

**No. Fin.(Pen)A(3)-1/09**  
**Government of Himachal Pradesh**  
**Finance (Pension) Department**

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Dated: Shimla-171002, 16 / 11 / 2018

**OFFICE MEMORANDUM**

**Subject: Procedure for payment of Pension Allowance to AIS Pensioners of H.P. Cadre drawing Pension through Central Pension Accounting office (CPAO), New Delhi.**

1. The undersigned is directed to say that State Government had released Pension Allowance @5%, 10% and 15% on attaining the age of 65years, 70 years and 75 years respectively to the Govt. pensioners including pensioners/family pensioners of AIS Cadre of Himachal Pradesh vide O.M. No. Fin (Pen)A(3)-1/09, dated 23<sup>rd</sup> April, 2014. In this regard, a procedure for payment of Pension Allowance was also devised vide O.M. No. Fin(Pen)A(3)-1/09 dated 30-9-2016. However, the Controller of Accounts, Ministry of Finance, Department of Expenditure, Central Pension Accounting Office, New Delhi vide letter No. CPAO/AIS/Pension Allowance / Shadow file (14)/2017-18/77, dated 19-07-2017 and letter No. CPAO/AIS/Pension Allowance /2013-14/1667, dated 19-10-2015 has not agreed to make payment of Pension Allowance to AIS pensioners on the ground that Pension Allowance @ 5%, 10% and 15% of basic pension is a welfare measure of the Govt. of H.P. and

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it is not as per the AIS (Death-cum-Retirement Benefits) Rules, 1958, governing the pensionary benefits of AIS officers. Accordingly, the Controller, Central Pension Accounting Office (CPAO), New Delhi has advised the State Govt. to make its own arrangement for payment of Pension Allowance @5%, 10% and 15% to the AIS pensioners who are getting their pension through its office. However, the CPAO, vide its letter No.CPAO/AIS/GD/Vol(I)2018-19/302, dated 03.10.2018 has intimated that the CPAO, on demand by the State Govt. can share the data base of such retired Officers.

2. In this context, some AIS officers, from the H.P. Cadre, who are drawing pension / family pension through Central Pension Accounting Office (CPAO), New Delhi, have made representations to the State Govt. stating that Pension Allowance @ 5%, 10% and 15% on attaining the age of 65 years, 70 years and 75 years respectively, is not being paid to them by the Pension Disbursing Authorities in the absence of specific directions from the Central Pension Accounting Office, New Delhi. They have requested to make necessary arrangement for payment of Pension Allowance in view of refusal by the CPAO, New Delhi to make payment of the Pension Allowance vide letter No. CPAO/AIS/Pension Allowance / Shadow file (14)/2017-18/77, dated 19-07-2017.

3. Now, therefore, to mitigate the hardship being faced by the AIS pensioners of H.P. Cadre, the Governor, H.P. is pleased to decide that Pension Allowance to AIS pensioners/family pensioners, drawing pension/family pension through CPAO, shall be disbursed to them through District Treasury



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Officer, Capital Treasury, Shimla, H.P. as under:-

1. AIS Pensioners / Family Pensioners of H.P. Cadre will submit Data Input Sheet (DIS) on the prescribed format alongwith an undertaking annexed therewith as per Annexure-A and other related documents to the District Treasury Officer, Capital Treasury, Shimla, H.P.
2. The District Treasury Officer, Capital Treasury, Shimla will seek complete details of AIS Pensioners, who are drawing pension through CPAO from the office of CPAO, New Delhi. The Capital Treasury, Shimla will create Pension Allowance monthly Bill on HPTR-5 in e-Bills and credit the same into the Bank account of the Pensioners/Family Pensioners.
3. The Arrear Bill on account of Pension Allowance will also be calculated/prepared by the District Treasury Officer, Capital Treasury Shimla and office will release the payment on the basis of information supplied by the CPAO, New Delhi.
4. The Life Certificate shall also be obtained annually in the month of July & August by the District Treasury Officer, Capital Treasury, Shimla from the AIS Pensioners/Family Pensioners of H.P. Cadre drawing pension from CPAO. Pension Allowance shall be stopped in September in case the pensioner fails to submit Life Certificate by 20<sup>th</sup> August.
5. The District Treasury office, Capital Treasury, Shimla shall ensure the payment of Pension Allowance and arrears thereof at correct rate in accordance with PPO issued by the pension sanctioning authority and as per OM No. Fin (Pen) A (3)-1/09, dated 23-4-2014 and O.M. No. Fin (Pen) A (3)-47/2016, dated 17-9-2016 and especially in case of revision of pension and change in the Family Pension from enhanced to normal amounts. Supporting documents in such cases shall be attached with TR-5.
6. The Pension Allowance shall be debitable to Major Head 2071-Pension and other Retiral Benefits.



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The District Treasury Officer, Capital Treasury, Shimla, H.P. shall take immediate action to disburse the Pension Allowance to AIS pensioners and family pensioners of AIS officer, H.P. Cadre.

By Order  
(Anil Kumar Khachi, IAS)  
Addl. Chief Secretary (Finance) to the  
Government of Himachal Pradesh.  
Ph. No. 0177-2620560

Encls: As above

To

1. All Administrative Secretaries,  
Department of Personnel/Home/Forest  
Government of Himachal Pradesh.
2. The Resident Commissioner, Himachal Pradesh,  
Himachal Bhawan, 27-Sikandra Road New Delhi.

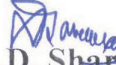
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Endst. No. Fin (Pen) A (3)-1/09

Dated: 16 / 11 / 2018

1. The Director, Treasuries Accounts & Lotteries, H.P. Shimla-171009 for information and further necessary action.
2. The Principal Accountant General (Audit), Himachal Pradesh, Shimla-171003.
3. The Accountant General (A&E), Himachal Pradesh, Shimla-171003 w.r.t. his letter No. Pension Allowance/2018-19/1698-20, dated 23-8-2018 and letter No. CPAO/AIS/GD/Vol(1)/2018-19/302, dated 3-10-2018 for information and further necessary action.
4. The Controller General of Accounts, Govt. of India, Ministry of Finance, Department of Expenditure, Central Pension Accounting Office, New Delhi w.r.t. letter No. CPAO/AIS/GD/Vol(1)/2018-19/302, dated 3-10-2018.
5. The Controller, HPFAS (Personnel Accounts), H.P. Secretariat, Shimla.
6. The District Treasury Officer, Capital Treasury, Shimla, H.P. for necessary action.

  
(D.D. Sharma, IAS)  
Special Secretary (Finance) to the  
Government of Himachal Pradesh.  
Ph.No.0177-2620887

## Proforma

**Form of application for the grant of Pension Allowance @5%, 10% and 15% of Basic Pension/Family Pension to the AIS Pensioners/Family Pensioners on attaining the age of 65 years, 70 years and 75 years who are getting pension through CPAO, New Delhi.**

1. (i) Name of Pensioner in respect of whom Pension Allowance is claimed and cadre to which he/she belongs i.e. IAS/IPS/IFS Cadre \_\_\_\_\_
- (ii) Office/Department/Ministry served at the time of retirement \_\_\_\_\_
- (iii) Date of Retirement of AIS officer/retiree \_\_\_\_\_
- (iv) Date of Death of Pensioner (in case of Family Pension) \_\_\_\_\_
- (v) PPO No. of Pensioner/Family Pensioner **(self attested copy of pensioner's half of PPO be annexed)** \_\_\_\_\_
- (iv) Family Pensioner to attach self attested one of the Proof containing the information regarding Date of Birth viz. **PAN Card/Matriculation Certificate/ Passport/Driving licence/ Voter I.D. Card.** \_\_\_\_\_

2. Name & other details of the claimants:

Sr. No.	Name	D.O.B.	Age as on 1.4.2014 or specify date when completed 65 / 70 / 75 years	Basic Pension as on 31.3.2014 or thereafter with PPO	Pension / Family Pension Disbursing Authority (indicate Designation/ place)
1.	2.	3.	4.	5.	6.

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3. Account No., Name & IFS Code of the Branch of Bank to which amount of Pension Allowance is to be credited \_\_\_\_\_
4. Identity Proof of the claimant duly attested and supported with an undertaking (**specimen for undertaking annexed**) \_\_\_\_\_

(Signature or Left hand thumb )  
Impression of the claimant

Name of the claimant \_\_\_\_\_

Mobile No. / Tel. No. \_\_\_\_\_

Pensioner's PAN No. \_\_\_\_\_ Email : \_\_\_\_\_

Pensioner's Aadhar No. \_\_\_\_\_ (if available)

FORM OF UNDERTAKING

I, \_\_\_\_\_ holder of PPO No. \_\_\_\_\_ presently drawing Pension from the Central Pension Accounting Office (CPAO), New Delhi hereby undertake that:-

- (i) Pension Allowance has not been released in my favour on attaining the age of \_\_\_\_\_ years.
- (ii) Any excess payment made as a result of incorrect fixation of Pension Allowance or any excess payment detected in the light of discrepancies noticed subsequently or due to any reasons, will be refunded by me in lump-sum to the Government.
- (iii) I will intimate the District Treasury Officer, Capital Treasury Shimla, H.P. immediately if I opt to draw my pension from any PDA other than CPAO.

Signature \_\_\_\_\_

Name \_\_\_\_\_

AIS Cadre \_\_\_\_\_

PPO No. \_\_\_\_\_