

POLICE ORDER No. 83

Prompt disposal of pension cases—questionnaire and P.M., Appendix 48, Gratuity Rolls.

In spite of comprehensive instructions issued from time to time dealing with particular cases pension cases are still being received incomplete and in many cases full of discrepancies. This is causing unusual delay in the disposal of pension cases entailing great hardship on the pensioners who are left with no means for their sustenance.

2. All heads of establishments will please ensure that their staff are familiar with all pension rules and orders. To help them in this respect, a questionnaire in addition to that provided in Police Manual, Appendix 48, is enclosed for guidance.

3. Preparation of pension papers should be taken on hand at least three months before the due date of superannuation, and they should be submitted within a week of retirement. In other cases (e. g. invalidation) they should be submitted with one month from the date of retirement.

Manual Reference

.. Rule 821 and Appendix 48

(Previous Police Order reference No. 9 of 1952)

QUESTIONNAIRE FOR CHECKING PENSION OR GRATUITY ROLLS OF EMPLOYEES OF THE MERGED STATES

1. Have the services rendered prior to the merger been verified with reference to the relevant State's records and a history of services pasted in the S. B. as per instructions contained in this office Memo. No. 23842 (24)-F., dated the 28th December 1949 ?

2. Was the applicant entitled to pension or gratuity for his premerger service under the State's rules? If so, has certificate been furnished to this effect in his S. B. ? [G. O. No. 13297-37-F., dated the 21st September 1950, copy forwarded to all heads of Police Establishments under cover of this office Memo. No. 19446 (24)-F., dated the 2nd October 1950 may be referred to in this connection].

Or

3. (a) Was the applicant a subscriber to the State C. P. F. ?

(b) Has the accumulation in the State C. P. F. including the State share been already withdrawn by him ?

(c) If not, has he given his option in writing to come under Orissa Pensionary Scheme within the prescribed time and has his Memo. of election been pasted in his S. B. ?

(d) Was he a compulsory subscriber to the C. P. F. from the date of his eligibility to subscribe under the State's rules and did he continue subscribing till the merger without any break and, if so, has a certificate been furnished in S. B. accordingly ?

(e) If there was any break, has the specific period, during which he was eligible to subscribe but did not do so, been verified from the relevant records and excluded from the total period qualifying for pension and has a certificate been recorded to this effect in his S. B. as required in this office Memo. No. 5841 (24)-F., dated the 16th March 1950 ?

4. Was any pension or gratuity admissible to him for the period of his service rendered prior to his admission to C. P. F. ? If so, has this fact been incorporated in the above certificate ? Otherwise has the period for which he was not entitled to any pension or gratuity under the State's rules been treated as non-qualifying service for pension ?

5. Has that part of service for which accumulation in the C. P. F. has already been withdrawn by the applicant been treated as non-pensionable in view of instructions laid down in sub-para. (ii) of para. 5 of G. O. No. 1805-F., dated the 13th December 1949 ?

6. If the applicant's service in a State where there was neither pension/gratuity system nor the C. P. F. Scheme, what service benefits would have been enjoyed by him for the period of his service in that State had he been discharged by the Durbar Administration ?

7. Did the Ruler grant any pension/gratuity or irregular reward to the applicant during the State regime ? If not, has a certificate to this effect been furnished in his S. B. accordingly ?

8. Has the I. P. F. statement of the applicant been checked by the Local Audit Party or A.-G. and has a certificate been recorded to this effect ?

9. Has the applicant retired on after the 20th June 1950 ? If so, has his pension been calculated under the Liberalised Pension Rules ?

10. Has the leave account been thoroughly checked ?

11. Has the legal heir certificate been obtained by the claimant for the family pension and death-cum-retirement and gratuity and attached to the pension papers ?

FOR OLD ORISSA EMPLOYEES ONLY

12. Has the option in writing regarding acceptance of the old and new pension rules been obtained from the pensioner by the appointed date and pasted in his service book with due attestation ?

13. In case of a pensioner who comes under the revised pension rules—

Have the forms of nomination for family pension and death-cum-retirement gratuity been obtained from the pensioner in duplicate and one copy attached to the pension papers duly countersigned, while the other copy retained in your office file ?