

GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
GLNS COMPLEX, DELHI GATE
NEW DELHI-110002
[ADMINISTRATION BRANCH]

F.No.2(72)/Admn.-II/2021/DSW/Estt./Misc./ 17450-17509

Dated: 22 DEC 2021

CIRCULAR

Sub: Regarding Timely disposal of pensionary benefits to the retiring employees.

As per CCS (Pension) Rules, 1972, timelines have been prescribed for each activity involved in the processing of a pension case and for payment of pension and gratuity to a retiring Government Servant. The process of verification of service and other preparatory work would be undertaken one year before a Government Servant is due to retire on superannuation, the Government servant should submit the forms six months before retirement, the concerned Head of office shall send the pension case to the PAO concerned four months before retirement duly vetted by the accounts functionaries of Department of Social Welfare, GNCTD. The Rules also provide for sanction of provisional pension in cases where a Government servant is likely to retire before finalization of his pension and gratuity.

In spite of the timelines prescribed in the rules/instructions and simplification/streamlining of the procedures payment of retirement benefits continue to be delayed in number of cases and leads to avoidable grievances/litigation.

In order to ensure timely payment of retirement dues in all cases of Department of Social Welfare, GNCTD, it has been directed that the progress of the pension cases shall be monitored by Heads of Office concerned.

In view of the above, all DDs/DSWOs/DCA/DDO/HOO/Supdt./In-Charge of Homes/Institutions /Schools under the jurisdiction of Department of Social Welfare, GNCTD are hereby directed to ensure that all the retirement dues are paid on time to the retiring Government Servant.


16/12/21
Dy. Director (Admn.I)

To

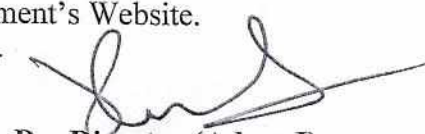
ALL DDs/DSWOs/DCA/DDO/HOO/Supdt./In-Charge of Homes/Institutions /Schools.

F.No.2(72)/Admn.-II/2021/DSW/Estt./Misc./ 17450-17509

Dated: 22 DEC 2021

Copy for information to:-

1. PA to Secretary (SW), GLNS Complex, Delhi Gate, Delhi.
2. PA to Spl. Secretary-cum-Director (SW), GLNS Complex, Delhi Gate, Delhi.
3. PA to Jt. Director (SW), GLNS Complex, Delhi Gate, Delhi.
4. Sr. System analyst, DSW for uploading the circular on the Department's Website.
5. Guard File.


16/12/21
Dy. Director (Admn.I)

669/ce
23/12/21