

Registered/AD

**Important Circular No.59
No.GI/C/0198/VOL-I/Tech
O/O The Pr. C.D.A. (P)
Allahabad- 211014
Date 24th September, 2008**

TO,

(All Heads of Department under Min. of Defence)

Subject: - Implementation of Govt. decision on the recommendation of VI th CPC-procedure for revision of pension/family pension in respect of Defence Civilian (including DAD, GREF and Cost Guard employees) and their families who retired/died on or after 1-1-2006.

Reference: - In continuation of this office circular no-58 dated 23rd September, 2008.

The Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Deptt. of Pension & Pensioners' Welfare vide their O.M. No 38/37/08-P&PW (A) dated, the 2nd September 2008. have issued orders for implementing Govt's decision on the recommendations of VI th CPC revising provisions of pension/commutation of pension with effect from 1-1-2006. As the Govt. order takes effect from 1-1-2006, pensionary benefits already granted to the individuals who retired on or after 1-1-2006 need to be revised under the subject order.

2.1 For the purpose of revision of pensionary awards in respect of Govt. servants who retired on or after 1-1-2006 and in whose cases PPOs have been issued, the following types of Data Sheets have been introduced and enclosed to this circular-

- (i) **Appendix-'I' for revision of pension and gratuity**
- (ii) **Appendix-'J' for revision of family pension and death gratuity.**

2.2 The details instructions for filling up of above mentioned data sheets are contained in Annexure-'C' & 'D' respectively. Pay and Pay-Band codes are depicted in Annexure-XIII. These are attached to this circular.

3. Those individuals who have not opted for revised scales of pay and continue to draw their pay under the pre-revised scale will be regulated under Para-13 of the subject Govt. order. Their claims are to be submitted to this office for manual processing together with service book of the individual. Data sheet for these claims need not be submitted. However, the details of pay drawn during the last ten months will be countersigned by the Pay Audit Officer. The forwarding memo of such cases will be prominently marked as **'For Manual Process'** preferably in red ink.

4. As per Para-9.3 of the Govt OM ibid, existing table of commutation value has been modified. In the case of those pensioners, in whose case commutation of pension became absolute on or after 1-1-2006 but before issue of above OM, the pre-revised table of commutation value for pension will be used for payment of commutation of pension based on pre-revised pay/pension. Such pensioners shall have an option to commute the amount of pension that has become additionally commutable on a/c of retrospective revision of pay/pension. It may be brought to their notice that the new table of commutation annexed to the ibid-O.M. will be used for the calculation of commuted value of pension for such additional commutation. For this purpose, a form of option is enclosed as Annexure-I to this circular.
5. It is requested that the copies of enclosed data sheets, instructions and option forms may be prepared at your end on required basis and sent to H.O.O. for submission of revision pension claims to this office.
6. The pension claims requiring revision under these orders may be forwarded by name to Shri V.N.Singh, Sr. A.O. (G-1/Civil) of this office.

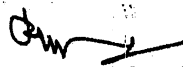
Please acknowledge receipt


(Raminder Singh)
ACDA (P)

Enclosure: - As above

Copy to: -

1. The CGDA, West Block-V, R.K. Puram, New Delhi-66
2. All Pr.CsDA/CsDA/C of F & A (Fys)/ CDA (Funds)
3. All G.M. Fys
4. All CE/Nodal CE of various commands.


(Raminder Singh)
ACDA (P)

FORM OF OPTION

Annexure-I

(Applicable to those pensioners in whose case commutation of pension became absolute on or after 1-1-2006 but before 2nd September, 2008)

- (i) I.hereby opt to commute the amount of Pension that has become additionally commutable on a/c of retrospective revision of Pay/Pension. I understand that such additional commutation shall be in accordance with the revised table of commutation value for pension Annexed to GOI, Min.of P, PG and Pensions, Deptt. Of P&PW OM No.38/37/08-P&PW (A) dated 2nd September, 2008.

OR

- (ii) I.hereby elect to retain the payment of commutation of pension calculated/to be calculated with reference to the pre-revised table of commutation value based on pre-revised pay/pension.

Station.....
Date

Signature.....
Name.....
PPO No.....

Countersigned

Head of office

(To be scored out if not applicable)

**Instructions to complete the columns of data sheet
for revision of civil pension as per 6th CPC orders
in r/o post 1/1/2006 retiree Of Defence Civilians**

The cases, where individual retired on or after 1.1.2006 and PPOs already issued as per 5th CPC orders, are to be revised as per 6th CPC orders. Therefore a separate data sheet named APPENDIX 'I' has been designed.

The instructions for filling up the fields of this data sheet are, as under:

1. Cage-I BASIC PARTICULARS (As per original PPO):

All fields under this cage should be filled as per instructions already issued for filling up data sheets of Civil Pension Cor (Appendix 'B').

2. CAGE II AMENDMENT/REVISION PROPOSED:

A. Following fields under the heading of "Last PAY DETAILS" should be filled as under:

1. **PAY CODE** - This field should be filled with the pay code pertaining to Pay Band/Scale applicable to the individual as shown in Annexure XIII. Relevant code from the Annexure-XIII should be picked up and filled in this Column. In no case it should be left blank or filled with zeroes.

For example :

For Pay Code 5 this field should be filled as

0	5
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2. **PAY BAND CODE** - This field should be filled with the pay Band/scale code applicable to the individual. Pay Band Code should be same as shown in Annexure XIII against Pay Code filled in the data sheet. In no case it should be left blank or filled with zeroes.

For example :

For Pay Band Name PB2 this field should be filled as

B	2
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3. **PAY IN PAY BAND/SCALE (EXCLUDING GRADE PAY)** - Pay in pay band/scale drawn by the individual at the time of retirement should be filled in this Column. In no case it should be left blank or filled with zeroes.

4. **GRADE PAY** - Grade Pay, if any, drawn by the individual at the time of retirement should be filled in this column. Grade Pay should be same as shown in Annexure XIII against Pay Code filled in the data sheet. In no case it should be left blank or filled with zeroes.

5. **NPA/MS PAY** - In case of Doctors employed as Defence Civilians, Non practicing allowance drawn at the time of retirement should be filled in this Column. In the case of NCC whole time officers granted permanent Commission and MNS LOCAL Officers, MS PAY drawn at the time retirement should be filled in this Column.

B. 10 MONTHS AVERAGE:-

The average pay which includes sum of Pay in Pay Band/Scale, Grade pay and non-practicing allowance (NPA)/MS Pay actually drawn by the individual during the last 10 months period preceding the date of his retirement will be shown in this Column.

This field contains 5 boxes for rupee and 2 boxes for paise. This field should not be left blank.

Where new pay (VICPC pay) and old pay (VCPC) are involved during last 10 months pay. The new pay and old pay drawn during last 10 months will be calculated separately and the sum of both will be shown in this column.

Average pay in above cases shall be calculated by Head of Offices (H.O.Os) and filled in this column. The calculation sheet of average pay prepared by HOO must be enclosed with data sheet. The Average pay so calculated by H.O.Os. must be checked by the PA AUDIT CONTROLLERS.

Example:- If average pay works out to Rs.20475.50 the same shall be filled as under:

2	0	4	7	5	.	5	0
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C. ADDITIONAL AMT. TO BE COMMUTED Y/N (to be used for pre 2/9/2008 retiree): When individual opted to commute the additional commutable amount of pension as per revised table of commutation for pension of 6th CPC orders, "Y" should be filled in this column otherwise left blank. In this regard a declaration on prescribed form furnished by individual must be enclosed with the data sheet as **Annexure 'I'**.

D. Date of Birth of Spouse:

This is a numerical data of 8 characters.

It should be taken from the service book and filled in the format as:-

Y	Y	Y	Y	M	M	D	D
---	---	---	---	---	---	---	---

E. PDA DETAILS: All fields under this heading should be filled as per instructions already issued for filling up data sheets of Civil Pension Certificate (Appendix 'B').

**Instructions to complete the columns of data sheet
for revision of Civil Family Pension as per 6th CPC orders
in r/o post 1/1/2006 retiree/deceased Of Defence Civilians**

The cases, where individual retired/died on or after 1.1.2006 and PPOs already issued as per 5th CPC orders, are to be revised as per 6th CPC orders. Therefore a separate data sheet named APPENDIX 'J' has been designed.

The instructions for filling up the fields of this data sheet are as under:

1. Cage-I BASIC PARTICULARS (As per original PPO):

All fields under this cage should be filled as per instructions already issued for filling up data sheets of Civil Family Pension Corr (Appendix 'D').

Name of payee as per original PPO should be filled in the field of "NAME OF PAYEE".

2. CAGE II AMENDMENT/REVISION PROPOSED:

A. Following fields under the heading of "Last PAY DETAILS" should be filled as under:

- 1. PAY CODE** - This field should be filled with the pay code pertaining to Pay Band/Scale applicable to the individual as shown in Annexure XIII. Relevant code from the Annexure-XIII should be picked up and filled in this Column. In no case it should be left blank or filled with zeroes.

For example :

For Pay Code 5 this field should be filled as

0	5
---	---

- 2. PAY BAND CODE** - This field should be filled with the pay Band/scale code applicable to the individual. Pay Band Code should be same as shown in Annexure XIII against Pay Code filled in the data sheet. In no case it should be left blank or filled with zeroes.

For example :

For Pay Band Name PB2 this field should be filled as

B	2
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- 3. PAY IN PAY BAND/SCALE (EXCLUDING GRADE PAY)** - Pay in pay band/scale drawn by the individual at the time of retirement should be filled in this Column. In no case it should be left blank or filled with zeroes.
- 4. GRADE PAY** - Grade Pay, if any, drawn by the individual at the time of retirement should be filled in this column. Grade Pay should be same as shown in Annexure XIII against Pay Code filled in the data sheet. In no case it should be left blank or filled with zeroes.

5. NPA/MS PAY - In case of Doctors employed as Defence Civilians, Non practicing allowance drawn at the time of retirement should be filled in this Column. In the case of NCC whole time officers granted permanent Commission and MNS LOCAL Officers, MS PAY drawn at the time retirement should be filled in this Column.

B. PDA DETAILS: All fields under this heading should be filled as per instructions already issued for filling up data sheets of Civil Family Pension Corr (Appendix 'D').

ANNEXURE XIII

PAY CODE	Name of Pay Band	Pay Band Code	Pay Band	Grade Pay
01	1S	S1	4440 - 7440	1300
02	1S	S1	4440 - 7440	1400
03	1S	S1	4440 - 7440	1600
04	1S	S1	4440 - 7440	1650
05	PB-1	B1	5200 - 20200	1800
06	PB-1	B1	5200 - 20200	1900
07	PB-1	B1	5200 - 20200	2000
08	PB-1	B1	5200 - 20200	2400
09	PB-1	B1	5200 - 20200	2800
10	PB-2	B2	9300 - 34800	4200
11	PB-2	B2	9300 - 34800	4600
12	PB-2	B2	9300 - 34800	4800
13	PB-2	B2	9300 - 34800	5400
14	PB-3	B3	15600 - 39100	5400
15	PB-3	B3	15600 - 39100	6600
16	PB-3	B3	15600 - 39100	7600
17	PB-4	B4	37400 - 67000	8700
18	PB-4	B4	37400 - 67000	8900
19	PB-4	B4	37400 - 67000	10000
20	PB-4	B4	37400 - 67000	12000
21	HAG+SCALE	H1	75500 - 80000	NIL
22	APEX SCALE	A1	80000	NIL

**DATA SHEET FOR REVISION OF PENSIONARY AWARDS IN R/O DEFENCE CIVILIAN
RETIRED ON OR AFTER 2006**

CAGE-I BASIC PARTICULARS (As per Original PPO)

A. Original PPO No.

	/					/					/				
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B. Organisation

--	--

Code

[illegible]D. Action Code ☐

CAGE-II AMENDMENT/REVISION PROPOSED

LAST PAY DETAILS

1. Pay Code

2. Pay Band Code

--	--

3. Pay in
Pay Band/Scale

--	--	--	--	--

(Excluding Grade Pay)

4. Grade Pay

--	--	--	--	--

5. NPA/MS Pay

--	--	--	--	--

6. 10 Mths Average

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7. Opted for Commutation of Additional Amount of Pension (to be use for pre 2/9/2008) ☐

8. Date of Birth of Spouse

PART - E PDA DETAILS

9. PDA ☐
Code

10. DPDO Code

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[illegible]12. PDA State Code

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13. Bank/Sub
Try Code

[illegible][illegible]

16. BSR code

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of Bank Br.

17. BSR code

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of Link Bank

[illegible]

19. CDR No.

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H.O.O.

CDA/AAO

CDA (P)

**DATA SHEET FOR REVISION OF FAMILY PENSION: AWARDS IN R/O DEFENCE CIVILIAN
RETIRED/DIED ON OR AFTER 2006**

CAGE-I BASIC PARTICULARS (As per Original PPO)

A. Original PPO No.

						F	P								
--	--	--	--	--	--	---	---	--	--	--	--	--	--	--	--

B. Organisation

--	--

Code

**C. NAME OF
EMPLOYEE**

[illegible]

**D. NAME
PAYEE**

[illegible]E. Action Code ☐

CAGE-II AMENDMENT/REVISION PROPOSED

LAST PAY DETAILS

1. Pay

--	--

Code

2. Pay Band Code

--	--

3. Pay in
Pay Band/Scale
(Excluding Grade Pay)

4. Grade Pay

--	--	--	--	--

5. NPA/MS Pay

--	--	--	--	--

PART - E PDA DETAILS

6. PDA ☐
Code

7. DPDO Code

--	--

[illegible]

9. PDA State Code

--	--

10. Bank/Sub
Try Code

[illegible][illegible]

13. BSR code
of Bank Br.

14. BSR code

--	--	--	--	--	--	--

of Link Bank

[illegible]

16. CDR No.

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H.O.O.

CDA/AAO

CDA (P)

