

(C O P Y)  
GOVERNMENT OF MEGHALAYA  
FINANCE (PENSION CELL) DEPARTMENT  
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NO.FEM(PC)15/87/13  
Dated Shillong, the 10<sup>th</sup> March, 1988.

OFFICE MEMORANDUM

Sub : **PAYMENT OF PROVISIONAL PENSION/GRATUITY.**

The Meghalaya Civil Services (Pension) Rules, 1983 provided for advance action to be taken by the Heads of Office and Audit/Accounts Officers to ensure that the amount of pension and gratuity due to a retiring Govt. employee is assessed well in time and the Pension Payment Order/Gratuity Payment Order issued not later than one month in advance of the date of retirement. In cases where pension and gratuity cannot be settled as contemplated above, and if the Head of Office is of the opinion that the Govt. servant is likely to retire before his pension or gratuity or both can be finally assessed and settled in accordance with the relevant Rules, he shall take expeditious steps to sanction 100% of pension as provisional pension and provisional gratuity as provided under Rules 69-70 of the Meghalaya Civil Services (Pension) Rules, 1981. The Head of Office should, however, ensure that all known dues such as long term advances still outstanding, over payment of pay and allowances etc. and other recoveries due is adjusted before disbursing provisional gratuity.

If any State Govt. employees on retirement, is not sanctioned provisional pension and provisional gratuity, pending a final determination of his/her pension and issue of the Pension Payment Order, he/she may send a complaint to Pension Cell for taking immediate action. The Government would like to ensure that retiring employees should on their retirement normally received the final sanction of pensionary benefits. If delay in issuing a final pension payment order is unavoidable, at least the benefits of provisional pension and provisional gratuity should be allowed as prescribed in the Rules.

Sd/-  
Special Secretary to the Govt. of Meghalaya,  
Finance (Pension Cell) Department  
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**Memo NO.FEM(PC)15/87/13-A**

**Dated Shillong, the 10<sup>th</sup> March, 1988.**

Copy forwarded to :-

1. All Administrative Departments.
2. All Heads of Departments.
3. All Treasury Officers/All F.A.O.'s/All F.A's/
4. The Accountant General, Meghalaya for information and necessary action.

} They are requested to bring of  
the Office Memorandum to the  
notice of all concerned for  
strict compliance

By Order etc.,

Sd/-  
Under Secretary to the Govt. of Meghalaya,  
Finance (Pension Cell) Department.  
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