

**GOVERNMENT OF MEGHALAYA
FINANCE(PENSION CELL) DEPARTMENT

NO.FEM(PC)59/2006/8

Dated Shillong, the 8th August, 2007.

OFFICE MEMORANDUM

Subject : Timely Compilation and forwarding of pension papers to Accountant General (A&E) –

It has been brought to the notice of the Govt. by the Accountant General, Meghalaya, that certain Head of Offices/Appointing Authorities are making undue delays in processing and submission of pension papers to the Accountant General which had resulted in hardships to the pensioner/family pensioner. Such delayed action has sometimes lead to legal redressals resulting in payment of penal interest to pensioners by the Govt. In the recent past, the Supreme Court had awarded penal interest of Rs.1 lakh to a pensioner as her pension case was not processed in time by the State Govt. The Supreme Court also observed that there are enough procedures and rules governing the payment of pension, which if followed, would not have resulted in the delay.

Rules 61 and Rule 65 of Meghalaya Civil Services (Pension) Rules, 1983 clearly stipulates processing of pension papers two years prior to the date on which a Govt. servant is due to retire. At this stage, the work will essentially be that of computing the information necessary for working out the qualifying service and getting the initial pay fixed by the competent authority. As most delays in pension cases arise from gaps, deficiencies and imperfections in service books/records, every effort should be made at this stage to remove them, while at the same time keeping in mind that what is intended is not a total overhaul or audit of the entire service book or records, but only a scrutiny limited to the purpose on hand viz. the preparation of pension papers. Further, Rule 67 of the above Rules stipulate that on reaching the stage, i.e., 13 months before the date of retirement, the Head of Office shall initiate the actual work of preparation of pension papers in part I and part II of form 4. Any deficiency, imperfection or omission which still remain in the service record shall be ignored at this stage and the qualifying service shall be proceeded with, on the basis of entries in the service record, to whatever degree of perfection it might have been possible to be brought by that time.

Contd...2/-

If, for any special reasons, it has not been found possible to complete and forward the pension papers to Accountant General for issuing authority within the prescribe time schedule, the Head of Department/Head of Office should take appropriate action to grant provisional pension and provisional gratuity under the provision of Rule 69 of Meghalaya Civil Services (Pension) Rules, 1983.

The Govt. has noted the matter of non-compliance of the above rules with concern, as it reflects serious lapses on the part of Heads of Departments/Offices. It is therefore impressed upon all Heads of Departments to ensure strict compliance of Rule 61, 65 and 67 of the Meghalaya Civil Services (Pension) Rules, 1983 failing which responsibility should be fixed by the Secretary of the Department concerned and brought to the notice of Finance Department.

The matter may be brought to the notice of all Sub-Ordinate Officer by the concerned Administrative Department for strict compliance.

Sd/-B.K. Dev Varma, IAS.,
Principal Secretary to the Govt. of Meghalaya
Finance Department

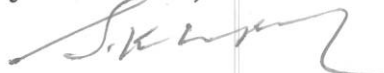
Memo NO.FEM(PC)59/2006/8-A

Dated Shillong, the 8th August, 2007.

Copy to :-

1. All Administrative Departments.
2. All Heads of Departments.
3. All Deputy Commissioners.
4. All Sub-Divisional Officers.
5. All Financial Advisers/~~Finance~~ and Accounts Officers/All Treasury Officers.
6. Accountant General (A&E) Meghalaya, Shillong with reference to letter No.PEN(M)/MG-7/2006-07/5124, dated 6th December, 2006.

By Order etc.,



(S. Kharmawphlang)

Deputy Secretary to the Govt. of Meghalaya,
Finance (Pension Cell) Department

Principal Secy