

No .Fin. (Pen) A (3)-1/2021-Part-I
Government of Himachal Pradesh
Finance (Pension) Department

Dated: Shimla-171002, the 27th January 2026

OFFICE MEMORANDUM

Subject:- Payment of arrears of gratuity & leave encashment to the Class-IV employees retired post 2016.

1. In continuation to this Department's Office Memorandum No. Fin(Pen)A(3)-1/2021-Part-II-Loose dated 17.09.2022, the undersigned is directed to say that the Governor, Himachal Pradesh is pleased to order that additional 50% of gratuity arrears shall be paid to those Class-IV employees who have retired/died in harness between the period 01.01.2016 to 31.01.2022, in the month of January/February, 2026. Accordingly, so far released cumulative gratuity arrears of Class-IV retired employees, after taking into account the present release, shall be 70% of the total gratuity arrears.

2. The Governor, Himachal Pradesh is further pleased to order that 70% of the total leave encashment arrears shall be paid to the Class-IV employees who had retired/died in harness between the period 01.01.2016 to 31.01.2022, in the month of January/February 2026. After this release, the balance leave encashment arrears payable to this category of Class -IV retired employees, will be 30% of the total arrears.

3. 1st, 2nd, 3rd, 4th, instalment of Interim Relief already paid on the basic pension and basic family pension vide this Department's Office Memoranda No. Fin.(Pen)B(10)-6/98-III dated 02.08.2016, 04.08.2017, 09.02.2018, 20.08.2018 and twelve Instalments of Dearness Relief sanctioned earlier vide Office Memoranda No. Fin (Pen) B (10)-6/98-III dated 03.10.2016, 07.04.2017, 11.09.2017, 08.01.2018, 30.10.2018 and Office Memoranda No. Fin (Pen) B (10)-6/98-IV dated 18.02.2019, 21.08.2019, 07.03.2020, 15.09.2021, respectively, will be adjusted against the gross arrears of gratuity/leave encashment and only net amount may be paid. In case the amount of gratuity/leave encashment arrears as stated in para 1 above is not sufficient to adjust the amount of Interim Relief and Dearness Relief already paid and any amount still remains to be adjusted, the same shall be adjusted against the future release of gratuity/leave encashment arrears and Dearness Relief.

4. All the Drawing and Disbursing Officers of the Government Departments will ensure that where gratuity and leave encashment paid earlier is

higher than the revised gratuity/leave encashment then the excess amount of such gratuity/leave encashment, be adjusted from the arrears and only balance amount may be paid to the post-2016 retired Class-IV employees.

5. It shall be the responsibility of the Drawing and Disbursing Officers, to ensure adjustment as stated at para-3 & 4 above from the arrears and only the balance amount may be paid to the retired Class-IV employees.

By order

(Devesh Kumar, IAS)
Principal Secretary (Finance) to the
Government of Himachal Pradesh

To

All the Administrative Departments
Government of Himachal Pradesh.

Visit Finance Department website - www.https://himachal.nic.in/finance

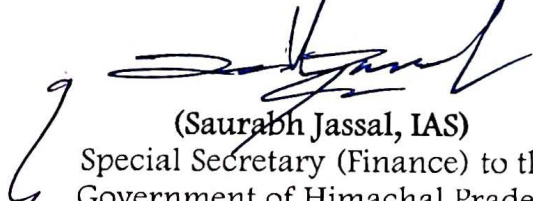
Endst. Fin. (Pen) A (3)-1/2021-Part-I

Dated: 27th January 2026

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2. All the Heads of Departments in Himachal Pradesh.
3. The Resident Commissioner, Himachal Pradesh, Himachal Bhawan, 27-Sikandra Road, New Delhi-110001 with 10 spare copies.
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- 47.The Manager, Punjab & Sind Bank Ltd. SAS Nagar, Mohali, Punjab-160055.
- 48.The Under Secretary (Finance Commission), H.P. Sectt. Shimla-2.
- 49.All Sections of Finance Department, H.P. Sectt. Shimla-2.
- 50.The Deputy Chief Officer (Accounts), Regional Office, UCO Bank, Sansad Marg, New Delhi-110001.
- 51.Incharge, NIC, H.P. Sectt. Shimla-2 with the request that this order of the State Government may kindly be uploaded on State Finance Department Website so that the Pensioners/ Family Pensioners may get the benefit of this order in time.


 (Saurabh Jassal, IAS)
 Special Secretary (Finance) to the
 Government of Himachal Pradesh

Endst. Fin. (Pen) A (3)-1/2021-Part-I-Loose

Dated: 27th January 2026

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