



सत्यमेव जयते

शशि शेखर वेम्पटि
मुख्य कार्यकारी अधिकारी

प्रसार भारती | PRASAR BHARATI

Shashi Shekhar Vempati
Chief Executive Officer



D.O. No. ADG/B&A/ADMN/Pension/HODS/MISC/2020/19

29th June, 2020

Dear Agarwal ji,

Kindly refer to D.O. No. ADG/B&A/ADMN/Pension/HODS/MISC/2020 dated 19/05/2020 (copy enclosed) regarding delay in submission of regular pension cases to Pay & Accounts Offices by Head of Offices.

In this regard, I would like to bring to your kind notice that there are 34 pension cases pending for finalization and authorization in PAO-DD, New Delhi and PAO-DD, Guwahati as on 24.06.2020. The detailed report of outstanding pension cases is enclosed as per Annexure-V and Annexure-VI for information please.

It is pertinent to mention here that most of the pension cases are pending due to casual approach of HoOs. The pension cases are not properly examined by Head of Offices before submitting the same to PAOs. Most of the cases are pending for want of proper pay fixations, timely verification of service, delay in issue of Vigilance Clearance Certificates, recovery to be made and other supporting documents etc. As per the DoPT and PPG directives, the complete pension cases are to be submitted to the PAOs before 04 months of retirement of the officials but the cases are sent by the HoOs very late and in most of the cases are sent only few days before the retirement. There are many officials retired 4-5 months back but their cases have not been submitted to the PAOs so far.

The delay in submission of pension cases not only create hardship to the pensioner but also attracts grievances of pensioners on CPGRAM and CPAO portal. There are lot of grievances related to delay in pension in DD & AIR reported by Ministry of I&B. In order to avoid such delay, the time frame for processing of cases for those retiring on superannuation as per CCS (Pension) Rules has to be followed strictly by Head of Departments & Head of Offices. HoOs must ensure the pension case settlement and disbursement in totality and not as a routine matter as this is an action of welfare and timely action is necessary. All the efforts should be made that all the outstanding pension cases must be settled by the end of June 2020, if they are not sub-judice. If due to some unavoidable reasons, pension cases are not finalized then provisional pension must be provided as per CCS Pension Rules.

In view of above, it is requested to issue necessary directions to all the Heads of Offices under your administrative control to ensure timely submission of pension cases along with Vigilance Clearance Certificates to their respective PAOs not later than four months before the date of retirement of Government servant to ensure timely handing over of PPO to the retiring employee by the HoOs before retirement as per DoPT OM dated 01/08/2017 (copy enclosed).



All India Radio

भारतीय लोक सेवा प्रसारक | India's Public Service Broadcaster

Prasar Bharati House

Copernicus Marg, New Delhi - 110001

Tel. : 011-23118803, 23118804

E-mail : ceo@prasarbharati.gov.in • Website : www.prasarbharati.gov.in



Doordarshan

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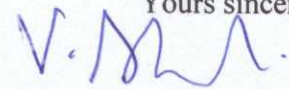
D.O. No. ADG/B&A/ADMN/Pension/HODS/MISC/2020/

29th June, 2020

It is also advised to fix the responsibilities for abnormal delay in finalization of pension cases, if any.

With regards,

Yours sincerely,



(Shashi Shekhar Vempati)

Shri Mayank Kr. Agarwal
Director General
Doordarshan
Doordarshan Bhawan
Copernicus Marg
New Delhi-110001.

Copy for information to :

1. Member(Finance), Prasar Bharati Sectt. Copernicus Marg, New Delhi
2. Chief Controller of Accounts, Ministry of I&B, Shastri Bhawan, New Delhi
3. ADG (Admn.), DG:DD, Doordarshan Bhawan, Copernicus Marg, New Delhi
4. ADG (B&A), Prasar Bharati Sectt., Copernicus Marg, New Delhi
5. ADG(HR), Prasar Bharati Sectt., Copernicus Marg, New Delhi.
6. Chief Vigilance Officer, Prasar Bharati Sectt. Copernicus Marg, New Delhi
7. DDG (Tech), Prasar Bharati with the request to upload the DO on Prasar Bharati website.



Dated: 19/05/2020

Anil Srivastava
ICAS
Additional Director General (B&A)

Dear Sri Maneesh Chugh !

I wish to invite your kind attention towards delayed submission of regular pension cases to Pay & Accounts Offices by Head of Offices.

In this regard, it is stated that pension cases of retiring officers/officials are not being received in their respective Pay and Accounts Offices on time resulting unnecessary & un due delay in finalization of Pension cases along with other retirement benefits.

It is pertinent to mention here that the delay in submission of pension cases not only create hardship to the pensioner but also attracts grievances of pensioners on CPGRAM and CPAO portal. There are lot of grievances related to delay in pension in DD & AIR reported by MIB. In order to avoid such delay, the time frame for processing of cases for those retiring on superannuation as per CCS (Pension) Rules has to be followed strictly by Head of Departments & Head of Offices. HoOs must ensure the pension case settlement and disbursement in totality and not as a routine matter as this is an action of welfare and timely action is necessary. **If due to some unavoidable reasons, pension cases are not finalized then provisional pension must be provided as per CCS Pension Rules.**

It is further mentioned that the HoOs/DDOs may please be advised to provide list of officials retiring in the next twelve months to the respective Pay & Accounts Offices at the earliest. However, **the status of pension cases of the retiring officials in the next 4 months received from PAO-AIR- New Delhi, Mumbai, Chennai, & Kolkata are enclosed (Reports are self explanatory)** for your information please.

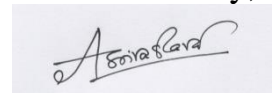
One of the major reasons for the delay in pension settlement is very late issuance of Vigilance certificate by Vigilance cell of DD/AIR/PBS, which must be addressed to & Timely VC may be provided to HoOS.

I shall be grateful if you could issue necessary directions to all the Heads of Offices under your administrative control to ensure timely submission of pension cases along with Vigilance Clearance Certificates to their respective PAOs not later than four months before the date of retirement of Government servants to ensure timely handing over of PPOs to the retiring employees by the HoOs before retirement as per DoPT OM dated 01/08/2017 (copy enclosed).

It is also advised that concerned HoDs may be advised to fix the responsibilities for abnormal delay in finalization of Pension cases if any.

Regards

Yours sincerely,



(Anil Srivastava)

Shri Maneesh Chugh

Additional Director General (Admn)

Directorate General-Doordarshan

Doordarshan Bhawan

Copernicus Marg

New Delhi-110001.

Copy for information to :

1. CEO, Prasar Bharati, Copernicus Marg, New Delhi.
2. Member(Finance), Prasar Bharati Sectt. Copernicus Marg, New Delhi
3. Chief Controller of Accounts, Ministry of I&B, Shastri Bhawan, New Delhi
4. ADG(HR), Prasar Bharati Sectt., Copernicus Marg, New Delhi.
5. Chief Vigilance Officer, Prasar Bharati Sectt. Copernicus Marg, New Delhi
6. DDG (Tech), Prasar Bharati with the request to upload the DO on Prasar Bharati website.
7. Pay & Accounts Office, All India Radio, New Delhi/Mumbai/Chennai/
Kolkata – with a request to issue an OM to your respective HoOs/HoDs for follow up action.

ANNEXURE-V

STATUS OF REGULAR PENSION CASES AS ON 24/06/2020

NAME OF PAO:- PAO-DD, DELHI				
1	2	3	4	5
No. of persons going to be retire on superannuation in the month	No. of pension cases finalized by PAO in month	Reason for pendency (if any) case wise / person wise	Name of DDO & DDO Code	Necessary steps taken by respective PAOs/ HOO of the PAOs to ensure that pension cases could be finalized on time as per CCS (Pension) Rules.
Prior to Jan-2020				
16	9	01. Sh. Ashok Kumar Rai, Ex-PEX (IN SITU)(DOR: 31.12.2019): INCOMPLETE PAPERS, RECOVERY & VCC PENDING.	DG: DD 292565	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest.
		02. Sh Lal Chand, Ex- Painter : Required details vide e-mail on 11/06/2020 but Service book still awaited	DDK: NEW DELHI 292579	Case is being checked
		03. SH. Raja Singh, Ex-Asstt. Security officer (DOR: 30.06.2019): Incomplete papers, & recovery pending , case returned to the deptt.	DG: DD 292565	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		04. SH. MOHAR SINGH, EX-HELPER (DOR: 28.02.2017): Provisional pension granted, case was submitted for final settlement, but the same has been returned to the deptt. In want of some orders.	DD: NEWS 292555	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		05. Sh. Raj Krishan Nigam: Make-up Artist (VRS ON 31/07/2019): Pay related issues, recovery pending. (Case received on 05/06/2020)	DD: CPC 292556	Case returned and letter issued to the concerned deptt... DDO has been requested to re-submit the cases so that the pension case may be finalized.
		06. Sh. Indraraj Singh, Ex- Security guard : Incomplete Papers (only service book received)	DMC: PILANI 292573	E-mail has been sent to Department to submit the pension papers.
		07. Krishan Kumar Vohara (ADP) :- case return to the department	DDK: JAIPUR 292541	Case returned and letter issued to the concerned deptt...
JAN - 2020				
17	14	01.Sh. JP Tripathi, Ex-Sr. Accountant : Pay related issues. Case returned to the deptt.	DG: DD 292565	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		02. Sh. S.K Upadhyay, Ex- PEX(IN SITU): Case received on 06/05/2020 and the same is returned due to incomplete papers.	DD: CPC 292556	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		03. RAMESH LAL DAROCH (Ex-SEA) : Scanned copies of pension paper & s/b have been received through e-mail on 10.06.2020	DDK: JAIPUR 292541	under process

Feb - 2020				
15	12	01. Sh. Ziley Singh, Ex-Studio Attendent : Incomplete papers.	DD: CPC 292556	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		02. Sh. Inder Pal (SAFAIWALA) : Case received in PFMS ONLY.	HPT: AMRITSAR 292527	DDO has been requested to re-submit the cases at the earliest.
		03. Lalit Mohan Joshi (Film Video Editor) :- Under Process	DD: NEWS 292555	Under Process
March - 2020				
10	6	01. SH. D.P. KARN	DG: DD 292565	Case returned and letter issued to the concerned deptt...
		02. SH. PK JAIN, EX-SEA : Incomplete Papers, Pay related issues, vcc(admn.) pending , case returned to the deptt.	DD: CP&S 292554	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		03. Sh. Bashir Ahmed Sheikh, Ex-sweeper : Incomplete Papers.	DDK: SRINAGAR 292582	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		04. Smt. Usha Rashtogi, (Ex-Production Asstt.) (NPS CASE) : Incompletel papers, pay fixation and vigilance pending.	DDK: JAIPUR 292541	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
April - 2020				
16	12	01. Sh. Rattan Lal, Ex-UDC: pay related issues.	DDK: JALANDHAR 292543	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		02. Sh. Ved Prakash Sharma, Ex-SEA : Incomplete papers & VCC pending.	DMC: HISAR 292540	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		03. Sh. JAGPAL, Ex-Security Guard, : incomplete papers	DD: CPC 292556	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		04. PRAKASH CHAND MEENA, Ex-MTS, case received on 11.06.2020	DMC: PILANI 292573	Under Process

May - 2020				
15	7	01. SMT. SATVINDER KAUR MOHANTY: (Ex-PEX): Case received on 20/05/2020 & the same is returned to the deptt.. Due to incomplete papers and pay related issues.	DD: NEWS 292555	Case returned and letter issued to the concerned deptt...
		02. SH. RUDRANATH SANYAL: [Ex-JAG (SELECTION GRADE)]:	DD: NEWS 292555	Under process
		03. Sh. Chet Ram : (Ex-HELPER) Incomplete Papers & pay related issues.	DD: NEWS 292555	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		04. Sh. Ramesh Chandra Verma, (Helper): Case is not submitted through PFMS.	DDK: JAIPUR 292541	Case returned and letter issued to the concerned deptt... Reminder through e-mail has been issued and DDO has also been requested telephonically to re-submit the case at the earliest. DDO has been requested to re-submit the cases so that the pension case may be finalized.
		05. Smt. Promila Nayal: (Ex-SO): case returned to the deptt due to pay related issues.	DG: DD 292565	Case returned and letter issued to the concerned deptt...
		06. Naresh Chandra Sen : (AE). (Paper received on 27.05.2020).	HPT: PITAMPURA 292574	Case returned and letter issued to the concerned deptt...
		07. SH. DHARAM PAL : (Sr. Tech. Expired on 18/03/2020) Pension case neither received in PFMS nor in physical till now.	DDK: NEW DELHI 292579	Letter issued to department for submission of the pension case
		08. SH. RAM SINGH : Pension case neither received in PFMS nor in physical till now.	DDK: NEW DELHI 292579	Letter issued to department for submission of the pension case
Jun-20				
6	2	01. B.P. Gupta :- Under process	DDK Jaipur 292541	under process
		02. Dilbagh Singh (Painter)	DDK:- Jalandhar 292543	Under process
		03. Shram sheel saxena (AE)	HPT :- karnal 292550	under process
		04. Parmnand (AE)	HPT:- Bathinda 292529	case received in pfms, physically pension papers and service book yet to be received.
Total				
Total no. of actual retiree from the month Prior to Jan -2020 to June-20	Total no. of case setteled from the month Dec- 19 to June-20	Pending cases from the month Prior to Jan -2020 to May-20		
95	62	33		

ANNEXURE-VI

DETAILS OF REGULAR PENSION CASES AS ON 24/06/2020

NAME OF PAO:- PAO, DD, GUWAHATI

1	2	3	4	5	6
No. of persons going to be retire on superannuation in the month	No. of pension cases finalized by PAO in month	No. of pending pension cases	Reason for pendency (if any) case wise / person wise	Name of DDO & DDO Code	Necessary steps taken by respective PAOs/ HOO of the PAOs to ensure that pension cases could be finalized on time as per CCS (Pension) Rules.
Prior to JAN-2020					
NIL	NIL	NIL	NIL	NIL	NIL
Jan-20					
9	9	NIL	NIL	NIL	NIL
Feb-20					
1	1	NIL	NIL	NIL	NIL
Mar-20					
1	1	NIL	NIL	NIL	NIL

Apr-20					
3	3	NIL	NIL	NIL	NIL
May-20					
3	3	NIL	NIL	NIL	NIL
Jun-20					
2	1	1	PHYSICAL COPY ALONG WITH SERVICE NOT RECEIVED	AIR DIBRUGARH - 208478	TELEPHONIC CONVERSATION MADE WITH DDO. DDO HAS DISPATCHED THE PENSION CASE AND WILL BE FINALIZED AS AND WHEN RECEIVED.
Total pending cases		1			

No. 1/27/2011-P&PW (E)
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi,
the 1st August, 2017

Office Memorandum

Sub: Simplification of pension procedure –

- (i) Handing over of PPO to the retiring employee by the Head of Office before retirement and
- (ii) Submission of undertaking by retiring Government servant along with pension papers - reg.

The undersigned is directed to invite attention to this department's Office Memorandum of even number, dated 7th May, 2014 (copy available at departmental website), vide which provision had been made that the undertaking to be submitted by the retiring Government servant/pensioner to the pension disbursing bank to refund or make good any amount to which he is not entitled may be obtained by the Head of Office from the retiring Government servant along with Form 5 and other documents before his retirement. This undertaking is forwarded to the pension disbursing bank along with the Pension Payment Order (PPO) by the Accounts Officer/CPAO following the usual procedure. The bank shall credit the pension to the account of the pensioner as soon as this Undertaking is received along with the pension documents.

2. The pensioner is no longer required to visit the bank to activate the first payment of pension. Therefore, after ascertaining that the Bank's copy has been despatched by the Central Pension Accounting Office, **the pensioner's copy of the PPO is to be handed over to him at the time of retirement along with other retirement dues.** This should be feasible in all cases where the Government servant had submitted pension papers within the time-limits prescribed in the Central Civil Services (Pension) Rules, 1972.

3. An employee posted at a location away from the office of the Head of Office or who for any other reasons feels that it would be more convenient to him to obtain his copy of PPO from the bank, may inform the Head of Office of his option in writing while submitting his pension papers.

4. However, in the recent past, many instances have come to the notice of this Department wherein the pensioner's copy of the PPO had not been handed over to him/her and instead had been sent to the Bank and the same was lost in transit sometimes thereby causing hardship to the pensioner.



5. In view of the foregoing, all Ministries/Departments are once again requested to strictly follow the above procedure henceforth viz., handing over the copy of pensioner PPO to him/her at the time of retirement along with other retirement dues except if the pensioner specifically requests for delivering his/her copy of PPO through bank. Department of Posts and Department of Telecommunications are requested to make suitable amendments to the instructions to the Accounts Officers and pension disbursing Post Offices/Banks to adhere to the above procedure.



(D.K. Solanki)

Under Secretary to the Government of India

Ph: 24644632

1. All Ministries/Departments of the Government of India as per list.
2. O/o Controller General of Accounts, Mahalekha Nyantrak Bhawan, GPO Complex, Block E, Aviation Colony, INA Colony, New Delhi, Delhi 110023.
3. Central Pension Accounting Office, Trikoot –II, Bhikaji Kama Place, New Delhi.
4. Department of Expenditure (E.V Branch, w.r.t. their I.D. No.130/E.V/2014, dated 24th February, 2014), North Block, New Delhi.
5. Department of Posts, Dak Bhawan, New Delhi.
6. Department of Telecommunications, Sanchar Bhavan, New Delhi.