

Government of West Bengal
School Education Department
Budget Branch
Bikash Bhavan, Salt Lake, Kolkata - 91

Memo No. 68-SE (B) / 1M-39 / 2003.

Dated : Kolkata, the 25th February, 2004.

MEMORANDUM

Hon'ble Calcutta High Court in W.P. No. 21305 (W) of 2000 had passed a solemn order directing that any incumbent who retired from Government aided school and settled outside the state of West Bengal can make an application as per provisions of Rule 160 of the West Bengal Services (Death-cum-Retirement Benefit) Rules 1971 before the Accountant General / Competent Authority for payment of Pension from one Treasury to another Treasury of his choice and the concerned authority shall pass necessary orders for payment of pension as per law.

Since the West Bengal Services (Death-cum-Retirement Benefit) Rules 1971 is not applicable to the employees of the government aided schools the implementing authorities faced difficulties in applying Rule 160 of the said Rules to these group of employees. Now in consultation with the Accountant General, West Bengal and the Finance Department of this Government and in terms of the provisions of Para 45 of the West Bengal Recognised Non-Government Educational Institution Employees (Death-cum-Retirement Benefit) Scheme, 1981 the undersigned is directed to state that the Governor is pleased to accord approval to the procedure of payment of pensionary benefits out side the State of West Bengal to the employees governed by the West Bengal Recognised Non-Government Educational Institution Employees (Death-cum-Retirement Benefit) Scheme, 1981 as laid down herein below.

The Director of Pension Provident Fund and Group Insurance, West Bengal being the 'Audit Officer' under the DCRB Scheme 1981 may on application from the Pensioner/Family Pensioner and on sufficient cause being shown, allow transfer of payment from one treasury in India to another and for this purpose he will approach the Accountant General in the following manner.

If a pensioner/Family Pensioner prefers ab-initio payment of his/her pensionary benefit outside West Bengal, he/she will submit along with his/her application of pension, the Proforma at Annexure-I in duplicate. The Director of Pension, Provident Fund and Group Insurance will apply his requisite check and issue P.P.O. etc. in duplicate and countersign the same and forward the same to the A.G. (A&E), West Bengal for issuing Special Seal Authority to the concerned Accountant General for payment of pensionary benefits outside West Bengal as per option of the pensioner.

If the Pensioner / Family Pensioner prefers of a date subsequent to the first drawal of pensionary benefit from a Treasury in West Bengal / Pension Disbursement Office, Kolkata to draw the pensionary benefits from a treasury outside West Bengal he will submit an application in the prescribed proforma as enclosed in Annexure-II before the concerned Treasury in West Bengal / Pension Disbursement Office, Kolkata.

In all the cases, recent duly named and attested Joint / Single photographs, fresh specimen signature / LTI, duly attested are to be collected by the respective Treasury Officer(s) / Pension Disbursement Office (PDO), Kolkata.

On receipt of such application from the Pensioner / Family Pensioner the Treasury in West Bengal / Pension Disbursement Office, Kolkata will forward the application in the prescribed proforma as enclosed in Annexure-III with both halves of the Pension Payment Order with last payment certificate embodied thereon and photographs, specimen signatures etc. to the Director of Pension Provident Fund and Group Insurance, West Bengal for necessary authentication and placement before the Accountant General (A&E), West Bengal for issuing special seal authority to the concerned Accountant General outside West Bengal.

On the receipt of both halves of P.P.O. with application in Annexure-II in duplicate and the photographs, specimen signatures etc. from the concerned Treasury / PDO, the Director of Pension, Provident Fund and Group Insurance, West Bengal will cancel both halves of P.P.O. and forward the same to the A.G. (A&E) West Bengal along with the single / joint photographs, fresh specimen signatures etc and a fresh Descriptive Rolls of Such Pensioners / Family Pensioners for issue of Special Seal Authority. The Director shall also send specimen signature of the Audit Officer/Director, Pension, Provident Fund & Group Insurance, West Bengal to the A. G. (A&E), West Bengal.

While sending both halves of P.P.O. to A.G. (A&E) West Bengal for issuance of Special Seal Authority in respect of the first payment, the following documents are required to be submitted by DPPG : (a) LPC (b) Sanction of Pension (c) Amount of Pension/Gratuity/CVP (d) Amount commuted and amount reduced pension (e) Date of restoration of normal pension after commutation (f) Name of family pensioner (g) Date of birth in case of minor & (h) Nomination for L.T.A.

While sending transfer cases to A.G. (A&E) West Bengal, DPPG being the Pension Payment Order Issuing Authority is also required to get the PPOs cancelled and fresh PPO prepared with last payment certificates for issuance of Special Seal Authority.

In the matter of issuance of Special Seal Authority. The Accountant General West Bengal will act as an interface between the D.P.P.G. West Bengal and other States.

In the cases of revision of pension the D.P.P.G. will issue revised authority as per the scheme with the counter signature and send the same to the A.G. (A&E), West Bengal for issuing Special Seal Authority. In the case of Revision or Relief in pension the D.P.P.G. West Bengal will send copy of the order granting relief of pension at revised rates to the A.G. (A&E), West Bengal for issue authority for payment of relief at revised rate to the pension drawing person from others States.

The pensioners/family pensioners desirous of drawing pension from outside this State shall furnish to the concerned pension disbursing authority necessary certificates/document like life certificate, non-employment certificate etc. as and when required by the said authority.

Regarding accounting procedure, the amount paid by the other State Governments shall initially be booked under "8798-Inter-State Suspense Accounts with Government of West Bengal".

On receipt of clearance by R.B.I. Nagpur the same is to be kept under "8658-Suspense Account-110-CAO RBI Suspense" as debit On receipt of the vouchers and details from the concerned Accountant General the amount is to be debited finally under "2071-01-109-NP-001-V-04"

The relevant provisions of the West Bengal Recognised Non-Government Educational Institution Employees (Death-cum-Retirement Benefit) Scheme, 1981 shall be deemed to have been amended to the extent indicated in this order. Formal amendment to the scheme will be made in due course.

This Order issues with concurrence of the Finance Department vide U.O. Nos. F (Pen) 769 dt. 02/12/2003 & F (Pen) 231/03 dt. 06/02/2004 The Accountant General (A&E), West Bengal has also agreed to act as the Special Seal Authority vide his No. Pen. Co-ordn/111-Vol.II/30 dated 16-04-03 read with No. Pen. Co-ordn/259/(III-Vol.II) 333 dated 14-08-03.

This cancels this Department's Memo. No. 347-SE (B) dt. 16th September 2003 and No. 462-SE (B) dt. 30th December 2003 issued earlier in this respect.

All concerned are being informed.

Sd/- (R.K.Ray)
Joint Secretary to the Govt. of West Bengal
School Education Department

Application for Drawing Pensionary Benefit from a Treasury outside the State of West Bengal

(To be used when the application is made ab-initio to be furnished with the pension application)

To
The Director of Pension Provident Fund & Group Insurance.
West Bengal,
Purta Bhavan, 2nd Floor, Salt Lake, Kolkata 700064

Sir,

Since I intend to settle in a place outside the state of West Bengal I do hereby pray for allowing me to draw my pensionary benefits from.....Treasury.....District,
.....State.

I am furnishing herein below the relevant particulars for your kind consideration.

1. Name of the Employee/Proposed Family Pensioner :
2. Name and Address of the Institution served last :
3. Date of retirement/Death-in-harness :
4. Cause for drawal of pensionary benefit from a Treasury outside West Bengal.

Inconvenience to draw pension from a Treasury in West Bengal after settlement outside West Bengal

(or mention specifically if there is any other reason)

Place :

Date :

(Signature of the Employee/ Family Pensioner)

Application for Drawing Pensionary Benefit from a Treasury outside the State of West Bengal

(To be used when the application is made subsequent to the first drawal of Pensionary Benefit from a Treasury in West Bengal / Pension Disbursement Office, Kolkata)

To
The Treasury Officer,
..... Treasury.
..... District.

To
The Pension Disbursement Officer, Kolkata,
Finance Department, Government of West Bengal,
Purta Bhavan, 2nd Floor, Salt Lake, Kolkata 700064
(Strike out which is not applicable)

Sir,

Since I have settled in a place outside the state of West Bengal I do hereby pray for allowing me to draw my pensionary benefits from Treasury. District.
..... State.

I am returning herewith the Pension Payment Order (incumbent's copy) in original.

I am furnishing herein below the relevant particulars for your kind consideration.

1. Name of the Pensioner / Family Pensioner :
2. Pension Payment Order No. :
3. Cause for drawal of pensionary benefit from a Treasury outside West Bengal. : Inconvenience in drawing pension from a Treasury in West Bengal after settlement outside West Bengal
(or mention specifically if there is any other reason)

Place :

(Signature of the Pensioner / Family Pensioner)

Date :

(to be acknowledged by the Treasury Officer/PDO, Kolkata)

Received an application from Shir/Smt regarding drawal of Pensionary Benefit from a Treasury outside West Bengal.

Place :

Treasury Officer/ PDO, Kolkata

Date :

..... Treasury District.

(To be used by the concerned Treasury Officer)

To
The Director of Pension Provident Fund & Group Insurance,
West Bengal,
Purta Bhavan, 2nd Floor, Salt Lake, Kolkata 700064.

Sir,

Since Shri/Smt intends to draw pensionary benefits from a Treasury outside the state of West Bengal the undersigned forwards herewith the application alongwith both halves of the Pension Payment Order with Last Payment Certificate embodied thereon in pursuance of Memo No. dated Particulars are furnished hereinunder.

1. Name of the Pensioner / Family Pensioner :
2. Pension Payment Order No. :
3. Date of commencement of Pension/Family Pension :

Kindly acknowledge receipt.

Treasury Officer/ PDO, Kolkata

.....Treasury District.

Enclosures :

1. Both halves of PPO.
2. Application of the Pensioner in original.

(to be acknowledged by the DPPG, WB)

Received from the Pension Disbursement Officer, Kolkata / Treasury OfficerTreasury,
..... District the Pension Payment Order No.in original (both Pensioner's
copy and the Treasury copy) alongwith an application for drawal of Pensionary Benefits from a Treasury
outside West Bengal submitted by Shri/Smt.....Ex (designation)
.....(Institution)

Director of Pension Provident Fund & Group Insurance.
West Bengal