

SPEED POST

केन्द्रीय विद्यालय संगठन
KENDRIYA VIDYALAYA SANGATHAN
18-संस्थागत एरिया, शहीद जीत सिंह मार्ग
18-INSTITUTIONAL AREA,
SHAHEED JEET SINGH MARG.
नई दिल्ली / NEW DELHI -110016
दूरभाष/TEL-26858570, /फैक्स / FAX-26514179
वेबसाइट/Website: www.kvsangathan.nic.in

F.No.110126125/2012/KVS-NPS /PF

Dated 20.03.2014

20.03.2014

The Deputy Commissioner
Kendriya Vidyalaya Sangathan,
Regional Office, Bhopal

Subject : **Additional Relief on death/disability of Government servants covered by the New Defined Contribution Pension System(NPS) – regarding.**

Sir,

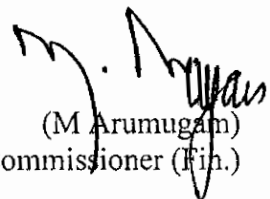
I am refer to your letter No. F.140230/13-14/KVS/BPL/A/C/Pension/185 dated 13/15.01.2014 on the captioned subject to inform you that the instruction contained in the following circulars/letters which are enclosed shall mutatis-mutandis be applicable to the employees of KVS for payment of benefits under New Pension Scheme :

- (a) KVS (HQ) New Delhi letter No F. 110239/51/Cir./2012/KV(Budget) dated 17/28.05.2012 forwarding GOI, Dept. of P & P.W., OM No 38/41/06-P&PW(A) dated 05.05.2009 .
- (b) GOI, M.F., O.M. No 1(7)/DCPS(NPS)/2009/TA/221 dated 02.07.2009 read with corrigendum No F.No1(7)/DCPS(NPS)/2009/TA/336-396 dated 29.09.2009.

You are requested to settle the claims in respect of NPS subscribers duly following instructions contained therein.

This issues with the approval of Commissioner.

Yours faithfully,


(M Arumugam)
Joint Commissioner (Fin.)

Enclosures : As above.

Copy to:

1. The Deputy Commissioners/Directors, All Regional Offices/ZIETs except Bhopal – for information and necessary action. This disposes all references made to this office on the subject.
2. The Assistant Commissioner (EDP) , KVS (HQ) with the request to upload the same in KVS website.
3. All Officers/Sections , KVS (HQ), New Delhi.

946/DC(AC)
20/3/14

SO(EDP)

NDA
20/3

Soedp

Kendriya Vidyalaya Sangathan
B, Institutional Area,
Shaheed Jeeb Singh Marg
New Delhi-110016

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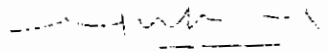
S.No.119239/31/CTI, 2012/KV (Budget)

Dated: 17.05.2012

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Copies of the following Office Memorandum issued by Genl. of
KVS are hereby being forwarded for your information.

1. G.I., Dept. of P. & P.W., O.M.No.38/41/06-P&PW (A) dated 05.05.2009 regarding Additional Relief on death/Disability of Government servants covered by the New Defined Contribution Pension System (NPS).
2. G.I., Dept. of Personnel & Training OM No.F. No.3101/4/2007-Estt. (A) dated 30th April, 2012 regarding CCS(1TC)Rules, 1988 - Relaxation for travel by air to visit NER.


(S.Muthuswami)
Asstt. Commissioner (Fin.)

Distribution:

1. The Deputy Commissioner, KVS, all ROs.
2. The Finance Officer, KVS, all ROs.
3. All Officers/Section at KVS (Hq.).
4. Principal, KV, Kathmandu, Moscow/Tehran.
5. The Gen. Secretary, all recognized associations.
6. The Director, ZIET Gwalior, Mumbai, Mysore, Chandigarh & Bhubaneswar.
7. The Asstt. Commissioner, (EDP Cell), KVS (Hq.) with the request to upload the same in KVS website.
8. RTI Cell KVS (Hq.).
9. Guard file.

So (Budget)

No. 38/41/06/P&PW(A)
Government of India
Ministry of Personnel Public Grievances and Pensions
Department of Pension and Pensioners Welfare

Lok Nayak Bhawan,
Khan Market, New Delhi-110 003
Dated 5th May, 2009

OFFICE MEMORANDUM

Sub: Additional Relief on death/disability of Government servants covered by the new Defined Contribution Pension System (NPS)

The undersigned is directed to say that the pension of the Government servants appointed on or after 1.1.2004 is regulated by the new Defined Contribution Pension System (known as New Pension Scheme), notified by the Ministry of Finance (Department of Economic Affairs) vide their O.M. No. 5/7/2003-ECB 2 PR dated 22.12.2003.

2. On introduction of the New Pension Scheme, among others, the Central Civil Services (Pension) Rules, 1972 and the Central Civil Services (Extraordinary Pension) Rules were amended on 30.12.2003. Under the amended Rules, the benefits of Invalid Pension/Disability Pension and Family Pension/Extraordinary Family Pension/Liberalized Pensionary Award relief are not available to the Government servants appointed on or after 1.1.2004.

3. Ministry of Finance (Department of Economic Affairs) has subsequently clarified that the New Pension Scheme is a replacement for only pension under normal circumstances and family pension in case of death of employees after retirement.

4. A High Level Task Force (HLTF) constituted by the Government has recommended certain additional benefits that can be provided on death or discharge on invalidation/disability of a Government servant covered by the New Pension Scheme. It is likely to take some time before the Rules regulating these benefits under the New Pension System are put in place.

5. Meanwhile, considering the hardships being faced by the employees appointed on or after 1.1.2004 who are discharged on invalidation/disablement and by the families of such employees who have died during service since 1.1.2004, the President is pleased to extend the following benefits to Central Civil Government Servants covered by the New Pension Scheme, on provisional basis till further orders:

(I) Retirement from Government service on invalidation not attributable to Government duty:

- (i) Invalid Pension calculated in terms of Rule 38 and Rule 49 of the Central Civil Services (Pension) Rules, 1972.
 - (ii) Retirement gratuity calculated in terms of Rule 50 of the Central Civil Services (Pension) Rules, 1972.
- (II) Death in service not attributable to Government duty :
- (i) Family Pension (including enhanced family pension) computed in terms of Rule 54 of the Central Civil Services (Pension) Rules, 1972.
 - (ii) Death gratuity computed in terms of Rule 50 of the Central Civil Services (Pension) Rules, 1972.
- (III) Discharge from Government service due to disease/injury attributable to Government duty
- (i) Disability Pension computed in terms of the Central Civil Services (Extraordinary Pension) Rules.
 - (ii) Retirement gratuity computed in terms of the Central Civil Services (Extraordinary Pension) Rules read with Rule 50 of the Central Civil Services (Pension) Rules, 1972.
- (IV) Death in service attributable to Government duty:
- (i) Extraordinary Family Pension computed in terms of Central Civil Services (Extraordinary Pension) Rules and Scheme for Liberalised Pensionary Awards.
 - (ii) Death gratuity computed in terms of Rule 50 of the Central Civil Services (Pension) Rules, 1972.

The employee/ his family will also be paid Dearness Pension/Dearness Relief admissible from time to time in addition to the above benefits, on provisional basis.

6. The above provisional payments will be adjusted against the payments to be made in accordance with the Rules framed on the recommendations of the HLTF and recoveries, if any, will be made from the future payments to be made on the basis of those rules.

7. The recommendations of the HLTF envisage payment of various benefits on death/discharge of a Government employee after adjustment of the monthly-annuitised pension from the accumulated funds in the NPS Account of the employee. Therefore, no payment of monthly-annuitised pension will be made to the employee/family of the employee during the period he/she is in receipt of the provisional benefits mentioned in para 5 above.

8. In cases where, on discharge/death of the employee, the amount of accumulated funds in the NPS Account have been paid to the employee/family of the employee, the amount of monthly-annuitised pension from the date of discharge/death will be worked out in accordance with the rules/regulations to be notified by the Department of Financial Services/PFRDA and the same will be adjusted against the payment of benefits/relief after the notified rules in this respect are in place.

9. These instructions will be applicable to those Government servants who joined Government service on or after 1.1.2004 and will take effect from the same date i.e. 1.1.2004.

10. This Order issues with the concurrence of Ministry of Finance (Department of Expenditure) vide their U.O. No. 127/EV/2009 dated 13.4.2009.



(M.P. Singh)
Director

1. All Ministries/ Departments of Government of India
2. As per standard mailing list

(C) Discharge from Government service due to disease/injury attributable to Government duty:

- (a) Disability Pension computed in terms of the Central Civil Services (Extraordinary Pension) Rules.
- (b) Retirement gratuity computed in terms of the Central Civil Services (Extraordinary Pension) Rules read with Rule 50 of the Central Civil Services (Pension) Rules, 1972.

(D) Death in service attributable to Government duty:

- (a) Extraordinary Family Pension computed in terms of Central Civil Services (Extraordinary Pension) Rules and Scheme for Liberalized Pension Awards.
- (b) Death Gratuity computed in terms of Rule 50 of the Central Civil Services (Pension) Rules, 1972.

The employee / his family will also be paid Dearness Pension / Dearness Relief admissible from time to time in addition to the above benefits, on provisional basis.

3. The procedure for making the above provisional payments to the eligible Government servants / families has been under consideration of this office. With a view to expediting these payments, it has been decided that the work relating to release of pensions in respect of such Central Civil pensioners should be centralized and entrusted to the Central Pension Accounting Office. In this regard, the following guidelines are issued for compliance by Drawing and Disbursing Officers (DDOs), Heads of Offices (HoO), Pay and Accounts Offices (PAOs), Central Pension Accounting Office (CPAO) and the Banks where pensioners / family pensioners are / will be holding pension accounts:—

- (i) The Head of Office (HoO) will prepare the pension papers as per the provisions of the relevant rules and will submit the same along with all the relevant documents and requisite number of photographs, the particulars of the Bank Account of the pensioner (viz. Name of Bank, Name of Branch, full postal address of Branch with PIN, 7 digit BSR Code, IFSC Code etc.) to the Pay and Accounts Office concerned. The HoO will be responsible for the correctness of the bank details of the beneficiary. The Permanent Retirement Account Number (PRAN) of the concerned Government servant allotted by National Securities Depository Limited will also be indicated.

- (ii) The HoO will also obtain and forward, along with the pension papers, a copy of the Undertaking from the pensioner / family pensioner to the effect that he has understood the provisions of

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C.L. M.F. O.M. No. 1 (7)/DCPS (NPS)/2009/TA/241
dated 2-7-2009 read with corrigendum No. 1
F. No. 1 (7)/DCPS (NPS)/2009/TA/336-396.
dated 29-9-2009

Additional Relief on death / disability of Government servants covered by the Defined Contribution Pension System (NPS).— Reference is invited to Department of Pension and Pensioners' Welfare's O.M. No. 38/4/06/P&PW (A), dated 5-5-2009 (Sl. No. 23 above) regarding additional relief on death / disability of Government servants covered by the Defined Contribution Pension System (NPS).

2. As per the above O.M., the following benefits have been extended to Central Civil Government servants covered by the New Pension Scheme, on provisional basis:—

(A) Retirement from Government service on invalidation not attributable to Government duty:

- (a) Invalid Pension calculated in terms of Rule 38 and Rule 49 of the Central Civil Services (Pension) Rules, 1972.
- (b) Retirement Gratuity calculated in terms of Rule 50 of the Central Civil Services (Pension) Rules, 1972.

(B) Death in service not attributable to Government duty:

- (a) Family Pension (including enhanced family pension) computed in terms of Rule 54 of the Central Civil Services (Pension) Rules, 1972
- (b) Death Gratuity computed in terms of Rule 50 of the Central Civil Services (Pension) Rules, 1972

Paras. 6, 7 and 8 of Department of Pension and Pensioners' Welfare (O.M. No. 38/41/06/P&PW (A), dated 5-5-2009 and that any payment found to be in excess of his / her entitlement will be refunded to Government / adjusted out of his / her final entitlements—(vide Annexure 1 to this O.M.)

- (iii) Pay and Accounts Office, after scrutinizing the pension papers will finalize the pensionary entitlements as admissible under the above said OM / relevant rules / orders and issue authorities for pension / family pension / gratuity.
- (iv) Pay and Accounts Office will record the entitlements admitted, in the Service Book of the Government servant under the signature of the Pay and Accounts Officer.
- (v) Necessary entries with regard to the issue of authorities will be made in the Registers maintained by Pay and Accounts Officer. While the payment of gratuity will be made by Pay and Accounts Officer, on the basis of authority issued by him, pension/family pension will be paid only to the Bank Account of pensioners, by CPAO.
- (vi) Pensioners in their interest may be encouraged to open their accounts with Bank Branches having Real Time Gross Settlement (RTGS)/National Electronic Funds Transfer System (NEFT) facility, failing which, Core Banking Solutions (CBS) facility.
- (vii) Pensioners may open Joint Account with spouse only (to whom family pension is payable in the event of death of pensioner). The conditions stipulated in Para. 4 and elsewhere in the scheme for "Payment of Pensions to Central Government Civil Pensioners through Authorized Banks" would apply.
- (viii) The Pay and Accounts Officer will allot an alphanumeric Serial Number (Provisional Pension Payment Order) to each pensioner in the following manner. It will be prefixed with 'N' and the first 5 digits will represent the PAO code (after deleting the first digit 0 from the PAO code) followed by 2 digits to denote the year, 3 digits representing serial number. The last digit which is a check number will be allotted by the system in CPAO.
- (ix) Pay and Accounts Officer will issue special seal authority for pension / family pension (vide Annexure 2) to CPAO under intimation to the retired Government servant / family of deceased Government servant.
- (x) PAO will issue a pension payment order in triplicate in the format prescribed by CPAO (vide Annexure 3) (disburser's i.e. CPAO's, Pensioners and Pension Account Holding Branch's portions) and send it along with authority as prescribed by CPAO. Pay and Accounts Officer will have to issue e-special seal authority / e-PPO on receipt of orders to this effect from CPAO.
- (xi) CPAO will forward Pensioner's and Pension Account Holding Bank Branch's copies to the Bank Branch where the Account of the Pensioner is maintained. The Bank's copy of PPPO should be used only for identification purpose and not for payment.
- (xii) CPAO will maintain an Index Register and maintain a separate database in respect of all pensioners / family pensioners to whom provisional payments are made as per the Department of Pension and Pensioners' Welfare's O.M., dated 5-5-2009. The PPO issued will be scanned and archived in CPAO with photographs and signature of the pensioners.
- (xiii) The Banks are required to complete identification formalities of the pensioner as required under Para. 12 of the scheme for "Payment of Pensions to Central Government Civil Pensioners through Authorized Banks" and intimate CPAO electronically to enable commencement of credit of pension to the pensioner's account. After identification of the Pensioner, his copy may be invariably handed over by the concerned branch.
- (xiv) The Pension Account Holding Bank will have to obtain an undertaking that excess payment, if any, credited to his / her account, due for refund of excess amount credited to his/her account due to delay in receipt of any material information or due to any bona fide error, can be recovered by the bank (as prescribed in Annexure XI to CPAO's Scheme for "Payment of Pensions to Central Government Civil Pensioners through Authorized Banks").
- (xv) On the basis of authority issued by the PAOs, CPAO will prepare a bill for drawing pension / family pension / additional quantum *plus* Dearness Relief thereon and issue advice to its accredited bank for electronic transfer for crediting the account of pensioners / family pensioners held in various banks, by debit to CPAO's (Pension) Account. All amendments on account of revision will be issued by the PAOs and the revision authority (as per the format prescribed) will be sent to CPAO.
- (xvi) It will be the responsibility of CPAO to deduct Income Tax at source from payment of pension / family pension as applicable. Income Tax statement for the same will also be issued by them annually. For this, relief under Income Tax by the pensioner will be sent by paying branch uploaded to CPAO's website after getting the same from the pensioner.

- (xvii) CPAO will issue advice to bank well in time so that the accounts are credited to the banks accounts of pensioners / family pensioners on due dates.
- (xviii) The accredited bank of CPAO will issue electronic credit to the Bank Account of the pensioner / family pensioner based on the advice.
- (xix) The Pension Account Holding Bank will be responsible for obtaining periodical certificates such as Life Certificate, Re-employment Certificate, etc. (as prescribed in CPAO's Scheme for "Payment of Pensions to Central Government Civil Pensioners through Authorized Banks") and intimated electronically to CPAO on due dates. (Life certificate should be obtained on 1st May each year and intimation uploaded on CPAO's website.) Drawing of pensions/ family pensions will be subject to the receipt of Life Certificate by CPAO.
- (xx) Any change in the bank of the pensioner may be authorized with the Bank's portion by CPAO through the Pension Account Holding Bank. Fresh identification of pensioner by new branch will be entitled. The account, if closed by the Pensioner will be intimated electronically by the bank to CPAO immediately.
- (xxi) CPAO will be responsible for working out of arrears of Dearness Relief as and when they are sanctioned by Government and arrange to get it credited to the bank accounts of the pensioners / family pensioners.
- (xxii) The accredited bank of CPAO will be asked to prepare separate scrolls for these provisional pension payments and confirmations of credit to pensioner's account for submission to CPAO.
- (xxiii) CPAO will issue pension slip, annual statements of income tax deducted and Due and Drawn statement in respect of any arrear payment to the pensioner / family pensioner through pension paying branch annually. A facility on CPAO's website for online viewing by pensioners on the web will be enabled through passwords.
- (xxiv) The normal procedure for reporting, reconciliation of Government transactions will be followed by Bank and CPAO (like non-pension transactions).
- (xxv) It has been decided to open separate Head of Account to book these payments in accounts. Those heads will be intimated separately.
- (xxvi) H11F constituted by the Government has recommended certain benefits that can be provided on death or discharge on invalidation /

disability of a Government servant covered under NPS. However, it is likely to take sometime before the Rules regulating these benefits under NPS are put into place. However, the CPAO will maintain the database of the benefits paid to each pensioner / family pensioner as per this OM.

(xxvii) However, the responsibility for all recoveries mentioned in the OM, dated 5-5-2009 shall be that of the concerned Ministry / PFRDA and NPS disbursing authority. They shall work out of the final payments / recoveries as and when orders to this effect are issued by Government.

(xxviii) In case of death of pensioner, the same may be intimated to the pension account holding branch of the bank by the family members of the deceased immediately and bank will inform the same to CPAO electronically. The amount lying in the bank account of the pensioner till the date of death is to be paid to the nominee (as per Nomination Rules, 1983). If nomination is not available with the bank, the amount will be paid to legal heirs of the deceased and / or excess amount refunded as per debit advice issued by CPAO.

(xxix) Discontinuation / Reduction of the Provisional Pension in respect of any pensioner should be conveyed to CPAO at least one month before the next payment date by the concerned Ministry's PAO.

(xxx) Invariably any correspondence between nodes of Gol should be endorsed to the pensioner.

ANNEXURE - 1

Specimen Letter of Undertaking to be given by pensioner

To

The

Ministry of Dept. of

Sir,

I have understood the provisions of Paras. 6, 7 and 8 of the Department of Pension & Pensioners' Welfare O.M. No. 38/4/106/ P&PW (A), dated 5-5-2009 and I, the undersigned, agree and undertake to refund or adjust the provisional

payments sanctioned as the above said O.M. out of the final entitlements as sanctioned by the Government at a future date.

Yours faithfully,

Signature

Name

Address

Witness

(1) Signature

Name

Address

(2) Signature

Name

Address

ANNEXURE - 2

Registered A/D (if sent by post)

Format for the Forwarding Letter for PPPO

Office of the Pay and Accounts Officer
Department of

To

The Pay and Accounts Officer,
Central Pension Accounting Office,
Ministry of Finance, Frikoot-II,
Bhikaji Cama Place, R.K. Puram,
New Delhi-110 066

Sir,

A Provisional Pension Payment Order (in triplicate) numbered dated issued in favour of Shri/Ms. is forwarded herewith for arranging payment.

The Provisional Pension Payment Order (PPPO) is issued in pursuance of Department of Pension and Pensioners' Welfare's O.M. No. 38/14/06/P&PW (A), dated 5-5-2009 regarding additional relief on death / disability of Government servants covered by the Defined Contribution Pension System (NPS), subject

to the conditions specified in the PPPO as well as in the CCS (Pension) Rules and Central Treasury Rules.

Yours faithfully,

PAY & ACCOUNTS OFFICER

ENCLOSURES.—

1. PPPO in triplicate (CPAO's, Pensioner's and Pension Account Holding Branch's portion).
2. Specimen Signature Slip.
3. Height and mark of identification slip
4. Option of the pensioner / indicating name and full postal address with pin code and BSR Code of the Bank.
5. Arrear statement of pension payable (wherever applicable).

ANNEXURE - 3

Format for the PPPO—CPAO's Portion / Pensioner's Portion

(Rubber stamp of the Office issuing the Pension Payment Order)

Provisional Pension Payment Order

Issued under Department of Pension and Pensioners' Welfare's O.M. No. 38/14/06/P&PW (A), dated 5-5-2009 regarding additional relief on death / disability of Government servants covered by the Defined Contribution Pension System (NPS).

(Disburser's — CPAO's Portion / Pensioner's Portion)

PPPO No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date

Debitable to Union Government

Head of Account
Major Head
Sub-Major Head
Minor Head
Sub-Head
Detailed Head
Voted / Charged

Sir,

UNTIL FURTHER NOTICE, and on the expiration of every month be pleased to pay Shri / Ms. the provisional pension as set out in

Part II of this order / family pension as set out in Part III of this order* *plus* the amount of Dearness Relief / other quantum based on age as admissible from time to time thereon after due identification of the pensioner / family pensioner by the Pension Account Holding Branch. The payment by CPAO should commence from Income Tax, where deductible, should be deducted at source.

2. Arrears* of provisional pension / family pension at Rs. *plus* the p.m. (Rupees per month) from also be paid to Shri/ Ms. admissible dearness relief thereon may also be paid to Shri/ Ms.

3. Name of the Bank

4. Name of the Branch

5. Postal Address

6. BSR Code

--	--	--	--	--	--	--	--	--	--

7. IFSC Code

8. Account No.

[*Inapplicable clause to be deleted]

NOTE.— Columns 5 - 8 are Mandatory

Signature
Designation

(Special Seal of the Pension Payment Issuing Authority)

Part I — Particulars of service of the pensioner / deceased Government servant*

(*strike out whichever is not admissible)

1. Name of the Government Servant
2. Post / Grade Rank last held
3. Name of the Ministry / Department / Office from which he / she retired under the Government of India.
4. PRAN

5. Scale of pay / Pay Band & Grade Pay at the time of retirement
6. Pay last drawn
7. Date of Birth
8. Date of entry into Government Service.
9. Date of ending service / death.
10. Net length of qualifying service.
Years Month Days

11. EMOLUMENTS DRAWN DURING 10 MONTH PERIOD AND THOSE RECKONED FOR CALCULATION OF AVERAGE EMOLUMENTS

From	To	Emoluments drawn	Emoluments reckoned for Average emoluments	Remarks				
		Pay & Grade Pay	Pay & Grade Pay					
		Other items with details viz. Personal Pay, Spl. Pay, Deputation Allowance, DA, etc.	Other items reckoned with details					
		Total	Total					
1	2	3	4	5	6	7	8	9

12. Average Emoluments for pension Rs.
 13. Emoluments for family pension. Rs.
 14. Emoluments for Retirement Gratuity / Death Gratuity — Rs.
 15. Amount of Retirement Gratuity / Death Gratuity allowed — Rs.
(to be paid by PAO concerned)
 16. Date of payment of DCRG
 17. Amount of Medical Allowance
 18. Amount of Constant Attendant Allowance
- (No Dearness Relief is payable on S. Nos. 17 & 18)

PART-II — (Applicable on Retirement on invalidation)**Section 1 — Particulars of Pensioner**

1. Joint photograph with the spouse
(*daily attested by HoO*)
2. Name of the retiring Government servant
3. Full Postal Address (with Pin Code)
4. Personal marks of identification
5. Signatures of the left hand Thumb impression of the pensioner
(*To be obtained at the time of first payment of pension*)

Section 2 — Details of provisional pension

	Original	Revised pension (1)	Revised pension (2)
1. Amount of monthly pension			
2. Class of Pension			
3. Rules / Orders under which sanctioned			
4. Date of commencement of pension			
5. Whether the pensioner is in receipt of any other pension. If so, its particulars and source from which being drawn.			

Section 3 — Details of family pension payable on the death of the pensioner

1. Rules order under which family pension is admissible.
2. Details of family members eligible for family pension in the event of the death of pensioner.

Sl. No.	Name	Marital status in case of children@	Relationship with the Government servant	Date of Birth (for each member)	Present Address	Whether child is physically handicapped / mentally retarded

NOTE.— Above particulars may be given in the order of eligibility of the family members.

@ Whether married / unmarried / widow / widower / divorcee.

3. Amount of provisional family pension. (Payable in the event of death of the pensioner)

	Amount Rs.	From	To
At Enhanced Rate		The day following the date of death of the pensioner	
At Normal Rate			

PART - III — (Applicable on death while in service)**Section 1 — Particulars of family pensioner**

1. Photograph of the Family Pensioner
2. Name of the recipient of family pensioner
3. Date of birth of family pensioner
4. Relationship with the deceased Government Servant
5. Full Postal Address (with pin code.)
6. Personal marks of identification
7. Signature or the left hand Thumb impression of the family pensioner (To be obtained at the time of first payment of family pension)
8. Whether the family pensioner is in receipt of any other pension. If so, its particulars and source from which being drawn.

Section 2

1. Rules / Orders under which provisional Family pension is sanctioned
2. Amount of provisional family pension.

	Amount Rs.	From	To
(i) At Enhanced Rate			
(ii) At Normal Rate			

**PART - IV — (Post sanction revision of pension /
Family Pension / Dearness Relief)**

Amount of Provisional Pension at the time of Retirement Rs.

Amount of Dearness Relief at the time of retirement

Letter No. & Date	Date of effect of Revised Pension Rs.	Amount of Revised Pension Rs.	Reasons for Revision	Amount of Revised Dearness Relief Rs.	Total Monthly Pension Plus Dearness Relief payable Rs.	Re-marks	Initials of designated officer

**PART - V — Record of transfer of PPPO from one Pension Account
Holding Branch (PAHB) to another, if any**

Sl. No.	Full particulars of Bank Branch at which pension account is held before transfer	Date up to which pension has been paid	Full particulars of PAHB to which Pension account is transferred	Dated signature of authorized officer of transferring PAHB

PART - VI — Periodical identification of pensioner

To be done once by each pension account holding branch and intimated to CPAO.

Date	Initials of Designated Officer	Date	Initials of Designated Officer	Date	Initials of Designated Officer

PART - VII — Record of Disbursement

Month of which pension is due	Amount				Date of Advice to Accredited Bank	Disbursing Officers Initials	Remarks
	Basic Pension Rs.	Additional Pension Rs.	D.R. Rs.	Others Rs.			
March due in							
April							
April							
May							
June							
July							
August							
September							
October							
November							
December							
January							
February							

NOTE.—Dearness Relief is payable with reference to the amount of pension before commutation.

IMPORTANT INSTRUCTIONS

(To appear on inside cover of the PPPO booklet)

- No pension shall be liable to seizure, attachment of sequestration by process of any Court in India in the instance of creditor for any demand against the pensioner (Section II, ACT XXIII of 1871).

7. FSC Code

8. Account No.

[*Inapplicable clause to be deleted]

NOTE:— (Columns 3 - 8 are Mandatory.

Signature
Designation
(Special Seal of the Pension Payment
Issuing Authority)

NOTES:—

1. The main first page of PPO will be marked as NOT FOR PAYMENT across the page.
2. Pension Account Holding Branch's Portion will not contain Parts – IV and VII — the parts included will be indicated in the covering page.