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GOVERNMENT OF KERALA
FINANCE (PENSION) DEPARTMENT
CIRCULAR.

47/89/Fin

No. 47/89/Fin.

Dated, Trivandrum, 20th July 1989.

Sub:- Pension - Delay in settlement of Pensionary benefits/Death-cum-Retirement Gratuity to eligible members of the deceased pensioners - Instructions issued -

Ref:- Letter No. PRI/Pen.A/285/CC/35-86/1033 dated 16.12.1987 from Accountant General(A&E) Kerala.

The Accountant General in his letter cited has brought to the notice of Govt. that inordinate delay is seen on the part of the Dept. authorities in submission and processing pension papers. In certain cases, pension papers are forwarded to the Accountant General by the Departmental authorities in an incomplete manner and this results in delay in settling of pension scheme. This happens, inspite of clear Rules and specific guidelines on processing pension papers.

Govt. views the matter seriously and issue the following instructions on the matter.

All Heads of Departments are requested to strictly adhere to the rules in Part III Kerala Service Rules in respect of the preparation of pension papers/forwarding supporting documents and certificate in respect of both retirement cases and death cases/issue of Last Pay Certificate, Non-liability Certificate etc. As laid down in Chapter VIII of part III Kerala Service Rules, the pension papers should be prepared sufficiently in advance, Non-liability Certificate should be issued promptly, and in the cases of death the mandatory enquiry report should be furnished early wherever Judicial/Departmental proceedings are pending a factual report should be forwarded to Government in the Administrative Department and Finance Department, for decision granting provisional pension. If the pension cannot be assessed finally for administrative reasons, like getting of service certificate, details of war/military service or final assessment of liabilities, anticipatory pension and portion of Death-cum-Retirement Gratuity should be sanctioned, limiting the period for final decision in any case, within one year.

All pension sanctioning Authorities can at any time call on officers of the Department for clearance of any doubt or assistance sought for rather than sending half-hazard letters for clarification.

Violation of these instructions will be viewed seriously and deterrent action would follow in case, non adherence of instructions are noticed, invoking provisions under Kerala Civil Services(Classification, Control and Appeal)Rules.

P. S. DHARMARAJAN
Additional Secretary.

/True Copy/
Encl. on E2. 10278/89 dt. 5.1.90(L. Dis)

Copy to E1 Section for information and attention.
Copy to Stock File in E2.

Sd/-
Conservator of Forests, Trichur.

Approved for issue/

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