



सा०/No. : 5-1(428)/2017-PD

दिनांक/Dated: 03.08.2021

प्रेषक / From : संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To : सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान
The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

महोदय/Sir / महोदया/Madam,

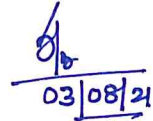
मुझे भारत सरकार द्वारा जारी किए गए निम्नलिखित पत्र को आपकी जानकारी, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने का निदेश हुआ है:

I am directed to forward herewith the following letter issued by the Government of India for your information, guidance and compliance:

| क्रम सं./ SI. No. | पत्र सं०/ Letter No. | विषय/ Subject |
|----------------------|--|--|
| 1. | Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Pension & Pensioners' Welfare Communication No. 3(8)/2021-P&PW(H)-7246 dated 16.06.2021* | Expeditious settlement of family pension cases by banks. |

* Regarding Para 4 of the attached Department of Pension & Pensioners' Welfare Communication dated 16.06.2021, it is requested to maintain the data as per prescribed format at Lab/Instt. level so that the progress of sanction of family pension can be monitored.

भवदीय/Yours faithfully


03/08/21

संतोष कुमार/Santosh Kumar
अनु.अधि.(नीति प्रभाग)/Section Officer (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- आई.टी. प्रभाग प्रमुख वेबसाइट और पॉलिसी रिपॉजिटरी पर इस परिपत्र को उपलब्ध कराने के अनुरोध के साथ/
Head, IT Division with the request to make this circular letter available on the website & Policy Repository.
- कार्यालय प्रति/Office copy.



सत्यमेव जयते

No. 3(8)/2021-P&PW(H)-7246

भारतसरकार / Government of India

कार्मिक, लोकशिकायत और पेंशन मंत्रालय / Ministry of Personnel, Public Grievances and Pensions

पेंशन और पेंशन भोगी कल्याण विभाग / Department of Pension and Pensioners' Welfare

8 वीं मंजिल, बी-विंग, 8th Floor, B-Wing,
जनपथ भवन, जनपथ, Janpath Bhawan, Janpath,
नई दिल्ली-110001 / New Delhi-110001
Dated: 16th June, 2021

To,

The CMDs /CPPCs of all Pension Disbursing Banks

Subject:-Expeditious settlement of family pension cases by banks.

Sir,

I am directed to say that instances have been brought to the notice of this Department where, on death of a pensioner, the spouse/family members of the deceased pensioner are asked by the Pension Disbursing Banks to submit details and documents, which are otherwise not required for commencement of family pension. This amounts to harassment of the spouse and family members and often leads to avoidable delay in commencement of family pension by the Banks.

2. The spouse/family member, whose name is included in the PPO issued to the deceased pensioner, is required to submit **only** the following details/ documents for commencement of family pension to him/her:

I In cases where the deceased pensioner and spouse were holding a joint account:

- A simple letter/application for commencement of family pension
- Death certificate in respect of the deceased pensioner
- Copy of PPO issued to the pensioner, if available
- Proof of age/date of birth of the applicant

The spouse/family member is not required to submit the details in Form 14 to the Bank for commencement of family pension.

II In cases where the spouse did not have the joint account with the deceased pensioner;

- Application in Form 14 bearing the signatures of two witnesses
- Death certificate in respect of the deceased pensioner

- Copy of PPO issued to the pensioner, if available
- Proof of age/date of birth of the applicant

Form 14 is not required to be attested by a Gazetted officer, etc. The paying bank will identify the spouse/family member based on the information given in the PPO and its own "Know Your Customer" procedures.

III In cases where, on death of the pensioner and spouse, family pension has to pass over to another family member;

- If the other family member has been co-authorized for family pension in the PPO, the same procedure as in sub-para II above shall be followed.
- If the name of the other family member is not included in the PPO, he/she may be advised to approach the office which the Government servant/pensioner last served, for issue of a fresh PPO.

3. You are requested to issue suitable instructions to the CPPC(s) and the pension paying branches of your Bank to obtain only the minimum essential details/documents, as mentioned above, from the claimants of family pension, and to ensure that they are not subjected to any harassment by seeking unnecessary details and documents. **The details of family members, other than the Applicant, are not relevant for commencement of family pension by the bank and the same should not, therefore, be sought from the Applicant under any circumstances.**

4. A half-yearly statement on the progress of sanction of family pension may be submitted to this Department latest by 15th of October and 15th of April, in the enclosed format.

5. This may be treated as **MOST URGENT**.



(Naresh Bhardwaj)
Deputy Secretary to the Government of India
Tel No:- 23350020

Copy to:

Secretary, Department of Financial Services for kind information.

Statement for the period from 1st April to 30thSeptember .../1st October... to 31st March,/

| No. of Family Pension claims brought forward | No. of Family Pension claims received during last six months | No. of cases in which family pension commenced during last six months in | | | | | No of family pension cases pending for | | | |
|--|--|--|------------|------------|------------|-------------|--|------------|-------------|--------------------|
| | | Less than one month | 1-3 months | 3-6 months | 6-9 months | 9-12 months | 1-3 months | 3-6 months | 6-12 months | More than one year |
| | | | | | | | | | | |

In cases where family pension has been sanctioned after one month and the cases which are pending for more than one month, the reasons for the delay and remedial action taken to avoid delays in future may also please be indicated in the statement.