

**STOP CORONA**

**WEAR MASK, WASH YOUR HANDS & MAINTAIN SOCIAL DISTANCE**

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**DELHI JAL BOARD**

O/o The Assistant-Commissioner (Labour-Welfare)

DJB (HQ), Varunalaya, 'B'-Building,

Jhandewalan, New Delhi-110005



No. DJB/ AC (LW)/Gr.(Pension)/2022/D-45522 Dated: 29-07-2022

Subject: **Special Drive from 15.06.2022 to 15.07.2022 for redressal of Grievances of Govt. Employees of GNCT of Delhi: Pending Pension Matters.**

Kind attention is invited towards Office Memorandum bearing F.No. 10 (503/Coord/Gr.(Pension)/2022/1813-1818 dated 13.06.2022 issued under the signature of Special Secretary (Services) Services Department (Coordination Branch), GNCTD, Delhi Secretariat received in this office on the above quoted subject.

In this regard, you are hereby directed to carry out an exercise of verification/updation of all service books in respect of Officers/Officials retiring by 31.12.2024 and submit the status/report of the same within a week's time positively for perusal of the Competent Authority.

This may be treated as 'Most Urgent'.

(Virender Singh)

Assistant Commissioner (LW)

Encl: As above

To,  
All DDO's

Copy for information to :-

1. PS to Director (A&P).
2. Office copy.

*Pl. update on the website.*  
EOP (EDP)  
WMP  
3/8/22

*Page 2*

*AS*  
08-08-22  
Ashish Kumar  
Executive Engineer (EDP)

Sumil Kumar Singh  
Addl. Chief Engineer (Project-I)  
Electronic Data Processing (EDP) Cell

Assistant Commissioner (LW)

Addl. Chief Engineer (Project-I)  
EDP Cell, Delhi Jal Board, GNCTD  
Dy. No. 2444 dt. 03-08-22

*ACE&P-1*

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT (COORDINATION BRANCH)  
DELHI SECRETARIAT, 7<sup>TH</sup> LEVEL, 'B' WING,  
I.P ESTATE, NEW DELHI-110002.

F. No.10 (503/Coord/Gr.(pension)/2022/1813-1818

Dated:- 13/06/2022

Office Memorandum

Sub: Special drive from 15<sup>th</sup> June to 15<sup>th</sup> July 2022 for redressal of grievances of Government employees of GNCT of Delhi: Pending Pension Matters.

Kind attention of HoDs is invited towards service related grievances redressal, reviewed by Chief Secretary, Delhi on 10.06.2022. The review revealed that there is a sizeable number of grievances related to pending pension matters in many departments. Further, perusal of grievances related to pending pension matters received in the office of Chief Secretary, Delhi showed that unwanted avoidable hardship is being caused to retired govt. employees who gave long years of service to the government and at the end they are being made to suffer for reasons related to administrative delays, non-observance of already defined procedure for processing pension proposals. In this regard analysis of reasons / causes for delay in deciding pending pension matters shows following main causes:-

- agent  
For n. a.  
May  
28.07.2022
- (i) Delay in issuance of retirement orders,
  - (ii) Delay in submitting pension papers to concerned Principal Accounts Office. It is revealed that in most of the cases, pension papers are being submitted in nick of time,
  - (iii) Delay in obtaining Vigilance Clearance (VC) for retirement purposes especially in respect of Gazetted Officers.
  - (iv) Submission of incomplete forms/documents, including very common and petty lapses like missing signatures, thumb impression, attestation etc.,

C(A)

DD(F&A)-IV

AC(LW)

15.06.22

- (v) Delay in verification of pension related points like verification of service, pay fixation, completion of leave record, deputation, related entries etc. in the service book and related personal record of the officers/officials,
- (vi) In a few cases, non-filling of bank details etc. in processing of pension matters, a list of common defects generally found is enclosed. (Annexure-'A')

It has come out that above position has not only caused receipt of a number of pension related grievances but has also led to a large number of court cases. Needless to say, besides causing harassment to the concerned retired officers/officials, avoidable litigation is frequently taking place, consuming precious time of Government departments.

On analyzing above main reasons/causes for pendency of pension cases in the light of rules/processes/timelines defined on the subject matter, concerned administrative and accounts functionaries of the departments are required to pay adequate attention into delays, lapses, common discrepancies leading to pendency in pension cases. This is despite the fact that all the administrative processes related to pension matters have defined timelines which have been reiterated by Finance Department and other related offices from time to time.

Keeping above in view, Chief Secretary, Delhi has directed that a **special drive** be carried out from 15<sup>th</sup> June to 15<sup>th</sup> July 2022 by all the departments to finalise all the pending pension matters as on 31.05.2022. For the purpose, the departments may set up teams of administrative and accounts functionaries of their departments under the leadership of Head of Department who is primarily responsible for timely submission for pension cases to Pay and Accounts Officer. The departments will prepare a list of pending pension cases containing necessary details as per proforma enclosed. (Annexure -'B')

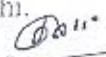
*Dair*

13.6.22

The list will be submitted to Pension Cell of Principal Accounts Office, Govt. of NCT of Delhi with a copy to Services Department. Further, the status of the pending cases will be updated every fortnight and submitted to Pension Cell of Principal Accounts Office with a copy endorsed to Services Department. Pension Cell of GNCT of Delhi will furnish monthly report to Services Department in the first week of every month giving details of pending pension cases with Pay and Account Offices and departments giving reasons for pending disposal of the cases.

The departments will carry out an exercise of verification/update of all service books in respect of officers/officials retiring by 31.12.2024, by 15<sup>th</sup> August, 2022.

With regard to pension cases, every HoD will furnish a status by 15<sup>th</sup> July, 2022 to Services Department for kind perusal of the Chief Secretary, Delhi.

  
(Kulanand Joshi)

Spl. Secretary (Services)

To

All ACS / Pr. Secretaries / Secretaries/ HoDs, Govt. of NCT of Delhi and Autonomous Bodies, PSUs, Boards & Commissions of GNCT of Delhi.


F. No.10 (503/Coord/Gr.(pension)/2022/1813-1818 Dated:- 13/06/2022

Copy for information to:

1. Secretary to Hon'ble Lt. Governor, Delhi.
2. SO to Chief Secretary, Delhi.

Copy for information and further necessary action to:

1. Principal Accounts Office, Pension Cell, GNCTD of Delhi through Secretary, Finance, GNCT of Delhi.
2. All PAOs, GNCT of Delhi through Controller of Accounts, Principal Accounts Office, GNCT of Delhi.
3. Guard file.

  
13.6.22  
(Kulanand Joshi)

Spl. Secretary (Services)