

Government of West Bengal
Directorate of Pension, Provident Fund and Group Insurance
Finance Department
Purta Bhavan (2nd floor), Salt Lake, Kolkata-700 091

No. 269 /DPPG/17

Dated 03-05-17

From : Joint Director
Pension, Provident Fund and Group Insurance.

To : The Director of School Education, West Bengal
7th Floor, Bikash Bhavan, Salt Lake, Kolkata- 700091

Sir,

I am directed to inform you that to extend the benefits of e-Governance initiatives undertaken by the Government, a revised procedure in electronic mode for sanctioning pensionary benefits to the teaching and non-teaching employees of recognized and aided educational Institutions has been framed through e-Pension portal. E-Pension portal consists of two modules- (i) converting manual files to e-PPO at DPPG and (ii) Application initiated by employee/ applicant and full process done through e-Pension Portal.

G.O No. 62-SSE, Dated 17.04.2017 has already been issued by School Education Department, West Bengal.

For the purpose of successful implementation, the following table may please be seen.

A. Superannuation on or before 30/09/2017	Fresh Files	Files which are pending at DPPG	Will be processed using manual channel software for generation of e-PPO
		Files submitted to DPPG within 31/05/2017	Will be processed using manual channel software for generation of e-PPO
		Files not submitted to DPPG within 31/05/2017	To be processed mandatorily using e-Pension Portal starting from Applicant level
	Objected Files	re-submission done by Pension Sanctioning Authority within 30/09/2017	Will be processed using manual channel software for generation of e-PPO
		re-submission not done by Pension Sanctioning Authority within 30/09/2017	To be processed mandatorily using e-Pension Portal starting from Applicant level
B. Superannuation after 30/09/2017	Fresh Files	Files which are pending at DPPG	Will be processed using manual channel software for generation of e-PPO
		Files which are yet to be received DPPG	To be processed mandatorily using e-Pension Portal starting from Applicant level
	Objected Files	Already re-submission done by Pension Sanctioning Authority	Will be processed using manual channel software for generation of e-PPO
		re-submission not done by Pension Sanctioning Authority	To be processed mandatorily using e-Pension Portal starting from Applicant level
C. Death-in-harness, Invalid, Retiring, Disappearance cases	Fresh Files	Files which are pending at DPPG	Will be processed using manual channel software for generation of e-PPO
		Submission done/ to be done by Pension Sanctioning Authority up to 30/09/2017	Files will be received by DPPG and will be processed using manual channel software for generation of e-PPO
		Submission not done by Pension Sanctioning Authority up to 30/09/2017	To be processed mandatorily using e-Pension Portal starting from Applicant level
	Objected Files	re-submission done by Pension Sanctioning Authority within 30/09/2017	Files will be received by DPPG and will be processed using manual channel software for generation of e-PPO
		re-submission not done by Pension Sanctioning Authority within 30/09/2017	To be processed mandatorily using e-Pension Portal starting from Applicant level

D. Revision cases where one PPO has already been issued and Pre-81 cases	Submitted first time at DPPG	Files which are pending at DPPG	Will be processed using manual channel software for generation of e-PPO
		Submission done by Pension Sanctioning Authority up to 31/12/2017	Files will be received by DPPG and will be processed using manual channel software for generation of e-PPO
		Submission not done by Pension Sanctioning Authority up to 31/12/2017	To be processed mandatorily using e-Pension Portal starting from Applicant level
	Objected by DPPG	Re-submission done by Pension Sanctioning Authority up to 31/12/2017	Files will be received by DPPG and will be processed using manual channel software for generation of e-PPO
		Re-submission not done by Pension Sanctioning Authority up to 31/12/2017	To be processed mandatorily using e-Pension Portal starting from Applicant level

- This table will not be applicable for the employees of Recognised and aided non Govt. educational Institutions under education district of **Darjeeling and Kalimpong**. For these two education districts, manual files will be received by DPPG and will be processed using manual channel software for generation of e-PPO until inclusion of the data of employees of Recognised and aided non Govt. educational Institutions in Online Salary Management system (OSMS).
- For categories A, B and C above, no manual files will be received in DPPG on or after 01/10/2017.
- For category D above, no manual files will be received in DPPG on or after 01/01/2018.
- In case of extreme emergency, Pension Sanctioning Authority may send manual files to DPPG and will be processed using manual channel software for generation of e-PPO.
- For all categories of Pension cases other than Recognised and aided non Govt. (excluding D.A. getting) educational Institutions, manual Files will be received from Pension Sanctioning Authorities concerned and will continue to be processed using manual channel software for generation of e-PPO, till further order.

Yours faithfully,



Joint Director
Pension, Provident Fund & Group Insurance
Government of West Bengal

No. 269/DPPG/17

Dated: 03-05-17

Copy forwarded for information & necessary action to:

1. The Secretary School Education Department, West Bengal
7th Floor, Bikash Bhavan, Salt Lake, Kolkata- 700091.
2. District Inspector of Schools (PRI/SEC) _____
P.O. - _____
Dist. - _____



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