

# **ANNEXURE – A**

**Annexure-A****List of Reports and Returns rendered by Grants (Other Rank) Section**

<b>Sl No.</b>	<b>Particulars of Reports and Returns</b>	<b>Authority</b>	<b>Form on which rendered</b>	<b>To whom due</b>	<b>Date on which due</b>	<b>Remarks</b>
<b>Monthly</b>						
<b>1</b>	Revision of Pension	CGDA Nos. 5189/AT-P VCPC/Mon/Pre-96/Dis dated 18.09.2001 and 5189/AT-P/Mon/Pre-96/Dis dated 20.11.2001	Manuscript	CGDA	Monday	---
<b>2</b>	Monthly Progress Report	CGDA No. 9928/AN dated 05.09.1958	Manuscript	AN-V	5 <sup>th</sup> of each Month	
<b>3</b>	Prompt disposal of service pension claims	PCDA(P) No. GX/1197/ WR dated 25.02.1989	Manuscript	AN-V	5 <sup>th</sup> of each Month	
<b>4</b>	Battle casualty and special family pension	CGDA No. 5607/AT-P/ UN Return dated 23.09.1996	Manuscript	CGDA	7 <sup>th</sup> of each Month	
<b>5</b>	Review and disposal of appeals	PCDA(P) No. GX/1197/ WR dated 25.02.1989	Manuscript	AN-V	5 <sup>th</sup> of each Month	
<b>6</b>	Charged Expenditure Report	PCDA(P) No. A/1/ 062-X dated 14.07.2000	Manuscript	Accounts Section	15 <sup>th</sup> of each Month	
<b>7</b>	JKLI Report	PCDA(P) No. AP/1050 dated 13.09.1975	Manuscript	Accounts Section	25 <sup>th</sup> of each Month	
<b>Quarterly</b>						
<b>8</b>	Progressive use of Hindi	PCDA(P) No. GX/0554/(H) dated 11.10.1988	Manuscript	Hindi Cell	10 <sup>th</sup> of each Quarter	
<b>9</b>	Special Family Pension/ Disability Pension Report	CGDA No. 5639/AT-P dated 28.02.1997	Manuscript	CGDA	5 <sup>th</sup> of each Quarter	
<b>10</b>	PEA Review Report	PCDA(P) No. AN./O & M/ 0365/Part dated 23.10.1997	Manuscript	O & M Cell	1 <sup>st</sup> Week of each Quarter	

# **ANNEXURE – B**

**ANNEXURE – B****List of Registers maintained in Grants (Other Ranks) Section and their fly leaf instructions.**

<b>Sl. No.</b>	<b>Name of Register</b>	<b>Register No.</b>	<b>Relevant Paras</b>	<b>Page no.</b>
<b>1</b>	Register of awards of pension in respect of the personnel against whom Department/Judicial proceedings are instituted.	G.O. (2) R-6	11	251
<b>2</b>	Pension Claim Register	G.O. (2) R-1	13, 30	252
<b>3</b>	Rejected Pension Claim Register	G.O. (2) R-2	32	253
<b>4</b>	Register for recording the particulars of corr. PPOs to the disadvantage of the pensioners	G.O. (2) R-7	55	253
<b>5</b>	Pension Payment Order Numbering Register	G.O. (2) R-4	56, 59	254
<b>6</b>	Pending Enquiry Award Payment Register : Disability/Family Pensioners	G.O. (2) R-5	241	255
<b>7</b>	Defence Pension Adalat Register	G.O. (2) R-8	5	256
<b>8</b>	Compensation in lieu of disability element	G.O. (2) R-9	127	256
<b>9</b>	Legal Notices Register	G.O. (2) R-10	322	258
<b>10</b>	Court Cases Register	G.O. (2) R-11	323	258

**G. O. (2) R-6****Sl. No. 1 of Annexure 'B'**

Fly Leaf instruction for the maintenance of Register of Awards of Pension in respect of the personnel against whom Departmental /Judicial proceedings are instituted.

**Authority:** Para 11 Office Manual Part IV Vol. (IV).

**Object:** To watch the finalisation of provisional award of pension against whom Departmental/Judicial proceedings are instituted

The Register will be centrally maintained by each Grant section in manuscript in the proforma given below. As soon as provisional pension is sanctioned the particulars of such case will be entered in columns 1 to 8 and its finalisation watched. On issue of final PPO the register will be completed.

The register will be submitted every month to Officer-in-charge and quarterly to G.O. (Grants).

**Register of awards of pensions in respect of personnel against whom  
Department/Judicial Proceedings are instituted**

Sl. No.	Claim No.	Regtl. No. and Name and Rank of the individual	Name of the RO	No. & Date of the communication with which claim received	No & Date of communication from command Headquarters indicating amount of provisional pension pending finalisation of disability of judicial proceedings.
1	2	3	4	5	6

PPO. No. in which provisional award notified.	Initials of the SO (A)/AAO	No. & date of the communication intimating the final settlement of the case, result of the proceedings and amount of recovery, if any ordered.	PPO. No. in which final award notified	Initials of the SO (A)/AAO	Remarks
7	8	9	10	11	12

**G.O. (2) R-1****Sl. No. 2 of Annexure 'B'**

Fly leaf instructions for the maintenance of Pension claim Register

**Authority-** Paras 13 & 30 of office Manual Part IV. VOL. IV.

**Object** To watch the progress and disposal of pension claims received in this office.

The register will be maintained by each Grants Section in manuscript in the proforma prescribed below:-

2. The following drill will be observed for maintaining the Registers:-
- (i) Pension claim register will be maintained Record office-wise.
  - (ii) On receipt of a fresh claim from a Record office columns 1 to 5 of the Proforma will be immediately filled in by the Auditor. He will record their initials in columns 6 of the proforma and the SO/(A)/AAO will also put in his initials therein in taken of the correctness of the entries.
  - (iii) Subsequent stage in processing the claims will be recorded in the appropriate columns from 7 to 12 provided in the proforma.
  - (iv) A monthly summary showing the number of claims outstanding upto the period with Record office/AHQ/Govt. will be prepared on the claim register in the proforma in given below.
  - (v) The register will be closed monthly and submitted to the officer-in-charge by the first week of the following month.

**Pension claim Register**

**Name of the Record office-----**

Sl.No .	Case file No.	No and date of communication with/which the claim was received.	Name of the individual, Rank/Regt. No and the name of beneficiary (where necessary)	Date of retirement/ discharge/in validment/de ath.	Initials of Auditor
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

Date of Memo calling for additional information/ documents .	Date of issue of reminder	Date of receipt of completed claim	Sanction / Rejection by this office/ Govt.	Amount and period for which PEA sanctioned	No. & date of PPO or rejection memo issued	Initial of SO(A) / AAO	Remarks
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>

**MONTHLY SUMMARY**

Opening Balance	Receipt	Disposal	Total closing balance with item Number and date of oldest claim		Oldest date
			Under Reference to Records Office	Under Reference to Government/ AHQ	
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

**G.O. (2) R-2****Sl. No. 3 of Annexure 'B'**

Fly leaf Instructions for the maintenance of register of rejected pension claims of personnel below officer Rank.

**Authority:** Para 32 Office Manual Part IV Volume IV.

**Object:** To have a record of rejected pension claims and to watch their final disposal

A register of service, disability and family pension claims rejected by this office and Government of India, will be maintained in the respective Grants Sections. The register will be maintained in manuscript in the proforma prescribed below:-

2. On rejection of pension claims column 1 to 4 will be filled in and particular item of the pension claim register will be cross-linked. Further progress of the claim, if any, will be recorded in column 5 to 6.
3. The register will be submitted quarterly to the Officer-in-Charge Section and half yearly to Group Officer.

**Register of Rejected Claims**

Sl. No. in the claim Register	Regimental No. Rank, Name & Record office	Reasons for rejection	No. and date of the memo rejecting the claims	No. & date of appeal if any	Final disposal	Remarks
1	2	3	4	5	6	7

**G.O. (2) R-7****Sl. No. 4 of Annexure 'B'**

Fly leaf instructions for the maintenance of the Register for recording the particulars of Corr. Pension Payment Order to the disadvantage of the pensioners.

**Authority-** Para 55 of office Manual Part IV. VOL. IV.

**Object** To keep a special watch over the receipt of acknowledgement of such of the PPOs as are to disadvantage of the pensioners e.g. PPO canceling an earlier award reducing the rate of pensioner, curtailing the period of grant or modifying the condition of grant etc.

The register will be maintained by each Grants Section (in the group which allots the serial No. to the PPOs for section as a whole) in manuscript in the proforma prescribed below:-

2. The following drill will be observed for maintaining the Registers:-
- (i) This register will be maintained Calendar year-wise.
  - (ii) Columns 1,2,3,5,6 and 7 will be completed at the time of preparation and approval of the draft PPO by the concerned Auditor/S.O.(A)/AAO. It will be responsibility of the supervisory staff i.e. the S.O.(A)/AAO and the Officer approving the PPO to determine as to which PPO comes in the category to be entered in the register.
  - (iii) Column 4 of the register will be completed by group responsible for the allotment of PPO No. The S.O.(A)/AAO of the group will also periodically ensure completion of column 4 of the register. Completion of column 8,9,10,11 will also be watched by that group.
  - (iv) The register will be allotted control No., noted on chart of registers and submitted to OI/C of Section on 10<sup>th</sup> of each month with outstanding grant for which reminders will be issued to parties concerned simultaneously monthly.

**Proforma**

Sl. No .	No. of previous PPO	Name, Regt. No., Rank & Unit of the soldier	Corr. PPO No. (to be completed on allotment of PPO No.)	Office from whom acknowledge is to be watched	<b>Initials</b>
					Auditors SO(A)/ AAO

No. & date of acknowledgment	<b>Initials</b>		Reminder issued on (date)	Remarks
<b>8</b>	Auditors	SO(A)/ AAO	<b>11</b>	<b>12</b>

**G.O. (2) R-4**

**Sl. No. 5 of Annexure 'B'**

Fly leaf Instructions for the maintenance of pension payment order numbering register.

**Authority:** Para 56 and 59 Office Manual Part IV Volume IV.

**Object:** To allot a running serial No. to the P.P.O.s issued during a calendar year under each series.

The register will be maintained by each Grants Section in manuscript in proforma given below:-

2. The following drill will be observed in maintaining the Register.
  - (i) The Register will be maintained calendar year wise.



- (ii) Serial No. I will be allotted to the first approved P.P.O. received in the beginning of the calendar year, First column of the Register will be marked accordingly and other columns should be filled in from the particulars of the P.P.O.
- (iii) Running Serial Nos. will, thereafter, be allotted to the approved draft P.P.O. as and when received during the year. First columns of the Register will be simultaneously mark with the corresponding P.P.O. Numbers and other columns completed from particulars of the relevant P.P.Os.
- (iv) The Register will be submitted to the Officer in-charge of the Section monthly.

PPO No.	Rank	Regtl.	Name	Notification of Corr. PPO	Record office	Place and channel of payment	Encls .	No. & Date of acknowledgment
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

**G.O. (2) R-5**

**Sl. No. 6 of Annexure 'B'**

Fly Leaf instructions for the maintenance of P.E.A. Payments Registers: Disability/Family Pensioners.

**Authority:** Para 241 Office Manual Part IV (Volume-IV).

**Object:** To have a record of sanction and remittance of P.E.A. of disability/family pensions and to watch the subsequent adjustment.

The register will be maintained centrally in P.E.A. Section of Grants ORs. Section in manuscript in the proforma given below.

2. On receipt of the sanctions of P.E.A. of disability/family pension entries will be made in appropriate columns of the register.
3. On receipt of the monthly cash account from the R.Os. these will be subject to audit and necessary postings will be made against the names of the individual concerned in proper columns of the register.
4. On ultimate acceptance/rejections of the claim necessary note of the rejection or of the PPO No. issued will be kept against the name of the individual concerned.
5. The register will be submitted to the Officer In-charge Section by the first week of the following month.

**Proforma**

Sl. No.	Regtl. No. and Rank	Name of the individual	PEA sanction No. and date	Heir's Name	Rate of P.E.A.	Period from to	Initials of SO(A) and Auditor	No. & Date of acknowledgment
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

**G.O. (2) R-8****Sl. No. 7 of Annexure 'B'**

Fly leaf instructions for the maintenance of Defence Pension Adalat Register.

**Authority** – Para 5(III)(A)(X) of office Manual Part IV Vol-IV

**Object:** To watch the progress and disposal of complaints received in Defence Pension Adalat/Mini. Pension Adalats.

The following drill will be observed in maintaining the register:

- (i) The registers will be maintained separately for Defence Pension Adalat and Mini Pension Adalats.
- (ii) On receipt of a complaint Columns 1 to 5 of the proforma will be immediately filled in by the Auditor.
- (iii) Subsequent stages after finalizing the complaint will be recorded in the columns 6 and 7.
- (iv) A monthly summary showing the number of complaints received and settled will be prepared indicating the name of agencies against whom the number of complaints are still outstanding.
- (v) The register will be closed monthly and submitted to the AO/SAO/GO/JCDA/CDA/PCDA(P) by the first week of the following month.

**Proforma**

Sl. No. (Adalat Regn No.)	Original PPO No.	TS/P S No.	Name of the pensioner, Regt. No. & RO/HOO	Subject of the complaint brief	Action point	Remarks
1	2	3	4	5	6	7

**G.O. (2) R-9****Sl. No. 8 of Annexure 'B'**

Fly leaf instructions for the maintenance of compensation in lieu of disability element.

**Authority**- Paras 127 of office Manual Part IV. VOL. IV.

**Object** To Note details of compensation paid in lieu of disability element.

The register will be maintained centrally in Grants-3 Section group-I in manuscript in the proforma prescribed below:-

2. The following drill will be observed for maintaining the Registers:-
  - (i) This register will be maintained Record Office-wise.
  - (ii) On receipt of the claim for compensation in lieu of disability element, columns 1 to 6 of the register will be completed by the Auditor.

- (iii) After passing the claim and issue of payment authority, columns 7 to 9 should be completed.
- (iv) Remaining column 10 should be completed after notification of the service element of disability pension.
- (v) The register should be put up to the OI/C of the group concerned for authentication of the entries made in the register as and when payment on above account is authorised.

### Proforma

**Name of RO:**

Regt.No	Rank	Name	Date of Birth	Accepted percentage of disability	Rank on which ID was onset
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

Amount of compensation	No. and date of payment authority letter	File No.	Initials		
<b>7</b>	<b>8</b>	<b>9</b>	Auditors <b>10</b>	SO(A) / AAO <b>11</b>	AO/ SAO <b>12</b>
PPO No. under which service element of disability pension notified	<b>Remarks</b>				
<b>11</b>	<b>12</b>				

**GO(2)R-10****Legal Notice Register****Sl. No. 9 of Annexure 'B'****Authority – Para 332** of OM Part-IV, Vol-IV

Fly leaf instructions for maintenance of Legal Notice Register.

**Object:** To watch the progress of Legal Notices.  
The register will be maintain in the following proforma.

Sl. No.	No. & Date of Legal Notice	Date of receipt in this office	From whom received (details of address)	Brief particulars of Grievances	Case file No.	Action taken	Remarks
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>

2. As soon as the Legal Notice is received, columns 1 to 6 should be completed.
3. Column 7 should be completed on final disposal of Legal Notice
4. Register should be submitted to Group Officer monthly.

**GO(2)R-11****Court Cases Register**

SL. No. 10 Annexure 'B'

**Authority:** Para 333 of OM Part-IV, Vol-IV**Object:** To watch the progress of the court cases. The register will be maintained in the following proforma.

Sl. No.	File No.	Court case No.(CMP/CP/OA)	Name of the Court/CAT and Station	Name, Regtl. No. and Unit Of Petitioner/ Applicant.	Relief sought for	Date of Submission of Parawise comments	Interim / Final Order if any	Action taken
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	

2. On receipt of a court case columns 1 to 6 will be completed and action to prepare parawise comments will be taken.
3. Column 7 will be completed on rendition of parawise comments.
4. Columns 8 & 9 will be completed on receipt of interim/final order on the court case.
5. The register will invariably be submitted to Group Officer by 10<sup>th</sup> of the following month in which the court case was received.

# **ANNEXURE – C**

**ANNEXURE-C****SPECIMEN OF FORMS****List of non-standard Forms used in Grants (Other Ranks) Sections**

<b>Sl.No</b>	<b>Name of the Form</b>	<b>Form No.</b>	<b>Para</b>	<b>Page no.</b>
1.	Working Sheet	GO(2) F.1	38	264
2.	Covering list of Draft Pension Payment Orders	GO(2) F.2	54	265
3.	Memo for reminding the RO/PDA for acknowledgement of PPO	GO(2) F.4	59	266
4.	Pension Payment order for 2 <sup>nd</sup> /3 <sup>rd</sup> life Jagir Allowance	GO(2) F.3	69	267
5.	Memo for delayed submission of service pension claim	GO(2) F.5	13	268
6.	Return of in-complete service pension claims	GO(2) F.6	17	269
7.	Opening sheet for disability pension	GO(3) F.3	77	270
8.	Opening Sheet for increase in degree of disability pension	GO(3) F.9	96	271
9.	Working Sheet (disability pension claim)	GO(3) F.2	96	272
10.	Rejection Memo where service element is already notified	GO(3) F.4	99	274
11.	Intimation Memo to R.O.	GO(3) F.6	112	275
12.	Constant Attendance Allowance Certificate	GO(3) F.7	116	276
13.	Pending Enquiry Award for T.B. cases	GO(3) F.8	117	278
14.	PPO for blinded soldiers.	GO(3) F.10	130	279
15.	PPO for special Road Mileage Allowance	GO(3) F.11	131	280
16.	Memo calling for additional in formation /documents	GO(3) F.12	77	281
17.	Memo for calling of invalid gratuity claim	GO(3) F.13	120	283
18.	Working Sheet (War Injury pension claim)	GO(3) F.14	122	285
19.	Memo for forwarding Appeal in cases of rejection of Disability pension	GO(3) F.15	129	286
20.	Intimation Memo to R.O. on rendition of Appeal to Ministry of Defence	GO(3) F.16	129	288
21.	Acknowledgement memo to Ministry of Defence on receipt of the decision	GO(3) F.17	129	289
22.	Memo for ex-post facto sanction for charged expenditure	GO(3) F.18	337	290
23.	Memo where R.S.M.B. proceedings were approved by authority lower than ADMS or re-assessment claim preferred at a belated stage.	GO(RA) F.1	142	291
24.	Opening sheet for Reassessment of disability	GO(RA) F.2	143	292

<b>25</b>	Rejection memo where disability reassessment award is assessed at less than 20%	GO(RA) F.4	150	293
<b>26</b>	Opening sheet in death cases.	GO(RA) F.5	151	294
<b>27</b>	Office Note for adjudication of appeal.	GO(RA) F.6	155	295
<b>28</b>	Memo for forwarding appeal	GO(RA) F.7	155	296
<b>29</b>	Acknowledgment for receipt of Govt. Decision	GO(RA) F.8	155	298
<b>30</b>	Opening sheet for family pension	GO(4) F.6	169	299
<b>31</b>	Memo for rejection of special family pension claim	GO(4) F.7	173	300
<b>32</b>	Memo for calling for special family pension claim	GO(4) F.8	174	302
<b>33</b>	Working sheet	GO(4) F.3	174	303
<b>34</b>	Intimation to RO	GO(4) F.9	203	305
<b>35</b>	Memo for stopping payment of PEA	GO(4) F.11	175	306
<b>36</b>	Memo for stopping PEA in respect of ordinary family pension.	GO(4) F.12	175	307
<b>37</b>	Memo for forwarding appeal to Ministry of Defence	GO(4) F.13	238	309
<b>38</b>	Intimation to R.O. for issue of cheque	GO(PEA) F.1	242	311
<b>39</b>	Cash Account form	GO(PEA) F.2	245	312
<b>40</b>	Memo for verification of title for commutation of the disability pension	GO(Com) F.1	270	313
<b>41</b>	Extract of Sheet Roll and Enrolment form	GO(Com) F.2	274	314
<b>42</b>	Working Sheet for commutation	GO(Com) F.3	275	315
<b>43</b>	Memo for arranging medical examination	GO(Com) F.4	278	317
<b>44</b>	Memo for arranging medical examination for Gorkha pensioners residing in Nepal	GO(Com) F.4-A	278	323
<b>45</b>	Commutation PPO form	GO(Com) F.5	285	328
<b>46</b>	Intimation to R.O. and pensioner.	GO(Com) F.6	285	330
<b>II Specimen Form of LPC-Cum-Data Sheet Containing control No.</b>				
<b>Sl.No</b>	<b>BRIEF DESCRIPTION OF DATA SHEET</b>	<b>CONTROL NUMBER</b>	<b>Para</b>	<b>Page No.</b>
<b>47</b>	Service Pension	PCDA(P) Alld./DS.No. 201/2001	28	331
<b>48</b>	Service Pension (corr.)	PCDA(P) Alld./DS.No. 202/2001	28	332

<b>49</b>	DSC/TA personnel pension	PCDA(P) Alld./DS.No. 203/2001	28	333
<b>50</b>	DSC/TA personnel (Corrg.)	PCDA(P) Alld./DS.No. 204/2001	28	334
<b>51</b>	PBOR family pension	PCDA(P) Alld./DS.No. 205/2001	196	335
<b>52</b>	Disability /invalid pension	PCDA(P) Alld./DS.No. 206/2001	74	336
<b>53</b>	Disability element	PCDA(P) Alld./DS.No. 207/2001	74	337
<b>54</b>	Revision of pension/family Pension-pre-96 pensioners	PCDA(P) Alld./DS.No. 208/2001	196	338
<b>55</b>	Revision of pension/family Pension-pre-86 pensioners	PCDA(P) Alld./DS.No. 209/2001	196	339
<b>56</b>	Revision post-88 pensioners	PCDA(P) Alld./DS.No. 210/2001	23	340
<b>57</b>	Revision of pre-96 and post 88 pensioners(AF)	PCDA(P) Alld./DS.No. 211/2001	23	341
<b>58</b>	Revision of War Injury pension	PCDA(P) Alld./DS.No. 212/2001	122	342
<b>59</b>	Grant of family pension(PBOR-Army)	PCDA(P) Alld./DS.No. 213/2001	197	343
<b>60</b>	Re-assessment of disability pension/disability element	PCDA(P) Alld./DS.No. 214/2001	137	344
<b>61</b>	Commutation of pension in respect of JCOs/ORs(Army)	PCDA(P) Alld./DS.No. 215/2001	266	345
<b>62</b>	Ordinary family pension(Corrg)	PCDA(P) Alld./DS.No. 216/2001	197	346
<b>III Specimen of PPO formats</b>				
<b>63</b>	PPO format for service pension (Computerised)		28	347
<b>64</b>	PPO format for service pension Corr. (Computerised)		28	348
<b>65</b>	PPO format for service pension (Manual)		54	349
<b>66</b>	PPO format for disability pension (Computerised)		84	351
<b>67</b>	PPO format for disability pension (Manual)		115	352
<b>68</b>	PPO format for disability element (Computerised)		84	354
<b>69</b>	PPO format for disability element (Manual)		115	355



<b>70</b>	PPO format for war injury pension (Manual)	115	356
<b>71</b>	PPO format for disability reassessment (Computerised)	137	358
<b>72</b>	PPO format for disability reassessment (Manual)	137	359
<b>73</b>	PPO format for special family pension (Manual)	181	361
<b>74</b>	PPO format for ordinary family pension (Computerised)	197	362
<b>75</b>	PPO format for ordinary family pension (Manual)	197	363
<b>76</b>	PPO format for liberalised family pension (Manual)	217	365
<b>77</b>	PPO format for commutation of service pension (Manual)	292	366
<b>78</b>	PPO format for commutation of disability pension (Corrg.)	292	368
<b>79</b>	PPO format for commutation of pension (Computerised)	292	370
<b>80</b>	Payment Authority in respect of HKSRA pensioners (Manual)	308	371
<b>IV Specimen of Notices and Miscellaneous Application Forms</b>			
<b>81</b>	Notice for Defence Pension Adalat	5	372
<b>82</b>	Notice for Mini Pension Adalat to be held by DPDOs	5	373
<b>83</b>	Form for Loss Certificate	60	374
<b>84</b>	Form for Affidavit	193	375
<b>85</b>	Indemnity Bond for missing personnel	197	376
<b>86</b>	Indemnity Bond for missing pensioners	197	378
<b>87</b>	Office Note for acceptance of Indemnity Bond	197	380
<b>88</b>	Application Form for grant of ex-gratia family pension to the deceased Reservists	299	381
<b>89</b>	Application Form for grant of adhoc-ex-gratia allowance to Burma Army Pensioners	301	383
<b>90</b>	Application Form for grant of adhoc-ex-gratia allowance to the Armed Forces Pensioners migrated from Pakistan	303	385

**WORKING SHEET****Sl. No. 1 of Annexure C****G.O(2)F-1  
(See Para -38)****Grant 2 Section**

1. Regtl.  
No.....Rank.....Group.....  
.....  
Name..... R.O.  
.....
- 2.Date of receipt of the claim  
3.Date of discharge  
4.Age as per IAFY-1948/ AFMSF-16  
5.Total qualifying service as per IAFY-1948A/AFMSF-16.  
6.Rank and pay group in which to be pensioned as per L.P.C./LPC-cum-Data Sheet  
7.Rate of service pension admissible. Rs.....p.m.  
8. Amount of Retirement gratuity as per claim for the same .  
Rs.....p.m.  
9.Demand, if any, as per L.P.C./LPC-cum-data sheet Rs.....p.m.  
or other intimation from R.O etc.  
10.Amount of commutation admissible.  
Rs.....p.m.  
11.Place and channel of payment as per IAFY-1948A/AFMSF-16.

**Treasury/  
Post Office  
DPDO  
P.S.Bs.****Auditor****SO(A)/AAO****AO (P)/SAO(P)**

**G.O.(2)F-2**  
(See Para -54 & 57)

**GRANT 2 SECTION**

**Sl. No. 2 of Annexure C**

**Covering List of Draft P.P Os.**

Sl. Remarks No.	P.P.O. No.	Regtl. No.	Rank	Name	R.O.
1	2	3	4	5	6
7					

No. G2/

Dated.....200 .

Forwarded in (triplicate) to the Officer-in charge, P.P.O. Section along with.....

Draft P.P.Os for necessary action.

**For Accounts Officer**

**(Pension)**

**Grant 2 Section**

No. P.P.O./

Dated.....200 .

Returned to the Officer -in-Charge, Grant 2 Section together with the Draft P.P.Os referred to above alongwith the triplicate copies from

No.....to.....

...

and also original copies from

No.....to.....

..... for

necessary action.

**For Accounts Officer**  
**(Pension)**  
**P.P.O. Section**

**To be issued in duplicate****G.O. (2) F-4  
(See Para -59)**

Sl. No. 3 of Annexure C

No.Grants/.....

Office of the PCDA(Pensions),  
Allahabad  
Dated:

To

The Officer-in Charge Records/  
Treasury Officer/Post Master/ DPDO /Manager of PSBs**Subject: - Pension Payment Order- Acknowledgement of.**

Your acknowledgements for the PPOs detailed overleaf have not been received so far Please confirm that the same have been received by you.

2. This communication is being sent in duplicate and it is requested that one copy may be returned to this office after completing the lower portion (ii), which will be treated as acknowledgement.

**Accounts Officer/SAO(P)**

\_\_\_\_\_  
\_\_\_\_\_  
**The PCDA (Pension)  
Grants (ORS) Section  
Allahabad.**

It is confirmed that the PPOs mentioned overleaf have been received.

Officer-in-charge Records  
\_\_\_\_\_Treasury Officer/Post Master/  
DPDO/Manager PSB**(2)**

<b>Sl. No.</b>	<b>No. of P.P.O.</b>	<b>Rank, Name &amp; Regt. No. of the individual</b>	<b>Date of dispatch of PPO by PCDA(P), Allahabad</b>	<b>Remarks</b>
----------------	----------------------	---	--	----------------

**Note: (1)** Col. 1 to 4 will be completed by Grants Section of PCDA (P) before issue

- (2)** If any PPO has not been received, remarks col. may be completed by RO/PDA to give the details of the same vide col. 5 above.

**(Authority.:** Routine Note No. 327 date 10-6-1969).

**G.O. (2) F-3**  
**(See Para -69)**

**Sl. No. 4 of Annexure C**

**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE**  
**ACCOUNTS (PENSIONS) ALLAHABAD**  
**Pension Payment Order No. S/ /200**

The under mentioned beneficiary is admitted jagir Allowance for 2nd/3rd life as shown below:

Sl. No.	Name of Applicant	Age	Relation to the deceased i.e. the first holder	Rank, Name & Corps of the deceased i.e. the first holder	No. and date of the PC/PPO in which pension & Jagir Allowance for first/Second life was notified	Date of birth of 1 <sup>st</sup> /2 <sup>nd</sup> holder of the assignment of land revenue	Amount	Place and Channel of payment
1	2	3	4	5	6	7	8	9

**Accounts Officer, (Pensions)**  
**For CDA (Pension),**  
**Allahabad**

**Copy to:** -

**1. The Post Master/Treasury Officer/DPDO / Manager / ..... PSBs**  
together..... with the duplicate copy of IAFA-392.....  
.....

**2. The Officer-in -charge, Card Holder Section (Local)**

**3. The Officer-in-Charge Records/.....**  
Sheet Roll & Jagir Allowance Certificate are forwarded herewith with reference to his No.....

**4. The Officer-in charge,**  
**Audit.....Section (Local).**

***Date of Dispatch:***  
***Allahabad.***

**Accounts Officer, (Pension)/SAO (P)**

**GO (2) F.5**  
**(See Para -13)**

**Sl. No. 5 of Annexure C**

No. EDP/M/  
Office of the PCDA(P)  
Allahabad.  
Dt .200

**To,**

**The Officer-in- charge**  
**Records**

**Sub:** Submission of service pension claim - PBOR.

**Ref:** Your/ Letter No.                      dated:

Please refer to the letter quoted under reference forwarding \_\_\_\_\_ service pension claim for notification of pensionary awards.

2.                                      It has been observed that out of total \_\_\_\_\_ claims \_\_\_\_\_ claims pertain to the months of \_\_\_\_\_. It may be noted that submission of belated claims may result in delayed notification of pensionary awards.

Responsibility of delayed notification of awards will rest on your office.

3.        It is, therefore, requested that submission of service pension claims four months prior to the date of discharge of PBOR may kindly be ensured.

**Sr. Accounts Officer (P)**

**Copy to:-**

**The OI/C**  
**P.A.O.(ORs)**.....  
.....  
for information and similar action.

**Sr. Accounts Officer (P)**

**G.O. (2) F.6****(See Para -17)****Sl. No. 6 of Annexure C****BY HAND**

R.O. Code No. \_\_\_\_\_

\_\_\_\_\_

No. EDP/M/  
Office of the PCDA(P)  
Allahabad.  
Dated:

**To**

***The Officer-in -charge  
Records***

**Sub:** Service Pension Claim**Ref:** Your No. ....

Service Pension claim in respect of the following individuals received under your No. cited above are returned herewith unactioned with the observations/reasons/remarks given against the name of each individual. The claim in question may be corrected and resubmitted to this centre with the next batch of claims and errors pointed out may please be avoided in future.

Sl. No.	Rank	Regtl. No. and Name	Date of discharge	Observation for which claim is returned.
---------	------	---------------------	-------------------	--

Sr. Accounts Officer(P)  
EDP (M)

*Copy to: -*

1. The P.A.O.(O.Rs)
2. The C.D.A.

Sr. Accounts Officer (P)  
EDP (M)

**G.O. (3) F- 3.**

**(See Para -77 & 96)**

**Sl. No. 7 of Annexure C**

**Opening sheet**

**DISABILITY PENSION CLAIM**

**File No. G-3/**

Disability pension in respect of Ex. No.  
Rank Name  
Unit

Received under R.O.No.

Dated

alongwith documents mentioned therein submitted to A.P.O. for  
adjudication.

Certified that:

- (a) All the documents mentioned in the R.O.s letter have been received and are put up.
- (b) The individual has not been discharged at his own request.

**SO (A)/AAO (P).**

**A.P.O.**

\_\_\_\_\_



**Sl. No. 8 of Annexure C****OPENING SHEET**  
**DISABILITY PENSION CLAIM (SI)****NO.G3/**

1. Regtl. No.
2. Rank
3. Name
4. Record Office
5. Name of accepted disability/disabilities
  - (i)
  - (ii)
  - (iii)
6. Basis of acceptances viz. Attributability or aggravation.
7. Degree of accepted disablement with period of assessment.
8. Period of previous grant.
9. Whether or not the individual had unreasonably refused to undergo operation etc. advised at an earlier stage.
10. Whether C.A.A. recommended.

**AAO/SO (A)**

**Sl. No. 9 of Annexure C****WORKING SHEET**  
**(Disability Pension claim)****PART I**

(To be completed before putting up the case to the Award Panel)

1. File No. G3/.....
2. Regtl. No. Rank  
Name R.O.
3. Is the AFMSF-16 (Medical Board proceedings) complete in all respects.
4. Is the claim tenable?
5. If it is a case of discharge on account of being placed in low medical category, has certificate prescribed at item III(K) of Appendix to A.O. 549/62 been received?
6. If it is case of disablement due to indulgence in drugs or drink, whether the case has been received through the Area Commander.
7. If the claim has been received more than 12 months after the date of discharge, whether explanation for delay has been received?
8. Has the L.P.C. been received?

**NOTE:-** If any of the requirements is wanting a memo for the same will be issued to the R.O. over the signature of the O.I./C. before sending the case for adjudication.

**Auditor****SO (A)/ AAO.****A.O.(P)/SAO(P)****PART II**

(To be completed if the claim is rejected or further information is called for from the R.O.)

1. No. & date of memo/PPO granting invalid pension and the amount of Retirement gratuity sanctioned.

**Auditor****SO (A)/AAO****A.O.(PENSION)/SAO(P)****PART III**

(To be completed after the claim has been accepted for the grant of disability pension)

1. Orders of the Area Commander on refusal to undergo operation/medical treatment.
2. Qualifying services.

.....years.....  
.....days

3. Date upto and for which pay and allowances have been admitted by the PAO (ORs).
4. Rank and Pay Group for service element and the amount of service element.
5. Rank for disability element and amount of disability element.
6. Total award of disability pension.
7. Amount of Retirement Gratuity as per claim.

**Auditor**

**SO (A) / AAO**

**A.O.(P)/SAO(P)**

**GO (3) F.4**  
**(See Para -99)**

**Sl. No. 10 of Annexure C**

**REGISTERED/THROUGH COURIER / BY HAND**

No. G-3  
Office of the PCDA (Pensions)  
Allahabad  
Dated:

**To,**  
**The OI/C Records,**

-----  
-----

**Sub:-** Disability pension claim in respect of Ex. No. -----  
Rank-----Name-----  
Unit-----

**Ref:-** Your letter no. -----dated-----

The disability pension claim of the above named individual has been adjudicated in consultation with Medical Adviser (Pensions) attached to this office and it has been decided that the disability viz"-----  
----" on account of which he has been released/invalided out of military service is

(i) Neither attributable to/nor aggravated by military service,  
(ii) Constitutional in nature and not related to service,  
(iii) Attributable to/aggravated by military service but assessed at less than 20%(i.e.-----%to -----%) for -----years from -----to ----  
-----.

2. A copy of the sheet containing decision of the Medical adviser (Pensions) attached to this office is enclosed which is self-explanatory.

3. (i) Accordingly, no disability pension is admissible under the existing rules, the above decision may please be communicated to the individual under registered post along with MA(P)'s findings, and a clause may also be added therein that he may appeal against the decision not later than six months from the date of issue of this letter, on such grounds as he may deem fit to put forth, if desired by him.

(ii) For clause (iii) of Para 1 above, service element of disability pension is admissible which has already been notified in this office PPO No. S/-----.

4. The following documents are enclosed-

(i) IAFK-1151 & 1152 (ii) IAFK-1162  
(iii) IAFK-958 & 3031 (iv) AFMF-8  
(v) Copy of opening sheet.

5. Please acknowledge receipt.

**Sr. A.O.(PENSIONS)/AO(P)**

**(Note:** Score out which is not applicable)

**G.O.(3) F-6  
(See Para -112)**

**Sl. No. 11 of Annexure C**

No. G3  
Office of the P.C.D.A.  
(Pensions)  
Allahabad.  
Dated.....

**To,**

**The Officer-in-Charge Record**  
-----  
-----

**Subject:** Disability Pension Claim of Ex. No.....  
Rank .....  
Name -----

**Reference:** Your No.-----Dated-----

The award to disability pension has since been notified and P.P.O along with service documents will be forwarded shortly. The pensioner may please be informed accordingly under advice to this office.

**Accounts Officer/AO (P)**

**Not on Original**

Copy to Officer-in-Charge, Grant/P.E.A. Section (Local) A sum of Rs.....paid as PEA. In this section payment authority bearing No. ....has been noted for recovery in P.P.O. No./D/.

**Accounts  
Officer/AO(P)**

## Sl. No. 12 of Annexure C

**CERTIFICATE FOR PURPOSE OF DRAWING CONSTANT ATTENDANCE  
ALLOWANCE.**

(Not to be treated as Life Certificate)

**Name of Pensioner**.....**Address:**

Village.....Tehsil.....  
 District.....  
 Regimental Number.....  
 Rank.....  
 Regiment/Corps.....  
Pension Circular No..... Serial No.....  
 Part ..... Vol. .... Date .....  
 Pension Payment Order No.....  
 Rate of constant attendance allowance.....

Particulars of any period spent as an inmate or an inpatient of a  
 Government hospital of institution, since the allowance was last  
 drawn.....

(a) Date of admission to hospital or  
 institution.....

(b) Date of discharge from hospital or  
 institution.....

(c) Address of hospital or  
 institution.....

**CERTIFICATE**

Certified from my personal knowledge of the pensioner described  
 above that the particulars given on this form are correct and that during the  
 period viz.....for which constant attendance allowances now  
 claimed:-

(a) the pensioner was not an inmate or inpatient of a Govt. hospital or  
 institution and

(b) He actually employed Shri .....Son of  
 Shri.....

as a constant and paid attendant to look after him, such attendance  
 having been necessitated by the disability/disabilities for which he is  
 drawing the disability pension. To the best of my knowledge and  
 belief Shri.....is not related to the pensioner.

**Dated**.....**Signature**.....**Designation**.....**Full address**.....

.....  
 .....

- NOTE: 1.** This certificate should be submitted to the pension disbursing officer each time he allowance is drawn.
- NOTE: 2.** The certificate will be signed by a responsible Govt. Officer or by some other well known and trustworthy e.g. a JCO, a Sub Inspector of Police, a sub-Postmaster drawing not less than Rs 50/- a (month, a tehsildar, a village headman, a patti patwari (in the case of Garhwali pensioners resident in Kumaon), or the head of the village Panchayat who is personally acquainted with the pensioner.

In the case of Gorkha pensioner residing in Nepal, the certificate may so be signed/countersigned by the Recruiting Officer /Asst. Recruiting Officer for Gorkha and Military Attaché/Asst. Military Attaché/Asst. Air Attaché to the Indian Embassy in Nepal.

**G.O.(3) F-8**  
**(See Para -117)**

**Sl. No. 13 of Annexure C**

No. G3  
Office of the PCDA (P)  
Allahabad.  
Dated:

**To**  
**The Officer Incharge Records,**

**Sub:** Disability pension claim No. ....  
Rank..... Name.....Unit.....

**Ref:** Your No. ....Dated.....  
----\*----\*

The entitlement to disability pension in respect of the above named individual has been conceded. Please forward the invaliding Medical Board proceedings duly completed in all respect.

To avoid hardship to the individual PEA @ Rs. ....p.m. is sanctioned from the date of following that of discharge for one year reckonable from the date of the final Medical Board or till further order from this office whichever is earlier. Before commencing payment of PEA to the individual it is requested that the firm date of discharge form service as well as the date upto which advances, if any, have been paid by the O.C. Hospital may please be ascertained from the hospital authorities under intimation to this office. The payment PEA should commence from the date subsequent to that upto which the advances (if any) have been paid by the Hospital authorities.

Please acknowledge receipt.

**AO (P)/SAO**

**Copy forwarded for information to:**

**The O.C. Military Hospital** .....it is requested that advances sanctioned vide Govt. of India Min. of Def. Letter No. 08766/3/DMS3(A)/278/(MED) DT. 22-01-62 may not be paid to the above soldier hereafter . If they have been paid further payments be stopped forthwith and date upto which paid intimated to the R.O. so as to enable him to remit the amount of PEA from a date subsequent to that upto which the advance have been paid by you. This Office may also please be informed of the amount paid and the date upto which advance have been paid by you. A nil report is also requested.

**Officer -in- Charge, Grants/PEA Section (Local)**

**A.O.(P)/SAO**



**G.O.(3)F-10**  
(See Para -  
130)

**Sl. No. 14 of Annexure C**  
**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS**  
**(PENSIONS), ALLAHABAD**

**Corrigendum P.P.O. No. D/ /20**

**Ref:** This Office P.P.O. No. ....as  
amended by  
P.P.O. No.....in respect of Ex.  
No.....  
Rank.....Name.....  
Of..... Regt.  
Insert guide note( ) and connect it with the following Foot Note:-  
“In addition he will draw  
Rs.....(Rupees.....  
..... only;)p.m. as special pension  
from.....to.....”

All other entries remain unchanged.  
Place and Channel of  
payment.....

**Note:** The expenditure involved will be adjusted in the manner indicated in  
para 2 of Government of India, Late Defence Department letter No. 1474-  
A/D-5866-REL/ISB dated 27-02-42.

**Authority:** Government of India, Ministry of Defence, Indian Soldier's  
sailor's and Airmen's Board No.....  
dated .....

**AO/SAO**

**Copy to:**

1. **The Treasury Officer/Post Master/DPDO/Manager, PSBs** .....  
The Pension Certificate may please be amended accordingly.  
Please acknowledge receipt.
2. **C.H. Section, Local.**
3. **The Officer-in-Charge**  
Records.....  
.....The sheet roll duly  
endorsed is forwarded herewith.

Please acknowledge receipt.

**Allahabad.**

**Date of Dispatch.**

**Accounts Officer (Pensions)**

Sl. No. 15 of Annexure C

**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS  
(PENSIONS), ALLAHABAD**

**Pension Payment Order No D/Corrigendum/ /200**

**Ref:** Pension Circular No.....Part.....  
Sl.No.....  
PPO No.....in respect of Ex No..... RO...  
Name.....Rank.....

Put a guide letter ‘-‘ in the column “Amount” and connect with the following foot note.

In addition to the disability pension of Rs.....he will draw Rs.....(Rs.....) annually as Road Mileage allowance.

1. Road mileage allowance will be payable only if the pensioner appears before the PDA to draw pension personally and not through an agent
2. Every time a pensioner turns up to draw his disability pension and special road mileage allowance the pension paying authority should obtain a certificate regarding non- change in residence part of road mileage allow should not be made till the PPO is issued.

**Authority:** - CGDA No. 5630/AT-P, dt. 13/02/86.

*Copy forwarded for information to: -*

1. ....
2. Card Holder Section (Local)
3. OIC Records,.....
4. OI/C Audit .....Section(Local).

Allahabad  
Date of despatch

A.O. (P) / SAO (P)



**GO (3) F.12**

*(See Para -77)*

**Sl. No. 16 of Annexure C**

**No. G-3  
Office of the PCDA(P)  
ALLAHABAD  
Dt.**

**To,**

**The Officer-in-Charge**

**Sub:** Disability pension claim in respect of Ex. No. ....  
Rank.....Name.....

**Ref:** Your letter No. ....dated

The disability pension claim in respect of above named individual was submitted to Award Panel officer for adjudication in consultation with MA(P) as per provisions contained in Entitlement Rules as laid down Appendix-II to PRA Part-I (1961) and Medical Guide. The MA(P)/APO after consideration of the case have called for the following information/ documents to arrive at the final decision regarding attributability/aggravation aspect of the invaliding disability of the individual as on the basis of documents produced it is not possible to do so.

- (A) Court of Inquiry proceedings duly approved and signed by the competent authority.
- (B) Injury report duly signed in ink.
- (C) Individual's statement with two eye witnesses duly counter signed by the OC of the unit.
- (D) Charter of duties on day to day and hour to hour basis for last 14 days prior to onset of invaliding disease.
- (E) AFMSF-16 (IMB/RMB) duly approved by the competent authority.
- (F) Whether the individual was proceeding on leave at public expense. If so, details of Railway warrants/concession vouchers etc, may please be furnished.
- (G) A copy of the order of the competent authority in support of the injury sustained in organising games or other specified duties.
- (H) Field service/living conditions six months prior to onset of ID.
- (I) Whether he was in receipt of FSCA/HAA.

- 2. The cause and clause of discharge are contradictory to each other as per Army Rule 1954 which may also be reconciled.
- 3. Pending the receipt of above information all the service and medical documents received under your above quoted letter are returned herewith as these may be required for other administrative purposes. The claim of the individual and these documents may be resubmitted with the information when the same is available to enable us to take further action in the matter.

**Accounts Officer (P).**



**Enclosures:** -

1. IAFK-1155 Sheet Roll for disability element
  2. IAFK- 1162 Enrolment form
  3. IAFY-1948 A discharge Roll
  4. AFMSF-16 Release/Invaliding Medical Board Proceedings
  5. AFMSF-15/15A Medical Board proceedings
  6. AFMSF-81 Medical form papers.
  7. IAFY-2006 Injury Report.
  8. IAFY-931 Court of inquiry
  9. Data Sheet
  10. Details of family members.
  11. Application for commutation.
  12. All hospitalization documents during the entire Military service including those relating those relating to invaliding disease.
  13. X-ray Plates
- .....

**Sl. No. 17 of Annexure C**

**REGISTERED**

NO.G3/  
Office of the P.C.D.A.(P)  
Allahabad.  
Dt....

**To,**

**The OI/C Records**

.....  
.....

**SUB:** Disability Pension Claim in respect of ex.  
No.....

RANK-----NAME-----

-

UNIT-----

**REF:** Your No.

-----

It has been decided that the disability viz. from which the above named individual suffered while rendering his service in the Army and on which his invalidment is based.

- (i) is not attributable to Military service.
- (ii) does not fulfil the following conditions, namely it existed before and has remained aggravated thereby.
- (iii) is attributable to/ aggravated by service and is assessed at less than 20% i.e from..... to .....for.....

Accordingly no disability pension is admissible under rules, please forward his LPC invalid gratuity claim on IAFY-370 to enable us to grant him the same.

This decision may please be communicated to the claimant by registered post and a clause may also be added in your letter to the claimant that if he so desires, he may appeal against the decision not later than six months from the date of issue of letter on such grounds once may deem fit to put forth.

A sum of Rs. on account of invalid gratuity and a sum of Rs. on account of M.O. commission. has been admitted in case the individual dies before receiving Gratuity amount. It should not be paid to his heir and the matter referred to G-4 Section of this office. The individual has been admitted.

DE/SE from

The individual being in receipt of service pension vide PPO No. S/.....  
no action is required to be taken at this end.

The following document are enclosed-

- |       |                  |      |           |
|-------|------------------|------|-----------|
| (i)   | IAFK-1151 & 1152 | (ii) | IAFK-1162 |
| (iii) | IAFF-958 & 3031  | (iv) | AFMSF-8   |

Please acknowledge receipt.

**SAO/AO(P)**

**GO(3) F.14.**  
**(See Para -122)**

**Sl. No. 18 of Annexure C**

**Working Sheet**  
**(War injury Pension Claim)**

**Date:**

1. Name
2. Regimental No.
3. Rank
4. Date of birth
5. Date of enrolment
6. Date of invalidment/discharge.
7. Date of receipt of the claims.
8. Qualifying service rendered.
9. Maximum service of the rank
- 10 (a). Nature of injury -
- 10 (b). Period and percentage recommended by Medical Board and approved by next higher authority.
- 11 (a). Basic pay Rs.
- (b). Classification allowance Rs.
- (c). Dearness Relief Rs.

**Calculation**

12. Service Element Rs.
13. War injury element Rs.  
Restricted to last pay drawn for 100% disability Rs.
14. Retirement Gratuity Formula  
 $\frac{1}{4}$  of reckonable emoluments for each completed six monthly period of qualifying service subject to a maximum of 16  $\frac{1}{2}$  times of reckonable emoluments restricted to Rs 3.5 lakhs.

**Note:** The service upto the date on which he would have normally retired in that rank plus weightage as applicable (total not exceeding 33 years) will be taken into account for calculation of Retirement gratuity.

15. Commutation  
Amount to be cummuted=  
Age on the next birth day  
Loading in age, if any.  
Purchase value of Commutation.  
Amount of Commutation-  
Residual pension-
16. Family pension

**Enhanced Rate**

50% of emoluments or amount of service element which ever is less for a period of 7 years from the date following the date of death or upto 65 years or 67 years of age (as the case may be) which ever is earlier.

**Normal Rate**

30% of emoluments subject to minimum of Rs. 1275/-p.m..

**Auditor**

**SO(A)/AAO**

**AO/SAO(P)**

**GO(3) F.15**  
**(See Para -129)**

**Sl. No. 19 of Annexure C**

**REGISTERD**

NO. G3/  
Office of the PCDA (P)  
Allahabad.  
Dt.

To,

Shri -----  
Under secretary to the Govt. of India,  
Ministry of Defence,  
New Delhi-110011.

**Sub:** Appeal against rejection of the disability pension Claim in respect of  
Ex No. Rank

Name

**Ref:** OI/C Records Letter No.....dated.....addressed  
to this office dated and a copy to you forwarding an appeal  
dt..... from the above named individual.

\*\*\*

The above named individual was enrolled in the Army On  
and released/invalided out/discharged from Service on the  
basis of Invaliding. Release Medical board held at MH.

2. On receipt of the disability pension claim the ID-----  
-----was adjudicated in consultation with M.A (P) attached to  
this office and (i) I.D was viewed as neither attributable to nor  
aggravated by and unrelated to service (ii) Assessed at less than 20%  
(%)and accepted as attributable to aggravated by service.
3. On receipt of the appeal against the above decision the case has been  
reviewed in consultation with M.A (P) attached to this office and  
earlier rejection has been held.
4. Photostat copies containing remarks of APO/MA(P) attached to this  
office are enclosed for information. The Appeal of the above named  
individual is therefore referred to your Ministry for consideration and  
for communicating final decision thereon.
5. Since the individual has rendered-----years of qualifying  
service, he has been admitted the following pensionary awards under  
the existing order:-
  - (i) Service/Invalid gratuity Rs.
  - (ii) Retirement Gratuity Rs.
  - (iii) Service/Disability/Invalid Pension @Rs.  
w.e.f.
6. In the event of the appeal of the individual being accepted by your  
Ministry he will be entitled to Disability pension consisting of service  
element @ Rs. p.m. with the disability element based on  
the accepted degree of disablement Rs.....p.m. being the disability



element for 100% disablement reducible proportionately for lower percentage i.e. up to 20%the minimum prescribed limit for grant of disability pension, subject to recovery of invalid gratuity already paid.

Following documents are enclosed-

1. Application dated
2. IAFK-1155
3. IAFK-1162/1165
4. AFMSF-16
5. IAFF-958, 958-A
6. AFMSF-1,9A 2,81/20, 21(A), 18 and 15(A)
7. AFMSF-14/IAF-181
8. AFMSF-9/IAFM-1272
9. AFMSF-6/IAFM-1272
10. IAFY-2006 and IAFD-931
11. Extract of part-ii in Battle casualty cases
12. Leprosy cases list of individual who came in contact.
13. refusal to operation/surgery cases the individual's certificate.
14. Medical documents including misc. medical documents.
15. An extract of APO/MA(P) in remarks sheets.

**Note:** In case of post discharge cases:

- (I) In addition to application of the individual.
- (II) Medical certificate in support of the disablement showing sign, symptoms and duration thereof.
- (III) All medical documents for hospitalization after service also.
- (IV) AFW-3149/AFMSF-18

**ACDA(P)/DCDA(P)**

**GO(3) F.16**  
**(See Para -129)**

**Sl. No. 20 of Annexure C**

No. G3/I/  
Office of the P.C.D.A(P)  
Allahabad.  
Dated.

TO,

THE OI/C Records  
.....  
.....

**Sub:** Appeal against rejection of disability pension in respect of Ex. No.

**Ref:** Your No.

\*\*\*\*\*

The case of the above named individual has been referred to Ministry of Defence along with an audit report under our letter of even no. dated..... Further communication/decision may please be awaited.

**SAO(P) /AO(P)**

**GO(3)**  
**F.17**  
**(See Para -129)**

**Sl. No. 21 of Annexure C**

No. G3/  
Office of the PCDA(P)  
Allahabad.  
Dated.....

To

The Under Secretary,  
Government of India, Ministry of Defence,  
**NEW DELHI.**

**Sub:** APPEAL AGAINST THE REJECTION OF ENTITLEMENT OF  
DISABILITY PENSION IN RESPECT OF EX. NO.  
RANK NAME.....  
UNIT

**Ref:** Your Ministry letter No. Dated addressed  
to Ex. No. Copy endorsed to this office, OI/C  
Records

\*\*\*\*\*

The receipt of your Ministry letter cited above along with its  
enclosures is hereby acknowledged.

**Accounts Officer**  
**(P)/SAO(P)**

**Copy to:-**  
**The OI/C /Records,**

Following documents received with above quoted Govt. letter are sent  
herewith for records at your end.

- (i) IAFK-1155,1152 (ii), IAFK-1162(iii) IAFF-958,3013,(iv)AFB-  
11(v)AFMSF-2A, (vi) AFMSF-16

**AO(P)/SAO(P)**

**GO(3) F.18**  
**See Para 337**

**Sl. No. 22 of Annexure C**

**Regd.**

No. G-3/  
O/O The Principal CDA  
(P)  
Allahabad.  
Dated.....

To

Shri .....  
Under Secretary to  
Govt. of India, Min. of Defence  
New Delhi.

**Sub:-** Implementation court order dated.....passed by  
Hon'ble ..... filed by .....No.  
EX Vs union of India and  
others.

**Ref:-** MOD letter No.

\*\*\*\*\*

In compliance of above court order dt. ....the above named individual has already been granted pensionary benefits vide this office PPO no. (Photostat copy attached).

The total amount of pension and relief works out to Rs. (only) involve during the period of award ie. Up to the date of court order (calculation sheet attached).

It is therefore requested that Ex-post-facto sanction for charged expenditure for the aforesaid amount may kindly be accorded and communicated to this office for further necessary action.

***Enclosers:-(as above)***

**DCDA(P)/ACDA(P)**

**Copy to:-**

**The OI/C Legal Cell(local)**

for information with reference to his no. Xerox copy of PPO is enclosed herewith.

**A.O.(P)/Sr. AO(P)**

**G.O.(R.A.)F-1  
(See Para -142)**

**Sl. No. 23 of Annexure C**

**Registered**

No. G3/RA/  
Office of the P.C.D.A.(P)  
Allahabad.  
Dated .....

To  
The Office In charge Records,  
.....  
.....

**Sub:** Re-assessment of disability in respect of  
.....  
.....  
.....

**Ref:** Your No. ....Dated.....  
---\*---\*---\*---

The AFMSF-17 dated.....together with all other documents received under your above quoted memo is returned herewith for re-submission to this office after completion in the following respects: -

(i) In accordance with Para 425 Regulations for Medical services (1962)all R.S.M.B.PROCEEDINGS are to be approved by ADMS whereas RSMB proceedings received with your above quoted memo have been approved by a subordinate officer "For A.D.M.S. As no authority exists for delegation of these powers to any subordinate staff officer, the proceeding may please be got approved by A.D.M.S concerned.

(ii) The initial/last continuation award in respect of above named pensioner expired on.....whereas claim for re-assessment has been preferred as late as on.....please, therefore, state the circumstances under which the claim could not be preferred within twelve months from the date of expiry of the last award to enable this office to consider the admissibility of arrears of pension vide Regulation 88 pension for the Army part II.  
An early reply is requested.

**Enclose: -**

**AO(P)SAO(P)**

**Sl. No. 24 of Annexure C**

**OPENING SHEET**

**No. G-3/RA/Cell**  
**Office of the PCDA (P)**  
**Allahabad.**  
**Dated**

**Sub:** Reassessment of disability pension claim in respect of Ex. No.  
 Rank R.O. Name  
 letter No. Along with documents forwarded by  
 Records Office concerned is submitted for adjudication with original  
 PPO No. D/ D/RA

\*\*\*\*\*

The disability was initially assessed on the basis of  
 attributability/aggravation.

**Note:** Score out the name not applicable.

Initial

**Sr.AO(P)/AO(P)**

Interim period

Static/Deteriorated/Improved

MA (P) kindly advise.

**Sr.AO(P)/AO(P)**

**GO (RA) F-4**  
**(See Para -150)**

**Sl. No. 25 of Annexure C**

**Registered.**

No. G3/RA/  
Office of the  
C.C.D.A.(P),  
Allahabad.  
Dated.....1998

To,  
The Officer-in-charge  
Records

**Sub:** Reassessment of Disability Pension in respect of No.  
\_\_\_\_\_

Name:-\_\_\_\_\_

**Ref:** Your Memo No.----- Dated-----

The reassessment claim to disability pension in respect of the above named pensioner has been adjudicated in consultation with medical Adviser (Pensions) attached to this office and it has been decided that his I.D. Viz." has been reviewed and reassessed at less than 20% (i.e.-----% -----

for \_\_\_\_\_years

from \_\_\_\_\_ to \_\_\_\_\_

No disability element of pension is, therefore, admissible to him under the existing rules. Service element of pension which has already been granted vide this office PPO No.S/ / will continue to be paid.

2. A copy of the sheet containing remarks of M.A(P) is enclosed with his self explanatory.

3. The decision may please be communicated to this claimant by Register Post this clause may also be added in your letter that if he so desires, he may prefer an appeal against this decision not later than six months from the date of issue of this communication on such grounds as he may deem fit to put forth.

4. The Sheet Roll alongwith medical documents is returned herewith.

Please acknowledge receipt.

**SAO/AO(P)**

**GO (RA) F-5**  
**(See Para -151)**

**Sl. No. 26 of Annexure C**

**Opening Sheet (in death cases)**

No. G3/RA/

1. Regt. No.
2. Rank
3. Name
4. Unit
5. Period for which pension granted previously
6. The above named individual was in valid of -----  
----- with ----- % -----  
capable of improvement.

**He** is reported to have died on ----- and could not be brought before the RSMB for the re-assessment of his disability. MA(P) may kindly advise the probable percentage of disability that could have existed from the date following that of expiry of the initial grant to the date of death viz. -----  
----- from ----- to ----- DPC  
NO./PPO No. ----- D/-----/-----/-----  
is forwarded herewith for reference and return.

**To Medical Adviser (Pensions)**

**Sr. Accounts Officer**  
**(Pensions)/AO(P)**



**Sl. No. 27 of Annexure C****OFFICE NOTE****No. G3/RA/  
Office of the C.C.D.A.(P)  
Allahabad,  
Dt.**

**Subject:-** Appeal against rejection of disability pension in respect of Ex.  
No. Rank  
Name Unit

The disability pension of the above named pensioner has been discontinued w.e.f. as his I.D. was assessed at less than 20% ( %) for years. The pensioner has appealed against the decision of this office. The individual's appeal is submitted herewith for review and advice please. The remarks of the M.A.(P) at last R.S.M.B. is/are at F/

**Sr. Accounts Officer (Pensions)****A.P.O./M.A.(P)**

**GO(RA) F7**  
**(See Para -155)**

**Sl. No. 28 of Annexure C**

**No. G3/RA/  
Office of the Chief C.D.A.(P)  
Allahabad,  
Dt. /2003.**

**To,**

**Shri  
Under Secretary,  
Govt. of India, Min. of Defence,  
New Delhi.**

**Sub:-** Appeal against discontinuance of disability pension in respect of Ex.  
No. Rank Name Of

**Ref: -** Records.....letter No.  
Dated..... addressed to this office and copy to the  
individual.

-----\*-----

1\* Application dt.  
from the individual

\* Forwarded.  
The individual, who was  
enrolled in the Army/Air  
Force/Navy, on \_\_\_\_\_ was  
brought before a  
Release/Invaliding Medical  
Board and discharged from  
service on \_\_\_\_\_

2. IAFK-1155
3. IAFK-1162
4. AFMSF-16
5. Misc. Medical  
documents
6. AFMSF-17

2. Medical Board found him suffering from  
(i)  
(ii)

I.D.(I)

Accepted on the basis of attributability aggravation  
Attributability/Aggravation respectively. I.D. was/were accepted. The  
individual was therefore admitted the following pensionary benefits vide this  
office PPO No. D/  
Service element/Disability Element/T.I./A.H/I./A.H.R./Relief\_\_\_\_\_

3. This individual was brought before RSMB subsequently and as a result he was admitted following pensionary benefits.

Percentage	Period	Service element	Disability element	T.I./A.H.I./AHR/Relief
------------	--------	-----------------	--------------------	------------------------

4. He was brought before RSMB on the \_\_\_\_\_ Board recommended the assessment of disablement at for \_\_\_\_\_ Years/final. This office in consultation with M.A. (P) accepted his I.D. at \_\_\_\_\_ for \_\_\_\_\_ Years/final M.A. (P)'s remarks are as follows:-

5. As the disablement was below pensionable limit the disability pension was discontinued from \_\_\_\_\_. The individual however, continued to draw service pension/service element @ Rs. \_\_\_\_\_ p.m. from the rate of discontinuance of disability pension.

Individual being not satisfied has appealed against the decision of this office. On receipt of appeal the case was reviewed in consultation with M.A. (P) and previous decision was maintained. The remarks of the M.A. (P) are as under :-

In the event of acceptance of the individual's appeal by the Government of the following financial benefits will accrue to him with effect from.

1.	Service element	Rs.	p.m.
2.	Disability element @ 20%	Rs.	p.m.
3.	Relief	Rs.	p.m.

6. No other service/Medical documents are held in this office.

**ACDA(P)/DCDA (P)**

**Copy to: -**

**1. The OI/C Records**

For information with reference to  
No. \_\_\_\_\_ Dated \_\_\_\_\_

Following documents may please be forwarded to the Government of India, direct under intimation to this office.

This may please be accorded 'PRIORITY'.

**Sr. Accounts Officer (P).**

**GO(RA) F.8**  
**(See Para -155)**

**Sl. No. 29 of Annexure C**

**REGISTERED**

**No. G3 /RA/  
Office of the P.C.D.A. (P)  
Allahabad,  
Dated**

**To,**

**Shri  
Under Secretary  
Government of India, Ministry of Defence  
New Delhi.**

**Sub: - Appeal against Discontinuance of Disability Pension in respect of  
Ex. No. Rank-  
Name  
Unit-**

**Ref: - Your No. Dated  
-----\*-----**

The receipt of your above cited letter is acknowledged.

**Sr. Accounts Officer**

**(P)/AO(P)**

**Copy to: -**

**Regd. The O I/C Records**

-----\*-----

The disability pension in respect of above named pensioner has been reviewed by Govt. of India, Ministry of Defence and found less than 20% ( ) for ----- years w.e.f.

Hence all the connected medical/service documents along with Sheet Roll are returned herewith for your record.

Please acknowledge receipt.

**Sr. Accounts Officer (Pensions).**

**Sl. No. 30 of Annexure C**

**PROFORMA 'D'**

**GRANTS-4 SECTION**

Accident/Disease/Post Discharge Death  
 Case File No. G4/

**Sub:** - Family Pension claim in respect of No.

Rank: Name:

Unit:

.....

Sl No.	Particulars about the deceased and the fatal accident	Page of the File
--------	---	------------------

1. (a) Date of birth  
 (b) Date of discharge
2. (a) Date of death  
 (b) Cause of death  
 (c) Place of death whether  
 Peace or field service area.
3. (a) Accepted I.D. if any  
 (I)  
 (II)  
 (b) Last assessment of RSMB

Certified that all the documents received from the R.O. are contained in the file.

**A.A.O.(P) / SO(A)**

**GO (4) F.7**  
**(See Para 173)**

**Sl. No. 31 of Annexure C**

**No. G4/  
Office of the PCDA (P)  
Allahabad  
Dated.....**

**To**

**The OI/C Records**

.....  
.....

**Sub:** REJECTION OF SPECIAL FAMILY PENSION IN RESPECT OF LATE  
NO.

RANK NAME

**REF:** Your Memo No.

\*\*\*\*\*

It has been decided to reject the claim to the special F.P. in respect of the above named deceased as his death is due to a wound/injury of disease which is neither attributable to nor aggravated by his military service.

2. The decision may please be communicated to the claimant by regd. Post and a clause may also be added in your letter that if she so desired she may appeal against this decision not later than 6 months from the date of issue of this communication on such ground as may deem fit to put forth.
3. Ordinary family pension under AI 51/80 is not admissible in this case as the soldier died as bachelor/has not left behind his wife. Claim for ordinary family pension under AI 61/80 may therefore please be initiated, if admissible duly supported by the documents.
4. The Ordy. F.P. claim in favour of Smt. ....has been audited & found correct, please ensure the further payment of PEA sanctioned to .....by your office is being stopped .....A sum of Rs. ....has been worked out as PEA payment to widow of the deceased as detailed below and noted for recovery in the PPO under issue, please ensure that further payment of PEA from the date indicated above is not arranged. You are requested to note the date of stoppage of payment in your record. Any excess/under payment already made may be adjusted at your own against ensuing months remittance as advise in this office circular no. Gts/tech/011HV dt. 13.11.86.

**AMOUNT OF PEA PAID**

(i) As per cash a/c up to and for  
Rs. \_\_\_\_\_

(ii) Anticipated payment up to  
Rs. \_\_\_\_\_

**Total**

Rs. \_\_\_\_\_

5. The Ordy. F.P./DCRG is being notified.
6. In the absence of nomination for DCRG/death of the nominee please get the Annexure 'c' from the highest eligible heir and Annexure 'A' from all the eligible heir completed and forwarded this office.
7. Service documents are returned herewith for reference and return duly en faced has been retained to this office.
8. Please acknowledge receipt.

**ACCOUNTS OFFICER (PENSIONS)/Sr. AO (P)**

**G.O.(4) F.8****(See Para -174)****Sl. No. 32 of Annexure C**

No. G4/-  
Office of the PCDA(Pensions)  
Allahabad,  
Dated.....

To,

The Officer-in-Charge Records,

**Sub:** Family Pension Claim late  
No.....Rank.....Name.....Unit

**Ref:** your No.....dated.....

It has been decided that the death of the above name individual is due to hastened by :-

- (i) A wound, injury or disease which was attributable to military service; or
- (ii) The aggravation by Military Service of a wound, injury or disease which existed before or arose during Military service.

His heirs are, therefore, entitled to family pension if eligible under rules.

(2) Please forward a family pension claim on the prescribed form in duplicate duly investigated in favour of the nominated heir as shown in LAFF-958 supported by the Sheet Roll. If IAFF-958 is not available in this case, the fact may please be stated.

(3) The individual died on..... Whereas the claim has been submitted on.....Please state the cause of delay in submission of the claim. If there was delay on the part of the claimant his/her explanation for the cause of delay may please be obtained and furnished along with first application made by him/her on this account.

(4) The following documents are returned herewith.

(a) IAFF-958.

(b) IAFK-1162/1155

Please forward PAO certificate showing the rank and pay group in which the individual was paid.

**Accounts Officer (Pensions)/SAO(P)**



**Working Sheet****GO(4) F.3  
(See Para -174)****Sl. No. 33 of Annexure C**

File No  
 Late No. Rank Name:-  
 Date of Birth -  
 Date of Enrolment -  
 Date of Discharge -  
 Date of Death -  
 Total qualifying service -  
 Cause of Death -  
 Death during service or after discharge -

Whether death accepted as attributable  
 Or aggravated by Military service  
 By APO in consultation with MA(P) -

## Details of last pay drawn

(i)	Basic pay	Rs.
(ii)	Classification allowance	Rs.
(iii)	Dearness Relief	Rs.

Rate of special family pension 60% of the reckonable Emoluments (i.e. pay including classification allowance stagnation increment, if any) last drawn subject a minimum of Rs.2550/- pm.

Rate of liberalized family pension.  
 Equal to reckonable emoluments last drawn.  
 Rate of ordinary family pension

**Enhanced Rate-** Shall be the lowest of the following:-

- (i) 50% of the reckonable emoluments the amount of
- (ii) service pension/service element of disability pension /special pension

**Note:-** Enhanced rate of ordinary family pension is admissible where an individual die while in service after having rendered not less than 7 years continuous qualifying service or who dies after discharge /Invalidment with a pension for a period of 7 years from the date following the date of death or upto 65 years or 67 years (wef 13.05.1998 as the case may be ) whichever is earlier.

**Normal Rate-**

30% of the reckonable emoluments last drawn subject to minimum of Rs.1275/-pm

**Death Gratuity:-**

Less than 1 year	2 times of emoluments
1year or more but less than 5 years	6 times of emoluments

5 years or more but less than 20 years	12 times of emoluments
20 years or more	1/2 of emoluments for every completed six monthly completed period of qualifying service subject to a minimum of 12 times and a maximum of 33 times of emoluments.

**Note-** Amount of Death gratuity shall be restricted to Rs 3.5 lakhs in case of death in service accruing on or after 1.01.1996

**Relief-** At the rate admissible from time to time in addition.

**Note-** In applicable portion may be scored.

**GO (4) F.9****(See Para -199)****Sl. No. 34 of Annexure C**

No. G4/

O/O the C.C.D.A.(P)  
Allahabad.

Dated:

To

The OI/C  
Records  
-----  
-----**Sub:** FAMILY PENSION CLAIM IN RESPECT OF LATE NO. RANK  
NAME:**REF:** Your Memo No. ----- dated -----  
\*\*\*\*\*

The award of family pension has been notified and PPO alongwith service documents will be forwarded shortly. The claimant may please be informed accordingly under advice to this office.

**Accounts Officer (Pensions)****N.O.O.****Copy to:****The OI/C, Grants PEA Section (Local)**

A sum of Rs. ----- paid as PEA on this Section Payment Authority bearing No. ---dated ----- has been noted for recovery in PPO No. F/ -----.

**Accounts Officer (Pensions)**

**GO (4) F.11****(See Para -175)****Sl. No. 35 of Annexure C**

No. G4/  
O/O the P.C.D.A.(P)  
Allahabad.  
Dated:

To  
The OI/C  
Records

**Sub:** FAMILY PENSION CLAIM IN RESPECT OF LATE NO. RANK  
NAME:

**REF:** Your Memo No.

Cause of death of the above named individual has been accepted as attributable to/aggravated by Military service.

2. The family pension claim in respect of the above named deceased has been audited and found correct/rejected.

The payment of PEA sanctioned to Smt. ....by your office is being stopped w.e.f..

A sum of Rs. (Rs.

has been worked out as PEA payment to widow of the deceased as detailed below and noted for recovery in the PPO under issued.

Please ensure that further payment beyond the date indicated above is not arranged. You are requested to note the date of stoppage of payment in your records. Any excess/under payment already made be adjusted at your end against ensuing month (s) remittance as advised in this office circular No. Gts/Tech/0111-IV/dt. 13.11.1986.

**AMOUNT OF PEA PAID**

(I)	As per cash a/c up to	
	And for	Rs.
(II)	Anticipated payment	
	Up to	Rs. _____
	<b>TOTAL</b>	Rs. _____

3. In the absence of nomination for DCRG due to death of the nominee please get all the Annexure 'C' from the highest eligible heir and Annexure 'B' from all the eligible heir completed and forward to this office.

4. The details of payment of special family pension allowance may be nominated duly verified by your PAO.

5. Service documents are returned herewith.

**Accounts Officer (Pensions)**

**GO(4) F.12**  
**(See Para -175)**

**Sl. No. 36 of Annexure C**

No. G4/  
Office of the PCDA (P)  
Allahabad.  
Dt:.....

To  
The OI/C Records  
-----  
-----

**Sub:** Family pension claim in respect of late No. Rank  
Name  
**Ref:** Your No.

\*\*\*\*\*

The above named individual was enrolled in the Army on -----  
-----and was discharged from  
service wef-----He was in receipt of service/disability pension vide  
this office PPO/PC No.

He is now reported to have died on-----due to one of the cause other  
than disease after outliving the normal span of life i.e. 'Sixty Years' ie.after  
10 years from the date of discharge from the Army Medical Category 'A'  
special family pension is therefore not tenable to the heirs of the deceased  
under rules and accordingly the case is treated as closed.

2. The ordinary family pension claim in favour of Smt. -----  
-----has been audited and found correct. Accordingly the payment of  
PEA sanctioned to -----by your office/this office is  
being stopped wef.

A sum of Rs. (Rs.

Paid to widow of the deceased as detailed below are noted for recovery in the  
PPO under issue. Please ensure the further payment of PEA beyond the date  
indicated above is not arranged. You are requested to note the date of a  
stoppage of payment in your records. Any excess/under payment already  
made may be adjusted at your end against ensuing month (Remittance)as  
advised in this office circular No. Gts/Tech0110-iv dated 19.11.87.

**AMOUNT OF PEA PAID**

(i)As per cash up to  
and for

Rs.\_\_\_\_\_

(ii)Anticipated payment  
up to

Rs.\_\_\_\_\_

- 
3. The ordinary family pension/DCRG is being notified.
  4. In the absence of nomination for DCRG/Death of the nominee please get the Annexure 'C' from the highest eligible heir and Annexure 'D' from all the eligible heirs completed and forwarded to this office .
  5. Service documents are returned herewith for reference and return duly enclosed/has been retained in this office.
  6. Please acknowledge receipt.

**Accounts Officer  
(Pensions)/SAO(P)**

Sl. No. 37 of Annexure C

**REGISTERED****OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS  
(PENSIONS) ALLAHABAD****No. G4/****To**Shri  
Director,  
AG (PS-4) AHQ,  
NEW DELHI-110011**SUB:-** APPEAL AGAINST REJECTION OF SPECIAL FAMILY PENSION  
IN RESPECT OF LATE NO. ....  
RANK.....NAME.....OF  
REGT/CORPS.**REF:-** Your Ministry 's/OI/C Records.....letter  
No..... dated.....

\*\*\*\*\*

The above named individual was enrolled in the Army on .....at the age of .....years and discharged/invalided out of service on account of.....

The invaliding disability was accepted/rejected as attributable to/aggravated by his Military service. He was accordingly granted service/invalid/disability pension @ Rs.....p.m. from to .....and TI/Adhoc Relief/Relief Rs.....and Rs.....respectively in this office PC PPO No. His pension was raised to Rs.....wef 1.3.70

2. He died on.....due to .....and family pension claim was initiated by the OI/C Records under No.....dated.....On adjudication in consultation with MA(P) attached to this office, it was decided that the cause of death is neither attributable to nor aggravated by his military service. Extracts of the opinion of APO/MA(P) are attached. Hence special family pension was rejected and the OI/C Records under his office No.....dt.....was informed accordingly.

3. Ordinary family pension is also not admissible in this case/has been granted to the widow Rs.....upto and thereafter Rs.....or till remarriage which ever is earlier and thereafter Rs.....per month under this office PPO No. F/NA.....Relief Rs.....is payable in addition from to

4. As the widow/mother/father is not satisfied with the decision she/he represented her/his case vide her/his petition dt.....The case has been reviewed in the light of your Ministry 'letter No. 310317/PT-I/Pen-A dated 3.1.73 but the previous decision taken by this office remain unaltered. The case is therefore referred to your Hqrs. for consideration and communication of the Hqrs. orders.

5. In case the case is accepted , the special family pension will be payable at the following rates:-

<b>Amount</b>		<b>Period</b>
Special family pension Rs.		p.m. wef
Wef	Rs.	p.m. wef

The following documents are forwarded herewith:-

- (a) IAFA-1155,1162
- (b) IAFY-1943-A
- (c) IAFMS-16
- (d) IAFF-958
- (e) IAFMSF16
- (f) AFNSF-81
- (g) IAFM-1242
- (h) Death Certificate
- (i) Appx B Statement of the claimant.
- (j) AFMSF-93 PT I&II
- (k) Post Mortem Report
- (l) Court of Inquiry Proceeding/Court of Inquest proceeding
- (m) Police Investigation report.
- (n) Pathological report
- (o) Widow petition dt.
- (p) An extract of APC/MA(P) 's remarks.

Certified that no other documents relevant the cases are held in this office.

**ACDA (P)/DCDA(P)**



**GO(PEA) F.1**  
**(See Para -242)**

**Sl. No. 38 of Annexure C**

**No. Grants/PEA/...**  
**Office of the Principal**  
**C.D.A. (P)**  
**Allahabad,**  
**Dated-----**

**To,**  
**The Officer-in-Charge.**  
**Records-----**  
**-----**

**Subject:-** Payment on account of PEA of Disability Pension.

**Reference:-**Your Memo No. -----dated-----  
---\*---\*---

A Cheque for Rs. -----(Rupees-----) on account of Pending Enquiry Award of Disability Pension is being issued separately in favour of the State Bank of India -----for credit to your public fund account.

Please forward cash account in support thereof, quoting the number and date of this communication.

**AO (P)/SAO(P)**

**G.O.(PEA) F.2**  
**(See Para -245)**

**Sl. No. 39 of Annexure C**

**No. Grants/PEA/  
Office of the P.C.D.A.  
(Pensions),  
Allahabad,  
Dated: 2003**

**To,**  
**The Officer-in-Charge Records**

-----  
-----

**Subject:-** Audit of Cash accounts of P.E.A. of family Pension/Disability Pension/Ad -hoc payment of invalid gratuity for the month of --  
-----.

**Reference:-** Your memo No.-----dated-----  
-

---\*---\*---

The above quoted cash account has been audited, passed in full and taken in part/full adjustment of the amount already paid to you and accounted for in the (cash) account for the month of-----  
-----.

**Accounts Officer (Pensions)/Sr.  
AO (P)**

**Copy to:-**

**The Local Audit Officer.**

Duplicate copy(ies) of Appendix(ces) 'A', 'B' & 'C' to the above Cash account is/are enclosed.

The receipt of this communication may please be acknowledged.

**Encls: -**

**AO(P).**

**Accounts Officer (Pensions)/Sr.**

**PART I****GO (Com.) F-1  
(See Para -269)****Sl. No. 40 of Annexure C**

1. Rdgtl. No., Rank and Name
2. Unit/ Corps.
3. Rate of disability pension
4. Period of the award.
5. P.C./P.P.O. No.
6. Amount of pension desired to be commuted.

Forwarded to the O.I./C G2/G3 Section (Local) for completion of Part II/III below and early return. The rate to be shown against item (ii) or (iii) as the case may be would be exclusive of the benefits of extra pension admissible under A.I.2/S/70 regarding raising of pension to minimum level.

**Accounts  
Officer(Pensions)****PART II**

(To be completed by G2 Section)

1. Length of qualifying service.
2. Special pension admissible under Regn. 186(a) P.R.A. Pt. I (1961).  
Returned to O.I./C Grants Commutation Section duly completed.

**Accounts  
Officer(Pensions)****PART III**

(To be completed by G3 Section)

1. Length of qualifying service.
2. Service element of disability pension.

**Accounts Officer (Pensions)**

Returned to O.I./C Grants commutation Section duly completed.

**Sl. No. 41 of Annexure C****GRANT/COMMUTATION****ESSENTIAL PARTICULARS EXTRACTED FROM SERVICE DOCUMENTS**

Regtl. No..... Rank.....

Name .....Unit.....

File No.....

**I** (i) Date of Enrolment .....(ii) Date of Medical Examination as recorded on Enrolment  
form.....

(iii) Apparent age.....

**OR**

Date of birth as per Enrolment

Form.....

(iv) Age as per Sheet Roll.....

**II** If the former service documents have been received in addition-

(i) Date of Enrolment (First Spell).....

(ii) Date of Medical Examination as recorded on Enrolment  
form.....

.....

(iii) Apparent Age .....

**OR**

(iv) Age as per sheet Roll.....

**III** Date of birth to be accepted if none of the documents mentioned in  
Reg.115 PRA Part II is received .....

.....

.....

**IV.** Particulars of pension granted, as per service documents.

(a) Rate of Pension .....

(b) Date of commencement.....

(c) This Office PPO/Corr PPO No.....

**V.** Previous commutations if

any.....

(Please also indicate as to whether, as per entries in Sheet Roll, any  
application for commutation was previously rejected/withdrawn and, if so,  
particulars thereof.).**VI** Remarks if any.....

(write here any other information considered material).

**Auditor****S.O.(A)/AAO****A.O.(P)/SAO(P)**

**Sl. No. 42 of Annexure C****WORKING SHEET  
GRANTS COMMUTATION SECTION**

- (i) Date of receipt of the application for commutation (Form `A`)
- (ii) Serial No. allotted to the application.

**PART I**

<ol style="list-style-type: none"> <li>1. Regtl. No., Rank, Name, and Corps.</li> <li>2. Date of Birth</li> <li>3. Class of pension (Service/Ordinary/Special/ Mustering out/ Invalid/Disability).</li> <li>4. P.C./P.P.O. No.</li> <li>5. Amount of pension.</li> <li>6. Date of Commencement of original pension.</li> <li>7. Whether pension specified at item(5) is in issue in `FULL` if not state the reduced rate and reasons for the same</li> <li>8. (a) Amount of pension/previously commuted.</li> <li>(b) If so, date from which reduced, rate of pension (after commutation) was payable.</li> <li>9. Whether there is any established over payment for recovery from pensions.</li> <li>10. Whether the pensioner has been refused commutation on medical grounds previously or has once declined to accept commutation on the basis of an addition of year to his actual age. If so, date of last medical examination.</li> <li>11. Amount now desired to be commuted.</li> <li>12. Whether pension is debatable to Defence Services Estimates of Govt. of India.</li> <li>13. Place and Channel of payment.</li> <li>14. Whether the individual appeared before the Invaliding/released medical board.</li> </ol>	
---	--

**SO (A)/AAO  
Grants /Com.Section.**

**IMMEDIATE**

Forwarded to Audit/Section for checking (except items 2, 10, 11 and 14) and return within 48 hours.

**SO (A)/AAO  
Grants /Com  
Section.**

Returned duly checked.  
HO/TS No. of the pensioner.

**SO(A)/AAO  
Audit Group Section**

**PART II**

1. Date of Birth.
  - (a) as verified from the documents furnished by the pensioner; or
  - (b) as assessed with reference to the entry in the Enrolment form.
2. Age next birth day which falls on
3. No. of years purchased at
 

(i)	Years	Rs.
(ii)	Years	Rs.
4. Capitalised value of Rs.....p.m.. at the age of.....
 

(i)	Years	Rs
(ii)	Years	Rs

**APPROVED**

**Auditor**

**SO (A)/AAO**

**AO(P)**

**PART III**

- 1 The medical authority vide his certificate in Part II of form `C` dated..... has opined that the age next birthday of the pensioner should be taken to be .....years more than his actual age.
2. Age next birth day which falls on ...by adding .....year would therefore be.....
3. No. of years purchased at the age vide(2) above.
4. Capitalised value.

**Auditor**

**SO(A)/AAO**

**AO(Pension)**

**GO(COM) F.4**  
**(See Para -278)**

**Sl. No. 43 of Annexure C**

**REGISTERED**

No.Gts/Com/  
Office of the PCDA(P)  
Allahabad.  
Dated....

To

The Chief Administrative Medical Authority  
-----  
-----

**Sub:** Medical examination for commutation of portion of pension Ex. No.

**Sir,**

I have the honour to forward herewith the under mentioned documents in respect of above named individual, who have applied for commutation of portion of his pension.

- (a) Application in Form 'A' in original with an unattested copy of individual's photograph.
- (b) A copy of form 'C' with 3 spare copies of Part.II O.O. thereof.
- (c) A copy of AFMSF- 16(proceedings of the Release/Invaliding Medical Board held at Military Hospital.

With respect to arrange for his medical examination keeping in view of the requirements indicated below, and those set out in the Annexure.

2. The individual has applied for commutation of Rs.----- out of his pension and he is to be examined by a medical Board/ Single Officer.
3. The individual's date of birth for commutation has been accepted as -- ----Thus as his next birthday falls on his medical examination may please be arranged before that date, but within three months from the date of issue of this letter, which is the period of validity of the sanctioning order.

The individual desires to be examined at..... his address is given in the endorsement and he has been asked to await further instructions from you in regard to the Medical examination.

Yours faithfully,

**A.O.(P)/SAO**

**Registered/A.d.**

**Copy forwarded to:-**

**Ex. NO.....**

.....

MF(Deptt of Expr.) Notification No.F. 2(5)-EV/C/62 dated 22.08.1962

2.1 Subject to the medical Authority recommending commutation eligible for lump-sum payment as under:-

Sum payable, if the commutation on the basic normal becomes absolute before the age i.e. applicants next birthday which falls on

2.2. The commutation for lump-sum payment of the pension of Rs.. ..... (Rs.....) is administratively sanctioned as above. The total of present values, on the basis of which calculation as per para 2.1 have been made is subject to alteration at any time without notice and consequently they are liable to be revised before payment is made. The sum payable will be the sum appropriate to the applicants age on his next birthday after the date on which the commutation becomes absolute or is the medical authority direct that years shall be added to that age of the consequent assumed age.

3. He should report for medical examination to the Medical authority direct on hearing from the latter as soon as possible in view of the consequent of para of letter of the medical authority. He should take with him the enclosed form "C" with signature thumb and finger impression.

4. He will pay a sum of Rs.16.00 on account of medical officer fee and the method of the payment will be advised by the medical authority. No refund of any TA or other expenses incurred in connection with commutation of pension is admissible.



**ANNEXURE****Medical Authority who will conduct The Medical Examination**

**(a)** Medical Board if the amounts desired to be commuted exceeds Rs.100.00 per month.

**Note:** In case such a Board can not be arranged to meet at station reasonably near the applicant's residence in the period prescribed, the individual may be got examined by the Civil Surgeon or the District Medical Officer of the area in which he is ordinarily resident. The medical report in the health and expectation of life of the applicant made by such an examining Medical officer should be reviewed by a Reviewing Board (either the attending Board at the R.Os end or the Civil Administration of the senior Medical Officer nominated by him of status not lower than that of a Civil Surgeon constituting the Medical Board) which after calling for any information if thinks fit from the examining officer shall pass final orders.

**(b)** Single Medical Officer not below the status of a Civil Surgeon of the District officer or the Area in which the applicant is ordinarily resident, if the amount desired to be commuted together with the amount previously is Rs.100/- or less.

**2. MEDICAL EXAMINATION FEE**

**(a) When medical examination is conducted by a Civil Medical Board:**

The applicant may be directed to pay a fee of Rs. 4.00 into a Govt. treasury to be credited to the Department to which the Medical Officers of the Board belong and make over the receipt of the Medical Board before his examination and pay an additional fee of Rs. 12.00 to the Medical Board in cash to be retained and divided by member of the Board among themselves. The applicant has been asked to await your instructions in the matter of depositing the fee in treasury.

**(b)** When Medical examination is conducted by a single Medical Officer and medical Report is reviewed by a Reviewing Board.

The applicant may be directed to pay Medical officer the prescribed fee of Rs. 16.00 out of which Rs. 12.00 should be retained and Rs. 4.00/- credited by the Medical officer to the State Govt.

**(c)** When Medical examination is conducted by a single Medical officer.

The applicant may be directed to pay to the Medical officer the prescribed fee of Rs. 16.00 out of which Rs. 12.00 will be retained by the Medical Officer and Rs.4.00 will be credited by him for the State Government.

**(d)** When Medical Examination is conducted in Delhi, the entire fee of Rs.16.00 may be credited in the Govt. Treasury.

**3.(a)** The left hand thumb and finger impression of signature of the pensioner should in variably be obtained in the space provided for the purpose in Part-I as well as in the Part-III of Form 'B' (both copies) in the

presence of the Examination Medical Officer/member of the Medical Board. The left hand thumb and finger impressions need be obtained only if the pensioner is illiterate otherwise the signature of the pensioner should be obtained and attested by the examining medical authority.

**(b)** The pensioner's photograph pasted on Form 'C' may be verified by a member of the medical board/single medical officer.

**(c)** A certified true copy of Part-III of Form 'C' showing the findings of the Medical Authority should be given by the concerned Medical Authority to the individual.

**(d)** After the Medical examination of the Pensioner has been carried out . Form 'A' alongwith both copies of Form 'C' including on copy that will be handed over by the pensioner to the Medical Authority, should be returned to this office.

**4.** In cases where a copy of AFMSF-16 is enclosed vide Para 1.(c) of the letter, the contents thereof may be considered by, the examining medical authority at the time of the pensioner's medical examination.

### **FORM 'C'**

Medical examination by the .....

(Hqrs. enter the name of the medical authorities)

### **PART-I**

Statement by the applicant for commutation of a portion of his pension.

The applicant must complete this statement prior to his examination by the..... (HQrs. enter the name of the Medical authority) ..... And must sign the declaration appended there to in the presence of that authority.

1. Name in full(in Block letters) .....
2. Date of Birth .....
3. Have you ever been granted leave on medical grounds, if so, state the period of leave and nature of illness.
4. Have any application for insurance of your life ever been declined or accepted at increased premium.
5.
  - (a) Have your ever been told that you have albumen or sugar in the urine.
  - (b) Do you rise at night to urinate.
  - (c) Are you now or have your ever been on special diet for health.
  - (d) Has there been may marked increase or decrease in your weight within the past three years, if so, how much....
6. Have you been under the treatment of any doctor within that last three months, if so, for which illness. Form'C' (part-III) for commutation of pension of a JCO/OR/NC(E) (including Master Chief Petty Officer) Airmen and (including Master Warrant Officer) I/We have carefully examined Shri ..... and am/are of opinion that- either he is/ not in good bodily health/was the prospect of an ever go duration of life/ is not fit subject for commutation

or (in the case of impaired life which is not considered) fit subject for commutation ) As..... is suffering from.... .....for the purpose of commutation i.e. his age next birthday should be taken to be years more than his actual age.

**Station .....**

**Date .....**

Left hand thumb and finger impression or signature of the applicant.  
Signature and designation impression or signature of the applicant.  
(Signature and designation examining medical authority  
Reviewing medical authority)

### **DECLARATION BY APPLICANT**

(To be signed in the presence of the Medical Authority)

I declare all the above answers to be to the best of my belief, true and correct.

I will fully reveal to the medical authority all circumstances within my knowledge that concern my health. I am fully aware that by will fully making a false statement or concealing a relevant fact . I shall incur the risk of losing the commutation. I have applied for and having my pension with held or with drawn under Regulations. Pension Regulations for the Army Part-I (1961 Regn. 4 of Navy (Pension) Regulations, 1964/Regulations, Pension Regulations. For the Air Force Part-I ( 1961.

Signed in presence of .....

Applicant's Signature

Signature and designation of Medical Authority

### **PART-II**

(To be filled by the Examining Medical Authority)

1. Apparent age;
2. height.....
3. birth of abdomen at level of umbilicus
4. -----
  - (a) Pulse rate
  - (b) Sitting
  - (c) Standing
5. What is Character of spouse .
6. Blood Pressure
  - (a) Systolic
  - (b) Diastolic.
7. Is there any evidence of the main organs
  - (a) Heart
  - (b) Lungs

- (c) Liver
- (d) Spleen

8. Is there any evidence of disease of the main organs:-
- (a) Heart
  - (b) Lungs
  - (c) Liver
  - (d) Spleen
  - (e) .....
  - .....
  - .....
9. Does chemical examination of urine show
- (I) Albumen
  - (II) Sugar, state specific gravity
10. Has the applicant a rupture. If so, state the kind and if reducible.
11. Describe any scars identifying marks
12. Any additional information

**Part-III**

I/We have carefully examined Shri ..... and am/are of the opinion that:-..... . either he is/ is not in good bodily health and has the prospect of an average duration of life/is not a fit subsequent for commutation or ( in the event of married life which is yet considered fit subject of commutation, as .... Suffering from .... His age for the purpose of examination i.e. .... His age on next birthday should be taken to .... Years more than his actual age.

Left hand thumb and finger impression or signature of the applicant.

Signature and designation of examining medical authority

Reviewing Medical Authority

**Signature**  
**Dated.....**

**G.O (Com) F-4-A**  
**(See Para -278)**

**Sl. No. 44 of Annexure C**

No. Grts/Com/Gorkha-  
Office of the P.C.D.A.(Pensions)  
Allahabad-1.  
Dt.....

**(See Para 2 below)**

**Priority**

*Registered/ Ack. Due.*

To,

The Medical Officer  
Indian Embassy in Nepal  
PO Box No. 292, Kathmandu (Nepal)

**Sub:** Application for Commutation of a portion of pension-Medical  
Examination of the Applicant Ex.  
No.....  
.....

**Sir ,**

I have the honour to forward herewith Form 'A' (Part I to III ) in respect of the above named pensioner with the request that you may kindly arrange for his medical examination and furnish a report on his health in Parts II & III of the enclosed Form 'C'

**NOTES :** 1. Where more convenient, the medical examination of the applicant who is a resident of Nepal may be carried out at the Central Co-ordination Board hospitals in Nepal or at the Check Post Hospital at Dhankutta.

**NOTE :** 2. In case the medical examination is carried out vide Note 1 above and the commuted amount exceeds Rs. 25/- p.m. the medical report,  
(a) may be reviewed by the medical officer of the Indian embassy in Nepal.  
(b) Need not be reviewed by the Medical Officer of the Indian Embassy in Nepal, if the examination is carried out at the Check Post Hospital Dhankutta when it is Medical Officer happens to be a Govt. employee. In such a case, it may be clearly indicate that the examining Medical Officer of the Check Post Hospital Dhanbkutta is a Govt. Employee.

**Note: 3.**(i) A list of hospitals where pensioners residing in Nepal can go for medical examination is attached.  
(ii) After the medical examination of the pensioner has been carried out, Form 'A' alongwith both copies of Form 'C' (i.e. including one copy of Form 'C' that will be handed over by the

pensioner for the examining medical authority) should be returned to this office.

- (iii) A certified copy of Part III only of Form 'C' ( an extra copy enclosed) showing the findings of the medical authority should please be given by the concerned medical authority to the pensioner.
- (iv) The left hand thumb and finger impressions or signature of the pensioner should invariably be obtained in the space provided for the purpose in Part I as well as in Part III of form 'C' (both copies), in the presence of the examining medical officer (s) member of the Medical Board. The left hand thumb and finger impressions need be obtained only. If the pensioner is illiterate; otherwise the signature of the pensioner should be obtained and attested by the examining medical authority.
- (v) The pensioner's photograph pasted on Form 'C' may also please be verified by the examining Medical Officer.

- 2. The medical examination may please be held as early as possible but not LATER THAN THREE MONTHS from the date of issue of this letter. In case the individual does not turn up for medical examination within this period, the enclosures may please be returned to this office.

The individual will be TRANSFEREED to the pension establishment with effect from.....and his medical examination may please be held within three months from that date but in no case earlier than that date.

OR

As the pensioner's NEXT BIRTHDAY FALLS ON.....his Medical examination may please be arranged BEFORE that date if possible, unless the pensioner desires that it should be held after that date, but within the period prescribed i.e. 3 months from the date of issue of this letter.

- 3. The pensioner desires to be examined at.....  
.....
- 4. The pensioner may please be contacted through the Record Officer, Care Military & Air Attache, Indian Embassy in Nepal. He has been asked to await your orders regarding the time, date and place of medical examination.

**MEDICAL EXAMINATION FEES**

- 5. The applicant may be directed to pay to the medical officer the prescribed fee or Rs. 16 out of which Rs. 12 will be retained by the Medical Officer and Rs.4 will be credited by him to the Govt. to which he belongs.
- 6. If the medical authority directs that his age for the purpose of commutation shall be assumed to be greater than actual age, an acknowledgement will be obtained from the applicant for a copy of

Part III of Form 'C' handed over to him and the date on which he receives the copy will be intimated to this office in the forwarding memo returning the commutation papers.

7. The applicant is in receipt of a pension of Rs.....  
p.m. out of which he has applied to commute  
Rs.....  
p.m. (including any previous commutation).
8. The pensioner's date of birth for commutation purpose accepted in accordance with the prescribed Rules is.....  
.....
9. The above pensioner was found to be suffering from.....  
by Release/Invaliding Medical Board held at Military hospital.....  
..... A copy of the above Medical Board Proceedings is enclosed with the request that the contents thereof may please be considered by the certifying me local authority at the time of the pensioner's Medical Examination.

The copy of Medical Board proceedings may please be returned alongwith the commutation papers.

- Enclosures :** (i) Form 'A' (Pt.I and II) alongwith an extra copy and pensioner's photograph.
- (ii) Form 'C' (Pt.I and II) alongwith an extra copy of Pt. III and pensioner's photograph.

**Your faithfully,**

**SAO(P)/Accounts Officer(Pensions)**

**Registered A/D**

**Copy forwarded to:-**

**Ex. No.** .....

Through Record Officer, care Military and Air Attached, Indian Embassy in Nepal, Embassy of India, (Nepal) P.O. Box. No. 292 Katmandu(Nepal).

Form 'B' duly completed together with a blank Form 'C' is sent herewith.

2. Part I of Form 'C' should please be filled in by you except for putting : the signatures (Or left hand thumb finger impressions). The signature (or thumb and finger impression if illiterate) will be recorded in the presence of the medical authority and the Form 'C' thus completed handed over to that authority for forwarding it to this office.
3. The sum of Rs.16 on account of the Medical Officer's fee will be borne by you and the medical authority will advise the method of its payment.
4. As the medical examination has to be conducted within a period of three months from the date of issue of this memo you should appear

before the examining Medical Officer(s) on receipt of instructions from the authority as soon as possible but before the expiry of this period.

**OR**

As you will be TRANSFERRED TO THE Pension Establishment with effect from.....you should report for medical examination within 3 months from the date and in no case earlier than that date.

**OR**

5. As your next birthday falls on.....you may be desired to contact the medical authority for your expeditious medical examination if possible before that date.

You have the option of withdrawing your application for commutation of a portion of your pension by giving written notice to this office, dispatched at any time before the medical examination is due to take place but this option will expire on your appearance before the examining medical authority.

6. (i) If the competent medical authority reports that you have an AVERAGE EXPECTATION OF LIFE, the commutation will become absolute, i.e. you will be entitled to receive the capitalized value of the portion of your pension commuted by you, and from the date of signature of the report by the competent medical authority the rate of pension which you are in receipt of, will be reduced by the amount of the pension commuted.
- (ii) If the competent medical authority reports that your age for the purpose of commutation is to be ASSUMED to be greater than your actual age, the position would be as under:-
- (a) If the value payable of the assumed age is already mentioned in the Form 'B' you need not await for any further communication from this office. In such a case you will have the option of withdrawing your application by written notice despatched to this office within two weeks from the date on which you receive the intimation of the findings of the medical authority.
- (b) If the value payable on the assumed age is not mentioned in the Form 'B' you may await a further communication from this office in regard to the revised sum that will be payable to you on commutation on that basis. In such a case you will have the option of withdrawing your application by written notice despatched to this office within two weeks from the date on which you receive the intimation of the revised sum payable to you on commutation, and
- (c) If you do not withdraw (in writing) your application within the period prescribed above, you shall be assumed to have accepted the sum offered.
- (d) Written notices when sent to this office should be dispatched by Registered Post, as this office cannot accept any responsibility for the loss of such notice in transit



7. The payment of the commuted value will be authorized as expeditiously as possible by issuing a commutation P.P.O., an intimation of which will be sent to you for contacting the P.P.O. from whom you are drawing your pension for receiving the payment of the commuted money.
8. No refund of any T.A. or other expenses incurred by you in connection with the commutation of your pension is admissible.

**Accounts Officer (Pensions)**

**Enclosures:**

- (i) Form 'B' (Parts I and II)
- (ii) Blank Form 'C' (Parts I And III)

List of hospitals where pension residing in Nepal can go for medical examination in respect of commutation of their pensions.

1. Embassy Hospital, Kathmandu
2. Medical Officer (AMC) Pension Payment Office, Pokhra  
**CENTRAL COORDINATION BOARD INSTITUTIONS**
3. Western Zone Hospital, Pokhra.
4. District Soldiers' Hospital Syangia, No. 4 West.
5. District Soldiers; Board Hospital, Gulmi (Tamgas).
6. District Soldiers; Board Hospital, Piuthan (West Nepal).
7. District Soldiers' Boards Hospital, Bhojpur (East Nepal).
8. District Soldiers' Board Hospital, Terathum (East Nepal).
9. Check Post Hospital, Dhankutta (East Nepal).

**G.O.(Com) F.5**  
**(See Para -285)**

**Sl. No. 45 of Annexure C**

**Registered/A.D.**

**OFFICE OF THE Pr. CDA(PENSIONS) ALLAHABAD-1.**  
**Pension payment order No. S/Com/ /200.**  
**(Under Rs.)**

**To**

**The Treasury Officer/DPDO/Manager P.S.Bs.**  
**The Military Attaché, Indian Embassy, Nepal(Katmandu)**  
**The Pay & Accounts Officer,**  
**Govt. of Maharastra,**  
**Old Sectt.Annexe, Fort, Bombay.**

**Sub:** Commutation of a portion of pension of Ex. No.  
.....Rank.....Name.....  
.....Unit.....

**Ref:** This office P.P.O./P.C. No.  
.....of.....  
Sanction has been accorded to the commutation of a sum of Rs.  
.....(Rs.....only) p.m. by the above  
named pensioner out of his final/anticipatory/provisional/Residual  
service/disability pension of Rs.  
.....(Rs.....only)p.m. for capitalized  
sum of Rs. ....(Rs. ....only).  
---\*---\*---

Please arrange to pay the above-mentioned capitalized amount of the pensioner.

The payment may be included in the "change statement" of the month in which payment of this amount is made.

If, however, the pension has been withheld, suspended or discontinued in full or in part under the existing rules/orders or on specific instructions from this office, no payment shall be made on the authority of this P.P.O. and the case with full particulars shall be referred to Grants/Commutation Section of this office for instruction.

2. The pension of the above named pensioner is reduced to Rs. ....(Rs. ....Only) p.m. with effect from .....any adjustment found necessary as a result of this change will be made from the capitlised sum before payment.  
The disability pension if continued or the service pension (when restored) granted on cessation of disability pension will also be reduced by Rs. ....p.m.

3. Any recoveries outstanding against the pensioner on account of capitalized overpayments including the over payments/6 months advance of pension of Rs. .... (Rs. .... Only) should be effected from the capitalized sum before payment.
4. The commuted money paid should be shown separately in the Top schedules sent to this office for the payment on account of pension proper and also separately in respect of ARMY, NAVY and AIR FORCE.  
  
**FOR DPDOs only:** - The account paid is debit to Code Head No. 0/009/00, 01 or 02 as the case may be.
5. Form 'C' (I.A.F.A.340 C) with his photograph duly pasted thereon is sent herewith for verification of the pensioner's signature or the thumb and finger impressions with those already on record with you and may be returned to this office along with pension payment schedule/journal duly verified soon after the payment has been made to him. The word 'VERIFIED' may invariably be endorsed on form 'C' before return to this office (Audit Section) inter-alia stating the date on which payment is made.
6. Suitable note of the payment of capitalized sum and the reduction in the rate of pension as above may be made in the pension certificate of the pensioner.
7. Please acknowledge receipt.

**ENCL:** - Form along with pensioner's photograph.

**NOTE:** 1. If on re-enrolment/re-employment of the individual his pension is held in abeyance a sum of Rs.....pm will in addition be recovered from the re-employed pay and allowances.

**NOTE:** 2. In the event of the pensioner's re-employment as an Assistant Recruiting Officer, personal allowance of Rs.....pm will be stopped and the pension will be further reduced to Rs.....

**For Pr. CDA (P)**

**Copy forwarded for information to:-**

1. **The Officer-in-Charge, Audit Card Holder Section, Local**
2. **The OI/C, PPO Section Local.**
3. **The OI/C, Audit.....,Local.**

**Address: -**

**Accounts Officer (Pensions)**

**G.O (Com) F-6  
(See Para - 285)**

**Sl. No. 46 of Annexure C**

**NO. Grants/Com/  
Office of the P.C.D.A  
(Pensions)  
Allahabad.  
Dated....**

**To,**

**Ex No.....**  
.....  
.....

**Subject:** Commutation of a portion of pensions-personnel below officers ranks.

**REF:** Your application dated.....  
---\*---\*---

A sum of Rs. ....(Rupees.....) representing the capital sum of Rs. ....(Rupees.....) commuted by you out of your monthly pension of Rs.....P.M. has been notified in this office Pension Payment Order No./S/Com/...../200 payable at.....Treasury Post Office/DPDO.

2. You may please contact the Pension Disbursing Authority for receiving the payment after about three weeks of the receipt of this letter.

3. Your pension will be reduced to Rs.....P.M. with effect from.....

**Accounts Officer (Pensions)**

**Registered**

**Copy forwarded for information to: -**

**The Officer-in-Charge Records.**  
.....

The Service documents of the pensioner are returned herewith duly endorsed.

Please acknowledge receipt.

**Accounts Officer (Pensions)**

**Sl. No. 47 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 201/2002**

**LPC-CUM-DATA SHEET (FINAL) FOR FINAL PENSIONARY AWARDS:  
ARMY  
(See Para - 28)**

<b>1.</b>	Provisional PPO. No.(if any)	<b>2.</b>	R.O. Code
<b>3.</b>	Rank Last	<b>4.</b>	Regt. No.
<b>5.</b>	Nationality	<b>6.</b>	Name
<b>7.</b>	Date of Birth	<b>8.</b>	Date of Enrolment
<b>9.</b>	Last Date up to which paid	<b>10.</b>	Date From (NQS SPELL-1)
<b>11.</b>	Date From (NQS SPELL-2)	<b>12.</b>	Date From (NQS SPELL-3)
<b>13.</b>	Date Upto	<b>14.</b>	Date Upto
<b>15.</b>	Date Upto	<b>16.</b>	Balance NOS
<b>17.</b>	Total Former Service	<b>18.</b>	Service Condoned
<b>19.</b>	Clause of discharge	<b>20.</b>	Option to AO 13/77
<b>21.</b>	Rank Pension	<b>22.</b>	Group Pension
<b>23.</b>	Pension Recommended	<b>24.</b>	D.C.R.G. Recommended Code
<b>25.</b>	Loading in age	<b>26.</b>	Percentage Commuted
<b>27.</b>	Married before Discharge	<b>28.</b>	Wife Alive or not
<b>29.</b>	Nationality of Wife	<b>30.</b>	Wife's year of Birth
<b>31.</b>	Wife's Name	<b>32.</b>	PDO Code
<b>33.</b>	D.P.DO. Code	<b>34.</b>	PDO Station
<b>35.</b>	PDO State Code	<b>36.</b>	Bank/Sub Code
<b>37.</b>	Link Bank	<b>38.</b>	Bank Account No.
<b>39.</b>	Bank Branch	<b>40.</b>	Bank/Sub-try Station
<b>41.</b>	Basic Pay	<b>42.</b>	Classification Allowance
<b>43.</b>	Stagnation Increment	<b>44.</b>	Gallantry Award-1
<b>45.</b>	Gallantry Award-2	<b>46.</b>	Gallantry Award-3
<b>47.</b>	RDR Demand	<b>48.</b>	Other Than R.D.R. Demand
<b>49.</b>	Date of Receipt by PAO (ORS)	<b>50.</b>	Medical Option

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORs)	
DATE	NO. DATE	
	Auditor, SO(A)/AAO, AO/SAO	Auditor, SO(A)/AAO, AO/SAO

**Sl. No. 48 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 202/2002**

**LPC-CUM-DATA SHEET (REV. ) FOR CORRIGENDUM PENSIONARY  
AWARDS: ARMY  
(See Para - 28)**

<b>CAGE-I BASIC PARTICULARS/As per original PPO</b>			
1.	Original PPO.	2.	R.O. Code
3.	Regt. No.	4.	Name
5.	PPO to be cancelled		
<b>CAGE-II PARTICULARS HAVING NON FINANCIAL EFFECT</b>			
6.	Regt. No.	7.	Name
8.	Nationality	9.	Wife's Name
10.	Nationality of Wife	11.	Married before Discharge
12.	Wife Alive	13.	Wife's year of Birth
14.	PDO Code	15.	D.P.DO. Code
16.	PDO Station	17.	PDO State Code
18.	Bank/Sub Code	19.	Link Bank
20.	Bank Branch	21.	Bank Station
22.	Bank Account No		
<b>CAGE-III PARTICULARS HAVING FINANCIAL EFFECT</b>			
23.	Date of Birth	24.	Date of Enrolment
25.	Date upto which paid	26.	(i) Date From (ii) Date Upto
27.	(i) Date From (ii) Date Upto	28.	(i) Date From (ii) Date Upto
29.	Balance NOS	30.	Total Former Service
31.	Service Condoned	32.	Rank Last
33.	Clause of discharge	34.	Option to AO 13/77
35.	Rank Last	36.	Group Pension
37.	Pension Recommended Code	38.	D.C.R.G. Recommended Code
39.	Loading in age	40.	Percentage Commuted
41.	Basic Pay	42.	Classification Allowance
43.	Stag Increment	44.	Gallantry Award-1
45.	Gallantry Award-2	46.	Gallantry Award-3
47.	RDR Demand	48.	Other Than R.D.R. Demand

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS)	
	NO.	
	DATE	
DATE	Auditor, SO(A)/AAO, AO/SAO	Auditor, SO(A)/AAO, AO/SAO

**Sl. No. 49 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 203/2002****LPC-CUM-DATA SHEET PENSIONARY AWARDS: DSC/TA PERSONNEL****(See Para - 28)**

1.	First PPO. No.(if any)	2.	R.O. Code
3.	Category of Pension	4.	Rank Last
5.	Regt. No.	6.	Nationality
7.	Name	8.	Date of Birth
9.	Date of Enrolment	10.	Last Date up to which paid
11.	Total NQS	12.	Total Period including weightage if any for which Gratuity paid with Ist pension (For CAT .2 Only)
13.	Total Former Service To Be Counted	14.	Service Condoned
15.	Clause of Discharge	16.	Rank Pension
17.	Group Pension	18.	Pension Recommended
19.	D.C.R.G. Recommended Code	20.	Loading in age
21.	Percentage Commuted	22.	Married before Discharge
23.	Wife Alive or not	24.	Nationality of Wife
25.	Wife's year of Birth	26.	Wife's Name
27.	PDO Code	28.	DPDO Code
29.	PDO Station	30.	PDO State Code
31.	Bank/Sub Code	32.	Link Bank
33.	Bank Account No.	34.	Bank Branch
35.	Bank Station	36.	Basic Pay
37.	Stagnation Increment	38.	Classification Allowance
39.	Gallantry Award-1	40.	Gallantry Award-2
41.	Gallantry Award-3	42.	RDR Demand
43.	Other Than R.D.R. Demand	44.	Amount of Pension Commuted from Ist Pension (For CAT. 3. Only)
45.	Date of Receipt by PAO (ORS)	46.	Medical Option

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 50 of Annexure C**  
**CONTROL NO. PCDA(P) ALLD/DS NO. 204/2002**  
**LPC-CUM-DATA SHEET CORRIGENDUM PENSIONARY AWARDS: DSC/TA**  
**PERSONNEL**  
**(See Para - 28)**

<b>CAGE-I: BASIC PARTICULARS (As per original PPO)</b>			
A	Original PPO. No.	B.	R.O. Code
C.	Regt. No.		
D	Name	E.	Action Code.
<b>CAGE-II: REVISION/ AMENDMENT PROPOSED</b>			
1.	First PPO. No.(if any)	2.	R.O. Code
3.	Category of Pension	4.	Rank Last
5.	Regt. No.	6.	Nationality
7.	Name	8.	Date of Birth
9.	Date of Enrolment	10.	Last Date up to which paid
11.	Total NQS	12.	Total Period including weightage if any for which Gratuity paid with Ist pension (For CAT .2 Only)
13.	Total Former Service To Be Counted	14.	Service Condoned
15.	Clause of Discharge	16.	Rank Pension
17.	Group Pension	18.	Pension Recommended
19.	D.C.R.G. Recommended Code	20.	Loading in age
21.	Percentage Commuted	22.	Married before Discharge
23.	Wife Alive or not	24.	Nationality of Wife
25.	Wife's year of Birth	26.	Wife's Name
27.	PDO Code	28.	D.P.DO. Code
29.	PDO Station	30.	PDO State Code
31.	Bank/Sub Code	32.	Link Bank
33.	Bank Account No.	34.	Bank Branch
35.	Bank Station	36.	Basic Pay
37.	Stagnation Increment	38.	Classification Allowance
39.	Gallantry Award-1	40.	Gallantry Award-2
41.	Gallantry Award-3	42.	RDR Demand
43.	Other Than R.D.R. Demand	44.	Amount of Pension Commuted from Ist Pension (For CAT. 3. Only)
45.	Date of Receipt of Commutation appl. By PAO(ORs)	46.	Medical Option

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS)  NO.  DATE	Auditor SO(A)/AAO/AO/Sr.AO
DATE	Auditor SO(A)/AAO AO/Sr.AO	



**Sl. No. 51 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 205/2002****LPC-CUM-DATA SHEET ORDINARY FAMILY PENSIONARY AWARDS:****ARMY(PBOR)****(See Para - 196)**

<b>A: PARTICULARS OF DECEASED</b>			
1.	Deceased in Receipt of pension	2.	Amount of pension
3.	Original PPO Number	4.	R.O. Code
5.	Rank Last	6.	Group
7.	Regt. No.	8.	Nationality
9.	Name of Deceased	10.	Date of Birth
11.	Date of Enrolment	12.	Last Date up to which paid
13.	Date From (NOS SPELL-1)	14.	Date From (NOS SPELL-2)
15.	Date From (NOS SPELL-3)	16.	Date Upto
17.	Date Upto	18.	Date Upto
19.	Balance NOS	20.	Total Former Service
21.	Date of Death		
<b>B: FAMILY PARTICULAR</b>			
22.	Wife's Name	23.	Nationality of Wife
24.	Wife Year of Birth	25.	Address of Claimant
<b>C: OTHER PARTICULARS</b>			
26.	PDO Code	27.	D.P.DO. Code
28.	PDO Station	29.	PDO State Code
30.	Bank/Sub Code	31.	Link Bank
32.	Bank Account No.	33.	Bank Branch
34.	Bank/Sub-try Station	35.	Basic Pay
36.	D. Pay	37.	Stagnation Increment
38.	Classification Allowance	39.	Amount of PEA
40.	Demand	41.	Date of Receipt by PAO (ORS)

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 52 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 206/2002****LPC-CUM-DATA SHEET FOR DISABILITY/INVALID PENSIONARY****AWARDS: ARMY****(See Para - 74(i))**

1.	R.O. Code	2.	Rank Last
3.	Regt. No.	4.	Nationality
5.	Name	6.	Date of Birth
7.	Date of Enrolment	8.	Last Date up to which paid
9.	Total NQS	10.	Total Former Service
11.	Clause of discharge	12.	Option to AO 13/77
13.	Rank Pension	14.	Group Pension
15.	Pension Recommended	16.	D.C.R.G. Recommended Code
17.	Loading in age	18.	Percentage Commuted
19.	Married before Discharge	20.	Wife Alive or not
21.	Nationality of Wife	22.	Wife's year of Birth
23.	Wife's Name	24.	PDO Code
25.	D.P.DO. Code	26.	PDO Station
27.	PDO State Code	28.	Link Bank
29.	Bank/Sub Code	30.	Bank Account No.
31.	Bank Branch	32.	Bank Station
33.	Basic Pay	34.	Classification Allowance
35.	Gallantry Award-1	36.	Gallantry Award-2
37.	Gallantry Award-3	38.	RDR Demand
39.	Other Than R.D.R. Demand	40.	PEA Amount
41.	Date of MB Held	42.	Date of Receipt by PAO (ORs)
<b>TO BE FILLED BY P.C. D.A.(P)</b>			
43.	Name of Ist I.D.	44.	% of Assessment Ist I.D.
45.	Attributable Aggravated Ist I.D.	46.	Name of 2 <sup>nd</sup> I.D.
47.	% of Assessment 2 <sup>nd</sup> I.D.	48.	Attributable Aggravated 2 <sup>nd</sup> I.D.
49.	Name of 3 <sup>rd</sup> I.D.	50.	% of Assessment 3 <sup>rd</sup> I.D.
51.	Attributable Aggravated 3 <sup>rd</sup> I.D.	52.	Name of 4 <sup>th</sup> I.D.
53.	% of Assessment 4 <sup>th</sup> I.D.	54.	Attributable Aggravated 4 <sup>th</sup> I.D.
55.	Name of 5 <sup>th</sup> I.D.	56.	% of Assessment 5 <sup>th</sup> I.D.
57.	Attributable Aggravated 5 <sup>th</sup> I.D.	58.	Composite Assessment
59.	Period of Assessment	60.	CAA
61.	PAA PPO No.		

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 53 of Annexure C**

**CONTROL NO. PCDA(P) ALLD/DS NO. 207/2002  
DATA SHEET FOR DISABILITY ELEMENT AWARDS  
(See Para - 74(ii))**

<b>CAGE-I PARTICULARS (AS PER SERVICE PPO)</b>			
1.	R.O. Code	2.	Original PPO No.
3.	Regt. No.	4.	Name
<b>CAGE-II DISABILITY DETAILS TO BE FILLED BY PCDA(P)</b>			
5.	Name of 1st I.D.	6.	Rank at onset of 1st I.D.
7.	Attributable/ Aggravated 1st I.D.	8.	% of Assessment 1st I.D.
9.	Name of 2 <sup>nd</sup> I.D.	10.	Rank at onset of 2 <sup>nd</sup> I.D.
11.	Attributable/ Aggravated 2 <sup>nd</sup> I.D.	12.	% of Assessment 2 <sup>nd</sup> I.D.
13.	Name of 3 <sup>rd</sup> I.D.	14.	Rank at onset of 3 <sup>rd</sup> I.D.
15.	Attributable/ Aggravated 3 <sup>rd</sup> I.D.	16.	% of Assessment 3 <sup>rd</sup> I.D.
17.	Name of 4 <sup>th</sup> I.D.	18.	Rank at onset of 4 <sup>th</sup> I.D.
19.	Attributable/ Aggravated 4 <sup>th</sup> I.D.	20.	% of Assessment 4 <sup>th</sup> I.D.
21.	Name of 5 <sup>th</sup> I.D.	22.	Rank at onset of 5 <sup>th</sup> I.D.
23.	Attributable/ Aggravated 5 <sup>th</sup> I.D.	24.	% of Assessment 5 <sup>th</sup> I.D.
25.	% Composite Assessment	26.	Period of Acceptance
27.	CAA	28.	PAA PPO No.
29.	Date of receipt of Claim in PCDA(P)		

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 54 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 208/2002****LPC-CUM-DATA SHEET FOR REVISION OF PENSION/FAMILY PENSION  
PRE-96 PENSIONERS (PBOR)****(See Para - 197)**

1.	Original PPO. No.	2.	Latest Corr. PPO No.
3.	R.O. Code	4.	Rank Last Held
5.	Rank for Pension Held During Last Ten months	6.	Group for Pension
7.	Category of Pensioner	8.	Name of Pensioner/Deceased
9.	Regimental No.	10.	Date of Birth
11.	Date of Enrolment	12.	Date of Discharge
13.	Date of Death	14.	Net Q.S including former service if any & excluding non-qualifying service
15.	Whether Family Pension Jointly Notified	16.	Whether Family Pension is to be Jointly Notified now
17.	Name of Spouse/ Family Pensioner	18.	Age of Spouse/Family Pension
19.	Notional P)pension in r/o Pre- 86 retirees/ Basic Pension in Post- 86 retiree cases.	20.	Consolidated service Pension as on 1.1.1996 fixed by the PDAs.
<b>PDA DETAILS</b>			
21.	PDO Code	22.	D.P.DO. Code
23.	PDO Station	24.	PDO State Code
25.	Bank/Sub Code	26.	Link Bank
27.	Bank Account No.	28.	Bank Branch
29.	Bank/Sub-try Station		
<b>PAY DETAILS</b>			
Notional Pay as on 1.1.1986 for Pre-86 pensioners OR Basic Pay for Post -86 and Pre-96 pensioners is to be filled			
30.	Basic/ Notional Pay	31.	Stagnation Increment
32.	Classification Allowance		

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 55 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 209/2002****LPC-CUM-DATA SHEET FOR REVISION OF PENSON/FAMILY PENSION  
PRE-86 PENSIONERS (PBOR)****(See Para - 197)**

1.	Original PPO. No.	2.	Latest Corr. PPO No.
3.	R.O. Code	4.	Rank Last Held
5.	Rank for Pension Held During Last Ten months	6.	Group for Pension
7.	Category of Pensioner	8.	Name of Pensioner/Deceased
9.	Regimental No.	10.	Date of Birth
11.	Date of Enrolment	12.	Date of Discharge
13.	Date of Death	14.	Net Q.S including former service if any & excluding non-qualifying service
15.	Whether Family Pension Jointly Notified	16.	Whether Family Pension is to be Jointly Notified now
17.	Name of Spouse/ Family Pensioner	18.	Age of Spouse/Family Pension
19.	Notional pension in r/o Pre- 86 retirees/ Basic Pension in Post-86 retiree cases.	20.	Consolidated service Pension as on 1.1.1996 fixed by the PDAs.
<b><u>PDA DETAILS</u></b>			
21.	PDO Code	22.	D.P.DO. Code
23.	PDO Station	24.	PDO State Code
25.	Bank/Sub Code	26.	Link Bank
27.	Bank Account No.	28.	Bank Branch
29.	Bank/Sub-try Station		
<b><u>PAY DETAILS</u></b>			
Notional Pay as on 1.1.1986 for Pre-86 pensioners OR Basic Pay for Post -86 and Pre-96 pensioners is to be filled			
30.	Basic/ Notional Pay	31.	Stagnation Increment
32.	Classification Pay		

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS)  NO.  DATE	
DATE	Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 56 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 210/2002****LPC-CUM-DATA SHEET FOR REVISION OF PENSION/FAMILY PENSION  
POST-"86", PRE-"96" PENSIONERS (PBOR)****(To be used where original PPO was issued on computer in Post  
01.01.1988 cases and no manual corrigenda PPO issued)****(See Para - 23)**

1.	Original PPO. No.	2.	R.O. Code
3.	Regimental No.	4.	Name of Pensioner
<b><u>PDA DETAILS</u></b>			
1 4	PDO Code	15	D.P.DO. Code
1 6	PDO Station	17	PDO State Code
1 8	Bank/Sub Code	19	Link Bank
2 2	Bank Account No.	20	Bank Branch
4 9	Consolidated Pension as on 01.01.1996	21	Bank Station

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 57 of Annexure C****CONTROL NO. PCDA(P) ALLD/DS NO. 211/2002****LPC-CUM-DATA SHEET FOR REVISION OF PENSION/FAMILY PENSION  
PRE-86 PENSIONERS (PBOR) NAVY****(See Para - 23)**

1.	Original PPO. No.	2.	Latest Corr. PPO No.
3.	R.O. Code	4.	Rank Last Held
5.	Rank for Pension Held During Last Ten months	6.	Group for Pension
		7.	Name of Pensioner/Deceased
8.	Regimental No.	9.	Date of Birth
10.	Date of Enrolment	11.	Date of Discharge
12.	Date of Death	13.	Net Q.S including former service if any & excluding non-qualifying service
14.	Whether Family Pension Jointly Notified	15.	Whether Family Pension is to be Jointly Notified now
16.	Name of Spouse/ Family Pensioner	17.	Age of Spouse/Family Pension
18.	Notional Pension in r/o Pre- 86 retirees/ Basic Pension in Post- 86 retiree cases.	19.	Consolidated service Pension as on 1.1.1996 fixed by the PDAs.
<b><u>PDA DETAILS</u></b>			
20.	PDO Code	21.	D.P.DO. Code
22.	PDO Station	23.	PDO State Code
24.	Bank/Sub Code	25.	Link Bank
26.	Bank Account No.	27.	Bank Branch
28.	Bank/Sub-try Station		
<b><u>PAY DETAILS</u></b>			
Notional Pay as on 1.1.1986 for Pre-86 pensioners			
29.	Basic/ Notional Pay	30.	Stagnation Increment

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO

**Sl. No. 58 of Annexure C**

**CONTROL NO. PCDA(P) ALLD/DS NO. 212/2002**  
**LPC-CUM-DATA SHEET FOR REVISION OF WAR INJURY PENSION**  
**(As per MOD letter No. 1(6)/95/D(Pen-C) dt. 29.02.2000**  
**(See Para - 122)**

1.	R.O. Code	2.	Rank Last Held
3.	Regimental No.	4.	Group
5.	Name	6.	Date of Birth
7.	Date of Enrolment	8.	Date of Discharge
9.	Original PPO No.	10.	War injury PPO No.
11.	PPO No. IV CPC	12.	Last PPO No.
13.	Date of War injury	14.	Rank
<b>DETAILS of initial grant &amp; subsequent revised PPO</b>			
15.	A.	B.	C. D.
16.	A.	B.	C. D.
17.	A.	B.	C. D.
18.	A.	B.	C. D.
19.	A.	B.	C D.
20.	Whether WIP Granted under Govt. letter Dated 30.10.87	21.	a. If answer is 'Y' Amount of WIP b. PPO NO.
22.	Whether WIP commuted	23.	a. If answer is 'Y' Amount of commuted b. Commuted PPO NO.
24.	Whether Applied for commutation with initial WIP claim	25.	a. Whether applied for commutation now b. Absolute date
26.	Age on next date of Birth	27.	PDO Code
28.	D.P.DO. Code	29.	PDO Station
30.	PDO State Code	31.	Bank/Sub Code
32.	Link Bank	33.	Bank Account No.
34.	Bank Branch	35.	Bank Station
PART-II (To be completed by the Pr. CDA(P) Allahabad) A Revised Rates of DE wef 01/01/1986 or thereafter			
36.	A	B	C
37.	A	B	C
38.	A	B	C
39.	A	B	C
40.	A	B	C
B. Commutation of War injury Pension/DE			
41.	Amount of WP/DE	42.	Percentage to be commuted
43.	Age on next Date of Birth.		

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE PAO(ORS) NO. DATE Auditor, SO(A)/AAO, AO/SAO	Pr.C.D.A.(P) CHECKED/APPROVED  Auditor, SO(A)/AAO, AO/SAO
NO. DATE		



**Sl. No. 59 of Annexure C**  
**CONTROL NO. PCDA(P) ALLD/DS NO. 213/2002**  
**LPC-CUM-DATA SHEET FOR GRANT OF FAMILY PENSION (PBOR) ARMY**  
**DECEASED PARTICULARS**  
**(See Para - 197)**

1.	Nature of Original Pen.	2.	Pension Amount
3.	R.O. Code	4.	Original PPO NO.
5.	Rank Last Held	6.	Group for Pension
7.	Regimental No.	8.	Deceased Nationality
9.	Deceased Name	10.	Date of Birth
11.	Date of Enrolment	12.	Date of Discharge
13.	Date Upto Which Paid	14.	Date of Death
15.	Total Non Qualifying service	16.	Former Service
17.	Basic Pay	18.	Stag.- Inc.
19.	Class Allowance	20.	Demand
21.	Gallantry Award-1	22.	Gallantry Award-2
23.	Gallantry Award-2	24.	Missing personnel
25.	Date of FIR	26.	Whether Married
27.	Widow Alive	28.	Date of Death of Widow
<b>FAMILY PENSIONER'S PARTICULARS</b>			
29.	Name of Family Pension	30.	Nationality of Family Pension
31.	Relation with Deceased	32.	Date of Birth of Family Pension
33.	Whether Handicapped Child	34.	Whether Family Pension payable
35.	Family Pension share Fraction	36.	Whether Gty Payable
37.	Gty Share Fraction	38.	Med. Allow Option
39.	Guardian Name	40.	PEA
41.	Refund/Interest of Pension	42.	PDO Code
43.	D.P.DO. Code	44.	PDO Station
45.	PDO State Code	46.	Bank/Sub Code
47.	Link Bank	48.	Bank Account No.
49.	Bank Branch	50.	Bank Station.
51.	First Recipient of Family Pension	52.	Last Recipient
53.	Previous PPO of Family Pension	54.	Whether widow Re-Marry
55.	Widow Date of Re-Marry	56.	Whether widow has child
57.	Whether Family Pension with child	58.	Parent Alive
59.	Parent Employed		
<b>PART-II TO BE FILLED BY PCDA(P), ALLAHABAD</b>			
60.	Pension Type	61.	Life Award
62.	Pre. San. Family Pension 1	63.	Pre. San. Family Pension 2
64.	Family Pension Date From	65.	Ex. Gratia
66.	CDR		
RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED	
NO.	PAO(ORS) NO.		
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor , SO(A)/AAO,AO/SAO	

**Sl. No. 60 of Annexure C**

**CONTROL NO. G3 RA PCDA(P) ALLD/DS NO. 214/2002  
DATA SHEET (G3-RA) FOR REASSESSMENT OF DISABILITY  
PENSION/DISABILITY ELEMENT JCO/ORs  
(See Para - 137)**

<b>CAGE-I BASIC PARTICULARS (AS PER SERVICE PPO)</b>			
1.	R.O. Code	2.	Regt. No.
3.	Name	4.	Type of Award
5.	Service Pension PPO No.	6.	Disability Element PPO No.
7.	Disability Pension PPO No.	8.	Last G3/RA PPO No.
<b>CAGE-II DISABILITY DETAILS TO BE FILLED BY PCDA(P)</b>			
9.	PDO Code	10.	D.P.DO. Code
11.	PDO State Code	12.	PDO Station
13.	Link Bank	14.	Bank Code
15.	Bank Account No.	16.	Bank Branch
17.	Bank Station		
<b>CAGE-III REASSESSMENT PARTICULARS(TO BE FILLED BY PCDA(P)</b>			
18.	Assessment % of 1 <sup>st</sup> I.D.	19.	Rank At Ist I.D.
20.	Interim Assessment % of Ist I.D.	21.	Assessment % of 2 <sup>nd</sup> I.D.
22.	Rank at 2 <sup>nd</sup> I.D.	23.	Interim Assessment % of 2 <sup>nd</sup> I.D.
24.	Assessment % 3 <sup>rd</sup> I.D.	25.	Rank At 3 <sup>rd</sup> I.D.
26.	Interim Assessment % of th I.D.	27.	Assessment % 4 <sup>th</sup> I.D.
28.	Rank At 4 <sup>th</sup> I.D.	29.	Interim Assessment % of 5 <sup>th</sup> I.D.
30.	Assessment % of 5 <sup>th</sup> I.D.	31.	Rank As 5 <sup>th</sup> I.D.
32.	Interim Assessment % of 5 <sup>th</sup> I.D.	33.	% of Composite Assessment
34.	CCA	35.	Interim % of Composite Assessment 5 <sup>th</sup> I.D.
36.	DELAY EXPLANATION/NON EMPLOYMENT/NON CONVICTION CERTIFICATE	37.	PERIOD OF acceptance
38.	Date of MB. Held	39.	Date of Receipt

**Note:** Col. Nos. 5,6,7&8 i.e. PPO NO. the Year Part of the PPO NO. should be filled with Central part also. For Example, in the Original PPO the year is 97 but in the existing data sheet it should be filled as "1997"

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO. DATE	
DATE	Auditor SO(A)/AAO AO/Sr.AO	Auditor SO(A)/AAO AO/Sr. AO

**Sl. No. 61 of Annexure C**

**CONTROL NO. EDP (M) PCDA(P) ALLD/DS NO. 215/2002  
LPC-CUM-DATA SHEET (REV. ) FOR CORRIGENDUM PENSIONARY  
AWARDS: ARMY  
(See Para - 266)**

<b>CAGE-I BASIC PARTICULARS/As per original PPO)</b>			
1.	Original PPO.	2.	R.O. Code
3.	Regt. No.	4.	Name
<b>CAGE-II PARTICULARS HAVING NON FINANCIAL EFFECT</b>			
5.	Loading Age	6.	Percentage Commuted
7.	PDO Code	8.	D.P.DO. Code
9.	PDO Station	10.	PDO State Code
11.	Bank/Sub Code	12.	Link Bank
13.	Bank Account No	14.	Bank Station
15.	Bank Branch	16.	Date of Receipt comm.. Application
17.	Date of MB. Approved.		

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor SO(A)/AAO AO/Sr. AO

**Sl. No. 62 of Annexure C****CONTROL NO. G/4 PCDA(P) ALLD/DS NO. 216/2002****LPC-CUM-DATA SHEET FAMILY PENSIONARY CORRIGENDUM AWARDS:****ARMY(PBOR)****(See Para - 197)**

<b>CAGE-1: BASIC PARTICULARS(As per original PPO)</b>			
A.	Original PPO No.	B.	RO Code
C.	Regt. No.		
D.	Name	E.	PPO to be Cancelled.
<b>A: PARTICULARS OF DECEASED</b>			
1.	Deceased in Receipt of pension	2.	Amount of pension
3.	Original PPO Number	4.	R.O. Code
5.	Rank Last	6.	Group
7.	Regt. No.	8.	Nationality
9.	Name of Deceased	10.	Date of Birth
11.	Date of Enrolment	12.	Last Date up to which paid
13.	Date From (NOS SPELL-1)	14.	Date From (NOS SPELL-2)
15.	Date From (NOS SPELL-3)	16.	Date Upto
17.	Date Upto	18.	Date Upto
19.	Balance NQS	20.	Total Former Service
21.	Date of Death		
<b>B: FAMILY PARTICULAR</b>			
22.	Wife's Name	23.	Nominee of Wife
24.	Wife Year of Birth	25.	Address of Claimant
<b>C: OTHER PARTICULARS</b>			
26.	PDO Code	27.	D.P.DO. Code
28.	PDO Station	29.	PDO State Code
30.	Bank/Sub Code	31.	Link Bank
32.	Bank Account No.	33.	Bank Branch
34.	Bank/Sub-try Station	35.	Basic Pay
36.	D Pay	37.	Stagnation Increment
38.	Classification Allowance	39.	Amount of PEA
40.	Demand	41.	Date of Receipt by PAO (ORS)

R.O RECORD OFFICE	P.A.O. AFFIX LPC SEAL HERE	Pr.C.D.A.(P) CHECKED/APPROVED
NO.	PAO(ORS) NO.	
DATE	DATE Auditor , SO(A)/AAO,AO/SAO	Auditor SO(A)/AAO AO/Sr.AO

**Sl. No. 63 of Annexure C**  
**PPO FORMAT FOR SERVICE PENSION(COMPUTERISED)**  
**(SEE PARA-28)**  
**OFFICE OF THE PRINCIPAL . CDA(P), ALLAHABAD**

**PENSION PAYMENT ORDER NO** \_\_\_\_\_ -/ \_\_\_\_\_ ---/200

**Provisional PPO No. (if any)**

**RECORD OFFICE**

**DEBIT**

A. SERVICE PENSION						
1. REGIMENTAL NUMBER		2. NAME			3. NATIONALITY	
4. LAST BASIC PAY DRAWN	5. STAGN. INCREMENT	6. CLASS ALLOW LAST DRAWN	7. DA FOR GRATUITY ONLY	8. Q.S FOR PENSION (WITHOUT WEIGHTAGE)	9. Q.S FOR RETIREMENT GRATUITY (WITHOUT WEIGHTAGE)	10. DATE OF BIRTH
11 RANK HELD	LAST	12. RANK FOR PENSION		13. GROUP		14. DATE OF COMMENCEMENT OF PENSION
15. PENSION SANCTIONED PER MONTH FOR LIFE						
16. AMOUNT COMMUTED		17. RESIDUAL PENSION PER MONTH				
18. GALLANTRY AWARDS PER MONTH						
19. GROSS RETIREMENT GTY		20. DEMANDS	21. OTHER DEDUCTION		22. NET RETIREMENT GRATUITY TO BE PAID	
23. ABSOLUTE DATE COMMUTATION		24. CAPITALISED VALUE OF PENSION TO BE PAID				
25. MEDICAL ALLOWANCE						
B. ORDINARY FAMILY PENSION						
26. NAME		27. RELATIONSHIP		28. AGE	29. NATIONALITY	
30. ENHANCED RATE OF ORDINARY FAMILY PENSION						
The enhanced rate is payable for seven years from the date following the date of death or upto whichever is earlier						
31. NORMAL RATE OF ORDINARY FAMILY PENSION						
32. PENSION DISBURSMENT OFFICE			33. STATION			
34. BANK/SUB TREASURY			35. BANK BRANCH		36. BANK A/C NO.	
37. BANK/SUB-TRESURY STATION			38. STATE		39. DATE OF DESPATCH	

To

- 1.
2. Officer-In-Charge CH Section (Local)
3. Record office

SHEET ROLL MAY BE ENDORSED SUITABLY

**FOR PCDA(P)**

**Sl. No. 64 of Annexure C**  
**PPO FORMAT FOR SERVICE PENSION(CORRG.)(COMPUTERISED)**  
**(SEE PARA-28)**

**OFFICE OF THE PRINCIPAL . CDA(P), ALLAHABAD**

CORRIGENDUM PPO. NO. \_\_\_\_\_ -/ \_\_\_\_\_ ---/200

PAY SCALE

THIS OFFICE ORIGINAL PPO NO. \_\_\_\_\_ AS AMENDED

BY CORRIGENDUM PPO. NO. \_\_\_\_\_

NOTIFYING PENSIONARY AWARDS IN RESPECT OF

NAME

EX. NO.

RECORDS

RANK

IS FURTHER AMENDED AS UNDER

<p>OTHER ENTRIES AND INSTRUCTION ON ORIGINAL PPO REMAIN UNCHANGED.</p>
--

PLACE AND CHANNEL OF PAYMENT

**FOR PCDA (PENSION)**

**COPY TO**

(THROUGH OFFICER INCHARGE RECORDS)

PENSION CERTIFICATE MAY PLEASE BE AMENDED

2. C.H. SECTION (AT) LOCAL
3. OFFICER-IN CHARGE RECORDS.

SHEET ROLL MAY PLEASE BE ENFACED SUITABLY

DATE OF DESPATCH

**Sl. No. 65 of Annexure C****PPO FORMAT FOR SERVICE PENSION(MANUAL)****(SEE PARA-54)****G-2(Service Pension Post 1.1.86****OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS  
(PENSIONS), ALLAHABAD****PPO. NO.****S/****/ 200****UNIT****Scale of Pay Rs.****Basic Pay Rs.****Classification****Allowance Rs.****Stagnation increment Rs.****DA for Gratuity only****Rs.**

The under mentioned individual is transferred to the pension establishment from the date shown below and is sanctioned service pension as under

Regtl. No., Rank and Name	Date of birth qualifying service in years and days reckonable pay for DCRG	Rank/Group in which pensioned	Amount of pension PM ( in figures & words)	Date of commencement & period of grant.	Place and channel of payment

**Note:**

- Debitable to Civil Estimates of Defence Services.
- Dearness Relief @ % ( percent) is payable in addition wef. and also as sanctioned from time to time by the Government of India.
- Retirement Gratuity of Rs. (Rs. ) is also payable in addition on or after . If however, the individual dies before receiving the Retirement Gratuity, the amount thereof should not be paid to his heir (s) and the matter referred to G-4 section of this office
- The above individual has commuted a sum of Rs. Rs. Out of his service pension Rs. ( Rs. ) for capitalised sum of Rs. (Rs. ) The capitalized sum shall be paid to him on or after provided he is alive on that date. As a result of this, his pension will be reduced to Rs. (Rs. ) p.m.. w.e.f the date of payment of commuted value or three months after the date of issue of this PPO (the date of despatch given below) whichever is earlier. In case the three months period expired before the commencement of pension the reduction of pension can take place from the date of commencement of pension. In case of payment through Public Sector Bank the reduction of pension shall take effect from the date of capitalized value is credited in the pensioner's account.  
The commutation becomes absolute on and therefore the capitalized sum shall be paid if the individual was alive on that date.
- The commuted portion of pension shall be restored after expiry of 15 years from the date of commutation become absolute or the date of reduction on account of commuted value of pension which ever is later.

6. In the event of the death of the above pensioner mentioned in para 1 above the following rate of ordinary Family Pension is payable wef the date following the date of death.

Name & Nationality of the family pensioner(wife) in block letters	Relation with the pensioner mentioned at Para I above	Date of birth of family pensioner (wife)	Rate of Family Pension
(i)	Enhanced rate @ Rs.	(Rs. )	seven years following the date of death of pensioner or upto or till remarriage whichever is earlier.
(ii)	Normal rate @ Rs.	Rs.	Till remarriage after expiry of enhanced rate

7. Dearness relief on family pension is payable in addition at the appropriate rate sanctioned by the Govt. of India, from time to time.

**Note:-1.** Family Pension as sanctioned above is payable only after receipt of the death certificate of the pensioner sanctioned in para 1 of the above and report thereof submitted to Audit Section of this office

**Note:-2.** A certificate from the wife that she is not in receipt of any other Family Pension in respect of the deceased should invariably be taken before making any payment of family pension to her.

**Note:-3.** Address of the pensioner:

.....

**For PCDA(P)**

**(Authority)** – Ministry of Defence letter No. 1(6)  
/98(pensions/services) dated 03.02.98

**COPY TO :- REGD.**

1. The  
through the OI/C Records
2. The OI/C Audit C.H. Section (Local)
3. The OI/C Records

Original and triplicate copy of PPO alongwith Sheet Roll, Enrolment Form and pension certificate are enclosed for necessary action. The Joint Photograph of the pensioner and his wife may please be pasted on the descriptive roll before sending the original copy of the PPO for identification of the pensioner.

Please acknowledge receipt.

**AO/Sr. A.O. (P)**

**Date of despatch**



**Sl. No. 66 of Annexure C**  
**PPO FORMAT FOR DISABILITY PENSION (COMPUTERISED)**  
**(SEE PARA-84)**  
**OFFICE OF THE PRINCIPAL . CDA(P), ALLAHABAD**  
**PENSION PAYMENT ORDER NO. D/ \_\_\_\_\_/200**  
**RECORD OFFICE**

**DEBIT**

A. SERVICE PENSION				
1. REGIMENTAL NUMBER		2. NAME		3. NATIONALITY
4. LAST BASIC PAY DRAWN	5. CLASS Allowance LAST DRAWN		6. Q.S FOR PENSION (WITHOUT WEIGHTAGE)	7 Q.S FOR DCRG (WITHOUT WEIGHTAGE)
				8 DATE OF BIRTH
9. RANK HELD	LAST	10. RANK FOR PENSION	11. GROUP	12. Service Element Sanctioned PM From FOR LIFE
13. DISABILITY ELEMENT SANCTIONED P.M. FROM			TO	
14. C.A.A. SANTIONED PM FROM	TO		15. AMOUNT COMMUTED	16. RESIDUAL PENSION PER MONTH
17. GALLANTRY AWARDS PER MONTH				
18. GROSS RETIREMENT GTY	1. DEMANDS		20. OD	21 NET DCRG TO BE PAID
22. ABSOLUTE DATE COMMUTATION	23. CAPITALISED VALUE OF PENSION TO BE PAID			
B. FAMILY PENSION				
24. NAME		25. RELATIONSHIP	26. AGE	27. NATIONALITY
28. ENHANCED RATE OF ORDINARY FAMILY PENSION				
The enhanced rate is payable for seven years from the date following the date of death or upto whichever is earlier				
29. NORMAL RATE OF ORDINARY FAMILY PENSION				
C. AGENCY AND PLACE OF PAYMENT				
30. PENSION DISBURSEMENT OFFICE		31. STATION		
32. BANK/SUB TREASURY		33. BANK BRANCH	34. BANK A/C NO.	
35. BANK/SUB-TRESURY STATION		36. STATE	37. DATE OF DESPATCH	

**AUTHORITY:** DISSABILITY ELEMENT SANCTIONED AS PER Government of India  
 Ministry of Defence LETTER NO. 1(2)/97/D(PEN-C) 31.01.2001

To

- 1.
2. Officer-In-Charge CH Section (Local)
3. Record office

Invaliding Disability viz.:-

**FOR PCDA(P)**

**Sl. No. 67 of Annexure C**

**PPO FORMAT FOR DISABILITY PENSION(MANUAL)  
(SEE PARA-115)  
OFFICE OF THE PRINCIPAL CDA(P) ALLAHABAD**

**PPO. NO.**                      **D/**    **/200**  
**Scale of Pay Rs.**                      **Basic Pay Rs.**    **Classification**  
**Allowance Rs.**  
**Stagnation increment Rs.**    **DA for Gratuity only**  
**Rs.**

Disability/Invalid Pension is sanctioned for the following individual for the period noted against him:

Regtl. No. Rank Name and Unit	Date of Birth qualifying service in year and days Reckonable pay for DCRG	Rank & Group in which pensioned	Amount of pension PM(in figures & words)	Period for which granted	place & Channel of payment
	(i)	Service Element Rs.            P.M.			
	(ii)	Disability element Rs.            P.M.			

**NOTE:-**

- (a) The charge is wholly debitable to Civil Estimates of Defence services.
  - (b) Service element and Disability element constitutes disability pension. The award is subject to modification in the event of the competent pension sanctioning authority deciding as a result of further medical examination of the individual for any purpose that the individual 's disability is reduced or has disappeared or has become capable of improvement.
  - (c) On any date the Service Element shall not be payable at less than minimum of Rs 1275/- P.M. however the amount of pension commuted shall be reduced.
2. The dearness Relief @        % is also payable in addition on sum total of the service pension/service element and Disability element. Further dearness Relief shall also be payable as sanctioned by the Government of India, from time to time.
3. A lump sum amount of Rs.        ( Rupees .....  
.....on account of Retirement Gratuity will be paid in addition on or after . If however, the individual die before receiving the Retirement Gratuity, the amount there of should not be paid to his heir(s) and the matter referred to G-4 section of this office for further instruction.
4. The above named individual has commuted a sum of Rs. ....  
.....out of his service pension for capitalized sum of Rs. .... as a result of this, his service element of disability pension will be reduced to Rs..... (Rupees ..... )with effect from the date of payment of commuted value of pension or three months after the date of issue of the PPO.(See date of despatch given below) whichever is earlier. In case the 3 months period expires before the

commencement of pension, the reduction of pension shall take place from the date of commencement of pension.

In case of payment through public sector Bank, the reduction of pension shall take effect from the date the capitalized value is credited in the pensioner's account.

The commutation becomes absolute on \_\_\_\_\_ and therefore the capitalized sum shall be paid if the individual was alive on that date. The commuted portion shall be restored after expiry of fifteen years from the date commutation become absolute.

5. In the event of death of the pensioner mentioned at Para 1 above the following rate of ordinary family pension is payable wef the date following the date of death.

Name of the pensioner (wife) In block letters	Relation with the pensioner at Para 1 above	Date of birth of family pensioner (wife)	Rate of Family Pension	Date of commencement of family pension
(i)	Enhanced rate @ Rs. _____ pm (Rs. _____)	_____	_____	Seven years following the date of death of pensioner upto _____ or till death or remarriage whichever is earlier.
(ii)	Normal rate Rs. _____ pm	_____	_____	after expiry of enhanced rate till remarriage.

6. Dearness relief on family pension is payable in addition at the appropriate rate as sanctioned by the Government of India from time to time .

**Note:-1.** Family Pension as sanctioned above is payable only after receipt of death certificate of pensioner mentioned in a para 1 above and a report thereof submitted to Audit Section of this office.

**Note 2.** A certificate from the widow that she is not in receipt of any other family pension in respect of the deceased pensioner should invariably be taken before making any payment of family pension to her.

7. Authority: Ministry of Defence No. 1 (2) /97/D(Pen.-C) dated 31.1.2001

**FOR PCDA(P)**

**No. G-3/**

**Copy forwarded to:-**

- The \_\_\_\_\_ through the OI/C Records \_\_\_\_\_ Pension Certificate may please be amended accordingly.
- The OI/C C.H. Section (Local)
- The OI/C Records

The individual's disability viz. \_\_\_\_\_ has been accepted at \_\_\_\_\_ % attributable to /aggravated by military service for \_\_\_\_\_ years. The individual's disability viz. \_\_\_\_\_ has been rejected being neither attributable to/nor aggravated by military service is less than 20% ( \_\_\_\_\_ ) for \_\_\_\_\_ years. Invalid pension/service element has been authorised. The following documents are enclosed. Sheet Roll IAFK-1162, IAFK-11 \_\_\_\_\_ AFMSF-81, AFMSF-15, AFMSF- 2A and IAFF-958. Original and duplicate copy of PPO and pension certificate are enclosed for necessary action. The slip containing the left hand thumb and finger impression/ specimen signature of the wife of the pensioner is enclosed. The joint photograph of the pensioner and his wife may be pasted on the descriptive roll before forwarding the original copy of the PPO for identification of the pensioner and or his wife as the case may be. Please acknowledge receipt to G-3 section of this office.

**AO/Sr. A.O. (P)**

**Date of despatch.**

**Sl. No. 68 of Annexure C  
PPO FORMAT FOR DISABILITY ELEMENT (COMPUTERISED)  
(SEE PARA-84)**

**OFFICE OF THE PRINCIPAL . CDA(P), ALLAHABAD**

**PENSION PAYMENT ORDER NO. D/E/ /200**

<b>RECORD OFFICE</b>		<b>DEBIT</b>	
<b>DISABILITY ELEMENT</b>			
1. REGIMENTAL NUMBER	2. NAME	3. NATIONALITY	
4. RANK LAST HELD	5. RANK FOR PENSION	6. GROUP	
7. DISABILITY ELEMENT SANCTIONED P.M. FROM		TO	
8. AMOUNT COMMUTED	9. RESIDUAL DISABILITY ELEMENT		
10. CAPITALISED VALUE OF DISABILITY ELEMENT TO BE PAID			
11. CAA SANTIONED PM FROM		TO	
THE AWARD OF DISABILITY ELEMENT IS IN ADDITION TO SERVICE PENSION NOTIFIED IN PPO NO. S/ AS AMENDED VIDE CORR PPO NO. S/CORR/ AUTHORITY Disability element sanctioned as per para 7.1 Of Government of India Ministry of Defence letter no. 1(2)/97/D(PEN-C) 31.01.2001			

PLACE AND CHANNEL OF PAYMENT

**FOR PCDA(P)**

**COPY To**

1.  
(THROUGH OFFICER IN CHARGE RECORDS) PENSION CERTIFICATE MAY PLEASE BE AMENDED

2. Officer-In-Charge CH Section (Local)

3. Record office

Invaliding Disability viz.:-

1<sup>st</sup>

2<sup>nd</sup>,

3<sup>rd</sup>

4<sup>th</sup>,

5<sup>th</sup>,

DATE OF DESPATCH.

**Sl. No. 69 of Annexure C**  
**PPO FORMAT FOR DISABILITY ELEMENT (MANUAL)**  
**(SEE PARA-115)**

**OFFICE OF THE PRINCIPAL CDA(P) ALLAHABAD**

**PPO. NO.                      D/E                      /200**

Disability element in addition to service pension/gratuity is sanctioned to the under mentioned individual for the period noted below:

Name. Rank	Regtl. No and Unit	Rank in which pensioned	Amount	Period for which granted	place & Channel of payment

**NOTES:-**

Debitable to Civil Estimate of Defence services (Army ) Estimates..

The award is subject to modification in the event of the competent pension sanctioning authority deciding as a result of further medical examination of the individual for any purpose that the individuals disability is reduced or has disappeared or has become capable of improvement.

The award of disability element is in addition to service pension notified in PPO No. S/

The dearness relief is payable in addition @ % on the total sum of service pension and disability element notified above. Further dearness relief shall also be payable as sanctioned by the Government of India from time to time.

Disability element granted under Ministry of Defence letter No. 1 (2)/97/D(Pensions/Services) dated 31.01.2001.

**FOR PCDA (P)**

No. G-3/

**Copy forwarded to . :-**

**REGD.**

1. The

Through the OI/C Records Pension Certificate may please be amended accordingly. Please acknowledge receipt direct to Record officer.

2. The OI/C C.H. Section (Local)

3. The OI/C Records

The invaliding disability Viz of the individual has been accepted as attributable to/ aggravated by military service at % for The following documents are enclosed. Original copy of PPO AFMSF -18, AFMSF-84 IAFK-958, Pension Certificate. Please acknowledge receipt to G-3 Sec. of this office.

**AO/SAO (P)**

**Sl. No. 70 of Annexure C**  
**PPO FORMAT FOR WAR INJURY PENSION (MANUAL)**  
**(SEE PARA-115)**  
**OFFICE OF THE PRINCIPAL CDA(P) ALLAHABAD**

**PPO. NO.                      D/BC    /200.**  
**Pay Scale Rs. .... Last Basic Pay drawn Rs..... stagnation/increment**  
**Rs.....      Classification Allowance                                      DA for gratuity only Rs.**

War-Injury Pension is sanctioned for the following individual for the period noted against his name:

Regtl. Name. Rank and Unit	No	Date of birth Qualifyin g service in yrs. and days.	Rank & Group in which pensioned	Amount of pension (in figures & words)	Period for which granted	place & Channel of payment
			(i)	WIP Rs.	From	
			(ii)	S/E Rs.	From	
			(iii)	WIE Rs.	From	

**NOTE:-**

- Debitable to (Civil ) Estimates of Defence Services.
  - The above War-Injury Pension includes SE and War. Injury Element . The award is subject to modification by the competent PSA as a result of further medical examination of the individual for assessing his disability.
  - This is in lieu of /supersession of invalid/service pension notified in PPO. No. the pension of which is held in abeyance except the amount of retirement gratuity and CVP till this award is in issue. All payments made except Retirement Gratuity & CVP will be adjusted against the arrears of WIP/disability pension now due before making first payment.
  - This award is in addition to the service pension/ SE notified in PPO No. ....
- The dearness Relief @ Rs.    % is also payable in addition on the sum total of service pension/ SE and war Injury Element/disability element. Further Dearness Relief shall also be payable as sanctioned by the Govt. of India from time to time.
  - A lump sum amount of Rs.                      (Rs.    ) On account of Retirement Gratuity or difference of Retirement Gratuity will be paid in addition. If however, the individual dies before receiving the amount of Retirement Gratuity the payment of the same should not be made to his heir (s) and the matter be referred to G4 section of this office for further instructions
  - The above individual has commuted a sum of Rs. pm out of his above service element of Rs.    for a capitalized sum of Rs.    (Rs.    ) Date    The capitalized sum shall be paid to him on or after provided he is alive on that date. As a result of this his service element will be reduced to Rs.    (Rs.    .. wef the date of payment of the commuted

value or three months after the date of issue of this PPO. (See the date of despatch given below) which ever is earlier.

5. As the individual has already commuted a sum of Rs. .... out of his service element of disability pension his war injury pension will be reduced to Rs. pm w.e.f. the same date from which his service elements was reduced.

6. In the event of the death of the above pensioner, the following rate of ordinary Family Pension is payable w.e.f the date following the date of death.

Name of the family pensioner(wife) in block letters	Relation with the pensioner mentioned at Para 1 above	Date of birth of family pensioner (wife)	Rate of Family Pension. Date of commencement
(i) Enhanced rate @ Rs. For Seven years following the date of death of pensioner or till death or remarriage of wife whichever is earlier.			
(iii) Normal rate @ Rs. After expiry of enhanced rate till remarriage or death of wife			

8. Dearness relief on family pension is payable in addition at the appropriate rate sanctioned by the Govt. of India, from time to time.

**Note1** Family Pension as sanctioned above is payable only after receipt of the death certificate of the pensioner sanctioned in para 1 of the above and report thereof submitted to audit section of this office

**Note2** A certificate from the wife that she is not in receipt of any other Family Pension in respect of the deceased pensioner should invariably be taken before making any payment of family pension to her.

(**Authority** – Govt. of India Min. of Def. New Delhi letter No. 1(2)/97/D (pen.-C) dt. 31.01.2001

**For PCDA(P)**

**No. G-3/**

**Copy forwarded to . :-**

REGD.

1. The through the OI/C Records Pension Certificate may please be amended accordingly.
2. The OI/C C.H. Section (Local)
3. The OI/C Records
4. The individuals disability viz. has been accepted as attributable/ aggravated by service for years . The following documents are enclosed. Original copy of PPO for transmission to PDA and Triplicate copy of PPO for RO alongwith Sheet roll and Enrolment form and PC are enclosed for necessary action. The slip containing the left hand thumb and finger impression/ specimen signature of the pensioner and his wife may be pasted on the descriptive roll duly attested by RO before forwarding the original copy of the PPO for identification of the pensioner and or his wife as the case may be. Pl. ack. receipt to the G-3 section of this office.

**SR. ACCOUNTS OFFICER(P)**

**Sl. No. 71 of Annexure C**  
**PPO FORMAT FOR DISABILITY RE-ASSESSMENT AWARD**  
**(COMPUTERISED)**  
**(SEE PARA-137)**  
**OFFICE OF THE PRINCIPAL CDA(P), ALLAHABAD**

**PENSION PAYMENT ORDER NO. D/RA \_\_\_\_\_/200**

**RECORD OFFICE**

**DEBIT**

<b>DISABILITY ELEMENT</b>			
1. REGIMENTAL NUMBER	2. NAME	3. RANK	
<b>A. INITIAL AWARD</b>		<b>NOTIFIED VIDE PPO NO.</b>	
4. Service Element Sanctioned PM From		FOR LIFE	
5. DISABILITY ELEMENT SANCTIONED P.M. FROM		TO	
6. C.A.A. SANCTIONED PM FROM	TO	75. AMOUNT COMMUTED	8. RESIDUAL PENSION PER MONTH
<b>B. LAST AWARD</b>		<b>NOTIFIED VIDE PPO NO.</b>	
9. INTERIM AWARD AMOUNT P.M. FROM		TO	
10. DISABILITY ELEMENT SANCTIONED PM FROM		TO	
11. CAA SANCTIONED PM FROM		TO .	
<b>C. PRESENT AWARD</b>			
12. INTERIM AWARD AMOUNT PM FROM		TO	
13. DISABILITY ELEMENT SANCTIONED PM FROM		TO	
14. CAA SANCTIONED PM FROM		TO	

**NOTE** : "The payment order is effective wef \_\_\_\_\_ (Date of RSMB). The last PPO No. .... may be treated as cancelled wef \_\_\_\_\_ (Date of RSMB) . The amount of disability element and effective date may be amended as per present award.

**AUTHORITY**: Disability element sanctioned as per Para 7(ii)(a) of Government of India Ministry of Defence LETTER NO. 1(2)/97/D(PEN-C) 31.01.2001)

**FOR PCDA(P)**

PLACE AND CHANNEL OF PAYMENT

**COPY To**

1.

2. Officer-In-Charge CH Section (Local)

3. Record office

THE DISABILITY OF INDIVIDUAL ACCEPTED BY THIS OFFICE AT

DATE OF DESPATCH.



**Sl. No. 72 of Annexure C**  
**PPO FORMAT FOR DISABILITY RE-ASSESSMENT (MANUAL)**  
**(SEE PARA-137)**  
**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE**  
**ACCOUNTS(PENSIONS), ALLAHABAD-211014**  
**P.P.O. NO. D/RA/ /200**

Disability Pension in respect of Ex. No.

Re-Assessment Award of Disability Pension is sanctioned as under:

No. & Date of the PC/PPO, in which the initial and previous award of disability pension was notified.	Rate and period for which granted previously	?Rate and period for which continued	Place and channel of payment
Disability Element.			

- (a) Debitable to civil estimates of Defence Service (Army) Estimates.
- (b) The reassessment award is subject to modification by the competent pension sanctioning authority or further medical examination of the above individual for any purpose, if the disability is reduced or has disappeared or become capable of improvement in the case of permanent award.
- (c) Disability pension constitutes of service and disability element service pension/service element notified in PPO No. as amended will be payable in addition. Service element included in disability pension or service pension/element notified separately vide PPO No. as amended will be consolidated by you in terms of Govt. of India, Ministry of Defence No. 1(4)/87/D(Pen/Sers) dated 12.05.87, 27.7.87, 08.03.88 and 1(2)/97/D(Pen/Sers) dated 24.11.97 and the same will be paid in addition. Service element/Service element/ Service pension will not be less than Rs. 1275/- w.e.f. 01.01.96. However, the amount of pension commuted will be reduced.
- (d) Ad-hoc Ex-gratia Sanctioned to those discharged prior to 01.01.73 shall be paid in addition and personal pension to those discharged between 01.04.85 and 31.12.85 will continue to be paid upto 31.12.95 only.
- (e) The dearness relief @ % is payable in addition w.e.f. and also as sanctioned by the Govt. of India from time to time in future.

**For PCDA(Pensions)**

No. G-3/RA/

**Copy to . :-**

REGD.

1. The acknowledge receipt
2. The OI/C C.H. Section (Local)
3. The OI/C Records

Please

Sheet Roll of the individual is hereby enclosed duly endorsed. The disability of the individual has been accepted by this office at % for life

**Note:-** to enable this office to notify awards for the period from please obtain and furnish the delay explanation of the pensioner, and give your specific comments thereon duly supported with non-employment certificate and non-conviction certificate from date of despatch

**SAO/AO (P)**

**Sl. No. 73 of Annexure C****PPO FORMAT FOR SPECIAL FAMILY PENSION(MANUAL)**

(See Para 181)

**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE****ACCOUNTS(PENSIONS), ALLAHABAD-211014****P.P.O. NO F/ /200**

Special Family Pension is sanctioned to the under mentioned heir of late No..... Rank----- Name----- of Unit----- who died on ----- during service/after discharge/invalidment and as sanctioned pension vide PPO. No. ----- Pay Scale Rs. -----

Last Basic Pay drawn Rs. ----- Stagnation Increment Rs. -----

Classification Allowance last drawn Rs. ----- DA for Death Gratuity

Rs. -----

Name of the Heir	Date of Birth/ Age	Relationship to the deceased	Amount P.M.	Date of commencement and period of grant	Amount which is to be recovered before making first payment (recovery Amount)	Place Channel of payment

(a) Debitable to Defence Services (Civil) Estimates.

(b) First Payment of Special Family Pension will be made only if Smt./Shri ..... was alive and eligible on the ..... otherwise PPO will be treated as cancelled and returned to the PCDA(P) for cancellation.

(c) Employment under Govt. is a disqualification for receipt of pension in the case of parent of the deceased.

3. A sum of Rs. (Rs. ) is to be paid in addition on account of death gratuity. If however, Shri/Smt. Dies before received this amount no payment on this account is to be made to his/ her heir(s) and the matter should be reported to this office.

4. Dearness Relief on new pattern on family pension as sanctioned vide Govt. of India, DP & PW OM No. 2/5/87 GIC, dated. 22.04.87 and from time to time is payable in addition @ % from

**NOTE:** The Family Pension has been determined in terms of Govt. of India Ministry of Defence letter No. 1(2) /97-D.(Pen-C)/Sers) Dated 31.1.2001.

**For P.C.D.A(PENSIONS)**

No.G4/

**Copy to .**

Regd.1.

1. The (through the OI/C Records )

Please acknowledge receipt to Record Officer

2. The OI/C C.H. Section (Local)

3. The OI/C Records

Original copy of PPO for transmission to P.D.O. , Sheets roll, Annexure-I &amp; II and Pension Certificate. Please acknowledge receipt.

4. The OIC Audit Section (Local)

**AO/SAO (P)****Date of despatch.**

**Sl. No. 74 of Annexure C**  
**PPO FORMAT FOR ORDINARY FAMILY PENSION (COMPUTERISED)**  
**(SEE PARA-197)**  
**OFFICE OF THE PRINCIPAL . CDA(P), ALLAHABAD**

**PENSION PAYMENT ORDER NO. \_\_\_\_\_ / \_\_\_\_\_ /200**  
**RECORD OFFICE DEBIT**

A. DECEASED PARTICULARS					
1. REGIMENTAL NUMBER		2. NAME		3. NATIONALITY	
4. BASIC PAY DRAWN	5. CLASS PAY	6. STAGN. PAY INCREMENT	7. DA FOR GRATUIT Y ONLY	8. Q.S.	9. DATE OF BIRTH
10. RANK LAST HELD	11. GROUP		12. DATE OF DEATH		
13. AMOUNT OF PENSION		14. ORIGINAL PPO NUMBER			
B. FAMILY PENSION SANCTIONED					
15. NAME		16. RELATIONSHIP		17. AGE	18. NATIONALITY
19. ENHANCED RATE OF ORDINARY FAMILY PENSION					
W.E.F. TO OR TILL WIDOWHOOD WHICHEVER IS EARLIER					
20. NORMAL RATE OF ORDINARY FAMILY PENSION					
W.E.F. TILL WIDOWHOOD WHICHEVER IS EARLIER					
21. GROSS GRATITY		22. DEMAND	23. AMOUNT OF PEA		24. NET GRATIVITY TO BE PAID
C. AGENCY AND PLACE OF PAYMENT					
25. PENSION DISBURSEMENT OFFICE			26. STATION		
27. BANK/SUB TREASURY			28. BANK BRANCH	29. BANK A/C NO.	
30. BANK/SUB-TRESURY STATION			31. STATE		32. DATE OF DESPATCH
ADDRESS OF CLAIMANT					

To

- 1.
2. Officer-In-Charge CH Section (Local)
3. Record office

SHEET ROLL MAY BE ENDORSED SUITABLY

**FOR PCDA(P)**

**Sl. No. 75 of Annexure C**

**PPO FORMAT FOR ORDINARY FAMILY PENSION (MANUAL)**  
**(SEE PARA 197)**  
**(To be used in Pre and Post 1.1.86 Death/ Retirement cases)**  
**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS**  
**(PENSIONS), ALLAHABAD-211014**

**P.P.O. NO.** \_\_\_\_\_ **F/NA/** \_\_\_\_\_ **/200**  
**Scale of Pay Rs.** \_\_\_\_\_ **Basic Pay Rs.** \_\_\_\_\_ **Classification** \_\_\_\_\_  
**Allowance Rs.** \_\_\_\_\_  
**Stagnation increment Rs.** \_\_\_\_\_ **DA for Gratuity only** \_\_\_\_\_  
**Rs.** \_\_\_\_\_

Ordinary Family Pension in respect of Regt. No. \_\_\_\_\_ Ranks: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Units: \_\_\_\_\_ whose qualifying service is \_\_\_\_\_ years and days  
 and reckonable pay for Family Pension Rs. \_\_\_\_\_ is sanctioned as under:

Name of the Heir	Date of Birth	Age/ years	Relation ship with the deceased	Date of discharge of the deceased if discharged/invalided out	Date & cause of death	Amount PM	Date of commencement and period	Place & channel of payment

- As sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) already paid on account of pending enquiry award is to be recovered before making first payment.
2. A sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) is to be paid on account of death gratuity . \_\_\_\_\_ If however, Shri/Smt. dies before receiving the amount, no payment on this account should be made and matter reported to this office.
3. Dearness Relief @ \_\_\_\_\_ pm w.e.f. \_\_\_\_\_ as sanctioned by the Govt. of India, Ministry of Defence from time to time is also payable in addition
- Note:-** A fixed Medical Allowance @ Rs 100. \_\_\_\_\_ (Rs. One hundred only) pm w.e.f. \_\_\_\_\_ is also payable.

- (a) Debitable to Defence Services (Civil Estimates).  
 (b) The individual has been granted service/Disability pension vide P.P/O. No. \_\_\_\_\_  
 (c) Payment of ordinary Family Pension will be discontinued if she remarries even with the real brother of the deceased  
 (d) Ordinary Family Pension sanctioned under (s) applicable orders on the date of death/discharge and consolidated under Ministry Defence letter No. 1(2)97/D(Pens/Sers) dated 24.11.97 and 1(6)98/D (Pen/Sers) dated 3.2.98.

- (e) An income certificate as under may please be obtained annually from the beneficiary, "Certified that my income from all sources is less than Rs. 2,550/-P.M"
- (f) A half yearly certificate regarding martial status may please be obtained from the beneficiary.
- (g) Employment under Govt. will not be a disqualification.
- (h) Pensioner's Address:-

**For P.C.D.A(PENSIONS)**

**No. G4/**

**Copy to:-**

**Regd.1.**

**1. The**

(through the OI/C Records )

Please acknowledge receipt to Record Officer

2. The OI/C C.H. Section (Local)

3. The OI/C Records

P.P.O. , Sheet roll, Annexure-I & II and Pension Certificate enclosed.

4. The OIC Audit Section (Local)

**AO/SAO (P)**

**Date of despatch.**

**Sl. No. 76 of Annexure C**  
**PPO FORMAT FOR LIBERALISED FAMILY PENSION (MANUAL)**  
**(SEE PARA 217)**  
**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS**  
**(PENSIONS), ALLAHABAD-211014**  
**P.P.O. NO. F/BC/ /200**  
**Pay Scale Rs.**

**Last Basic Pay drawn Rs.** \_\_\_\_\_ **Stagnation Increment Rs.** \_\_\_\_\_

**Class Allowance last drawn Rs.** \_\_\_\_\_ **D.A. for Death gratuity only Rs.** \_\_\_\_\_

Liberalised Family Pension in respect of Regt. No. \_\_\_\_\_ Rank: \_\_\_\_\_

Name: \_\_\_\_\_

Unit: \_\_\_\_\_ whose qualifying service is \_\_\_\_\_ years and \_\_\_\_\_ days is sanctioned as under:

Nam e of the Heir	Date of Birth Age/ years	Relation -ship with the decease d	Regtl No. Rank Name & Unit	Date & caus e of deat h	Amou nt Rs. PM	Amou nt of lump- sum ex- gratia (if any)	Date of Comm encem ent and Period	Amount which is to be recovere d	Place & channel of paymen t

A sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) Paid on account of PEA of LFP is to be recovered before making first payment.

- Debitable to Defence Services (Civil Estimates).
- Family Pension/C.A. has been granted under Govt. No. 20047/Pens/71 dated 24.02.72
- First payment of Family Pension will be made only if ..... alive & eligible or otherwise PPO will be treated as cancelled/returned to PCDA(P) for cancellation.
- Family Pension / sanctioned to vide PPO NO. F/
- The individual was granted \_\_\_\_\_ pension vide PPO No.
- The employment under Govt. will not be a disqualification.
- The date ..... Represents the date following the date up to for which pay and allowances were last paid.
- Relief @ .....% with effect from .....onwards.

**Note:-**A sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) To be paid in addition on a/c of DCRG. If however, she dies before receiving this amount no payment on this a/c is to be made to her heir(s) and the matter should be reported to this office.

**For P.C.D.A (PENSIONS)**

No. G4/

**Copy to:-**

**Regd.**

- The \_\_\_\_\_  
(through the OI/C Records )  
Please acknowledge receipt.
- The OI/C C.H. Section (Local)
- The OI/C Records  
Original & triplicate copy of P.P.O. , Sheet Roll, Annexure-I & II and Pension Certificate are enclosed.
- The OIC Audit Section (Local)

**AO/SAO(P)**

**Date of despatch.**

**Sl. No. 77 of Annexure C****PPO FORMAT FOR COMMUTATION OF SERVICE PENSION(MANUAL)  
(SEE PARA-292)****OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS  
(PENSIONS), ALLAHABAD-211014****PPO No.** \_\_\_\_\_ **S/COM/** \_\_\_\_\_ **/200**

Under Rs.

The

**Sub:** Commutation of pension in respect of Ex. No. \_\_\_\_\_

Name \_\_\_\_\_ Rank \_\_\_\_\_

Unit \_\_\_\_\_

**Ref:** This Section PPO No.

Sanction has been accorded to the communication of a sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) p.m. to the above named pensioner out of his final service /disability pension of \_\_\_\_\_ (Rs. \_\_\_\_\_) for a capitalized sum of Rs. \_\_\_\_\_

Please arrange to pay the above mentioned capitalized sum to the pensioner. The payment may be included in change statement of the month, in which payment of the amount is made. If however, the pension has been withheld /suspended or discontinued in full or in part under the existing rules/order or on specific instructions from this office, no payment shall be made on the authority of this PPO, and the case with full particulars shall be referred to the Grant Commutation Section of this office for further instruction.

The pension of the above named pensioner is reduced to .....Rs. ....(Rs.....) P.M. wef the date of payment of the commuted value of pension to the pensioner or three months after the date of issue of this PPO the date of despatch given below) whichever is a earlier. In case three months expire before commencement of the pension, the reduction of pension shall take place from the date of commencement of pension.

In case of payment through public sector bank, the reduction of pension shall take effect from the date of capitalized sum is credited in the pensioners accounts. Any adjustment found necessary as a result of this change shall be made from the capitalized sum before payment the disability pension of continued of service pension when restored/granted on cessation if continued will also reduced to Rs.....

Any recovery outstanding against the pensioner on a/c of overpayment including the overpayment of six months advance of pensions Rs. Rs. .. shall be made from the capitalized sum before payment.

The commutation become absolute on ..... and therefore, capitalized sum shall be paid if the individual was alive on this date. The commuted portion of pension shall be restored after expiry of fifteen years from the date of commutation becomes absolute.



The commuted money paid should be shown separately in to schedule sent to this office for payment on a/c of pension proper and also separately in respect of army /A.F/ Navy for PPOs only .

The amount paid is debitible to codes O/C 14/36, o/o 14/56, 0/014/47, is the case may be.

3. From 'C' (IPAFA-340-C) with his photograph duly pasted thereon sent herewith for verification of pensioner's signature the thumb in impression with those already an record with you may be sent to this office Audit Sec.) duly verified. The verification may invariably be endorsed on from 'C' before return to the Audit Section inter-alia stating the date on which payment is made.

**Note:-** If the pensioner is reported to have died before... the date or which the commuted becomes absolute, payment of commuted value will not be made, and PPO returned to PCDA(P) Allahabad for necessary instruction/ cancellation. If however , the pensioner has died after the date of absolute the amount of CVP should be paid to the legal heirs.

4. Suitable note on the payment of the capitalized sum, and reduction of the rate of pension above may be made in the pension. certificate of the pensioner.

Please Acknowledge Receipt.

**Note(i)** in on re-employment/ re-enrolment of the individual, his is held in abeyance sum of Rs. ...has be recovered from the re-employment pay and allowances .

(iii) in the event of re-employment as Asst. Recruiting Officer, the residual personnel allowances of Rs. ... PM. Will be stopped, and the pen. Will be further reduced the Rs.....P.M.

**Copy to**

1. The OI/C C.H. Section Local.
2. The OI/C, Audit Section , Local
3. the OI/C Records

**for PCDA(P)**

**Date of despatch**

**Sl. No. 78 of Annexure C**  
**PPO FORMAT FOR COMMUTATION OF DISABILITY PENSION(MANUAL)**  
**(SEE PARA-292)**  
**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS**  
**(PENSIONS), ALLAHABAD-211014**  
**PPO No. D/ COM/\_\_\_\_\_/200**

Under Rs.

The .....

**Sub:** Commutation of pension in respect of Ex. No. \_\_\_\_\_

Name \_\_\_\_\_ Rank \_\_\_\_\_

Unit \_\_\_\_\_

**Ref:** This Section PPO No.

Sanction has been accorded to the communication of a sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) p.m. to the above named pensioner out of his final service /disability pension of \_\_\_\_\_ (Rs. \_\_\_\_\_) for a capitalized sum of Rs. \_\_\_\_\_

Please arrange to pay the above mentioned capitalized sum to the pensioner. The payment may be included in change statement of the month, in which payment of the amount is made. If however, the pension has been withheld /suspended or discontinued in full or in part under the existing rules/order or on specific instructions from this office, no payment shall be made on the authority of this PPO, and the case with full particulars shall be referred to the Grant comm.. sec. Of this office for further instruction.

The pension of the above named pensioner is reduced to .....Rs. ....(Rs.....) P.M. wef the date of payment of the commuted value of pension to the pensioner or three months after the date of issue of this PPO the date of despatch given below) whichever is a earlier. (In case three months expire before commencement of the pension, the reduction of pension shall take place from the date of commencement of pension.

In case of payment through public sector bank, the reduction of pension shall take effect from the date of capitalized sum is credited in the pensioners (a/c). Any adjustment found necessary as a result of this change still be made from the capitalized sum before payment the disability pension of continued of service pension when restored/granted on cessation if continued will also reduced to Rs.....

Any recovery outstanding against the pensioner on a/c of overpayment including the overpayment of six months advance of pensions Rs. Rs. .. shall be made from the capitalized sum before payment.

The commutation become absolute on ..... and therefore, capitalized sum shall be paid if the individual was alive on this date .The commuted portion of pension shall be restored after expiry of fifteen years from the date.

The commuted money paid should be shown separately in to schedule sent to this office for payment on a/c of pension proper and also separately in respect of army /A.F/ Navy for PPOs only .

The amount paid is debit to codes O/C 14/36, o/o 14/56, 0/014/47, is the case may be.

3. From 'C' (IPFA-340-C) with his photograph duly pasted thereon sent herewith for verification of pensioner's signature the thumb in impression with those already an record with you and may be sent to this office Audit Sec.) duly verified. The verification may invariably be endorsed on from 'C' before return to the Audit Section and inter-alia stating the date on which payment is made.

**Note:-** If the pensioner is reported to have died before... the date or which the commuted becomes absolute, payment of commuted value will not be made, and PPO returned to PCDA(P) Allahabad for necessary instruction/cancellation. If however , the pensioner has died after the date of absolute the amount of CVP should be paid to the legal heirs.

4. Suitable note on the payment of the capitalized sum, and reduction of the rate of pension above may be made in the Pension Certificate of the pensioner.

**For PCDA(P)**

**Copy to**

1. The OE/C C.H. Section Local.
2. The OI/C, Audit Section , Local
3. The OI/C Records

**Date of despatch**

**Sl. No. 79 of Annexure C**  
**PPO FORMAT FOR COMMUTATION OF PENSION(CORR.)(**  
**COMPUTERISED)**  
**(SEE PARA-292)**  
**OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS**  
**(PENSIONS), ALLAHABAD-211014**

COMMUTATION PPO NO. S/COMM/ \_\_\_\_\_/200

UNDER RUPEES:

THIS OFFICE ORIGINAL PPO. NO S/ / \_\_\_\_\_ AS AMMENDED BY  
 CORRIGENDUM PPO NOS S/CORR/ \_\_\_\_\_ / NOTIFYING  
 SERVICE PENSIONARY AWARDS IN RESPECT OF

EX NO RANK  
 NAME RECORDS  
 IS FURTHER AMENDED AS UNDER

SANCTION HAS BEEN ACCORDED TO THE COMMUTATION OF A SUM OF  
 Rs.

( RUPEES: ONLY)

TO THE ABOVE NAMED PENSIONER OUT OF HIS SERVICE PENSION OF  
 Rs.

RUPEES: (ONLY)

FOR A CAPITALISED SUM OF Rs. (RUPEES:

ONE ONLY)

THEREBY REDUCING THE PENSION TO Rs.

RUPEES:

ABSOLUTE DATE OF COMMUTATION

OTHER ENTRIES AND INSTRUCTIONS ON ORIGINAL PPO REMAIN  
 UNCHANGED

PLACE AND CHANNEL OF PAYMENT

(BANK A/C NO.)

**FOR PCDA(PENSIONS)**

**COPY TO:**

1. PENSION CERTIFICATE MAY PLEASE BE AMENDED
2. THE OI/C C.H. SECTION (LOCAL)
3. THE OI/C RECORDS SHEET ROLL MAY PLEASE BE ENFACED SUITABLY

DATE OF DESPATCH.

**Sl. No. 80 of Annexure C****Payment Authority in respect of HKSRA pensioner  
(See Para 308)****OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS  
(PENSIONS), ALLAHABAD-211014**

CORR.: AUTHORITY MEMO NO. RW/REL/HKSRA/\_\_\_\_\_/200  
DATED

**TO**

The D.P.D.O./T.O.  
.....

**Sub:** Payment of HKSRA pension including relief in respect of  
No. Rank  
Name of HKSRA/TS. NO.

**Ref:** this office payment authority No. RW/REL/HKSRA/P DATED  
/PPO. NO.

.....

The rates of total pension including relief in favour of the above named pensioner is authorised for payment as under

1. Arrears of Pension up to \_\_\_\_\_ of Rs.
2. New Rate of Pension @ Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ wef. \_\_\_\_\_ onwards.

**Authority,** APO Kentigern House 65 Brown street Glassgow( U&K) authority letter dated

Please acknowledge receipt.

**For PCDA(P)**

**Copy to:-**

The OI/C  
AT/DPDO-II/UK Cell

Please make suitable entry in the Audit Card of the above named KHSRA pensioner regarding grant of the above increase.

**Sl. No. 81 of Annexure C**

**NOTICE**

**(Referred to in Para-5(III) (A)(VI)**

**ATTENTION DEFENCE PENSIONERS  
DEFENCE PENSION ADALAT**

A Defence Pension Adalat will be held at in the month of for redressal of grievances of Defence Pensioners drawing their pension from Treasury Offices, D.P.D.Os, and Public Sector Banks of . The Defence pensioners having specific grievances regarding sanction and/or payment of pension by their pension disbursing authority, may submit their representation (in triplicate) indicating their (i) Name, Rank/Post, Regimental/Personal Number, (ii) Name and address of Record Office/Head of Office, (iii) Pension Circular/Pension Payment Order No. & Date, (iv) Treasury Serial No./Pensioner Serial No., (v) Name & Address of the bank with Saving Bank Account No. in which pension is drawn, (vi) Previous reference of C.C.D.A. (P) Allahabad, (Now Principal C.D.A. (P) Allahabad) if any, (vii) the specific nature of grievances in brief and (viii) their latest postal address in the name of SHRI.....  
**PENSION ADALAT OFFICER, OFFICE OF THE PRINCIPAL C.D.A (PENSIONS), ALLAHABAD - 211 014** latest by....

All efforts will be made to redress their grievances and position explained in person to them in Pension Adalat. All the cases including those where settlement is not coming even after a protracted correspondence will be considered by the Adalat.

The exact date and venue of the Adalat will be notified later on. Pensioners attending the Adalat will bear their own expenses for their journey to and from the Adalat venue.

It may be noted that Defence Pension Adalat is not vested with any judicial powers like Court of Law. The problems of the pensioners will be resolved within the framework of Pension Rules and Govt. Orders. Adalat will not sanction or disburse any amount of pension, which is precisely not covered under Pension Rules or Govt. Orders.

**Sl. No. 82 of Annexure C****NOTICE****(Referred to in Para 5(III)(B)(III))****MINI PENSION ADALAT IN D P D O.....**

( To be held by CDA (PD) Meerut/CDA Chennai)

It is for the information of all the pensioners drawing pension from D P D O.....

(Name of DPDO) that a Mini Pension Adalat will be held tentatively in the month of.....(month & year). All the pensioners who have got any grievance on pension matter are requested to submit their applications in duplicate to the DPDO In-charge by hand and get acknowledgement therefor. The pensioners can also send their applications by Registered Post by name to the DPDO In-charge super scribing their applications as **MINI PENSION ADALAT CASE** on the following address:

Shri.....(Name of DPDO Incharge)

Office of The D.P.D.O.,

.....(Name of DPDO)

.....(Postal Address)

All the applications must be submitted to the DPDO so as to reach by.....(last date of receipt).

The pensioners are requested to invariably mention their name, H.O. No., PPO No., NBS Account No. and name of the Record Office/Head of Office in their application besides giving a brief of their grievance.

It may be noted that the grievances of the pensioners will be looked into personally in Adalat by Zonal Officer (PD)/an IDAS Officer from CDA (PD), Meerut/ CDA Chennai The firm date of the Adalat will be intimated to the individual pensioners by post. Pensioners attending the Adalat will bear their own expenses for their journey to and from the Adalat venue.

It may be noted that Mini Pension Adalat is not vested with any judicial powers like Court of Law. The problems of the pensioners will be resolved within the framework of Pension Rules and Govt. Orders. Adalat will not sanction or disburse any amount of pension, which is not precisely covered under Pension Rules or Govt. Orders.

**Sl. No. 83 of Annexure C**

**PRESCRIBED FORM OF LOSS CERTIFICATE**

**(Referred to in Para 60)**

Certified that Pension Payment Order No.

**Date:**

**Rank**

**Unit**

**In respect**

**Name:**

**Saving Bank A/C No.**

Has been lost/is not available and to avoid double payment a note has been kept in the check/descriptive/payment/Index Register on record in my office. The same PPO if found out at a later stage will not be acted upon but will be returned to the Pr.CDA(P) Allahabad for cancellation.

**Place:**

**Dated:**

***Signature(Full)***

***Name:***

***Designation :***

***Seal***

***Treasury/Bank  
/DPDO***

***of***



**Sl. No. 84 of Annexure C**  
**Specimen form of Affidavit**  
**(Referred to in Para 193)**

I, .....(Name of the applicant)  
wife/husband/son of Shri ..... Aged  
..... years, resident of  
.....  
.....  
do hereby solemnly affirm and declare as under: -

The deceased ..... (Name of the deceased  
service personnel ) was son/daughter.

I was wholly dependent upon my late son/daughter mentioned above,  
for  
pecuniary needs and other basic necessities for my bare existence.

**DEPONENT**

**VERIFICATION**

I, the above said ..... (Name of applicant), do  
hereby solemnly affirm and

Declare that the facts mentioned above are true to the best of my and  
nothing has been concealed thereof.

**DEPONENT**

**PLACE**

**DATED:**

**Sl. No. 85 of Annexure C**

**INDEMNITY BOND**  
**[In the case of missing Personnel]**  
**(Referred to in Note-2 to Para 197)**

KNOW ALL MEN by these presents that we(a).....(b)..... the  
 Wife/son/brother/nominee, etc., of (c )..... who was holding the  
 rank of .....in the Unit/Corps of ..... is reported to have been  
 missing since ..... (hereinafter referred to as “missing service  
 personnel) resident of .....(hereinafter called “the Obligor”) and (d) .....  
 son/wife/daughter of Shri ..... resident of ..... and ..... son/ wife/  
 daughter of Shri ..... resident of ..... the sureties for and on behalf  
 of the Obligor (hereinafter called “the Sureties”) are held firmly bound to the  
 President of India (hereinafter called “the Govt.”) in the sum of Rs. .... (in  
 words) equivalent of the amount on account of payment of salary, leave  
 encashment, Retirement/Death Gratuity and each and every sum being the  
 monthly family pension well and truly to be paid to the Government, on  
 demand and without a demur together with simple interest @ ..... %  
 p.a. from the date of payment thereof until repayment for which payment we  
 bind ourselves and our respective heirs, executors, administrators, legal  
 representatives, successors and assigns by these presents.

Signed this ..... day of ..... two thousand and .....  
 WHEREAS(C ) ..... was at the time of his disappearance in the  
 employment of the Govt. receiving a pay at the rate of Rs. .... (in  
 words) only per month from the Govt.

AND WHEREAS the said (c ) ..... disappeared on the  
 ..... day of ..... 20 ..... and there was due to him at the time of  
 his disappearance the sum equivalent of (i) salary due/(ii) leave encashment,  
 (iii) AFPF Fund and (iv) Retirement/ Death Gratuity.

AND WHEREAS the obligor is entitled to family pension at Rs. ....  
 .... (Rupees..... only) plus admissible dearness relief thereon.

AND WHEREAS the obligor has represented that he/she is entitled to  
 the aforesaid sum and approached the Govt. for making payment thereof to  
 avoid undue delay and hardship.

AND WHEREAS the Govt. has agreed to make payment of the said  
 sum of Rs. ....(in words) and monthly family pension @ Rs. ....(in  
 words) only and relief thereon to the Obligor upon the Obligor and the  
 Sureties entering into a Bond in the above-mentioned sum to indemnify the  
 Govt. against all claims to the amount so due to the aforesaid missing Govt.  
 servant.

AND WHEREAS the obligor and at his/her request the  
 Surety/Sureties have agreed to execute the Bond in the terms and manner  
 hereinafter contained.

NOW THE CONDITION OF THIS BOND is such that, if after payment  
 has been made to the Obligor, the Obligor and/or the Surety/Sureties shall

in the event of a claim being made, by any other person or the missing employee on appearance, against the Govt. with respect to the aforesaid sum of Rs. ....(in words)and the sums paid by the Govt. as monthly pension and relief as aforesaid then refund to the Govt. The said sum of Rupees ..... (in words) and each and every sum paid by Govt. as monthly pension and relief together with simple interest @ ..... % per annum and shall, otherwise, indemnify and keep the Govt. harmless and indemnified against and from all liabilities in respect of the aforesaid sums and all costs incurred in consequence of the claim thereto THEN the above-written Bond or obligation shall be void and of no effect but otherwise it shall remain in full force, effect and virtue.

AND THESE PRESENTS ALSO WITNESS that the liability of the Surety/Sureties hereunder shall not be impaired or discharged by reason of time being granted by or any forbearance act of omission of the Govt. whether with or without the knowledge or consent of the Surety/Sureties in respect of or in relation to the obligations or conditions to be performed or discharged by the obligor or by any other method or thing whatsoever which under the law relating to sureties would but for this provision shall have no effect of so releasing the Surety/Sureties from such liability nor shall it be necessary for the Govt. to sue the Obligor before suing the Surety/Sureties or either of them for the amount due hereunder, and the Govt. agrees to bear the stamp duty, if any, chargeable on these presents.

IN WITNESS WHEREOF the Obligor and the Surety/Sureties hereto have set and subscribed their respective hands hereunto on the day, month and year above-written.

Signed by the above named 'Obligor' in the presence of

- 1. ....
- 2. ....

Signed by the above named 'Surety' / 'Sureties'

- 1. ....
- 2. ....

Accepted for and on behalf of the President of India by .....

.....  
Name and designation of the Officer directed or authorized , in pursuance of Article 299 (1) of the Constitution, to accept the bond for and on behalf of the President] in the presence of .....

.....  
(Name and designation of witness)

- NOTE 1.**
- (a) Full name of the claimant referred to as the 'Obligor'
  - (b) State relationship of the 'Obligor' to the 'missing Govt. servant'.
  - (c) Name of the 'missing service personnel.'
  - (d) Full name or names of the Sureties with name or names of the father(s)/husband(s) and place of residence.

**NOTE-2** The Obligor as well as the sureties should have attained majority so that the bond may have legal effect or force.

**NOTE-3** The rate of simple interest will be as prescribed by the Govt. from time to time. It is 6% p.a. on the date of issue of the OM.

**(Authority:** Grants/Tech/0156-IX dated 02.09.94 bearing circular No. 160)

**Sl. No. 86 of Annexure C****INDEMNITY BOND**

**[In the case of missing pensioner]  
(Referred to in Note-2 to Para 197)**

KNOW ALL MEN by these presents that we(a).....(b).....  
the  
Wife/son/brother/nominee, etc., of (c )..... who had retired was  
discharged in the rank of .....from /Department/ Unit /  
Corps.....and who was in receipt of pension from PCDA (P) is  
reported to have been missing since ..... (herein after referred to as  
“missing pensioner”) resident of .....(herein after called “the Obligor”) and  
(d) ..... son/wife/daughter of Shri ..... resident of ..... and .....  
son/ wife/ daughter of Shri..... resident of ..... the sureties for  
and on behalf of the Obligor (hereinafter called “the Sureties”) are held firmly  
bound to the President of India (hereinafter called “the Govt.”) in each and  
every sum being the arrears of pension and monthly family pension and  
relief thereon well and truly to be paid to the Government, on demand and  
without a demur together with simple interest @ ..... % p.a. from the  
date of payment until repayment for which payment we bind ourselves and  
our respective heirs, executors, administrators, legal representatives,  
successors and assigns by these presents.

Signed this ..... day of ..... two thousand and .....  
WHEREAS(C ) ..... was at the time of his disappearance a Central  
Govt. pensioner receiving a pension at the rate of Rs. .... (in words)  
only per month and relief thereon from the Govt.

AND WHEREAS the said (c ) ..... disappeared on the  
..... day of ..... 20..... and there was due to him at the time of his  
disappearance the sum equivalent of arrears of pension due.

AND WHEREAS the obligor is entitled to family pension at Rs. ....  
..... (Rupees..... only) plus admissible dearness relief thereon.

AND WHEREAS the obligor has represented that he/she is entitled to  
the aforesaid sum and approached the Govt. for making payment thereof to  
avoid undue delay and hardship.

AND WHEREAS the Govt. has agreed to make payment of the said  
sum of Rs. ....(in words) and monthly family pension @ Rs. ....(in  
words) plus relief thereon to the Obligor upon the Obligor and the Sureties  
entering into a Bond in the above-mentioned sum to indemnify the Govt.  
against all claims to the amount so due to the aforesaid missing Govt.  
pensioner.

AND WHEREAS the Obligor and at his/her request the  
Surety/Sureties have agreed to execute the Bond in the terms and manner  
hereinafter contained.

NOW THE CONDITION OF THIS BOND is such that, if after payment  
has been made to the Obligor, the Obligor and/or the Surety/Sureties shall

in the event of a claim being made, by any other person or the missing pensioner on appearance, against the Govt. with respect to the aforesaid sum of Rs. ....(in words)and the sums paid by the Govt. as monthly family pension and relief as aforesaid then refund to the Govt. the said sum of Rupees..... (in words) and each and every sum paid by Govt. as monthly family pension and relief together with simple interest @ ..... % per annum and shall, otherwise, indemnify and keep the Govt. harmless and indemnified against and from all liabilities in respect of the aforesaid sums and all costs incurred in consequence of the claim thereto THEN the above-written Bond or obligation shall be void and of no effect but otherwise it shall remain in full force, effect and virtue.

AND THESE PRESENTS ALSO WITNESS that the liability of the Surety/Suretias hereunder shall not be impaired or discharged by reason of time being granted by or any forbearance act of omission of the Govt. whether with or without the knowledge or consent of the Surety/Suretias in respect of or in relation to the obligations or conditions to be performed or discharged by the obligor or by any other method or thing whatsoever which under the law relating to sureties would but for this provision shall have no effect of so releasing the Surety/Suretias from such liability nor shall it be necessary for the Govt. to sue the Obligor before suing the Surety/Suretias or either of them for the amount due hereunder, and the Govt. agrees to bear the stamp duty, if any, chargeable on these presents.

IN WITNESS WHEREOF the Obligor and the Surety/Suretias hereto have set and subscribed their respective hands hereunto on the day, month and year above-written.

Signed by the above named 'Obligor' in the presence of

- 1.....
- 2.....

Signed by the above named 'Surety' / 'Sureties'

- 1.....
- 2.....

Accepted for and on behalf of the President of India by .....

.....[  
Name and designation of the Officer directed or authorized , in pursuance of Article 299 (1) of the Constitution, to accept the bond for and on behalf of the President] in the presence of .....

.....  
(Name and designation of witness)

**NOTE 1.** (a) Full name of the claimant referred to as the 'Obligor' pensioner'.  
(b) State relationship of the 'Obligor' to the 'missing

- (c) Name of the 'missing pensioner'.
- (d) Full name or names of the Sureties with name or names of the father(s)/husband(s) and place of residence.

**NOTE-2** The Obligor as well as the sureties should have attained majority so that the bond may have legal effect or force.

**NOTE-3** The rate of simple interest will be as prescribed by the Govt. from time to time. It is 6% p.a. on the date of issue of the OM.

(Authority: Grants/Tech/0156-IX dated 20.06.1997 bearing circular No. 192)

**Sl. No. 87 of Annexure C****Office Note for submission of Indemnity Bond for acceptance.****(In respect of minor child/children)****(Referred to in Para 197)**

Ex ..... who was employed in unit ..... and died on eligible for pensionary benefits in respect of the deceased as under: -

- (a) Family Pension to minor son/daughter ..... @ Rs. .... p.m. from ..... to .....
- (b) Dearness Relief on pension where admissible @ Rs. .... P.m. from ..... to .....
- (c) Death Gratuity to minor son/daughter .....  
Shri/Smt./Kum. .... Rs. .... Total Rs. ....

2. Indemnity Bond had been submitted by Record Office for Rs. .... only completed by Shri/Smt. .... of the deceased and is whose custody the minors are. An affidavit has also been received in support from the obligor.

3. The Indemnity Bond has been gone through carefully and found to be in order. It has been furnished on plain paper and is in the prescribed proforma..... The RO has confirmed that the obligor and surely/sureties are major.

4. The Indemnity Bond is submitted for acceptance by the CDA(P)/PCDA(P).

**Sl. No. 88 of Annexure C****FORM OF APPLICATION  
(TO BE FURNISHED IN TRIPLICATE)****(Referred to in Para 299)**

**Sub:** Application for the grant of ex-gratia family pension to the families of deceased Reservists who retired before 1-3-68 and opted for one time lump-sum gratuity in lieu of pension.

Sir,

I hereby, apply for grant of ex-gratia family pension in terms of Govt. of India, Ministry of Defence letter No. 10(7)/D(Pens/Sers), dt. 30 March 1992. The requisite particulars are given below:

Name of the

- (i) Applicant
- (ii) Widow/widower/Child
- (iii) Guardian, if the deceased person is survived by minor child or children.

Full address of the applicant

Name and age of surviving widow/widower and children of the deceased Govt. servant.

<b>Sl No.</b>	<b>Name</b>	<b>Relationship with the deceased person</b>	<b>Date of birth in Christian Era.</b>

- 4 Name; Rank and Regimental /personal No. of the deceased Reservists
- 5 Date of death of the Reservist (Documentary evidence to be attached)
- 6 Corps/Unit/Formation in which the deceased Reservist served last
- 7 Name of the Record Office
- 8 If the Applicant is guardian, his date of birth and relationship with the deceased Reservist.
- 9 Is the applicant (other than guardian) in receipt of any other pension, if so, the details thereof.
- 10 Please attach:
  - (i) Two specimen signature of the applicant duly attested
  - (ii) Two copies of passport size photograph of the applicant duly attested
  - (iii) Two slips each bearing left/right hand thumb and finger impression of the applicant, duly attested.
  - (iv) Descriptive Roll of the applicant duly attested, indicating (a) height and (b) personal marks, if any, on the hand, face etc.

(specify a few Conspicuous marks not less than two, if possible).

- (v) Certificate (s) of age (two attested photo copies) showing the date of birth of the children. The certificate should be from the Municipal Authorities or from the local Panchayat or from the Head of recognised school, if the child is studying in such school (this information should be furnished in respect of such child or children, the particulars of whose date of birth are not available with the Head of Office).

Signature or left/right thumb impression  
of the applicant

Attested by:

Full Address

Signature

Of the treasury or Defence pension Disbursing Office or Post Master of the Branch of the authorised Public Sector Bank or Pay and Accounts Officer through which the family pension is to be drawn.

List of documents/evidence attached:

Discharge certificate of the deceased Reservist;

Death certificate of the Reservist

Marriage Certificate from the Registrar of marriages or other competent authority under the relevant law or any other valid acceptable proof.

An affidavit sworn before a 1st class Magistrate or legal heir – ship certificate.

Birth Certificate of the eligible child.

Any other documents in support of the claim.

**Yours faithfully,**  
**(Signature)**  
**(Name)**

To be furnished in case the applicant is not literate enough to sign his/her name.

Note: Attestation should be done by two gazetted Govt. Servants or two or more persons of respectability in the village or Pargana in which the applicant residence.

II The particulars furnished above have been verified with reference to service records. The one time lumpsum gratuity of Rs. ----- in lieu of pension was paid to the deceased Reservist by -----on ----- . The deceased Reservist had rendered a minimum combined colour reserve qualifying service of 15 years.

**Signature of the Record Officer**

**Station:**

**Date:**



**Sl. No. 89 of Annexure C****FORM OF APPLICATION  
(Referred to in Para 301)**

**Subject:** Application for the grant of Ad-hoc Ex-gratia allowance to the family of Burma Army pensioner.

Sir,

I hereby apply for grant of ad-hoc ex-gratia allowances @ Rs. 375/- p.m. to me in terms of the Ministry of Defence letter No. 12(9)/87/D (Pension/Services) dated 19-1-88

Requisite particulars are given below: -

- 1 Name of the applicant (widow/widower)
- 2 Date of marriage with the deceased pensioner
- 3 Full address of the applicant
- 4 Name of the deceased pensioner
- 5 Date of death of the pensioner ( Documentary evidence to be attached)
- 6 PC/PPO No. if any, of the deceased pensioner
- 7 Name of authority who issued. PC/PPO
- 8 Name of pension Disbursing officer (PDO), and TS/PS/H.O. No. allotted to the pensioners by the PDO
- 9 If the applicant is a pensioner, the amount of monthly pension.
- 10 PLEASE ATTACH:
  - (i) Two specimen signatures of the applicant, duly attested (to be furnished in two separate sheets)
  - (ii) Two copies of passport size photograph of the applicant duly attested.
  - (iii) Two slips each bearing left hand thumb and finger impressions of the applicant, duly attested (in case of female-right hand)
  - (iv) Descriptive Roll of the applicant duly attested, indicating (a) height and (b) personal marks, if any, on the apparent part of the body (Specify a few conspicuous identification marks).
11. Signature of left hand thumb \* impression of the applicant (in case of female, right thumb)

Attested By:

Full Address

NAME

Signature

- (i) .....
- (ii) .....

12 WITNESSES:

- (i) .....
- (ii) .....

13 Name of the Treasury or the Branch of the Authorised public Sector Bank through which the ex-gratia is to be drawn.

14 List of Documents/Evidence attached

- (i) Death Certificate of the pensioner

- (ii) PPO/PC of the pensioner
- (iii) Any other documents indicating that  
The applicant is genuine claimant

Yours faithfully,

Date:

Signature  
(Name and complete postal Address)

\*To be furnished in case the applicant is illiterate and cannot sign. His/her name.

Attestation should be done by two gazetted Government Servants or two or persons of respectable in the town, village or pargna in which the applicant resides.

**Sl. No. 90 of Annexure C**

**FORM OF APPLICATION  
(Referred to in Para 303)**

To,

**Sub:** Application for the grant of Ad-hoc Ex-gratia allowance to the family of Armed Forces pensioner migrated from Pakistan.

Sir,

I hereby apply for grant of ad-hoc ex-gratia allowances @ Rs. 375/- p.m. to me in terms of the Ministry of Defence letter No. 12(9)/87/D (Pensions/Services) dated 20-1-88.

Requisite particulars are given below:-

1. Name of the applicant (widow/widower)
2. Date of marriage with the deceased pensioner
3. Full address of the applicant
4. Name of the deceased pensioner
5. Date of death of the pensioner (Documentary evidence to be attached)
6. PC/PPO No. if any, of the deceased pensioner
7. Name of authority who issued. PC/PPO
8. Name of pension Disbursing officer (PDO), and TS/PS/H.O. No. allotted to the pensioners by the PDO
9. If the applicant is a pensioner, the amount of monthly pension.

10 PLEASE ATTACH:

- (i) Two specimen signatures of the applicant, duly attested (to be furnished in two separate sheets)
- (ii) Two copies of passport size photograph of the applicant duly attested.
- (iii) Two slips each bearing left hand thumb and finger impressions of the applicant, duly attested (in case of female-right hand)
- (iv) Descriptive roll of the applicant, duly attested, indicating (a) height (b) personal marks, if any, on the apparent part of the body. (specify a few conspicuous identification marks)

11 Signature of left hand thumb \* impression of the applicant (in case of female, right thumb)

Attested By:

Full Address

NAME

Signatures

(iii) .....

(iv) .....

12 WITNESSES:

- (i) .....
- (iii) .....

13 Name of the Treasury or the Branch of the Authorised public Sector Bank through which the ex-gratia is to be learn.

14 List of Documents/Evidence attached

- (iv) Death Certificate of the pensioner
- (v) PPO/PC of the pensioner
- (vi) Any other documents indicating that the applicant is genuine claimant

Yours faithfully,

Date:

Signature  
(Name and complete postal Address)

\*To be furnished in case the applicant is illiterate and cannot sign. His/her name.

**Note:** Attestation should be done by two gazetted Government Servants or two or more persons of respectability in the town, village or pargna in which the applicant resides.

# **ANNEXURE – D**

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**ILLSTRATION NO. 1****Service Pension Retirement Gratuity, Commuted value of Pension & Joint notification of Ordinary Family Pension**

( See Para-39 O M Part.-IV Vol.- IV )

**I. DATA**

1.	Name	'X'
2.	Regimental No.	14912447 W
3.	Rank	Havildar
4.	Pay Group	Y
5.	Date of Birth	24.05.1966
6.	Date of Enrolment	30.03.1984
7.	Date of Discharge	31.05.1999
8.	Pay Scale	3600-100-5100
9.	Pay last drawn	
	Basic Pay	4,100.00
	Classification Allowance	150.00
	Dearness allowance	1,360.00

**II. CALCULATION****Service Pension**

10.	Total qualifying service	Year	Month	Day
	Date of enrolment	1984	3	30
	Date of discharge	<u>1999</u>	<u>5</u>	<u>31</u>
		0015	2	01
	less non-qualifying service	--	--	--
		<u>0015</u>	<u>2</u>	<u>01</u>
	Add total former service	--	--	--
	Add Service condoned	--	--	--
11	Net qualifying service	15	2	01

**12. Rate of Service pension**

**Formula:** 50% of maximum pay of the pay scale including 50% of highest classification allowance of rank and group for 33 years of qualifying service including 5 years weightage.

$$= \frac{5100+150(1 \times 2)}{2} \times \frac{(15+5)}{33}$$

$$2550 + 37.50 \times 20/33$$

$$2587.50 \times 20/33$$

**Rate of Service Pension : Rs.1568.18** rounded of to **Rs.1569/-pm** (see Annexure-'C' to MOD letter NO. 1(6)/98/D(Pen/Sers) dated 03.02.1998.)

**13. Retirement Gratuity**

**Formula:** 1/4<sup>th</sup> reckonable emoluments for each completed six monthly period of qualifying service plus weightage of 5 years subject to a maximum of 16 ½ times of reckonable emolument restricted to Rs 3.5 lakhs

390

Total qualifying service	15 years
Add weightage	<u>+5years</u>
<b>Total</b>	<b><u>20years</u></b>

Number of completed six monthly periods of qualifying service  
(20x2)=40

Pay last drawn	
Basic Pay	4100/-
Classification allowance	150
Stagnation increment	-----
Dearness allowance	<u>1360</u>
<b>Total</b>	<b><u>5610</u></b>

Amount of Retirement Gratuity  $\frac{40 \times 5610}{4} = 56100$

Less any demand - NiL

**Net Amount of Retirement Gratuity payable: Rs. 56100/-**

#### 14. Commuted Value of Pension (CVP)

Maximum Percentage of service pension commutable	
45%	
45% of service pension i.e. $45/100 \times 1569$	
706/-	
Age next birth day	34
yrs	
Loading in age, if any	
Nil	
Purchase value vide Commutation Table published in A.I. 85/71	
17.11	

**Formula** Amount of service pension commutable X 12 X Purchase value

**Calculation**  $706 \times 12 \times 17.11 = 1,44,956/-$   
Amount of commutation payable = **1,44,956/-**  
Residual amount of service pension (1569-706) =863/- pm

**Note:** Dearness Relief will be payable on the original pension before commutation.

#### 15. Family pension (Joint Notification)

##### Enhanced Rate

**Formula:** 50% of the emoluments viz (Pay+class.allow.) or Amount of service pension whichever is less for a period of 7 years from the date following the date of death or upto 65or 67 years age (as applicable) whichever is earlier

50% of Emoluments	$4250/2 = 2125/-$
Amount of service pension	1569/-



Enhanced Rate restricted to Rs 1569/- pm upto 23/05/2031

**Normal Rate**

**Formula:**

30% of the emoluments viz (Pay + class. allow) subject to a minimum of Rs. 1275/-pm

**Or**

30% of emoluments – Rs 1275/- pm  
Normal rate: Rs. 1275/- p.m. from 24.05.2031 till widow hood.

- 16. Medical allowance (if opted) Rs.100/-pm**
- 17. Dearness Relief at the rate of 32% and as sanctioned by Govt. from time to time is also admissible.**

**ILLUSTRATION No 2**  
**Disability pension on Invalidment**  
**(See Para-104 OM Part IV Vol. IV)**

**I. Data**

1.	Name	Y
2.	Regimental Number	15138483N
3.	Rank	Recruit
4.	Pay Group	Y
5.	Date of Enrolment	07.12.1999
6.	Date of Invalidment	30.05.2000
7.	Total qualifying service	1 yr. 1 m. 26 days
8.	Date of invaliding Medical Board	12.01.2000
9.	Cause of Invalidment	Disease
10.	Name of invaliding disease	PLEURAL EFFUSION TUBERCULAR(LT)
11.	Percentage of disability and period as recommended by 1MB	100% for 2 yrs
12.	percentage of disability and period as accepted by APO in consultation with MA(P)	100% for 2 yrs.

**II. Calculation**

13. **Service Element** Rs. 1275/-pm. For life .
14. **Disability Element** Rs. 1550/-pm w.e.f. 31.05.2000 to 30.05.2002
15. **Retirement Gratuity** Not admissible being qualifying service less than 5 years.
16. **Commutation** Service element alone is commutable .The commutation of this amount will be done in the manner as indicated in illustration No.1. Disability element can not be commuted as the same is for limited period and not for life.
17. **Family pension** Entitlement to family pension is not indicated as the individual was bachelor at the time of Invalidment. However, entitlement of family pension both at enhanced rate and normal rate would have been done in the same manner as indicated in illustration No.1. had the individual been married on the date of Invalidment.
18. **Medical allowance (if opted)** Rs. 100/- pm
19. Dearness Relief @ 38% on the aggregate of service element and disability element is admissible in addition and at the rates as sanctioned by Govt. from time to time

**Authority:** GOI, MOD letter No. 1(2)/97/D(Pen-C)dated 31.01.2001.

**ILLUSTRATION No 3****War Injury Pension  
(See Para-122 OM Part IV Vol. IV)****I. Data**

1.	Name	'A'
2.	Regimental Number	9087632 M
3.	Rank	N.K
4.	Pay Group	Y
5.	Date of birth	12.12.1967
6.	Date of enrolment	15.01.1985
7.	date of Invalidment	15.07.2000
8.	Date of injury	13.02.1999
9.	Cause of Invalidment	Injury
10.	Name of operation where injury sustained	"OP RAKSHAK"
11.	Pay Scale	<b>Rs.</b>
	<b>Pay last drawn</b>	
	Basic pay	3765/-
	classification allowance	50/-
	<b>Total</b>	<b>3815/-</b>
12.	Total qualifying service	15 Yrs. 6
	Months	
13.	Name of Invaliding disease(s) done (optd) LV3-4 892.	(I) Lt Nephrectomy (II) GSW Abdomen (III) Brust fracture paraplegig M-806,E-
14.	Percentage and period of disability recommended by invaliding Medical Board	100% Permanent.
15.	Percentage and period of disability	(I) I.D.No.1
	50%	(II) 1.D.No.2
	accepted by APO	(III) 1.D.No.3
80%	in consultation with MA(P)	Composite
100%		
100% for life		

**II. Calculation****16. War Injury Pension:****Formula:**

**Service Element:** Equal to retiring pension to which he/she would had been entitled on the basis of his/her pay on the date of invalidment but counting service upto the date on which he/she would have retired in that rank in normal course including weightage as admissible. Provisions of para 6 of MOD letter No. 1(6)/98/D(Pen/Sers) dated 03.02.1998 shall apply for calculating retiring pension. There shall be no condition of minimum qualifying service for earning this element.

**War Injury Element:** Equal to reckonable emoluments last drawn for 100% disablement. However, in no case the aggregate of Service element and War injury element should exceed last pay drawn.

Last pay drawn is Rs. 3815/-. Since War Injury is 100%, the War Injury Pension consisting of Service Element and War Injury Element will be restricted to Rs. 3815/- p.m.

**Note:-** Amount of commutation and retirement gratuity, entitlement of family pension will be calculated in the same manner as explained in illustration No. 1.

**Authority:** GOI, MOD letter No. 1(2)/97/D(Pen-C)dated 31.01.2001.

**ILLUSTRATION No 4****Disability Element (where Service Element already notified)  
(See Para-105 OM Part IV Vol. IV)****I. Data**

1.	Name	Z
2.	Regimental Number	14532994 Y
3.	Rank	NK
4.	Pay Group	Y
5.	Date of Birth	18.04.1961
6.	Date of enrolment	19.03.1979
7.	Date of discharge	31.03.2000
8.	Date of Release Medical Board	17.11.1999
9.	Name of 1.D.	PIVD L4.5,L-55-1 724(E) V.67.
10.	Percentage and period of disability recommended by Release Medical Board	<b>30% for 2 years</b>
11.	Percentage and period of disability accepted by APO in consultation with MA(P)	<b>30% for 2 years</b>

**II Calculation**

**Formula:** Rs. 1550/- for 100% disablement.

**12.** Amount of disability element for 30% shall be  $\frac{1550 \times 30}{100}$   
= **Rs. 465/- p.m.**

**Note:-** Amount of disability element is payable in addition to service element notified through 'S' series of PPO and dearness relief is also payable on this element.

**Authority:** GOI, MOD letter No. 1(2)/97/D(Pen-C)dated 31.01.2001

**ILLSTRATION NO.5**  
**Compensation in lieu of War Injury element**  
**( See Para-124 O M Pt.-IV Vol.- IV )**

**I. DATA**

1.	Name	Z
2.	Regimental No.	2590477-H
3.	Rank	N K
4.	Date of Birth	03-03-1967
5.	Date of Enrolment	04-01-1986
6.	Date of Injury	05-08-1995
7.	Name of Operation	“ OP RAKSHAK”
8.	Name of I.D.	“ GSW (RT) Arm with COMBINED COMMIA
9.	Date of Compensation MB	31.12.1995
10.	Percentage of Disability Recommended by Compensation Medical Board	<b>60%</b> For Life
11.	Percentage of Disability accepted By APO in consultant with MA(P).	<b>60%</b> For Life
12.	Age next Birth day	<b>29 YEARS</b>
13.	Loading of Age, if any	NIL
14.	Purchase value as per AI 85/71 for 29 Yrs.	17.78

**II Calculation**

15.	Rate of 100% War Injury Element	<b>Rs. 3100/-</b>
16.	Amount of War Injury Element <b>1860/-</b> i.e. 60% of Rs. 3100/-	$3100 \times 60 / 100 = \text{Rs.}$
17.	45% OF 60% war injury element	$\frac{1860 \times 45}{100} = \text{Rs. } 837/-$
18.	Amount of Commutation admissible	$(837 \times 12 \times 17.78)$ <b>= 1,78,582.32</b>

**rounded to = Rs. 1,78,583/-**

**Note-1:** Payment of compensation in lieu of war injury element is to be authorized through Payment authority in favour of PAO (ORs) for crediting in the individual's IRLA.

**Note-2:** The PAO (ORs) shall also be advised to keep a suitable note regarding the payment of compensation in lieu of war injury element in the LPC-cum-Data Sheet to avoid double payment.

**( Authority: G.O.I, M.O.D. LETTER NO. 1(2)/97/D(PEN-C) DT.  
31.01.2001)**

**ILLSTRATION NO.6**  
**Reassessment of Disability pension(Continuation Award of Disability Pension)**  
**( See Para-146 O M Pt.-IV Vol.- IV )**

**I. DATA**

1.	Name	Y
2.	Regimental No.	1062545
3.	Rank	Sepoy
4.	Period of original grant of D.P.	8.3.86 to 18.12.87
5.	Period of Last Award	4.8.91 to 10.6.2001
6.	Rate of disability	Rs.90/-PM
7.	Date of R.S.M.B	17.04.2001
8.	Period and Percentage of Disability recommended by RSMB	<b>20% for Life</b>
9.	Period and Percentage of Disability accepted by Award Panel Officer in consultation with MA(P) by APO in consultation with MA(P).	<b>20% FOR LIFE</b>

**II CALCULATION**

**10. Disability element**

- (i) This will be calculated with reference to percentage of disability accepted and rank of the individual.
- (ii) The rates of disability element for 100% disablement for Sepoy is Rs. 1550/-
- (iii) The 20% of Rs.1550/- comes to

$$\text{Rs. } \frac{1550 \times 20}{100} = \text{Rs. } 310/-$$

**11. Rate:** The rate of disability element will be Rs. 310/- pm wef. 11.06.2001 for life .

**( Authority:** G.O.I, M.O.D. letter NO. 1(2)/97/D(Pen-C) DT. 31.01.2001 and PC1(2)/97/D (Pen-C) dated 16.05.2001.)

**Note:-** Service element included in the initial PPO will be payable in addition. The service element will be consolidated by the PDA in terms of GOI. MOD letter No 1(2)/97/D(Pen-ser) dated 24.11.97 which will not be less than Rs. 1275/-pm wef 1.01.1996. However the amount of pension commuted will be reduced. Dearness Relief is also payable at the rates sanctioned by Govt. from time to time.

**ILLUSTRATION NO. 7****Special Family Pension ( Death in Service)  
( See Para-179 O M Pt.-IV Vol.- IV )****I. DATA**

1.	Name		'X'
2.	Regimental No.		1460569 P
3.	Rank		Havildar
4.	Pay Group		Y
5.	Date of Birth		01-10-1958
6.	Date of Enrolment		17-09-1977
7.	Date of Death		19-01-2001
8.	Cause of Death		DISEASE.
9.	Name of Fatal Disease	<b>(1)</b>	BILATERAL PNEUMONIA
		<b>(2)</b>	RENAL ALLOGRAFT
10.	Whether accepted as Attributable to Military Services		<b>YES</b>
11.	Nominated Heir for Family Pension		WIFE
12.	Pay Scale		Rs. 3600-100-5100
13.	Pay of the Deceased at the time of death		
	Basic Pay		<b>4,500.00</b>
	Classification Allowance		<b>150.00</b>
	Dearness Allowance		<b>1,999.00</b>
	<b>TOTAL</b>		<b>6649.00</b>

**II. CALCULATION****Formula:**

14. Special Family Pension : **60%** of the Reckonable Emolument

15. Amount of Special Family Pension :  $\frac{4650 \times 60}{100} =$  **Rs. 2790/-p.m.**

**16. DEATH GRATUITY  
FORMULA**

Half of reckonable emoluments for each completed six monthly period of qualifying service subject to a minimum of 12 times and a maximum of 33 times of the reckonable emoluments restricted to Rs. 3.5 lakhs.

16. Qualifying service rendered 23 YEARS 3 MTH. 3 DAYS  
rounded to **23 1/2** years add weightage of 5 YRS.

17. Total number of completed Six months period of qualifying service  
**28.50 X 2 = 57.**

18. Half of Reckonable emoluments i.e. **6649/2 = 3324.50**

19. Amount of Death Gratuity **57 X 3324.50 = Rs. 189496.50**

rounded off to **Rs 189497/-.**

**( Authority: G.O.I, M.O.D. letter No. 1(6)/98/D(PEN/SERS) DT. 03.02.1998 and 1(2)/97/D(PEN-C) DT. 31.01.2001.)**



**ILLUSTRATION NO. 8**  
**Ordinary Family Pension (Death in Service)**  
**( See Para-203 O M Part.-IV Vol.- IV )**

**I. DATA**

1.	Name	'B'
2.	Regimental No.	JC218095X
3.	Rank	Subedar
4.	Pay Group	Y
5.	Date of Birth	26.09.1956
6.	Date of Enrolment	26.09.1975
7.	Total Qualifying Service	25 Years 04 Months 17
	Days	
8.	Date of Death	15.02.2001(Died in
	Service)	
9.	Pay Scale	6600-170-9320
10.	Pay Last Drawn	7110-+DA3057.30
11.	Nominated Heir for Family Pension	Wife
12.	Cause of Death	Natural Death
13	Cause of Death Accepted by Award Panel	Non-
	Attributable	

**II. CALCULATION**

**14. Normal Rate:** Ordinary family pension is admissible @ **30%** of reckonable emoluments LAST DRAWN subject to a minimum of Rs.1275/- pm

**15. Enhanced Rate:**

**(A)** The amount of enhanced rate of ordinary family pension is admissible lowest of the following amounts:-

(I) **50%** of reckonable emoluments

(ii) Amount of service pension in cases when the deceased was a pensioner.

**(B)** Where individual has rendered a minimum period of 7 years of continuous qualifying service or after retirement with a pension, for a period of 7 years from the date following the date of death or upto the date on which the deceased would have attained the age of 65 years (67 years from 13/7/98 provided opted for extension of service) had he been alive.

**16. Ordinary family pension admissible:**

Enhanced rate 50% of reckonable emoluments **Rs. 3555/-p.m.** wef 16.2.2001 to 15.02.2008.

Normal rate **30%** of reckonable emoluments ie. **30 x 7110**

$$= \frac{100}{100} \times 30 \times 7110 = \mathbf{Rs.2133/-}$$

**p.m.**

**17. Death gratuity** will be calculated in the same manner as indicated in illustration No. 7

**( Authority:** G.O.I, M.O.D. LETTER NO. 1(6)/98/D(PEN/SERS) DT. 03.02.1998)

**ILLSTRATION NO. 9**  
**Liberalised Family Pension(battle casualty cases)**  
**( See Para-211 O M Part.-IV Vol.- IV )**

**I. DATA**

1.	Name	'C'
2.	Regimental No.	JC448357
3.	Rank	Subedar
4.	Pay Group	'Y'
5.	Date of Birth	06.03.1957
6.	Date of Enrolment	02.05.1975
7.	Date of Death	03.06.1999
8.	Cause of Death	Killed in Action
9.	Name of Operation	OP-Vijay
10.	Nominated Heir for Family Pension	Wife
11.	Pay Last Drawn	
	Basic Pay	Rs. 5600/-
	Dearness Allowance	Rs. 2112/-

**II. CALCULATION**

**Formula:**

Liberalised family pension is admissible at the rate equal to reckonable emoluments last drawn.

12. last pay drawn : Rs. 5600/-
13. **Rate:** Liberalised family pension admissible- Rs.5600/-pm
14. **Death Gratuity** shall be calculated in the SAME manner as indicated in illustration No.7.
15. **Ex-gratia** (lump-sum):- Rs. 10,00,000/-

**(Authority: GOI.MOD letter No. 20(I)/98/ D(Pay/services) dated 22.09.98 as amended vide that Ministry's letter of Even No dated 12.04.1999, 3.08.1999 and 1(2)/97/D(PEN-C) DT. 31.01.2001)**

**ILLSTRATION NO. 10**  
**Commutation of Pension**  
**(See Para- 275 O M Part-IV Vol.- IV )**

**I. DATA**

1.	Name	'M'
2.	Regimental No.	JC-661028N
3.	Rank	Subedar
4.	Nature of Pension Granted	Service Pension
5.	Rate of Pension	Rs.4449/-pm
6.	Period of Grant and Date of Commencement	For Life 1.07.2001
7.	Maximum Commutable Percentage of Pension	45%
8.	Percentage of Pension Desired to be commuted	45%
9.	Date of Birth as Recorded in the Enrolment Form	7.01.1956
10.	Date of Medical Examination of the individual by MB.	12.02.2001
11.	Age Next Birth Day	46YRS.
12.	Opinion/Finding of the MB for Commutation	Recommended
13.	Loading in Age, if any	NIL

**II. CALCULATION**

14. Purchase value for 46 years RS. 1437/- vide Table Annexed to Appendix - II A-1 85/71 i.e. 14.37
15. Amount of Pension Commutable 45% of Rs. 4449/- =  $\frac{4449 \times 45}{100}$  = **2002/-**
16. Commuted value works out to  $2002 \times 12 \times 14.37 =$  **Rs 345225/-**

**III Rate of residual pension**

17. Original rate of pension Rs 4449/- will be reduced to (4449-2002) Rs 2447/-pm wef 1.07.2001 for life but Dearness Relief will be payable on original Pension of Rs. 4449/-

**(Authority: GOI.MOD Letter No. 1(2)/98/D(Pen/Sers) dated 03.02.1998.)**

**Memo explanatory of each para in the OM Part IV Vol. IV (2006)**

<b>No of paras in the OM Part IV Vol. IV (2006)</b>	<b>No. of para in the existing OM Part IV Vol. IV (1972)</b>	<b>Explanatory remarks</b>
1	1	No Change
2	1-A	Modified
3	2	No Change
4	3	Modified
5	4	Modified Sub Para(iii) added based on (a) PCDA(P) Do letter No. ORs/DA/Misc/2K dated 17.05.2000 (b) PCDA(P) Drill for holding Mini Pension Adalat (c)CDA(PD) Meerut letter No. Tech/II/31/35/- Mini Adalat dated 26.04.2000
6	5	Modified
7	6	No Change
8	6-A	Abridged
9	7	Sub Paras (ii) and (iii) deleted and merged with chapter IV
10	8	No Change
11	8-A	Note added based on GOI, MOD. Letter No. B/40418/AG/PS4(E)/1252/B(Pen/Sers) dated 21.06.1985
12 to 28	New Paras	Based on instructions issued on LPC-cum Data Sheet read with PCDA(P) circular No. Gts/Tech./0148/XV dated 24.10.1985
29	9	Modified
30	10	No Change
31	11	No Change
32	12	No Change
33	13	Modified
34	14	Enlarged based on GOI, MOD, ID No. 4684/DIR(Pen)/2001 dated 14.08.2001.
35	15(A to D)	No Change
36	New Para	Modified based on A.I. 8/S/70 and GOI, MOD letter No. 1(6)/98/D(Pen/Sers) dated 3.02.98
37	15(E) &20	Modified based on GOI, MOD. Letter No. 1(6)/98/D(pen/Sers/dated 3.02.98
38	16	No Change
39	17	Modified based on GOI, MOD. Letter No. 1(6)/98//D (Pen/Sers) dated 3.02.98
40	18(a)	Modified based on GOI, MOD. Letter No. 1(6)/98/D(pen/Sers/dated 3.02.98
41	18(b)	Enlarged.

No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
42	18(c)	Enlarged based on GOI, MOD. Letter No. A/16909/Policy/AG/P.S2(e)/2085/S/D(AG) dated 16.12.76.
43	18(d)&(e)	Note added based on GOI, MOD. Letter No. 4684/Dir/(Pen)/2001 dated 14.08.2001 and even No. dated 10.09.2002 received under CGDA No. 5189/AT-P/V CPC/PC dated 03.10.2002
44	19	Modified based on GOI, MOD. Letter No. 1(6)/98/D(pen/Sers/dated 3.02.98
45	19	Modified
46	19	Modified
47	21	No Change
48	22	Sub Para V Deleted being obsolete
49	22-A	No Change
50	22-B	Enlarged
51	23	Enlarge
52	25	No Change
53	26	Modified based on GOI, MOD. Letter No. 1(6)/98/D(pen/Sers/dated 3.02.98
54	27	No Change
55	27-A	No Change
56	28	No Change
57	29	No Change
58	30	No Change
59	30-A	No Change
60	31	No Change
61	32	No Change
62	24	No Change
63	33	Modified
64	34	No Change
65	35	No Change
66	36	No Change
67	37 & 38	No Change
68	39	No Change
69	New Para	Based on GOI,P & PW No.2/1/87-P & PW(PIC) dated 08.03.88
70	New Para	Based on GOI, MOD. No.1(2)/92/D(Pen/Sers) dated 16.03.92 & 25.02.94
71	39A	Modified
72	40	Modified
73 to 84	New Paras	Based on instructions issued on LPC Cum data sheet read with PCDA(P) circular No. Grants/Tech/0186-III dated 26.03.1990

No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
85	New Para	--
86	41	No Change
87	42	No Change
88	43	No Change
89	44	Enlarged as per GOI, MOD. Letter No. 1(2)/97D(Pen-C) dated 31.01.2001 and A.O. 3/89
90	New para	Based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
91	45	Modified
92	46	No Change
93	47	No Change
94	48	No Change
95	New Para	Based on GOI, MOD, No. 1(2) 97/D(Pen-C) dated 7.02.01 and DGAFMS No. 16036/DGAFMS/MA/(P)/dated 2.03.2001, MOD ID No. B/10/39/AG/PS-4(d)/528/D(Pen-C) dated 23.07.2001 and Routine Note No. 644 dated 19.06.2002
96	52,53	Modified
97	54	No Change
98	55	No Change
99	56	Modified
100	57	Modified
101	58	No Change
102	59	No Change
103	61	Modified
104	59-A,64,69	Modified Based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
105	65	Modified
106	63	Modified
107	66	Modified Based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
108	67	No Change
109	68	No Change
110	73	No Change
111	74	No Change
112	75	No Change
113	48(B)	No Change
114	76	No Change
115	77	Modified
116	78	Modified Based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
117	79	No Change

No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
118	80	No Change
119	81	No Change
120	49	Modified based on AI 12/S/64, 2/S/70, MOD No. F/(6)EV/82 dated 30.06.82, 1(3)/82/D(Pen/Sers) dated 04.05.83 1/5/87/D(Pen/Sers) dated 30.10.87 & 1(6)/98/D(Pen/Sers) dated 03.02.1998
121	50	No Change
122	62	Modified based on GOI, MOD. Letter No. 2000 7 47/pen-C/71 dated 24.02.72 and 1(2) 97./D ( Pens-C) dated 31.01.2001.
123	New Para	Based on GOI, MOD. Letter No. 1(2) 97./D ( Pens-C) dated 31.01.2001
124	New Para	Modified Based on GOI, MOD. Letter No. 1(5) 97./D ( Pens/Ser) dated 30.10.87 and 1(2)/97/D (pen-C) dated 31.01.2001
125	New Para	Based on GOI, MOD. Letter No. 1(2)/97/D (pen-C) dated 31.01.2001
126	New Para	Based on GOI, MOD. Letter No. 1(2)/97/D (pen-C) dated 31.01.2001
127	68-A	Modified Based on GOI, MOD. Letter Nos. 1 (5)/97/D/(Pen/Sers) dt. 30-10-87 & 1(2)/97/D (pen-C) dated 31.01.2001
128	82	No Change
129	83	Modified based on GOI, MOD. ID No. 21684/Dir/(Pen)/2001 dated 14.08.2001 & even No. dated 10.09.2002
130	84	Modified
131	85	Modified
132	86	Modified
133	87	No Change
134	88	No Change
135	88-A	Modified based on GOI, MOD. Letter No. 1(5) 97./D ( Pens/Ser) dated 30.10.87 and 1(2)/97/D (pen-C) dated 31.01.2001
136	89	No Change
137	90	Modified based on instructions on Data Sheet (G3-RA) issued by PCDA(P) Circular No. 158 bearing file No.Gts/Tech/0156-Vol. III dated 28.04.1994
138	91	No Change

<b>No of paras in the OM Part IV Vol. IV (2006)</b>	<b>No. of para in the existing OM Part IV Vol. IV (1972)</b>	<b>Explanatory remarks</b>
139	92	No Change
140	93	No Change
141	94	No Change
142	95	No Change
143	96	Modified based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 7.02.2001 and Routine Note No. 646 of dated 22.08.2002
144	98	No Change
145	99	No Change
146	100	No Change
147	101,	No Change
148	102,103	No Change
149	104	No Change
150	105	No Change
151	106	No Change
152	107	No Change
153	108	No Change
154	109	No Change
155	110	No Change
156	111	Modified
157	112	Enlarged
158	114	No Change
159	137 and sub paras 2& 3 of Para 134	Modified
160	134	Modified based on GOI, MOD letter No. A/49601/AG/PS4(e)/3363B/D-(Pen/Sers) dated 27.08.87, & even No. dated 07.10.1987
161	119	Modified
162	116	No Change
163	117	No Change
164	118	No Change
165	121	No Change
166	122	No Change
167	146	No Change
168	120	No Change
169	127and 128	Modified based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 7.02.2001
170	129	No Change
171	130	No Change
172	131	Modified
173	132	No Change
174	123&133	Modified
175	148	No Change



No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
176	140 & 140-A	No Change
177	138	Modified
178	139 and 152	Modified
179	141	Modified based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
180	150 & 155	Modified
181	156	Modified
182	152	Modified
183	160	Modified
184	161	No Change
185	162	Modified based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
186	New para	New para based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
187	New Para	Regn. 230 (d) PRA Pt-I (1961)
188	New Para	Based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
189	New Para	Based on draft Regn. 179 PRA. PartI (1961)
190	166	No Change
191	157	Modified based on AI. 2/S/64
192	New Para	Based on A.I. 2/S/64
193	New Para	Based on GOI, MOD. Letter Nos.A/49601/AG/PS4(E)/3363/ B/ D-(Pen/Ser) dated 27.08.87, 12(16)/86/D(Pen/Sers)dated 3.06.88 & 20.03.90,6(7)/87/D(Per/Sers) dated 5.04.91 and B/38207/ AG/ PS4 (b)/931/B/D(Pen/Ser) dated 26.08.98 1(3)/99/ D(D(Pen/Sers) dated 24.11.99 and 27.04.2000.
194 to 196	New Para	Based on instruction issued for LPC cum data sheet read with PCDA(P) circular No. 160 dated 02.09.94 and 309 dated 23.08.2002.
197	New Para	Based on instructions issued for LPC cum-data- sheet and GOI, MOD. Letter No.A/49601/AG/PS4(e)/3363/ B/ D-(Pen/Ser) dated 27.08.87. & A/49601/AG/PS4(E)/1372/-B/D(Pen/Sers) dated 20.12.91 and 12(16)/86/D(Pen/Ser) dated 3.06.88 and 20.03.90 and 6(7)/87/D(Pen/Sers) dated 5.04.91
198	158	Modified
199	New Para	--
200	New Para	--
201	New Para	--
202	159	Modified
203	159	Modified Based on GOI, MOD. Letter No.1(6)/98/D(Pen/Sers) dated 3.02.98.

No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
204	New Para	Based on GOI, MOD. Letter No. A/6320/Div/AG /PS4(e)/325/B/D(Pen/Sers/ dated 25.05.92.
205	164	No Change
206	New Para	Based on GOI, MOD. Letter No.10(6)/92/D(Pen/Sers dated 28.09.92
207	New Para	Based on GOI, MOD. Letter No. 2/CC/BD/(Pen/Sers) dated 28.08.2001
208	New Para	Based on GOI, MOD. Letter No. 200847Pen-C/71 dated 24.02.72
209	New Para	Based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
210	New Para	---
211	New Para	--
212	New Para	---
213	New Para	---
214	New Para	---
215	New Para	---
216	New Para	---
217	New Para	---
218	New Para	---
219	New Para	Based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 31.01.2001
220	New Para	”
221	New Para	”
222	New Para	Based on GOI, MOD. Letter No.Air HQ./ 24229/71/P & PR-3/ 4930/-Pen-C dated 26.06.78
223	New Para	Based on GOI, MOD. Letter No.1(4)/89/D(Pen-C) dated 10.04.91
224	New Para	Based on CGDA Letter No. 5635/AT-P dt 7-8-91
225	New Para	Based on GOI, MOD. Letter No.B/39902/XXII/AG/PS4(d)/2869/D/Pay/Sers/ dated 8.10.96, even No. dated 04.06.1997& 20(1)/98/D(Pay/Sers) Dated 22.09.98
226	New Para	Based on GOI, MOD. Letter No.B/39902/XXII/AG/PS4(d)/2869/D/Pay/Sers) Dated 8.10.96 & 20(1)/98/D(Pen/Sers) dated 12.04.1999
227	171	No Change
228	141(Sub Para 4)	No Change
229	115	Modified
230	New Para	Based on GOI, MOD.letter No.1(6)/98/D(Pen/Sers) dated 3.02.98
231	New Para	Based on Army Instruction 8/S/70

No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
232	147	No Change
233	153	Modified
234	153-A	Modified
235	167	Modified based on GOI, MOD. Letter No.3(8)/98/D (Ceremonials) dated 18.03.99
236	168	Modified based on GOI, MOD. Letter No.7(67)/92/D(AG) dated 18.05.95
237	169	No Change
238	170	Modified based on GOI, MOD. ID No.4684/DIR(PEN)/2001 dated 14.08.2001 and 10.09.2002
239	171-A	Modified based on GOI, MOD PC to MF 90100/APS/D/8989/D(Pen-C) dated 20.12.1990.
240	172	Modified
241	173	No Change
242	174	Modified
243	175	No Change
244	176	No Change
245	177	No Change
246	178	No Change
247	179	No Change
248	New Para	--
249	New Para	--
250	180	No Change
251	181	No Change
252	182	No Change
253	183	Modified based on GOI, MOD. Letter No.1(2)/97/D(Pen-C) dated 7.02.2001
254	New Para	---
255	New Para	---
256	184	Modified
257	185	Modified based on A.I. 7/S/61
258	New Para	---
259	186	Modified
260	187	Modified
261	212	Modified
262	188	No Change
263	189	No Change
264	New Para	--
265	New Para	---
266 to 268	New para	Based on instructions issued on data sheet vide PCDA(P) Routine Note No. 588 dated 02.12.1991.

No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
269	190 & 191	Modified
270	192	Modified
271	193	No Change
272	194	No Change
273	195	No Change
274	196	No Change
275	197	Modified
276	199	Modified
277	200	No Change
278	201	No Change
279	202	No Change
280	203	No Change
281	204	No Change
282	205	Modified
283	206	No Change
284	207	No Change
285	208	Modified
286	209	No Change
287	210	No Change
288	211	No Change
289	214	No Change
290	New Para	---
291	New Para	---
292	New Para	Based on GOI, MOD. Letter No. 1/5/87/D(Pen/Sers) dated 30.10.87 and 1(6)/95/D (Pen-C) dated 29.02.2000
293	New Para	
294	New Para	
295	New Para	
296	New Para	
297	New Para	Based on GOI, MOD. Letter No.B/39042/AGJPS4(a &c) /1331/C/DPen/Sers) dated 29.12.2000 and AHQ/41003/1193/PA-III/363/C/D(Pen/Sers) dated 25.02.2002
298	New Para	Based on GOI, MOD. Letter No.B/39042/AGJPS4(a &c) /1331/C/DPen/Sers) dated 29.12.2000 and AHQ/41003/1193/PA-III/363/C/D(Pen/Sers) dated 25.02.2002
299	New Para	Based on GOI, MOD. Letter No.10(7)/92/D(Pen/Sers) dated 30.03.92 and B(40029)/AG/PS4(D)/1/B/D(Pen/Sers) dated 07.01.99.
300	New Para	Based on GOI, MOD. Letter No. A/31452/BAP/AG/PS-4(b)/4152/C/D(Pen/Sers) dated 13.12.1985
301	New Para	Based on GOI, MOD. Letter No.12(9)/87/D(Pen/Sers) dated 30.12.88

No of para as in the OM Part IV Vol. IV (2006)	No. of para in the existing OM Part IV Vol. IV (1972)	Explanatory remarks
302	New Para	Based on GOI, MOD. Letter No.12(9)/87/D(Pen/Sers) dated 30.12.88
303	New Para	
304 to 312	New Para	Based on HKSRA pension Regulation and guide lines(Circulated under CGDA letter No. 5657/AT-P(PC)/Ex-gratia dated 24.03.92
313	New Para	Based on GOI, MOD. Letter No.16518/SD-1 dated 18.0348
314	New Para	Based on GOI, MHA. Letter No. No F 16/19/63-K dated 16.05.64
315	New Para	Based on GOI, MHA. Letter No. No F 13/36/72-K dated 01.12.72
316	New Para	---
317	New Para	--
318	New Para	-
319 to 321	New Para	Based on Army Instruction 12/S/50
322	New Para	-----
323	New Para	----
324	New Para	Bases on AI 15/44
325	New Para	Based on AI 19/S/63 & 4/S/69
326	New Para	GOI, MOD No. F-11(1)/74/D(Pen/Sers) dated 09.05.74
327	New Para	GOI, MOD No. 11(1)/74/D(Pen/Sers) dated 27.04.76
328	New Para	GOI, MOD No. 1(3)/84/D(Pen/Sers) dated 29.08.84 & even No. dated 18.09.89
329	New Para	---
330	New Para	----
331	New Para	--
332	New Para	--
333	New Para	---
334	New Para	----
335	New Para	--
336	New Para	--
337	New Para	--
338	New Para	
339	New Para	---
340	New Para	--
341	215	Modified
342	216	Modified
343	217	Modified
344	218	Modified

<b>Appendices</b>		
1	New	---
2	New	Based on PCDA(P) Circular No. Gts/Tech/0148-XV dated 24.10.1985 and Gts/Tech/0156-IX dated 11.06.1997
3	New	---
4	New	---
5	New	---
6	New	---
7	New	Based on PCDA(P) Circular No. Gts/Tech/0186-III dated 26.03.1990
8	New	---
9	New	Based on PCDA(P) Circular No. 158 bearing file No. Gts/Tech/0156-VI dated 28.04.1994
10	New	----
11	New	Based on PCDA(P) Circular No. 160 dated 02.09.1994 (bearing file No. Gts/Tech/0156)
12	New	Based on PCDA(P) Circular No. 309 bearing file No. Gts/Tech/0156-XV dated 23.08.2002
13	New	---
14	New	---
15	New	Based on PCDA(P) Routine Note No. 588 dated 02.12.1991 bearing file No. Gts/Tech/0150-X
16	New	Based on AI 85/71
17	New	---
18	New	---

<b>Annexure-A</b>	<b>Annexure-I</b>	Modified & Enlarged																																													
<b>Annexure-B</b>	<b>Annexure-II</b>	Modified & Enlarged																																													
<b>Annexure-C</b>	<b>Annexure-III</b>																																														
(i) Specimen of forms	Specimen of forms	<p>No change except the following:</p> <table border="1"> <tr> <td>Sl. No. 4</td> <td>GO(3) F-1</td> <td>Deleted being obsolete</td> </tr> <tr> <td>Sl. No. 7</td> <td>GO(3) F-5</td> <td>do</td> </tr> <tr> <td>Sl. No. 17</td> <td>GO(RA) F-3</td> <td>do</td> </tr> <tr> <td>Sl. No. 20</td> <td>GO(4) F-2</td> <td>do</td> </tr> <tr> <td>Sl. No. 28-A</td> <td>GO(4) F-10</td> <td>do</td> </tr> <tr> <td>Sl. No. 23 &amp; 24</td> <td>GO(4) F-4</td> <td>Merged with S. No. 25 -</td> </tr> <tr> <td></td> <td>GO(4) F-5</td> <td>GO(4) F-6</td> </tr> </table> <p>The following additional forms added:</p> <table border="1"> <tr> <td>Sl. No. 5</td> <td>GO(2) F-5</td> </tr> <tr> <td>Sl. No. 6</td> <td>GO(2) F-6</td> </tr> <tr> <td>Sl. No. 16</td> <td>GO(3) F-12</td> </tr> <tr> <td>Sl. No. 17</td> <td>GO(3) F-13</td> </tr> <tr> <td>Sl. No. 18</td> <td>GO(3) F-14</td> </tr> <tr> <td>Sl. No. 19</td> <td>GO(3) F-15</td> </tr> <tr> <td>Sl. No. 20</td> <td>GO(3) F-16</td> </tr> <tr> <td>Sl. No. 21</td> <td>GO(3) F-17</td> </tr> <tr> <td>Sl. No. 22</td> <td>GO(3) F-18</td> </tr> <tr> <td>Sl. No. 27</td> <td>GO(RA) F-6</td> </tr> <tr> <td>Sl. No. 28</td> <td>GO(RA) F-7</td> </tr> <tr> <td>Sl. No. 29</td> <td>GO(RA) F-8</td> </tr> </table>	Sl. No. 4	GO(3) F-1	Deleted being obsolete	Sl. No. 7	GO(3) F-5	do	Sl. No. 17	GO(RA) F-3	do	Sl. No. 20	GO(4) F-2	do	Sl. No. 28-A	GO(4) F-10	do	Sl. No. 23 & 24	GO(4) F-4	Merged with S. No. 25 -		GO(4) F-5	GO(4) F-6	Sl. No. 5	GO(2) F-5	Sl. No. 6	GO(2) F-6	Sl. No. 16	GO(3) F-12	Sl. No. 17	GO(3) F-13	Sl. No. 18	GO(3) F-14	Sl. No. 19	GO(3) F-15	Sl. No. 20	GO(3) F-16	Sl. No. 21	GO(3) F-17	Sl. No. 22	GO(3) F-18	Sl. No. 27	GO(RA) F-6	Sl. No. 28	GO(RA) F-7	Sl. No. 29	GO(RA) F-8
Sl. No. 4	GO(3) F-1	Deleted being obsolete																																													
Sl. No. 7	GO(3) F-5	do																																													
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Sl. No. 23 & 24	GO(4) F-4	Merged with S. No. 25 -																																													
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Sl. No. 28	GO(RA) F-7																																														
Sl. No. 29	GO(RA) F-8																																														
(ii) Specimen of Data Sheet	New	Added as per relevant paras of OM Part-IV Vol-IV quoted in each Appendix.																																													
(iii) Specimen of PPO formats	New	Added as per relevant paras of OM Part-IV Vol-IV quoted in each Appendix.																																													
(iv) Specimen of Notices and Miscellaneous application forms	New	Added as per relevant paras of OM Part-IV Vol-IV quoted in each Appendix.																																													
<b>Annexure-D</b>	<b>Annexure-IV</b>	Modified and enlarged																																													

**MEMO EXPLANATORY OF THE TREATMENT ACCORDED IN THE  
OFFICE MANUAL PART IV (VOL. IV) (2006) TO EACH PARA IN OFFICE  
MANUAL PART IV (VOL.-IV) (1972)**

<b>No. of Para in OM Part-IV vol. IV (1972 Edn)</b>	<b>No of corresponding Para in OM Part IV Vol. IV (2006) ( Edn.)</b>	<b>Explanatory remarks.</b>
1	1	No Change
1-A	2	Modified
2	3	No Change
3	4	Modified
4	5	Modified
5	6	Modified
6	7	No Change
6-A	8	Abridge
7	9	Modified
8	10	No Change
8-A	11	Modified
9	29	Modified
10	30	No Change
11	31	No Change
12	32	No Change
13	33	Modified
14	34	No Change
15(A to D)	35	No Change
15(E)	37	Modified
16	38	No Change
17	39	Modified
18(a)	40	No Change
18(b)	41	Modified
18(c)	42	Modified
18(d)&(e)	43	No Change
19	44, 45 & 46	Modified
20	37	Modified
21	47	No Change
22	48	Modified
22(A)	49	No Change
22(B)	50	No Change
23	51	No Change
24	62	No Change
25	52	No Change
26	53	No Change
27	54	No Change
27-A	55	No Change
28	56	No Change
29	57	No Change
30	58	No Change
30-A	59	No Change
31	60	No Change



32	61	No Change
33	63	Modified
34	64	No Change
35	65	No Change
36	66	No Change
37	67	No Change
38	67	No Change
39	68	No Change
39-A	71	No Change
40	72	Modified
41	86	No Change
42	87	No Change
43	88	No Change
44	89	Enlarged
45	91	Modified
46	92	No Change
47	93	No Change
48	94 & 113	No Change
49	120	Modified
50	121	No Change
51	-	Deleted being obsolete
52	96	Modified
53	96	Modified
54	97	No Change
55	98	No Change
56	99	Modified
57	100	Modified
58	101	No Change
59	102	No Change
59-A	104	Modified
60		Deleted being obsolete
61	103	Modified
62	122	Modified
63	106	Modified
64	104	Modified
65	105	Modified
66	107	No Change
67	108	No Change
68	109	No Change
68(A)	127	Modified
69	104	Modified
70	--	Deleted being obsolete
71	--	Deleted being obsolete
72	--	Deleted being obsolete
73	110	No Change
74	111	No Change
75	112	No Change
76	114	No Change
77	115	Modified
78	116	Modified
79	117	No Change

80	118	No Change
81	119	No Change
82	128	No Change
83	129	Modified
84	130	Modified
85	131	Modified
86	132	Modified
87	133	No Change
88	134	No Change
88-A	135	Modified
89	136	No Change
90	137	Modified
91	138	No Change
92	139	No Change
93	140	No Change
94	141	No Change
95	142	No Change
96	143	Modified
97	-	Deleted being redundant
98	144	No Change
99	145	No Change
100	146	No Change
101	147	No Change
102	148	No Change
103	148	No Change
104	149	No Change
105	150	No Change
106	151	No Change
107	152	No Change
108	153	No Change
109	154	No Change
110	155	No Change
111	156	Modified
112	157	Enlarged
113	-	Deleted
114	158	Modified
115	229	Modified
116	162	Modified
117	163	No Change
118	164	No Change
119	161	Modified
120	168	No Change
121	165	No Change
122	166	No Change
123	174	No Change
124	--	Deleted being obsolete
125	--	Deleted being obsolete
126	--	Deleted being obsolete
127	169	Modified
128	169	Modified
129	170	No Change

130	171	No Change
131	172	Modified
132	173	No Change
133	174	Modified
134	160	Modified
135	--	Deleted being obsolete
136	160	Modified
137	159	Modified
138	177	Modified
138-A		Deleted
139	178	Modified
140	176	No Change
140-A	176	No Change
141	179 & 228	Modified
142	--	Deleted being obsolete
143	--	Deleted being obsolete
144	--	Deleted being obsolete
145	--	Deleted being obsolete
146	167	No Change
147	232	Modified
148	175	No Change
149	--	Deleted being obsolete
150	180	Modified
151	--	Deleted being obsolete
152	178 & 182	Modified
153	233	No Change
153-A	234	Modified
154	--	Deleted being obsolete
155	180	Modified
156	181	Modified
157	191	Modified
158	198	Modified
159	202 & 203	Modified
160	183	Modified
161	184	No Change
162	--	Modified
163	--	Deleted being obsolete
164	205	No Change
165	--	Deleted being obsolete
166	190	No Change
167	235	No Change
168	236	Modified
169	237	No Change
170	238	Modified
171	227	No Change
171-A	239-A	Modified
171-B	--	Deleted
172	240	Modified
173	241	No Change
174	242	Modified
175	243	No Change

176	244	No Change
177	245	No Change
178	246	No Change
179	247	No Change
180	250	No Change
181	251	No Change
182	252	No Change
183	253	Modified
184	256	Modified
185	257	Modified
186	259	Modified
187	260	Modified
188	262	No Change
189	263	No Change
190	269	Modified
191	269	Modified
192	270	Modified
193	271	No Change
194	272	No Change
195	273	No Change
196	274	No Change
197	275	Modified
198	--	Deleted being obsolete
199	276	Modified
200	277	No Change
201	278	No Change
202	279	No Change
203	280	No Change
204	281	Modified
205	282	Modified
206	283	No Change
207	284	No Change
208	285	Modified
209	286	No Change
210	287	No Change
211	288	No Change
212	261 (Note)	No Change
213	--	Deleted being obsolete
214	289	No Change
215	341	No Change
216	342	No Change
217	343	No Change
218	344	No Change
<b>Annexure-I</b>	<b>Annexure-A</b>	Enlarged
<b>Annexure-II</b>	<b>Annexure-B</b>	Sl. No. 3 deleted being redundant and enlarged with four more registers at Sl. No. 7 to 10
<b>Annexure-III</b>	<b>Annexure-C</b>	No change except the following:- The following existing forms have been deleted being obsolete

		S.N. 4 - GO(3) F-1 S.N. 7 - GO(3) F-5 S.N. 17 - GO(RA) F-3 S.N. 20 - GO(4) F-2 S.N. 28-A - GO(4) F-10 S.N. 23 & 24 - GO(4)F-4 and GO(4)F-5 - Merged with Sl. No. 25-GO(4)F-6
<b>Annexure-IV</b>	<b>Annexure-D</b>	Modified and enlarged

**REGISTER OF CORRECTIONS POSTED**

<b>No. and Date of Correction</b>	<b>Para affected</b>	<b>Initials of the person posting the correction</b>
---------------------------------------	----------------------	--