

GOVERNMENT OF MANIPUR
SECRETARIAT: FINANCE DEPARTMENT
(PAY IMPLEMENTATION CELL)

No. 5/8/87-FD(PIC):

Imphal, the 28th March, 2006

To

- (1) The Addl. Chief Secretary (Works/Forest & Env.), Government of Manipur'.
- (2) All Commissioner/Secretaries/Special Secretaries.
- (3) All Heads of Departments/Offices, Manipur.

Sub: - Grant of Provisional Pension and Provisional Gratuity to retired Government employees.

Sir,

I am directed to refer to letter No. 31/1/87-PC, dated 03/07/1987 on the above subject and to reiterate that the provisions of the Central Civil Services (Pension) Rules, 1972, as amended from time to time, including the decisions taken by the Government of India have been adopted in respect of the State Government employees since 01/01/1977 as the Manipur Civil Services (Pension) Rules, 1977.

2. The Pension Rules provide for advance action to be taken by the Heads of Offices and the Audit/Accounts Officers for ensuring the amount of Pension and Gratuity payable to a retired Government employee to be assessed well in time and for ensuring the Pension Payment Orders issued not later than one month in advance of the date of retirement of Government employees. If, however, delay is anticipated in the preparation of the Pension Papers and forwarding the same to the Pension Cell of the Department of Personnel & Administrative Reforms, Government of Manipur for onward submission to the Accountant General (A&E), Manipur for proper assessment of the final Pension and Gratuity and issue of Pension Payment Orders etc., it has been provided under Rule 64 of the said Rules for payment of Provisional Pension or Provisional Gratuity to the retiring Government employees. If the Departments/Offices are of the opinion that the Government servant is likely to retire before his/her Pension or Gratuity or both can be finally assessed and settled in accordance with the relevant provisions of the Rules, the Head of Office should take expeditious steps to sanction upto 100% of the Pension as Provisional Pension and upto 100% of Gratuity as Provisional Gratuity in accordance with the Rules.

3. Similarly, as provided under Rule 80-A of the Rules *ibid*, the provisional family pension not exceeding the maximum family pension and 100% of the Death Gratuity as determined in accordance with the provisions of the Rules subject, however, to observing normal procedures as prescribed in the Rules may be sanctioned by the Head of Offices.

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4. I am, therefore, to say that if the Departments anticipate any delay in the finalisation of Pension Papers and issue of Pension Payment Orders by the Office of the Accountant General (A&E), Manipur, the Heads of Offices are requested to sanction and disburse the Provisional Pension or Provisional Gratuity or Provisional Family Pension or Provisional Family Gratuity as the case may be, with the prior approval of the Head of Department concerned in order to relieve the retiring Government employees of their financial hardships after their retirement or the families of the Government servants who die in harness.

5. Accountability and implementation of the above instructions in letter and spirit will, however, be the full responsibility of the Department concerned.

6. Further, a certificate to the effect that the payment of Provisional Pension or Provisional Gratuity or Provisional Family Pension or Provisional Family Gratuity should invariably be furnished by the Head of Offices while submitting the Pension Papers.

Yours faithfully,

Sd/-

(A.R. Sharma)

Under Secretary (Finance/PIC)
Government of Manipur

(S. Sundaral Singh)
Special Secretary (DP), Govt. of Manipur