GOVERNMENT OF KERALA

Abstract

Effective measures for disbursing pensionary benefits – Revised Guidelines - Orders Issued.

FINANCE (PENSION - B) DEPARTMENT

G.O.(P)No.89/2021/Fin. Dated, Thiruvananthapuram, 28/06/2021

Read:- 1) G.O(P)No.185/2002/Fin dated 27/03/2002.
2) G.O(P)No.55/2019/Fin dated 04/05/2019.
3) G.O(P)No.120/2019/Fin dated 30/08/2019.
4) G.O(P)No.67/2020/Fin dated 27/05/2020.
5) Minutes of the meeting held on 09/12/2020.

O R D E R

Government have introduced PRISM software to process the Pension Application of Government Employees online. Various stakeholders have reported certain procedural difficulties in processing pension applications and also lack of clarity in procedures for processing pension application.

2) Government examined the matter in detail in consultation with Director of Treasuries and the Accountant General (A&E) on these issues and are pleased to issue following modified guidelines so as to disburse pension more effectively.

a. A declaration should be obtained from each retiring employee in the format annexed including the details of his/her Non – Governmental Dues at the time of issuing Last Pay Certificate [LPC]. The format for declaration if there are no non-governmental dues is attached in Annexure- 1. The format for declaration if there are any non-governmental dues is attached in Annexure-2. Rule No 212(a) under Kerala Treasury Code and Rule No. 117 of KSR Part III shall be modified to this extent.

b. In cases where all pensionary benefits were authorised in advance to a retiring employee by the Accountant General(A&E), viz. Pension Payment Order [PPO], Commutation Payment Order [CPO], Gratuity Payment Order

[GPO] and if a change in Pension Sanctioning Authority and/or Head of Office of that employee occurs due to transfer or promotion afterwards, the said change shall be intimated to the Accountant General (A&E) by the new Pension Sanctioning Authority with copy of orders, in addition to the Event Certificate thereof, requesting to revise the authorisations. The event certificate furnished should specifically mention the fore mentioned changes. Treasury authorities shall also send the details of the employee from Last Pay Certificate to the Accountant General (A&E). The Accountant General(A&E) shall revise the issued CPO, GPO and PPO.

c. Audit mentioned in Government Order read 2nd and 4th above is the statutory audit conducted by concerned Departmental Authorities and hence the Accountant General's Audit is not mandatory. Vide G.O read 1st above it has made clear that liability for the last three years prior to superannuation must be quantified. In case departmental audit can't be conducted for a portion of this time period, Non Liability Certificate [NLC] may be issued after obtaining undertaking for the remaining period as per the format in Annexure 2(a)/ 2(b) of Government Order read 4th above.

d. Event Certificate furnished by Pension Sanctioning Authority [PSA] to the Accountant General(A&E) should strictly contain details of Vigilance case against the employee such as whether Calendar Case No. is generated, whether employee has submitted undertaking as per Annexure-3 of Government Order read 4th above.

e. Pension Sanctioning Authorities should include Verification Report as per Annexure-2 of Government Order read 2nd above along with Service Book, certifying that the service from date of commencement of service to retirement/date of verification has been recorded in service book and verified by the authorities and that there is no break, suspension, non-qualifying period, leave period of service pending regularization other than that mentioned in the particulars mentioned in pension proposal.

By Order of the Governor,
A.SHIBU
ADDITIONAL SECRETARY (FINANCE)

To

The Principal Accountant General (A&E), Kerala, Thiruvananthapuram
The Accountant General (Audit-II), Kerala, Thiruvananthapuram
All Heads of Departments and Offices.
All Departments (All Sections) of the Secretariat including Law Department.

The Secretary, Kerala Public Service Commission, Thiruvananthapuram (with C.L)
All Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and Secretaries to Government.
The Secretary to Governor.
The Private Secretaries to Speaker, Deputy Speaker, the Leader of Opposition and Government Chief Whip.
The Private Secretaries to Chief Minister and other Ministers.
The Additional / Deputy Secretary to Chief Secretary.
The Secretary, Ombudsman for Local Self Government Institutions, Thiruvananthapuram.
The Secretary, Kerala State Human Rights Commission, Thiruvananthapuram.
The Registrar, High Court of Kerala, Ernakulam (with CL).
The Registrar, Kerala Lok Ayukta, Thiruvananthapuram.
The Director of Treasuries, Thiruvananthapuram.
The Registrar, All Universities in Kerala.
The Director, Information and Public Relations, Thiruvananthapuram.
The Advocate General, Kerala, Ernakulam.
The Chief Information Commissioner, Kerala, Thiruvananthapuram.
All District Treasury Officers/Sub Treasury Officers.
Managing Directors/General Managers of Government Companies/ Boards/ Corporations/ Self Governing Institutions
State Administrator, PRISM [info.fin@kerala.gov.in]
The Nodal Officer, www.finance.kerala.gov.in for publishing on the website.
Stock File [Pen-B1[Dev-4]/86/2020-FIN (e-1509054)]/ Office Copy.

Forwarded/By Order



Section Officer

Annexure-1: In case there are no liabilities

Undertaking

I hereby certify that no non-governmental liabilities is pending against me at the time of my retirement

Place
Date

Sign
Name
PEN/ PPO Number
Aadhar Number
Address

Annexure-2: In case there are liabilities

Undertaking

I hereby certify that following non-governmental liabilities are pending against me at the time of my retirement. I hereby agree / do not agree [strike off which ever is not applicable] to debit the liability amount from my Death Cum Retirement Gratuity [DCRG]

Sl. No	Name and Address of the Institution	Amount of liability

Place
Date

Sign
Name
PEN/PPO Number
Aadhar Number
Address