



GOVERNMENT OF KERALA
Finance (Pension—A) Department

CIRCULAR

No. 17/2008/Fin.

Dated, Thiruvananthapuram, 5th May, 2008.

Sub:— Pension—Furnishing details of Officers who are due to retire from service—Instruction issued.

As per Rule 109 of Part III Kerala Service Rules every Head of Department shall have a list prepared every six months, on the 1st January and the 1st July each year of all gazetted and non-gazetted Government employees who are due to retire within the next 12 to 18 months of that date. A copy of every such list shall be forwarded to the Audit Officer concerned not later than the 31st January or the 31st July, as the case may be, of that year.

All Heads of Departments are directed to furnish the list mentioned above incorporating the following details also to Government in Finance (Pension—A) Department before 31st January or 31st July, as the case may be, of every year.

1. Name of Officer with designation
2. Date of retirement
3. Expected pension; Death Cum Retirement Gratuity, Commuted Value of Pension and Family Pension.

The details in respect of All India Service Officers should be shown separately.

B. SASIDHARAN PILLAI,
Additional Secretary (Finance).

GCPT. 4/1955/2008/T.P.