by release of a press notification inviting applications from Defence Pensioners in a particular station. The applications, addressed to a Nodal officer at PCDA (P) Allahabad or CDA (PD) Meerut or CDA Chennai, are examined in detail. Prompt action is taken to either finalize them by release of revised financial awards or by issue of a clarificatory letter to the pensioner/Pension Disbursing Agency. Action is also taken to call for the requisite information from agencies concerned.

The dates of the Adalat and venue are notified in advance to the concerned agencies. They are also requested to nominate their officers to the Adalat. Cases received on the day(s) of the Adalat are registered separately and are taken up by the Adalat for settlement apart from the cases already received prior to the date of the Adalat.

The business of the Adalat is conducted through the benches, comprised of experts from various authorities, viz CGDA, PCDA (P), CDA (PD), Ministry of Defence, the Service Headquarters and Record offices.

A summary of outstanding cases is compiled at the end of the Adalat and the unsettled cases are referred to the concerned agencies for appropriate action in a time bound manner. A periodical review is carried out on the outstanding cases.

The logistic support for the Adalat is provided both by the respective Area/Sub-area of the three Services as well as by the concerned Regional CDA of the area.

### **Are the Adalats useful.....**

Going by the response and feedback received from the various quarters, there appears to be a requirement, of conducting more Adalats. The Adalats have been received very positively by the pensioner's community and also by the Pensioners Associations and Leagues.

The lead to settlement for long outstanding grievances also instills a sense of satisfaction and confidence amongst the pensioners once their pensionary entitlements are certified by experts.

The Adalats have brought about manifold increase in the importance being attached by the Banks and Treasuries at the local levels to defence pension payments. The Adalats have not only clarified the various doubts which persists at the ground level by also have provided with latest orders/circulars on pension matters which have not percolated down to them.

One of the biggest achievements of the Adalat has been the establishment of communication expressway, which has pulled out the pensioners from wilderness and has been able to provide a name and address to the bureaucratic machinery, which is accountable towards public.

Another great achievement to the Adalats is to bring various agencies including disbursing agencies at one platform that have their heads put together to redress the grievances in a comprehensive manner. Besides, the healthy interaction between these agencies, has thrown up various areas where reforms are required to be made in the system to make it more responsive to the concerns of the Ex-servicemen who have toiled hard for the sake of the country.

The awareness generated by the forum of the Adalat has made the various agencies concerned more cautious and responsible on timely and correct disbursement, which ensures better customer services and safe guards against mis-utilization of Govt. money.

APPENDIX  
**TOTAL NO. OF PENSIONERS  
AS ON 01.04.2004.**

*Total No. of pensioners are approximately - 21,29,000.*

**DETAILS AGENCIES-WISE**

<i>SL.NO.</i>	<i>Details of Agencies &amp; their Numbers</i>	<i>Total No. of Pensioners</i>
1.	TREASURIES-640	3,00,000
2.	P.S.Bs - BRANCHES - 30,000(Approx.)	11,63,000
3.	D.P.D.Os - 61	5,69,000
4.	POST OFFICES - 2	3,100
5.	P.A.Os - 5	5,500
6.	INDIAN EMBASSY NEPAL	88,000
	<i>GRAND TOTAL</i>	<i>21,29,000</i>

# RATES OF DEARNESS/INTERIM RELIEF

DATE	UPTO 1750	1750-3000	SUBJECT TO MIN.	EXCEEDING RS.3000/-	SUBJECT TO MIN.
1.7.86	4%	3%	70	2%	90
1.1.87	8%	6%	140	5%	180
1.7.87	13%	9%	228	8%	270
1.1.88	18%	13%	315	11%	391
1.7.88	23%	17%	403	15%	510
1.1.89	29%	22%	508	19%	660
1.7.89	34%	25%	595	22%	750
1.1.90	38%	28%	665	25%	840
1.7.90	43%	32%	753	28%	960
1.1.91	51%	38%	893	33%	1140
1.7.91	60%	45%	1050	39%	1350
1.1.92	71%	53%	1243	46%	1590
1.7.92	83%	62%	1453	54%	1860
1.1.93	92%	69%	1610	59%	2070
1.7.93	97%	73%	1698	63%	2190
1.1.94	104%	78%	1820	67%	2340
1.7.94	114%	85%	1995	74%	2550
1.1.95	125%	94%	2188	81%	2820
1.7.95	136%	102%	2380	88%	3060
1.1.96	148%	111%	2590	96%	3330
1.7.96	159%	119%	2783	103%	3570
1.1.97	170%	128%	2975	110%	3840

\* Since the consolidated pension/family pension arrived at as per Vth CPC (Pension) wef 1.1.96 includes Dearness Relief upto average index level 1510, Dearness Relief will be admissible thereon only beyond average index 1510 in accordance with the revised scheme of Dearness Relief as follows:

## **RATES OF DEARNESS RELIEF (Vth & VIth CPC)**

\* Since the consolidated pension/family pension arrived at as per Vth and VIth CPC wef 1.1.96 includes Dearness Relief upto average index level 1510, Dearness Relief will be admissible thereon only beyond average index 1510 in accordance with the revised scheme of Dearness Relief as follows:

DATE	PERCENTAGE	
1.7.1996	04%	
1.1.1997	08%	
1.7.1997	13%	
1.1.1998	16%	
1.7.1998	22%	
1.1.1999	32%	
1.7.1999	37%	
1.1.2000	38%	
1.7.2000	41%	
1.1.2001	43%	
1.7.2001	45%	
1.1.2002	49%	
1.7.2002	52%	
1.1.2003	55%	
1.7.2003	59%	
1.1.2004	61%	
* 1.4.2004	* 11%	
1.7.2004	14%	
1.1.2005	17%	
1. 7.2005	21%	
1.1.2006	24%	0%
1.7.2006	29%	2%
1.1.2007	35%	6%
1.7.2007	41%	9%
1.1.2008	47%	12%
1.7.2008	54%	16%
1.1.2009	64%	22%
1.7.2009	73%	27%
1.1.2010	87%	35%
1.7.2010		45%
1.1.2011		51%
1.7.2011		58%
1.1.2012		65%

AS PER 6<sup>TH</sup> CPC

\* Dearness Relief from 01.04.2004 would be payable @ 11% on basic pension / family pension and dearness pension / dearness family pension vide GOI, Min. of P,PG & Pension Dept. of P&PW O.M. No. 42/2/2004-P&PW(G) dated 15.03.2004 and further as notified by Govt. of India from time to time.

**Interim Relief to Central Government pensioners/family pensioners.**

- (i) At the rate of Rs.50/- p.m. with effect from 1.4.95.
- (ii) At the rate of 10% of Basic Pension/ Family Pension subject to a minimum of Rs. 50/- p.m. with effect from 1.4.95.
- (iii) At the rate of 10% of the Basic Pension/Family Pension subject to a minimum of Rs. 100/- p.m. with effect from 1.4.96.

**METHODS OF CALCULATION OF SERVICE PENSION/GRATUITY ETC.**

The methods of calculations for various Types of Pensions in respect of Defence Civilians, Commissioned Officers and PBOR are given below.

DEFENCE CIVILIANS

1. CALCULATION OF PENSION

DATE OF RETIREMENT 30.6.1999 (AN)  
QUALIFYING SERVICE 33 YEARS.  
31 ½ YEARS.

PAY DRAWN FROM 1.3.1998 RS 9500/-PM  
FROM 1.3.1999 RS 9700/-PM

AVERAGE EMOLUMENTS (1.9.1998 TO 30.6.1999)  
 $(9500 * 6) + (9700 * 4) / 10 = 9580$

PENSION FOR MAXIMUM QUALIFYING SERVICE OF 33 YEARS.  
50% OF AVERAGE EMOLUMENTS  
 $9580 * 50 / 100 = 4790/- PM$

PENSION FOR 31 ½ YEARS OF QUALIFYING SERVICE.  
D.  $RS 4790 * 31 \frac{1}{2} / 33 = 4572.27$   
E. **ROUNDED OFF TO 4573/-PM**

IN ADDITION TO PENSION DEARNESS RELIEF IS ALSO ADMISSIBLE.

F. 2. CALCULATION RETIREMENT GRATUITY

LAST PAY RS 9700/-  
RATE OF DA 45 % (WEF 1.7.2001.)

EMOLUMENT FOR RETIREMENT GRATUITY  
 $9700 + 4365 = 14065/-$

GRATUITY FOR 33 YEARS QUALIFYING SERVICE OR MORE.

$$14065 * \frac{1}{4} * 66 = 232073/-$$

GRATUITY FOR 30 YEARS OF QUALIFYING SERVICE.

$$14065 * \frac{1}{4} * 60 = 210975/-$$

### 3. CALCULATION - DEATH GRATUITY

**G. PAY RS 9700/-**

DA = @ 45% OF PAY (WEF 1.7.2001)

EMOLUMENT FOR DEATH GRATUITY

$$= \text{RS } 9700 + \text{RS } 4365 = \text{RS } 14065/-$$

Rate of death gratuity for the service of 20 years or more is half of the emoluments for every completed six monthly period of service subject to a maximum of 33 times of emoluments or 3.5 lakhs which ever is less. For the length of service less than 20 years rate of death gratuity is as under:-

SL NO	H. LENGTH OF SERVICE	RATE OF DEATH GRATUITY
1.	LESS THAN ONE YEAR	2 TIMES OF EMOLUMENTS
2.	ONE YEAR OR MORE BUT LESS THAN 5 YEARS	6 TIMES OF EMOLUMENTS
3.	5 YEARS OR MORE BUT LESS THAN 20 YEARS	12 TIMES OF EMOLUMENTS

*Thus death gratuity for emoluments of Rs 14065/- will be:-*

$$33 \text{ YEARS QUALIFYING SERVICE } 14065 \times \frac{1}{2} \times 66 = 464145/-$$

RESTRICTED TO MAXIMUM RS 3,50,000/-

$$2 \text{ YEARS QUALIFYING SERVICE } 14065 \times 6 = 84390/-$$

### 4. CALCULATION FOR FAMILY PENSION

DATE OF BIRTH

6.6.1940

DATE OF DEATH WHILE IN SERVICE

31.10.1998

**I. LAST PAY DRAWN**

**RS 9000/-PM**

**FAMILY PENSION:**

**(I) NORMAL RATE**

30% OF PAY LAST DRAWN

$$9000 * 30 / 100 = 2700/ \text{ PM}$$



## (II) ENHANCED RATE

Twice of the normal rate or 50% of pay last drawn which ever is less

RS 2700 \* 2 = 5400 OR 9000 \* 50/100 = 4500/-PM THUS RS  
4500/- PM WEF. 01.11.98

*Dearness relief will be admissible on family pension.*

## 5.COMMUTATION OF PENSION

FORMULA :-

AMOUNT TO BE COMMUTED \* COMMUTED VALUE \* 12

Commutation value for different ages is given in a table under the CCS (commutation of pension) rules

A government servant retires with a pension of Rs. 2786/-, the maximum amount that he can commute is 40% of his pension i.e. Rs 1114/- ignoring the balance which is in fraction, the commutation amount will be as follows according to age next birthday.

AGE NEXT BIRTHDAY	COMMUTATION VALUE	CALCULATION	COMMUTED AMOUNT
59	10.46	1114 * 10.46 * 12	Rs.1,39,830
60	10.13	1114 * 10.13 * 12	Rs1,35,418
61	09.81	1114 * 9.81 * 12	Rs.,31,141

## 6. Revision of Pension.

The family pension in respect of Government servant / pensioner who died prior to 01.01.86 should be updated as per O.M., dated 10.02.1998, etc. The procedure will be as follows: -

- The pay of the deceased Government servant/pensioner should be notionally fixed on 01.01.1986 as per CCS (RP) Rules, 1986;
- Family pension should be notionally revised as per IVth CPC;
- The family pension thus revised should be updated on 01.01.1996 as per Vth CPC.

**SAMPLE CALCULATIONS ARE AS FOLLOWS:**

*(a) Notionally fixing pension on 01.01.1986 as per CCS (RP) Rules, 1986;*

(i)	Date of death of Government servant while in service	22.12.1984
(ii)	Pay drawn in the scale of Rs. 1500-2500	Rs. 2250
(iii)	Notional fixation of pay on 01.01.1986 in the scale of Rs. 4500-5700	Rs. 5250
(iv)	Family Pension at 15% on the notional pay of Rs. 5250	Rs. 788
(v)	Consolidated family pension on 01.01.1986	Rs. 2400
(vi)	Family pension at 30% of Rs. 5250	Rs. 1575
(vii)	Difference [to be added to family pension at (v)]	Rs. 1575-788 Rs. 787
(viii)	Revised family pension on 01.01.1996	Rs. 2400 + 787 Rs. 3187
(ix)	Revised pay scale as per V CPC	Rs. 14300-18300
(x)	30% of minimum of the revised pay scale at (ix) above	Rs. 4290
(xi)	Family pension admissible from 01.01.96 will be	Rs. 4290 p.m.

J.

K. (b) Notionally revising Family pension as per IVth CPC;

The details are as under: -

Date of Birth	08.11.1935
Date of Appointment	14.03.1958
Date of Retirement	30.11.1993
Pension fixed from 01.12.1993	Rs. 2598(50% of Rs. 5196)
Scale of pay on the date of retirement	Rs. 3700-5600
Family Pension	Rs. 795
Enhanced Family Pension	Rs. 1590
Date of Death	05.05.1998
Revised scale of Pay from 1.1.96	Rs. 12000-18400
Revised consolidated pension from 01.01.1996	Rs. 6832
Revised Family Pension from 01.01.96	Rs. 2420
Revised Enhanced Family Pension	Rs. 4789
Family Pension revised as O.M.	Rs. 3600 i.e., 30% minimum
Dated 18.12.1998	In the scale of Rs. 12000-18400

**(c) Calculation of Family Pension as per OM dated 22.06.1999 as shown below :-**

(i)	Date of retirement	30.11.1993
(ii)	Scale of Pay	Rs. 3700-5600
(iii)	Pay last drawn	Rs. 5300
(iv)	Family pension admissible at the rate in force	Rs. 795
(v)	Enhanced family pension (before 01.01.1996)	Rs. 1590
	Pension authorized from 1.12.93	Rs. 2598
	Consolidated pension as on 1.1.96	Rs. 6832
(vi)	Consolidated Family Pension (in terms of O.M., dated 27.10.97)	
	(a) Normal rate	Rs. 2420
	(b) Consolidated enhanced family pension	Rs. 4789
(vii)	(a) Family Pension admissible @ 30% of pay at (iii) above	Rs. 1590
	(b) Enhanced Family Pension	Rs. 2598 (limiting to the pension drawn)
(viii)	(a) Additional Family Pension admissible on 1.1.96	Rs. 1590-795=795
	(b) Enhanced additional Family Pension	Rs. 2598-1590= 1008
(ix)	(a) Total family pension admissible (normal rate) on 1.1.1996	Rs. 2420 + 795= 3215
	(b) Total enhanced family pension on 1.1.1996	Rs. 4789 + 1008= 5797
	(c) Total enhanced family pension (in view of the provisions of O.M. No. 45/10/98-P&PW (A), dated 17.12.1998.	Rs. 6000 (50% of minimum of the revised equivalent scale i.e. Rs. 12000-18400 or revised pension as on 1.1.96 of the pensioner whichever is less)

## **COMMISSIONED OFFICERS**

### **1. MODEL CALCULATION OF RETIRING GRATUITY**

1.	Name, IC No. & Rank	Maj. XXXX
2.	Date of Commission	08-03-1986
3.	Date of Retirement	15-05-1997
4.	Last Basic Pay	Rs. 10500/-
5.	Rank Pay	Rs. 1200/-
6.	Qualifying Service	11 Years 02 Months 07 Days
7.	Reckonable Emoluments	
	Last Pay Drawn	Rs. 10500.00/-
	Rank Pay	Rs. 1200.00/-
	DA @ 8%	Rs. 936.00/-
	Total	Rs. 12,636.00/-
8.	RETIRING GRATUITY	
	(Reck. Emol. * Q.S. without Weightage)	
	(Rs. 12,636 * 11)	Rs. 1,38,996.00/-

### **2. MODEL CALCULATION OF RETIREMENT GRATUITY**

1.	Name, IC No. & Rank	Maj. XXXX
2.	Date of Commission	08-03-1986
3.	Date of Retirement	15-05-1997
4.	Last Basic Pay	Rs. 10500/-
5.	Rank Pay	Rs. 1200/-
6.	Qualifying Service	11 Years 02 Months 07 Days
	Weightage	05 Years
	Total	16 Years 02 Months 07 Days
7.	Reckonable Emoluments	
	Last Pay Drawn	Rs. 10500.00/-
	Rank Pay	Rs. 1200.00/-

	DA @ 8%	Rs. 936.00/-
	Total	Rs. 12,636.00/-
8.	RETIREMENT GRATUITY  (Reck. Emol. * Q.S. with Weightage) / 2	
	(Rs. 12,636 * 16) / 2	Rs. 101088.00/-

### 3.MODEL CALCULATION OF DEATH GRATUITY

A.	<b>Particulars of Service</b>		
	I.	Date of Birth	31.12.60
	II.	Date of Ist Commission	19.12.81
	III.	Date of Death	30.10.99
	IV.	Last Pay Drawn	
	a.	Basic Pay	Rs. 13900/-
	b.	Rank Pay	Rs. 1600/-
	c.	<b>Pay for Death Gratuity</b>	
		Basic Pay	Rs. 13900/-
		Rank Pay	Rs. 1600/-
		D A @ 37%	Rs. 5735/-
		Total	Rs. 21235/-
B.	L. Qualifying Service		
	Commissioned Service From 19.02.81 to 30.10.99		18 Years 315 days
	Weightage (for gratuity only)		5 Years
	Total		23 Yrs. 315 days say 24 Years
D.	<b>M. Calculation of Death Gratuity</b>		
	Rs. 21235 X 24		= Rs. 5,09,640/-
	Restricted to Maximum		= Rs. 3,50,000/-
	Amount withheld		= Rs. 1000/-
	Total		= Rs. 3,49,000/-

### 4.MODEL CALCULATION OF INVALIDMENT GRATUITY

1.	Name, IC No. & Rank	Capt. XXXX
2.	Date of Commission	25-08-1990
3.	Date of Invalidment	10-04-1998
4.	Last Basic Pay	Rs. 10200/-
5.	Rank Pay	Rs. 400/-
6.	Qualifying Service	07 Years 07 Months 15 Days
	Weightage	Nil
	Net Qualifying Service	07 Years 07 Months 15 Days(i.e. 07.5 Years)
7.	<b>Reckonable Emoluments</b>	
	Last Pay Drawn	Rs. 10200.00/-

	Rank Pay	Rs. 400.00/-
	DA @ 16%	Rs. 1696.00/-
	Total	Rs. 12,296.00/-
8.	<b>INVALIDMENT GRATUITY</b>	
	(Reck. Emol. * Q.S.) / 2	
	(Rs. 12,296 * 7.5) / 2	Rs. 46,110.00/-

## 5. MODEL CALCULATION OF PENSION/COMMUTATION

1.	<b>N. Name ,IC No. &amp; Rank</b>	Brig. XXXXX
2.	<b>O. Date of Commissioned</b>	30.06.63
3.	<b>P. Date of Retirement</b>	30.11.99
4.	<b>Q. Qualifying Service</b>	36 Yrs. 5 Months
	Plus Weightage	05 Yrs.
	Total	41 Yrs. 5 Months
5.	<b>R. Average Pay of Last 10 Months</b>	
	w.e.f. 01.02.99 to 31.11.99 @Rs. 18050 X 10	Rs. 180500.00/-
	Stg. Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 450 X 10	Rs. 4500.00/-
	Rank Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 2400 X 10	Rs. 24000.00/-
	Total	Rs. 2,09,000.00/-
	Average Pay (Rs. 2,09,000.00/-) / 10	Rs. 20,900.00/-
6.	Retiring Pension (20,900 X 50 %)	Rs. 10450.00/- p.m. w.e.f. 1.12.99
		Plus Dearness Relief @37% w.e.f. 1.12.99
7.	<b>S. Commutation of Pension</b>	
I.	Date of Birth	05.10.44
II.	Age next birthday 05.10.2000	56 Yrs.
III.	Purchase value at the age of 56 Yrs.	Rs. 11.42/-
IV.	Amount commuted Rs. 10450.00 X 43%	Rs. 4493.00/-
V.	Capitalised Value (Rs. 4493 X 11.42 X 12) =	Rs. 6,15,720.72/- Say Rs. 6,15,721.00/-
8.	<b>T. Residual Pension Rs.10450-Rs. 4493</b>	Rs.5957.00/-
<b>Note : Dearness Relief is payable on full pension without commutation i.e. Rs. 10450/-</b>		

## 6.MODEL CALCULATION OF RETIRING PENSION OF COMMISSIONED OFFICER

1.	Name ,IC No. & Rank	Brig. XXXXX
2.	Date of Commissioned	30.06.63

3.	Date of Retirement	30.11.99
4.	Qualifying Service	36 Yrs. 5 Months
	Plus Weightage	05 Yrs.
	Total	41 Yrs. 5 Months
5.	Average Pay of Last 10 Months	
	w.e.f. 01.02.99 to 31.11.99 @Rs. 18050 X 10	Rs. 180500.00/-
	Stg. Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 450 X 10	Rs. 4500.00/-
	Rank Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 2400 X 10	Rs. 24000.00/-
	Total	Rs. 2,09,000.00/-
	Average Pay (Rs. 2,09,000.00/-) / 10	Rs. 20,900.00/-
6.	Retiring Pension (20,900 X 50 %)	Rs. 10450.00/- p.m. w.e.f. 1.12.99
		Plus Dearness Relief @37% w.e.f. 1.12.99

**7.MODEL CALCULATION OF PENSION/FAMILY PENSION  
COMMISSIONED OFFICER**

1.	<b>U. Name ,IC No. &amp; Rank</b>	Brig. XXXXX
2.	<b>V. Date of Commissioned</b>	30.06.63
3.	<b>W. Date of Retirement</b>	30.11.99
4.	<b>X. Qualifying Service</b>	36 Yrs. 5 Months
	Plus Weightage	05 Yrs.
	Total	41 Yrs. 5 Months
5.	<b>Y. Average Pay of Last 10 Months</b>	
	w.e.f. 01.02.99 to 31.11.99 @Rs. 18050 X 10	Rs. 180500.00/-
	Stg. Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 450 X 10	Rs. 4500.00/-
	Rank Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 2400 X 10	Rs. 24000.00/-
	Total	Rs. 2,09,000.00/-
	Average Pay (Rs. 2,09,000.00/-) / 10	Rs. 20,900.00/-
6.	Retiring Pension (20,900 X 50 %)	Rs. 10450.00/- p.m. w.e.f. 1.12.99
		Plus Dearness Relief @37% w.e.f. 1.12.99
7.	<b>Z. Calculation of Ordinary Family Pension</b>	

	Last Basic Pay	Rs. 18050.00/-
	Rank Pay	Rs. 2400.00/-
	Stg. Pay	Rs. 450.00/-
	Total	Rs. 20,900.00/-
8.	Rate of Ordinary Family Pension E.R. N.R.	Rs. 10,450/- Rs. 6,270/-

**8.MODEL CALCULATION OF SPECIAL FAMILY PENSION/ GRATUITY :  
COMMISSIONED OFFICER**

	<b>Particulars of Service</b>				
I.	Date of Birth			02-09-67	
II.	Date of Ist Commission			17-12-88	
III.	Date of Death			18-10-99	
IV.	Last Pay Drawn				
a.	Basic Pay			Rs. 10500/-	
b.	Rank Pay			Rs. 1200/-	
c.	Pay for Death Gratuity				
	Basic Pay			Rs. 10500/-	
	Rank Pay			Rs. 1200/-	
	D A @ 37%			Rs. 4329/-	
	Total			Rs. 16029/-	
	Cause of Death   Attributable to Military service				
B.	<b>Qualifying Service</b>				
	Commissioned Service From 17-12-88 to 18-10-99			10 Years 10 Months 3 Days	
	Weightage (for gratuity only)			5 Years	
	Total			15Yrs. 10 Months 3 Days	
C.	<b>Detail of Family</b>				
I.	Name of Widow	Smt. AAAAAA			
II.	Name of Son	Shri BBBBBB	D o B	18-02-97	Male
III.	Name of Son	Shri CCCCCC	D o B	24-07-98	Male
D.	(1) Special Family Pension @ 60% of last pay drawn (Rs. 11700/-) = Rs. 7020/- p.m. w.e.f. 19.10.99. DR as admissible from time to time shall be payable in addition.				
E.	<b>Calculation of Death Gratuity</b>				
	Rs. 16029 * 12			Rs. 1,92,348/-	

**9.MODEL CALCULATION OF DEPENDENT PENSION/ GRATUITY:  
COMMISSIONED OFFICER**

A.	<b>Particulars of Service</b>	
I.	Date of Birth	18-09-75
II.	Date of Ist Commission	12-12-98



III.	Date of Death	25-02-2000
IV.	Rank	Lt.
V.	Last Pay Drawn	
a.	Basic Pay	Rs. 8550/-
b.	Rank Pay	Rs. 0000/-
c.	Pay for Death Gratuity	
	Basic Pay	Rs. 8550/-
	D A @ 38%	Rs. 3249/-
	Total	Rs. 11799/-
	Cause of Death Attributable to Military service.	
B.	<b>Qualifying Service</b>	
	Commissioned Service From 12-12-98 to 25-02-2000	01 Years 02 Months 14 days
C.	<b>Detail of Family</b>	
	Name of Father	Shri ZZZZZZ
D.	Notional Special Family Pension admissible @ 60% of Last pay drawn	Rs. 5,130/-
(a)		
(b)	Dependent Pension @ 50% of Notional Special Family Pension	Rs. 2,565/- p.m. w.e.f 26-02-2000 for life plus DR as admissible from time to time.
E.	<b>Calculation of Death Gratuity</b>	
	Rs. 11,799 * 6	Rs. 70,794/-

#### 10.MODEL CALCULATION OF LIBERALISED FAMILY PENSION/ GRATUITY : COMMISSIONED OFFICER

A.	<b>Particulars of Service</b>	
I.	Date of Birth	31.12.60
II.	Date of Ist Commission	19.12.81
III.	Date of Death	30.10.99
IV.	Last Pay Drawn	
a.	Basic Pay	Rs. 13900/-
b.	Rank Pay	Rs. 1600/-
c.	<b>Pay for Death Gratuity</b>	
	Basic Pay	Rs. 13900/-
	Rank Pay	Rs. 1600/-
	D A @ 37%	Rs. 5735/-
	Total	Rs. 21235/-
	Cause of Death Attributable/ non attributable by Govt. Battle Casualty Case	
B.	<b>Qualifying Service</b>	
	Commissioned Service From 19.02.81 to 30.10.99	18 Years 315 days
	Weightage (for gratuity only)	5 Years

	Total				23 Yrs. 315 days say 24 Years	
C.	Whether nomination executed				Yes	
	Detail of Family					
I.	Name of Widow	Smt. AAAAA	D o B	9.8.67	Date of Marriage	11.10.90
II.	Name of Son	Shri BBBBB	D o B	5.11.92		Male
III.	Name of Son	Shri CCCCC	D o B	12.1.94		Male
D.	Working out Liberalised Family Pension @ Rs. 15500/- p.m. w.e.f. 31.10.99 till widowhood plus DA @ 37% on Rs. 15500/-					
E.	Calculation of Gratuity					
	Rs. 21235 X 24				Rs. 5,09,640/-	
	Restricted to Maximum				Rs. 3,50,000/-	
	Amount withheld				Rs. 1000/-	
	Total				Rs. 3,49,000/-	

#### 11.EX-GRATIA LUMP-SUM COMPENSATION:

**Ex-gratia lump sum compensation admissible to those who were killed in action or died due to enemy action, or killed by extremists/terrorists /dacoits or antisocial elements etc:**

**Rs.1 Lakh     ...     Those who died between 20.8.93 and 30.4.95**  
**Rs.2 Lakhs     ...     1.5.95 to 31.07.97**  
**Rs.5 Lakhs/...     Those who were killed on or after 1.8.97 for death occurred due to accident, act of violence of terrorist/anti-social element.**  
**Rs. 7.50 Lakhs. W.e.f. 1-08-97 for death occurred due to enemy action international war, border skir mishes.**  
**Rs.10 Lakhs...     With effect from 1-5-99 to 31.10.99.- Death occurred during OP Vijay**

#### 12. MODEL CALCULATION OF LIBERALISED DEPENDENT PENSION/ GRATUITY: COMMISSIONED OFFICER

A.	<b>Particulars of Service</b>	
I.	Date of Birth	06-08-76
II.	Date of Ist Commission	12-12-98
III.	Date of Death	19-07-2000 (killed in action)
IV.	<b>Last Pay Drawn</b>	
a.	Basic Pay	Rs. 8550/-
b.	Rank Pay	Rs. 0000/-
c.	<b>Pay for Death Gratuity</b>	
	Basic Pay	Rs. 8550/-
	D A @ 41%	Rs. 3506/-
	Total	Rs. 12056/-
	Cause of Death    Attributable/ non attributable by Govt.    Battle Casualty Case	

B.	<b><i>Qualifying Service</i></b>	
	Commissioned Service From 12-12-98 to 19-07-2000	01 Years 07 Months 07 days
C.	<b><i>Detail of Family</i></b>	
	Name of Father	Sri BBBBB
	Name of Mother	Smt. AAAAA
D.	Working out Liberalised Dependent Pension for both parents @ 75% of last pay drawn (i.e. Rs. 8550/-) = Rs. 6413/- p.m. w.e.f 20-07-2000 for life and for single parent @60% of last pay drawn (Rs. 8,550/-) = Rs. 5,130/- p.m.	
E.	<b><i>Calculation of Death Gratuity</i></b>	
	Rs. 12056 X 6	Rs. 72,236/-

## Personnel Below Officers Rank

### Calculation of Pension

#### *1. Model calculation: Service pension :*

<u>Particulars</u>	-	<u>Subedar Gp 'Y'</u>
Date of birth	:	10.08.53
Date of enrolment	:	10.08.71
Date of discharge	:	31.08.99
Qualifying service	:	28 years 22 days
Non qualifying service	:	Nil
Pay scale	:	6600-170-9320
Pay last drawn	:	6770

How pension calculated

$$= \frac{\text{max of pay scale of rank and Gp} \times (\text{QS} + 5 \text{ years weightage}^*)}{2 \times 33}$$

$$= \frac{9320 \times 33}{2 \times 33} = \text{Rs.4660/- pension p.m. w.e.f. 01.09.1999}$$

\* max. 33 years.

#### *2. Family Pension :*

Particulars	-	Havildar Gp 'Y'
Date of birth	:	02.08.57
Date of enrolment	:	02.08.79
Date of discharge	:	31.08.99
Qualifying service	:	20 years
Non qualifying service	:	Nil
Pay scale	:	3600-100-5100
Pay last drawn	:	4200
Highest Classification allowance	:	150

How pension calculated

max of pay scale including highest classification allowance of

$$\frac{\text{rank and Gp X (QS + 5 years weightage=20 + 5 = 25)}}{2 \times 33}$$

$$= \frac{\text{Rs. 5100 + 150(1/2) x 20 + 5}}{2 \times 33}$$

$$= \text{Rs. 1961 /- pension p.m. w.e.f. 01.09.1999}$$

### 3.MODEL CALCULATION: DISABILITY ELEMENT IN ADDITION TO SERVICE PENSION (RELEASE CASE).

RANK	-	HAV
Date of Enrolment	-	13.7.84
Date of Discharge	-	29.2.2000
Date of RMB held	-	1.12.99
Qualifying Service	-	15 years 7 months (rounded to 16 years)
Onset of ID	-	25.7.98
Accepted by APO/MA(P)	-	Aggravated by service at 30% for 5 years
Granted DE	= $\frac{1550 \times 30}{100}$ =	Rs.465/- pm from 1.3.2000 to 30.11.2004
		as per table/formula(for 100% disability, rate is Rs.1550/-) as per MOD letter dt. 31.1.2001.
Dearness Relief as revised from time to time		
PPO is notified under D/E Series		

### 4. DISABILITY PENSION (INVALIDMENT CASE)

RANK	-	HAV Gp 'D'
Date of Enrolment	-	20.11.79
Date of Discharge	-	31.8.97
Date of RMB held	-	29.5.97
Date of Birth	-	15.7.62
Qualifying Service	-	17 years 285 days (rounded to 18 years)
Rate of Pay	-	Rs.1225/- (old rate of pay)
Class Pay	-	Rs.30/-
Invaliding Disability	-	Aggravated by service @20% for 2 years accepted by Award Panel Officer
<b>Disability Pension:</b>		
Service Element	-	Rs1659/- pm from 1.9.97 for life (As per chart of service pension MOD letter dated 3.2.1998)
Disability Element	-	Rs.775/- pm from 1.9.97 to 28.5.99

Disability Element for 100% disablement is Rs.450/- pm

$$\text{Calculation} = \frac{1550 \times 50}{100} = 775.00^*$$

\* in invalidment cases 20% rounded to 60% as per MOD letter dt. 31.1.2001.

Dearness Relief @ 13% w.e.f. 1.9.1997 as amended from time to time.

### 5. War Injury Pension (Invalidment)

RANK	-	SEPOY 'Y'
Date of Enrolment	-	27.8.97
Date of Discharge	-	30.8.2000
Date of Birth	-	12.4.78
Qualifying Service	-	3 years 4 days
Basic Pay	-	Rs.3320/-
Accepted by APO/MA(P)	-	Attributable at 60% for 5 years
<b>War Injury Pension</b>		
1. Service element	=	1658 (max. pension of the rank & group).
2. War Injury Element	=	$\frac{3100 \times 60}{100} = 1860$
Total W.I.P.	=	SE + WIE
	=	1658 + 1860 = 3518/- subject to max of last basic pay = 3320/-

Retirement Gratuity - NIL (Because service being less than 5 years since min. Qualifying service for retirement gratuity is 5 years)

@Rs.3320/- pm w.e.f 31.8.2000 to 24.7.2005

Dearness relief as revised from time to time.

(PPO is notified under 'D/BC' Series)

### 6. COMPENSATION IN LIEU OF DE/WAR INJURY PENSION

RANK	-	RIFLEMAN
Date of Injury	-	28.7.95
Date of Birth	-	25.8.73

Medical Board held	-	AFMSF/5-B held on 24.8.96
Age on next date of birth	-	23 years
Purchase Value	-	Rs.18.70 (as per commutation table)
Disability accepted by APO	-	40% for life
Amount of DE for 40%	-	$\frac{900 \times 40}{100} = \text{Rs.}360/- \text{ pm}$

(As per double rate of ordinary Disability Element viz. Rs.900/-

Compensation Payable	=	$360 \times 12 \times 18.70$
Calculation	=	Amount of D.E X 12 months X
		Purchase Value for that age
	=	Rs.80,784/-

## 7. COMMUTATION OF PENSION

Particulars	-	Havildar Gp 'Y'
Date of birth	:	02.08.57
Date of enrolment	:	02.08.75
Date of discharge	:	31.08.99
Qualifying service	:	24 years 1 month
Non qualifying service	:	Nil
Pay scale	:	3600-100-5100
Pay last drawn	:	4200
Classification allowance	:	150

### AA. How commutation calculated

Pension	:	2275/-
		$45\% \text{ of pension} = 2275 \times 45 / 100$
		$= 1023.75 = 1023/-$

### Formula:

$45\% \text{ of the pension} \times 12 \times \text{purchase value of age next birthday} - \text{Age at next birthday} = 43 \text{ years.}$

Purchase value = 15.15

$\text{Rs. } 1023 \times 12 \times 15.15 = \text{Rs. } 1,85,981/-$

Residual pension Rs. 1252/- ( $2275 - 1023 = 1252$ )

## LIST OF ABBREVIATIONS

P.D.A. -	Pension Disbursing Agency/Authority
P.A.O. -	Pay Accounts Office
C.D.A.(O)	- Controller of Defence Accounts (Officers)
Pr.CDA. (P)	- Principal Controller of Defence Accounts (Pensions)
D.P.D.O.	- Defence Pension Disbursing Office
I.E.	- Indian Embassy
M.H.	- Military Hospital
R.O.	- Record Office
P.O.	- Post Office
P.P.O. -	Pension Payment Order
O.T.I.	- One Time Increase
H.O.O.-	Head Of Office
TRY.	- Treasury
P.C.	- Pension Certificate/Pension Circular
P.S.A. -	Pension Sanctioning Authority
C.V.P. -	Capitalised Value of Pension
F.P.	- Family Pension
P.S.B. -	Public Sector Bank
D.C.R.G.	- Death Cum Retirement Gratuity
Air HQ.	- Air Headquarters
N. HQ.-	Naval Headquarters
H.O. No.	- Head Office Number
T.S. No.	- Treasury Serial Number
P.S. No.	- Pensioner Serial Number
C.D.A.(P.D.)	Controller of Defence Accounts (Pension Disbursement)
Z.O.(P.D.)	- Zonal Officer (Pension Disbursement)
D.E.	- Disability Element
R.S.M.B.	- Re-Survey Medical Board
C.A.A. -	Constant Attendance Allowance
C.E.A. -	Children Education Allowance
B.C.	- Battle Casualty
A.H.Q.-	Army Head Quarters
C.A.	- Children Allowance
W.I.P.	- War Injury Pension
P.B.O.R.	- Personnel Below Officer Rank
G.C.R.C.	- Govt. Contribution Resumption Certificate
M.A.(P)	- Medical Advisor (Pensions)



**List of Public Sector Banks authorized to disburse Defence Pension to the Defence Pensioners All over India.**

<u>Sr. No.</u>	<u>Name of Bank</u>
1.	State Bank of Bikaner & Jaipur.
2.	State Bank of Indore
3.	State bank of Mysore
4.	State bank of Patiala
5.	State bank of Saurashtra
6.	State bank of Travancore
7.	Allahabad bank
8.	Andhra bank
9.	Bank of Baroda
10.	Bank of India
11.	Bank of Maharashtra
12.	Canara bank
13.	Corporation Bank
14.	Dena Bank
15.	Indian Overseas Bank
16.	Indian Bank
17.	Oriental Bank of Commerce
18.	Syndicate bank
19.	UCO Bank
20.	Union Bank of India
21.	Vijay Bank
22.	Punjab National Bank
23.	Central Bank of India
24.	United Bank of India
25.	State Bank of India
26.	State Bank of Hyderabad
27.	Punjab and Sind Bank

S.N.	State	Name of the Public Sector Banks	
1.	<b>Kerala</b>	(i)	State Bank of India
		(ii)	State Bank of Travancore
		(iii)	Canara Bank
		(iv)	Syndicate Bank
		(v)	Union Bank of India
		(vi)	Central Bank of India
		(vii)	Indian Bank
		(viii)	Indian Overseas Bank
		(ix)	Vijaya Bank
2.	<b>Karnataka*</b>	(i)	State Bank of India
		(ii)	State Bank of Mysore
		(iii)	Canara Bank
		(iv)	Syndicate Bank
		(v)	Union Bank of India

		(vi)	Indian Bank
		(vii)	State Bank of Hyderabad
		(viii)	Corporation Bank
		(ix)	Vijaya Bank
3.	<b>Maharashtra*</b>	(i)	State Bank of India
		(ii)	Bank of Maharashtra
		(iii)	Bank of India
		(iv)	Central Bank of India
		(v)	Dena Bank
		(vi)	Union Bank of India
		(vii)	State Bank of Hyderabad
		(viii)	Bank of Baroda
		(ix)	Canara Bank
		(x)	Syndicate Bank
		(xi)	United Commercial Bank
4.	<b>Gujarat</b>	(i)	State Bank of India
		(ii)	Dena Bank
		(iii)	Bank of Baroda
		(iv)	Central Bank of India
		(v)	Bank of India
		(vi)	Union Bank of India
		(vii)	State Bank of Saurashtra
		(viii)	United Commercial Bank
5.	<b>West Bengal*</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
		(iv)	Central Bank of India
		(v)	Allahabad Bank
		(vi)	Bank of India
		(vii)	Bank of Baroda
		(viii)	Punjab National Bank
		(ix)	Union Bank of India
6.	<b>Punjab</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	New Bank of India
		(v)	Oriental Bank of Commerce
		(vi)	Punjab & Sind Bank
		(vii)	United Commercial Bank
		(viii)	Bank of India
		(ix)	Indian Overseas Bank
		(x)	State Bank of Patiala
7.	<b>Haryana</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	Syndicate Bank
		(v)	Bank of India
		(vi)	Union Bank of India

		(vii)	State Bank of Patiala
		(viii)	New Bank of India
		(ix)	Oriental Bank of Commerce
8.	<b>Uttar Pradesh*</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Allahabad Bank
		(iv)	Central Bank of India
		(v)	Union Bank of India
		(vi)	Bank of Baroda
		(vii)	Canara Bank
		(viii)	Oriental Bank of Commerce
		(ix)	Syndicate Bank
		(x)	Punjab & Sind Bank
9.	<b>Chandigarh</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	United Commercial Bank
		(v)	State Bank of Patiala
		(vi)	Bank of India
10.	<b>Andhra Pradesh*</b>	(i)	State Bank of India
		(ii)	State Bank of Hyderabad
		(iii)	Syndicate Bank
		(iv)	Indian Bank
		(v)	Union Bank of India
		(vi)	Central Bank of India
		(vii)	Andhra Bank
		(viii)	Corporation Bank
		(ix)	Vijaya Bank
		(x)	Canara Bank
11.	<b>Assam</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
		(iv)	Punjab National Bank
		(v)	Central Bank of India
		(vi)	Allahabad Bank
12.	<b>Bihar</b>	(i)	State Bank of India
		(ii)	Central Bank of India
		(iii)	Punjab National Bank
		(iv)	Bank of India
		(v)	United Commercial Bank
		(vi)	Allahabad Bank
		(vii)	United Bank of India
		(viii)	Bank of Baroda
		(ix)	Union Bank of India
13.	<b>Himachal Pradesh</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	United Commercial Bank
		(iv)	State Bank of Patiala

		(v)	Central Bank of India
		(vi)	Union Bank of India
14.	<b>Jammu &amp; Kashmir</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	United Commercial Bank
15.	<b>Madhya Pradesh</b>	(i)	State Bank of India
		(ii)	State Bank of Indore
		(iii)	Central Bank of India
		(iv)	Bank of India
		(v)	Punjab National Bank
		(vi)	Allahabad Bank
		(vii)	Bank of Maharashtra
		(viii)	Union Bank of India
		(ix)	United Commercial Bank
		(x)	Dena Bank
16.	<b>Nagaland</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
17.	<b>Orissa</b>	(i)	State Bank of India
		(ii)	United Commercial Bank
		(iii)	Bank of India
		(iv)	United Bank of India
		(v)	Indian Overseas Bank
		(vi)	Indian Bank
		(vii)	Andhra Bank
		(viii)	Central Bank of India
18.	<b>Rajasthan</b>	(i)	State Bank of India
		(ii)	State Bank of Bikaner & Jaipur
		(iii)	Punjab National Bank
		(iv)	Bank of Baroda
		(v)	United Commercial Bank
		(vi)	Central Bank of India
		(vii)	New Bank of India
		(viii)	Union Bank of India
19.	<b>Tamil Nadu*</b>	(i)	State Bank of India
		(ii)	Indian Bank
		(iii)	Indian Overseas Bank
		(iv)	Canara Bank
		(v)	Union Bank of India
		(vi)	Syndicate Bank
		(vii)	Bank of Baroda
		(viii)	Bank of India
		(ix)	Central Bank of India
		(x)	Corporation Bank
20.	<b>Manipur</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank

21.	<b>Meghalaya</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
		(iv)	Bank of Baroda
22.	<b>Tripura</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
23.	<b>Sikkim</b>	(i)	State Bank of India
24.	<b>Pondicherry</b>	(i)	State Bank of India
		(ii)	Indian Bank
		(iii)	United Commercial Bank
		(iv)	Indian Overseas Bank
25.	<b>Goa, Daman &amp; Diu</b>	(i)	State Bank of India
		(ii)	Bank of India
		(iii)	Bank of Baroda
		(iv)	Central Bank of India
		(v)	Canara Bank
		(vi)	Syndicate Bank
26.	<b>Dadar &amp; Nagar Haveli</b>	(i)	Dena Bank
27.	<b>Mizoram</b>	(i)	State Bank of India
28.	<b>Arunachal Pradesh</b>	(i)	State Bank of India
29.	<b>Andaman &amp; Nicobar Island</b>	(i)	State Bank of India
		(ii)	Syndicate Bank
30.	<b>Lakshadweep</b>	(i)	Syndicate Bank

- For metropolitan cities of Delhi/New Delhi, Mumbai, Calcutta, Bangalore, Lucknow, Chennai and Hyderabad where the scheme was introduced with effect from 1<sup>st</sup> April 1987, all Public Sector Banks have been authorised to disburse pension under this scheme.

## **PENSIONARY BENEFITS - ARMED FORCES PERSONNEL**

### *Pension Sanctioning Authority*

1. Principal Controller Of Defence Accounts(Pensions) Allahabad, is the Pension Sanctioning Authority in respect of Commissioned Officers of Army, Personnel Below Officer rank of Army and all Defence civilians serving in the Defence Establishment all over the country including DAD, GREF and Coast Guard.
2. Pr. CDA(Navy),Mumbai and CDA(Air Force ), New Delhi are the pension Sanctioning Authorities in respect of service officers and Personnel Below Officer rank of Navy and Air Force respectively. These powers have been delegated w.e.f. 1.11.1985.

### *Organisation of Principal Controller Of Defence Accounts (Pensions) Allahabad*

3. The office of the Principal Controller Of Defence Accounts (Pensions) is organised in different section with different function of each section. The function of this office can broadly be divided in the following four sections:

1. ***Administrative Section***

Which mainly deals with all administrative matter including pay.

- 2 ***Grants Section***

Which are mainly divide into three sections:

- (a) ***Grants – I (Mily)***

Deals with grants of various pensionary awards to Commissioned Officer and their families

- (b) ***Grants-I***

## TYPES OF PENSIONARY ENTITLEMENT: COMMISSIONED OFFICERS

### 1. *Retiring Pension:*

It is calculated at 50% of the average emoluments for maximum of 33 years of qualifying service. The amount so determined should be subject to the maximum of 15000/- per month. For lesser period this amount shall be proportionally reduced. The last 10 months pay, rank pay and NPA is taken for working out average emoluments. The actual qualifying service plus weightage allowed for the rank are taken as total qualifying service. Weightage is not allowed for T.A officers and for those going on immediate absorption.

### 4. *Commutation of pension*

Officers are entitled to commute a portion of pension subject to the maximum of 43% for a period of 15 years from the date of commutation. After completion of 15 years of service, the commuted portion of monthly pension is restored.

### 5. *Retiring gratuity*

The minimum period of qualifying service 10 years without weightage to earn retiring gratuity. It is paid at uniform rate of half month's emoluments for each completed six monthly qualifying service.

### 4. *Retirement Gratuity*

Previously it was known as death cum retirement gratuity. It is payable only to those who have completed 5 years of service and eligible for retirement/invalid gratuity or pension of any type and is payable at the rate of 1/4<sup>th</sup> of reckonable emoluments for each completed six monthly of qualifying service subject to 16.5 times of reckonable emoluments provided it shall in no case exceed RS. 3.5 lakhs only. Weightage of 5 years is allowed on retirement gratuity.

### 5. *Invalid pension*

When an officer is invalided out of service with a disability neither attributable to nor aggravated by services he will be entitled to invalid pension if service rendered is 10 years or more and invalid gratuity if it is less than 10 years.

#### (a) *Invalid pension*

Amount equal to service element to disability pension.

#### (b) *Invalid Gratuity*

At ½ months emoluments for each six monthly period of service.

## **6. Disability pension**

It is payable in cases where the cause of disability is accepted by the Government as attributable to or aggravated by Army service. It is consisting of service element and disability element of pension.

### **(a) Service Element**

It is equal to the amount of retiring pension payable to officers.

### **\* (b) Disability Element**

The rate of disability element for 100% disability is RS. 2600/- per month for disability less than 100% but not less than 20% the above rate shall be proportionally reduced. It is further provided that when permanent disability is not less than 60%. The disability pension (is total of service element disability element) shall not be less than 60% of the reckonable emoluments last drawn.

## **\*7. Constant Attendance Allowance**

It is payable at the rate of 600/= per month irrespective of the rank on the recommendation of medical board.

## **8. Compensation in lieu of Disability element**

In case of officers who is found to have disability which is accepted by the competent authority and assessed 20% or more for life but the individual remains in service, he shall be paid compensation in lump sum equal to the capitalised value of disability element.

## **9. Ordinary Family Pension**

Ordinary family pension will be admissible at 30% of reckonable emoluments last drawn.

Where an individuals rendered a minimum of 7 years of service, the family pension is to be paid at double the rate subject to the maximum of RS. 50% of emoluments if or retiring pension.

## **10. Death Gratuity**

Death gratuity are payable at the following rates:

	<u>Length of service</u>	<u>Rate</u>
(i)	Less than one year	2 times
(ii)	One year or more but less 5 years	6 times
(iii)	5 years and more but less than 20 years	12 times
(iv)	20 years or more	½ of emoluments for each monthly period of service subject of maximum 33 times or 3.5 lakhs whichever is less.

## **11. Special family pension**



The Special Family Pension shall be calculated at the uniform rate of 60% of reckonable emoluments subject to minimum of Rs. 2550/- irrespective of whether widow has child(ren) or not.

**\*12. *Dependent Pension***

It is admissible at the rate of 50% of notional special family pension.

**\*13. *WAR INJURY PENSION***

War Injury Pension consists of two elements:-

**(i) *SERVICE ELEMENT :***

Equal to retiring pension service/pension to which the officer would have been entitled on the basis of the pay of the officer on the date of invalidment but counting service upto the date of which the officer would have retired in that rank in normal course including weightage as admissible.

**(ii) *WAR INJURY ELEMENT :***

Equal to reckonable emoluments last drawn for 100% disablement. However, in no case the aggregate of service element and war injury element should exceed last pay drawn. For lower percentage of disablement, War Injury Element shall be proportionately reduced.

**\*14. *Liberlised Special family pension***

It will be equal to last emoluments drawn.

**\*15. *Liberlised Dependant pension***

It will be equal to 75% of the reckonable emoluments for both parents and 60% of this for single parent.

**16. *Terminal Gratuity for JCO's***

They are entitled to terminal gratuity at the rate of  $\frac{1}{2}$  a monthly emoluments each six monthly period of service.

**Note:** These are under consideration in the wake of recommendation of Vth Central Pay Commission.

**B- PERSONNEL BELOW OFFICER RANK**

Entitlement of pension to the Personnel Below Officer Rank, have been explained under heading "Pensionary Benefits-Armed Forces Personnel" - Para 21 to Para 28.

**General:**

Dearness relief is admissible at the rate published by Government from time to time.

## **MINIMUM PENSION**

Minimum pension is RS. 1275/-. It is applicable to service / retiring / invalid / disability reservist / dependent / ordinary / special / family pension.

### **DISABILITY PENSION - ROLE OF MA(P) IN ASSESSING PERCENTAGE OF DISABILITY, PERIODIC EXAMINATION AND SCOPE OF APPEAL**

1. The disability pension is not a regular pension but it is a casualty award / compensation for any disability caused during the course of duties and not otherwise. The primary condition for grant of disability pension are laid down in regulations 48 and 173, according to which an individual who is retired / Invalided out from service on account of a disability which is attributable to or aggravated by military service and assessed at 20% or above is granted disability pension.

2. There is no service limit for grant of disability pension. The disability pension consistent of two elements viz. (I) service element and disability element. The service element depends on the length of service and rank. The service element is notified for the life if the individual had:

- (i) 10 years qualifying service for those retired / invalided out from service prior to 1.3.1968.
- (ii) 5 years qualifying service for those who retired/invalided out from service between 1.3.68 to 31.12.72.

The above limits of qualifying service has been, however removed wef. 1.1.1973, the individual even if having one day service is entitled to grant of service pension for life. The rate of disability element for 100% disability has been prescribed by the Government. For disabilities less than 100% but not less than 20%, the rate is proportionally reduced.

3. Disability element of pension is also granted in addition to retiring / service pension, if the officer or Personnel Below Officer rank is found suffering from disability attributable to or aggravated by Military service at the time of retirement/discharge.

4. Disability pension is however, not granted where an Individual seeks voluntary retirement / discharge at own request on compassionate ground. However, an officer who seeks premature retirement within 30 days of his normal retirement to avail benefit of higher commuted value, remains eligible for grant of disability pension.

5. The initial entitlement to disability pension in respect of officers is determined by Ministry of defence whereas for it's continuance award and for the award of disability pension in respect of Personnel Below Officer rank, the PCDA(P) is the Competent authority.

6. The question whether a disability is attributable to or aggravated by military service is determined under the rule in Appendix II of the pension Regulation as amended vide Entitlement Rules the causality pensionary awards, 1982.

### **ROLE OF M.A(P) :**

7. Service personnel are constantly under medical review through their service. The function of a medical Board is to inform and advise the pension sanctioning authority on the basis of all available records and their own clinical examination concerning :

(ii) The clinical history and condition of a member on account of a disability or disabilities alleged to be related to service.

(iii) The particulars evidence on which the board base their opinion on the relation or otherwise, of a disability to service etc.

8. As per Rule 27(C) of entitlement Rules for causality pensionary Awards, 1982 Medical board shall give findings and recommendations on entitlement and assessment in case of all disabilities. They are however, not statutory bodies and their recommendation can be reviewed and revised by the medical authorities viz. DGAFMS. Since the Medical board functioning in various Military Hospitals can not be excepted to be uniform in their assessment of disability and also on the question whether the disease is attributable to or, aggravated by military service, the Joint Director, AFMS who is an officer under DGAFMS attached as Medical adviser (Pension) in the Office of the Principal Controller Of Defence Accounts(Pension), Allahabad, ensures consistency in assessment of disabilities. The joint Director, AFMS who is a specialist ensures uniform application of the entitlement rules and the provisions contained in the Guide to Medical officers.

9. The period of grant of disability pension depends upon the fact whether the disability is capable or incapable of improvements.

#### ***Incapable of Improvements :***

10. Where the disability is due to loss of limb(s), total loss of sight, loss of one eye, amputation etc. and where the question of worsening / improvements of it's physical condition does not arise, the award is notified for life in the first instance. In other cases it is notified for 10 years. During this period of 10 years the claimant has right to claim re-assessment on the basis of aggravation.

11. Where the percentage of disablement has remained unmodified for a period of 10 years and also remains the same on re-assessment after 10 years and has been regarded as incapable of improvement by the P.S.A, the disability pension shall be sanctioned for life.

#### ***Capable of Improvement***

12 Where the disability is capable of improvement or deterioration the period of award ranges from one to five years. The first award is calculated with reference<sup>3</sup> to the date of Medical Board.

13 Where the disability is accepted at the same percentage on the basis of three consecutive medical boards including release / Invaliding Medical Boards, the disability is accepted as Incapable of improvement and the award is notified for 10 years as incapable cases.

### *Appeal*

14. An individual whose claim to disability pension has been rejected by the P.S.A may submit an appeal against the adverse decision within the period of six months. The period of six months is counted from the date on which the decision is communicated by the P.S.A. The provision also exists for second appeal which is submitted to the Government of India, Ministry of Defence direct by the individual within six months.

APPENDIX  
**TOTAL NO. OF PENSIONERS  
AS ON 01.04.2004.**

*Total No. of pensioners are approximately - 20,93,674.*

**DETAILS AGENCIES-WISE**

<i>SL.NO.</i>	<i>Details of Agencies &amp; their Numbers</i>	<i>Total No. of Pensioners</i>
1.	TREASURIES-582	3,01,485
2.	P.S.Bs - BRANCHES - 30,000(Approx.)	10,85,612
3.	D.P.D.Os - 61	6,05,102
4.	POST OFFICES - 2	5,326
5.	P.A.Os - 5	3,086
6.	INDIAN EMBASSY NEPAL	93,063
	<b>GRAND TOTAL</b>	<b>20,93,674</b>

### RATES OF DEARNESS/INTERIM RELIEF

DATE	UPTO 1750	1750-3000	SUBJECT TO MIN.	EXCEEDING RS.3000/-	SUBJECT TO MIN.
1.7.86	4%	3%	70	2%	90
1.1.87	8%	6%	140	5%	180
1.7.87	13%	9%	228	8%	270
1.1.88	18%	13%	315	11%	391
1.7.88	23%	17%	403	15%	510
1.1.89	29%	22%	508	19%	660
1.7.89	34%	25%	595	22%	750
1.1.90	38%	28%	665	25%	840
1.7.90	43%	32%	753	28%	960
1.1.91	51%	38%	893	33%	1140
1.7.91	60%	45%	1050	39%	1350
1.1.92	71%	53%	1243	46%	1590
1.7.92	83%	62%	1453	54%	1860
1.1.93	92%	69%	1610	59%	2070
1.7.93	97%	73%	1698	63%	2190
1.1.94	104%	78%	1820	67%	2340
1.7.94	114%	85%	1995	74%	2550
1.1.95	125%	94%	2188	81%	2820
1.7.95	136%	102%	2380	88%	3060
1.1.96	148%	111%	2590	96%	3330
1.7.96	159%	119%	2783	103%	3570
1.1.97	170%	128%	2975	110%	3840

\* Since the consolidated pension/family pension arrived at as per Vth CPC (Pension) wef 1.1.96 includes Dearness Relief upto average index level 1510, Dearness Relief will be admissible thereon only beyond average index 1510 in accordance with the revised scheme of Dearness Relief as follows:

## **RATES OF DEARNESS RELIEF (Vth & VIth CPC)**

\* Since the consolidated pension/family pension arrived at as per Vth and VIth CPC wef 1.1.96 includes Dearness Relief upto average index level 1510, Dearness Relief will be admissible thereon only beyond average index 1510 in accordance with the revised scheme of Dearness Relief as follows:

DATE	PERCENTAGE	
1.7.1996	04%	
1.1.1997	08%	
1.7.1997	13%	
1.1.1998	16%	
1.7.1998	22%	
1.1.1999	32%	
1.7.1999	37%	
1.1.2000	38%	
1.7.2000	41%	
1.1.2001	43%	
1.7.2001	45%	
1.1.2002	49%	
1.7.2002	52%	
1.1.2003	55%	
1.7.2003	59%	
1.1.2004	61%	
* 1.4.2004	* 11%	
1.7.2004	14%	
1.1.2005	17%	
1.7.2005	21%	
1.1.2006	24%	0%
1.7.2006	29%	2%
1.1.2007	35%	6%
1.7.2007	41%	9%
1.1.2008	<b>47%</b>	12%
1.7.2008	54%	16%
1.1.2009	64%	22%
1.7.2009	73%	27%
1.1.2010	87%	35%
1.7.2010		45%
1.1.2011		51%
1.7.2011		58%
1.1.2012		65%

AS PER 6<sup>TH</sup> CPC

\* Dearness Relief from 01.04.2004 would be payable @ 11% on basic pension / family pension and dearness pension / dearness family pension vide GOI, Min. of P,PG & Pension Dept. of P&PW O.M. No. 42/2/2004-P&PW(G) dated 15.03.2004 and further as notified by Govt. of India from time to time.

### **Interim Relief to Central Government pensioners/family pensioners.**

- (i) At the rate of Rs.50/- p.m. with effect from 1.4.95.
- (ii) At the rate of 10% of Basic Pension/ Family Pension subject to a minimum of Rs. 50/- p.m. with effect from 1.4.95.
- (iii) At the rate of 10% of the Basic Pension/Family Pension subject to a minimum of Rs. 100/- p.m. with effect from 1.4.96.

### **METHODS OF CALCULATION OF SERVICE PENSION/GRATUITY ETC.**

The methods of calculations for various Types of Pensions in respect of Defence Civilians, Commissioned Officers and PBOR are given below.

#### DEFENCE CIVILIANS

##### 1. CALCULATION OF PENSION

DATE OF RETIREMENT 30.6.1999 (AN)  
QUALIFYING SERVICE 33 YEARS.  
31 ½ YEARS.

PAY DRAWN FROM 1.3.1998 RS 9500/-PM  
FROM 1.3.1999 RS 9700/-PM

AVERAGE EMOLUMENTS (1.9.1998 TO 30.6.1999)  
 $(9500 * 6) + (9700 * 4) / 10 = 9580$

PENSION FOR MAXIMUM QUALIFYING SERVICE OF 33 YEARS.  
50% OF AVERAGE EMOLUMENTS  
 $9580 * 50 / 100 = 4790/- PM$

PENSION FOR 31 ½ YEARS OF QUALIFYING SERVICE.  
**BB. RS 4790 \* 31 ½ / 33 = 4572.27**  
**CC. ROUNDED OFF TO 4573/-PM**

IN ADDITION TO PENSION DEARNESS RELIEF IS ALSO ADMISSIBLE.

##### DD. 2. CALCULATION RETIREMENT GRATUITY

LAST PAY RS 9700/-  
RATE OF DA 45 % (WEF 1.7.2001.)

EMOLUMENT FOR RETIREMENT GRATUITY  
 $9700 + 4365 = 14065/-$

GRATUITY FOR 33 YEARS QUALIFYING SERVICE OR MORE.

$$14065 * \frac{1}{4} * 66 = 232073/-$$

GRATUITY FOR 30 YEARS OF QUALIFYING SERVICE.

$$14065 * \frac{1}{4} * 60 = 210975/-$$

### 3. CALCULATION - DEATH GRATUITY

EE. PAY RS 9700/-

DA = @ 45% OF PAY (WEF 1.7.2001)

EMOLUMENT FOR DEATH GRATUITY

$$= \text{RS } 9700 + \text{RS } 4365 = \text{RS } 14065/-$$

Rate of death gratuity for the service of 20 years or more is half of the emoluments for every completed six monthly period of service subject to a maximum of 33 times of emoluments or 3.5 lakhs which ever is less. For the length of service less than 20 years rate of death gratuity is as under:-

SL NO	FF. LENGTH OF SERVICE	RATE OF DEATH GRATUITY
1.	LESS THAN ONE YEAR	2 TIMES OF EMOLUMENTS
2.	ONE YEAR OR MORE BUT LESS THAN 5 YEARS	6 TIMES OF EMOLUMENTS
3.	5 YEARS OR MORE BUT LESS THAN 20 YEARS	12 TIMES OF EMOLUMENTS

*Thus death gratuity for emoluments of Rs 14065/- will be:-*

$$33 \text{ YEARS QUALIFYING SERVICE } 14065 \times \frac{1}{2} \times 66 = 464145/-$$

RESTRICTED TO MAXIMUM RS 3,50,000/-

$$2 \text{ YEARS QUALIFYING SERVICE } 14065 \times 6 = 84390/-$$

### 4. CALCULATION FOR FAMILY PENSION

DATE OF BIRTH	6.6.1940
DATE OF DEATH WHILE IN SERVICE	31.10.1998
GG. LAST PAY DRAWN	RS 9000/-PM

**FAMILY PENSION:**

**(III) NORMAL RATE**



30% OF PAY LAST DRAWN  
 $9000 * 30 / 100 = 2700 / \text{PM}$

**(IV) ENHANCED RATE**

**Twice of the normal rate or 50% of pay last drawn which ever is less**

$\text{RS } 2700 * 2 = 5400$  OR  $9000 * 50 / 100 = 4500 / \text{-PM}$  THUS RS  
4500/- PM WEF. 01.11.98

*Dearness relief will be admissible on family pension.*

**5.COMMUTATION OF PENSION**

**FORMULA :-**

$\text{AMOUNT TO BE COMMUTED} * \text{COMMUTED VALUE} * 12$

**Commutation value for different ages is given in a table under the CCS (commutation of pension) rules**

**A government servant retires with a pension of Rs. 2786/-, the maximum amount that he can commute is 40% of his pension i.e. Rs 1114/- ignoring the balance which is in fraction, the commutation amount will be as follows according to age next birthday.**

AGE NEXT BIRTHDAY	COMMUTATION VALUE	CALCULATION	COMMUTED AMOUNT
59	10.46	$1114 * 10.46 * 12$	Rs.1,39,830
60	10.13	$1114 * 10.13 * 12$	Rs1,35,418
61	09.81	$1114 * 9.81 * 12$	Rs.,31,141

**6. Revision of Pension.**

**The family pension in respect of Government servant / pensioner who died prior to 01.01.86 should be updated as per O.M., dated 10.02.1998, etc. The procedure will be as follows: -**

- (d) The pay of the deceased Government servant/pensioner should be notionally fixed on 01.01.1986 as per CCS (RP) Rules, 1986;
- (e) Family pension should be notionally revised as per IVth CPC;
- (f) The family pension thus revised should be updated on 01.01.1996 as per Vth CPC.

**SAMPLE CALCULATIONS ARE AS FOLLOWS:**

*(a) Notionally fixing pension on 01.01.1986 as per CCS (RP) Rules, 1986;*

(i)	Date of death of Government servant while in service	22.12.1984
(ii)	Pay drawn in the scale of Rs. 1500-2500	Rs. 2250
(iii)	Notional fixation of pay on 01.01.1986 in the scale of Rs. 4500-5700	Rs. 5250
(iv)	Family Pension at 15% on the notional pay of Rs. 5250	Rs. 788
(v)	Consolidated family pension on 01.01.1986	Rs. 2400
(vi)	Family pension at 30% of Rs. 5250	Rs. 1575
(vii)	Difference [to be added to family pension at (v)]	Rs. 1575-788 Rs. 787
(viii)	Revised family pension on 01.01.1996	Rs. 2400 + 787 Rs. 3187
(ix)	Revised pay scale as per V CPC	Rs. 14300-18300
(x)	30% of minimum of the revised pay scale at (ix) above	Rs. 4290
(xi)	Family pension admissible from 01.01.96 will be	Rs. 4290 p.m.

HH.

II. (b) Notionally revising Family pension as per IVth CPC;

The details are as under: -

Date of Birth	08.11.1935
Date of Appointment	14.03.1958
Date of Retirement	30.11.1993
Pension fixed from 01.12.1993	Rs. 2598(50% of Rs. 5196)
Scale of pay on the date of retirement	Rs. 3700-5600
Family Pension	Rs. 795
Enhanced Family Pension	Rs. 1590
Date of Death	05.05.1998
Revised scale of Pay from 1.1.96	Rs. 12000-18400
Revised consolidated pension from 01.01.1996	Rs. 6832
Revised Family Pension from 01.01.96	Rs. 2420
Revised Enhanced Family Pension	Rs. 4789
Family Pension revised as O.M.	Rs. 3600 i.e., 30% minimum
Dated 18.12.1998	In the scale of Rs. 12000-18400

*(c) Calculation of Family Pension as per OM dated 22.06.1999 as shown below :-*

(i)	Date of retirement	30.11.1993
(ii)	Scale of Pay	Rs. 3700-5600
(iii)	Pay last drawn	Rs. 5300
(iv)	Family pension admissible at the rate in force	Rs. 795
(v)	Enhanced family pension (before 01.01.1996)	Rs. 1590
	Pension authorized from 1.12.93	Rs. 2598
	Consolidated pension as on 1.1.96	Rs. 6832
(vi)	Consolidated Family Pension (in terms of O.M., dated 27.10.97)	
	(a) Normal rate	Rs. 2420
	(b) Consolidated enhanced family pension	Rs. 4789
(vii)	(a) Family Pension admissible @ 30% of pay at (iii) above	Rs. 1590
	(b) Enhanced Family Pension	Rs. 2598 (limiting to the pension drawn)
(viii)	(a) Additional Family Pension admissible on 1.1.96	Rs. 1590-795=795
	(c) Enhanced additional Family Pension	Rs. 2598-1590= 1008
(ix)	(a) Total family pension admissible (normal rate) on 1.1.1996	Rs. 2420 + 795= 3215
	(b) Total enhanced family pension on 1.1.1996	Rs. 4789 + 1008= 5797
	(c) Total enhanced family pension (in view of the provisions of O.M. No. 45/10/98-P&PW (A), dated 17.12.1998.	Rs. 6000 (50% of minimum of the revised equivalent scale i.e. Rs. 12000-18400 or revised pension as on 1.1.96 of the pensioner whichever is less)

## **COMMISSIONED OFFICERS**

### **1. MODEL CALCULATION OF RETIRING GRATUITY**

1.	Name, IC No. & Rank	Maj. XXXX
2.	Date of Commission	08-03-1986
3.	Date of Retirement	15-05-1997
4.	Last Basic Pay	Rs. 10500/-
5.	Rank Pay	Rs. 1200/-
6.	Qualifying Service	11 Years 02 Months 07 Days
7.	Reckonable Emoluments	
	Last Pay Drawn	Rs. 10500.00/-
	Rank Pay	Rs. 1200.00/-
	DA @ 8%	Rs. 936.00/-
	Total	Rs. 12,636.00/-
8.	RETIRING GRATUITY	
	(Reck. Emol. * Q.S. without Weightage)	
	(Rs. 12,636 * 11)	Rs. 1,38,996.00/-

### **2. MODEL CALCULATION OF RETIREMENT GRATUITY**

1.	Name, IC No. & Rank	Maj. XXXX
2.	Date of Commission	08-03-1986
3.	Date of Retirement	15-05-1997
4.	Last Basic Pay	Rs. 10500/-
5.	Rank Pay	Rs. 1200/-
6.	Qualifying Service	11 Years 02 Months 07 Days
	Weightage	05 Years
	Total	16 Years 02 Months 07 Days
7.	Reckonable Emoluments	
	Last Pay Drawn	Rs. 10500.00/-
	Rank Pay	Rs. 1200.00/-

	DA @ 8%	Rs. 936.00/-
	Total	Rs. 12,636.00/-
8.	RETIREMENT GRATUITY  (Reck. Emol. * Q.S. with Weightage) / 2	
	(Rs. 12,636 * 16) / 2	Rs. 101088.00/-

### 3.MODEL CALCULATION OF DEATH GRATUITY

A.	<b>Particulars of Service</b>		
	I.	Date of Birth	31.12.60
	II.	Date of Ist Commission	19.12.81
	III.	Date of Death	30.10.99
	IV.	Last Pay Drawn	
	a.	Basic Pay	Rs. 13900/-
	b.	Rank Pay	Rs. 1600/-
	c.	<b>Pay for Death Gratuity</b>	
		Basic Pay	Rs. 13900/-
		Rank Pay	Rs. 1600/-
		D A @ 37%	Rs. 5735/-
		Total	Rs. 21235/-
B.	JJ. Qualifying Service		
	Commissioned Service From 19.02.81 to 30.10.99		18 Years 315 days
	Weightage (for gratuity only)		5 Years
	Total		23 Yrs. 315 days say 24 Years
D.	<b>KK. Calculation of Death Gratuity</b>		
	Rs. 21235 X 24		= Rs. 5,09,640/-
	Restricted to Maximum		= Rs. 3,50,000/-
	Amount withheld		= Rs. 1000/-
	Total		= Rs. 3,49,000/-

### 4.MODEL CALCULATION OF INVALIDMENT GRATUITY

1.	Name, IC No. & Rank	Capt. XXXX
2.	Date of Commission	25-08-1990
3.	Date of Invalidment	10-04-1998
4.	Last Basic Pay	Rs. 10200/-
5.	Rank Pay	Rs. 400/-
6.	Qualifying Service	07 Years 07 Months 15 Days
	Weightage	Nil
	Net Qualifying Service	07 Years 07 Months 15 Days(i.e. 07.5 Years)
7.	<b>Reckonable Emoluments</b>	
	Last Pay Drawn	Rs. 10200.00/-

	Rank Pay	Rs. 400.00/-
	DA @ 16%	Rs. 1696.00/-
	Total	Rs. 12,296.00/-
8.	<b>INVALIDMENT GRATUITY</b>	
	(Reck. Emol. * Q.S.) / 2	
	(Rs. 12,296 * 7.5) / 2	Rs. 46,110.00/-

#### 5. MODEL CALCULATION OF PENSION/COMMUTATION

1.	<b>LL. Name ,IC No. &amp; Rank</b>	Brig. XXXXX
2.	<b>MM. Date of Commissioned</b>	30.06.63
3.	<b>NN. Date of Retirement</b>	30.11.99
4.	<b>OO. Qualifying Service</b>	36 Yrs. 5 Months
	Plus Weightage	05 Yrs.
	Total	41 Yrs. 5 Months
5.	<b>PP. Average Pay of Last 10 Months</b>	
	w.e.f. 01.02.99 to 31.11.99 @Rs. 18050 X 10	Rs. 180500.00/-
	Stg. Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 450 X 10	Rs. 4500.00/-
	Rank Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 2400 X 10	Rs. 24000.00/-
	Total	Rs. 2,09,000.00/-
	Average Pay (Rs. 2,09,000.00/-) / 10	Rs. 20,900.00/-
6.	Retiring Pension (20,900 X 50 %)	Rs. 10450.00/- p.m. w.e.f. 1.12.99
		Plus Dearness Relief @37% w.e.f. 1.12.99
7.	<b>QQ. Commutation of Pension</b>	
I.	Date of Birth	05.10.44
II.	Age next birthday 05.10.2000	56 Yrs.
III.	Purchase value at the age of 56 Yrs.	Rs. 11.42/-
IV.	Amount commuted Rs. 10450.00 X 43%	Rs. 4493.00/-
V.	Capitalised Value (Rs. 4493 X 11.42 X 12) =	Rs. 6,15,720.72/- Say Rs. 6,15,721.00/-
8.	<b>RR. Residual Pension Rs.10450-Rs. 4493</b>	Rs.5957.00/-
<i>Note : Dearness Relief is payable on full pension without commutation i.e. Rs. 10450/-</i>		

#### 6.MODEL CALCULATION OF RETIRING PENSION OF COMMISSIONED OFFICER

1.	Name ,IC No. & Rank	Brig. XXXXX
2.	Date of Commissioned	30.06.63

3.	Date of Retirement	30.11.99
4.	Qualifying Service	36 Yrs. 5 Months
	Plus Weightage	05 Yrs.
	Total	41 Yrs. 5 Months
5.	Average Pay of Last 10 Months	
	w.e.f. 01.02.99 to 31.11.99 @Rs. 18050 X 10	Rs. 180500.00/-
	Stg. Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 450 X 10	Rs. 4500.00/-
	Rank Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 2400 X 10	Rs. 24000.00/-
	Total	Rs. 2,09,000.00/-
	Average Pay (Rs. 2,09,000.00/-) / 10	Rs. 20,900.00/-
6.	Retiring Pension (20,900 X 50 %)	Rs. 10450.00/- p.m. w.e.f. 1.12.99
		Plus Dearness Relief @37% w.e.f. 1.12.99

**7.MODEL CALCULATION OF PENSION/FAMILY PENSION  
COMMISSIONED OFFICER**

1.	<b>SS. Name ,IC No. &amp; Rank</b>	Brig. XXXXX
2.	<b>TT.Date of Commissioned</b>	30.06.63
3.	<b>UU. Date of Retirement</b>	30.11.99
4.	<b>VV. Qualifying Service</b>	36 Yrs. 5 Months
	Plus Weightage	05 Yrs.
	Total	41 Yrs. 5 Months
5.	<b>WW. Average Pay of Last 10 Months</b>	
	w.e.f. 01.02.99 to 31.11.99 @Rs. 18050 X 10	Rs. 180500.00/-
	Stg. Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 450 X 10	Rs. 4500.00/-
	Rank Pay w.e.f. 1.2.99 to 30.11.99 @Rs. 2400 X 10	Rs. 24000.00/-
	Total	Rs. 2,09,000.00/-
	Average Pay (Rs. 2,09,000.00/-) / 10	Rs. 20,900.00/-
6.	Retiring Pension (20,900 X 50 %)	Rs. 10450.00/- p.m. w.e.f. 1.12.99
		Plus Dearness Relief @37% w.e.f. 1.12.99
7.	<b>XX.Calculation of Ordinary Family Pension</b>	

	Last Basic Pay	Rs. 18050.00/-
	Rank Pay	Rs. 2400.00/-
	Stg. Pay	Rs. 450.00/-
	Total	Rs. 20,900.00/-
8.	Rate of Ordinary Family Pension E.R. N.R.	Rs. 10,450/- Rs. 6,270/-

**8.MODEL CALCULATION OF SPECIAL FAMILY PENSION/ GRATUITY :  
COMMISSIONED OFFICER**

	<b>Particulars of Service</b>				
I.	Date of Birth			02-09-67	
II.	Date of Ist Commission			17-12-88	
III.	Date of Death			18-10-99	
IV.	Last Pay Drawn				
a.	Basic Pay			Rs. 10500/-	
b.	Rank Pay			Rs. 1200/-	
c.	Pay for Death Gratuity				
	Basic Pay			Rs. 10500/-	
	Rank Pay			Rs. 1200/-	
	D A @ 37%			Rs. 4329/-	
	Total			Rs. 16029/-	
	Cause of Death    Attributable to Military service				
B.	<b>Qualifying Service</b>				
	Commissioned Service From 17-12-88 to 18-10-99			10 Years 10 Months 3 Days	
	Weightage (for gratuity only)			5 Years	
	Total			15Yrs. 10 Months 3 Days	
C.	<b>Detail of Family</b>				
I.	Name of Widow	Smt. AAAAAA			
II.	Name of Son	Shri BBBBBB	D o B	18-02-97	Male
III.	Name of Son	Shri CCCCCC	D o B	24-07-98	Male
D.	(1) Special Family Pension @ 60% of last pay drawn (Rs. 11700/-) = Rs. 7020/- p.m. w.e.f. 19.10.99. DR as admissible from time to time shall be payable in addition.				
E.	<b>Calculation of Death Gratuity</b>				
	Rs. 16029 * 12			Rs. 1,92,348/-	

**9.MODEL CALCULATION OF DEPENDENT PENSION/ GRATUITY:  
COMMISSIONED OFFICER**

A.	<b>Particulars of Service</b>				
I.	Date of Birth	18-09-75			
II.	Date of Ist Commission	12-12-98			



III.	Date of Death	25-02-2000
IV.	Rank	Lt.
V.	Last Pay Drawn	
a.	Basic Pay	Rs. 8550/-
b.	Rank Pay	Rs. 0000/-
c.	Pay for Death Gratuity	
	Basic Pay	Rs. 8550/-
	D A @ 38%	Rs. 3249/-
	Total	Rs. 11799/-
	Cause of Death Attributable to Military service.	
B.	<b>Qualifying Service</b>	
	Commissioned Service From 12-12-98 to 25-02-2000	01 Years 02 Months 14 days
C.	<b>Detail of Family</b>	
	Name of Father	Shri ZZZZZZ
D.	Notional Special Family Pension admissible @ 60% of Last pay drawn	Rs. 5,130/-
(a)		
(b)	Dependent Pension @ 50% of Notional Special Family Pension	Rs. 2,565/- p.m. w.e.f 26-02-2000 for life plus DR as admissible from time to time.
E.	<b>Calculation of Death Gratuity</b>	
	Rs. 11,799 * 6	Rs. 70,794/-

#### 10.MODEL CALCULATION OF LIBERALISED FAMILY PENSION/ GRATUITY : COMMISSIONED OFFICER

A.	<b>Particulars of Service</b>	
I.	Date of Birth	31.12.60
II.	Date of Ist Commission	19.12.81
III.	Date of Death	30.10.99
IV.	Last Pay Drawn	
a.	Basic Pay	Rs. 13900/-
b.	Rank Pay	Rs. 1600/-
c.	<b>Pay for Death Gratuity</b>	
	Basic Pay	Rs. 13900/-
	Rank Pay	Rs. 1600/-
	D A @ 37%	Rs. 5735/-
	Total	Rs. 21235/-
	Cause of Death Attributable/ non attributable by Govt. Battle Casualty Case	
B.	<b>Qualifying Service</b>	
	Commissioned Service From 19.02.81 to 30.10.99	18 Years 315 days
	Weightage (for gratuity only)	5 Years

	Total				23 Yrs. 315 days say 24 Years	
C.	Whether nomination executed				Yes	
	Detail of Family					
I.	Name of Widow	Smt. AAAAA	D o B	9.8.67	Date of Marriage	11.10.90
II.	Name of Son	Shri BBBBB	D o B	5.11.92		Male
III.	Name of Son	Shri CCCCC	D o B	12.1.94		Male
D.	Working out Liberalised Family Pension @ Rs. 15500/- p.m. w.e.f. 31.10.99 till widowhood plus DA @ 37% on Rs. 15500/-					
E.	Calculation of Gratuity					
	Rs. 21235 X 24				Rs. 5,09,640/-	
	Restricted to Maximum				Rs. 3,50,000/-	
	Amount withheld				Rs. 1000/-	
	Total				Rs. 3,49,000/-	

#### 11.EX-GRATIA LUMP-SUM COMPENSATION:

**Ex-gratia lump sum compensation admissible to those who were killed in action or died due to enemy action, or killed by extremists/terrorists /dacoits or antisocial elements etc:**

**Rs.1 Lakh      ...      Those who died between 20.8.93 and 30.4.95**  
**Rs.2 Lakhs    ...      1.5.95 to 31.07.97**  
**Rs.5 Lakhs/...      Those who were killed on or after 1.8.97 for death occurred due to accident, act of violence of terrorist/anti-social element.**  
**Rs. 7.50 Lakhs. W.e.f. 1-08-97 for death occurred due to enemy action international war, border skir mishes.**  
**Rs.10 Lakhs...      With effect from 1-5-99 to 31.10.99.- Death occurred during OP Vijay**

#### 12. MODEL CALCULATION OF LIBERALISED DEPENDENT PENSION/ GRATUITY: COMMISSIONED OFFICER

A.	<b>Particulars of Service</b>	
I.	Date of Birth	06-08-76
II.	Date of Ist Commission	12-12-98
III.	Date of Death	19-07-2000 (killed in action)
IV.	<b>Last Pay Drawn</b>	
a.	Basic Pay	Rs. 8550/-
b.	Rank Pay	Rs. 0000/-
c.	<b>Pay for Death Gratuity</b>	
	Basic Pay	Rs. 8550/-
	D A @ 41%	Rs. 3506/-
	Total	Rs. 12056/-
	Cause of Death    Attributable/ non attributable by Govt.    Battle Casualty Case	

B.	<b><i>Qualifying Service</i></b>	
	Commissioned Service From 12-12-98 to 19-07-2000	01 Years 07 Months 07 days
C.	<b><i>Detail of Family</i></b>	
	Name of Father	Sri BBBBB
	Name of Mother	Smt. AAAAA
D.	Working out Liberalised Dependent Pension for both parents @ 75% of last pay drawn (i.e. Rs. 8550/-) = Rs. 6413/- p.m. w.e.f 20-07-2000 for life and for single parent @60% of last pay drawn (Rs. 8,550/-) = Rs. 5,130/- p.m.	
E.	<b><i>Calculation of Death Gratuity</i></b>	
	Rs. 12056 X 6	Rs. 72,236/-

## Personnel Below Officers Rank

### Calculation of Pension

#### *1. Model calculation: Service pension :*

<u>Particulars</u>	-	<u>Subedar Gp 'Y'</u>
Date of birth	:	10.08.53
Date of enrolment	:	10.08.71
Date of discharge	:	31.08.99
Qualifying service	:	28 years 22 days
Non qualifying service	:	Nil
Pay scale	:	6600-170-9320
Pay last drawn	:	6770

How pension calculated

$$= \frac{\text{max of pay scale of rank and Gp} \times (\text{QS} + 5 \text{ years weightage}^*)}{2 \times 33}$$

$$= \frac{9320 \times 33}{2 \times 33} = \text{Rs.4660/- pension p.m. w.e.f. 01.09.1999}$$

\* max. 33 years.

#### *2. Family Pension :*

Particulars	-	Havildar Gp 'Y'
Date of birth	:	02.08.57
Date of enrolment	:	02.08.79
Date of discharge	:	31.08.99
Qualifying service	:	20 years
Non qualifying service	:	Nil
Pay scale	:	3600-100-5100
Pay last drawn	:	4200
Highest Classification allowance	:	150

How pension calculated

max of pay scale including highest classification allowance of

$$\frac{\text{rank and Gp X (QS + 5 years weightage=20 + 5 = 25)}}{2 \times 33}$$

$$= \frac{\text{Rs. 5100 + 150(1/2) x 20 + 5}}{2 \times 33}$$

$$= \text{Rs. 1961 /- pension p.m. w.e.f. 01.09.1999}$$

### 3.MODEL CALCULATION: DISABILITY ELEMENT IN ADDITION TO SERVICE PENSION (RELEASE CASE).

RANK	-	HAV
Date of Enrolment	-	13.7.84
Date of Discharge	-	29.2.2000
Date of RMB held	-	1.12.99
Qualifying Service	-	15 years 7 months (rounded to 16 years)
Onset of ID	-	25.7.98
Accepted by APO/MA(P)	-	Aggravated by service at 30% for 5 years
Granted DE	= $\frac{1550 \times 30}{100}$ =	Rs.465/- pm from 1.3.2000 to 30.11.2004
		as per table/formula(for 100% disability, rate is Rs.1550/-) as per MOD letter dt. 31.1.2001.
Dearness Relief as revised from time to time		
PPO is notified under D/E Series		

### 4. DISABILITY PENSION (INVALIDMENT CASE)

RANK	-	HAV Gp 'D'
Date of Enrolment	-	20.11.79
Date of Discharge	-	31.8.97
Date of RMB held	-	29.5.97
Date of Birth	-	15.7.62
Qualifying Service	-	17 years 285 days (rounded to 18 years)
Rate of Pay	-	Rs.1225/- (old rate of pay)
Class Pay	-	Rs.30/-
Invaliding Disability	-	Aggravated by service @20% for 2 years accepted by Award Panel Officer
<b>Disability Pension:</b>		
Service Element	-	Rs1659/- pm from 1.9.97 for life (As per chart of service pension MOD letter dated 3.2.1998)
Disability Element	-	Rs.775/- pm from 1.9.97 to 28.5.99

Disability Element for 100% disablement is Rs.450/- pm

$$\text{Calculation} = \frac{1550 \times 50}{100} = 775.00^*$$

\* in invalidment cases 20% rounded to 60% as per MOD letter dt. 31.1.2001.

Dearness Relief @ 13% w.e.f. 1.9.1997 as amended from time to time.

### 5. War Injury Pension (Invalidment)

RANK	-	SEPOY 'Y'
Date of Enrolment	-	27.8.97
Date of Discharge	-	30.8.2000
Date of Birth	-	12.4.78
Qualifying Service	-	3 years 4 days
Basic Pay	-	Rs.3320/-
Accepted by APO/MA(P)	-	Attributable at 60% for 5 years
<b>War Injury Pension</b>		
1. Service element	=	1658 (max. pension of the rank & group).
2. War Injury Element	=	$\frac{3100 \times 60}{100} = 1860$
Total W.I.P.	=	SE + WIE
	=	1658 + 1860 = 3518/- subject to max of last basic pay = 3320/-

Retirement Gratuity - NIL (Because service being less than 5 years since min. Qualifying service for retirement gratuity is 5 years)

@Rs.3320/- pm w.e.f 31.8.2000 to 24.7.2005

Dearness relief as revised from time to time.

(PPO is notified under 'D/BC' Series)

### 6. COMPENSATION IN LIEU OF DE/WAR INJURY PENSION

RANK	-	RIFLEMAN
Date of Injury	-	28.7.95
Date of Birth	-	25.8.73

Medical Board held	-	AFMSF/5-B held on 24.8.96
Age on next date of birth	-	23 years
Purchase Value	-	Rs.18.70 (as per commutation table)
Disability accepted by APO	-	40% for life
Amount of DE for 40%	-	$\frac{900 \times 40}{100} = \text{Rs.}360/- \text{ pm}$

(As per double rate of ordinary Disability Element viz. Rs.900/-

Compensation Payable	=	$360 \times 12 \times 18.70$
Calculation	=	Amount of D.E X 12 months X
		Purchase Value for that age
	=	Rs.80,784/-

## 7. COMMUTATION OF PENSION

Particulars	-	Havildar Gp 'Y'
Date of birth	:	02.08.57
Date of enrolment	:	02.08.75
Date of discharge	:	31.08.99
Qualifying service	:	24 years 1 month
Non qualifying service	:	Nil
Pay scale	:	3600-100-5100
Pay last drawn	:	4200
Classification allowance	:	150

### YY.How commutation calculated

Pension	:	2275/-
		$45\% \text{ of pension} = 2275 \times 45 / 100$
		$= 1023.75 = 1023/-$

### Formula:

$45\% \text{ of the pension} \times 12 \times \text{purchase value of age next birthday} - \text{Age at next birthday} = 43 \text{ years.}$

Purchase value = 15.15

$\text{Rs. } 1023 \times 12 \times 15.15 = \text{Rs. } 1,85,981/-$

Residual pension Rs. 1252/- ( $2275 - 1023 = 1252$ )

## LIST OF ABBREVIATIONS

P.D.A. -	Pension Disbursing Agency/Authority
P.A.O. -	Pay Accounts Office
C.D.A.(O)	- Controller of Defence Accounts (Officers)
Pr.CDA. (P)	- Principal Controller of Defence Accounts (Pensions)
D.P.D.O.	- Defence Pension Disbursing Office
I.E.	- Indian Embassy
M.H.	- Military Hospital
R.O.	- Record Office
P.O.	- Post Office
P.P.O. -	Pension Payment Order
O.T.I.	- One Time Increase
H.O.O.-	Head Of Office
TRY.	- Treasury
P.C.	- Pension Certificate/Pension Circular
P.S.A. -	Pension Sanctioning Authority
C.V.P. -	Capitalised Value of Pension
F.P.	- Family Pension
P.S.B. -	Public Sector Bank
D.C.R.G.	- Death Cum Retirement Gratuity
Air HQ.	- Air Headquarters
N. HQ.-	Naval Headquarters
H.O. No.	- Head Office Number
T.S. No.	- Treasury Serial Number
P.S. No.	- Pensioner Serial Number
C.D.A.(P.D.)	Controller of Defence Accounts (Pension Disbursement)
Z.O.(P.D.)	- Zonal Officer (Pension Disbursement)
D.E.	- Disability Element
R.S.M.B.	- Re-Survey Medical Board
C.A.A. -	Constant Attendance Allowance
C.E.A. -	Children Education Allowance
B.C.	- Battle Casualty
A.H.Q.-	Army Head Quarters
C.A.	- Children Allowance
W.I.P.	- War Injury Pension
P.B.O.R.	- Personnel Below Officer Rank
G.C.R.C.	- Govt. Contribution Resumption Certificate
M.A.(P)	- Medical Advisor (Pensions)



# ALLOCATION OF PUBLIC SECTOR BANKS FOR PAYMENT OF DEFENCE PENSION

S.N.	State	Name of the Public Sector Banks	
1.	Kerala	(i)	State Bank of India
		(ii)	State Bank of Travancore
		(iii)	Canara Bank
		(iv)	Syndicate Bank
		(v)	Union Bank of India
		(vi)	Central Bank of India
		(vii)	Indian Bank
		(viii)	Indian Overseas Bank
		(ix)	Vijaya Bank
2.	Karnataka*	(i)	State Bank of India
		(ii)	State Bank of Mysore
		(iii)	Canara Bank
		(iv)	Syndicate Bank
		(v)	Union Bank of India
		(vi)	Indian Bank
		(vii)	State Bank of Hyderabad
		(viii)	Corporation Bank
		(ix)	Vijaya Bank
3.	Maharashtra*	(i)	State Bank of India
		(ii)	Bank of Maharashtra
		(iii)	Bank of India
		(iv)	Central Bank of India
		(v)	Dena Bank
		(vi)	Union Bank of India
		(vii)	State Bank of Hyderabad
		(viii)	Bank of Baroda
		(ix)	Canara Bank
		(x)	Syndicate Bank
		(xi)	United Commercial Bank
4.	Gujarat	(i)	State Bank of India
		(ii)	Dena Bank
		(iii)	Bank of Baroda
		(iv)	Central Bank of India
		(v)	Bank of India
		(vi)	Union Bank of India
		(vii)	State Bank of Saurashtra
		(viii)	United Commercial Bank
5.	West Bengal*	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
		(iv)	Central Bank of India
		(v)	Allahabad Bank
		(vi)	Bank of India

		(vii)	Bank of Baroda
		(viii)	Punjab National Bank
		(ix)	Union Bank of India
6.	<b>Punjab</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	New Bank of India
		(v)	Oriental Bank of Commerce
		(vi)	Punjab & Sind Bank
		(vii)	United Commercial Bank
		(viii)	Bank of India
		(ix)	Indian Overseas Bank
		(x)	State Bank of Patiala
7.	<b>Haryana</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	Syndicate Bank
		(v)	Bank of India
		(vi)	Union Bank of India
		(vii)	State Bank of Patiala
		(viii)	New Bank of India
		(ix)	Oriental Bank of Commerce
8.	<b>Uttar Pradesh*</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Allahabad Bank
		(iv)	Central Bank of India
		(v)	Union Bank of India
		(vi)	Bank of Baroda
		(vii)	Canara Bank
		(viii)	Oriental Bank of Commerce
		(ix)	Syndicate Bank
		(x)	Punjab & Sind Bank
9.	<b>Chandigarh</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	United Commercial Bank
		(v)	State Bank of Patiala
		(vi)	Bank of India
10.	<b>Andhra Pradesh*</b>	(i)	State Bank of India
		(ii)	State Bank of Hyderabad
		(iii)	Syndicate Bank
		(iv)	Indian Bank
		(v)	Union Bank of India
		(vi)	Central Bank of India
		(vii)	Andhra Bank
		(viii)	Corporation Bank
		(ix)	Vijaya Bank
		(x)	Canara Bank

11.	<b>Assam</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
		(iv)	Punjab National Bank
		(v)	Central Bank of India
		(vi)	Allahabad Bank
12.	<b>Bihar</b>	(i)	State Bank of India
		(ii)	Central Bank of India
		(iii)	Punjab National Bank
		(iv)	Bank of India
		(v)	United Commercial Bank
		(vi)	Allahabad Bank
		(vii)	United Bank of India
		(viii)	Bank of Baroda
		(ix)	Union Bank of India
13.	<b>Himachal Pradesh</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	United Commercial Bank
		(iv)	State Bank of Patiala
		(v)	Central Bank of India
		(vi)	Union Bank of India
14.	<b>Jammu &amp; Kashmir</b>	(i)	State Bank of India
		(ii)	Punjab National Bank
		(iii)	Central Bank of India
		(iv)	United Commercial Bank
15.	<b>Madhya Pradesh</b>	(i)	State Bank of India
		(ii)	State Bank of Indore
		(iii)	Central Bank of India
		(iv)	Bank of India
		(v)	Punjab National Bank
		(vi)	Allahabad Bank
		(vii)	Bank of Maharashtra
		(viii)	Union Bank of India
		(ix)	United Commercial Bank
		(x)	Dena Bank
16.	<b>Nagaland</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
17.	<b>Orissa</b>	(i)	State Bank of India
		(ii)	United Commercial Bank
		(iii)	Bank of India
		(iv)	United Bank of India
		(v)	Indian Overseas Bank
		(vi)	Indian Bank
		(vii)	Andhra Bank
		(viii)	Central Bank of India
18.	<b>Rajasthan</b>	(i)	State Bank of India
		(ii)	State Bank of Bikaner & Jaipur

		(iii)	Punjab National Bank
		(iv)	Bank of Baroda
		(v)	United Commercial Bank
		(vi)	Central Bank of India
		(vii)	New Bank of India
		(viii)	Union Bank of India
19.	<b>Tamil Nadu*</b>	(i)	State Bank of India
		(ii)	Indian Bank
		(iii)	Indian Overseas Bank
		(iv)	Canara Bank
		(v)	Union Bank of India
		(vi)	Syndicate Bank
		(vii)	Bank of Baroda
		(viii)	Bank of India
		(ix)	Central Bank of India
		(x)	Corporation Bank
20.	<b>Manipur</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
21.	<b>Meghalaya</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
		(iv)	Bank of Baroda
22.	<b>Tripura</b>	(i)	State Bank of India
		(ii)	United Bank of India
		(iii)	United Commercial Bank
23.	<b>Sikkim</b>	(i)	State Bank of India
24.	<b>Pondicherry</b>	(i)	State Bank of India
		(ii)	Indian Bank
		(iii)	United Commercial Bank
		(iv)	Indian Overseas Bank
25.	<b>Goa, Daman &amp; Diu</b>	(i)	State Bank of India
		(ii)	Bank of India
		(iii)	Bank of Baroda
		(iv)	Central Bank of India
		(v)	Canara Bank
		(vi)	Syndicate Bank
26.	<b>Dadar &amp; Nagar Haveli</b>	(i)	Dena Bank
27.	<b>Mizoram</b>	(i)	State Bank of India
28.	<b>Arunachal Pradesh</b>	(i)	State Bank of India
29.	<b>Andaman &amp; Nicobar Island</b>	(i)	State Bank of India
		(ii)	Syndicate Bank
30.	<b>Lakshadweep</b>	(i)	Syndicate Bank

\* For metropolitan cities of Delhi/New Delhi, Mumbai, Calcutta, Bangalore, Lucknow, Chennai and Hyderabad where the scheme was introduced with effect from 1<sup>st</sup> April 1987, all Public Sector Banks have been authorised to disburse pension under this scheme.

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