

GOVERNMENT OF KARNATAKA

(Finance Department)

No: FD (SPL) 52 CPP/03

Karnataka Govt. Secretariat
M.S. Building,
Bangalore Dated : 2-5-2003.

CIRCULAR

Sub : Prompt and expeditious settlement of pension claims within the prescribed time limit.

Ref : Govt. circular No: FD (Spl) 5 CPP/90 dated 14.5.90.

1. The policy of the Government is that the Government servant should receive his pension on the day of his retirement. Accordingly a number of provisions have been made and a few amendments have also been issued on the provisions of KCSR., prescribing the time schedule for the preparation of pension papers and to forward them to the Accountant General.

2. For the ready reference of all the pension document forwarding authorities, the following important provisions relating to the pension claims are noted below:

Sl. No.	Rules of KCSR	Provisions
(1)	321	Details of retiring officials to be obtained before 12 months of their retirement.
(2)	323	In order to watch the pension cases, the pension papers forwarding authorities should obtain a list of G.S. retiring within 2 years biannually by May and November every year.
(3)	329 (A)	Service verification will have to be done to determine the qualifying service of G.S. after completing 25 years of service or 50 years of age whichever is earlier.
(4)	322	Preparation of pension records should start 12 months prior to retirement and applications have to be forwarded to A.G. 3 months before retirement.
(5)	333	Lists and details of documents to be enclosed to the pension application are given under these rules.
(6)	339 (A)	The pension document forwarding authority should furnish, the Audit Office, the facts if any which have a bearing on pension or D.C.R.G.
(7)	335(B)	The pension papers forwarding authorities should maintain a watch register (Form 11.A.) to watch the time limits prescribed in Pension Rules.

3. Further, important Government orders and Circulars on pension claims, are listed below:

Sl.No.	Circulars & Orders	Issues
(1)	No. FD(Spl) 59 CPP 80 dtd: 29.6.81	-Regarding simplification of Pension Rules -Dispensing with formal sanction -Payment of anticipatory pension & D.C.R.G.
(2)	No. FD(Spl) 57 CPP/81 dtd: 4.12.81.	
(3)	No. FD (Spl) 2 CPP 84 dtd: 20.2.84	Cases not to be withheld for want of "No Due Certificate"
(4)	No. FD(Spl) 63 CPP 83 dtd: 1.8.84	Issue of survivorship certificate by Rev.Authorities for Family Pension.
(5)	No. FD(Spl) 4 CPP 84 dtd:14.9.84	Regularisation of period of un-authorised absence - Simplified procedure.
(6)	No. FD (Spl) 401 PEN 85 dtd: 23.9.85	
(7)	No. FD(Spl) 3 CPP 84 dtd: 14.10.84.	Disposal of Pension cases where Service Registers are missing and it is not possible to re-write the S.R.
(8)	No. FD(Spl) 9 CPP 87 dtd: 1.9.87	Pension & Family pensions of Govt. servants who have been transferred to Z.P.
(9)	No. FD(Spl) 1 CPP 84 dtd:14.1.87	Prompt & Expeditious settlement of pension claims within the prescribed time limits with statement of common causes for delay & remedial measures.
(10)	No. FD(Spl) 3 CPP 89 dtd: 3.3.89	Submission of quarterly returns of pending pension cases in Annexure I, II, III & IV.
(11)	No.FD(Spl) 3 CPP 90 dtd: 30.1.90	Expeditious settlement of pension and Family Pension cases – observations made by A.G. & action to be taken by HODs & Heads of Offices.
(12)	No. FD 4 SRA 2000 dtd: 4.1.2003	Rules regarding entitlement of Family pension in supersession of Kar.Govt. servants'(Family pension) Rules 1964.

4. It is regretted to note that in spite of a number of circular instructions issued from the Government, delay in preparation and forwarding of pension papers still persists. The Chief Secretary to Government, while reviewing the position on: 9.4.03 has expressed his concern over this state of affairs, especially with reference the pending cases for periods over one year.

According to the reports received from the Accountant General Government have taken a serious note of the following pendency for the quarter ending 31.12.02.

Delays

Upto 1 yr.	Over 1 yrs.	Over 2 yrs.	Over 3 yrs.	Over 4 yrs.	Over 5 yrs.	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)
317	57	30	18	10	13	445

5. There is no justification for the pendency of 128 cases for more than one year. The circular instructions issued by the Government from the DPAR under O.M. No: DPAR 19 SEV 2001 dated: 26.6.01 make it amply clear that all cases pertaining to disciplinary actions have to be completed within 9 months from the date of initiating the proceedings. This should generally be possible in respect of the cases which do not involve the court proceedings. It is necessary that all pending cases of various pensionary provisions are reviewed by the Heads of departments, immediately and reports on clearance as well as details of pending cases involving court proceedings if any be sent to their Administrative Secretaries in the usual proforma - Annexure 4 appended to Government Circular No.FD(Spl) 3 Cpp 90 dated 3.3.89 within one month from the date of this circular.

6. The Secretaries to Govt. in turn shall review the position with reference to each, and dispose off the cases pending at Government level. A final report may be sent to the Finance Department for consolidation and review by the Chief Secretary to Government within one month.

Sd/-
(D.N. NARASIMHARAJU)
Secretary to Government (Expenditure)
Finance Department.

- 1) All the Principal Secretaries & Secretaries to Government.
- 2) All the Heads of Departments.
- 3) All the Deputy Commissioners / All Chief Executive Officers of Zilla Panchayats in the State.
- 4) Accountant General (A&E) Karnataka.
- 5) The Compiler, Karnataka Gazette for publication.