

**BHARAT SANCHAR NIGAM LIMITED**  
(A Govt. of India Enterprise)  
**PENSION SECTION**  
Bharat Sanchar Bhawan, Janpath,  
New Delhi-1.

No. 40-10/2013-Pen(B)

Dated 26-6-2013.

To

All Heads of Telecom Circles/ Telecom District/  
& Other Administration Offices/  
Telecom. Stores/ Telecom. Factories.  
Bharat Sanchar Nigam Ltd.,

**Sub:- Withholding of 10% gratuity from the retiring Government Servants- clarification regarding.**

Sir,

I am directed to forward herewith a copy Department of Pension and Pensioner's Welfare O.M. No.20-16/1998-P&PW(F) dated 19-02-2013 on the subject mentioned above. In this regard, the PFP Branch of DoT has stated that it is clear from the said O.M. that if no 'Govt. dues' in respect of Govt. Accommodation are outstanding then the rules do not provide for withholding of any part of the gratuity on retirement of Govt. servant.

2. As regards recovery in respect of 'Govt. dues' other than those pertaining to Govt. accommodation, the Head of Office is required to complete assessment of such dues eight months prior to the date of retirement as per Rule 73 (2) of CCS (Pension) Rules, 1972. The actual amount of such dues and the dues which come to the notice subsequently and remaining outstanding are to be adjusted against the amount of retirement gratuity becoming payable to the Govt. servant on retirement.

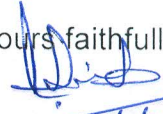
3. It has come to our notice that pension cases of the retirees are generally sent to CCA office only one or two months before the due date of retirement without thoroughly examining the set procedure/checks prescribed in Rule 59 and 60 of CCS (Pension) Rules, 1972 and as a result, the cases are not settled timely. It has also been found that in some of the cases, the pension cases were sent to the CCA concerned after retirement of the employee.

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4. Keeping these in view, it is requested that all the pension papers (Form 5 and 7 duly completed with covering letter in Form -8 along with service book after complying with the requirement Rule 59 and 60 of CCS(Pension) Rules,1972 of the retiree's shall be forwarded to the CCA concerned for authorization of pension and gratuity not later than 6 months before the date of retirement of the Government servants. This would obviate any consequent delay and unwarranted harassment to the retirees. Any set up consequent by pension processing unit and delay in finalization of pension would be responsibility of that unit.

Hindi version will follow.

Yours faithfully,



26.6.2013

( A. Sinha )

Asstt. General Manager(Pension)

T.No.23037477

Encl: As above.

Copy to:

1. DM(OL), BSNL CO. It is requested that a Hindi version of this Circular may be provided.
2. Guard File. / BSNL Inbanet.

